



**AGENDA**

**ORDINARY MEETING OF COUNCIL**

**WEDNESDAY, 27 JUNE 2018**

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

- Wednesday, 27 June 2018 at
- The Godinymayin Arts and Culture Centre, KATHERINE
- Commencing at 8:30AM

Your attendance at the meeting will be appreciated.

Judy MacFarlane  
**MAYOR**

## 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**

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**ITEM NUMBER** 5.1  
**TITLE** Confirmation of Previous Minutes  
**REFERENCE** 752669  
**AUTHOR** Cristian Coman, Manager - Governance and Corporate Planning

**RECOMMENDATION**

- (a) That the reviews the minutes of the previous Ordinary Meeting of Council, held in Katherine on 18 April 2018, and adopts them as a true and accurate record of the Meeting's proceedings.

**BACKGROUND**

The previous Ordinary Meeting of Council took place on Wednesday 18 April 2018

**ISSUES/OPTIONS/SWOT**

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**FINANCIAL CONSIDERATIONS**

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**ATTACHMENTS:**

- 1 Ordinary Meeting of Council 2018-04-18 [745739].DOCX



MINUTES OF THE ORDINARY MEETING OF THE  
ROPER GULF REGIONAL COUNCIL  
HELD AT KATHERINE ON WEDNESDAY, 18 APRIL 2018 AT 8:30 AM

## **1.PRESENT/STAFF/GUESTS**

### **1.1 Elected Members**

Mayor Judy MacFarlane  
Deputy Mayor Helen Lee  
Councillor Annabelle Daylight  
Councillor Ossie Daylight  
Councillor Wayne Runyu  
Councillor Edwin Nungumajbarr  
Councillor Eric Roberts  
Councillor Owen Turner  
Councillor Don Garner  
Councillor Keith Rory  
Councillor Samuel Evans

### **1.2 Staff**

Michael Berto, Chief Executive Officer (CEO)  
Greg Arnott, Director Corporate Governance  
Sharon Hillen, Director Council and Community Services  
Marc Gardner, Director Commercial Services  
Manish Singla, Management Accountant  
Lokesh Anand, Chief Financial Officer  
Cristian Coman, Acting Manager Governance and Corporate Planning  
Amy Bretherton, Governance Officer (Minute Taker)

### **1.3 Guests**

Amanda Haigh, Regional Manager, Big Rivers Region

## **2.MEETING OPENED**

Meeting opened at 08:53am

## **3.WELCOME TO COUNTRY**

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

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

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

65/2018 RESOLVED (Keith Rory/Wayne Runyu)

Carried

(a) That Council accept the apology from Selina Ashley and Ossie Daylight .

## 4.2 APOLOGIES AND LEAVE OF ABSENCE

Apology received by CEO at 8:48am from Staff on Wednesday 18<sup>th</sup> April 2018  
66/2018 RESOLVED (Donald Garner/Keith Rory) Carried

(a) That Council do not accept the apology from Cr David Murrungun.

## 5.CONFIRMATION OF PREVIOUS MINUTES

### 5.1 CONFIRMATION OF PREVIOUS MINUTES

67/2018 RESOLVED (Helen Lee/Eric Roberts) Carried

(a) That Council approve the minutes as a true and accurate record of the Ordinary Meeting of Council held Wednesday 28<sup>th</sup> February 2018.

## 6.CALL FOR ITEMS OF GENERAL BUSINESS

1. Late Incoming Correspondence
2. Community Services – Annalisa
3. Late Corro – LGANT
4. CEO Report
5. Approval For Department Of Infrastructure Planning And Logistics To Install Street Lighting On Council's Crown Lease Land (NT Portion 3670) At Mataranka Truck Parking Bays On Roper Terrace -Sharon
6. Disposal Of Transportable Buildings
7. Women in Local Government – Mayor
8. Update on 2 Crawford Street
9. Update on AFL
10. Update on Barunga and Mataranka Lights
11. Update on Freight hub
12. Fracking
13. Borroloola Multipurpose Court
14. Record management shared service
15. Update on LA Projects

### Confidential

1. Late Correspondence – Marc Gardner

## 7.QUESTIONS FROM THE PUBLIC

Nil

## 8.DISCLOSURES OF INTEREST

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

## 9.CONFIRMATION OF PREVIOUS FINANCE COMMITTEE MEETING MINUTES

### 9.1 CONFIRMATION OF PREVIOUS FINANCE COMMITTEE MINUTES

68/2018 RESOLVED (Edwin Nunggumajbarr/Annabelle Daylight) Carried

- (a) That Council receive and note the minutes as a true and accurate record of the Finance Committee Meeting held Wednesday 28th March 2018.

## **10.BUSINESS ARISING FROM PREVIOUS MINUTES**

### **10.1 ACTION LIST**

69/2018 RESOLVED (Donald Garner/Wayne Runyu) Carried

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

## **11.INCOMING CORRESPONDENCE**

### **11.1 INCOMING CORRESPONDENCE**

70/2018 RESOLVED (Donald Garner/Keith Rory) Carried

- (a) That Council accept the Incoming correspondence.

## **12.OUTGOING CORRESPONDENCE**

### **12.1 OUTGOING CORRESPONDENCE**

71/2018 RESOLVED (Donald Garner/Annabelle Daylight) Carried

- (a) That Council accept the correspondence.

## **13.WARD REPORTS**

### **13.1 NEVER NEVER WARD**

72/2018 RESOLVED (Keith Rory/Owen Turner) Carried

- (a) That Council receive and note the Never Never Ward Report.  
(b) That Council approve the recommendations of the Jilkmिंगgan Local Authority for the minutes 3<sup>rd</sup> April 2018  
(c) That Council approve the recommendations of the Mataranka Local Authority for the minutes 3<sup>rd</sup> April 2018

### **13.2 NUMBULWAR NUMBIRINDI WARD**

73/2018 RESOLVED (Eric Roberts/Edwin Nungumajbarr) Carried

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

### **13.3 NYIRRANGGULUNG WARD REPORT**

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74/2018 RESOLVED (Helen Lee/Owen Turner)

Carried

- (a) That Council receive and note the Nyirranggulung Ward Report.
- (b) That Council approve the recommendations of the Beswick Local Authority for the minutes 12<sup>th</sup> March 2018.
- (c) That Council approve the recommendations of the Bulman Local Authority for the minutes 22<sup>nd</sup> February 2018.
- (d) That Council approve the recommendations of the Manyallaluk Local Authority for the minutes 21<sup>st</sup> February 2018.

#### 13.4 SOUTH WEST GULF WARD REPORT

75/2018 RESOLVED (Donald Garner/Edwin Nunggumajbarr)

carried

- (a) That Council receive and note South West Gulf Ward Report.
- (b) That Council approve the recommendations of the Borroloola Local Authority for the minutes 5<sup>th</sup> April 2018 (*Handout of Minutes to be provided*).

**ACTION:** Council to form a committee to facilitate roads projects advancement and to report to Council.

#### 13. ROADS COMMITTEE

Terms of Reference for approval by Council setting out functions and delegations of the Committee. Investigate remuneration. Terms of Reference to be presented to Council.

76/2018 RESOLVED (Eric Roberts/Helen Lee)

Carried

- (a) That Council form a Committee of Council with function to facilitate roads projects advancement and to report to Council.
- (b) That Council Nominate the following members: Cr Turner, Deputy Mayor Lee, Cr Garner, Cr Nunggumajbarr and Cr A.Daylight.

Cr Keith Rory left the meeting, the time being 09:34 am  
Cr Judy Macfarlane left the meeting, the time being 09:35 am  
Cr Keith Rory returned to the meeting, the time being 09:36 am  
Cr Judy MacFarlane returned to the meeting, the time being 09:37 AM  
Cr Eric Roberts left the meeting, the time being 10:00 am  
Cr Eric Roberts returned to the meeting, the time being 10:01 am

#### 13.5 YUGUL MANGI WARD

77/2018 RESOLVED (Keith Rory/Donald Garner)

Carried

- (a) That Council receive and note the Yugul Mangi Ward Report.
- (b) That Council approve the recommendations of the Ngukurr Local Authority for the minutes 14<sup>th</sup> February 2018.
- (c) That Council receive and note the minutes of the Urapunga Community Meeting held 7<sup>th</sup> March 2018.

Break for Morning Tea: 10:10 am  
Resume Meeting: 10:38 am

#### **14.EXECUTIVE DIRECTORATE REPORTS**

##### **14.1 MAYOR'S REPORT**

78/2018 RESOLVED (Annabelle Daylight/Eric Roberts) Carried

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

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

##### **15.1 NATIONAL GENERAL ASSEMBLY (NGA) 2018**

79/2018 RESOLVED (Eric Roberts/Donald Garner) Carried

- (a) That Council endorse the following Elected Members to attend the National General Assembly (NGA) of Local Government, 17 - 20 June 2018 at the National Convention Centre, Canberra: Mayor, Deputy Mayor, Cr A. Daylight, Cr Runyu, Cr Rory, Cr Turner

##### **15.2 COUNCILLOR ALLOWANCE**

Council Voted, unanimously Defeated

80/2018 RESOLVED (Wayne Runyu/Keith Rory) Defeated

- (a) That Council approve the Mayor, Deputy Mayor, Councillor and Electoral allowances to be paid fortnightly, in arrears.

##### **15.3 FINANCE - RGRC FINANCIAL REPORT AS AT 31ST MARCH 2018**

81/2018 RESOLVED (Donald Garner/Wayne Runyu) Carried

- (a) That Council receive and note the financial reports as at 31<sup>ST</sup> March 2018.

Cr Keith Rory Left The Meeting, The Time Being 11:25 Am  
Cr Keith Rory Returned To The Meeting, The Time Being 11:27 Am

##### **15.4 GRANTS: FUNDING AGREEMENTS AND ACQUITTAL OF SPECIAL PURPOSE GRANT**

82/2018 RESOLVED (Edwin Nunggumajbarr/Donald Garner) Carried

- (a) That Council in principle accept the funding offer of \$700,000 (GST Excl) from the NTG for the Barunga Oval Lights, by signing, dating, and affixing the common seal to two copies of the agreement.
- (b) That Council accept the funding offer of \$400,000 (GST Excl) from the NTG for the Borroloola Multipurpose Courts, by signing, dating, and affixing the common seal to two copies of the agreement.
- (c) That Council note and accept the acquittal of Special Purpose Grant of \$239,636

(GST Exclusive).

## 15.5 AUDIT COMMITTEE MEETING DATES

83/2018 RESOLVED (Donald Garner/Eric Roberts) Carried

- (a) That Council receives and notes the update pertaining to the Audit Committee's Meeting dates

## 16.COUNCIL & COMMUNITY SERVICES DIRECTORATE REPORT

### 16.1 TINDAL MATARANKA TO DALY WATERS WATER ADVISORY COMMITTEE

84/2018 RESOLVED (Keith Rory/Samuel Evans) Carried

- (a) That Council receive and note the Tindal Mataranka to Daly Waters Water Advisory Committee update.

## 17.COMMERCIAL SERVICES DIRECTORATE REPORTS

### 17.1 COMMUNITY DEVELOPMENT PROGRAMME CAPITAL BUDGET AMENDMENTS

85/2018 RESOLVED (Samuel Evans/Donald Garner) Carried

- (a) That Council receives the report in relation to the Community Development Programme Capital Budget amendments;
- (b) That Council approves amendments to the capital budget to include purchases for the following:  
Toyota Hilux for Binjari at \$55,000  
Toyota Hilux for Jilkminggan at \$55,000; and
- (c) That Council amends resolution 34/2017 to read as follows:  
*'That Council approves to amend the budget to include the purchase of CDP capital items:*  
1. *Toyota Landcruiser 11 seat troop carrier – Bulman for \$78,000*  
2. *Tractor – Ngukurr for \$47,000'*

### 17.2 CDP REPORT

86/2018 RESOLVED (Owen Turner/Keith Rory) Carried

- (a) That Council receives and notes this update on CDP

### 17.3 OUTSTATIONS UPDATE

87/2018 RESOLVED (Eric Roberts/Donald Garner)

Carried

- (a) That Council accepts the report in relation to Outstations Programs and Capital works.

Cr Wayne Runyu left the meeting, the time being 11:45 am

Cr Wayne Runyu returned to the meeting, the time being 11:46 AM

Cr Owen Turner left the meeting, the time being 11:48 AM

#### 17.4 AIRSTRIP MAINTENANCE, VARIOUS SLASHING & LITTER COLLECTION

88/2018 RESOLVED (Donald Garner/Wayne Runyu)

Carried

- (a) That Council receive and note the report in relation to the Katherine East Region Airstrip and Grading Maintenance, Various Slashing & Litter Collection Contract.

Cr Owen Turner returned to the meeting, the time being 11:55 AM

#### 17.5 MAINTENANCE OF BORROLOOLA AIRSTRIP

89/2018 RESOLVED (Donald Garner/Eric Roberts)

Carried

- (a) That Council receive and note the report in relation to the Tennant Creek Region – Maintenance of Borroloola Airstrip Contract.

### 18.GENERAL BUSINESS

#### 18.1 LATE INCOMING CORRESPONDENCE

Number	Date received	Addressed to	Sender	Details	InfoXpert ID
1	19/02/2018	Marc Gardner	Phil Harris	Notice of unsuccessful Quotation (road side weeds control)	739457

#### RECOMMENDATION Cr Nungumajbarr/ Garner

- (a) That Council receive and note the Late Incoming Correspondence.

#### 18.2 COMMUNITY SERVICES

##### CHANGES FOR CRECHE DELIVERY

Creche (BBF funded services) will transition to the new child care system commencing 2 July 2018. From this date services will no longer receive annual block funding as done in previous years. BBF services will have access to three pillars of support that will be critical to the transition.

- (CCS) Child Care Subsidy
  - Single means tested subsidy paid directly to service providers and to be passed on to families as a fee reduction
- (ACCS) Additional Child Care Subsidy
  - This is considered to be a top up subsidy in addition to the CCS,.



- Provides extra support for families and children to access child care
- (CCF) Community Child Care fund
  - This funding is for eligible services to supplement fee income, including CCS and ACCS
  - This will support services to transition and operate under the new child care system and to ensure continuity of child care services during transition.

Other revenue can also be received from other sources this could include grant funding, philanthropy, fundraising or other sources.

Under the new child care system Roper Gulf Regional Council will be required to collect fees from families.

PwC and PIC will work with our service in 2018 to create a baseline assessment and transition plans for the Council.

### **Budget Based Funding Programme – Variation 2017 – 2018 Funding Agreement for provision of additional Transition Funding**

- Additional funding of \$30,000 has been allocated to RGRC as part of the transition to the new child care package.
- Funding must be expended in accordance to the 2017 -2018 funding Agreement
- Proof of expenditure or acquittal will be due on the 31 October 2018
- Additional funding received can only be used for the purposes to transition to the new child care system. This May include , but not be limited to:
  - To employ staff to assist families with initial claims for the Child Care Subsidy
  - The purchase of IT hardware, software, Third party Software or internet connection required to interface with the Child Care IT System
  - Attendance at workshops explaining the Child Care Subsidy
  - Attendance at PwC Forums
  - Third party provider IT training for your staff to administer the child Care Subsidy
  - Information sessions for families and communities to explain the new child care package

90/2018 RESOLVED (Keith Rory/Samuel Evans)

Carried

(a) That Council receive and adopt the amended Variation through common seal.

### **18.3 LATE CORRO - LGANT**

Letter received from LGANT 11/04/2018, MagiQ Documents: 745518

91/2018 RESOLVED (Annabelle Daylight/Wayne Runyu)

Carried

(a) That Council receive and note the late correspondence from LGANT.

### **18.4 CEO REPORT**

Period: 17<sup>th</sup> February 2018 to 16<sup>th</sup> April 2018

Key Meetings and Visits Attended

Meeting/visit: Bridges Opening Ceremony (Roper and Wilton)

Date: 26<sup>th</sup> February 2018

Venue: Roper River Bridge

Key Issues: Nil

Meeting/visit: OCM

Date: 27<sup>th</sup> & 28<sup>th</sup> February 2018

Venue: Jilkminggan

Key Issues: As per Agenda

Meeting/visit: SLT

Date: 12<sup>th</sup> March 2018

Venue: HQ

Key Issues: As per Agenda

Meeting/visit: Community Engagement Course (3 Days)

Date: 13<sup>th</sup>, 14<sup>th</sup> & 15<sup>th</sup> March 2018

Venue: Knotts Crossing Resort

Key Issues: Nil

Meeting/visit: Community Engagement Course (2 Days)

Date: 26<sup>th</sup> & 27<sup>th</sup> March 2018

Venue: Knotts Crossing Resort

Key Issues: Nil

Meeting/visit: FCM

Date: 28<sup>th</sup> March 2018

Venue: HQ

Key Issues: As Per Agenda

Meeting/visit: Dept of Chief Minister

Date: 29<sup>th</sup> March 2018

Venue: NT Govt Centre

Key Issues: Briefings on various Projects (NT and MRM Funded)

Meeting/visit: Regional Manager Local Government  
and Community Development

Date: 4<sup>th</sup> April 2018

Venue: CEO Office

Key Issues: Brief from RM on key LG issues

Meeting/visit: Projects Unit meeting with Contractor for 2 Crawford St

Date: 6<sup>th</sup> April 2018

Venue: 2 Crawford street

Key Issues: Contractual responsibilities of Contractor, Timelines for Project

Meeting/visit: NLC Chairman

Date: 6<sup>th</sup> April 2018

Venue: NLC Katherine

Key Issues: Land Councils meeting in Barunga, Barunga Oval Lights

Meeting/visit: Dept of Chief Minister

Date: 10<sup>th</sup> April 2018

Venue: NT Govt Centre

Key Issues: Briefings on various Projects (NT and MRM Funded)

Meeting/visit: AFL Forum

Date: 16th April 2018

Venue: Knotts Crossing resort

Key Issues: As per Agenda

92/2018 **RESOLVED (Donald Garner/Samuel Evans)**

**Carried**

**(a)** That Council receive and note the CEO Report.

### **18.5 APPROVAL FOR DEPARTMENT OF INFRASTRUCTURE PLANNING AND LOGISTICS TO INSTALL STREET LIGHTING ON COUNCIL'S CROWN LEASE LAND(NT PORTION 3670) AT MATARANKA TRUCK PARKING BAYS ON ROPER TERRACE**

The Department of Infrastructure, Planning and Logistics (DIPL) propose to install new street lighting along Roper Terrace in Mataranka which includes several lights to mitigate the local area traffic management issues of pedestrian's verses trucks and other highway traffic.

The proposal has been discussed at the Mataranka Local Authority and approved in principle.

The NTG tender for the installation of Street lighting at Mataranka is well under way and expected to go to tender very shortly, most of the new street lighting will be installed in the Road Reserve however, there are two sections of lighting to be installed in parking areas outside the road reserve on Council Crown Lease Land - NT Portion No 3670. DIPL need Council to approve the works to be carried out on the leased land.

The LA has requested that DIPL consider including the installation of 'up lighting' in the Banyan Tree in Stan Martin Park adjacent to Truck Parking Bay into the street light works, They are waiting on design and costing to inform Council of whether this proposal is supported.

93/2018 RESOLVED (Samuel Evans/Owen Turner)

Carried

- (a) That Council approve the installation of new street lighting on the NT Portion No 3670 by the Department of Infrastructure, Planning and Logistics.**

### **18.6 DISPOSAL OF TRANSPORTABLE BUILDINGS**

- a) Ministerial Guideline 7 – Disposal of Property outlines considerations that need to be taken into account when determining assets to be disposed. These considerations were involved in compiling the current list of assets to dispose of.

#### *6. Considerations*

**(1)** *In considering the method of disposal of an asset, council should consider a number of issues, for example:*

- (i) The potential for the council to obtain the best price.*
- (ii) The number of known potential purchasers of the land or assets.*
- (iii) The current and possible preferred future use of the land or assets.*
- (iv) The existence of local purchasers of the land or asset.*
- (v) The opportunity to promote local economic growth and development.*
- (vi) The total estimated value of the sale.*
- (vii) Delegation limits taking into consideration accountability, responsibility, operational efficiency and urgency of the sale.*
- (viii) Compliance with statutory and other obligations*

**(2)** *Council or its officers with delegated authority shall, when making decisions,*

*act in accordance with the council's budget, relevant policies, plans, resolutions, and all relevant statutory or common law requirements.*

As with the previous identification of assets for disposal the most significant consideration is useful working life of an asset. Simply put, Council has three (3) Transportable Buildings that, if left as is they are:

1. beyond economic repair
2. currently not in use and
3. a possible safety risk

The buildings referred to are:

1. Old BRACS demountable on Lot 30, VOQ at Bulman
2. Old Demountable on site in yard at 2 Crawford St, Katherine
3. Elevated Ablution Building at Sport & Recreation Grounds in Mataranka

The buildings should be offered for sale as an expression of interest to be sold on site "as is, where is" and removal to be the responsibility of the buyer. If no interest is shown in the EOI then alternate disposal including asset "write off" or relocation be undertaken.

94/2018 RESOLVED (Donald Garner/Edwin Nunggumajbarr)

Carried

**(a) That Council approve the disposal of the following Transportable Buildings:**

1. Old BRACS Demountable on Lot 30 in Bulman
2. Old Demountable in the yard at 2 Crawford St, Katherine
3. Elevated Ablution Building at Mataranka Sport & Recreation Grounds

## 18.7 WOMEN IN LOCAL GOVERNMENT - MAYOR

95/2018 RESOLVED (Helen Lee/Annabelle Daylight)

Carried

**(a) That Council approve financial cost for the attendance of Nominated Women to the Australian Local Government Women's Association Forum.**

## 18.8 UPDATE ON 2 CRAWFORD STREET

96/2018 RESOLVED (Donald Garner/Eric Roberts)

Carried

**(a) That Council receive and note the presentation in relation to the 2 Crawford Street update.**

**ACTION:** Financial costs of relocating to 2 Crawford street and fit out of workshop at Chardon street to be presented at FCM.

**18.9 UPDATE ON AFL**

97/2018 RESOLVED (Owen Turner/Samuel Evans)

Carried

- (a) That Council receive and note the update on the AFL Champions Forum held Monday 16<sup>th</sup> April 2018.

**18.10 UPDATE ON BARUNGA AND MATARANKA LIGHTS**

98/2018 RESOLVED (Donald Garner/Owen Turner)

Carried

- (a) That Council receive an note the update on Barunga and Mataranka lights.

**18.11 UPDATE ON FREIGHT HUB**

99/2018 RESOLVED (Samuel Evans/Edwin Nunggumajbarr)

Carried

- (a) That Council receive and note the update in relation to the freight Hub.

Break for Lunch, 12:18 pm

Meeting Resume, 01: 13pm

Cr Annabelle left the meeting, the time being 01:13 PM

**18.12 FRACKING**

100/2018 RESOLVED (Keith Rory/Owen Turner)

Carried

- (a) That Council receive and note the report in relation to the Fracking update.

**18.13 BORROLOOLA MULTIPURPOSE COURT**

101/2018 RESOLVED (Donald Garner/Edwin Nunggumajbarr)

Carried

- (a) That Council receive and note the update in relation to the Borroloola Multipurpose Court.

Return meeting Annabelle Daylight 1 :23

**18.14 RECORD MANAGEMENT SHARED SERVICE**

102/2018 RESOLVED (Donald Garner/Eric Roberts)

Carried

- (a) That Council receive and note the update in relation to record management for shared services and agrees to participate in part one and part two of the Councilbiz/LGANT record management project.

Cr Helen Lee left the meeting, the time being 01:26 PM

Cr Helen Lee returned to the meeting, the time being 01:28 PM

Cr Wayne Runyu left the meeting, the time being 01:31 PM

Cr Wayne Runyu returned to the meeting, the time being 01:35 PM

Cr Edwin Nungumajbarr left the meeting, the time being 01:53 PM

Cr Edwin Nungumajbarr returned to the meeting, the time being 01:55 PM

## 18.15 UPDATE ON LA PROJECTS

103/2018 RESOLVED (Donald Garner/Eric Roberts)

Carried

- (a) That Council receive and note the update in relation to the Local Authority Projects.
- (b) That Council amend the budget to include an extra one (1) full time equivalent employee at coordinator level in the project management team.

Cr Wayne Runyu left the meeting, the time being 01:58 PM

Cr Wayne Runyu returned to the meeting, the time being 02:00 PM

## 19.DEPUTATIONS & PETITIONS

Nil

## 20. CONFIDENTIAL SESSION

### DECISION TO MOVE TO CONFIDENTIAL SESSION

104/2018 RESOLVED (Keith Rory/Helen Lee)

Carried

Members of the press and public be excluded from the meeting of the Confidential Session and access to the correspondence and reports relating to the items considered during the course of the Confidential Session be withheld. This action is taken in accordance with Section 65(2) of the Local Government Act, 2008 as the items lists come within the following provisions:-

#### **20.1 Confirmation of Previous Confidential Session Ordinary Council Meeting**

**Minutes** - *The report will be dealt with under Section 65(2) (ci) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person.*

#### **20.2 Minutes of Previous Confidential Session Finance Committee Meeting - The**

*report will be dealt with under Section 65(2) (ci) (e) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to cause commercial*

*prejudice to, or confer an unfair commercial advantage on any person; AND information provided to the council on condition that it be kept confidential.*

**20.3 Councillor Code of Conduct Warning** - *The report will be dealt with under Section 65(2) (d) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information subject to an obligation of confidentiality at law, or in equity.*

**20.4 Jilkmिंगgan lease update** - *The report will be dealt with under Section 65(2) (ciii) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.*

**20.5 Procurement of Flights** - *The report will be dealt with under Section 65(2) (ciii) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.*

**20.6 Audit Committee Terms of Reference** - *The report will be dealt with under Section 65(2) (ciii) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.*

## **20.1 CONFIRMATION OF PREVIOUS CONFIDENTIAL SESSION ORDINARY COUNCIL MEETING MINUTES**

105/2018 RESOLVED (Donald Garner/Edwin Nunggumajbarr) Carried

- (a) That Council approve the minutes as a true and accurate record of the Confidential Session of Ordinary Meeting of the Council held on Wednesday 28<sup>th</sup> February 2018.

## **20.2 MINUTES OF PREVIOUS CONFIDENTIAL SESSION FINANCE COMMITTEE MEETING**

106/2018 RESOLVED (Eric Roberts/Donald Garner) Carried

- (a) That Council approve the minutes as a true and accurate record of the Confidential Session Finance Committee Meeting held on 28<sup>th</sup> March 2018.

## **20.3 COUNCILLOR CODE OF CONDUCT WARNING**

107/2018 RESOLVED (Keith Rory/Eric Roberts) Carried

- (a) That Council receive and note the Councillor Formal Code of Conduct Warning.

## **20.4 JILKMINGGAN LEASE UPDATE**

108/2018 RESOLVED (Donald Garner/Samuel Evans) Carried

- (a) That Council approves the leases for the township of Jilkmिंगgan with the Jilkmिंगgan Community Aboriginal Corporation;



- and
- (b) That Council approves the use of the Council Seal in the execution of the lease documents.

## 20.5 PROCUREMENT OF FLIGHTS

109/2018 RESOLVED (Donald Garner/Keith Rory) Carried

- (a) That Council receives and note the changes to the procurement of aviation services.

## 20.6 AUDIT COMMITTEE TERMS OF REFERENCE

110/2018 RESOLVED (Eric Roberts/Wayne Runyu) Carried

- (a) That Council resolves to adopt the revised Terms of Reference for the Audit Committee .

## 20.7 LATE CORRESPONDENCE - MARC GARDNER

111/2018 RESOLVED (Owen Turner/Eric Roberts) Carried

- (a) That Council accept the variations to the funding agreement for the Community Development Programme (Remote Jobs and Communities Programme Variation No. 7) for the end date from the 30 June 2018 to 30<sup>th</sup> June 2019; and
- (b) That Council approve the use of the Common Seal by the Mayor and CEO to execute the Agreement.

## 20.8 URAPUNGA SERVICE DELIVERY PROPOSAL

112/2018 RESOLVED (Samuel Evans/Donald Garner) Carried

- (a) That Council resolves to provide the administrative support including travel and membership fees for a proposed Urapunga Local Authority.
- (b) That Council endorses the establishment of a service delivery presence in Urapunga in the 18/19 Budget.

## RESUMPTION OF MEETING

113/2018 RESOLVED (Owen Turner/Wayne Runyu) Carried

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

Cr Wayne Runyu left the meeting, the time being 02:52 PM

Cr Wayne Runyu returned to the meeting, the time being 02:53 PM



**CLOSE OF MEETING**

The meeting terminated at 03:04 pm.

THIS PAGE AND THE PRECEDING 12 PAGES ARE THE MINUTES OF THE Ordinary Meeting of Council HELD ON Wednesday, 18 April 2018 AND CONFIRMED Wednesday, 27 June 2018.

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Mayor Judy MacFarlane

**CONFIRMATION OF PREVIOUS MINUTES**

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**ITEM NUMBER** 5.2  
**TITLE** Confirmation of Previous Audit Committee Minutes  
**REFERENCE** 752764  
**AUTHOR** Cristian Coman, Manager - Governance and Corporate Planning

**RECOMMENDATION**

- (a) **That Council receives and notes the minutes of the Audit Committee Meeting which occurred on 09 May 2018.**

**BACKGROUND**

The Audit Committee met on 09 May 2018. Attached are the minutes of that meeting.

**ISSUES/OPTIONS/SWOT**

<<Enter Text>>

**FINANCIAL CONSIDERATIONS**

<<Enter Text>>

**ATTACHMENTS:**

- 1 Audit Committee 2018-05-09 [748105].DOCX



MINUTES OF THE AUDIT COMMITTEE MEETING # 2 OF THE ROPER GULF  
REGIONAL COUNCIL MEETING HELD AT THE CONFERENCE ROOM  
ROPER GULF REGIONAL COUNCIL HEADQUARTERS  
29 CRAWFORD STREET, KATHERINE ON WEDNESDAY, 9 MAY 2018 AT 10:00  
AM

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**PRESENT/STAFF/GUESTS**

**1.1 Independent Members**

- Sandra Cannon (Interim Chair)
- Garry Lambert

**1.2 Elected Members**

- Councillor Don Garner,
- Councillor David Murrungun

**1.3 Staff**

- Chief Executive Officer, Michael Berto
- Director of Corporate Governance, Greg Arnott
- Director of Council and Community Services, Sharon Hillen
- Management Accountant, Munish Singla
- Acting Manager – Governance and Corporate Planning, Cristian Coman
- Governance Officer, Tessa Carnegie (Minute Taker)

**1.4 Guests**

**MEETING OPENED**

Meeting opened at 10.21am

**WELCOME TO COUNTRY**

CEO Michael Berto welcomed committee members and staff to the meeting and the Roper Gulf Regional Council Pledge was read.

Discussion regarding the Pledge w/ all present.

The CEO proposed an interim chair for the meeting: Sandra Cannon (accepted nomination).

**3.1 INTERIM CHAIRPERSON**

**53/2018 RESOLVED (Garry Lambert/Donald Garner)**

- (a) **That the Audit Committee elect an interim chairperson for the Audit Committee Meeting 9 May 2018.**

Sandra Cannon requested Garry Lambert to discuss prior experience w/ all present.

## **APOLOGIES AND LEAVE OF ABSENCE**

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

Councillor Eric Roberts has been uncontactable and there has been no reply to date regarding his absent from the meeting. It has been noted that no apology has been received.

*CEO Michael Berto left the meeting, the time being 10:35 AM*

**54/2018 RESOLVED (Garry Lambert/David Murrungun)**

- (a) **That the Audit Committee acknowledged that Councillor Eric Roberts did not provide an apology for his absence.**

## **DISCLOSURES OF INTEREST**

Independent Member Garry Lambert was involved in the Palmerston Council Audit Report relating to the Disciplinary Committee, he advised that this will have no impact on the Audit Committee Meeting moving forward.

## **CONFIRMATION OF PREVIOUS MINUTES**

### **6.1 CONFIRMATION OF PREVIOUS MINUTES**

**55/2018 RESOLVED (Donald Garner/David Murrungun)**

- (a) **That the Audit Committee receive and note the minutes as a true and accurate record of the previous Audit Committee Meeting held on the 6 December 2017.**

## **BUSINESS ARISING FROM PREVIOUS MINUTES**

### **7.1 BUSINESS ARISING FROM PREVIOUS MINUTES**

Sandra Cannon requested that Business Arising from Previous Minutes agenda item be before Confirmation of Previous Minutes agenda item.

*CEO Michael Berto returned to the meeting, the time being 10:37 AM*

- New meeting times, 4 times per annum. No meeting in March or February.
- Internal Audit Program was an ongoing matter and documents have been provided. Audit committee to discuss.

General Business accepted by all present.

## **RECOMMENDATION**

- (a) **That the Audit Committee approve the confidential minutes as a true and accurate record of the previous Audit Committee Meeting held on the 6<sup>th</sup> December 2017.**

**INCOMING CORRESPONDENCE**

NIL

**OUTGOING CORRESPONDENCE**

NIL

**ELECTED MEMBERS'S REPORT**

Sandra cannon: What does it mean for this Audit Committee?

- Answer: This section originates from set agenda/ template available via Roper Gulf Regional Council systems and processes.

**MOTION**

**56/2018 RESOLVED (Sandra Cannon/Garry Lambert)**

**ACTION:** Omit the 'Elected Member's Report' agenda item from the following Audit Committee Meeting Agenda for ongoing meetings.

**OPERATIONAL REPORT****11.1 ELECTION OF CHAIRPERSON**

**57/2018 RESOLVED (Garry Lambert/Donald Garner)**

- (a) **That the Audit Committee recommend to Council Independent Member Sandra Cannon to be the Chairperson of the Roper Gulf Regional Council Audit Committee for the period of 12 months.**

**GENERAL BUSINESS****12.1 GENERAL BUSINESS**

Sandra Cannon is going overseas and will be away up until August 2018.

Independent Member Garry Lambert will be busy throughout August 2018.

Therefore, meetings dates for the 2018 year will be as following:

- 19 September 2018
- 17 October 2018
- 07 November 2018

**58/2018 RESOLVED (David Murrungun/Sandra Cannon)**

- (a) **That the Audit Committee receive and note the General Business items and updated meeting dates.**

**End of Open Session**

Donald Garner/ Garry Lambert

### **CLOSED SESSION**

#### **13.1 SERVICE PROVIDER RISK PROFILE IAS**

59/2018 RESOLVED (David Murrungun/Donald Garner)

- (a) That the Audit Committee receives and notes the Department of Prime Minister and Cabinet correspondence to Council.

#### **13.2 COMPLIANCE CONSIDERATIONS**

60/2018 RESOLVED (Donald Garner/David Murrungun)

- (a) That the Audit Committee receive and note the Investigation Report into the governance of City of Palmerston Council;
- (b) That the Audit Committee considers the implications raised by the Report;

#### **13.3 AUDIT COMMITTEE WORK PLAN**

61/2018 RESOLVED (Sandra Cannon/Donald Garner)

- (a) That the Audit Committee adopt the revised Work Plan against the Terms of Reference as adopted by Council on 14 September 2017.

#### **13.4 CONFIRMATION OF PREVIOUS CONFIDENTIAL AUDIT COMMITTEE MEETING MINUTES**

62/2018 RESOLVED (Donald Garner/David Murrungun)

- (a) That the Audit Committee approve the confidential minutes as a true and accurate record of the previous Audit Committee Meeting held on the 6<sup>th</sup> December 2017.

#### **13.5 ACTION LIST**

63/2018 RESOLVED (Donald Garner/David Murrungun)

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

#### **13.6 LOSS OR ADVERSE EVENTS**

64/2018 RESOLVED (Donald Garner/David Murrungun)

- (a) That Audit Committee receive and note the report on Loss or Adverse Events.

**13.7 COUNCIL POLICIES - NEW, REVIEWED AND UPDATED****65/2018 RESOLVED (Sandra Cannon/Donald Garner)**

- (a) That the Audit Committee receives and notes the update on Council Policies.

**13.8 LOCAL GOVERNMENT COMPLIANCE REVIEW****66/2018 RESOLVED (David Murrungun/Donald Garner)**

- (a) That the Confidential Audit Committee receives and notes the Response Letter from the Department of Housing and Community Development for the 2017 Compliance Review.
- (b) That the Audit Committee receives and notes RGRC's response to the issues raised by the Department of Housing and Community Development.

**13.9 TERMS OF REFERENCE****67/2018 RESOLVED (David Murrungun/Donald Garner)**

- (a) That the Confidential Audit Committee receives and notes the revised Audit Committee Terms of Reference as adopted by Council at the 18 April 2018 Ordinary Meeting of Council

**1. BUSINESS ARISING**

NIL

**2. GENERAL BUSINESS****68/2018 RESOLVED (Sandra Cannon/Garry Lambert)**

- (a) That the Confidential Audit Committee receives and notes the revised Audit Committee Terms of Reference as adopted by Council at the 18 April 2018 Ordinary Meeting of Council

**13.1 Service Provider Risk Profile IAS** - *The report will be dealt with under Section 65(2) (ciii) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.*

**13.2 Compliance Considerations** - *The report will be dealt with under Section 65(2) (ciii) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.*

**13.3 Audit Committee Work Plan** - *The report will be dealt with under Section 65(2) (ciii) (e) of the Local Government Act 2008 and Regulation 8 of the Local Government*

(Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person; AND information provided to the council on condition that it be kept confidential.

- 13.4 Confirmation of Previous Confidential Audit Committee Meeting Minutes** - The report will be dealt with under Section 65(2) (ciii) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person (TOR state to keep Audit reports confidential).
- 13.5 Action List** - The report will be dealt with under Section 65(2) (ci) (cii) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person; AND information that would, if publicly disclosed, be likely to prejudice the maintenance or administration of the law.
- 13.6 Loss or Adverse Events** - The report will be dealt with under Section 65(2) (ciii) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person (TOR state to keep Audit reports confidential).
- 13.7 Council Policies - new, reviewed and updated** - The report will be dealt with under Section 65(2) (ciii) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.
- 13.8 Local Government Compliance Review** - The report will be dealt with under Section 65(2) (ciii) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.
- 13.9 Terms of Reference** - The report will be dealt with under Section 65(2) (ciii) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person

### **3. ITEMS FOR NEXT MEETING**

#### **CLOSE OF MEETING**

The meeting terminated at 12.35pm.

This page and preceding 5 Pages are the minutes of the AGES ARE THE MINUTES OF THE Audit Committee Meeting HELD ON Wednesday, 9 May 2018 AND CONFIRMED Wednesday, 19 September 2018.

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Chairperson



**INCOMING CORRESPONDENCE**

**ITEM NUMBER** 11.1  
**TITLE** Incoming Correspondence  
**REFERENCE** 752668  
**AUTHOR** Rita Duncan, Executive Assistant to CEO

**RECOMMENDATION**

(a) That Council accept the Incoming correspondence.

Number	Date Received	Addressed To	Sender	Correspondence Details	InfoXpert ID
1	16/6/18	Dr Dan Tyson Sunrise Health	CEO	Request for Statistics Mataranka	752570
2	15/6/18	Principal of all schools	Sharon Hillen	Education Sessions "Be a Friend to Your Dog"	750935
3	15/6/18	Mr Les Martin NT Police	Sharon Hillen	New Police Station Complex Ngukurr	751332
4	15/6/18	Health Clinics	Sharon Hillen	Animal Management Program	750973
5	16/4/18	Nicole Manison MLA	CEO	Bulman Community Airport – Indicator light on hill	746267
6	19/4/18	Jim Williams	Marc Gardner	Proposal to build accommodation units - Urapunga	746265

**ATTACHMENTS:**

There are no attachments for this report.

**OUTGOING CORRESPONDENCE**

**ITEM NUMBER** 12.1  
**TITLE** Outgoing Correspondence  
**REFERENCE** 752667  
**AUTHOR** Rita Duncan, Executive Assistant to CEO

**RECOMMENDATION**

(a) That Council accept the Outgoing correspondence.

<b>Number</b>	<b>Date Received</b>	<b>Addressed To</b>	<b>Sent By</b>	<b>Correspondence Details</b>	<b>InfoXpert ID</b>
1	13/6/18	CEO	Deborah Coleman NT Gov	AOD Grant	751714
2	28/5/18	Council	ALAWA	Hodgson Downs road in future funding	749701
3	4/4/18	CEO	Dept of the Prime Minister & Cabinet	Unsuccessful Community Led Grant application	746513

**ATTACHMENTS:**

There are no attachments for this report.

**WARD REPORT**



**ITEM NUMBER** 13.1  
**TITLE** Never Never Ward  
**REFERENCE** 752788  
**AUTHOR** Cristian Coman, Manager - Governance and Corporate Planning

**RECOMMENDATION**

- (a) **That Council receives and note the Never Never Ward Report.**
- (b) **That Council appoints Mr Alan WATSON as to the Hodgson Downs Local Authority as its Chairperson**

**BACKGROUND**

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

Since the previous Ordinary Meeting of Council on 18 April 2018, the Never Never Ward has had:

- 1 x Scheduled Meeting of the Mataranka Local Authority (05 June 2018);
- 2 x Scheduled Meetings of the Jilkmिंगgan Local Authority (05 June 2018, 20 June 2018)
- 2 x Scheduled Meetings of the Hodgson Downs Local Authority (03 May 2018 and 14 June 2018);

Both the Mataranka and Jilkmिंगgan Local Authorities did not attain the necessary attendance for a quorum or provisional meeting, so therefore the meetings did not officially take place.

The Hodgson Downs Local Authority formally met on both occasions, having obtained the necessary quorum.

**JILKMINGGAN**

Current Membership includes; Mayor Judy MacFarlane, Cr Annabelle Daylight, Cr Ossie Daylight, Cheryl Lardy, Lisa McDonald, Patricia Baker, Anne Marie McDonald (Woods), Jeffery Joe, Simone Baker and Rosina Farrell.

The Jilkmिंगgan Local Authority Meeting for 05 June 2018 did not take place due to insufficient attendance for a Quorum or Provisional Meeting. The Meeting was adjourned to 20 June 2018, however this also did not take place due to insufficient attendance.

**Next Meeting:** Jilkmिंगgan’s next Local Authority meeting is scheduled for Tuesday, 07 August 2018.

**ACTION LIST**

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
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02.05.17	12.4 CDP PICK UP ALL THE OLD FENCES WIRE AROUND HOUSES AND RIVER BANK	Cr Baker to see how much wire is at Elsey Station.  Horse issues.	DCCS Sharon /Ossie	Ongoing	07.07.17 Nathan said that wire mostly rusted; Not Viable. CDP can't work for commercial business without a host agreement - refer back to Station landholder & GEC. 01.08.17 Sharon to email NLC to find out who is responsible. Ex station horses approx. 18. LA funding to muster horses & move, also grids needed. Use local lads to muster & take away horses. Ossie talk to Hoare's for quote to muster all horses. 31.10.17 JCAC meeting with Ossie; Signed complaint letter from CEO going to be sent to NLC & JCAC regarding the horses and associated community safety issues and complaints; and Marc investigating liability with fencing of horses. 07.11.17 LA members to contact Police regarding animal welfare issues if an option to cull/shoot the horses. <b>03.04.18 CDP will be installing Rail Fencing down the riverbank to stop horses from entering in community. CDP has started Riverbank clean up.</b>
01.08.17	12.6 STREET NAMES	At the last LA meeting members agreed on street signs and names. CSC to follow up with JCAC on street names.	CSC	Ongoing	31.10.17 Finalised, update to be provide to LA. 07.11.17 Street names approved by LA Members present and signed off (MagiQ ID: 725108/725109). 18.01.18 A list of street names and locations has been provided. (See Attached) 03.04.18 (Refer to attached regarding Street Names) <b>03.04.18 JCAC Approved all Street Names (except for #4 which will be removed from the list) Nathan to order street name signs</b>

01.08.17	12.7 SPORTS AND REC BUS	At the moment the school bus is used to take sport teams to competitions. Request Council to look at the possibility of the Council to provide a bus for Sports and Rec. Council already supports the program and can't be fully funded. Investigate opportunities for funding a Sports & Rec bus.	DCCS/Area Manager	Ongoing	31.10.17 Sharon investigating options (we can apply for gift via Selina Uibo, as RGRC unable to fund) Issue is the ongoing costs of repairs and maintenance. 07.11.17 CEO Michael Berto explained about the issue associated with a bus, i.e. drivers, costs of maintenance. 04.12.17 Area Manager Investigating application for gifting, ensure fits with SnR KPI's. 08.12.17 Community Benefit Fund - Vehicle Gift Application 404 can fund transfers. <b>03.04.18 Sharon to contact Gerry McCartney for follow-up for gifting bus.</b>
01.08.17	12.8 OUTSTATIONS: MOLE HILL	Replacement water tank needed at Mole Hill as split. Investigate what is happening with replacement tank at Mole Hill. CSC to follow-up from Contracts on the replacement tank for Mole Hill.	DCS	Ongoing	14.09.17 At OCM Council accepted funding from DHCD (2017-18 Municipal and Essential Services Special Purpose Grant) which includes water tank upgrades and dump excavation in Mole Hill. 31.10.17 Purchase order done and contractor engaged. To be completed end of November. <b>03.04.18 Waiting for Outstation Crew to arrange time to install tank.</b>
01.08.17	12.11 REQUEST SOLAR LIGHTS AT MOLE HILL	1) LA request Outstations Program source funds to install 2 solar lights at Mole Hill. 2) Paul Amarant to follow up on the solar lights and report back to the next Local Authority meeting.	DCS/ CSC Paul	Ongoing	31.10.17 Funded, got 3 lights but just need to be installed by Roper Gulf. 07.11.17 Installed by end of month. 06.02.18 Paul to report back at next LA Meeting. <b>03.04.18 Paul to report back to next LA Meeting.</b>
07.11.17	11.5 GOVERNANCE REPORT - JILKMINGGAN LOCAL AUTHORITY PROJECT	Paul to investigate seating options and costs and will advise the LA	CSC/Area Manager	Ongoing	04.12.17 Commenced CSC and AM: Report to go to next LA meeting. <b>03.04.18 Need 2 more quotes for approval. Paul to approve. To complete before next LA Meeting</b>

07.11.17	12.5 SPEED BUMPS IN COMMUNITY	Speed bumps are coming off easily and getting damaged. It appears that the bolts were not long enough when the speed bumps were installed. MUNS team should be fixing them up. Paul to follow up for the speed bumps to get fixed.	CSC	Ongoing	04.12.17 Speed bumps have been ordered and will be in Jilkminggan by Christmas, installation will be over the school holidays ready for the school year. Old damaged speed bumps have been removed. <b>20.03.18 Two more to do.</b>
07.11.17	12.6 ROCKS IN COMMUNITY - SOME ARE DANGEROUS	Rocks to be removed and replace with bollards and control traffic with concrete curbing, better landscaping and wide enough for 2 cars.	CSC/Area Manager	Ongoing	04.12.17 Commenced - Quotes being sourced for bollards and curbing, possible CDP project for curbing. <b>03.04.18 Remove old rocks replace with bollards. To be purchased in next financial year out of operational budget.</b>
07.11.17	12.7 WATER PARK IN COMMUNITY	1. Jeffery and Paul to speak to JCAC regarding this proposal and to organise a meeting with JCAC and to let the Mayor know. 2. RGRC to investigate designs and costs, including ongoing costs for a water park and bring back to the next LA Meeting.	CSC  Jerry Amato Governance	Ongoing	24.11.17 Initial investigations of costings and designs sought. A quote has been obtained and to be presented at next LA Meeting.
06.02.18	10.3 JILKMINGGAN PLAY GROUND PROJECT	Paul Amarant to follow up on previous request of Play Ground Areas and Equipment and report back to the next Local Authority Meeting.	CSC Paul	Ongoing	22.01.18 A quote has been obtained and to be presented at next LA Meeting. (See Attached Quotes) 08.03.18 Nathan to bring back designs to next LA Meeting. <b>03.04.18 Playground Areas will be going to tender for each community. Community request an additional playground. Maps to be obtained for area of interest.</b>
06.02.18	10.5 SEATING AREA AT THE SPORTS OVAL	The Local Authority discussed the need for a seating area around the Sports Oval for competitions and training. Paul Amarant to source quotes for seating and report back to the next Local Authority Meeting.	CSC Paul	Ongoing	22.01.18 A quote has been obtained and to be presented at next LA Meeting. (See Attached Quotes) <b>03.04.18 To be purchased by next LA Meeting.</b>

06.02.18	10.5 OVAL SCOREBOARD	The Local Authority discussed the requirement for a new electronic scoreboard for the sports oval for competitions. Paul Amaranant to source quotes and report back to the next Local Authority Meeting.	CSC Paul	Ongoing	22.01.18 A quote has been obtained and to be presented at next LA Meeting. (See Attached Quotes) <b>03.04.18 To be purchased by next LA Meeting.</b>
06.02.18	10.6 BASKETBALL COURTS UPGRADE	1) Paul to source quotes for shelter over the courts and report back to the next Local Authority meeting. 2) Paul to hold a community meeting for consultation around what the community wants to see upgraded at the courts, including shade and other facilities.	CSC Paul	Ongoing	<b>03.04.18 Community Meeting to be held. Paul to organize. Previous meeting was not held. Item on Town Priority. Funding to be sourced. Letter of support to be attached to application from JCAC.</b>

## MATARANKA

Current Membership: Mayor Judy MacFarlane, Cr. Annabelle Daylight, Cr Ossie Daylight, Diane Angel, Tracey-Anne Wilson, Sue Edwards, Alan Chapman, Michael Somers, Jill Emerson-Smith, Philippa Stansell and Antonella Martin.

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

The Mataranka Local Authority Meeting on 05 June 2018 did not attain necessary attendance for a Quorum or a Provisional Meeting.

**Next Meeting:** Mataranka’s next Local Authority meeting is scheduled for Tuesday 07 August 2018.

## ACTION LIST

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
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<p>01.02.16</p>	<p>8.6 Repairs to Statues &amp; Termite Mound</p>	<p>Investigate and bring options back to next LA meeting.</p>	<p>Area Manager</p>	<p>Ongoing</p>	<p>05.04.16: Tourism Grant investigated. 07.06.16: On list for 2017 round of Applications. 11.10.16 Photos taken of the statues last week and show a lot of corrosion in the statues. 02.12.2016 A grant application was submitted to the Community Benefit Fund requesting \$10K on 0/11/2016 07.02.17 Ongoing 04.04.17 Statues – applied for grant for paint; Termite Mound – report in Other Business about Digital; Leah queried if NT Tourism have been approached for funding extra hours in the Tourism Office? 06.06.17 horse non-repairable, Deputy Mayor contacted person who originally built the statues &amp; will let members know when a response, there is a quote for \$9k to repair to give an extra 4-5 years life, CEO advised there are other products that the statues can be made of e.g. resin or poly. ACTION: CSC to seek ideas from quoter for short term ideas &amp; investigate long term replacement options Moved Tracey 2nd Michael. 07.07.17 Quote provided approx. 8 months ago. No money for statues. Ongoing investigations. 03.08.17 Quote provided by Gillie &amp; Marc Company. To be presented at next LA Meeting in a Report. 31.10.17 Statues are a priority. Seeking funding to replace with bronze statues. Termite mound can be fixed but Antony to look for audio. 05.12.17 Ongoing and investigating companies that can supply audio system. 06.02.18 Statues \$80,000 application. Termite Mound and speaker – discussion on approving the cost of speaker when a quote received before the Never Never Festival 2018. Al Chapman will have a look at the speaker and advise on repairs required.  <b>08.03.2018 Al to investigate if lighting can occur at the termite mound too. Still waiting on Funding for the Never Never Statues. Al has investigated Termite mound and is compiling a report.</b></p>
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07.02.17	9.1 Incoming Correspondence	CEO to invite NLC to attend Mataranka LA Meeting 4th April 2017	CEO	Ongoing	04.04.17 Still no response, DCCS met with planning team, Action: CEO to write a letter to the DIPL planning team Graham Finch 06.06.17 no response, CEO to contact head lawyer. This relates to land release. <b>01.08.17 Keep trying.</b>
07.02.17		Council to advocate in behalf of Mataranka residents to have the Little Roper bridge upgraded.	CEO	Ongoing	20/03/17 Support letters being obtained by Deputy Mayor. CEO now beginning advocacy process. This issue also being placed on NTG 10 year Infrastructure Plan. 04.04.17 Letters received from Cave Creek, Mataranka Homestead & Resident Bruce Ross, Keep pushing for Council to advocate on behalf of residents. DCCS informed LA that the project is on the NTG Infrastructure Bid. 06.06.17 Reply letter from Phil Harris. 07.07.17 Sharon has drafted a letter to DOT regarding to seek variation for our CEO to sign. 01.08.17 \$15K, Council & DOT design & feasibility. Selena talk with business owners. 31.10.17 On NT Government Agenda. 05.12.17 Ongoing and on 2018/2019 bid for works.
01.08.17		Sports & Rec Grounds Capital Works \$200K budget to upgrade all services on site, power, water, sewerage, include Stan Martin Park toilet block & sullage dump. New Scope of Works required.	Projects	Ongoing	03.10.17 All works going to be scoped out. 31.10.17 First consultation meeting done, scope of works to be finalised then out to tender. 05.12.17 Area Manager to source nets for courts. <b>20.03.18 Electrical Engineer has inspected site; Costings – power to lights, Report to next LA Meeting.</b>
01.08.17	11.8 GOVERNANCE REPORT - MATARANKA MASTER PLAN	1. Local Authority request Council to consider \$150,000 Capital Expenditure to be included in 1st Quarter Budget Review for upgrade of library and museum access. 2. Special meeting to be held to discuss the Mataranka Master Plan - date to be advised	DCCS/DCG	Ongoing	03.10.17 RGRC has been successful in being granted \$100,000 for the upgrade of the Library & Museum. The date set for the Special meeting is 11th October @ 6pm in the Community Hall. 31.10.17 First consultation complete, information gone to UNO'S Consultancy to develop concepts. 05.12.17 Documents for the Master Plan should arrive next week and to be distributed to LA members/stakeholders.

03.10.17	11.7 COMMUNITY SERVICES REPORT - COMMUNITY SAFETY	CEO to write a letter to Mataranka Police & Sunrise Health Mataranka requesting for statistics on alcohol fuelled incidents for the past 3 months and into the future so have the figures to advocate to increase our Night Patrol Service.	CEO	Ongoing	05.12.17 Sue Edwards to follow up and bring back to next LA meeting. <b>03.04.18 Sue Edwards unable to obtain statistics from Sunrise Health, a letter of request is required from CEO Michael Berto.</b>
03.10.17	12.2 OTHER AGENDA ITEMS	To investigate fencing and lighting for the Banyan tree to help deter the litter that is collecting in and around the tree and camping.	CSC	Ongoing	09.10.17 The cost of the fence is approx. \$260 for 2.5 meters which works out as \$4,500. Update and fence design options will be presented at next LA Meeting. Report in Agenda 05.12.17; Still investigating options including lights. 06.02.18 LA approve the quote to light up under the Banyan Tree for \$2,500 from LA Project Funding. Also the LA approved to fence the Banyan Tree and fund \$10,301 from LA Project Funding. <b>06.03.18 The project has escalated and new quotes obtained for fencing the whole of Stan Martin Park. They have been sent to DPIL. DPIL are looking into funding for the project.</b>
07.12.17	12.6 SPEED BUMP AT MULGAN CAMP	Area Manager will arrange for a speed bump to be installed to slow traffic.	Area Manager	Ongoing	<b>20.03.18 Jilkminggan has a spare speed bump.</b>
07.12.17	12.7 PEDESTRIAN CROSSING IN FRONT OF POLICE STATION	DCCS will write a letter to Department of Infrastructure, Planning and Logistics requesting a pedestrian crossing. Also requesting if the speed limit could be lowered (40km during school hours).	DCCS/ Sharon	Ongoing	

06.02.18	6.5 Playground at Sports & Rec Grounds	Discovered at Australia Day playground only suitable for ages 6 years and up. Consider purchasing a slippery slide and spring rockers or play castle for ages 3-6 years. Look at options the original supplier has. Top up sand required and pipe around to hold the sand in place. Need corner pieces to stop the leakages.	CSC/Area Manager	Ongoing	06.02.18 Mataranka LA approve \$1,500 from LA Project Funding for top up sand at the Sport and Recreation Grounds new playground.
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## HODGSON DOWNS

Current Membership: Mayor Judy MacFarlane, Cr. Annabelle Daylight, Cr Ossie Daylight, Johnathon Walla, James Nuggett, Samuel Swanson, Ken Muggeridge, Clive Roberts.

Samuel Daylight was the designated Chairperson of the Hodgson Downs Local Authority. The Hodgson Downs Local Authority Met on 14 June 2018. Samuel Daylight submitted his official resignation form the Hodgson Downs Local Authority. The Local Authority accepted Samuel Daylight's resignation and nominated Mr Alan Watson as the new Chairperson of the Hodgson Downs Local Authority.

**Next Meeting:** Hodgson Downs next Local Authority meeting (including Training) is scheduled for Thursday 16 August 2018.

## ACTION LIST

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
01.03.16	8.0 Other Business	Roper Gulf Regional Council to provide a solution that is suitable to the Hodgson Downs Local Authority that potentially employs a Housing Maintenance Officer and Community Housing Officer on site.	RGRC	<b>Completed</b> <b>To be removed as per resolution of HDLA</b>	12.05.2016 Currently no presence in Minyerri to employ directly. Looking at alternate arrangements including weekly back up from Jilkminggan HMO. 11.08.2016 Follow up 16.11.16 The CHO(Community Housing Officer) is attending from Jilkminggan 2days/week. 2 HMO from Ngukurr were unable to attend this week due to sick leave and will be attending Minyerri next week. 01.02.2017 Marc Gardner has contacted Territory Housing and has requested that Roper Gulf Regional Council be informed of all contractors plans to visit Hodgson Downs so that the Community can be informed. There are plans to install a direct phone line at the ALAWA office

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
					<p>to make communication between residents and Roper Gulf Housing Maintenance staff easier.                      12.04.2017: Scheduled installation date 27 April 2017.                      07.07.17 Alex went but unable to get in and no one there.                      Dedicated phone line for Territory Housing. Marc to chase up phone line and report back to LA Meeting.                      10.08.17 Phone installed but able to ring anywhere, hand piece taken off. Marc investigate so only ring Territory Housing.  <b>23.11.17 Telstra have not been out to fix this issue. GEC will chase up and cc Ken into any correspondence.</b></p>
11.08.16	7.7 Alcohol Management Plan	Request update from Barry Clarke, GEC, for November Local Authority meeting	CEO ALAWA	<p><b>Completed</b></p> <p><b>To be removed as per resolution of HDLA</b></p>	<p>16.11.16 ALAWA CEO to contact GEC.                      Jo to contact Office of Alcohol Policy re: AMP and grants for community projects.                      12.04.2017: A request is to be made to the Department of Prime Minister and Cabinet (PMC) for a formal statement outlining the Federal and Northern Territory Governments' stance on an Alcohol Management Plan. Ken Muggeridge to write to the Mayor.                      10.08.17 Request Barry Clarke to attend next meeting.                      31.10.17 Sharon Hillen sending a generic letter to all GEC's to regularly attend LA Meetings.  <b>23.11.17 Barry attended the meeting and provided an update that there are limited resources. He will email NTG to follow up.</b></p>
14.05.15/ 12.04.17		Kewulyi Outstation Cemetery needs to be fenced to protect the integrity of the Grave sited and markers erected.	Contracts Manager	Ongoing	<p>24.06.2015: Pending Cemetery ACT Review.                      13.08.15: Marc to follow up                      01.03.2016: Marc to follow up for next LA meeting                      12.05.16: Application to SPG for mesh fence.                      07.07.16: Funding received, Outstations to complete fencing soon                      16.11.16-Materials have been purchased but due to sandy site other options for fence are being explored.                      12.04.2017: New Action: A new</p>

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
					fence is to be erected. Sandy ground and drilling holes for posts are issues for post and fence stability. 07.07.17 Part of Operational Plan. 10.08.17 Number of works: Solar lights; New Septic; Sewerage; & New water line. Get contractor to do all works, seeking quotes. 31.10.17 Marc Gardner dealing with. <b>23.11.17 Aiming to be undertaken before Christmas.</b>
16.11.16	11.2 Services Report	Write to RGRC CEO and Mayor to ask that Minyerri roads be considered as part of RGRC for any future funding opportunities.	Ken Muggerridge	<b>Completed</b>  <b>To be removed as per resolution of HDLA</b>	01.02.2017 letter not sent yet. 12.04.2017: Costs Assessment – Further Capital Works are in progress. Await further decision on how to allocate funding. 07.07.17 Send Ken Muggerridge Roads Audit. 10.08.17 Ken to send out letter & include his roads in it. <b>23.11.17 No update.</b>
16.11.16	11.7 Regional Plan 2016-2017 Quarterly Report	Request quote from Greg Arnott, Director of Governance, for RGRC work with Alawa on their Business plan.	CEO ALAWA	Ongoing	01.02.2017 Ken Muggerridge has written to Ken Orwell. An application has been completed and a quote from Delloite Private has been sent through from Suzan Archibald. 12.04.2017: No discussion regarding 2016-17 Regional Plan. Noted that Alawa Aboriginal Corporation to await outcome of funding for 2017-18. 10.08.17 Ken Orwell back to Agenda & should get funding this year. <b>23.11.17 Did not qualify for grant, Suzan at Delloite working on a new grant application and governance trying for new board.</b> <b>14.06.18 More information to be available after Community Meeting with Chief Minister's Office. Date TBA.</b>
16.11.16	11.4 Governance Report - Policy Update	Follow up on how the Animal Management and Rubbish Collection Fee can be incorporated into the Minyerri Rates Schedule for 2017/2018	Marc Gardner / Greg Arnott	Ongoing	01.02.2017 Fees for rubbish collection and animal management have been incorporated into the Borrooloola and Mataranka rates program. Marc to report on their progress at next Local Authority Meeting 12.04.2017: Nat Knapp advised that the Local Authority will be able to access vet upon implementation of fees as part of rates. Vet visit due in April, further details to be obtained. 10.08.17 ALAWA do waste &

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
					charge TH, Sunrise, etc. Deputy Mayor table at Financial Committee Meeting & in Budget Review October. 31.10.17 Finance – in budget review. <b>23.11.17 Marc to get update from Finance and provide to Ken.</b> <b>Follow up with DCCS</b>
01.02.17	12.3 Other Business - Hodgson Downs Sport and Recreation Program	Ken Muggeridge and Sharon Hillen to look into who is responsible for Sport and Recreation in Hodgson Downs	Sharon Hillen / Ken Muggeridge	Ongoing	12.04.2017: Marc Gardner advised that Sharon Hillen is to report back to next Local Authority Meeting regarding funding. 10.08.17 Include in ours on ALAWA's behalf put in a funding submission. 31.10.17 Include in negotiations new contract June 2018. <b>23.11.17 Include in RGRC funding application next year.</b>

## LARRIMAH

Larrimah Community Meeting with a focus on Town Priorities was held on Friday 9<sup>th</sup> March 2018.

**Next Meeting:** Larrimah Community Meeting is scheduled to be held Friday 14<sup>th</sup> September 2018.

## ACTION LIST

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments – Completion Date
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<p>07.02.17</p>		<p>Nathan McIvor to have the maintenance of the Larrimah dump incorporated into the quote for tender. <b>(works associated with Green Park) Added to Town Priorities</b></p>	<p>Area Manager/ CSC</p>	<p>Ongoing</p>	<p>17/03/2017 Ongoing with DCCS 04.04.17 Scope this week, tender out in a couple of weeks 06.06.17 Green park owners will clean-up. Tender Withdrawn? Re-scoped as a regional tender out middle June. 13.10.17 Contract should be drawn up in 2 weeks. There was a delay due to proposed contractor's machine held up in Numbulwar. Was suggested by community member to contact Colin Ross at Maryfield Station for machinery for Steve to clean up dump. 31.10.17 Has not been undertaken, but commenced putting material into dump, but clean up not commenced. <b>09.03.18 Dump is still a mess, Nathan to follow up, has been added to Town Priorities.</b></p>
<p>02.06.17</p>		<p>Stop Sign at Stuart Highway</p>	<p>DCG</p>	<p>Ongoing</p>	<p>The Stop Sign at the highway needs replacing as it has been missing for a few years. DCG to inform DoT and get the sign replaced. 13.10.17 Greg has notified DoT, to follow up again.</p>
<p>02.06.17</p>		<p>Formalise the Dump and Waste Management Plan</p>	<p>DCG Greg/ DoI Phil Harris</p>	<p>Ongoing</p>	<p>Tender being released for region wide dump management which includes Larrimah. Signage required for the sorting of different types of waste. 07.07.17 Signage ordered; Need Service Plan in place. 13.10.17 Signs have arrived and been dropped off at museum shed by Chris. RGRC to put up waste signs and community member to put up other sign. 31.10.17 Need to investigate land tenure. Once cleaned up different types of waste with signage to be undertaken. <b>Commenced DCCS - Claire Brown investigating.</b></p>

02.06.17		Continue beautification of Park area at Lot 62 with stage 1 and 2 of the irrigation. Assess the viability or sustainability of refurbishing the bore at the oval to provide irrigation for the field and public gardens. <b>(Town Priority)</b>	DCCS	Ongoing	<p>Donkeys are an issue, coming into the town. A fence around the oval/ park is required to keep them out.</p> <p>Bore is down, was working properly but now just a trickle of water coming out. An electrician has come to look at it but still not working properly. CEO, DCG and Area Manager will look at after meeting.</p> <p>Irrigation pipe to be ordered which will consist of pop-ups across the oval and a line to the park and museum, manual system with bayonets to plug hoses in as well, which will be installed by the Muns crew from Mataranka. Further discussion that the residents are happy to install the irrigation once the goods are delivered.</p> <p>07.07.17 New bore purchased, bore pump too small, new pump ordered, reticulation ordered to be installed. Now Phase 3.</p> <p>13.10.17 Phase 3 to be hooked up next week, water on an automatic system. System time to be set when donkeys not using the area.</p> <p>31.10.17 Near completion - oval completed.</p> <p><b>9.03.17 Irrigation installed but bore has collapsed. 3 quotes have been obtained. Waiting on whether the bore belongs to RGRC</b></p>
02.06.17		Internal road repairs – Stuart Highway to Gantry Road <b>(Town Priority)</b>	DCCS	Ongoing	<p>DCG will look into and scope the works required.</p> <p>07.07.17 Go to DoI for traffic counter; heavy vehicle access and Cattleman's Association.</p> <p>13.10.17 Downer out here next week for scoping out and pricing up. Top priority is fixing up.</p> <p>31.10.17 Greg has spoken to Downer, they have been on site, preparing quote.</p> <p><b>09.03.18 Quote been provided and now RGRC to decide allocation of funds in budget and then go out to tender for contract.</b></p>
02.06.17		"Road Train Access" and "Through Road" signage <b>(Town Priority)</b>	DCCS	Ongoing	<p>Funding to be sourced. 31.10.17 Included in above.</p> <p><b>09.03.18 Spoken to DIPL and their issue is what roads are gazetted or not.</b></p>



02.06.17		Larrimah Community Project Association	DCG/Greg	Ongoing	<p>New association in Larrimah would like to negotiate with Council on providing minimal services in Larrimah, such as mowing and watering the park and oval. A meeting to discuss will occur after this meeting.</p> <p>07.07.17 Meeting has happened. MOU drafted - service agreement. Another meeting required to discuss.</p> <p>13.10.17 MOU drafted and being negotiated. Map areas to be mowed, then Marc to contract LCPA to mow.</p> <p><b>09.03.18 Different options being investigated by Greg regarding the mowing and maintenance of park, oval, grass verges, etc. Draft MOU handed out to residents present at meeting.</b></p>
02.06.17		Writers Group	DCG	Ongoing	<p>The group has disbanded currently. \$90k in the trust. Barry to contact Denise. The lease with Council requires signing for the house which will be used as the Writers Retreat.</p> <p>07.07.17 Barry &amp; Deputy Mayor - follow up as required.</p> <p>13.10.17 Update – Barry has spoken to Denise and she was going to telephone Mayor Judy. Other community members have also been trying to contact Denise but waiting to hear back from her.</p> <p><b>09.03.18 Mayor has not heard back from Denise, she will get mobile number off Barry and try to make contact again.</b></p>

02.06.17		Clean up of Green Park Roadhouse <b>(Town Priority)</b>	DIPL	Ongoing	Owner came and met with Council at the meeting on the 30 May. The owner will be cleaning up the place starting works in mid June. Negotiations occurred where the owner will do clean-up work at the dump while here with the equipment in lieu of dumping fees. Concern has been raised about whether there is asbestos in the infrastructure to be removed. Council are concerned about the public safety and are seeking reliable information. The dump will be included in the region wide waste management contract which will have the dump cleaned up twice a year. The Green Park site will consist of a shop, fuel and ablution block in the future. 07.07.17 Talking to DoI. 29.11.17 Clean up commenced. <b>09.03.18 Still an eyesore, several calls made to the owner and advised if not cleaned up then will be in the hands of lawyers.</b>
02.06.17		Upgrade and realignment of the Western Creek access road to Stuart Highway – including Repairs, maintenance and radio transmission <b>(Town Priority)</b>	DCG	Ongoing	The road is too steep coming off the highway and not good for road trains. Sturt Plateau Working Group will also be advocating for this upgrade. DCG will talk to DoI. Another option is for the road trains to use the track/ road that is on the other side of the pub which is used by trucks as a through road. 13.10.17 Greg is still advocating for this. <b>09.03.18 DIPL have been spoken to and now in their hands, but feedback is that not a high priority.</b>
02.06.17		Signs on road reserve of Stuart Highway	DCG	Ongoing	Concern from residents about the signs on the road reserve of the highway in front of Fran's Devonshire Tea House being a safety issue. DCG to enquire with DOT. 13.10.17 DOT have been notified, going to look into and part of a wider NTG project. At the moment no action is being taken by DOT.

02.06.17		Cemeteries	DHCD	Ongoing	<p>The Cemetery Act is being reviewed by NTG and they are consulting with stakeholders to register all cemeteries. DHCD will come and consult with Larrimah residents in the near future. This will allow for the Birdum Cemetery to be registered and land title confirmed. There are also some war cemeteries between Birdum and Larrimah. An archaeological plan exists for these sites. The grave site near No. 2 Bore has been ripped up but was where 2 army soldiers and 1 other buried. A Monument stands with a fence around it for one grave site.</p> <p>07.07.17 Included in Service Plan. 13.10.17 NTG still not consulted with community, have been reminded.</p> <p><b>09.03.18 Mayor has recently spoken to Office of Local Government who are going to follow up. NTG need to get permission from private landowner regarding the excision of cemetery land.</b></p>
09.03.18		Fire Breaks - Community have requested for the fire breaks to be undertaken.	Area Manager	Ongoing	

## DALY WATERS

Daly Waters Community Meeting with a focus on Town Priorities was scheduled to be held Friday 9<sup>th</sup> March 2018, but was postponed due to no residents in attendance. The community meeting is being rescheduled (Date and time to be advised).

**Next Meeting:** Daly Waters Community Meeting is scheduled to be held Friday 14<sup>th</sup> September 2018.

**ACTION LIST**

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
07.02.17		Nathan McIvor to have the lights installed at the tennis courts in Daly Waters before the end of the financial year.	Area Manager/ CSC	Ongoing	17/03/17 AM has contacted Lighting Companies and awaiting specs & quotes on this project. 04.04.17 Solar lights to be ordered 06.06.17 to be delivered. 01.08.17 Lights been purchased. 13.10.17 Need to be installed and electrician has been contracted. 31.10.17 With solar light contract.
21.04.17		Install a speed bump at the entrance to the town	DCCS/DCG (Greg)	Ongoing	First one installed; second one needed 50 metres apart. DCG to chase up and complete ASAP. 07.07.17 Speed bump not installed, traffic counter to be installed first; Referred to Phil Harris (NTG - Dep of Infrastructure) 13.10.17 Nathan to undertake. 31.10.17 to install on Council Road.
21.04.17		Formalise the Dump and Waste Management Plan/Strategy	DCCS/DIPL	Ongoing	Add Land Tenure; Project to Clean up twice a year is out to tender. Big Rivers Region Waste Management Committee includes representatives from RGRC, VDRC and KTC which is formal group to implement NTG Waste Management Plan. Land ownership required to determine if pastoral lease or Crown land and permission sought for land ownership. 07.07.17 Sort out MOU & Service Plan; Community Meeting in October; MOU to October OCM. 13.10.17 Sharon to chase up. 31.10.17 Dump is located on Kalala, need to go back to NTG Planning regarding excision. Request for advice on land tenure process and confirmation that Kalala Pastoral Lease - Claire Brown to advise on process.
21.04.17		Consult with local community and stakeholders in relation to upkeep of tennis court and other public open spaces	DCG	Ongoing	DCG is consulting regularly with residents, 2 community meetings to be held each year. A community meeting will be held in October 2017 (date to be advised). 07.07.17 Part of MOU & Service Plan. 13.10.17 Lights for basketball court have arrived, need to be installed. 31.10.11 part of contract, need to inform Kalala Station.

21.04.17		Weeding at Tennis Courts	Progress Association	Ongoing	Progress Association is responsible for the tennis court. MOU between Council and the Progress Association will determine boundaries and prevent miscommunication of who holds responsibility over facilities and services in Daly Waters. 07.07.17 Part of MOU & Service Plan.
21.04.17		Road repairs to the by-pass road to Kalala	DCG/DIPL	Ongoing	DCG to look into if the road is in Council Boundaries. Road may need to be surveyed and gazetted for Council to take on responsibility of maintenance and repairs. Petition for road to be sealed because of dust. Environmentally friendly solution maybe using vegetable oil to seal the road for dust suppression. DCG to obtain more information on the best way to seal the road. 07.07.17 Greg talking to Phil Harris (NTG - Dep of Infrastructure) 13.10.17 Greg Arnott to follow up. 31.10.17 No response.
21.04.17		Roads drainage issues in town	DCG Greg	Ongoing	Drainage issues in the town, gravel higher the pub. DCG suggested he could get the roads surveyed and apply for funding to repair and upgrade drainage issues and potholes. 13.10.17 Needs surveying still, Greg to follow up. 31.10.17 Greg to follow up.
21.04.17		Basketball hoop	DCG	Ongoing	Currently broken, new one is in Katherine and DCG will get this delivered and installed ASAP. Backboard also broken and there is one in Barunga to be delivered and installed. DCG to Action. 07.07.17 Nathan undertaking. 13.10.17 To be installed, Nathan to follow up. 31.10.17 in work plan next week.
21.04.17		Tourist numbers	DCG	Ongoing	Request for number of tourists to Daly Waters for the financial year. This will assist with knowing the facility usage in Daly Waters and future funding applications. 07.07.17 Road counter to be installed, will help in gaining information. 13.10.17 Greg chasing up. 31.10.17 Greg to follow up.

**ATTACHMENTS:**

1 HOD\_03052018\_MIN.pdf



MINUTES OF THE HODGSON DOWNS LOCAL AUTHORITY MEETING OF THE  
ROPER GULF REGIONAL COUNCIL MEETING HELD AT THE ALAWA BOARD  
ROOM, MINYERI. ON THURSDAY, 3 MAY 2018 AT 11:00AM

**1. PRESENT/STAFF/GUESTS**

**1.1 Elected Members**

Mayor Judy MacFARLANE  
Councillor Ossie DAYLIGHT  
Councillor Annabelle DAYLIGHT

**1.2 Local Authority Members**

Samuel DAYLIGHT (Chair)  
Ken MUGGERIDGE  
Jonathon WALLA  
Clive ROBERTS

**1.3 Staff**

Cristian COMAN – A/Manager – Governance and Corporate Planning  
Tessa CARNEGIE – Governance Officer

**1.4 Guests**

Thomas GIRDLER – Department of Housing and Community Development

**2. MEETING OPENED**

Meeting opened at 11.30 am

**3. WELCOME TO COUNTRY**

The Chair Samuel Daylight led the recital of the Pledge.

**4. APOLOGIES AND LEAVE OF ABSENCE**

**4.1 APOLOGIES AND LEAVE OF ABSENCE**

48/2018 **RESOLVED** (Ken Muggeridge/Jonathon Walla)

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

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

49/2018 **RESOLVED** (Judy MacFarlane/Ken Muggeridge)

- (a) That the Hodgson Downs Local Authority approve the minutes as a true and accurate record of the Hodgson Downs Local Authority Meeting held on Thursday 23<sup>rd</sup> November 2017.

**6. CALL FOR ITEMS OF OTHER BUSINESS**

Nil

**7. DISCLOSURES OF INTEREST**

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

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

50/2018 **RESOLVED** (Clive Roberts/Jonathon Walla)

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

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
01.03.16	8.0 Other Business	Roper Gulf Regional Council to provide a solution that is suitable to the Hodgson Downs Local Authority that potentially employs a Housing Maintenance Officer and Community Housing Officer on site.	RGRC	Complete	10.08.17 Phone installed but able to ring anywhere, hand piece taken off. Marc investigate so only ring Territory Housing. <b>03.05.18 Remove from List</b>
11.08.16	7.7 Alcohol Management Plan	Request update from Barry Clarke, GEC, for November Local Authority meeting	CEO ALAWA	Ongoing	23.11.17 Barry attended the meeting and provided an update that there are limited resources. He will email NTG to follow up. <b>03.05.18 Need to confirm if Barry has resigned, confirm at next meeting.</b>
14.05.15/ 12.04.17		Kewulyi Outstation Cemetery needs to be fenced to protect the integrity of the Grave sited and markers erected. <b>** New Action:</b>	Contracts Manager	Ongoing	24.06.2015: Pending Cemetery ACT Review. 13.08.15: Marc to follow up 01.03.2016: Marc to follow up for next LA meeting 12.05.16: Application to SPG for mesh fence. 07.07.16: Funding received,

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
		<b>Old cemetery fencing – develop &amp; assess fencing proposal/plan</b>			<p>Outstations to complete fencing soon</p> <p>16.11.16-Materials have been purchased but due to sandy site other options for fence are being explored.</p> <p>12.04.2017: New Action: A new fence is to be erected. Sandy ground and drilling holes for posts are issues for post and fence stability. 07.07.17 Part of Operational Plan.</p> <p>10.08.17 Number of works: Solar lights; New Septic; Sewerage; &amp; New water line. Get contractor to do all works, seeking quotes.</p> <p>31.10.17 Marc Gardner dealing with.</p> <p>23.11.17 Aiming to be undertaken before Christmas.</p> <p><b>03.05.18 **See New Action</b></p>
16.11.16	11.2 Services Report	Write to RGRC CEO and Mayor to ask that Minyerri roads be considered as part of RGRC for any future funding opportunities.	Ken Muggeridge	Ongoing	<p>01.02.2017 letter not sent yet.</p> <p>12.04.2017: Costs Assessment – Further Capital Works are in progress. Await further decision on how to allocate funding.</p> <p>07.07.17 Send Ken Muggeridge Roads Audit.</p> <p>10.08.17 Ken to send out letter &amp; include his roads in it.</p> <p>23.11.17 No update.</p> <p><b>03.05.18 Ongoing</b></p>
16.11.16	11.7 Regional Plan 2016-2017 Quarterly Report	Request quote fro Greg Arnott, Director of Governance, for RGRC work with Alawa on their Business plan.	CEO ALAWA	Ongoing	<p>01.02.2017 Ken Muggeridge has written to Ken Orwell. An application has been completed and a quote from Delloite Private has been sent through from Suzan Archibald.</p> <p>12.04.2017: No discussion regarding 2016-17 Regional Plan. Noted that Alawa Aboriginal Corporation to await outcome of funding for 2017-18.</p> <p>10.08.17 Ken Orwell back to Agenda &amp; should get funding this year.</p> <p>23.11.17 Did not qualify for grant, Suzan at Delloite working on a new grant application and governance trying for new board.</p> <p><b>03.05.18 Ken spoke with the Chief Minister who will push to complete.</b></p>



Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
16.11.16	11.4 Governance Report - Policy Update	Follow up on how the Animal Management and Rubbish Collection Fee can be incorporated into the Minyerri Rates Schedule for 2017/2018	Marc Gardner / Greg Arnott	Ongoing	01.02.2017 Fees for rubbish collection and animal management have been incorporated into the Borroloola and Mataranka rates program. Marc to report on their progress at next Local Authority Meeting 12.04.2017: Nat Knapp advised that the Local Authority will be able to access vet upon implementation of fees as part of rates. Vet visit due in April, further details to be obtained. 10.08.17 ALAWA do waste & charge TH, Sunrise, etc. Deputy Mayor table at Financial Committee Meeting & in Budget Review October. 31.10.17 Finance – in budget review. 23.11.17 Marc to get update from Finance and provide to Ken. <b>03.05.18 No update</b>
01.02.17	12.3 Other Business - Hodgson Downs Sport and Recreation Program	Ken Muggeridge and Sharon Hillen to look into who is responsible for Sport and Recreation in Hodgson Downs	Sharon Hillen / Ken Muggeridge	Ongoing	12.04.2017: Marc Gardner advised that Sharon Hillen is to report back to next Local Authority Meeting regarding funding. 10.08.17 Include in ours on ALAWA's behalf put in a funding submission. 31.10.17 Include in negotiations new contract June 2018. 23.11.17 Include in RGRC funding application next year. <b>03.05.18 Ken Muggeridge has employed a Sport &amp; Rec person from ALAWA's own funding and starts 08/05/18.</b>

## **9. INCOMING CORRESPONDENCE**

Nil

## **10. OUTGOING CORRESPONDENCE**

Nil

## **11. GENERAL BUSINESS**

### **11.1 ELECTED MEMBER REPORT**

51/2018 **RESOLVED** (Ossie Daylight/Samuel Daylight)

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

**11.2 COUNCIL SERVICES REPORT - KEN MUGGERIDGE**

- **Housing Construction** – commences week beginning of 7<sup>th</sup> May 2018
- **Night Patrol** – Several issues, ad hoc attendance issues; 4 staff rather than 3 as funded by Commonwealth Government to cover gaps in the service; and vehicle required repairs and maintenance.
- **Roads** – Maintenance work being undertaken.
- **CDP** – Satisfactory performance and regular payments.
- **Dump** – New site work to commence end of 2018 as current dump site is approaching capacity.

52/2018 **RESOLVED** (Samuel Daylight/Jonathon Walla)

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

**11.3 COUNCIL FINANCIAL REPORT - HODGSON DOWNS FINANCIAL REPORT**

53/2018 **RESOLVED** (Annabelle Daylight/Ken Muggeridge)

- (a) That the Hodgson Downs Local Authority receive and note the quarterly financial report.

**11.4 GOVERNANCE REPORT - NEW POLICIES**

54/2018 **RESOLVED** (Ken Muggeridge/Jonathon Walla)

- (a) That the Hodgson Downs Local Authority receives the following new policies:
- (i) GOV027 Indigenous Procurement Policy;
  - (ii) GOV028 Buy Local Policy;
  - (iii) GOV029 Records Management Policy;
- (b) That the Hodgson Downs Local Authority receives and notes the following new and revised policies as adopted by Council at the 15 December 2017 meeting.
- (i) WS009 Fatigue Management Policy;
  - (ii) HR029 Redeployment and Redundancy Policy;
  - (iii) GOV012 Organisational Delegations Manual (non-financial);
  - (iv) AGE038 AGED CARE Service Referral and Coordination Policy.

**11.5 GOVERNANCE REPORT - COMPLAINTS REGISTER**

No outstanding complaints

55/2018 **RESOLVED** (Judy MacFarlane/Clive Roberts)

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

**11.6 GOVERNANCE REPORT - HODGSON DOWNS LOCAL AUTHORITY PROJECT**

**REGISTER UPDATE**

56/2018 **RESOLVED** (Ken Muggeridge/Samuel Daylight)

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

**11.7 TOWN PRIORITIES 2018-2019**

**Hodgson Downs 2018-2019 Town Priorities:**

OTHER SERVICE OR ADVOCACY ONLY		
PROJECT DETAILS	TIMEFRAME	LEAD AGENCY
Morgue	2018-2019	DHCD
Roads and maintenance	2018-2019	DIPL
Safe house - men/women	2018-2019	DHCD
Solar lighting for streets	2018-2019	Alawa
New Dump	2018-2019	Alawa
Sports oval staged plan: <ul style="list-style-type: none"> <li>• Shade planting around perimeter of oval</li> <li>• Construct toilet block adjacent to the oval</li> <li>• Construct portable stands for spectators and shade shelter in convenient locations with a good view of the oval</li> <li>• Continue planning to secure grant funding to construct shade over the water park</li> <li>• Investigate opportunities to fund a S&amp;R officer with multi-agency partnership combining smaller funding sources to achieve sufficient funds to employ someone</li> </ul>	2018-2019	Alawa

57/2018 **RESOLVED** (Clive Roberts/Annabelle Daylight)

- (a) That the Hodgson Downs Local Authority decided on the Town Priorities that are to be included in the 2018/2019 Regional Plan as per the above list.

**CLOSE OF MEETING**

The meeting terminated at 12:21 pm.

THIS PAGE AND THE PRECEEDING 6 PAGES ARE THE MINUTES OF THE Hodgson Downs Local Authority Meeting HELD ON Thursday, 3 May 2018 AND CONFIRMED Thursday, 14 June 2018.

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Chairperson

UNCONFIRMED

**WARD REPORT**

<b>ITEM NUMBER</b>	13.2
<b>TITLE</b>	Numbulwar Numbirindi Ward
<b>REFERENCE</b>	752791
<b>AUTHOR</b>	Cristian Coman, Manager - Governance and Corporate Planning

**RECOMMENDATION**

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

**BACKGROUND****Local Authority Update**

The Numbulwar Local Authority includes: Mayor Judy MacFarlane, Cr. David Murrungun, Cr. Edwin Nungumajbarr, Ella Geia, Felicity Kym Rami, Douglas Wunungmurra, Roland Nundhirribala, and Virginia Nundhirribala.

Cr. David Murrungun and Cr. Edwin Nungumajbarr are the rotating Chairperson of the Numbulwar Local Authority.

Numbulwar Local Authority Meeting was held on Tuesday 12<sup>th</sup> June 2018.

**Next Meeting:** The next Numbulwar Local Authority Meeting is scheduled for Tuesday 14<sup>th</sup> August 2018.

**ACTION LIST**

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
12.10.16	10.10 Community Services Report	Signs to be displayed across the RGRC delivery programs and building to enforce that – 'Violence is not accepted in the RGRC Work Place'. Possibly look into workshops regarding education and impact on violence.	Area Manager/ Sharon DCCS	Ongoing	15.11.16-Nil update 15.02.2017 – Ongoing 19.04.17 Nothing in Australia for violence in Workplace. Hoping to design our own posters and training staff when dealing with this situation. 23.05.17 WHS will design and Community Services will incorporate in the youth program if further funding received. 07.07.17 Still being investigated. 26.09.17 Still not found anything suitable; Sharon has asked WHS to look into it; Numbulwar Cultural & Media Project Group could make something up in short-term. 31.10.17 WHS work with May (RGRC) to draft signs.

12.10.16	12.4 Safe House	GEC to provide statistics on Domestic Violence in Numbulwar to support a Safe House.	GEC/ Sharon DCCS	Ongoing	15.02.2017 – Safe House, GEC – Information has to be requested through Freedom of Information and waiting for answers from the Community Sergeant. 23.05.17 Sitting with Safe Committee; the stats will provide numbers on violence to provide evidence for Safe House needed in Numbulwar; require ongoing funding for the facility. 26.09.17 Sharon to ask GEC what Government programs Safe House fits into, especially regarding the funding. 31.10.17 Communicating with Numbirindi Aboriginal Corporation. 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.
26.09.17	8.1 ISSUES RAISED IN THE COMMUNITY	Safety signs needed for children crossing road at school and S&R Hall	Community Safety/DCCS	<b>Complete</b>	31.10.17 Work has commenced on this project. 21.11.17 Projects have talked to School. Signs have arrived, to be installed. <b>20.03.18 Completed</b>
26.09.17	8.1 ISSUES RAISED IN THE COMMUNITY	Contractors coming out to community to undertake major construction works and minor works to individual resident's houses without informing community in advance and safety issues are a concern. Council to write letter to PWC, etc, with strong message that community need to be informed in advance.	Sharon DCCS	Ongoing	21.11.17 Sharon working on this.
26.09.17	8.1 ISSUES RAISED IN THE COMMUNITY	NTG are funding the Alternative Education Program being trialed in Katherine. LA Members are interested in having this program in Numbulwar. To enquire about the Program.	Sharon DCCS	Ongoing	21.11.17 There is currently no funding to bring this program out to remote communities.

26.09.17	12.2 OLD CLINIC	1) CEO to write a letter on behalf of Council and LA to put proposal up to move aged care into old clinic; 2) Further investigations into the feasibility of the old clinic housing the aged care facility and establishing a Safe House in the old aged care facility.	CEO/ Sharon DCCS	Ongoing	31.10.17 Commenced. 21.11.17 Andrea Cooper (RGRC) is currently here working on the feasibility and business case of the old clinic. A report will be tabled at the next OMC. A letter will be written to NLC to advise of the proposal. <b>15.12.18 At OCM Council supported seeking a Section 19 on the Numbulwar Old Clinic – to move the Council Aged Care to the old Clinic.</b>
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	Miguel/ DCCS	Ongoing	31.10.17 Not feasible. Public toilets to be at basketball court due to storm surge. Festival to apply for funding to get toilets. To report back to LA. 21.11.17 Options being investigated for a transportable toilet and Festival will need to fund it. <b>20.03.18 Festival Committee been informed.</b>
26.09.17	12.3 PRIORITIES IN THE COMMUNITY	To investigate the costs and specifics for a waterless toilet system for Numbulwar Airport	Miguel/ DCCS	Ongoing	31.10.17 To investigate options.
26.09.17	12.3 PRIORITIES IN THE COMMUNITY	1) Urgent - current cemetery getting full, new one proposed in subdivision. Cr Edwin, Cr David & Ella will have a meeting with TOs/NLC regarding the location of cemetery and report back to LA. 2) Sharon to telephone NLC to help organise and get back to Councillors & Ella. 3) NTG Numbulwar Yearly Report - Get it regarding cemetery, email John & print off for Cr's & LA members	Sharon/Crs/ Ella/ John CSC	Ongoing	31.10.17 CSC to take Councillors and LA Members to locations in proposed new subdivision and to suggest suitable possible locations. 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, Councillors, LA Members, TO's/Elders. Then take back this information to NLC.
26.09.17	11.10 Community Development Program	Council write to Bodhi Bus to advocate to install baby/infant seats	Sharon DCCS	Ongoing	
26.09.17	12.3 PRIORITIES IN THE COMMUNITY	CEO to write letter to NTG Dep of Housing about the housing crisis and associated issues.	CEO	Ongoing	
21.11.17	8.2 NUMBULWAR FUEL PRICES	Investigate other fuel card systems and what can be sold at the store.	Sharon DCCS	Ongoing	



21.11.17	12.3 WASTE MANAGEMENT - NEW FACILITY	1. Investigate other sources of funding for the waste management facility. 2. To continue to liaise with the NLC with regards to approvals for developments.	Sharon DCCS	Ongoing	
21.11.17	12.4 FREIGHT HUB PROJECT	Sharon to obtain minutes/debrief regarding the recent NLC meeting for clarification.	Sharon DCCS	Ongoing	
21.11.17	8.1 ACTIONS	A GEC is needed in the community. Sharon will put to the Department of PM&C	Sharon DCCS	Ongoing	
13.02.18	11.1 Night Patrol	Daniel Kirk to follow up on: 1) LA suggests trial split shifts (i.e. midday to 7.30pm & 7.30pm into the early morning); split 7 staff members into 2 shifts; and 2) Night Patrol staff should receive better First Aid Training (life support) Clinic has offered such training.	Daniel Kirk/ DCCS	Ongoing	
13.02.18	11.3 Community Meetings	A Community Meeting is planned to be held on Thursday 8th March to discuss issues & priority projects.	SASO/CSC	Ongoing	<b>A Community Safety Meeting was held 26.02.18 (Report included in this Agenda)</b>
13.02.18	11.4 Blind Spots and Solar Lighting	Concerns about blind spots in the community and the safety of the kids. A lighting audit is being collated – update required	Sharon DCCS	Ongoing	<b>06.03.18 Melissa Amarant (Contracts Manager) has the latest lighting audits and following up with PWC about timeframes when they are going to repair them.</b>

**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**



**WARD REPORT**

<b>ITEM NUMBER</b>	13.3
<b>TITLE</b>	Nyirranggulung Ward Report
<b>REFERENCE</b>	752792
<b>AUTHOR</b>	Cristian Coman, Manager - Governance and Corporate Planning

**RECOMMENDATION**

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

**BACKGROUND**

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

**BARUNGA****Local Authority Update**

The Barunga Local Authority includes: Mayor Judy MacFarlane, Deputy Mayor Helen Lee, Cr. Selina Ashley, Cr. Wayne Runyu, Anita Painter, Nell Brown, Tony Walla, Anne-Marie Lee, Vita Brinjen, Symeon Bulumbara, Denni Barma and Illana Rankin.

Deputy Mayor Helen Lee is the designated Chairperson of the Barunga Local Authority, but there have been initial discussions about having a rotating Chair.

Barunga's Local Authority Meeting was held on Tuesday 24<sup>th</sup> April 2018.

Barunga's Local Authority nominated to adjourn the 19 June 2018 Meeting to 03 July 2018.

**Next Meeting:** Barunga's next Local Authority Meeting is scheduled for Tuesday 03 July 2018.

**ACTION LIST**

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

16.04.13	Action List	Sign and identify graves at cemetery  <b>New Action: Nathan to write letter to Clare Smith at Flinders University</b>	Area Manager (AM) & Community	Ongoing	24.06.2016 Pending Cemetery Act Review to LA members before the next meeting. 22.11.2016 more graves need to be identify by NLC 13.02.2017 - Nathan Mclvor informed the LA Members of how impressed the Mataranka LA and Deputy Mayor Judy MacFarlane were with the Barunga CDP's presentation of the Headstones they have been creating. Deputy Mayor requested that the Barunga CDP train other Communities at this activity. Nathan Mclvor also said that there are still a number of graves that need to be identified, which can be done by using a special surveying tool. 07.07.17 Identifying graves was previously undertaken by Flinders University (Clare Smith) with the Elders. Now part of Operational Plans with plans for new design and scope, communicate with NLC and TO have. 14.11.17 No current register work with community to identify graves over the next 2 months. CSC and SASO working with AM and TO be on this. 20.03.18 Seek information from Flinders University and Guy Rankin – Elders. Cemetery Report to next LA Meeting.
13.02.17	8.1 Action List	Repair Solar Lights	Area Manager/ CSC	<b>Completed</b>	Links to below. 14.11.17 2 solar lights to be installed in the next 2 to 3 weeks. 20.03.18 Contractor has been engaged, schedule of works to go out.
02.06.17	8.1 Action List	Mayor and CEO requested to hold a community meeting and explain fees and charges to residents, e.g. burials.	Mayor/ CEO	<b>Completed</b>	07.07.17 Community to arrange a community meeting and CEO will attend to explain breakdown of costs, management and maintenance. Agenda item for next LA Meeting. Lyndon (Comms) to make a flyer for community meeting. 19.07.17 Ongoing. ACTION: LA advises CEO of date & time to attend a public meeting. 31.10.17 Amanda Haigh working with May Rosas on communication material regarding fees & charges. 20.03.18 Burial Process – Guide and Forms. <b>24.04.18 Remove</b>

14.11.17	11.6 GOVERNANCE REPORT - LOCAL AUTHORITY PROJECT FUNDING UPDATE	Seating around Cultural Park - Area Manager to organise out of session meeting with LA Members to discuss costs.	Area Manager	Ongoing	04.12.17 Meeting to be organized before Christmas, time permitting regarding quotes on seating. 8.12.17 Quotes received. <b>24.04.18 in process of purchasing seats (aluminum)</b>
14.11.17	11.13 GRANTS: FUNDING FOR EXERCISE STATIONS IN THREE COMMUNITIES	Quotes for static equipment to be sourced by Nathan Mclvor. Locations to be decided.	Area Manager/ LA & Community	Ongoing	04.12.17 With Projects, scope may be reduced to using only static components. 20.03.18 At Purchasing stage. <b>24.04.18 Equipment should arrive within next couple of weeks.</b>
14.11.17	12.4 LAND USE PLANNING - DHCD	Nathan to inform Stephen (DHCD) Kubasiewicz of next community meeting date.	Area Manager	<b>Completed</b>	Meeting scheduled 10.04.18. <b>Meeting happened.</b>
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 apply for quotes.
24.04.18	9.1 Incoming Correspondence	Nathan Mclvor to contact Steve Smith regarding issues with water leakage on Land Trust	Area Manager	Ongoing	
24.04.18	11.6 GOVERNANCE REPORT - BARUNGA LOCAL AUTHORITY PROJECT FUNDING UPDATE	Install/Upgrade Scoreboard at the Football oval	Area Manager/ CSC	Ongoing	<b>Completion date 31.05.18</b>
24.04.18	11.6 GOVERNANCE REPORT - BARUNGA LOCAL AUTHORITY PROJECT FUNDING UPDATE	Install new HWS in public toilet blocks	Area Manager/ CSC	Ongoing	<b>Completion date 31.05.18</b>
24.04.18	11.6 GOVERNANCE REPORT - BARUNGA LOCAL AUTHORITY PROJECT FUNDING UPDATE	Install new Tap at Norforce Park	Area Manager/ CSC	Ongoing	<b>Completion date 31.05.18</b>
24.04.18	11.6 GOVERNANCE REPORT - BARUNGA LOCAL AUTHORITY PROJECT FUNDING UPDATE	Repaint Public Toilets	Area Manager/ CSC	Ongoing	<b>Completion date 31.05.18</b>
24.04.18	11.6 GOVERNANCE REPORT - BARUNGA LOCAL AUTHORITY PROJECT FUNDING UPDATE	Install more Speed bumps	Area Manager/ CSC	Ongoing	

24.04.18	11.6 GOVERNANCE REPORT - BARUNGA LOCAL AUTHORITY PROJECT FUNDING UPDATE	Install Fence around the Football oval	Area Manager/ CSC	Ongoing	
24.04.18	11.6 GOVERNANCE REPORT - BARUNGA LOCAL AUTHORITY PROJECT FUNDING UPDATE	The cemetery to get cleaned up by MUNS.	Area Manager/ CSC	Ongoing	

## BESWICK

### Local Authority Update

The Beswick Local Authority includes: Mayor Judy MacFarlane, Deputy Mayor Helen Lee, Cr. Selina Ashley, Cr. Wayne Runyu, Trepina Bush, Deanna Kennedy, Lorraine Bennett, Raelene Bulumbara, Savonne Scrubby and Kathleen Lane.

Beswick's scheduled Local Authority Meeting occurred on 23 April 2018.

Beswick's scheduled Local Authority Meeting on 18 June 2018 was cancelled due to Sorry Business.

**Next Meeting:** Beswick's next Local Authority Meeting is scheduled for 20 August 2018.

### 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.  <b>(LA members advised approx. 9 cemeteries/ burial grounds)</b>	Will need to consult with Community and TOs	CSC/SASO /LA	Ongoing	31.10.17 Have a name for the main burial ground but not the others. 06.11.17 See attached map for Identifying locations and suggest names. <b>23.04.18 CSC &amp; SASO will consult with family members to locate grave sites. (LA members advised approx. 9 different areas)</b>
14.08.17	11.7 Watering or a sprinkler system for oval during the dry season when river is dry.	1. Look at watering or a sprinkler system for oval. 2. Discuss with LA re; Obtaining funding for watering system during the dry.	Area Manager/ CSC Sharon	Ongoing	31.10.17 Sharon Hillen advised there is no water for this to happen (only potable water). A bore is needed so that drinking water supply isn't used. Sharon to investigate. 20.03.18 Dep. Of Resources to be contacted. <b>23.03.18 Sharon Hillen is still investigating options.</b>
12.03.18	10.1 BMX Track	Creating a BMX Track near the Cemetery Gates, from Bertbert Street behind the cemetery, to Madigan Road. Brenda Donges explained that it will	CSC Brenda	Ongoing	12.03.18 Brenda will do a Project form and some preliminary costings.

		involve some excavation and getting gravel to create the jumps.			
12.03.18	10.5 Victor Hood Memorial Park	The big tree in Victor Hood Memorial Park needs trimming, it is too big and is blocking out light. Municipal staff will look at trimming the tree.	MUNS	Completed	20.03.18 Jobs List <b>23.04.18 On Work's Plan.</b> 15.05.18 Has been trimmed
23.04.18	Upgrade Bus shelter to a larger size. 6m x 6m	Order a new bus shelter.	CSC	Completed	23/04/18 LA has requested the bus shelter be upgraded to a larger size. <b>06.06.18 Shelter has been ordered.</b>
23.04.18	11.9 Town Priorities 2018-2019	LA to hold a Community Consultation Meeting on June 5 <sup>th</sup> 2018, to decide on the Town Priorities that are to be included in the 2018/2019 Regional Plan with a BBQ to follow.	CSC/SASO/ LA	Ongoing	05/06/18 The Community safety Meeting has was not held this month so this opportunity for consultation was missed. Will try to talk to as many people as possible about their community priorities.
23.04.18	11.10 Grants: Funding for Exercise stations in 3 Communities	The CSC will sign the attached forms and forward to Imagination Play	CSC	Completed (Waiting for Delivery)	Equipment has been ordered and is being made.
23.04.18	12.1 Moira McCreesh - AHMU  1. What should be done with the AMP?  2. Replacing blue entry signs.	Nathan Mclvor will manage this.	S Hillen/ DCCS/ N Mclvor	1. Ongoing  2. 15.05.18 Completed  3. Ongoing	1. Sharon will have the AMP put on the RGRC Website.  2. Deanna Kennedy will send through sign design to Nathan  3. Nathan will coordinate with Moira re; making the signs and payment from funding she has obtained  _____ 1.  2. 15.05.18 Deanna has sent through design to Nathan. Completed 3. 15.05.18 Nathan has been in contact with Moira and finance to work our payment for the artist and the company making the signs.

**BULMAN**

**Local Authority Update**

Local Authority Membership includes: Mayor Judy MacFarlane, Deputy Mayor Helen Lee, Cr. Selina Ashley, Cr. Wayne Runyu, Esau Martin, Darilyn Martin, Margaret Lindsay, Annunciata Bradshaw, John Dalywater, Jill Curtis, Peter Apaak Jupurrula Miller and Annette Miller.

Margaret Lindsay is the Chairperson of the Bulman Local Authority,

Bulman's Local Authority Meeting was scheduled for 26 April 2018. The meeting was adjourned to 01 May 2018 due to insufficient attendance for a Quorum or Provisional Meeting. The Meeting on 01 May 2018 was cancelled due to attendance issues.

Bulman's scheduled Local Authority Meeting for 21 June 2018 was cancelled due to insufficient attendance for a Quorum or Provisional Meeting.

**Next Meeting:** Bulman's next Local Authority Meeting is scheduled Local Authority Meeting is Thursday 23 August 2018.

**ACTION LIST**

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments – Completion Date
27.09.17	8.1 ACTION LIST Update	LA have concerns about emergency medical flights not landing at night. 1) Council to write letter to CASA, Care Flight, NT and Federal Government requesting support, assistance and advice on access to Bulman Airstrip. 2) Advocate to write to Government concerning a light to be installed at the hill so emergency medical flights will service Bulman. (Nathan from PM&C to follow up as well)	GEC/ CEO	Ongoing	31.10.17 Nathan Rosas GEC chasing up. Then CEO write letter to advocate. 04.12.17 Continue to advocate, check with Nathan Rosas as to status. Marc or Greg to write letter. 07.03.18 AM checked with Nathan Rosas re the status, Nathan informed that if Council advocated for the lights then PMC would also provide support through their advocacy channels to support the Councils position. 7.03.18 Email sent to Marc and Greg to follow up on this. <b>16.04.18 Letter written &amp; sent to NT Government (See Report that follows)</b>
27.09.17	12.2 ISSUES IN THE COMMUNITY	Advocate to NTG for the Central Arnhem Highway to reduce the dust issues and to seal and upgrade from bridge, to Weemol turnoff, including Weemol Road & to the airstrip.	CEO/Area Manager/Marc	Ongoing	31.10.17 CSC and Area Manager meeting with NTG, on the list. Marc Gardner to write a letter. 04.12.17 Project has been registered with the local Arnhem MLA. DCCS emailed DIPL and they have put the matter on the forward budget estimates list for NTG 18/19. <b>7.03.18 No status</b>

					<b>changed. On the list as above. 20.03.18 Forward Works Program.</b>
27.09.17	12.2 ISSUES IN THE COMMUNITY	Dust issues road to stockyard and vicinity of yard - Contact Gulin Gulin Buffalo Company to suppress dust with a water truck.	Area Manager/ CSC	Ongoing	31.10.17 ABA and Council can support. Gulin Gulin Buffalo Company thinking about moving the stockyard and getting a water tank. 04.12.17 AM to contact Steve Kubasweikz from DIPL to facilitate discussion with Gulin Gulin Buffalo Company in relocating stockyard. CSC to discuss with John Dalywater re above proposals. <b>7.03.18 Email sent to Steven Kubasweikz to discuss the matter and refer onto John Dalywater.</b> <b>7.03.18 CSC confirmed that discussions have been had with John Dalywater, however no solutions offered so far.</b> <b>20.03.18 Remote Planning</b>
22.02.18	9.1 BULMAN LOCAL AUTHORITY PROJECT FUNDING.	Bulman Local Authority request a solar light at the entry site in Weemol.	Sharon/DCCS	Ongoing	<b>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.</b>
22.02.18	9.1 BULMAN LOCAL AUTHORITY PROJECT FUNDING.	BULMAN LOCAL AUTHORITY MEMBERS WILL TALK TO COMMUNITY TO IDENTIFY PRIORITY PROJECTS NEEDED IN COMMUNITY AND BRING BACK TO THE NEXT LOCAL AUTHORITY MEETING.	LA Members	Ongoing	<b>20.03.18 Community Meeting to be organised (Town Priorities)</b>

## MANYALLALUK

### Local Authority Update

The Manyallaluk Local Authority Members are: Mayor Judy MacFarlane, Deputy Mayor Helen Lee, Cr. Selina Ashley, Cr. Wayne Runyu, Eileen Lawrence, Shaunette Mumbin, Andrew Hood, Robert Williri, Ben Kleing, Rachael Kendino and Mikala Ashley.

Manyallaluk's Local Authority Meeting for 23 April 2018 was cancelled due to insufficient attendance for a Quorum or Provisional Meeting.

Manyallaluk's Local Authority Meeting for 19 June 2018 was cancelled due to insufficient attendance for a Quorum or Provisional Meeting (due to Sorry Business).

**Next Meeting:** Manyallaluk's next Local Authority Meeting is scheduled for 21 August 2018.

**ACTION LIST**

<b>Date</b>	<b>Agenda Item #</b>	<b>Item Description</b>	<b>Responsible Person</b>	<b>Status</b>	<b>Status Comments – Completion Date</b>
14.09.17	UPDATE ON PROPOSED VENDING MACHINE	LA requested update from Council regarding vending machine.	CEO/DCCS	Ongoing	14.09.17 At the OMC Council approved the CEO to contact Scott Grummit regarding the proposed vending machines at Manyallaluk and Barunga. <b>07.03.18 Email sent to CEO to find out what has occurred. AM has confirmed Scott Grummitt still keen to provide the service and our CEO is discussing with Jawoyn.</b>
20.09.17	10.1 OUTGOING CORRESPONDENCE	To provide Moira McCreesh at NTG Alcohol Action Initiative the ideas the LA members have put forward for activities and programs (Cultural Camp June/July 2018, 1x solar light for church side of road) for the grant application next round.	Sharon/DCCS	Ongoing	31.10.17 List submitted, Sharon to chase up. <b>20.03.18 Solar lights contract with Melissa Amarant (Contracts Manager)</b>
20.09.17	11.6 GOVERNANCE REPORT - LOCAL AUTHORITY PROJECT FUNDING UPDATE (links to 11.1)	Sharon - to add unspent budget to play equipment.  Stephen - to put up information on noticeboard of what is planned to spend money on.	Sharon/DCCS Stephen CSC	Ongoing	31.10.17 Spring rocker – notice to upgrade. 31.10.17 Council did not accept at OCM. CSC advised that the rocker can be repaired and 2 purchase 2 new seats for approx. \$425 plus GST. 06.11.17 CSC discussed about having a castle roof/cover and the costs and also obtained a quote to repair the crack in slide, for both would be \$4,600, a total of \$5,000 to fix up the playground. If there is a shortfall then LA could apply for a community grant of up to \$3,000. <b>07.03.18 LA to have discussion around using funds to purchase this.</b>
20.09.17	MANYALLALUK CHURCH – ELECTRICITY ISSUES	Follow up possible works project at the church and possibly applying for \$3K community grant..	Stephen CSC/ CDP Coordinator	Ongoing	31.10.17 Apply for Community Grant (next round January), Stephen to assist Rachael. <b>07.03.18 Community Grant was done for the church and submitted to Josh.</b>
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	CSC/Assets	Ongoing	13.11.17 CSC has clarified that Alison was writing on behalf of herself and that there is currently no vacant Council Housing. Assets to write a letter to Alison in response. <b>07.03.18 Assets contacted by AM to confirm letter has been written, awaiting response.</b>



		request for a house for Sunrise Registered Nurse or Aboriginal Health Professional.			<b>Stephen has spoken to Alison since then and she is now of the opinion that Sunrise might be interested in leasing Lot 51 for a nurse to live in.</b>
21.02.18	10.2 LOCAL AUTHORITY MEMBERS ANDREW HOOD	Local Authority members Eileen Lawrence and Robert Williri (via Councillor Wayne Runyu) to contact Andrew Hood regarding his membership on the Manyallaluk Local Authority.	Eileen Lawrence and Robert Williri	Ongoing	
21.02.18	10.3 PROJECT FUNDING REPORT	Stephen, CSC to obtain quote for a goal post for oval.	Stephen CSC	Ongoing	<b>07.03.18 Quotes obtained, to be presented at next LA Meeting.</b>
21.02.18	10.3 PROJECT FUNDING REPORT	1) LA members speak to community regarding possible projects (Town Priorities) in preparation for the next LA meeting on 23rd April. 2) Stephen CSC, to advise LA members of the next Manyallaluk Community Meeting so possible projects (Town Priorities) can be discussed before the next LA meeting on 23rd April.	LA Members Stephen CSC	Ongoing	
21.02.18	10.3 PROJECT FUNDING REPORT	10.7 ALCOHOL ACTION INITIATIVE PROGRAM	Chantal/LA Coordinator	Ongoing	<b>13.03.18 Chantal emailed Moira to invite her to next LA Meeting. Moira has confirmed her attendance.</b>

**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**

1 BES\_23042018\_MIN\_Updated.pdf



MINUTES OF THE BESWICK LOCAL AUTHORITY MEETING (PROVISIONAL) OF  
THE ROPER GULF REGIONAL COUNCIL MEETING HELD AT THE  
CONFERENCE ROOM COUNCIL SERVICE DELIVERY CENTRE, BESWICK ON  
MONDAY, 23 APRIL 2018 AT 10:00AM

**1. PRESENT/STAFF/GUESTS**

**1.1 Elected Members**

Councillor Selina Ashley

**1.2 LA Members**

Deanna Kennedy  
Raelene Bulumbura  
Lorraine Bennett (Chair)  
Kathleen Lane

**1.3 Staff**

Nathan McIvor - Area Manager Central Arnhem  
Sharon Hillen - Director Council and Community Services  
Alisha Sullivan - EA to Director Council and Community Services  
Chantal Binding - LA Coordinator  
Rodwynne King - Beswick Senior Administration Support Officer (minute taker)

**1.4 Guests**

Tom Girdler – NTG, Department of Housing and Community Development  
Moira McCreesh – NTG, Harm Minimisation Unit, Department of Health

**2. MEETING OPENED**

Provisional Meeting opened at 10.35am

**3. WELCOME TO COUNTRY**

Lorraine Bennett read the Pledge in Kriol after those present had recited the Pledge in English.

**4. APOLOGIES AND LEAVE OF ABSENCE**

**4. APOLOGIES AND LEAVE OF ABSENCE**

- (a) That the Beswick Local Authority accept apologies from Mayor Judy McFarlane, Deputy Mayor Helen Lee, Councillor W Runyu and Beswick CSC Brenda Donges for the Beswick Local Authority Meeting held on 23<sup>rd</sup> April 2018

## 5. CONFIRMATION OF PREVIOUS MINUTES

### 5.1 PREVIOUS MINUTES

- (a) That the Beswick Local Authority approve the minutes as a true and accurate record of the Beswick Local Authority's Meeting held on Monday 12<sup>th</sup> March 2018.

Minutes from 12<sup>th</sup> March 2018 could not be confirmed as this meeting was a Provisional Meeting only. Minutes will be held until the next Local Authority Meeting on 18<sup>th</sup> June.

## 6. CALL FOR OTHER BUSINESS

1. Update from Moira McCreesh, Principal Action Alcohol Officer, Harm Minimisation Unit, NT Government.

## 7. DISCLOSURES OF INTEREST

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

## 8. BUSINESS ARISING FROM PREVIOUS MINUTES

### 8.1 ACTION LIST

69/2018 **RESOLVED** (Selina Ashley/Kathleen Lane)

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

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments – Completion Date
08.05.17	11.5 Naming Parks in Beswick	1. Kathleen Lane is going to talk to Frankie Lane to see if there are any local names that the different areas are known by and can be used. 2. Signs to be drawn up.	Area Manager/ CSC	<b>Completed</b>	07.07.17 Report back at next LA Meeting. 14.08.17 Presented LA with List of names for Parks and a Community Sign Off Sheet. Signs need to be done. 31.10.17 Completed but signs need to be done. 19/02/17 Please see attached quote. <b>23/04/18 Ordered</b>
08.05.17	11.7 Location of Skate Park	Installation of a small skate park (quote obtained). CSC will submit a Project Proposal to Katherine RGRC for the Skate Park at Lot 55.	Area Manager/ CSC	<b>Completed</b>	07.07.17 Installation – Still in Planning Stage – Part of process is risk assessment. 27.07.17 Brenda has submitted a Project Form for this proposal. It will then go to Council. 31.10.17 Greg chasing up 06.11.17 Mayor to follow up on progress. 19.02.18 Please see attached quotes. 20.03.18 Seeking advice. <b>23.04.18 Quotes received will commence construction.</b>
08.05.17	11.8 Play Equipment for	Area Manager to present quotes for play	Area Manager	<b>Completed</b>	07.07.17 Planning Stage – Project form has been submitted –

	lot 55 park	equipment at the next meeting.			Procurement. 31.10.17 Purchase as tender through Central Arnhem & Roper. 19.01.18 Please see attached quote and ideas for Beswick. <b>23.04.18 Equipment ordered</b>
08.05.17	11.9 Picnic tables and path at new sub basket ball court's play equipment	CSC will put in a Project Proposal to RGRC Katherine for BBQ, seating and shelter, and pay to have a path installed	CSC	<b>Completed</b>	07.07.17 Planning Stage –Project Form has been Submitted – Procurement. 19.02.18 Please see the Report for this. 12.03.18 Approved by LA and have commenced purchasing of materials. 11.04.18 Shelter, BBQ table and seating have been ordered. <b>23.04.18 Being constructed</b>
14.08.17	8.3 Names for the 5 cemeteries/ Burial grounds.  <b>(LA members advised approx. 9 cemeteries/ burial grounds)</b>	Will need to consult with Community and Tos	CSC/SASO /LA	Ongoing	31.10.17 Have a name for main burial ground but not the others. 06.11.17 See attached map for Identifying locations and suggest names. <b>23.04.18 CSC &amp; SASO will consult with family members to locate grave sites. (LA members advised approx. 9 different areas)</b>
14.08.17	8.4 Picnic table and chairs, for under the tree near Madigan Dam. (Not Butterfly Creek Billabong.)	Purchase of table and chairs to fit 8 people, constructed of aluminium.	Area Manager /CSC	<b>Completed</b>	06.11.17 See attached pictures & prices. 12.03.18 Has been approved by LA to purchase Jumbo Park Setting from Felton Industries for \$1850.00. 11.04.18 Seating has been ordered. <b>23.04.18 LA have requested the Billabong be renamed Madigan Dam.</b>
14.08.17	11.7 Water tap at the Wugularr Cemetery.	1. Install water tap at Cemetery, running pipes from toilet block at Madigan Street. 2. Discuss the logistics of watering the cemetery with LA.	Area Manager/ CSC/ Sharon	<b>Completed</b>	31.10.17 Sharon Hillen advised there is no water for this to happen (only potable water). A bore is needed so that drinking water supply isn't used. Sharon to investigate. 08.12.17 Nathan to get a quote on bore. 20.03.18 Maintenance request. <b>23.04.18 There is a drinking tap at the Madigan Basketball Courts for water.</b>
14.08.17	11.7 Watering or a sprinkler system for oval during the dry season when river is dry.	1. Look at watering or a sprinkler system for oval. 2. Discuss with LA re; Obtaining funding for watering system during the dry.	Area Manager/ CSC Sharon	Ongoing	31.10.17 Sharon Hillen advised there is no water for this to happen (only potable water). A bore is needed so that drinking water supply isn't used. Sharon to investigate. 20.03.18 Dep. Of Resources to be contacted. <b>23.03.18 Sharon Hillen is still investigating options.</b>
14.08.17	11.8 GRANTS: ROUND 1 2017-18 ROPER	Local Authority will apply for funds to buy/fix community	SASO/ LA	<b>Completed</b>	15.08.17. Have applied for funding. 31.10.17 Approved funding at



	GULF REGIONAL COUNCIL COMMUNITY GRANTS PROGRAM	BBQ trailer for Community use			OCM 25.10.17 19.02.18 Trailer has new tires and is licensed. It is being used but some work still to be done. <b>23.04.18 Trailer is in use.</b>
12.03.18	10.1 BMX Track	Creating a BMX Track near the Cemetery Gates, from Bertbert Street behind the cemetery, to Madigan Road. Brenda Donges explained that it will involve some excavation and getting gravel to create the jumps.	CSC Brenda	Ongoing	12.03.18 Brenda will do a Project form and some preliminary costings.
12.03.18	10.2 Madigan Park Basketball Courts.	Madigan Park Basketball Courts – fencing and landscaping	CSC Brenda	<b>Completed</b>	12.03.18 The fencing and landscaping will be undertaken over the next month or so. 11.04.18 Basketball Court landscaping is well underway. Plants, paths and fence have been installed. <b>23.04.18 Fence and landscaping has been finished for Stage 1. Stage 2 on Bertbert Street will commence next financial year.</b>
12.03.18	10.3 Street Signs	Request that street signs be put up, as visitors to the community are having trouble finding houses and buildings. Brenda Donges will follow up on the purchase of replacement street signs	CSC Brenda	<b>Completed</b>	20.03.18 Jobs List 28.03.18 Nathan has the list of names and is ordering signs <b>23.04.18 Signs have been ordered, arriving next week and will install.</b>
12.03.18	10.4 Aged Care Facility – Lighting	Aged Care Facility needs their external lights checked as the area is too dark. RGRC has an electrician coming out soon and will get the lights checked.	CSC Brenda	<b>Completed</b>	20.03.18 Maintenance Request Submitted – Jobs List 10.04.18 Electrician has checked the lights and ordered parts to fix them. <b>23.04.18 Electrician has ordered parts to fix lights (On Work's List).</b>
12.03.18	10.5 Victor Hood Memorial Park	The big tree in Victor Hood Memorial Park needs trimming, it is too big and is blocking out light. Municipal staff will look at trimming the tree.	MUNS	Ongoing	20.03.18 Jobs List <b>23.04.18 On Work's Plan.</b>

Deanna Kennedy left the meeting, the time being 10.55am  
Deanna Kennedy returned to the meeting, the time being 11.00am

## **9. INCOMING CORRESPONDENCE**

## 9.1 DJILPIN ARTS BLANASI COLLECTION

CEO Michael Berto has been in discussions with Sam Bush-Blanasi regarding setting up a trust for the art works.

The LA Members suggested that Princess and Marcus Blanasi be included in the discussions, and to ensure that Fleur has informed the Committee and the workers at the Art Centre about these discussion.

**70/2018 RESOLVED (Raelene Bulumbara/Kathleen Lane)**

- (a) That Beswick Local Authority receive and note the correspondence regarding the Blanasi Collection.

## 10. OUTGOING CORRESPONDENCE

Nil

## 11. GENERAL BUSINESS

### 11.1 ELECTED MEMBER REPORT

**71/2018 RESOLVED (Selina Ashley/Kathleen Lane)**

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

## **COUNCIL SERVICES REPORT (Late Report)**

Beswick

Core Services

111 – Councils Services General

- Operating as required.

160 – Municipal Services

- Grass and weeds kept mowed and sprayed over the wet.
- MUNS preparing for the dry season and fire break creation
- Landscaping at Basketball courts commenced. Stage 1 complete. Stage 2 will include retaining wall, path and more landscaping on the northern side of the Court.
- Foundation for covered picnic area at playground (top sub) has been constructed.
- Picnic table for the Dam has also been ordered, to be installed mid year.
- All normal municipal services running as required.

Agency Services

350 – Centrelink

- Serviced as per contract – permanent position

348 – Indigenous Broadcasting

- Serviced as per contract

404 – Indigenous Sport and Recreation

- Activities are occurring regularly, tennis hot shots program training occurred for the workers.

407 – Remote Sport and Recreation

- Nil to report.

**72/2018 RESOLVED (Selina Ashley/Kathleen Lane)**

- (a) That the Beswick Local Authority receive and note the Council Services Report for the 23 April 2018 meeting.

Deanna Kennedy left the meeting, the time being 11.26am  
Deanna Kennedy returned to the meeting, the time being 11.28am

### 11.2 COUNCIL FINANCIAL REPORT – BESWICK LOCAL AUTHORITY THIRD QUARTER REPORT

73/2018 RESOLVED (Selina Ashley/Kathleen Lane)

- (a) That the Beswick Local Authority receive and note the Financial Report for the Third Quarter of 2017-18.

### 11.3 GOVERNANCE REPORT – NEW POLICIES

74/2018 RESOLVED (Raelene Bulumbara/Kathleen Lane)

- (a) That the Beswick Local Authority receives the following new policies:
- (i) GOV027 Indigenous Procurement Policy;
  - (ii) GOV028 Buy Local Policy;
  - (iii) GOV029 Records Management Policy;
- (b) That the Beswick Local Authority receives and notes the following new and revised policies as adopted by Council at the 15 December 2017 meeting.
- (i) WS009 Fatigue Management Policy;
  - (ii) HR029 Redeployment and Redundancy Policy;
  - (iii) GOV012 Organisational Delegations Manual (non-financial);
  - (iv) AGE038 AGED CARE Service Referral and Coordination Policy.

### 11.4 GOVERNANCE REPORT – COMPLAINTS REGISTER

75/2018 RESOLVED (Selina Ashley/Raelene Bulumbara)

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

Sharon Hillen explained to the LA that there are forms in the Council Office that can be filled out for complaints and cheeky dog issues.

### 11.5 GOVERNANCE REPORT – BESWICK LOCAL AUTHORITY PROJECT FUNDING REPORT

The following was discussed and the Local Authority would like to allocate their LA Project Funding to the following:

- Signs for Parks	\$ 3500.00
- Contingency for Skate Park overrun	\$ 5000.00
- Contributing to the purchase of a Can Crusher for all Communities	\$ 3000.00
- Bollards	\$10000.00
- Upgrade of Bus shelter to a larger Shade and Seating area.	\$15000.00
- Donation to the local football team – Beswick Bears	\$ 3000.00
- Purchase of Solar light for Skate Park	\$ 8000.00
TOTAL	\$47,500.00



**76/2018 RESOLVED (Kathleen Lane/Selina Ashley)**

- (a) That the Beswick Local Authority receive and note the report on the Local Authority Project Funding.
- (a) That the Beswick Local Authority approve to allocate at total of \$47,500.00 from their Local Authority Project Funding for: Signs for Parks \$ 3500.00, Contingency for Skate Park overrun \$ 5000.00, Contributing to the purchase of a Can Crusher for all Communities \$ 3000.00, Bollards \$ 10000.00, Upgrade of The Bus shelter to a larger Shade and Seating area \$15000.00 and Donation to the local football team – Beswick Bears\$ 3000.00. Solar light for Skate Park - \$8000.00.

**11.6 COMMUNITY SERVICES REPORT – COMMUNITY SAFETY****77/2018 RESOLVED (Kathleen Lane/Deanna Kennedy)**

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

**11.7 COMMUNITY SERVICES – AGED CARE, DISABILITY, CRÈCHE****78/2018 RESOLVED (Raelene Bulumbara/Kathleen Lane)**

- (a) That the Beswick Local Authority receive and note update on Community services

**11.8 LOCAL AUTHORITY NOMINATION AND RESIGNATION****79/2018 RESOLVED (Kathleen Lane/Selina Ashley)**

- (a) That the Beswick Local Authority accept the nomination of Anne-Marie Ryan for the Beswick Local Authority.
- (a) That the Beswick Local Authority accept the resignation of Savonne Scrubby from the Beswick Local Authority

**11.9 TOWN PRIORITIES 2018-2019**

The Local Authority decided on option to hold Community consultation on the 5<sup>th</sup> June 2018, after the Community Safety Meeting. This will be followed by a BBQ Lunch.

**80/2018 RESOLVED (Selina Ashley/Raelene Bulumbara)**

- (a) That the Beswick Local Authority plans to hold a Community Consultation Meeting to decide on the Town Priorities that are to be included in the 2018/2019 Regional Plan.

**ACTION:** LA to hold a Community Consultation Meeting on June 5<sup>th</sup> 2018, to decide on the Town Priorities that are to be included in the 2018/2019 and to organise a BBQ to follow.



**11.10 GRANTS: FUNDING FOR EXERCISE STATIONS IN THREE COMMUNITIES**

Three pieces of equipment being installed.

81/2018 **RESOLVED** (Selina Ashley/Kathleen Lane)

- (a) That the Beswick Local Authority receive and note the attached quote and presentation for the exercise equipment.

**ACTION:** The CSC will sign the attached forms and forward to Imagination Play.

**11.11 SURVEY FOR NIGHT PATROL**

82/2018 **RESOLVED** (Raelene Bulumbara/Kathleen Lane)

- (a) That the Beswick Local Authority receive and note the request to fill in the attached survey.

**12. OTHER BUSINESS****12.1 UPDATE FROM MOIRA MCCREESH - HARM MINIMISATION UNIT, NT GOVERNMENT**

Moira provided an update and asked the Local Authority Members to consider what should be done with the Beswick (Wugularr) Alcohol Management Plan. The Traditional Owners did not accept the Plan in November 2016. Moira suggested 3 options for the plan –

- Apply for a Section 19 consultation about the WAMP by NLC to try and get TO approval.
- Drop the Plan altogether and disregard all the work that Community members had put into the WAMP since 2010.
- Look for a way to keep the draft WAMP as a reference document recording the opinions of the majority of community members about alcohol management.

The Local Authority chose the third option and directed Moira to Table the draft document at a Community Safety Meeting. They also agreed for Sharon Hillen to put a copy on the RGRC website to make sure it was available for consultation.

The Local Authority requested that mention of a "safer drinking area" and that the TOs said "no" to this be removed and to remove reference to the TOs in the footer.

Moira told the Local Authority that Senator Scullion was inviting people to contribute to a review of making it compulsory for Low Aromatic Fuel to be used instead of Unleaded Fuel. Submission close on the 18<sup>th</sup> May 2018.

Moira has gained funding for the Beswick Community, under the Alcohol and Drug Action Initiatives Program for:

- Cooking To Support Change (women and girls)
- Resources to help the CEPO work with young people
- Strongbala Wumin Bush Camps
- Men's strong lifestyle workshops
- Strong Words, Better Ways (to improve out of date of faded signing with positive community messages)

There is currently funding available for a Women's Art Banner Making Workshop and Ladies Cooking evenings that has not been allocated, due to a lack of provider.

The blue and white Intervention sign at the entrance to Wugularr needs to be replaced/updated. Deanna Kennedy has art work and script for a new sign and Lorraine Bennet agreed to check the Kriol wording for accuracy. The original artist will be paid \$500.00 for the artwork and Nathan Mclvor will coordinate getting the signs done.

**83/2018 RESOLVED (Kathleen Lane/Raelene Bulumbara)**

- (a) **That the Beswick Local Authority receive and note the update from Moira McCreesh, Harm Minimisation Unit.**

**ACTION:** Deanna Kennedy will send through sign design to Nathan Mclvor.

**ACTION:** Nathan Mclvor will coordinate with Moira McCreesh the making of the signs and payment from the funding she has obtained.

**ACTION:** Sharon Hillen will have the AMP put on the RGRC Website.

### **CLOSE OF MEETING**

The meeting terminated at 1.00 pm.

THIS PAGE AND THE PRECEEDING 9 PAGES ARE THE MINUTES OF THE Beswick Local Authority Meeting HELD ON Monday, 23 April 2018 AND CONFIRMED Monday, 18 June 2018.

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Chairperson Lorraine Bennett

**WARD REPORT**

<b>ITEM NUMBER</b>	13.4
<b>TITLE</b>	South West Gulf Ward Report
<b>REFERENCE</b>	752799
<b>AUTHOR</b>	Cristian Coman, Manager - Governance and Corporate Planning

**RECOMMENDATION**

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

**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 07 June 2018.

**Next Meeting:** The next Borroloola Local Authority meeting is scheduled for Thursday 09 August 2018.

**ACTION LIST**

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
04.08.16	7.4 Governance updates	Project 23, Pool shade cloth. The small pool already has a shade structure. The Borroloola Local Authority would like to look at options for shade for possibly half of the large pool and some seating areas. Council to obtain quotes Separately <i>(Change/Refreshed)</i>	Projects Manager	Ongoing	29.09.2016 Quotes 02.02.17 – Ongoing 08.03.17 – Council are looking at shade options for within the pool area. 07.07.17 Buying shade cloth off the shelf; LA already approved; Procurement - design & scope (Janeen & Fred); Provide update at next LA Meeting. 18.09.17 CBT \$66K for permanent shade cloth over pools, to put in euro turf (fake grass) around pool and permanent shade for spectators. Report went to OCM on 14.09.17 and approved funding agreement. 31.10.17 Quotes obtained for 3 shade cloths for pool, funds needed for concreting (CDP); and Sharon has requested from Fred specific project information.

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
					<p>09.11.17 Shade for kids pool has been repaired and will not be reinstated until after the cyclone season.</p> <p>3 x solid roof shade structures are being scoped and quoted to provide shade around the pool for those not in the water.</p> <p>20.03.18 Building Plans</p> <p>05.04.18 Shade for small pool is awaiting end of cyclone season before it is put back up. 3 x shade structures for the pool have been purchased and we are awaiting arrival.</p> <p><b>07.06.18 Shade is back up over the small pool. New shade structures have arrived and are awaiting installation</b></p>
09.06.16	6.2 Incoming Correspondence	Request an application for a special lease so licence is not required every 12 months. Licence-01042016-Occupation Licence No.3799-Borrooloola	Area Manager / DCG	Ongoing	<p>04.08.16 RGRC has requested a longer lease over the Tamarind Park area.</p> <p>17.11.16 Have 12 month special purpose lease with 12 month renewal. Vehicle bollards completed instead of fencing</p> <p>10.01.2017 – DCCS Sent email to Shoshane Boyd requesting advice on the process.</p> <p>02.02.17 - Ongoing</p> <p>28.06.17 - DCG report to OCM (12/07/17) to apply to acquire the subject lots.</p> <p>12.07.17 Council at OCM authorise an application to be submitted to NTG to acquire subject lots.</p> <p>18.09.17 Still in process.</p> <p>31.10.17 Greg to follow up on.</p> <p>09.11.17 Waiting on response from NTG.</p> <p>05.04.18 Still waiting for response from NTG</p>
02.02.17	11.4 Council Financial Report	Local Authority wants to see draft design/plan for the Borrooloola CBD/Searcy Street at the next Meeting. <b>ACTION: Provide</b>	Greg/DCG	Ongoing	<p>08.03.17 – plans presented as an agenda item.</p> <p>04.05.17 – new plans to be presented at next meeting, Tonkin to be advised to consult with</p>

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
		<b>copy of drawings for LA members to be able to view.</b>			<p>businesses better.  07.07.17 Sharon - Landscape Plan, once specifications completed final consultations will occur.  18.09.17 About to go back to tender as had no takers as contractors either were unavailable or project too remote.  31.10.17 Engineer still doing specifications, Greg to follow up.  09.11.17 Going out to tender again as no applications.  20.03.18 Tender closed, back to planning board; Investigations of laying irrigation at time of road works.  05.04.18 been out to tender again and all tenders were higher than budgeted amount. No tenderer had any site visits so we are working with tenders to review prices.  LA Members would like a copy of the final certified drawings  <b>07.06.18 this project to be combined with other road projects for next round of tendering</b></p>
08.03.17	11.1 ELECTED MEMBER REPORT	Council to invite someone from Lands & Planning to the next LA meeting to provide feedback	Local Authority Coordinator	Ongoing	<p>07.07.17 Write to DLPE (Claire Brown &amp; Graham Finch) invite to next LA Meeting.  28.07.17 Claire Brown provided verbal update to LA Coordinator that NTG is still in discussions with parties regarding native title and proposed subdivision.  18.09.17 Still in process.  31.10.17 In NTG subdivision 10 year Infrastructure Plan scheduled 6 – 10 years.  09.11.17 Claire Brown unable to attend meeting for update. Delays due to NLC. Gerry McCarthy advocating for this.  05.04.18 Council has asked NTG to prioritise</p>

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
					<p>Borroloola and Mataranka. Native title costs are being determined by federal government in the courts. There will be no action until this is resolved. Mayor will be following up with NTG</p> <p><b>07.06.18 See 12.2 Newsletter from Ashurst. High Court case still ongoing. Ministers are aware of this issue.</b></p>
04.05.17	12.7 SPORT & REC	SASO to liaise with DCG to sort out gym access and report back to the community.	DCG/DCCS Sharon	Ongoing	<p>07.07.17 Risk Management Plan - Industry Standards, Supervision; Report to next LA Meeting.</p> <p>18.09.17 Still on going. Issue raised about school staff using gym; To be investigated by Cindy &amp; Sharon who are unaware of this happening.</p> <p>31.10.17 Apparently a contractor changed the lock and using the gym. Fred putting on new lock and padlock to take away the risks of using the gym. All stakeholders to be informed of the current access situation. CSC – Need a plan of how gym will be managed to go to the LA.</p> <p>09.11.17 Ongoing, which includes RGRC investigating safety, risk assessment and public liability. CSC to keep community updated on noticeboard.</p> <p>05.04.18 Gym is being turned into a Fitness Centre. All heavy free weights have been removed. No access until policy completed.</p>
18.09.17	11.6 GOVERNANCE REPORT - LOCAL AUTHORITY PROJECT FUNDING UPDATE ON BOTH LA	<p>1) Look into signage and options to stop large traffic going through town and ending up with no where to turn around.</p> <p>2) CSC to follow up</p>	DCCS/ Sharon	Ongoing	<p>31.10.17 Fred has commenced investigations and put a plan together.</p> <p>08.02.18 Signs are here for the Long Vehicle turn around area, survey has been out to check the area. Work</p>

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	AND GENERAL PROJECTS	and report back at the next meeting on: Signs for the Long Vehicle turn around area.			will be required before this area can be used. 20.03.18 Signs ordered; Investigating use of site. 05.04.18 Signs have arrived. Design for long vehicle turn around area is in the process of being developed as a part of CBD roads projects <b>07.06.18 Land Tenure is an issue, design and options still be investigated.</b>
18.09.17	11.6 GOVERNANCE REPORT - LOCAL AUTHORITY PROJECT FUNDING UPDATE ON BOTH LA AND GENERAL PROJECTS	LA would like Council to look into options for the creation of a town map.	DCCS/ Sharon	Ongoing	31.10.17 Not RGRC responsibility to promote businesses, but NT Tourism. Sharon will email all businesses regarding promoting themselves via google/wikki. 09.11.17 RGRC has not funded paper maps else where, but local businesses have pulled together to pay for maps. LA Members and businesses to send Sharon the map information for her to investigate costings. Then Sharon will provide details back to LA. 20.03.18 Draft to be tabled. 05.04.18 this has now commenced
09.11.17	12.5 ROADS IN TOWN CAMPS	Council to look at the town camp roads and the section of dirt road linking Mulholland St and Jose St, to estimate the costs of repair so funding and grants can be looked at and applied for.	Greg/DCG	Ongoing	<b>05.04.18</b> <b>1) Projects investigating for Council to consider for 2018/19 Roads budget</b> <b>2) Part of new Subdivision</b> <b>07.06.18</b> <b>1) Council are developing a scope of works for Yanyula, Garawa 1 &amp; 2 roads</b>
09.11.17	12.9 TEST HOLES LEFT BEHIND BY CONTRACTOR	Fred to follow up with Projects Team regarding rectifying the holes left behind	CSC Fred	Ongoing	05.04.18 in current works program to rectify
08.02.18	11.5 REVIEW OF SIGNAGE DESIGN FOR TAMARIND PARK	Council to write letter to MRM requesting assistance with Greening	DCCS/ Sharon	Ongoing	20.03.18 Draft, needs signing.



Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
	PROJECT	Borrooloola.			
08.02.18	11.6 UPGRADE OF ROADS – JOSE & GARAWA STREETS IN BORROLOOLA	Council push Government to get the road and drainage infrastructure started/completed in the subdivision	Greg/DCG	Ongoing	05.04.18 NTG's Responsibility with New Subdivision. Council is working on a plan to have some works done at the same time of the CBD upgrade if possible.
05.04.18	8.1 Business Arising from Previous Minutes	Development of Sports Courts including the upgrade of the courts (roof, lights, drainage) and sewerage	DCCS	Ongoing	05.04.18 Development of Sports Courts including the upgrade of the courts (roof, lights, drainage) and sewerage. \$1.5 Million from CBT and \$400K from NTG towards project. <b>07.06.18 awaiting final design before going to tender. Hopefully works to begin around 12 weeks from now</b>
05.04.18	8.1 Business Arising from Previous Minutes	Final design of Borrooloola CBD, Searcy St, Anyula St upgrade. <b>Action: Provide copy of drawings for LA members to be able to view.</b>	DCCS	Ongoing	
05.04.18	9.1 Incoming Correspondence	Council to send through some merchandise to support Men's Health Week at the Clinic in May.	DCCS	Completed	
05.04.18	11.9 BORROLOOLA - TOWN PRIORITIES	Special Meeting to be organised & held on Thursday 3rd of May to bring back ideas from the community to help decide on the Town Priorities that are to be included in the 2018/2019 Regional Plan	CSC/SASO /LA	Completed	
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	
05.04.18	12.4 WOMEN & LEADERSHIP AUSTRALIA - DARWIN SYMPOSIUM	Follow up with Governance for funding options to send LA Members Women &	DCCS	Ongoing	



Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
	2018	Leadership Symposium Darwin in August 2018			

**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**

1 Borroloola Local Authority 2018-06-07 [750428].DOCX



MINUTES OF THE BORROLOOLA LOCAL AUTHORITY MEETING OF THE  
ROPER GULF REGIONAL COUNCIL MEETING HELD AT THE BOARD ROOM OF  
MABUNJI ABORIGINAL RESOURCE INDIGENOUS CORPORATION,  
BORROLOOLA ON THURSDAY, 7 JUNE 2018 AT 10:00AM

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**1. PRESENT/STAFF/GUESTS**

**1.1 Elected Members**

Mayor Judy MacFarlane  
Councillor Samuel Evans (Chairperson)

**1.2 Local Authority Members**

Mike Longton  
Trish Elmy  
Jon Sauer  
Lizzy Hogan  
Rebecca Gentle

**1.3 Staff**

Michael Berto – Chief Executive Officer (CEO)  
Greg Arnott - Director Corporate Governance  
Brad Dickson – Projects Manager  
Chris Taarnby – Acting Area Manager Roper  
Cindy Morgan – Senior Administration Support Officer (minute taker)  
Tessa Carnegie – Local Authority Support Coordinator

**1.4 Guests**

Kevin Liddy - Department of the Prime Minister and Cabinet  
Tom Girdler – Department of Housing and Community Development  
Deb Bail – Mabunji, Chief Finance Officer  
Andrew Urquhart – Borrooloola Clinic Manager

**2. MEETING OPENED**

Meeting opened at 10:20am

**3. WELCOME TO COUNTRY**

Councillor Samuel Evans welcomed all members, staff and guests to the meeting and the Roper Gulf Regional Council pledge was read

Councillor Samuel Evans welcomed everyone to country.

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

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

**30/2018 RESOLVED (Mike Longton/Rebecca Gentle)**

- (a) That the Borrooloola Local Authority accept the apologies from Sharon Hillen, Councillor Don Garner, Councillor Keith Rory, Local Authority Members Raymond Anderson, Stan Allen, Marlene Karkadoo and Maria Pyro.

#### **5. CONFIRMATION OF PREVIOUS MINUTES**

##### **5.1 BORROOLOOLA LA SPECIAL MEETING - TOWN PRIORITIES - MINUTES**

**31/2018 RESOLVED (Rebecca Gentle/Jonathon Sauer)**

- (a) That the Borrooloola Local Authority approve the minutes as a true and accurate record of the Borrooloola Local Authority's Special Meeting to discuss Town Priorities held on Thursday 3<sup>rd</sup> May 2018.

##### **5.2 PREVIOUS MINUTES**

Late report added as these minutes were not included in the original agenda.

MagiQ ID: 750517 Previous Minutes

Borrooloola Local Authority's previous meeting was held on Thursday 5<sup>th</sup> April 2018.

**32/2018 RESOLVED (Jonathon Sauer/Mike Longton)**

- (a) That the Borrooloola Local Authority approve the minutes as a true and accurate record of the Borrooloola Local Authority's Meeting held on Thursday 5<sup>th</sup> April 2018.

#### **6. CALL FOR ITEMS OF OTHER BUSINESS**

- Previous minutes from Thursday 5<sup>th</sup> April
- Late incoming Correspondence: Borrooloola and Robinson River Empowerment Through Indigenous Leadership Training
- Borrooloola Cemetery Update
- Newsletter from Ashurst, Information only pages 6-7, update on the matter of compensation and the current high Court Case.
- Delivery of "I-Swim" Chair
- Late Report: Community Safety
- Update on Projects

#### **7. DISCLOSURES OF INTEREST**

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

## **8. BUSINESS ARISING FROM PREVIOUS MINUTES**

Due to flights and item 8.2 Rocky Creek Bridge and General update on projects has been brought forward.

### **8.2 ROCKY CREEK BRIDGE & GENERAL PROJECT UPDATE**

#### **Rocky Creek Bridge**

- 
- Rocky Creek Culverts / Crossing failed in February 2017 due to flooding and age of the infrastructure. Emergency repairs were required and carried out to reopen the culvert. The consultant advised that further works were required to ensure the crossing remained open and safe for the next wet season, while a long term solution was being scoped.
- Early this year, Council received rough estimates to replace the current structure with a bridge would be around \$4.2 Million dollars. CBT committed \$1.4M, RGRC committed \$1.4M, NTG committed \$500K through special purpose grants so far. RGRC Council are still working with NTG for the remaining \$900K.
- Cost Comparison tabled: \$2.8M – \$10.3M, depending on the height of the bridge. MagiQ ID: 752058, Rocky Creek Bridge Cost Comparison.
- Local Authority members have spoken about history of Rocky Creek being inundated by water. During most flood events Rocky Creek is usually flooded by waters backed up from the McArthur River rather than local flood water.
- When Rocky creek is flooded is it usually stays up around the guard rail and hand rail height while waiting for the McArthur River flood waters to recede.
- In the past Rocky Creek would be left open until the water across it got to around 300 / 400mm high, now after the failure, it is being closed as soon as any water starts to come across it. Closing off this access to the other side of town.
- When Rocky Creek goes over the other sealed access out of the main area of Borrooloola Searcy Street, is also blocked by flood water.
- Access across Rocky Creek is important for access to the airport for emergencies, medivacs, Freight etc.
- Local Authority want to ensure the new height of the New Rocky Creek bridge is adequate to stay open and above flood water to the same RL as the McArthur River Bridge. IE, they both get inundated by flood water about the same time, rather than Rocky creek being impassable while residents from over the river can still get across the McArthur River.
- No one at the meeting knows the RL of the McArthur River Bridge
- Greg Arnott rang and spoke with the engineers regarding the difference in heights between the McArthur River bridge and the current Rocky Creek crossing. Feedback is that they don't know, also due to a lack of data ( at Rocky Creek) they would only be able to give an estimate, which they will get straight onto. If anyone has photos, time and date stamped of both locations and could send them through this would also help.
- Local Authority would like to see the level raised by 1m, from the current RL 8.5 to RL 9.5, providing there this height is reasonably close to the height of the McArthur River Bridge for flood events, ie. Relevant heights fall within the RL9.05 - RL9.50 range.
- The Local Authority understand that there is no completely flood proof option available for Rocky Creek and that each flood event is different.

### **CBD Upgrade**

- Council is looking to package the CBD road upgrade with other road works projects, ie Rocky Creek Bridge to try and get this project happening as there has been delays due to failure to find a tender come in at a reasonable price..
- Footpaths in CBD are linked to CBD upgrade project. Local authority are concerned about footpaths, roads, and road edges; while there has been no progress with this project there has been no maintenance / no progress, accidents are happening.
- Local Authority don't want to see money spent on something that has to be ripped up and redone when the main project happens
- Local Authority would like to see some of this works started, ie. Footpaths
- Projects team to look around with CSC to have a look at what needs to be done and if perhaps it falls under general maintenance to have done or perhaps some of the CBD project can be done early

### **Long Vehicle Turn Around Area**

- Identified area has issues with Land Tenure.
- Signs have been purchased and are here.
- Could we approach Power and Water to allow vehicles to turn around with in their area?
- This project is not under projects team scope as yet, it is to be included with CBD upgrade.
- Tourists are driving beyond where they should and get stuck trying to turn around.
- Katherine created a new car park / turn around area for Heavy vehicles to keep tourists coming through. Borroloola needs this too, as many are driving straight past to King Ash Bay.

### **Government Business Centre & Rec Centre / Courts upgrade**

- Projects team is awaiting for final design
- Then the tender process will get underway, approx. 3 – 4 weeks
- Job awarded, allow for 4 – 6 weeks for contractor to get themselves organised with materials etc
- Hopefully around 12 weeks, should start to see some action on the ground with these projects.
- Also trying to get the Rocky Creek Bridge happening in this same time frame
- Aiming to have these projects wrapped up by the end of the year.

### **General Projects**

- Local Authority concerned at consultation phase for projects, a lot of drafts plans are tabled, but then no more information is passed on beyond that phase. Don't get to see tender documents. Local Authority members get asked for information a lot, but don't have any feedback they can give because they aren't aware themselves.
- Consultation, would be part of the Tender scope of works.
- Fibre Optic Cable: Council has engaged Telstra to supply high quality fibre connection to our Offices. It is not consumer grade, so cost would be high should private enterprise etc want to connect to it. Individual or businesses would have to speak to Telstra should they want to access the blue cable.
- Lights for the Football Oval have been approved at the latest finance

committee meeting.

- Sign off of completed projects has been inconsistent over the years, ie. Football Oval, Softball diamond and drainage etc, project never finished off the way project was originally explained to LA.
- Dump redevelopment is not complete. Projects team is looking at a plan to have this finalised. Discussions are ongoing with the original contractor regarding incomplete works.
- Town Camp Roads, \$2 million approved for across the region.

### 33/2018 RESOLVED (Jonathon Sauer/Mike Longton)

- (a) That the Borroloola Local Authority receive and note the report on Rocky Creek Bridge.
- (b) That the Borroloola Local Authority would like to raise the Rocky Creek Bridge to RL 9.50 Meters.
- (c) That the Borroloola Local Authority receive and verbal update on projects in Borroloola

**Action:** RGRC projects team to follow up with engineers for feedback on comparison of heights of the McArthur River Bridge in comparison with the Rocky Creek proposed bridge Heights.

Local Authority Member Rebecca Gentle left the meeting, the time being 11:05AM  
Local Authority Member Rebecca Gentle returned to the meeting, the time being 11:07AM

Mayor Judy MacFarlane left the meeting, the time being 11:15AM  
Mayor Judy MacFarlane returned to the meeting, the time being 11:25AM

Greg Arnott and Brad Dickson left the meeting, the time being 11:40AM

Tessa Carnegie, Debbie Bail and Andrew Urquhart left the meeting, the time being 12:20PM

Lunch break 12:20PM – 12:35PM

## 8.1 ACTION LIST

### 34/2018 RESOLVED (Jonathon Sauer/Mike Longton)

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

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
04.08.16	7.4 Governance updates	Project 23, Pool shade cloth. The small pool already has a shade structure. The Borroloola Local Authority would like to look at options for shade for	Projects Manager	Ongoing	29.09.2016 Quotes 02.02.17 – Ongoing 08.03.17 – Council are looking at shade options for within the pool area. 07.07.17 Buying shade cloth off the shelf; LA already approved; Procurement - design &

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
		possibly half of the large pool and some seating areas. Council to obtain quotes Separately <b>(Change/Refreshed)</b>			scope (Janeen & Fred); Provide update at next LA Meeting. 18.09.17 CBT \$66K for permanent shade cloth over pools, to put in euro turf (fake grass) around pool and permanent shade for spectators. Report went to OCM on 14.09.17 and approved funding agreement. 31.10.17 Quotes obtained for 3 shade cloths for pool, funds needed for concreting (CDP); and Sharon has requested from Fred specific project information. 09.11.17 Shade for kids pool has been repaired and will not be reinstalled until after the cyclone season. 3 x solid roof shade structures are being scoped and quoted to provide shade around the pool for those not in the water. 20.03.18 Building Plans 05.04.18 Shade for small pool is awaiting end of cyclone season before it is put back up. 3 x shade structures for the pool have been purchased and we are awaiting arrival. <b>07.06.18 Shade is back up over the small pool. New shade structures have arrived and are awaiting installation</b>
09.06.16	6.2 Incoming Correspondence	Request an application for a special lease so licence is not required every 12 months. Licence-01042016-Occupation Licence No.3799-Borroloola	Area Manager / DCG	Ongoing	04.08.16 RGRC has requested a longer lease over the Tamarind Park area. 17.11.16 Have 12 month special purpose lease with 12 month renewal. Vehicle bollards completed instead of fencing 10.01.2017 – DCCS Sent email to Shoshane Boyd requesting advice on the process. 02.02.17 - Ongoing 28.06.17 - DCG report to

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
					<p>OCM (12/07/17) to apply to acquire the subject lots.  12.07.17 Council at OCM authorise an application to be submitted to NTG to acquire subject lots.  18.09.17 Still in process.  31.10.17 Greg to follow up on.  09.11.17 Waiting on response from NTG.  05.04.18 Still waiting for response from NTG</p>
02.02.17	11.4 Council Financial Report	<p>Local Authority wants to see draft design/plan for the Borrooloola CBD/Searcy Street at the next Meeting.  <b>ACTION: Provide copy of drawings for LA members to be able to view.</b></p>	Greg/DCG	Ongoing	<p>08.03.17 – plans presented as an agenda item.  04.05.17 – new plans to be presented at next meeting, Tonkin to be advised to consult with businesses better.  07.07.17 Sharon - Landscape Plan, once specifications completed final consultations will occur.  18.09.17 About to go back to tender as had no takers as contractors either were unavailable or project too remote.  31.10.17 Engineer still doing specifications, Greg to follow up.  09.11.17 Going out to tender again as no applications.  20.03.18 Tender closed, back to planning board; Investigations of laying irrigation at time of road works.  05.04.18 been out to tender again and all tenders were higher than budgeted amount. No tenderer had any site visits so we are working with tenders to review prices.  LA Members would like a copy of the final certified drawings  <b>07.06.18 this project to be combined with other road projects for next round of tendering</b></p>



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04.05.17	12.7 SPORT & REC	SASO to liaise with DCG to sort out gym access and report back to the community.	DCG/DCCS Sharon	Ongoing	<p>07.07.17 Risk Management Plan - Industry Standards, Supervision; Report to next LA Meeting.</p> <p>18.09.17 Still on going. Issue raised about school staff using gym; To be investigated by Cindy &amp; Sharon who are unaware of this happening.</p> <p>31.10.17 Apparently a contractor changed the lock and using the gym. Fred putting on new lock and padlock to take away the risks of using the gym. All stakeholders to be informed of the current access situation. CSC – Need a plan of how gym</p>

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					<p>will be managed to go to the LA.            09.11.17 Ongoing, which includes RGRC investigating safety, risk assessment and public liability. CSC to keep community updated on noticeboard.            05.04.18 Gym is being turned into a Fitness Centre. All heavy free weights have been removed. No access until policy completed.</p>
18.09.17	11.6 GOVERNANCE REPORT - LOCAL AUTHORITY PROJECT FUNDING UPDATE ON BOTH LA AND GENERAL PROJECTS	<p>1) Look into signage and options to stop large traffic going through town and ending up with no where to turn around.            2) CSC to follow up and report back at the next meeting on: Signs for the Long Vehicle turn around area.</p>	DCCS/ Sharon	Ongoing	<p>31.10.17 Fred has commenced investigations and put a plan together.            08.02.18 Signs are here for the Long Vehicle turn around area, survey has been out to check the area. Work will be required before this area can be used.            20.03.18 Signs ordered; Investigating use of site.            05.04.18 Signs have arrived. Design for long vehicle turn around area is in the process of being developed as a part of CBD roads projects  <b>07.06.18 Land Tenure is an issue, design and options still be investigated.</b></p>
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09.11.17	12.9 TEST HOLES LEFT BEHIND BY CONTRACTOR	Fred to follow up with Projects Team regarding rectifying the holes left behind	CSC Fred	Ongoing	05.04.18 in current works program to rectify
08.02.18	11.5 REVIEW OF SIGNAGE DESIGN FOR TAMARIND PARK PROJECT	Council to write letter to MRM requesting assistance with Greening Borrooloola.	DCCS/ Sharon	Ongoing	20.03.18 Draft, needs signing.
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05.04.18	9.1 Incoming Correspondence	Council to send through some merchandise to support Men's Health Week at the	DCCS	Completed	

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		Clinic in May.			
05.04.18	11.9 BORROLOOLA - TOWN PRIORITIES	Special Meeting to be organised & held on Thursday 3rd of May to bring back ideas from the community to help decide on the Town Priorities that are to be included in the 2018/2019 Regional Plan	CSC/SASO /LA	Completed	
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	
05.04.18	12.4 WOMEN & LEADERSHIP AUSTRALIA - DARWIN SYMPOSIUM 2018	Follow up with Governance for funding options to send LA Members Women & Leadership Symposium Darwin in August 2018	DCCS	Ongoing	

Local Authority Member Trish Elmy left the meeting, the time being 12:40PM

Local Authority Member Trish Elmy returned to the meeting, the time being 12:43PM

## **9. INCOMING CORRESPONDENCE**

### **9.1 INCOMING CORRESPONDENCE**

Late Incoming Correspondence

- This program is not something the Local Authority would be suited to be as a organising committee.
- Youth Reconnect team in Borrooloola could help assist with coordination of the program.
- Roberta Kalinic from PMC could help assist from Robinson River

Date Received	Received By	Received From	Correspondence Details	InfoXpert ID
1 <sup>st</sup> June 2018	Sharon Hillen	Surinder Crichton, Principal Alcohol Action Officer, Dept of Health, NTG.	AAI 155 Borrooloola and Robinson River Empowerment Through Indigenous Leadership Training - request	750521 750522

			for LA to be coordinating committee	
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**35/2018 RESOLVED (Jonathon Sauer/Rebecca Gentle)**

- (a) That the Borrooloola Local Authority receive and note the incoming correspondence.
- (b) That the Borrooloola Local Authority recommend Council use the Youth Reconnect team to assist in coordination of this program

**10. OUTGOING CORRESPONDENCE**

Nil

**11. GENERAL BUSINESS**

**11.1 2018 NATIONAL NAIDOC WEEK**

**36/2018 RESOLVED (Rebecca Gentle/Mike Longton)**

- (a) That the Borrooloola Local Authority receive and note the report on Naidoc week 2018.
- (b) That the Borrooloola Local Authority ask LA members to talk to community members to provide feedback to Council on activities for 2018 National NAIDOC Week.

**11.2 COUNCIL SERVICES REPORT**

- Road works / repairs to road edges to continue from July
- Bin audit and repairs still to be done now garbage truck back in operation
- Council are developing a scope of works for Yanyula, Garawa 1 & 2 roads

**37/2018 RESOLVED (Rebecca Gentle/Mike Longton)**

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

Local Authority Member Lizzy Hogan left meeting, the time being 1:25PM.

**The meeting continued as a provisional meeting only**

**11.3 ELECTED MEMBERS REPORT**

- Cr Evans attending the National Convention in Canberra in instead of Mayor MacFarlane
- \$2 million approved for town camp roads across RGRC area at the last financial meeting

**38/2018 RESOLVED (Jonathon Sauer/Mike Longton)**

- (a) That the Borrooloola Local Authority receive and note the Elected Member Report.

#### 11.4 COUNCIL FINANCIAL REPORT - BORROLOOLA LOCAL AUTHORITY

39/2018 RESOLVED (Jonathon Sauer/Mike Longton)

- (a) That the Borrooloola Local Authority receive and note the Financial (Expenditure) Report for the Second Quarter of 2017-18.

#### 11.5 GOVERNANCE REPORT - BORROLOOLA LOCAL AUTHORITY PROJECT REGISTER UPDATE

- Tamarind Park Story Boards and plaques: Committee of Mike Longton, Fred Graham, Chris Taarnby, Cr Evans & Cr Rory to get together to sort these story boards and plaques so we can get them purchased
- Toilet at Cemetery: Cost has come in at \$87K. RGRC investigate the cost of 4- 6 Eco toilets as other communities in RGRC area also need these, it may reduce the cost.
- Youth Sport & Rec \$4k: project complete
- Secure Tv zone at Pool: project complete
- Removable Solar lights: Quote on stone guard has arrived, need to order
- Footpaths feasibility: Engineer is scoping works

40/2018 RESOLVED (Judy MacFarlane/Rebecca Gentle)

- (a) That the Borrooloola Local Authority receive and note the report on the Local Authority Project funding as at 31<sup>st</sup> May 2018.

41/2018 RESOLVED (Jonathon Sauer/Rebecca Gentle)

- (a) That the Borrooloola Local Authority recommend a small committee of Mike Longton, Fred Graham, Chris Taarnby, Cr Evans & Cr Rory sort out the designs for Tamarind Park Story boards and Plaques

**Action:** RGRC investigate the cost of 4- 6 Eco toilets

**Action:** Final artwork for Tamarind park Story Boards and plaques to come back to next meeting

Local Authority Member Rebecca Gentle left the meeting, the time being 2:00PM

**The meeting continued as a general discussion, outstanding issues / reports to be moved to the next Local Authority Meeting Thursday, 9<sup>th</sup> August 2018.**

## 12. OTHER BUSINESS

### 12.1 BORROLOOLA CEMETERY UPDATE

Proposed design and layout of plats at the Borrooloola Cemetery and Plot UD tag

options tabled for review.

MagiQ ID: 750541, Cemetery plot ID tag options.

MagiQ ID: 750542, Borrooloola Cemetery layout 1, CM042\_SK\_001.

MagiQ ID: 750543, Borrooloola Cemetery layout 2, CM042\_SK\_002.

MagiQ ID: 750544, Borrooloola Cemetery layout 3, CM042\_SK\_003.

MagiQ ID: 750546, Borrooloola Cemetery layout 4, RGRC\_STD\_001.

Aerial Map to be added to this report when it is resubmitted next meeting

## **12.2 NEWSLETTER FROM ASHURST**

Information only: Newsletter from Ashurst, pages 6-7, update on the matter of compensation and the current high Court Case. MagiQ ID: 750795, Ashurst Native Title Year in Review\_April 2018.

## **12.3 DELIVERY OF "I-SWIM" CHAIR**

Information only: Pictures of hand over of the "I-Swim" Chair at the Borrooloola Pool on Tuesday 5<sup>th</sup> June 2018. MagiQ ID: 750774, Delivery of "I-Swim" Chair.

- The electric lift chair to be used by the aged and those with a disability has been delivered to the Borrooloola Pool.
- Great joint effort by RGRC and Mabunji with the support of MRM and funded through the CBT

## **12.4 COMMUNITY SAFETY**

Late report to be moved to the next LA Meeting

## **CLOSE OF MEETING**

The meeting terminated at 2:15 pm.

THIS PAGE AND THE PRECEEDING 13 PAGES ARE THE MINUTES OF THE Borrooloola Local Authority Meeting HELD ON Thursday, 7 June 2018 AND CONFIRMED Thursday, 9 August 2018.

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Chairperson

**WARD REPORT**



**ITEM NUMBER** 13.5  
**TITLE** Yugul Mangi Ward  
**REFERENCE** 752801  
**AUTHOR** Cristian Coman, Manager - Governance and Corporate Planning

**RECOMMENDATION**

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

**BACKGROUND**

Local Authority Meetings are held at Ngukurr and a Community Meeting is held at Urapunga.

**Local Authority Update**

The 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 met on Wednesday 13 June 2018.

**Next Meeting:** Ngukurr’s next Local Authority Meeting is scheduled for Monday 15 August 2018.

**ACTION LIST**

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
17.05.17	9.1 Incoming Correspondence	Write a letter back to Ngukurr Church.	LA Coordinator/ Sharon DCCS	Complete	09.08.17 Letter drafted. <b>20.11.17 Letter sent to Ngukurr Church.</b>
17.05.17	11.5 Governance Report – Local Authority Project Funding Update <b>SEE 9.1 Below</b>	LA to be presented with information, plans and costing at the next meeting for the projects: 1. Horse Arena 2. BMX track (Bike path to incorporate footpath?) 3. Oval drainage	DCG/Greg DCCS/Sharon	Ongoing	07.07.17 Action forwarded to Project Management - to investigate bike path. 09.08.17 All 3 added to Project List, a lot of work going on here. 31.10.17 Sharon to update LA regarding rescinding these projects and allocating money to current projects: Oval. <b>SEE 9.1 Below</b>
17.05.17	11.10 Australia Post Services	LA to be presented costing of expanding Australia Post to include outgoing mail services	DCS	Complete (Remove)	07.07.17 Include in Master Plan for Office Upgrade 09.08.17 Option look into if mail delivery to individual houses. 31.10.17 Marc Gardner investigating. 20.03.18 Nothing to report, include in future upgrades. <b>30.04.18 Long term plan to install private PO Boxes with Council Office Upgrades</b>



<p>14.02.18</p>	<p>9.4 Ngukurr Local Authority Project Funding</p>	<p>Outdoor Stage Area – Map required of the proposed area including seating, lighting and other infrastructure needed for the festival. There was a map previously done - locate</p>	<p>SASO/CSC</p>	<p><b>Complete</b></p>	<p><b>30.04.18 Stage Location Confirmed</b></p>
<p>14.02.18</p>	<p>9.1 Ngukurr Local Authority Project Funding</p>	<p><b>(Links to 11.5 above)</b>To bring back information regarding these project to next LA Meeting:                      1) Outdoor Stage (Certified plans completed so far) * Stage needs to be ready for Festival by June/July*                      2) Church Building and toilets - public toilets do not work and are needed if the area is to be used for camping for the festival                      3) BMX Track - still scoping                      4) Horse Arena - to discuss with YMCA                      5) Replacement pumping and life guard stations at the pool – quote/scope to be presented                      6) Fencing both cemeteries – scope and costings to be presented                      7) Multipurpose Centre (feasibility study update required)  <b>Action: To bring back information regarding these 7 project to next LA Meeting.</b>  <b>Action: Local Authority Member Ian Gumbula and Patchouli Cross SASO to Map out location of stage and festival activities.</b></p>	<p>DCG/Greg DCCS/Sharon</p> <p>-Yungal Mangi</p>	<p>Ongoing</p>	<p>20.03.18 Contractors have investigated the plumbing and \$200K</p> <p><b>30.04.18 1) Certified plans for stage ready waiting on approval -TO's Section 19 2) LA Support demolition of the old toilets and stage after completion of new stage 3) BMX Track &amp; 4) Horse arena Keep in Regional plan as long term plan 5) to go on Town Priority list. 6) Waiting on NLC confirmation of new site Corner of Roper Hwy &amp; Numbulwar Road –TO's Section 19 needed; and there is \$10K in new budget and LA could contribute \$10K to CDP to fence cemeteries. 7) Multi Purpose Centre Handed to Yugul Mangi, feasibility study has previously been undertaken. \$66k was allocated in LA Budget for feasibility study, but got a grant. This amount to be allocated towards the oval stage.</b></p>

14.02.18	9.2 Yugul Mangi Festival	There is the need for camping area and facilities (toilets, showers). Needs to be discussed at Festival Meeting. Public toilets not working - Investigate if toilet at the old church is an option for use at the Festival.	DCCS/ Sharon	Ongoing	20.03.18 Toilets severely damaged and BER – demolition.  Festival need to do.  <b>30.04.18 Festival Camping Grounds will be at Ngukurr Oval</b>
14.02.18	9.3 Housing Issues	Issues with people living in houses and not paying rent. 1) HRG to discuss 2) Request someone from NT Housing to come out to community to discuss or next LA Meeting.	HRG/SASO	<b>Complete</b>	<b>30.04.18 Remove</b>
14.02.18	9.4 Telstra Tower needs fencing	Telstra Tower needs a fence around it to stop people climbing it. Council To write letter or telephone Telstra and Yugul Mangi	CEO	<b>Ongoing</b>	<b>30.04.18 Letter to be sent to Telstra &amp; Yugul Mangi ASAP</b>
14.02.18	9.5 Yugul Mangi Aboriginal Corporation's Yard and Batching Centre	1) Council to write a letter to YMCA and Yugul Mangi regarding the batching compound tidy up & locking to prevent unauthorised access. 2) Council to write a letter to Yugul Mangi Rangers regarding the Rangers compound tidy up and chemical stored correctly.	CEO/DCCS	<b>Complete</b>	<b>30.04.18 Issue has been addressed both yards/compounds have been locked up/secured</b>

## URAPUNGA

Urapunga Community Meeting including town priorities was held on Wednesday 7<sup>th</sup> March 2018.

**Next Meeting:** Urapunga next Community Meeting is scheduled for Wednesday 12<sup>th</sup> September 2018

## FINANCIAL CONSIDERATIONS

Nil

## ATTACHMENTS:

**1** Ngukurr Local Authority 2018-06-13 [751041].DOCX



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MINUTES OF THE NGUKURR LOCAL AUTHORITY MEETING # 0 OF THE  
ROPER GULF REGIONAL COUNCIL MEETING HELD AT THE CONFERENCE  
ROOM COUNCIL SERVICE DELIVERY CENTRE, NGUKURR ON WEDNESDAY,  
13 JUNE 2018 AT 10:30AM

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**1. PRESENT/STAFF/GUESTS**

**1.1 Elected Members**

Mayor Judy MacFarlane (Chairperson)  
Councillor Eric Roberts  
Councillor Owen Turner

**1.2 Local Authority Members**

Daphne Daniels  
Bobby Nungumajbarr  
Robin Rogers  
Jerry Ashley  
Colin Hall

**1.3 Staff**

Patchouli Cross -Senior Administration Officer (Minute Taker)  
Sharon Hillen -Director of Council Services  
Christopher Reilly -Council Services Coordinator  
Tessa Carnegie – Local Authority Coordinator  
Jayden Brown-Harris –Community Development Program Builder Trainer

**1.4 Guests**

Rodney Hoffman - Department of Housing and Community Development

**2.MEETING OPENED**

Meeting opened at 10:31

**3.WELCOME TO COUNTRY**

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

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

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

Apology Received from Surinder Crichton the Principal Alcohol Action Officer and Local Authority Member Ian Gumbula

**128/2018 RESOLVED (Eric Roberts/Owen Turner)**

- (a) **That the Ngukurr Local Authority accept the apology of Surinder Crichton and Local Authority Member Ian Gumbula**

#### **5.CONFIRMATION OF PREVIOUS MINUTES**

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

**129/2018 RESOLVED (Bobby Nungumajbarr/Robin Rogers)**

- (a) **That the Ngukurr Local Authority approve the minutes as a true and accurate record of the Ngukurr Local Authority's Meeting held on 30 April 2018.**

#### **6.CALL FOR OTHER ITEMS OF BUSINESS**

- 1.Incomming Correspondence – Letter from Taylors Carnival
- 2.Council Services Coordinator Report
- 3.Community Safety Report
- 4.Community Development Program Report
- 5.Announcement NTG Housing Urapunga
- 6.Urapunga Local Authority Update
- 7.New Housing- Cr Eric Roberts
- 8.Sharon Discussed Items of Other Business from Previous Minutes

#### **7.DISCLOSURES OF INTEREST**

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

#### **8.BUSINESS ARISING FROM PREVIOUS MINUTES**

##### **8.1 ACTION LIST**

**130/2018 RESOLVED (Bobby Nungumajbarr/Owen Turner)**

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

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
14.02.18	9.1 Ngukurr Local Authority Project Funding	<p><b>(Links to 11.5 above)</b>To bring back information regarding these project to next LA Meeting:</p> <p>1) Outdoor Stage (Certified plans completed so far) * Stage needs to be ready for Festival by June/July*</p> <p>2) Church Building and toilets - public toilets do not work and are needed if the area is to be used for camping for the festival</p> <p>4) Replacement pumping and life guard stations at the pool – quote/scope to be presented</p> <p>6) Fencing both cemeteries – scope and costings to be presented</p> <p>4) Multipurpose Centre (feasibility study update required)</p>	<p>DCG/Greg DCCS/Sharon</p> <p>-Yungul Mangi</p>	Ongoing	<p>20.03.18 Contractors have investigated the plumbing and \$200K</p> <p><b>30.04.18 1) Certified plans for stage ready waiting on approval -TO's Section 19 Then presented to LA in Sept and put out to tender</b></p> <p><b>2) LA Support demolition of the old toilets and stage after completion of new stage</b></p> <p><b>3) to go on Town Priority list. 6) Waiting on NLC confirmation of new site Corner of Roper Hwy &amp; Numbulwar Road –TO's Section 19 needed; and there is \$10K in new budget and LA could contribute \$10K to CDP to fence cemeteries.</b></p> <p><b>4) Multi Purpose Centre Handed to Yugul Mangi, feasibility study has previously been undertaken. \$66k was allocated in LA Budget for feasibility study, but got a grant. This amount to be allocated towards the oval stage.</b></p>
14.02.18	9.4 Telstra Tower needs fencing	<p>Telstra Tower needs a fence around it to stop people climbing it.</p> <p>Council To write letter or telephone Telstra and Yugul Mangi</p>	CEO	Ongoing	<p><b>30.04.18 Letter to be sent to Telstra &amp; Yugul Mangi ASAP</b></p> <p><b>13.06.2018 Sharon Hillen to follow up</b></p>

Jerry Ashley left the meeting, the time being 12:08 PM  
 Jerry Ashley returned to the meeting, the time being 12:15 PM  
 Collin Hall left the meeting, the time being 12:15 PM

## **9.INCOMING CORRESPONDENCE**

### **9.1 LATE INCOMING CORRESPONDANCE**

Letter from Taylors Festival Fun Fair proposing visit to Ngukurr in August 2018 from 20<sup>th</sup>-27<sup>th</sup> August 2018

**131/2018 RESOLVED (Bobby Nungumajbarr/Owen Turner)**

- (a) **That the Ngukurr Local Authority receive and note the Incoming Correspondence and Approve proposed visit to Ngukurr in august**

**ACTION:** SASO to ask for Donation of 100 free Tickets for Carnival Rides

Collin Hall returned to the meeting, the time being 12:21 PM

## **10.OUTGOING CORRESPONDENCE**

Nil Outgoing Correspondence

## **11.GENERAL BUSINESS**

### **11.1 2018 NATIONAL NAIDOC WEEK**

**132/2018 RESOLVED (Eric Roberts/Robin Rogers)**

- (a) **That the Ngukurr Local Authority provides feedback on activities for 2018 National NAIDOC Week.**

*Meeting Lunch Break 12:33 PM*

*Meeting Resumes 1:17 PM*

### **11.2 ELECTED MEMBER REPORT**

**133/2018 RESOLVED (Daphne Daniels/Bobby Nungumajbarr)**

- (a) **That the Ngukurr Local Authority receive and note the Elected Member Report**

### **11.3 GOVERNANCE REPORT - UPDATE OF PROGRESS OF CURRENT AND FUTURE ALCOHOL ACTION INITIATIVES (AAI) FOR NGUKURR**

**134/2018 RESOLVED (Eric Roberts/Owen Turner)**

- (a) **That the Ngukurr Local Authority receive and note update of progress of current and future Alcohol Action Initiatives (AAI) for Ngukurr.**

**ACTION:** Governance to send invite to Surinder Crichton for the next Ngukurr Local Authority meeting 15<sup>th</sup> August 2018

#### **11.4 COMPLAINTS REGISTER**

- No Open Complaints

**135/2018 RESOLVED (Bobby Nunggumajbarr/Robin Rogers)**

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

#### **11.5 COUNCIL FINANCIAL REPORT - 3RD QUARTER EXPENDITURE REPORT**

**136/2018 RESOLVED (Owen Turner/Robin Rogers)**

- (a) That the Ngukurr Local Authority receive and note the Financial (Expenditure) Report for the third Quarter of 2017-18
- (b) That the Ngukurr Local Authority receive and note the LA Project Expenditure Report as at 31<sup>st</sup> March 2018

#### **11.6 DRAFT REGIONAL PLAN**

**137/2018 RESOLVED (Collin Hall/Bobby Nunggumajbarr)**

- (a) That the Ngukurr Local Authority receives and notes the updated Draft Town Priorities that are to be included in the 2018-19 Regional Plan for Ngukurr.

#### **11.7 COUNCIL SERVICES REPORT**

**138/2018 RESOLVED (Daphne Daniels/Eric Roberts)**

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

### **12. OTHER BUSINESS**

#### **12.1 DISCUSSED OTHER ITEMS OF BUSINESS FROM PREVIOUS MINUTES**

- Prickle Problem on Oval –Next steps
- Speed bumps – Some new locations discussed, trucks entering town too fast and 3 new speed bumps to be installed on Rainbow Street
- Night Patrol Spotlighting, still happening
- AFL Cr Owen Turner spoke on the AFL Competition in Barunga, Ngukurr won Barunga final. General discussion regarding activities for young people in the Community.
- AAI Alcohol Action Initiative
- Ngukurr Local Authority seek Partnership with Stronger Communities for Children to support continuing success of the AFL Program
- Community Safety Night Patrol Survey, handed out at last Local Authority Meeting



**139/2018 RESOLVED (Eric Roberts/Bobby Nunggumajbarr)**

## Recommendation

- (a) That the Ngukurr Local Authority approve the new locations for Speed Bumps
  
- (b) Ngukurr Local Authority seek partnership with Stronger Communities for Children to Support continuing success of AFL

**ACTION:** Install New Speed Bumps ASAP

**ACTION:** Speak with Night Patrol Staff regarding Spotlighting

**12.2 COMMUNITY SAFETY REPORT**

- Currently redesigning/remodelling program
- Overspend in current budget
- Restructures in staff
- Times and days of patrols

**12.3 COMMUNITY DEVELOPMENT PROGRAM DISCUSSION**

- Need for more Music, Media Radio Program and Art Centre Activities instead of Construction Activities
- CDP Women's Centre - Sewing/Textile, Crafts and Painting Activities
- Women's attendance numbers have recently increased
- However there are problems as highlighted by Cr Owen Turner
- Solutions – Activities for Women, CDP Reports on activities, Mentoring and Various Training/Education for Multiple roles in Community

**12.4 ROPER GULF REGIONAL COUNCIL DEPARTMENT REPORTS**

- Night Patrol Report
- Community Development Program Report
- Aged Care Report
- Sport and Recreation Report
- Roper Gulf Regional Council to be invited to attend Stakeholder and Yugul Voice meetings
- Department Managers to attend Local Authority meetings

**140/2018 RESOLVED (Daphne Daniels/Robin Rogers)**

- (a) That the Ngukurr Local Authority move the Motion for Roper Gulf Regional Council Department Reports will be presented at Local Authority Meetings

**12.5 NGUKURR FREIGHT HUB**

- Freight Hub Meeting to be held in Ngukurr with Northern Lands Council on 19<sup>th</sup> June
- Sharon Hillen discussed Freight Hub Project

Jerry Ashley left the meeting, the time being 2:07 PM

## **12.6 OFFICE OF LOCAL GOVERNMENT**

Rodney Hoffman – Community Development Officer,  
Local Government and Community Development

- Remote Program Delivery Office Team
- 4<sup>th</sup> July 2018 Urapunga
- Local Authority Guidelines changes, effective 1<sup>st</sup> July 2018 for Local Authority Projects and Funding

Jerry Ashley returned to the meeting, the time being 2:11 PM

Bobby Nungumajbarr left the meeting, the time being 2:14 PM

Bobby Nungumajbarr returned to the meeting, the time being 2:17 PM

## **CLOSE OF MEETING**

The meeting terminated at 2:24pm.

THIS PAGE AND THE PRECEEDING 6 PAGES ARE THE MINUTES OF THE Ngukurr  
Local Authority Meeting HELD ON Wednesday, 13 June 2018 AND CONFIRMED  
Wednesday, 15 August 2018.

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Chairperson

**CORPORATE GOVERNANCE DIRECTORATE REPORT**

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**ITEM NUMBER** 15.1  
**TITLE** Confirmation of Finance Committee Minutes  
**REFERENCE** 752714  
**AUTHOR** Cristian Coman, Manager - Governance and Corporate Planning

**RECOMMENDATION**

- (a) **That Council receives and notes the Finance Committee Meeting minutes for the meeting held on 30 May 2018.**

**BACKGROUND**

The Finance Committee met on 30 May 2018. Attached are the unconfirmed minutes of that meeting.

**ISSUES/OPTIONS/SWOT**

<<Enter Text>>

**FINANCIAL CONSIDERATIONS**

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**ATTACHMENTS:**

- 1 Finance Committee Meeting 2018-05-30 [749205].DOCX



MINUTES OF THE FINANCE COMMITTEE MEETING # 3 OF THE ROPER GULF  
REGIONAL COUNCIL MEETING HELD AT THE CONFERENCE ROOM  
ROPER GULF REGIONAL COUNCIL HEADQUARTERS  
29 CRAWFORD STREET, KATHERINE ON WEDNESDAY, 30 MAY 2018 AT 8:30  
AM

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## **PRESENT/STAFF/GUESTS**

### **1.1 Committee Members**

- Mayor Judy MacFARLANE;
- Deputy Mayor Helen LEE;
- Councillor Owen TURNER;
- Councillor Samuel EVANS;
- Geoff BISHOP (Independent Member)

### **1.2 Staff**

- Michael BERTO, Chief Executive Officer
- Greg ARNOTT, Director of Corporate Governance
- Sharon HILLEN, Director of Council and Community Services
- Cristian COMAN, Manager of Governance and Corporate Planning
- Lokesh ANAND, Chief Financial Officer
- Tessa CARNEGIE, Local Authority Support Coordinator (Minute Taker)
- Munish SINGLA, Management Accountant
- Annalisa BOWDEN, Regional Manager, Community Services
- Melissa AMARANT, Contracts Manager
- Josh MULHALL, Outstations Coordinator
- Jasjit RAI, Financial Accountant

### **1.3 Guests**

Nil

## **MEETING OPENED**

Meeting opened at 08.52am

## **WELCOME TO COUNTRY**

Mayor Judy MacFARLANE welcomed Committee Members and Staff to the Meeting and the Roper Gulf Regional Council was read.

## **APOLOGIES AND LEAVE OF ABSENCE**

19/2018 RESOLVED (Helen Lee/Owen Turner)

**CARRIED**

### **1.4 APOLOGIES AND LEAVE OF ABSENCE**

- (a) That the Finance Committee does not accept the apology of Councillor Anabelle DAYLIGHT;
- (b) That Councillor Annabelle DAYLIGHT be stood down from the Finance

Committee;

Cr A.Daylight

Discussion regarding apologies and leave of absence protocol and next steps moving forward. Apology is not accepted and she will be stood down from the FCM

Mayor discussed Cr. A.Daylight stepping down from the FCM.

Discussion surrounding her attendance at the NGA18.

Mayor discussed attendance at the NGA18 of Cr Evans/ Tessa CARNEGIE

### **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**

20/2018 RESOLVED (Samuel Evans/Geoff Bishop)

**CARRIED**

- (a) **That the Finance Committee resolves to adopt the Minutes of the Finance Committee Meeting held on 28 March 2018 as a true and accurate record of that Meeting.**

### **BUSINESS ARISING FROM PREVIOUS MINUTES**

Discussion regarding the Can Crusher for Mataranka Regional Recycling Centre and status of project and funding.

NOTE: \$3000 small town/ community and \$5000 large town/ community from LA funding for above specified project.

General discussion regarding the following:

- Barunga Lights – installed by October, no funding agreement.
- Growth Centre and Transport Freight Hub Project
- Council Rates
- AFL – Champions Forum, develop a remote AFL Program, Ngukurr Comp. working for better communication and understanding of roles and responsibilities.
- King Ash Bay

### **INCOMING CORRESPONDENCE**

Late Correspondence.

Police Station Complex are requesting Council:

- No interest for a roadwork within the Complex
- In writing with Council approval

Cr Evans/ Cr Turner – carried

### **OUTGOING CORRESPONDENCE**

NIL

### **EXECUTIVE DIRECTORATE REPORTS**

NIL

**CORPORATE GOVERNANCE DIRECTORATE REPORTS****13.1 GRANTS: GRANTS AGREEMENTS FOR SIGNING**

21/2018 RESOLVED (Samuel Evans/Geoff Bishop)

**CARRIED**

- (a) That the Finance Committee accept the funding offer of \$100,000 (GST Exclusive) from the Department of Tourism and Culture, by signing, dating and affixing the Common Seal to one copy of the Funding Agreement.
- (b) That the Finance Committee accept the funding offer of \$200,000 (GST Exclusive) from the National Disability Insurance Agency, by signing and dating one copy of the Funding Agreement.
- (c) That the Finance Committee accept the funding offer of \$396,016 (GST Exclusive) from the Department of Health, by signing and dating one copy of the Funding Agreement.
- (d) That the Finance Committee accept the funding offer of \$5,064,753 (GST Exclusive) from the Department of Education and Training, by signing and dating one copy of the Funding Agreement.

General discussion regarding the following:

- (a) Timeframe. Currently work in progress.
- (b) Successful in achieving the \$200,000 NDIS funding agreement, promote NDIS to community and establish service delivery model. With the potential of 140 clients within the Roper Gulf Region.
- (c) Over 2 years
- (d) Over 5 years – Crèche (final report on Agenda is in relation to this point)

**13.2 FINANCE - RGRC FINANCIAL REPORT AS AT 30TH APRIL 2018**

22/2018 RESOLVED (Helen Lee/Geoff Bishop)

**CARRIED**

- (a) That the Finance Committee receive and note the financial reports as at 30<sup>th</sup> April 2018.

Discussion regarding Financial Reports:

- Donations used by AFL Club for Barunga Festival (transport and food)
- Lodged FBT and paid \$83,000
- Interim Audit, no issues found
- RGRC Auction planned for August 2018, online platform also used

**13.3 GRANTS: GRANT AGREEMENT VARIATIONS**

23/2018 RESOLVED (Owen Turner/Geoff Bishop)

- (a) That the Finance Committee accept the variation to the Building Better Regions Fund Grant Agreement, by signing and dating one copy of the Funding Agreement.
- (b) That the Finance Committee accept the variation to 2017-18 MES/HMS Grant Agreement from the Department of Housing and Community Development, by signing, dating, and affixing the Common Seal to one copy of the Funding Agreement.
- (c) That the Finance Committee accept the variation to Homelands Extra Allowance Grant Agreement from the Department of Housing and Community Development, by signing, dating, and affixing the Common Seal to one copy of the Funding Agreement.

- (d) That the Finance Committee accept the variation to the 2018 Youth Reconnect Grant Agreement from the Department of Prime Minister and Cabinet, by signing and dating one copy of the Funding Agreement.

- (a) Extended to 30 June 2019 – should be completed this year in Dry Season.  
 (b) Variation additional  
 (c) Additional funding to improve dwellings  
 (d) Under spend reason: based on non attendance and the inability to attract individuals to the space, will insure funding goes back to community.

#### 13.4 GRANTS: REQUEST FOR SPONSORSHIP

24/2018 RESOLVED (Judy MacFarlane/Geoff Bishop)

- (a) That the Finance Committee assess and make recommendations on the Sponsorship Request from Artback NT for \$3,000, to conduct the Music NT Desert Divas program at the 2018 Malandari Festival.

General discussion regarding the Sponsorship Request

### COUNCIL & COMMUNITY SERVICES DIRECTORATE REPORT

#### 14.1 NDIS FUNDING REPORT

25/2018 RESOLVED (Geoff Bishop/Samuel Evans)

**CARRIED**

- (a) That the Finance Committee disregards report as matter discussed at Item 13.3

#### 14.2 CCCF FUNDING

26/2018 RESOLVED (Helen Lee/Owen Turner)

**CARRIED**

- (a) That the Finance Committee disregards report as matter discussed at Item 13.3

#### 14.3 NDIS REPORT

27/2018 RESOLVED (Helen Lee/Owen Turner)

**CARRIED**

- (a) That the Finance Committee disregards report as matter discussed at Item 13.3

#### 14.4 NTG TERRITORY WIDE LOGISTICS MASTER PLAN

28/2018 RESOLVED (Helen Lee/Samuel Evans)

**CARRIED**

- (a) That the Finance Committee receive and note the NTG Territory Wide Logistics Master Plan  
 (b) That the Finance Committee provide a submission to the discussion paper of the NTG Territory Wide Logistics Master Plan

Sharon Hillen discussed the NTG Territory Wide Logistics Master Plan with the focus on Roper Gulf Region Communities.

- INCLUDE the Tablelands Highway

- Dock Creek to Waterhouse Bridge

**COMMUNITY SERVICES DIRECTORATE REPORTS**

**15.1 COMMONWEALTH HOME SUPPORT PROGRAM (CHSP)**

29/2018 RESOLVED (Geoff Bishop/Owen Turner)

**CARRIED**

- (a) That the Finance Committee disregards report as matter discussed at Item 13.3

BREAK: 1007hrs

RESUMPTION OF MEETING: 1044hrs

**COMMERCIAL SERVICES DIRECTORATE REPORTS**

Nil

**BUSINESS ARISING**

Nil

**DEPUTATIONS & PETITIONS**

Nil

**GENERAL BUSINESS**

**15.2 NDIS PROGRAMME**

30/2018 RESOLVED (Geoff Bishop/Samuel Evans)

**CARRIED**

- (a) That the Finance Committee approves an additional Community Service Officer at Level 2 for 20 hours per week for NDIS service delivery and amend budget accordingly.
- (b) NDIS program financial performance (actual versus budget) to be reported to Finance Committee at all Finance Committee Meetings.
- (c) NDIS budget to be regularly reviewed by Finance Committee to ensure NDIS program is a stand-alone program, financially independent of other programs (cost-neutrality).

**15.3 63 CHARDON STREET BUDGET AMENDMENT**

31/2018 RESOLVED (Samuel Evans/Owen Turner)

**CARRIED**

- (a) That the Finance Committee approves the budget amendment required for works at 63 Chardon Street site of \$65,000.

**15.4 SECOND QUARTER BUDGET AMENDMENT**

32/2018 RESOLVED (Geoff Bishop/Owen Turner)

**CARRIED**

- (a) That the Finance Committee adopts the Second Quarter Amended Budget.

Lunch: 1210hrs – 1244hrs



**Action for OCM – 27 June 2018**

- Crawford St costing update;
- Roads and Stormwater audit;
- Rocky Creek;
- Update for Larrimah Bore;
- Asset Management Plan;

**QUESTIONS FROM THE PUBLIC**

Nil

**16.1 DECISION TO MOVE TO CONFIDENTIAL SESSION**

33/2018 RESOLVED (Helen Lee/Samuel Evans)

**CARRIED**

(a) That the Finance Committee moves into Confidential Session Members of the press and public be excluded from the Confidential Session and access to the correspondence and reports relating to the items considered during the course of the Confidential Session to be withheld. This action is taken in accordance with Section 65(2) of the *Local Government Act* as the items listed come within the following provisions:

**17.1 Confirmation of Previous Confidential Minutes**

*The report will be dealt with under Section 65(2) (ciii) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.*

**17.2 Human Resources Restructure - Cost Neural**

*The report will be dealt with under Section 65(2) (ciii) (ciii) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to prejudice the security of the council, its members or staff; AND information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.*

**17.3 Additional Positions for CDP**

*The report will be dealt with under Section 65(2) (ciii) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.*

**17.4 Changes to CDP Structure**

*The report will be dealt with under Section 65(2) (ciii) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.*

**17.5 Draft Budget**

*The report will be dealt with under Section 65(2) (ciii) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.*

### **CLOSED SESSION**

#### **17.1 CONFIRMATION OF PREVIOUS CONFIDENTIAL MINUTES CARRIED**

**34/2018 RESOLVED (Geoff Bishop/Owen Turner)**

- (a) That the Finance Committee resolves to adopt the Confidential Minutes of the Finance Committee Meeting held on 28 March 2018 as a true and accurate record of that Meeting.

#### **17.2 HUMAN RESOURCES RESTRUCTURE - COST NEUTRAL CARRIED**

**35/2018 RESOLVED (Geoff Bishop/Samuel Evans)**

1. That the Finance Committee approve the HR Re-structure
2. That the Finance Committee approve the expenditure as endorsed by SLT on 12 March 2018 in relation to *Project Envy* (see attached)

#### **17.3 ADDITIONAL POSITIONS FOR CDP CARRIED**

**36/2018 RESOLVED (Helen Lee/Owen Turner)**

- (a) That the Finance Committee approves an additional two (2) Level 3 and one (1) Level 6 positions and amends current budget accordingly.

#### **17.4 CDP - CHANGE TO STRUCTURE CARRIED**

**37/2018 RESOLVED (Geoff Bishop/Helen Lee)**

- (a) That the Finance Committee accepts and agrees to changes

#### **17.5 2018-19 DRAFT BUDGET**

**38/2018 RESOLVED (Geoff Bishop/Samuel Evans) CARRIED**

- (a) That the Finance Committee receives and notes the draft 2018-19 Budget

#### **18 DECISION TO MOVE OUT OF CONFIDENTIAL SESSION**

**39/2018 RESOLVED (Helen Lee/Owen Turner) CARRIED**

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

**CLOSE OF MEETING**

The meeting terminated at 1431hrs.

THIS PAGE AND THE PRECEEDING 38 PAGES ARE THE MINUTES OF THE Finance Committee HELD ON Wednesday, 30 May 2018 AND CONFIRMED Wednesday, 29 August 2018.

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Mayor Judy MacFARLANE

**CORPORATE GOVERNANCE DIRECTORATE REPORT**

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**ITEM NUMBER** 15.2  
**TITLE** Sponsorship Request  
**REFERENCE** 751622  
**AUTHOR** Cristian Coman, Manager - Governance and Corporate Planning

**RECOMMENDATION**

- (a) **That Council considers the sponsorship request from Mataranka Fishing, Sporting & Recreation Club**

**BACKGROUND**

The Mataranka Fishing, Sporting & Recreation Club (MFSRC) is requesting Roper Gulf Regional Council to sponsor its Rodeo on 04 August 2018.

**ISSUES/OPTIONS/SWOT**

MFSRC is hosting a Rodeo in Mataranka on 04 August 2018.

**FINANCIAL CONSIDERATIONS**

The Club is requesting sponsorship to the value of \$3,000

**ATTACHMENTS:**

- 1 RGRC Sponsorship request - 2018.docx

The Mayor and Councillors  
Roper Gulf Regional Council  
PO Box 1321  
Katherine NT 0851

26 June 2018

Dear Mayor Judy MacFarlane and Elected Members,

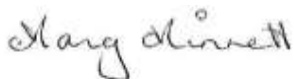
Firstly, we would like to take this opportunity to once again thank you for your support in 2017 as without assistance from valued sponsors such as yourself, we would find it very hard to put on events for the Mataranka region. We had our first meeting of the year in January, held a 20/20 cricket match on Australia Day and are continuing to carry out work to our clubhouse at the Mataranka Sport & Rec Grounds.

The 2018 MFSRC-hosted Rodeo will be held on the 4<sup>th</sup> of August and we would be most grateful if you would consider supporting us again. We estimate that once again, the rodeo will attract scores of competitors and hundreds of visitors and will benefit the local and surrounding communities of Mataranka through providing added incentive for tourism visitors to visit the region while supporting local sportspeople. The Club is requesting sponsorship from Roper Gulf Regional Council to the value of \$3,000 which will be spent on Prizemoney for the Open Saddlebronc and for the compulsory event insurance. Roper Gulf Regional Council's logo will be published on all promotional materials should sponsorship be approved and, in addition, the Council receives naming rights to the Open Saddlebronc event plus prominent displaying of your banner.

All funds the MFSRC raises by holding events, a stall at the Mataranka Markets, sausage sizzles at the Cricket Matches etc, all goes back into the Mataranka Community whether to improve the facilities we use, donating to other community events/improvements or into the expense of running activities etc.

The Mataranka Fishing, Sporting and Recreation Club thanks the Mayor and Elected Members for considering this request.

Yours sincerely



Marg Minnett  
Sponsorship Officer  
0418 349 959  
[margminnett@gmail.com](mailto:margminnett@gmail.com)

**CORPORATE GOVERNANCE DIRECTORATE REPORT**

<b>ITEM NUMBER</b>	15.3
<b>TITLE</b>	FINANCE - RGRC FINANCIAL REPORT AS AT 31 MAY 2018
<b>REFERENCE</b>	752144
<b>AUTHOR</b>	Lokesh Anand, Finance Manager

**RECOMMENDATION**

- (a) **That the Ordinary Meeting of Council receive and note the financial report as at 31<sup>st</sup> May 2018.**

**BACKGROUND**

Attached are the financial reports for Roper Gulf Regional Council as at 31<sup>st</sup> May 2018, including:

- Balance Sheet
- Income and expenditure report by service group
- Income and expenditure report by account category
- Cash-at-bank Statement & 12-month graph on cash balances
- Expenditure reports for all communities

Balance sheet has been prepared as per prevailing accounting standard, practice and in compliance with the applicable Local Government Act. Revenue and Expenditure statement as at the end of May 2018 shows a surplus of \$ 13.7M. Our bank balance as at 31<sup>st</sup> May is \$ 27.2 M.

Budget preparation for 2018-19 financial years is completed and a draft budget is presented in a separate report. The auditors were on site from week of 24<sup>th</sup> May for Interim Audit. Second budget revision for 2017-18 financial year was completed timely. The FBT return has been completed and lodged with ATO.

**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.

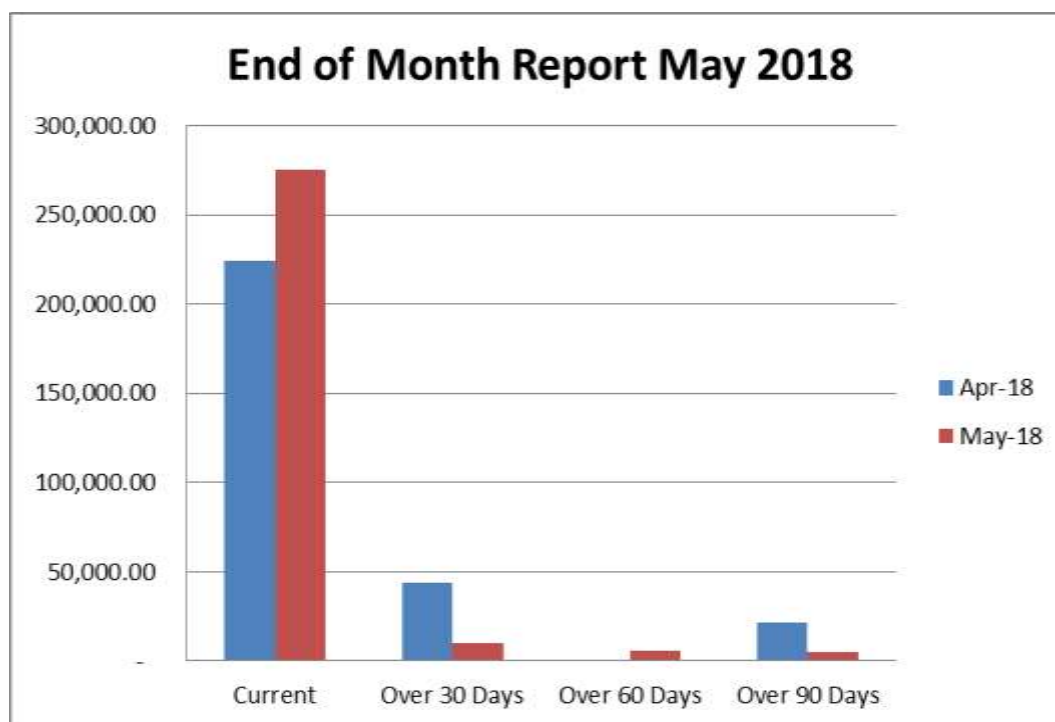
See attached: Aged Analysis – Detailed Report – Accounts Receivable 31<sup>st</sup> May 2018

As at 31<sup>st</sup> May 2018 \$ 295,488.13 is outstanding. Comparatively, at 30<sup>th</sup> April 2018, the total debt outstanding was \$ 289,166.89. During this month, debtors have shown an overall increase from April 2018 to May 2018 by \$ 6,321.24

**AR Age Analysis**

Debtors	April-18		May-18	
Current	224,202.88	77.54%	275,021.72	93.08%
Over 30 days	43,532.36	15.06%	9,784.01	3.32%

<b>Over 60 days</b>			<b>5,600.75</b>	<b>1.90%</b>
<b>Over 90 days</b>	<b>21,431.65</b>	<b>7.40%</b>	<b>5,081.65</b>	<b>1.70%</b>
	<b>289,166.89</b>		<b>295,488.13</b>	
<b>Less: Unapplied Credits</b>	<b>13,270.41</b>		<b>13,297.40</b>	
<b>Total Actual Outstanding</b>	<b>275,896.48</b>		<b>282,190.73</b>	



**Top 10 AR Debtors – May 2018**

A/C	Description	Balances	Status	Reason
00114	Dept. Of Housing and Community Development	\$136,430.98	Current	Tenancy Management
00981	Alawa Aboriginal Corporation	\$ 93,500.00	Current	CDP Admin Fee 2017-18
00121	Dept. of Infrastructure, Planning & Logistics	\$17,459.96	Current	Litter Collection & Slashing
00975	AOT Hotels	\$9,800.00	Over 60 ,30Days	Accommodation
01250	John Terepo	\$ 4,294.65	Over 90Days	Service on Vehicle-Payroll Deductions in place
01374	Asbuild NT	\$ 3,750.00	Current	Dumping of house waste
00120	Dept. of Infrastructure, Planning & Logistics(Transport)	\$ 3,505.91	Current	Medivac Callout
00377	Traditional Credit Union	\$ 2,618.34	Current	Rental Lease
00359	Sunrise Health	\$ 2,000.00	Current	Rental Lease
00568	Nighthawk Transport	\$ 1,942.50	Over 30 Days & Current	Forklift Hire

**Rates & Refuse Outstanding– May 2018**

Financial Year	Financial Year Balance	Percentage of total Owing
2008/2009	\$ 27,189.21	11.27 %
2009/2010	\$ 4,765.51	1.98 %
2010/2011	\$ 5,825.76	2.41 %
2011/2012	\$ 4,998.31	2.07 %
2012/2013	\$ 5,633.23	2.33 %
2013/2014	\$ 13,247.39	5.49 %
2014/2015	\$ 64,999.62	26.94 %
2015/2016	\$ 19,560.48	8.11 %
2016/2017	\$ 25,615.24	10.62 %
2017/2018	\$ 69,420.68	28.78 %
Total	\$ 241,255.43	100.00%

The rates department is working in recovering the outstanding rates and charges. Last month the outstanding for rates & charges were \$ 251,762.51

### Creditors

The summary below shows the amount of creditors outstanding for the current month.

See attached: Aged Analysis Report – Detailed Report – Accounts Payable 31<sup>st</sup> May 2018.

As at 31<sup>st</sup> May 2018, \$717,674.61 in creditors is outstanding.

The Accounts Payable age analysis report depicts the following:

Creditors	Amount	
Current	\$498,090.58	69%
Over 30 days	\$51,601.91	7%
Over 60 days	\$3,894.70	1%
Over 90 days	\$166,680.98	23%
<b>Total outstanding amount (Including Overdue)</b>	<b>\$720,268.17</b>	
<b>Less: Unapplied Credits</b>	<b>-\$2,593.56</b>	
<b>TOTAL ACTUAL OUTSTANDING</b>	<b>\$717,674.61</b>	

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 May 2018:

Acc. #	Description	Amount	Transaction
10325	AIRPOWER	\$52,615.53	KUBOTAS FOR BARUNGA & MATARANKA
10745	COUNCILBIZ	\$92,908.74	APR – JUNE 2018 ICT BUSINESS SYSTEM SUPPORT
11081	MABUNJI ABORIGINAL RESOURCE ASSN INC	\$36,292.88	TAMARIND PARK SHADE STRUCTURE
12851	HWL EBSWORTH LAWYERS	\$15,032.05	PROFESSIONAL SERVICES APRIL 2018
10244	POWER WATER	\$11,151.85	LOT 3859 MATARANKA WATER BILL



10280	TELSTRA CORPORATION	<b>\$62,473.27</b>	CONSOLIDATED ACCOUNT
13103	KATHERINE CONSTRUCTIONS	<b>\$35,466.90</b>	2 CRAWFORD ST
13272	SUDHA CONTINHO	<b>\$21,500.00</b>	BORROLOOLA GRIEF, LOSS & TRAUMA WSHOP
13365	PUBLIC PRIVATE PROPERTY	<b>\$27,500.00</b>	VALUATION OF ASSETS
13533	AVERILL PIERS-BLUNDELL	<b>\$16,700.00</b>	BBF TRANSITION SUPPORT CRECHE
12781	WRIGHT EXPRESS AUSTRALIA	<b>\$19,766.58</b>	FUEL CARDS APRIL 2018
12990	IED TRUST	<b>\$11,649.12</b>	MONTHLY LEASED VEHICLES
		<b>\$403,056.92</b>	

All entered amount has already been paid and settled.

### **FINANCIAL CONSIDERATIONS**

Nil

### **ATTACHMENTS:**

1 Council Report 31.05.2018.pdf

# Roper Gulf Regional Council

## Balance Sheet as at 31.05.2018



ASSETS		LIABILITIES	
<b>Current Assets</b>		<b>Current Liabilities</b>	
Cash	14,787,219	Accounts payable	717,675
Accounts receivable	282,191	Taxes payable	0
(less doubtful accounts)	-96,164	Accrued Expenses	0
Rates & Waste Charges Receivable	241,255	Provisions	1,644,470
Inventory	199,504	Other Current Liabilities	227,671
Investments	11,000,000	Suspense accounts	0
Other current assets	134,564		
<b>Total Current Assets</b>	<b>26,548,569</b>	<b>Total Current Liabilities</b>	<b>2,589,816</b>
<b>Less: Unexpended Tied Grants</b>	<b>5,245,579</b>		
<b>Available Untied Current Assets</b>	<b>21,302,990</b>		
			<b>Working Capital</b>
			<b>\$23,958,753</b>
			<b>\$18,713,174</b>
<b>Non-current Assets</b>		<b>Long-term Liabilities</b>	
Land	3,991,287	Other long-term liabilities	598,908
Buildings	79,680,961		598,908
(less accumulated depreciation)	-43,606,800		
Fleet, Plant, Infrastructure and Equip	35,161,659	<b>Total Liabilities</b>	<b>3,188,724</b>
(less accumulated depreciation)	-23,405,608		
Furniture and fixtures	135,898		
(less accumulated depreciation)	-133,013		
Work in Progress assets	3,005,147		
Other non-current assets	0		
<b>Total Non-current Assets</b>	<b>54,829,530</b>		
<b>TOTAL ASSETS</b>	<b>81,378,099</b>	<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>81,378,099</b>

**Balance Sheet Check** OK

RATIOS	
Current Ratio	10.25
Quick Ratio	10.17
Cash Ratio	9.96
Effective	8.23

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by Service Group

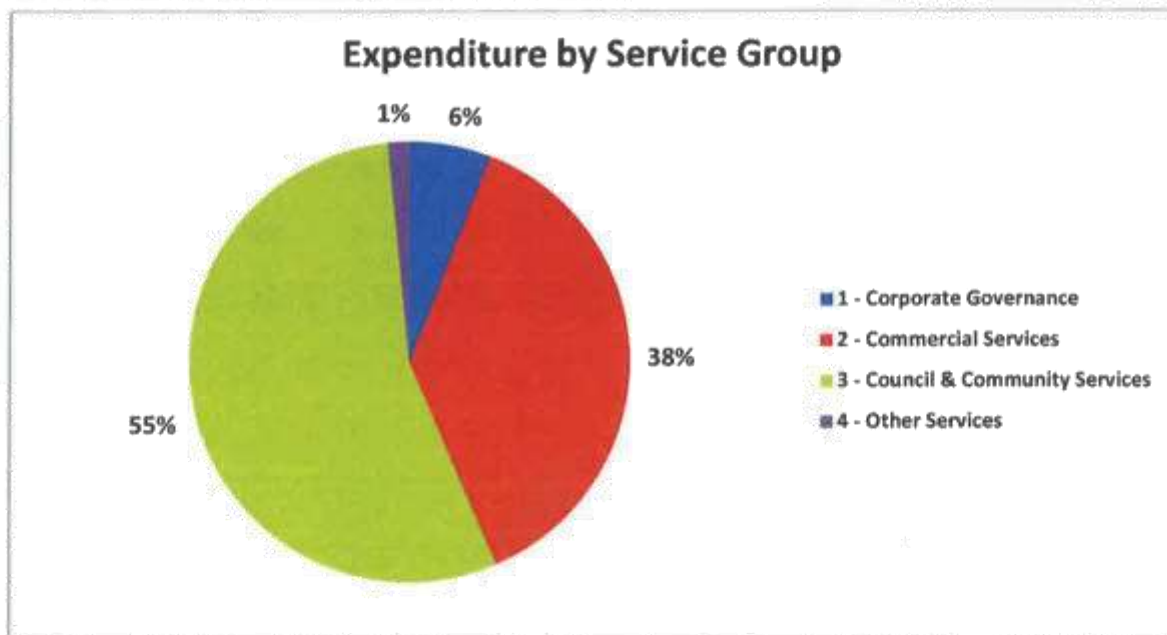
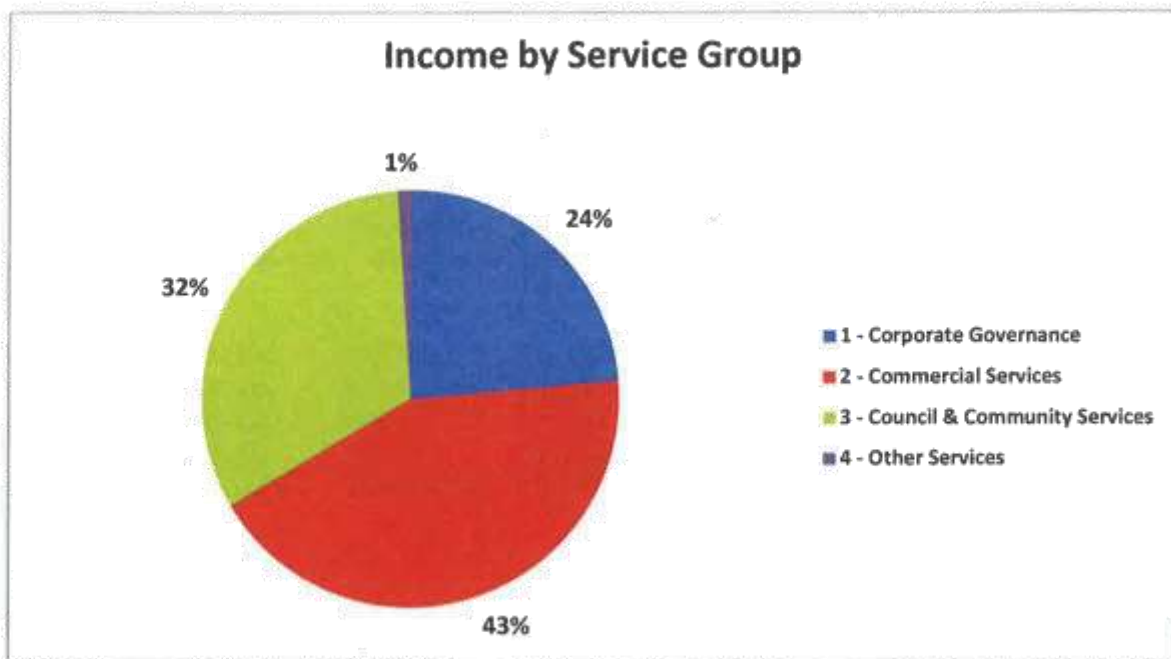
## Roper Gulf Regional Council

Income & Expenditure Report as at  
31-May-2018  
for the year 2017-2018



	18GLACT Year to Date Actual (\$)	18GLBUD2 Year to Date Budget (\$)	Variance (\$)	18GLBUD2 Full Year Budget (\$)
<b>Income</b>				
1 - Corporate Governance	9,688,876	9,343,823	345,053	10,193,261
2 - Commercial Services	17,641,619	17,352,318	289,301	18,929,801
3 - Council & Community Services	13,340,351	12,316,766	1,023,585	13,436,472
4 - Other Services	426,559	390,187	36,372	425,659
<b>Total Income</b>	<b>41,097,405</b>	<b>39,403,094</b>	<b>1,694,311</b>	<b>42,985,193</b>
<b>Carried Forwards</b>				
81 - Accumulated Surplus Deficit	5,045,811	4,782,560	263,251	5,217,338
<b>Total Carried Forwards</b>	<b>5,045,811</b>	<b>4,782,560</b>	<b>263,251</b>	<b>5,217,338</b>
<b>Total Available Funds</b>	<b>46,143,216</b>	<b>44,185,654</b>	<b>1,957,562</b>	<b>48,202,531</b>
<b>Expenditure</b>				
1 - Corporate Governance	1,905,140	3,466,930	-1,561,790	3,782,119
2 - Commercial Services	12,219,884	13,830,046	-1,610,162	15,087,320
3 - Council & Community Services	17,772,513	18,672,668	-900,155	20,370,183
4 - Other Services	530,458	504,761	25,697	550,648
<b>Total Expenditure</b>	<b>32,427,995</b>	<b>36,474,405</b>	<b>-4,046,410</b>	<b>39,790,269</b>
<b>Anticipated Tied Funds</b>				
81 - Accumulated Surplus Deficit	0	0	0	4,605,466
<b>Total Tied Funds</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,605,466</b>
<b>Total Expenses plus Tied Funds</b>	<b>32,427,995</b>	<b>36,474,405</b>	<b>-4,046,410</b>	<b>44,395,735</b>
<b>Surplus/(Deficit)</b>	<b>13,715,221</b>	<b>7,711,249</b>	<b>6,003,972</b>	<b>3,806,796</b>
<b>Capital Expenditure</b>				
1 - Corporate Governance	3,513,887	5,557,349	-2,043,462	6,062,563
2 - Commercial Services	11,164	0	11,164	0
3 - Council & Community Services	1,793,502	1,585,436	208,066	1,729,567
4 - Other Services	-2,313,406	412,743	-2,726,148	450,265
<b>Total Capital Expenditure</b>	<b>3,005,147</b>	<b>7,555,528</b>	<b>-4,550,380</b>	<b>8,242,395</b>

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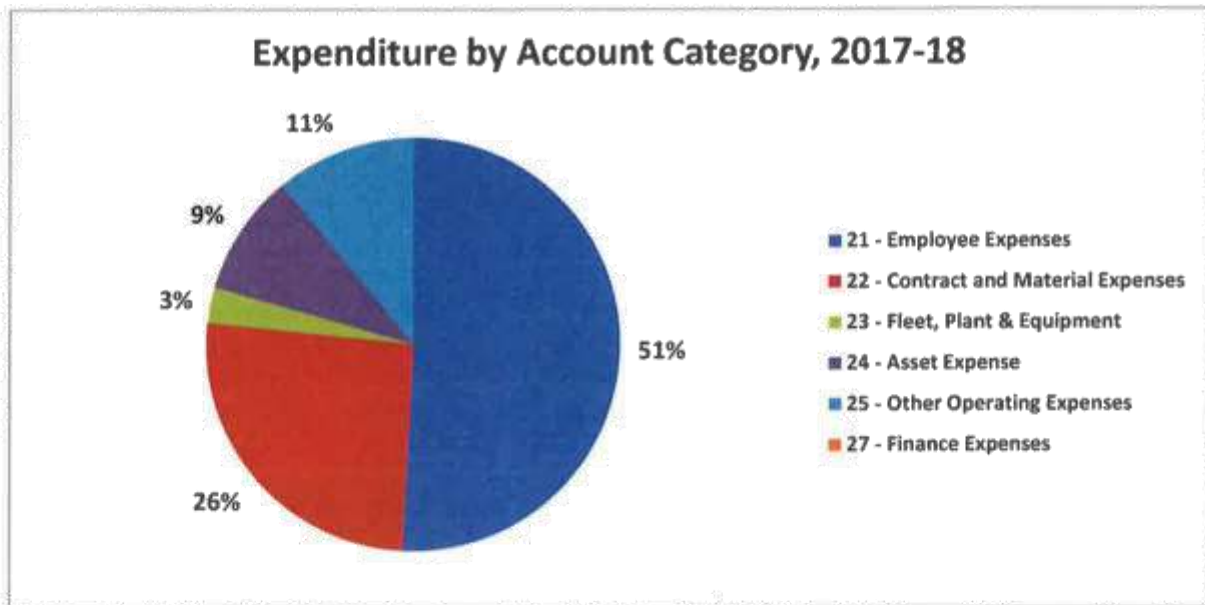
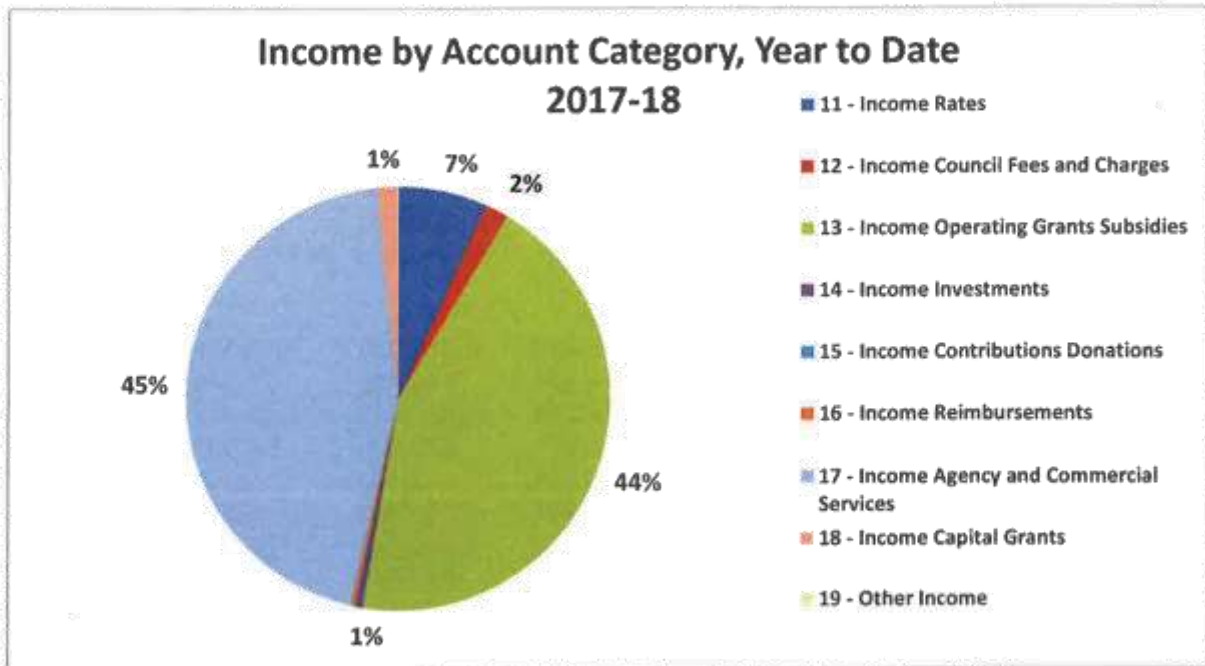
## Roper Gulf Regional Council

Income & Expenditure Report as at  
31-May-2018  
for the year 2017-2018



	18GLACT	18GLBUD2		18GLBUD2
	Year to Date	Year to Date		Full Year
	Actual (\$)	Budget (\$)	Variance (\$)	Budget (\$)
<b>Income</b>				
11 - Income Rates	2,765,877	2,535,388	230,489	2,765,878
12 - Income Council Fees and Charges	764,356	735,408	28,948	802,263
13 - Income Operating Grants Subsidies	18,106,431	16,886,712	1,219,719	18,421,866
14 - Income Investments	265,871	275,033	-9,162	300,035
15 - Income Contributions Donations	4,091	3,750	341	4,091
16 - Income Reimbursements	101,495	93,163	8,332	101,633
17 - Income Agency and Commercial Servi	18,425,564	18,240,464	185,100	19,898,688
18 - Income Capital Grants	617,989	593,990	23,999	647,989
19 - Other Income	45,732	39,187	6,544	42,750
<b>Total Income</b>	<b>41,097,405</b>	<b>39,403,094</b>	<b>1,694,311</b>	<b>42,985,193</b>
<b>Carried Forwards</b>				
81 - Accumulated Surplus Deficit	5,045,811	4,782,560	263,251	5,217,338
<b>Total Carried Forwards</b>	<b>5,045,811</b>	<b>4,782,560</b>	<b>263,251</b>	<b>5,217,338</b>
<b>Total Available Funds</b>	<b>46,143,216</b>	<b>44,185,654</b>	<b>1,957,562</b>	<b>48,202,531</b>
<b>Expenditure</b>				
21 - Employee Expenses	16,487,322	17,362,768	-875,445	18,941,201
22 - Contract and Material Expenses	8,380,715	9,726,328	-1,345,613	10,610,538
23 - Fleet, Plant & Equipment	899,890	1,032,791	-132,901	1,126,681
24 - Asset Expense	3,092,230	4,065,966	-973,736	4,435,599
25 - Other Operating Expenses	3,555,278	4,274,093	-718,816	4,662,659
27 - Finance Expenses	12,561	12,459	102	13,590
<b>Total Expenditure</b>	<b>32,427,995</b>	<b>36,474,405</b>	<b>-4,046,410</b>	<b>39,790,269</b>
<b>Anticipated Tied Funds</b>				
81 - Accumulated Surplus Deficit	0	0	0	4,605,466
<b>Total Tied Funds</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,605,466</b>
<b>Total Expenses plus Tied Funds</b>	<b>32,427,995</b>	<b>36,474,405</b>	<b>-4,046,410</b>	<b>44,395,735</b>
<b>Surplus/(Deficit)</b>	<b>13,715,221</b>	<b>7,711,249</b>	<b>6,003,972</b>	<b>3,806,796</b>
<b>Capital Expenditure</b>				
53 - WIP Assets	3,005,147	7,555,528	-4,550,380	8,242,395
<b>Total Capital Expenditure</b>	<b>3,005,147</b>	<b>7,555,528</b>	<b>-4,550,380</b>	<b>8,242,395</b>

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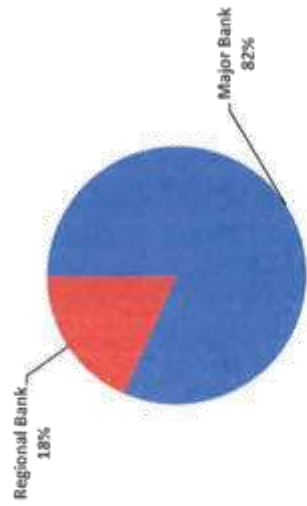


**Roper Gulf Regional Council**  
**Investment Report**  
**as at 31st May 2018**

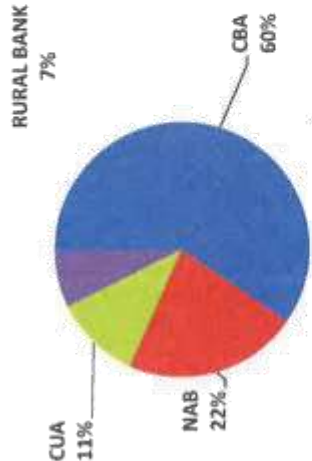


Classification of ADI's Under policy	Authorised Deposit-taking institution	Amount	% of Exposure	Rating	Lodgement Date	Maturity Date	Interest on Maturity	Interest rate	Within Diversification Limits
Major Bank	Commonwealth Bank - Working capital	\$16,190,935	59.55%	A1+/AA-					
<b>Investments (Deposits)</b>									
Major Bank	National Australia Bank	\$2,000,000	7.36%	AA2/AA-	5/02/2018	28/06/2018	19,432.33	2.48%	
Major Bank	National Australia Bank	\$4,000,000	14.71%	AA2/AA-	4/04/2018	28/06/2018	23,660.28	2.54%	
Regional Bank	Credit Union Australia	\$3,000,000	11.03%	A2/BBB	4/04/2018	3/10/2018	38,893.15	2.60%	
Regional Bank	Rural Bank	\$2,000,000	7.36%	A2/BBB+	30/04/2018	30/10/2018	28,076.71	2.80%	
<b>Total cash and investments held</b>		<b>\$27,190,935</b>	<b>100.00%</b>						

**Investment per ADI Category**



**Investment Per Institution**



# Roper Gulf Regional Council

## Actual cash at bank as at 31st May 2018



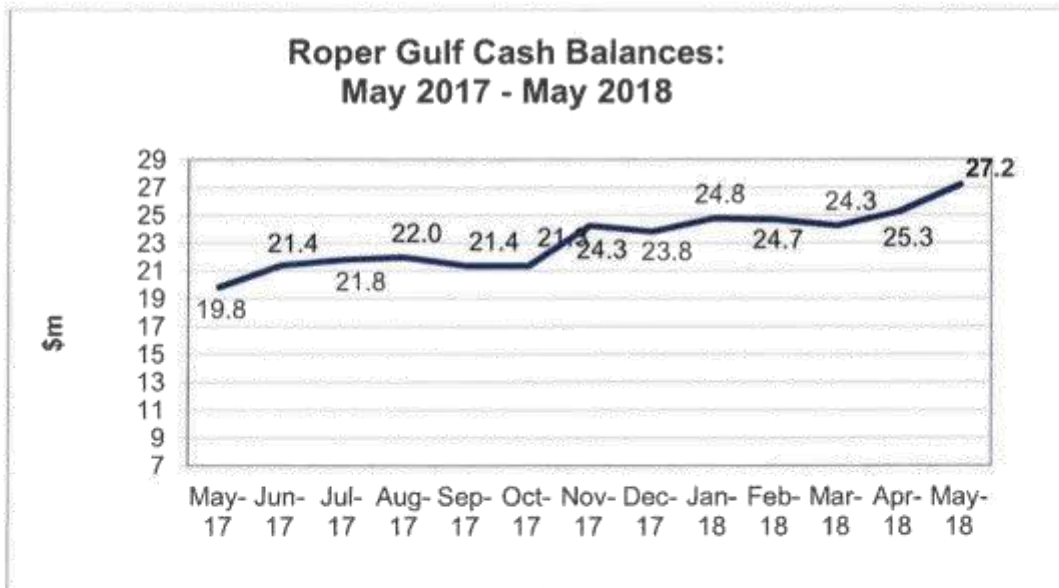
**Bank:**

- Commonwealth - Business 10313307  
*Monthly interest earned*
- Commonwealth - Operating 10313294  
*Monthly interest earned*
- Commonwealth - Trust 103133315  
*Monthly interest earned*
- Commonwealth - Numbulwar Fuel - 590210381211  
*Monthly interest earned*
- National Australia Bank - Term Deposit  
*Monthly interest earned*
- National Australia Bank - Term Deposit  
*Monthly interest earned*
- Credit Union Australia - Term Deposit  
*Monthly interest earned*
- Rural Bank - Term Deposit  
*Monthly interest earned*

Closing balance as at 31st May 2018	
	\$14,199,718.16
	<b>\$7,760.36</b>
	\$55,688.92
	<b>\$159.15</b>
	\$50,793.89
	<b>\$184.34</b>
	\$1,884,734.27
	<b>\$1,111.99</b>
	\$2,000,000.00
	<b>\$0.00</b>
	\$4,000,000.00
	<b>\$0.00</b>
	\$3,000,000.00
	<b>\$0.00</b>
	\$2,000,000.00
	<b>\$0.00</b>

**Total Cash at Bank** **\$27,190,935.24**

**Total Interest Earned to date** **\$265,871.00**



**Note:** The "Total Cash at Bank" is the actual Money in the Bank at 31st May. It varies from Book Balance due to Unpresented Cheques and Outstanding Deposits



Communitywise Expenditure Summary as at 31st May 2018									
Location	HQ			Barunga			Beswick		
	Actual	Budget	%	Actual	Budget	%	Actual	Budget	%
Corporate Govern	49,349	1,364,979	4%	49,386	86,556	57%	151,442	181,897	83%
Commercial Servic	7,551	1,041,903	-1%	790,451	898,988	88%	1,253,413	1,384,810	91%
Council & Commu	2,213,574	2,284,204	97%	1,137,448	1,179,392	96%	1,478,168	1,641,559	90%
Other Services	271,744	249,099	109%	223,577	205,221	0%	-	-	0%
<b>Total</b>	<b>2,542,219</b>	<b>2,856,379</b>	<b>89%</b>	<b>2,200,861</b>	<b>2,370,157</b>	<b>93%</b>	<b>2,883,023</b>	<b>3,208,267</b>	<b>90%</b>
Location	Borroloola			Bulman			Eva valley		
	Actual	Budget	%	Actual	Budget	%	Actual	Budget	%
Corporate Govern	243,784	263,074	93%	37,774	58,231	65%	61,749	93,392	66%
Commercial Servic	1,246,373	1,558,159	80%	587,364	712,171	82%	245,191	271,056	90%
Council & Commu	2,369,939	2,372,451	100%	1,254,800	1,318,397	95%	1,010,713	1,095,414	92%
Other Services	3,120	3,208	97%	-	-	0%	-	-	0%
<b>Total</b>	<b>3,863,217</b>	<b>4,196,891</b>	<b>92%</b>	<b>1,879,938</b>	<b>2,088,799</b>	<b>90%</b>	<b>1,317,653</b>	<b>1,459,861</b>	<b>90%</b>
Location	Jilkminggan			Mataranka			Hodgson Downs		
	Actual	Budget	%	Actual	Budget	%	Actual	Budget	%
Corporate Govern	17,853	21,877	82%	92,686	72,770	127%	369,126	337,759	109%
Commercial Servic	801,429	954,456	84%	427,277	516,363	83%	937,701	1,685,292	56%
Council & Commu	1,225,135	1,486,735	82%	1,741,558	1,728,091	101%	166,365	187,394	89%
Other Services	-	-	0%	-	-	0%	-	-	0%
<b>Total</b>	<b>2,044,416</b>	<b>2,463,069</b>	<b>83%</b>	<b>2,261,522</b>	<b>2,317,224</b>	<b>98%</b>	<b>1,473,191</b>	<b>2,210,445</b>	<b>67%</b>
Location	Ngukurr			Numbulwar			Other Locations		
	Actual	Budget	%	Actual	Budget	%	Actual	Budget	%
Corporate Govern	365,958	409,939	89%	465,917	575,630	81%	115	825	14%
Commercial Servic	2,295,762	2,532,916	91%	2,093,929	2,286,148	92%	1,533,444	2,071,590	74%
Council & Commu	3,081,774	3,072,294	100%	1,916,279	2,050,728	93%	176,761	256,010	69%
Other Services	3,225	20,840	15%	7,448	6,827	109%	21,343	19,565	109%
<b>Total</b>	<b>5,746,719</b>	<b>6,035,989</b>	<b>95%</b>	<b>4,483,573</b>	<b>4,919,334</b>	<b>91%</b>	<b>1,731,663</b>	<b>2,347,989</b>	<b>74%</b>

# Roper Gulf Regional Council



## Income & Expenditure Report as at

31-May-2018

HQ

### Expenditure by Service

	18GLACT Year to Date Actual (\$)	18GLBUD2 Year to Date Budget (\$)	Variance (\$)	18GLBUD2 Annual Budget (\$)
1 - Corporate Governance	49,349	1,364,979	1,315,630	1,489,069
2 - Commercial Services	7,551	-1,041,903	-1,049,454	-1,136,625
3 - Council & Community Services	2,213,574	2,284,204	70,630	2,491,859
4 - Other Services	271,744	249,099	-22,645	271,744
<b>Total Expenditure</b>	<b>2,542,219</b>	<b>2,856,379</b>	<b>314,160</b>	<b>3,116,047</b>

### Expenditure by Account Category

21 - Employee Expenses	5,748,838	6,053,149	304,311	6,603,435
22 - Contract and Material Expenses	2,193,921	2,310,397	116,476	2,520,433
23 - Fleet, Plant & Equipment	223,224	217,978	-5,246	237,795
24 - Asset Expense	3,092,230	4,065,966	973,736	4,435,599
25 - Other Operating Expenses	1,913,616	2,261,148	347,532	2,466,707
27 - Finance Expenses	12,481	12,384	-97	13,510
31 - Internal Cost Allocations	-10,642,090	-12,064,642	-1,422,553	-13,161,431
<b>Total Expenditure</b>	<b>2,542,219</b>	<b>2,856,379</b>	<b>314,160</b>	<b>3,116,047</b>

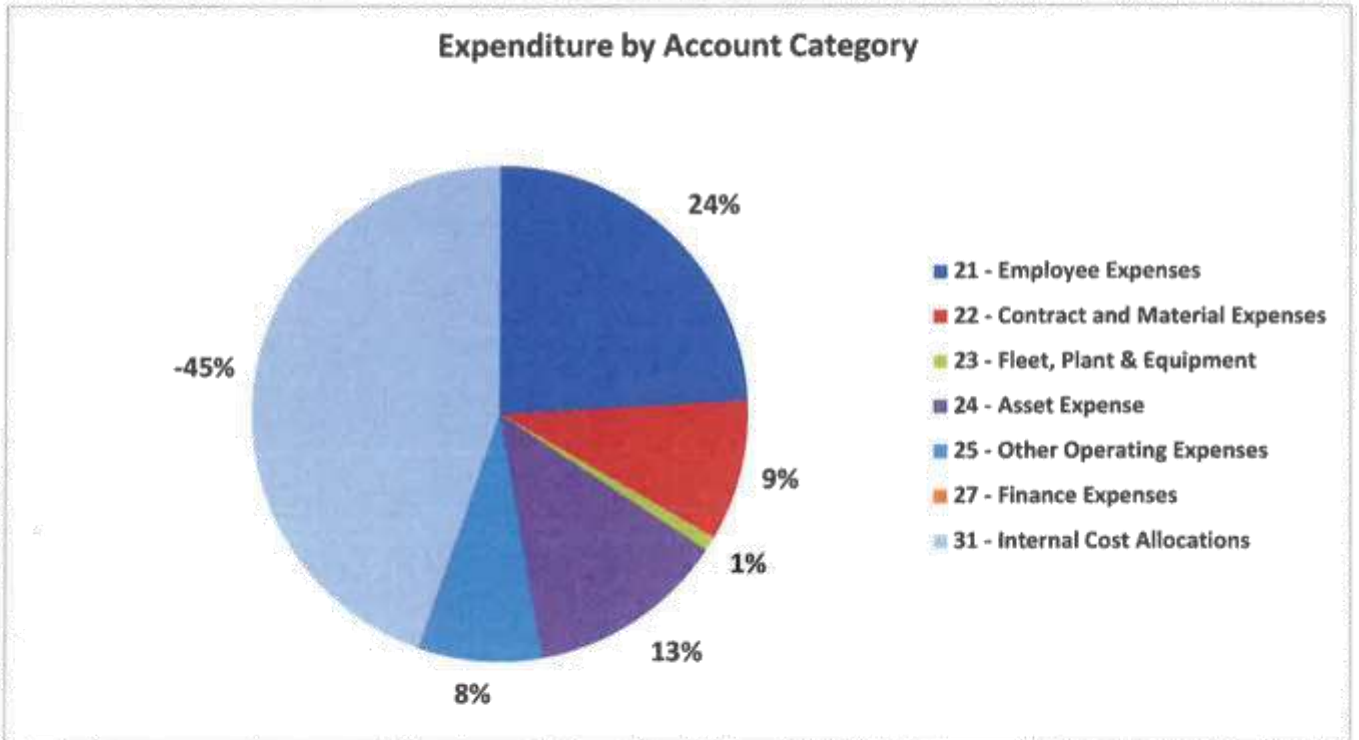
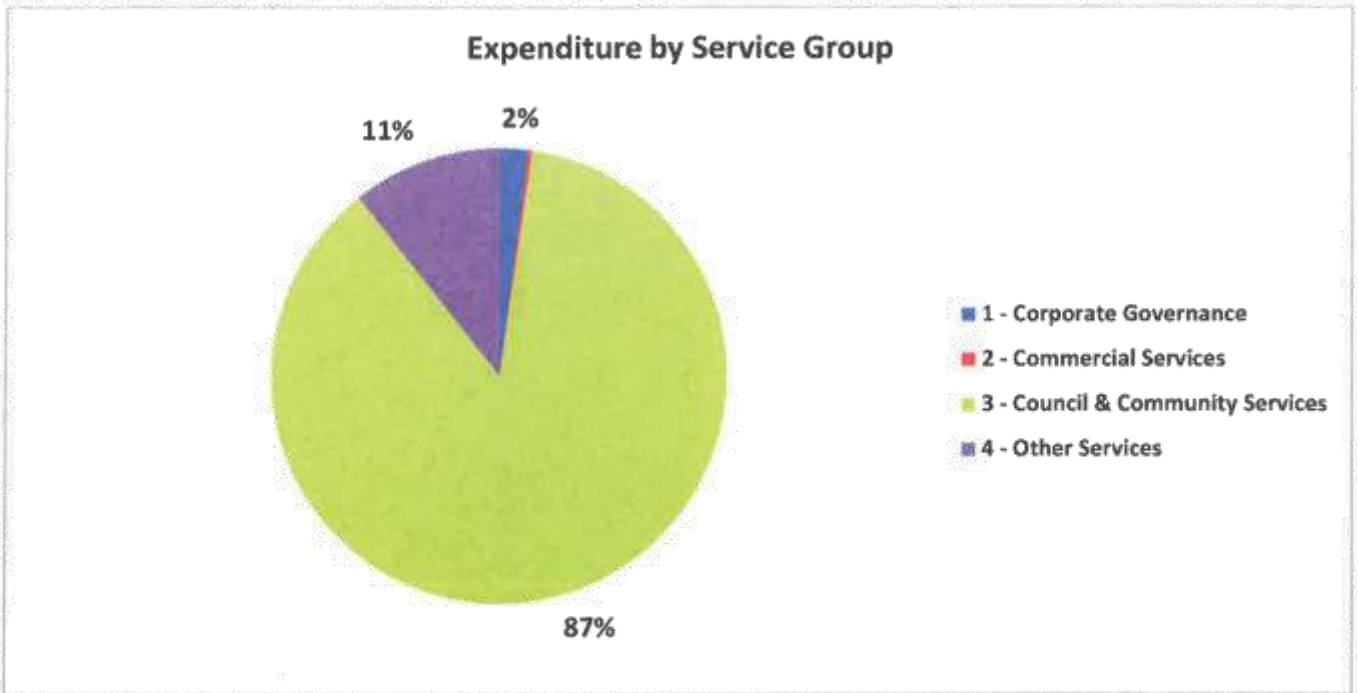
### Expenditure by Activity

101 - Chief Executive	383,384	395,986	12,602	431,984
102 - Corporate Services Directorate and Admin	242,397	256,791	14,394	280,136
103 - Infrastructure and Technical Services Directorate	213,308	122,974	-90,334	134,154
104 - Community Services Directorate and Admin	680	-4,201,110	-4,201,790	-4,583,032
105 - Financial Management	782,654	814,794	32,139	888,866
106 - General Council Operations	-2,489,756	-2,593,144	-103,389	-2,828,885
107 - Human Resources	955,537	999,834	44,298	1,090,729
108 - IT services	13,977	-9,201	-23,179	-10,038
109 - Asset Department	51,192	73,782	22,589	80,489
110 - Assets Management - Fixed Assets	-454,017	198,326	652,343	216,356
112 - HQ Development	29	0	-29	0
113 - Project Management	309,882	355,142	45,261	387,428
114 - Work Health and Safety	224,359	240,279	15,920	262,123
115 - Asset Management - Mobile Fleet & Equipm	-1,197,812	-769,449	428,363	-839,399
130 - Governance	594,270	619,643	25,373	675,974
131 - Council and Elected Members	563,876	684,894	121,018	747,157
132 - Local Authority	385	7,471	7,085	8,150
133 - Local Elections	61,991	60,500	-1,491	66,000
134 - Community Grants	7,000	29,333	22,333	32,000
161 - Waste management	10,889	12,113	1,224	13,214
170 - Australia Day	0	540	540	589
171 - Naidoc Week	3,550	3,254	-296	3,550
200 - Local roads maintenance	447	0	-447	0
220 - Territory Housing Repairs and Maintenance	451,863	460,120	8,256	501,949



221 - Territory Housing Tenancy Management Co	125,242	126,581	1,339	138,088
240 - Commercial Operations admin	349,822	266,307	-83,515	290,517
241 - Airstrip maintenance Contracts	245	752	506	820
242 - Litter Collection and Slashing External Contr	1,750	1,604	-146	1,750
244 - Power Water contract	278	0	-278	0
246 - Commercial Australia Post	3,778	3,792	14	4,137
275 - Mechanical Workshop	290,941	57,441	-233,500	62,663
313 - CDP Central Administration	-1,670,232	5,327	1,675,559	5,812
314 - Service Fee - CDP	11,446	1,972,894	1,961,448	2,152,247
320 - Outstation Services Admin	-67,766	-49,387	18,378	-53,877
322 - Outstations Housing Maintenance	191,517	182,923	-8,594	199,552
323 - Outstations municipal services	308,459	119,211	-189,248	130,049
324 - Outstations Capital Infrastructure	9,526	11,642	2,116	12,700
340 - Community Services admin	66,411	90,720	24,310	98,968
341 - Commonwealth Aged Care Package	0	259,814	259,814	283,433
342 - Indigenous Aged Care Employment	35,065	126	-34,939	138
344 - Commonwealth Home Support Program	95,086	-152,336	-247,422	-166,185
346 - Indigenous Broadcasting	33,869	34,025	156	37,118
347 - Creche	4,498	0	-4,498	0
348 - Library	15,837	15,791	-46	17,227
350 - Centrelink	164,407	165,225	819	180,246
352 - Disability in Home Support	21,152	12,443	-8,709	13,575
355 - National Disability Insurance Scheme	113,421	161,982	48,561	176,708
381 - Animal Control	192,156	208,358	16,203	227,300
400 - Community Safety Admin and Management	-105,546	-123,349	-17,803	-134,563
401 - Night Patrol	647,015	748,801	101,786	816,873
403 - Outside School Hours Care	3,208	0	-3,208	0
404 - Indigenous Sports and Rec Program	198,407	233,746	35,339	254,996
405 - Sports & Rec - AFL Mens Competition 2018	2,950	0	-2,950	0
407 - Remote Sports and Recreation	136,736	159,547	22,811	174,051
414 - Drug and Volatile Substances	30,643	38,058	7,415	41,518
415 - Indigenous Youth Reconnect	329,935	292,371	-37,565	318,950
465 - SPG - IT UPGRADES	251,744	230,766	-20,979	251,744
481 - Right Path Project	131	0	-131	0
488 - NTEPA Environment Grant	20,000	18,333	-1,667	20,000
<b>Total Expenditure</b>	<b>2,542,219</b>	<b>2,856,379</b>	<b>314,160</b>	<b>3,116,047</b>
<b>Capital Expenditure</b>				
5321 - Capital Purchase/Construct Buildings	579,995	1,840,456	1,260,460	2,007,770
5341 - Capital Purchases Plant & Equipment	115,563	105,933	-9,630	115,563
5371 - Capital Purchase Vehicles	750,747	361,201	-389,546	394,038
<b>Total Capital Expenditure</b>	<b>1,446,306</b>	<b>2,307,590</b>	<b>861,284</b>	<b>2,517,371</b>

HQ



# Roper Gulf Regional Council



## Income & Expenditure Report as at

31-May-2018

Barunga (Bamyili)

### Expenditure by Service

	18GLACT Year to Date Actual (\$)	18GLBUD2 Year to Date Budget (\$)	Variance (\$)	18GLBUD2 Annual Budget (\$)
1 - Corporate Governance	49,386	86,556	37,170	94,425
2 - Commercial Services	790,451	898,988	108,537	980,715
3 - Council & Community Services	1,137,448	1,179,392	41,944	1,286,609
4 - Other Services	223,577	205,221	-18,356	223,877
<b>Total Expenditure</b>	<b>2,200,861</b>	<b>2,370,157</b>	<b>169,296</b>	<b>2,585,626</b>

### Expenditure by Account Category

21 - Employee Expenses	731,682	766,061	34,379	835,703
22 - Contract and Material Expenses	456,031	450,726	-5,305	491,701
23 - Fleet, Plant & Equipment	56,998	63,762	6,764	69,559
25 - Other Operating Expenses	67,245	110,144	42,899	120,158
31 - Internal Cost Allocations	888,905	979,464	90,559	1,068,506
<b>Total Expenditure</b>	<b>2,200,861</b>	<b>2,370,157</b>	<b>169,296</b>	<b>2,585,626</b>

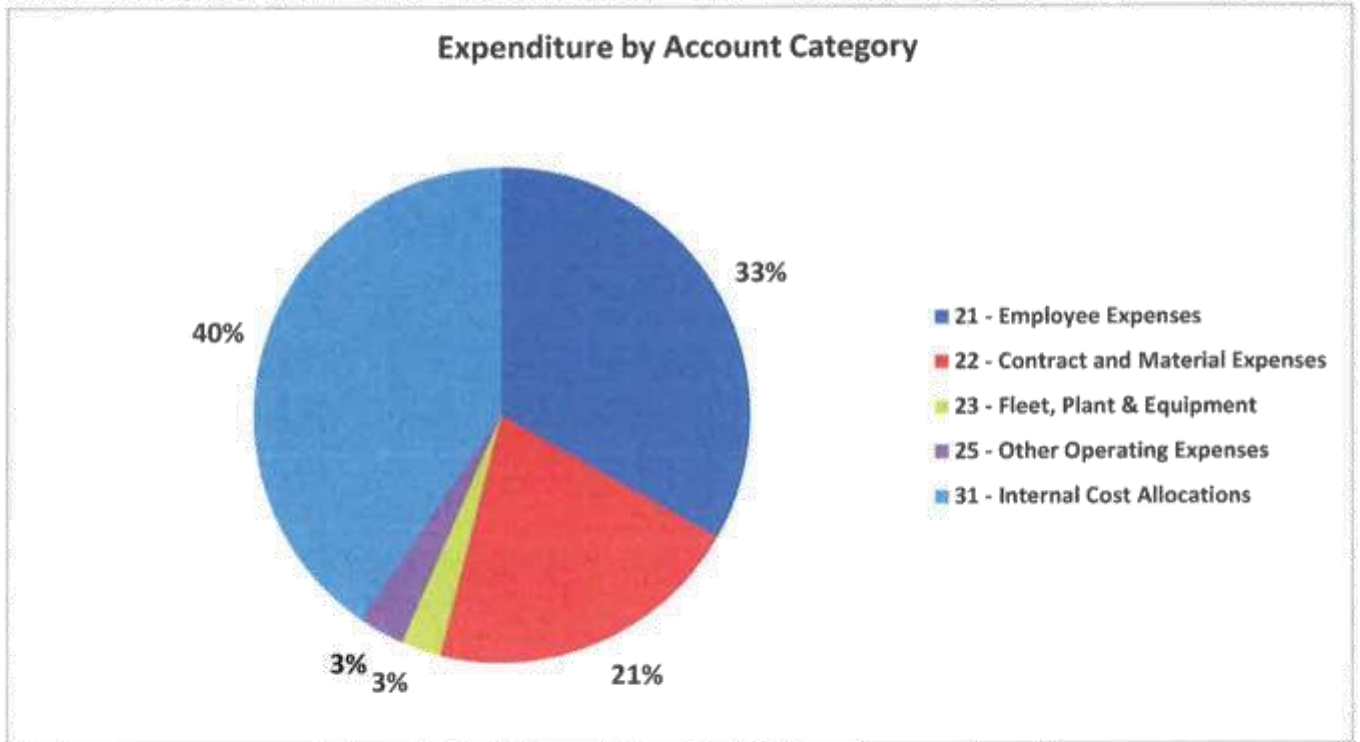
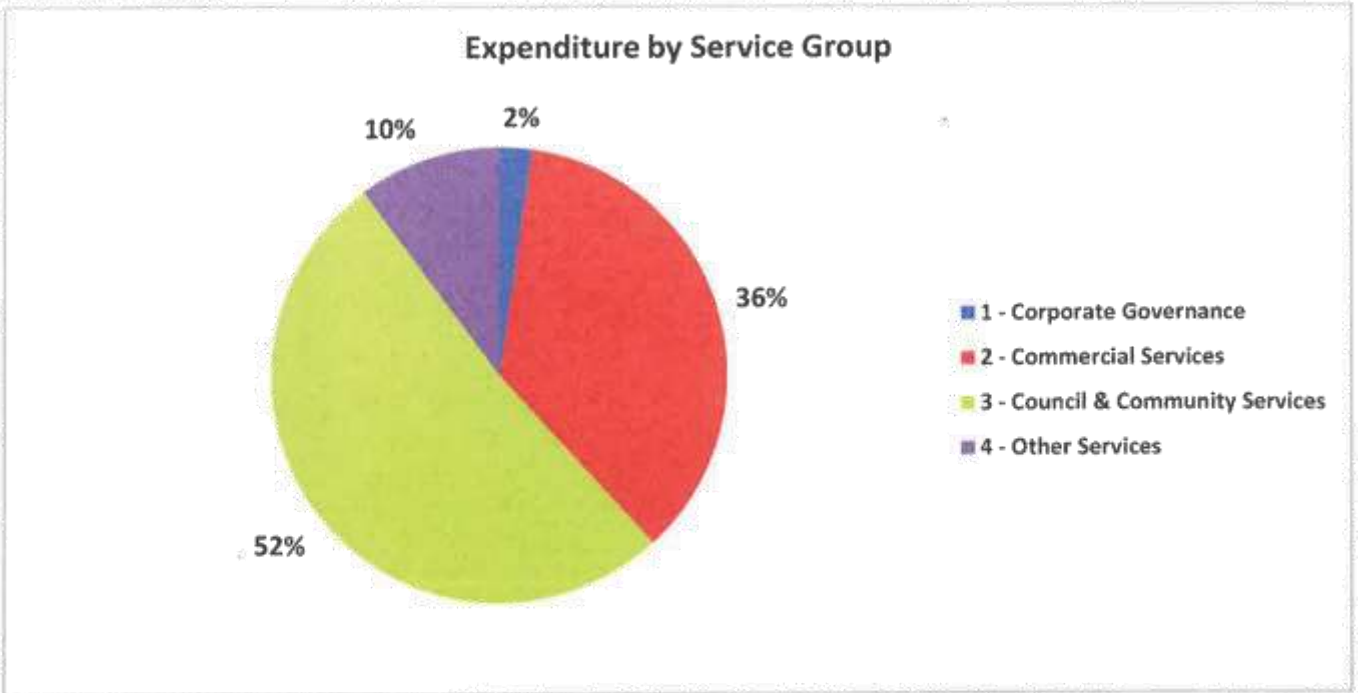
### Expenditure by Activity

110 - Assets Management - Fixed Assets	430	34,259	33,829	37,373
111 - Council Services General	257,370	274,220	16,850	299,149
115 - Asset Management - Mobile Fleet & Equipm	2,169	0	-2,169	0
131 - Council and Elected Members	3,150	2,888	-262	3,151
132 - Local Authority	4,755	4,077	-678	4,448
133 - Local Elections	190	174	-16	190
138 - Local Authority Project	18,406	23,859	5,453	26,028
160 - Municipal Services	451,271	471,245	19,974	514,085
161 - Waste management	77,532	79,717	2,186	86,965
164 - Local Emergency Management	1,866	963	-903	1,050
169 - Civic Events	2,251	2,064	-188	2,251
170 - Australia Day	682	625	-57	682
171 - Naidoc Week	171	157	-14	171
200 - Local roads maintenance	4,308	2,292	-2,017	2,500
201 - Street lighting	10,196	9,350	-846	10,200
202 - Staff Housing	20,286	21,300	1,014	23,236
220 - Territory Housing Repairs and Maintenance	1,992	2,392	401	2,610
221 - Territory Housing Tenancy Management Co	104,690	108,655	3,965	118,533
241 - Airstrip maintenance Contracts	1,410	1,395	-15	1,522
242 - Litter Collection and Slashing External Contr	40,143	40,167	24	43,818
246 - Commercial Australia Post	9,349	9,387	38	10,241
314 - Service Fee - CDP	587,868	599,493	11,625	653,992
318 - Outcome Payments - CDP	45,000	137,500	92,500	150,000
341 - Commonwealth Aged Care Package	8,801	9,786	984	10,675
344 - Commonwealth Home Support Program	3,784	4,602	818	5,020
346 - Indigenous Broadcasting	20,869	23,907	3,038	26,080

348 - Library	18,608	19,392	785	21,155
350 - Centrelink	50,333	52,372	2,039	57,133
381 - Animal Control	644	590	-54	644
401 - Night Patrol	169,121	167,870	-1,251	183,131
404 - Indigenous Sports and Rec Program	27,901	29,179	1,278	31,831
407 - Remote Sports and Recreation	778	367	-411	400
409 - Sport and Rec Facilities	29,620	29,620	0	32,313
414 - Drug and Volatile Substances	466	92	-374	100
423 - SPG - Diversion Evenings	109	280	171	305
462 - 2014-19 Roads to Recovery	737	676	-61	737
464 - NT Govt Special Purpose Grants	14,808	13,574	-1,234	14,808
472 - REIF Barunga Heavey Vehicle Route	208,769	191,647	-17,122	209,070
477 - CBF - AFL Watering System Barunga	32	29	-3	32
<b>Total Expenditure</b>	<b>2,200,861</b>	<b>2,370,157</b>	<b>169,296</b>	<b>2,585,626</b>
<b>Capital Expenditure</b>				
5321 - Capital Purchase/Construct Buildings	66,791	74,975	8,184	81,791
5331 - Capital Construct Infrastructure	304,205	290,771	-13,434	317,205
5341 - Capital Purchases Plant & Equipment	64,651	60,131	-4,520	65,598
5371 - Capital Purchase Vehicles	96,688	89,004	-7,685	97,095
<b>Total Capital Expenditure</b>	<b>532,336</b>	<b>514,881</b>	<b>-17,455</b>	<b>561,688</b>



**Barunga (Bamyili)**



# Roper Gulf Regional Council



## Income & Expenditure Report as at

31-May-2018

Beswick (Wugularr)

### Expenditure by Service

	18GLACT Year to Date Actual (\$)	18GLBUD2 Year to Date Budget (\$)	Variance (\$)	18GLBUD2 Annual Budget (\$)
1 - Corporate Governance	151,442	181,897	30,455	198,433
2 - Commercial Services	1,253,413	1,384,810	131,397	1,510,702
3 - Council & Community Services	1,478,168	1,641,559	163,392	1,790,792
<b>Total Expenditure</b>	<b>2,883,023</b>	<b>3,208,267</b>	<b>325,244</b>	<b>3,499,927</b>

### Expenditure by Account Category

21 - Employee Expenses	1,188,914	1,289,259	100,344	1,406,464
22 - Contract and Material Expenses	306,485	344,224	37,739	375,517
23 - Fleet, Plant & Equipment	60,360	67,879	7,519	74,050
25 - Other Operating Expenses	97,021	142,596	45,575	155,559
31 - Internal Cost Allocations	1,230,242	1,364,309	134,067	1,488,337
<b>Total Expenditure</b>	<b>2,883,023</b>	<b>3,208,267</b>	<b>325,244</b>	<b>3,499,927</b>

### Expenditure by Activity

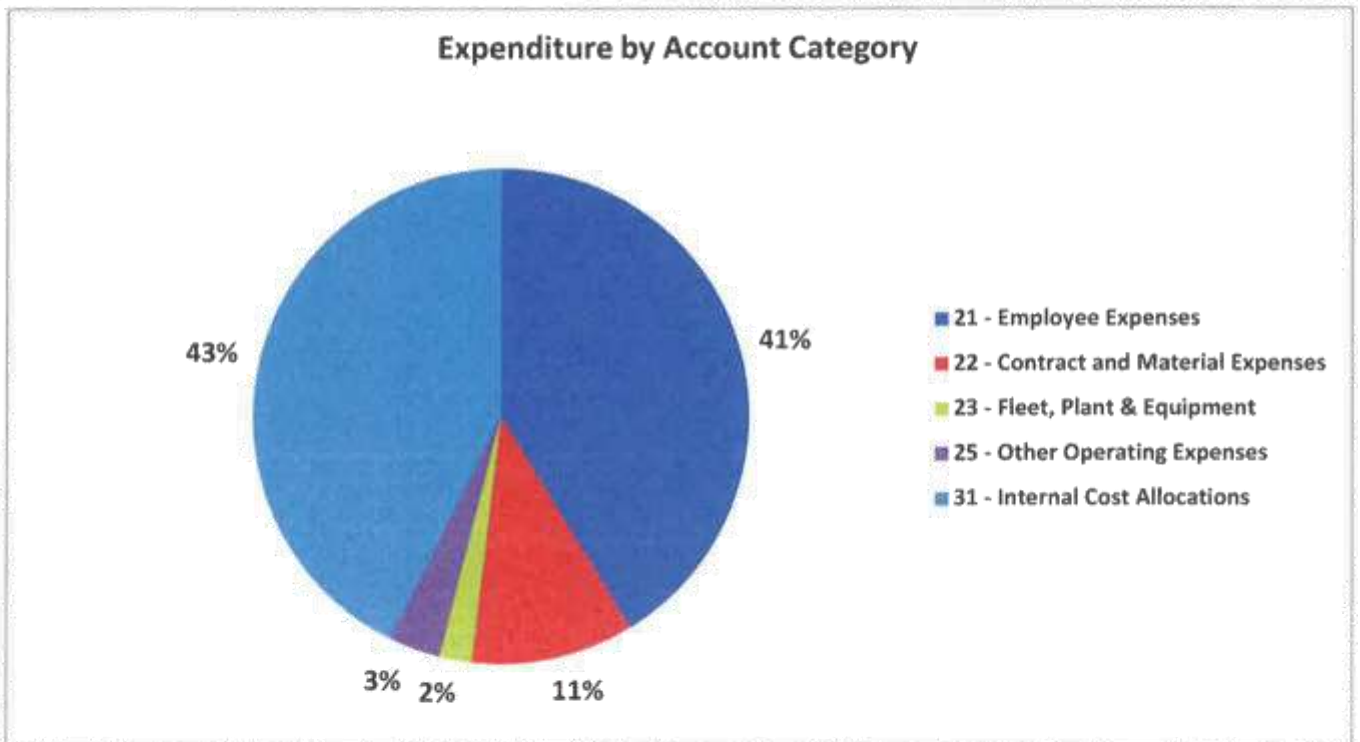
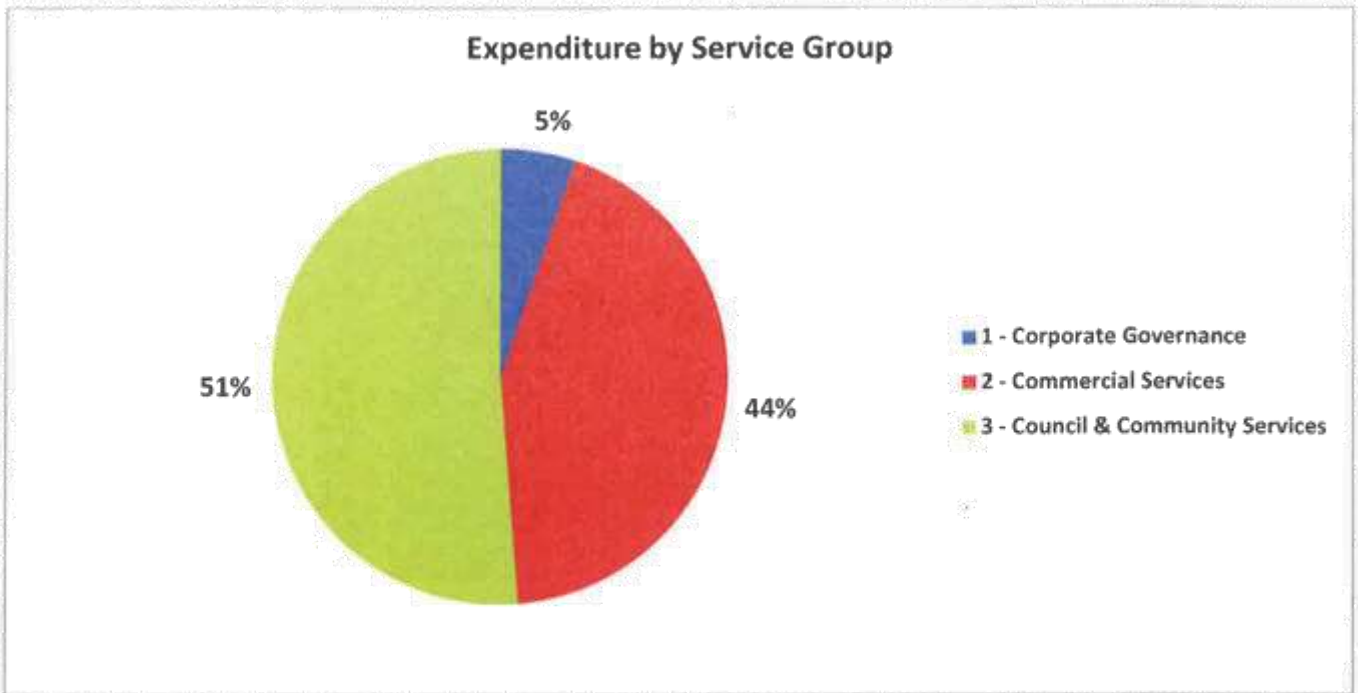
110 - Assets Management - Fixed Assets	982	38,127	37,145	41,593
111 - Council Services General	288,948	299,122	10,173	326,314
115 - Asset Management - Mobile Fleet & Equipm	388	0	-388	0
131 - Council and Elected Members	50	46	-4	50
132 - Local Authority	3,900	4,737	837	5,168
133 - Local Elections	523	613	90	669
138 - Local Authority Project	20,180	25,204	5,024	27,496
160 - Municipal Services	398,825	394,147	-4,678	429,978
161 - Waste management	28,013	34,891	6,878	38,063
164 - Local Emergency Management	2,315	1,871	-444	2,041
169 - Civic Events	556	510	-46	556
170 - Australia Day	448	410	-37	448
200 - Local roads maintenance	22,127	20,235	-1,891	22,075
201 - Street lighting	7,621	9,350	1,729	10,200
202 - Staff Housing	16,574	-1,325	-17,899	-1,445
220 - Territory Housing Repairs and Maintenance	100,054	106,736	6,682	116,439
221 - Territory Housing Tenancy Management Co	0	509	509	555
245 - Visitor Accommodation and External Facility	108,845	114,494	5,649	124,903
246 - Commercial Australia Post	9,437	9,476	39	10,337
314 - Service Fee - CDP	1,136,422	1,162,673	26,251	1,268,371
318 - Outcome Payments - CDP	7,500	105,417	97,917	115,000
341 - Commonwealth Aged Care Package	34,083	37,189	3,105	40,570
342 - Indigenous Aged Care Employment	126,750	203,391	76,641	221,881
344 - Commonwealth Home Support Program	61,452	86,410	24,958	94,266
346 - Indigenous Broadcasting	37,527	38,742	1,215	42,264
347 - Creche	128,953	130,131	1,178	141,961
350 - Centrelink	50,680	53,386	2,706	58,239

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353 - Budget Based Funding	12,350	60,340	47,989	65,825
355 - National Disability Insurance Scheme	486	546	59	595
381 - Animal Control	708	716	8	781
401 - Night Patrol	231,176	222,185	-8,991	242,384
404 - Indigenous Sports and Rec Program	42,862	46,334	3,472	50,546
407 - Remote Sports and Recreation	274	275	1	300
414 - Drug and Volatile Substances	1,414	367	-1,048	400
423 - SPG - Diversion Evenings	597	1,013	416	1,105
<b>Total Expenditure</b>	<b>2,883,023</b>	<b>3,208,267</b>	<b>325,244</b>	<b>3,499,927</b>
<b>Capital Expenditure</b>				
5321 - Capital Purchase/Construct Buildings	7,628	13,750	6,122	15,000
5331 - Capital Construct Infrastructure	8,555	7,842	-713	8,555
5341 - Capital Purchases Plant & Equipment	128,556	117,848	-10,709	128,561
<b>Total Capital Expenditure</b>	<b>144,739</b>	<b>139,439</b>	<b>-5,300</b>	<b>152,116</b>

**Beswick (Wugularr)**



# Roper Gulf Regional Council



## Income & Expenditure Report as at

31-May-2018

Borrooloola

### Expenditure by Service

	18GLACT Year to Date Actual (\$)	18GLBUD2 Year to Date Budget (\$)	Variance (\$)	18GLBUD2 Annual Budget (\$)
1 - Corporate Governance	243,784	263,074	19,289	287,002
2 - Commercial Services	1,246,373	1,558,159	311,786	1,699,810
3 - Council & Community Services	2,369,939	2,372,451	2,512	2,588,128
4 - Other Services	3,120	3,208	88	3,500
<b>Total Expenditure</b>	<b>3,863,217</b>	<b>4,196,891</b>	<b>333,675</b>	<b>4,578,439</b>

### Expenditure by Account Category

21 - Employee Expenses	1,310,343	1,379,899	69,556	1,505,345
22 - Contract and Material Expenses	1,104,439	1,219,436	114,997	1,330,294
23 - Fleet, Plant & Equipment	107,263	133,999	26,736	146,181
25 - Other Operating Expenses	426,805	507,993	81,187	554,186
31 - Internal Cost Allocations	914,366	955,564	41,198	1,042,434
<b>Total Expenditure</b>	<b>3,863,217</b>	<b>4,196,891</b>	<b>333,675</b>	<b>4,578,439</b>

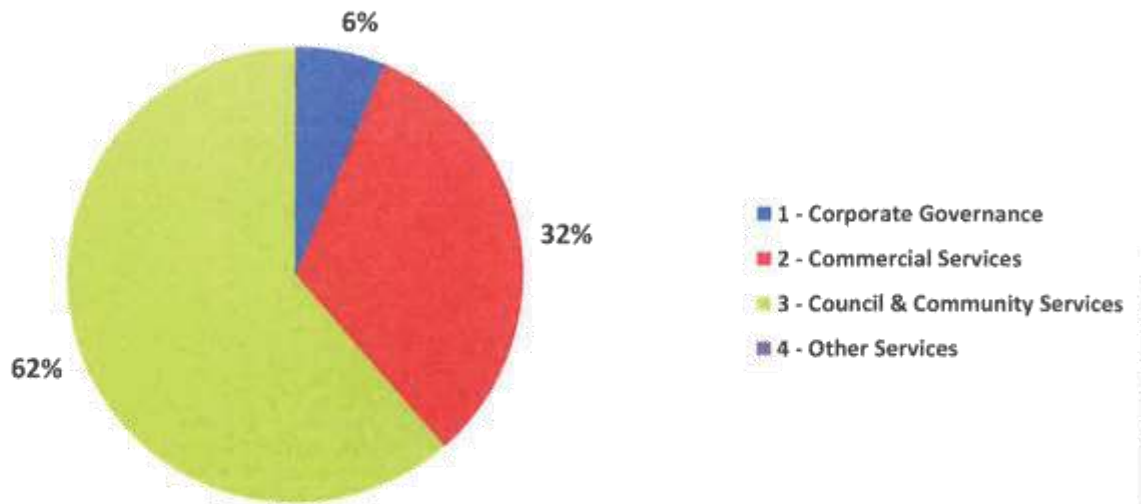
### Expenditure by Activity

111 - Council Services General	387,444	391,397	3,953	426,979
115 - Asset Management - Mobile Fleet & Equipm	1,592	0	-1,592	0
131 - Council and Elected Members	33,593	36,565	2,971	39,901
132 - Local Authority	17,606	20,641	3,035	22,518
138 - Local Authority Project	94,285	106,544	12,259	116,230
160 - Municipal Services	401,745	405,985	4,240	442,893
161 - Waste management	300,786	277,405	-23,380	302,624
162 - Cemeteries Management	1,491	1,375	-116	1,500
169 - Civic Events	2,575	2,360	-215	2,575
170 - Australia Day	580	532	-48	580
171 - Naidoc Week	947	868	-79	947
200 - Local roads maintenance	54,750	87,388	32,637	95,332
201 - Street lighting	47,452	25,667	-21,785	28,000
202 - Staff Housing	-8,426	-9,989	-1,563	-10,898
241 - Airstrip maintenance Contracts	107,436	109,871	2,435	119,859
245 - Visitor Accommodation and External Facility	78,254	80,929	2,675	88,286
275 - Mechanical Workshop	87	0	-87	0
314 - Service Fee - CDP	898,971	971,194	72,223	1,059,485
315 - CDP Transistion - Borrooloola	239,760	454,177	214,417	495,466
318 - Outcome Payments - CDP	118	22,917	22,798	25,000
344 - Commonwealth Home Support Program	1	0	-1	0
348 - Library	33,585	34,969	1,384	38,148
381 - Animal Control	0	60	60	65
401 - Night Patrol	215,276	225,905	10,628	246,442
404 - Indigenous Sports and Rec Program	46,731	55,204	8,473	60,223
407 - Remote Sports and Recreation	23,759	23,575	-184	25,718

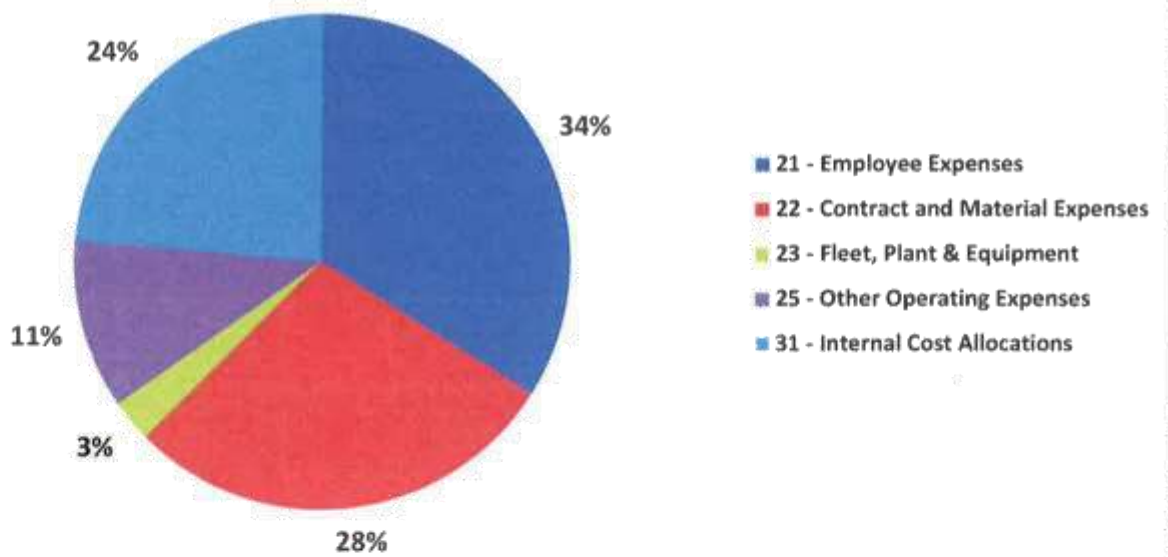
409 - Sport and Rec Facilities	151	46	-105	50
414 - Drug and Volatile Substances	1,573	1,513	-60	1,650
415 - Indigenous Youth Reconnect	238,650	243,143	4,493	265,246
416 - Youth Vibe Grant	273	0	-273	0
417 - SPG - Borroloola Playground Equipment	166	152	-14	166
418 - SPG - Borroloola Nutritious Cooking Program	4,106	4,337	231	4,731
419 - SPG - Borroloola Grief Loss & Trauma Trair	22,445	22,358	-88	24,390
420 - SPG - Country Cattle Workshop	42,500	38,958	-3,542	42,500
423 - SPG - Diversion Evenings	5	5	0	5
462 - 2014-19 Roads to Recovery	133,034	121,947	-11,087	133,033
480 - CBF - Borroloola Multi-Purpose Court	993	1,931	938	2,107
487 - Improving Strategic Local Roads Infrastructure	3,120	3,208	88	3,500
491 - BBRF - Borroloola Government Business H	26,300	27,500	1,200	30,000
492 - Borroloola Community Equipment & Facilities	581	885	304	966
550 - Swimming Pool	408,922	405,372	-3,550	442,224
<b>Total Expenditure</b>	<b>3,863,217</b>	<b>4,196,891</b>	<b>333,675</b>	<b>4,578,439</b>
<b>Capital Expenditure</b>				
5321 - Capital Purchase/Construct Buildings	0	441,833	441,833	482,000
5331 - Capital Construct Infrastructure	267,215	244,334	-22,880	266,547
5341 - Capital Purchases Plant & Equipment	194,622	192,221	-2,401	209,695
5371 - Capital Purchase Vehicles	50,040	45,870	-4,170	50,040
<b>Total Capital Expenditure</b>	<b>511,877</b>	<b>924,259</b>	<b>412,382</b>	<b>1,008,282</b>

**Borrooloola**

**Expenditure by Service Group**



**Expenditure by Account Category**







# Roper Gulf Regional Council

## Income & Expenditure Report as at

31-May-2018

Bulman (Gulin Gulin)

### Expenditure by Service

	18GLACT Year to Date Actual (\$)	18GLBUD2 Year to Date Budget (\$)	Variance (\$)	18GLBUD2 Annual Budget (\$)
1 - Corporate Governance	37,774	58,231	20,458	63,525
2 - Commercial Services	587,364	712,171	124,807	776,914
3 - Council & Community Services	1,254,800	1,318,397	63,597	1,438,251
<b>Total Expenditure</b>	<b>1,879,938</b>	<b>2,088,799</b>	<b>208,862</b>	<b>2,278,689</b>

### Expenditure by Account Category

21 - Employee Expenses	740,316	820,558	80,242	895,154
22 - Contract and Material Expenses	207,403	226,673	19,271	247,280
23 - Fleet, Plant & Equipment	56,968	58,424	1,456	63,735
25 - Other Operating Expenses	124,458	146,036	21,578	159,312
31 - Internal Cost Allocations	750,793	837,108	86,315	913,209
<b>Total Expenditure</b>	<b>1,879,938</b>	<b>2,088,799</b>	<b>208,862</b>	<b>2,278,689</b>

### Expenditure by Activity

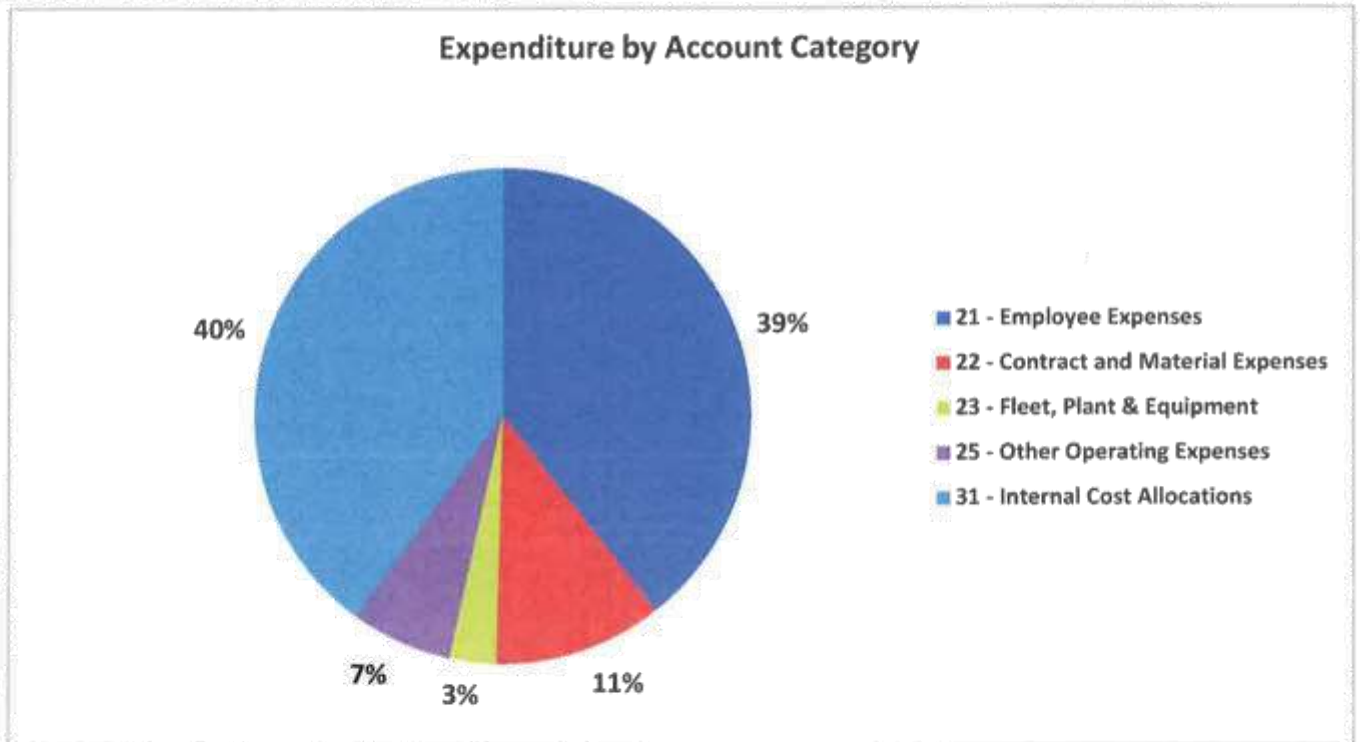
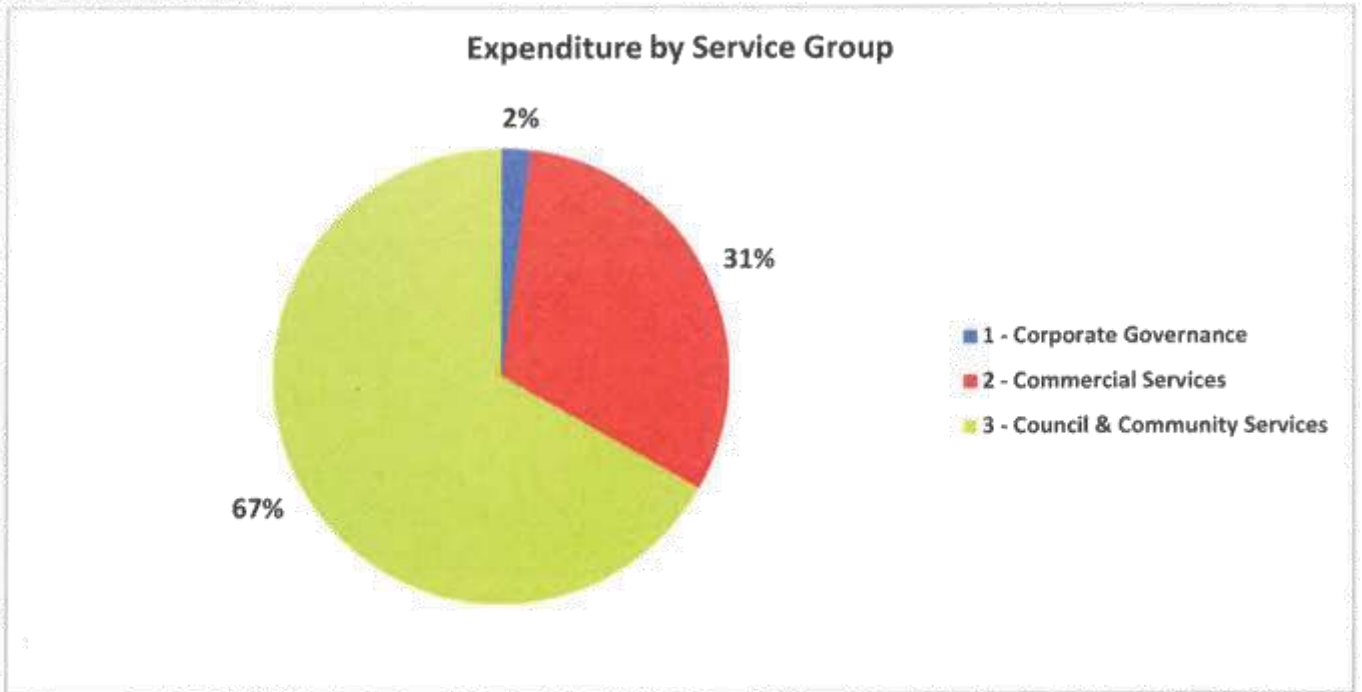
110 - Assets Management - Fixed Assets	880	11,865	10,985	12,943
111 - Council Services General	267,162	276,580	9,418	301,724
115 - Asset Management - Mobile Fleet & Equipm	1,892	0	-1,892	0
131 - Council and Elected Members	123	113	-10	123
132 - Local Authority	10,087	10,147	60	11,069
138 - Local Authority Project	0	9,555	9,555	10,423
160 - Municipal Services	319,648	346,659	27,011	378,173
161 - Waste management	31,104	31,514	410	34,379
170 - Australia Day	370	339	-31	370
200 - Local roads maintenance	3,420	5,518	2,098	6,020
201 - Street lighting	1,116	8,708	7,592	9,500
202 - Staff Housing	-3,708	-893	2,816	-974
220 - Territory Housing Repairs and Maintenance	47,089	47,432	343	51,744
221 - Territory Housing Tenancy Management Co	42,048	44,109	2,060	48,118
241 - Airstrip maintenance Contracts	7,306	6,875	-431	7,500
245 - Visitor Accommodation and External Facility	28,500	27,445	-1,055	29,940
246 - Commercial Australia Post	2,864	8,192	5,329	8,937
314 - Service Fee - CDP	480,557	509,313	28,756	555,614
318 - Outcome Payments - CDP	7,500	96,250	88,750	105,000
341 - Commonwealth Aged Care Package	16,486	16,986	500	18,530
342 - Indigenous Aged Care Employment	94,299	96,692	2,393	105,482
344 - Commonwealth Home Support Program	46,749	44,256	-2,493	48,280
346 - Indigenous Broadcasting	26,564	28,689	2,125	31,297
349 - School Nutrition Program	157,977	148,660	-9,318	162,174
350 - Centrelink	55,800	55,217	-583	60,236
381 - Animal Control	883	917	33	1,000
401 - Night Patrol	152,358	172,892	20,534	188,609

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404 - Indigenous Sports and Rec Program	78,872	83,758	4,885	91,372
407 - Remote Sports and Recreation	895	642	-254	700
414 - Drug and Volatile Substances	692	0	-692	0
474 - CBF - Bulman Youth Rec	404	371	-34	404
<b>Total Expenditure</b>	<b>1,879,938</b>	<b>2,088,799</b>	<b>208,862</b>	<b>2,278,689</b>
<b>Capital Expenditure</b>				
5321 - Capital Purchase/Construct Buildings	12,609	29,892	17,283	32,609
5331 - Capital Construct Infrastructure	0	5,958	5,958	6,500
5341 - Capital Purchases Plant & Equipment	74,112	91,048	16,936	99,325
5371 - Capital Purchase Vehicles	49,526	107,299	57,773	117,053
<b>Total Capital Expenditure</b>	<b>136,248</b>	<b>234,197</b>	<b>97,949</b>	<b>255,487</b>



**Bulman (Gulin Gulin)**





# Roper Gulf Regional Council

## Income & Expenditure Report as at

31-May-2018

Eva Valley (Manyallaluk)

### Expenditure by Service

	18GLACT Year to Date Actual (\$)	18GLBUD2 Year to Date Budget (\$)	Variance (\$)	18GLBUD2 Annual Budget (\$)
1 - Corporate Governance	61,749	93,392	31,643	101,882
2 - Commercial Services	245,191	271,056	25,864	295,697
3 - Council & Community Services	1,010,713	1,095,414	84,701	1,194,997
<b>Total Expenditure</b>	<b>1,317,653</b>	<b>1,459,861</b>	<b>142,208</b>	<b>1,592,576</b>

### Expenditure by Account Category

21 - Employee Expenses	495,762	540,083	44,321	589,182
22 - Contract and Material Expenses	268,154	322,038	53,885	351,314
23 - Fleet, Plant & Equipment	32,469	36,057	3,588	39,335
25 - Other Operating Expenses	28,215	64,423	36,208	70,280
31 - Internal Cost Allocations	493,054	497,260	4,206	542,465
<b>Total Expenditure</b>	<b>1,317,653</b>	<b>1,459,861</b>	<b>142,208</b>	<b>1,592,576</b>

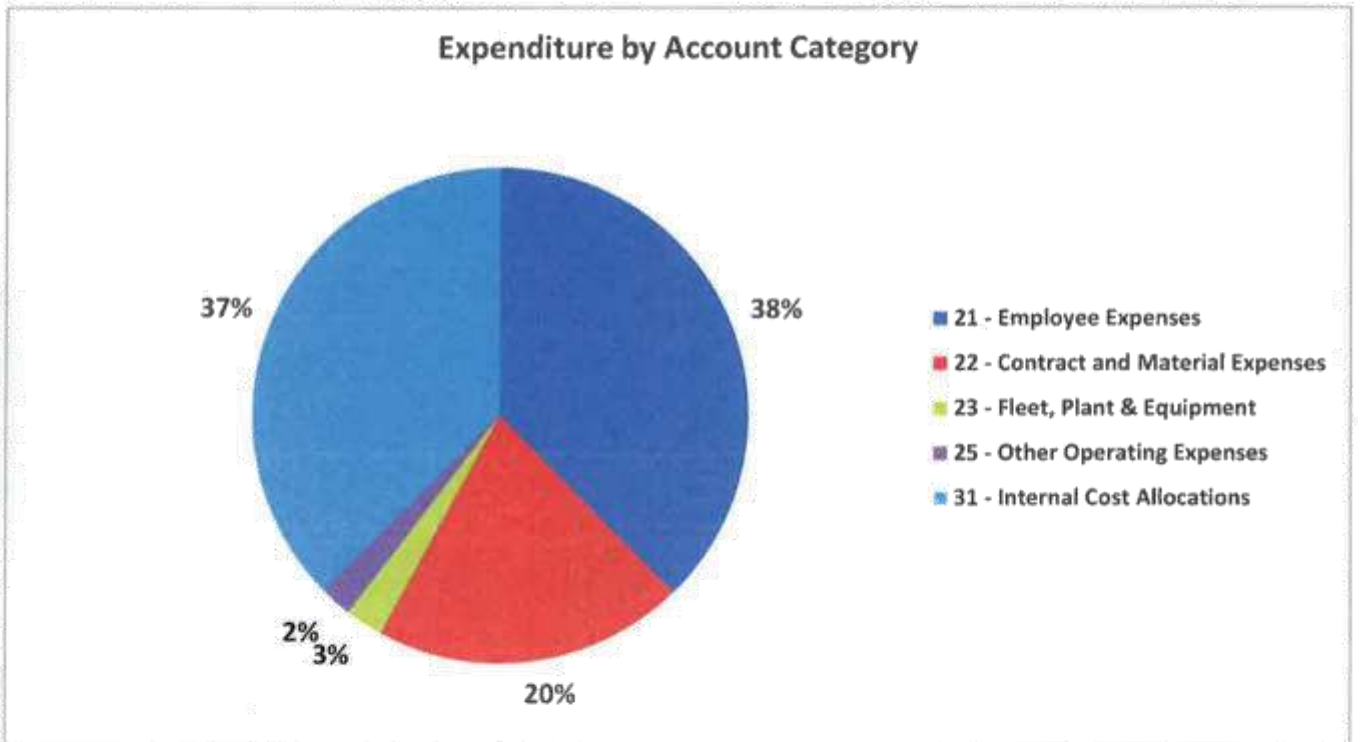
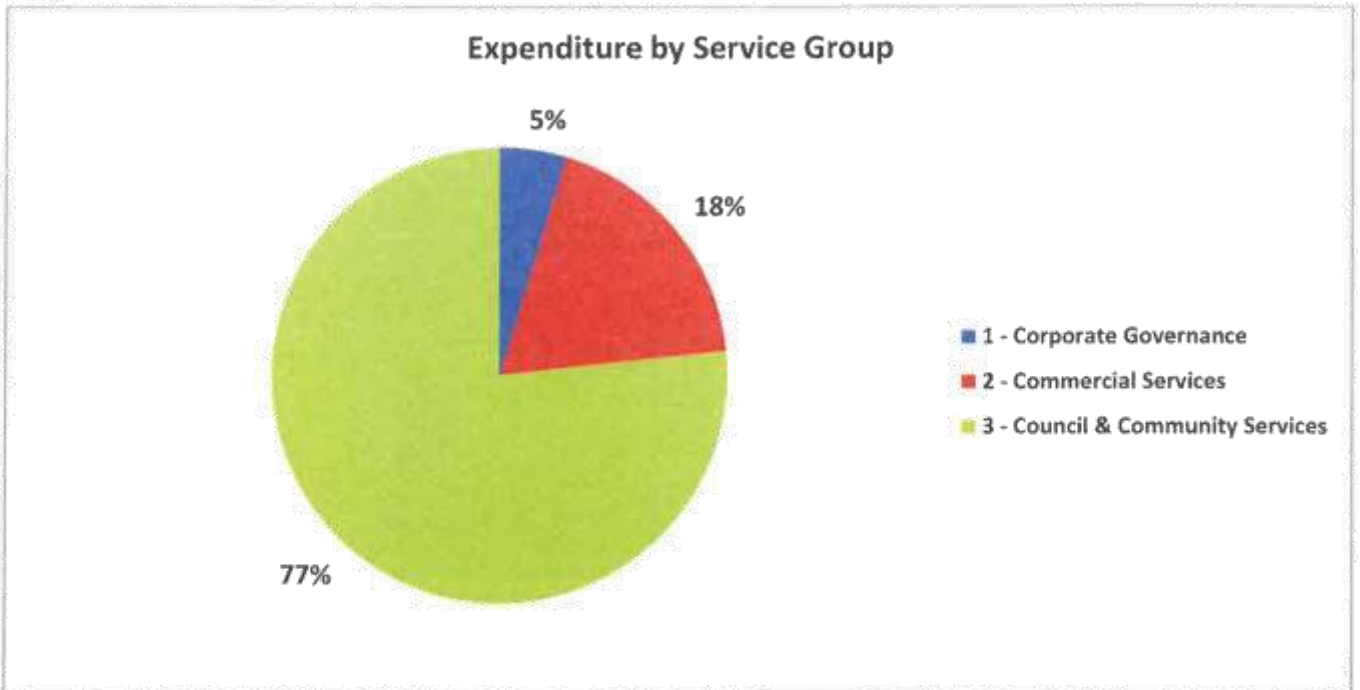
### Expenditure by Activity

110 - Assets Management - Fixed Assets	0	27,365	27,365	29,852
111 - Council Services General	152,995	164,279	11,284	179,213
115 - Asset Management - Mobile Fleet & Equipm	2,789	917	-1,872	1,000
132 - Local Authority	1,564	2,784	1,219	3,037
138 - Local Authority Project	1,230	2,446	1,216	2,669
160 - Municipal Services	279,745	277,958	-1,787	303,227
161 - Waste management	45,738	43,911	-1,827	47,903
164 - Local Emergency Management	945	963	17	1,050
170 - Australia Day	674	618	-56	674
200 - Local roads maintenance	800	11,000	10,200	12,000
201 - Street lighting	558	3,208	2,650	3,500
202 - Staff Housing	18,310	22,957	4,647	25,044
220 - Territory Housing Repairs and Maintenance	1,126	1,292	167	1,410
241 - Airstrip maintenance Contracts	327	299	-27	327
244 - Power Water contract	85,231	84,700	-531	92,400
245 - Visitor Accommodation and External Facility	37,855	36,923	-931	40,280
246 - Commercial Australia Post	6,542	6,569	27	7,166
314 - Service Fee - CDP	131,631	147,028	15,397	160,395
318 - Outcome Payments - CDP	11,250	22,000	10,750	24,000
341 - Commonwealth Aged Care Package	2,255	0	-2,255	0
342 - Indigenous Aged Care Employment	3,022	40,468	37,447	44,147
344 - Commonwealth Home Support Program	22,862	11,846	-11,016	12,923
347 - Creche	106,549	97,290	-9,259	106,135
349 - School Nutrition Program	97,772	90,820	-6,953	99,076
353 - Budget Based Funding	19,359	69,595	50,236	75,921
401 - Night Patrol	163,384	173,321	9,937	189,077
404 - Indigenous Sports and Rec Program	478	5,778	5,300	6,303

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407 - Remote Sports and Recreation	95	183	88	200
409 - Sport and Rec Facilities	8,182	7,902	-280	8,621
414 - Drug and Volatile Substances	877	477	-401	520
423 - SPG - Diversion Evenings	22	96	74	105
462 - 2014-19 Roads to Recovery	104,401	95,701	-8,700	104,401
475 - CBF - Road Safety Manyalluk	9,085	9,167	82	10,000
<b>Total Expenditure</b>	<b>1,317,653</b>	<b>1,459,861</b>	<b>142,208</b>	<b>1,592,576</b>
<b>Capital Expenditure</b>				
5321 - Capital Purchase/Construct Buildings	52,662	48,274	-4,389	52,662
5331 - Capital Construct Infrastructure	0	5,958	5,958	6,500
5341 - Capital Purchases Plant & Equipment	100,586	67,618	-32,968	73,765
5371 - Capital Purchase Vehicles	49,120	45,027	-4,093	49,120
<b>Total Capital Expenditure</b>	<b>202,367</b>	<b>166,876</b>	<b>-35,491</b>	<b>182,047</b>

**Eva Valley (Manyallaluk)**







# Roper Gulf Regional Council

## Income & Expenditure Report as at

31-May-2018

Jilkminggan (Duck Creek)

18GLACT Year to Date Actual (\$)	18GLBUD2 Year to Date Budget (\$)	Variance (\$)	18GLBUD2 Annual Budget (\$)
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### Expenditure by Service

1 - Corporate Governance	17,853	21,877	4,024	23,866
2 - Commercial Services	801,429	954,456	153,028	1,041,225
3 - Council & Community Services	1,225,135	1,486,735	261,601	1,621,894
<b>Total Expenditure</b>	<b>2,044,416</b>	<b>2,463,069</b>	<b>418,653</b>	<b>2,686,984</b>

### Expenditure by Account Category

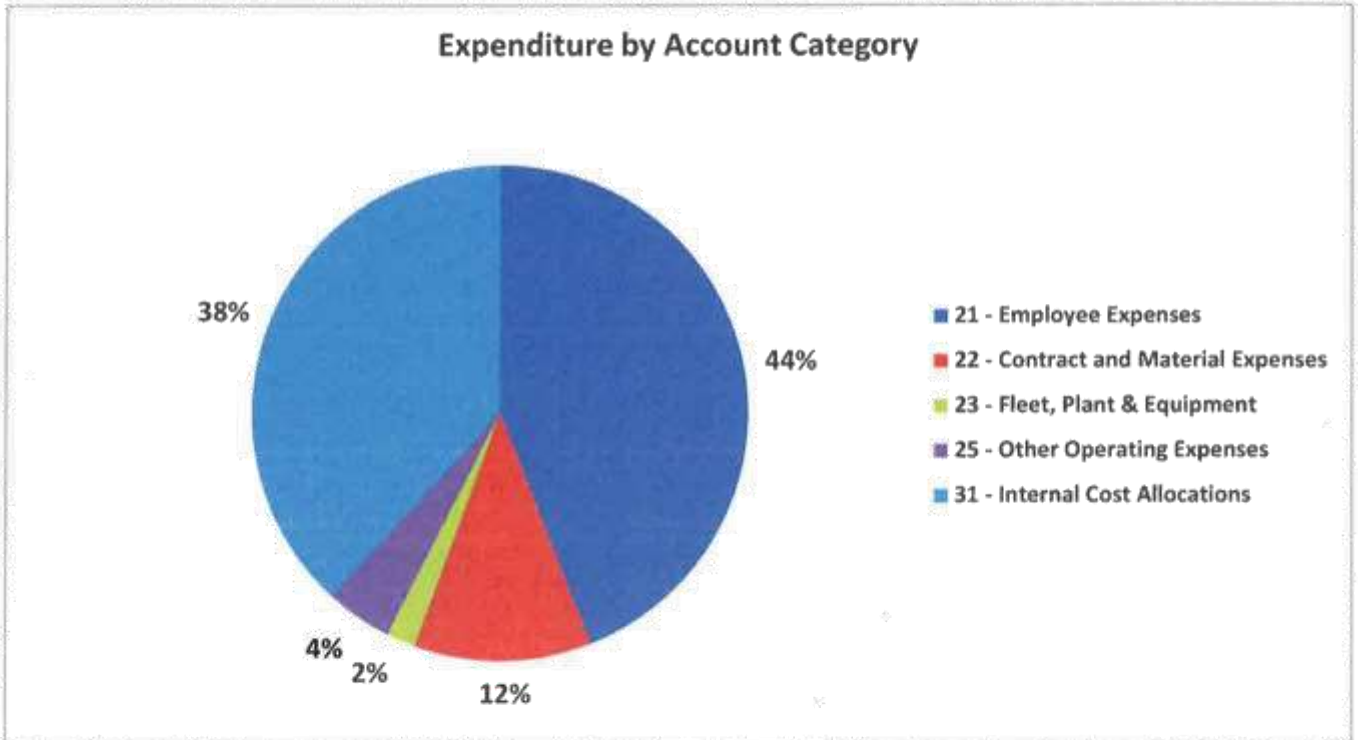
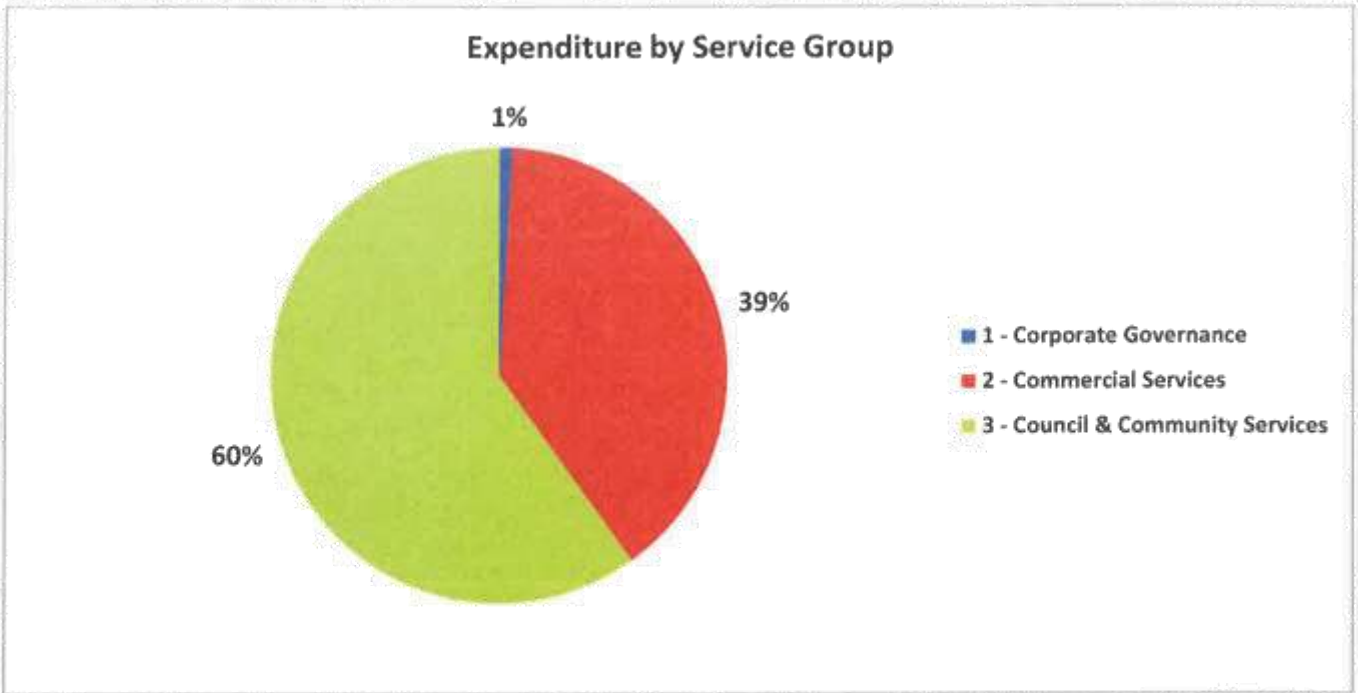
21 - Employee Expenses	899,676	981,986	82,309	1,071,257
22 - Contract and Material Expenses	236,213	301,197	64,984	328,579
23 - Fleet, Plant & Equipment	38,771	59,072	20,300	64,442
25 - Other Operating Expenses	89,173	102,729	13,557	112,068
31 - Internal Cost Allocations	780,582	1,018,085	237,503	1,110,638
<b>Total Expenditure</b>	<b>2,044,416</b>	<b>2,463,069</b>	<b>418,653</b>	<b>2,686,984</b>

### Expenditure by Activity

111 - Council Services General	222,529	260,257	37,728	283,917
115 - Asset Management - Mobile Fleet & Equipm	1,476	0	-1,476	0
131 - Council and Elected Members	1,189	1,090	-99	1,189
132 - Local Authority	3,062	2,484	-578	2,710
138 - Local Authority Project	5,386	9,387	4,000	10,240
160 - Municipal Services	289,552	308,781	19,229	336,852
161 - Waste management	31,821	71,958	40,137	78,500
164 - Local Emergency Management	1,631	1,908	277	2,081
169 - Civic Events	194	178	-16	194
170 - Australia Day	618	566	-52	618
171 - Naidoc Week	240	220	-20	240
200 - Local roads maintenance	13,233	13,108	-125	14,300
201 - Street lighting	877	1,100	223	1,200
202 - Staff Housing	6,271	8,733	2,462	9,527
220 - Territory Housing Repairs and Maintenance	3,206	4,088	883	4,460
221 - Territory Housing Tenancy Management Co	26,192	29,675	3,482	32,372
244 - Power Water contract	66,503	84,700	18,197	92,400
245 - Visitor Accommodation and External Facility	469	183	-286	200
246 - Commercial Australia Post	5,897	5,921	24	6,459
314 - Service Fee - CDP	562,584	576,739	14,155	629,170
317 - Youth Engagement Strategy	122,047	125,000	2,953	136,364
318 - Outcome Payments - CDP	15,000	128,333	113,333	140,000
344 - Commonwealth Home Support Program	1,089	689	-400	752
347 - Creche	263,242	305,772	42,530	333,569
350 - Centrelink	22,836	26,431	3,595	28,834
353 - Budget Based Funding	28,542	83,143	54,601	90,702
381 - Animal Control	4,588	4,125	-463	4,500

401 - Night Patrol	188,079	219,648	31,569	239,616
403 - Outside School Hours Care	88,825	120,778	31,953	131,758
404 - Indigenous Sports and Rec Program	22,231	24,159	1,928	26,355
407 - Remote Sports and Recreation	948	917	-31	1,000
409 - Sport and Rec Facilities	31,001	31,001	0	33,820
414 - Drug and Volatile Substances	12,721	11,440	-1,281	12,480
423 - SPG - Diversion Evenings	337	555	218	605
<b>Total Expenditure</b>	<b>2,044,416</b>	<b>2,463,069</b>	<b>418,653</b>	<b>2,686,984</b>
<b>Capital Expenditure</b>				
5321 - Capital Purchase/Construct Buildings	67,371	43,771	-23,600	47,750
5331 - Capital Construct Infrastructure	29,863	7,842	-22,021	8,555
5341 - Capital Purchases Plant & Equipment	13,090	11,999	-1,091	13,090
5371 - Capital Purchase Vehicles	97,966	89,806	-8,160	97,970
<b>Total Capital Expenditure</b>	<b>208,290</b>	<b>153,418</b>	<b>-54,872</b>	<b>167,365</b>

Jilkmिंगgan (Duck Creek)







# Roper Gulf Regional Council

## Income & Expenditure Report as at

31-May-2018

Mataranka

### Expenditure by Service

	18GLACT Year to Date Actual (\$)	18GLBUD2 Year to Date Budget (\$)	Variance (\$)	18GLBUD2 Annual Budget (\$)
1 - Corporate Governance	92,686	72,770	-19,916	79,386
2 - Commercial Services	427,277	516,363	89,086	563,306
3 - Council & Community Services	1,741,558	1,728,091	-13,468	1,885,190
<b>Total Expenditure</b>	<b>2,261,522</b>	<b>2,317,224</b>	<b>55,702</b>	<b>2,527,881</b>

### Expenditure by Account Category

21 - Employee Expenses	1,026,141	1,043,650	17,509	1,138,527
22 - Contract and Material Expenses	437,852	439,295	1,443	479,230
23 - Fleet, Plant & Equipment	75,457	85,356	9,900	93,116
25 - Other Operating Expenses	87,209	83,992	-3,217	91,627
27 - Finance Expenses	40	37	-3	40
31 - Internal Cost Allocations	634,824	664,895	30,071	725,340
<b>Total Expenditure</b>	<b>2,261,522</b>	<b>2,317,224</b>	<b>55,702</b>	<b>2,527,881</b>

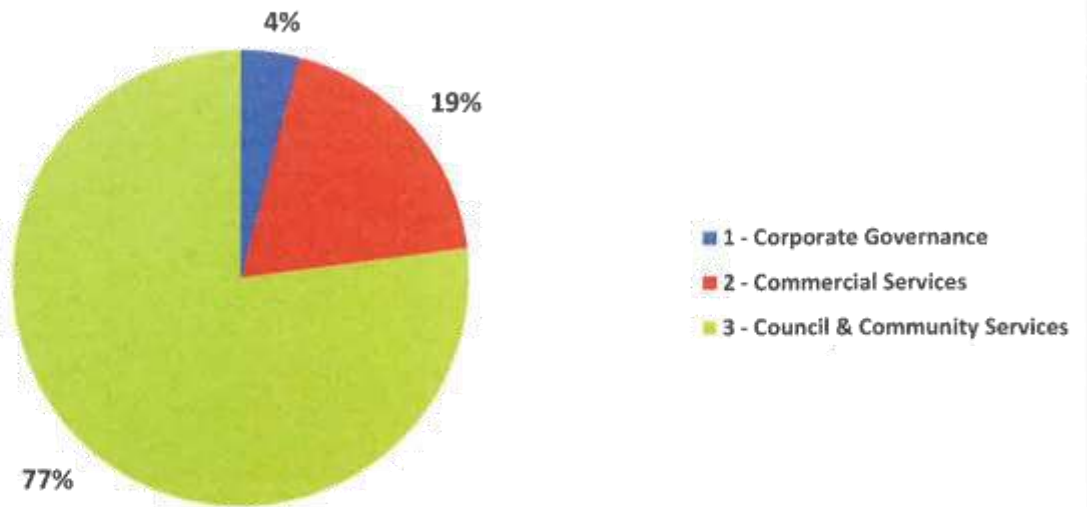
### Expenditure by Activity

110 - Assets Management - Fixed Assets	32,831	14,360	-18,472	15,665
111 - Council Services General	371,586	399,471	27,885	435,787
115 - Asset Management - Mobile Fleet & Equipm	1,085	0	-1,085	0
131 - Council and Elected Members	1,083	993	-90	1,083
132 - Local Authority	5,503	6,949	1,446	7,581
134 - Community Grants	11,723	0	-11,723	0
138 - Local Authority Project	38,367	37,170	-1,197	40,549
160 - Municipal Services	640,415	652,338	11,923	711,642
161 - Waste management	92,505	64,628	-27,877	70,503
162 - Cemeteries Management	3,298	3,233	-64	3,527
164 - Local Emergency Management	626	963	337	1,050
165 - Recycling Station	3,881	9,167	5,285	10,000
166 - Rural Transaction Centre	23,990	23,091	-899	25,190
169 - Civic Events	2,420	2,139	-281	2,333
170 - Australia Day	644	590	-54	644
171 - Naidoc Week	622	570	-52	622
200 - Local roads maintenance	12,236	12,925	689	14,100
201 - Street lighting	6,228	3,208	-3,019	3,500
202 - Staff Housing	2,095	13,530	11,435	14,760
241 - Airstrip maintenance Contracts	9,698	5,056	-4,642	5,516
242 - Litter Collection and Slashing External Contr	30,120	30,151	31	32,893
245 - Visitor Accommodation and External Facility	0	-231	-231	-252
246 - Commercial Australia Post	6,126	6,151	25	6,711
314 - Service Fee - CDP	366,183	415,421	49,238	453,187
318 - Outcome Payments - CDP	15,150	59,583	44,433	65,000
341 - Commonwealth Aged Care Package	1,322	0	-1,322	0

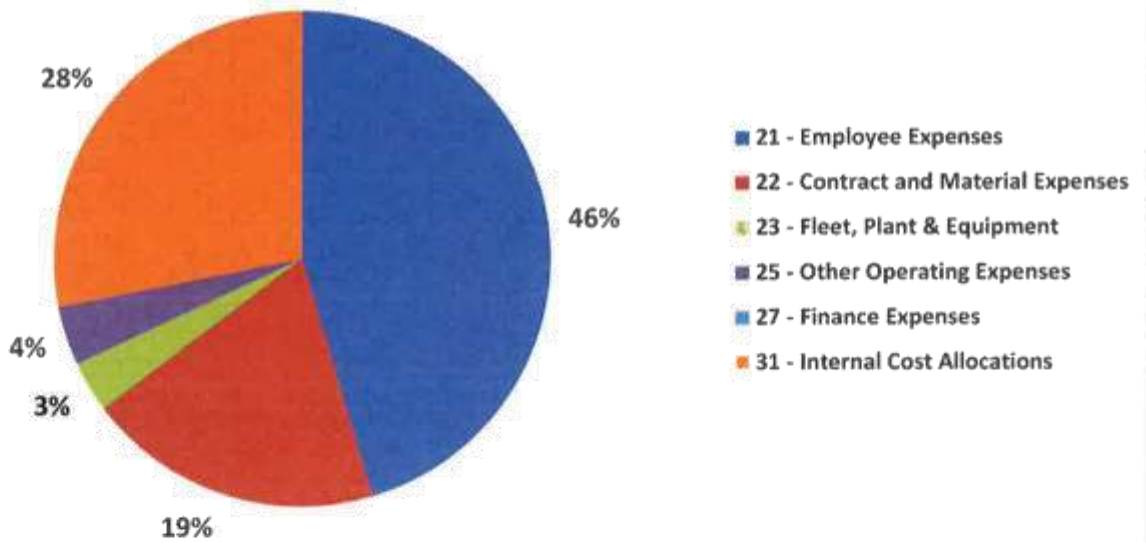
342 - Indigenous Aged Care Employment	39,135	26,711	-12,424	29,139
344 - Commonwealth Home Support Program	120,106	131,160	11,054	143,084
348 - Library	16,617	21,640	5,023	23,607
350 - Centrelink	57,629	57,824	195	63,080
381 - Animal Control	495	963	467	1,050
401 - Night Patrol	233,575	214,942	-18,634	234,482
404 - Indigenous Sports and Rec Program	103,638	95,282	-8,355	103,944
407 - Remote Sports and Recreation	2,585	183	-2,401	200
414 - Drug and Volatile Substances	1,902	1,467	-435	1,600
473 - Community Benefit Fund	6,105	5,597	-509	6,105
<b>Total Expenditure</b>	<b>2,261,522</b>	<b>2,317,224</b>	<b>55,702</b>	<b>2,527,881</b>
<b>Capital Expenditure</b>				
5321 - Capital Purchase/Construct Buildings	810,655	721,559	-89,096	787,155
5331 - Capital Construct Infrastructure	18,260	201,666	183,406	220,000
5341 - Capital Purchases Plant & Equipment	23,364	28,417	5,053	31,000
5371 - Capital Purchase Vehicles	49,120	45,027	-4,093	49,120
<b>Total Capital Expenditure</b>	<b>901,398</b>	<b>996,668</b>	<b>95,270</b>	<b>1,087,275</b>

Mataranka

**Expenditure by Service Group**



**Expenditure by Account Category**



# Roper Gulf Regional Council



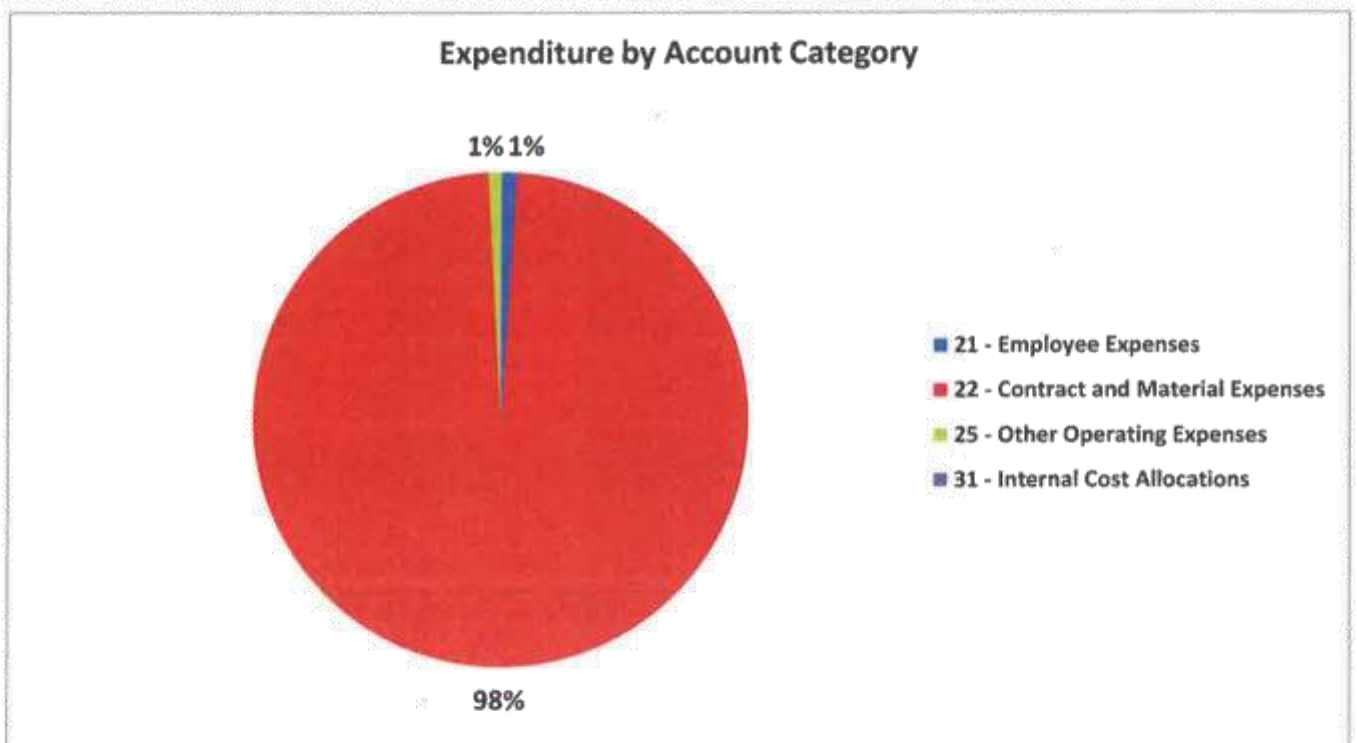
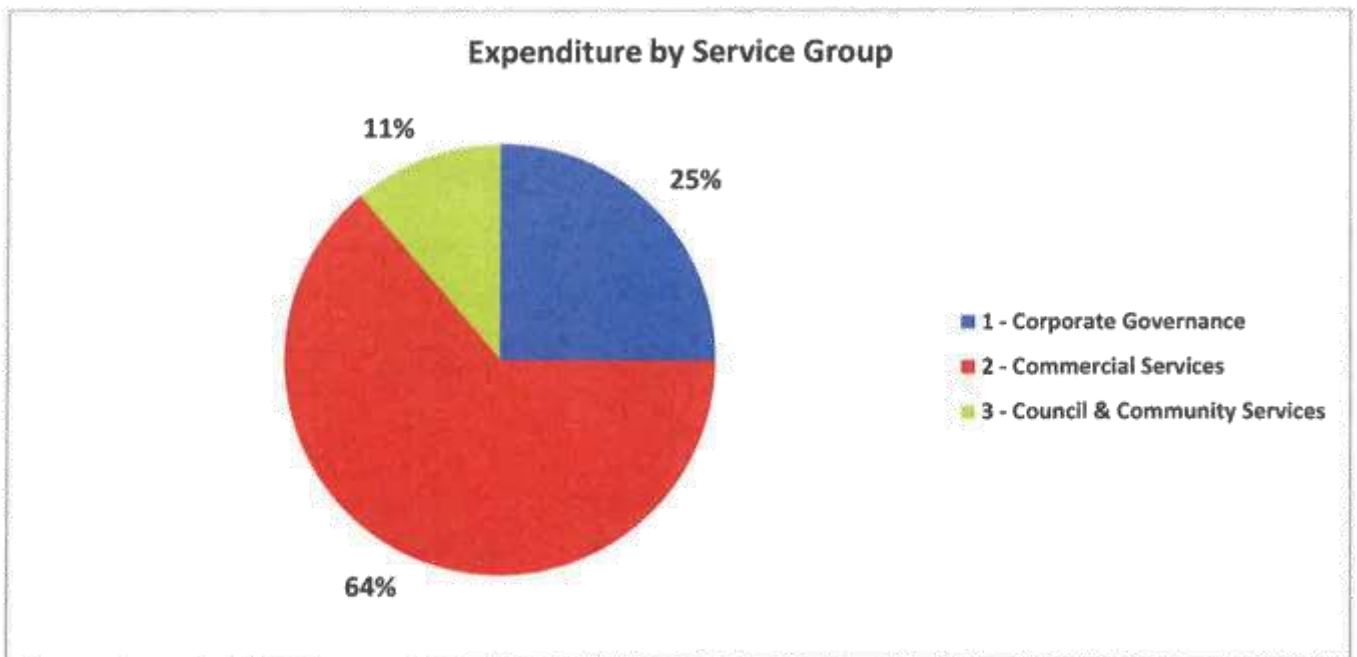
## Income & Expenditure Report as at

31-May-2018

Minyerri

	18GLACT Year to Date Actual (\$)	18GLBUD2 Year to Date Budget (\$)	Variance (\$)	18GLBUD2 Annual Budget (\$)
<b>Expenditure by Service</b>				
1 - Corporate Governance	369,126	337,759	-31,366	368,465
2 - Commercial Services	937,701	1,685,292	747,591	1,838,500
3 - Council & Community Services	166,365	187,394	21,029	204,430
<b>Total Expenditure</b>	<b>1,473,191</b>	<b>2,210,445</b>	<b>737,254</b>	<b>2,411,395</b>
<b>Expenditure by Account Category</b>				
21 - Employee Expenses	14,813	0	-14,813	0
22 - Contract and Material Expenses	1,445,758	2,172,088	726,330	2,369,550
25 - Other Operating Expenses	12,620	9,941	-2,679	10,845
31 - Internal Cost Allocations	0	28,417	28,417	31,000
<b>Total Expenditure</b>	<b>1,473,191</b>	<b>2,210,445</b>	<b>737,254</b>	<b>2,411,395</b>
<b>Expenditure by Activity</b>				
106 - General Council Operations	365,649	335,179	-30,470	365,650
132 - Local Authority	1,477	2,580	1,103	2,815
134 - Community Grants	2,000	0	-2,000	0
220 - Territory Housing Repairs and Maintenance	5,385	5,867	482	6,400
221 - Territory Housing Tenancy Management Co	931	1,008	77	1,100
314 - Service Fee - CDP	931,385	1,650,000	718,615	1,800,000
318 - Outcome Payments - CDP	0	28,417	28,417	31,000
355 - National Disability Insurance Scheme	0	28	28	30
401 - Night Patrol	166,365	187,367	21,002	204,400
<b>Total Expenditure</b>	<b>1,473,191</b>	<b>2,210,445</b>	<b>737,254</b>	<b>2,411,395</b>
<b>Capital Expenditure</b>				
<b>Total Capital Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Minyerri**







# Roper Gulf Regional Council

## Income & Expenditure Report as at

31-May-2018

Ngukurr

### Expenditure by Service

	18GLACT Year to Date Actual (\$)	18GLBUD2 Year to Date Budget (\$)	Variance (\$)	18GLBUD2 Annual Budget (\$)
1 - Corporate Governance	365,958	409,939	43,981	447,206
2 - Commercial Services	2,295,762	2,532,916	237,154	2,763,180
3 - Council & Community Services	3,081,774	3,072,294	-9,480	3,351,593
4 - Other Services	3,225	20,840	17,615	22,735
<b>Total Expenditure</b>	<b>5,746,719</b>	<b>6,035,989</b>	<b>289,270</b>	<b>6,584,715</b>

### Expenditure by Account Category

21 - Employee Expenses	2,138,630	2,132,249	-6,381	2,326,090
22 - Contract and Material Expenses	724,407	807,395	82,987	880,794
23 - Fleet, Plant & Equipment	113,187	143,278	30,091	156,303
25 - Other Operating Expenses	384,925	388,302	3,377	423,603
27 - Finance Expenses	40	37	-3	40
31 - Internal Cost Allocations	2,385,529	2,564,728	179,199	2,797,885
<b>Total Expenditure</b>	<b>5,746,719</b>	<b>6,035,989</b>	<b>289,270</b>	<b>6,584,715</b>

### Expenditure by Activity

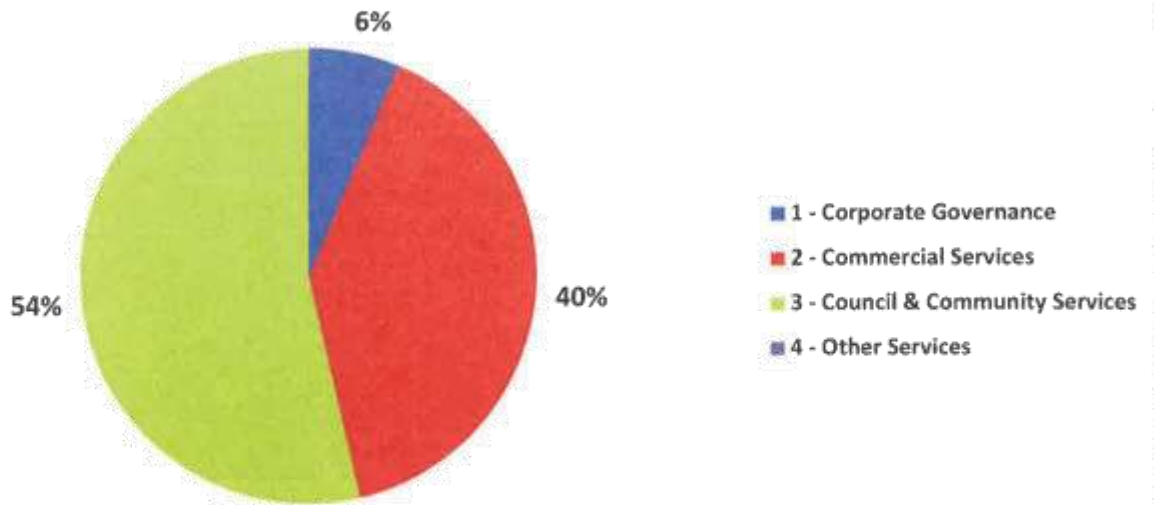
110 - Assets Management - Fixed Assets	87,240	81,990	-5,249	89,444
111 - Council Services General	534,448	542,603	8,156	591,931
115 - Asset Management - Mobile Fleet & Equipm	4,578	5,500	922	6,000
131 - Council and Elected Members	8,763	15,661	6,897	17,085
132 - Local Authority	7,206	9,136	1,929	9,966
134 - Community Grants	6,000	0	-6,000	0
138 - Local Authority Project	21,131	43,892	22,761	47,883
160 - Municipal Services	518,843	502,544	-16,299	548,229
161 - Waste management	93,778	100,840	7,061	110,007
164 - Local Emergency Management	495	963	467	1,050
169 - Civic Events	2,435	2,247	-188	2,451
170 - Australia Day	673	617	-56	673
171 - Naidoc Week	690	633	-58	690
200 - Local roads maintenance	4,712	6,417	1,704	7,000
201 - Street lighting	4,788	8,250	3,462	9,000
202 - Staff Housing	49,282	58,376	9,095	63,683
220 - Territory Housing Repairs and Maintenance	163,764	168,423	4,659	183,734
221 - Territory Housing Tenancy Management Co	99,230	96,603	-2,627	105,385
241 - Airstrip maintenance Contracts	61,360	64,407	3,047	70,262
242 - Litter Collection and Slashing External Contr	2,300	2,108	-192	2,300
245 - Visitor Accommodation and External Facility	181,757	195,383	13,626	213,145
246 - Commercial Australia Post	6,387	6,413	26	6,996
313 - CDP Central Administration	56	0	-56	0
314 - Service Fee - CDP	1,858,883	1,889,069	30,186	2,060,802
318 - Outcome Payments - CDP	71,250	297,917	226,667	325,000

323 - Outstations municipal services	32,531	7,975	-24,556	8,700
340 - Community Services admin	18	18	0	20
341 - Commonwealth Aged Care Package	94,961	106,214	11,253	115,870
342 - Indigenous Aged Care Employment	181,336	145,930	-35,406	159,196
344 - Commonwealth Home Support Program	147,203	169,935	22,732	185,383
346 - Indigenous Broadcasting	23,403	29,565	6,162	32,253
348 - Library	0	183	183	200
350 - Centrelink	118,618	114,856	-3,762	125,297
352 - Disability in Home Support	2,945	9,646	6,701	10,523
353 - Budget Based Funding	26,615	17,172	-9,443	18,733
355 - National Disability Insurance Scheme	14,589	1,192	-13,397	1,301
381 - Animal Control	509	550	41	600
401 - Night Patrol	472,571	410,357	-62,214	447,662
403 - Outside School Hours Care	65,638	132,647	67,009	144,706
404 - Indigenous Sports and Rec Program	66,831	71,147	4,317	77,615
407 - Remote Sports and Recreation	71,942	64,842	-7,100	70,737
409 - Sport and Rec Facilities	105,739	84,148	-21,591	91,798
414 - Drug and Volatile Substances	308	440	132	480
415 - Indigenous Youth Reconnect	211,645	216,253	4,608	235,912
423 - SPG - Diversion Evenings	5	5	0	5
461 - Sporting Equipment - Ngukurr	715	655	-60	715
462 - 2014-19 Roads to Recovery	2,245	875	-1,369	955
469 - SPG - Remote Australia Strategy	13,968	13,750	-218	15,000
471 - Family Safe Environment Fund	0	16,793	16,793	18,320
485 - Ngukurr and Numbulwar Fright Hub	3,700	3,392	-308	3,700
487 - Improving Strategic Local Roads Infrastructu	2,510	3,392	881	3,700
550 - Swimming Pool	296,123	314,065	17,942	342,616
<b>Total Expenditure</b>	<b>5,746,719</b>	<b>6,035,989</b>	<b>289,270</b>	<b>6,584,715</b>
<b>Capital Expenditure</b>				
5321 - Capital Purchase/Construct Buildings	147,151	224,583	77,432	245,000
5331 - Capital Construct Infrastructure	715,325	763,944	48,619	833,393
5341 - Capital Purchases Plant & Equipment	128,713	237,706	108,993	259,315
5371 - Capital Purchase Vehicles	97,269	199,609	102,340	217,755
<b>Total Capital Expenditure</b>	<b>1,088,458</b>	<b>1,425,842</b>	<b>337,384</b>	<b>1,555,463</b>

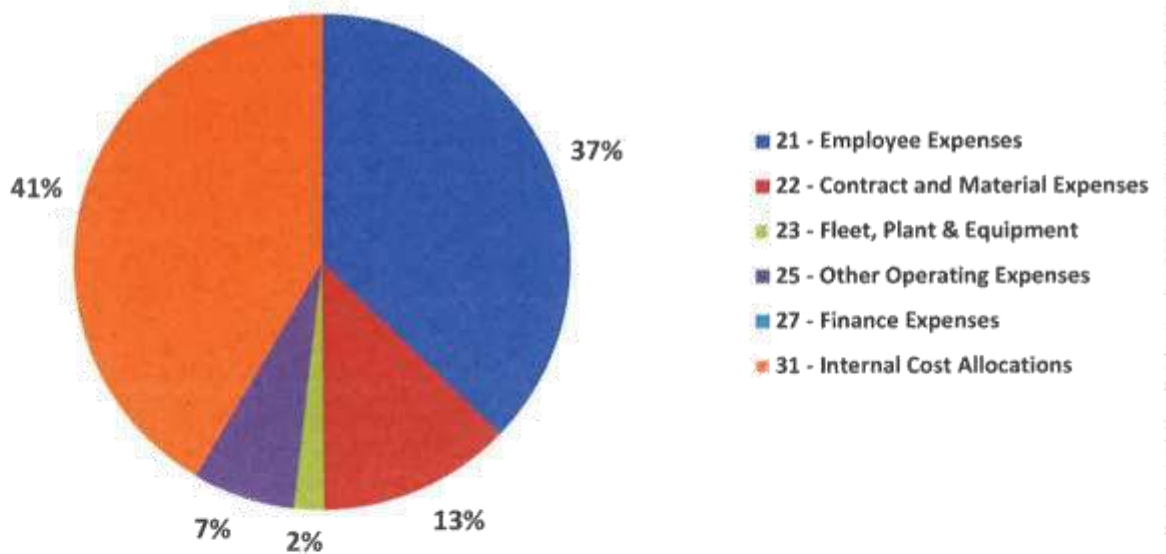


Ngukurr

**Expenditure by Service Group**



**Expenditure by Account Category**





# Roper Gulf Regional Council

## Income & Expenditure Report as at

31-May-2018

Numbulwar

### Expenditure by Service

	18GLACT Year to Date Actual (\$)	18GLBUD2 Year to Date Budget (\$)	Variance (\$)	18GLBUD2 Annual Budget (\$)
1 - Corporate Governance	465,917	575,630	109,713	627,961
2 - Commercial Services	2,093,929	2,286,148	192,219	2,493,980
3 - Council & Community Services	1,916,279	2,050,728	134,449	2,237,158
4 - Other Services	7,448	6,827	-621	7,448
<b>Total Expenditure</b>	<b>4,483,573</b>	<b>4,919,334</b>	<b>435,760</b>	<b>5,366,546</b>

### Expenditure by Account Category

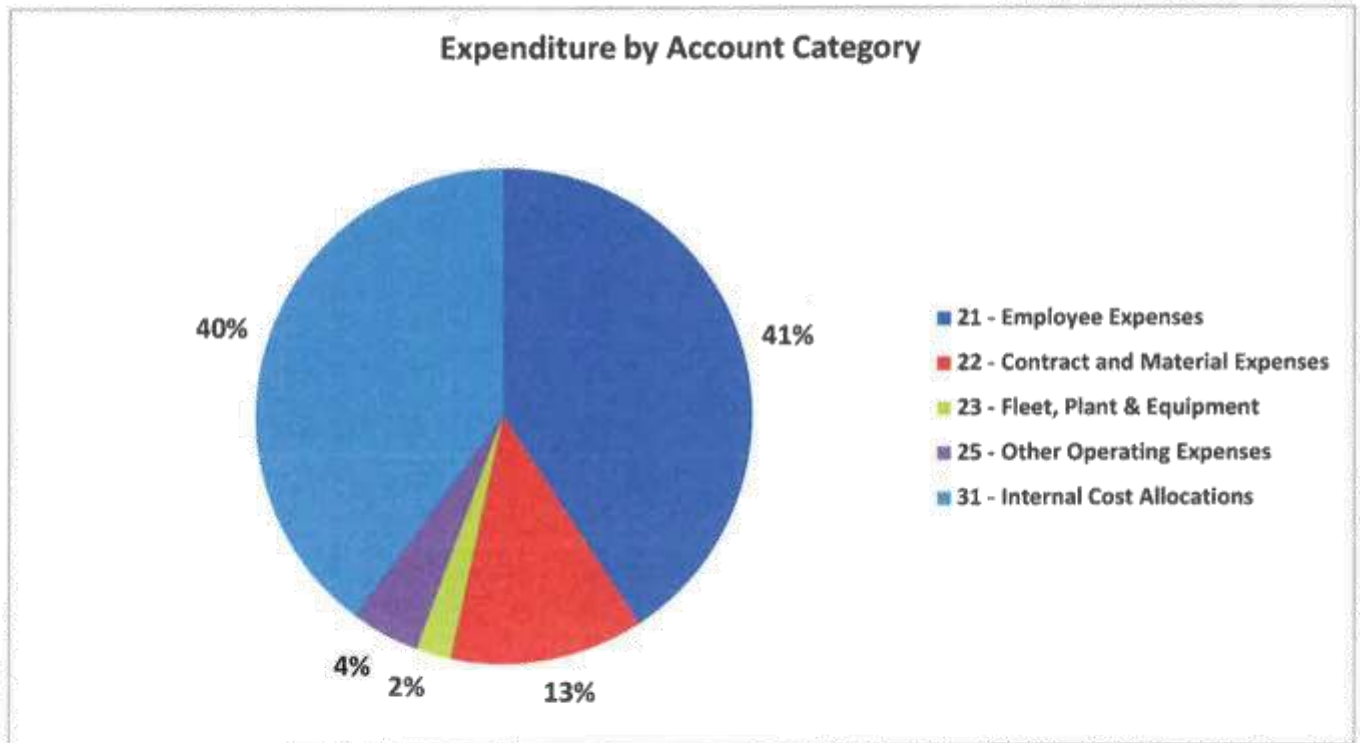
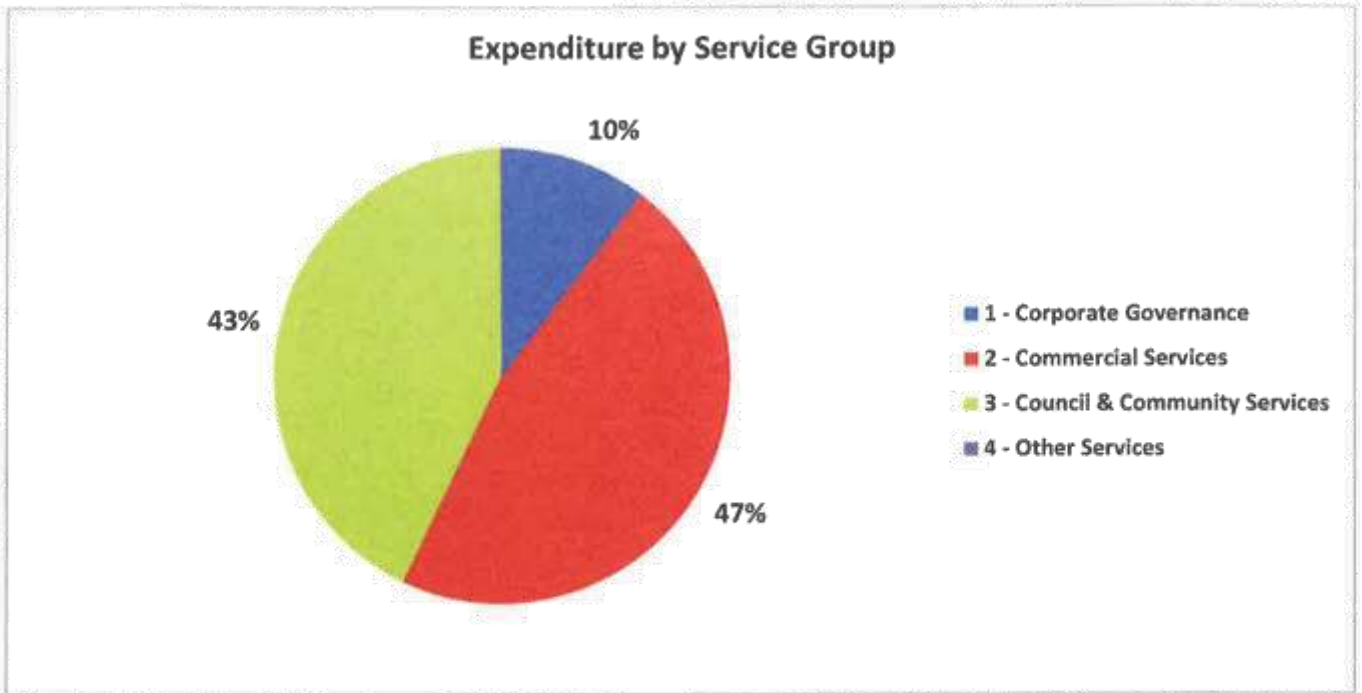
21 - Employee Expenses	1,828,280	1,905,272	76,992	2,078,479
22 - Contract and Material Expenses	564,987	647,444	82,457	706,302
23 - Fleet, Plant & Equipment	102,100	131,266	29,166	143,200
25 - Other Operating Expenses	203,636	293,260	89,624	319,920
31 - Internal Cost Allocations	1,784,571	1,942,091	157,521	2,118,645
<b>Total Expenditure</b>	<b>4,483,573</b>	<b>4,919,334</b>	<b>435,760</b>	<b>5,366,546</b>

### Expenditure by Activity

110 - Assets Management - Fixed Assets	54,832	51,533	-3,299	56,218
111 - Council Services General	315,929	333,744	17,815	364,084
113 - Project Management	408	183	-224	200
115 - Asset Management - Mobile Fleet & Equipm	738	0	-738	0
131 - Council and Elected Members	10,561	11,143	582	12,156
132 - Local Authority	9,700	13,144	3,444	14,339
138 - Local Authority Project	2,776	2,540	-236	2,771
160 - Municipal Services	436,207	467,818	31,611	510,347
161 - Waste management	55,063	67,460	12,397	73,593
164 - Local Emergency Management	917	963	45	1,050
169 - Civic Events	0	35	35	39
170 - Australia Day	696	638	-58	696
172 - Numbulwar Fuel	258,532	338,262	79,730	369,013
200 - Local roads maintenance	11,106	8,829	-2,277	9,632
201 - Street lighting	3,029	22,046	19,017	24,050
202 - Staff Housing	34,837	65,763	30,925	71,741
220 - Territory Housing Repairs and Maintenance	97,118	118,609	21,491	129,392
221 - Territory Housing Tenancy Management Co	73,992	81,213	7,220	88,596
241 - Airstrip maintenance Contracts	124,415	125,747	1,332	137,178
242 - Litter Collection and Slashing External Contr	3	0	-3	0
245 - Visitor Accommodation and External Facility	93,534	93,063	-471	101,523
246 - Commercial Australia Post	6,054	6,812	758	7,431
275 - Mechanical Workshop	114,253	132,159	17,906	144,174
314 - Service Fee - CDP	1,659,343	1,688,692	29,348	1,842,209
318 - Outcome Payments - CDP	18,750	132,917	114,167	145,000
341 - Commonwealth Aged Care Package	80,587	89,640	9,054	97,789

342 - Indigenous Aged Care Employment	159,769	116,597	-43,172	127,197
344 - Commonwealth Home Support Program	161,568	184,407	22,839	201,172
346 - Indigenous Broadcasting	24,944	27,755	2,811	30,279
350 - Centrelink	95,634	98,327	2,693	107,266
355 - National Disability Insurance Scheme	13,666	0	-13,666	0
370 - Remote School Attendance Strategy	0	66,457	66,457	72,499
381 - Animal Control	1,107	1,073	-34	1,171
401 - Night Patrol	292,223	284,437	-7,786	310,295
404 - Indigenous Sports and Rec Program	67,172	68,130	958	74,324
407 - Remote Sports and Recreation	798	733	-65	800
414 - Drug and Volatile Substances	196	275	79	300
415 - Indigenous Youth Reconnect	191,987	208,502	16,516	227,457
416 - Youth Vibe Grant	560	0	-560	0
476 - CBF – Numbulwar & Larrimah Project	6,408	5,874	-534	6,408
485 - Ngukurr and Numbulwar Fright Hub	3,120	2,860	-260	3,120
490 - Numbulwar Waste Management Facility	1,040	953	-87	1,040
<b>Total Expenditure</b>	<b>4,483,573</b>	<b>4,919,334</b>	<b>435,760</b>	<b>5,366,546</b>
<b>Capital Expenditure</b>				
5331 - Capital Construct Infrastructure	523,265	492,035	-31,230	536,765
5341 - Capital Purchases Plant & Equipment	12,207	0	-12,207	0
5371 - Capital Purchase Vehicles	50,163	155,545	105,381	169,685
<b>Total Capital Expenditure</b>	<b>585,635</b>	<b>647,579</b>	<b>61,944</b>	<b>706,450</b>

Numbulwar







# Roper Gulf Regional Council

## Income & Expenditure Report as at

31-May-2018

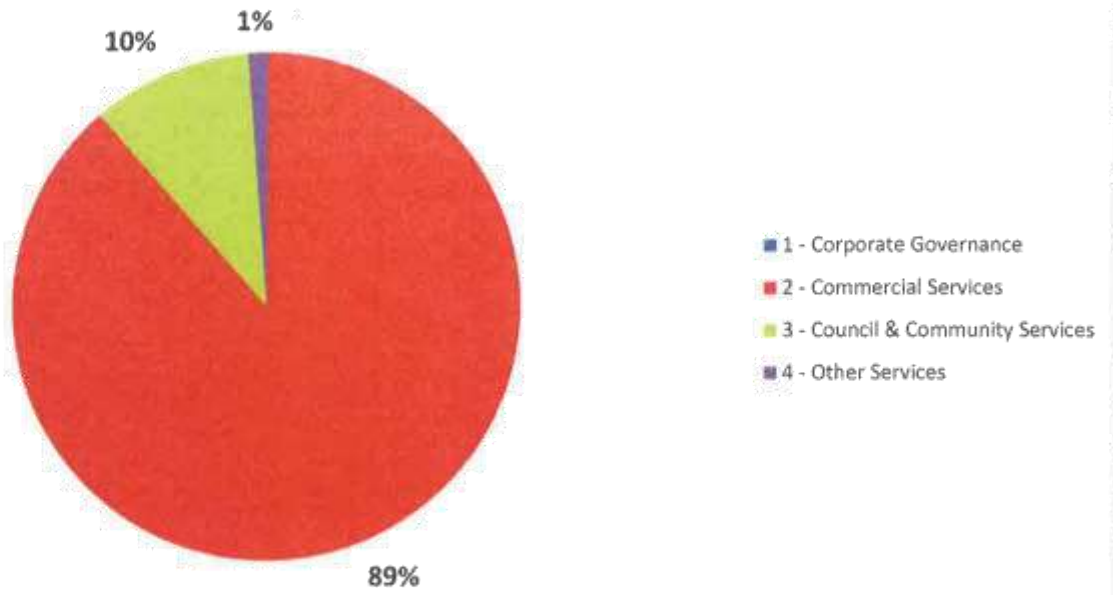
Other Locations

	18GLACT Year to Date Actual (\$)	18GLBUD2 Year to Date Budget (\$)	Variance (\$)	18GLBUD2 Annual Budget (\$)
<b>Expenditure by Service</b>				
1 - Corporate Governance	115	825	710	900
2 - Commercial Services	1,533,444	2,071,590	538,146	2,259,916
3 - Council & Community Services	176,761	256,010	79,249	279,283
4 - Other Services	21,343	19,565	-1,779	21,343
<b>Total Expenditure</b>	<b>1,731,663</b>	<b>2,347,989</b>	<b>616,327</b>	<b>2,561,443</b>
<b>Expenditure by Account Category</b>				
21 - Employee Expenses	363,928	450,602	86,674	491,566
22 - Contract and Material Expenses	435,065	485,414	50,349	529,543
23 - Fleet, Plant & Equipment	33,093	35,721	2,628	38,968
25 - Other Operating Expenses	120,353	163,528	43,175	178,394
31 - Internal Cost Allocations	779,224	1,212,724	433,500	1,322,971
<b>Total Expenditure</b>	<b>1,731,663</b>	<b>2,347,989</b>	<b>616,327</b>	<b>2,561,443</b>
<b>Expenditure by Activity</b>				
111 - Council Services General	3,568	3,850	282	4,200
132 - Local Authority	115	825	710	900
160 - Municipal Services	4,787	63,143	58,356	68,883
164 - Local Emergency Management	626	963	337	1,050
200 - Local roads maintenance	1,024	0	-1,024	0
201 - Street lighting	1,754	2,475	721	2,700
220 - Territory Housing Repairs and Maintenance	1,011	1,398	386	1,525
241 - Airstrip maintenance Contracts	14,593	14,614	21	15,942
314 - Service Fee - CDP	823,259	980,170	156,912	1,069,277
317 - Youth Engagement Strategy	105,831	125,000	19,169	136,364
318 - Outcome Payments - CDP	0	59,583	59,583	65,000
322 - Outstations Housing Maintenance	50,146	48,134	-2,013	52,510
323 - Outstations municipal services	145,747	389,291	243,544	424,681
324 - Outstations Capital Infrastructure	342,102	360,506	18,404	393,279
325 - HEA (Homelands Extra Allowance)	50,754	92,894	42,140	101,339
401 - Night Patrol	165,002	185,579	20,577	202,450
476 - CBF – Numbulwar & Larrimah Project	11,676	10,703	-973	11,676
489 - Kewulyi Solar Light	9,667	8,861	-806	9,667
<b>Total Expenditure</b>	<b>1,731,663</b>	<b>2,347,989</b>	<b>616,327</b>	<b>2,561,443</b>
<b>Capital Expenditure</b>				
5121 - Acquisition of Buildings	610,069	0	-610,069	0
5122 - Acc Depreciation of Buildings	-1,703,712	0	1,703,712	0
5131 - Acquisition of Infrastructure	534,687	0	-534,687	0
5132 - Acc Depreciation of Infrastructure	-311,090	0	311,090	0
5141 - Acquisition of Plant & Equipment	710,767	0	-710,767	0

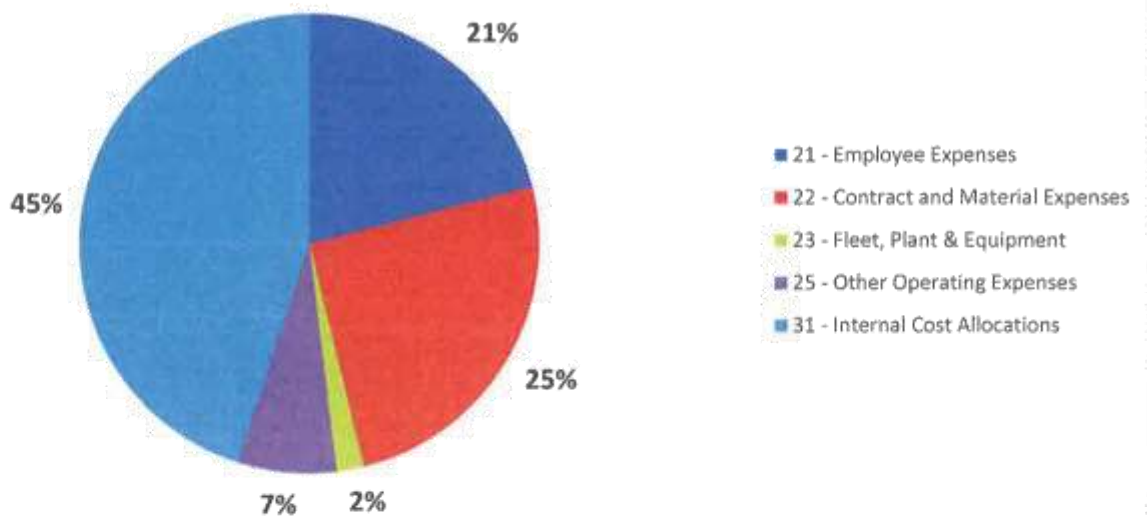
5142 - Acc Depreciation of Plant	-459,217	0	459,217	0
5162 - Acc Depreciation of Furniture Fitt	-826	0	826	0
5171 - Acquisition of Motor Vehicles	832,124	0	-832,124	0
5172 - Acc Depreciation of Vehicles	-450,903	0	450,903	0
5191 - Roads Acquisitions	138,731	0	-138,731	0
5192 - Accumulated Depreciation - Roads	-166,483	0	166,483	0
5329 - EO Transfer to Acq Buildings	-610,069	0	610,069	0
5331 - Capital Construct Infrastructure	11,164	0	-11,164	0
5339 - EO Transfer to Acq Infrastructure	-673,418	0	673,418	0
5349 - EO Transfer to Acq Plant & Equipment	-710,767	0	710,767	0
5371 - Capital Purchase Vehicles	0	44,779	44,779	48,850
5379 - EO Transfer to Acq Vehicles	-832,124	0	832,124	0
<b>Total Capital Expenditure</b>	<b>-3,081,066</b>	<b>44,779</b>	<b>3,125,845</b>	<b>48,850</b>

Balance Sheet

Expenditure by Service Group



Expenditure by Account Category





**CORPORATE GOVERNANCE DIRECTORATE REPORT**

<b>ITEM NUMBER</b>	15.4
<b>TITLE</b>	Audit Committee Chairperson
<b>REFERENCE</b>	752397
<b>AUTHOR</b>	Cristian Coman, Manager - Governance and Corporate Planning

**RECOMMENDATION**

- (a) **That Council appoints Sandra CANNON, Independent Member of the Audit Committee, as the Committee's Chairperson.**
- (b) **That Council designates that the Audit Committee to Meet on 17 October 2018.**

**BACKGROUND**

The current Audit Committee, appointed by Council at its inaugural Meeting on 14 September 2018, was unable to formally nominate a Chairperson due to the availability of the Independent Members. The Committee met on 09 May 2018 and resolved to nominate a Chairperson.

**ISSUES/OPTIONS/SWOT**

The Audit Committee met on Wednesday 09 May 2018 and resolved to nominate Sandra CANNON as the Chairperson of the Audit Committee (Resolution 57/2018).

In accordance with Clause 3 of the Audit Committee's Terms of Reference, Council is requested to appoint Sandra CANNON (Independent Member) as the Audit Committee's Chairperson for 12 months.

To account for the earlier missed meetings, the Audit Committee resolved to meet on 17 October 2018.

**FINANCIAL CONSIDERATIONS**

N/A

**ATTACHMENTS:**

- 1 Terms of Reference for Audit Committee.pdf

## Roper Gulf Regional Council Terms of Reference - Audit Committee



### Roper Gulf Regional Council Audit Committee Terms of Reference

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

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

#### 1. Objectives

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

#### 2. Membership

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

- one (1) Independent Member (Chair)
- one (1) Independent Member
- three (3) Councillors

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

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

Appointments of external Independent Members shall be for a term of four (4) years at the commencement of each Council term. Appointees may serve as an Independent Member for the maximum period of two (2) terms.

#### 3. Chairperson

The Council shall appoint any one of the Independent Members as the Chairperson of the Audit Committee for a period of 12 months.

The Chairperson's performance shall be reviewed by the CEO on an annual basis, before the expiry of their term.

The Council shall appoint the Chairperson on a yearly basis via resolution.

The Chairperson of the Audit Committee must be an Independent Member. Elected Members of RGRC are not eligible to Chair the Audit Committee.

## Roper Gulf Regional Council Terms of Reference - Audit Committee



### 4. Authority

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

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

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

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

### 5. Roles and Responsibilities

#### 5.1 Financial Reporting

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

The Audit Committee shall review and challenge where necessary:

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

#### 5.2 Compliance

The Audit Committee shall:

- review the effectiveness of the system for monitoring the Council's compliance with all applicable laws, regulations and associated government policies pertaining to proper standards of financial management which the Council must comply with;
- review the process for building the capacity of Council to manage financial misconduct risk and its management strategies to enhance resistance to financial misconduct whilst improving Council's financial performance and integrity;
- monitor compliance of Program Funding Agreements, Service Level Agreements, Funding Agreements or any other agreements with any funding bodies or agencies to ensure proper standards of financial management;



## Roper Gulf Regional Council Terms of Reference - Audit Committee



- keep informed on the findings of any examinations of financial matters by regulatory agencies, and any auditor (internal or external) observations and monitor management's response to these findings;
- obtain regular updates from management on compliance matters pertaining to financial management and Accounting Standards.

### 5.3 Internal Control and Risk Management

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

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

### 5.4 Internal Audit

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

The Committee provide advice on the adequacy of internal audit resources relevant to the Council's identified financial risks and management strategies.

The Committee shall review Council's unaudited financial statements at the end of the financial year; set the audit agenda and Committee's work plan, including meeting dates, for the coming financial year.

### 5.5 External Audit

The Audit Committee shall assist Council meet its financial management, Accounting Standards, and regulatory obligations by meeting with the External Auditors as required, and discussing findings, review the draft audited financial statements and provide necessary feedback to Council.

The Audit Committee shall also review the effectiveness of the external audit and monitor the implementations of any recommendations authorised by Council or the Chief Executive Officer.

The Audit Committee shall review the Report to the Chief Executive Officer and management's response to the external auditor's findings and recommendations.

### 5.6 Provision of Information

The CEO will advise the committee members in the event of following:

- loss of significant programs
- material theft
- adverse financial event

### 5.7 Administrative Review

The Audit Committee shall have an administrative review function (s229 *Local Government Act*) if required, so as to review a Council decision which is designated as reviewable by the *Local Government Act*. Administrative review matters shall be assigned to the Committee as required by the Chief Executive Officer or Council.

## 6. Meetings

A meeting of the Audit Committee can be call at the request of any two (2) members of the Committee or by the Chair.

## Roper Gulf Regional Council Terms of Reference - Audit Committee



The Audit Committee Meetings may be considered confidential subject to the Section 65 (2) of the *Local Government Act* and Regulation 8 of *Local Government (Administration) Regulations*.

Confidentiality of matters deliberated by the Audit Committee is determined by their sensitivity and nature. Confidentiality of matters deliberated by the Committee shall be determined through assessment against the Part 4, Division 2 *Information Act* public interest provisions, together with their probative value and presumption in favour of disclosure not prejudicing the interests of Council (Regulation 8(c)(iv) *Local Government (Administration) Regulations*).

The Audit Committee will hold meetings at least four (4) times in a year. The internal or external auditors may request a meeting if they consider that one is necessary.

Meetings can be held in person, by telephone, or by video conference.

Only members of Audit Committee are entitled to vote in Audit Committee meetings. Unless otherwise required by the Act not to vote, each member must vote on every matter that is before the Committee for decision.

The Chief Executive Officer, Directors and Finance Manager shall be invited to attend each meeting, unless specifically requested not to do so by the chairperson of the Committee.

### 7. Quorum

A quorum for the Audit Committee is three (3) members and must include the Chair.

### 8. Proxies

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

### 9. Administrative Support

The Chief Executive Officer will appoint a Secretary to provide administrative support to the Audit Committee.

### 10. Reporting

Following each meeting of the Audit Committee, the meeting minutes will be presented to the Council providing information on the meeting and its outcomes and recommendations.

Audit Committee minutes may be designated confidential.

The Chairperson of the Audit Committee shall prepare and provide an annual report on its operations to the Council.

### 11. Conflict of Interest

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

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

### 12. Meeting Sitting Fee

Independent Members of the Audit Committee will be remunerated at a rate of \$900 per meeting by agreement with the CEO. This payment rate covers preparation for the meeting, meeting attendance, and travel expenses.

## Roper Gulf Regional Council Terms of Reference - Audit Committee



On attendance, each Councillor who is an Audit Committee Member will be paid extra meeting allowance for that meeting.

### 13. Committee Performance and Review

The Committee will review its performance on an annual basis and report to Council.

The review may be conducted as a self-assessment, and will be coordinated by the Chairperson. The assessment may also seek input from other parties.

The review will also include a review of the Terms of Reference for Audit Committee.

New members will receive relevant information and briefings on their appointment to assist them to meet their Committee responsibilities.

### 14. Legislation referenced in the Terms of Reference

*Local Government Act*

*Local Government (Accounting) Regulations*

*Local Government (Administration) Regulations*

*Information Act*

### 15. Document Review

Dates of amendments made by Council resolution:

28 January 2015 OCM	Council endorsed the document
24 June 2015 OCM	Council approved the amendment to the document
14 September 2017 OCM	Council approved the amendment to the document
18 April 2018 OCM	Council approved the amendment to the document

**CORPORATE GOVERNANCE DIRECTORATE REPORT**

<b>ITEM NUMBER</b>	15.5
<b>TITLE</b>	New and Revised Policies
<b>REFERENCE</b>	752401
<b>AUTHOR</b>	Cristian Coman, Manager - Governance and Corporate Planning

**RECOMMENDATION**

- (a) **That Council adopts the Draft GOV030 Shared Services Policy;**
- (b) **That Council adopts the Revised GOV009 Vehicle Use Policy;**
- (c) **That Council adopts the Revised HR009 Volunteer Policy.**
- (d) **That Council adopts the Revised HR009 Organisational Delegations Manual**

**BACKGROUND**

On 18 April 2018, at the Ordinary Meeting of Council, The Department of Housing and Community Development (the Department) requested that Council adopts a Shared Services Policy.

The GOV009 Vehicle Use Policy has been amended to reflect operational feedback and concerns received by the Strategic Leadership Team.

The HR009 Volunteer Policy has been amended to reflect operational challenges and concerns as received by the Strategic Leadership Team.

The GOV009 Organisational Delegations Manual has slight amendments requested by the Strategic Leadership Team to clarify the delegations to negotiate contracts and other agreements.

All policies in this report have been reviewed and endorsed by the Strategic Leadership Team.

**ISSUES/OPTIONS/SWOT**

The Draft GOV030 Shared Services Policy states that Council may consider shared services arrangements as required. It was endorsed by the Strategic Leadership Team at the 21 May 2018 Meeting.

The Revised GOV009 Vehicle Use Policy states that all RGRC vehicles shall be safe and fit for purpose, and provides for appropriate safety equipment to be installed as required.

The Revised HR009 Volunteer Policy requires all prospective volunteer application to obtain Directorial approval prior to the applications being progressed to Human Resources and to the Chief Executive Officer for appointment.

The Revised GOV012 Organisational Delegations Manual (Non-Financial) clarifies that all contracts, leases, rentals, agreements or memorandae are to be negotiated by Directors or the Chief Executive Officer.

**FINANCIAL CONSIDERATIONS**

N/A

**ATTACHMENTS:**

- 1 GOV030 Shared Services Policy - DRAFT.docx
- 2 REVISION - GOV009 Vehicle Use policy.doc
- 3 REVISION HR009 Volunteer Policy.doc



**4 REV - GOV012 - Organisational Delegations Manual (non financial).doc**

## 1. POLICY CERTIFICATION

Policy title:	<b>Shared Services Policy</b>
Policy number:	<b>GOV030</b>
Category:	<b>Council Policy</b>
Classification:	<b>Administration</b>
Link to Strategic Plan Goals:	Goal 1: Strong Leadership through Good Governance. Strong Financial Management, Corporate Planning and Operational Support
Link to Strategic Plan Strategy:	Goal 1: Further strengthen corporate governance and financial sustainability
Link to Business Plan Strategy:	Goal 1: Achieve strong Corporate Governance
Status:	Draft

## 2. PURPOSE

Roper Gulf Regional Council (RGRC) affirms its commitment to the development and sustainability of its residents and communities. RGRC aims to provide efficient, timely, and high-standard services to achieve this goal. RGRC recognises that under certain circumstances it may be practical to enter into a shared-services arrangement with one or more bodies for mutual benefit of improved service delivery and outcome, at a reduced overall risk and cost.

## 3. ORGANISATIONAL SCOPE

This Policy is applicable across Roper Gulf Regional Council as a whole, and is aimed at Directorate and Business Unit level. This Policy compliments the following RGRC Policies:

- GOV028 Buy Local Policy;
- GOV029 Indigenous Procurement Policy;
- CTS002 Commercial Commitments Policy.

## 4. POLICY STATEMENT

RGRC will consider whether or not a shared-services approach with other public or private bodies is desirable on a case by case basis.

RGRC will also consider requests and proposal for shared services from external stakeholders.

The ultimate discretion of whether or not to enter into a shared services agreement lies with Council and its delegated officers as outlined in the GOV012 Organisational Delegations Manual (Non-Financial).

## 5. DEFINITIONS

Word, acronym used in document in alphabetical order	Definition
CEO	Chief Executive Officer
RGRC	Roper Gulf Regional Council

## 6. PRINCIPLES

The feasibility of potential shared services arrangements with external bodies shall be assessed by the Strategic Leadership Team (SLT). Requests for such arrangements may arise from internal business units, as well as from external parties.

Proposals for shared services arrangements shall be assessed against various requirements and considerations including but not limited to:

- Applicable law;
- Current and potential contractual and agreement obligations;
- The public interest;
- Current and potential operational requirements;
- Risk;
- Safety;
- Cost analysis;
- Current and potential capacity of all parties to deliver stated and desirable outcomes;

Should SLT determine that a shared services arrangement is desirable, the responsible business unit shall develop a proposed agreement as directed by the Chief Executive Officer (CEO) or applicable Director, and forward the proposal to the Governance and Corporate Planning business unit for review in accordance with Clause 6 of the CTS002 Commercial Commitments Policy.

The final draft of a shared services agreement requires the review and approval of the Director of Corporate Governance before it is presented to the CEO and/or Council (depending on nature of matter) for adoption and execution.

## 7. REFERENCES

Acknowledgements (original author/source	Original author/source documents
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documents)	
Related Policies	<ul style="list-style-type: none"> <li>• CTS002 Commercial Commitments Policy;</li> <li>• GOV012 Organisational Delegations Manual (Non-Financial);</li> <li>• GOV015 Legislative Compliance Policy;</li> <li>• GOV023 Risk Management Policy;</li> <li>• GOV027 Indigenous Procurement Policy;</li> <li>• GOV028 Buy Local Policy.</li> </ul>
Related Publications	<i>Local Government Act</i> <i>Local Government (Accounting) Regulations</i> <i>Local Government General Instruction No.4 - Procurement</i>
Related Supporting Documents	List supporting documents such as SOPs, Forms, Templates that relate to the policy.

## 8. DOCUMENT CONTROL

Policy Number	<b>GOV030 Shared Services Policy</b>
Policy Owner	<b>Manager – Governance and Corporate Planning</b>
Approved By	Select Approver.
Approval Date	Click here to enter a date.
Revisions	Enter date of all revisions
Amendments	List all amendments at each revision dated
Next revision due	Every 2 years from approval/ revision date

## 10. CONTACT PERSON

Position **Manager Governance, Corporate Planning & Compliance**  
Contact number **08 8972 9005**

## 1. POLICY CERTIFICATION

Policy title:	<b>Vehicle Use Policy</b>
Policy number:	<b>009</b>
Category:	<b>Policy</b>
Classification:	<b>Governance</b>
Status:	<b>Approved</b>

## 2. PURPOSE

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

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

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

## 3. ORGANISATIONAL SCOPE

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

## 4. POLICY STATEMENT

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

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

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

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

## 5. DEFINITIONS

<b>Employment Conditions</b>	The terms and conditions as defined in a contract staff's employment contract.
<b>Fleet Vehicles</b>	Refers to all vehicles owned or controlled by Roper Gulf Regional Council that are designed to carry passengers and / freight on public roads.
<b>Fleet Pool</b>	A grouping of vehicles that may be used commonly by a group of staff, as defined by location or program. The management of a fleet pool shall be coordinated centrally by a designated officer.
<b>Fringe Benefits Tax (FBT)</b>	Tax levied on benefits obtained by employees in respect of their employment.
<b>FBT Log Book</b>	Means a continuous period of at least 12 weeks when a vehicle is

<b>period</b>	used for average business use (it should not be a period chosen because of maximum business) for which special log books are used as basis for FBT calculations.
<b>Log Books</b>	Books used to record details of all trips undertaken including the driver's name, journey date, starting and ending odometer readings and purpose of the journey.
<b>Personal use</b>	Refers to the use of fleet vehicles for non-business purposes. It generally includes travel to and from work.
<b>PCA Offences</b>	Prescribed Concentration of Alcohol Offences: Driver / Attempted Driver drives or attempts to drive a motor vehicle on a road or road related area with a Blood Alcohol Concentration (BAC) and/or Breath Alcohol Concentration (BrAC) which contravenes the conditions of their drivers licence, as listed in Part V of the <i>Traffic Act</i> .
<b>PID Offences</b>	Prescribed Illicit Drug Offences: Driver / Attempted Driver drives or attempts to drive a motor vehicle on a road or road related area whilst under the influence of a prohibited drug as listed in Schedule 1A of the <i>Traffic Regulations</i>
<b>Reserve vehicles</b>	Vehicles that are not directly assigned to a specific function or staff position
<b>RGRC</b>	Roper Gulf Regional Council
<b>SOP</b>	Standard Operating Procedure

## 6. PRINCIPLES

### 6.1 Approved Drivers

Employees and Elected Members of the RGRC who are required to operate a RGRC vehicle in the performance of their duties must be in possession of a valid Australian driver's licence. Staff must provide a copy of the driver's licence to the Human Resources (HR) to be put in their personal file. Elected Members must provide a copy of the driver's licence to the Governance and Corporate Planning Manager to be put in their personal file.

Drivers will be required to undergo four-wheel drive (4WD) training before being authorised to drive off-bitumen, and/or in remote areas.

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

Staff members who fail to declare licence suspensions/cancellations to their supervisors and HR, and proceed to drive RGRC motor vehicles will not only commit offences, but will have their failure to declare matters dealt with as serious misconduct.

Elected or Appointed Members who fail to declare licence suspensions/cancellations to the CEO and Governance and Corporate Planning Manager, and proceed to drive RGRC motor vehicles will not only commit offences, but will have their failure to declare matters dealt with as serious misconduct.

### 6.2 Use of Council Vehicles

#### 6.2.1 RGRC Motor Vehicles

RGRC motor vehicles shall be safe and fit-for-purpose. This is inclusive of the vehicles' type, model, and fitted equipment, and their state of maintenance and repair.

RGRC motor vehicles which are likely to travel off-bitumen and/or to regional and remote areas may be fitted out with, or otherwise carry, safety equipment which includes but is not limited to:

- Appropriate frontal protection;
- Appropriate suspension and tyres;
- First Aid kits;
- Radio communications;
- Satellite vehicle tracking;
- Satellite communications;
- Recovery kits;
- Appropriate emergency water

### 6.2.2 Official use of RGRC Motor Vehicles

All drivers of RGRC vehicles must ensure that they exercise the utmost diligence when driving a RGRC vehicle. Drivers need to ensure that they observe all applicable laws, RGRC policies, as well as the manufacturer's recommendations as set out in the vehicle's manual.

Drivers need to be mindful that they represent RGRC whilst driving a RGRC vehicle, and must not drive, or otherwise operate a RGRC vehicle in a manner which may damage the reputation and standing of RGRC.

Drivers need to ensure that they complete all applicable paperwork such as logbooks and prestart checks as required.

Drivers must ensure that they comply with all applicable safety requirements, and do not drive a RGRC vehicle if they suspect the vehicle to be unsafe due to damage, lack of maintenance, or other reasons.

Drivers need to comply with RGRC safety provisions and ensure that they have a working satellite telephone, adequate water, and met the Journey Management requirements before commencing a journey to a remote area.

All RGRC vehicles must contain a First Aid Kit. A RGRC vehicle must not be driven if it does not carry a First Aid Kit, and it is the responsibility of the driver to ensure that they inspect the vehicle to confirm the presence of a First Aid Kit before driving the vehicle.

Drivers must ensure that they report all actual and suspected damage, and maintenance issues to their supervisors and workshop staff, and that they remove all rubbish from the vehicle once they have finished using it.

### 6.2.3 Authorised Private use of Vehicles

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

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

Employees authorised to have private use of vehicles are allowed to transport alcohol but cannot make any deliveries for other people. Private vehicle users are to comply with the *Liquor Act*, and all applicable alcohol restrictions, and it is to be remembered that responsibility prevails when carrying alcohol within the Roper Gulf Region. It is also to be remembered that the driver's Blood Alcohol Concentration (BAC) whilst driving a motor vehicle cannot exceed .05% (meaning 500mg/100ml of blood volume). Any conviction for



Prescribed Concentration of Alcohol (PCA) or Prescribed Illicit Drug (PID) offences which occur in a RGRC vehicle will result in disciplinary action.

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

#### **6.2.4 Home Garaging of Vehicles**

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

#### **6.2.5 Use of Vehicles for Community Activities**

The use of RGRC vehicles for any non business purpose must be approved in writing, prior to such use, by the relevant Departmental Managers. Such use will only be by RGRC employees and any request for use by an employee must be put in writing 48 hours prior to the time of the requested use. Any damage to the vehicle will be the responsibility of the employee and the employee will be required to make good any damage. Drivers of RGRC vehicles must ensure that the vehicle is not driven, or otherwise used in a manner which may damage the reputation and standing of RGRC, or is otherwise inconsistent with the public interest.

#### **6.2.6 Pool Vehicles**

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

### **6.3 Fuel Cards**

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

Fuel cards are to be used solely for RGRC use. The Fuel Card should be used only for the purchase of fuel (E10, ULP, Diesel or LPG only) and oil for RGRC vehicles. Drivers need to ensure that they only use low-aromatic petrol (OPAL) in areas where such restrictions apply. No other purchases are permitted on the fuel card. The use of this card for obtaining bonus points (i.e. Flybuys Points) is prohibited due to inconsistency with the public interest, and, RGRC's liability for the Fringe Benefits Tax.

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

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

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

RGRC shall maintain records of vehicle usage in order that:

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

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

### **6.5 Security:**

Vehicles must be:

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

### **6.6 Insurance**

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

### **6.7 Servicing and Maintenance**

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

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

### **6.8 Driving Range**

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

### **6.9 Modification in Vehicles**

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

### **6.10 Accidents Emergencies**

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

- obtaining particulars of the other parties involved,
- notifying the Police and relevant authorities in accordance with the *Traffic Act* or any other relevant laws,
- notifying relevant Manager/Director and Asset Manager and
- submitting the applicable Incident Form to WHS.

Employees should also immediately report any theft or damage, however slight, to the relevant Manager/Director and then to Asset Manager for repairs to be undertaken as soon as they are practicably able to do so.

### 6.11 Sharing of Resources

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

### 6.12 Safety Driving Standards

The employees of RGRC, while driving any vehicle owned, leased or under the control of Roper Gulf Regional Council, shall drive within the provisions of the *Traffic Act*, the *Traffic Regulations, Schedule 3 – Australian Road Rules*, and shall follow the rules and standards as prescribed by applicable RGRC Standard Operating Procedures.

## 7. DISCIPLINARY ACTION

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

## 8. REFERENCES

Acknowledgements (original author/source documents)	
Related Policies	GOV008 – Travel Policy for Employees and Councillors
Related Publications	<ul style="list-style-type: none"> <li>• <i>Work Health and Safety (National Uniform Legislation) Act</i></li> <li>• <i>Traffic Act</i></li> <li>• <i>Traffic Regulations</i></li> <li>• <i>Traffic Regulations, Schedule 3 – Australian Road Rules</i></li> <li>• <i>Liquor Act</i></li> <li>• <i>Local Government Act</i></li> <li>• <i>Information Act</i></li> </ul>
Related Procedures	<i>RGRC Light Vehicle Procedure</i>
Relevant Forms	<i>Vehicle Prestart Checklist Form</i> <i>Journey Management Form</i>

## 9. DOCUMENT CONTROL

Policy number	<b>GOV009</b>
Policy Owner	<b>Governance</b>
Endorsed by	<b>OCM</b>
Date approved	<b>26/06/2013 OCM</b>
Revisions	<b>26/03/2014, July 2017</b>
Amendments	<b>26/03/2014 OCM</b> <b>28/10/2015 OCM</b> <b>23/08/2017 FCM</b>
Next revision due	<b>June 2021</b>

**10. CONTACT PERSON**

Contact person

**Manager, Governance and Corporate  
Planning**

Contact number

**08 8972 9005**

## 1. POLICY CERTIFICATION

Policy title:	<b>Volunteer Policy</b>
Policy number:	<b>009</b>
Category:	<b>Policy</b>
Classification:	<b>HR</b>
Status:	<b>Approved (26/6/2013 OCM)</b>

## 2. PURPOSE

Roper Gulf Regional Council (RGRC) values the contribution of the unpaid work of volunteers. This policy is intended to ensure that volunteers working at Roper Gulf Regional Council have work that is safe, significant, fulfilling, and appreciated.

## 3. ORGANISATIONAL SCOPE

This policy applies to all individuals applying to volunteer with Roper Gulf Regional Council and all services and programs of Roper Gulf Regional Council involving volunteers.

## 4. POLICY STATEMENT

Roper Gulf Regional Council involves volunteers in relevant and appropriate work and ensures that volunteer work is meaningful. RGRC intends that all volunteers feel personally rewarded by their involvement in the various services and programs in which they participate.

## 5. DEFINITIONS

HR	Human Resources
RGRC	Roper Gulf Regional Council
Volunteer	A person who does community work on a voluntary basis.
Work	Includes any activity

## 6. PRINCIPLES

- 6.1 All volunteers shall be treated with respect and with gratitude for their contribution.
- 6.2 Volunteers shall be employed at the discretion of the management of Roper Gulf Regional Council.
- 6.3 Volunteers shall carry out duties assigned by the management of Roper Gulf Regional Council.
- 6.4 All volunteers shall be as far as possible protected from harm, and shall be relieved of liability for acts performed in the discharge of their volunteer functions.

## 7. ROLES AND RESPONSIBILITIES

### 7.1 Roles for Volunteers

RGRC and the individual volunteers each have an obligation to ensure that volunteer participation is safe, effective and most of all enjoyable. Volunteers contribute to a range of activities and through their commitment and energy, volunteers enrich the fabric of the local community.

## 7.2 RGRC's Responsibilities

The RGRC shall have responsibilities as follows:

- to acknowledge the extent and importance of volunteer contributions,
- to increase awareness both internally and externally of the contribution of volunteers,
- to conduct relevant induction for volunteers,
- to provide volunteers with training and equipment appropriate to their activities,
- to provide information on Council policies and procedures impacting on activities,
- to provide clear operational guidelines and volunteer activities,
- to provide a safe working environment,
- to provide relevant insurance cover,
- where appropriate, to acknowledge and identify the skill levels of individual volunteers,
- to actively promote volunteer and group activities.

## 7.3 Volunteer's Responsibilities

The Volunteer shall:

- complete the work that was volunteered for and be dependable,
- work as part of the team in a safe manner and report any unsafe conditions,
- follow guidelines, policies and procedures relevant to the volunteering position,
- not exceed personal skill and training levels,
- act in a manner that does not undermine RGRC in the community,
- record attendance details in an attendance register, log book or minutes of a meeting for insurance purposes, and
- notify the Department Manager of any issue relating to work task allocation which may impact on their participation, for example prior or existing physical restriction.

## 8. POLICY CONTENT

### 8.1 Recruitment

Volunteers are required to enter into a volunteer agreement and must demonstrate that they hold the relevant licences or qualifications relative to the field they are volunteering in and supply copies to be held on file with the HR department.

Volunteers must comply with Council's requirements to maintain a Working with Children check (Ochre card) where applicable and undergo a Criminal History Check.

All prospective volunteer appointments require prior written Directorial approval.

Upon receiving Directorial approval, all volunteers must be approved by the CEO via HR department before they can commence.

### 8.2 Induction

All volunteers shall be offered appropriate information and training through an Induction process. This will allow them to confidently and competently perform the duties of their role.

### 8.3 Supervision

All volunteers shall receive appropriate supervision while performing their required duties. The RGRC will appoint a mentor, who will make themselves available to assist the volunteer when required while also helping them to develop and expand their skills.

## 8.4 Volunteer Remuneration

RGRC may, at the sole discretion of the department or community manager, decide to provide limited remuneration to a volunteer if it considers it appropriate to do so in the particular circumstances.

If RGRC decides to remunerate a volunteer, the remuneration will be limited to:

- Reimbursement of reasonable expenses in doing the work, and
- Within limits prescribed by relevant legislation.

## 8.5 Policy and Procedures

- Volunteers are expected to maintain the same standards of confidentiality, courtesy and organisational discipline as RGRC's other employees.
- Volunteers must comply with all RGRC workplace policies including WHS, Employee Code of Conduct, Employee Discipline, Smoking and will attend an appropriate induction program provided by RGRC.

## 8.6 Work Health and Safety

Despite a volunteer not being an employee, RGRC has a legal obligation with respect to their health and safety while undertaking activities on behalf of Council. Before volunteers are permitted to undertake an activity on behalf of RGRC a risk assessment of the activity will be undertaken to ensure the following:

- the activity is suitable for volunteers,
- the activity does not place volunteers at risk to their health and safety,
- the volunteer has the physical capacity to undertake the activity,
- the volunteers has the knowledge and skills required to undertake the activity in a safe manner.
- RGRC shall supply volunteers with task-specific (rather than generic) Personal Protective Equipment (PPE) where required.

## 8.7 Recognition and Acknowledgement

All volunteers will be recognised and acknowledged through RGRC, civic events, festivals and programs.

## 8.8 Insurance

Any incident arising from any activity of the RGRC which results the RGRC being found liable for personal or property damage is covered by this Policy. Activities arranged by the RGRC that involve volunteers are activities of RGRC and therefore come within the policy.

RGRC insurance does not cover incidences where damage has been caused though wilful or deliberate acts, or if the terms of the policy have not been complied with. If damage is caused or an incident arises, the supervisor must be notified immediately and applicable Incident Report Form is to be filled and submitted to RGRC's HR department.

## 8.9 Use of RGRC Equipment

Volunteers may be provided with RGRC equipment to assist in performing various activities. If a license or qualification is required to operate plant or equipment, a volunteer must provide evidence of such qualification or licence to the HR department prior to using equipment. All care should be taken to ensure that equipment is used correctly and within the guidelines or instruction provided by supervisors.



Damage to RGRC equipment by volunteers whilst working under the care and control of Council is covered by Council's Property Mutual Insurance.

## 9. REFERENCES

Acknowledgements (original author/source documents)	
Related Policies	<ul style="list-style-type: none"> <li>▪ HR005 Confidentiality and Privacy policy</li> <li>▪ HR001 Employee and Contractor Code of Conduct</li> <li>▪ HR006 Working with Children Certificate Policy</li> </ul>
Related Publications	<ul style="list-style-type: none"> <li>▪ <i>Local Government Act</i></li> <li>▪ <i>Work Health and Safety (National Uniform Legislation) Act</i></li> <li>▪ <i>Care and Protection of Children Act</i></li> <li>▪ <i>Anti-Discrimination Act</i></li> </ul>
Relevant Document	<ul style="list-style-type: none"> <li>▪ Volunteer Poster</li> <li>▪ Volunteer Agreement</li> </ul>
Relevant Forms	<ul style="list-style-type: none"> <li>▪ 107-007 Incident Report Form</li> </ul>

## 10. DOCUMENT CONTROL

Policy number	<b>009</b>
Policy Owner	<b>HR</b>
Endorsed by	<b>OCM</b>
Date approved	<b>26/6/2013</b>
Revisions	<b>July 2017</b>
Amendments	<b>23 August 2017</b>
Next revision due	<b>June 2021</b>

## 11. CONTACT PERSON

Contact person

**Manager Governance, 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

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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
Approve fee assistance for staff study leave (within budget)	For staff	Director

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
	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**

<b>Function</b>	<b>Amount and/ or Qualification (Where applicable)</b>	<b>Delegated Authority</b>
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**

<b>Function</b>	<b>Amount and/ or Qualification (Where applicable)</b>	<b>Delegated Authority</b>
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	CEO
Authority to appoint, manage, and revoke persons to Tender Assessment Panel	For organisation	CEO
Authority to investigate funding opportunities, make recommendations and prepare submissions and tenders	For community based initiatives	Managers
	For directorate	Director
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
Approve and submit financial reports to funding departments/organisations.	For directorate	Director
	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*

<b>Function</b>	<b>Amount and/ or Qualification (Where applicable)</b>	<b>Delegated Authority</b>
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

**CORPORATE GOVERNANCE DIRECTORATE REPORT**

<b>ITEM NUMBER</b>	15.6
<b>TITLE</b>	Assets - Fleet Disposals
<b>REFERENCE</b>	752658
<b>AUTHOR</b>	Virginya Boon, Asset Manager

**RECOMMENDATION**

- (a) **That the Ordinary Meeting of Council approve the disposal of fleet listed in the attachment.**

**BACKGROUND**

- a) The Assets program is updating fleet, plant and machinery as an ongoing regular task and in this process excess and old fleet items are being identified for disposal.
- b) Ministerial Guideline 7 – Disposal of Property outlines considerations that need to be taken into account when determining assets to be disposed. These considerations were involved in compiling the current list of assets to dispose of.

**6. Considerations**

**(1) In considering the method of disposal of an asset, council should consider a number of issues, for example:**

- (i) The potential for the council to obtain the best price.*
- (ii) The number of known potential purchasers of the land or assets.*
- (iii) The current and possible preferred future use of the land or assets.*
- (iv) The existence of local purchasers of the land or asset.*
- (v) The opportunity to promote local economic growth and development.*
- (vi) The total estimated value of the sale.*
- (vii) Delegation limits taking into consideration accountability, responsibility, operational efficiency and urgency of the sale.*
- (viii) Compliance with statutory and other obligations*

**(2) Council or its officers with delegated authority shall, when making decisions, act in accordance with the council's budget, relevant policies, plans, resolutions, and all relevant statutory or common law requirements.**

As with the previous identification of assets for disposal in previous auctions, the most significant consideration is useful working life of an asset. Simply put, Council has a number of vehicles, plant and machinery that are no longer economical to use or repair and some of them have been dormant for a period of time. The attached list of assets to dispose have either been replaced already or are no longer needed for any of Council's activities and Council's best option is to dispose of them while they still retain some value.

The above considerations were used to determine what items have been included in the disposal list and that an auction was the most efficient, transparent and cost beneficial way of disposing of them.

**ISSUES/OPTIONS/SWOT**

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**FINANCIAL CONSIDERATIONS**

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**ATTACHMENTS:**

- 1 Fleet Disposals list - OCM 180627.pdf

FLID	Fleet Asset Category	Account Description	Short Description	2 / 4 WD	Location	Reserve#2	Activity#2	Year	Odometer Reading - DEC 2017
1 70351	MA	934832 POLARIS RANGER QUAD	934832 POLARIS	2WD	13	14	160	2005	1,426
2 70261	TR	TF7024 FIRE TRAILER	TF7024 FIRE TRA	4WD	23	14	164	2008	
3 70736	MV	CB53NI prev CA70KG TOYOTA HILUX SR 4X4 TD MAN DC	CB53NI	4WD	10	10	114	2012	131,363
4 70864	MV	CB92GW TOYOTA HILUX 4X2 SR 3.0LT DIESEL MANUAL D/C	IBA CB92GW	2WD	10	34	407		
5 70842	MV	CB53IL Toyota Prado GXL 3.0L Silver	CB53IL CEO PRAD	4WD	10	10	101	2014	117,177
6 70545	MV	CA02ZW TOYOTA HILUX S/CAB	CA02ZW TOYHILUX	4WD	10	10	109	2011	120,504
7 70850	MV	CB53HL Toyota Hilux 4WD D/C Auto Diesel	CB53HLAsset Mng	4WD	10	10	109	2014	146,321
8 70320	MV	924083 ISUZU MPR 300 D/CAB TIPPER	924083 ISUZU TI	2WD	11	14	160	2008	89,779
9 70146	MA	CB29SH KUBOTA TRACTOR B26 BACKHOE	CB29SH KUB TRAC		12	14	160	2008	1,987
10 70503	MA	992523 ATV KUBOTA 900MW	992523 KUB RTV		12	14	160	2010	975
11 70266	MV	924950 ISUZU TIPPER TRUCK	924950 ISUZU TI		12	14	160	2008	77,526
12 70297	MA	927190 KUBOTA F3680 MOWER	927190 KUBOTA F		12	14	160	2008	2,271
13 70180	TR	T73678 SUNSHINE TANDEM TRAILER	T73678 TRAILER		12	14	160	1992	
14 70436	MV	966679 TOYOTA HILUX VIN MROFZ22G201172788	966679 TOYhilux	4WD	12	10	111	2010	95,133
15 70813	MV	CB28ZD TOYOTA HILUX 4WD D/CAB	CB28ZD HILUX	4WD	12	14	160	2013	86,772
16 70777	MV	CA80HA TOYOTA HILUX D/CAB	TOYOTA HILUX SR	4WD	12	30	344	2013	100,593
17 70137	MA	935607 FORD TRACTOR	935607 FORD TRA		15	14	160	1983	25,670
18 70234	MA	CB45PE (923299) TRACTOR KUBOTA M6040	923299 KUBOTA		15	14	160	2008	2,013
19 70556	MA	CA37CG POLARIS QUAD CDEP	CA37CG POL QUAD		15	26	314	2011	1,684
20 70656	MV	CA32VY TOYOTA HIACE BUS SLWB 3.0L MANUAL TD	Toyota Hiace Bu	2WD	15	30	344	2011	
21 70353	MA	981122 KUBOTA TRACTOR MX5000	981122 KUB TRAC		16	14	160	2008	8,552
22 70652	MA	CA23RK CASE ALL TERRAIN SCOUT XL	CA23RK Case All		16	14	160	2011	
23 70713	MA	CA50OH 2012 HUSTLER RIDE ON MOWER	CA50OH 2012 HUS		16	14	160	2012	6,648
24 70822	MA	CB13XP John Deere Tractor 5075SE and Haward Loader	CB13XP John Dee		18	14	160	2013	7,854
25 70442	MA	955209 JOHN DEERE GATOR GREEN	955209 JD GATOR		18	14	160	2009	2,531
26 70817	MV	CB13DC Toyota Dual Cab Utility Jilkrinning CSM	CB13DC Toyota D		18	14	160	2013	127,903
27 70892	MV	CG83VH TOYOTA HILUX 4WD DUAL CAB	CG83VH TOYOTA H	4WD	18	10	111	2015	126,309
28 70764	MV	CA45ID HILUX TOYOTA 2WD TD SR MANUAL DC	CA45ID 2WD HILU	2WD	18	30	344	2012	76,310
29 70139	MA	CA48WQ JOHN DEERE TRACTOR 5203	798228 JD TRACT		20	14	160	2007	
30 70557	MA	4661NT JOHN DEERE MOWER	4661NT JD MOWER		20	14	160	2011	782
31 70876	MA	CB95UD JOHN DEERE RIDE ON MOWER GREEN D110	CB95UD JOHN DEE		20	14	160	2011	
32 70603	MV	CB95VD TOYOTA HILUX EXTRA CAB	CB95VD TOYHILUX	4WD	20	14	160	2011	93,783
33 70739	MV	CB95VC TOYOTA HILUX SR TD 4X4 MAN DC	CB95VC HILUX SR	4WD	20	10	111	2012	99,085
34 70452	MV	979566 TOYOTA TROOPCARRIER WHITE	979566 TOY TROO	4WD	20	34	415	2010	
35 70530	MV	992619 TOYOTA TROOPCARRIER	992619 TOY TROO	4WD	21	34	415	2010	130,434
36 70226	MV	978737 TOYOTA HIACE VAN - CORRECT FLID VINJT743LHJ401009152	HIACE VA	4WD	20	30	347	2002	
37 70350	MA	934833 KUBOTA MOWER F3680	934833 KUB MOWE	2WD	16	14	160	2006	



**CORPORATE GOVERNANCE DIRECTORATE REPORT**

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<b>ITEM NUMBER</b>	15.7
<b>TITLE</b>	Human Resource Restructure
<b>REFERENCE</b>	752662
<b>AUTHOR</b>	Michael Cook, HR Manager

**RECOMMENDATION**

- (a) **That Council approves the correction to the classification level of the Payroll Officer Level 4 to Payroll Officer Level 3 / 4.**

**BACKGROUND**

Following presentation of the proposed Human Resource re-structure to SLT on 4 April 2018, and the subsequent approval of the same by the Finance Committee on 30 May 2018, an administrative error was discovered.

The original proposal shows the classification level of the Payroll Officer as a level 4, when in actual fact it should be a band level 3 / 4, which is consistent with the HR Administration Officer level 3 / 4 and the Training Officer level 3 / 4.

**ISSUES/OPTIONS/SWOT**

<<Enter Text>>

**FINANCIAL CONSIDERATIONS**

This correction has no financial or budget implications as the budget was costed on the higher classification level 4. Therefore the integrity of the original proposal maintains it's 'cost neutral' integrity.

**ATTACHMENTS:**

There are no attachments for this report.

**CORPORATE GOVERNANCE DIRECTORATE REPORT**

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<b>ITEM NUMBER</b>	15.8
<b>TITLE</b>	Regional Plan 2018-19
<b>REFERENCE</b>	752665
<b>AUTHOR</b>	Cristian Coman, Manager - Governance and Corporate Planning

**RECOMMENDATION**

- (a) **That the Council receives and notes Draft 2018-19 Regional Plan;**
- (b) **That Council resolves to put the Draft 2018-19 Regional Plan out for public consultation;**

**BACKGROUND**

Council must formally adopt a Regional Plan by 31 July each year. The draft Regional Plan for the Financial Year 2018-2019 has been compiled and is ready for public consultation.

**ISSUES/OPTIONS/SWOT**

The Draft 2018-19 Regional Plan has been compiled after consultation with Community via Local Authority and Town Priority meetings and Council staff.

The Draft Regional Plan must go out to public consultation for a period of 21 days before being formally adopted by Council.

Council must adopt the Regional Plan at the 25 July 2018 Ordinary Meeting of Council.

**FINANCIAL CONSIDERATIONS**

<<Enter Text>>

**ATTACHMENTS:**

There are no attachments for this report.

**CORPORATE GOVERNANCE DIRECTORATE REPORT**

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**ITEM NUMBER** 15.9  
**TITLE** Actions from FCM regarding:  
1. Roads and Storm Water Audit  
2. Asset Management Plan  
**REFERENCE** 752793  
**AUTHOR** Virginia Boon, Asset Manager

**RECOMMENDATION**

- (a) **That Council receives and note the Tonkin Audit Report on RGRC Roads and Stormwater Infrastructure.**
  
- (b) **That Council receives and note the Draft Asset Management Plans for:**
  - 1. Buildings
  - 2. Fleet
  - 3. Roads

**BACKGROUND**

<<Enter Text>>

**ISSUES/OPTIONS/SWOT**

<<Enter Text>>

**FINANCIAL CONSIDERATIONS**

<<Enter Text>>

**ATTACHMENTS:**

There are no attachments for this report.

**CORPORATE GOVERNANCE DIRECTORATE REPORT**

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<b>ITEM NUMBER</b>	15.10
<b>TITLE</b>	Council Official Communications
<b>REFERENCE</b>	752796
<b>AUTHOR</b>	Cristian Coman, Manager - Governance and Corporate Planning

**RECOMMENDATION**

- (a) **That the Council decides which form of media to use to dispense its official and unofficial communications / news.**

**BACKGROUND**

Council had an internal newsletter circulating until August 2017. This newsletter was also publicly available on Council’s website

**ISSUES/OPTIONS/SWOT**

The Newsletter has not been published since August 2017, and Council or its Executive Staff have received no feedback pertaining to its absence.

The role of the previous Newsletter has been replaced by Social Media which is more efficient, timely, cost-effective, environmentally and reaches a much larger audience.

Council has a following of more than 5,000 persons (2,500 likes, plus 2,500 followers).

Council is requested to nominate which form of media it wishes to use for its official communiques.

**FINANCIAL CONSIDERATIONS**

Social Media is much faster, responsive and cheaper than a dedicated Newsletter.

**ATTACHMENTS:**

There are no attachments for this report.

**CORPORATE GOVERNANCE DIRECTORATE REPORT**

<b>ITEM NUMBER</b>	15.11
<b>TITLE</b>	Rocky Creek Bridge
<b>REFERENCE</b>	752798
<b>AUTHOR</b>	Greg Arnott, Director Corporate Governance

**RECOMMENDATION**

- (a) **That Council approves proposed budget of \$4.2 million for the construction of a bridge at Rocky Creek Borroloola to replace the existing culverts.**
- (b) **That Council approves the engagement of engineers to complete detailed design of proposed bridge.**
- (c) **That Council approves the tendering of proposed works.**

**BACKGROUND**

The Rocky Creek crossing on Robinson Road links the north and south sides of Borroloola. The crossing comprises of five (5) circular metal plate culvert cells. The original drawings are dated July 1980, and it is considered that the crossing was constructed shortly after. The diameter of the cells ranges from 3.3m to 4.0m.

The Category 1 Tropical Cyclone Alfred formed in the Gulf of Carpentaria on 20 February 2017, and then weakened to a tropical low before making landfall on 22 February 2017. The extreme rainfall that was experienced during this event caused the flooding of the Rocky Creek in Borroloola, and led to overtopping of the culvert crossing. 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 17/18 wet season to ensure the crossing remained intact.

Flooding of the Rocky Creek crossing is governed by the backwater from the larger McArthur River. The location of the crossing is approximately 600m upstream of the confluence with the McArthur River. The crossing roadway has been overtopped by backwater from the McArthur River 17 times in 42 years (i.e. 1 in 2.5 years). The McArthur River peaks 24 hours after heavy rain. Following the February 2017 storm, the crossing was inundated for 2.5 days.

Rocky Creek is a strange catchment. It is flat and has appreciable storage in the form of swamps. Estimates of local flows were obtained from the Australian Rainfall and Runoff website. See table below.

**Water flow at Rock Creek crossing**

Event type	cu.m/sec
------------	----------

Q2	66
Q5	124
Q10	173
Q20	230
Q50	316
Q100	392

The 'time of concentration' for Rocky Creek catchment approaches 16 hours. The February 2017 storm had a rainfall intensity of 14mm/hr, which equals to a Q20 local event. Local flows would have been of the order of 230cu.m/sec. The corresponding flow velocity of 4.6m/sec would have required a head drop through the crossing of 1.7m, assuming the culvert behaved as an orifice. The upstream water level, assuming minimal tail water, is 8.3m AHD, which provides zero freeboard to the road. The McArthur River had significant discharges during the February 2017 flood, and would have generated high tail water levels at the crossing. Local flows from Rocky Creek would have generated even higher headwater levels and overtopped the road level (8.5m AHD).

The consulting engineers provided 4 options as a permanent solution to the crossing. All of these options were at the existing level of the current culvert. If a replacement structure provides the same waterway area (or greater) than the existing culvert, it will have similar hydraulic characteristics and be equally adequate. A summary of construction cost estimates for the repair and replacement options is provided below.

#### Summary of construction cost estimates

Concrete Box Culvert Crossing	\$2.49M
Bridge	\$2.61M
Corrugated Steel Pipe Culvert	\$1.94M
Repair Existing Crossing	\$0.56M

The engineers report advises that the new bridge or concrete box culvert crossing provides the greatest value for money in terms of design life and lower ongoing maintenance cost.

The information above was previously presented to the Local Authority who requested that a feasibility of lifting the crossing by 1 metre be undertaken. The consulting engineers were requested to undertake this work and report back on additional costs.

#### Raising Crossing by 1 meter

The table below summarises water levels and durations of flood closures at Rocky Creek. These are based on McArthur River water levels and assume there is negligible flow from the Rocky Creek catchment. It has been assumed that levels on the original Robinson Road drawings are in AHD. The crossing is assumed to be closed to traffic when the water depth exceeds 250 mm above the road surface.

Option	Road level (m)	Trafficable flood level	Gauge level (m)	Average Annual	Exceedance in 2004 flood	Exceedance in 2018 flood	Frequency of closure
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	<b>AHD)</b>	<b>(m AHD)</b>	<b>GD)</b>	<b>Duration of Exceedance</b>			
Existing road level	RL 8.5	RL 8.75	RL 9.61	30 hours	3.8 days	2.6 days	2 years
Raised road level	RL 9.5	RL 9.75	RL 10.61	16.5 hours	3.3 days	1.6 days	3.3 years

Raising the crossing 1m will halve the Average Annual Duration of Exceedance to approximately **16.5** hours per year.

The consultant engineer determined the cost of a suitable solution to raise the road level by 1 metre is \$4.1 million or \$1.5 million more than a solution at the existing road level.

***During the 42 year lifespan of the roadway has been overtopped by water 17 times***

Comparison: r.l. 8.5 v r.l. 9.5 cost ratio per flooding "hour" of additional usage over 50 year lifespan equates to \$ 2,222.22 per hour

Comparison: r.l. 8.5 v r.l. 9.5 cost ratio per flooding "event" of additional usage over 50 year lifespan is \$ 29 997.00 per event

IN SUMMARY: Raising the bridge level and approach roads will not eliminate the closure of the bridge during flood events.

Further, we consulted with the Northern Territory Government, Department of Infrastructure, Planning and Logistics to provide comments in respect to the proposed solution. In email of the 14<sup>th</sup> of June the following comments were made

- Existing RL is 8.5 (m AHD)
- It is mentioned that 1x23m span bridge is problematic mainly because the waterway area provided beneath the obvert level of the existing culvert is reduced
- 2x15 m span bridge is acceptable (area will be nearly same)
- 2x23m span bridge is the lowest risk option as the waterway area exceeds the combined waterway area loss in raising the road level (125 sq. m)
- RL 9.5 (m AHD) should be acceptable immunity as this is greater than Q5 (RL9.05) but if the funding is available should go for Q10 (RL 11.4)

The estimated cost by Jacobs (Consultant Engineers in report dated 5<sup>th</sup> of June 2018) for a bridge at RL 11.4 metres is \$5.4 million.

The above information was presented to the Borroloola Local Authority on the 7<sup>th</sup> of June 2018. The LA would be happy with a bridge at RL 9.5

**ISSUES/OPTIONS/SWOT**

<<Enter Text>>

**FINANCIAL CONSIDERATIONS**

The proposed 2 x 15 metre span bridge is \$4.2 million.

**ATTACHMENTS:**

There are no attachments for this report.



**CORPORATE GOVERNANCE DIRECTORATE REPORT**

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<b>ITEM NUMBER</b>	15.12
<b>TITLE</b>	Grants: Funding Agreements
<b>REFERENCE</b>	752992
<b>AUTHOR</b>	Josh Chevailier-Brine, Grants Coordinator

**RECOMMENDATION**

- (a) That Council accepts the funding offer of \$9,629,148 (GST Exclusive) by signing, dating, and affixing the common seal to the agreement.
- (b) That Council accepts the funding offer of \$777,509 (GST Exclusive) by signing, dating, and affixing the common seal to the agreement.
- (c) That Council accepts the funding offer of \$26,000 (GST Exclusive) by signing, dating, and affixing the common seal to the agreement.

**BACKGROUND**

**Community Night Patrol**

The grant provides funding of \$9,629,148 (GST Exclusive) to conduct Community Night Patrols across 11 communities.

**Sport and Recreation**

The grant provides \$777,509 (GST Exclusive) to conduct Sport and Recreation across 9 communities.

**Alcohol and Other Drugs**

The grant provides \$26,000 (GST Exclusive) to construct a BBQ area at Weemol.

**ISSUES/OPTIONS/SWOT**

Nil

**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**

There are no attachments for this report.

**COUNCIL & COMMUNITY SERVICES DIRECTORATE  
REPORT**

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<b>ITEM NUMBER</b>	16.1
<b>TITLE</b>	House of Representatives - Joint Select Committee on Constitutional Recognition Relating to Aboriginal and Torres Strait Islander Peoples - Proposed Submission
<b>REFERENCE</b>	750584
<b>AUTHOR</b>	Sharon Hillen, Director of Council and Community Services

**RECOMMENDATION**

- (a) **That Council provides a submission to the House of Representatives – Joint Committee on Constitutional Recognition Relating to Aboriginal and Torres Strait Islander Peoples.**

**BACKGROUND**

Since 2014, Roper Gulf Regional Council has provided public support for the recognition relating to Aboriginal and Torres Strait Islander Peoples.

The Joint Select Committee is due to produce an interim report by 30<sup>th</sup> July 2018 and a final report by 29<sup>th</sup> November 2018.

The Committee requested submissions by 11<sup>th</sup> June, 2018; but due to timing of the OCM an extension was requested on 4<sup>th</sup> May, 2018. An extension was subsequently granted until the matter could be discussed by Council.

Submissions should consider the first two paragraphs of the resolution of appointment, reproduced below:

1. A Joint Select Committee on Constitutional Recognition relating to Aboriginal and Torres Strait Islander Peoples will inquire into and report on matters relating to constitutional change, and in conducting the inquiry, the committee:
  - a. consider the recommendations of the Referendum Council (2017), the Uluru Statement from the Heart (2017), the Joint Select Committee on Constitutional Recognition of Aboriginal and Torres Strait Islander Peoples (2015), and the Expert Panel on Constitutional Recognition of Indigenous Australians (2012);
  - b. examine the methods by which Aboriginal and Torres Strait Islander Peoples are currently consulted and engaged on policies and legislation which affects them, and consider if, and how, self-determination can be advanced, in a way that leads to greater local decision making, economic advancement and improved social outcomes;
  - c. recommend options for constitutional change and any potential complementary legislative measures which meet the expectations of Aboriginal and Torres Strait Islander Peoples and which will secure cross party parliamentary support and the support of the Australian people;

- d. ensure that any recommended options are consistent with the four criteria of referendum success set out in the Final Report of the Expert Panel on Recognising Aboriginal and Torres Strait Islander Peoples in the Constitution:
  - i) contribute to a more unified and reconciled nation;
  - ii) be of benefit to and accord with the wishes of Aboriginal and Torres Strait Islander Peoples;
  - iii) be capable of being supported by an overwhelming majority of Australians from across the political and social spectrums; and
  - iv) be technically and legally sound;
  - v) engage with key stakeholders, including Aboriginal and Torres Strait Islander Peoples and organisations; and
  - vi) advise on the possible steps that could be taken to ensure the referendum has the best possible chance of success, including proposals for a constitutional convention or other mechanism for raising awareness in the broader community;
2. the committee present to Parliament an interim report on or before 30 July 2018 and its final report on or before 29 November 2018;

**ISSUES/OPTIONS/SWOT**

NIL

**FINANCIAL CONSIDERATIONS**

<<Enter Text>>

**ATTACHMENTS:**

- 1 Making\_a\_Submission.pdf
- 2 1406 - Constitutional Recognition of Aboriginal and Torres Strait Islander Peoples.pdf



## HOUSE OF REPRESENTATIVES

# Making a Submission

Notes to help those intending to make a submission to a parliamentary committee inquiry

The following advice may assist you in making a submission to a parliamentary committee.

The main purpose of a parliamentary committee is to inquire into a topic relevant to its area of interest. Such inquiries usually result in a report to the Parliament. Most inquiries have terms of reference, which set out the matters to be considered by the committee. The terms of reference will be available on the committee's website.

As part of an inquiry, a committee seeks the views of those who may have an interest in the topic of the inquiry. A committee may do this in a number of ways such as through written submissions, online surveys and questionnaires, and subsequently through public hearings, including in the form of roundtables, workshops and community statement sessions. Most commonly, a committee asks for written submissions addressing an inquiry terms of reference and then proceeds to

public hearings. Requests for submissions may be advertised and are also published on the committee's website, as are closing dates for submissions and updates on the inquiry's progress. If you need more time to lodge a submission, contact the secretary of the relevant committee.

Information about current committee inquiries can be found at: [www.aph.gov.au/house/committee](http://www.aph.gov.au/house/committee)



## Who can make a submission?

Any individual or organisation can make a submission to a parliamentary committee.

## What should be in a submission?

There is no set format for a submission to a parliamentary committee. Submissions may be in the form of a letter, a short document or a more substantial paper, or in audio visual format. They may include appendices and other supporting documents.

Submissions should be prepared solely for the inquiry and should not have been previously published. They should comment on at least one of the terms of reference. You may wish to include facts, opinions and arguments and recommendations or action.

Anyone preparing a detailed submission for the first time may find it useful to seek advice from the staff of the committee secretariat. Submissions which address the terms of reference directly, avoid unnecessary repetition and include recommendations that stand out clearly from the surrounding text are particularly appreciated. If your submission is long, it would be useful to include a brief summary of the main points.

During an inquiry, you can make further comments, in the form of a supplementary submission, to provide additional evidence or comment on other evidence obtained by the committee.

## How to lodge a submission

Lodging a submission online is preferred. Online submissions can be lodged via a link on the inquiry home page. For first time submitters, this will require you to create a *My Parliament* account. This account can be used again for future submissions and also for tracking committees, inquiries and bills. You will need to provide your name and a valid email address to create a *My Parliament* account.

More information regarding online submissions can be found here: [www.aph.gov.au/committee/submissions](http://www.aph.gov.au/committee/submissions)

Submissions can be uploaded in Microsoft Word®, Portable Document Format (PDF) or plain text format. You can upload multiple documents for a single inquiry, e.g. a covering letter, public submission and a confidential attachment can be uploaded at the same time.

An acknowledgement will be sent to your email address confirming receipt of your submission.

Submissions provided by email, post or fax can also be accepted. Individual committee addresses are available on the Australian Parliament's website.

Where possible, hard copy submissions should be typed. This helps with reproduction of the submission. If this is not possible, hand written submissions are acceptable, but care should be taken to ensure that they are legible and suitable for photocopying.

Regardless of how a submission is lodged, it must include the name(s), postal or email address(es), and contact telephone number(s) of the person(s) or organisation making the

submission. Contact details are not published but enable the committee to contact you if required. Submissions should be lodged by the advertised closing date. You can request an extension of time by contacting the committee secretariat, although an extension may not always be possible, particularly if the committee has to report in a short timeframe.

## Things you need to know

### Publication of submissions

Once a submission is received by a committee, you cannot publish or disclose it to any other person unless or until the committee has authorised its publication; nor can it be withdrawn or altered without the committee's permission. If you are not sure about the status of your submission, please check with the committee secretariat. If there are additional matters you wish to raise, this can be done in a supplementary submission.

Once the committee has received a submission it will decide whether to accept it as a submission and authorise its publication. For a range of reasons, the committee will reserve the right to not publish a submission, or any part of a submission, including those it judges do not address the inquiry's terms of reference.

You should be aware that submissions are part of a committee's public record and are usually published on the Parliament's website. To protect the privacy of submitters, the secretariat will remove signatures and personal contact details before publishing submissions. To assist us, we encourage you to include any personal information in a covering letter or through your *My Parliament* lodgement, **not** in the body of your submission.

If your submission includes matters of a private nature that could lead to the identification of individuals, you should contact the committee secretariat before lodging your submission.

### Confidential submissions

While committees prefer that evidence be given in public whenever possible, you can request that all or part of your submission remain confidential. This should be indicated clearly on the front of the submission. When submitting, you should provide a reason for requesting confidentiality or anonymity, bearing in mind that, as stated above, contact details are generally removed from non-confidential submissions prior to publication.

You could also consider putting any confidential information in an appendix to the submission to allow the body of the submission to be published and publicly referred to by the committee. You should contact the committee secretariat in the first instance if you are considering lodging a submission that you would wish to remain confidential, either in whole or in part.

The committee will consider individual requests for confidentiality, but retains the authority to publish any submission. A committee may also decide not to authorise publication of a submission for a range of reasons, despite the author wishing it to be public.



## Parliamentary privilege

The presentation or submission of a document to a committee is privileged under the *Parliamentary Privileges Act 1987*. This means that a person is immune from legal action in respect of lodging the submission or any statements contained in it. If a submission is authorised by a committee for publication, its distribution is also immune from legal action.

You are strongly encouraged to contact the committee secretariat to clarify the status of your submission if you wish to distribute it outside the committee, or if you have any queries about the application of parliamentary privilege.

## Inquiry evidence

A parliamentary committee will base its findings on the written evidence it receives as well as oral evidence it takes at public hearings and in other forums. People or organisations making a submission may be asked to appear before the committee at a public hearing or a private (in camera) hearing.

## Inquiry process at a glance

The inquiry process may vary from inquiry to inquiry, depending on the topic and timeframe, but usually consists of the following steps:

1. Reference received by the committee.
2. Reference notified through various media, and submissions invited from individuals and organisations.
3. Submissions received and authorised for publication.
4. Committee conducts on-site inspections, background briefing and seminars (where appropriate).
5. Committee conducts public hearings with selected individuals and organisations requested to give oral evidence.
6. Committee considers evidence and prepares report.
7. The report is presented to the Parliament and may be debated.
8. Copies of the report are made available through various means including publication on the Parliament's website and from national and state libraries.
9. Government considers report.
10. Government responds to report either by presenting a written response in the Parliament or, in the case of a bill inquiry, by discussing the report in parliamentary debate on the bill.

## Submission checklist

Before lodging your submission you may find it helpful to consider the following checklist:

- Has my submission been written for the purposes of the inquiry?
- Have I checked that this is not material that has been published previously?
- Have I commented on some or all of the terms of reference?
- Have I provided a summary of the submission at the front and numbered the pages (for lengthy submissions)?
- Have I provided my return postal or email address and contact details with the submission?
- Have I ensured that my personal details are excluded from the body of the submission?
- If the submission contains confidential information, have I made this clear on the front of the submission and included reasons for requesting confidentiality?

## Further information

Further information can be sought from the secretary of the committee conducting the particular inquiry or from the:

### Office of the Clerk Assistant (Committees)

House of Representatives  
Parliament House  
CANBERRA ACT 2600

**Tel:** 02 6277 4397

**Email:** [committee.reps@aph.gov.au](mailto:committee.reps@aph.gov.au)

See also related pamphlets on parliamentary committees:

### Appearing at a Public Hearing

Notes to help those [appearing as a witness at a parliamentary committee hearing](#).

### Dealing with Parliamentary Committees

Notes to help those [dealing with parliamentary committees](#). This pamphlet also lists contact details for each committee secretariat.

### Stay Informed

Keep up with the work of parliamentary committees on [Facebook](#), [Twitter](#), [YouTube](#) and the [Media alert service](#). You can also use the Track Committee facility by creating a login account at [www.aph.gov.au/MyParliament](http://www.aph.gov.au/MyParliament), and this will provide you with a personal My Parliament profile to track committees.



## **MEDIA RELEASE**

21 August 2014

### ***Constitutional Recognition of Aboriginal and Torres Strait Islander Peoples***

Constitutional Recognition of Aboriginal and Torres Straits Islander people is back on the Federal Government's agenda and the Joint Select Committee appointed by the Australian Parliament to research, consult and prepare a report for the Parliament sat for one day in Katherine in August to consult and take evidence. Evidence was heard from Local government and a number of Indigenous organizations in the region.

Roper Gulf Regional Council's Director of Council Services and Infrastructure, Sharon Hillen addressed the Committee and told them that Roper Gulf Regional Council supported the move to recognize Aboriginal and Torres Straits Islander in the Constitution and the repeal of racially discriminating clauses from the Constitution.

If the Parliament accepts the Committees report and recommendations, appropriate wording will be prepared and a Constitutional Referendum will be held.

Everyone on the electoral roll can vote.

A majority of voters and States voting "yes" is required to pass the referendum.

This could be as important a referendum as the historical vote in 1967 which recognized Aboriginal and Torres Straits Islander as Australians.

Stay tuned for further news on these important proposed changes to the Australian Constitution which have important implications for Aboriginal and Torres Straits Islander Peoples and all Australians.

An interim report from the Joint Select Committee outlining the process, arguments and recommendations of an Expert Panel was released in July this year and can be viewed or downloaded at:

[http://www.aph.gov.au/Parliamentary\\_Business/Committees/Joint/Constitutional\\_Recognition\\_of\\_Aboriginal\\_and\\_Torres\\_Strait\\_Islander\\_Peoples](http://www.aph.gov.au/Parliamentary_Business/Committees/Joint/Constitutional_Recognition_of_Aboriginal_and_Torres_Strait_Islander_Peoples). This provides a good background and provides and the recommendations of the Expert Panel.

For further details please direct your enquiries to  
Michael Berto CEO  
Roper Gulf Regional Council  
08 8972 9000  
END.



**COUNCIL & COMMUNITY SERVICES DIRECTORATE  
REPORT**

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<b>ITEM NUMBER</b>	16.2
<b>TITLE</b>	Weemol BBQ area Funding
<b>REFERENCE</b>	752357
<b>AUTHOR</b>	Sharon Hillen, Director of Council and Community Services

**RECOMMENDATION**

- (a) **That Council receives and notes report from Council and Community Services in regard to Weemol BBQ area funding.**

**BACKGROUND**

Roper Gulf Regional Council has been successful in in the application for funding under Weemol BBQ area to support family and sporting activities.

The purpose of this grant is to provide a shaded BBQ area to support Weemol Families to gather and watch or participate in diversionary and sporting activities for youth. The Project will complement the existing park and half basketball court.

This funding agreement provides a provision of a project titled 'AOD Harm and Demand Reduction- BBQ area to support family and supporting activities at Weemol.

The Northern Territory Government and Commonwealth of Australia are working in partnership to deliver the Community Safety Implementation Plan of the National Partnership on Northern Territory Remote Aboriginal Investment. The objective of the National Partnership is to support safe and healthy communities.

The outcomes to be achieved under the CSIP include improved safety and well-being of individuals, children, families and communities by supporting community-led initiatives in reducing alcohol related harms and providing support and enforcement responses to individuals and communities.

The new funding agreement starts on 1<sup>st</sup> July 2018 and end on 30<sup>th</sup> June 2019. The funding amount for this project is \$26,000 (GST exclusive).

The main components of this project are

- Consultation with community members and integration of BBQ area with any existing community plans.
- Involvement of CDP participants
- Obtaining construction materials, pre fab BBQ kit and solar light.
- BBQ area constructed.
- Community event held to celebrate opening of BBQ.
- Reporting and acquittal of funding.

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

Budget needs to be created to meet new funding contract

**ATTACHMENTS:**

There are no attachments for this report.

**COUNCIL & COMMUNITY SERVICES DIRECTORATE  
REPORT**




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<b>ITEM NUMBER</b>	16.3
<b>TITLE</b>	Larrimah Bore and oval sprinklers
<b>REFERENCE</b>	752779
<b>AUTHOR</b>	Nathan McIvor, Area Manager

**RECOMMENDATION**

- (a) **That Council receives and notes the report on the Larrimah Bore for the 27 June 2018 meeting.**

**BACKGROUND**

The Larrimah Bore Project involved was identified by the Larrimah Consultative Group and Council was successful in receiving a small grant(\$10,000) and contributed to the project via capital expenditure budget(\$10,000) to upgrade the bore and irrigation to enhance the amenity of the town.

- Old bore pump was refurbished and installed. Bore pump was a single phase pump and was not compatible or able to produce the water output for the newly installed reticulation system.
- New Bore pump purchased, 3 phase installed at site. Bore operational. Sprinklers working
- Bore pump failed a week later
- Contractor checked the bore hole with a camera, confirmed the bore was as originally constructed, the bore casing was sound and the level of water was consistent with original report.
- Bore pump was found to not have the capacity to efficiently run the irrigation.
- New Refurbished bore pump installed, checked by installers and electricians at the site, bore pump worked, lines flushed and sprinklers working.
- Automatic watering system is operational, reticulation system is operational, bore pump is operational. Frequent checks will occur to ensure sprinklers and pipe work is clear of debris.

NOTE: The agricultural pipe used in this install is a flat laying pipe which has reinforced ridging through the length of the pipe, which does not require a lead cable to be installed in case the bore pump needs to be retrieved.

**ISSUES/OPTIONS/SWOT**

NIL

**FINANCIAL CONSIDERATIONS**

NIL

**ATTACHMENTS:**

There are no attachments for this report.