



AGENDA

ORDINARY MEETING OF COUNCIL

WEDNESDAY, 27 FEBRUARY 2019

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

- Wednesday, 27 February 2019 at
- Mataranka Hall, Mataranka
- Commencing at 0830hrs

Your attendance at the meeting will be appreciated.

Sharon HILLEN
ACTING CHIEF EXECUTIVE OFFICER

PLEDGE

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

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

PRAMIS BLA WI

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

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

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CONFIRMATION OF PREVIOUS MINUTES



ITEM NUMBER 5.1
TITLE Confirmation of Previous Minutes
REFERENCE 794273
AUTHOR Ashleigh Anderson, Governance Officer

RECOMMENDATION

- (a) **That Council approve the minutes as a true and accurate record of the Ordinary Meeting of Council held on Wednesday 19 December 2018.**

BACKGROUND

The Council met at 0830hrs in Council Chambers at 2 Crawford Street, Katherine on Wednesday 19 December 2018.

Attached are the minutes from that meeting.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 [↓](#) Ordinary Meeting of Council 2018-12-19 [784998].DOCX



MINUTES OF THE ORDINARY MEETING OF THE ROPER GULF REGIONAL COUNCIL
MEETING HELD AT
ROPER GULF REGIONAL COUNCIL CHAMBERS, 2 CRAWFORD STREET KATHERINE
ON WEDNESDAY, 19 DECEMBER 2018 AT 0830HRS

PRESENT/STAFF/GUESTS

1.1 Elected Members

- **Mayor Judy MacFARLANE**
- **Deputy Mayor Helen LEE**
- **Cr Selina ASHLEY**
- **Cr Annabelle DAYLIGHT**
- **Cr Ossie DAYLIGHT**
- **Cr Samuel EVANS**
- **Cr Deanna KENNEDY**
- **Cr Edwin NUNGGUMAJBARR**
- **Cr Eric ROBERTS**
- **Cr Keith RORY**
- **Cr Owen TURNER**

1.2 Staff

- **Sharon HILLEN** – Acting Chief Executive Officer
- **Marc GARDNER** – Director of Commercial Services
- **Virginia BOON** – Acting Director of Council and Community Services
- **Irenee McCREEVY** – Acting Manager of Governance, Corporate Planning and Compliance
- **Ashleigh ANDERSON** – Governance Officer (minute taker)
- **Kristen MUNCKTEN** – Area Manager
- **Nathan McIVOR** – Area Manager - Mataranka
- **Brad DIXON** – Project Manager
- **Annalisa BOWDEN** – Regional Manager, Community Services
- **Jenny CARROLL** – NDIS COS Regional Coordinator
- **Alex MacPHERSON** – IT Officer
- **Melissa AMARANT** – Contracts Manager

1.3 Guests

- **Amanda HAIGH** – Department of Housing and Community Development
- **Meeta RAMKUMOR** – Department of Housing and Community Development
- **Damian RYAN** - LGANT

MEETING OPENED

The Ordinary Meeting of Council opened at 0832hrs

WELCOME TO COUNTRY

The Mayor welcomed Councillors, Staff and Guests to the Ordinary Meeting of Council and the Roper Gulf Regional Council pledge was recited.

APOLOGIES AND LEAVE OF ABSENCE**4.1 APOLOGIES AND LEAVE OF ABSENCE**

289/2018 RESOLVED (Keith RORY/Selina ASHLEY)

CARRIED

- (a) That Council accepts the apologies of Councillor David MURRUNGUN and Councillor Donald GARNER.

CALL FOR ITEMS OF GENERAL BUSINESS

- 19.1 Bulman workshop Project
- 19.2 LA Projects
- 19.3 Job Vacancies
- 19.4 Roads
- 19.5 Australian Citizenship affirmation

QUESTIONS FROM THE PUBLIC

Nil

DISCLOSURE OF INTEREST

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

CONFIRMATION OF PREVIOUS MINUTES**8.1 CONFIRMATION OF PREVIOUS MINUTES ON 31 OCTOBER 2018 AND SPECIAL MEETING ON 14 NOVEMBER 2018**

290/2018 RESOLVED (Owen TURNER/Helen LEE)

CARRIED

- (a) That Council approves the previous minutes as a true and accurate record of the Ordinary Meeting of Council held on Wednesday 31 October 2018 in Katherine;
- (b) That Council approves the previous minutes as a true and accurate record of the Special Council Meeting held on Wednesday 14 November 2018 via Teleconference.

CONFIRMATION OF PREVIOUS FINANCE COMMITTEE MEETING MINUTES**9.1 CONFIRMATION OF PREVIOUS FINANCE COMMITTEE MINUTES**

291/2018 RESOLVED (Ossie DAYLIGHT/Deanna KENNEDY)

CARRIED

- (a) That Council receives and notes the previous minutes of the Finance Committee Meeting held on 28 November 2018.

BUSINESS ARISING FROM PREVIOUS MINUTES**10.1 ACTION LIST****292/2018 RESOLVED (Selina ASHLEY/Eric ROBERTS)****CARRIED**

- (a) That Council receives and notes the Action List.

INCOMING CORRESPONDENCE**11.1 INCOMING CORRESPONDENCE****293/2018 RESOLVED (Ossie DAYLIGHT/Samuel EVANS)****CARRIED**

- (a) That Council accepts the incoming correspondence.

OUTGOING CORRESPONDENCE**12.1 OUTGOING CORRESPONDENCE****294/2018 RESOLVED (Keith RORY/Edwin NUNGGUMAJBARR)****CARRIED**

- (a) That Council accepts the outgoing correspondence.

WARD REPORTS**13.1 SOUTH WEST GULF WARD REPORT****295/2018 RESOLVED (Deanna KENNEDY/Owen TURNER)****CARRIED**

- (a) That Council receives and notes the South West Gulf Ward Report;
(b) That Council approves the recommendations of the Borroloola Local Authority from the minutes 31 October 2018.

13.2 NEVER NEVER WARD REPORT**296/2018 RESOLVED (Eric ROBERTS/Selina ASHLEY)****CARRIED**

- (a) That Council receives and notes the Never Never Ward Report;
(b) That Council approves the recommendations of the Jilkminggan Local Authority from the minutes 02 October 2018;
(c) That Council approves the recommendations of the Mataranka Local Authority from the minutes 08 October 2018;
(d) That Council approves the recommendations of the Hodgson Downs Local Authority from the minutes 11 October 2018.

13.3 YUGUL MANGI WARD REPORT

297/2018 RESOLVED (Eric ROBERTS/Deanna KENNEDY)

CARRIED

- (a) That Council receives and notes the Yugul Mangi Ward Report.

13.4 NYIRRANGGULUNG WARD REPORT

298/2018 RESOLVED (Selina ASHLEY/Annabelle DAYLIGHT)

CARRIED

- (a) That Council receives and notes the Nyirranggulung Ward Report;
- (b) That Council approves the recommendations of the Barunga Local Authority for the minutes 16 October 2018;
- (c) That Council approves the recommendations of the Beswick Local Authority for the minutes 22 October 2018;
- (d) That Council approves the recommendations of the Manyallaluk Local Authority for the minutes 22 October 2018.

13.5 NUMBULWAR NUMBURINDI WARD REPORT

299/2018 RESOLVED (Eric ROBERTS/Selina ASHLEY)

CARRIED

- (a) That the Council receives and notes the Numbulwar Numburindi Ward Report.
- (b) That the Council approves the recommendations of the Numbulwar Local Authority from the minutes 09 October 2018.

Action: CEO to investigate and act upon urgent repairs and maintenance in the Numbulwar Aged Care facility

Deputy Mayor Helen LEE left the meeting, the time being 0939hrs

Deputy Mayor Helen LEE returned to the meeting, the time being 0941hrs

Cr Selina ASHLEY left the meeting, the time being 0941hrs

Cr Selina ASHLEY returned to the meeting, the time being 0946hrs

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

300/2018 RESOLVED (Selina ASHLEY/Helen LEE)

CARRIED

- (a) That Council receives and notes the Mayor's Report.

14.2 APPLICATION TO TRANSFER LIQUOR LICENCE - LARRIMAH HOTEL

301/2018 RESOLVED (Samuel EVANS/Keith RORY)

CARRIED

- (a) That Council supports the license application for the Larrimah Hotel in general and aims to provide feedback in regards to concerns about late trading hours.

CORPORATE GOVERNANCE DIRECTORATE REPORTS**15.1 FINANCE COMMITTEE****RECOMMENDATION**

- (a) That Council receives and notes the resignation of Geoff BISHOP, Independent Member of the Finance Committee;
- (b) That Council decides whether or not to continue having an Independent Member on the Finance Committee;
- (c) That Council receives and note the minutes of the Finance Committee Meeting on 28 November 2018.

15.2 URAPUNGA LOCAL AUTHORITY

302/2018 RESOLVED (Owen TURNER/Keith RORY)

CARRIED

- (a) That Council approves 6 members for the Urapunga Local Authority ;
- (b) That Council approves the following nominees: Cleven WOODS, Antonella PASCOE, Annie DANIELS, Richard COLLINS, Elaine DUNCAN and Clifford DUNCAN to the Urapunga Local Authority.
- (c) That Council decides the inaugural and subsequent Meeting dates of the Urapunga Local Authority;
- (d) That Council considers the invitation of the Minister for Housing and Community Development, and other dignitaries for the Inaugural Meeting of the Urapunga Local Authority.

ADJOURNED FOR MORNING TEA 1001HRS – 1030HRS**RECOGNITION OF SERVICE AWARDS PRESENTED 1030HRS - 1040HRS**

Cr Edwin NUNGGUMAJBARR left the meeting, the time being 1042hrs

PROJECT UPDATE ON ONSHORE EXPLORATION PROJECT NEAR DALY WATERS – 1050HRS

Origin Presentation by Stephanie Stonier and Russell Jeffrey.

Cr Edwin NUNGGUMAJBARR returned to the meeting, the time being 1113hrs

15.3 CEO REVIEW 2019

303/2018 RESOLVED (Helen LEE/Deanna KENNEDY)

CARRIED

- (a) That Council agrees that the CEO Review Report be moved to the Confidential Session

15.4 2019 MEETING CALENDAR

304/2018 RESOLVED (Deanna KENNEDY/Keith RORY)

CARRIED

- (a) That Council adopts the revised dates for the 2019 Meeting Calendar for Council Meetings, Committee Meetings, and Local Authority Meetings.

15.5 NATIONAL ROADS CONFERENCE

305/2018 RESOLVED (Edwin NUNGGUMAJBARR/Helen LEE)

CARRIED

- (a) That Council receives and notes summary of National Local Roads and Transport Congress Conference in Alice Springs from the Elected Members who attended the Conference.

15.6 LGANT CONFERENCE

306/2018 RESOLVED (Ossie DAYLIGHT/Keith RORY)

CARRIED

- (a) That Council receives and notes the update from the Elected Members who attended the 2019 LGANT Annual General Meeting.

15.7 TOWN CAMPS GRANT FUNDING OFFER

307/2018 RESOLVED (Ossie DAYLIGHT/Samuel EVANS)

CARRIED

- (a) That Council accepts the Town Camps Program funding offer of \$1,100,000 (GST Inclusive) from the Department of Housing and Community Development for works to occur in the Mulggan town camp;
- (b) That Council adopts the Town Camps Dwelling Funding Agreement TC0004 by signing and affixing the document with the Common seal.

15.8 LOCAL AUTHORITY SUPPORT

308/2018 RESOLVED (Helen LEE/Edwin NUNGGUMAJBARR)

CARRIED

- (a) That Council receives and notes update from the Department of Housing and Community Development pertaining to support and training of Local Authority members.

Cr Keith RORY left the meeting, the time being 1144hrs

Cr Keith RORY returned to the meeting, the time being 1145hrs

15.9 BESWICK, BULMAN AND WEELMOL COMMUNITY LAND USE PLAN

309/2018 RESOLVED (Deanna KENNEDY/Ossie DAYLIGHT)

CARRIED

- (a) That Council endorses the draft Beswick Community Land Use Plan;
- (b) That Council endorses the draft Bulman Community Land Use Plan, subject to the changes recommended by the Bulman/Weemol Local Authority at the Local Authority Meeting on 05 December 2018;
- (c) That Council endorses the Weemol Community Land Use Plan.

15.10 RECLASSIFICATION OF INFORMATION TECHNOLOGY POSITION

310/2018 RESOLVED (Eric ROBERTS/Keith RORY)

CARRIED

- (a) That Council endorses the reclassification of the Level 4 Information Technology Officer position to a Level 5/6 Information Technology Coordinator.

COUNCIL & COMMUNITY SERVICES DIRECTORATE REPORT**16.1 SERVICE DELIVERY OVER CHRISTMAS PERIOD**

311/2018 RESOLVED (Owen TURNER/Keith RORY)

CARRIED

- (a) That Council receives and notes Service Delivery over the Christmas Period.

COMMERCIAL SERVICES DIRECTORATE REPORTS

Nil

GENERAL BUSINESS**18.1 COMMUNITY SERVICES**

312/2018 RESOLVED (Helen LEE/Samuel EVANS)

CARRIED

- (a) That Council receives and adopts the Report for Community Services

18.2 FINANCE - FINANCIAL REPORT AS AT 30 NOVEMBER 2018

313/2018 RESOLVED (Annabelle DAYLIGHT/Deanna KENNEDY)

CARRIED

- (a) That Council receives and notes the financial reports as at 30 November 2018.

Action: LA Projects to be included in the Ordinary Meeting of Council agenda and all information pertaining to those projects their funding amounts and progress of those projects including 2018-2019 funding allocation.

**18.3 NOTICES OF MOTIONS FOR NATIONAL GENERAL ASSEMBLY 2019
(NGA)**

314/2018 RESOLVED (Keith RORY/Edwin NUNGGUMAJBARR) *CARRIED*

- (a) That Council receives and notes the Call for Motions Discussion Paper 2019 published by the National General Assembly of Local Government 2019.

BUSINESS ARISING**19.1 BULMAN WORKSHOP PROJECT**

315/2018 RESOLVED (Keith RORY/Ossie DAYLIGHT) *CARRIED*

- (a) That Council is to appoint a tender assessment panel for the Bulman Workshop Project to include the Director of Commercial Services, Project Manager, Project Coordinator and Contract Manager

19.2 JOB VACANCIES

316/2018 RESOLVED (Samuel EVANS/Keith RORY) *CARRIED*

- (a) That the CEO is to investigate the advice provided to a job applicant in Borroloola.

19.3 ROADS

317/2018 RESOLVED (Keith RORY/Ossie DAYLIGHT) *CARRIED*

- (a)

19.4 AUSTRALIAN CITIZENSHIP AFFIRMATION

318/2018 RESOLVED (Owen TURNER/Samuel EVANS) *CARRIED*

- (a) That Council receives and notes the request to read out the Australian Citizenship Affirmation at its Australia day events in 2019.

ADJOURNED FOR LUNCH: 1235HRS – 1301HRS**PROPOSED LEGISLATION FOR THE BURIAL AND CREMATION BILL –
1301HRS**

Department of Housing and Community Development Presentation by Soloman Gaturu and Robert Lee.

DEPUTATIONS & PETITIONS

Nil

MOVE TO CONFIDENTIAL SESSION**21 MOVE TO CONFIDENTIAL SESSION**

319/2018 RESOLVED (Helen LEE/Samuel EVANS)

CARRIED

- (a) **That Council moves into the confidential session and members of the public are to be excluded from the meeting.**

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 as the item lists come with the following provisions:-

9.1 CONFIRMATION OF PREVIOUS MINUTES – CONFIDENTIAL – *The Report will be dealt with under Section 65(2)(ci) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person.*

10.1 CONFIRMATION OF PREVIOUS MINUTES – FINANCE COMMITTEE – CONFIDENTIAL - *The Report will be dealt with under Section 65(2)(ci) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person.*

11.1 PRESENTATION BY DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT - *The Report will be dealt with under Section 65(2)(ci)(d)(e) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations. It contains information that would, if publicly disclosed, be likely to prejudice the maintenance or administration of the law; and information submit to an obligation of confidentiality at law, or in equity; and information provided to the council on condition that it be kept confidential.*

12.1 CDP REPORT – *The report will be dealt with under Section 65(2)(ci)(ciii)(e) of the Local Government Act and Regulation 8 of the Local Government Act (Administration) Regulations. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person; and information that would, if publicly disclosed be likely to prejudice the interests of council or some other person; and information provided to the council on the condition that it be kept confidential.*

13.1 ADDENDUM – REMUNERATION STRATEGY – *The report will be dealt with under Section 65(2)(ciii) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.*

14.1 CHIEF EXECUTIVE OFFICER RETURN TO WORK PROGRAMME - *The report will be dealt with under Section 65(2)(ciii) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.*

14.2 CEO REVIEW 2019 - The report will be dealt with under Section 65(2)(ciii) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.

14.3 PROGRESS AND EXPENDITURE REPORT – 2 CRAWFORD STREET

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

15.1 BARUNGA OVAL LIGHTS - The Report will be dealt with under Section 65(2)(ci) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person

9.1 CONFIRMATION OF PREVIOUS MINUTES - CONFIDENTIAL

320/2018 RESOLVED (Edwin NUNGGUMAJBARR/Helen LEE) CARRIED

- (a) That Council approves the minutes as a true and accurate record of the Confidential Session of Ordinary Meeting of Council held on Wednesday 31 October 2018 in Katherine.

10.1 CONFIRMATION OF PREVIOUS MINUTES – FINANCE COMMITTEE - CONFIDENTIAL

321/2018 RESOLVED (Keith RORY/Samuel EVANS) CARRIED

- (a) That Council confirms the previous confidential minutes of the Finance Committee held on 28 November 2018.

11.1 PRESENTATION BY DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

322/2018 RESOLVED (Ossie DAYLIGHT/Keith RORY) CARRIED

- (a) That Council receives the report from the Department of Housing and Community Development;
- (b) That Council resolves to engage the services of Mr. Mark BLACKBURN in accordance with the document titled Blackburn Consultancy.

12.1 CDP REPORT

323/2018 RESOLVED (Samuel EVANS/Keith RORY) CARRIED

- (a) That Council receives the report from the Department of Housing and Community Development;

13.1 ADDENDUM - REMUNERATION STRATEGY

324/2018 RESOLVED (Samuel EVANS/Ossie DAYLIGHT)

CARRIED

- (a) That Council receives and notes the Addendum

14.1 CHIEF EXECUTIVE OFFICER RETURN TO WORK PROGRAMME

325/2018 RESOLVED (Helen LEE/Samuel EVANS)

CARRIED

- (a) That Council receives and notes the report in relation to the Chief Executive Officer return to work programme;
- (b) That Council does not support the request of the Chief Executive Officer to employ an Occupational Therapist.

14.2 CEO REVIEW 2019

326/2018 RESOLVED (Ossie DAYLIGHT/Annabelle DAYLIGHT)

CARRIED

- (a) That the report of the CEO Review be deferred to the February 2019 Ordinary Meeting of Council.

14.3 PROGRESS AND EXPENDITURE REPORT - 2 CRAWFORD STREET PROJECT

327/2018 RESOLVED (Eric ROBERTS/Ossie DAYLIGHT)

CARRIED

- (a) That Council receives and notes the report in relation to progress and expenditure of the 2 Crawford Street project.

15.1 BARUNGA OVAL LIGHTS

328/2018 RESOLVED (Helen LEE/Keith RORY)

CARRIED

- (a) That Council receives and notes the report in relation to the Barunga Oval Light Tenders;
- (b) That Council delegates authority to the Acting Chief Executive Officer to award a tender in relation to the Barunga Oval Lights project.

16.1 MOVE OUT OF CONFIDENTIAL

329/2018 RESOLVED (Deanna KENNEDY/Keith RORY)

CARRIED

- (a) That Council moves out of the Confidential Session.

CLOSE OF MEETING

The meeting terminated at 1533hrs.

THIS PAGE AND THE PRECEEDING PAGES ARE THE MINUTES OF THE Ordinary Meeting of Council HELD ON Wednesday, 19 December 2018 AND CONFIRMED Wednesday, 27 February 2019.

Mayor Judy MacFARLANE

CONFIRMATION OF PREVIOUS FINANCE COMMITTEE MEETING MINUTES



ITEM NUMBER 9.1
TITLE Confirmation of Previous Finance Committee Minutes
REFERENCE 794515
AUTHOR Ashleigh Anderson, Governance Officer

RECOMMENDATION

- (a) **That Council receives and notes the minutes as a true and accurate record of the Finance Committee Meeting held on Wednesday 30 January 2019.**

BACKGROUND

The Finance Committee met at 0830hrs on Wednesday 30 January 2019 in Roper Gulf Regional Council Chambers at 2 Crawford Street Katherine.

Attached are the minutes from that meeting.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 [↓](#) Finance Committee Meeting 2019-01-30 [793779].DOCX



MINUTES OF THE FINANCE COMMITTEE MEETING # 1 OF THE ROPER GULF
REGIONAL COUNCIL MEETING HELD AT THE COUNCIL CHAMBERS
ROPER GULF REGIONAL COUNCIL HEADQUARTERS
2 CRAWFORD STREET, KATHERINE ON WEDNESDAY, 30 JANUARY 2019 AT
08:30AM

PRESENT/STAFF/GUESTS

1.1 Elected Members

- Mayor Judy MacFARLANE
- Deputy Mayor Helen LEE
- Councillor Samuel EVANS
- Councillor Owen TURNER

1.2 Staff

- Sharon HILLEN – Acting Chief Executive Officer
- Marc GARDNER – Director of Commercial Services
- Virginia BOON – Acting Director of Council and Community Services
- Lokesh ANAND – Chief Financial Officer
- Irene McCREEVY – Acting Manager Governance, Corporate Planning & Compliance
- Ashleigh ANDERSON – Governance Officer (minute taker)

1.3 Guests

- Amanda Haigh – Regional Manager – Department of Housing and Community Development

MEETING OPENED

Meeting opened at 0839hrs

WELCOME TO COUNTRY

The Pledge was read and the Mayor welcomed Committee Members, Staff and Guests.

APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES

1/2019 RESOLVED (Samuel EVANS/Owen TURNER)

Carried

- (a) That the Finance Committee does not accept the Apologies of Councillor Ossie Daylight.

DISCLOSURES OF INTEREST

There were no declarations of interest at this Finance Committee.

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

2/2019 RESOLVED (Helen LEE/Owen TURNER) *Carried*

- (a) That the Finance Committee adopts the previous minutes of the 28 November 2018 Finance Committee Meeting as a true and accurate record of that meeting and its decisions.

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

3/2019 RESOLVED (Samuel EVANS/Helen LEE) *Carried*

- (a) That the Finance Committee receives and notes the action list.

INCOMING CORRESPONDENCE**10.1 INCOMING CORRESPONDENCE**

4/2019 RESOLVED (Samuel EVANS/Owen TURNER) *Carried*

- (a) That the Finance Committee receives and notes the incoming correspondence.

OUTGOING CORRESPONDENCE**11.1 OUTGOING CORRESPONDENCE**

5/2019 RESOLVED (Helen LEE/Owen TURNER) *Carried*

- (a) That the Finance Committee receives and notes the outgoing correspondence.

EXECUTIVE DIRECTORATE REPORTS

Nil

CORPORATE GOVERNANCE DIRECTORATE REPORTS**13.1 FIN019 - PROCUREMENT POLICY**

6/2019 RESOLVED (Helen LEE/Samuel EVANS) *Carried*

- (a) That the Finance Committee adopts the new Procurement Policy.

13.2 URAPUNGA LOCAL AUTHORITY PROJECT FUNDING

7/2019 RESOLVED (Owen TURNER/Samuel EVANS) *Carried*

- (a) That the Finance Committee sign and seal the 2018-19 agreement for Local

Authority Project Funding for the Urapunga Local Authority.**13.3 GRANT FUNDING ARRANGEMENTS**

8/2019 RESOLVED (Owen TURNER/Helen LEE) *Carried*

- (a) That the Finance Committee accept the variation to the Community Home Support Program by signing, dating, and affixing the Common Seal to one copy of the Deed of Variation;
- (b) That the Finance Committee accept the funding offer of \$51,600 (GST Exclusive) for the Ngukurr Sport and Recreation Precinct Master Plan, by signing, dating, and affixing the Common Seal to one copy of the Agreement;
- (c) That the Finance Committee accept two variations to the School Nutrition Program, for total funding of \$381,914 (GST Exclusive), by signing, dating, and affixing the Common Seal to one copy of the Deed of Variation;
- (d) That the Finance Committee accept the variation to the Indigenous Youth Reconnect Program, by signing and dating one copy of the Deed of Variation;
- (e) That the Finance Committee accept Community Child Care Funding variation, by signing, dating, and affixing the Common Seal to one copy of the Deed of Variation.

13.4 FINANCE - RGRC FINANCIAL REPORT AS AT 31 DECEMBER 2018

9/2019 RESOLVED (Samuel EVANS/Owen TURNER) *Carried*

- (a) That the Finance Committee receives and notes the financial reports as at 31 December 2018.

13.5 CAPITAL EXENDITURE - FLEET PURCHASES

10/2019 RESOLVED (Samuel EVANS/Owen TURNER) *Carried*

- (a) That the Finance Committee approves the reallocation of unspent funds from proposed Capex Fleet to be purchased in this report, to be used for the purchase of a Backhoe which has come in at \$8,500 over the allocated budget;
- (b) That the Finance Committee approves the following Purchases of Capital Fleet items as per the Capital Expenditure Budget:
 - 4x Front End Loaders from Forklift Solutions;
 - 1x Backhoe from Forklift Solutions;
 - 1x Telehandler from Forklift Solutions.

COUNCIL & COMMUNITY SERVICES DIRECTORATE REPORT**14.1 LARRIMAH BORE FINANCIAL IMPLICATIONS**

11/2019 RESOLVED (Owen TURNER/Helen LEE) *Carried*

- (a) That the Finance Committee receives and notes the report on the Larrimah Bore situation at the 30 January 2019 meeting.

COMMUNITY SERVICES DIRECTORATE REPORTS

Nil

COMMERCIAL SERVICES DIRECTORATE REPORTS**16.1 2 CRAWFORD ST UPDATE JANUARY 2019**

12/2019 RESOLVED (Helen LEE/Samuel EVANS)

Carried

- (a) That the Finance Committee receives and notes the below report outlining updates on 2 Crawford Street project.

16.2 TENDER SELECTION PANELS FOR UPCOMING PROJECTS

13/2019 RESOLVED (Owen TURNER/Samuel EVANS)

Carried

That the Finance Committee approves the following persons for the tender assessment panels for the Borroloola Multi-purpose Courts and the Ngukurr Oval Light projects:

- Chief Executive Officer
- Director Commercial Services
- Manager Contracts
- Projects Coordinator

MEETING ADJOURNED AT 1008HRS**MEETING RESUMED AT 1015HRS****BUSINESS ARISING****17.1 Terms of Reference**

14/2019 RESOLVED (Samuel EVANS/Owen TURNER)

Carried

- (a) That the Finance Committee receives and notes the review of the Roper Gulf Regional Council Finance Committee Terms of Reference;
- (b) That the Finance Committee approves the release of an expression of interest for the Independent Member of the Finance Committee.

Action: Report to OCM on the adequacy of the current insurance coverage.

Action: Amend the Financial Delegations Manual to incorporate the Finance Committees role in the awarding of tenders and major contracts.

Mayor Judy MacFARLANE left the meeting, the time being 1038hrs

Mayor Judy MacFARLANE returned to the meeting, the time being 1041hrs

17.2 2019 Calendar

15/2019 RESOLVED (Samuel EVANS/Helen LEE)

Carried

- (a) That the Finance Committee approves the 2019 Meeting Calendar as amended.

17.3 Toilet Blocks – Mataranka Sports and Recreation

16/2019 RESOLVED (Helen LEE/Samuel EVANS)

Carried

- (a) That the Finance Committee have designs and costings to put before the Ordinary Meeting of Council on 27 February 2019.

17.4 Restructure of CDP Mechanical Activity Supervisor - Numbulwar

17/2019 RESOLVED (Helen LEE/Owen TURNER)

Carried

- (a) That the Finance Committee approves the changes to the staff plan in respect to the CDP Mechanical Activity Supervisor at Numbulwar to reflect the changes approved in Councils budget amendments, approved by the Councils Finance Committee in November 2018.

QUESTIONS FROM THE PUBLIC
ADJOURNED FOR MORNING TEA AT 1109HRS**CLOSED SESSION****20.1 MOVE TO CONFIDENTIAL**

18/2019 RESOLVED (Helen LEE/Owen TURNER)

Carried

- (a) That the Finance Committee moves into the confidential session.

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 in accordance with Section 65(2) of the Local Government Act, as the item lists come with the following provisions:-

20.1 Confirmation of Previous Confidential Minutes – *This report will be dealt with under Section 65(2) (ciii) of the Local Government Act 2008 and Regulation 8 (c) (iv) of the Local Government (Administration) Regulations 2008. It contains information that would, if publically disclosed, be likely to prejudice the interests of council or some other person.*

20.2 Barunga Sports Oval Lighting Tender Number: ROPER-834916 – *This report will be dealt with under Section 65(2) (ci) (cii) (ciii) (e) of the Local Government Act 2008 and Regulation 8 (c) (iv) of the Local Government (Administration) Regulations 2008. It contains information that would, if publically disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person; AND information that would, if publically disclosed, be likely to prejudice maintenance or administration of the law; AND information that would, if publically disclose, by likely to prejudice the security of the council, its members or staff; AND information provided to the council on condition that it be kept confidential.*

20.3 Finance – 2017-18 Management Letter by the External Auditors – *This report will be dealt with under Section 65(2)(e) of the Local Government Act 2008 and Regulation 8 (c) (iv) of the Local Government (Administration) Regulations 2008. It contains information provided to the council on condition that it be kept confidential.*

20.4 Finance – Rates Exemption – *This report will be dealt with under Section 65(2)(b) of the Local Government Act 2008 and Regulation 8 (c) (iv) of the Local Government (Administration) Regulations 2008. It contains information about the personal circumstances of a resident or ratepayer.*

20.1 CONFIRMATION OF PREVIOUS CONFIDENTIAL MINUTES

19/2019 RESOLVED (Owen TURNER/Helen LEE)

Carried

- (a) That the Finance Committee adopts the previous minutes of the confidential session of the 28 November 2018 Finance Committee Meeting as a true and accurate record of that meeting and its decisions.

20.2 BARUNGA SPORTS OVAL LIGHTING TENDER NUMBER: ROPER-834916

20/2019 RESOLVED (Samuel EVANS/Owen TURNER) *Carried*

- (a) That the Finance Committee endorses the awarding of tender ROPER-834916 – The Barunga Sporting Oval Lights to All Regions Electrical for the value of \$530,000.00.

20.3 FINANCE - 2017-18 MANAGEMENT LETTER BY THE EXTERNAL AUDITORS

21/2019 RESOLVED (Helen LEE/Samuel EVANS) *Carried*

- (a) That the Finance Committee receives and notes the 2017-18 Management Letter.

20.4 FINANCE - RATES EXEMPTION

22/2019 RESOLVED (Helen LEE/Owen TURNER) *Carried*

- (a) That the Finance Committee approves the rates exemption request from Sunrise Health Service Aboriginal Corporation.

20.5 MOVE OUT OF CONFIDENTIAL

23/2019 RESOLVED (Owen TURNER/Samuel EVANS) *Carried*

- (a) That the Finance Committee moves out of the Confidential Session.

CLOSE OF MEETING

The meeting terminated at 1154hrs

THIS PAGE AND THE PRECEEDING PAGES ARE THE MINUTES OF THE Finance Committee HELD ON Wednesday, 30 January 2019 AND CONFIRMED Wednesday, 27 March 2019.

Mayor Judy MacFarlane

BUSINESS ARISING FROM PREVIOUS MINUTES

ITEM NUMBER	10.1
TITLE	Action List
REFERENCE	796073
AUTHOR	Ashleigh Anderson, Governance Officer

RECOMMENDATION

- (a) That Council receives and notes the Action List as at 14 February 2019.

BACKGROUND

Date	Meeting	Item	Description	Comment	Status	Update
27-Jun-18	OMC	15.11	ROCKY CREEK BRIDGE	Rocky Creek Bridge Project Report.	Ongoing	Report in Agenda
29-Aug-18	FCM	17.3	BORROLOOLA SPORTS COURTS (LOT 644)	Borroloola Sports Courts Project Report.	Progressing	14/02/19 - Currently on track. Engaged BTO as Project Manager – Expect Tender in April and commencement in May 2019.
29-Aug-18	FCM	18.3	BARUNGA OVAL LIGHTS	Barunga Oval Lights Project Update	Commenced	14/02/19 - Project Commenced. Weekly Progress Reports supplied.
31-Oct-18	OMC	18.3	RATING OF LARRIMAH & DALY WATERS	Council to investigate options to be considered in the 2019-20 Financial Year	Ongoing	19/12/18 – There are two option being investigated at the moment. Firstly differential rating based on unimproved capital value, second – decreasing the flat rate charge for properties in Larrimah and Dalywater. 14/02/19 – To be presented to Council as part of the Rates Declaration for 2019/2020
31-Oct-18	OMC	18.6	BULMAN PUBLIC TOILETS – TOWN and AIRSTRIP	CEO to complete application for section 19's for use of land to build a public toilet between Council Office and Central Arnhem Highway	Ongoing	14/02/19 – Expression of Interest for land use is with the Northern Land Council. Designs and Costings have commenced.
31-Oct-18	OMC	18.7	OLD DUMP SITES – BARUNGA AND BESWICK	CEO to submit audit Report to the next OMC in February.	Progressi	14/02/19 - Big Rivers Region Waste Management Coordinator has investigated and identified asbestos on both sites.

						Seeking quotes to cleanup. Further details provided in Agenda.
31-Oct-18	OMC	18.11	MATARANKA SPORT AND RECREATION LIGHTING	CEO to update	Ongoing	14/02/19 - Director of Commercial Services to conduct a cost benefit analysis and report to the FCM in March. NTG have approved seeking the lights in situ until further notice.
31-Oct-18	OMC	20.11	BORROLOOLA OFFICE UPGRADE	Project Update	Ongoing	19/12/18 – Project should be beginning in January 2019. 14/02/19 – Design and documentation completed. BTO Project Management – Tender in April 2019 with commencement in May 2019.
28-Nov-18	FCM	9.1	PLAYGROUNDS IN COMMUNITIES	The Council were to focus their resources on the playgrounds at Jilkminggan, Ngukurr, Robinson River and Mullgan Camp.	Ongoing	14/02/19 - Jilkminggan: works commenced 18/02/19. Ngukurr: To go to tender in February 2019. Robinson River: Commenced discussion with Mungoorbada. Mulgan Camp: Part of consult for \$1m commenced.
19-Dec-18	OMC	13.5	NUMBULWAR AGED CARE FACILITY	The CEO is to investigate and act upon urgent repairs and maintenance at the Numbulwar aged care facility	Progressing	14/02/19 – Report by Annalisa Bowden has been submitted regarding Urgent Repairs and Maintenance, some work has been undertaken to fix issues. Quotes on other repairs have been sought.
19-Dec-18	OMC	14.2	LARRIMAH HOTEL TRADING HOURS	Council is to provide feedback to the Larrimah Hotel regarding their late trading hours	Ongoing	Feedback required from Councillors on issues in order to write letter to the New Owners outlining concerns.
19-Dec-18	OMC	19.2	JOB VACANCIES	CEO is to investigate advice which was given to a job applicant in Borroloola	Ongoing	14/02/19 – No further information. DCS to follow up on facts and circumstances.
19-Dec-18	OMC		MOTIONS FOR NGA 2019	If Council wish to submit a motion, the Motion must be submitted to the OMC in February	Ongoing	Report in Agenda.
19-Dec-18	OMC		NLC EOI FOR SECTION 19'S	DCCS to complete application for Ngukurr and Numbulwar Cemeteries	Complete	14/02/19 – Expression of Interest completed, waiting on response

	OMC		RATING PROCESS	CFO to present the rating process to the FCM in January	Complete	14/02/19- Rating process flyer has been completed and report will be presented.
19-Dec-18	OMC		ROADS TO RECOVER FUNDING	CEO to allocate funding for roads projects and present to the next RCM	Ongoing	Report in Agenda
19-Dec-18	OMC		NUMBULWAR ROADS	DCCS/CEO to ensure GHD are going to scope roads works in Numbulwar	Ongoing	14/02/19 – Scope of works completed and awaiting quote from GHD.
19-Dec-18	OMC		BULMAN COUNCIL DEPOT WORKS	DCS to assess tender and report back to council	Ongoing	14/02/19 – Tenders have commenced.
19-Dec-18	OMC		BORROLOOLA TOWN CAMPS	CEO/DCCS to investigate what NT Government has in place for Borroloola town camps particularly building work	Ongoing	14/02/19 - \$300,000 has been allocated. CEO has commenced letter campaign. Working with DIPL to incorporate in housing developments.
19-Dec-18	OMC		BORROLOOLA ROAD PROJECTS	CEO to submit report regarding Road projects in Borroloola	Ongoing	Report in Agenda
19-Dec-18	OMC		CEMETERY MANAGEMENT PLAN PROJECT	Governance/DCCS to present the new <i>Cemeteries Act</i> and Management Plan to all LA's	Ongoing	14/02/19 – Project has commenced.
19-Dec-18	OMC		JILKMINGGAN CEMETERY	Discuss with JCAC to determine capacity to deliver management requirements	Ongoing	Department of Local Government, Housing and Community Development to discuss with Jilkminggan Community Aboriginal Corporation (JCAC).
30 Jan 19	FCM	14.1	LARRIMAH BORES	Council to Investigate Bores to determine issues	ONGOING	Report in Agenda
30 Jan 19	FCM	17.1	INDEPENDENT MEMBER – FINANCE COMMITTEE	CEO to release an expression of Interest for new Independent Member	ONGOING	14/02/19 – Advertisement has been released with the Expression of Interest with closing date on 22 February update will be presented to Council.
30 Jan 19	FCM	17.1	INSURANCE COVERAGE	Report to OMC on insurance coverage	Completed	14/02/19 - A report is presented covering all types of insurances council holds and how much it pays for each type.

30 Jan 19	FCM	17.1	FINANCIAL DELEGATIONS MANUAL	Amend the Financial Delegations Manual to incorporate Finance Committee roles in tender awarding and major contracts	ONGOING	14/02/19 – New policy has been drafted, and will be presented to Council as well, and duplicated policies will be rescinded. Amendments have been made to the Financial Delegations Manual and will be presented to Council.
30 Jan 19	FCM	17.3	TOILET BLOCKS – MATARANKA SPORTS AND RECREATION	Project update	ONGOING	14/02/19 - Local Authorities have provided specifications. Currently awaiting costing to inform 2019/2020 Budget. Hire options are currently being sourced for the Never Never Festival Requirements.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

There are no attachments for this report.

INCOMING CORRESPONDENCE

ITEM NUMBER 11.1
TITLE Incoming Correspondence
REFERENCE 795663
AUTHOR Rita Duncan, Executive Assistant to CEO

RECOMMENDATION

(a) That Council accepts the incoming correspondence.

<i>Item No</i>	<i>Date Received</i>	<i>Sender</i>	<i>Sent To</i>	<i>Correspondence Details</i>	<i>InfoXpert No</i>
1	08 Jan 2019	Chris Tucker	Acting CEO	Telstra Payphone Removal Ngukurr	791191
2	15 Jan 2019	LGANT	Acting CEO	Nominations to NT Planning Commission	791193
3	01 Feb 2019	QLD Police Service	Mayor & Councilors	Invite to AIFVPC	795621
4	04 Feb 2019	NT Gov	Acting CEO	Special Purpose Grant Offer 2018-19 Round Two	795086
5	13 Feb 2019	Chris Taarnby Acting CEO MAC	Acting CEO	EIO Sub Contracting Night Patrol Robinson River	795661
6	29 Jan 2019	Steve Smith CEO AIG	Mayor	Remote Laundry Project – Letter of Support	794202

ATTACHMENTS:

There are no attachments for this report.

INCOMING CORRESPONDENCE



ITEM NUMBER 11.2
TITLE Late Incoming Correspondence
REFERENCE 796190
AUTHOR Ashleigh Anderson, Governance Officer

RECOMMENDATION

(a) That Council accepts the late incoming correspondence.

<i>Item No</i>	Date Received	Sender	Sent To	Correspondence Details	InfoXpert No
1	19/02/19	Phill Harris	Council	Speed Limit Change on Stuart Highway, Mataranka	796008

ATTACHMENTS:

There are no attachments for this report.

OUTGOING CORRESPONDENCE

ITEM NUMBER 12.1
TITLE Outgoing Correspondence
REFERENCE 795667
AUTHOR Rita Duncan, Executive Assistant to CEO

RECOMMENDATION

(a) That Council accepts the outgoing correspondence.

<i>Item No</i>	<i>Date Sent</i>	<i>Sender</i>	<i>Addressed To</i>	<i>Correspondence Details</i>	<i>InfoXpert No</i>
1	09 Jan 2019	Mayor	Trudy Schmidt	Tele Black Spots	790884
2	09 Jan 2019	Mayor	Optus	Tele Black Spots	790889
3	09 Jan 2019	Mayor	Nic Danks Telstra	Tele Black Spots	790895
4	30 Jan 2019	Mayor	Aboriginal Investment Group	Remote Laundry Support Letter - Barunga	794117
5	05 Feb 2019	Acting CEO	Nic Danks Telstra	Tele Black Spots – discussion points	794852
6	11 Feb 2019	Acting CEO	Iain Loganathan	Resignation of Elected Member	795516
7	11 Feb 2019	Acting CEO	Gerry McCarthy MLA	Resignation of Elected Member	795518

ATTACHMENTS:

There are no attachments for this report.

OUTGOING CORRESPONDENCE

ITEM NUMBER 12.2
TITLE Late Outgoing Correspondence
REFERENCE 796191
AUTHOR Ashleigh Anderson, Governance Officer

RECOMMENDATION

(a) That Council accepts the late outgoing correspondence.

<i>Item No</i>	Date Received	Sender	Sent To	Correspondence Details	InfoXpert No
1	15/02/19	Mayor Judy MacFarlane	Minister Gerald McCarthy	Congratulations	796089
2	18/02/19	A/CEO Sharon Hillen	Jak Ahkit – A/CEO of NLC	Native Title in Borrooloola and Mataranka	796114

ATTACHMENTS:

There are no attachments for this report.

WARD REPORTS

ITEM NUMBER	13.1
TITLE	South West Gulf Ward Report
REFERENCE	796248
AUTHOR	Perna RAMAWAT, Governance Officer

RECOMMENDATION

- (a) **That Council receives and notes the South West Gulf Ward Report;**
 (b) **That Council approves the recommendations of the Borroloola Local Authority from the minutes 06 December 2018 and 07 February 2019.**

BACKGROUND**Local Authority Update**

The Borroloola Local Authority includes; Mayor Judy MacFarlane, Cr Don Garner, Cr Samuel Evans, Cr Keith Rory, Lizzie Hogan, Trish Elmy, Mike Longton, Maria Pyro, Marleen Karkadoo, Raymond Anderson, Rebecca Gentle, Stan Allen and Jonathon Sauer.

The Borroloola Local Authority has a rotating Chairperson.

The Borroloola Local Authority Meeting was held on Thursday 06 December 2018 and scheduled and held on 07 February 2019. Attached are the Minutes for both previous meeting minutes.

Next Borroloola LA meeting is scheduled on 04 April 2019.

BORROLOOLA ACTION LIST FROM 07/02/2019 MEETING

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
09.06.16	6.2 Incoming Correspondence	Request an application for a special lease so this license is not required every 12 months.	Area Manager / DCG	Ongoing	06/12/18 Council has been in touch with NTG and Council need to acquire Tamarind Park to be able to gain a long term lease. Paperwork has been filled out and lodged with NTG 07/02/19 Council awaiting response from NTG
08.03.17	11.1 ELECTED MEMBER REPORT	Council to invite someone from Lands & Planning to the next LA meeting to provide feedback relating to the release of land for the Borroloola Subdivision	Local Authority Coordinator	Ongoing	04/10/18: still waiting for high court decision relating to crown lease subdivisions, which relates to the Borroloola Subdivision. 06/12/18 No Further Updates, still waiting on High Court

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
					decision. 07/02/19 Council have sent letter to NLC for more information.
18.09.17	11.6 GOVERNANCE REPORT - LOCAL AUTHORITY PROJECT FUNDING UPDATE ON BOTH LA AND GENERAL PROJECTS	Look into signage and options to stop large traffic going through town and ending up with nowhere to turn around. 2) CSC to follow up and report back at The next meeting on.	DCCS	Ongoing	04/10/18: signage has arrived however still working on location for vehicle turn around. Council are continuing to look at all options with DIPL 07/02/19 Council discuss with MAWA and Malandari Store regarding development of a carpark for long vehicles
18.09.17	11.6 GOVERNANCE REPORT - LOCAL AUTHORITY PROJECT FUNDING UPDATE ON BOTH LA AND GENERAL PROJECTS	LA would like Council to <u>look into</u> options for the creation of a town map.	DCCS	Ongoing	06/12/18 Early rough draft design tabled, will need feedback and assistance from LA to complete design. Designed to promote the whole town and services. 07/02/19 Rough draft of Map to be sent out to LA for comment 80 pads of 50 A3 Maps will cost \$1880. No money in Council budget to fund this.
09.11.17	12.5 ROADS IN TOWN CAMPS	1): Council to look at the town camp roads 2): and the section of dirt road linking Mulholland St and Jose St, to estimate the costs of repair so funding and grants applied for.	DCG	Ongoing	07/02/19 Long term:, Council Roads Committee is still seeking further funding / support from other agencies / stakeholders to help / fund works required to Town Camp roads. Government is also considering upgrading infrastructure as a part of the housing upgrades. Immediate repairs are

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
					<p>required, Council will work with Mabunji to fix pot holes in the interim. Council continuing to work with DIPL for roadwork project</p>
08.02.18	11.5 REVIEW OF SIGNAGE DESIGN FOR TAMARIND PARK PROJECT	Tamarind park Heritage signs commemorating significant Historical Cultural aspects of Community.	DCCS	Ongoing	<p>06/12/18: Total of 6 signs tabled 1 sign completed 4 signs script approved & at design stage 1 sign yet to develop script. 07/02/19 3 signs ready to be printed 3 Signs partially completed 1 sign script still to be developed</p>
08.02.18	11.6 UPGRADE OF ROADS – JOSE & GARAWA STREETS IN BORROLOOLA	Original NOTE: Can Council push Government to get the road and drainage infrastructure started / completed in the subdivision?	DCG	Ongoing	<p>Reseal will be included at CBD upgrade. 06/12/18 Reseal works to be tied in with other works next year 07/02/19 On Roads Committee agenda</p>
05.04.18	8.1 Business Arising from Previous Minutes	Development of Sports Courts including the upgrade of the courts including: roof, lights, drainage, and sewerage.	DCCS	Ongoing	<p>06/10/18 Preliminary drawing tabled. Waiting for final drawings before going to tender. Expected works / build in 2019 07/02/19 BTO engaged as Project manager, awaiting final design, development and building permits. Expected Tender by end of month, report for OCM end of Feb.</p>
04.10.18	12.7 ROADS UPDATE: ROCKY CREEK	Council to write a letter Malandari to repair the pot holes within their area	DCCS	Ongoing	<p>07/02/19 Jacobs Engineering working on having the final design and documentation ready by the end of March, before tender. DPIL to</p>

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
					<p>project manage job. Funding secured for \$4.2million.</p> <p>Option 1: final estimates for 1m lift on bridge is \$5.2million = 9.5m height</p> <p>Option 2: new bridge at current level is \$4.1million = 8.5m height.</p> <p>Walkway designed to be on upstream side of bridge.</p> <p>LA ask Council to find extra funding to proceed with raising the bridge to 9.5m.</p>
04.10.18	12.1 CEMETERY UPDATE	Council to find out who are the existing members of the Borroloola Cemetery Trust, and try to get them to have a special meeting before the next LA meeting.	DCCS	New	<p>06/12/18</p> <p>CSC is working with the Borroloola Cemetery Trust. Bill for new Cemetery Act has just been released for review. ACTION: Bill to be distributed for review 07/02/19</p> <p>New area has been surveyed and pegged out. Approval from local cemetery board still to occur.</p>

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 [↓](#) Borroloola Local Authority 2018-12-06 [781266].pdf
2 [↓](#) Borroloola Local Authority 2019-02-07 [794548].pdf



MINUTES OF THE BORROLOOLA LOCAL AUTHORITY MEETING # 0 OF THE
ROPER GULF REGIONAL COUNCIL MEETING HELD AT THE CONFERENCE
ROOM COUNCIL SERVICE DELIVERY CENTRE, BORROLOOLA ON THURSDAY,
06 DECEMBER 2018 AT 10.00AM

1. PRESENT/STAFF/GUESTS

1.1 Elected Members

Mayor Judy MacFARLANE
Councillor Don GARNER (Chairperson)

1.2 Local Authority Members

Mike LONGTON
Trish ELMY
Marlene KARKADOO
Lizzy HOGAN
John SAUER
Raymond ANDERSON
Stan ALLEN
Rebecca GENTLE

1.3 Staff

Sharon HILLEN – Acting Chief Executive Officer (CEO)
Cindy MORGAN – Senior Administration Support Officer (Minute Taker)
Prue LONG – Communications Coordinator
Ilan BERMEISTER – Sport and Recreation Coordinator

1.4 Guests

Keegan WILLIAMS - Department of Housing and Community Development
Jason RAMSAMY - Department of Housing and Community Development
Matthew PANAYI – Community Justice Program
Jim GLEESON – Project Officer – Plan C - MRM CBT
Trevor TROY – NTG
David Harvey – MAWA
Rolf Nilsson - MABUNJI

2. MEETING OPENED

Meeting opened at 10:10am

3. WELCOME TO COUNTRY

Chairperson Cr Don Garner welcomed all members, staff and guests to the meeting and the Roper Gulf Regional Council pledge was read.

Marleen Karkadoo welcomed everyone to country.

4. APOLOGIES AND LEAVE OF ABSENCE**4.1 APOLOGIES AND LEAVE OF ABSENCE****68/2018 RESOLVED (Jonathon Sauer/Mike Longton)**

- (a) That the Borroloola Local Authority accept the apologies from Councillor Samuel Evans, Councillor Keith Rory, Local Authority Member Maria Pyro, and Darrin Hepworth from MAWA.

5. CONFIRMATION OF PREVIOUS MINUTES**5.1 CONFIRMATION OF PREVIOUS BORROLOOLA LOCAL AUTHORITY MEETING MINUTES****69/2018 RESOLVED (Jonathon Sauer/Mike Longton)**

- (a) That the Borroloola Local Authority approves the minutes as true and accurate record of the Borroloola Local Authority Meeting held on 9 August 2018.

70/2018 RESOLVED (Mike Longton/Trish Elmy)

- (b) That the Borroloola Local Authority approves the minutes as true and accurate record of the Borroloola Local Authority Meeting held on 4 October 2018.

6. CALL FOR ITEMS OF OTHER BUSINESS

- Late Correspondence regarding letters to LA Member Maria Pyro being welcomed to the Aboriginal Affairs Sub-Committee of Cabinet as an Aboriginal Advisor
- Government Business Hub Update
- Show Committee Update

7. DISCLOSURES OF INTEREST

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

8. BUSINESS ARISING FROM PREVIOUS MINUTES**8.1 ACTION LIST****71/2018 RESOLVED (Jonathon Sauer/Mike Longton)**

- (a) That The Borroloola local Authority receives and notes Action List

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

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
09.06.16	6.2 Incoming Correspondence	Request an application for a special lease so this license is not required every 12 months.	Area Manager / DCG	Ongoing	05/04/18 Still waiting for response from NTG. 04/10/18: ongoing, trying to get the 3 land parcels relating to Tamarind Park area set up as special lease. 06/12/18 Council has been in touch with NTG and Council need to acquire Tamarind Park to be able to gain a long term lease. Paperwork has been filled out and lodged with NTG
02.02.17	11.4 Council Financial Report	Local Authority want to see a draft design/ plan for the Borroloola CBD/ Searcy at the next meeting ACTION: Provide copy of drawings for LA members to be able to view.	DCG	Complete	04/10/18: drawings to be presented after meeting 06/12/18 Drawings have been tabled
08.03.17	11.1 ELECTED MEMBER REPORT	Council to invite someone from Lands & Planning to the next LA meeting to provide feedback relating to the release of land for the Borroloola Subdivision	Local Authority Coordinator	Ongoing	07/06/18 See 12.2 Newsletters from Ashurst. High Court case still ongoing and relevant Ministers are aware of this issue. 04/10/18: still waiting for high court decision relating to crown lease subdivisions, which relates to the Borroloola Subdivision. 06/12/18 No Further Updates, still waiting on High Court decision.

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
18.09.17	11.6 GOVERNANCE REPORT - LOCAL AUTHORITY PROJECT FUNDING UPDATE ON BOTH LA AND GENERAL PROJECTS	Look into signage and options to stop large traffic going through town and ending up with nowhere to turn around. 2) CSC to follow up and report back at the next meeting on.	DCCS	Ongoing	07/06/18 Land Tenure is an issue, design and options still to be investigated. 04/10/18: signage has arrived however still working on location for vehicle turn around. Council are continuing to look at all options with DIPL 06/12/18 Council discuss with MAWA and Malandari Store regarding development of a carpark for long vehicles
18.09.17	11.6 GOVERNANCE REPORT - LOCAL AUTHORITY PROJECT FUNDING UPDATE ON BOTH LA AND GENERAL PROJECTS	LA would like Council to <u>look into</u> options for the creation of a town map.	DCCS	Ongoing	04/10/18: mock up is nearly finished, then designer to draft up something to be tabled. 06/12/18 Early rough draft design tabled, will need feedback and assistance from LA to complete design. Designed to promote the whole town and services.
09.11.17	12.5 ROADS IN TOWN CAMPS	1): Council to look at the town camp roads 2): and the section of dirt road linking Mulholland St and Jose St, to estimate the costs of repair so funding and grants applied for.	DCG	Ongoing	09/08/2018 DIPL managed Bridge & Roads Program. 04/10/18 On agenda for Council Roads Committee. 06/12/18 1) Council Roads Committee have met and allocated \$300,000 for Borrooloola Town Camp roads. Council is seeking further funding / support from other agencies / stakeholders to help / fund works required to Town Camp roads.

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
					2) Dirt road from Mulholland St to Jose St road is tied up with the Subdivision land release. Council are seeking quotes regarding the Jose St section where rate payers currently live however there is currently no money allocated to this work.
08.02.18	11.5 REVIEW OF SIGNAGE DESIGN FOR TAMARIND PARK PROJECT	Tamarind park Heritage signs commemorating significant Historical Cultural aspects of Community.	DCCS	Ongoing	06/12/18: Total of 6 signs tabled 1 sign completed 4 signs script approved & at design stage 1 sign yet to develop script.
08.02.18	11.6 UPGRADE OF ROADS – JOSE & GARAWA STREETS IN BORROLOOLA	Original NOTE: Can Council push Government to get the road and drainage infrastructure started / completed in the subdivision?	DCG	Ongoing	09/08/2018 Subdivision Roads – Tied to 11.1 with NLC & planning of NEW SUBDIVISION. Council will investigate utilizing road plant for remedial works during DIPL managed BORROLOOLA BRIDGE & ROADS PROGRAM 04/10/18 Reseal will be included at CBD upgrade. 06/12/18 Reseal works to be tied in with other works next year
05.04.18	8.1 Business Arising from Previous Minutes	Development of Sports Courts including the upgrade of the courts including: roof, lights, drainage, and sewerage.	DCCS	Ongoing	06/10/18 Preliminary drawing tabled. Waiting for final drawings before going to tender. Expected works / build in 2019
05.04.18	8.1 Business Arising from	Final design of Borroloola CBD,	DCCS	Complete	09/08/2018 This project to be

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
	Previous Minutes	Searcy St, Anyula St upgrade. Action: Provide copy of drawings for LA members to be able to view.			combined with other road projects for next round of tendering. Plans and drawings will be presented once finalized as part of a program of works. To be advised. 04/10/18: drawings to be presented after meeting. 06/12/18 Drawings have been tabled
05.04.18	12.2 BORROLOOLA FISHING COMPETITION	Council to send a letter to King Ash Bay Fishing Club with feedback from local residents regarding fishing competition.	DCCS	Ongoing	09/08/2018 Acting CEO to DRAFT a Letter – LA Members are concerned this competition structure excludes many Locals from entering. 04/10/18: Letter still to be drafted. 06/12/18 letter has been drafted, needs to be amended before sending
04.10.18	11.7 COUNCIL EXPENDITURE REPORT & LA PROJECT REGISTER UPDATE	Council to send proposed date to Local Authority Members for out of session meeting for LA to allocate this year's LA project funding.	DCCS	Complete	Out of session Meeting occurred on 22.11.2018. 06/12/18 Minutes are in Agenda
04.10.18	12.7 ROADS UPDATE: ROCKY CREEK, CBD AND TOWN CAMPS	Council to write a letter Malandari to repair the pot holes within their area	DCCS	Complete	06/12/18 Council to work with MAWA and Malandari as per 12.2 as a part of CBD upgrade and car parking
04.10.18	12.1 CEMETERY UPDATE	Council to find out who are the existing members of the Borroloola Cemetery Trust, and try to get them to have a special meeting before the next LA meeting.	DCCS	New	06/12/18 CSC is working with the Borroloola Cemetery Trust. Bill for new Cemetery Act has just been released for review. ACTION: Bill to be distributed for review

9. INCOMING CORRESPONDENCE**9.1 INCOMING CORRESPONDENCE**

- Mobile Black Spot Program. Residents and businesses are encouraged to write letters to Telstra about your service / lack of.
- LA Member Maria Pyro being welcomed to the Aboriginal Affairs Sub-Committee of Cabinet as an Aboriginal Advisor, MagiQ ID: 782608.

72/2018 **RESOLVED** (Rebecca Gentle/Judy MacFarlane)

- (a) That Local Authority receives and notes the incoming Correspondence

10. OUTGOING CORRESPONDENCE

Nil

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

73/2018 **RESOLVED** (Mike Longton/Rebecca Gentle)

- (a) That the Borroloola Local Authority receives and notes the Elected Member Report.

11.2 COUNCIL SERVICES REPORT

74/2018 **RESOLVED** (Jonathon Sauer/Stan Allen)

- (a) That the Borroloola Local Authority receives and notes the Council Services Report

11.3 COSTINGS FOR ERECTION OF BUS SHELTER

75/2018 **RESOLVED** (Rebecca Gentle/Jonathon Sauer)

- (a) That the Borroloola Local Authority receives and notes costings for erection of Bus Shelter

11.4 AUSTRALIA DAY CITIZENS OF THE YEAR AWARDS

76/2018 **RESOLVED** (Stan Allen/Raymond Anderson)

- (a) That the Borroloola Local Authority receives and notes the Australia Day Citizens of the Year Awards.

11.5 COMMUNITY SAFETY REPORT

77/2018 **RESOLVED** (Mike Longton/Jonathon Sauer)

- (a) That the Borroloola Local Authority receives and notes the Community Safety report for the 6 December 2018 meeting

11.6 OUT OF SESSION MEETING REGARDING ALLOCATION OF LA PROJECT FUNDING FOR 2018 - 2019

78/2018 RESOLVED (Jonathon Sauer/Rebecca Gentle)

- (a) That the Borroloola Local Authority receives and notes minutes from the Out of Session Meeting on the 22/11/18
- (b) That the Borroloola Local Authority allocates 2018-2019 project funding towards a new toilet block for the Borroloola Airport

11.7 BORROLOOLA LOCAL AUTHORITY - EXPENDITURE REPORT Q1 & PROJECT REGISTER UPDATE

79/2018 RESOLVED (Stan Allen/Jonathon Sauer)

- (a) That the Borroloola Local Authority receives and notes the Financial (Expenditure) Report for the first quarter of 2018-19 financial year
- (b) That the Borroloola Local Authority receives and notes the LA Project Expenditure Report as at 23th November 2018

Updates to Borroloola Local Authority Project Funding in red

Project ID	Projects funding has been allocated to:	Prjct Budget	Actual Expendit	Prjct Variance	Project Status
15	Civil Engineer to design & document CBD Local area Traffic	\$ 10,568.00	\$ 10,060.79	\$ 507.21	Completed
16	S&R Grounds - softball oval top soil and grass , irrigation	\$ 27,000.00	\$ 25,791.52	\$ 1,208.48	Project Completed
	Solar Light at pool				Completed
1313813	Solar powered scoreboard mounted on trailer with solar trickle	\$ 35,000.00	\$ 25,240.00	\$ 9,760.00	Completed
1313802	Plaques for the stone in Tamarind Park	\$ 4,000.00	\$ -		ONGOING
1313801	Life Guard Tower	\$ 6,000.00	\$ 6,386.36	-\$ 386.36	Completed
1313803	Park furniture for Tamarind Park, Rocky Park & Show grounds	\$ 30,000.00	\$ 28,120.00		COMPLETE
1313804	Pool shade cloth	\$ 16,000.00	\$ 5,644.09		COMPLETE
	Freight for Solar lights supplied by Victims of Crime	\$ 1,500.00	\$ 1,380.00	\$ 120.00	Completed
1313805	Tamarind Park Story Boards	\$ 20,000.00	\$ 5,357.56		ONGOING
1313806	Sports Oval / Showground: bore pump upgrade, check power for bore, replace sprinkler, run potable water to central location, new toilet block and or level existing and upgrade/ repairs, raise tank at toilets to be another source of fire fighting water	\$ 50,000.00	\$ 73,439.37		COMPLETE
1313807	Tamarind Park: Extension of tamarind park area with bollards, irrigation, seating, BBQ area with shade , more shade trees, garbage bins	\$ 50,000.00	\$ 52,820.20		COMPLETE
1313808	Cemetery: Shade, seating, refurbish entry sign	\$ 20,000.00	\$ 17,808.19	\$ 2,191.81	Completed
1313809	Portable toilets including pumping option (trailer): look into Playground for Subdivision: revamp playground in the Sub.	\$ 50,000.00	\$ 41,290.00		COMPLETE
1313810	Water supply, Irrigation, shade, rebound wall, bins	\$ 50,000.00	\$ 43,719.50		ONGOING, NEAR COMPLETION
1313811	Borroloola beautification: create green areas, source and plant	\$ 20,000.00	\$ 9,863.82		ONGOING
1313812	Youth Sport & Rec: LA would like to directly assist Youth Sport and Rec. Need to supply a prioritised list of items & quotes for	\$ 4,000.00	\$ 3,730.00		ONGOING, NEAR COMPLETION
1313815	Relocate the pool Gate and Fence for a secure TV Zone Area	\$ 8,500.00	\$ 11,920.00		COMPLETE
1313816	Footpaths Feasibility study	\$ 5,000.00			ONGOING
1313817	Water Supply at Cemetery	\$ 25,000.00			ONGOING
1313818	Toilet at Cemetery - SCOPE WORKS ONLY, NOT ENOUGH TO BUILD	\$ 25,000.00			ONGOING
1313819	Removable Solar Lights (1 x Rocky Creek Boat Ramp, 2 x McArthur	\$ 50,000.00	\$ 11,679.00		ONGOING
1313820	Transportation of AFL Men's team for Grass Root competition	\$ 1,500.00			COMPLETE
1313821	Borroloola Men's Group/Men's shed program	\$ 1,000.00			ONGOING
NEW	REPLACE TOILET BLOCK AT AIRPORT WITH 2018-2019 FUNDING	\$ 130,580.00			SCOPING

11.8 PRESENTATION BY DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

80/2018 RESOLVED (Mike Longton/Rebecca Gentle)

- (a) That the Borroloola Local Authority receives and notes updates on Housing Development

The Territory:

- 38 New houses across town across 4 camps
- 28 replacing existing dwellings
- 10 additional new houses
- 19 upgrades to existing dwellings
- Tender about to go out for 15 prefab dwellings to be built over the wet season and transported in when roads permit.
- Funding is from the original \$14.6million allocated that was been tied up in negotiations with land leases, it has been increased to \$15 million and no land leases will be attached, the intention is to build, leave it with the land owners and walk away.

The Commonwealth:

- Looking to move quickly with 10 transitional houses (January 2019),
- 12 new houses (May / July 2019) on top of what NTG is working on.
- Have engaged defence force to assist in delivery

11.9 CEMETERY MASTER PLAN REPORT

81/2018 RESOLVED (Rebecca Gentle/Trish Elmy)

- (a) That the Borroloola Local Authority receives and notes the cemetery Master Plan and approve proposed layout.

11.10MRM CBT REPORT

82/2018 RESOLVED (Jonathon Sauer/Stan Allen)

- (a) That the Borroloola Local Authority receives and notes MRM CBT Report
- Preliminary tech drawings for new rocky creek bridge tabled
 - CBT would like monthly updates on projects and milestone dates
 - CBT have been approached by ABC Country Hour wanting to do a story on the Animal Management program
 - Jim Gleeson, Project Officer with Plan C and the MRM CBT introduced himself to the Local Authority.
 - CBT are looking forward to working with Council and the Community to carry out strategic projects for the town.
 - Application process for grants has been simplified.

11.11DEVELOPMENT OF SPORTS COURT

83/2018 RESOLVED (Jonathon Sauer/Stan Allen)

- (a) That the Borroloola Local Authority receives and notes Development of Sports Court Report

12. OTHER BUSINESS

12.1 TERRITORY FAMILIES PRESENTATION

84/2018 **RESOLVED** (Trish Elmy/Raymond Anderson)

- (a) That the Borroloola Local Authority receives and notes Territory Families Presentation

12.2 BORROLOOLA PARKING AND TURN AROUND AREA FOR LONG VEHICLES

85/2018 **RESOLVED** (Jonathon Sauer/Rebecca Gentle)

- (a) That the Borroloola Local Authority recommend Council approach the owners of Lot 768 regarding possible use of land for long vehicle car park and turn around area.

- Council would like to talk to the MAWA board about working together for a carpark for long vehicles
- Works could tie into CBD upgrade to reduce mobilisation and demobilisation charges
- MAWA and Malandari would like the car park to stay within the current area, not the original proposed area attached to the agenda
- Pot holes within Malandari Shop area
- Option of opening up Foster Court again for long vehicles again, ie the old Heavy Vehicle Bypass.
- Council are working with DIPL for a Heavy Vehicle turn around / parking area
- Council would like to work with MAWA / Malandari to write letters to start getting things formalised to help take proposal to government.

12.3 OFFICE REDEVELOPMENT UPDATE

- Some demountables have arrived to be used as part of the temporary office space for Council while redevelopment goes ahead.
- Should be out to tender shortly for development.
- Works to commence in the new year for the dry season.

86/2018 **RESOLVED** (Mike Longton/Jonathon Sauer)

- (a) That the Borroloola Local Authority receives and notes the verbal update on the office redevelopment

12.4 SHOW COMMITTEE UPDATE

- Good turn out to meeting last month at Tamarind Park
- New Committee: Public Officer: Don Garner, President: Trish Elmy, Vice President: Raymond Anderson, Treasurer: Debbie Bail, Lizzy Hogan and Nikita Baker are on the Committee
- Show is changing its dates to line up with the Rodeo weekend.
- Still a few issues to be resolved from the past regarding compliance.
- Infrastructure funding is available, Council would like to be involved with discussions regarding infrastructure upgrades, as there are issues with power,

- power supply for showies, concreting and water proofing around the shed.
- Would like to see sporting events run over the show weekend.

87/2018 RESOLVED (Rebecca Gentle/Mike Longton)

- (a) That the Borroloola Local Authority receives and notes the update on the Borroloola Gulf Show Society.

12.5 TOURISM NT – INFORMATION ONLY

Tourism Top End has a new General Manager Glen Hingley and Tourism Top End is keen to get out to Borroloola talk to people from this area regarding promotion and creation of tourism for the region.

CBT would be interested in creating a Tourism Forum that would coincide with the Tourism NT visit to maximise the impact for the region.

12.6 SURVEY / ZONING OF BORROLOOLA

- Individuals and businesses are concerned about how historically boundaries are incorrect throughout Borroloola, every development is running into some kind of issue with boundaries.
- NTG have done some recent survey work, Council will enquire what was covered.
- Council can assist with advocating for full resurvey of boundaries.

.12.7 NEW MABUNJI CEO

- The Local Authority welcome the new CEO for Mabunji Rolf Nilsson.
- Rolf sees Mabunji continuing to work together with the community.
- Regarding camp roads: Recommend that Council and Mabunji writes a joint statement to government to get the roads fixed across all town camps.

CLOSE OF MEETING

The meeting terminated at 12:25 pm.

THIS PAGE AND THE PRECEEDING 11 PAGES ARE THE MINUTES OF THE Borroloola Local Authority Meeting HELD ON Thursday, 6 December 2018 AND CONFIRMED .

Chairperson



MINUTES OF THE BORROLOOLA LOCAL AUTHORITY MEETING # 0 OF THE
ROPER GULF REGIONAL COUNCIL MEETING HELD AT THE CONFERENCE
ROOM COUNCIL SERVICE DELIVERY CENTRE, BORROLOOLA ON THURSDAY,
7 FEBRUARY 2019 AT 10.00 AM

1. PRESENT/STAFF/GUESTS

1.1 Elected Members

Mayor Judy MacFARLANE
Councillor Don GARNER (Chairperson)
Councillor Samuel EVANS
Councillor Keith RORY

1.2 Local Authority Members

Mike LONGTON
Trish ELMY
Marlene KARKADOO
Stan ALLEN
Rebecca GENTLE
Maria PYRO

1.3 Staff

Sharon HILLEN – Acting Chief Executive Officer (CEO)
Marc GARDNER – Director Commercial Services
Janette HAMILTON – CDP Regional Manager
Cindy MORGAN – Senior Administration Support Officer (Minute Taker)
Renae JARRETT – WHS Coordinator
Prudence LONG – Communications Coordinator
Prerna RAMAWAT – Acting Local Authority Coordinator

1.4 Guests

Keegan WILLIAMS – Department of Local Government Housing and Community
Development
Amanda ORWELL – Department of Local Government Housing and Community
Development
Rolf NILSON – MABUNJI
Kevin LIDDY - PMC

2. MEETING OPENED

Meeting opened having **Quorum** at 10:23am

3.WELCOME TO COUNTRY

Chairperson Cr Don Garner welcomed all members, staff and guests to the meeting and the Roper Gulf Regional Council pledge was read.

Marleen Karkadoo welcomed everyone to country.

4.APOLOGIES AND LEAVE OF ABSENCE

4.1 APLOGIES AND LEAVE OF ABSENCE

88/2019 **RESOLVED** (Rebecca GENTLE/Mike LONGTON)

- (a) That the Borroloola Local Authority accept the apologies from Local Authority member Jon Sauer, Raymond Anderson, and Lizzy Hogan.

4.2 LOCAL GOVERNMENT AUSTRALIA DAY AWARD

- (a) Local Authority Members appreciated LA member Marlene KARKADOO for being awarded Local Government Australian of the Year Award on Australia Day.

5.CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS BORROLOOLA LOCAL AUTHORITY MEETING MINUTES

89/2019 **RESOLVED** (Keith RORY/Trish ELMY)

- (a) That the Borroloola Local Authority receives and notes Confirmation of Previous Meeting Minutes held on 6 December 2018

6.CALL FOR ITEMS OF OTHER BUSINESS

- Town Priorities
- Community Calendar
- Late report: Borroloola Local Authority Guideline 8 (Attachment : New Guidelines 8)
- Late report: Borroloola Local Authority Project Funding Guidelines (Attachment : New Local Authority Project Funding Guidelines)
- Community Grants

7.DISCLOSURES OF INTEREST

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

8.BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION LIST

90/2019 RESOLVED (Trish ELMY/Keith RORY)

- (a) That the Borroloola local Authority receives and notes Action List
- (b) That the Borroloola Local Authority ask Council to find the additional funds to raise the level of the new Rocky Creek bridge by 1m to 9.5m.
- (c) That the Borroloola Local Authority would like the walkway on the bridge to be on the upstream side of the new Rocky Creek Bridge

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
09.06.16	6.2 Incoming Correspondence	Request an application for a special lease so this license is not required every 12 months.	Area Manager / DCG	Ongoing	06/12/18 Council has been in touch with NTG and Council need to acquire Tamarind Park to be able to gain a long term lease. Paperwork has been filled out and lodged with NTG 07/02/19 Council awaiting response from NTG
08.03.17	11.1 ELECTED MEMBER REPORT	Council to invite someone from Lands & Planning to the next LA meeting to provide feedback relating to the release of land for the Borroloola Subdivision	Local Authority Coordinator	Ongoing	04/10/18: still waiting for high court decision relating to crown lease subdivisions, which relates to the Borroloola Subdivision. 06/12/18 No Further Updates, still waiting on High Court decision. 07/02/19 Council have sent letter to NLC for more information.
18.09.17	11.6 GOVERNANCE REPORT - LOCAL AUTHORITY PROJECT FUNDING UPDATE ON BOTH LA AND GENERAL PROJECTS	Look into signage and options to stop large traffic going through town and ending up with nowhere to turn around. 2) CSC to follow up and report back at The next meeting on.	DCCS	Ongoing	04/10/18: signage has arrived however still working on location for vehicle turn around. Council are continuing to look at all options with DIPL 07/02/19 Council discuss with MAWA and Malandari Store regarding development of a carpark for long vehicles

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
18.09.17	11.6 GOVERNANCE REPORT - LOCAL AUTHORITY PROJECT FUNDING UPDATE ON BOTH LA AND GENERAL PROJECTS	LA would like Council to <u>look into</u> options for the creation of a town map.	DCCS	Ongoing	06/12/18 Early rough draft design tabled, will need feedback and assistance from LA to complete design. Designed to promote the whole town and services. 07/02/19 Rough draft of Map to be sent out to LA for comment 80 pads of 50 A3 Maps will cost \$1880. No money in Council budget to fund this.
09.11.17	12.5 ROADS IN TOWN CAMPS	1): Council to look at the town camp roads 2): and the section of dirt road linking Mulholland St and Jose St, to estimate the costs of repair so funding and grants applied for.	DCG	Ongoing	07/02/19 Long term:, Council Roads Committee is still seeking further funding / support from other agencies / stakeholders to help / fund works required to Town Camp roads. Government is also considering upgrading infrastructure as a part of the housing upgrades. Immediate repairs are required, Council will work with Mabunji to fix pot holes in the interim. Council continuing to work with DIPL for roadwork project
08.02.18	11.5 REVIEW OF SIGNAGE DESIGN FOR TAMARIND PARK PROJECT	Tamarind park Heritage signs commemorating significant Historical Cultural aspects of Community.	DCCS	Ongoing	06/12/18: Total of 6 signs tabled 1 sign completed 4 signs script approved & at design stage 1 sign yet to develop script. 07/02/19 3 signs ready to be printed 3 Signs partially completed 1 sign script still to be developed

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
08.02.18	11.6 UPGRADE OF ROADS – JOSE & GARAWA STREETS IN BORROLOOLA	Original NOTE: Can Council push Government to get the road and drainage infrastructure started / completed in the subdivision?	DCG	Ongoing	Reseal will be included at CBD upgrade. 06/12/18 Reseal works to be tied in with other works next year 07/02/19 On Roads Committee agenda
05.04.18	8.1 Business Arising from Previous Minutes	Development of Sports Courts including the upgrade of the courts including: roof, lights, drainage, and sewerage.	DCCS	Ongoing	06/10/18 Preliminary drawing tabled. Waiting for final drawings before going to tender. Expected works / build in 2019 07/02/19 BTO engaged as Project manager, awaiting final design, development and building permits. Expected Tender by end of month, report for OCM end of Feb.
04.10.18	12.7 ROADS UPDATE: ROCKY CREEK	Council to write a letter Malandari to repair the pot holes within their area	DCCS	Ongoing	07/02/19 Jacobs Engineering working on having the final design and documentation ready by the end of March, before tender. DPIL to project manage job. Funding secured for \$4.2million. Option 1: final estimates for 1m lift on bridge is \$5.2million = 9.5m height Option 2: new bridge at current level is \$4.1million = 8.5m height. Walkway designed to be on upstream side of bridge. LA ask Council to find extra funding to proceed with raising the bridge to 9.5m.
04.10.18	12.1 CEMETERY UPDATE	Council to find out who are the existing members of the Borroloola Cemetery Trust,	DCCS	New	06/12/18 CSC is working with the Borroloola Cemetery Trust. Bill for new Cemetery

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
		and try to get them to have a special meeting before the next LA meeting.			Act has just been released for review. ACTION: Bill to be distributed for review 07/02/19 New area has been surveyed and pegged out. Approval from local cemetery board still to occur.

9. INCOMING CORRESPONDENCE

Nil

10. OUTGOING CORRESPONDENCE

10.1 LETTER TO KING ASH BAY FISHING CLUB

91/2019 **RESOLVED** (Samuel EVANS/Mike LONGTON)

- (a) That Council accepts the outgoing correspondence.

11. GENERAL BUSINESS

11.1 ELECTED MEMBERS REPORT

92/2019 **RESOLVED** (Keith RORY/Stan ALLEN)

- (a) That the Borroloola Local Authority receives and notes the Elected Member Report.

11.2 COUNCIL SERVICES REPORT

93/2019 **RESOLVED** (Mike LONGTON/Maria PYRO)

- (a) That the Borroloola Local Authority receives and notes the Council Services report

11.3 BORROLOOLA LOCAL AUTHORITY EXPENDITURE REPORT Q2 & PROJECT REGISTER UPDATE

94/2019 **RESOLVED** (Rebecca GENTLE/Mike LONGTON)

- (a) That the Borroloola Local Authority receives and notes the Financial

- (Expenditure) Report for the second quarter of 2018-19 financial year
- (b) That the Borroloola Local Authority receives and notes the LA Project Register Update Report as at 16th January 2019.
- (c) That the Borroloola Local Authority reallocate the unspent \$1500 LA Project Funding for transportation of AFL Men's team (Project ID 1313820) to contingency to be reallocated as required.

Borroloola Local Authority Project Funding - as at 16.01.19					
Funding received from Department	Income	Funds Allocated	Project Variance	Remaining Unallocated Funds	
2014-15	\$ 131,356.00	\$ 131,356.00			
2015-16	\$ 131,356.00	\$ 131,356.00			
2016-17	\$ 131,356.00	\$ 131,356.00			
2017-18	\$ 130,580.00	\$ 116,000.00	-\$ 4,852.10	\$ 9,727.90	Carry-forward to 2018-19 FY, kept for contingency by LA
2018-19	\$ 130,580.00	\$ 130,580.00			
Total funding received	\$ 655,228.00	\$ 640,648.00	-\$ 4,852.10	\$ 9,727.90	

Project ID	Projects funding has been allocated to:	Prjct Budge	Actual Expen	Prjct Vari	Project Status
1313802	Plaques for the stone in Tamarind Park	\$ 4,000.00	\$ -		In progress
1313805	Tamarind Park Story Boards	\$ 20,000.00	\$ 5,357.56		Design and layout completed, awaiting production and installation.
1313816	Footpaths Feasibility study	\$ 5,000.00			7/2/19: quote arrived for feasibility study
1313817	Water Supply at Cemetery	\$ 25,000.00			In progress
1313818	Toilet at Cemetery	\$ 25,000.00			Need \$87,000
1313819	Removable Solar Lights (1 x Rocky Creek Boat Ramp, 2 x McArthur	\$ 50,000.00	\$ 11,679.00		Solar lights purchased awaiting the bases
1313820	Transportation of AFL Men's team for Grass Root competition	\$ 1,500.00			7/2/19 cancelled by LA as does not meet funding guidelines, to be reallocated for contingency
1313821	Borroloola Men's Group/Men's shed program	\$ 1,000.00			In progress
New	Replace Toilet Block at Airport with 2018-19 Funding	\$ 130,580.00			Funded allocated \$130,580 in 6th Dec 2018 LA meeting
	Total for current projects in progress	\$ 262,080.00	\$ 17,036.56		
	Total for Completed projects	\$ 378,568.00	\$ 383,420.10	-\$ 4,852.10	
	Grand Total	\$ 640,648.00	\$ 400,456.66	-\$ 4,852.10	

11.4 THE DRAFT BURIAL AND CREMATION BILL 2018 REPORT - DHCD

95/2019 RESOLVED (Mike LONGTON/Stan ALLEN)

- (a) That the Borroloola Local Authority receives and notes The Draft Burial and Cremation Bill 2018 report.

Lunch break: 12:30 – 12:45

Local Authority Member Maria Pyro Left meeting, the time being 12:40pm

11.5 PLAYGROUND FOR MULGGAN CAMP

96/2019 RESOLVED (Mike LONGTON/Keith RORY)

- (a) That the Borroloola Local Authority receives and notes Playground for Mulgagan Camp report.

11.6 LAPF ACQUITTALS

97/2019 RESOLVED (Judy MacFARLANE/Rebecca GENTLE)

- (a) That the Borroloola Local Authority receives and notes the 2017-18 LAPF Certification Form, signed by the CEO on 12 December 2018.

11.7 COMMUNITY SAFETY SERVICES REPORT

- Community Safety now encompasses Night Patrol, Sport & Rec, Youth Diversion, and alcohol and other drugs
- Community re-education of night patrol function/ expectations required
- Break ins at school and around town
- Staff shortage at the moment with Sport & Rec and Youth Diversion

98/2019 RESOLVED (Stan ALLEN/Rebecca GENTLE)

- (12) That the Borroloola Local Authority receives and notes the Community Safety Services report for the 7 February 2019 meeting

12. OTHER BUSINESS

12.1 TOWN PRIORITIES

99/2019 RESOLVED (Judy MacFARLANE/Mike LONGTON)

- (a) That the Borroloola Local Authority receives and notes the report on Town Priorities.

12.2 COMMUNITY GRANTS

- Heritage trail is a large project
- Proposed small section of Heritage trail to be reinstated to start with
- Signage for heritage
- Remembrance plaques around town

100/2019 RESOLVED (Mike LONGTON/Keith RORY)

- (a) That the Borroloola Local Authority receives and notes the report on Community Grants
- (b) That the Borroloola Local Authority asks Council to include the proposed section of the heritage trail in the scope of works for the consultant coming out to report on the LA footpath project.

12.3 COMMUNITY CALENDAR

- Community calendar being developed by Agnes Keighran in the RGRC Library

- and Carrie Bendeich from MRM to capture all local events and meetings throughout the year in Borroloola.
- Will reduce double ups of meetings / events being planned for Borroloola
 - Master to be updated via Library.
 - Electronic copies to be sent out
 - MRM able to print out hard copies

101/2019 RESOLVED (Stan ALLEN/Samuel EVANS)

- (a) That the Borroloola Local Authority receives and notes the development of the community calendar for Borroloola.

12.4 BORROLOOLA LOCAL AUTHORITY GUIDELINE 8

102/2019 RESOLVED (Rebecca GENTLE/Samuel EVANS)

- (a) That the Borroloola Local Authority receives and notes the report on Local Authority Guideline 8.

12.5 LOCAL AUTHORITY PROJECT FUNDING GUIDELINES

103/2019 RESOLVED (Rebecca GENTLE/Keith RORY)

- (a) That the Borroloola Local Authority receives and notes the report on Local Authority Project Funding Guidelines.

CLOSE OF MEETING

The meeting terminated at 14:00pm.

THIS PAGE AND THE PRECEEDING 10 PAGES ARE THE MINUTES OF THE Borroloola Local Authority Meeting HELD ON Thursday, 7 February 2019 AND CONFIRMED Thursday, 11 April 2019.

Chairperson

WARD REPORTS

ITEM NUMBER	13.2
TITLE	Never Never Ward Report
REFERENCE	796250
AUTHOR	Perna RAMAWAT, Governance Officer

RECOMMENDATION

- (a) **That Council receives and notes the Never Never Ward Report;**
- (b) **That Council approves the recommendations of the Jilkmिंगgan Local Authority from the minutes 05 February 2019;**
- (c) **That Council approves the recommendations of the Mataranka Local Authority from the minutes 04 December 2018 and 05 February 2019;**
- (d) **That Council approves the recommendations of the Hodgson Downs Local Authority from the minutes 18 February 2019.**

BACKGROUND

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

The Jilkmिंगgan Local Authority Meeting formally met on 05 February 2019, having obtained the necessary quorum and The Jilkmिंगgan Local Authority was scheduled on 04th December 2018 got cancelled due to lack of Quorum.

The Mataranka Local Authority Meeting formally met on 04 December 2018 and 05 February 2019, having obtained necessary quorum.

The Hodgson Downs Local Authority held with Quorum on 18 February 2019 and the one which was scheduled on 13 December 2018 got cancelled due to lack of Quorum and Alawa Corporation CEO not available.

JILKMINGGAN

Current Membership include: Mayor Judy MacFarlane, Cr Annabelle Daylight, Cr Ossie Daylight, Lisa McDonald, Anne Marie McDonald (Woods), Simone Baker and Rosina Farrell.

Next Meeting: Jilkmिंगgan next meeting is scheduled on 02 April 2019.

JILKMINGGAN ACTION LIST FROM 05/02/2019 MEETING

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

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.	Department of Community Services	Ongoing	27/09/2018: One solar light has been installed awaiting confirmation of funding for second solar light. 02/10/18 Still waiting for funding to be approved for second solar light
06.02.18	9.3 JILKMINGGAN PLAY GROUND PROJECT	CSC to follow up on previous request of Play Ground Areas and Equipment of sport and Recreation hall and report back to the next Local Authority Meeting.	Projects	In progress	Playground initially purchased for installation near sport and recreation Hall has been put on hold. 05/02/2019 Playground is been relocated to lot 37.
2.10.18	12.6 STREET NAMES	CSC to order more Street signs	Council Service Coordinator	In progress	LA Funded \$2,200.00 for 10 street signs, which is purchased and been put up. (Action Completed) More street signs were ordered 05.02.2019 Area Manager to follow up and report to next LA meeting.
2.10.18	11.6 PLAYGROUND FOR MULGAN CAMP	Mayor requested LA to contribute \$5000 to assist with playground at Mulgan Camp.	Council Service Coordinator	In Progress	Local Authority Jilkminngan agreed to provide \$5000 to Mulgan Camp playground.

02.10.18	9.4 JILKMINGGAN PLAYGROUND PROJECT	<p>LA requested an additional playground at Jilkminggan Street</p> <p>NOTE: Refer to Outgoing Correspondence Report provided within this Agenda 02/10/2018.</p>	Council Service Coordinator	Ongoing	<p>02.10.18 LA Jilkminggan allocated \$30,000 for additional playground in Jilkminggan.</p> <p>05.02.19 LA members agreed to erect playground underneath two trees on Lot no 37.</p> <p>LA Member Simone Baker would advise JCAC that RGRC would not be subdividing as per their request.</p>
02.10.18	BOLLARDS IN COMMUNITY	RGRC to remove rocks & install Bollards.	Council Service Coordinator	ongoing	<p>05.02.19 LA members agreed for Bollards to be installed around speed bumps and placed where vehicles were incorrectly cutting shop corners and manmade tracks.</p> <p>CSC to install Bollards in locations as per LA request.</p>

02.10.2018	11.2 BUS SHELTER	Bus Shelter to be placed near RGRC Office.	Chief Executive Officer	In progress	<p>Incorporated into the roads work design – Roads coordinator commenced. Refer to proposed road work report.</p> <p>05.02.2019 LA members were asked to further discuss with community and JCAC on where they want bus turn around, stop, pick and drop off the passengers, where they need bus shelter by next LA meeting.</p> <p>05.02.19 Jilkmिंगgan Local Authority allocated \$10896.00 towards purchase of Bus Shelter. To be put it up by CDP and MUNS.</p>
05.02.19	12.1 CEMETRY MOULDS	Local Authority members requested to see a sample of headstone moulds for them to use at Jilkmिंगgan Cemetry.	Council Service Coordinator	In progress	05.02.19 CSC to provide sample by next LA meeting.
05.02.19	12.2 TREE MAINTENANCE	LA requested trees to be pruned at GMU Building.	Council Service Coordinator	Ongoing	05.02.19 CSC to prune trees.
05.02.19	9.7 More signs for Community	In response to Moira McCreesh (Principal Alcohol Action Officer) Correspondence.	Area Manager	Ongoing	05.02.19 Area Manager to provide photos of Alcohol signage from other communities.

05.02.19	12.3 COMMUNITY MEETING REGARDING DANGEROUS DOG	Veterinarian Samantha PHELAN to arrange time, date and location for community meeting and display posters in community.	Veterinarian	Ongoing	Veterinarian to communicate with Steven Kubasiewicz (Town Planner) about time and date for community meeting.
05.02.19	11.1 DESIGN AND DOCUMENTATION FOR JILKMINGGAN'S MAIN ROAD	LA Members requested to see design and documentation for Jilkmिंगgan's main road	Roads Coordinator	Ongoing	05.02.19 Jilkmिंगgan Local Authority requested for a report on design and documentation for Jilkmिंगgan's main road at next LA.
05.02.19	11.5 THE DRAFT BURIAL AND CREMATION BILL	Councillor Ossie DAYLIGHT to find out information on who's buried on which grave.	Councillor	Ongoing	05.02.19 Councillor Ossie DAYLIGHT to find out information on who's buried on which grave.

MATARANKA

Current Membership includes; Mayor Judy MacFarlane, Cr Annabelle Daylight, Cr Ossie Daylight, Diane Angel, Sue Edwards, Alan Chapman, Michael Somers, Jill Emerson-Smith, Margaret Minnet and Antonella Martin.

Next Meeting: Mataranka's Local Authority Next Meeting is scheduled on 02/04/2019.

MATARANKA ACTION LIST FROM 05/02/2019 MEETING

Date	Location	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
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01.08.2017	Mataranka	TOWN PRIORITIES Replacement of toilets at Sport and Recreation Grounds in consultation with LA	Sports & rec Grounds Capital works 200k budget to upgrade all services on site: power, water, sewage	Projects CEO	In progress	Update 05.02.19 Report to go to Council 27th Feb for the install of toilet block, underground power and announcers stand
01.08.2017	Mataranka	11.8 GOVERNANCE REPORT - MATARANKA MASTER PLAN	Building Better Region fund with Commonwealth & NGT Local Strategic Infrastructure Fund	DCCS/DCG	In progress	Building better region fund application - \$500k from Federal Health and \$500k from NTG Strategic Local Government Infrastructure Fund (SLGIF).
01.08.2017	Mataranka	Library and Museum access	.	DCCS/DCG	Near completion	\$100 k – Art trial NT Project, \$30k from RGRC. Project is on track and near completion. NT Libraries will assist with set up once construction is completed. 05.02.19 waiting on air-cons, power points & IT to be installed then the project is complete.
03.04.18	Mataranka	12.3 COMMUNITY TOURISM INFORMATION MAP	Gather all the information and put on a DRAFT Mataranka Map and bring to next LA Meeting.	Area Manager	Ongoing	08/10/18: New map is being investigated. Commenced, Design on - track. Report is in this Agenda. 05.02.19 LA agreed to have the map printed

04.12.18	Mataranka	11.5 Old Trial Sliding	The concrete slab to be fenced and interpretative signage installed	Area Manager	Ongoing	No Action
04.12.18	Mataranka	11.7	Campdraft announcer stand & Ablution block need replacing at the Sports & Rec grounds	AM/Projects	Ongoing	The Campdraft announcers stand and Ablution block need to be replaced by April 2019 in preparation for the Never Never Festival. 05.02.19 LA agreed to have a block toilet block built.
04.12.18	Mataranka	11.12	Mataranka Cemetery Master Plan	LA Members	In progress	To meet at the Mataranka Cemetery to visualize the buffer zone before deciding on the location for the new plots. Scoped works for Cemetery Plan, Waiting on detail drawing. Proposal location for Columbarium (Next to the car park) and shade to sit. 05.02.19 engage a surveyor to survey the ground for the proposed plans.
05.02.19	Mataranka	12.2	Catering Complex Floor	CSC	Ongoing	05.02.19 To have the floor of the catering shed professionally cleaned and then sealed.

HODGSON DOWNS

Current Membership includes; Mayor Judy MacFarlane, Cr Annabelle Daylight, Cr Ossie

Daylight, Jonathon Walla, James Nuggett, Samuel Swanson, Ken Muggeridge, Clive Roberts.

Next Meeting: Hodgson Downs's next Local Authority Meeting is scheduled on 08 April 2019.

HODGSON DOWNS ACTION LIST FROM 18/02/2019 MEETING

Date	Agenda Item #	Item Description	Responsible Person/ Team	Status	Status Comments - Completion Date
22.08.18	ALAWA Business Plan	CEO Ken Muggeridge to follow-up to provide an ALAWA Aboriginal Corporation Business Plan and amend MOU with Council.	DCS/ Ken Muggeridge	Ongoing	18.02.19 Ken wrote application to Alawa Aboriginal Corporation. Waiting for their decision.
11.10.18	Hodgson Downs Rubbish Collection Rates and Fees	DCS (Marc) to follow-up with RGRC's Finance Department regarding the collection of rubbish as part of the RGRC's rates notices and advise Ken Muggeridge (AAC) of amount collected and passing on income to AAC.	DCS/ Ken Muggeridge	Ongoing	18.02.19 No Further Updates
11.10.18	Sport and Recreation	DCCS and RGRC Grants Coordinator to consider incorporating Minyerri Sport and Recreation needs as part of any Regional Sport and Recreation funding applications.	DCCS/ DCS/ Grants Coordinator	Ongoing	18.02.19 Continuation of contract for 12 months, no additional funds from this contract. RGRC Acting Chief Executive Officer suggested to speak to NT Regional Remote Funding.
18.02.19	11.4 COMMUNITY LAND USE PLAN	Alawa and the Northern Territory Government to hold a Community Meeting to	ALAWA Corporation/ NTG	Ongoing	18.02.19 Alawa and the Northern Territory Government to hold a Community Meeting to discuss the Community Land Use Plan in March in regards to potential

Date	Agenda Item #	Item Description	Responsible Person/ Team	Status	Status Comments - Completion Date
		discuss the Community Land Use Plan in March in regards to potential locations of essential buildings, such as the clinic, morgue etc.			locations of essential buildings, such as the Clinic, Morgue etc.

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 [↓](#) Jilkmिंगgan Local Authority 2019-02-05 [795323].pdf
- 2 [↓](#) Mataranka Local Authority 2018-12-04 [781262].pdf
- 3 [↓](#) Mataranka Local Authority 2019-02-05 [794916].pdf
- 4 [↓](#) Hodgson Downs Local Authority 2019-02-18 [796192].pdf



MINUTES OF THE JILKMINGGAN LOCAL AUTHORITY MEETING # 0 OF THE
ROPER GULF REGIONAL COUNCIL MEETING HELD AT THE CONFERENCE
ROOM COUNCIL SERVICE DELIVERY CENTRE, JILKMINGGAN ON TUESDAY,
5 FEBRUARY 2019 AT 10.00 AM

PRESENT/STAFF/GUESTS

1.1 Elected Members

Judy MacFARLANE – Mayor
Cr. Ossie DAYLIGHT

1.2 Local Authority Members

Lisa McDONALD
Anne-Marie WOODS
Simone BAKER
Rosina FARRELL

1.3 Staff

Nathan McIVOR - Area Manager Central Arnhem
Rebecca BURRIE – Veterinarian
Sam PHELAN – Veterinarian
Virginia BOON – Director of Council and Community Services
Alisha SULLIVAN – Regional Administration Coordinator
Prerna RAMAWAT - Local Authority Coordinator (Acting)

1.4 Guests

Phyllis CONWAY – Jilkmिंगgan Community Aboriginal Corporation
Josie LARDY - Jilkmिंगgan Community Aboriginal Corporation
Amanda ORWELL - Department of Local Government of Housing and
Community Development
Johanna LYNCH - Department of Local Government of Housing and
Community Development
Amanda HAIGH - Department of Local Government of Housing and
Community Development
Keegan WILLIAMS - Department of Local Government of Housing and
Community Development
Steven KUBASIEWICZ - Department of Local Government of Housing and
Community Development

MEETING OPENED

Jilkmिंगgan Local Authority Meeting declared open at 10:26 am with **Quorum**.

WELCOME TO COUNTRY

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

APOLOGIES AND LEAVE OF ABSENCE

NIL

CONFIRMATION OF PREVIOUS MINUTES**5.1 CONFIRMATION OF PREVIOUS JILKMINGGAN LOCAL AUTHORITY MEETING MINUTES**

74/2019	RESOLVED (Ossie DAYLIGHT/Rosina FARRELL)	Carried
(a)	That the Jilkmिंगgan Local Authority receives and notes Confirmation of previous minutes held on 02 October 2018.	

DISCLOSURES OF INTEREST

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

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

75/2019	RESOLVED (Ossie DAYLIGHT/Ann-Marie WOODS)	Carried
(a)	That the Jilkmिंगgan Local Authority receives and notes the Action List.	

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
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.	Department of Community Services	Ongoing	27/09/2018: One solar light has been installed awaiting confirmation of funding for second solar light. 02/10/18 Still waiting for funding to be approved for second solar light

06.02.18	9.3 JILKMINGGAN PLAY GROUND PROJECT	CSC to follow up on previous request of Play Ground Areas and Equipment of sport and Recreation hall and report back to the next Local Authority Meeting.	Projects	In progress	Playground initially purchased for installation near sport and recreation Hall has been put on hold. 05/02/2019 Playground purchased for this site to be relocated to Lot 37.
2.10.18	12.6 STREET NAMES	CSC to order more Street signs	Council Service Coordinator	In progress	LA Funded \$2,200.00 for 10 street signs, which is purchased and been put up. (Action Completed) More street signs were ordered 05.02.2019 Area Manager to follow up on expected delivery date and report to next LA meeting.
2.10.18	11.6 PLAYGROUND FOR MULGAN CAMP	Mayor requested LA to contribute \$5000 to assist with playground at Mulgan Camp.	Council Service Coordinator	In Progress	Local Authority Jilkmिंगgan agreed to provide \$5000 to Mulgan Camp playground.
02.10.18	9.4 JILKMINGGAN PLAYGROUND PROJECT	LA requested an additional playground at Jilkmिंगgan Street NOTE: Refer to Outgoing Correspondence Report provided within this Agenda 02/10/2018.	Council Service Coordinator	Ongoing	02.10.18 LA Jilkmिंगgan allocated \$30,000 for additional playground in Jilkmिंगgan. 05.02.19 LA Members agreed to erect playground underneath two trees on Lot No 37. LA Member Simone Baker would advise JCAC that RGRC would not be subdividing this Lot as per their request.
02.10.18	BOLLARDS IN COMMUNITY	RGRC to remove rocks & install Bollards.	Council Service Coordinator	ongoing	05.02.19 LA Members agreed for Bollards to be installed around speed bumps and places where vehicles were incorrectly cutting corners near shops and man-made tracks. CSC to install Bollards in locations as per LA request.

02.10.2018	11.2 BUS SHELTER	Bus Shelter to be placed near RGRC Office.	Chief Executive Officer	In progress	Incorporated into the roads work design – Roads coordinator commenced. Refer to proposed road work report. 05.02.2019 LA Members were asked to discuss with community and JCAC on where they want bus turn around, stop, pick and drop off the passengers and bus shelter by next LA meeting. 05.02.19 Jilkmिंगgan Local Authority allocated \$10896.00 towards purchase of Bus Shelter. CDP and MUNS to assist with the erection..
05.02.19	12.1 CEMETRY MOULDS	Local Authority members requested to see a sample of headstone moulds for them to use at Jilkmिंगgan Cemetry.	Council Service Coordinator	In progress	05.02.19 CSC to provide sample of headstone moulds by next LA meeting.
05.02.19	12.2 TREE MAINTENANCE	LA requested trees to be pruned at GMU Building.	Council Service Coordinator	Ongoing	05.02.19 CSC to prune trees.
05.02.19	9.7 More signs for Community	In response to Moira McCreesh (Principal Alcohol Action Officer) Correspondence.	Area Manager	Ongoing	05.02.19 Area Manager to provide photos of Alcohol signage from other communities.
05.02.19	12.3 COMMUNITY MEETING REGARDING DANGEROUS DOG	Veterinarian Samantha PHELAN to arrange time, date and location for community meeting and display posters in community.	Veterinarian	Ongoing	05.02.19 Veterinarian to communicate with Steven Kubasiewicz about arranging a community meeting to discuss dangerous dogs and town planning issues.
05.02.19	11.1 DESIGN AND DOCUMENTATION FOR JILKMINGGAN'S MAIN ROAD	LA Members requested to see design and documentation for Jilkmिंगgan's main road	Roads Coordinator	Ongoing	05.02.19 Roads Coordinator to provide a report on design and documentation for Jilkmिंगgan's main road at next LA.

05.02.19	11.5 THE DRAFT BURIAL AND CREMATION BILL	Councillor Ossie DAYLIGHT to find out information on who's buried on which grave.	Councillor	Ongoing	05.02.19 Councillor Ossie DAYLIGHT to provide information on current burial sites.
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INCOMING CORRESPONDENCE

- 9.1 MOBILE BLACK SPOT PROGRAM
- 9.2 LETTER RECEIVED ON DANGEROUS DOGS FROM POLICE
- 9.3 FUTURE DEVELOPMENT IN JILKMINGGAN
- 9.5 BUS STOP AT JILKMINGGAN COMMUNITY
- 9.6 INCOMING FROM URAPANGA BUS SERVICE
- 9.7 MORE SIGNS FOR COMMUNITY

76/2019 RESOLVED (Ossie DAYLIGHT/Ann-Marie WOODS) Carried

- (a) That Council accepts all Incoming Correspondence.

ACTION : (ITEM NO 9.7) AREA MANAGER TO PROVIDE PHOTOS OF ALCOHOL SIGNAGE FROM OTHER COMMUNITIES.

9.4 PROPOSED FUTURE PLAYGROUND IN JILKMINGGAN

77/2019 RESOLVED (Lisa McDONALD/Anne-Marie McDONALD) Carried

- (a) That the Jilkmिंगgan Local Authority accepts the correspondence from JCAC.
- (b) That the Jilkmिंगgan Local Authority have agreed to place the playground in the corner of Lot 37 underneath two trees with no subdivision.

OUTGOING CORRESPONDENCE

- 10.1 LETTER TO POLICE ON DANGEROUS DOGS IN COMMUNITY
- 10.2 BUS TURN AROUND FOR JILKMINGGAN

78/2019 RESOLVED (Simone BAKER/Lisa McDONALD) Carried

- (a) That the Jilkmिंगgan Local Authority accepts the outgoing correspondence.

GENERAL BUSINESS

11.1 ELECTED MEMBERS REPORT

79/2019 RESOLVED (Ossie DAYLIGHT/Lisa McDONALD) Carried

- (a) That the Jilkmिंगgan Local Authority receives and notes the Elected Member Report.

ACTION: THAT THE JILKMINGGAN LOCAL AUTHORITY REQUESTED A REPORT ON DESIGN AND DOCUMENTATION OR JILKMINGGAN'S MAIN ROAD AT NEXT LA MEETING.

11.2 FOR INFORMATION

80/2019 RESOLVED (Lisa McDONALD/Simone BAKER) Carried

- (a) That the Jilkmिंगgan Local Authority receives and notes information on costings for erection of Bus Shelter.

ACTION : THAT THE JILKMINGGAN'S LOCAL AUTHORITY AGREED TO ALLOCATE \$10896.00 TOWARDS PURCHASE OF BUS SHELTER. CDP and MUNS TO ASSIST WITH ERECTION.

11.3 COUNCIL SERVICES REPORT

81/2019 RESOLVED (Anne-Marie McDONALD/Simone BAKER) Carried

- (a) That the Jilkmिंगgan Local Authority receives and notes the Council Services Report for the 5th February 2019 meeting.

11.4 CEMETERY MASTER PLAN REPORT

82/2019 RESOLVED (Ossie DAYLIGHT/Simone BAKER) Carried

- (a) That the Jilkmिंगgan Local Authority receives and notes the Cemetery Master Plan Report.

11.5 THE DRAFT BURIAL AND CREMATION BILL 2018 REPORT - DHCD

83/2019 RESOLVED (Ossie DAYLIGHT/Anne-Marie McDONALD) Carried

- (a) That the Jilkmिंगgan Local Authority receives and notes The Draft Burial and Cremation Bill 2018 report.

ACTION : COUNCILLOR OSSIE DAYLIGHT TO PROVIDE INFORMATION ON CURRENT BURIAL SITES.

11.6 PLAYGROUND FOR MULGAN CAMP

84/2019 RESOLVED (Simone BAKER/Ossie DAYLIGHT) Carried

- (a) That the Jilkmिंगgan Local Authority receives and notes Playground for Mulgan Camp report with correction of Mataranka provide \$6000 as a contribution.

**11.7 JILKMINGGAN LOCAL AUTHORITY
EXPENDITURE REPORT Q2 & PROJECT REGISTER UPDATE**

85/2019 RESOLVED (Anne-Marie McDONALD/Simone BAKER) Carried

- (a) That the Jilkmिंगgan Local Authority receives and notes the Financial (Expenditure) Report for the second quarter of 2018-19 financial year.
- (b) That the Jilkmिंगgan Local Authority receives and notes the LA Project Register. Update Report as at 16th January 2019.

11.8 PROPOSED ROAD WORKS - JILKMINGGAN ROAD, JILKMINGGAN

86/2019 RESOLVED (Simone BAKER/Rosina FARRELL) Carried

- (a) That the Jilkmिंगgan Local Authority receives and notes proposed roadworks on Jilkmिंगgan Road, JILKMINGGAN

11.9 REQUEST FOR SUBDIVISION OF LOT 37 FOR PROPOSED PLAYGROUND

87/2019 RESOLVED (Anne-Marie McDONALD/Simone BAKER) Carried

- (a) That the Jilkmिंगgan Local Authority receives and notes the request from Jilkmिंगgan Community Aboriginal Corporation (JCAC) to Subdivide Lot 37 for the proposed playground.

11.10 LAF ACQUITTALS

88/2019 RESOLVED (Ossie DAYLIGHT/Lisa McDONALD) Carried

- (a) That the Jilkmिंगgan Local Authority receives and notes the 2017-18 LAF Certification Form, signed by the CEO on 12 December 2018.

11.11 COMMUNITY SAFETY SERVICES REPORT

89/2019 RESOLVED (Ossie DAYLIGHT/Anne-Marie McDONALD) Carried

- (a) That the Jilkmिंगgan Local Authority receives and notes the Community Safety Services Report.

11.12 COMMUNITY LAND USE PLAN REPORT

90/2019 RESOLVED (Ossie DAYLIGHT/Lisa McDONALD) Carried

- (a) That the Jilkmिंगgan Local Authority receives and notes Community Land Use Plan Report

OTHER BUSINESS

11.13 HOUSING REFERENCE GROUP

91/2019 **RESOLVED** (Lisa McDONALD/Anne-Marie McDONALD) **Carried**

- (a) That the Jilkmिंगgan Local Authority receives and notes the Housing Reference Group Report.
- (b) That the Jilkmिंगgan Local Authority received Nomination Forms to form to distribute amongst community members in order to form a Housing Reference Group.

11.14 GUIDELINE 8

92/2019 **RESOLVED** (Ossie DAYLIGHT/Simone BAKER) **Carried**

- (a) That the Jilkmिंगgan Local Authority receives and notes the revised Ministerial Guideline 8 Regional Councils and Local Authority.

11.15 PROJECT FUNDING GUIDELINES

93/2019 **RESOLVED** (Rosina Farrell/Simone BAKER) **Carried**

- (a) That the Jilkmिंगgan Local Authority receives and notes Local Authority Project Funding Guidelines

11.16 VET REPORT

94/2019 **RESOLVED** (Anne-Marie McDonald/Ossie DAYLIGHT) **Carried**

- (a) That the Jilkmिंगgan Local Authority receives and notes Vet Report.

ACTION : VETERINARIAN SAMANTHA PHELAN TO COMMUNICATE WITH STEVEN KUBASIEWICZ ABOUT ARRANGING A COMMUNITY MEETING TO DISCUSS DANGEROUS DOGS AND TOWN PLANNING ISSUES.

11.17 NEW LA MEMBER NOMINATION FORM

95/2019 **RESOLVED** (Ossie DAYLIGHT/Anne-Marie McDonald) **Carried**

- (a) That the Jilkmिंगgan Local Authority accepted nomination for Phyllis CONWAY to become an Local Authority Member.

CLOSE OF MEETING

The meeting terminated at pm.

This page are the minutes of the Jilkmिंगgan Local Authority Meeting held on Tuesday, 5 February 2019.

Chairperson



MINUTES OF THE MATARANKA LOCAL AUTHORITY MEETING # 0 OF THE
ROPER GULF REGIONAL COUNCIL MEETING HELD AT THE MATARANKA
COMMUNITY HALL, MATARANKA ON TUESDAY, 4 DECEMBER 2018 AT
5.30PM

PRESENT/STAFF/GUESTS

1.1 Elected Members

Mayor Judy MacFARLANE

1.2 Local Authority Members

Sue EDWARDS

Jill Emerson-SMITH

Di ANGEL

Margaret MINNETT

Philippa STANSELL

Michael SOMERS

Antonella MARTIN

1.3 Staff

Sharon HILLEN – Chief Executive Officer (Acting)

Nathan McIVOR – Director of Council and Community Services (Acting)

Mandy DEVEREUX – Senior Administration Support Officer

Donna DONZOW – Community Safety Regional Coordinator

1.4 Guests

Barbara SULLIVAN – Resident – Mataranka Better Half Club

Rosemary SULLIVAN – Resident – Mataranka Better Half Club

Keegan WILLIAMS – Department of Housing and Community Development

Thomas CHALK – Northern Territory Police

Matt PANAYI – Territory Families

2. MEETING OPENED

Meeting opened at 17.32hrs

3. WELCOME TO COUNTRY

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

189/2018 RESOLVED (Diane Angel/Philippa Stansell)

Carried

4.1 APOLOGIES AND LEAVE OF ABSENCE

- (a) That Mataranka Local Authority accept the apologies of Local Authority Member Alan Chapman.

5.39pm Selena Uibo MLA joined the meeting

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

190/2018 RESOLVED (Diane Angel/Michael Somers)

Carried

- (a) That the Mataranka Local Authority approves the minutes as a true and accurate record of the Mataranka Local Authority's meeting held on Tuesday 7th August 2018.
- (b) That the Mataranka Local Authority approves the minutes as a true and accurate record of the Mataranka Local Authority's meeting held on Monday 8th October 2018.

6. CALL FOR OTHER BUSINESS**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**

191/2018 RESOLVED (Philippa Stansell/Jillian Emerson-Smith)

Carried

- (a) That Mataranka Local Authority receives and notes the Action List.

Date	Location	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
01.08.2017	Mataranka	TOWN PRIORITIES Replacement of toilets at Sport and Recreation Grounds in consultation with LA 04.12.18 NEW ACTION 11.13	Sports & Rec Grounds Capital Works \$200K budget to upgrade all services on site: power, water, sewerage,	Projects CEO	Ongoing	Current expenditure \$115K – request itemized list of costing. 08/10/18 Actual costing report to be provided at the next LA Meeting 4 th December 2018. 04.12.18 Further investigation on the exact expenditure from

						this funding.
01.08.2017	Mataranka	11.8 GOVERNANCE REPORT - MATARANKA MASTER PLAN	Library and Museum access.	DCCS/DCG	Near Completion	13/11/18 New funding application submitted today, Building Better Region fund with Commonwealth & NGT Local Strategic Infrastructure Fund
07.12.17/ 03.04.18	Mataranka	12.3 COMMUNITY TOURISM INFORMATION MAP NEW ACTION	Gather all the information and put on a DRAFT Mataranka Map and bring to next LA Meeting. Email copy of draft map to LA Members	Area Manager SASO	Ongoing Ongoing	08/10/18: New map is being investigated. Commenced, Design on - track. 05.12.18 Completed
08.10.18	Mataranka	9.1 Incoming Correspondence	Circular the Mataranka Cemetery Master plan to LA member before next meeting	CEO	Ongoing	13/11/18 Sharon will provide a draft copy of the plan at the meeting. 04.12.18 Ongoing
08.10.18	Mataranka	9.1 Incoming Correspondence	Invite Mataranka Better Half Club members to next LA Meeting	SASO	Completed	22.10.2018: Invite sent via email 19.10.2018 Completed
08.10.18	Mataranka	11.3 Council Expenditure Report & LA Project register Update	To investigate councilors fees, pick up only across 3 communities Bulman, Ngukurr & Mataranka	CEO	Ongoing	13/11/18 These fees don't come out of the communities actual budgets. Related to OCM being held in Community. 04.12.18

						Completed
08.10.18	Mataranka	11.1 Council Services Report	Statues in Stan Martin Park to be repainted and the horse statue fenced for safety reasons.	Area Manager	Completed	22.10.2018: Statues painted and fencing the horse ongoing 04.12.18 Completed
08.10.18	Mataranka	11.11 Territory Day	Write a letter to NTG in response to them not funding the fireworks display for Mataranka	LA Member Diane Angel	Completed	20.11.2018 Letter still needs to be drafted 04.12.18 Completed
04.12.18	Mataranka	11.5	Concrete slab	Area Manager	Ongoing	The concrete slab to be fenced and interruptive signage installed
04.12.18	Mataranka	11.7	Campdraft announcer stand & Abultion block need replacing at the Sports & Rec grounds	AM/Project s	Ongoing	The Campdraft announcers stand and Abultion block need to be replaced by April 2019 in preparation for the Never Never Festival.
04.12.18	Mataranka	11.9	Australia Day Awards	SASO	Completed	04.12.18 To find out if a couple (MR & MRS) can be nominated as the Citizen of the year.
04.12.18	Mataranka	11.10	Community Safety	Area Manager	Ongoing	To source a plaque of appreciation to be presented to the Mataranka Community Safety Team.
04.12.18	Mataranka	11.12	Mataranka Cemetery Master Plan	LA Members	Ongoing	To meet at the Mataranka Cemetery to visualize the buffer zone before

						deciding on the location for the new plots.
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All completed items to be removed.

INCOMING CORRESPONDENCE

9.1 INCOMING CORRESPONDENCE

192/2018 **RESOLVED** (Sue Edwards/Diane Angel) **Carried**

- (a) That Mataranka Local Authority receives and notes the incoming correspondence.

OUTGOING CORRESPONDENCE

10.1 OUTGOING CORRESPONDENCE

193/2018 **RESOLVED** (Margaret Minnett/Michael Somers) **Carried**

- (a) That Mataranka Local Authority receives and notes the outgoing correspondence.

GENERAL BUSINESS

11.1 COUNCIL SERVICES REPORT

Council Service Coordinator has been acting in the Area Managers position whilst the Area Manager has been in the Roper Region. Mataranka Recycling Centre has received an award from the Tidy Towns Council. The Library upgrade is underway and should be completed in a couple of weeks.

194/2018 **RESOLVED** (Jillian Emerson-Smith/Diane Angel) **Carried**

- (a) That the Mataranka Local Authority receives and notes the Council Services Report for the 4 December 2018 meeting.

11.2 FACILITY HIRE AGREEMENTS

195/2018 **RESOLVED** (Sue Edwards/Michael Somers) **Carried**

- (a) That the Mataranka Local Authority receives and notes the report Roper Gulf Council request a deposit on the hiring of the Sports & Recreational Grounds Facility Hire.

11.3 STAN MARTIN PARK

The beautification of Stan Martin Park

196/2018 **RESOLVED** (Antonella Martin/Diane Angel) **Carried**

- (a) That the Mataranka Local Authority receives and notes the report requesting

- Mataranka Local Authority Support of the beautification of Stan Martin Park.**
- (b) That Mataranka Local Authority will support the project, but not in the way of funding.

11.4 SUGGESTIONS BY RESIDENTS

A discussion took place in relation to the suggestions put forward, work out stations in the park, walking/bike track from Park to Bitter Springs, Fairy lights on the Banyan tree, Gymkhana equipment and little athletics equipment. It was agreed upon to look into the designs of those to see if suitable for Mataranka.

197/2018 RESOLVED (Diane Angel/Philippa Stansell)

Carried

- (a) That the Mataranka Local Authority receives and notes the suggestions by some of Mataranka Residents

11.5 CONCRETE SLAB NEAR THE BANYAN TREE

So much work has gone into reducing the antisocial behaviour in Mataranka, this space is still a hot spot hence the request for its removal.

198/2018 RESOLVED (Jillian Emerson-Smith/Sue Edwards)

Carried

- (a) That the Mataranka Local Authority receives and notes the request to remove the concrete slab near the Banyan Tree.
- (b) That the Mataranka Local Authority has agreed to fence and preserve the concrete slab with interpretive signage. This will eliminate anyone from sleep overnight on the slab.

ACTION: The Concrete slab be fenced and preserved with interpretive signage

11.6 ELECTED MEMBERS REPORT

- The Elected Member Report is designed to give Local Authorities an overview of Agenda Items that have been raised and decisions made at the Ordinary Meeting of Council since the last Local Authority Meeting, in order for them to convey the information to community members. Complete details can be found in the Agendas and Minutes, which are available on the Council Website and at Council Offices.
- Ms Deanna KENNEDY was sworn-in by Mayor MacFARLANE by undertaking the Oath of Office for Office of Councillor. Ms Deanna KENNEDY is now a Councillor for the Nyirranggulung Ward on Roper Gulf Regional Council.
- That Council approve the transfer of the Kiss and Go drop off assets on Beswick Street for the Mataranka School from the Department of Infrastructure, Planning and Logistics to Roper Gulf Regional Council.
- That Council approves the cost of salvage and transportation of the Katherine Sports and Recreation lighting from Katherine to Mataranka

199/2018 RESOLVED (Diane Angel/Philippa Stansell)

Carried

- (a) That the Mataranka Local Authority receives and notes the Elected Member Report.

11.7 MATARANKA SPORT & REC GROUNDS - CAMPDRAFT ANNOUNCERS STAND &

ABLUTION BLOCK

The Campdraft announcers box and the ablution block were condemned some time ago. Both of these need to be replaced by April 2019 in preparation for the 2019 The Never Never Festival.

200/2018 **RESOLVED** (Sue Edwards/Jillian Emerson-Smith) **Carried**

- (a) That the Mataranka Local Authority receives and notes the report on the Camp draft announcers stand and ablution block to be replaced

ACTION: The Campdraft announcer stand and ablution block be replaced by April 2019

11.8 COSTINGS FOR ERECTION OF BUS SHELTER

201/2018 **RESOLVED** (Margaret Minnett/Michael Somers) **Carried**

- (a) That the Mataranka Local Authority receives and notes costings for erection of Bus Shelter

11.9 AUSTRALIA DAY CITIZENS OF THE YEAR AWARDS

Closing date for the nominations for Australia Day Awards is 21st December.

202/2018 **RESOLVED** (Jillian Emerson-Smith/Diane Angel) **Carried**

- (a) That the Mataranka Local Authority receives and notes the Australia Day Citizens of the Year Awards.

ACTION: To find out if the Citizen of the year can be a Couple(husband and wife)

11.10 COMMUNITY SAFETY REPORT

Both Mataranka and Jilkminggan have had a massive month with Royalties hitting at the start of November.

- Mataranka was issued with a 1x purchase per person during this time
 - Mataranka and Jilkminggan crew attended their first FERG night.
 - Both Communities came together in Mataranka for the CRAANA evening, to view the new Night Patrol training package,
 - All members from Mataranka are now qualified in Cert III in COMSAF
- Both Mataranka Local Authority and Mataranka Police commend the efforts of the Mataranka Community Safety Team. To show appreciation Mataranka Local Authority will fund a appreciation plaque for the Mataranka Community Safety Team

203/2018 **RESOLVED** (Michael Somers/Margaret Minnett) **Carried**

- (a) That the Mataranka Local Authority receives and notes the Community Safety Report for the 4 December 2018 meeting

ACTION: A plaque of appreciation is to be made and presented to the Mataranka Community Safety Team.

11.11 MATARANKA LOCAL AUTHORITY - EXPENDITURE REPORT Q1 & PROJECT REGISTER UPDATE

No

11.12 MATARANKA CEMETERY REPORT

Mataranka Local Authority Members and the Mataranka Better Half Club were informed of

the Mataranka Cemetery Master Plan. Two layout designs were presented for the Local Authority to choose from.

204/2018 **RESOLVED** (Philippa Stansell/Michael Somers)

Carreid

- (a) That the Mataranka Local Authority endorses the cemetery Master Plan.
- (b) That the Mataranka Local Authority finalizes the location of the new proposed plots.
- (c) Mataranka Community approves the adoption of the proposed layout Option B.

ACTION: Local Authority Members meet at the Cemetery to visualise the buffer zones before deciding on the location for the new plots.

11.13 SPORTS AND RECREATION GROUND COSTING REPORT

205/2018 **RESOLVED** (Philippa Stansell/Sue Edwards)

Carried

- (a) That Mataranka Local Authority receives and notes Actual Costing report for Sports and Recreation Grounds

ACTION: Acting CEO to calculate what is left of the 200K.

OTHER BUSINESS

12.1 YOUTH DIVERSION AND PRE-SENTENCE PROGRAMS COMMUNITY CONSULTATION

Matthew Panayi from Territory Families – Youth Justice is talking to communities across the Northern Territory to develop programs and activities that are going to help young people stay on the right track. With Community consultant the best outcomes are possible with identifying the community needs.

12.2 SELENA UIBO MLA

Selena Uibo MLA attended the Mataranka Local Authority Meeting and gave an brief update of her movements. Tomorrow she'll be visiting the Mataranka and Jilkminggan Schools. Selena also informed the Mataranka Local Authority that she'd be attending the Mataranka Australia Day Celebrations and also Mataranka Never Never Festival in 2019. 30 pieces of legislation was passed in Parliament this year. 2019 sitting dates have been confirmed.

CLOSE OF MEETING

The meeting terminated at 8.19 pm.

THIS PAGE AND THE PRECEEDING PAGES ARE THE MINUTES OF THE Mataranka Local Authority Meeting HELD ON Tuesday, 4 December 2018 AND CONFIRMED .

Chairperson



MINUTES OF THE MATARANKA LOCAL AUTHORITY MEETING # 0 OF THE
ROPER GULF REGIONAL COUNCIL MEETING HELD AT THE MATARANKA
COMMUNITY HALL, MATARANKA ON TUESDAY, 5 FEBRUARY 2019 AT 5.30
PM

PRESENT/STAFF/GUESTS

1.1 Elected Members

Judy MacFARLANE – Mayor

1.2 Local Authority Members

Di ANGEL

Jill Emerson-SMITH

Margaret MINNET

Michael SOMERS

Sue EDWARDS

Antonella Martin

Alan CHAPMAN – Late arriving 6.12pm

1.3 Staff

Sharon HILLEN – Chief Executive Office (Acting)

Nathan McIVOR – Area Manager Central Arnhem

Antony LYNCH – Council Services Coordinator

Donna DANZOW – Community Safety Regional Coordinator

Phoebe CONWELL – Community Safety Regional Coordinator

Diane COLLINS – Community Safety Team Leader

Johnleo HUDDLESTON – Community Safety Officer

Neil HODGSON – Community Safety Team Leader

Harvey DUNCAN – Community Safety Officer

Wesley WOODS – Community Safety Officer

Mandy DEVEREUX – Senior Administration Officer (minute taker)

1.4 Guests

Amanda HAIGH – Department of Local Government of Housing and
Community Development

Clair O'BRIEN – Mataranka Better Half Club

Barbara SULLIVAN – Mataranka Better Half Club

Mick McFARLANE – Resident

Thomas CHALK – NT Police

MEETING OPENED

Mataranka Local Authority Meeting with **Quorum** opened at 5.35pm

WELCOME TO COUNTRY

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

APOLOGIES AND LEAVE OF ABSENCE

NIL

CONFIRMATION OF PREVIOUS MINUTES**5.1 CONFIRMATION OF PREVIOUS MINUTES REPORT FOR MATARANAKA LOCAL AUTHORITY**

206/2019 **RESOLVED** (Diane Angel/Sue Edwards)

Carried

- (a) That the Mataranka Local Authority approves the minutes as a true and accurate record of the Mataranka Local Authority's meeting held on Tuesday 4 December 2018.

6. CALL FOR OTHER BUSINESS

- Hall maintenance
- Catering Shed Floor
- Flag Poles at Stan Martin Park
- Mataranka Cemetery Master Plan
- Ablution Block, Announcers Stand – Sport & Recreational Grounds

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**

207/2019 **RESOLVED** (Sue Edwards/Jillian Emerson-Smith)

Carried

- (a) That Mataranka Local Authority receives and notes the Action List.

Date	Location	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
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01.08.2017	Mataranka	TOWN PRIORITIES Replacement of toilets at Sport and Recreation Grounds in consultation with LA	Sports & rec Grounds Capital works 200k budget to upgrade all services on site: power, water, sewage	Projects CEO	In progress	Update 05.02.19 Report to go to Council 27th Feb for the install of toilet block, underground power and announcers stand
01.08.2017	Mataranka	11.8 GOVERNANCE REPORT - MATARANKA MASTER PLAN	Building Better Region fund with Commonwealth & NGT Local Strategic Infrastructure Fund	DCCS/DCG	In progress	Building better region fund application - \$500k from Federal Health and \$500k from NTG Strategic Local Government Infrastructure Fund (SLGIF).
01.08.2017	Mataranka	Library and Museum access	.	DCCS/DCG	Near completion	\$100 k – Art trial NT Project, \$30k from RGRC. Project is on track and near completion. NT Libraries will assist with set up once construction is completed. 05.02.19 waiting on air-cons, power points & IT to be installed then the project is complete.
03.04.18	Mataranka	12.3 COMMUNITY TOURISM INFORMATION MAP	Gather all the information and put on a DRAFT Mataranka Map and bring to next LA Meeting.	Area Manager	Ongoing	08/10/18: New map is being investigated. Commenced, Design on - track. Report is in this Agenda. 05.02.19 LA agreed to have the map printed

04.12.18	Mataranka	11.5 Old Trial Sliding	The concrete slab to be fenced and interpretative signage installed	Area Manager	Ongoing	No Action
04.12.18	Mataranka	11.7	Campdraft announcer stand & Ablution block need replacing at the Sports & Rec grounds	AM/Projects	Ongoing	The Campdraft announcers stand and Ablution block need to be replaced by April 2019 in preparation for the Never Never Festival. 05.02.19 LA agreed to have a block toilet block built.
04.12.18	Mataranka	11.12	Mataranka Cemetery Master Plan	LA Members	In progress	To meet at the Mataranka Cemetery to visualize the buffer zone before deciding on the location for the new plots. Scoped works for Cemetery Plan, Waiting on detail drawing. Proposal location for Columbarium (Next to the car park) and shade to sit. 05.02.19 engage a surveyor to survey the ground for the proposed plans.
05.02.19	Mataranka	12.2	Catering Complex Floor	CSC	Ongoing	05.02.19 To have the floor of the catering shed professionally cleaned and then sealed.

9. INCOMING CORRESPONDENCE

9.1 MATARANKA SPEED LIMIT CHANGE

208/2019 RESOLVED (Jillian Emerson-Smith/Diane Angel)

Carried

- (a) That Mataranka Local Authority accepts the correspondence.

10. OUTGOING CORRESPONDENCE

NIL

BUSINESS ARISING

11. GENERAL BUSINESS

11.1 ELECTED MEMBERS REPORT

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

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

- The funding offer of \$1,000,000 was accepted for infrastructure, upgrade and renewal at Mulgan Camp.
- The Council accepts the Town Camps Program funding offer of \$1,100,000 from Department of Housing and Community Development for works to occur in the Mulgan town camp.
- Up coming meeting to take place at Mulgan Camp for consultation on housing issues and location of the playground.

209/2019 **RESOLVED** (Sue Edwards/Margaret Minnett)

Carried

- (a) That the Mataranka Local Authority receives and notes the Elected Member Report.

11.2 THE DRAFT BURIAL AND CREMATION BILL 2018 REPORT – DHCD

Amanda Haigh gave a presentation on the Draft Burial and Cremation Bill 2018 that is out for consultation.

The draft Burial and Cremation Bill 2018 has been released for public consultation and comment. More information on the Bill including FAQs can be found at <https://dhcd.nt.gov.au/publications-and-policies/draft-northern-territory-burial-andcremation-bill>

Submissions close on 31 March 2019. Questions about the Bill and submissions can be made, please email

baca@nt.gov.au

210/2019 **RESOLVED** (Michael Somers/Sue Edwards)

Carried

- (a) That the Mataranka Local Authority receives and notes The Draft Burial and Cremation Bill 2018 report.

11.3 COUNCIL SERVICES REPORT

The Library is still being refurbished
 The full municipal team are back on deck.
 The goal posts on the oval have now been installed
 The recycling centre is opened again after the holiday period
 The air strip has now been completely cleared and flattened

211/2019 RESOLVED (Diane Angel/Jillian Emerson-Smith)

Carried

- (a) That the Mataranka Local Authority receives and notes the Council Services Report for the 5th February meeting.

11.4 MATARANKA LOCAL AUTHORITY EXPENDITURE REPORT Q2 & PROJECT REGISTER UPDATE

212/2019 RESOLVED (Margaret Minnett/Diane Angel)

Carried

- (a) That the Mataranka Local Authority do not accepts the Financial (Expenditure) Report for the second quarter of 2018-19 financial year
 (b) That the Mataranka Local Authority receives and notes the LA Project Register Update Report with the amendment of \$6086.66 removed for New Statue Project
 (c) The Mataranka Local Authority approves the funding of \$1000 for materials for the silhouette project
 (d) That Mataranka Local Authority approves the funding of \$3000 to refurbish the announcers stand at the Campdraft arena.
 (e) That Mataranka Local Authority request the Local Authority Project Register report be separate to the Financial (expenditure) report.

11.5 MATARANKA TOWN MAP

Once the amendments have been made the map is approved for printing

213/2019 RESOLVED (Jillian Emerson-Smith/Diane Angel)

Carried

- (a) That the Mataranka Local Authority receives and notes production expenses for the Mataranka Town Map
 (b) That the Mataranka Local Authority approves the allocation of \$1880+GST for the first print of the map.

11.6 REPORT ON LIBRARY AND MUSEUM PROGRESS

The Library upgrade is near complete, air cons, power points and computers are yet to be installed. The assistance from the NT Libraries with the setup of the shelving and books was appreciated.

214/2019 RESOLVED (Margaret Minnett/Jillian Emerson-Smith)

Carried

- (a) That the Mataranka Local Authority receives and notes report on Library and Museum progress.

11.7 LAPF ACQUITTALS

Under the LAPF Funding Guidelines the CEO is required to certify that funds have been expended in accordance with the Guidelines, the Local Government Act, the Local Government (Accounting) Regulations, and the Northern Territory Government's Buy Local Policy.

Each certification was signed by the Acting CEO on 12 December 2018 and was tabled before The Mataranka LA as required by the Guidelines

215/2019 RESOLVED (Margaret Minnett/Sue Edwards)

Carried

- (a) That the Mataranka Local Authority receives and notes the 2017-18 LAPF Certification Form, signed by the CEO on 12 December 2018.

11.8 COMMUNITY SAFETY SERVICES REPORT

- The Community Safety Patrol teams of Mataranka and Jilkminggan work tirelessly in this town.
- Jilkminggan crew work from Wednesday to Saturday in Mataranka.
- There were a number of significant issues over the holiday period.

The Mayor presented a plaque of appreciate to the Mataranka Community Safety team as well as the Jilkminggan team.

216/2019 RESOLVED (Diane Angel/Alan Chapman)

Carried

- (a) That the Mataranka Local Authority receive and note the Community Safety Services Report for the 5 February 2019.

11.9 PLAYGROUND FOR MULGAN CAMP

Council had been given three grants of \$39,000 (GST Exclusive) to purchase and install playgrounds in Ngukurr, Mulgan Camp, and Robinson River. These playgrounds form part of an alcohol demand and harm reduction strategy to provide a safe and welcoming recreation space where children and families can congregate and participate in positive diversionary activities.

217/2019 RESOLVED (Sue Edwards/Antonella Martin)

Carried

- (a) That the Mataranka Local Authority receives and notes Playground for Mulgan Camp report, with the amendment of Jilkminggan contribution of \$5000 and Mataranka contribution of \$6000.

11.10 GUIDELINE 8

On 07 January 2019 the Minister for Housing and Community Development adopted a revised Ministerial Guideline 8 pertaining to Local Authorities. Local Authority Members names will appear on the Council's website.

218/2019 RESOLVED (Diane Angel/Michael Somers)

Carried

- (a) That the Mataranka Local Authority receives and notes the revised Ministerial Guideline 8 pertaining to Local Authorities.

11.11 PROJECT FUNDING GUIDELINES

Local Authorities must formally resolve, and record what funding is to be spent on.

Project funds must be spent on matters which have a general community benefit. They may not be spent on matters such as motor vehicles, fuel, administration costs, meeting costs, salaries, uniforms, allowances, or matters outside the scope of local government.

As a general rule, project funding is for infrastructure-type projects.

- 219/2019 RESOLVED (Michael Somers/Jillian Emerson-Smith) Carried
- (a) That the Mataranka Local Authority receives and notes LA Project Funding Guidelines

12. OTHER BUSINESS

12.1 HALL MAINTENANCE

As part of the hire agreement, user groups are to report any maintenance/hazard to the CSC or to complete an incident report. General maintenance of the facilities are all budgeted for.

- 220/2019 RESOLVED (Diane Angel/Jillian Emerson-Smith) Carried
- (a) That the Mataranka Local Authority receives and note the verbal report on Hall maintenance.

12.2 CATERING COMPLEX FLOOR

The Floor of the Catering shed has never been sealed, it absorbs all the grease and fat or anything that is dropped on it. The floor need to be professionally cleaned then sealed.

- 221/2019 RESOLVED (Sue Edwards/Diane Angel) Carried
- (a) That the Mataranka Local Authority receives and note the verbal report on the floor in the catering shed.

ACTION: CSC to have the floor of the catering shed professionally cleaned then sealed.

12.3 FLAG POLES AT STAN MARTIN PARK

There is funding available to move the memorial rock in Stan Martin Park with a design for 5 flag poles situated around it. Mataranka Local Authority Members took a vote on having the 5 flag poles installed or just the 1.

VOTE: was unanimous in favour of only 1 flag pole.

222/2019 **RESOLVED** (Diane Angel/Jillian Emerson-Smith)

Carried

(a) That the Mataranka Local Authority receives and note the verbal report on the proposal of 5 flags poles to be installed at Stan Martin Park

12.4 MATARANKA CEMETERY MASTER PLAN

Mataranka Better Half Club Clair O'brien – Secretary & Public Officer and Barbara Sullivan – President attended the meeting and had a very generous offer for Roper Gulf Regional Council through the Mataranka Local Authority in relation to the Mataranka Cemetery Master Plan.

The offer is as below:

5. Business Arising from Minutes -

- Memorial structure at Cemetery – RGRC LA 5th Feb – update by Clair with discussion

Motion: That we offer in principle support, to the RGRC through the Mataranka Local Authority, for the redevelopment outlined in the Mataranka Cemetery Master Plan and wish it known, that we are considering a contribution towards the rotunda/columbarium, in the vicinity of \$25K, pending further consultations.

Moved: Moira Lanzarin Seconded: Jill Emmerson-Smith Carried

12.5 ABLUTION BLOCK, ANNOUNCERS STAND – SPORT & RECREATIONAL GROUNDS

A report will be presented to the Council on 27 February about the replacement of the Ablution block and repairs to the announcers stand(camp draft arena). The Mataranka Local Authority members request that the ablution block be built of block as a permanent fixture to the grounds for a longer live span. The announcers stand & stairs are in the process of being repaired.

223/2019 **RESOLVED** (Diane Angel/Michael Somers)

- (a) That the Mataranka Local Authority receives and notes the verbal report on the ablution block and announcers stand.
- (b) That the Mataranka Local Authority requests that the ablution block be built of block.

CLOSE OF MEETING

The meeting terminated at 7.39 pm.

THIS PAGE AND THE PRECEEDING 38 PAGES ARE THE MINUTES OF THE
Mataranka Local Authority Meeting HELD ON Tuesday, 5 February 2019 AND
CONFIRMED Tuesday, 9 April 2019.

Chairperson



MINUTES OF THE HODGSON DOWNS LOCAL AUTHORITY MEETING OF THE
HODGSON DOWNS LOCAL AUTHORITY AT THE ALAWA BOARD ROOM,
MINYERRI ON MONDAY, 18 FEBRUARY 2019 AT 11.00 AM

PRESENT/STAFF/GUESTS

1.1 Elected Members

Cr Ossie DAYLIGHT

1.2 Local Authority Members

Clive ROBERTS

Ken MUGGERIDGE

Jonathon WALLA

Samuel SWANSON

James NUGGETT

1.3 Staff

Sharon HILLEN – Acting Chief Executive Officer

Perna RAMAWAT – Acting Local Authority Coordinator

Ashleigh ANDERSON – Governance Officer (minute taker)

1.4 Guests

Steven KUBASIEWICZ – Department of Local Government Housing and
Community Development

Ken WALLA – Aboriginal Interpreter Services

Mickey BENNETT – EPP Student

Mathew ROBINSON – EPP Student

Seth HUME – EPP Student

Leonardo – EPP Student

Surinda – EPP Student

Stacey – EPP Student

Lilena – EPP Student

Shuwana – EPP Student

Jess MAGVIN – Minyerri School

Shirley NUGGETT – Minyerri School

Tarlana R – EPP Student

Tori DAYLIGHT – EPP Student

Savannah – EPP Student

Estherlita – EPP Student

Jolie – EPP Student
Lacesha – EPP Student
Lucinta – EPP Student

MEETING OPENED

Meeting opened with **Quorum** at 1144hrs

WELCOME TO COUNTRY

The Chairperson, Ken MUGGERIDGE welcomed the Local Authority, Staff and Guests to Minyerri and the pledge was read.

APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES AND LEAVE OF ABSENCE

- (a) That the Hodgson Downs Local Authority accept the apology of Mayor Judy MacFARLANE

CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS HODGSON DOWN MEETING MINUTES

76/2019 **RESOLVED** (Clive ROBERTS/Jonathon WALLA)

- (a) That the Hodgson Downs Local Authority receives and notes Confirmation of previous meeting minutes.

DISCLOSURES OF INTEREST

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

BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION LIST

77/2019 **RESOLVED** (Ossie DAYLIGHT/Clive ROBERTS)

- (a) That the Hodgson Downs Local Authority receives and notes the Action List.

Date	Agenda Item #	Item Description	Responsible Person/ Team	Status	Status Comments - Completion Date
22.08.18	ALAWA Business Plan	CEO Ken Mugeridge to follow-up to provide an ALAWA Aboriginal Corporation	DCS/ Ken Mugeridge	Ongoing	18.02.19 Ken wrote application to Alawa Aboriginal Corporation. Waiting for their decision.

Date	Agenda Item #	Item Description	Responsible Person/ Team	Status	Status Comments - Completion Date
		Business Plan and amend MOU with Council.			
11.10.18	Hodgson Downs Rubbish Collection Rates and Fees	DCS (Marc) to follow-up with RGRC's Finance Department regarding the collection of rubbish as part of the RGRC's rates notices and advise Ken Muggeridge (AAC) of amount collected and passing on income to AAC.	DCS/ Ken Muggeridge	Ongoing	18.02.19 No Further Updates
11.10.18	Sport and Recreation	DCCS and RGRC Grants Coordinator to consider incorporating Minyerri Sport and Recreation needs as part of any Regional Sport and Recreation funding applications.	DCCS/ DCS/ Grants Coordinator	Ongoing	18.02.19 Continuation of contract for 12 months, no additional funds from this contract. RGRC Acting Chief Executive Officer suggested to speak to NT Regional Remote Funding.
18.02.19	11.4 COMMUNITY LAND USE PLAN	Alawa and the Northern Territory Government to hold a Community Meeting to discuss the Community Land Use Plan in March in regards to potential locations of essential buildings, such as the clinic, morgue etc.	ALAWA Corporation/ NTG	Ongoing	Alawa and the Northern Territory Government to hold a Community Meeting to discuss the Community Land Use Plan in March in regards to potential locations of essential buildings, such as the Clinic, Morgue etc.

INCOMING CORRESPONDENCE*Nil***OUTGOING CORRESPONDENCE***Nil*

BUSINESS ARISING

Nil

GENERAL BUSINESS**11.1 ELECTED MEMBERS REPORT**

78/2019 RESOLVED (Ken MUGGERIDGE/Jonathon WALLA)

- (a) That the Hodgson Downs Local Authority receives and notes the Elected Member Report.

11.2 THE DRAFT BURIAL AND CREMATION BILL 2018 REPORT - DHCD

79/2019 RESOLVED (Samuel SWANSON/James NUGGET)

- (a) That the Hodgson Downs Local Authority receives and notes The Draft Burial and Cremation Bill 2018 report.

11.3 LAPF ACQUITTALS

80/2019 RESOLVED (Jonathon WALLA/Samuel SWANSON)

- (a) That the Hodgson Downs Local Authority receives and notes the 2017-18 LAPF Certification Form, signed by the CEO on 12 December 2018.

11.4 COMMUNITY LAND USE PLAN

81/2019 RESOLVED (James NUGGET/Samuel SWANSON)

- (a) That the Hodgson Downs Local Authority receives and notes Community Land Use Plan Report.

Action: Alawa and the Northern Territory Government to hold a Community Meeting to discuss the Community Land Use Plan in March in regards to potential locations of essential buildings, such as the clinic, morgue etc.

11.5 GUIDELINE 8

82/2019 RESOLVED (Ken MUGGERIDGE/Samuel SWANSON)

- (a) That the Hodgson Downs Local Authority receives and notes the revised Ministerial Guideline 8: Regional Councils and Local Authorities.

11.6 PROJECT FUNDING GUIDELINES

83/2019 RESOLVED (Clive ROBERTS/Ken MUGGERIDGE)

- (a) That the Hodgson Downs Local Authority receives and notes LA Project Funding Guidelines.

**11.7 HODGSON DOWNS LOCAL AUTHORITY RGRG FINANCIAL REPORT Q2 2018-19
& PROJECT REGISTER UPDATE**

84/2019 RESOLVED (Clive ROBERTS/Jonathon WALLA)

- (a) That the Hodgson Downs Local Authority receives and notes Financial (Expenditure) Report for the second Quarter of 2018-19 financial year;
- (b) That the Hodgson Downs Local Authority receives and notes LA Project Register Update Report as at 31 January 2019;
- (c) That the Hodgson Downs Local Authority allocates all remaining funds of \$114,666 to the upgrade of local roads in Minyerri.

12 OTHER BUSINESS

12.1 CDP

- (a) Sharon HILLEN Acting Chief Executive Officer provided information regarding the CDP contract being administered by JAWOYN and RISE for Central Arnhem Region, Hodgson Downs CDP Program will remain under Roper Gulf Regional Council.

CLOSE OF MEETING

The meeting terminated at 1315 pm.

THIS PAGE AND THE PRECEEDING PAGES ARE THE MINUTES OF THE
Hodgson Downs Local Authority Meeting HELD ON Monday, 18 February 2019
AND CONFIRMED Monday, 29 April 2019.

Chairperson

WARD REPORTS

ITEM NUMBER	13.3
TITLE	YUGUL MANGI Ward Report
REFERENCE	796251
AUTHOR	Perna RAMAWAT, Governance Officer

RECOMMENDATION

- (a) **That Council receives and notes the Yugul Mangi Ward Report.**

BACKGROUND

Local Authority Meetings are held at Ngukurr and Urapunga.

Local Authority Update

The Ngukurr Local Authority Membership includes: Mayor Judy MacFarlane, Cr Eric Roberts, Cr Owen Turner, Daphne Daniels, Jerry Ashley, Robin Rogers, Ian Gumbula, Bobby Nungumajbarr and Collin Hall.

Ngukurr Local Authority was scheduled on 19 February 2019, but did not attain the necessary attendance for a quorum or provisional meeting.

The previous Ngukurr Local Authority meeting was held on 13 June 2018.

Next Meeting: The next Ngukurr Local Authority Meeting is scheduled on Tuesday 09 April 2019.

ACTION LIST

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
14.02.18	9.1 Ngukurr Local Authority Project Funding	Outdoor Stage (Certified plans completed so far) * Stage needs to be ready for Festival by June/July*	DCG/ DCCS/Yugul Mangi	Ongoing	Certified plans for stage ready waiting on approval TO's Section 19. Then presented to LA in Sept and put out to tender. LA Support demolition of the old toilets and stage after completion of new stage.
14.02.18	9.4 Telstra Tower needs fencing	ACTION: Council to write a letter to Telstra and Yugul Mangi regarding this matter.	CEO	Completed	Refer to Outgoing Correspondence
14.02.18	9.1 Ngukurr Local Authority Project Funding	Proposed multipurpose court	DCG/ DCCS/Yugul Mangi	Ongoing	Multi-purpose court – Design and costing to be built on current outdoor court at Lot 439.

14.02.18	9.1 Ngukurr Local Authority Project Funding	Fencing both cemeteries – scope and costings to be presented	DCG/ DCCS/Yugul Mangi	Ongoing	Waiting on NLC confirmation of new site Corner of Roper Hwy & Numbulwar Road –Traditional Owner’s Section 19 needed; and there is \$10K in new budget and LA could contribute \$10K to CDP to fence cemeteries.
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URAPUNGA

The Inaugural Urapunga Local Authority meeting is scheduled for Thursday 21 February 2019.

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

1 [↓](#) 20180928_Urapunga Community Meeting.pdf



Urapunga Community Meeting and Town Priorities Minutes

Held at Urapunga

12 September 2018

This meeting was opened at **11:40AM**.

1. Present:

Elected Members:

Mayor Judy MACFARLANE
Cr Owen TURNER – arrived 11:56AM

Community Members:

Brendan – Urapunga Community Store
Jim Williams – Urapunga Community Store
Elaine DUNCAN – Resident, Urapunga
Kirsten DANIELS – Resident, Urapunga
Sandra JOHN – Resident, Urapunga
Bessie MOORE – Resident, Urapunga
Nigel MOORE – Resident, Urapunga
Lanson PADDY – Resident, Urapunga
Wayne COLLINS – Resident, Urapunga
Dennis DUNCAN – Resident, Urapunga
Lionel MOORE – Resident, Urapunga
Samuel DUNCAN – Resident, Urapunga
Brendan TURNER – Resident, Urapunga
Cleven WOODS – Resident, Urapunga

Staff:

Sharon HILLEN – Acting CEO
Tessa CARNEGIE – Local Authority Coordinator
Virginya BOON – Acting Director of Council and Community Services

Guests:

Amanda HAIGH – Department of Housing and Community Development

2. Welcome from Sharon Hillen, Acting CEO

Sharon Hillen opened the meeting and welcomed everyone.

3. Meeting Purposes and Discussions

Sharon Hillen explained the purpose of the meeting was to gain feedback directly from the community on what they thought was important for Council to focus on delivering in their community for the 2018/19 financial year.

Sharon Hillen further spoke about the Council's Regional Plan, Council's priorities and how the township of Urapunga fits into the Council's planning framework.

ACTION: Town Priorities and Budget to be displayed at relevant spots throughout Urapunga.

Sharon Hillen also provided an update regarding Michael BERTO and Acting DCCS Virginia Boon.

4. Minutes of Previous Meeting

5. General Business – Town Priorities

5.1 Community Name: Rittarangu VS Urapunga

- Amend sign on Stuart Highway depicting Rittarangu rather than Urapunga

5.2 Letter to Minister

- a) Local Authority establishment
 - Discussion surrounding the progress of the establishment of the Urapunga Local Authority and Guideline 8 overview.
- b) Local Authority Grant overview and information
 - \$45000 sourced from Ngukurr Local Authority Funding
 - High usage of public toilets
 - CSC Chris Reilly discussed possible solutions in fixing Toilet Block (floor, roof, and plumbing)
 - **OPTIONS:** one half if the toilet block is completed first and then the next half is completed as to allow for use of toilets while being renovated – all present were in favour.
 - RGRC will be responsible for public infrastructure
 - Discussion surrounding Local Authority Project Funding and what a Local Authority can spend funding one.

5.3 Ngukurr Local Authority Grant Funding

- a) Toilet Block
- b) Playground
 - Additional funding required for Playground Project

NOTE: As discussed above at Agenda Item 5.2

5.4 Local Roads Maintenance

- a) Access Road
- b) Shoulder work in Town

5.5 Location of Cemeteries

Discussion surrounding Cemetery Act and rules regarding burial and correct records kept appropriately.

5.6 Location of New Dump

It was determined that a New Dump is not required and all present were in FAVOUR of keeping the current location and to clean it up responsibly.

ACTION: Municipal and CDP Teams to clean up the current Dump.

5.7 Special Purpose Grant Proposal

5.8 RGRC Vet Services VISIT

Vet to travel to Urapunga in October 2018, date yet to be advised.

5.9 Community Safety Report

A verbal report was provided by Chris Reilly and Sharon Hillen regarding process and progress.

5.10 Council Services Coordinator Recruitment

CSC position has been advertised with the hopes of someone starting in the Community full-time. Recruitment process is based upon a merit process – experience in the Northern Territory preferred.

- Opportunities within community
- A tractor is required within Urapunga for activities and work around the Community

ACTION: CEO to confirm Agency jobs i.e. Municipal Officer

ACTION: Increase in plant equipment i.e. tractor, rubbish trailer

5.11 2018-19 Budget

6. Other Business

6.1 Community Development Programme

- Job support out of the CDP
- Discussion surrounding current activities within CDP in Urapunga
- There are not enough activities offered for women within the Programme
- OPTION: a secondary female CDP Supervisor

ACTION: Check maintenance request for LOT 31 and Communications on Landline

6.2 Sunrise Health and their presence within the Urapunga Community.

It was advised by Community Members that Sunrise Health has not been providing their healthcare service to Urapunga for a number of weeks.

ACTION: Contact Sunrise Health and advise of issue (Mayor Judy MACFARLANE completed this action after the Community meeting finished).

Mobile Black Spot Program

ACTION: Write a letter to the Minister of Communications regarding Urapunga and the Mobile Black Spot Program

7. Meeting Close

The meeting closed at 13.11PM

WARD REPORTS

ITEM NUMBER	13.4
TITLE	Nyirranggulung Ward Report
REFERENCE	796252
AUTHOR	Perna RAMAWAT, Governance Officer

RECOMMENDATION

- (a) **That Council receives and notes the Nyirranggulung Ward Report;**
- (b) **That Council approves the recommendations of the Barunga Local Authority for the minutes 16 October 2018;**
- (c) **That Council approves the recommendations of the Beswick Local Authority for the minutes 11 February 2019;**
- (d) **That Council makes a contribution of \$25,000 towards Installation of Solar street lights project as requested by Beswick Local Authority at its meeting held on 11 February 2019.**
- (e) **That Council approves the recommendations of the Manyallaluk Local Authority for the minutes 17 December 2018.**
- (f) **That Council approves the recommendations of the Bulman Local Authority for the minutes 05 December 2018 and 14 February 2019.**
- (g) **That Council makes a contribution of \$25,000 towards Public Dry Toilet for Weemol and Bulman project as requested by Bulman Local Authority at its meeting held on 14 February 2019.**

BACKGROUND

Local Authority Meetings are held in Barunga, Beswick, Manyallaluk, and Bulman.

The Beswick Local Authority formally met on 11 February 2019, Minutes attached. Beswick LA meeting scheduled on 17 December 2018 got cancelled due to lack of Quorum.

Manyallaluk Meetings scheduled and held on 17 December 2018 as a provisional, Attached are the minutes and meeting held on 11 February 2019 obtained necessary Quorum, minutes for this meeting is not ready at the time of report writing.

The Barunga Local Authority formally met on 12 February 2019, having obtained the necessary quorum, Minutes for this meeting is not ready at the time of this report writing. Barunga LA Meeting scheduled on 14 December 2018 got cancelled due to lack of quorum.

The Bulman Local Authority Meeting met on 05 December 2018 and 14 February 2019 having obtained the necessary quorum, Attached are the minutes for both meetings.

BARUNGA

The Barunga Local Authority includes; Mayor Judy MacFarlane, Deputy Mayor Helen Lee, Cr Selina Ashley, Cr Deanna Kennedy, Anita Painter, Nell Brown, Vita Brinjen, Anne-Marie Lee, Symeon Bulumbara (TO), Denni Barma (Youth Representative), and Illana Rankin (Youth Representative).

Next Meeting: Barunga's next Local Authority Meeting is scheduled for 30 April 2019.

Barunga Action List from previous meeting held on 16 October 2018 as Action list from 12 February 2019 was not ready at the time of this report writing.

BARUNGA ACTION LIST FROM 16 OCTOBER 2018

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments – Completion Date
16.04.13	Action List	Sign and identify graves at cemetery	Area Manager (AM) & Community	Completed	<p>15/08/2018 Completed.</p> <p>Flinders University has been to Barunga and identified graves. Communication with AM and Flinders is ongoing and the report will be provided to the AM once complete.</p> <p>200 x 400 and 600 mm star pickets purchased and installed at each known grave with an identification number.</p> <p>A register has been created and a form developed to capture burial information.</p>
14.11.17	11.6 GOVERNANCE REPORT - LOCAL AUTHORITY PROJECT FUNDING UPDATE	Seating around Cultural Park - Area Manager to organize out of session meeting with LA Members to discuss costs.	Area Manager	Ongoing	16/10/2018: LA approved the REPLAS PARKDALE bench, 24 seats have been ordered and delivery is expected in 6 – 8 weeks.
24.04.18	8.1 ACTION LIST	Install 5 new Solar Lights	Area Manager/ CSC	Ongoing	<p>CSC to mark 5 new solar lights on the Barunga map then will apply for quotes.</p> <p>10/10/2018: Solar light locations identified on Barunga map.</p> <p>16/10/2018: \$40,000 LA Funding allocated.</p>
24.04.18	11.6 GOVERNANCE REPORT - BARUNGA LOCAL AUTHORITY PROJECT FUNDING UPDATE	Install new Tap at Norforce Park	Area Manager/ CSC	Ongoing	<p>Plumbers have advised new application to Power and Water required before they can tap into main line.</p> <p>Request sent to Assets for new connection and meter for NORFORCE PARK. Awaiting permission to connect.</p> <p>16/10/2018: No funds allocated</p>

24.04.18	11.6 GOVERNANCE REPORT - BARUNGA LOCAL AUTHORITY PROJECT FUNDING UPDATE	Install more Speed bumps and Install a Pedestrian crossing at Lot 243.	Area Manager/ CSC	Ongoing	Sourcing quotes for new Speed Bumps. 2 signs and 2 speed bumps near the Crèche. Area Manager has supplier for speed bumps awaiting quote number of speed bumps is 10 not 2 10/10/18: CSC and Deputy Mayor and LA Members scoped Barunga and Contractor was contacted 10/10/2018 to quote on 14 concrete speed humps. AM working on this. Speed bump locations identified on local map. 16/10/2018: No funds allocated
24.04.18	11.6 GOVERNANCE REPORT - BARUNGA LOCAL AUTHORITY PROJECT FUNDING UPDATE	Install Fence around the Football oval	Area Manager/ CSC	Ongoing	Area Manager/CSC to apply for a Quote/Costing. Traffic Management around the green space. Sharon to report back to LA members.
21/08/18	12.1 KNOWLEDGE GARDEN	Knowledge/ memorial Garden	LA members	16/10/18	LA Members to provide feedback on options presented for memorial knowledge garden.
21/08/18	12.2 MEMORIAL PARK	Memorial Park	LA Members / CSC / CDP/ Antony Lee	Ongoing	Scope and design for improved access and use of Memorial Park.

BESWICK

The Beswick Local Authority includes; Mayor Judy MacFarlane, Deputy Mayor Helen Lee, Cr Selina Ashley, Cr. Deanna Kennedy, Trepina Bush, Deanna Kennedy, Lorraine Bennett, Raelene Bulumbara, Anne-Marie Ryan, and Kathleen Lane.

Next Meeting: Beswick next LA Meeting is scheduled on 15 April 2019.

BESWICK ACTION LIST FROM 11 FEBRUARY 2019 MEETING

Date	Agenda Item	Item Description	Responsible Person	Status	Status Comments – Completion Date
	8.3 Names for the 5	Will need to consult with Community and	CSC/SAS O	Ongoing	22.10.18 Kathleen Lane will talk to TO's and Elders about names for

14.08.17	cemeteries/ Burial grounds. (LA members advised approx. 9 cemeteries/ burial grounds)	TO's	/LA		Cemeteries before the next LA on 17.12.18 22.01.19 No action as yet 11.02.19 No action as yet
22.10.18	8.1 Skate Park	Funds were allocated for the Skate Park Project and quotes were obtained. The LA voted to go ahead with the purchase and it was noted on the Action List as completed. It has not gone forward since 23.04.18.	Virginya Boon	Ongoing	22.10.18 Virginya Boon will follow up with Projects to ascertain the progress of the installation. 30.01.19 Due to the inactivity with this project, contractors have been contacted to re-quote the works. 11.02.19 LA decided against proceeding with the Skate Park Project and would like to investigate the installation of a Water Park in the community instead. A/g DCCS to follow up with quotations / ideas at the next LA meeting.
22.10.18	8.1 Fencing and Shade for Play Equipment in Madigan Park	Project ID: 1213809 Supply of Playground Equip. will be amended to - Upgrade of Playground in Madigan Park. These allocated funds will now be used to purchase Shade and Fencing for the swings already in	CSC	Ongoing	22.10.18 CSC will obtain quotes for fencing and shade. Finance will need to amend LA Project List. 11.02.19 Ongoing. CSC is looking at options, the Municipal team can install it if the materials are bought, the shade sails alone are \$15,000.

		this park.			
22.10.18	Lot 3 Old Single Men's Quarters	Lot 3 is still an issue with people living there and it is in a state of disrepair	Housing Keegan Williams and Dep. Mayor Helen Lee	Ongoing	22.10.18 Keegan Williams and Helen Lee are going to look into the issues of Lot 3 Single Men's Quarters and what can be done. 11.02.19 Cr Lee is in discussion regarding this. The Lot has been handed back to the TO's/Bagala. The houses are condemned, they need to be demolished.
22.10.18	11.2 Beswick Solar/Street Light Report	RGRC has asked the LA to pay \$45k to install street lights along Madigan Street	LA	Ongoing	The Beswick LA will contribute \$20K towards the installation of street lights on Madigan Street. Council need to look at extra funding for this. 11.02.19 LA make a recommendation to Council for \$25,000 towards this project.
22.10.18	12.3 Aged Care	Residents are complaining that they are not being fed adequately and people are going into rooms and stealing food provided by family members.	CSC/ Annalisa Bowden/ Merv Franey	Partially completed	22.10.18 Brenda will get a key for each room and give to the residents. Annalisa and Merv to follow up food issues. 25.10.18 Keys have been issued to residents. 11.02.19 LA Member Lane to check all keys are distributed and working.
22.08.18	11.1 Finance Report on Projects	Stage 3 of Basketball Court Landscaping is a retaining wall and seating on southern end of		Ongoing	22.10.18 Brenda Donges will get quotes to be presented at next LA meeting. 11.02.19 CSC advised the

		courts.			estimated cost for landscaping and seating is \$6k and it won't happen until the dry season; maybe CDP can assist. LA make a recommendation to allocate another \$4,000 to this project, Stage 3.
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BULMAN

The Bulman Local Authority includes; Mayor Judy MacFarlane, Deputy Mayor Helen Lee, Cr Selina Ashley, Cr. Deanna Kennedy, Darilyn Martin, Margaret Lindsay, Annunciata Bradshaw, John Dalywater, Jill Curtis, Peter Apaak Jupurrula Miller and Annette Miller.

Next Meeting: Next Bulman Local Authority Meetings is scheduled on 18 April 2019.

BULMAN ACTION LIST FROM 14 FEBRUARY 2019 MEETING

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments – Completion Date
05.12.2018	8.1 New Action	Light on hill and mobile transmitter on hill	Area Manager	Ongoing	Include Care flight, Sunrise health and RGRC all advocating light on hill and mobile transmitter on hill. Area Manager and CSC still working on this. 14.02.19 Further investigation required
27.09.17	12.2 ISSUES IN THE COMMUNITY <i>Road Management</i>	Advocate to NTG for the Central Arnhem Highway to reduce the dust issues and to seal and upgrade from the bridge to WEEMOL turnoff – including WEEMOL Road and to the Airstrip.	CEO/Area Manager/Mar c	In Progress	26.10.18: Currently with DIPL. Work will commence in dry season 2019. 14.02.19 Survey undertaken. Scope & Costing has been referred to DIPL. Further

					discussion at Roads Committee Meeting in March.
22.02.18	9.1 BULMAN LOCAL AUTHORITY PROJECT FUNDING. <i>Solar Light WEEMOL</i>	BULMAN Local Authority requests a solar light at the entry site in WEEMOL.	CEO/ DCCS	Ongoing	7.03.2018: CSC to confirm the actual location with an aerial map. Solar lights are purchased every year. This will be added to the location requests. Incorporated into DIPL Roads Programme. 14.02.19 No further update
05.12.2018	11.5 Community Safety – Dry Toilet	Public Toilet to be built near RGRC Office	Area Manager	Ongoing	Local Authority allocated \$72000 from LA Project Funding for building Dry Toilet near office 14.02.19 Local Authority decided on connection of a Public Toilet to services rather than a Dry Toilet.
14.02.19	11.2 COUNCIL SERVICE REPORT	Weed spraying practices	Council Service Coordinator		14.02.19 CSC will review processes for Weed Spraying.
14.02.19	11.3 COMMUNITY SAFETY REPORT	Police residence in Community	Roper Gulf Regional Council		14.02.19 Local Authority requested Council to write a letter to MLA Member for Arnhem to have a permanent Police presence in community.
14.02.19	12.2 WEEMOL SEWAGE	Information on Weemol Sewage Project	Roper Gulf Regional Council		14.02.19 Local Authority members requested Council provide an update on the Weemol

					Sewage project.
14.02.19	12.3 FAST DRIVING BY WEEMOL RANGERS	Local Authority Members raised concerns on fast driving by rangers.	Council Service Coordinator/Community Safety		14.02.19 CSC, COMSAF staff member and LA Member John DALYWATER to speak to Weemol Rangers about the dangers of their staff driving in community.
14.02.19	12.4 MOUNT CATT OUTSTATION	Road conditions on access road to Mount Catt Outstation	Acting DCCS		14.02.19 ACTING DCCS to inform DCS of concerns regarding the Mount Catt access road.

MANYALLALUK

The Manyallaluk Local Authority includes; Mayor Judy MacFarlane, Deputy Mayor Helen Lee, Cr Selina Ashley, Cr. Deanna Kennedy, Eileen Lawrence, Shaunette Mumbin, Robert Williri, Ben Kleing, Rachael Kendino and Mikala Ashley (Youth Representative).

Next Meeting: Manyallaluk’s next Local Authority Meeting is scheduled on 15 April 2019.

MANYALLALUK ACTION LIST FROM 17 DECEMBER 2018 LA MEETING

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments – Completion Date
14.09.17	UPDATE ON PROPOSED VENDING MACHINE	LA requested update from Council regarding vending machine.	CEO/DCCS	Ongoing	07.03.18 - Email sent to CEO to find out what has occurred. AM has confirmed Scott GRUMMITT is still keen to provide the service and our CEO is discussing with Jawoyn. 22.10.2018 - Mayor expressed that CEO Michael Berto was in discussion with Jawoyn Association. This action is ongoing until further advised. 17.12.18 - Virginia to follow up with CEO and report back to next LA.

06.11.17	9.1 Incoming Correspondence	Letter from Alison Andrews, Manyallaluk Health Centre requesting support for housing for Sunrise Nurse or Health Professional. CSC to follow up with Alison Andrews on the request for a house for Sunrise Registered Nurse or Aboriginal Health Professional.	CSC/Assets	Ongoing	22.10.2018 - Currently in discussion with Assets, there are 2 options: 1. RGRC renovate and rent Lot 51 2. RGRC rents LOT 51 as it is. 17.12.18 - Quotes to be fixed up, Virginia is seeking quotes in progress to fix up.
17.12.18	12.1 Can Crusher	Local Authority to allocate \$3000 funding for shared can crusher	Area Manager	Ongoing	Local Authority allocated \$3000 funding for shared can crusher. Area Manager to provide bags for recycling.
17.12.18	12.3 Army Truck	Army Truck to relocate from Eva valley to Mataranka Museum	Mayor	New	Mayor to contact Traditional Owner's to get permission to relocate Army Truck from Eva Valley to Mataranka Museum
17.12.18	12.3 Slide at Playground	Installation of small slide at the playground.	Area Manager	New	Area Manager to confirm small slide installation at the playground.

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 [↓](#) Barunga Local Authority 2018-10-16 [767696].pdf
- 2 [↓](#) Beswick Local Authority 2019-02-11 [795776].pdf
- 3 [↓](#) BULMAN LA MEETING MINUTES 05 DEC 2018.pdf
- 4 [↓](#) Bulman Local Authority 2019-02-14 [796360].pdf
- 5 [↓](#) Manyallaluk Local Authority 2018-12-17 [786116].pdf



MINUTES OF THE BARUNGA LOCAL AUTHORITY MEETING HELD AT THE
CONFERENCE ROOM COUNCIL SERVICE DELIVERY CENTRE, BARUNGA ON
TUESDAY, 16 OCTOBER 2018 AT 10.00AM

1.PRESENT/STAFF/GUESTS

1.1 Elected Members

Mayor Judy MACFARLANE (Chairperson)

1.2 Local Authority Members

Anne-Marie LEE

Vita BRINJEN

Nell BROWN (Jungiyi)

Anita PAINTER

Symeon BULUMBARA (Traditional Owner)

1.3 Staff

Virginia BOON – Acting Director of Council and Community Services [DCCS]

Alisha SULLIVAN – Executive Assistant to DCCS

Susan GILLIES – Council Services Coordinator

Larisa LEE – Senior Administration Support Officer (Minute Taker)

Adi Losalini ROKOVADA – CDP Coordinator

1.4 Guests

Keegan Williams – Department of Housing and Community Development

Deanna Kennedy – PMC

2.MEETING OPENED

Meeting opened at 10.20AM

3.WELCOME TO COUNTRY

Chairperson Mayor Judy MACFARLANE welcomed members, staff and guests to the meeting and the Regional Council pledge was read.

Alisha & Keegan completed a short introduction about themselves, Deanna was formerly congratulated by the Mayor, she will be formerly sworn in as a Councillor on the 29th October 2018.

4.APOLOGIES AND LEAVE OF ABSENCE15/2018 **RESOLVED** (Anne-Marie Lee/ Vita Brinjen)

- (a) That the Barunga Local Authority accepts the apologies from Helen LEE, Selina ASHLEY, Nathan MCIVOR and Denni BARMA.

5.CONFIRMATION OF PREVIOUS MINUTES**5.1 CONFIRMATION OF PREVIOUS MINUTES**37/2018 **RESOLVED** (Symeon Bulumbara/Anne-Marie Lee)

- (a) That the Barunga Local Authority approves the minutes as a true and accurate record of the Barunga Local Authority meeting held on 21st August 2018.

6. CALL FOR ITEM OF OTHER BUSINESS

1. Bitumen around Bottom Camp and dust suppression
2. School Holiday Programs

7.DISCLOSURES OF INTEREST

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

8.BUSINESS ARISING FROM PREVIOUS MINUTES

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments – Completion Date
16.04.13	Action List	Sign and identify graves at cemetery	Area Manager (AM) & Community	Completed	<p>15/08/2018 Completed.</p> <p>Flinders University has been to Barunga and identified graves. Communication with AM and Flinders is ongoing and the report will be provided to the AM once complete.</p> <p>200 x 400 and 600 mm star pickets purchased and installed at each known grave with an identification number.</p> <p>A register has been created and a form developed to capture burial information.</p>

14.11.17	11.6 GOVERNANCE REPORT - LOCAL AUTHORITY PROJECT FUNDING UPDATE	Seating around Cultural Park - Area Manager to organize out of session meeting with LA Members to discuss costs.	Area Manager	Ongoing	16/10/2018: LA approved the REPLAS PARKDALE bench, 24 seats have been ordered and delivery is expected in 6 – 8 weeks.
24.04.18	8.1 ACTION LIST	Install 5 new Solar Lights	Area Manager/ CSC	Ongoing	CSC to mark 5 new solar lights on the Barunga map then will apply for quotes. 10/10/2018: Solar light locations identified on Barunga map. 16/10/2018: No funds allocated
24.04.18	11.6 GOVERNANCE REPORT - BARUNGA LOCAL AUTHORITY PROJECT FUNDING UPDATE	Install new Tap at Norforce Park	Area Manager/ CSC	Ongoing	Plumbers have advised new application to Power and Water required before they can tap into main line. Request sent to Assets for new connection and meter for NORFORCE PARK. Awaiting permission to connect. 16/10/2018: No funds allocated
24.04.18	11.6 GOVERNANCE REPORT - BARUNGA LOCAL AUTHORITY PROJECT FUNDING UPDATE	Install more Speed bumps and Install a Pedestrian crossing at Lot 243.	Area Manager/ CSC	Ongoing	Sourcing quotes for new Speed Bumps. 2 signs and 2 speed bumps near the Crèche. Area Manager has supplier for speed bumps awaiting quote number of speed bumps is 10 not 2 10/10/18: CSC and Deputy Mayor and LA Members scoped Barunga and Contractor was contacted 10/10/2018 to quote on 14 concrete speed humps. AM working on this. Speed bump locations identified on local map. 16/10/2018: No funds allocated
24.04.18	11.6 GOVERNANCE REPORT - BARUNGA LOCAL AUTHORITY PROJECT FUNDING UPDATE	Install Fence around the Football oval	Area Manager/ CSC	Ongoing	Area Manager/CSC to apply for a Quote/Costing. Traffic Management around the green space. Sharon to report back to LA members.
21/08/18	12.1 KNOWLEDGE GARDEN	Knowledge/ memorial Garden	LA members	16/10/18	LA Members to provide feedback on options presented for memorial knowledge garden.
21/08/18	12.2 MEMORIAL PARK	Memorial Park	LA Members / CSC / CDP/ Antony Lee	Ongoing	Scope and design for improved access and use of Memorial Park.

9.INCOMING CORRESPONDENCE

Nil

10.OUTGOING CORRESPONDENCE

Nil

11.BUSINESS ARISING

11.1 Traffic Control – Slow down/ Speed signs needed around School and Community

NOTE: Delegated task to Susie Gillies (CSC)

20/2018 RESOLVED (Anne-Marie Lee & Vita Brinjen)

12.GENERAL BUSINESS**12.1 ELECTED MEMBERS REPORT**

38/2018 RESOLVED (Anne-Marie Lee/Vita Brinjen)

(a) That the Barunga Local Authority receives and note the Elected Member Report.

12.2 COUNCIL SERVICES REPORT

39/2018 RESOLVED (Vita Brinjen/Symeon Bulumbara)

(a) That the Barunga Local Authority receives and notes the Council Service Report for 21 August 2018.

12.3 COMMUNITY SAFETY REPORT

General discussion regarding:

- School Holiday Programs (Did not happen on Friday)
- Biscuit Making on Monday, no other activities carried out for the rest of the week.
- Night Patrol staff were sent to Manyallaluk for a Mental Health Workshop, and were unavailable during the day.
- They were no indoor ball games carried out as per flyer.
- Alcohol Events: questioned and noted.
- Drugs & Volatile Substance Program: questioned and noted.

RECOMMENDATION

(a) That the Barunga Local Authority receive and note the Community Safety Report for the 16 October 2018 meeting.

12.4 COMMUNITY DEVELOPMENT PROGRAMME

Local Authority CDP report tabled by CDP Coordinator

2 x CDP Participants applied for the Sports & Rec Job advertised within Barunga.

RECOMMENDATION

(c) That the Barunga Local Authority receives and notes the CDP Report.

12.5 GRANTS: BARUNGA WALKING TRAIL

CDP Project/ Walking Trail (2017/18), incorporated with CDP to complete Project.

RECOMMENDATION

- (b) That the Barunga Local Authority apportion \$10,000 (GST Exclusive) of its 2018-19 Local Authority Project Funding in support of the Barunga Walking Trail Project.

12.6 COUNCIL FINANCIAL REPORT & LOCAL AUTHORITY PROJECT REGISTER UPDATE**RECOMMENDATION**

- (a) That the Barunga Local Authority receive and note the Financial (Expenditure) Report for the first Quarter of 2018-19 financial year
 (b) That the Barunga Local Authority receive and note the LA Project Register Update Report as at 30th September 2018.

OTHER BUSINESS

General discussion regarding:

- No events during the School Holidays provided by Roper Gulf Regional Council.

18/2018 RESOLVED (Vita Brinjen/ Anita Painter)

Bitumen around Bottom Camp, Mayor Judy MACFARLANE to take the concerns to the Road Committee in Katherine this month (October).

1. Bitumen around Bottom Camp area, BAGALA CIRCUIT
2. Lot 305 floodway soil erosion

21/2018 RESOLVED (Vita Brinjen/ Symeon Bulumbara)**CLOSE OF MEETING**

The meeting closed at 12.22 PM.

THIS PAGE AND THE PRECEEDING 38 PAGES ARE THE MINUTES OF THE Barunga Local Authority Meeting HELD ON Tuesday, 16 October 2018 AND CONFIRMED Friday, 14 December 2018.

Chairperson



MINUTES OF THE BESWICK LOCAL AUTHORITY MEETING # 0 OF THE ROPER GULF REGIONAL COUNCIL MEETING HELD AT THE CONFERENCE ROOM COUNCIL SERVICE DELIVERY CENTRE, BESWICK ON MONDAY, 11 FEBRUARY 2019 AT 10.00 AM

1. PRESENT/STAFF/GUESTS

1.1 Elected Members

Deputy Mayor – Helen LEE

1.2 LA Members

Raelene BULUMBARA

Trephina BUSH

Kathleen LANE

Anne Marie RYAN

Deanna KENNEDY (Chairperson) * arrived at 10:40am

1.3 Staff

Virginia BOON - Acting Director of Council and Community Services

Brenda DONGES - Council Services Coordinator

Hannah BEDFORD - SASO - (Minute Taker)

Peter LEE - Regional Coordinator Community Safety

Perna RAMAWAT - Acting Local Authority Coordinator

Ashleigh ANDERSON - Governance Officer

1.4 Guests

Keegan WILLIAMS - Department of Local Government Housing and Community Development

Rod HOFFMAN - Department of Local Government Housing and Community Development

Moira MCCREESH - NTG Department of Health

2. MEETING OPENED

Beswick Local Authority declared open at 10:12 am with a **Quorum**.

3. WELCOME TO COUNTRY

Helen LEE welcomed all present and the RGRC Pledge was read by all.

4. APOLOGIES AND LEAVE OF ABSENCE

Mayor – Judy MACFARLANE

Councillor – Selina ASHLEY
LA Member – Lorraine Bennet

5. CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES

99/2019 RESOLVED (Kathleen LANE/Trephina BUSH)

- (a) That the Beswick Local Authority approves the minutes as a true and accurate record of the Beswick Local Authority Meetings held on Monday 22 October 2018.

Cr Trephina Bush left the meeting, the time being 10:42am
Cr Trephina Bush returned to the meeting, the time being 10:48am

Raelene Bulumbara left the meeting, the time being 10:44am
Raelene Bulumbara returned to the meeting, the time being 10:46am

DISCLOSURES OF INTEREST

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

BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION LIST

100/2019 RESOLVED (Kathleen Lane/Trephina Bush)

- (a) That Beswick Local Authority receives and notes the Action List.

Date	Agenda Item	Item Description	Responsible Person	Status	Status Comments – Completion Date
14.08.17	8.3 Names for the 5 cemeteries/ Burial grounds. (LA members advised approx. 9 cemeteries/ burial grounds)	Will need to consult with Community and TO's	CSC/SAS O /LA	Ongoing	22.10.18 Kathleen Lane will talk to TO's and Elders about names for Cemeteries before the next LA on 17.12.18 22.01.19 No action as yet 11.02.19 No action as yet
22.10.18	8.1 Skate	Funds were allocated for the	Virginya	Ongoing	22.10.18 Virginya Boon will follow up with Projects to

	Park	Skate Park Project and quotes were obtained. The LA voted to go ahead with the purchase and it was noted on the Action List as completed. It has not gone forward since 23.04.18.	Boon		ascertain the progress of the installation. 30.01.19 Due to the inactivity with this project, contractors have been contacted to re-quote the works. 11.02.19 LA decided against proceeding with the Skate Park Project and would like to investigate the installation of a Water Park in the community instead. A/g DCCS to follow up with quotations / ideas at the next LA meeting.
22.10.18	8.1 Fencing and Shade for Play Equipment in Madigan Park	Project ID: 1213809 Supply of Playground Equip. will be amended to - Upgrade of Playground in Madigan Park. These allocated funds will now be used to purchase Shade and Fencing for the swings already in this park.	CSC	Ongoing	22.10.18 CSC will obtain quotes for fencing and shade. Finance will need to amend LA Project List. 11.02.19 Ongoing. CSC is looking at options, the Municipal team can install it if the materials are bought, the shade sails alone are \$15,000.
22.10.18	Lot 3 Old Single Men's Quarters	Lot 3 is still an issue with people living there and it is in a state of disrepair	Housing Keegan Williams and Dep. Mayor Helen Lee	Ongoing	22.10.18 Keegan Williams and Helen Lee are going to look into the issues of Lot 3 Single Men's Quarters and what can be done. 11.02.19 Cr Lee is in discussion regarding this. The Lot has been handed back to the TO's/Bagala. The houses are condemned, they need to be demolished.
22.10.18	11.2	RGRC has asked	LA	Ongoing	The Beswick LA will

	Beswick Solar/Street Light Report	the LA to pay \$45k to install street lights along Madigan Street			contribute \$20K towards the installation of street lights on Madigan Street. Council need to look at extra funding for this. 11.02.19 LA make a recommendation to Council for \$25,000 towards this project.
22.10.18	12.3 Aged Care	Residents are complaining that they are not being fed adequately and people are going into rooms and stealing food provided by family members.	CSC/ Annalisa Bowden/ Merv Franey	Partially completed	22.10.18 Brenda will get a key for each room and give to the residents. Annalisa and Merv to follow up food issues. 25.10.18 Keys have been issued to residents. 11.02.19 LA Member Lane to check all keys are distributed and working.
22.08.18	11.1 Finance Report on Projects	Stage 3 of Basketball Court Landscaping is a retaining wall and seating on southern end of courts.		Ongoing	22.10.18 Brenda Donges will get quotes to be presented at next LA meeting. 11.02.19 CSC advised the estimated cost for landscaping and seating is \$6k and it won't happen until the dry season; maybe CDP can assist. LA make a recommendation to allocate another \$4,000 to this project, Stage 3.

INCOMING CORRESPONDENCE

9.1 MORE SIGNS FOR COMMUNITY

101/2019 RESOLVED (Deanna KENNEDY/Raelene BULUMBARA)

- (a) That Beswick Local Authority accepts the correspondence.

OUTGOING CORRESPONDENCE

NIL

Hannah Bedford left the meeting, the time being 11:14am
Hannah Bedford returned to the meeting, the time being 11:15am
Virginia Boon left the meeting, the time being 11:23am
Virginia Boon returned to the meeting, the time being 11:25am

BUSINESS ARISING

GENERAL BUSINESS

11.1 CEMETERY MASTER PLAN REPORT

102/2019 RESOLVED (Trepina BUSH/Deanna KENNEDY)

- (a) That the Beswick Local Authority endorses the Cemetery Master Plan.

Trepina Bush left the meeting, the time being 11:23am
Trepina Bush returned to the meeting, the time being 11:29am
Hannah Bedford left the meeting, the time being 11:25am
Hannah Bedford returned to the meeting, the time being 11:29

11.2 ROAD AND SAFETY AUDIT REPORT

103/2019 RESOLVED (Raelene BULUMBARA/Kathleen LANE)

- (a) That the Beswick Local Authority receives and notes Road and Safety Audit Report

11.3 ELECTED MEMBERS REPORT

104/2019 RESOLVED (Kathleen LANE/Anne Marie LEE)

- (a) That the Beswick Local Authority receives and notes the Elected Member Report.

11.4 COUNCIL SERVICES REPORT

105/2019 RESOLVED (Kathleen LANE/Raelene BULUMBARA)

- (a) That the Beswick Local Authority receives and notes the Council Services Report for Beswick

11.5 COMMUNITY SAFETY REPORT

106/2019 RESOLVED (Kathleen LANE/Raelene BULUMBARA)

- (a) That the Beswick Local Authority receive and note the Community Safety Report

11.6 THE DRAFT BURIAL AND CREMATION BILL 2018 REPORT – DHCD

107/2019 RESOLVED (Deanna KENNEDY/Raelene BULUMBARA)

- (a) That the Beswick Local Authority receives and notes The Draft Burial and Cremation Bill 2018 report.

11.7 LAPF ACQUITTALS

108/2019 RESOLVED (Kathleen Lane/Deanna KENNEDY)

- (a) That the Beswick Local Authority receives and notes the 2017-18 LAPF Certification Form, signed by the CEO on 12 December 2018.

11.8 BESWICK LOCAL AUTHORITY RGRC FINANCIAL REPORT Q2 2018-19 & PROJECT REGISTER UPDATE

109/2019 RESOLVED (Deanna KENNEDY/Trephina BUSH)

- (a) That the Beswick Local Authority receives and notes Financial (Expenditure) Report for the second Quarter of 2018-19 Financial Year
- (b) That the Beswick Local Authority receives and notes LA Project Register Update Report as at 31 January 2019
- (c) That the Beswick Local Authority allocate another \$4,000 to landscaping and seating for Stage 3, Basketball Court Project
- (d) That the Beswick Local Authority make a recommendation for Council to contribute \$25,000 towards the replacement of the Solar Lights with LED streetlights.

Trephina Bush left the meeting, the time being 12:16am
Trephina Bush returned to the meeting, the time being 12:17am

11.9 GUIDELINE 8

110/2019 RESOLVED (Trephina BUSH/Anne-Marie RYAN)

- (a) That the Beswick Local Authority receives and notes the revised Ministerial Guideline 8 : Regional Councils and Local Authorities.

11.10 PROJECT FUNDING GUIDELINES

111/2019 RESOLVED (Trepina BUSH/Raelene BULUMBARA)

- (a) That the Beswick Local Authority receives and notes LA Project Funding Guidelines

Deanna Kennedy left the meeting, the time being 12:33pm

Deanna Kennedy returned to the meeting, the time being 12:36pm

12. OTHER BUSINESS

12.1 MOIRA MCCREESH REPORT

Principal Alcohol Action Officer, Harm Minimisation Unit

Moira reported on current activities that are occurring with the help from Alcohol and other Drug Branch.

The following activities are currently ongoing:

- Driver Education for adults and youth
- Family healing
- Mental Health First Aid for adults and youth
- Youth Camps
- Weekend Diversion
- Bush Crew Performing arts
- Funding for Intervention signs

12.2 Article on Facebook

12.3 Vehicles to be removed by Recycling Company

CLOSE OF MEETING

The meeting terminated at 12:47 pm.

THESE PAGES FORM THE MINUTES OF THE Beswick Local Authority Meeting HELD ON Monday, 11 February 2019.

Chairperson



MINUTES OF THE BULMAN LOCAL AUTHORITY MEETING OF THE ROPER GULF REGIONAL COUNCIL MEETING HELD AT THE CONFERENCE ROOM COUNCIL SERVICE DELIVERY CENTRE, BULMAN ON WEDNESDAY, 5 DECEMBER 2018 AT 10.00AM

PRESENT/STAFF/GUESTS

1.1 Elected Members

Mayor Judy MacFARLANE
Councillor Deanna KENNEDY

1.2 LA Members

Jill CURTIS
Darilyn MARTIN
Margaret LINDSAY
Peter Apaak MILLER
Annette MILLER

1.3 Staff

Nathan McIVER , Area Manager
Velonia DALYWATER, Senior Administration Support Officer (Minute Taker)
Justin PEDERSON, Council Service Coordinator
Perna RAMAWAT , Acting Local Authority Support Coordinator
Brodie BISHOP, Sports and Recreation

1.4 Guests

Rod HOFFMAN, Department of Housing and Community Development
Lee MacFARLANE, Department of Housing and Community Development

2. MEETING OPENED

Meeting opened at 10:33 am as a provisional.

Note: Councillor Deanna KENNEDY joined the Meeting at 11:10 am, and the Local Authority reviewed agenda items, which were discussed again, and decided on, once Councillor Deanna KENNEDY was in attendance, So therefore a full **quorum was attained for the meeting rather than merely a provisional.**

3. WELCOME TO COUNTRY

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

68/2018 **RESOLVED** (Jill Curtis/Darilyn Martin)

4.1 APOLOGIES AND LEAVE OF ABSENCE

That Bulman Local Authority accepts the apologies of Local Authority Member John DALYWATER, Anunciata BRADSHAW and Deputy Mayor Helen LEE..

CONFIRMATION OF PREVIOUS MINUTES**5.1 CONFIRMATION OF PREVIOUS MEETINGS**

69/2018 **RESOLVED** (Peter Miller/Jill Curtis)

- (a) That the Bulman Local Authority approves the minutes as a true and accurate record of the Bulman Local Authority's Meeting held on Wednesday 15th November, 2017.
- (b) That the Bulman Local Authority approves the minutes as a true and accurate record of the Bulman Local Authority's Meeting held on Thursday 22nd February 2018.

DISCLOSURES OF INTEREST

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

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

70/2018 **RESOLVED** (Peter Miller/Deanna Kennedy)

- (a) That the Bulman Local Authority receives and notes the Action List.

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments – Completion Date
05.12.2018	8.1 New Action	Light on hill and mobile transmitter on hill	Area Manager	ongoing	Include Care flight, Sunrise health and RGRC all advocating light on hill and mobile transmitter on hill.
27.09.17	12.2 ISSUES IN THE COMMUNITY <i>Road Management</i>	Advocate to NTG for the Central Arnhem Highway to reduce the dust issues and to seal and upgrade from the bridge to WEEMOL turnoff – including WEEMOL Road and to the	CEO/Area Manager/Mar c	Ongoing	26.10.18: Currently with DIPL. Work will commence in dry season 2019.

		Airstrip.			
22.02.18	9.1 BULMAN LOCAL AUTHORITY PROJECT FUNDING. <i>Solar Light WEEMOL</i>	BULMAN Local Authority requests a solar light at the entry site in WEEMOL.	CEO/ DCCS	Ongoing	7.03.2018: CSC to confirm the actual location with an aerial map. Solar lights are purchased every year. This will be added to the location requests. Incorporated into DIPL Roads Programme.
05.12.2018	11.5 Community Safety	24 Vacant Position in Bulman, only 17 filled. Age CARE- 3, Night Patrol- 3, Sport and Rec – 2, Brax – 1, MUNS – 4, SASO – 1, Centerlink– 1, CDP - 2	Area Manager/ Mayor	Ongoing	Area Manager to look into the Vacant POSITION.
05.12.2018	11.4 Australia Day – Tree Planting	6 Mango Tree, 3 Lemon tree, 3 Lime tree, 3 Guava Tree	Area Manager	Ongoing	CDP to mark out holes for tree planting and fencing. Local Authority allocated 2000\$ from LA Project Funding for tree planting, fertilizer and Irrigation. If anything extra costs will come out of operational Funding.
05.12.2018	11.5 Community Safety – Dry Toilet	Dry Toilet to be built near RGRC Office	Area Manager	Ongoing	Local Authority allocated \$72000 from LA Project Funding for building Dry Toilet near office

8.2 UPDATE - BULMAN AIRPORT LIGHT ON THE HILL

71/2018 RESOLVED (Peter Miller/Darilyn Martin)

- (a) That the Bulman Local Authority receives and notes the Letter from Michael Berto, CEO to Minister Nicole Manision, MLA, Territory Government regarding the Bulman Airport Light on the Hill

INCOMING CORRESPONDENCE

OUTGOING CORRESPONDENCE

BUSINESS ARISING

GENERAL BUSINESS

11.1 ELECTED MEMBERS REPORT

72/2018 RESOLVED (Darilyn Martin/Margaret Lindsay)

- (a) That the Bulman Local Authority receives and notes the Elected Member Report.

11.2 COSTINGS FOR ERECTION OF BUS SHELTER

73/2018 RESOLVED (Jill Curtis/Peter Miller)

- (a) That the Bulman Local Authority receives and notes costings for erection of Bus Shelter

11.3 COUNCIL SERVICES REPORT

74/2018 RESOLVED (Peter Miller/Margaret Lindsay)

- (a) That the Bulman Local Authority receives and notes the Council Services Report for the 5 December 2018 meeting

11.4 AUSTRALIA DAY CITIZENS OF THE YEAR AWARDS

75/2018 RESOLVED (Deanna Kennedy/Peter Miller)

- (a) That the Bulman Local Authority receives and notes the Australia Day Citizens of the Year Awards.
(b) Tree planting at Australia Day, 6 Mango trees, 3 Lemon trees, 3 Lime trees and 3 Guava trees

ACTION : CDP to mark out holes for tree planting and fencing. Local Authority allocated \$2000 from LA Project Funding for tree planting, fertilizer and Irrigation. If anything extra costs will come out of operational funding.

11.5 COMMUNITY SAFETY REPORT

76/2018 RESOLVED (Darilyn Martin/Jill Curtis)

- (a) That the Bulman Local Authority receives and notes the Community Safety Report for the 5 December 2018 meeting.

- (b) 24 vacant position at Bulman, only 17 filled. Age CARE- 3, Night Patrol- 3, Sport and Rec – 2, Brax – 1, MUNS – 4, SASO – 1, Centerlink– 1, CDP – 2
- (c) Dry Toilet to be built near RGRC Office

ACTION : Area Manager to look into vacant position

ACTION : Local Authority allocated \$72000 from LA Project Funding for building Dry Toilet near office

11.6 DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT: HOMEBUILD

77/2018 RESOLVED (Darilyn Martin/Peter Miller)

- (a) That the Bulman Local Authority receives and notes the Department of Housing and Community Development Report.

11.7 REGIONAL PLAN 2018-2019

78/2018 RESOLVED (Margaret Lindsay/Peter Miller)

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

11.8 TOWN PRIORITIES 2018-2019

79/2018 RESOLVED (Darilyn Martin/Margaret Lindsay)

- (a) That the Bulman Local Authority receives and notes the Town Priorities that were included in the 2018/2019 Regional Plan.

11.9 COMMUNITY DEVELOPMENT PROGRAMME

80/2018 RESOLVED (Deanna Kennedy/Darilyn Martin)

- (a) That the Bulman Local Authority receives and notes CDP Report

11.10 GOVERNANCE REPORT - COMPLAINTS REGISTER

81/2018 RESOLVED (Deanna Kennedy/Jill Curtis)

- (a) That the Bulman Local Authority receives and notes the Complaints Register.

11.11 BULMAN LOCAL AUTHORITY - EXPENDITURE REPORT UPDATE Q1 & PROJECT REGISTER UPDATE

82/2018 RESOLVED (Peter Miller/Deanna Kennedy)

- (a) That the Bulman Local Authority receives and notes the Updated Financial (Expenditure) Report for the first Quarter of 2018-19 financial year
- (b) That the Bulman Local Authority receives and notes the LA Project Register Update Report as at 23th November 2018.

11.12 BULMAN AND WEEMOL COMMUNITY LAND USE PLAN**83/2018 RESOLVED (Peter Miller/Deanna Kennedy)**

- (a) That the Bulman Local Authority receives and notes Bulman and Weemol Community Land Use Plan Report
- (b) That the Bulman Local Authority decides which of two lines most closely represents the area normally flooded in the wet.
- (c) That the Bulman Local Authority approves the attached draft ensuring that 99 Contour follows the road.

11.13 MATARANKA CEMETERY REPORT**84/2018 RESOLVED (Peter Miller/Margaret Lindsay)**

- (a) That the Bulman Local Authority receives and notes the cemetery Master Plan.
- (b) That the Bulman Local Authority wants somebody from Cemetery ACT must visit to the next LA Meeting.

11.14 DANGEROUS DOGS REPORT**85/2018 RESOLVED (Darilyn Martin/Margaret Lindsay)**

- (a) That the Bulman Local Authority receives and notes this report regarding Dangerous Dogs.
- (b) That the Bulman Local Authority elects to destroy cheeky dogs.

11.15 DOG DETERRENTS**86/2018 RESOLVED (Peter Miller/Darilyn Martin)**

- (a) That the Bulman Local Authority receives and notes the Dog Deterrents Report from the Department of Housing and Community Development.
- (b) That the Bulman Local Authority endorses the use of 'Dog Dazers' in communities for Department of Housing and Community Development Staff.

OTHER BUSINESS**CLOSE OF MEETING**

The meeting terminated at 14:42 pm.

THIS PAGE AND THE PRECEEDING PAGES ARE THE MINUTES OF THE Bulman Local Authority Meeting HELD ON Wednesday, 5 December 2018 AND CONFIRMED .

Chairperson



MINUTES OF THE BULMAN LOCAL AUTHORITY MEETING # 0 OF THE ROPER GULF REGIONAL COUNCIL MEETING HELD AT THE CONFERENCE ROOM COUNCIL SERVICE DELIVERY CENTRE, BULMAN ON THURSDAY, 14 FEBRUARY 2019 AT 10.00 AM

PRESENT/STAFF/GUESTS

1.1 Elected Members

Deputy Mayor Helen LEE
Cr. Selina ASHLEY
Cr. Deanna KENNEDY

1.2 LA Members

Annette MILLER
Jill CURTIS
Darilyn MARTIN
Peter Apaak Jupurrula MILLER (Chairperson)
John DALYWATER

1.3 Staff

Virginia BOON - Director of Council Community Services
Peter LEE – Community Safety Coordinator
Justin PEDERSON – Council Service Coordinator
Prerna RAMAWAT – Acting Local Authority Coordinator

1.4 Guests

Keegan WILLIAMS – Department of Local Government Housing and Community Development

MEETING OPENED

Bulman Local Authority Meeting declared open at 10:38am with a **Quorum**.

WELCOME TO COUNTRY

Local Authority Member Peter Apaak Jupurrula MILLER welcomed members, staff and guests to the meeting and Roper Gulf Regional Council pledge was read.

APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES AND LEAVE OF ABSENCE

87/2019 RESOLVED (Selina ASHLEY/Darilyn MARTIN)

- (a) That Local Authority Members accept apology of Mayor Judy MacFARLANE and Local Authority Member Annunciata BRADSHAW

CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MEETINGS

88/2019 RESOLVED (Darilyn MARTIN/Jill CURTIS)

- (a) That the Bulman Local Authority approves the minutes as a true and accurate record of the Bulman Local Authority's Meeting held on Wednesday 5 December 2018.

DISCLOSURES OF INTEREST

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

BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION LIST

89/2019 RESOLVED (John DALYWAYTER/Deanna KENNEDY)

- (a) That the Bulman Local Authority receives and notes the Action List.

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments – Completion Date
05.12.2018	8.1 New Action	Light on hill and mobile transmitter on hill	Area Manager	Ongoing	Include Care flight, Sunrise health and RGRC all advocating light on hill and mobile transmitter on hill. Area Manager and CSC still working on this. 14.02.19 Further investigation required

27.09.17	12.2 ISSUES IN THE COMMUNITY <i>Road Management</i>	Advocate to NTG for the Central Arnhem Highway to reduce the dust issues and to seal and upgrade from the bridge to WEEMOL turnoff – including WEEMOL Road and to the Airstrip.	CEO/Area Manager/Mar c	In Progress	26.10.18: Currently with DIPL. Work will commence in dry season 2019. 14.02.19 Survey undertaken. Scope & Costing has been referred to DIPL. Further discussion at Roads Committee Meeting in March.
22.02.18	9.1 BULMAN LOCAL AUTHORITY PROJECT FUNDING. <i>Solar Light WEEMOL</i>	BULMAN Local Authority requests a solar light at the entry site in WEEMOL.	CEO/ DCCS	Ongoing	7.03.2018: CSC to confirm the actual location with an aerial map. Solar lights are purchased every year. This will be added to the location requests. Incorporated into DIPL Roads Programme. 14.02.19 No further update
05.12.2018	11.5 Community Safety – Dry Toilet	Public Toilet to be built near RGRC Office	Area Manager	Ongoing	Local Authority allocated \$72000 from LA Project Funding for building Dry Toilet near office 14.02.19 Local Authority decided on connection of a Public Toilet to services rather than a Dry Toilet.
14.02.19	11.2 COUNCIL SERVICE REPORT	Weed spraying practices	Council Service Coordinator		14.02.19 CSC will review processes for Weed Spraying.
14.02.19	11.3 COMMUNITY SAFETY REPORT	Police residence in Community	Roper Gulf Regional Council		14.02.19 Local Authority requested Council to write a letter to MLA Member for Arnhem to have a permanent Police

					presence in community.
14.02.19	12.2 WEEMOL SEWAGE	Information on Weemol Sewage Project	Roper Gulf Regional Council		14.02.19 Local Authority members requested Council provide an update on the Weemol Sewage project.
14.02.19	12.3 FAST DRIVING BY WEEMOL RANGERS	Local Authority Members raised concerns on fast driving by rangers.	Council Service Coordinator/Community Safety		14.02.19 CSC, COMSAF staff member and LA Member John DALYWATER to speak to Weemol Rangers about the dangers of their staff driving in community.
14.02.19	12.4 MOUNT CATT OUTSTATION	Road conditions on access road to Mount Catt Outstation	Acting DCCS		14.02.19 ACTING DCCS to inform DCS of concerns regarding the Mount Catt access road.

INCOMING CORRESPONDENCE

NIL

OUTGOING CORRESPONDENCE

NIL

BUSINESS ARISING**GENERAL BUSINESS****11.1 ELECTED MEMBERS REPORT**

90/2019 RESOLVED (Darilyn MARTIN/John DALYWATER)

- (a) That the Bulman Local Authority receives and notes the Elected Member Report.

11.2 COUNCIL SERVICES REPORT

91/2019 RESOLVED (Jill CURTIS/Deanna KENNEDY)

- (a) That the Bulman Local Authority receives and notes the Council Services Report.

ACTION : CSC WILL REVIEW PROCESSES FOR WEED SPRAYS**11.3 COMMUNITY SAFETY REPORT**

92/2019 RESOLVED (John DALYWATER/Annette MILLER)

- (a) That the Bulman Local Authority receives and notes the Community Safety Report.

ACTION : LOCAL AUTHORITY REQUESTED COUNCIL TO WRITE A LETTER TO MLA MEMBER FOR ARNHEM TO HAVE A PERMANENT POLICE PRESENCE IN COMMUNITY.

*Councillor Selina AAHLEY left room at 11:30 am
Local Authority Member Jill CURTIS left room at 11:40 am
Local Authority Member Jill CURTIS returned at 11:45 am*

11.4 THE DRAFT BURIAL AND CREMATION BILL 2018 REPORT - DHCD

93/2019 RESOLVED (Selina ASHLEY/Darilyn MARTIN)

- (a) That the Bulman Local Authority receives and notes The Draft Burial and Cremation Bill 2018 Report.

*Councillor Selina ASHLEY returned at 11:53 am
Local Authority Member John DALWATER left meeting at 11:58 am
Local Authority Member John DALYWATER returned at 11:59 am*

11.5 LAPF ACQUITTALS

94/2019 RESOLVED (Selina ASHLEY/John DALYWATER)

- (a) That the Bulman Local Authority deferred the 2017-18 LAPF Certification Form, signed by the CEO on 12 December 2018 to the next Local Authority Meeting.

11.6 BULMAN LOCAL AUTHORITY RGRC FINANCIAL REPORT Q2 2018-19 & PROJECT REGISTER UPDATE

95/2019 RESOLVED (John DALYWATER/Selina ASHLEY)

- (a) That the Bulman Local Authority receives and notes Financial (Expenditure) Report for the second Quarter of 2018-19 Financial Year;
- (b) That the Bulman Local Authority did not accept the Local Authority Project Register update Report as at 31 January 2019.
- (c) That the Bulman Local Authority re-direct \$10,000 funding from Bollard Project to Public Dry Toilet for Weemol.
- (d) That the Bulman Local Authority re-direct the \$15,000 allocated to Top Dress the Oval to purchase an Aerator for the Oval (J. Dalywater / J. Curtis).
- (d) That the Bulman Local Authority request Council to assist with funding Public Toilet Projects for Weemol and Bulman should additional funds be required.

11.6 PROJECT REGISTER UPDATE

96/2019 RESOLVED (Darilyn MARTIN/Helen LEE)

- (a) That the Bulman Local Authority accept the tabled (updated copy) of the Local Authority Project Funding Register.

11.7 GUIDELINE 8

97/2019 RESOLVED (John DALYWATER/Selina ASHLEY)

- (a) That the Bulman Local Authority receives and notes the revised Ministerial Guideline 8 : Regional Councils and Local Authorities.

11.8 PROJECT FUNDING GUIDELINES

98/2019 RESOLVED (Hellen LEE/John DALYWATER)

- (a) That the Bulman Local Authority receives and notes LA Project Funding Guidelines.

12 OTHER BUSINESS

Councillor Deanna Kennedy left meeting at 13:36 stating Conflict of Interest in CDP

12.1 CDP

99/2019 RESOLVED (Selina ASHLEY/John DALYWATER)

- (a) That the Bulman Local Authority receives and notes the verbal CDP update provided by Virginia BOON.

12.2 WEEMOL SEWAGE

100/2019 RESOLVED (John DALYWATER/Selina ASHLEY)

- (a) That the Bulman Local Authority receives and notes the verbal request for an update on the Weemol Sewage project.

ACTION : LOCAL AUTHORITY MEMBERS REQUESTED COUNCIL PROVIDE AN UPDATE ON THE WEEMOL SEWAGE PROJECT.

12.3 FAST DRIVING BY WEEMOL RANGERS

101/2019 RESOLVED (John DALYWATER/Darilyn MARTIN)

- (a) That the Bulman Local Authority raised concerns regarding the driving behaviour of Mimil Ranger staff.

ACTION : CSC, COMSAF STAFF MEMBER AND LA MEMBER JOHN DALYWATER TO SPEAK TO MIMIL RANGERS ABOUT THE DANGERS OF THEIR STAFF DRIVING IN COMMUNITY.

12.4 MOUNT CATT OUTSTATION

102/2019 RESOLVED (Selina ASHLEY/Jill CURTIS)

- (a) That the Bulman local Authority discussed the road conditions along the Mount Catt Outstation access road.

ACTION : ACTING DCCS TO INFORM DCS OF CONCERNS REGARDING THE MOUNT CATT ACCESS ROAD

CLOSE OF MEETING

The meeting closed at 13:52 pm.

THESE PAGES FORM THE MINUTES OF THE Bulman Local Authority Meeting HELD ON Thursday, 14 February 2019.

Chairperson



MINUTES OF THE MANYALLALUK LOCAL AUTHORITY MEETING OF THE ROPER GULF REGIONAL COUNCIL MEETING HELD AT THE CONFERENCE ROOM COUNCIL SERVICE DELIVERY CENTRE, BARUNGA ON MONDAY, 17 DECEMBER 2018 AT 14:30 PM

PRESENT/STAFF/GUESTS

1.1 Elected Members

Mayor Judy MacFARLANE

1.2 Local Authority Members

Rachael KENDINO

Eileen LAWRENCE

Mikala ASHLEY

1.3 Staff

Virginya BOON, Acting Director of Council and Community Services

Alisha SULLIVAN, Executive Assistant to DCCS

Larisa LEE, Acting SASO Barunga and Manyallaluk

Nathan McIVOR, Area Manager Central Arnhem Region

1.4 Guest

Keegan WILLIAMS, Department of Housing and Community Development

MEETING OPENED

Provisional Meeting opened at 14:33 PM

WELCOME TO COUNTRY

Chairperson welcomed everyone and the Roper Gulf Regional Council pledge was read.

4. APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES AND LEAVE OF ABSENCE

Virginya Boon has expressed Michael Berto (CEO) currently still on sick leave, and progressing well.

69/2018 RESOLVED (Rachael Kendino/Eileen Lawrence)

- (a) That the Mataranka Local Authority accepts the apologies of Deputy Mayor Helen Lee and Cr. Selina Ashley.

CONFIRMATION OF PREVIOUS MINUTES**5.1 CONFIRMATION OF PREVIOUS MINUTES**

70/2018 **RESOLVED** (Eileen Lawrence/Rachael Kendino)

- (a) That the Manyallaluk Local Authority approves the minutes as a true and accurate record of the Manyallaluk Local Authority's meeting held on 23 October 2018.

DISCLOSURES OF INTEREST

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

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

71/2018 **RESOLVED** (Eileen Lawrence/Rachael Kendino)

- (a) That the Manyallaluk Local Authority receives and notes the Action List.

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments – Completion Date
14.09.17	UPDATE ON PROPOSED VENDING MACHINE	LA requested update from Council regarding vending machine.	CEO/DCCS	Ongoing	07.03.18 - Email sent to CEO to find out what has occurred. AM has confirmed Scott GRUMMITT is still keen to provide the service and our CEO is discussing with Jawoyn. 22.10.2018 - Mayor expressed that CEO Michael Berto was in discussion with Jawoyn Association. This action is ongoing until further advised. 17.12.18 - Virginya to follow up with CEO and report back to next LA.
06.11.17	9.1 Incoming Correspondence	Letter from Alison Andrews, Manyallaluk Health Centre requesting support for housing for Sunrise Nurse or Health Professional. CSC to follow up with Alison	CSC/Assets	Ongoing	22.10.2018 - Currently in discussion with Assets, there are 2 options: 1. RGRC renovate and rent Lot 51 2. RGRC rents LOT 51 as it is. 17.12.18 - Quotes to be

		Andrews on the request for a house for Sunrise Registered Nurse or Aboriginal Health Professional.			fixed up, Virginia is seeking quotes in progress to fix up.
17.12.18	12.1 Can Crusher	Local Authority to allocate \$3000 funding for shared can crusher	Area Manager	Ongoing	Local Authority allocated \$3000 funding for shared can crusher. Area Manager to provide bags for recycling.
17.12.18	12.3 Army Truck	Army Truck to relocate from Eva valley to Mataranka Museum	Mayor	New	Mayor to contact Traditional Owner's to get permission to relocate Army Truck from Eva Valley to Mataranka Museum
17.12.18	12.3 Slide at Playground	Installation of small slide at the playground.	Area Manager	New	Area Manager to confirm small slide installation at the playground.

INCOMING CORRESPONDENCE**OUTGOING CORRESPONDENCE****BUSINESS ARISING****GENERAL BUSINESS****11.1 COSTINGS FOR ERECTION OF BUS SHELTER**

72/2018 **RESOLVED** (Eileen Lawrence/Mikala Ashley)

- (a) That the Manyallaluk Local Authority receives and notes costings for erection of Bus Shelter;
- (b) That the Manyallaluk Local Authority allocated \$10,000 funding to bus Shelter at Airstrip.

Note : New bus shelter to be installed next year at the Airport.

11.2 ELECTED MEMBERS REPORT

73/2018 **RESOLVED** (Eileen Lawrence/Rachael Kendino)

- (a) That the Manyallaluk Local Authority receives and notes the Elected Member Report.

Note : Local Authority members to report all business arising to Local Councillors Selina Ashley, Deanna Kennedy and Deputy Mayor Helen Lee.

11.3 AUSTRALIA DAY CITIZENS OF THE YEAR AWARDS

74/2018 **RESOLVED** (Mikala Ashley/Rachael Willika)

- (a) That the Manyallaluk Local Authority receives and notes the Australia Day Citizens of the Year Awards;
- (b) That the Manyallaluk Local Authority nominated two Community members,

one for Citizen of the Year and one for Youth Citizen of the year. Names will be announced on Australia Day.

11.4 CEMETERY MASTER PLAN REPORT

75/2018 RESOLVED (Eileen Lawrence/Rachael Willika)

- (a) That the Manyallaluk Local Authority endorses the Cemetery Master Plan.

Note : Upgrading all cemetery in the Roper Gulf Region, structure to be organised properly including record keeping.

11.5 MANYALLALUK LOCAL AUTHORITY - RGRC FINANCIAL REPORT Q1 2018-19 & PROJECT REGISTER UPDATE

76/2018 RESOLVED (Eileen Lawrence/Rachael Kendino)

- (a) That the Manyallaluk Local Authority receives and notes Financial (Expenditure) Report for the first Quarter of 2018-19 financial year
 (b) That the Manyallaluk Local Authority receives and notes LA Project Register Update Report as at 27 November 2018.

11.6 ROAD AND SAFETY AUDIT REPORT

77/2018 RESOLVED (Eileen Lawrence/Rachael Kendino)

- (a) That the Manyallaluk Local Authority receives and notes Road and Safety Audit Report .

OTHER BUSINESS

12.1 RAMCAN CAN CRUSHER

78/2018 RESOLVED (Eileen Lawrence/Rachael Kendino)

- (a) That the Manyallaluk Local Authority approves the allocation of \$3000 towards the purchase of the shared Can Crusher.

ACTION : (a) Recycled bags to be distributed to Manyallaluk Residents
 (b) New CSC to use trailer and organise/manage routine recycle run.

12.2 COMMUNITY SERVICES AND COMMUNITY SAFETY REPORT

Community Safety and Community Services Report was verbally introduced by Area Manager

79/2018 RESOLVED (Rachael Kendino/Mikala Ashley)

- (a) That the Manyallaluk Local Authority receives and notes the Community Services and Community Safety Report.
 (b) New Recruitment David Forder commences on 31 December 2018 as a CSC for Manyallaluk.
 (c) Community Safety position was won by Eddie Oenpelli, He also assists Beswick and Barunga.

Note: Area Manager spoke about introducing flyer and let everyone know about Vet visit in the community.

12.3 RELOCATION OF ARMY TRUCK AND SMALL SLIDE INSTALLATION AT

PLAYGROUND

Verbal report was introduced about getting permission from TO's to relocate army truck from Eva Valley to Mataranka museum.

Verbal report was introduced in regards to the installation of small slide at the playground.

80/2018 **RESOLVED** (Rachael Kendino/Mikala Ashley)

- (a) **That the Manyallaluk Local Authority receives and notes verbal report on Army truck relocation.**
- (b) **That the Manyallaluk Local Authority receives and notes verbal report on installation of small slides at the playground.**

ACTION : Mayor to contact Traditional Owner's for permission to relocate Army truck from Eva valley to Mataranka Museum.

ACTION : Area Manager to investigate about small slide installation at the playground.

CLOSE OF MEETING

The meeting terminated at 03:32 pm.

THIS PAGE AND THE PRECEEDING PAGES ARE THE MINUTES OF THE Manyallaluk Local Authority Meeting HELD ON Monday, 17 December 2018 AND CONFIRMED .

Chairperson

WARD REPORTS



ITEM NUMBER 13.5
TITLE Numbulwar Numburindi Ward Report
REFERENCE 796254
AUTHOR Prerna RAMAWAT, Governance Officer

RECOMMENDATION

- (a) That Council receives and notes the Numbulwar Numburindi Ward Report;
- (b) That Council approves the recommendations of the Numbulwar Local Authority from the minutes 09 October 2018.

BACKGROUND

The Numbulwar Local Authority includes; Mayor Judy MacFarlane, Cr Edwin Nunggumajbarr, Cr David Murrungun, Ella Geia, Felicity Kym Rami, Douglas Wunungmurra, Roland Nundhirribala, Virginia Nundhirribala, Tanya Wilfred (Youth Representative), and Kaheb Ngalmi (Youth Representative).

Numbulwar Local Authority was held on 20 February 2019, the minutes were unavailable at the time the Agenda was run, and will be tabled.

Next Meeting: The next Numbulwar Local Authority Meeting is scheduled on Wednesday 10 April 2019.

ACTION LIST

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
12.10.16	12.4 Safe House LOT 143	To advocate for Numbulwar community to gain support for a Safe House ACTION: Write to PMC regarding the opportunity to engage and collaborate with Stronger Communities for Children (SCfC).	GEC/ DCCS	Ongoing – <i>the need is high and the project a priority</i>	09/10/18: Waiting for Department of Health to respond. 1. Safe House 2. SCfC Program – CEO to enquire 3. Community Members don't want to send Oldies to other towns and would rather provide the service. Note: CEO suggested that is Aged Care moves to Lot 284. The current Aged Care facility could become the Safe House. Letter to be drafted.

26.09.17	12.2 OLD CLINIC LOT 284	The old clinic housing the Aged Care facility and establishing a safe house in the old aged care facility. CEO and Mayor to meet with Health Minister.	CEO/ DCCS	Completed	09/10/18: Currently don't have the funds to repair Lot 284. Health Department still has ownership over building. 1. Land Tenure 2. Repairs and Upgrade 3. Funding Council has been working with NT Health to determine the value of taking on the OLD Clinic. We have been advised against it and are now seeking investment from government or the private sector to build new purpose built facilities.
26.09.17	12.3 PRIORITIES IN THE COMMUNITY	Portable Toilet block for festivals and events - investigate options and specifics, such as pipes and connection points. NOTE: Community to contract Roper Gulf Regional Council.	DCCS	Ongoing	09/10/18 Investigate Lot between Lot 274 & 90 for location of Toilet Block. CEO to put together map story to be provided to NLC meeting 12/11/2018. Investigating designs for costing. Commenced the request for land and EOI lodged for section 19.
26.09.17	12.3 PRIORITIES IN THE COMMUNITY	To investigate the costs and specifics for a waterless toilet system for Numbulwar Airport.	DCCS	Ongoing	31/10/17 To investigate options. QUOTE: \$87,000 for instalment. EOI to lodge section 19.
26.09.17	12.3 PRIORITIES IN THE COMMUNITY	CSC John Terepo to work with Councilor's, LA Members, TO's/ Elders, community members in locating proposed new suitable sites.	Acting CEO/Elected Member/ CSC	Ongoing	ACTION: CEO to request EOI at NLC meeting 12/11/2018. Council is putting an EOI to NLC and TO's for a new cemetery adjacent to the airstrip on red soil country. Our Councillors have been working with TO's to get the location right.

21.11.17	12.3 WASTE MANAGEMENT - NEW FACILITY	DCCS to continue to liaise with the NLC with regards to approvals for developments.	Acting CEO/DCCS	Ongoing	09/10/18: CSC has met with Contractors EOI to be presented at NLC meeting 12/11/2018. With no subdivision on the horizon Council is going to remain at our existing site. Council can't meet weather compliance at the new site and we are commencing rehabilitation of the existing site and reducing our operating footprints.
	12.4 FREIGHT HUB PROJECT	DCCS to obtain minutes/debrief regarding the recent NLC meeting for clarification.	Acting CEO/DCCS	Ongoing	CEO to write a report in LA Agenda.
13.02.18	Community Safety Program	Community Safety Meeting to be held once a month.	DCCS	Ongoing	09/10/18 CSC to organize a Community Meeting with Police and Elders to have frequent meeting to discuss Community Safety issues as they arise.
09.10.18	Tank Corner – Black Spot		CSC/ DCCS	Ongoing	09/10/18: Solar Light is required for Black Spot.

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

1 [↓](#) NUM_09102018_MIN_SAVED.pdf



MINUTES OF THE NUMBULWAR LOCAL AUTHORITY MEETING HELD AT THE
CONFERENCE ROOM COUNCIL SERVICE DELIVERY CENTRE, NUMBULWAR ON
TUESDAY, 9 OCTOBER 2018 AT 10.30AM

PRESENT/STAFF/GUESTS

1.1 Elected Members

Mayor Judy MACFARLANE
Councillor Edwin NUNGGUMAJBARR
Councillor David MURRUNGUN

1.2 Local Authority Members

Felicity RAMI
Virginia NUNDHIRRIBALA

1.3 Staff

Sharon HILLEN – Acting Chief Executive Officer
John TEREPO – Council Services Coordinator
Jessma SAYLOR – Senior Administration Support Officer
(Minute Taker)

1.4 Guests

Rodney HOFFMAN – Department of Housing and Community Department

MEETING OPENED

Meeting opened at 10:30AM

WELCOME TO COUNTRY

Councillor Edwin NUNGGUMAJBARR welcomed members, staff and guests and the Roper Gulf Regional Council Pledge was read.

**APOLOGIES AND LEAVE OF ABSENCE
RESOLVED**

116/2018 RESOLVED (Felicity Kym Rami/Virginia Nundhirribala)

(a) That the Numbulwar Local Authority accept the apologies of the following Local Authority Members:

- Roland NUNDHIRRIBALA
- Ella GEIA
- Douglas WUNUNGMURRA

CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES

117/2018 RESOLVED (Felicity Kym Rami/Virginia Nundhirribala)

- (a) That the Numbulwar Local Authority approve the minutes as a true and accurate record of the Numbulwar Local Authority's meeting held Tuesday 12th June 2018.

DISCLOSURES OF INTEREST

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

BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION LIST

118/2018 RESOLVED (David Murrungun/Felicity Kym Rami)

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

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
12.10.16	12.4 Safe House LOT 143	To advocate for Numbulwar community to gain support for a Safe House ACTION: Write to PMC regarding the opportunity to engage and collaborate with Stronger Communities for Children (SCfC).	GEC/ DCCS	Ongoing – <i>the need is high and the project a priority</i>	21/11/17 There is no GEC here currently. Sharon will talk to NLC. There is an AGM at Numbirindi Aboriginal Corporation next week and the proposal for a Safe House will be tabled. 09/10/18: Waiting for Department of Health to respond. <ol style="list-style-type: none"> 1. Safe House 2. SCfC Program – CEO to enquire 3. Community Members don't want to send Oldies to other towns and would rather provide the service. Note: CEO suggested that is Aged Care moves to Lot 284. The current Aged Care facility could become the Safe House.

26.09.17	12.2 OLD CLINIC LOT 284	The old clinic housing the Aged Care facility and establishing a safe house in the old aged care facility. ACTION: CEO and Mayor to meet with Health Minister.	CEO/ DCCS	Ongoing	15/12/17 At the OCM Council supported seeking a Section 19 on the Numbulwar Old Clinic – to move the Council Aged Care to the old Clinic. 09/10/18: Currently don't have the funds to repair Lot 284. Health Department still has ownership over building. 1. Land Tenure 2. Repairs and Upgrade 3. Funding
26.09.17	12.3 PRIORITIES IN THE COMMUNITY	Original ACTION: Portable Toilet block for festivals and events - investigate options and specifics, such as pipes and connection points. NOTE: Community to contract Roper Gulf Regional Council.	Miguel/ DCCS	Ongoing	20/03/18 Festival Committee has been informed. Festival DATE: 13/09/2018 09/10/18 ACTION: Investigate Lot between Lot 274 & 90 for location of Toilet Block. CEO to put together map story to be provided to NLC meeting 12/11/2018.
26.09.17	12.3 PRIORITIES IN THE COMMUNITY	ACTION: To investigate the costs and specifics for a waterless toilet system for Numbulwar Airport.	Miguel/ DCCS	Ongoing	31/10/17 To investigate options. QUOTE: \$87,000 for instalment.
26.09.17	12.3 PRIORITIES IN THE COMMUNITY	ACTION: Sharon to telephone NLC to help organise and get back to Councillor's & Ella; and ACTION: NTG <i>Numbulwar Yearly Report</i> - Get it regarding cemetery, email John & print off for Cr's & LA members. ACTION: CSC John Terepo to work with Councillor's, LA Members, TO's/ Elders, community members in locating proposed new suitable sites.	Sharon/Cr's/ Ella/ John CSC	Ongoing	21/11/17 To also mark out where all existing cemeteries are and proposed new suitable locations, including peg down and mark up areas with CSC, Councillor's, LA Members, TO's/Elders. Then take back this information to NLC. 09/10/18: Cr David has spoken with Elder of Community. Flier to be completed to show proposed site to help spread the word. Graves need to be marked at Old Cemetery. ACTION: CEO to request EOI at NLC meeting 12/11/2018.
21.11.17	12.3 WASTE MANAGEMENT - NEW FACILITY	Original ACTION: DCCS to continue to liaise with the NLC with regards to approvals for developments.	Sharon DCCS	Ongoing	1. Talk to Northern Land Council regarding location of site. 2. START work and clean the site up. 09/10/18: CSC has met with Contractors EOI to be presented at NLC meeting 12/11/2018.
	12.4 FREIGHT HUB PROJECT	Original ACTION: DCCS to obtain minutes/debrief regarding the recent NLC meeting for clarification.	Sharon DCCS	Ongoing	

13.02.18	Community Safety Program	Community Safety Meeting to be held once a month.	DCCS	Ongoing	09/10/18 ACTION: CSC to organize a Community Meeting with Police and Elders to have frequent meeting to discuss Community Safety issues as they arise.
09.10.18	Tank Corner – Black Spot		CSC/ DCCS	Ongoing	09/10/18: Solar Light is required for Black Spot.

INCOMING CORRESPONDENCE

NIL

OUTGOING CORRESPONDENCE

NIL

GENERAL BUSINESS

11.1 FUNDING FOR NUMBULWAR SPORT AND RECREATION HALL

119/2018 **RESOLVED** (Virginia Nundhirribala/David Murrungun)

- (a) That the Numbulwar Local Authority approve an allocation of \$55,000 (GST Exclusive) in Local Authority Project Funding for upgrades to the Numbulwar Sport and Recreation Hall.

11.2 REGIONAL PLAN 2018-2019

120/2018 **RESOLVED** (David Murrungun/Felicity Kym Rami)

- (a) That the Numbulwar Local Authority receives and notes the 2018-2019 Regional Plan.

11.3 DOG DETERRENTS

121/2018 **RESOLVED** (Virginia Nundhirribala/David Murrungun)

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

11.4 DANGEROUS DOGS REPORT

General discussion surrounding:

- Fencing is an issue in Community,
- Upstairs and downstairs houses require their own yard,
- Pigs and other animals become problem animals within Community.

122/2018 **RESOLVED** (David Murrungun/Felicity Kym Rami)

- (a) That the Numbulwar Local Authority receives and notes this report regarding Dangerous Dogs.

11.5 COMMUNITY DEVELOPMENT PROGRAMME

123/2018 RESOLVED (David Murrungun/Felicity Kym Rami)

- (a) That the Numbulwar Local Authority receives and notes updates on CDP Report.

11.6 COMMUNITY SAFETY REPORT

124/2018 RESOLVED (David Murrungun/Virginia Nundhirribala)

- (a) That the Numbulwar Local Authority receives and notes the Community Safety report for the 9 October 2018 meeting.

11.7 COUNCIL SERVICES REPORT

125/2018 RESOLVED (Edwin Nungumajbarr/Virginia Nundhirribala)

- (a) That the Numbulwar Local Authority receives and notes the Council Services report.

11.8 ELECTED MEMBERS REPORT

126/2018 RESOLVED (David Murrungun/Virginia Nundhirribala)

- (a) That the Numbulwar Local Authority receives and notes the Elected Member Report.

11.9 COUNCIL FINANCIAL REPORT - 4TH QUARTER EXPENDITURE REPORT

127/2018 RESOLVED (Virginia Nundhirribala/Felicity Kym Rami)

- (a) That the Numbulwar Local Authority receive and note the Financial (Expenditure) Report for the fourth Quarter of 2017-18
- (b) That the Numbulwar Local Authority receive and note the LA Project Expenditure Report as at 30th June 2018
- (c) An additional \$10,000 from the Numbulwar Local Authority Project Funding to be put aside for freight for toilets at airport. Total Local Authority funds allocated: \$97,000
- (d) Furthermore, the Numbulwar Local Authority approves \$40,000 for playground equipment.

0.0 NUMBULWAR LOCAL AUTHORITY PROJECT REGISTER UPDATE**RECOMMENDATION**

- (a) That the Numbulwar Local Authority receive and note the updated report on Local Authority Project Funding until 20th September 2018.

OTHER BUSINESS

Nil

CLOSE OF MEETING

The meeting terminated at 3:05PM.

THIS PAGE AND THE PRECEEDING 38 PAGES ARE THE MINUTES OF THE Numbulwar Local Authority Meeting HELD ON Tuesday, 9 October 2018 AND CONFIRMED Tuesday, 11 December 2018.

Chairperson

EXECUTIVE DIRECTORATE REPORT

ITEM NUMBER	14.1
TITLE	Rocky Creek Bridge Update
REFERENCE	786616
AUTHOR	Sharon Hillen, Director of Council and Community Services

RECOMMENDATION

- (a) **That Council receives and notes the Rocky Creek Bridge Update;**
- (b) **That Council approves the Northern Territory Government – Department of Infrastructure Planning and Logistics (DILP), to manage the tender process and Project Manage the Construction Phase for the development of the Rocky Creek Bridge.**
- (c) **That Council, in lieu of obtaining additional co-contributions from existing partners, guarantee the additional \$1.5million for construction and contingency to complete to raise the bridge to 9.5metres.**

BACKGROUND

Tropical Cyclone Alfred flooded Rocky Creek in Borroloola after forming in the Gulf of Carpentaria on 22 February 2017. Once the flood waters had receded, it was found that the roadway above the culvert cell 1 (southern end) had partially collapsed, and the crossing was closed to traffic. Emergency repairs were carried out during March 2017 to reopen the crossing and further repairs were undertaken prior to the 2017/18 wet season to ensure the crossing remained intact.

Council worked with the Territory and the McArthur River Mine Community Benefit Trust (CBT) to raise funds to replace the causeway with a span bridge and raise the height from 8.5 to 9.5 meters.

Council has engaged Jacobs as consulting engineers to work with a Project Management Team including Council, Northern Territory Government – Department of Infrastructure, Planning and Logistics and representation from the CBT.

Progress to date:

Field Work – All tasks completed

- Traffic management and environmental plan for geo technological survey
- Engineering site inspection
- Underground service location
- Geotechnical drilling and test pit investigation
- Geotechnical laboratory testing and reporting
- Survey processing and reporting

Design and Documentation – on track

- 50% due 21 January 2019
- 90% due 18 February 2019
- 100% due 04 March 2019

Tender

The Department of Infrastructure, Planning and Logistics has advised that they would prefer the tender process to go through the Northern Territory Government.

Project Management of Construction Phase

The CE for Department of Infrastructure, Planning and Logistics has offered to provide Project management services for the delivery of the construction phase.

Power and Water Services

The Project Team have met with PowerWater Corporation to provide awareness of the Project and identify a temporary service during the construction phase and the design and location of services with regard to the new structure.

PowerWater Corporation will take the opportunity to upgrade their sewer main from a 150mm to a 300mm pipe to account for the potential growth in Borroloola with the Mullholland Drive Sub-division as well as the increase of housing in the 4 town Camps. PowerWater Corporation are considering the design for the alignment of services.

It is preferred that PowerWater Corporation align their infrastructure external to the new bridge. Council is expected to pay for the realignment of this infrastructure excluding a percentage of costs relating to the pipe upgrade from 150 to 300mm.



Telstra Services

There is copper and optical fibre being carried on the existing causeway. It is proposed that the services will run in conduit enclosed in the bridge wall.

ISSUES/OPTIONS/SWOT

FINAL DESIGN AT 9.5m

Following the final modeling around hydrological and geological surveys a proposed design has been finalised. The project team asked for the modeling for design and costing to be provided for 8.5m (construct at current level) or raise the bridge to improve flood immunity to 9.5metres.

The Borroloola Local Authority, at its recent meeting, was provided with the costings and immunity advice regarding both models and unanimously voted for Council to consider the new bridge to be raised one meter to 9.5m and pursue the balance of funds required.

TIME FRAME

To reduce the timeframe to complete the Project, the Project team has been advised that the manufacturing of the bridge components can commence prior to the bridge construction tender being released.

It has also been determined that the construction phase could be as little as 10 weeks all going well.

ABORIGINAL AREA PROTECTION AUTHORITY

Council must also obtain an exemption to construct within a restricted work area in Rock Creek. An existing Aboriginal Area Protection Agency (AAPA) License on the creek bed downstream from the edge of current culvert will be impacted. A quote to undertake the consultation to get approval to work within 45metres of the work exclusion zone may take 6 months and has been quoted at \$35,000. AAPA has advised it may take 6 months to complete the consultation. Council, through its project partners has appealed for as escalation of this application for exemption.

FINANCIAL CONSIDERATIONS

Council will require an additional \$1.5million on top of the current funds available.

Council has received a quote seeking an exemption of 45metres for the downstream AAPA Certificate for approximately \$35,000.

ATTACHMENTS:

There are no attachments for this report.

EXECUTIVE DIRECTORATE REPORT

ITEM NUMBER	14.2
TITLE	Mayor's Report
REFERENCE	795586
AUTHOR	Ashleigh Anderson, Governance Officer

RECOMMENDATION

- (a) That Council receives and notes the Mayor's report as at 19 February 2019.

BACKGROUND

This report was written on behalf of Mayor Judy MacFarlane.

Council and Committee Meetings

DATE	MEETING
18 January 2019	<ul style="list-style-type: none"> Special Meeting of Council
30 January 2019	<ul style="list-style-type: none"> Finance Committee Meeting
14 February 2019	<ul style="list-style-type: none"> Special Meeting of Council

Local Authority Meetings

DATE	MEETING
05 February 2019	<ul style="list-style-type: none"> Jilkminggan Local Authority Meeting Mataranka Local Authority Meeting
07 February 2019	<ul style="list-style-type: none"> Borroloola Local Authority Meeting

Events

DATE	MEETING
26 January 2019	<ul style="list-style-type: none"> Mataranka Australia Day Celebrations

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

There are no attachments for this report.

EXECUTIVE DIRECTORATE REPORTS

ITEM NUMBER	14.3
TITLE	CEO Report - September to October
REFERENCE	796082
AUTHOR	Sharon Hillen, Director of Council and Community Services

RECOMMENDATION

- (a) **That Council receives and notes the CEO Report for September and October 2018.**

BACKGROUND

Sharon Hillen, Director of Council and Community Services - Acting CEO until the 28 of February 2019.

Committee Meetings of Council

Date	Meeting
18 January 2019	<ul style="list-style-type: none"> Coordinated Special (Confidential) Meeting of Council
30 January 2019	<ul style="list-style-type: none"> Attended Finance Committee Meeting in Katherine
14 February 2019	<ul style="list-style-type: none"> Coordinated Special (Confidential) Meeting of Council

Local Authority Meetings

Date	Meeting
05 February 2019	<ul style="list-style-type: none"> Apology for Jilkmिंगgan Local Authority Mataranka Local Authority Meeting
07 February 2019	<ul style="list-style-type: none"> Borroloola Local Authority Meeting
18 February 2019	<ul style="list-style-type: none"> Minyerri Local Authority Meeting
19 February 2019	<ul style="list-style-type: none"> Ngukurr Local Authority Meeting
20 February 2019	<ul style="list-style-type: none"> Apology for Numbulwar Local Authority Meeting
21 February 2019	<ul style="list-style-type: none"> Apology for Inaugural Urapunga Local Authority

Stakeholder Meetings

Date	Meeting
03 January 2019	<ul style="list-style-type: none"> Dan Tyson from Sunrise Health
09 January 2019	<ul style="list-style-type: none"> Met with Commander of Police, Michael Hebb to discuss Community Safety issues in the region and Ngukurr
15 January 2019	<ul style="list-style-type: none"> Met with the Department of Business Economic Development Officer, Jessica Powter in regards to major projects Met with the Department of Chief Ministers, Jake Quinlivan to discuss major projects
17 January 2019	<ul style="list-style-type: none"> Met with the Department of Community Corrections new Regional Manager, John Morris to discuss work orders and Borroloola Office upgrades Met with the Department of Infrastructure, Planning and Logistics director, Phil Harris and Rashmi Sharma with regards to road projects in the region
31 January 2019	<ul style="list-style-type: none"> Teleconference with PMC regarding CDP Contract Feedback
08 February 2019	<ul style="list-style-type: none"> Met with the President of Borroloola Gulf Show Society to discuss public holiday and upgrades to the Showgrounds
12 February 2019	<ul style="list-style-type: none"> Attended Katherine Emergency Management Committee Met with Engineering Consultant BTO to discuss Borroloola Projects
13 February 2019	<ul style="list-style-type: none"> Facilitated the Regional Planning Day with Senior Management Team Met with the Regional Manager of the Department of Local Government, Housing and Community Development, Amanda Haigh regarding compliance and Local Authorities

Events

Nil

ISSUES/OPTIONS/SWOT

NIL

FINANCIAL CONSIDERATIONS

NIL

ATTACHMENTS:

CORPORATE GOVERNANCE DIRECTORATE REPORTS

ITEM NUMBER 15.1
TITLE Road Committee Action List
REFERENCE 795540
AUTHOR Virginya Boon, Asset Manager

Ordinary Meeting of Council at its meeting on 14 February 2019 resolved that the matter be deferred to the meeting to be held on 27 February 2019.

RECOMMENDATION

(a) **That Council receives and notes the update report on Council's Roads Projects.**

BACKGROUND

At its inaugural Roads Committee Meeting held on 24 October, 2018; the Roads Committee made a list of priority roads projects to recommend to Council.

These roads projects were subsequently approved at the Ordinary Council Meeting held on 19 December, 2018.

The list below provides an update on work undertaken to date:

Location	Description of Works	Update	RGRC Contribution	Spent to date	Balance
Weemol	Design & Scoping for Sealing of Access Road	DIPL have had the project surveyed and are progressing with the design documentation. They have asked if we have RGRC has AAPA certificates over the area.	\$69,000	\$16,310	\$52,690
Bulman	Design & Costings for repairs to roads and drains	Nil action to date	TBA	Nil	N/A
Borrooloola	Design & Costings for re-sealing Town Camp Roads in Garrawa 1 & 2	Letters sent to all stakeholders. Discussions are in place with NTG & PMC to determine if the road works will be incorporated into the current	\$300,000	Nil	\$300,000

		housing project. RGRC is working with Mabunji to address immediate issues.			
Jilkmिंगgan	Design, scoping & costing of realignment and resealing of main street and culdesac near school	Request for quote sent to surveyors	\$100,000	Nil	\$100,000
Mataranka	Design, scope & cost Cemetery Carpark	Scope ready to go to surveyors for quote to design and costings for job		Nil	
Urapunga Store	Design, scope & Costings for Store Carpark	Nil action to date		Nil	
Hodgson Downs	Scope Local Road upgrades	RGRC allocate funds towards roads upgrades – Alawa to manage project	\$100,000		
Larrimah	Reseal Mahoney St	Scope ready to go for quotes	\$250,000	Nil	\$250,000
Daly Waters	Repapir & Reseal from Hotel to end of Street	Project scoped and ready for quoting		Nil	
Manyallaluk	Design, scope & costings for edges, culverts, sealing & drainage	Roads coordinator has visited site with contractor and has commenced building a scope for the project	TBA		
TOTALS			\$819,000	\$16,310	\$802,690

ISSUES/OPTIONS/SWOT

NIL

FINANCIAL CONSIDERATIONS

The Roads Committee has \$1,197,310 remaining in the \$2million Council allocation for small communities. It is expected that once the quotes for works are finalised Council will allocate the remaining funds to existing projects prioritized by the Roads Committee.

ATTACHMENTS:

1 [↓](#) Funding Recommendations - ongoing 181210.pdf

RGRC Roads Committee - Recommendations

Location	Description	Other Funding	RGRC Contribution	TOTAL PROJECT FUNDING	Date of Meeting	Notes
Weemool	Design and scoping for sealing of access road		\$69,000	\$69,000	24/10/2018	Needs review by Roads Coordinator - potential to the Inco Airport Road and Weemool access works.
Bulman	Design and scope & costing for repairs to roads and drains		Quotation required	Unknown	24/10/2018	RGRC spent \$100,000 on re-sealing Yanyula Camp. RGRC proposed re-evaluate the designs and costings and put on the agenda and seek joint funding from MBM CBT; Malburij and NTG. NTG DPT may have alternative solution by rolling road works into proposed 31 house subdivision
Borroloola	Design and costings for re-sealing Town Camp (Garawa 1 & 2, Yanyula)	Advocate to stakeholders for co contribution to expected total funding of this project.	\$300,000	\$800,000	24/10/2018	Re-design of road creating a single road reserve with formal housing access, footpaths; relocation of power poles which have split the road; bus stop; street lights delineating property boundaries
Jilkintjagan Main Street / Usapunga Store / Mataranka Cemetery Car Park	Design, scoping & costings		\$	\$100,000	24/10/2018	Adawa CEO to commence consultation of project
Hodgson Downs / Milnyert	Scope local road upgrades	LA Funding \$86,640 (17/18) \$86,640 + (18/19) Roads (FAG) \$14,000	\$100,000	\$287,280	24/10/2018	
Larrimah and Daly Waters	Larrimah : Reseal of Mahoney Street from Stuart Highway past Hotel to turning circle Daly Waters : Repair & reseal edges fro Hotel to end of the street		\$250,000	\$250,000	24/10/2018	
Marysville	Design, scoping & costings for edges, culverts, sealing and drainage		Quotation required	\$819,000	24/10/2018	Access Road - cyclical maintenance program and sections need to be reformed. Flood ways to be re-designed. Limited gravel available in the area. Jump lip outflow needs rock armouring. Floodway needs both sides of the concrete apron. Seal from the jump up to the houses. Drains in housing estate 2 floodways with no where for outflow of storm water .
			\$987,280	\$1,506,280		

CORPORATE GOVERNANCE DIRECTORATE REPORT



ITEM NUMBER 15.2
TITLE Interests Review
REFERENCE 795236
AUTHOR Cristian Coman, Manager - Governance and Corporate Planning

RECOMMENDATION

- (a) **That Council reviews the Interests declaration made by Elected Members for currency and validity.**

BACKGROUND

This Council commenced its Term on 14 September 2017. Elected Members declared their Interests at the Inaugural Meeting of Council.

ISSUES/OPTIONS/SWOT

Council is requested to review the declarations made by its Members at in Inaugural Meeting and ascertain its currency and accuracy.

FINANCIAL CONSIDERATIONS

Not Applicable

ATTACHMENTS:

There are no attachments for this report.

CORPORATE GOVERNANCE DIRECTORATE REPORT



ITEM NUMBER	15.3
TITLE	Resignation of Elected Member
REFERENCE	795410
AUTHOR	Cristian Coman, Manager - Governance and Corporate Planning

RECOMMENDATION

- (a) **That Council receives and notes the resignation of Councillor Keith RORY of the South West Gulf Ward.**

BACKGROUND

On 07 February 2019 Councillor Keith RORY of the South West Gulf Ward resigned in accordance with Section 39 (1) (3) of the *Local Government Act* (the Act) by providing written notice to the Acting Chief Executive Officer. His resignation took immediate effect.

ISSUES/OPTIONS/SWOT

The Minister for Housing and Community Development and the Electoral Commissioner were informed of Cr RORY’s resignation in accordance with Part 4.2 of the Act.

The Governance and Corporate Planning business unit is making arrangements for a by-election to fill the vacancy left by Cr RORY.

FINANCIAL CONSIDERATIONS

To be advised. Figure to be provided by the Northern Territory Electoral Commission.

ATTACHMENTS:

There are no attachments for this report.

CORPORATE GOVERNANCE DIRECTORATE REPORT



ITEM NUMBER	15.4
TITLE	FINANCE - RGRC FINANCIAL REPORT AS AT 31 JANUARY 2019
REFERENCE	795558
AUTHOR	Lokesh Anand, Chief Financial Officer

RECOMMENDATION

(a) **That Council receives and notes the financial reports as at 31 January 2019.**

BACKGROUND

Attached are the financial reports for Roper Gulf Regional Council as at 31 January 2019, including:

- Balance Sheet;
- Income and expenditure report by service group;
- Income and expenditure report by account category;
- Cash-at-bank Statement and 12-month graph on cash balances; and
- Expenditure reports for all communities.

The balance sheet has been prepared as per prevailing accounting standards, practice and in compliance with the applicable *Local Government Act*. Revenue and Expenditure statement as at end of January 2019 shows a surplus of \$16.7M and an effective surplus of \$8.9M after deducting carried forward balance.

Our bank balance as at 31 January is \$ 31.8 M.

The preparation for Annual Budget 2019-20 will be starting soon and a detailed budget timeline is attached in a separate report.

ISSUES/OPTIONS/SWOT

Interpretation of Debtors and Creditors

Debtors

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

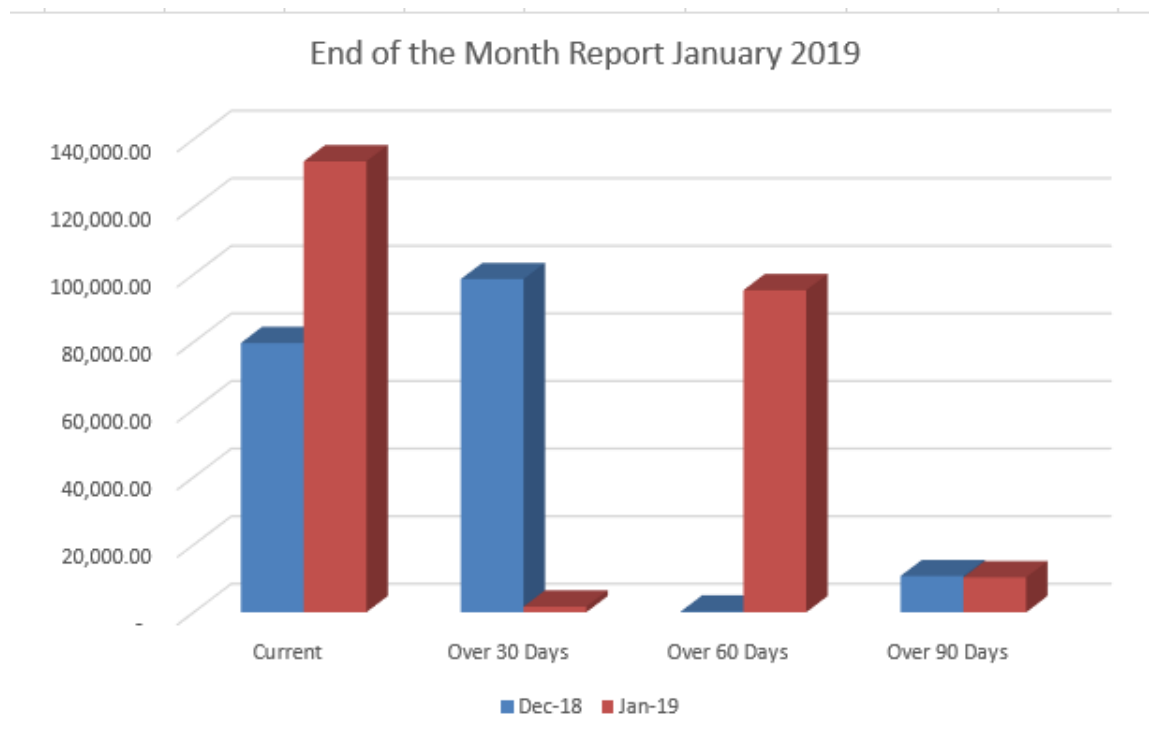
See attached: Aged Analysis – Detailed Report – Accounts Receivable 31 January 2019.

As at 31 January 2019, **\$240,774.87** is outstanding. Comparatively, at 31 December 2018, the total debt outstanding was **\$189,189.11**. During this month, debtors have shown an overall increase from December to January by \$51,585.76.

AR Age Analysis

Debtors	Dec-18	Jan-19
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Current	79,692.96	42.12%	133,456.75	55.43%
Over 30 days	98,590.80	52.12%	1,680.02	0.70%
Over 60 days	210.00	0.11%	95,308.10	39.58%
Over 90 days	10,695.35	5.65%	10,330.00	4.29%
	189,189.11	100.00%	240,774.87	100.00%
Less: Unapplied Credits	42.16		203.28	
Total Actual Outstanding	189,146.95		240,571.59	



Top 10 AR Debtors – January - 2019

A/c	Description	Balances	Status	Reason
00981	Alawa Aboriginal Corporation	93,500.00	More than 60 Days	Full fiscal year 2018-19 Administration charges
00328	Power and Water	85,103.74	Current	Monthly ESO Invoice
00114	Dept of Housing	19,611.47	Current	Tenancy Management Services for Jan-19
00121	Dept of Infrastructure, Planning and Logistics - Katherine	16,016.99	Current	Medivac Callout in Jan-19
01451	Bio Gen Solutions Pty Ltd	5,600.00	More than 90 days	Accommodation-Follow up in progress & also, evaluating vendors providing debt recovery services for recovery of debt from this customer.
01443	Woodhill & Sons	4,520.00	More than 90 days	Commercial Dumping-Company lost project with DIPL and is unable to pay any suppliers until they recover the money. Entity went into liquidation.
00377	Traditional Credit Union (TCU)	2,700.00	Current	Rent for Numbulwar and Ngukurr for Jan-19
00487	Katherine Aviation	2,000.00	Current	Rent for Ngukurr for Jan-19
00359	Sunrise Health	1,838.80	Current	Rent for Ngukurr for Jan-19
01229	Kungfu Enterprises	1,705.00	Current	Rent for Ngukurr for Jan-19

	Total	232,596.00	
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Rates & Refuse Outstanding – January 2019

Year	Financial Year Total Balance	Percentage of Total owing
2008/09	25,571.88	9.07%
2009/10	3,699.20	1.31%
2010/11	4,594.77	1.63%
2011/12	4,142.65	1.47%
2012/13	5,005.75	1.78%
2013/14	11,918.90	4.23%
2014/15	67,527.60	23.96%
2015/16	14,247.69	5.05%
2016/17	20,890.23	7.41%
2017/18	22,305.65	7.91%
2018/19	101,967.35	36.18%
Total	281,871.67	100%

The rates department is working in recovering the outstanding rates and charges. Last month the outstanding for rates & charges were \$310,702.90.

Creditors

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

See attached: Aged Analysis Report – Detailed Report – Accounts Payable 31 January 2019.

As at 31 of January 2019, \$454,516.15 in creditors is outstanding.

The Accounts Payable age analysis report depicts the following:

Creditors		
Current	\$459,612.30	96.58%
Over 30 days	\$6,606.46	1.39%
Over 60 days	\$4,198.73	0.88%
Over 90 days	\$5,487.94	1.15%
Total outstanding amount (Including Overdue)	\$475,905.43	
Less: Unapplied Credits	-\$21,389.28	
TOTAL ACTUAL OUTSTANDING	\$454,516.15	

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

Following are the details of suppliers from whom invoices over \$10,000 were received and entered during the month of January 2019:

Acc. #	Description	Amount	Transaction
10274	Sunrise Health	\$ 16,500.00	CDP Employment outcome
10280	Telstra	\$ 76,815.89	Consolidated acc and Service & Equipment rental

10054	Puma Energy	\$ 50,591.38	Numbulwar Bulk Fuel order
10507	Alawa Aboriginal Corp	\$ 548,101.02	CDP Payment AUG – DEC 2018
11131	Clayton Utz Lawyers	\$ 23,017.35	Employment Advice
11397	Willows Plumbing	\$ 11,525.80	Upgraded water meter at Tamarind Park
12414	Katherine Refrigeration	\$ 12,238.60	Aircon servicing at various lots in Ngukurr
13329	Jacobs Group	\$ 23,055.32	Rocky Creek Crossing
13103	Katherine Constructions	\$ 55,000.00	Mataranka library repair & upgrade
13228	GMA Certification	\$ 12,925.00	Amended Permit Stages 1&2 2 Crawford St
13488	HO's HIRE	\$ 31,306.00	Fence 7 Gates at 2 Crawford St
12781	Wright Express	\$ 24,772.29	Fuel Card December 2018
13627	CPS & Statewide Fibreglass	\$ 31,418.88	Ngukurr Swimming Pool filtration upgrade
13697	Mimal Land Management	\$ 70,125.00	CDP Employment outcome payment
		\$ 987,392.53	

All entered amount has already been paid and settled.

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

1 [↓](#) Financial Report 31.01.2019.pdf

Roper Gulf Regional Council

Balance Sheet as at 31.01.2019



ASSETS

Current Assets	
Cash	16,787,039
Accounts receivable	240,572
(less doubtful accounts)	-53,690
Rates & Waste Charges Receivable	281,872
Inventory	173,644
Investments	15,000,000
Other current assets	204,068
Total Current Assets	32,633,503
Less: Unexpended Tied Grants	8,509,415
Available United Current Assets	24,124,088

LIABILITIES

Current Liabilities	
Accounts payable	454,516
Taxes payable	273,133
Accrued Expenses	0
Provisions	1,617,845
Other Current Liabilities	326,410
Suspense accounts	0
Total Current Liabilities	2,671,905
Total Current Liabilities	2,671,905
Long-term Liabilities	535,427
Other long-term liabilities	535,427
Total Liabilities	3,207,331
EQUITY	97,480,107
Retained earnings	97,480,107
Total Shareholders' Equity	97,480,107
TOTAL LIABILITIES & EQUITY	100,687,439

Non-current Assets

Land	4,223,000
Buildings	42,859,942
(less accumulated depreciation)	-1,209,434
Fleet, Plant, Infrastructure and Equip	31,932,921
(less accumulated depreciation)	-16,167,148
Furniture and fixtures	135,898
(less accumulated depreciation)	-133,554
Work in Progress assets	6,412,310
Other non-current assets	0
Total Non-current Assets	68,053,935
TOTAL ASSETS	100,687,439

TOTAL LIABILITIES & EQUITY 100,687,439

Balance Sheet Check

OK

RATIOS

Current Ratio	12.21
Quick Ratio	12.15
Cash Ratio	11.90

Effective 9.03

Working Capital \$29,961,599

\$21,452,184

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Roper Gulf Regional Council

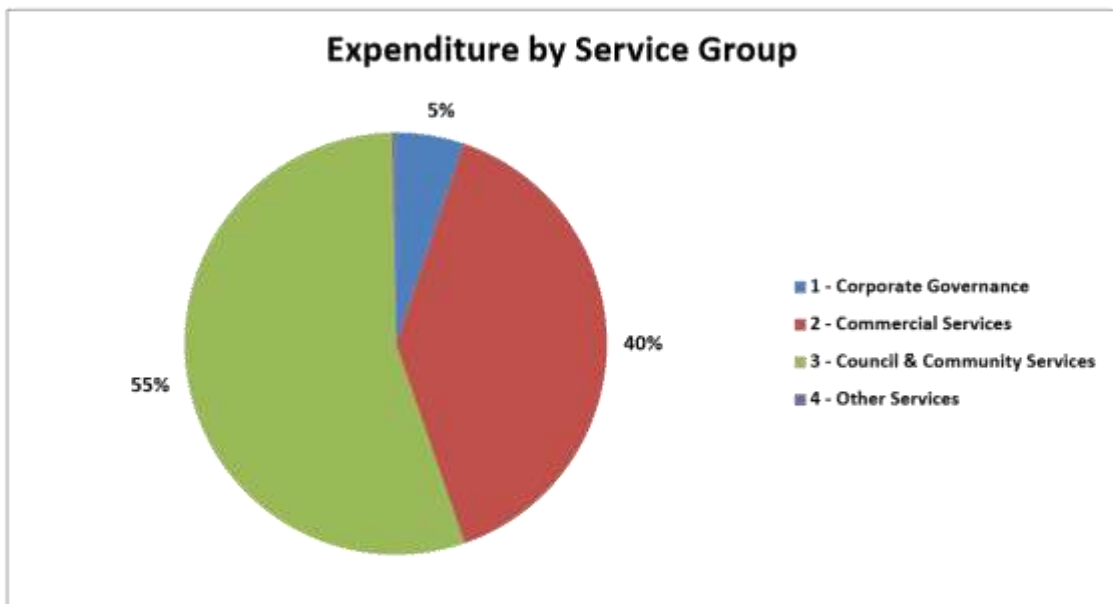
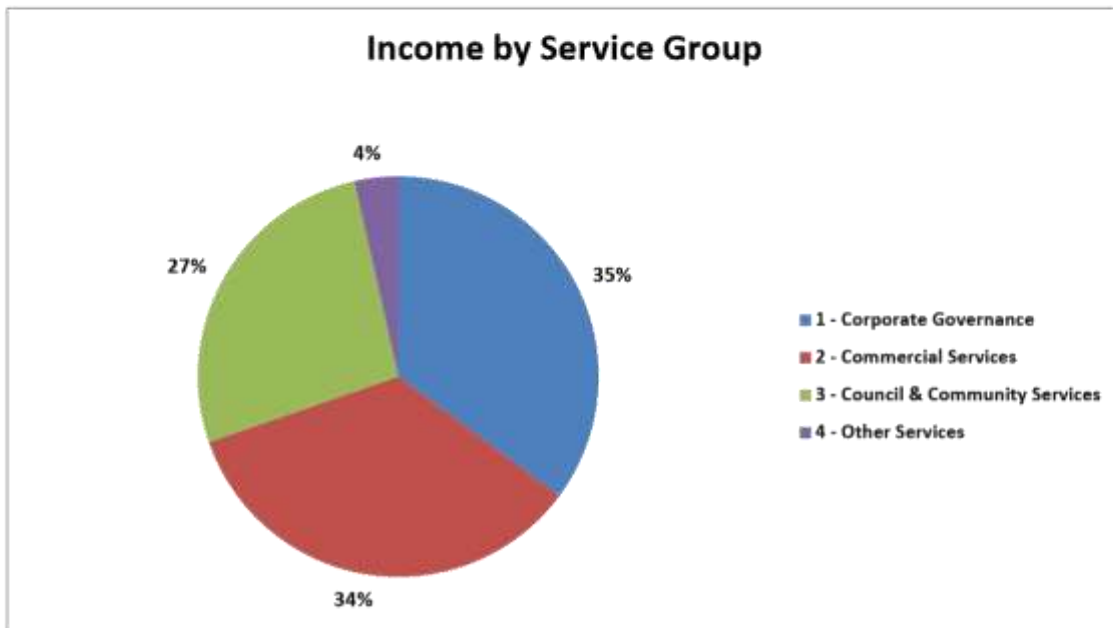
Income & Expenditure Report as at
31-January-2019
for the year 2018-2019



	19GLACT Year to Date Actual (\$)	19GLBUD1 Year to Date Budget (\$)	Variance (\$)	19GLBUD1 Full Year Budget (\$)
Income				
1 - Corporate Governance	10,349,653	7,509,654	2,839,998	12,873,693
2 - Commercial Services	10,160,066	10,774,542	-614,476	18,470,644
3 - Council & Community Services	7,881,367	7,739,310	142,058	13,267,388
4 - Other Services	1,040,072	1,058,312	-18,241	1,814,250
Total Income	29,431,157	27,081,819	2,349,338	46,425,975
Carried Forwards				
81 - Accumulated Surplus Deficit	7,800,651	8,847,649	-1,046,998	15,167,398
Total Carried Forwards	7,800,651	8,847,649	-1,046,998	15,167,398
Total Available Funds	37,231,808	35,929,467	1,302,341	61,593,373
Expenditure				
1 - Corporate Governance	1,064,698	3,115,656	-2,050,958	5,341,124
2 - Commercial Services	8,107,420	10,112,404	-2,004,983	17,335,550
3 - Council & Community Services	11,283,626	15,364,044	-4,080,418	26,338,360
4 - Other Services	55,966	156,332	-100,366	267,998
Total Expenditure	20,511,711	28,748,435	-8,236,725	49,283,032
Surplus/(Deficit)	16,720,098	7,181,032	9,539,066	12,310,341
Capital Expenditure				
1 - Corporate Governance	4,307,454	8,187,624	-3,880,169	14,035,924
2 - Commercial Services	126,150	49,255	76,896	84,436
3 - Council & Community Services	317,293	283,241	34,052	485,556
4 - Other Services	393,604	1,248,348	-854,743	2,140,025
Total Capital Expenditure	5,144,502	9,768,467	-4,623,965	16,745,941

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Roper Gulf Regional Council
Income & Expenditure Report as at
31-January-2019
for the year 2018-2019



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Roper Gulf Regional Council

Income & Expenditure Report as at
31-January-2019
for the year 2018-19

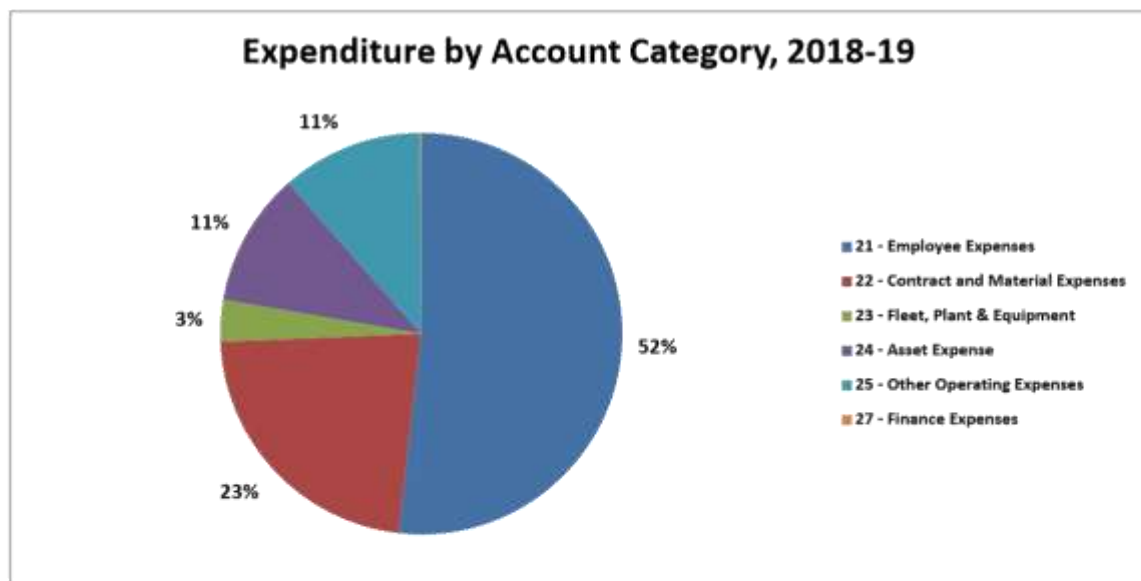
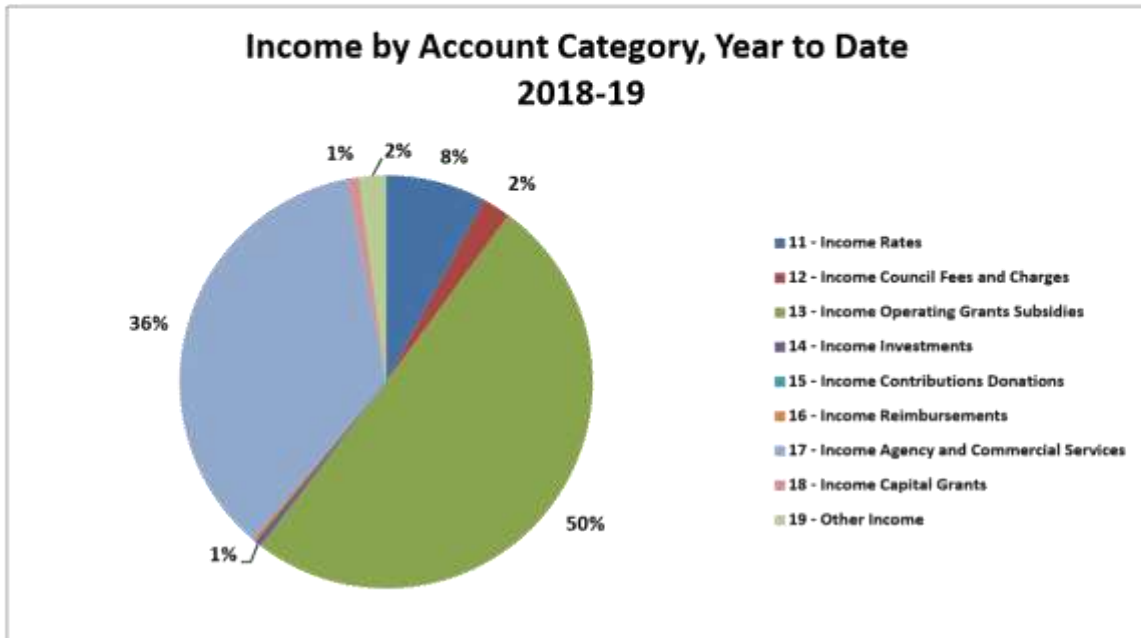


	19GLACT	19GLBUD1		19GLBUD1
	Year to Date	Year to Date		Full Year Budget
	Actual (\$)	Budget (\$)	Variance (\$)	(\$)
Income				
11 - Income Rates	2,318,137	1,350,490	967,646	2,315,126
12 - Income Council Fees and Charges	648,039	556,961	91,078	954,790
13 - Income Operating Grants Subsidies	14,811,410	10,665,188	4,146,222	18,283,180
14 - Income Investments	148,603	163,333	-14,731	280,000
15 - Income Contributions Donations	1,818	0	1,818	0
16 - Income Reimbursements	69,361	3,602	65,759	6,175
17 - Income Agency and Commercial Servi	10,535,945	11,602,221	-1,066,276	19,889,522
18 - Income Capital Grants	272,772	2,379,741	-2,106,969	4,079,556
19 - Other Income	625,074	360,282	264,792	617,626
Total Income	29,431,157	27,081,819	2,349,338	46,425,975
Carried Forwards				
81 - Accumulated Surplus Deficit	7,800,651	8,847,649	-1,046,998	15,167,398
Total Carried Forwards	7,800,651	8,847,649	-1,046,998	15,167,398
Total Available Funds	37,231,808	35,929,467	1,302,341	61,593,373
Expenditure				
21 - Employee Expenses	10,649,246	12,762,592	-2,113,346	21,878,729
22 - Contract and Material Expenses	4,632,946	9,823,377	-5,190,431	16,840,074
23 - Fleet, Plant & Equipment	693,845	771,794	-77,949	1,323,075
24 - Asset Expense	2,214,529	2,587,433	-372,904	4,435,600
25 - Other Operating Expenses	2,342,122	2,796,059	-453,937	4,793,244
27 - Finance Expenses	-20,978	7,181	-28,159	12,310
Total Expenditure	20,511,711	28,748,435	-8,236,725	49,283,032
Surplus/(Deficit)	16,720,097	7,181,032	9,539,065	12,310,341
Capital Expenditure				
53 - WIP Assets	5,144,502	9,768,467	-4,623,965	16,745,941
Total Capital Expenditure	5,144,502	9,768,467	-4,623,965	16,745,941

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Roper Gulf Regional Council

Income & Expenditure Report as at
31-January-2019
for the year 2018-19



Roper Gulf Regional Council

Actual cash at bank as at 31 January 2019



Bank:

Commonwealth - Business 10313307
Monthly interest earned
 Commonwealth - Operating 10313294
Monthly interest earned
 Commonwealth - Trust 103133315
Monthly interest earned
 Commonwealth - Business online - 10381211
Monthly interest earned
 NAB - Term Deposit
Monthly interest earned
 Credit Union Australia - Term Deposit
Monthly interest earned
 AMP - Term Deposit
Monthly interest earned
 Rural Bank - Term Deposit
Monthly interest earned
 Bendigo Bank - Term Deposit
Monthly interest earned
 People Choice Credit Union - Term Deposit
Monthly interest earned

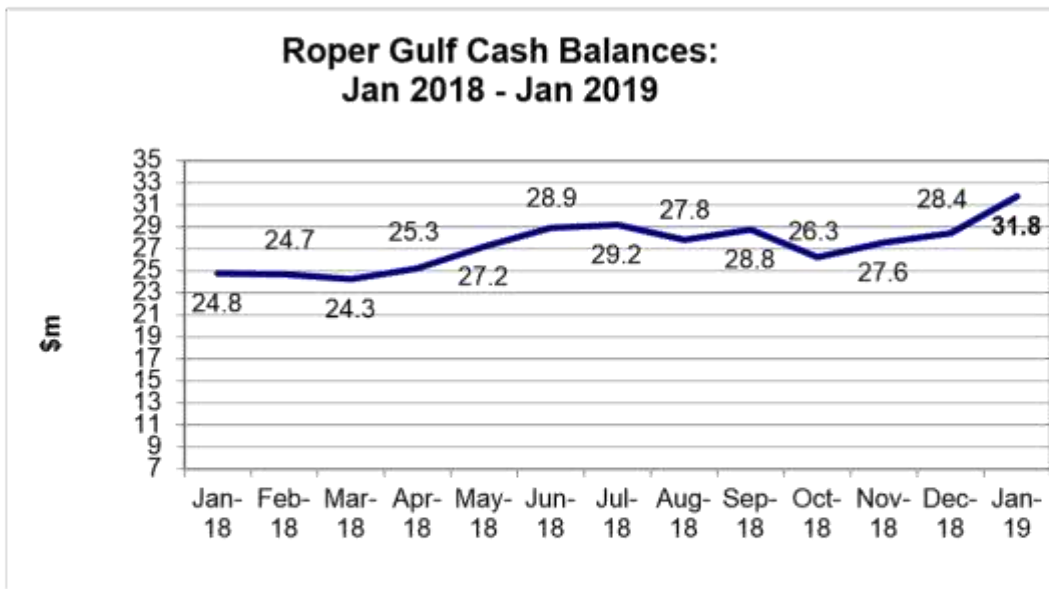
**Closing balance as at
31st January 2019**

\$13,355,022.57
\$7,480.62
\$78,829.29
\$62.60
\$1,206,566.51
\$173.42
\$2,137,639.91
\$1,263.97
\$4,000,000.00
\$0.00
\$2,000,000.00
\$0.00
\$2,000,000.00
\$0.00
\$2,000,000.00
\$0.00
\$3,000,000.00
\$0.00
\$2,000,000.00
\$0.00
\$31,778,058.28

Total Cash at Bank

Total Interest Earned to date

\$8,980.61



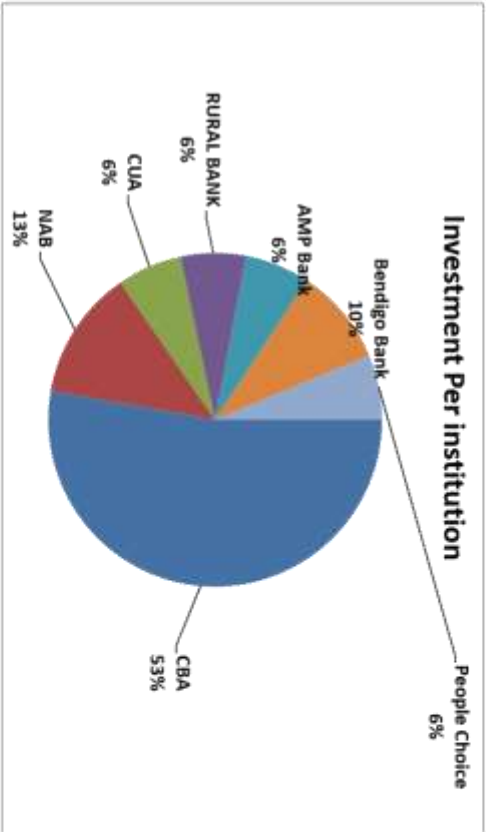
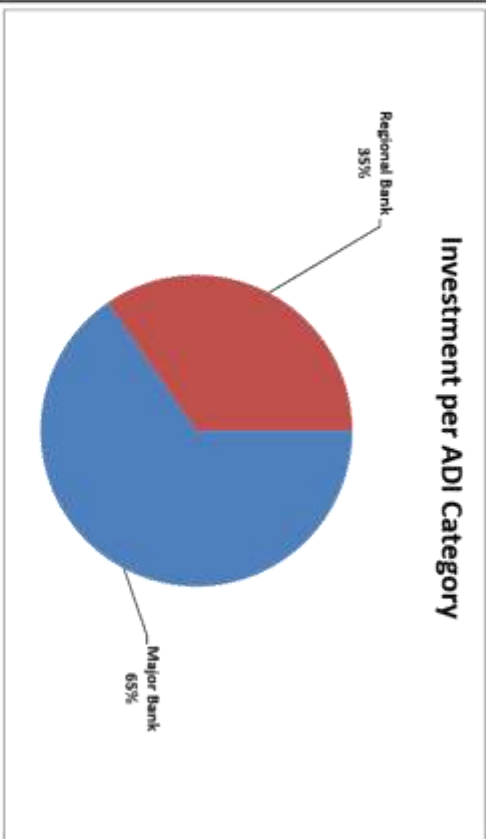
Note: The "Total Cash at Bank" is the actual Money in the Bank at 31st January. It varies from Book Balance due to Unpresented Cheques and Outstanding Deposits

**Roper Gulf Regional Council
Investment Report
as at 31st January 2019**



Classification of ADI's Under policy'	Authorised Deposit-taking institution	Amount	% of Exposure	Rating	Lodgement Date	Maturity Date	Interest on Maturity	Interest rate	Within Diversification Limits
---------------------------------------	---------------------------------------	--------	---------------	--------	----------------	---------------	----------------------	---------------	-------------------------------

Major Bank	Commonwealth Bank - Working capital	\$16,778,058	52.80%	A1+/AA-					✓
Investments (Deposits)									
Major Bank	National Bank of Australia	\$4,000,000	12.59%	AA2/AA-	2/10/2018	27/06/2019	80,767.12	2.75%	✓
Regional Bank	Credit Union Australia	\$2,000,000	6.29%	A2/BBB	2/10/2018	27/06/2019	39,649.32	2.70%	✓
Regional Bank	Rural Bank	\$2,000,000	6.29%	A2/BBB+	30/10/2018	28/06/2019	28,076.71	2.72%	✓
Regional Bank	AMP Bank	\$2,000,000	6.29%	A1/A	3/01/2018	4/02/2019	33,751.31	2.85%	✓
Regional Bank	Bendigo Bank	\$3,000,000	9.44%	AA2/AA	2/01/2019	28/06/2018	42,345.21	2.65%	✓
Regional Bank	People Choice Credit Union Bank	\$2,000,000	6.29%	A2/BBB	6/11/2018	28/06/2019	34,619.18	2.70%	✓
Total cash and investments held		\$31,778,058	100.00%						





Roper Gulf Regional Council

Income & Expenditure Report as at

31-January-2019

HQ

Expenditure by Service

	19GLACT Year to Date Actual (\$)	19GLBUD1 Year to Date Budget (\$)	Variance (\$)	19GLBUD1 Annual Budget (\$)
1 - Corporate Governance	174,052	463,187	289,135	794,033
2 - Commercial Services	332,039	-32,098	-364,136	-55,025
3 - Council & Community Services	1,518,060	2,116,329	598,270	3,627,993
4 - Other Services	3,491	64,767	61,275	111,029
Total Expenditure	2,027,641	2,612,185	584,544	4,478,030

Expenditure by Account Category

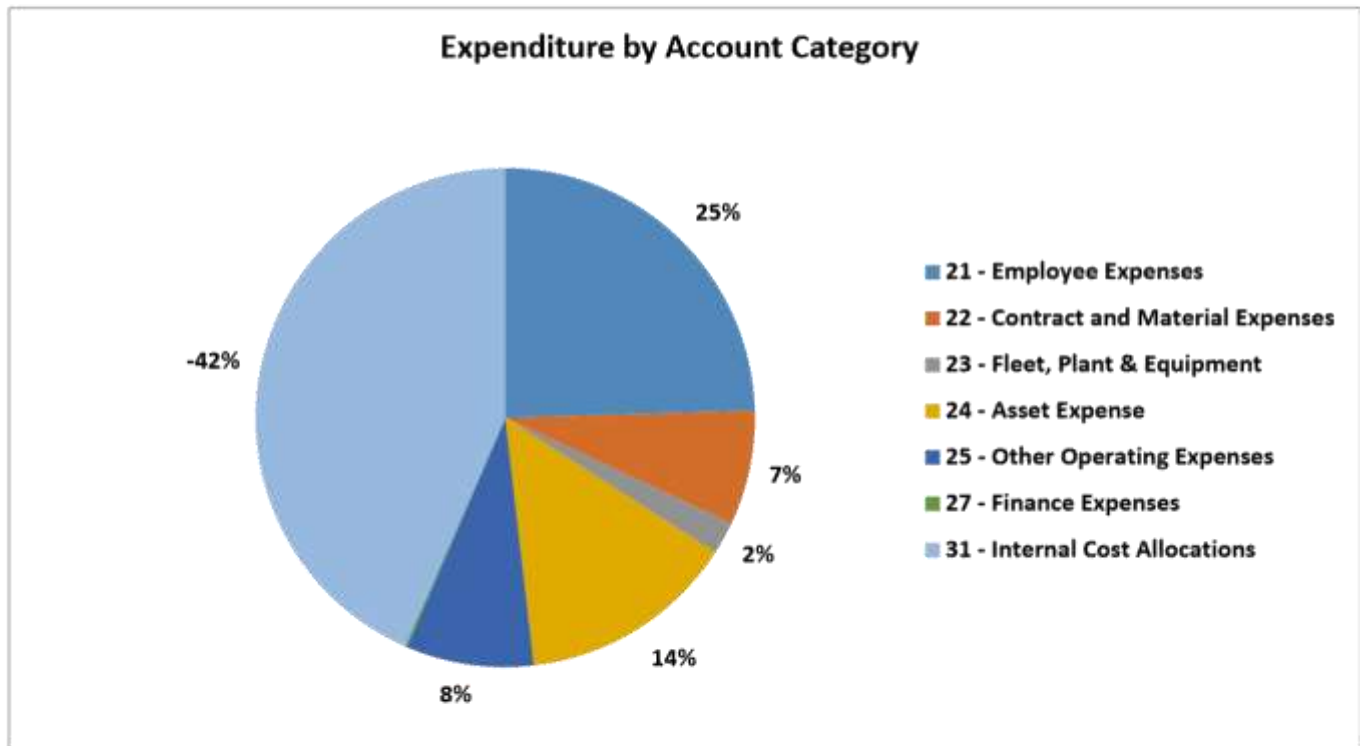
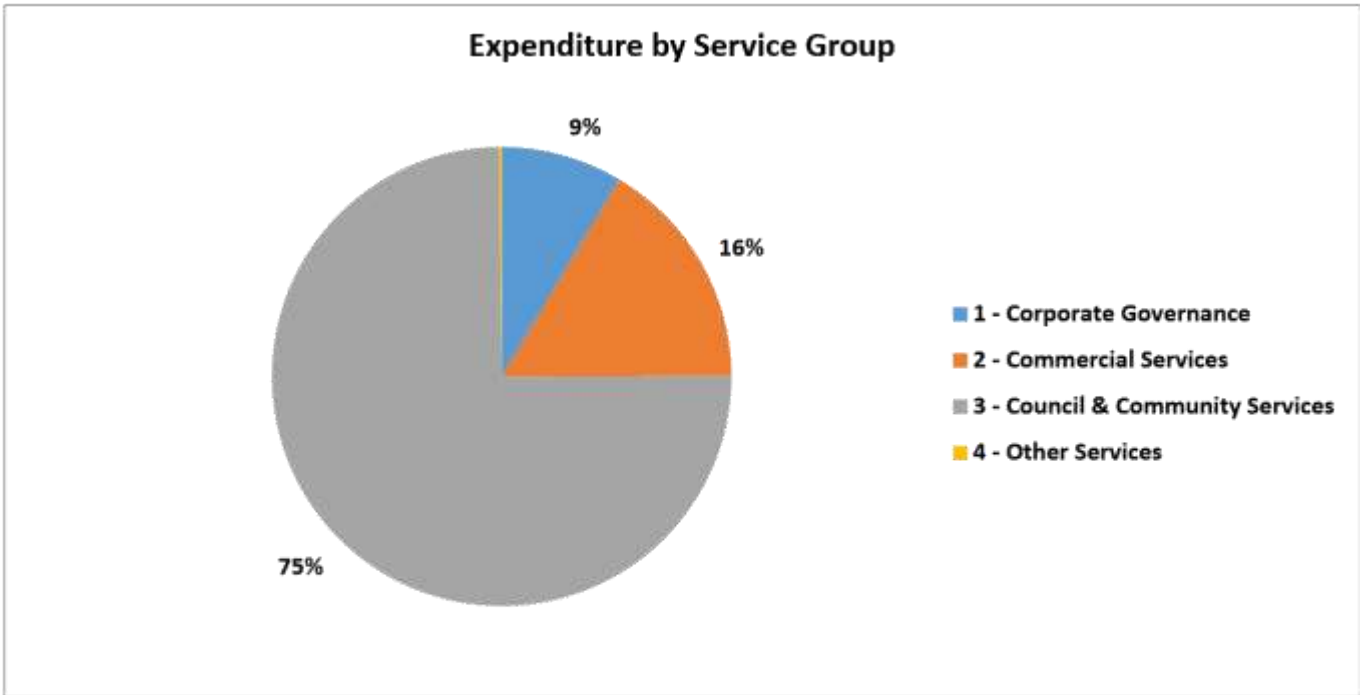
21 - Employee Expenses	3,859,852	4,551,329	691,476	7,802,278
22 - Contract and Material Expenses	1,165,663	1,586,649	420,986	2,719,969
23 - Fleet, Plant & Equipment	336,828	176,899	-159,929	303,255
24 - Asset Expense	2,214,529	2,587,433	372,904	4,435,600
25 - Other Operating Expenses	1,299,321	1,520,042	220,722	2,605,786
27 - Finance Expenses	-21,018	6,948	27,965	11,910
31 - Internal Cost Allocations	-6,827,534	-7,817,115	-989,581	-13,400,768
Total Expenditure	2,027,641	2,612,185	584,544	4,478,030

Expenditure by Activity

101 - Chief Executive	359,511	358,389	-1,123	614,380
102 - Corporate Services Directorate and Admin	173,202	183,698	10,497	314,911
103 - Infrastructure and Technical Services Directorate and Admin	30,218	-58,039	-88,257	-99,496
104 - Community Services Directorate and Admin	-7,098	-898,352	-891,254	-1,540,032
105 - Financial Management	514,960	608,995	94,035	1,043,991
106 - General Council Operations	-1,174,446	-2,035,383	-860,937	-3,489,227
107 - Human Resources	663,856	753,665	89,809	1,291,997
108 - IT services	-56,739	-18,704	38,035	-32,064
109 - Asset Department	15,567	105,744	90,177	181,275
110 - Assets Management - Fixed Assets	-395,857	-110,669	285,188	-189,719
113 - Project Management	232,073	301,940	69,867	517,612
114 - Work Health and Safety	146,259	166,219	19,960	284,947
115 - Asset Management - Mobile Fleet & Equipment	-1,025,368	-775,421	249,947	-1,329,292
117 - Project Envy - Staff Initiative	3,013	0	-3,013	0
130 - Governance	336,612	444,804	108,192	762,520
131 - Council and Elected Members	359,138	434,346	75,209	744,594
132 - Local Authority	123	4,030	3,907	6,908
133 - Local Elections	15,693	12,367	-3,327	21,200
134 - Community Grants	6,455	29,167	22,712	50,000
161 - Waste management	10,000	7,192	-2,808	12,328
169 - Civic Events	535	0	-535	0
200 - Local roads maintenance	204,167	204,167	0	350,000
201 - Street lighting	0	14,583	14,583	25,000
220 - Territory Housing Repairs and Maintenance	352,785	335,495	-17,290	575,135

221 - Territory Housing Tenancy Management Cor	21,997	70,730	48,733	121,252
240 - Commercial Operations admin	211,269	97,480	-113,789	167,109
241 - Airstrip maintenance Contracts	1,616	0	-1,616	0
244 - Power Water contract	2,842	65,901	63,059	112,974
246 - Commercial Australia Post	2,519	2,525	6	4,328
275 - Mechanical Workshop	36,812	31,827	-4,985	54,561
313 - CDP Central Administration	-534,728	52,101	586,830	89,316
314 - Service Fee - CDP	9,156	117,256	108,100	201,010
320 - Outstation Services Admin	63,549	0	-63,549	0
322 - Outstations Housing Maintenance	522	0	-522	0
323 - Outstations municipal services	169,982	92,938	-77,044	159,323
324 - Outstations Capital Infrastructure	816	0	-816	0
340 - Community Services admin	-75,845	-1,458	74,386	-2,500
341 - Commonwealth Aged Care Package	191	-29,466	-29,657	-50,513
342 - Indigenous Aged Care Employment	11,878	-398	-12,276	-682
344 - Commonwealth Home Support Program	39,730	-1,519	-41,249	-2,604
346 - Indigenous Broadcasting	17,667	17,758	91	30,442
347 - Creche	-857	0	857	0
348 - Library	9,948	9,893	-55	16,959
350 - Centrelink	83,699	84,158	459	144,271
352 - Disability in Home Support	109	0	-109	0
355 - National Disability Insurance Scheme	157,046	253,825	96,778	435,128
356 - NDIS – Information, Linkages and Capacity E	85,609	112,700	27,091	193,200
381 - Animal Control	173,783	215,542	41,760	369,501
382 - Happy Healthy Animals Community Broadca	0	5,833	5,833	10,000
400 - Community Safety Admin and Management	2,917	0	-2,917	0
401 - Night Patrol	332,932	381,386	48,454	653,805
403 - Outside School Hours Care	5,747	0	-5,747	0
404 - Indigenous Sports and Rec Program	165,631	181,282	15,651	310,770
407 - Remote Sports and Recreation	112,838	141,430	28,592	242,452
414 - Drug and Volatile Substances	18,906	20,138	1,233	34,523
415 - Indigenous Youth Reconnect	130,738	208,261	77,523	357,019
462 - 2014-19 Roads to Recovery	0	349,061	349,061	598,390
465 - SPG - IT UPGRADES	3,383	0	-3,383	0
481 - Right Path Project	473	0	-473	0
486 - Ngukurr, Numbulwar & Borroloola Feasibility	0	31,343	31,343	53,731
487 - Improving Strategic Local Roads Infrastructu	0	30,612	30,612	52,478
488 - NTEPA Environment Grant	109	2,812	2,703	4,820
Total Expenditure	2,027,641	2,612,185	584,544	4,478,030
Capital Expenditure				
5321 - Capital Purchase/Construct Buildings	1,893,743	1,350,592	-543,151	2,315,300
5331 - Capital Construct Infrastructure	39,000	0	-39,000	0
5361 - Capital Purchase Furniture & Others	102,305	0	-102,305	0
5371 - Capital Purchase Vehicles	1,834,924	382,153	-1,452,771	655,119
Total Capital Expenditure	3,869,972	1,732,745	-2,137,226	2,970,419

HQ



Roper Gulf Regional Council



Income & Expenditure Report as at

31-January-2019

Barunga (Bamyili)

Expenditure by Service

	19GLACT Year to Date Actual (\$)	19GLBUD1 Year to Date Budget (\$)	Variance (\$)	19GLBUD1 Annual Budget (\$)
1 - Corporate Governance	38,564	117,464	78,900	201,367
2 - Commercial Services	525,577	655,847	130,270	1,124,310
3 - Council & Community Services	692,403	817,707	125,304	1,401,784
4 - Other Services	12,124	6,732	-5,393	11,540
Total Expenditure	1,268,669	1,597,751	329,082	2,739,002

Expenditure by Account Category

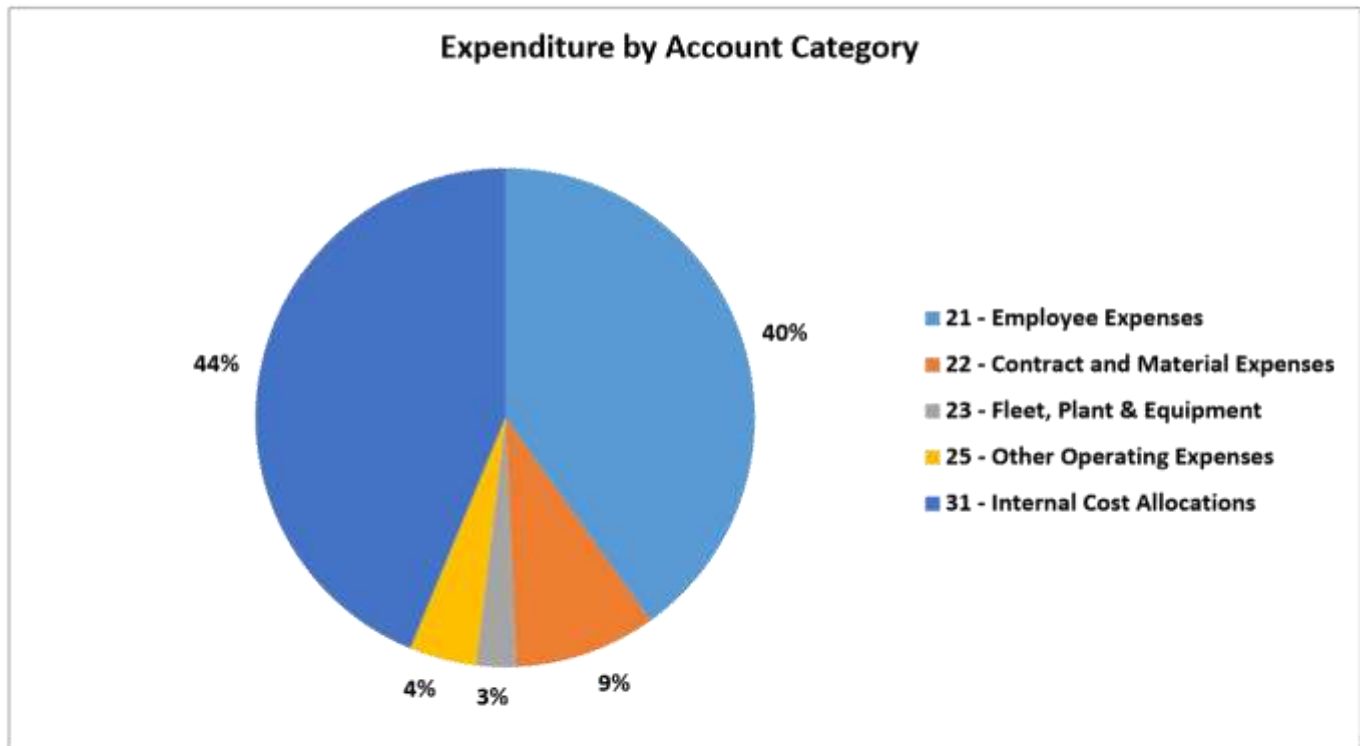
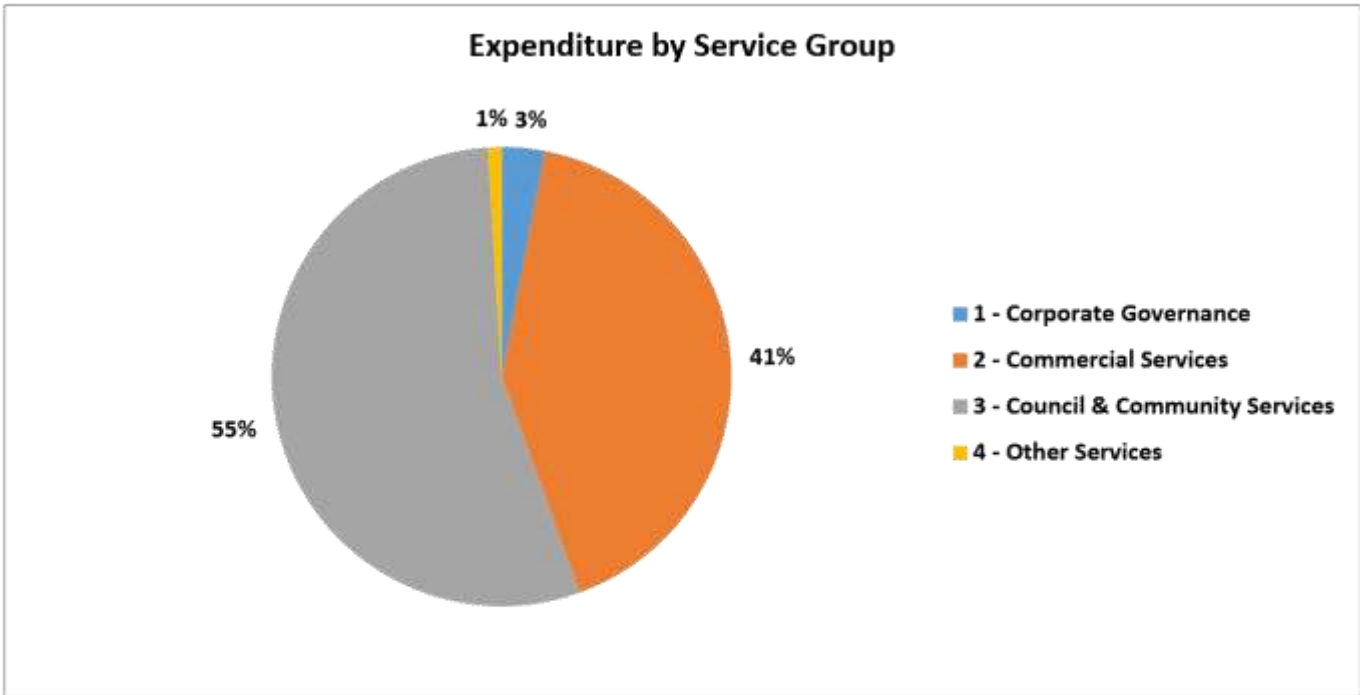
21 - Employee Expenses	509,141	569,510	60,369	976,303
22 - Contract and Material Expenses	116,102	240,188	124,086	411,751
23 - Fleet, Plant & Equipment	32,918	52,607	19,689	90,184
25 - Other Operating Expenses	55,060	78,525	23,465	134,614
31 - Internal Cost Allocations	555,448	656,921	101,473	1,126,150
Total Expenditure	1,268,669	1,597,751	329,082	2,739,002

Expenditure by Activity

110 - Assets Management - Fixed Assets	0	21,550	21,550	36,943
111 - Council Services General	172,848	192,605	19,757	330,180
132 - Local Authority	1,865	4,111	2,247	7,048
138 - Local Authority Project	18,544	74,953	56,409	128,492
160 - Municipal Services	257,687	294,233	36,546	504,399
161 - Waste management	37,799	45,407	7,608	77,840
162 - Cemeteries Management	964	5,833	4,869	10,000
164 - Local Emergency Management	1,634	1,329	-305	2,279
169 - Civic Events	2,217	5,833	3,616	10,000
171 - Naidoc Week	0	233	233	400
200 - Local roads maintenance	0	6,125	6,125	10,500
201 - Street lighting	13,714	9,042	-4,672	15,500
202 - Staff Housing	18,155	16,849	-1,306	28,885
220 - Territory Housing Repairs and Maintenance	0	117	117	200
221 - Territory Housing Tenancy Management Cor	78,230	78,865	635	135,197
241 - Airstrip maintenance Contracts	1,759	1,867	107	3,200
242 - Litter Collection and Slashing External Contr	17,977	18,083	106	31,000
246 - Commercial Australia Post	6,611	6,638	26	11,379
314 - Service Fee - CDP	409,749	439,445	29,695	753,334
318 - Outcome Payments - CDP	11,250	110,833	99,583	190,000
341 - Commonwealth Aged Care Package	6,824	7,155	331	12,266
344 - Commonwealth Home Support Program	3,024	3,185	161	5,460
346 - Indigenous Broadcasting	18,998	25,083	6,085	42,999
348 - Library	21,315	25,518	4,203	43,745
350 - Centrelink	34,996	46,254	11,258	79,293
356 - NDIS – Information, Linkages and Capacity E	0	583	583	1,000

401 - Night Patrol	81,161	108,383	27,222	185,799
404 - Indigenous Sports and Rec Program	28,438	34,908	6,470	59,843
407 - Remote Sports and Recreation	593	292	-302	500
416 - Youth Vibe Grant	0	992	992	1,700
421 - SPG - Fit For Life	8,164	2,964	-5,199	5,082
423 - SPG - Diversion Evenings	2,028	1,750	-278	3,000
464 - NT Govt Special Purpose Grants	12,124	6,732	-5,393	11,540
Total Expenditure	1,268,669	1,597,751	329,082	2,739,002
Capital Expenditure				
5321 - Capital Purchase/Construct Buildings	0	43,750	43,750	75,000
5331 - Capital Construct Infrastructure	65,060	407,709	342,650	698,931
5341 - Capital Purchases Plant & Equipment	2,790	64,167	61,377	110,000
5371 - Capital Purchase Vehicles	66,412	38,740	-27,672	66,412
Total Capital Expenditure	134,262	554,366	420,105	950,343

Barunga (Bamyili)





Roper Gulf Regional Council

Income & Expenditure Report as at

31-January-2019

Beswick (Wugularr)

19GLACT Year to Date Actual (\$)	19GLBUD1 Year to Date Budget (\$)	Variance (\$)	19GLBUD1 Annual Budget (\$)
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Expenditure by Service

1 - Corporate Governance	97,362	283,401	186,039	485,830
2 - Commercial Services	779,591	907,483	127,891	1,555,684
3 - Council & Community Services	1,022,923	1,141,569	118,646	1,956,975
Total Expenditure	1,899,876	2,332,453	432,577	3,998,489

Expenditure by Account Category

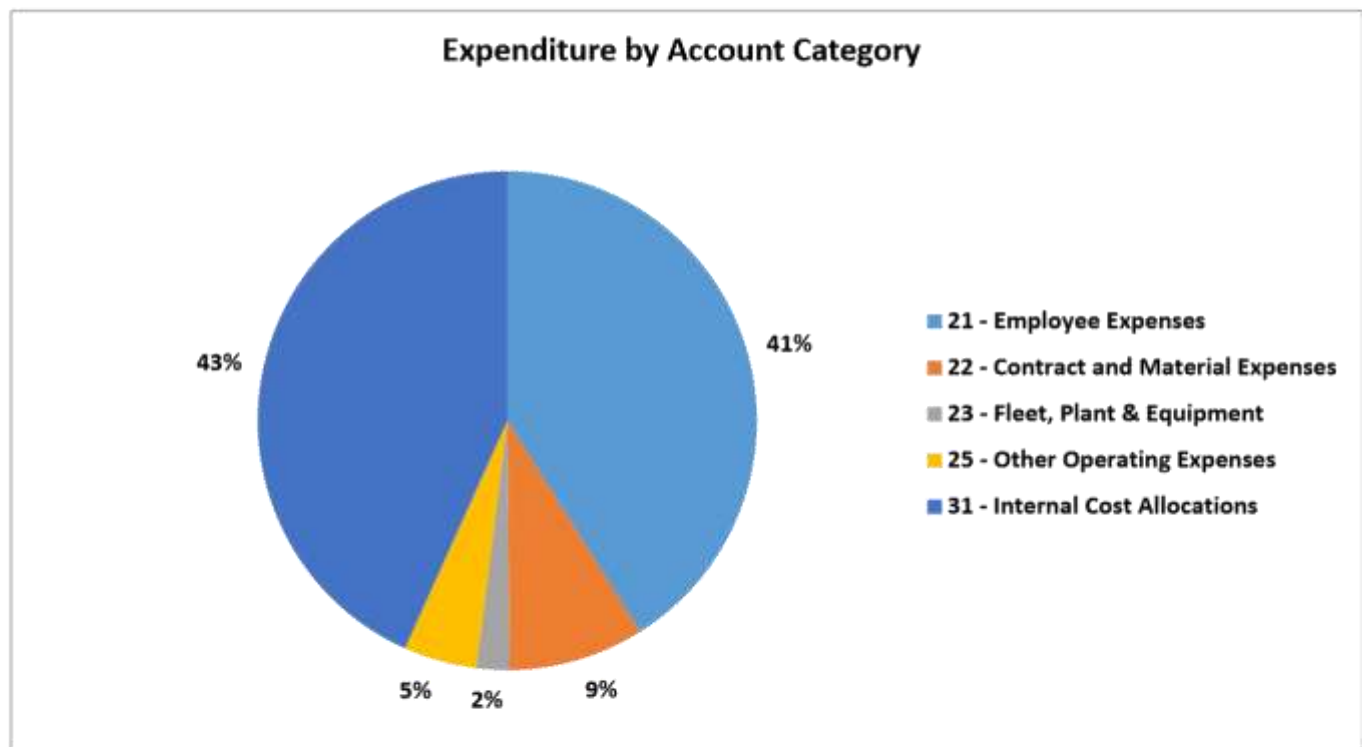
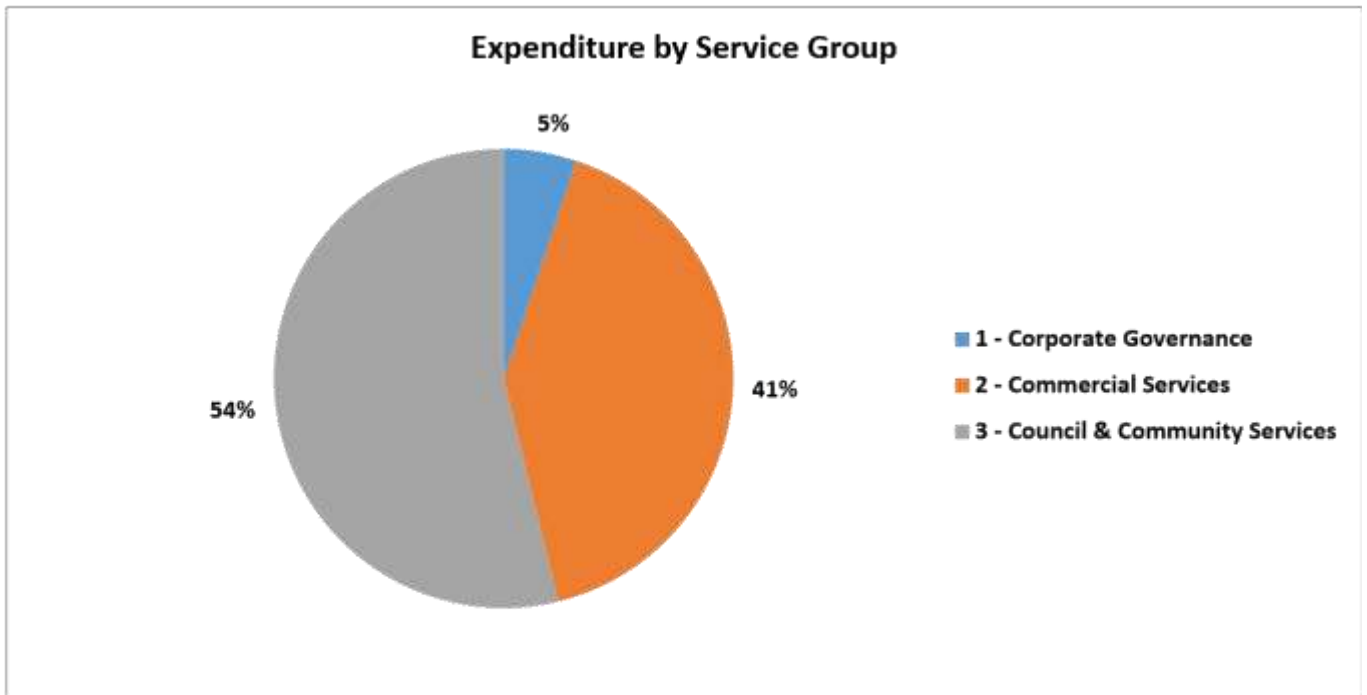
21 - Employee Expenses	780,239	903,837	123,598	1,549,435
22 - Contract and Material Expenses	166,955	383,067	216,112	656,686
23 - Fleet, Plant & Equipment	40,770	51,712	10,943	88,650
25 - Other Operating Expenses	89,552	114,947	25,395	197,052
31 - Internal Cost Allocations	822,359	878,889	56,530	1,506,666
Total Expenditure	1,899,876	2,332,453	432,577	3,998,489

Expenditure by Activity

110 - Assets Management - Fixed Assets	0	23,679	23,679	40,593
111 - Council Services General	164,375	164,123	-251	281,354
132 - Local Authority	1,392	3,817	2,425	6,544
138 - Local Authority Project	23,928	150,012	126,084	257,163
160 - Municipal Services	268,666	259,756	-8,911	445,295
161 - Waste management	45,315	40,439	-4,876	69,324
162 - Cemeteries Management	2,164	2,917	752	5,000
164 - Local Emergency Management	2,286	1,907	-379	3,269
169 - Civic Events	0	1,750	1,750	3,000
170 - Australia Day	5	0	-5	0
171 - Naidoc Week	0	175	175	300
200 - Local roads maintenance	7,172	9,042	1,870	15,500
201 - Street lighting	6,906	6,533	-372	11,200
202 - Staff Housing	-1,584	21,003	22,588	36,005
220 - Territory Housing Repairs and Maintenance	65,288	72,982	7,694	125,111
245 - Visitor Accommodation and External Facility	73,626	84,890	11,264	145,525
246 - Commercial Australia Post	6,673	6,700	27	11,486
314 - Service Fee - CDP	681,380	754,884	73,504	1,294,087
318 - Outcome Payments - CDP	26,250	72,917	46,667	125,000
341 - Commonwealth Aged Care Package	24,071	24,299	228	41,655
342 - Indigenous Aged Care Employment	82,133	117,600	35,468	201,601
344 - Commonwealth Home Support Program	50,426	49,292	-1,135	84,500
346 - Indigenous Broadcasting	17,695	22,337	4,641	38,291
347 - Creche	122,906	136,045	13,139	233,220
350 - Centrelink	47,435	45,392	-2,042	77,816
353 - Budget Based Funding	4,416	8,538	4,122	14,637
355 - National Disability Insurance Scheme	7,487	4,858	-2,629	8,328

381 - Animal Control	555	175	-380	300
401 - Night Patrol	114,735	148,002	33,267	253,718
403 - Outside School Hours Care	22,964	59,630	36,667	102,223
404 - Indigenous Sports and Rec Program	21,813	28,908	7,095	49,557
407 - Remote Sports and Recreation	0	2,917	2,917	5,000
414 - Drug and Volatile Substances	0	817	817	1,400
416 - Youth Vibe Grant	0	992	992	1,700
421 - SPG - Fit For Life	6,868	2,964	-3,904	5,082
423 - SPG - Diversion Evenings	2,530	2,161	-368	3,705
Total Expenditure	1,899,876	2,332,453	432,577	3,998,489
Capital Expenditure				
5321 - Capital Purchase/Construct Buildings	28,447	86,595	58,147	148,448
5341 - Capital Purchases Plant & Equipment	2,790	157,821	155,031	270,550
5371 - Capital Purchase Vehicles	0	178,401	178,401	305,831
Total Capital Expenditure	31,237	422,817	391,580	724,829

Beswick (Wugularr)





Roper Gulf Regional Council

Income & Expenditure Report as at

31-January-2019

Borroloolo

19GLACT Year to Date Actual (\$)	19GLBUD1 Year to Date Budget (\$)	Variance (\$)	19GLBUD1 Annual Budget (\$)
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Expenditure by Service

1 - Corporate Governance	59,957	261,543	201,585	448,358
2 - Commercial Services	856,004	961,747	105,743	1,648,709
3 - Council & Community Services	1,447,729	2,199,254	751,525	3,770,150
Total Expenditure	2,363,690	3,422,544	1,058,853	5,867,218

Expenditure by Account Category

21 - Employee Expenses	863,542	954,101	90,559	1,635,603
22 - Contract and Material Expenses	513,186	1,434,620	921,434	2,459,349
23 - Fleet, Plant & Equipment	65,889	91,172	25,283	156,294
25 - Other Operating Expenses	186,417	201,686	15,269	345,747
31 - Internal Cost Allocations	734,657	740,965	6,308	1,270,225
Total Expenditure	2,363,690	3,422,544	1,058,853	5,867,218

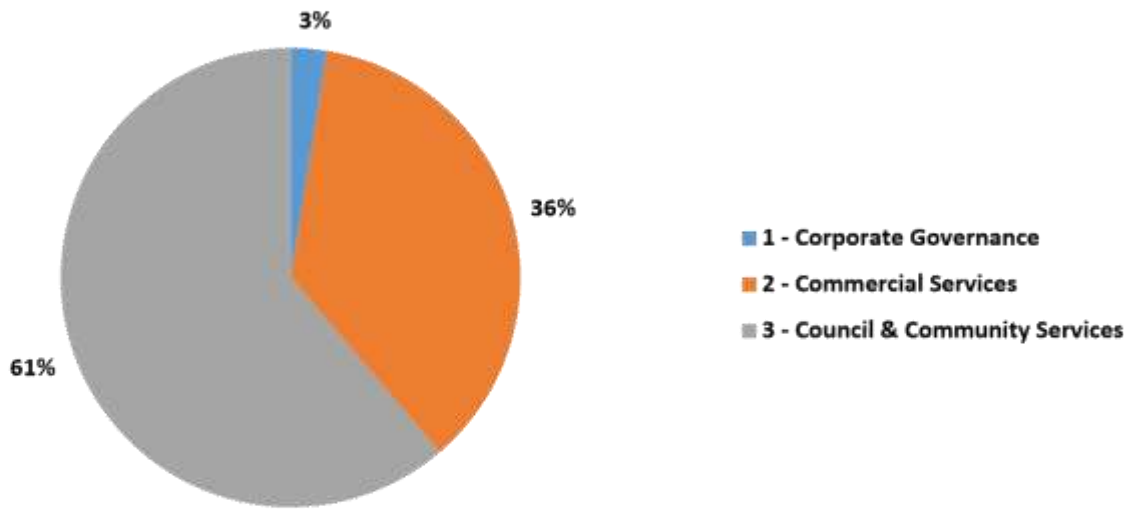
Expenditure by Activity

110 - Assets Management - Fixed Assets	0	1,750	1,750	3,000
111 - Council Services General	243,904	225,953	-17,951	387,348
131 - Council and Elected Members	250	0	-250	0
132 - Local Authority	7,189	22,344	15,155	38,304
138 - Local Authority Project	12,285	187,529	175,244	321,478
160 - Municipal Services	279,159	280,184	1,026	480,316
161 - Waste management	98,146	169,996	71,850	291,422
162 - Cemeteries Management	6,564	5,833	-731	10,000
169 - Civic Events	0	2,917	2,917	5,000
171 - Naidoc Week	0	350	350	600
200 - Local roads maintenance	20,556	9,333	-11,223	16,000
201 - Street lighting	11,114	16,333	5,219	28,000
202 - Staff Housing	-32,960	-11,370	21,590	-19,492
241 - Airstrip maintenance Contracts	67,213	64,608	-2,606	110,756
245 - Visitor Accommodation and External Facility	19,030	37,665	18,635	64,568
314 - Service Fee - CDP	773,791	885,473	111,682	1,517,953
318 - Outcome Payments - CDP	15,000	11,667	-3,333	20,000
348 - Library	29,822	28,285	-1,537	48,488
356 - NDIS – Information, Linkages and Capacity E	0	583	583	1,000
381 - Animal Control	891	1,458	567	2,500
401 - Night Patrol	152,312	143,094	-9,218	245,304
404 - Indigenous Sports and Rec Program	38,411	43,552	5,141	74,660
407 - Remote Sports and Recreation	12,052	14,583	2,531	25,000
415 - Indigenous Youth Reconnect	130,443	128,271	-2,171	219,894
416 - Youth Vibe Grant	75	992	917	1,700
417 - SPG - Borroloolo Playground Equipment	50,745	0	-50,745	0
418 - SPG - Borroloolo Nutritious Cooking Program	4,008	4,940	931	8,468

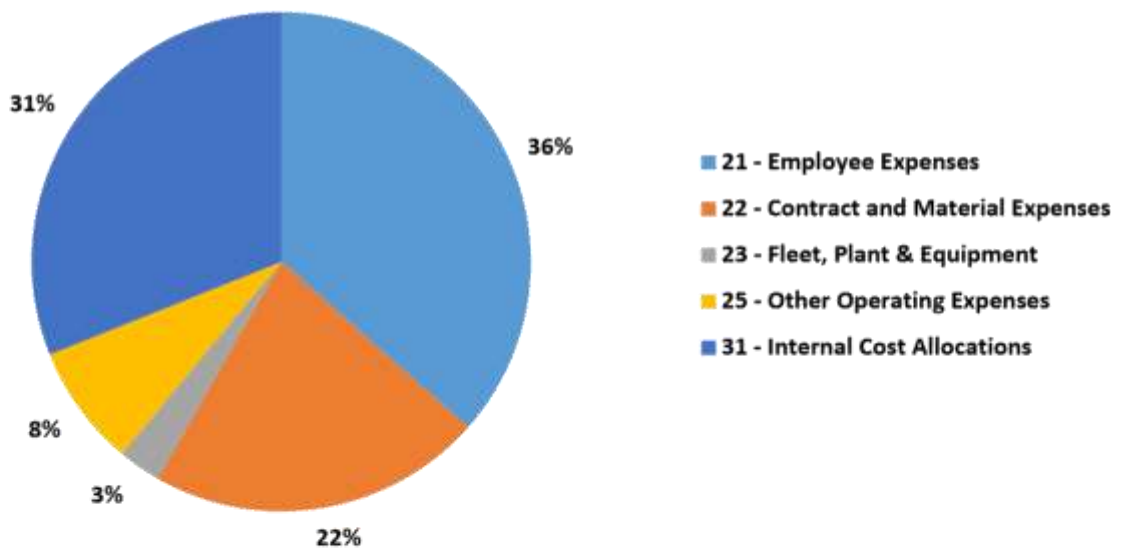
423 - SPG - Diversion Evenings	5,284	3,208	-2,076	5,500
425 - SPG - Borroloola Rocky Creek Upgrade	3,215	0	-3,215	0
462 - 2014-19 Roads to Recovery	63,714	430,430	366,716	737,880
480 - CBF - Borroloola Multi-Purpose Court	60,455	407,041	346,586	697,784
491 - BBRF - Borroloola Government Business Hu	50,949	23,333	-27,615	40,000
492 - Borroloola Community Equipment & Facilities	0	292	292	500
550 - Swimming Pool	240,073	281,917	41,843	483,286
Total Expenditure	2,363,690	3,422,544	1,058,853	5,867,218
Capital Expenditure				
5321 - Capital Purchase/Construct Buildings	13,264	1,008,001	994,737	1,728,000
5331 - Capital Construct Infrastructure	44,739	592,932	548,193	1,016,454
5341 - Capital Purchases Plant & Equipment	0	212,143	212,143	363,673
5371 - Capital Purchase Vehicles	0	64,091	64,091	109,870
5381 - Capital Purchases Roads	0	1,633,333	1,633,333	2,800,000
Total Capital Expenditure	58,002	3,510,499	3,452,497	6,017,997

Borroloola

Expenditure by Service Group



Expenditure by Account Category





Roper Gulf Regional Council

Income & Expenditure Report as at

31-January-2019

Bulman (Gulin Gulin)

19GLACT Year to Date Actual (\$)	19GLBUD1 Year to Date Budget (\$)	Variance (\$)	19GLBUD1 Annual Budget (\$)
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Expenditure by Service

1 - Corporate Governance	22,314	122,752	100,438	210,431
2 - Commercial Services	428,021	661,978	233,957	1,134,819
3 - Council & Community Services	763,113	1,309,799	546,686	2,245,369
4 - Other Services	0	15,167	15,167	26,000
Total Expenditure	1,213,448	2,109,695	896,247	3,616,620

Expenditure by Account Category

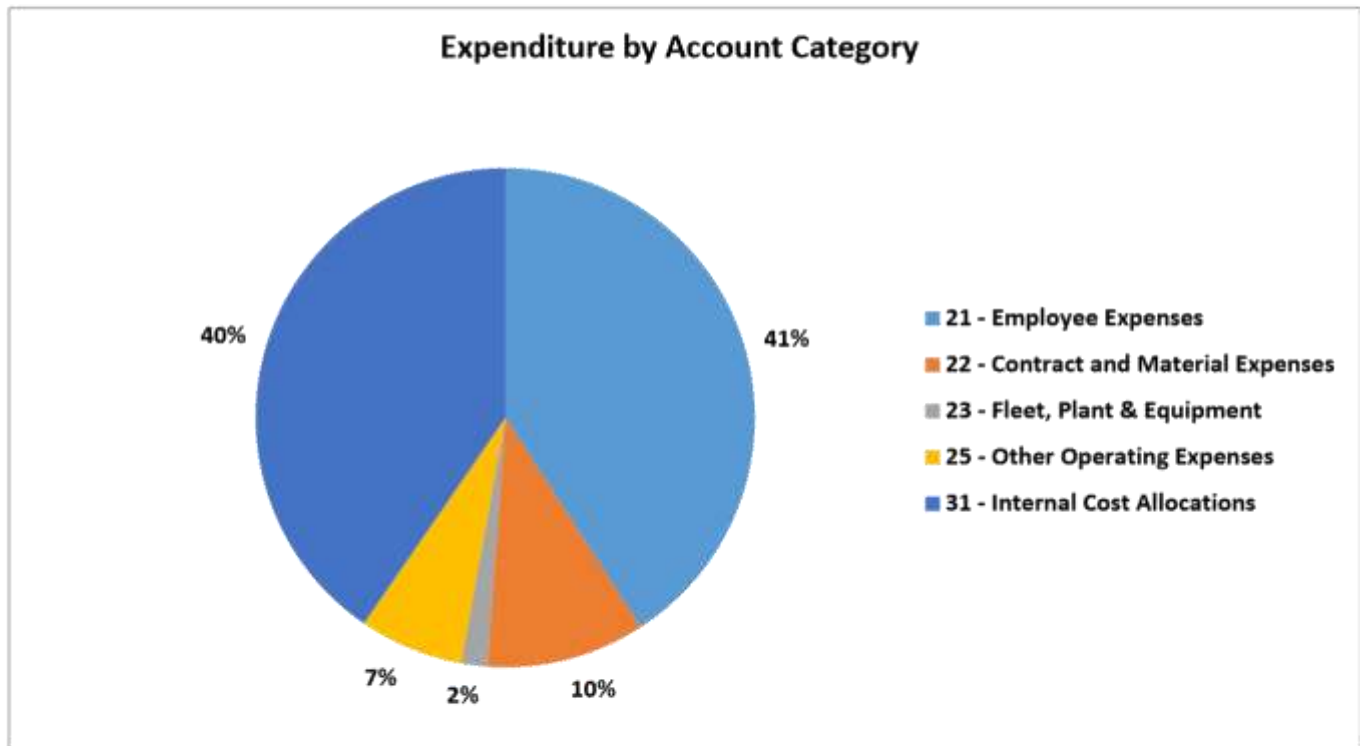
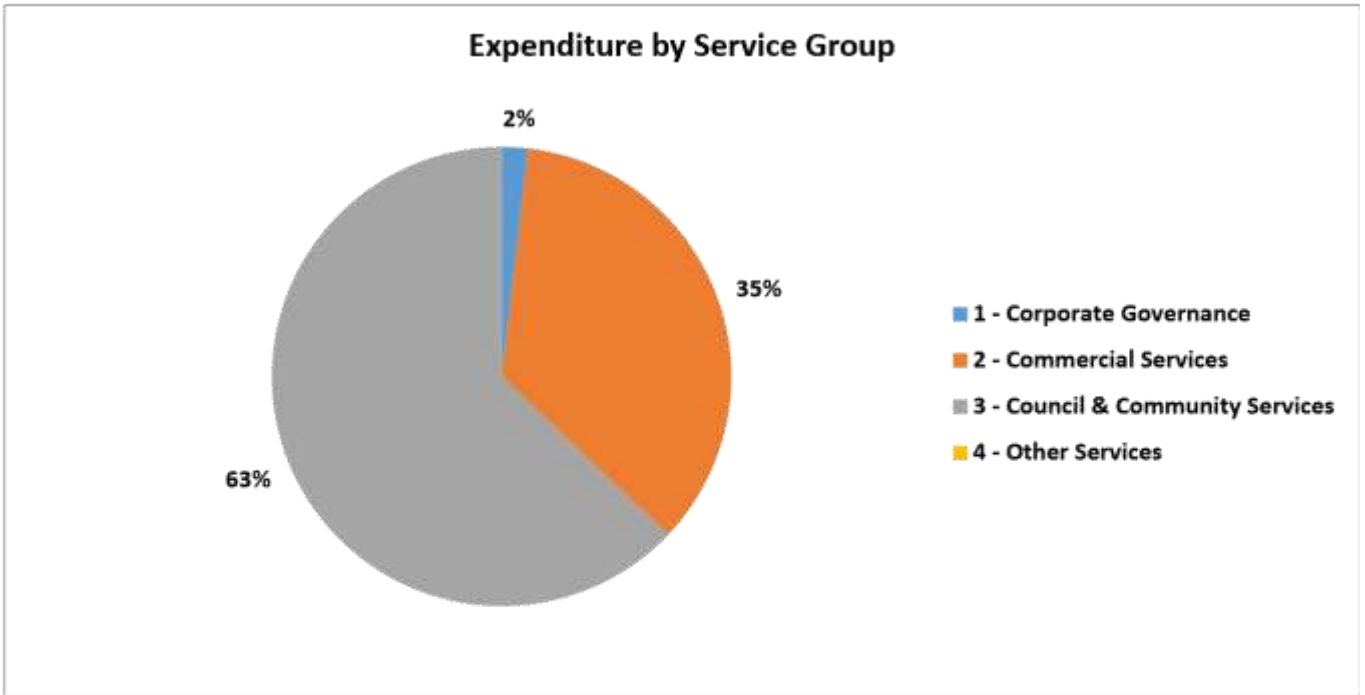
21 - Employee Expenses	495,815	670,453	174,638	1,149,348
22 - Contract and Material Expenses	124,777	732,140	607,363	1,255,097
23 - Fleet, Plant & Equipment	20,620	33,513	12,893	57,450
25 - Other Operating Expenses	81,739	108,085	26,346	185,289
31 - Internal Cost Allocations	490,497	565,504	75,007	969,435
Total Expenditure	1,213,448	2,109,695	896,247	3,616,620

Expenditure by Activity

110 - Assets Management - Fixed Assets	0	7,037	7,037	12,063
111 - Council Services General	164,123	174,919	10,796	299,861
131 - Council and Elected Members	725	583	-142	1,000
132 - Local Authority	7,812	16,858	9,046	28,900
138 - Local Authority Project	0	90,442	90,442	155,043
160 - Municipal Services	154,762	173,967	19,205	298,229
161 - Waste management	32,834	35,746	2,912	61,279
162 - Cemeteries Management	964	2,917	1,952	5,000
169 - Civic Events	0	1,167	1,167	2,000
171 - Naidoc Week	0	175	175	300
200 - Local roads maintenance	130	475,417	475,287	815,000
201 - Street lighting	7,864	7,117	-747	12,200
202 - Staff Housing	3,919	4,091	172	7,012
220 - Territory Housing Repairs and Maintenance	24,857	34,415	9,557	58,997
221 - Territory Housing Tenancy Management Cor	36,314	38,676	2,362	66,302
241 - Airstrip maintenance Contracts	7,269	7,000	-269	12,000
244 - Power Water contract	105,318	154,581	49,264	264,997
245 - Visitor Accommodation and External Facility	9,858	3,740	-6,118	6,412
246 - Commercial Australia Post	2,030	2,033	3	3,486
314 - Service Fee - CDP	240,983	346,522	105,539	594,038
318 - Outcome Payments - CDP	11,250	78,750	67,500	135,000
341 - Commonwealth Aged Care Package	5,569	2,479	-3,090	4,250
342 - Indigenous Aged Care Employment	47,192	66,951	19,759	114,773
344 - Commonwealth Home Support Program	21,526	17,865	-3,661	30,627
346 - Indigenous Broadcasting	16,825	23,919	7,094	41,004
349 - School Nutrition Program	101,042	93,917	-7,126	161,000

350 - Centrelink	45,040	46,772	1,732	80,180
355 - National Disability Insurance Scheme	980	3,185	2,205	5,460
381 - Animal Control	764	1,167	403	2,000
401 - Night Patrol	103,574	112,880	9,306	193,508
404 - Indigenous Sports and Rec Program	57,200	66,440	9,241	113,898
407 - Remote Sports and Recreation	1,103	0	-1,103	0
414 - Drug and Volatile Substances	0	817	817	1,400
416 - Youth Vibe Grant	0	992	992	1,700
429 - AOD - Weemol BBQ Area Funding	0	15,167	15,167	26,000
474 - CBF - Bulman Youth Rec	1,621	992	-629	1,700
Total Expenditure	1,213,448	2,109,695	896,247	3,616,620
Capital Expenditure				
5321 - Capital Purchase/Construct Buildings	0	128,333	128,333	220,000
5331 - Capital Construct Infrastructure	120,358	110,877	-9,481	190,074
5371 - Capital Purchase Vehicles	0	100,031	100,031	171,482
Total Capital Expenditure	120,358	339,241	218,883	581,556

Bulman (Gulin Gulin)



Roper Gulf Regional Council



Income & Expenditure Report as at

31-January-2019

Eva Valley (Manyallaluk)

Expenditure by Service

	19GLACT Year to Date Actual (\$)	19GLBUD1 Year to Date Budget (\$)	Variance (\$)	19GLBUD1 Annual Budget (\$)
1 - Corporate Governance	22,819	80,588	57,769	138,151
2 - Commercial Services	218,217	246,915	28,697	423,282
3 - Council & Community Services	574,486	676,757	102,271	1,160,155
Total Expenditure	815,523	1,004,260	188,737	1,721,588

Expenditure by Account Category

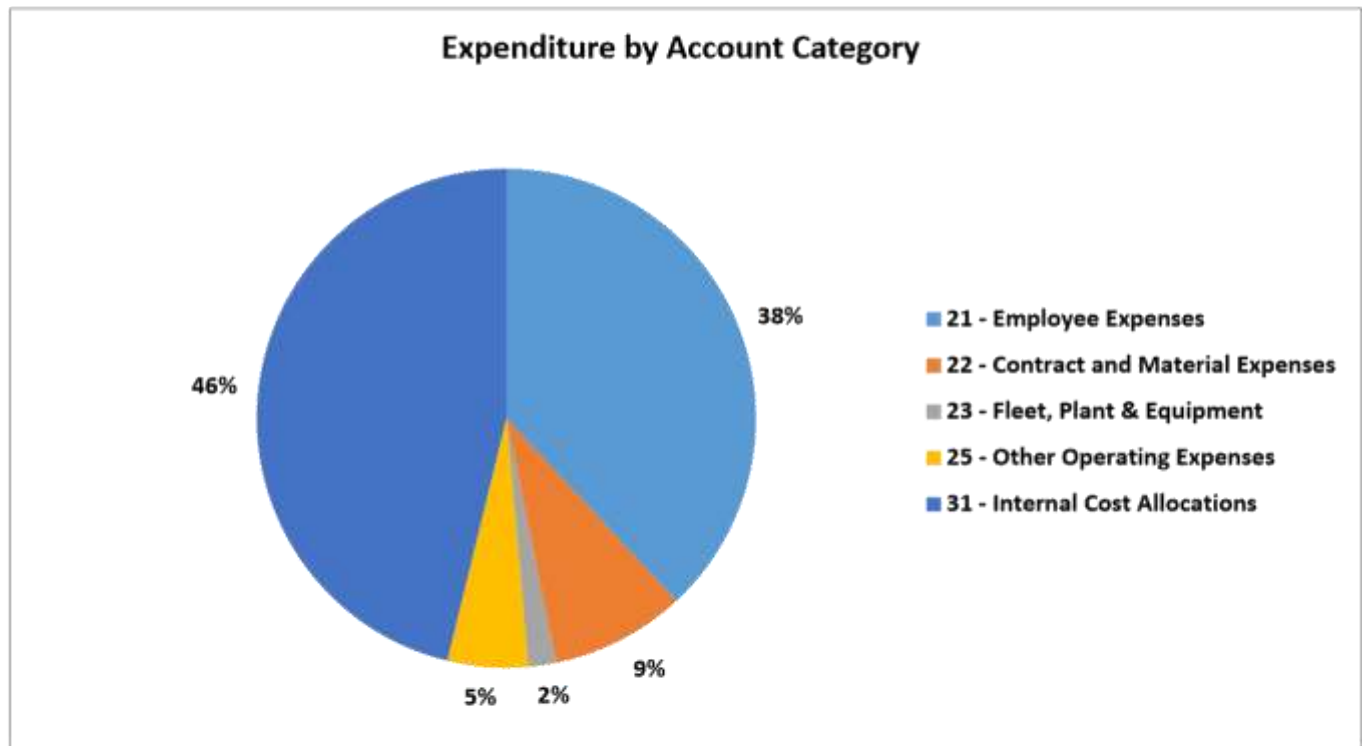
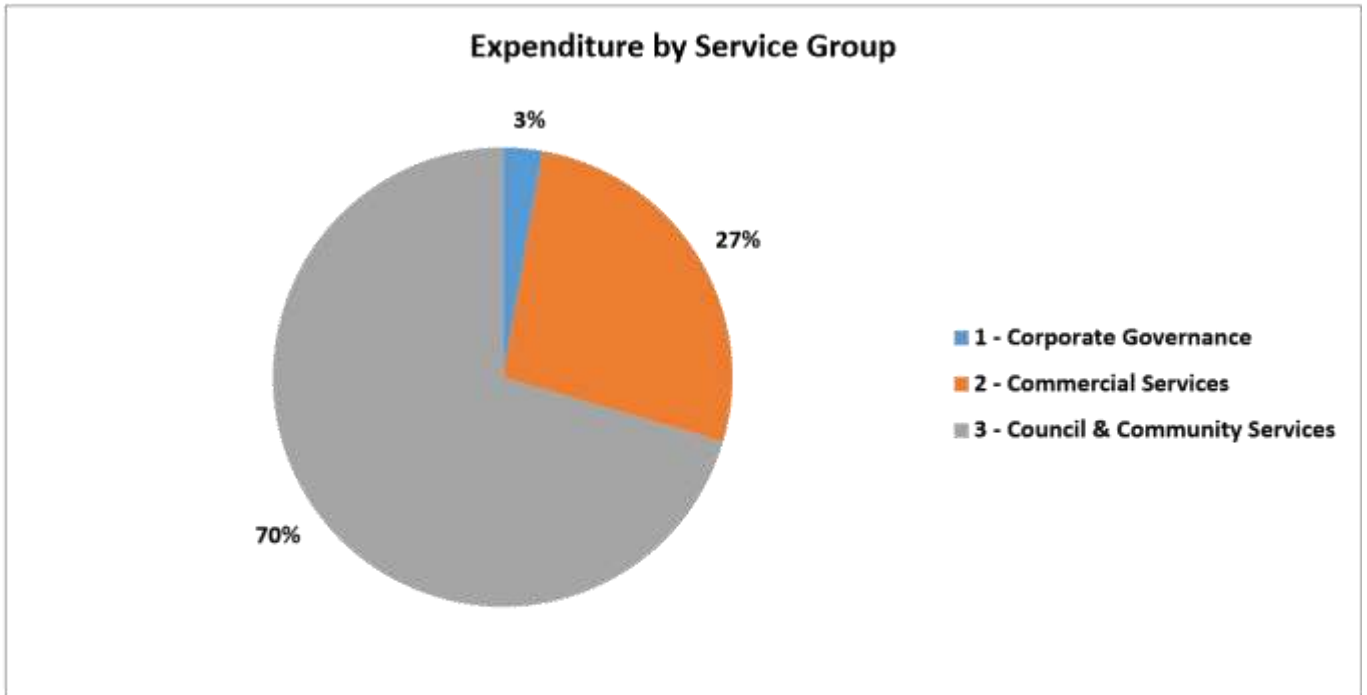
21 - Employee Expenses	310,502	398,616	88,113	683,341
22 - Contract and Material Expenses	71,315	139,643	68,329	239,388
23 - Fleet, Plant & Equipment	14,591	24,112	9,520	41,334
25 - Other Operating Expenses	42,318	60,215	17,896	103,225
31 - Internal Cost Allocations	376,796	381,675	4,879	654,299
Total Expenditure	815,523	1,004,260	188,737	1,721,588

Expenditure by Activity

110 - Assets Management - Fixed Assets	0	17,414	17,414	29,852
111 - Council Services General	95,094	113,811	18,716	195,104
115 - Asset Management - Mobile Fleet & Equipment	0	583	583	1,000
132 - Local Authority	686	4,258	3,573	7,300
133 - Local Elections	50	58	8	100
138 - Local Authority Project	1,100	29,387	28,287	50,378
160 - Municipal Services	141,329	141,430	101	242,451
161 - Waste management	24,972	32,106	7,134	55,039
162 - Cemeteries Management	964	2,917	1,952	5,000
164 - Local Emergency Management	1,261	1,011	-250	1,733
169 - Civic Events	0	1,167	1,167	2,000
171 - Naidoc Week	0	175	175	300
200 - Local roads maintenance	8,600	6,125	-2,475	10,500
201 - Street lighting	376	4,083	3,707	7,000
202 - Staff Housing	7,158	11,119	3,961	19,062
241 - Airstrip maintenance Contracts	1,766	1,867	101	3,200
244 - Power Water contract	55,338	56,984	1,646	97,686
245 - Visitor Accommodation and External Facility	13,826	17,767	3,942	30,459
246 - Commercial Australia Post	4,626	4,645	19	7,962
314 - Service Fee - CDP	148,988	163,003	14,015	279,433
318 - Outcome Payments - CDP	7,500	20,417	12,917	35,000
341 - Commonwealth Aged Care Package	6,935	21,949	15,014	37,627
342 - Indigenous Aged Care Employment	4,160	0	-4,160	0
344 - Commonwealth Home Support Program	9,956	6,765	-3,191	11,597
347 - Creche	120,661	158,490	37,829	271,697
349 - School Nutrition Program	61,401	61,411	10	105,276
350 - Centrelink	0	146	146	250

353 - Budget Based Funding	15,568	10,212	-5,356	17,506
355 - National Disability Insurance Scheme	37	0	-37	0
401 - Night Patrol	78,923	97,273	18,351	166,754
404 - Indigenous Sports and Rec Program	2,480	9,195	6,715	15,762
407 - Remote Sports and Recreation	143	0	-143	0
409 - Sport and Rec Facilities	0	5,225	5,225	8,958
414 - Drug and Volatile Substances	0	817	817	1,400
416 - Youth Vibe Grant	0	992	992	1,700
423 - SPG - Diversion Evenings	1,626	1,458	-167	2,500
Total Expenditure	815,523	1,004,260	188,737	1,721,588
Capital Expenditure				
5321 - Capital Purchase/Construct Buildings	0	70,000	70,000	120,000
5341 - Capital Purchases Plant & Equipment	2,790	84,298	81,508	144,510
Total Capital Expenditure	2,790	154,298	151,508	264,510

Eva Valley (Manyallaluk)





Roper Gulf Regional Council

Income & Expenditure Report as at

31-January-2019

Jilkminggan (Duck Creek)

19GLACT Year to Date Actual (\$)	19GLBUD1 Year to Date Budget (\$)	Variance (\$)	19GLBUD1 Annual Budget (\$)
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Expenditure by Service

1 - Corporate Governance	16,647	83,672	67,025	143,437
2 - Commercial Services	303,105	477,079	173,974	817,850
3 - Council & Community Services	847,551	967,508	119,957	1,658,586
Total Expenditure	1,167,303	1,528,259	360,956	2,619,873

Expenditure by Account Category

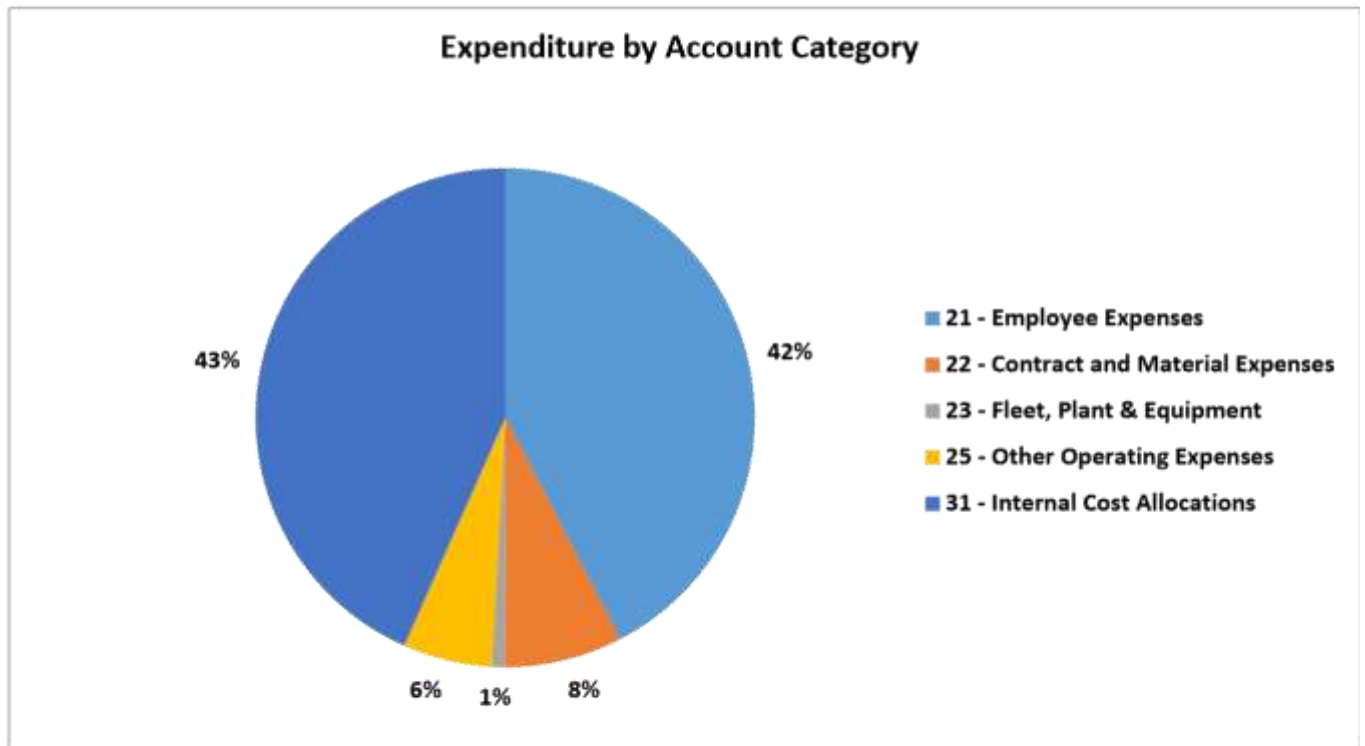
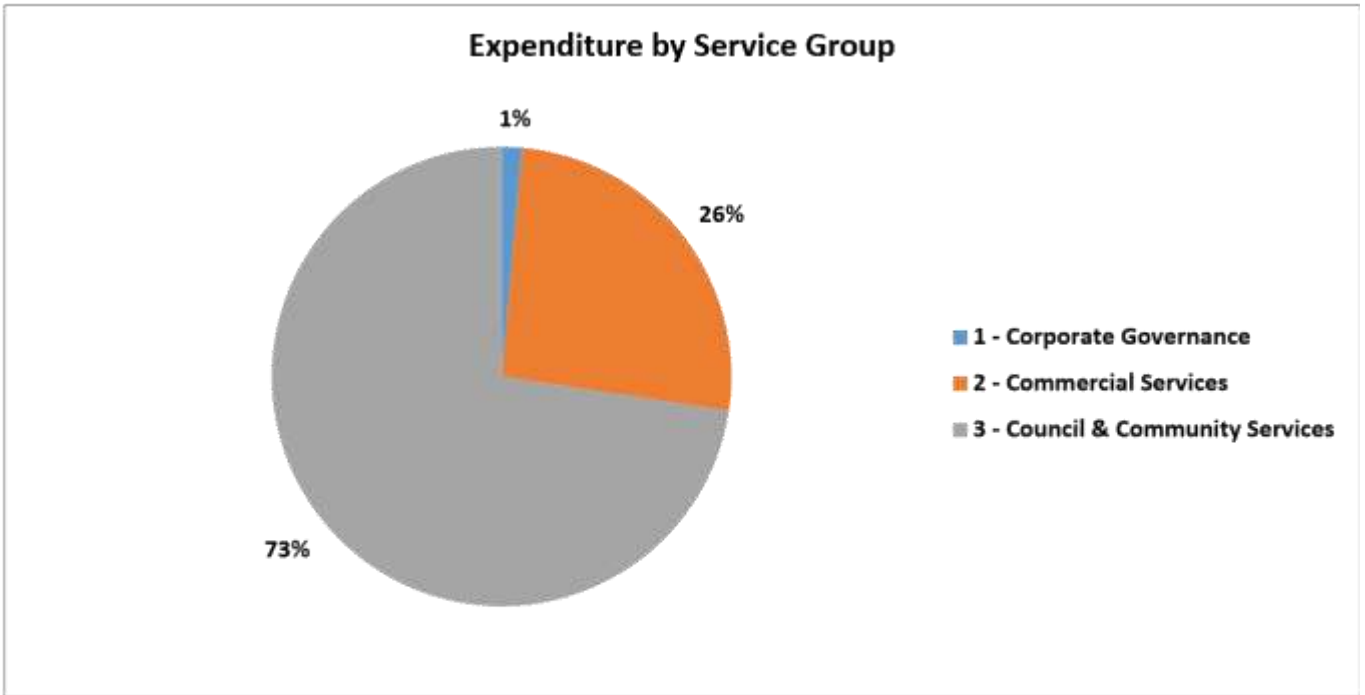
21 - Employee Expenses	494,590	568,659	74,070	974,845
22 - Contract and Material Expenses	89,426	197,887	108,460	339,234
23 - Fleet, Plant & Equipment	9,799	44,247	34,448	75,851
25 - Other Operating Expenses	67,437	66,056	-1,381	113,238
31 - Internal Cost Allocations	506,052	651,411	145,359	1,116,705
Total Expenditure	1,167,303	1,528,259	360,956	2,619,873

Expenditure by Activity

110 - Assets Management - Fixed Assets	1,065	1,167	102	2,000
111 - Council Services General	169,703	139,500	-30,202	239,144
131 - Council and Elected Members	200	0	-200	0
132 - Local Authority	468	3,817	3,350	6,544
138 - Local Authority Project	2,547	75,177	72,630	128,876
160 - Municipal Services	151,918	163,948	12,030	281,054
161 - Waste management	11,802	59,674	47,872	102,299
162 - Cemeteries Management	964	0	-964	0
164 - Local Emergency Management	351	1,214	863	2,081
169 - Civic Events	900	1,167	267	2,000
171 - Naidoc Week	0	175	175	300
200 - Local roads maintenance	2,502	9,042	6,539	15,500
201 - Street lighting	11,282	4,375	-6,907	7,500
202 - Staff Housing	418	3,510	3,092	6,017
221 - Territory Housing Tenancy Management Cor	19,442	26,641	7,199	45,670
244 - Power Water contract	38,071	50,484	12,413	86,545
245 - Visitor Accommodation and External Facility	11,948	0	-11,948	0
246 - Commercial Australia Post	4,170	4,187	16	7,177
314 - Service Fee - CDP	225,591	314,101	88,510	538,458
317 - Youth Engagement Strategy	831	0	-831	0
318 - Outcome Payments - CDP	15,000	81,667	66,667	140,000
341 - Commonwealth Aged Care Package	13,122	15,827	2,705	27,132
344 - Commonwealth Home Support Program	3,410	8,375	4,965	14,357
347 - Creche	235,119	277,597	42,478	475,881
350 - Centrelink	12,582	26,550	13,968	45,514
353 - Budget Based Funding	4,414	2,576	-1,839	4,416
401 - Night Patrol	117,438	138,601	21,162	237,601

403 - Outside School Hours Care	94,198	92,463	-1,734	158,509
404 - Indigenous Sports and Rec Program	11,568	13,485	1,917	23,118
407 - Remote Sports and Recreation	1,355	0	-1,355	0
409 - Sport and Rec Facilities	1,818	0	-1,818	0
414 - Drug and Volatile Substances	0	7,525	7,525	12,900
416 - Youth Vibe Grant	0	992	992	1,700
421 - SPG - Fit For Life	1,036	2,964	1,928	5,082
423 - SPG - Diversion Evenings	2,069	1,458	-610	2,500
Total Expenditure	1,167,303	1,528,259	360,956	2,619,873
Capital Expenditure				
5341 - Capital Purchases Plant & Equipment	2,790	129,261	126,471	221,590
Total Capital Expenditure	2,790	129,261	126,471	221,590

Jilkmिंगgan (Duck Creek)



Roper Gulf Regional Council



Income & Expenditure Report as at

31-January-2019

Mataranka

Expenditure by Service

	19GLACT Year to Date Actual (\$)	19GLBUD1 Year to Date Budget (\$)	Variance (\$)	19GLBUD1 Annual Budget (\$)
1 - Corporate Governance	24,407	59,458	35,051	101,928
2 - Commercial Services	241,924	366,787	124,863	628,778
3 - Council & Community Services	1,131,681	1,160,100	28,419	1,988,744
4 - Other Services	19,533	65,919	46,386	113,004
Total Expenditure	1,417,546	1,652,264	234,718	2,832,453

Expenditure by Account Category

21 - Employee Expenses	632,327	731,026	98,699	1,253,188
22 - Contract and Material Expenses	255,868	308,916	53,047	529,570
23 - Fleet, Plant & Equipment	31,941	58,917	26,976	101,000
25 - Other Operating Expenses	84,427	70,224	-14,203	120,384
27 - Finance Expenses	40	117	77	200
31 - Internal Cost Allocations	412,942	483,064	70,122	828,111
Total Expenditure	1,417,546	1,652,264	234,718	2,832,453

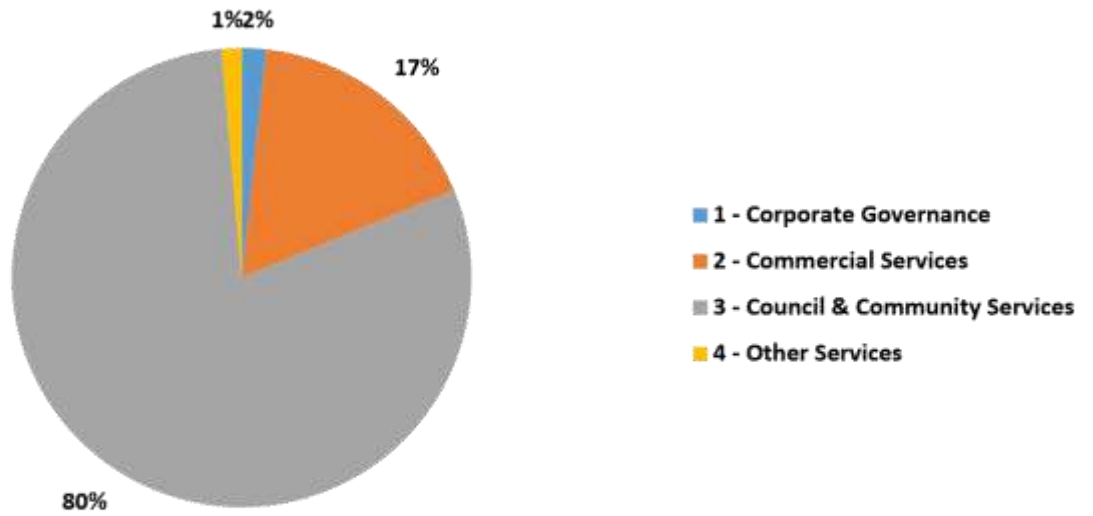
Expenditure by Activity

111 - Council Services General	301,918	278,425	-23,493	477,300
131 - Council and Elected Members	0	5,518	5,518	9,460
132 - Local Authority	2,197	4,403	2,206	7,548
134 - Community Grants	3,000	0	-3,000	0
138 - Local Authority Project	6,327	49,544	43,216	84,932
160 - Municipal Services	427,719	439,446	11,727	753,337
161 - Waste management	52,384	16,441	-35,943	28,185
162 - Cemeteries Management	2,131	7,000	4,869	12,000
164 - Local Emergency Management	733	1,090	358	1,869
165 - Recycling Station	2,162	6,271	4,109	10,750
166 - Rural Transaction Centre	14,425	14,817	392	25,400
169 - Civic Events	0	5,833	5,833	10,000
170 - Australia Day	156	0	-156	0
171 - Naidoc Week	0	175	175	300
200 - Local roads maintenance	0	9,042	9,042	15,500
201 - Street lighting	1,654	3,792	2,137	6,500
202 - Staff Housing	12,883	-11,606	-24,489	-19,896
220 - Territory Housing Repairs and Maintenance	0	292	292	500
241 - Airstrip maintenance Contracts	873	1,050	177	1,800
242 - Litter Collection and Slashing External Contr	20,937	21,000	63	36,000
245 - Visitor Accommodation and External Facility	0	11,599	11,599	19,884
246 - Commercial Australia Post	4,334	4,349	15	7,456
314 - Service Fee - CDP	212,030	278,846	66,816	478,022
318 - Outcome Payments - CDP	3,750	61,250	57,500	105,000
341 - Commonwealth Aged Care Package	25,758	97,222	71,464	166,666

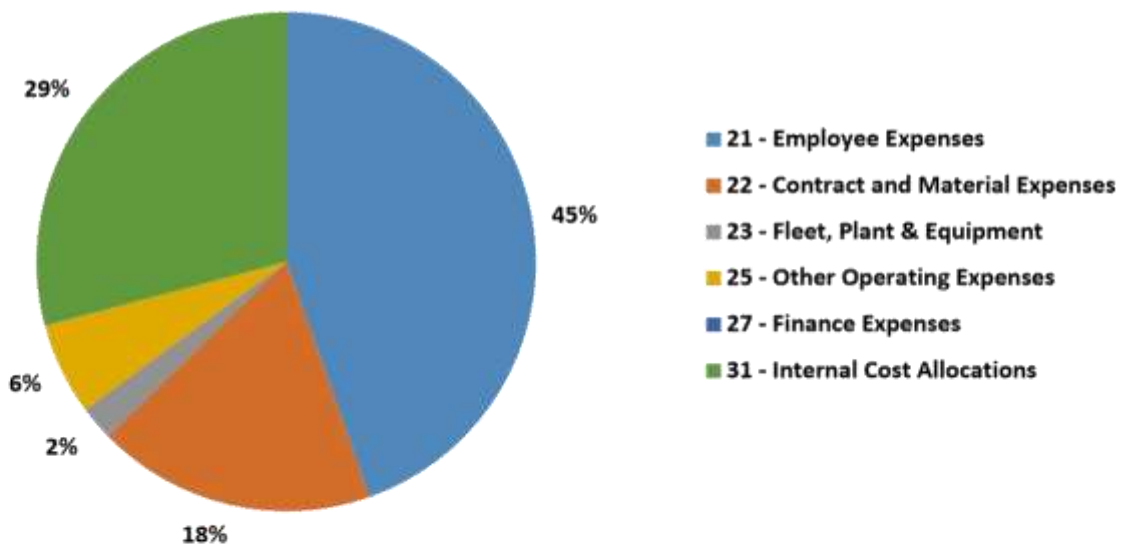
342 - Indigenous Aged Care Employment	16,457	14,448	-2,009	24,768
344 - Commonwealth Home Support Program	79,352	46,787	-32,565	80,206
348 - Library	25,353	22,032	-3,322	37,769
350 - Centrelink	25,037	27,305	2,268	46,808
355 - National Disability Insurance Scheme	4	0	-4	0
356 - NDIS – Information, Linkages and Capacity E	0	933	933	1,600
381 - Animal Control	1,252	613	-639	1,050
401 - Night Patrol	137,040	137,029	-11	234,907
404 - Indigenous Sports and Rec Program	2,472	11,232	8,761	19,256
405 - Sports & Rec - AFL Mens Competition 2018	1,760	1,021	-739	1,750
407 - Remote Sports and Recreation	100	0	-100	0
414 - Drug and Volatile Substances	0	3,514	3,514	6,025
416 - Youth Vibe Grant	0	992	992	1,700
432 - Mataranka Show Ground Upgrade - Capex 2	13,814	14,640	826	25,098
466 - SPG - Mataranka Public Library Upgrade	6,530	58,333	51,804	100,000
488 - NTEPA Environment Grant	13,003	7,585	-5,418	13,004
Total Expenditure	1,417,546	1,652,264	234,718	2,832,453
Capital Expenditure				
5321 - Capital Purchase/Construct Buildings	63,636	121,917	58,280	209,000
5331 - Capital Construct Infrastructure	9,430	72,916	63,486	125,000
5341 - Capital Purchases Plant & Equipment	32,790	294,297	261,507	504,510
5371 - Capital Purchase Vehicles	0	146,795	146,795	251,648
Total Capital Expenditure	105,856	635,925	530,069	1,090,158

Mataranka

Expenditure by Service Group



Expenditure by Account Category



Roper Gulf Regional Council



Income & Expenditure Report as at

31-January-2019

Minyerri

Expenditure by Service

	19GLACT Year to Date Actual (\$)	19GLBUD1 Year to Date Budget (\$)	Variance (\$)	19GLBUD1 Annual Budget (\$)
1 - Corporate Governance	92,406	334,100	241,694	572,742
2 - Commercial Services	1,015,550	1,016,486	936	1,742,547
3 - Council & Community Services	105,961	115,675	9,714	198,300
Total Expenditure	1,213,916	1,466,260	252,344	2,513,589

Expenditure by Account Category

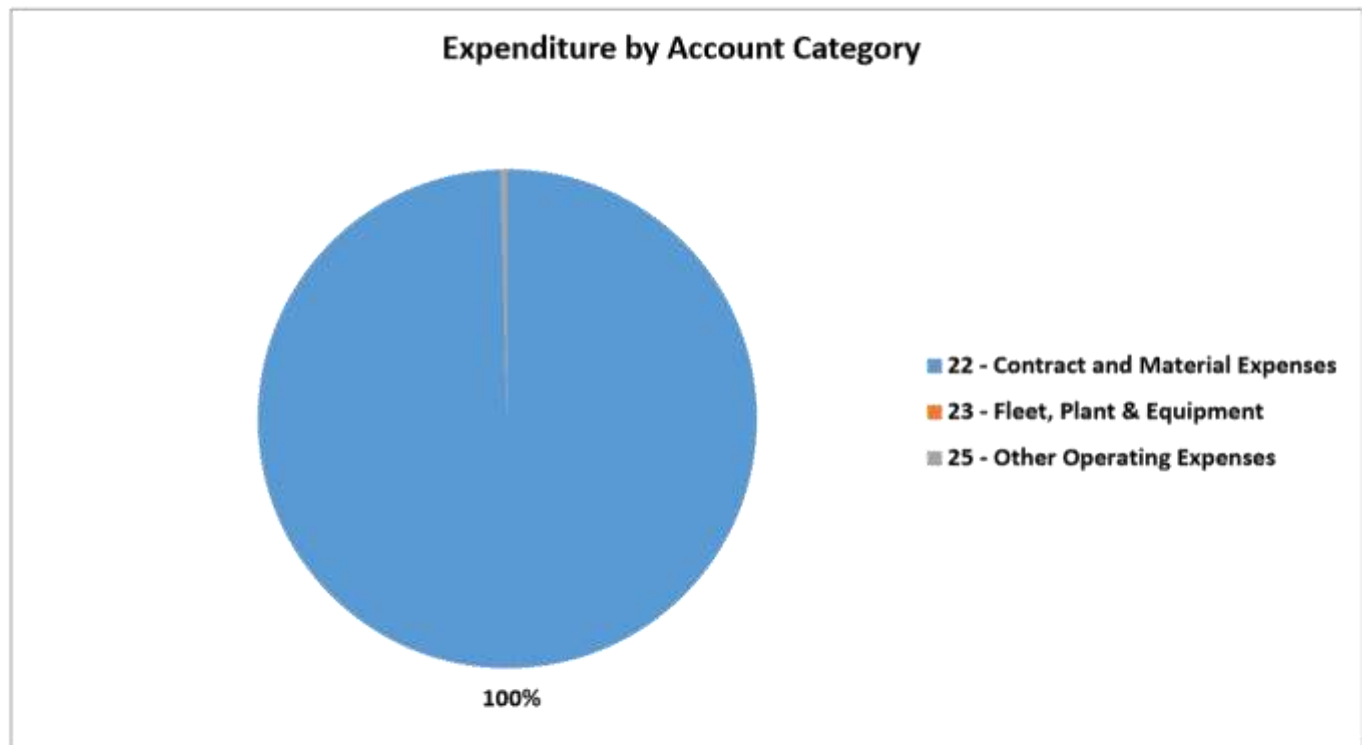
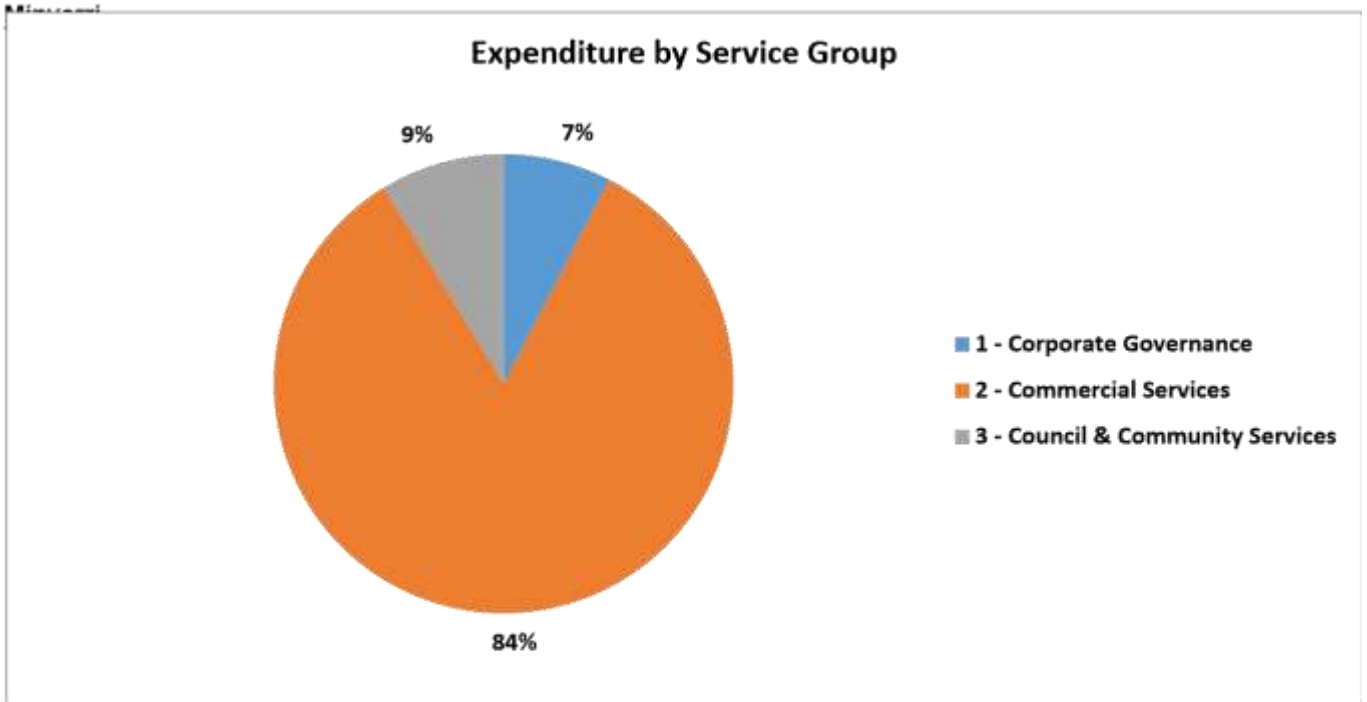
22 - Contract and Material Expenses	1,208,806	1,461,223	252,417	2,504,954
23 - Fleet, Plant & Equipment	192	0	-192	0
25 - Other Operating Expenses	4,918	5,037	119	8,635
Total Expenditure	1,213,916	1,466,260	252,344	2,513,589

Expenditure by Activity

106 - General Council Operations	91,412	213,295	121,883	365,648
131 - Council and Elected Members	99	0	-99	0
132 - Local Authority	895	3,376	2,481	5,788
138 - Local Authority Project	0	117,429	117,429	201,306
221 - Territory Housing Tenancy Management Cor	1,440	1,486	45	2,547
314 - Service Fee - CDP	1,014,109	1,015,000	891	1,740,000
355 - National Disability Insurance Scheme	5	0	-5	0
401 - Night Patrol	105,955	115,675	9,720	198,300
Total Expenditure	1,213,916	1,466,260	252,344	2,513,589

Capital Expenditure

Total Capital Expenditure	0	0	0	0
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Roper Gulf Regional Council



Income & Expenditure Report as at

31-January-2019

Ngukurr

Expenditure by Service

	19GLACT Year to Date Actual (\$)	19GLBUD1 Year to Date Budget (\$)	Variance (\$)	19GLBUD1 Annual Budget (\$)
1 - Corporate Governance	152,695	667,301	514,606	1,143,945
2 - Commercial Services	1,255,389	1,570,417	315,028	2,692,143
3 - Council & Community Services	1,952,036	2,178,138	226,102	3,733,951
4 - Other Services	20,817	2,737	-18,081	4,691
Total Expenditure	3,380,937	4,418,593	1,037,655	7,574,731

Expenditure by Account Category

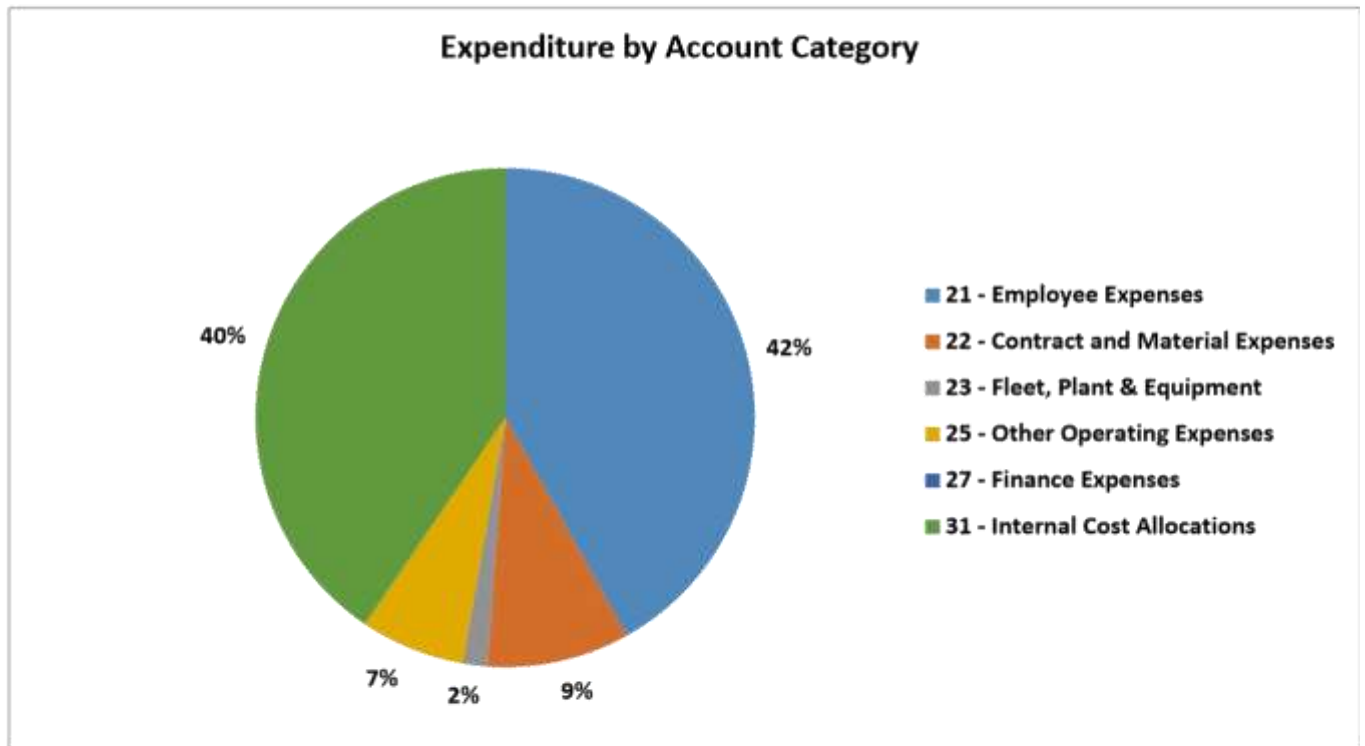
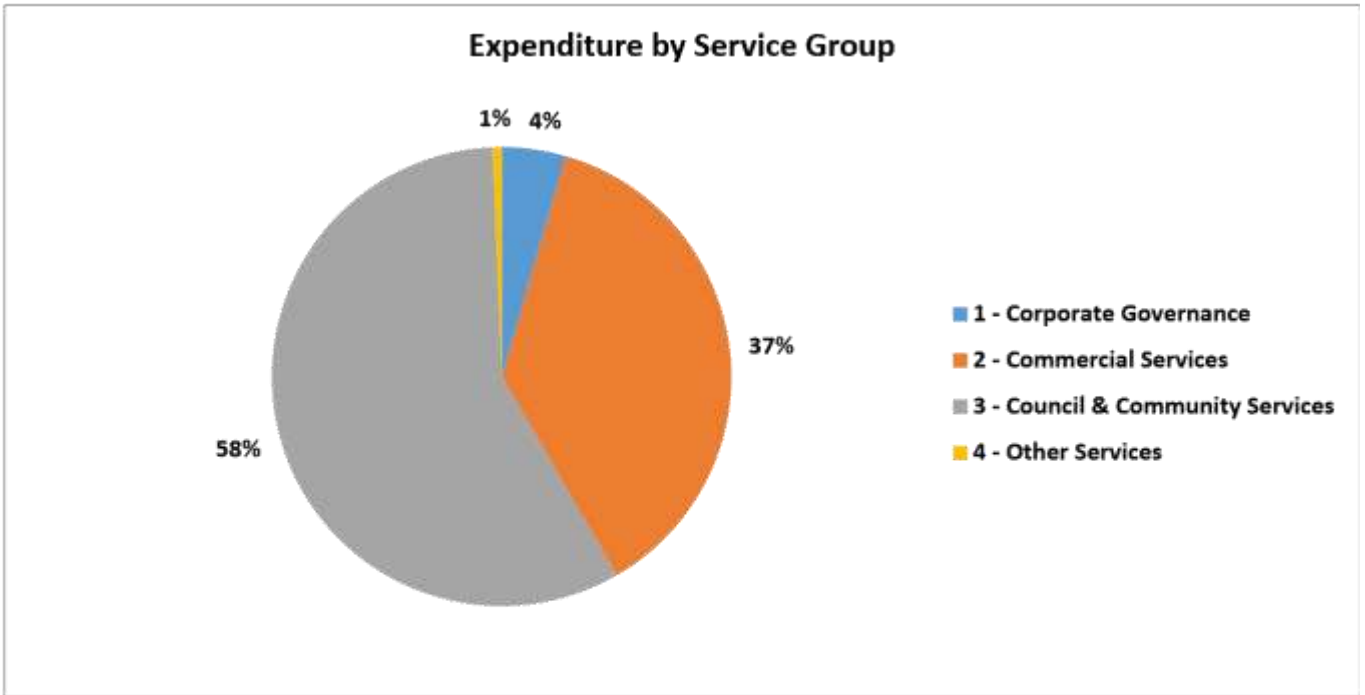
21 - Employee Expenses	1,417,059	1,499,578	82,519	2,570,705
22 - Contract and Material Expenses	312,340	1,048,743	736,404	1,797,846
23 - Fleet, Plant & Equipment	53,970	92,197	38,228	158,052
25 - Other Operating Expenses	228,614	268,001	39,387	459,431
27 - Finance Expenses	0	117	117	200
31 - Internal Cost Allocations	1,368,955	1,509,956	141,001	2,588,496
Total Expenditure	3,380,937	4,418,593	1,037,655	7,574,731

Expenditure by Activity

110 - Assets Management - Fixed Assets	0	52,176	52,176	89,444
111 - Council Services General	352,193	380,426	28,233	652,158
131 - Council and Elected Members	0	5,950	5,950	10,200
132 - Local Authority	214	16,709	16,495	28,644
138 - Local Authority Project	0	389,232	389,232	667,255
160 - Municipal Services	337,867	345,423	7,556	592,153
161 - Waste management	120,540	194,007	73,468	332,583
162 - Cemeteries Management	1,929	5,833	3,905	10,000
164 - Local Emergency Management	3,792	2,205	-1,587	3,780
169 - Civic Events	0	4,667	4,667	8,000
171 - Naidoc Week	0	292	292	500
200 - Local roads maintenance	8,100	13,319	5,219	22,832
201 - Street lighting	1,800	7,000	5,200	12,000
202 - Staff Housing	54,332	64,610	10,278	110,760
220 - Territory Housing Repairs and Maintenance	97,812	109,016	11,204	186,884
221 - Territory Housing Tenancy Management Cor	65,635	68,545	2,910	117,505
241 - Airstrip maintenance Contracts	59,807	63,000	3,193	108,000
245 - Visitor Accommodation and External Facility	98,149	138,624	40,475	237,642
246 - Commercial Australia Post	4,518	4,535	17	7,773
313 - CDP Central Administration	719	0	-719	0
314 - Service Fee - CDP	1,009,728	1,132,822	123,093	1,941,980
318 - Outcome Payments - CDP	7,500	192,500	185,000	330,000
323 - Outstations municipal services	9,670	0	-9,670	0
340 - Community Services admin	994	1,458	464	2,500
341 - Commonwealth Aged Care Package	65,547	122,080	56,533	209,280

342 - Indigenous Aged Care Employment	115,329	99,909	-15,420	171,273
344 - Commonwealth Home Support Program	74,592	76,658	2,066	131,414
346 - Indigenous Broadcasting	21,419	29,277	7,858	50,189
348 - Library	3,975	11,217	7,242	19,229
350 - Centrelink	89,825	94,560	4,736	162,104
355 - National Disability Insurance Scheme	30,926	36,181	5,254	62,024
356 - NDIS – Information, Linkages and Capacity E	6,663	933	-5,730	1,600
381 - Animal Control	1,185	2,013	827	3,450
401 - Night Patrol	237,953	225,561	-12,393	386,675
403 - Outside School Hours Care	11,443	976	-10,468	1,672
404 - Indigenous Sports and Rec Program	62,666	38,761	-23,905	66,447
405 - Sports & Rec - AFL Mens Competition 2018	1,500	875	-625	1,500
407 - Remote Sports and Recreation	6,365	312	-6,053	535
409 - Sport and Rec Facilities	51,347	56,522	5,174	96,894
414 - Drug and Volatile Substances	180	817	636	1,400
415 - Indigenous Youth Reconnect	118,034	102,584	-15,450	175,859
416 - Youth Vibe Grant	0	992	992	1,700
423 - SPG - Diversion Evenings	8,893	4,813	-4,081	8,250
461 - Sporting Equipment - Ngukurr	0	53	53	91
462 - 2014-19 Roads to Recovery	159	0	-159	0
469 - SPG - Remote Australia Strategy	651	370	-281	634
470 - SPG Ngukurr Pool	12,007	0	-12,007	0
478 - CBF - Ngukurr Playground Upgrade	8,030	2,683	-5,347	4,600
485 - Ngukurr and Numbulwar Fright Hub	66,540	133,208	66,669	228,357
487 - Improving Strategic Local Roads Infrastructu	780	0	-780	0
550 - Swimming Pool	149,631	184,892	35,261	316,958
Total Expenditure	3,380,937	4,418,593	1,037,655	7,574,731
Capital Expenditure				
5321 - Capital Purchase/Construct Buildings	56,765	317,917	261,152	545,000
5331 - Capital Construct Infrastructure	346,604	668,555	321,951	1,146,094
5341 - Capital Purchases Plant & Equipment	0	283,559	283,559	486,101
5371 - Capital Purchase Vehicles	0	103,616	103,616	177,627
Total Capital Expenditure	403,369	1,373,646	970,277	2,354,822

Ngukurr





Roper Gulf Regional Council

Income & Expenditure Report as at

31-January-2019

Numbulwar

19GLACT Year to Date Actual (\$)	19GLBUD1 Year to Date Budget (\$)	Variance (\$)	19GLBUD1 Annual Budget (\$)
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Expenditure by Service

1 - Corporate Governance	363,384	641,259	277,874	1,099,301
2 - Commercial Services	1,080,468	1,466,094	385,627	2,513,304
3 - Council & Community Services	1,099,376	2,504,898	1,405,522	4,294,111
4 - Other Services	0	1,011	1,011	1,734
Total Expenditure	2,543,228	4,613,262	2,070,034	7,908,450

Expenditure by Account Category

21 - Employee Expenses	988,732	1,318,570	329,839	2,260,406
22 - Contract and Material Expenses	381,712	1,876,455	1,494,743	3,216,779
23 - Fleet, Plant & Equipment	59,230	92,925	33,694	159,300
25 - Other Operating Expenses	109,727	163,331	53,603	279,995
31 - Internal Cost Allocations	1,003,826	1,161,982	158,156	1,991,969
Total Expenditure	2,543,228	4,613,262	2,070,034	7,908,450

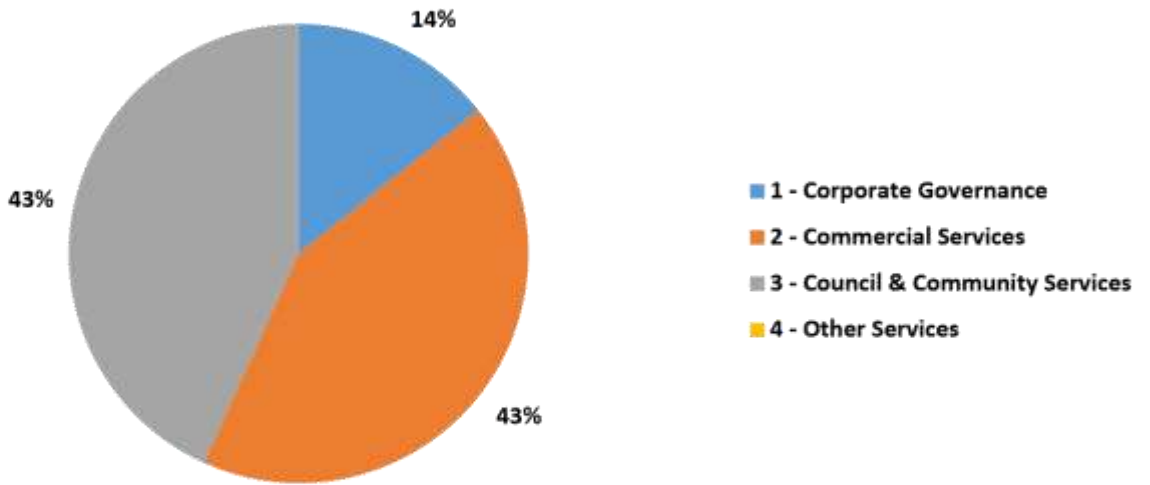
Expenditure by Activity

110 - Assets Management - Fixed Assets	0	32,794	32,794	56,218
111 - Council Services General	221,300	228,553	7,253	391,805
113 - Project Management	6,728	1,458	-5,270	2,500
131 - Council and Elected Members	1,682	0	-1,682	0
132 - Local Authority	3,534	17,817	14,283	30,544
138 - Local Authority Project	387	204,345	203,958	350,305
160 - Municipal Services	243,929	239,625	-4,304	410,787
161 - Waste management	66,076	81,461	15,385	139,647
162 - Cemeteries Management	964	5,833	4,869	10,000
164 - Local Emergency Management	1,150	1,409	258	2,415
169 - Civic Events	0	4,667	4,667	8,000
171 - Naidoc Week	0	292	292	500
172 - Numbulwar Fuel	225,229	245,000	19,771	420,000
200 - Local roads maintenance	0	1,059,333	1,059,333	1,816,000
201 - Street lighting	8,735	11,113	2,378	19,050
202 - Staff Housing	14,077	31,995	17,918	54,848
220 - Territory Housing Repairs and Maintenance	54,495	64,846	10,350	111,164
221 - Territory Housing Tenancy Management Cor	27,583	37,590	10,008	64,441
241 - Airstrip maintenance Contracts	84,339	87,500	3,161	150,000
245 - Visitor Accommodation and External Facility	111,747	107,850	-3,897	184,886
246 - Commercial Australia Post	4,282	4,298	16	7,368
275 - Mechanical Workshop	89,364	102,523	13,159	175,754
314 - Service Fee - CDP	812,904	1,055,588	242,683	1,809,579
318 - Outcome Payments - CDP	7,500	113,750	106,250	195,000
341 - Commonwealth Aged Care Package	49,990	71,300	21,311	122,229
342 - Indigenous Aged Care Employment	72,926	107,956	35,030	185,067

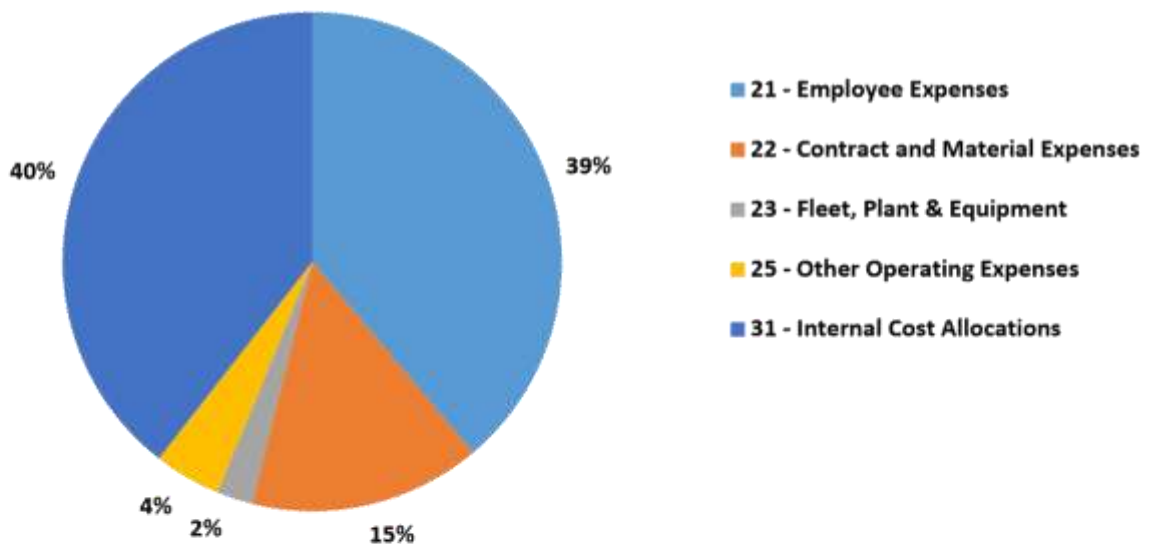
344 - Commonwealth Home Support Program	78,696	84,043	5,347	144,073
346 - Indigenous Broadcasting	10,231	21,652	11,421	37,118
350 - Centrelink	57,923	61,484	3,561	105,401
355 - National Disability Insurance Scheme	1,298	0	-1,298	0
356 - NDIS – Information, Linkages and Capacity E	0	933	933	1,600
381 - Animal Control	2,573	1,517	-1,056	2,600
401 - Night Patrol	135,982	185,502	49,520	318,004
404 - Indigenous Sports and Rec Program	16,449	25,783	9,334	44,199
405 - Sports & Rec - AFL Mens Competition 2018	91	57	-34	97
407 - Remote Sports and Recreation	1,313	583	-729	1,000
415 - Indigenous Youth Reconnect	127,963	141,805	13,841	243,094
416 - Youth Vibe Grant	1,631	992	-639	1,700
469 - SPG - Remote Australia Strategy	157	29,862	29,705	51,192
485 - Ngukurr and Numbulwar Fright Hub	0	139,145	139,145	238,534
490 - Numbulwar Waste Management Facility	0	1,011	1,011	1,734
Total Expenditure	2,543,228	4,613,262	2,070,034	7,908,450
Capital Expenditure				
5321 - Capital Purchase/Construct Buildings	356,127	260,167	-95,960	446,000
5331 - Capital Construct Infrastructure	0	119,583	119,583	205,000
5341 - Capital Purchases Plant & Equipment	0	333,107	333,107	571,040
5371 - Capital Purchase Vehicles	0	74,401	74,401	127,545
Total Capital Expenditure	356,127	787,258	431,131	1,349,585

Numbulwar

Expenditure by Service Group



Expenditure by Account Category





Roper Gulf Regional Council

Income & Expenditure Report as at

31-January-2019

Urapunga (Ritarangu)

19GLACT Year to Date Actual (\$)	19GLBUD1 Year to Date Budget (\$)	Variance (\$)	19GLBUD1 Annual Budget (\$)
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Expenditure by Service

1 - Corporate Governance	91	583	492	1,000
2 - Commercial Services	12,085	161,862	149,777	277,477
3 - Council & Community Services	17,277	71,840	54,564	123,155
Total Expenditure	29,453	234,285	204,833	401,632

Expenditure by Account Category

21 - Employee Expenses	2,025	106,366	104,341	182,342
22 - Contract and Material Expenses	7,053	11,900	4,847	20,400
23 - Fleet, Plant & Equipment	132	6,242	6,109	10,700
25 - Other Operating Expenses	2,054	20,383	18,329	34,942
31 - Internal Cost Allocations	18,188	89,395	71,207	153,248
Total Expenditure	29,453	234,285	204,833	401,632

Expenditure by Activity

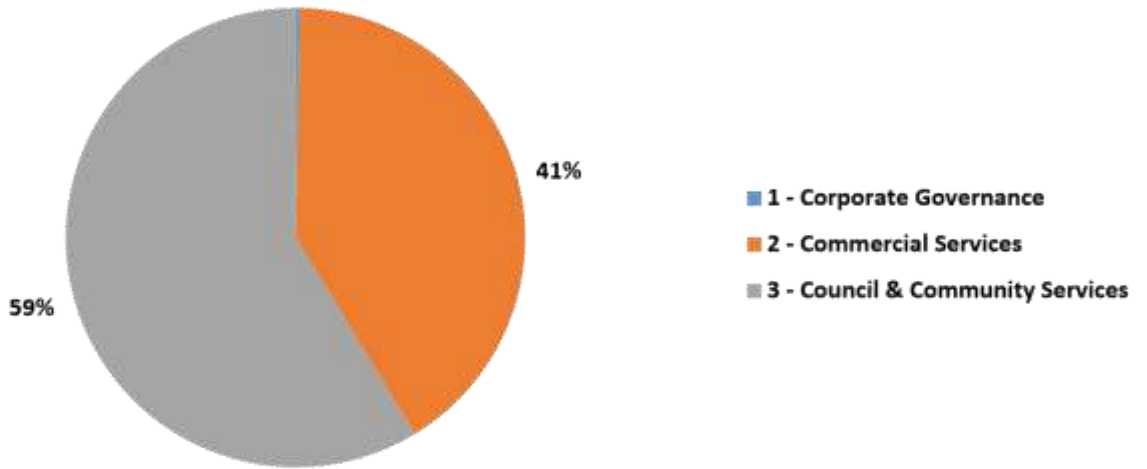
111 - Council Services General	15,734	49,249	33,516	84,428
132 - Local Authority	91	583	492	1,000
160 - Municipal Services	-162	13,262	13,424	22,735
164 - Local Emergency Management	845	613	-233	1,050
201 - Street lighting	860	2,742	1,882	4,700
241 - Airstrip maintenance Contracts	1,753	1,750	-3	3,000
314 - Service Fee - CDP	5,531	160,112	154,580	274,477
401 - Night Patrol	0	4,983	4,983	8,543
416 - Youth Vibe Grant	0	992	992	1,700
431 - SPG - Vitalisation of Ritarangu Town	4,800	0	-4,800	0
Total Expenditure	29,453	234,285	204,833	401,632

Capital Expenditure

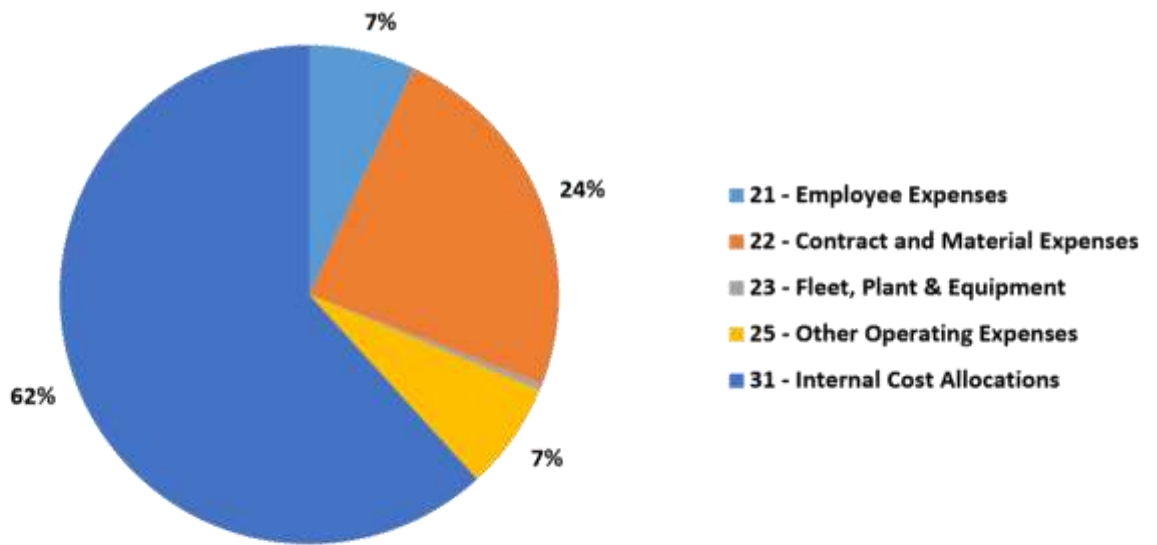
5341 - Capital Purchases Plant & Equipment	0	14,298	14,298	24,510
5371 - Capital Purchase Vehicles	0	29,859	29,859	51,186
Total Capital Expenditure	0	44,156	44,156	75,696

Urapunga (Ritarangu)

Expenditure by Service Group



Expenditure by Account Category





Roper Gulf Regional Council

Income & Expenditure Report as at

31-January-2019

Other Locations

19GLACT Year to Date Actual (\$)	19GLBUD1 Year to Date Budget (\$)	Variance (\$)	19GLBUD1 Annual Budget (\$)
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Expenditure by Service

1 - Corporate Governance	0	350	350	600
2 - Commercial Services	1,059,450	1,651,809	592,358	2,831,671
3 - Council & Community Services	111,031	104,468	-6,563	179,088
Total Expenditure	1,170,481	1,756,626	586,145	3,011,358

Expenditure by Account Category

21 - Employee Expenses	295,422	490,546	195,124	840,936
22 - Contract and Material Expenses	219,742	401,947	182,205	689,050
23 - Fleet, Plant & Equipment	26,965	47,252	20,287	81,004
25 - Other Operating Expenses	90,538	119,529	28,991	204,906
31 - Internal Cost Allocations	537,815	697,353	159,538	1,195,463
Total Expenditure	1,170,481	1,756,626	586,145	3,011,358

Expenditure by Activity

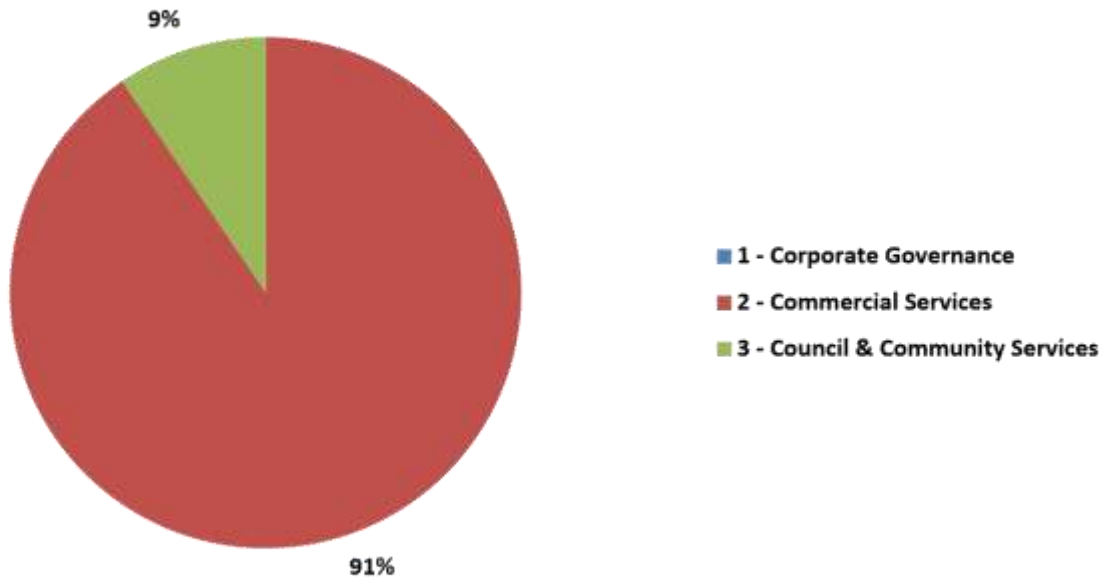
111 - Council Services General	1,193	1,458	265	2,500
132 - Local Authority	0	350	350	600
160 - Municipal Services	711	1,090	379	1,868
201 - Street lighting	322	0	-322	0
314 - Service Fee - CDP	751,306	980,271	228,965	1,680,464
317 - Youth Engagement Strategy	2,530	0	-2,530	0
318 - Outcome Payments - CDP	0	30,917	30,917	53,000
322 - Outstations Housing Maintenance	65,365	127,150	61,785	217,971
323 - Outstations municipal services	191,651	250,845	59,194	430,019
324 - Outstations Capital Infrastructure	14,244	101,643	87,399	174,245
325 - HEA (Homelands Extra Allowance)	34,355	160,983	126,628	275,971
401 - Night Patrol	108,805	101,920	-6,885	174,720
Total Expenditure	1,170,481	1,756,626	586,145	3,011,358

Capital Expenditure

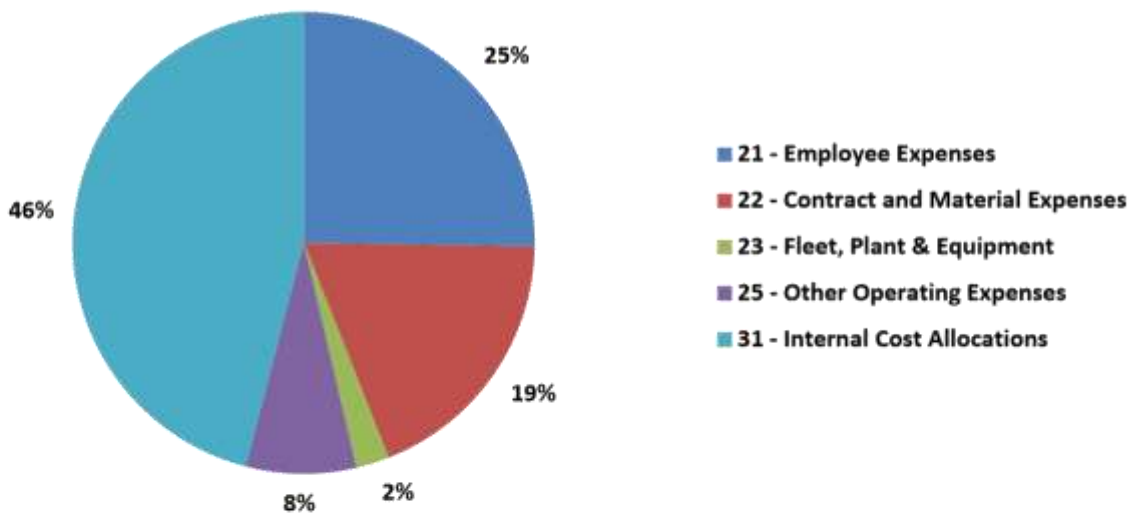
5122 - Acc Depreciation of Buildings	-1,209,434	0	1,209,434	0
5132 - Acc Depreciation of Infrastructure	-266,931	0	266,931	0
5142 - Acc Depreciation of Plant	-304,987	0	304,987	0
5162 - Acc Depreciation of Furniture Fitt	-362	0	362	0
5172 - Acc Depreciation of Vehicles	-298,803	0	298,803	0
5192 - Accumulated Depreciation - Roads	-134,013	0	134,013	0
5331 - Capital Construct Infrastructure	11,164	51,821	40,658	88,836
5341 - Capital Purchases Plant & Equipment	48,575	32,433	-16,141	55,600
Total Capital Expenditure	-2,154,791	84,255	2,239,046	144,436

Other Locations

Expenditure by Service Group



Expenditure by Account Category



CORPORATE GOVERNANCE DIRECTORATE REPORT

ITEM NUMBER	15.5
TITLE	FINANCE - RGRC BUDGET TIMELINE for preparation of 2019-20 Annual Budget
REFERENCE	795582
AUTHOR	Lokesh Anand, Chief Financial Officer

RECOMMENDATION

- (a) **That Council receives and notes the 2019-20 Budget Preparation Timeline.**

BACKGROUND

As per the *Local Government Act*, a Council must adopt the Annual Budget before 31 July every year. The budget preparatory schedule is attached for the preparation of the 2019-20 Annual Budget.

ISSUES/OPTIONS/SWOT

Roper Gulf Regional council
Budget Preparation Schedule
Financial Year 2019-20

ID	Task Name	Start Date	End Date	Duration (Days)
1	Carried Forward and Budget Rollover Processes - Preparatory Work	12/02/2019	18/02/2019	6
2	Budget Reviews - HQ based managers	19/02/2019	8/03/2019	17
3	Budget Reviews - community based managers (Area managers)	20/02/2019	15/03/2019	23
4	Entering & Verifying Budgets in the system	18/03/2019	29/03/2019	11
5	2019-20 1st draft budget review - SLT Sessions	2/04/2019	3/04/2019	1
6	1st round budget amendments	4/04/2019	15/04/2019	11
7	Update Budget Progress at OMC	16/04/2019	17/04/2019	1
8	2019-20 Negotiating process	18/04/2019	8/05/2019	20
9	Making the changes in the system as per discussions	8/05/2019	16/05/2019	8
10	2019-20 2nd Draft Review - SLT	16/05/2019	17/05/2019	1
11	Incorporate necessary changes as per SLT	17/05/2019	28/05/2019	11
12	Present 2nd draft budget to FCM	29/05/2019	29/05/2019	0
13	Changes if needed to be made	30/05/2019	13/06/2019	14
14	Presentation Final Draft to SLT	14/06/2019	15/06/2019	1
15	Changes if needed to be made	15/06/2019	18/06/2019	3
16	Presentation of Budget to ACM	19/06/2019	19/06/2019	0

17	Changes if needed to be made	20/06/2019	24/06/2019	4
18	Presentation & Adoption of Budget	25/06/2019	26/06/2019	1
17	Up for Consultation	27/06/2019	19/07/2019	22
18	Changes if needed to be made	19/07/2019	23/07/2019	4
19	Final Adoption of Budget	24/07/2019	24/07/2019	0

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

There are no attachments for this report.

CORPORATE GOVERNANCE DIRECTORATE REPORT

ITEM NUMBER	15.6
TITLE	FINANCE - GENERAL OVERVIEW OF RGRC INSURANCES
REFERENCE	795668
AUTHOR	Lokesh Anand, Chief Financial Officer

RECOMMENDATION

- (a) **That the Ordinary Meeting of Council receive and note the general information on RGRC Insurance policies 2018-19**

BACKGROUND

Council's insurance policy is a component of a greater insurance policy held by Councilbiz covering all of the regional councils in the NT. This model creates an economy of scale and better value for money.

Council requested some information on the insurances that the council holds and pay for. Below is the summary of insurances that council holds for 2018-19.

ISSUES/OPTIONS/SWOT

ROPER GULF REGIONAL COUNCIL SUMMARY OF INSURANCES 2018-19			
Sr No	Name of Policy	Scope of Cover (subject to Policy Wording, Terms and Conditions)	Amount exc. GST
1	JLT - NT Councils Discretionary Trust - Industrial Special Risks	Covers Council property for physical loss, destruction or damage and consequential loss to business interruption.	\$ 291,226.50
2	JLT - NT Councils Discretionary Trust - Liability	Covers Councils legal liabilities to third parties - Public Liability - harm or loss to third parties - Professional Indemnity - claims arising from negligent act, error or omission - Environmental Impairment Liability - Loss, harm, clean up, emergency and defence costs from pollution from some Council premises Terrorism Liability - Loss or harm from Councils actions or decisions during act of terrorism	\$ 60,687.39
3	Councillors and Officers Liability	Cover for Councillors and Officers for actual or alleged wrongful acts whilst performing their duties.	\$ 11,238.75
4	Motor Vehicle	Covers Council vehicles for loss or damage and third party property damage liability.	\$ 150,749.24

5	Personal Accident	Cover for Council Volunteers, Councillors, CEO and Directors for injuries whilst performing their duties. (Note: Does not include CDP Participants)	\$ 1,207.68
6	Corporate Travel	Cover for Employees and Councillors traveling for authorised Council purpose.	\$ 1,387.50
7	Workers' Compensation	Legal liability to employees in accordance with the appropriate workers compensation legislation. (Note: Does not include Councillors, Council Volunteers or CDP Participants)	\$ 301,285.68
8	Cyber Liability	Covers liability related to privacy, network security, media, cyber extortion, data asset loss and business interruption loss.	\$7,504.44
9	Marine Hull Commercial	Covers loss or damage to Councils boats/dinghies	\$ 852.50
			\$ 826,139.68

Councilbiz Services Fees	Services fees charged JLT Pty Ltd 2018-19	\$61,665.04
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Total Yearly cost

\$ 887,804.72

FINANCIAL CONSIDERATIONS

Council is required to revalue their assets every three years which may have further financial implications on the insurance cost due to the increase in replacement values of fixed assets. The last valuation was completed in October 2018 and has been provided to the insurer.

ATTACHMENTS:

There are no attachments for this report.

CORPORATE GOVERNANCE DIRECTORATE REPORT

ITEM NUMBER	15.7
TITLE	FINANCE - RATES: GENERAL INFORMATION, CHARGING METHOD & COMPARISON
REFERENCE	795701
AUTHOR	Lokesh Anand, Chief Financial Officer

RECOMMENDATION

- (a) **That the Ordinary Meeting of Council receives and note general rates information.**

BACKGROUND

In the December OCM, the general information on the rates that council levies was requested. Attached is the full information on the rates and method of charge.

ISSUES/OPTIONS/SWOT

A comparison outlining rating charges within all regional councils in NT is presented to council. This will provide with a better understanding how Roper Gulf is placed in regards to rates charged in regional areas.

I have also attached a page from the rating policy that council has adopted and agreed to charge till 2021-22.

RATE CLASSES	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
	\$	\$	\$	\$	\$	\$
Standard residential	838.01	970.41	1,102.81	1,235.21	1,367.60	1,500.00
Standard commercial	992.82	1,134.25	1,275.69	1,417.13	1,558.56	1,700.00
Borroloola Mataranka residential	/ 678.71	842.97	1,007.23	1,171.48	1,335.74	1,500.00
Borroloola Mataranka commercial	/ 898.27	1,058.62	1,218.96	1,379.31	1,539.65	1,700.00
Vacant land	678.71	842.97	1,007.23	1,171.48	1,335.74	1,500.00
Rural living agricultural, horticultural >200 hectares	778.35	922.68	1,067.01	1,211.34	1,355.67	1,500.00
Rural living agricultural, horticultural <200 hectares	701.20	860.96	1,020.72	1,180.48	1,340.24	1,500.00

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 [Rates Information.pdf](#)
 2 [Comparison Rates_Final.pdf](#)

2018-19 RATES INFORMATION

WHAT ARE RATES?

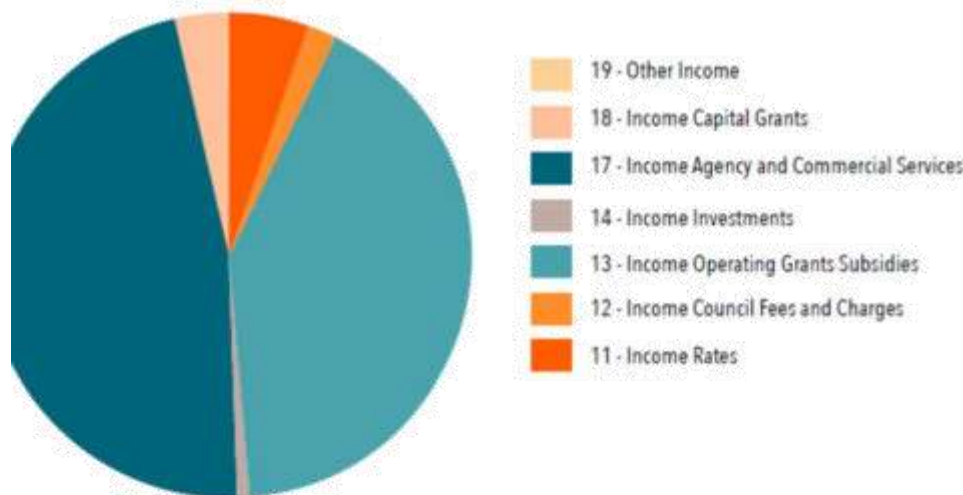
Local Government Authorities charge taxes on land which are called council rates. Councils need to charge rates to raise funds so they can provide services and infrastructure to their communities. Each year as part of the budget process, councils decide the rates and charges for the financial year.

Rates are not reflective of the services used by each particular property, but contribute to the whole community. All residents and businesses in local government areas make use of local government services, infrastructure or facilities at some point in time regardless of where they live (e.g. the roads you drive on and street lighting).



WHERE DO RATES FIT INTO THE INCOME PICTURE?

INCOME BY ACCOUNT CATEGORY



Roper Gulf Regional Council has budgeted for an overall operating income of **\$42.1 million** for the 2018-19 financial year.

Of the total income that Council will generate during the next 12 months, only **\$1.2 million** will come from rates - a figure that represents less than 6 percent of the revenue that will be used to deliver services and programs across the region.

HOW DO YOU WORK OUT HOW MUCH MY RATES WILL BE?

Roper Gulf Regional Council has determined set **flat rate** for residential, commercial and residential properties in its Local Government Area that vary depending on the location of the property and whether or not the property is situated on Aboriginal land.

Under Northern Territory legislation, land held under a pastoral lease or occupied under a mining tenement is deemed **conditionally rateable land** and, as such, only rateable at a level determined by the Minister for Housing and Community Development each year in accordance with sections 141 and 142(2) of the *Local Government Act*.



2018-19 RATES INFORMATION

MESSAGE FROM THE ACTING CHIEF EXECUTIVE OFFICER

From its administrative centre in Katherine and offices in nine communities spread across one of the most visually spectacular parts of the Top End, Roper Gulf Regional Council is responsible for the delivery of a diverse and continuously-evolving range of services, programs and infrastructure.

Our rates play an important role in strengthening the communities that are part of the Council's Local Government Area, and making them more liveable for residents and visitors.

Although rates contribute less than 6 per cent of the Council's annual operating revenue, they combine with income derived from Federal and Northern Territory Government grants to fund upgrades to road infrastructure, as well as municipal services and non-traditional services, including aged care, Community Night Patrol and youth programs.

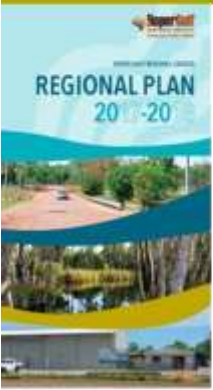
The Rates Declaration outlined in the 2018-19 Regional Plan will deliver \$1,281,392.98 in rates revenue and \$1,039,523.20 in waste collection charges. The special rates to cover for the Animal Health Management in various communities are \$77,750.00.

We encourage you to view the plan - which is available online and in Council offices - for the full details of the 2018-19 Rates Declaration.

Sharon Hillier

Acting Chief Executive Officer

WHERE CAN I FIND MORE INFORMATION ABOUT MY RATES?



Roper Gulf Regional Council welcomes inquiries from ratepayers about any of the financial information outlined in the 2018-19 Regional Plan, which can be found online at <http://ropergulf.nt.gov.au/>.

Inquiries can be directed to the Finance Manager via the following methods:

In person: 2 Crawford Street, Katherine NT 0850

In writing: PO Box 1321, Katherine NT 0851

Email: roper.governance@ropergulf.nt.gov.au



Comparison of Rates 2018-19						
Council	Residential & Vacant	Commercial	Rural	Other	Rates - Declared	
East Arnhem Regional Council	\$2,751.29	\$3,258.15			\$3,951,303.00	
Iwi Islands Regional Council	min \$1,938.30 or 6.47% of UCV	min \$1,874.25 or 3.4% of UCV			\$1,691,825.00	
Central Desert Regional Council	\$1,777.75	min \$1,777.75 or 0.112132% of UCV			\$1,409,757.00	
Katherine Town Council	min \$1,130 or 0.01373522 x UCV	min \$1,130 or 0.01872924 x UCV	min \$1,130 or 0.00327491 x UCV		\$6,866,242.00	
Koper Gulf Regional Council	Type 1-\$1,102.81, Type 2-\$1,007.23	Type 1 - \$1,275.69, Type 2 - \$1,218.96	Rural 1-\$1,020.72, Rural2 - \$1,067.01	\$1,102.81	\$1,281,393.00	
Vest Daly Regional Council	min \$1,048.04 or 0.0310 x UCV	min \$1,240.18 or 0.1033 x UCV		Same as Resi	\$885,003.00	
Vest Arnhem Regional Council	min \$830 or 0.02348 x UCV	min \$1,384 or 0.07832 x UCV			\$1,996,637.00	
Vic Daly Regional Council	\$994.04	\$1,176.26		\$994.05	\$636,339.59	
Darkly Regional Council	\$978.65	\$1,159.62	1.3968 % of UCV	\$978.65	\$2,569,878.00	
MacDonnell Regional Council	\$878.45	\$1,039.55		\$1,039.55	\$897,690.00	

CORPORATE GOVERNANCE DIRECTORATE REPORT

ITEM NUMBER	15.8
TITLE	FINANCE - LOCAL AUTHORITY FUNDING INCOME & EXPENSE UPDATE
REFERENCE	796110
AUTHOR	Lokesh Anand, Chief Financial Officer

RECOMMENDATION

- (a) **That Council receives and note Local Authority income and expenses update as at 10 February 2019.**

BACKGROUND

In December council meeting, council requested information on the Local Authority funding income and expense progress report.

ISSUES/OPTIONS/SWOT

The attached report highlights the carried forward amounts from previous years, current year funding, amount allocated to projects and unallocated funds. Same time last year, we had more unallocated funds than this year.

This reflects that Local Authorities are allocating more effectively this financial year, however, unspent funds still remains an issue to address and is dealt by management on a priority basis.

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

1 [↓](#) LA Report.pdf

**Act 138 - Local Authority Projects
 Summary of Unallocated/remaining funds
 As at 13.02.2019**

Location	Opening Balance 01.07.2018	Grant Funding 2018-19	Total available Funds	Expenditure 2018-19	* Total Remaining Funds	
					Allocated Funds	Unallocated Funds
11 - Barunga (Bamyil)	\$ 74,531.64	\$ 53,960.00	\$ 128,491.64	\$ 21,334.09	\$ 75,372.70	\$ 31,784.85
12 - Beswick (Wugula)	\$ 181,202.89	\$ 75,960.00	\$ 257,162.89	\$ 26,717.83	\$ 155,183.58	\$ 75,261.48
13 - Borroloola	\$ 202,577.04	\$ 130,580.00	\$ 333,157.04	\$ 78,952.11	\$ 245,043.44	\$ 9,161.49
14 - Bulman (Gulin G)	\$ 113,423.48	\$ 41,620.00	\$ 155,043.48	\$ -	\$ 131,000.00	\$ 24,043.48
15 - Eva Valley (Man)	\$ 37,438.24	\$ 12,940.00	\$ 50,378.24	\$ 3,890.00	\$ 36,202.64	\$ 10,285.60
16 - Jilkminggan (Du)	\$ 83,545.60	\$ 45,330.00	\$ 128,875.60	\$ 5,337.43	\$ 117,362.45	\$ 6,175.72
18 - Mataranka	\$ 32,222.14	\$ 52,710.00	\$ 84,932.14	\$ 12,203.67	\$ 60,509.54	\$ 12,218.93
19 - Minyerri	\$ 114,666.00	\$ 86,640.00	\$ 201,306.00	\$ -	\$ 201,306.00	\$ -
20 - Ngukurr	\$ 497,085.18	\$ 170,170.00	\$ 667,255.18	\$ 114,262.00	\$ 424,350.83	\$ 128,642.35
21 - Numbulwar	\$ 190,595.04	\$ 159,710.00	\$ 350,305.04	\$ 103,913.29	\$ 180,086.71	\$ 66,305.04
23 - Urapunga	\$ -	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00
Total	\$ 1,527,287.25	\$ 849,620.00	\$ 2,376,907.25	\$ 366,610.42	\$ 1,626,417.89	\$ 383,878.94

* Total Unallocated funds to date are \$383,878.94

CORPORATE GOVERNANCE DIRECTORATE REPORT

ITEM NUMBER	15.9
TITLE	FINANCE - AMENDMENT TO THE FEES & CHARGES SCHEDULE 2018-19
REFERENCE	796322
AUTHOR	Lokesh Anand, Chief Financial Officer

RECOMMENDATION

- (a) **That Council accepts and adopts the new charges for National Disability Insurance Scheme (NDIS) for 2018-19.**

BACKGROUND

As part of the Annual Regional Plan, council adopts the fees and charges schedule that it charges to the customers for the financial year. Any amendment to the fees and charges needs to be approved and adopted by council's resolution.

ISSUES/OPTIONS/SWOT

Since the last adopted fees and charges, the new maximum rates for NDIS service delivery have been released and needs to be included in schedule for fees and charges 2018-19.

Below are current fees and charges that are currently in 2018-19 Regional Plan.

National Disability Insurance Scheme (NDIS) Very Remote			
Support Services:			
Coordination of Support	\$117.58	per hour	
Social Support Individual/Transport	\$56.93	per hour	
Social Support Group	\$25.30	per hour	
Meals (Preparations)	\$14.51	per meal	
Domestic Assistance	\$56.93	per hour	
Self-Care	\$56.93	per hour	
House/Yard Maintenance	\$54.93	per hour	

These charges needs to be replaced by the below rates released by National Disability Insurance Agency.

National Disability Insurance Scheme (NDIS) Very Remote			
Support Services:			
Coordination of Support (COS)	\$120.04	per hour	
Social Support Individual/Transport	\$60.99	per hour	
Social Support Group Centre Based	\$27.89	per hour	
Meals (Preparations & Delivery)	\$14.51	per meal	
Domestic Assistance	\$59.85	per hour	
Self-Care (Personal Care)	\$60.99	per hour	
House/Yard Maintenance	\$57.75	per hour	

Please note: These rates are applicable for the service delivery on weekdays. For weekends and public holidays, please refer to the NDIS price guide for very remote location available on the council's website.

Please refer to the NDIS price guide link available on the website.

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

There are no attachments for this report.

CORPORATE GOVERNANCE DIRECTORATE REPORT

ITEM NUMBER	15.10
TITLE	Policy Review
REFERENCE	795828
AUTHOR	Cristian Coman, Manager - Governance and Corporate Planning

RECOMMENDATION

- (a) **That Council rescinds the following Policies:**
- (i) GOV027 Buy Local Policy;
 - (ii) GOV028 Indigenous Procurement Policy;
- (b) **That Council adopts the following new Policies:**
- (i) GOV031 Procurement Policy (attached);
- (c) **That Council adopts the following revised Policies**
- (i) GOV012 Organisational Delegations Manual (Non-Financial) (attached);
 - (ii) FIN003 Purchasing and Payments Policy (attached);
 - (iii) HR011 Leave Policy.

BACKGROUND

The principles outlined in the GOV027 Buy Local and GOV028 Indigenous Procurement Policies are amalgamated into the new GOV031 Procurement Policy. This renders the two policies redundant.

ISSUES/OPTIONS/SWOT

The draft GOV031 Procurement Policy outlines Council's procurement obligations as prescribed by applicable law and ministerial guidelines. The policy has been extensively reviewed so as to be consistent with Council's Territory and Commonwealth obligations.

The amended GOV012 Delegations Manual assigns the awarding of tenders to Council and the Finance Committee.

The amended FIN003 Purchasing and Payments Policy explicitly cites that all financial figures used in the procurement process are GST inclusive unless otherwise stated, in-line with Ministerial guidelines.

The amended HR011 Leave Policy now has a provision for unpaid family violence leave in line with the Fair Work Commission's (Cth) decision in December 2018.

FINANCIAL CONSIDERATIONS

N/A

ATTACHMENTS:

- 1 [↓](#) GOV031 Procurement_Policy.doc
- 2 [↓](#) GOV012 - Organisational Delegations Manual (non financial).doc
- 3 [↓](#) FIN003 - Purchasing and Payment Policy.doc
- 4 [↓](#) HR011-Leave-Policy_Revised.pdf

1. POLICY CERTIFICATION

Policy title:	Procurement Policy
Policy number:	GOV031
Category:	Policy
Classification:	GOV
Status:	Draft

2. PURPOSE

The Procurement Policy sets out Roper Gulf Regional Council's procurement principles and framework.

3. ORGANISATIONAL SCOPE

This Procurement Policy applies to the all of the systems and processes used by Council under its Procurement Framework; and is applicable to all Elected Members, Appointed Members and Council employees.

All Elected and Appointed Members of Council and Council employees engaged in procurement, or who have responsibility for procurement decisions, must comply with this policy. It is the responsibility of Council officers involved in procurement to understand the meaning of this policy.

Council's Elected Members, Appointed Members and its employees are required to:

- Act, and be seen to act without fear or favour, affection or ill-will properly and in accordance with the requirements of applicable law, including the *Local Government Act* and its statutory instruments;
- Abide by Council's Code of Conduct, Financial Delegations and all applicable policies and instructions;
- Preserve Council's integrity to ensure that Council may be seen to have acted beyond reproach in all procurement dealings; and
- To ensure that the four (4) fundamental components of public administration are met: accountability, transparency, effectiveness, and efficiency.

4. POLICY STATEMENT

Council is committed to following best practice in procurement. The Procurement Policy prescribes Council employees the principles of developing and implementing transparent and accountable procurement processes under the Procurement Framework.

5. DEFINITIONS

Accountability	The extent to which a matter and its decision-making process can be reviewed by external parties.
Corporate Documents	Council's Regional Plan, Strategic Plan, Strategic Assessments, Cost Benefit or Economic Impact Analysis, Business Plans, Grant Funding Agreements.

Goods	Goods include tangible supplies that are directly purchased, rented, leased or hired by Council.
Indigenous Small to Medium Enterprise	A Small to Medium Enterprise that is greater than 50% Indigenous owned, or has a board with greater than 50% Indigenous representatives
Local	Within the boundaries of the Council area or Katherine Local Government Area.
Northern Territory	The whole of the Northern Territory.
Procurement	The entire procurement lifecycle of purchasing goods or services that includes the purchasing decision, the selection of the goods, and the payment made by Council to the supplier to purchase the goods.
Procurement Framework	The Procurement Framework includes the Procurement Principles, related policies and publications, and the systems and processes used to support Council's procurement activity throughout the procurement lifecycle.
Public Interest	<p>A concern common to the public at large, or a significant portion of the public, rather than a specific concern of a particular party, whether public or private.</p> <p>A concept aggregating any number of interests that may bear upon a disputed question that is of general – as opposed to merely private – concern.</p> <p>The test which determines whether a matter is in the public interest or not has two components:</p> <ol style="list-style-type: none"> 1) Objectives and Outcomes – that the objectives and outcomes of the decision-making process are in the public interest, and, 2) Process and Procedure – that the process adopted and procedures followed by decision-makers in exercising their discretionary powers are in the public interest. <p>The objective of, or the approach to be adopted, in decision-making rather than a specific and immutable outcome to be achieved. The concern of the public rather than those of the private, personal, parochial, or partisan.</p>
Regional	Big Rivers Region.
Services	Services include any intangible activity that is directly procured by Council, including consulting or project management.
Supplier	A contractor or seller of goods and services. The supplier can be a bidder, selected source, or supplier or vendor depending on the phase in the procurement lifecycle.
Transparency	The concept of the decision-making process and associated documentation being comprehensively and readily available for external scrutiny.

Value for Money	<p>Employees involved procurement will begin a procurement by identifying whether a procurement will deliver the best value for money (VFM) by considering:</p> <ul style="list-style-type: none"> • Council's strategic direction with relevance to its Corporate Documents; • Council's financial position and funding and procurement options; • The scale and scope of the business requirement; • The market's capacity to competitively respond to a procurement; • Council's obligations and opportunities under other existing arrangements; and • Consulting with stakeholders.
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6. PRINCIPLES

6.1 Value for Money

Considering value for money

Value For Money (VFM) forms part of the mandatory considerations which parties involved in the procurement process must demonstrate. VFM assessments constitute demonstrable checks and balances performed by Council which forms part of its diligent effort to ensure its compliance with this policy, applicable law, and best practice.

Achieving value for money

Achieving VFM is the key driver of Council's procurement decisions. It is the achievement of a desired procurement outcome at the best possible price – not necessarily the lowest price – based on a balanced judgement of financial and non-financial factors relevant to the procurement. Council recognises environmental, social and economic factors as a core component of value for money. Officers responsible for a procurement must be satisfied, after reasonable enquires, that the procurement achieves a value for money outcome.

Procurements should:

- Encourage competition and be non-discriminatory;
- Use Council resources in an efficient, effective, economical and ethical manner that is consistent with its policies;
- Facilitate accountable and transparent decision-making;
- Encourage appropriate engagement with risk; and
- Be commensurate with the scale and scope of the business requirement.

When assessing a procurement, officers must consider the relevant financial and non-financial costs and benefits of each submission including, but not limited to:

- The quality of the goods and services;
- Fitness for purpose of the proposal;
- The bidder's relevant experience and performance history;
- Flexibility of the proposal (including innovation and adaptability over the lifecycle of the procurement);
- Socioeconomic development, including the stimulation of local employment and training;
- Environmental sustainability of the proposed goods and services (such as energy efficiency and environmental impact); and
- Whole-of-life costs.

Whole-of-life costs include:

- The initial purchase price of the goods and services;
- Maintenance costs;
- Transition out costs;
- Licensing costs (when applicable);
- The cost of additional features procured after the initial procurement;
- Consumable costs; and
- Depreciation and disposal costs.

6.2 Local Development

Council is committed to enhancing opportunities for local suppliers. Council is required to consider local benefit opportunities that may be relevant with other assessment criteria, and ask corresponding questions when evaluating quotes and tenders. This gives suppliers more opportunities to demonstrate the benefits of their 'localness'.

Council recognises that local benefits can often not be assessed in isolation, rather, local benefits such as knowledge of the environmental and market conditions unique to the Territory and proximity of supply chains etc. should be considered. These other (or dispersed) local benefit questions will vary depending on the nature of the procurement, such as:

- Past performance (including antecedents) – an organisations track record of enhancing local economic and community outcomes through its delivery of similar goods or services;
- Capacity – the supplier's use of local knowledge (technical, environmental, geographical, cultural and other) to ensure successful delivery; and
- Timeliness – proximity and responsiveness of supply chain.

For quotes less than \$100,000 (GST inclusive) where good and services are available locally, Council will in the first instance seek quotes from Indigenous local Small to Medium Enterprises, if none exist then non Indigenous local businesses are to be approached.

For quotes less than \$100,000 (GST inclusive) and tenders greater than \$100,000 where a local business has demonstrated their capacity to undertake the contract, Council has the discretion to apply a price differential (for assessment purposes only) of between five (5) and twenty-five (25) percent to quotations or tender prices submitted from non-local businesses as a way of supporting local business and industry.

Hierarchy of engagement

1. Local Indigenous Small to Medium Enterprises within Community or Katherine;
2. Local non-Indigenous suppliers within Community or Katherine;
3. Regional suppliers – within the Big Rivers Region;
4. Northern Territory suppliers.

6.3 Efficient, effective, economical and ethical procurement

Council's procurement activities shall be performed with integrity, accountability and in a manner able to withstand the closest possible scrutiny. Council employees involved in procurement must comply with the standards of efficient, effective, economical and ethical conduct in procurement. Council employees must:

- Achieve maximum value for the resources used, especially with regard to the scale, scope, and risk of the procurement;
- Achieve intended procurement outcomes or results, especially with regard to price, quality and quantity, and the degree to which these contribute to specified outcomes;
- Minimise cost, avoid waste, and optimise the level of resources used to achieve outcomes; and
- Conduct themselves with honesty, integrity, probity, diligence, impartiality and consistency.

The public interest test must always be applied and demonstrated during each procurement endeavor.

Suppliers/contractors/businesses who are Indigenous owned or can demonstrate Indigenous employment outcomes will be preferred provided that they can demonstrate the capacity to deliver procurement outcomes consistent with the public interest.

Conflicts of Interest

All Elected and Appointed Members, and Council employees must strictly comply with the Conflict of Interest requirements prescribed by law and Council Policy.

Responsible Financial Management

The principles of responsible financial management in accordance with the Act and its Regulations shall be applied to all procurement activities. Council employees must not authorise the expenditure of funds in excess of their financial delegations. Council funds must be used efficiently and effectively to procure goods, works and services and every attempt must be made to contain the costs of the procurement process without comprising any of the procurement principles set out in the Procurement Policy.

Procurement must be in accordance with the adopted annual budget. Items not within the approved budget must be referred to the Council for resolution and be made in anticipation of the adoption of an amendment to a budget, making provision for the expenditure for the relevant financial year, in accordance with Regulation 14 (1) (b) of the *Local Government (Accounting) Regulations*. Sufficient funds must be available to meet the full cost of the proposed procurement.

Any case where expenditure is incurred due to malpractice, deceptive conduct or carelessness, is to be brought to the attention of the CEO and Council, and will be handled according to applicable law, ministerial guidelines, and Council policy.

6.4 Probity, accountability and transparency in procurement

Council is committed to ensuring accountability and transparency in its procurement activities. Council employees are responsible for the actions and decisions that they take in the procurement lifecycle. Council will enable appropriate scrutiny of its procurement activity. The fundamental elements of probity, accountability and transparency in the procurement lifecycle are outlined below.

Risk Management

The provision of goods, works and services by contract potentially exposes Council to risk. Council will minimise its risk exposure by measures such as:

- Procurement planning and in demonstrating, specifying and cost estimating its procurement needs;
- The sourcing and selecting, and negotiation and awarding of contracts;
- Standardising contracts to include current, relevant clauses;
- Requiring security deposits where appropriate;
- Referring specifications to relevant experts;
- Managing contract establishment, execution and closure;
- Requiring contractual agreement before commencement;
- Use of or reference to relevant Australian Standards (or equivalent);
- Effectively managing the contract including monitoring and enforcing performance; and
- The continuous improvement of its procurement systems and processes.

Council employees are responsible for identifying, analysing, and treating risk in the procurement lifecycle. Council employees are accountable for all decisions and must be able to provide feedback on them so that all decisions are understood and can be subsequently justified.

Records

To demonstrate compliance with the Procurement Policy and applicable law, Council employees will maintain for each procurement a level of documentation commensurate with the scale, scope and risk of the procurement. Documentation should provide accurate and concise information on:

- The requirement for the procurement;

- The process that was followed;
- How value for money was considered and achieved;
- Relevant approvals; and
- Relevant decisions and the basis of those decisions.

Council will retain evidence of agreements with suppliers, in the form of one or a combination of the following documents: a written contract, a purchase order, an invoice or a receipt.

Tender and Quotation Processes

It is a breach of this policy to split purchases to manipulate the quotation and tender thresholds. All tender and quotation processes shall be conducted in accordance with the requirements of this Procurement Policy and any associated procedures, applicable legislation, relevant Australian Standards and the Act, including the possibility of obtaining a quotation or tender exemption as per Regulation 31 of the *Local Government (Accounting) Regulations* or the general exemptions issued by the Territory.

7. REFERENCES

Acknowledgements (original author/source documents)	Commonwealth Procurement Rules
Related Policies	<ul style="list-style-type: none"> • ADM023 – Risk Management Policy • FIN001 – Financial Delegations Manual • FIN006 – Accounting and Policy Manual • GOV012 – Organisational Delegations Manual • GOV014 – Good Governance Policy • GOV029 – Records Management Policy • HR001 - Employee and Contractor Code of Conduct
Related Publications	<ul style="list-style-type: none"> • FIN SOP008 – Procurement Standard Operating Procedure • <i>Local Government Act</i> • <i>Local Government (Accounting) Regulations</i> • <i>Information Act</i> • General Instruction no 4 – Procurement • General exemption form (DLGHCD)
Relevant Forms	<ul style="list-style-type: none"> • Request for Quote form • Evaluation/ Exemption form • Requisition for new accounts payable form • Quotation exemption pro forma • Accounting regulations exemption form

8. DOCUMENT CONTROL

Policy number	GOV031
Policy Owner	GOVERNANCE
Endorsed by	
Date approved	
Revisions	
Amendments	
Next revision due	

9. CONTACT PERSON

Contact person	Manager – Governance and Corporate Planning
Contact number	08 8972 9005

Roper Gulf Regional Council

GOV012 – Organisational Delegations Manual (non financial)

Dates of amendments made by Council resolution:

- 26 June 2013 Ordinary Council Meeting replaces the Organisational Delegations Manual prior 26/06/2013.
- 29 January 2014 Ordinary Council Meeting
- 12 November 2014 Ordinary Council Meeting
- 12 July 2017 Ordinary Council Meeting
- 23 August 2017 Finance Committee Meeting
- 15 December 2017 Ordinary Council Meeting
- 27 June 2018 Ordinary Council Meeting

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Delegation of Authority for Policy and Procedures

Policy

Council is committed to service delivery across the organisation within, the parameters of a formalised delegation of authority framework.

Purpose of this document

The purpose of this Manual is to provide clear and easy to understand processes and accountability, for administrative functions and levels of decision making across the organisation.

Principles

- Delegations can be exercised by a person more senior than the person specified in the document, where the more senior person has a line management role which includes responsibility for the person holding the delegation.
- It is possible for a person in a less senior position to be appointed to “act” in the capacity of a more senior position e.g. during periods of absence by a staff member from the workplace, thereby assuming some or all of the delegated level of responsibility as prescribed by this document for that position.
- It is permissible for a person to transfer their financial delegation to a person in a less senior position during periods of absence. However, responsibility for the delegation remains with the person who normally exercises the delegation.
- It is the responsibility of the person exercising the delegation to ensure funding is available in the delegations, within their annual budget. Alternatively written proof of above budget income e.g. extra funding, to cover the above budget expenditure should be obtained and a copy sent to their senior line manager.
- The delegations are hierarchical in the sense that a delegate’s formal line supervisor may exercise the same level of authority as the delegate and such a supervisor may also withdraw or restrict a delegation held by a subordinate member of staff, with the exception of any delegations made by council.
- The CEO has authority to exercise any staff delegation outlined in this document,
- In exercising delegations staff are required to comply with legislation, industrial awards, contracts or agreements, and council approved policies, procedures and code of conduct.
- These delegations listed in this document should be understood in the context of the relevant staff position descriptions.
- It is the responsibility of the person exercising the delegation to advise their senior line manager of significant developments even if made within delegation and ensure appropriate records are kept.
- The position has delegation not the person.
- Outsourced positions do not have delegation rights within the organisation

- A delegate should not exercise their delegation so as to approve a recommendation that personally benefits them.
- Unless specifically delegated, it should be assumed that no delegation exists
- This document anticipates open and regular communication and information flow, between the various levels of delegation, and consultation where necessary with council's community development and human resource staff.
- The Council must be informed of any change of delegation identified in this document.
- This delegation document will be reviewed each year with a view to improving it's utility and relevance to the organisational structure of council
- This document operates as delegated authority by the Council.

Definitions

Positions

The Council: (referred to as 'council') Those persons elected to serve the community in accordance with the Local Government Act and Regulations (as amended).

Chief Executive Officer (referred to as 'CEO') The person appointed by, and responsible to, council for the day to day management of the affairs of council.

Director of Corporate Governance: (referred to as 'Director' or 'DCG') This person, appointed as Director of one of the three divisions of council, has responsibility for the areas of human resource, finance, governance, information technology, occupational health and safety, assets, and projects.

Director of Council and Community Services: (referred to as 'Director' or 'DCCS') This person, appointed as Director of one of the three divisions of council, has responsibility for the provision of council's community based core and agency services.

Director of Commercial Services: (referred to as 'Director' or 'DCS') This person, appointed as Director of one of the three divisions of council, has responsibility for CDP, services which are commercial in nature, and services which are provided under contractual arrangements with external stakeholders and which allow for an increase in economic development activities.

Senior/Council Services Coordinator: (referred to as 'Senior/Council Services Coordinator or S/CSC) A person appointed as a coordinator of council services delivered within one of the nine Centres of council. They are directly responsible to the Area Manager, and Director of Council and Community Services.

Area Manager: (referred to as Area Manager or A/M) is a person appointed to manage all Council and Community Services delivered within a designated Management Area. The Area Manager falls within the Council and Community Services Directorate and reports to the DCCS.

Regional Coordinator: A person appointed as a Regional Coordinator has responsibility for the delivery of a specific type of service across council, or a specific type of service or services within a particular region of council.

Manager: (referred to as 'Managers') A person appointed as a manager is responsible to the appropriate Director for the services delivered within their area.

Contracts and Projects Officer: (referred to as 'Contracts and Project Officer') A person appointed as a Contracts and Projects Officer is responsible for providing administrative support to Council's Contracts and Projects for Directorates of Council and Community Services and Commercial Services and includes repair and maintenance, Visiting Officers' Quarters, Assets and Project Management.

Management Accountant: (referred to as 'Management Accountant') A person appointed as a Management Accountant is responsible for meeting all the financial reporting requirements of the council. Management Accountant will carry out all variance analysis and actual to budget comparison and will prepare reports for the council and other stakeholders.

Financial Accountant: (referred to as 'Financial Accountant') A person appointed as Financial Accountant is responsible for looking after the line items in the financial statements including ensuring all the entries in the General Ledger are accurate and accounted for, the books are balanced at the end of month and year, helping during audits and performing journal reconciliations as and when needed.

Senior Finance Officer: (referred to as 'Senior Finance Officers') A person appointed as Senior Finance Officer will be responsible either for account receivable or accounts payable section. The Senior Finance Officer (Accounts Receivable) is responsible for debts collection, Bank Reconciliation and accounting for rates and charges within council.

The Senior Finance Officer (Accounts Payable) is responsible for making payment of all outstanding invoices from the suppliers.

Budget

Council Budget: (referred to as 'the budget') The council's annual budget approved and accepted by the Department of Local Government.

Service Budget: (referred to as 'service budget') A service/program component of the divisional annual budget, for which a Manager has been delegated responsibility and control.

Human Resource Delegations

Staff: Salary, Conditions, Packages and Contracts

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Set and approve salaries	For all staff	CEO
Set and approve salary	For CEO	Council
Set and approve annual salary increments.	For all staff	CEO
	For CEO	Council
Approve salary packaging content	For all staff	CEO
	For CEO	Council
Approve the issue and withdrawal of council credit cards and credit limits	For staff	CEO
	For CEO	Council
Approve/sign staff contracts	For all staff	CEO
	For CEO	Council
Approve conditions of employment	For all staff	CEO

Staff: Position Descriptions

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Approve changes to existing position descriptions	For staff positions	Directors
	For Director, Manager & Regional Manager positions	CEO
	For CEO position	Council
Approve changes to existing position titles	For staff positions	Directors
	For Director, Managers & Regional Manager positions	CEO
Approve deletion of positions	For all positions	CEO
Approve a staff member accepting outside employment or consultancies, additional to and separate from their normal duties within council.	For staff positions	CEO
	For Directors, Managers & Regional Managers	CEO

Staff: New Positions, Position Descriptions, Advertisements, Selection, Appointment and Probation

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Identify existing staff position vacancies	For staff positions	Managers
	For Director and Manager positions	CEO
	For CEO position	Council
Identify new staff positions (including availability of funding)	For all staff positions	Managers
	For Director and Manager	CEO
Approve new staff positions	For all staff positions	CEO
Develop new staff position descriptions	For staff positions	Human Resources Manager, Director
	For Director positions	CEO
Approve new staff position descriptions	For staff positions	Director
	For Director and Manager	CEO
Recommend appointment to staff positions	For all staff positions	Selection panel
Appoint staff to positions	Temporary/ Casual Staff	DCG
	For staff positions	CEO
	For Director and Manager	CEO
	For CEO position	Council
Confirm successful completion or otherwise of new staff probationary periods	For staff positions	Human Resources Manager
	For Managers	Director
	For Director positions	CEO
	For CEO position	Council

Staff: Dismissal and Redundancy

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Recommend redundancy of a staff member	For all staff	Director
Recommend dismissal of a staff member	For all staff	Director
Decision to make a staff member redundant	For all staff	CEO
	For CEO	Council
Approve the offer and acceptance of redundancy for all staff	For all staff	CEO
Decision to dismiss a staff member	Temporary/ Casual Staff	DCG
	For staff positions	CEO
	For Director positions	CEO
	For CEO	Council

Note: This Delegation should be read in conjunction with the RGRC Staff Discipline, Policy and Procedure.

Staff: Leave, Overtime, Training, Conference Attendance, Travel, External Consultancies

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Approve staff overtime (within budget)	For staff	Director
	For Managers	Director
	For Directors	CEO
Approve staff time in lieu	For staff	Director
	For Managers	Director
	For Directors	CEO
Approve staff paid personal leave (in accordance with accrued entitlements)	For staff	Manager, Senior/Council Service Coordinator, Regional Coordinator
	For Managers	Director
	For Directors	CEO
	For CEO	Council
Approve staff long service leave	For all staff	DCG
	For Directors and Managers	CEO
	For CEO	Council
Approve staff special leave (inc. Jury Service / NORFORCE, summons as witness)	For all staff	DCG
	For Directors and Managers	CEO
	For CEO	Council
Approve staff leave without pay		
	For all staff	DCG, CEO
	For Directors and Managers	CEO
Approve staff leave without pay for study purposes	For staff	Manager
	For Managers	Director
	For Directors	CEO
	For CEO	Council

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Approve fee assistance for staff study leave (within budget)	For staff	Director
	For Managers	Director
	For Directors	CEO
	For CEO	Council
Approve skill development plans for staff	For staff	Manager
	For Managers	Director
	For Directors	CEO
	For CEO	Council
Approval of attendance at external training courses/conferences (within budget)	For staff	Manager
	For Managers	Director
	For Directors	CEO
	For CEO	Council
Approve travel within NT	For staff	Manager
	For Managers	Director
	For Directors	CEO
	For CEO	Council
Approve travel outside NT	For staff	Directors
	For Managers	Director
	For Directors	CEO
	For CEO	Council
Approve travel outside of Australia	For staff	CEO
	For Directors and Managers	CEO
	For CEO	Council
Approve travel costs for attendance at training courses/conferences (within budget)	For staff	Manager
	For Managers	Director
	For Directors	CEO
	For CEO	Council

Staff: Performance Management

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Appraise performance of staff	For staff	Senior/Council Services Coordinator, Regional Coordinator, Manager, Director
	For Managers	Director
	For Directors	CEO
	For CEO	Council
Management of unsatisfactory staff performance	For staff	Manager, Regional Manager
	For Managers	Director
	For Directors	CEO
	For CEO	Council
Intervene in management of any unsatisfactory staff performance where divisional concerns are identified.	For all staff	Director
Intervene in management of any unsatisfactory staff performance where organisational concerns are identified.	For Directors	CEO
Intervene in management of any unsatisfactory staff performance where council concerns are identified.	For CEO	Council

Note: This Delegation should be read in conjunction with the RGRC Staff Discipline, Policy and Procedure.

Staff: Industrial Relations

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Authority to consult with council's external advisors, on industrial relations/human resources matters.	For all staff	CEO, DCG, HRM
Authority to purchase industrial relations/human resources advice and/or expertise.	For all staff	CEO, DCG

Contracts

Contracts: Contracts, Agreements and Submissions

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Approve the lease of new premises and sub leases of existing premises (within budget)	For organisation	CEO
Approve renewal of existing leases	For organisation	CEO
Cancel existing leases	For organisation	CEO
Authorise appointment of external consultants (within budget)	For directorate	Director
	For organisation	CEO
Approve appointment of insurers, details of contract and payment of premiums	For organisation	DCG, CEO
Approve commercial agreements for the staff and services of council	For organisation	DCG, CEO
Approve the sale, purchase and development of land.	For organisation	Council
Approve contracts with suppliers of goods and services (non legal)	For organisation	CEO
Authority to invite formal tenders for supply of goods or services	For organisation	CEO
Authority to award tenders for supply of goods or services (in accordance with LG Accounting Regulations)	For organisation	Council, Finance Committee
Authority to appoint, manage, and revoke persons to Tender Assessment Panel	For organisation	Council, Finance Committee
Authority to investigate funding opportunities, make recommendations and prepare submissions and tenders	For community based initiatives	Managers
	For directorate	Director
	For organisation	CEO
Approve draft submissions and tenders to be forwarded to the CEO.	For directorate	Director
Approve funding submissions or tendering activity to be undertaken.	For organisation	CEO
Authority to restrict or prevent submissions or tenders being made.	For organisation	Council
Authority to negotiate contracts, leases, rentals, agreements / memorandae	For directorate	Director
	For organisation	CEO, DCG
Authority to sign/seal agreements, contracts or tenders obtained	For organisation	Council
Authority to prepare and submit performance reports to funding departments/organisations.	For service/s	Managers
	For directorate	Director
	For organisation	CEO
Approve and submit financial reports to	For directorate	Director

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
funding departments/organisations.	For organisation	CEO
Authority to make daily operational decisions for direct service delivery in line with relevant contracts.	For service/s	Managers

Services

Services: Service Provision and Performance Management

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Approve the organisational Regional Plan and updates.	For organisation	Council
Authority to develop service plans in support of Council's Strategic Plan.	For all services (within direct control)	Managers
Approve new service initiative recommendations to be forwarded to the CEO.	For directorate	Director
Approve new service initiatives to be developed.	For organisation (subject to availability of funding/income)	CEO
Authority to restrict or prevent new initiatives.	For organisation	Council

Legal

Legal: Legal Matters

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Authority to consult with council's external advisors, on legal matters.	For organisation	CEO, Director
Authority to purchase legal advice and/or expertise.	For organisation	DCG, CEO
Approve engagement of lawyers.	For organisation	CEO, DCG
Authority to settle court, legal or any other formal proceedings and bind the council.	For organisation	CEO
	Less than \$100k	DCG
Authority to approve expenditure on legal matters, which are outside approved budget.	For organisation	Council

Regulatory Compliance

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Make Regulatory Order (Part 13.2 <i>Local Government Act</i>).	For organisation	CEO, Director
Commence enforcement action including prosecutions.	For organisation	CEO, DCG
Exercise regulatory powers – including issue of infringement notices (Part 9.6 <i>Local Government Act</i>).	For organisation	Authorised Persons (s112 <i>Local Government Act</i> and / or other legislative / statutory instrument)
Appointment of Authorised Persons (s112 <i>Local Government Act</i>), and management, amendments, and revocation of appointments or Authorities.	For organisation	CEO

Policies and Procedures

Policies and Procedures: Policies and Procedures

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Approval of policies	For Organisation	Council
Approval of Standard Operating Procedures (SOPs)	For Organisation	Directors
Work Instructions and Forms	For Organisation	Managers

Public Relations

Public Relations: Public Statements, Media Contact, and Comments on Strategic Issues

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Approve the use of councils name or logo by parties external to council.	For organisation	CEO
Authorised to release public or media statements.	For organisation (on strategic issues and positions held)	CEO
Authority to delegate specific media responses.	For all staff	CEO
Authority to request public statements, media contact and comments on strategic issues	For organisation	Council
Authority to respond to operational letters (including electronic correspondence) of non contentious nature	For organisation	All staff
Authority to respond to ministerial and contentious issues.	For organisation	CEO

Note: This Delegation also relates to correspondence via emails.

Complaints

Complaints: Complaints

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Authority to ensure appropriate and timely resolution of a complaint	For all staff	Managers
	For Managers	Director
	For Directors	CEO
	For CEO	Council
Authority to consult with council's external advisors, on complaint matters.	For organisation	Director
Authority to purchase mediation advice and/or expertise.	For organisation	DCG, CEO

Note: This Delegation should be read in conjunction with the RGRC Staff Complaints, Policy and Procedure

1. POLICY CERTIFICATION

Policy title:	Purchasing & Payment Policy
Policy number:	FIN003
Category:	Policy
Classification:	Finance
Status:	APPROVED

2. PURPOSE

This document is prepared in accordance with the *Local Government Act* and set out *Roper Gulf Regional Council's* (RGRC) policy for the acquisition of goods and services.

3. ORGANISATIONAL SCOPE

This policy applies to all contracting and procurement activities and is binding upon Councillors, all Council employees, contractors and consultants engaged by the council.

4. POLICY STATEMENT

The objectives of this Policy are to:

- 4.1 Achieve value for money and quality in the acquisition of goods, services and works;
- 4.2 Achieve compliance with relevant legislation.
- 4.3 Achieve compliance with the Council Conflict of Interest Policies ADM011 and ADM025.
- 4.4 Achieve high standards of probity, transparency, accountability and risk management.
- 4.5 Take a long term strategic view of its procurement that support Council's corporate strategies, aims and objectives;
- 4.6 Providing reasonable opportunity for competitive local businesses that comply with relevant legislation to supply to council, and
- 4.7 Where price, quality, services standards and delivery is comparable to other suppliers, preference will be given to suppliers that:
 - 4.7.1 Demonstrate high levels of social responsibility including supporting people with disabilities or special needs.
 - 4.7.2 Have in place or are prepared to consider implementing employment strategies and programs for Indigenous people.
 - 4.7.3 Demonstrate sustainable business practices.
 - 4.7.4 Prioritise the supply of Australian made products

5. DEFINITIONS

Purchase Order (PO)	A Purchase Order is Formal Document Initiated by the buyer and forwarded to the Supplier, This forms the basis for the one-off Contract between the parties for the Supply of Good Or Services to the Buyer.
GST	Goods and Service Tax (GST) is a broad-based tax of 10% on most goods and services and other items sold or consumed in Australia
Council	Roper Gulf Regional Council
The Region	The region of Roper Gulf
Immediate family member	Immediate family member includes: (a) a spouse, de facto partner, child, parent, grandparent, grandchild or sibling of the employee; or (b) a child, parent, grandparent, grandchild or sibling of a spouse or de facto partner of the employee

6. PURCHASING PROCEDURE

- 6.1 All the Council's Procurement activities must comply with this policy. The only exception is procuring for an emergency situation.
- 6.2 Purchase of all goods, services and works for which the estimated expenditure exceeds \$100,000, a public tender must be undertaken.

Council may also undertake a public tender where the value of goods, works and services does not reach the threshold sums. These may be situations where a public tender is preferred or prudent, managing risk considerations are paramount, or there is a desire for greater transparency of the procurement.

- 6.3 An exemption can be obtained from the Department of Local government to not go to public tender. This must be discussed and documented by the relevant manager endorsed by the Director of Corporate Governance and the Chief Executive Officer
- 6.4 At least three (3) written quotations are required for purchase of goods and services with a value between \$10,000 and \$ 100,000 (GST inclusive).

Procurement activities must not be split into smaller amounts to circumvent the thresholds.

- 6.5 Based on the Accounting Regulation 30(1) (a) (ii), three quotes are not required when a supply of service is a consultancy or other professional services.
- 6.6 All financial figures are to be considered as being GST inclusive unless explicitly written so.

7. AUTHORITY TO APPROVE PURCHASE ORDERS

- 7.1 After the careful evaluation of Quotes, Purchase Orders will be issued for the successful supplier.

All suppliers are instructed not to supply goods unless they make reference to Council's official purchase order number. If a supplier supplies goods without a purchase order number, and produces an invoice to Council without reference to an official purchase order number, then Council reserves the right to refuse payment for those goods or services.

- 7.2 The delegations for purchase order approval at the Council is in accordance *Roper Gulf Regional Financial Delegations Manual* summarised in Table 1

Table 1 Purchase order Approval Delegations

Amount	Approving Delegate
Greater than \$ 50,000	Chief Executive Officer
Up to \$ 50,000	Directors
Up to \$ 10,000	Managers
UP to \$ 10,000	Assistant Managers, Financial Accountant, Management Accountant, Workshop Coordinators
Up to \$ 2,500	WH&S Coordinator, Senior/Council Services Coordinator
Up to \$ 1,000	Finance Officers , Executive Assistant to CEO or Director, HQ Administration Support Officers and Contracts and Project Officers

7.3 No Employee or immediate family member is permitted to authorise a purchase order which directly benefits them.

8. PURCHASES USING CORPORATE CREDIT CARDS

8.1 Corporate credit cards must only be used for the purchase of goods and services for the Council.

8.2 **Credit Card Limits:** Based on the recommendation of Manager of Finance. Limits will be set on the credit card limit and the maximum value per transaction.

8.3 **Card Holders Responsibility:** All the card holders are responsible for the transactions on their card. All credit cardholders must submit the necessary supporting documentation for all the corporate credit card purchases to the finance department.

9. PURCHASES USING PETTY CASH

9.1 Petty cash may be used to for the purchase of small goods for urgent need. The maximum value of the purchases with petty cash is \$50.00.

9.2 Splitting Purchases to circumvent the limit is not allowed.

9.3 Petty cash claims are to be approved by Authorised Manager or Supervisor. Record of claims and tax invoices are to be maintained.

9.4 The petty cash accounts are reconciled on periodic basis; the Manger of Finance is responsible to ensure that petty cash usage is in compliance with all aspects of purchasing.

10. PURCHASES WITH PERSONAL FUNDS (EXPENSE REIMBURSEMENTS):

- 10.1 On certain occasions personal funds may be used by the staff to make purchase for Council's business.
- 10.2 In such circumstances, employees should fill out an Expense Reimbursement Form and get it authorised by their Direct Manger or Supervisor.
- 10.3 All authorised and completed claim forms along with the original tax Invoices must be forwarded to the Finance Department for payment.

11. BUDGETARY PROVISIONS

- 11.1 Procurement must be in accordance with the adopted Annual Budget or a Council Resolution and sufficient funds must be available to meet the full cost of the proposed procurement.

12. WORK HEALTH AND SAFETY (WH&S)

- 12.1 Council takes Work Health & Safety issues very seriously and undertake due diligence assessments on all suppliers to ensure compliance to legislative and business requirements.
- 12.2 All suppliers are required to comply with all the work health and safety legislative requirements.
- 12.3 These requirements are mandatory and non-compliance will disqualify prospective suppliers.
- 12.4 All the suppliers are required to provide evidence of public liability insurance.

13. PAYMENT TERMS

- 13.1 Payment terms are 30 days from the date on the invoice, unless otherwise arranged and agreed.

14. REFERENCES

Acknowledgements(original documents)	author/source
Related Policies	FIN001 Financial Delegations Manual ADM011 Conflict of Interest - Members ADM025 Conflict of Interest - Staff
Related Publications	107-010 Expense Reimbursement Form

15. DOCUMENT CONTROL

Policy number	FIN003
Policy Owner	Finance Manager
Endorsed by	FCM
Date approved	30 May 2012, May 2017
InfoXpert ID	673945
Amendments	September 2016, May 2017, February 2019,
Next revision due	May 2021

16. CONTACT PERSON

Position

**Manager, Governance and Corporate
Planning**

Contact number

8972 9000

Roper Gulf Regional Council



HR011 – Leave Policy

1. POLICY CERTIFICATION

Policy title:	Leave Policy
Policy number:	011
Category:	Policy
Classification:	HR
Status:	Revised draft

2. PURPOSE

Roper Gulf Regional Council (RGRC) requires all employees to abide by the leave policy and procedures when taking any leave entitlements. Any employee that breaches this policy may have disciplinary action taken against them.

3. ORGANISATIONAL SCOPE

This policy applies to all RGRC employees.

4. POLICY STATEMENT

RGRC will comply with all minimum leave standards of the Local Government Industry Award 2010 (LGIA 2010) and the National Employment Standards (NES). RGRC takes seriously its obligation to ensure that all employees are able to take leave as required throughout the year.

Prior to the commencement of any leave employees must submit a leave application form and obtain written approval from their supervisor or manager. The only exception to this rule is in the event of illness, sickness or special circumstances. On immediate return from such leave employees must complete a leave application form and submit it to their supervisor or manager for approval.

5. DEFINITIONS

12 Month Period	A period in which starts at the commencement of the first employment of the employer and ends on the 12 month anniversary of that employment.
Award	<i>Local Government Industry Award 2010</i>
Cash out	Means employees get payment instead of taking the time off work
Child	<p>A child of a person is:</p> <ul style="list-style-type: none"> • A biological child of the person; or • An adopted child or step-child of the person; or • If, at any time, the person was in a relationship as a couple with another person (whether the persons are the same sex or different sexes) – a child who is a product of the person's relationship with that other person. <p>It does not matter whether the child is an adult.</p> <p>For the purposes of the above, a child cannot be the product of a relationship between two persons (whether the persons are the same sex or different sexes) for the purposes of this Part unless the child is the biological child of at least one of the persons or has been legally adopted.</p>
Close Relative	<p>As defined under s106(B)(3) of the <i>Fair Work Act</i> (Cth), a close relative is someone who:</p> <p style="text-align: center;"><i>"(a) Is a member of the employee's immediate family; or</i> <i>(b) Is related to the employee according to Aboriginal or Torres Strait Islander kinship rules."</i></p>
Cultural Business	The Ceremonial rituals relating to burials; coming of age and discipline. Some cultural business such as funerals is referred to as 'sorry business'.

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Defacto partner	<p>A de facto partner in relation to an employee:</p> <ul style="list-style-type: none"> Means a person who, although not legally married to the employee, lives with the employee in a relationship as a couple on a genuine domestic basis (whether the employee and the person are of the same sex or different sexes); and Includes a former de facto partner of the employee
Family and Domestic Violence	<p>S106(B)(2) of the <i>Fair Work Act</i> (Cth) defines Family and Domestic Violence as: "violent, threatening or other abusive behaviour by a close relative of an employee that:</p> <p>(a) Seeks to coerce or control the employee; and</p> <p>(b) Causes the employee harm or to be fearful."</p>
Immediate Family	<p>The following are members of an employee's immediate family</p> <ul style="list-style-type: none"> A spouse, de factor partner, child, parent, grandparent, grandchild or sibling of the employee; and A child, parent, grandparent, grandchild or sibling of a spouse of de factor partner of the employee.
Medical Certificate	Means a certificate signed by a medical practitioner.
Medical Practitioner	Means a person registered, or licensed, as a medical practitioner under a law of a State or Territory that provides for the registration or licensing of medical practitioners.
NES	The National Employee Standards
Other definitions	For a full list of definitions refer to The National Employment Standards.
RGRC	Roper Gulf Regional Council.
The Act	<i>Fair Work Act (Cth)</i>

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6. PRINCIPLES

6.1 Annual Leave

This section applies to all employees other than casual employees.

Full time employees of RGRC are entitled to six (6) weeks paid annual leave for each year of service. This entitlement will be calculated on a pro-rata basis for part time employees.

An employee's entitlement to paid annual leave accrues progressively during a year of service, according to ordinary hours of work (including hours of paid leave). Employees will be paid their hourly ordinary time rate of pay during periods of annual leave, plus an annual leave loading of 17.5%.

Annual leave shall be taken at such a time mutually convenient to RGRC and the Employee, and may be taken for a period agreed between an employee and his or her supervisor. Supervisors and managers cannot unreasonably refuse to agree to a request by an employee to take annual leave.

Leave forms should be lodged at least two weeks prior to the period of leave, so that supervisors and managers are able to manage workloads and deadlines. Only in exceptional circumstances should supervisors and managers approve leave forms which are lodged within two (2) weeks of the period of leave.

When approving leave supervisors and managers must consider the operational requirements and resourcing of RGRC prior to approval.

If a period of annual leave includes a part or full day public holiday in the place where the employee is based then the employee is taken to not be on annual leave during that public holiday period.

RGRC may direct an employee who has an excessive leave accrual to take annual leave provided that:

- The employee has a leave accrual balance of greater than eight weeks;
- There has been a genuine attempt by the employer to reach agreement with the employee as to how to reduce the leave accrual;
- The employee is not required to take a period of annual leave which begins less than 8 weeks from the date the direction to take the leave is given; and
- As a result of the direction to take leave, the employee does not at any time have a remaining accrued entitlement to annual leave of less than six (6) weeks.

Any unused accrued annual leave will be paid to an employee on termination of their employment. In paying such leave, the employer will pay to the employee the amount that would have been payable to the employee had the employee taken the leave as leave.

6.1.1 Leave Loading

A loading of 17.5% of an employee's hourly ordinary time rate of pay shall be payable to an employee when taking a period of annual leave

6.1.2 Leave Paid at Commencement of Leave Period

An employee may choose to be paid annual leave at the commencement of their approved period of annual leave rather than be paid annual leave fortnightly during the period of the approved annual leave.

If an employee wants to be paid annual leave at the start of their period of leave, it needs to be specified on the leave form.

The employee must have the full annual leave entitlement to have the annual leave component paid in advance. If there is insufficient annual leave accrued at the time of payment, it will not be paid.

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6.1.3 Cashing Out of Annual leave

The employer and an employee may agree to the employee cashing out a particular amount of paid annual leave, provided that:

- The agreement does not result in the employee's remaining accrued annual leave entitlement to paid annual leave being less than 4 weeks;
- Each agreement to cash out a particular amount of paid annual leave is a separate agreement, and in writing;
- The employer pays to the employee at least the full amount that would have been payable to the employee had the employee taken the leave that the employee has forgone;
- There is no undue employer influence forcing the employee to cash out paid annual leave.

A maximum of two (2) weeks paid annual leave can be cashed out in any twelve month period.

All agreements to cash out annual leave must be signed by the Chief Executive Officer.

6.2 Personal / Carer's Leave

This section applies to all employees other than casual employees.

Full time employees of RGRC are entitled to 10 days paid personal / carer's leave for each year of service. This entitlement will be calculated on a pro-rata basis for part time employees.

An employee's entitlement to paid personal / carer's leave accrues progressively during a year of service, according to ordinary hours of work (including hours of paid leave). Personal / carer's leave accumulates from year to year.

An employee may take paid personal / carer's leave if the leave is taken:

- Because the employee is not fit for work because of a personal illness or personal injury, affecting the employee; or
- To provide care or support to a member of the employee's immediate family, or a member of the employee's household, who requires care or support because of personal illness or injury affecting the member, or an unexpected emergency affecting the member.

If a period of personal / carer's leave includes a part or full day public holiday in the place where the employee is based then the employee is taken to not be on personal / carer's leave during that public holiday

An employee must notify their employer as soon as is practicable of their inability to attend for work, and the expected period of the absence. Where this notification is not provided within 30 minutes of the employee's scheduled work starting time, the leave may not be approved.

Notification of absence must be directly to the employee's supervisor or manager. It is a requirement that the initial notification of non-attendance be verbal. Where such notification includes advice that the absence could be for an extended period, subsequent updates may be made via text message or email.

An employer can request evidence about the reason for personal/carer's leave. The request for evidence has to be reasonable. If the employee doesn't provide the requested notice or evidence the leave will not be approved.

Where an employee has utilised all paid personal/carer's leave entitlements, he or she may utilise accrued annual leave. Personal/carer's leave will be paid at the employees' base rate of pay for ordinary hours of work in the period.

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6.2.1 Documentation Requirements

An employer may request evidence that would satisfy a reasonable person of an employee's entitlement to the leave. This may be in the form of a medical certificate, or statutory declaration.

The employee must provide a medical certificate and/or statutory declaration if they:

- take two or more consecutive days of personal/carer's leave; or
- take one or more days of personal/carer's leave on either side of a public holiday or a period of annual leave; or
- take five or more days in a six month period; or
- take personal/carer's leave on any day, at the discretion and direction of the Council.

Pre-arranged medical appointments and/or elective surgeries relating to the employee will be covered by personal/carer's leave (as sick leave), provided that written confirmation is given to the employer detailing the time, duration, and location of such appointment and/or surgery (including details relating to expected recovery time). Travel time may be included in the leave period, but such travel time will be based on the nearest location at which the appointment and/or surgery is available, whether or not that is the actual location.

An employee cannot access personal/carer's leave for pre-arranged medical appointments and/or elective surgeries where such appointments relate to the employee's immediate family or household, unless medical certification is provided which confirms that the employee is required to care for and/or assist the person in attending and/or recovering from the appointment and/or surgery.

6.2.2 Unpaid Personal Leave

An employee can take as much paid personal/sick leave as they have accumulated to get better from an injury or illness.

When an employee has run out of paid personal/sick leave, they can take unpaid leave if they are not fit for work because they are sick or injured. If the employee is on unpaid sick leave, they cannot be dismissed for being absent if:

- they have been away for three (3) months or less; and
- they have provided evidence of their illness or injury through a medical certificate.

6.3 Unpaid Carer's Leave

Employees are entitled to two (2) days of unpaid carer's leave for each permissible occasion when a member of the employee's immediate family or a member of the employee's household, requires care or support because of:

- A personal illness, or injury, affecting the member; or
- An unexpected emergency affecting the member.

An employee cannot take unpaid carer's leave during a particular period if the employee could instead take paid carer's leave. That is to say, all paid carer's leave must be utilised by the employee before taking unpaid carer's leave.

An employee may take unpaid carer's leave for a particular permissible occasion as;

- A single continuous period of up to two (2) days; or
- Any separate periods to which the employee and his or her employer agree.

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6.4 Compassionate Leave

All employees (including casual employees) are entitled to five (5) days of compassionate leave for each permissible occasion when a member of the employee's immediate family:

- Contracts or develops a personal illness that poses a serious threat to his or her life; or
- Sustains a personal injury that poses a serious threat to his or her life; or
- Passes away.

In the event of a death the employee may be required to provide one of the following as evidence;

- a copy of the funeral notice; or
- a letter from the funeral service; or
- a copy of the death certificate; or.
- A statutory declaration.

In the event of a serious illness or injury evidence to be provided can be either a letter or note from an appropriately qualified medical practitioner. An employee may in exceptional circumstances, in consultation with their Manager provide an alternative form of evidence.

6.4.1 Taking Compassionate Leave

An employee may take the five (5) days compassionate leave for each permissible occasion if the leave is taken:

- For the purpose of spending time with the member of the employee's immediate family or household who has contracted or developed the personal illness or sustained the personal injury referred to above in Compassionate Leave.
- After the death of the member of the employee's immediate family or household referred to above in Compassionate Leave.

An employee may take compassionate leave for each permissible occasion as:

- A single continuous period of five (5) days; or
- Any separate periods to which the employee and his or her employer agree.

An employer can request evidence about the reason for compassionate leave (as per dot points above). The request for evidence has to be reasonable. If the employee does not provide the requested notice or evidence, the compassionate leave will not be approved.

An employee will be paid at their base rate of pay for their ordinary hours of work for the period

6.5 Family and Domestic Violence Leave

All employees (including casual and part-time employees) are entitled to five (5) days of unpaid family and domestic violence leave in a 12 month period, when the employee or a close relative of the employee is experiencing family and domestic violence.

The employee may be required to deal with the impact of a family and domestic violence situation and it is impractical for the employee to do so outside of the ordinary hours of work such as:

- Arranging safety plans for themselves or close relatives;
- Attending urgent court hearings; or
- Accessing police services.

An employee may take unpaid family and domestic violence leave as:

- A single continuous five (5) day period; or
 - Separate periods of one or more days each; or
 - Any separate period to which the employee and management agree, including periods of less than one day.
-

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Unpaid family and domestic violence leave is available in full at the start of each 12 month period of the employee's employment and does not accumulate from year to year.

6.5.1 Confidentiality

Employers will take steps to ensure information concerning any notice or evidence an employee has given under s107 of the *Fair Work Act 2009* (Cth) of the employee taking leave under this subdivision is treated confidentially, as far as it is reasonably practicable to do so. However, employers may disclose the information to Police if required to do so in accordance with s26 of the *Care and Protection of Children Act* and s124A(1) the *Domestic and Family Violence Act* or any other applicable legislation where mandatory reporting principles apply.

6.6 Community Service Leave

All employees (including casual employees) can take community service leave for certain activities such as:

- Voluntary emergency management activities;
- Jury duty (including attendance for jury selection).

6.6.1 Voluntary emergency management activity

An employee engages in a voluntary emergency management activity if:

- The activity involves dealing with an emergency or natural disaster;
- The employee engages in the activity on a voluntary basis;
- The employee was either requested to engage in an activity, or it would be reasonable to expect that such a request would have been made if circumstances had permitted;
- The employee is a member of, or has a member-like association with a recognised emergency management body.

Employees must give notice of their absence prior to taking community service leave to their supervisor or manager. All community service leave must be approved prior to taking the leave by the CEO through the HR department.

If the leave is for the purpose of engaging in emergency service activities and the matter is urgent the employee may provide notice to any Regional manager or supervisor. If it is not practicable to provide notice prior to the leave, the employee must give notice as soon as possible after commencing the leave. Notice must include the period or expected period of absence from the workplace. It is noted employees engaged in emergency service activities may not be able to provide a definitive period of absence; they should however attempt to provide an indicative period.

Employees taking leave for the purposes of jury duty must provide the evidence documents provided by the courts.

With the exception of jury duty, community services leave is unpaid. Refer to the NES for payment of jury duty.

6.7 Defence Reserve Leave

Australia's Defence Reserves are an essential component of the Navy, Army and Air Force. Reservists may be required to be deployed on operations overseas or in Australia.

As well as workplace rights and entitlements under the *Fair Work Act 2009* (Cth), reservists have additional workplace protections under the *Defence Reserve Service (Protection) Act 2001* (Cth).

Employers are required by law to release employee reservists to undertake all types of Defence service, and to continue to employ them on their return. This includes training.

Roper Gulf Regional Council



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Reservists should, as a matter of good practice, always try to give their employer as much notice as possible of the dates they will be absent from work on Defence service.

There is no legal obligation for employers to pay employees while they are absent on Defence service, including training. Employees cannot be required to take their annual leave or long service leave for absences on Defence service, but may voluntarily elect to do so by mutual agreement with their employer.

6.8 Long Service Leave

Long service leave will be in accordance with the Long Service Leave Act of the Northern Territory as amended from time to time.

All employees, including casual employees, who have been employed for a continuous period of 10 years will be entitled to take long service leave for a period equal to 1.3 weeks for each completed year of that 10 years continuous service.

Where an employee has completed a period of 10 years of continuous service, the employee becomes entitled to take long service leave on the completion of each subsequent 5 years continuous service for a period of 1.3 weeks for each completed year of that five (5) years continuous service.

Periods of long service leave, and periods of unpaid leave do not count as service for the purposes of accruing long service leave.

Where a public holiday occurs during a period of long service leave, the public holiday shall be deemed to be part of the long service leave, and the period of leave shall not be increased because of the public holiday.

Where an employee has been employed for a continuous period of less than 10 years but not less than seven (7) years, their pro-rata entitlement to long service leave will be paid on termination of employment if:

- The employee has reached retirement age;
- The employer terminates the employee (unless due to serious misconduct);
- The employee terminates due to illness, incapacity, or domestic or other pressing necessity of such a nature as to justify so ceasing to be an employee.

Long service leave cannot be cashed-out.

Generally, the time for using leave is by mutual agreement between the employer and employee. However, the employer can require the employee to take their long service leave entitlement provided the employee is given two (2) months' notice.

Leave should be taken as a single continuous period unless agreed by the employee and employer, in which case it cannot be taken in more than three (3) separate periods of not less than 4 weeks each.

RGRC will comply with Section 109 of the *Local Government Act*, which enables a person to elect to transfer their accrued and accruing rights to long service leave, where they have left one eligible employer, and, within a three month period, commenced employment with another eligible employer. For these purposes, an eligible employer\ is:

- A council for an area within the Northern Territory;
- A local government subsidiary formed with the Minister's approval under the Local Government Act (this includes CouncilBiz); and
- LGANT.

Roper Gulf Regional Council



HR011 – Leave Policy

6.9 Parental Leave

Parental leave is leave which can be taken when:

- a) The leave is associated with:
 - The birth of a child of the employee or the employee's spouse or de facto partner;
 - The placement of a child under 16 years of age with the employee for adoption; and
- b) The employee has or will have a responsibility for the care of the child.

Parental leave is available to full time, part time, and eligible casual employees who have at least 12 months continuous service:

- As at the date of birth, or the expected date of birth, of the child;
- As at the day of placement, or expected day of placement, of the child; or
- As at the date on which the period of leave is to start, when the employee is taking a period of parental leave that is to start within 12 months after the birth or placement of the child.

An eligible casual employee is one who has been employed on a regular and systematic basis for a period of at least 12 months and who would have a reasonable expectation of ongoing employment.

Employees who satisfy the eligibility requirements of parental leave may have an entitlement to the following:

- **6 weeks** paid parental leave, in the form of maternity, paternity, or adoption leave, available to the primary care giver of the child. This paid leave reduces the employee's entitlement to unpaid parental leave.
- **12 months** unpaid parental leave, available to the primary care giver of the child.
- **2 weeks** paid partner leave, available to an employee who is the spouse/partner of the primary care giver. An employee taking paid partner leave can also request an additional six (6) weeks unpaid partner leave. Partner leave will reduce an employee's subsequent entitlement to parental leave.

Parental leave must be taken in a single continuous period.

The Employee may take any other forms of paid leave to which they are entitled, such as annual or long service leave, during the course of unpaid parental leave.

An employee who is pregnant can commence parental leave no earlier than six weeks before the expected date of birth, unless by agreement between employee and employer.

If a pregnant employee continues to work during the period of six weeks before the expected date of birth of the child, the employer may ask for a medical certificate containing the following:

- A statement of whether the employee is fit to work
- If the employee is fit for work – a statement of whether it is inadvisable for the employee to continue in their current position during the stated period because of:
 - Illness, or risks, arising out of the employees pregnancy; or
 - Hazards connected with the position

Parental leave can commence at any time within 12 months after the date of birth or date of placement of the child.

Notice of parental leave must be provided in writing no later than **10 weeks** prior to the commencement of the leave, or, if it is not possible to so, as soon as practicable. The notice must provide the intended start and end dates of the leave.

Employees applying for parental leave may be required to provide evidence that would satisfy a reasonable person of the actual or expected date of birth of a child (e.g. a medical certificate), or the day or expected day of placement of a child under 16 years of age.

For further full entitlement detail and information refer to the NES.

Roper Gulf Regional Council



HR011 – Leave Policy

6.10 Cultural Business Leave

Cultural Business Leave may be granted after a Community Elder notifies the Regional Services Manager, Director or CEO of the cultural business event with 24 hours' notice. A level of service delivery needs to be determined depending on the application and staff may access this leave via 1 of 3 options:

1. Compassionate leave;
2. Annual leave and;
3. Leave without pay.

Refer to the RGRC GOV004 Cultural Business Policy for further information.

6.11 Leave Without Pay

Leave without pay is not an employee entitlement.

Employees may make application for leave without pay in circumstances where they have exhausted all other leave entitlements. Employees must disclose the purpose and timeframe when requesting leave without pay. Leave without pay will not be granted for periods in excess of six (6) months. Leave without pay will not be granted for the purpose of taking up other paid employment.

Leave without pay may be granted for:

- The purpose of extending a holiday/travel,
- To settle personal matters where an extended period of leave is needed,
- To undertake a study program

Leave without pay will not be approved if it is not in the best interests of RGRC and conflicts with operational requirements.

Current RGRC staff members are prohibited from holding office as elected members of RGRC (s 37(1)(d) *Local Government Act*). Section 110 of the *Local Government Act* makes provisions for staff members to resign for the purposes of standing as candidates for election.

If a staff member chooses to stand as a candidate for election as an elected member of RGRC, the Legislative Assembly, or the Commonwealth House of Representatives, or the Senate, they must choose to resign specifically for that purpose by giving the CEO written notice no more than 28 days before the close of nominations for the relevant election. If the staff member is not elected, they may apply to the CEO to be reinstated within seven (7) days after the result of the election is known, and they shall be reinstated,

A staff member who is reinstated under this provision is to be treated as having been on leave without pay between the date of resignation and the date of reinstatement.

6.12 Study Leave

RGRC supports the professional development of its employees in a manner which is beneficial to both the employee and the organisation.

Paid leave may be granted to employees to attend external studies and shall include travelling time but only if that travel occurs during normal hours in which the employee would normally have been required to work.

Paid time off for the purpose of study will be negotiated between the employee and the Department Manager. This paid time will not exceed five (5) hours per week and will include travelling time. The greater or equivalent period of time spent studying must be conducted in the employees own time.

Operation requirements and a requirement not to disadvantage RGRC service delivery will be taken into consideration prior to the approval of study leave.

The CEO, or their delegate, may retract preapproved study leave under extreme operational requirements.

Roper Gulf Regional Council



HR011 – Leave Policy

Staff who participate in authorised external studies may be offered a reasonable amount of time during working hours for the purpose of study.

The amount of time offered will depend on the nature and length of the course, and may vary depending on operational requirements.

6.13 Time Off in Lieu (TOIL)

The employer and an employee may agree in writing to the employee taking time off instead of being paid for a particular amount of overtime that has been worked by the employee.

Any amount of overtime that has been worked by an employee in a particular pay period which is to be taken as time off in lieu must be the subject of a separate agreement.

Time in lieu accrues as an hour of TOIL for an hour of overtime worked – it does not accrue at overtime rates.

TOIL must be taken within six (6) months of the overtime being worked.

All overtime must be approved by the Director, including overtime which is to be taken as time off in lieu.

7. PUBLIC HOLIDAYS

Roper Gulf Regional Council recognises the following public holidays:

New Year's Day
 Australia Day
 Good Friday
 Easter Saturday
 Easter Monday
 Anzac Day
 May Day
 Queen's Birthday
 Christmas Day
 Boxing Day
 Katherine Show Day – all employees except for Borrooloola staff
 Borrooloola Show Day – Borrooloola employees only

For full information and entitlements refer to The National Employment Standards, Fair Work Act 2009 (Cth), Local Government Industry Award 2010 and the Local Government Act.

8. REFERENCES

Acknowledgements (original author/source documents)	Human Resource Unit
Related Policies	<ul style="list-style-type: none"> • ADM004 - Cultural Business Policy • HR007 - Study Leave Policy • HR014 – Employee Training and Development Policy

Roper Gulf Regional Council



HR011 – Leave Policy

Related Publications	<ul style="list-style-type: none"> • <i>Long Service Leave Act of the Northern Territory</i> • <i>Local Government Industry Award 2010</i> • the National Employment Standards • <i>Fair Work Act 2009 (Cth)</i> • <i>Defence Reserve Service (Protection) Act 2001 (Cth)</i>
Relevant Forms	<ul style="list-style-type: none"> • HR005 - Leave Form • HR023 - Overtime Request Form

9. DOCUMENT CONTROL

Policy number	011
Policy Owner	HR
Endorsed by	OCM
Date approved	10 October 2013
Revisions	2 July 2017, 23 August 2017,
Amendments	16 December 2015, 24 March 2016, November 2016 – Policy Statement; Definitions, 6 Principles, 7 & 8 TOIL 23 August 2017
Next revision due	June 2021

10. CONTACT PERSON

Contact person
Contact number

**Human Resource Manager
08 8972 9012**

CORPORATE GOVERNANCE DIRECTORATE REPORT

ITEM NUMBER	15.11
TITLE	Grant Funding Arrangements
REFERENCE	796310
AUTHOR	Josh Chevailier-Brine, Grants Coordinator

RECOMMENDATION

- (a) That Council accept the funding offer of \$500,000 (GST Exclusive) for the Matakana Aged and Disability Respite Care Centre, by signing, dating, and affixing the Common Seal to one copy of the Deed of Agreement; and
- (b) That Council accept the variation to the Homelands Extra Allowance, by signing, dating, and affixing the Common Seal to one copy of the Deed of Variation.

BACKGROUND**A. Mataranka Aged and Disability Respite Care Centre**

The Agreement provides funding of \$500,000 (GST Exclusive) for the design and construction of a respite facility to be located in Mataranka.

B. Variation to Homelands Extra Allowance

The variation provides funding of \$12,000 (GST Exclusive) for two dwellings under Councils existing 2018-19 Homelands Extra Allowance Program.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS**A. Mataranka Aged and Disability Respite Care Centre**

There are a number of value for money considerations that Council must make for this procurement.

1. The most recent quote for the initial concept design (Attachment 1) estimated the cost to construct at around s201 LGA but did not include the cost of design and labour.
2. It is anticipated that improvements to the initial concept design of the facility (Attachment 2) is required in order to achieve a design which is amenable to the business need, the disability characteristics of clients, the built environment, and cultural and social considerations. This may increase the cost of materials and labour.
3. A budget analysis of additional costs likely to be incurred during delivery of the project is yet to be conducted. The additional items listed below may incur an additional s201 LGA
 - Design and labour;
 - Furniture and fittings;
 - The cost of a new modern commercial laundry and kitchen appliances;
 - Solar power and solar hot water;
 - Security system fit out;
 - Fencing, pathing and landscaping, especially with regards to the health and safety of clients;
 - Bitumanisation of vehicle access;

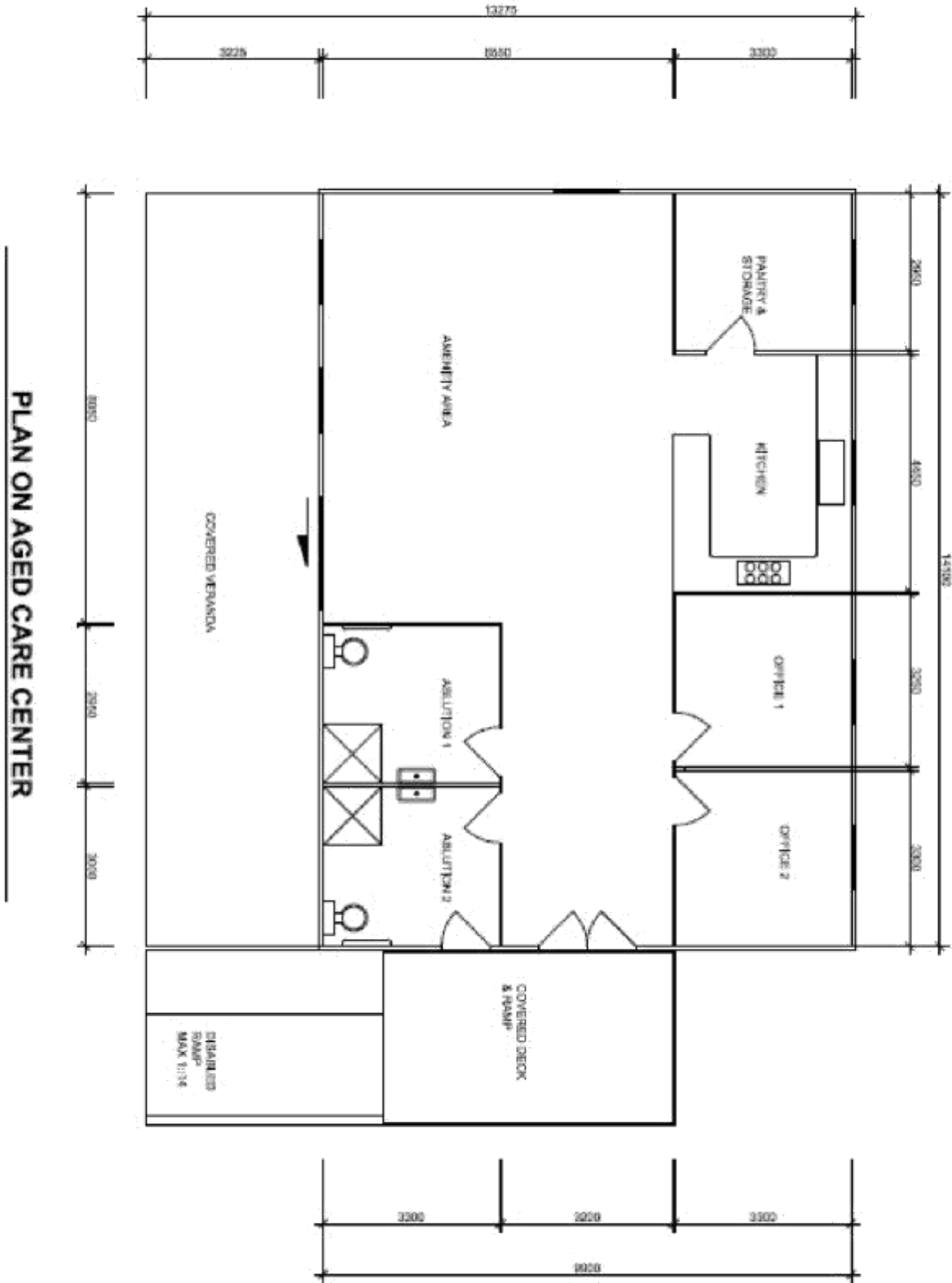
- Disposal and/or relocation of existing aged care and disability respite assets;
and
 - Project management and administration.
4. An analysis of the viability of the programs to be delivered out of the facility has not yet been conducted, as well as the ability of those programs to cover the rental expenses for the facility.

This procurement is expected to be delivered by 30 November 2019.

ATTACHMENTS:

- 1 [↓](#) Quote_Facility.pdf
2 Initial_Concept_Design.pdf

s201 LGA



CORPORATE GOVERNANCE DIRECTORATE REPORT



ITEM NUMBER	15.12
TITLE	Round 2 Community Grants Program
REFERENCE	796347
AUTHOR	Josh Chevailier-Brine, Grants Coordinator

RECOMMENDATION

- (a) That Council endorse the recommendations of the Community Grants Committee for Round 2 of the 2018-19 Community Grants Program;
- (b) That Council deliberate on the allocation of remaining funds.

BACKGROUND

For the Major Category:

- Artback NT - \$3,000 for Malandarri Festival 2019
- Artback NT - \$3,000 for Numburindi Festival 2019
- Isolated Children's Parent's Association - \$3,000 for ICPA Sports Camp 2019
- Mataranka School - \$2,400 for Junior Golf Lessons
- Mataranka Better Half Club – To be announced

For the Minor Category:

- Nil

Sponsorships:

- Nil

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

The remaining balance in the Program budget following Round 1 of the Program and sponsorship requests is \$38,439 (GST Exclusive).

It is anticipated that the amount of funding sought under Round 2 will leave a balance of unallocated funds. It is recommended that Council deliberate on how to make use of remaining funds:

- a) Conducting a third round of the Program, with possible additional funding provided by Council, to be conducted from 25 April – 6 June 2019.
- b) Retain the balance for sponsorship or direct source grants.
- c) Provide Artback NT with a level of recurrent funding in 2019-20.

ATTACHMENTS:

There are no attachments for this report.

**COUNCIL & COMMUNITY SERVICES DIRECTORATE
REPORT**

ITEM NUMBER	16.1
TITLE	Portable Multipurpose Shredder
REFERENCE	795240
AUTHOR	Alisha Sullivan, Executive Assistant to Director of Council and Community Services

RECOMMENDATION

- (a) **That Council provides in-principle support for the procurement of a Multipurpose Shredder by the Big Rivers Waste Management Working Group (BRMMWG) for the Big Rivers Region.**

BACKGROUND

Communities within our Council generate considerable waste which is difficult to manage and currently not economically viable to transport the waste elsewhere.

This issue is inherent with other Councils in the Big Rivers Region and necessitates a collaborative approach to find a solution.

The BRMMWG is seeking ministerial support from the Department of Housing and Community Development to help fund the acquisition of a portable multipurpose shredder.

The shredder would be capable of shredding materials such as plastics, green waste, tyres, mattresses, concrete and scrap metal.

If Council was able to utilize the shredder, it would enable our communities to deal with legacy waste, reduce airspace by 65% in landfills, reduce the hazards associated with storage of tyres (toxins / mosquito breeding), shred green waste into mulch (to be used in parks & gardens), extract steel (to sell) and promote recycling (more viable to transport).

ISSUES/OPTIONS/SWOT

At this stage, Council is being requested to provide in-principle support for the procurement of a Portable Multipurpose Shredder by BRMMWG.

This support is based on the BRMMWG obtaining funding for the purchase of the shredder.

Council's support of this project will assist to upgrade our waste management facilities to acceptable standards and provide a cleaner environment for our communities.

FINANCIAL CONSIDERATIONS

If successful, it is anticipated the funding will cover the first year set up and operational costs.

The ongoing operation of the shredder will be apportioned between Councils and partly funded by expected savings resulting from the shared resource. Another option for ongoing operation is for the BRMMWG to hire the fleet to other Councils.

These are discussions for a later stage however and initial costs to Council are zero.

ATTACHMENTS:

There are no attachments for this report.

**COUNCIL & COMMUNITY SERVICES DIRECTORATE
REPORT**



ITEM NUMBER 16.2
TITLE Renovations at Lot 34, JILKMINGGAN
REFERENCE 795538
AUTHOR Virginia Boon, Asset Manager

RECOMMENDATION

- (a) **That Council amend the Capital Expenditure budget to include \$80,000 for repairs to the Councils leased house at Lot 34, Jilkminggan.**

BACKGROUND

In 2017, Lot 34 Jilkminggan was assessed and a Scope of Works produced to enable trade services to provide quotations for the proposed works.

Two quotes were received for the proposed work but it was deemed unviable to repair the house given Jilkminggan Community Aboriginal Corporation (JCAC) were only allowing a short term lease on the property; and that it was specifically for housing Sport & Recreation staff.

JCAC have since changed the terms on the lease to allow housing for "Core Services" staff. Under this arrangement we can accommodate a Council Services Coordinator (CSC) in the community.

ISSUES/OPTIONS/SWOT

Without having a Council presence in the community it is very hard to monitor the services Council delivers outside normal business hours.

Having a CSC living in the community will allow for a better monitoring process to ensure that Council services are being delivered efficiently and effectively in Jilkminggan Community.

FINANCIAL CONSIDERATIONS

Budget Amendment of \$80,000

ATTACHMENTS:

There are no attachments for this report.

COUNCIL & COMMUNITY SERVICES DIRECTORATE REPORT



ITEM NUMBER	16.3
TITLE	BARUNGA and BESWICK Legacy Waste
REFERENCE	795539
AUTHOR	Virginya Boon, Asset Manager

RECOMMENDATION

- (a) **That Council receive and note the report on the Barunga and Beswick Legacy Waste Sites issues.**

BACKGROUND

At Council's request, Janna Poortinga, Coordinator of the Big Rivers Regional Waste Management Group's (BRRWGM) visited the legacy waste sites at Barunga and Beswick and provided a report on her findings.

In summary the report found the following:

BARUNGA

- Waste Streams Identified:
 - Tyres
 - Asbestos
 - Scrap Metal
 - Construction and Demolition Waste
- Recommendations:
 - Engage a licensed asbestos removalist to remove the asbestos and dispose of it appropriately. Undertake measurements of asbestos in the air to provide insight into the exposure levels to the residents of Barunga
 - Remove the tyres and relocate to the current Waste Management Facility (WMF)
 - Remove the scrap metal and relocate to current WMF for collection
 - Remove construction demolition waste from site

BESWICK

- Waste Streams Identified:
 - Tyres
 - Possible Asbestos
 - Scrap Metal
 - Plastics
 - Organic Waste
 - Construction and Demolition Waste
- Recommendations:
 - Engage a licensed asbestos removalist to determine if asbestos is present
 - Remove Tyres and relocate to current WMF
 - Remove domestic waste piles
 - Remove scrap metal and relocate to current WMF for collection
 - Remove construction demolition waste from the site
 - Decide on a course of action for any buried waste on the site

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 [↓](#) Barunga Legacy Waste Site.pdf
- 2 [↓](#) Beswick Legacy Waste Site.pdf

Tackling the Legacy Waste Site in Barunga

Written by: Janna Poortinga, Big Rivers Waste Management Coordinator

© February 2019

1. Extent of the Legacy Site

In order to determine the risks associated with the legacy waste site, the extent of the site should be determined. This will be done using four steps: (1) Site history check; (2) Determine outer boundaries; (3) Volume estimation and (4) Identify on-site and off-site receptors

1.1. Site History check

Susan Gillies, Council Services Coordinator in Barunga and Nathan McIvor, Area Manager of Central Arnhem, were contacted to acquire site history information about the Legacy Waste Site. There is no documentation available on the site. The Legacy Waste Site is located 800 metres out of town as shown in *Appendix I – Location legacy waste site*. This location is sometimes used by residents to spend their spare time. Aerial photography from the Northern Territory Government, dating back to 2000, shows no evidence of a legacy waste site as shown in *Figure 1, top left*. Satellite images obtained from DigitalGlobe dating back to 2004 (*Figure 1, top right*) show evidence of waste disposal at the site. The extent of this waste does not change considerably in the images of 2011, 2013 and 2015 (*Figure 1, middle, and bottom left*). In 2018, the waste at the site seems to have increased (*Figure 1, bottom right*). Larger images of the Site are shown in *Appendix II – Legacy Waste Site timeline*.

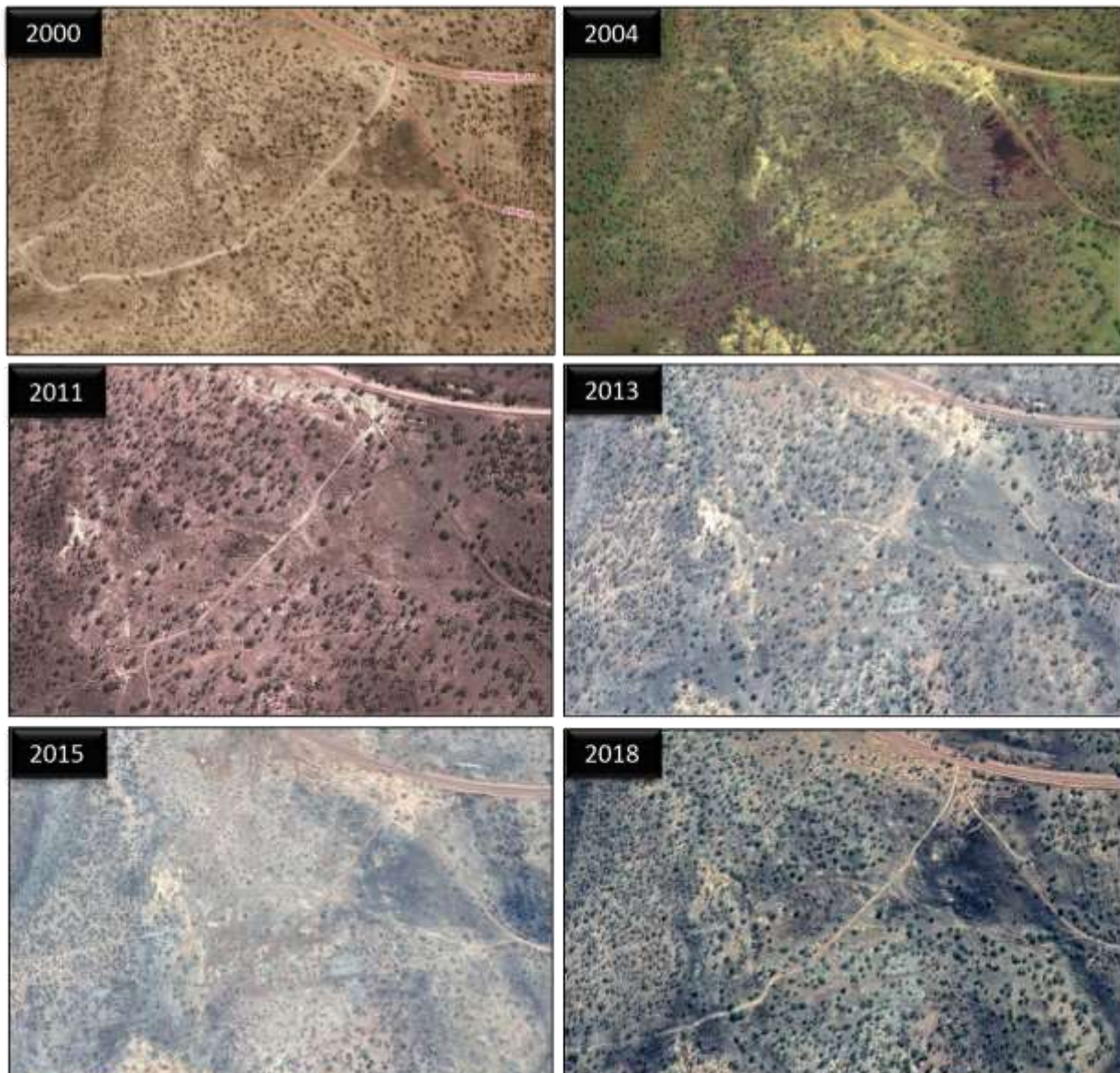


Figure 1, The Legacy Waste Site at Barunga from aerial photography and satellite imagery over the years: 2000 (top left), 2004 (top right), 2011 (middle left), 2013 (middle right), 2015 (bottom left) and 2018 (bottom right).

The satellite imagery of the different years have been produced at different times during the year, which explains why some imagery is greener (wet season) than others (dry season). Based on these images, it can be concluded that the Legacy Waste Site is 15 to 20 years old, though it looks like a major part of the waste has been illegally dumped at the Site in the past four years.

1.2. Outer Boundaries

A site visit has been conducted on 27 November 2018 to determine the outer boundaries of the area. *Appendix III – Legacy Waste Site visit on 27 November 2018* contains photos taken of the site. The outer boundaries are approximated as shown in *Figure 2*. Because the waste is spread around the area and due to the presence of trees, it was difficult driving to the outer edges of the Site. The outer boundaries have therefore largely been determined using satellite data. The area of the Legacy Waste Site is approximately 34 hectares. There are various spots with piles of waste meaning the area is not covered equally.



Figure 2, Approximated outer boundaries of the Legacy Waste site.

1.3. Volume estimation

Since there is no documentation on the site, it is unknown whether waste has been buried beneath the surface. Photos like the ones shown in *Figure 3* show waste that has been spread over the surface and partially covered in vegetation. This indicates above surface disposal.



Figure 3, Two photos taken at the Legacy Waste Site on 27 November 2018. The photos show demolition waste spread over the surface and partially covered in vegetation. This indicates above surface disposal.

Photos like the ones shown in **Figure 4** show scrap metal that is partially covered by soil and sticks out of the surface, which could indicate burial of waste. All waste at the site has been illegally dumped, which is usually done secretly and quickly. Going through the trouble of burying the waste does not fit this profile and is deemed unlikely. The partially buried scrap metal shows signs of weathering, indicating it may have been there for as long as 15 or 20 years. During this time, soil particles moved by the wind and natural changes in the landscape may have caused for the scrap metal to be partially buried.



Figure 4, Two photos taken at the Legacy Waste Site on 27 November 2018. The photos show scrap metal that is partially covered by soil and sticks out of the surface, which could indicate burial of waste.

Based on the satellite data from 2018 and the site visit, it is estimated that no more than 20% of the outlined area is covered with waste. Using an average of an approximate height of 30 centimetres, the total volume of the legacy waste is estimated to be around 20,000 m³.

1.4. On-site and off-site receptors

Figure 5 shows the environmental land-classification of the site and its surroundings. There are no receptors on the site. The usage of the site for leisure activities by the residents however makes the users of the site occasionally a receptor. The town centre is closely located to the Site, making the residents of Barunga receptors of the Site.



Figure 5, land classification of the area around the Legacy Waste Site (black outline). The Site is close to the Barunga Community (800 metres).

Figure 6 shows the waterways in the area around the Legacy Waste Site. The surface water flows are expected to run off towards the rivers south and south-east of the area and then flow to the Beswick Creek. The groundwater flow is expected to go in south – south-easterly direction; however this can only be confirmed through hydrological studies.

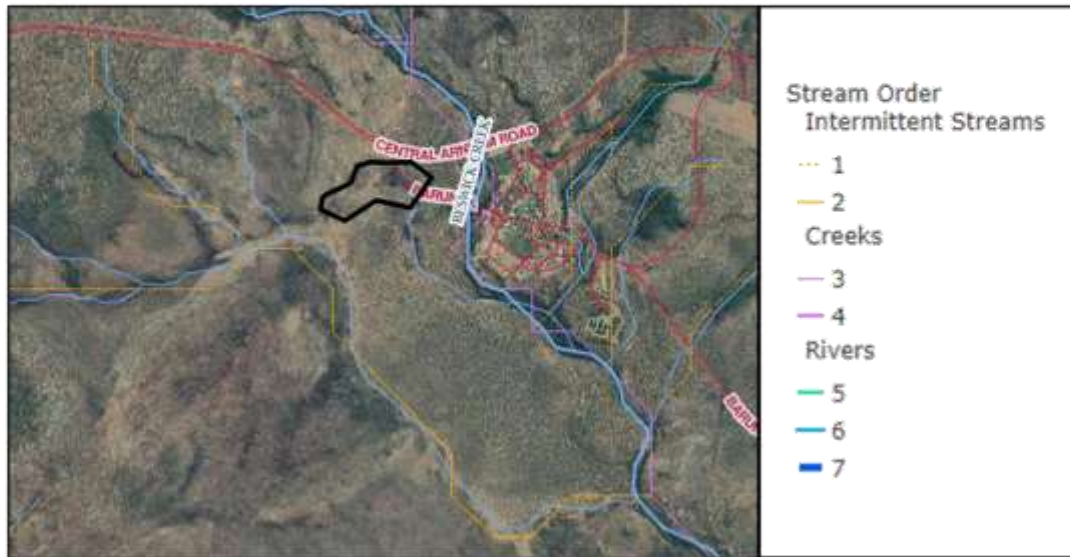


Figure 6, Waterways in the area around the Legacy Waste Site (black outline). Surface water is expected to run off towards rivers (order 6) south and south-east of the area and then flow to the Beswick Creek (order 6). Groundwater flow is suspected to flow towards south – south-east, though this can only be confirmed through hydrological studies.

2. Identified Waste Streams

In order to determine the risk of the legacy waste site as described in chapter 1, it is important to identify waste streams found at the site as these will determine environmental and public health risks. Close-ups of waste found at the Legacy Waste Site are displayed in *Appendix IV –Legacy Waste identification* Appendix IV –Legacy Waste identification. The vast majority of the waste found on the surface can be categorised as construction and demolition waste. There are a few cars at the Site which are likely to be from domestic users. Concrete is most abundant at the site, however scrap metal, bricks and tiles can also be found in large quantities. A couple of tyres have also been identified. The site has been assessed on the presence of asbestos, which can be found in large quantities at the site.

2.1. Tyres

A couple of areas have been found where tyres have been disposed. Tyres are a listed waste and can pose a considerable environmental and health hazard. There are toxins in tyres that can be released through fires and inhaled by the residents of Barunga. Some of these toxins are carcinogenic which means they could cause cancer. If the tyres are not burnt, they can leach heavy metals such as zinc, lead, nickel and chromium to the groundwater which may affect waterbodies and could potentially end up in water used for drinking purposes. Heavy metals, when ingested for example via water, can cause structural damage to the body. Furthermore, tyres can harbour vermin and mosquitos that can spread diseases like Ross River Virus.

It is estimated that there is a maximum of 5 tyres at the Legacy Waste Site. Although these should be removed and disposed of appropriately, it is expected the quantity of tyres at the Site poses a low risk to the environment and the residents of Barunga.

2.2. Asbestos

Asbestos comes in many shapes and sizes and is generally divided in two categories: friable and non-friable asbestos. Non-friable asbestos is solid and rigid and when undisturbed, does not pose any risk. Friable asbestos can be crumbled into a fine material that contains microfibers that travel easily with the wind and can be inhaled by people. These fibres accumulate in the body and can lead to diseases like obstructive pulmonary disease and lung cancer. The location of the Legacy Waste Site is located relatively close to the Barunga residential area being only 800 metres from town. Since friable asbestos is present, the Site poses a major health risk to the residents of Barunga.

2.3. Scrap metal

Scrap metal is present in abundance at the Legacy Waste Site. Some of the scrap metal at the site has started to decompose and has been at the site for many years. Decomposition of scrap metal has no significant effect on the environment. Direct exposure to scrap metal can however be dangerous as cuts caused by scrap metal can lead to tetanus. Tetanus is an infection caused by bacteria that creates a toxin in the body causing severe muscle spasms and can lead to suffocation, pneumonia, extreme blood pressure values or a heart attack.

There are cleared roads at the Site that are regularly used. These roads are cleared from any scrap metal, providing minimum direct exposure to the residents. Any harmful effects of the Legacy Waste Site caused by the scrap metal are therefore very unlikely.

2.4. Construction and demolition waste

The majority of the waste identified at the Legacy Waste Site is construction and demolition waste. The materials identified at the site are bricks, concrete and tiles. The construction and demolition waste is voluminous and an eyesore, however poses no risk to the environment or human health.

3. Problem Identification

With waste quantities and waste types identified, the problems associated with the Legacy Waste Site can be determined. If needed, problems can be quantified by means of testing the presence of toxins in the air, water soil or human blood.

The impact of the Legacy Waste Site in Barunga on the environment and public health is determined by the presence of asbestos. Friable asbestos is present at the Site and, when dry, can travel with the wind to the residents of Barunga. Users of the site will also be exposed to these asbestos fibres. Asbestos can be harmful at any concentration, meaning that any exposure is dangerous. Unless the friable asbestos can be kept wet at all times, licenced asbestos removalists should be engaged as a matter of priority to remove the asbestos from the site and dispose of it appropriately.

It is advised to conduct testing of the air quality to assess the exposure of the residents to asbestos. These tests may be done at the site, the commonly used area for leisure activities at the site, at the road and in the residential area (both outside and inside buildings).

Apart from the asbestos, there is no indication of the Site causing any harm to public health or the environment. Since the waste is spread over a large area and the majority of the waste is construction and demolition waste and scrap metal, it causes an eyesore and makes the area unsuitable for future development. Full remediation of the Site is therefore recommended.

Approach

The identified waste streams and quantities are unlikely to pose harm to people and the environment. The following steps are advised as an approach to remediate the site:

- 1) Engage a licenced asbestos removalist to remove the asbestos and dispose of it appropriately. Undertake measurements of asbestos in the air to provide insight in the exposure levels to the residents of Barunga.
- 2) Pick up the tyres at the site and dispose of them at the Waste Management Facility. Holes should be punched in the tyres to prevent waterlogging.
- 3) Remove scrap metal from the site
 - a) This can be done by engaging a scrap metal collector. An excavator with a magnet may be used to collect the scattered scrap metal. Considering the value of scrap metal, this may be possible at relatively low cost to Council.
 - b) This can also be done by Council staff but will take a lot of time. The scrap metal can be brought to the scrap metal area at the landfill to wait for collection.
- 4) Remove the construction and demolition waste from the site.
 - a) A shredding company could be engaged to shred the construction and demolition waste to smaller pieces after which it can be used for different purposes, such as intermediate fill in the landfill.
 - b) The construction and demolition waste can be brought to a stockpiling area (e.g. at the landfill site) to await future opportunities for recycling.

Whereas the first step is a crucial step in the determination of the problem of the Legacy Waste Site in Barunga, steps 2 to 6 may be altered based on the budget and goals of the Council.

The Waste Management Facility referred to in step 2 refers to the current landfill in Barunga, which is operated following the best-practice guidelines outlined by the *Waste Management Guidelines for Small Communities in the Northern Territory*. These operational practices ensure minimisation of the harmful effects associated with tyres.

Rehabilitation and aftercare

Toxins leaching from waste can have adverse effects on people and the environment for many years after the waste has been appropriately disposed or removed from the site. Rehabilitation plans are designed to ensure long-term aftercare and minimise the potential of any adverse impacts from the site.

Since apart from the asbestos, the Legacy Waste Site is unlikely to have any adverse effects on the environment or public health, rehabilitation of the area is unnecessary. A weekly testing of the air quality at several places at and around the site and the community are recommended until the asbestos fibre concentration in the air is negligible.

Measures should be taken to ensure future illegal dumping at the site is prevented. Contractors working in the area should be notified of the proper procedures around waste disposal and the consequences they face if not disposed of appropriately. If these measures are not enough to prevent future illegal dumping at the site, restriction of public access to the site could be considered.

Appendix I - Location legacy waste site

The Figure below shows the location of the Legacy Waste Site (Blue) relative to the town and the current landfill (yellow).





Appendix II - Legacy Waste Site timeline



13



2011

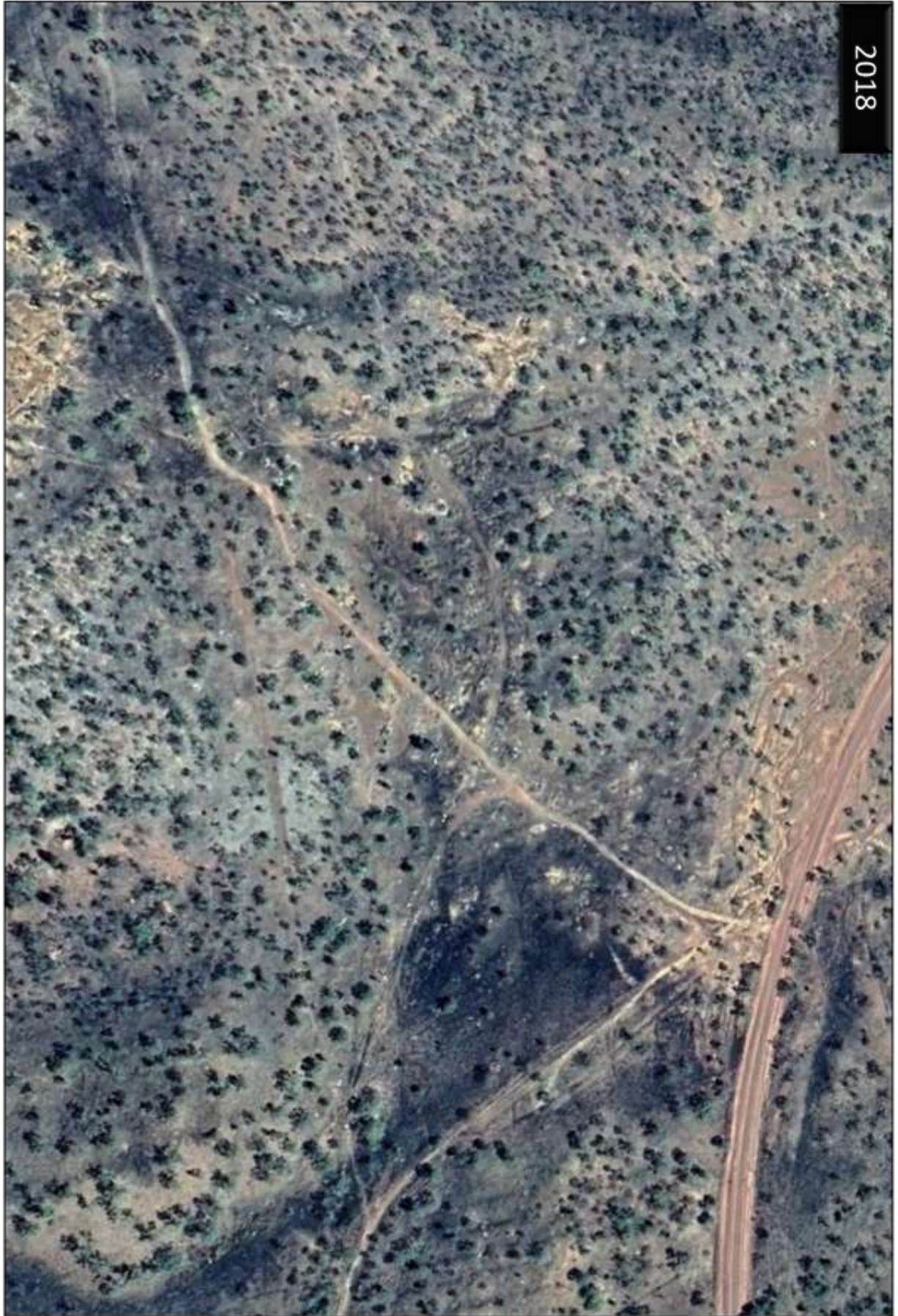
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15



16



17

Appendix III – Legacy Waste Site visit on 27 November 2018





19



Appendix IV - Legacy Waste Identification







Tackling the Legacy Waste Site in Beswick

Written by: Janna Poortinga, Big Rivers Waste Management Coordinator

© February 2019

1. Extent of the Legacy Site

In order to determine the risks associated with the legacy waste site, the extent of the site should be determined. This will be done using four steps: (1) Site history check; (2) Determine outer boundaries; (3) Volume estimation and (4) Identify on-site and off-site receptors

1.1. Site History check

Brenda Donges, Council Services Coordinator in Beswick and Nathan McIvor, Area Manager of Central Arnhem were contacted to acquire site history information about the Legacy Waste Site. There is no documentation available on the site. The Legacy Waste Site is located at the old landfill and there is a chance waste can be found beneath the surface. The old landfill site was closed over 10 years ago, however contractors and some residents have since then continued to use the area around the site for their waste disposal.

The Legacy Waste Site is located in between the town centre and the new landfill site, which is located approximately 7 kilometres out of town. The Legacy Waste Site is approximately 1 kilometre out of town as shown in *Appendix 1 – Location legacy waste site*. Aerial photography from the Northern Territory Government, dating back to 2000, shows no evidence of a legacy waste site as shown in *Figure 1, left*. Satellite images obtained from DigitalGlobe dating back to 2002 show evidence of waste disposal at the site (*Figure 1, right*), meaning the site is at least 17 years old.



Figure 1, Legacy waste site approximately around 2000 (left) and around 2002 (right)

1.2. Outer Boundaries

A site visit has been conducted on 23 November 2018 to determine the outer boundaries of the area. Due to the recent rains in the area the site was partially inaccessible making determination of the outer boundaries impossible. *Appendix II – Legacy Waste site visit 23 November 2018* contains photos taken of the site. The outer boundaries are approximated as shown in *Figure 2*. This area is approximately 10.5 hectare. There are various spots with piles of waste meaning the area is not covered equally. The exact outer boundaries can be determined when the area has dried out in the dry season or using equipment like drones if done during the wet season.



Figure 2, Approximated outer boundaries of the Legacy Waste site.

1.3. Volume estimation

The Legacy Waste Site is located at the old landfill site. Since there is no documentation on this old landfill site it is unknown whether waste has been buried beneath the surface and how the closure of the site has been done. Photos like the ones shown in *Figure 3* show waste that has been weathered and partially covered in vegetation. This waste is likely to have been at the site for several years and indicates above surface disposal.



Figure 3, Two photos taken at the Legacy Waste Site on 23 November 2018. The photos show weathered material partially covered in vegetation. This waste is likely to have been at the site for several years and would indicate above surface disposal.

Photos like the ones shown in *Figure 4* show small piles in the background without visible waste, which could indicate burial of waste, for example through closure of the old landfill site. It is therefore possible there is waste present below the surface at parts of the Legacy Waste Site.



Figure 4, Two photos taken at the Legacy Waste Site on 23 November 2018. The photos show piles in the background without visible waste, which could indicate burial of waste.

It is advised not to conduct test pitting to determine the depth of the waste disposal at the site. This site has actively been used for over a period of at least 17 years for waste from a community that has buildings containing asbestos. Disturbing asbestos buried underneath the surface can only be done under controlled circumstances with measures in place to minimise all risks and should only be conducted if the information gained from test pitting will considerably affect the approach recommended for dealing with the legacy waste.

Based on the satellite data from 2006 and the site visit, it is estimated that approximately 40% of the outlined area is covered with waste. Using an average of an approximate height of 1 metre, the total volume legacy waste is estimated to be 40,000 m³.

1.4. On-site and off-site receptors

Figure 5 shows the legacy waste site is adjacent to an area classified as wetlands. This was confirmed during the site visit as the outer regions on the northwest side of the site were inaccessible due to water logging.

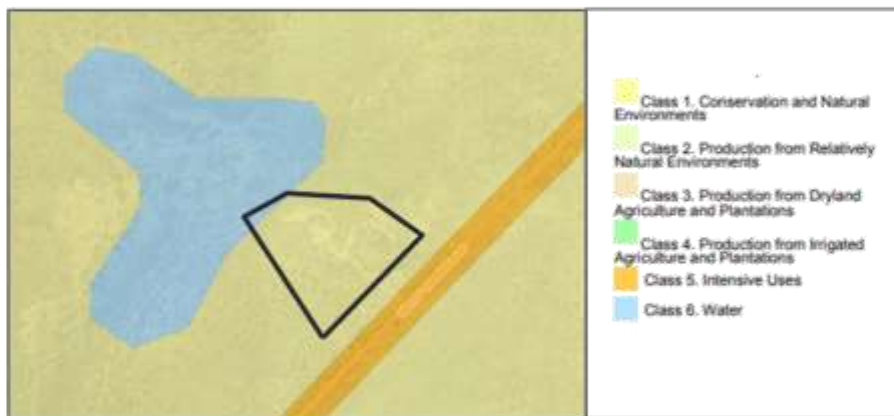


Figure 5, land classification of the area around the Legacy Waste Site. The Legacy Waste Site (black outline) is adjacent to wetlands.

Other receptors are displayed in Figure 6 on page 5.



Figure 6, Waterways and places in the area around the Legacy Waste Site (black outline). The Site is close to the Beswick Community (1 kilometre). Surface water is expected to run off towards the wetlands northwest of the site and flow with the intermittent stream (order 2) to the river (order 5) that flows towards the south. Groundwater flow is suspected to flow towards the west – south-west though this can only be confirmed through hydrological studies. Other places of interest are the Charalook Waterhole, 2.5 kilometres west of the site.

It can be seen that the Site is approximately 1 kilometre from the town centre. Surface water flows are suspected to run off towards the wetlands northwest of the site and flow with the intermittent stream towards the river west - south-west of the site. Groundwater flows are expected to go in west to south-west direction however this can only be confirmed through hydrological studies. Other than the Beswick community, another receptor is the Charalook Waterhole, which is located 2.5 kilometres west of the site. This is an important site to the residents of Beswick and used for, amongst other uses, swimming and other leisure activities.

2. Identified Waste Streams

In order to determine the risk of the legacy waste site as described in chapter 1, it is important to identify waste streams found at the site as these will determine environmental and public health risks. Close-ups of waste found at the Legacy Waste Site are displayed in *Appendix III –Legacy Waste identification*. The vast majority of the waste found on the surface can be categorised as construction and demolition waste. A few waste piles are likely to be from domestic users. Scrap metal is most abundant at the site, however concrete, bricks and tiles can also be found in large quantities. Tyres, plastics and organic waste have also been identified. Considering the majority of the waste originates from house demolition, asbestos is reasonably expected to be present at the site. The sections below will discuss each waste type.

2.1. Tyres

A couple of areas have been found where tyres have been disposed. Tyres are a listed waste and can pose a considerable environmental and health hazard. There are toxins in tyres that can be released through fires and inhaled by the residents of Beswick. Some of these toxins are carcinogenic which means they could cause cancer. If the tyres are not burnt, they can leach heavy metals such as zinc, lead, nickel and chromium to the groundwater which may affect waterbodies and could potentially end up in water used for drinking purposes. Heavy metals, when ingested for example via water, can cause structural damage to the body. Furthermore, tyres can harbour vermin and mosquitos that can spread diseases like Ross River Virus.

There are approximately 5 to 10 tyres found at the Legacy Waste Site. Although these should be removed and disposed of appropriately, it is expected the quantity of tyres at the Site poses a low risk to the environment and the residents of Beswick.

2.2. Asbestos

Asbestos comes in many shapes and sizes. A licenced asbestos assessor should be engaged to walk through the area and check if there is any asbestos present at the site. Asbestos is generally divided in two categories: friable and non-friable asbestos. Non-friable asbestos is solid and rigid and when undisturbed, does not pose any risk. Friable asbestos can be crumbled into a fine material that contains microfibers that travel easily with the wind and can be inhaled by people. These fibres accumulate in the body and can lead to diseases like obstructive pulmonary disease and lung cancer. The location of the Legacy Waste Site is located relatively close to the Beswick residential area being only 1 kilometre from town. If friable asbestos is identified at the Site, this would pose a major risk to the Beswick residents as asbestos can be harmful at any concentration.

2.3. Scrap metal

Scrap metal is present in abundance at the Legacy Waste Site. Some of the scrap metal at the site has started to decompose and has been at the site for many years. Decomposition of scrap metal has no significant effect on the environment. Direct exposure to scrap metal can however be dangerous as cuts caused by scrap metal can lead to tetanus. Tetanus is an infection caused by bacteria that create a toxin in the body causing severe muscle spasms and can lead to suffocation, pneumonia, extreme blood pressure values or a heart attack.

Apart from the very occasional visit from residents to illegally dispose of their waste, the Site is not actively being used by people. Any harmful effects of the Legacy Waste Site caused by the scrap metal are therefore very unlikely.

2.4. Plastics

As stated previously, a few waste piles are likely to have originated from domestic users. These piles mainly consist of plastics and some clothing. Plastics are versatile and widely used for a large range of purposes. In order to give plastics the different characteristics such as strength, heat resistance and transparency, additives are used. These additives are currently being researched as to their toxicity; however some of them have already shown to have adverse health effects such as changes to the reproductive system, aggressive behaviour and insulin resistance. These additives easily leach out into the soil and water, potentially affecting waterbodies. When plastic is burnt, toxins are released that accumulate in the body and can cause respiratory problems, hormone disruptions and cancer. Furthermore, plastics pose a risk to wildlife as they can get entangled in it or ingest it thinking it is food.

The quantity of the plastic waste at the Legacy Waste Site is low as it is estimated not to exceed 3 m³ in volume. The toxic effects caused by plastics as described above are therefore unlikely to occur at the Site. The plastics should however be removed as soon as possible to minimise exposure to external conditions and wildlife.

2.5. Organic waste

There is one pile of large tree trunks identified at the Legacy Waste Site. Usually organic waste is absent from Legacy Waste Sites since it decomposes relatively fast. The tree trunks found at the site are however quite voluminous and will take longer to decompose. It is also possible that they have been disposed of recently. Organic waste burns well and therefore poses a risk of fire. These fires are not dangerous to human health, however at a waste disposal site they could cause adjacent (potentially toxic) waste to catch fire as well.

The organic waste is isolated from other waste. Most of the waste at the Site has already been burnt or does not burn easy (e.g. scrap metal, concrete). The organic waste at the Legacy Waste Site is therefore highly unlikely to pose a risk to the environment and the residents of Beswick.

2.6. Construction and demolition waste

Apart from scrap metal, the majority of the waste identified at the Legacy Waste Site is construction and demolition waste. The materials identified at the site are bricks, concrete and tiles. The construction and demolition waste is voluminous and an eyesore, however poses no risk to the environment or human health.

3. Problem Identification

With waste quantities and waste types identified, the problems associated with the Legacy Waste Site can be determined. If needed, problems can be quantified by means of testing the presence of toxins in the air, water soil or human blood.

The impact of the Legacy Waste Site in Beswick on the environment and public health will largely depend on the presence of asbestos at the site. Before any remediation works at the site can start, a licenced asbestos assessor should determine whether there is any asbestos present at the site. If this is the case, the site poses a big threat to the residents of Beswick, endangering the health of their respiratory systems. Licenced asbestos removalists should then be engaged to remove the asbestos from the site and dispose of it appropriately.

This report only considers the environmental impact of the Legacy Waste Site, and has regard to the above surface disposal of waste at the area. Since this area is close to the old landfill site, there might be waste in the area (e.g. beneath the surface) that has not been identified in this report. The quantities and hazards of the old landfill might be different from the surface waste that has been identified at the Legacy Waste Site.

Based on the waste identified above the surface at the Legacy Waste Site in Beswick, there is no indication of the Site causing any harm to public health or the environment. Since the waste is spread over a large area and the majority of the waste is construction and demolition waste and scrap metal, it causes an eyesore and makes the area unsuitable for future development. Remediation of the Site is therefore recommended.

Approach

The identified waste streams and quantities are unlikely to pose harm to people and the environment. The following steps are advised as an approach to remediate the site:

- 1) Engage a licenced asbestos assessor to determine presence of (friable) asbestos.
 - a) **If asbestos is present:** Engage a licenced asbestos removalist to remove the asbestos and dispose of it correctly. Ideally, air quality measurements will be undertaken to determine the concentration of asbestos in the air at the site, at the road and in the community to give insight in the exposure levels to the residents of Beswick. Then proceed with step 2.
 - b) **If asbestos is not present:** Proceed with step 2.
- 2) Pick up the tyres at the site and dispose of them at the Waste Management Facility. Holes should be punched in the tyres to prevent waterlogging.
- 3) Pick up the domestic waste piles to minimise exposure to external conditions and wildlife by disposing of them in the landfill.
- 4) Remove scrap metal from the site
 - a) This can be done by engaging a scrap metal collector. An excavator with a magnet may be used to collect the scattered scrap metal. Considering the value of scrap metal, this may be possible at relatively low cost to Council.
 - b) This can also be done by Council staff but will take a lot of time. The scrap metal can be brought to the scrap metal area at the landfill to wait for collection.
- 5) Remove the construction and demolition waste from the site.
 - a) A shredding company could be engaged to shred the construction and demolition waste to smaller pieces after which it can be used for different purposes, such as intermediate fill in the landfill.
 - b) The construction and demolition waste can be brought to a stockpiling area (e.g. at the landfill site) to await future opportunities for recycling.
- 6) Decide on the course of action with the old landfill site (the waste that is likely buried beneath the surface)

Whereas the first step is a crucial step in the determination of the problem of the Legacy Waste Site in Beswick, steps 2 to 6 may be altered based on the budget and goals of the Council.

The Waste Management Facility and landfill referred to in step 2 and 3 refer to the current landfill in Beswick, which is operated following the best-practice guidelines outlined by the *Waste Management Guidelines for Small Communities in the Northern Territory*. These operational practices ensure minimisation of the harmful effects associated with tyres and plastics.

Due to inaccessibility of the site during the wet season, the approach as outlined above should only be executed during the dry season when conditions are dry enough to allow for operations of machinery and access to all parts of the site.

Rehabilitation and aftercare

Toxins leaching from waste can have adverse effects on people and the environment for many years after the waste has been appropriately disposed or removed from the site. Rehabilitation plans are designed to ensure long-term aftercare and minimise the potential of any adverse impacts from the site.

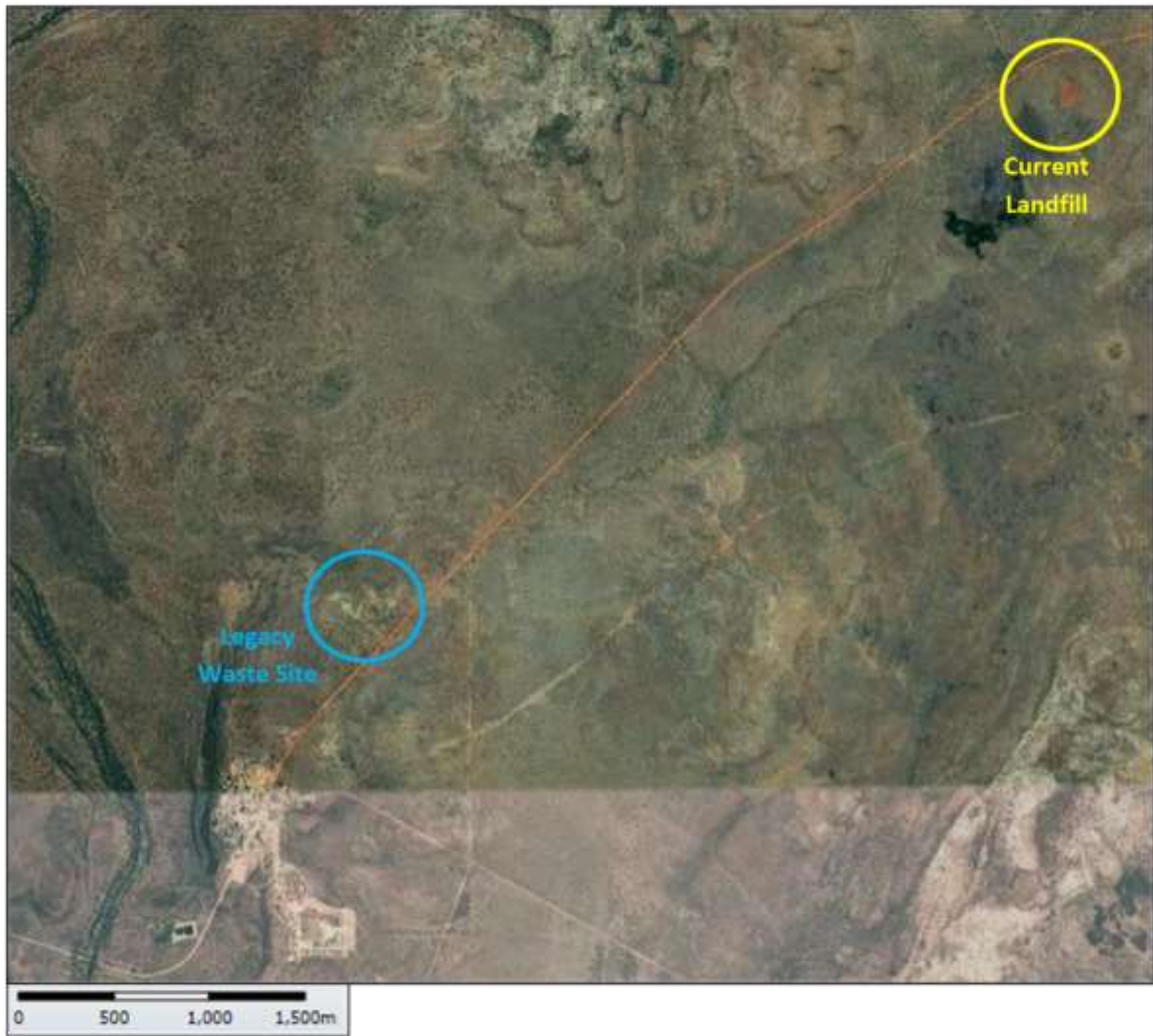
Since the Legacy Waste Site is unlikely to have any adverse effects on the environment or public health, rehabilitation of the area is unnecessary. If asbestos is found at the site, it is recommended that a weekly testing of the air quality at three locations (Legacy Waste Site, the nearby road and the Beswick community) is conducted until the asbestos fibre concentration in the air is negligible.

Considering the Legacy Waste Site is at the location of the old landfill site and there is no documentation on the waste types in this landfill or on how the closure of this landfill has been conducted, this area will be unsuitable for any future use until studies have been performed to determine the impact of the old landfill on the environment.

Measures should be taken to ensure future illegal dumping at the site is prevented. Contractors working in the area should be notified of the proper procedures around waste disposal and the consequences they face if not disposed of appropriately. The council is actively engaged in waste pick-ups; not only domestic household waste, but also bulky items, to eliminate the need for residents to dispose of their waste at the landfill or illegal sites. Further dumping of domestic waste at the site is therefore unlikely. If these measures are not enough to prevent future illegal dumping at the site, restriction of public access to the site could be considered.

Appendix I – Location legacy waste site

The figure below shows the location of the Legacy Waste Site (Blue) relative to the town and the current landfill (yellow).



Appendix II - Legacy Waste site visit 23 November 2018









Appendix III - Legacy Waste identification





COMMERCIAL SERVICES DIRECTORATE REPORT



ITEM NUMBER 17.1
TITLE Tender Selection Panel - Bulman
 Community Infrastructure Upgrades
REFERENCE 794587
AUTHOR Melissa Amarant, Contracts Manager

RECOMMENDATION

- (a) **That Council approves the following persons for the tender assessment panel for the Bulman Infrastructure Upgrades:**
- **Director Commercial Services;**
 - **Director Community Services;**
 - **Contracts Manager; and**
 - **Projects Coordinator.**

BACKGROUND

As the works required are budgeted at \$220,000.00 and are expected to go over the \$100,000.00 value, Council is required under the *Local Government Act* to procure this work via a tender process.

The *Local Government (Accounting) Regulations* further state that Council can only open and award tenders or delegate to a tender committee. The standard procedure Council is currently using is that a tender evaluation panel is appointed by the council who will assess the submissions and provide a recommendation to Council on the awarding of the tender.

ISSUES/OPTIONS/SWOT

The following projects will be advertised online via Tenderlink on Monday 04 February 2019 and will be publicized for the duration of 3 weeks, making the closing date Friday 22 February 2019.

Town/Location	Project Scope	Status
Bulman VOQ	Construct VOQ Veranda & Upgrade Outdoor Kitchen: <ul style="list-style-type: none"> • Construct new veranda as per the drawings provided • Install outdoor double bowl kitchen sink (stainless steel) and plumbing connections to existing services • Install 2 x 2m long stainless steel free standing kitchen benches 	Advertised on Tenderlink
Bulman Workshop	Shed expansion & Upgrade: <ul style="list-style-type: none"> • Construct fully enclosed shed structure • 2 x 3.5m wide x 3.5m high roller doors • Install 10m x 15m x 100mm concrete slab (for new shed) • 2 x hybay LED lights • 4 x double general purpose outlets • Install new 25000L water tank • Install new pressure pump • Install garden tap new shed side • Install gutters and direct down pipes to new water tank • Remove and install side storage (open Shed) to the new shed 	Advertised on Tenderlink

Management seek Council's approval to appoint the following staff to the tender assessment panel for the above mentioned projects:

- Director Commercial Services
- Director Community Services
- Contracts Manager
- Projects Coordinator

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

There are no attachments for this report.

COMMERCIAL SERVICES DIRECTORATE REPORT

ITEM NUMBER	17.2
TITLE	Daly Waters Request for Dump Point
REFERENCE	795482
AUTHOR	Marc Gardner, Director Commercial Services

RECOMMENDATION

- (a) **That Council considers the funding of a dump point at the Daly Waters Township to be located on Foster Street, Daly Waters.**

BACKGROUND

The Daly Waters Pub have written to Council requesting the installation of a sewage dump point for tourists as there currently is no other dump point within the region. Please refer to attached email from Tim Carter, owner of the Daly Waters Pub regarding the issue.

The Daly Waters pub has been a long standing business within our Council area and an essential component of the Daly Waters Township. It is a massive tourist attraction with large numbers of tourists visiting and staying at the township throughout the year.

Council provides two dump points at Borroloola and Mataranka, however our records indicate that we may not have financed their installation. Dump points are usually provided by Councils throughout Australia.

ISSUES/OPTIONS/SWOT

The issues associated with not providing a dump point is outlined in the email from Mr Carter. There appears to be a need and this is evident by the number of visitors with vans and motorhomes visiting Daly Waters at any particular time.

The nearest dump points are at Mataranka (approximately 270km North), Borroloola (approximately 380km East) and Tennant Creek (approximately 400km South).

Council has four options:

1. Do nothing and not support the provision of a dump point at Daly Waters;
2. Fund the provision of a dump point at Foster Street at Daly Waters (as per Mr Carter's email);
3. Fund the provision of a dump point at another location at Daly Waters or the Highway Inn (Carpentaria Hwy turnoff); or
4. Defer the decision, put the project in the Town Priorities for the 2019/20 Regional Plan and Council's budget or seek funding from external sources.

Option 2 could be considered as the Council does not have a permanent presence in the Daly Waters township and services the community from the Mataranka Service Centre and it could be installed and operational before the oncoming tourist season. Council could make arrangements with the Daly Waters Pub to fund the provision of the dump point, however the pub would be responsible for its maintenance and management, particularly when it requires emptying (could be done with Daly Water's pubs septic pumping requirements) as the majority of users of the dump point are customers of the Pub.

FINANCIAL CONSIDERATIONS

In the correspondence from the Daly Waters Pub, an indicative price of \$10,000 has been quoted by a plumbing company from Katherine (GM Plumbing – Council also used this company to undertake plumbing work during construction at its 63 Chardon Street site).

ATTACHMENTS:

- 1 [↓](#) Daly Waters Point dump point

Marc Gardner

From: Marc Gardner
Sent: Tuesday, 19 February 2019 11:46 AM
To: Marc Gardner
Subject: FW: Wheelie Bins and Gravel

Importance: High

From: Tim Carter <tim@cartersretail.com>
Sent: Saturday, 9 February 2019 8:44 PM
To: Marc Gardner <Marc.Gardner@ropergulf.nt.gov.au>; Tim Carter <tim@cartersretail.com>
Cc: Declan Carter <declan@cartersretail.com>
Subject: RE: Wheelie Bins and Gravel
Importance: High

Hi Mark

Hope all is well, last time we spoke I discussed what possibility of Roper Gulf regional council installing a caravan Dump Point at Daly Waters as we do get much enquiry day after day asking do we have a **Dump point** and were the next **Dump point** is and how come a such an iconic NT tourist destination hasn't a Dump Point due to the amount of caravans that visit and stay @D.W. the Nearest Is Mataranka to the north and Elliot to the south

As you may be aware some caravans offenders are dumping waste from there C/Vans at D.W. air strip Stuart tree, power and water yards, creeks, side of the roads which is not a good sight for our good tourists and Daly Waters Township as a whole and we often have to cover up the Dumping's with dirt.

Mark also we as the new owners have taken the whole town of Daly Waters into our day to day management, not only what we own but the whole township as we do get many comments of how it is great to see the town and all getting upgraded whilst not changing the way of life the last 100yrs

I am sure with all that visit Daly waters all can see the care that we as a family is giving and the close relationship that we want and building with yourself ,Mayor Judy, and any Roper Gulf staff in general that we have meet in our short time at D.W.

Mark I did speak to Glen from GM plumbing Katherine who is working on site and Glen advised as a budget cost would be no more than \$10K it could easily be installed in Foster street opposite the D.W. Town hall and Tennis court for all to use it would be a great benefit to Daly Waters and Caravans as a whole.

Marc as per our discussion can u please forward or share this email to the appropriate persons within Roper Gulf regional council to see if this request is possible and hopefully could be completed before the dry season 2019.

In brief our investment and commitment to N.T. tourism and Daly Waters community to date since November 2017 since taking over the Pub and caravan Park we have injected over a \$1.2million in upgrades re:

New commercial bio cycle septic systems
 32 x New motel units of top grade
 2 x new air-condition meeting and dinning rooms
 New Laundry
 24 x new staff quarters
 Caravan park upgrade consists of
 2 x Bio Cycle septic installed.
 40 new powered sites.
 2 new camp grounds.
 Fully installed underground power and water to all sites.
 40 new street solar lights.
 140 advanced trees planted.
 Redesigned the swimming pool area with:
 Tropical NT garden and Large lawn area.
 4 x large commercial shades over Pool area.

Also Marc can u please follow up on a P.O. for gravel \$2,598.42 as per your email below thanks so we can be reimbursed please thanks again Marc cheer's

Regards

Tim Carter

16 Stuart Street

Daly Waters N.T 0852

tim@cartersretail.com

www.cartersretail.com

www.dalywaterspub.com

COOBER PROUD



Opening April 2019

COMMERCIAL SERVICES DIRECTORATE REPORT

ITEM NUMBER	17.3
TITLE	Mataranka Sports Ground Toilet Block
REFERENCE	796350
AUTHOR	Marc Gardner, Director Commercial Services

RECOMMENDATION

- (a) **That Council receives and notes the report in relation to the Mataranka Sports Grounds Toilet Blocks.**

BACKGROUND

At Council's Finance Committee meeting on the 30 January, the committee resolved as follows:

17.3 Toilet Blocks – Mataranka Sports and Recreation

RESOLVED (Helen LEE/Samuel EVANS) Carried

That the Finance Committee have designs and costings to put before the Ordinary Meeting of Council on 27 February 2019.

Following this meeting, Council staff then raised the issue at the Mataranka Local Authority regarding the need for this toilet block and the layout required. From this Local Authority meeting, it was determined that a permanent brick structure is built with the following requirements:

- Female ablutions with three pans, and a shower;
- Male ablutions with two pans, a urinal, and a shower; and
- Unisex disabled facilities (can also include a change room for babies).

Council staff are now developing plans and seeking costings for this type of facility. The advantage of designing a permanent building like this will be the longevity, ease of maintenance and be able to stand up to rigorous use which is expected at the grounds compared to demountable or steel framed type facilities.

ISSUES/OPTIONS/SWOT

Council currently does not have funding for this project in the 2018-19 budget and until design and costings are finalised it is recommended that this project is deferred until the 2019-2020 financial year and is included in the capital works budget of Council to ensure that designs, development approvals and procurement processes can occur in accordance with compliance requirements of Council's policies and government regulations. It is expected that it will take several months to undertake this project once funding has been approved/sourced including the following stages:

1. Design and documentation including relevant compliance approvals (one to two months);
2. Procurement – tender process (one to two months)
3. Project Implementation – construction (two to three months)
4. Project reporting/acquittal and defects liability (following twelve months).

This creates an issue with upcoming events at the Mataranka Sports and Recreation grounds including a Rodeo proposed for March. However, Council staff are organizing short term solutions for ablutions, including the temporary hire of an ablution block in demountable form or portable toilet facilities that are hired specifically for events (port-a-loos). The expected cost of both options will be approximately \$9000 and \$5000 respectively.

FINANCIAL CONSIDERATIONS

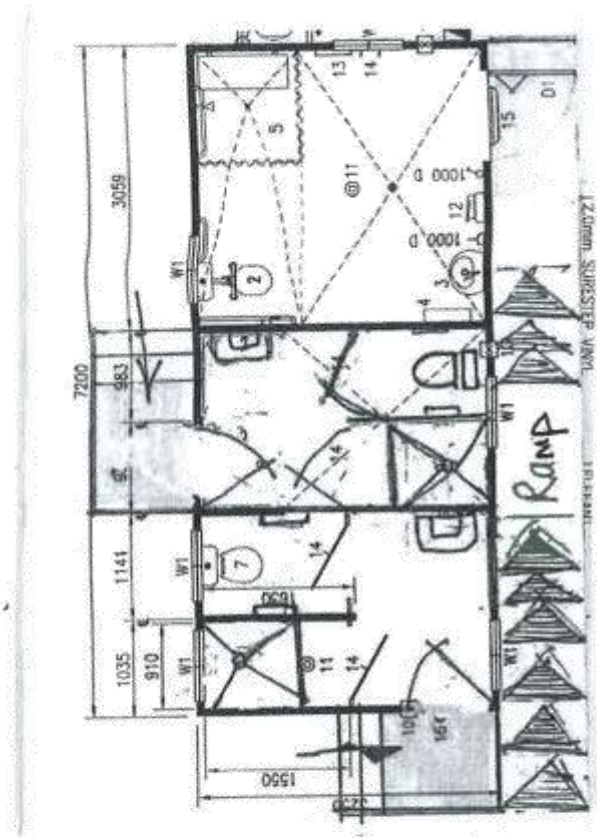
Until detailed design plans are prepared, the costs associated with building a new toilet facility at the Mataranka Sports and Recreation Grounds cannot be considered further. A report will be presented to Council in due course as this project progresses.

However, for Councillors information, the Council did build a new toilet facility similar to what is required at Beswick in 2015 (four years ago) for a total cost of \$125,000. It is estimated that a similar facility at Mataranka could be achieved with a maximum budget of around \$200,000.

ATTACHMENTS:

1 [↓](#) 170901_Ablution Block Basketball Court 9.pdf

COPY



6 CUBICLE MALE/FEMALE ABLUTION W DISABLED

DWG# 1308

FLOOR PLAN & ELEVATIONS

DRAWINGS REMAIN THE PROPERTY OF NTLINK PTY. LTD.



PH: 08 8953 7777

9232 DALGETY ROAD
ALICE SPRINGS NT 0870
FAX 08 8953 7555
EMAIL: admin@ntlink.com.au

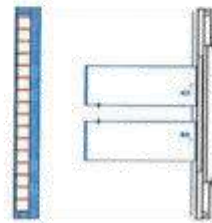
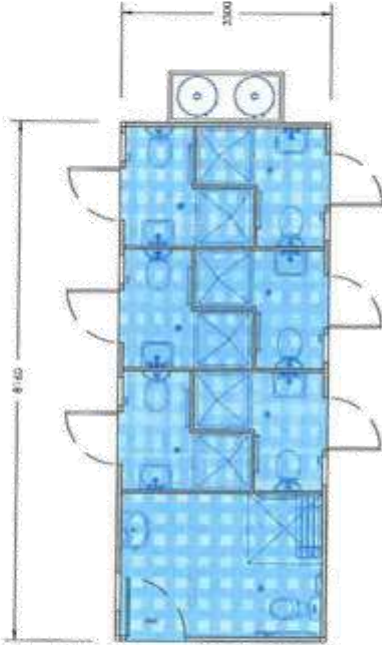
PH: 08 8932 5000

83-84 MCKINNON ROAD
PINELANDS NT 0828
FAX: 08 8932 5800
darwinadmin@ntlink.com.au

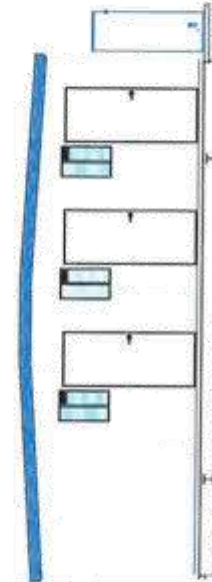
www.ntlink.com.au

JOSBORNE@NTLINK.COM.AU

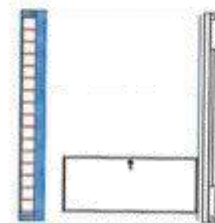
Building Design Criteria
Wind Load - in accordance with AS 1170.2:2002
Region C - Tense, Category 2
Cairn = -0.3 or +0.7
Annual Probability of Exceedance 1:500
Regional Wind Speeds - 1000 60m/s



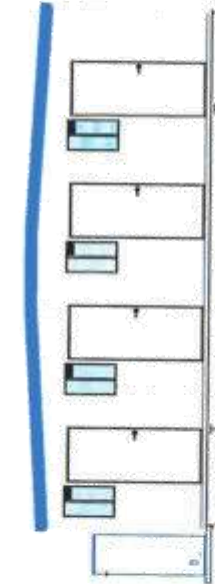
ELEVATION 2



ELEVATION 1

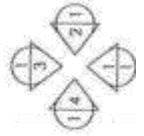


ELEVATION 4



ELEVATION 3

COPY



Building Design Criteria:
 Wind Load - In Accordance with AS 1170 2:2022
 Region C, Terrain Category 2
 Cp for = 0.3 or 0.7
 Annual Probability of Exceedance: 1:500
 Regional Wind Speed - V50 67m/s

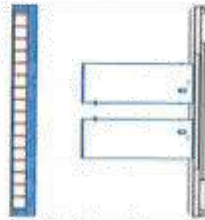
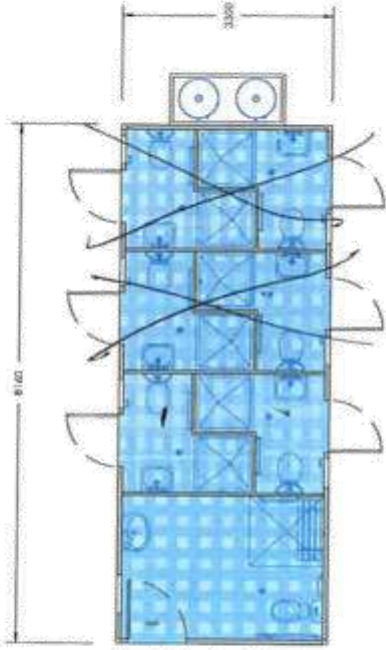
6 CUBICLE MALE/FEMALE ABLUTION W DISABLED
 DWG# 1308
 FLOOR PLAN & ELEVATIONS
DRAWINGS REMAIN THE PROPERTY OF NT LINK PTY. LTD.



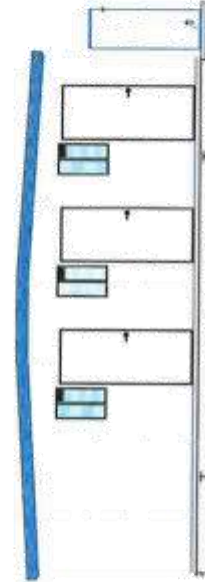
PH: 08 8953 7777
 9292 DALGETY ROAD
 ALICE SPRINGS NT 0870
 FAX 08 8953 7555
 EMAIL: admin@ntlink.com.au

PH: 08 8932 5000
 83-84 MCKINNON ROAD
 PINELANDS NT 0828
 FAX: 08 8932 5600
 darwinadmin@ntlink.com.au

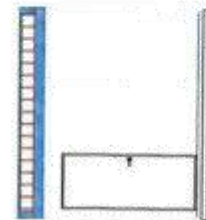
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JASON



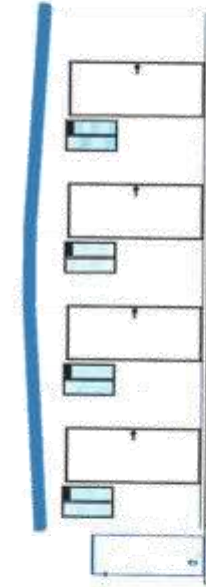
ELEVATION 2



ELEVATION 1

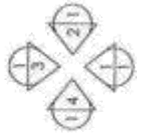


ELEVATION 4



ELEVATION 3

COPY



GENERAL BUSINESS

ITEM NUMBER	18.1
TITLE	Proposed Motions for 2019 National General Assembly.
REFERENCE	796074
AUTHOR	Ashleigh Anderson, Governance Officer

RECOMMENDATION

- (a) **That Council receives and notes the past proposed motions to the National General Assembly;**
 (b) **That Council proposes a Motion for the 2019 National General Assembly.**

BACKGROUND

The National General Assembly (NGA) has for the past 25 years, provided a platform for Local Government to address national issues and lobby the Federal Government on critical issues facing the Local Government Sector.

In the past Roper Gulf Regional Council has put forward motions relating to issues that affect our Region.

The table below provides past examples of issues which were put forward as a motion, to inspire ideas for the 2019 Motion.

<i>Year</i>	<i>Motion Topic/s</i>
2010	<ul style="list-style-type: none"> • Commonwealth Grants Commission – review of funding formula; • Distribution of confirmed minutes to the public
2012	<ul style="list-style-type: none"> • All Northern Territory Roads be incorporated under the <i>Local Government Act</i> and provided with funding; • Local Government be recognized in the Australian Constitution; • Recognition of Indigenous Australians in the Australian Constitution.
2013	<ul style="list-style-type: none"> • National Container Deposit Scheme
2016	<ul style="list-style-type: none"> • The Chief Minister to acknowledge the importance of Local Government by raising the prominence of Local Government in its Ministerial Structure and that Local Government should have a dedicated Minister with adequate resources.
2017	<ul style="list-style-type: none"> • The impact of substance abuse on the current and future workforce.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

There are no attachments for this report.