



AGENDA

ORDINARY MEETING OF COUNCIL

WEDNESDAY, 29 JULY 2020

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

Wednesday, 29 July 2020 at 8:30AM
Council Chambers Roper Gulf Regional Council Support Centre
2 Crawford Street, Katherine, NT

Your attendance at the meeting will be appreciated.

Phillip LUCK
CHIEF EXECUTIVE OFFICER

PLEDGE

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

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

PRAMIS BLA WI

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

Mela bin luk ol dijlod rul, ebrobodi gada tok trubalawei, wi gada meik so wi gibit firgo en lisiin 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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Nil.

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Nil.

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20 CLOSED SESSION

20.1 Ordinary Meeting of Council - 24 June 2020

The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(c)(iv).

20.2 Manyallaluk (Eva Valley) Access Road gravel re-sheet works

Tender number: ROPER 921514

The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(c)(i) (c)(ii) (c)(iii) (e).

20.3 Statutory Charges

The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(b) (c)(ii).

20.4 Variation to Deed of Agreement to allow an extension of time

The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(c)(i) (e).

20.5 RGRC Operational 3rd Quarter Report

The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(c)(iii).

20.6 Appointment of Independent Member to Audit Committee

The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(a).

20.7 Exemption from Procurement

The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(c)(i).

21 RESUMPTION OF MEETING**22 CLOSE OF MEETING**

CONFIRMATION OF PREVIOUS MINUTES



ITEM NUMBER	6.1
TITLE	Ordinary Meeting of Council - 24 June 2020
REFERENCE	935767
AUTHOR	Naomi HUNTER, Executive Manager

RECOMMENDATION

That Council confirms the minutes from the meeting held on 24 June 2020 and affirms them to be a true and accurate record of that meetings decisions and proceedings.

BACKGROUND

The Council met on Wednesday 24 June 2020 at 8:30am and held an Ordinary Meeting. Attached are the recorded minutes from that meeting for Council to review.

The next scheduled Ordinary Meeting of Council is on Wednesday 29 July 2020 at 8:30am at the Katherine Support Centre, 2 Crawford Street, Katherine, NT.

ISSUES/OPTIONS/SWOT

Nil.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

1 OMC_24062020_MIN_SAVED.DOCX



MINUTES OF THE ROPER GULF REGIONAL COUNCIL, ORDINARY MEETING
HELD AT THE COUNCIL CHAMBERS, ROPER GULF REGIONAL COUNCIL
2 CRAWFORD STREET, KATHERINE, NT
ON WEDNESDAY, 24 JUNE 2020 AT 8.30AM

1 PRESENT MEMBERS/STAFF/GUESTS

1.1 Elected Members

- Mayor Judy MacFARLANE;
- Deputy Mayor Helen LEE;
- Councillor Selina ASHLEY;
- Councillor Samuel EVANS;
- Councillor Deanna KENNEDY;
- Councillor Owen TURNER;
- Councillor Marlene KARKADOO;
- Councillor Don GARNER;
- Councillor Ossie DAYLIGHT (arrived late);
- Councillor Annabelle DAYLIGHT; and
- Councillor Edwin NUNGGUMAJBARR via teleconference

1.2 Staff

- Phillip LUCK, Chief Executive Officer; and
- Naomi HUNTER, Executive Manager.

1.3 Guests

Nil.

2 MEETING OPENED

The Ordinary Meeting of Council Meeting opened at 8:34am. The Mayor welcomed members and staff, and the Roper Gulf Regional Council Pledge was read.

3 WELCOME TO COUNTRY

4 APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES AND LEAVE OF ABSENCE

63/2020 RESOLVED (Annabelle DAYLIGHT/Selina ASHLEY)

CARRIED

That Council accepted the apologies of Councillor David MURRUNGAN and Councillor Ossie DAYLIGHT.

5 QUESTIONS FROM THE PUBLIC

6 CONFIRMATION OF PREVIOUS MINUTES

6.1 ORDINARY MEETING OF COUNCIL - 29 APRIL 2020

64/2020 RESOLVED (Helen LEE/Samuel EVANS)

CARRIED

That Council confirmed the minutes from the meeting held on 29 April 2020 and affirms them to be a true and accurate record of that meetings decisions and proceedings.

7 BUSINESS ARISING FROM PREVIOUS MINUTES

7.1 ACTION LIST

65/2020 RESOLVED (Selina ASHLEY/Donald GARNER)

CARRIED

That Council received and noted the Action List.

8 CALL FOR ITEMS OF OTHER GENERAL BUSINESS

- Local Authority Project Funding Update (Late Paper)
- Local Authority Attendance
- Sport and Recreation
- LGANT Executive Committee Nomination
- Bulman Solar Light
- Date change for the July Ordinary Meeting of Council
- Food Nutrition at Bulman
- Sponsorship Letter – Arnhem Crows
- Sponsorship Letter – Ngukurr Bulldogs

9 DISCLOSURES OF INTEREST

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

10 Confirmation of Previous Committee Meeting Minutes

10.1 CONFIRMATION OF PREVIOUS COMMITTEE MEETING MINUTES

66/2020 RESOLVED (Edwin NUNGGUMAJBARR/Owen TURNER) CARRIED

That Council:

- (a) Received and noted the minutes from the Audit Committee Meeting held on 17 June 2020;
- (b) Received and noted the minutes from the Roads Committee Meeting held on 27 May 2020; and
- (c) Received and noted the minutes from the Finance Committee Meeting held on 27 May 2020.

11 INCOMING CORRESPONDENCE

11.1 INCOMING CORRESPONDENCE

67/2020 RESOLVED (Donald GARNER/Samuel EVANS) CARRIED

That Council accepted the incoming correspondence.

12 OUTGOING CORRESPONDENCE

12.1 OUTGOING CORRESPONDENCE

68/2020 RESOLVED (Helen LEE/Annabelle DAYLIGHT) CARRIED

That Council accepted the outgoing correspondence.

13 WARD REPORTS

13.1 NEVER NEVER WARD REPORT

69/2020 RESOLVED (Donald GARNER/Annabelle DAYLIGHT) CARRIED

That Council:

- (a) Received and noted the Never Never Ward Report;
- (b) Approved the recommendations contained in the minutes of the Hodgson Downs Local Authority Meeting held on 1 June 2020;
- (c) Approved the recommendations contained in the minutes of the Mataranka Local Authority Meeting held on 2 June 2020;
- (d) Approved the allocation of \$100,000 to match the Local Authority contribution to replace the statues at Stan Martin Park; and
- (e) Agreed to amending the current agistment rates for Mataranka Rodeo Grounds to \$2.00 per day for Roper Gulf Residents and \$5.00 per day for visitors Minutes.

The Mayor declared a potential Conflict of interest in regard to items 13.1 (d) and (e), as she is both the Chair of the Mataranka LA and a resident of Mataranka. The Mayor left the meeting whilst these matters were discussed. The Deputy Mayor presided. The Mayor did not participate in debate or voting on these issues.

13.2 SOUTH WEST GULF WARD REPORT

70/2020 RESOLVED (Marlene KARKADOO/Donald GARNER) CARRIED

That Council received and noted the South West Gulf Ward Report.

13.3 NUMBULWAR NUMBURINDI WARD REPORT

71/2020 RESOLVED (Edwin NUNGGUMAJBARR/Selina ASHLEY) CARRIED

That Council received and noted the Numbulwar Numburindi Ward Report.

13.4 YUGUL MANGI WARD REPORT

72/2020 RESOLVED (Owen TURNER/Deanna KENNEDY) CARRIED

That Council received and noted the Yugul Mangi Ward Report.

13.5 NYIRANGGULUNG WARD REPORT

73/2020 RESOLVED (Selina ASHLEY/Helen LEE) CARRIED

That Council received and noted the Nyiranggulung Ward Reports (including the supplementary report of past Beswick and Bulman Local Authority Minutes.)

14 GENERAL BUSINESS**14.1 CHANGES TO MINISTERIAL GUIDELINE 8: REGIONAL COUNCILS AND LOCAL AUTHORITIES**

74/2020 RESOLVED (Selina ASHLEY/Helen LEE) CARRIED

That Council received and noted the report on the changes to Ministerial Guideline 8 pertaining to Regional Councils and Local Authorities.

Councillor Deanna Kennedy left the room, the time being 9.19am.

15 EXECUTIVE REPORTS**15.1 MAYOR'S UPDATE**

75/2020 RESOLVED (Helen LEE/Owen TURNER) CARRIED

That Council accepted and noted the Mayor's update report.

Councillor Deanna Kennedy returned to the room 9.22am.

15.2 CHIEF EXECUTIVE OFFICER'S REPORT

76/2020 RESOLVED (Marlene KARKADOO/Donald GARNER) CARRIED

That Council received and noted the Chief Executive Officer's Report.

15.3 CONSTITUTIONAL REVIEW

77/2020 RESOLVED (Helen LEE/Edwin NUNGGUMAJBARR) CARRIED

That Council:

- (a) Received and noted the Assessment of the Effectiveness of Constitutional Arrangements for Electoral Representation of the Councils Area Discussion Paper; and
- (b) Endorsed the Discussion Paper to the Ordinary Meeting of Council for public consultation.

15.4 FUNDING ARRANGEMENTS

78/2020 RESOLVED (Deanna KENNEDY/Samuel EVANS)

CARRIED

That Council approved the use of the common seal on:

- (a) Deed of Variation - 2020-21 Indigenous Sport and Recreation Program from the National Indigenous Australians Agency; and
- (b) Deed of Agreement - 2020-21 Indigenous Broadcasting Program from the National Indigenous Australians Agency.

16 DEPUTATIONS AND PETITIONS

Nil.

17 COMMUNITY SERVICES AND ENGAGEMENT DIVISIONAL REPORT

Nil.

18 CORPORATE SERVICES AND SUSTAINABILITY DIVISIONAL REPORT

18.1 STATUTORY CHARGES

79/2020 RESOLVED (Samuel EVANS/Owen TURNER)

CARRIED

That Council agreed to defer the recovery action on the properties under a Statutory Charge in accordance with Division 3 of the *Local Government Act (2008)* to the July Ordinary Meeting of Council to allow local members to discuss this matter with the affected landholders..

18.2 DECLARATION OF RATES

80/2020 RESOLVED (Selina ASHLEY/Deanna KENNEDY)

CARRIED

That Council:

- a) Approved the proposed Rates as per the Budget in the Regional Plan; and
- b) Approved the CEO to issue the Declaration of Rates 2020-21.

18.3 COUNCIL FINANCIAL REPORTS 31.05.2020

81/2020 RESOLVED (Donald GARNER/Selina ASHLEY)

CARRIED

That Council received and noted the financial reports as at 31 May 2020.

18.4 AMENDMENTS TO 2020/21 BUDGET

82/2020 RESOLVED (Donald GARNER/Annabelle DAYLIGHT)

CARRIED

That Council approved the Budget for 2020/2021.

19 INFRASTRUCTURE SERVICES AND PLANNING DIVISIONAL REPORT

19.1 ACQUISITION OF LAND - LARRIMAH WASTE MANAGEMENT FACILITY

83/2020 RESOLVED (Helen LEE/Marlene KARKADOO)

CARRIED

That Council:

- (a) Received and noted the report on the Acquisition of Land for the Larrimah Waste Management facility from the Northern Territory Land Corporation;
- (b) Approved the acquisition of a five (5) hectare lot from the NT Land Corporation, as displayed in this report, for the Larrimah Waste Management facility; and
- (c) Approved in principle to a 'road opening' for the access road to the Larrimah Waste Management facility, to allow the commencement of the public consultation as is required in the *Local Government Act*.

19.2 MAJOR PROJECTS UPDATES

84/2020 RESOLVED (Donald GARNER/Samuel EVANS)

CARRIED

That Council received and noted the Major Projects Updates Report.

ACTION: CEO will call a Local Authority meeting at Borroloola at 10am on 02 July 2020 to discuss the Rocky Creek Bridge, Multi Courts and other matters.

19.3 FLEET DISPOSAL REQUEST

85/2020 RESOLVED (Deanna KENNEDY/Annabelle DAYLIGHT)

CARRIED

That Council:

- (a) Approved the disposal of the following Fleet assets via auction –
 - a. FL-70556 Polaris Quad Bike 2011 (15.14.160) – replaced by ATV.
 - b. FL-70617 Yamaha Quad Bike 2011 (15.14.160) – replaced by ATV.
 - c. FL-70858 Polaris Quad Bike 2011 (15.20.244) – replaced by ATV.
 - d. FL-70137 Ford Tractor 1983 (15.14.160) - replaced 2019/20.
 - e. FL-70104 Caterpillar Grader 1993 (11.14.160) - underutilized, aged.
 - f. FL-70658 Hustler Zero Turn Mower (12.14.160) - replaced 2018/19.
 - g. FL-70649 Polaris Quad Bike 2010 (14.14.160) – replaced by ATV.
 - h. FL-70747 Case Scout ATV (14.14.160) – beyond economic repair.
 - i. FL-70744 Polaris Quad Bike 2011 (18.26.314) - surplus.
 - j. FL-70353 Kubota Tractor 2001 (16.14.160) – beyond economic repair.
 - k. FL-70940 Kubota Ride on mower 2017 (20.14.160) – unsuitable.
 - l. FL-70504 Kubota RTV Buggy 2010 (20.14.160) - replaced 2019/20.
 - m. FL-70304 Polaris Quad Bike 2007 (13.14.160) – replaced by ATV.
 - n. FL-70816 Toyota Land Cruiser Prado 2014 (10.10.104) - replaced 2019/20.
 - o. FL-70918 Toyota Land Cruiser Prado 2017 (10.10.102) - replaced 2019/20.
 - p. Kubota Tractor (37.28.323) – Beyond economic repair.
 - q. FL-70532 Toyota Land Cruiser Ute 2010 (20.18.220) - replaced 2019/20, and
- (b) Approved the use of Orange County Auctions (based in Katherine) to undertake the public auction sale.

19.4 BULMAN ROADS UPGRADE**86/2020 RESOLVED (Selina ASHLEY/Deanna KENNEDY)****CARRIED**

That Council received and noted the report on upgrades to Bulman Roads where a Restricted Work Area exists.

ACTION: CEO to work with the LA to identify if Council should approach the Traditional Owners and custodians about the benefit of obtaining an AAPA certificate for undertaking these works.

**19.5 VARIATION OF CONTRACT - EXTEND CURRENT CONTRACT SK5892/14
PROVISION OF TENANCY MANAGEMENT SERVICES IN SPECIFIED REMOTE
COMMUNITIES****87/2020 RESOLVED (Owen TURNER/Deanna KENNEDY)****CARRIED**

That Council approved the 12 month extension of current Provision of Tenancy Management Services in Specified Remote Communities Contract.

**19.6 VARIATION OF CONTRACT - EXTEND CURRENT CONTRACT SK5863/14
PROVISION OF HOUSING MAINTENANCE COORDINATION SERVICES IN
SPECIFIED REMOTE COMMUNITIES FOR A PERIOD OF 55 MONTHS****88/2020 RESOLVED (Helen LEE/Annabelle DAYLIGHT)****CARRIED**

That Council approved the 12 month extension of current Provision of Housing Maintenance Coordination Services Contract in specific remote communities.

**19.7 AGED CARE REGIONAL, RURAL AND REMOTE INFRASTRUCTURE GRANT
(SCHEDULE ID 4-AI69422) - \$500,000****89/2020 RESOLVED (Marlene KARKADOO/Donald GARNER)****CARRIED**

That Council:

- a) Noted the information in this report;
- b) Approved to absorb the cost of design works for the proposed new aged care facility at Mataranka, as they were incorrectly funded from the \$500,000 Aged Care Regional, Rural and Remote Infrastructure Grant (ACRRRIG); and
- c) Approved \$59,000 increase in the 2019/20 Capital expenditure to cover these costs.

19.8 LOCAL AUTHORITY PROJECT FUNDING UPDATE**90/2020 RESOLVED (Donald GARNER/Deanna KENNEDY)****CARRIED**

That Council received and noted the Local Authority Projects Update.

ACTION: CEO to write to the appropriate Ministers about the cyclone shelters in the region.

19.9 LOCAL AUTHORITY ATTENDANCE**91/2020 RESOLVED (Marlene KARKADOO/Samuel EVANS)****CARRIED**

That Council received and noted that each Local Authority will meet and work out how to improve the attendance.

19.10 SPORT AND RECREATION

The Community Safety Manager gave a brief update of the Sport and Recreation activities in the communities. This included but not limited to; the funding arrangements for shifts scheduled, staff arrangements, recruitment roster opportunities, ceremony details (such as no activities being organised after 4pm were the ceremony is occurring in Ngukurr).

Mayor suggested Community Safety Manager and the Regional Sports and Recreation Coordinator to attend the next round of LAs to exchange information and explain forward planning.

The General Manager of Community Services and Engagement provided an update about what activities fit into each community, mapping a way forward and make the most out of all Council resources.

92/2020 **RESOLVED (Samuel EVANS/Owen TURNER)**

CARRIED

That Council received and noted the Sport and Recreation Update.

19.11 LGANT EXECUTIVE NOMINATION

93/2020 **RESOLVED (Marlene KARKADOO/Donald GARNER)**

CARRIED

That Council approved the Mayor as the Councils Representative on the LGANT Executive Committee.

19.12 BULMAN SOLAR LIGHT

94/2020 **RESOLVED (Donald GARNER/Deanna KENNEDY)**

CARRIED

That Council approved \$8000 funding to complete the Solar light project for the dark spot at Bulman.

19.13 DATE CHANGE FOR THE JULY ORDINARY MEETING OF COUNCIL

95/2020 **RESOLVED (Helen LEE/Deanna KENNEDY)**

CARRIED

That Council approved the change of dates for the July 2020 Ordinary Meeting of Council to 29 July 2020

19.14 FOOD NUTRITION AT BULMAN

96/2020 **RESOLVED (Selina ASHLEY/Samuel EVANS)**

CARRIED

That Council received and noted the concerns of the school nutrition and aged care program at Bulman and recommends the CEO investigate.

ACTION: CEO to investigate the School and Aged Care Nutrition programs at Bulman.

19.15 SPONSORSHIP LETTER – ARNHEM CROWS

97/2020 RESOLVED (Owen TURNER/Ossie DAYLIGHT)

CARRIED

That Council:

- (a) Does not support the use of Council buses in community for private activity, including sporting activities of local clubs or associations;**
- (b) Recognised the short time frame that the Arnhem Crows has for the 2020 Women's season completion and the difficulty in arranging other transport options;**
- (c) Only supports the use of the Barunga MUNs bus for four (4) return trips to Katherine in the 2020 season based on the following conditions:
 - (i) Provide a RGRC employee as a driver (without pay)**
 - (ii) That the RGRC use of Vehicle Policy is adhered to;**
 - (iii) That the Arnhem Crows supplies fuel and other operational expenses for each trip; and****
- (d) Requires the Arnhem Crows to find an alternative form of transport for future seasons.**

The Deputy Mayor declared a potential Conflict of interest in regard to items 19.15, as she is the Chair of the Barunga LA, a member of the Arnhem Crows and a resident of Barunga. The Deputy Mayor left the meeting whilst these matters were discussed and as such did not participate in debate or voting on these issues.

Councillor Ossie DAYLIGHT arrived to the meeting, the time being 2:11pm.

19.16 SPONSORSHIP LETTER – NGUKURR BULLDOGS

98/2020 RESOLVED (Deanna KENNEDY/Samuel EVANS)

CARRIED

That Council:

- (a) Received and noted the letter from the Ngukurr Bulldogs; and**
- (b) Declined to provide sponsorship on the basis that the Community Grants has been awarded.**

Councillor Turner declared a potential Conflict of interest in regard to items 19.16, as he is coach of the Ngukurr Bulldogs, a Board Member of Yugul Mangi and a resident of Ngukur. Councillor Turner left the meeting whilst these matters were discussed and as such did not participate in debate or voting on these issues.

Council reinforced that it stopped providing Sponsorship as it could not vouch for the governance of the recipient spending the funds in accordance with the application. Council set up the Community Grants to move away from sponsorship.

ACTION: CEO to write to the Ngukurr Bulldogs and explain Council's position on Sponsorship..

20 CLOSED SESSION**DECISION TO MOVE TO CLOSED SESSION****99/2020 RESOLVED (Samuel EVANS/Selina ASHLEY)****CARRIED**

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

- 20.1 Ordinary Meeting of Council - 29 April 2020** - *The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(c)(iv).*
- 20.2 Avdata Accounts Receivable** - *The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(c)(i) (c)(iv).*
- 20.3 Robinson River Nominations** - *The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(c)(iv).*
- 20.4 29 Crawford Street Property Investment Options** - *The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(c)(i) (c)(iii) (c)(iv) (d) (e).*
- 20.5 Telstra TBS Update** - *The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(c)(i).*
- 20.6 Robinson River Oval Upgrade - Tender Evaluation** - *The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(a).*
- 20.7 Confirmation of Previous Emergency Management Arrangement Meeting Minutes (confidential) - 18 and 22 June 2020** - *The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(c)(iv).*
- 20.8 Confirmation of Previous Committee Meeting Confidential Session Minutes** - *The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(c)(iv).*
- 20.9 Audit Committee Meeting Elected Member Appointment** - *The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(e).*

RESUMPTION OF MEETING**78/2020 RESOLVED (Samuel EVANS/Marlene KARKADOO)****CARRIED**

That Council moved to return to the open session of the Ordinary Meeting of Council and declare the resolutions made in the confidential session not be available to the public in accordance with the *Local Government Act 2008*, section 201.

21 CLOSE OF MEETING

The meeting terminated at 3.06pm.

This page and the preceding pages are the minutes of the Ordinary Meeting of Council held on Wednesday, 24 June 2020 and will be confirmed Wednesday, 29 July 2020.

Mayor Judy MacFARLANE

BUSINESS ARISING FROM PREVIOUS MINUTES

ITEM NUMBER	7.1
TITLE	Action List
REFERENCE	935769
AUTHOR	Naomi HUNTER, Executive Manager

RECOMMENDATION

That Council receives and notes the Action List and approves the removal of completed items.

OMC JULY 2020 Action List

DATE	MEETING	ITEM	DESCRIPTION	COMMENT	STATUS	UPDATE	RESPONSIBLE DIVISION
26 Jun 19	OMC	18.8	GREEN WAY PARK - LARRIMAH	Update on Regulatory Order	COMMENCED	Order Issued 27/08/2019 Works have been done. Request to owners to review the works done.	OCEO
24 Jun 20	OMC	19.2	BORROLOOLA LOCAL AUTHORITY MEETING 2 JULY 20	CEO to call Borroloola Local Authority Meeting to discuss Rocky Creek Bridge, Multi-Courts and other matters	COMPLETED	Meeting held on 2 June 2020, minutes from that meeting will be available at the next OMC in September.	OCEO
24 Jun 20	OMC	19.4	BULMAN ROADS UPGRADES	CEO to work with LA to identify if Council should approach Traditional Owners and custodians about the benefit of obtaining AAPA certificate for undertaking works		To be dealt with at Aug 2020 LA Mtg.	OCEO
24 Jun 20	OMC	19.8	CYCLONE SHELTERS	CEO to write to appropriate ministers about the cyclone shelters in the region		TBA	OCEO

24 Jun 20	OMC	19.11	LGANT EXECUTIVE NOMINATION	CEO to submit Mayor's nomination as Councils Representative on the LGANT Executive Committee	COMPLETED	Nomination submitted	OCEO
24 Jun 20	OMC	19.14	SCHOOL AND AGED CARE NUTRITION PROGRAMS IN BULMAN	CEO to investigate the school and aged care nutrition programs in Bulman		GMCSE is reviewing the issues.	OCEO
24 Jun 20	OMC	19.16	NGUKURR BULLDOGS SPONSORSHIP	CEO to write letter to Ngukurr Bulldogs regarding Council's position on sponsorship		TBA	OCEO

ADVOCACY ONLY

DATE	MEETING	ITEM	DESCRIPTION	COMMENT	STATUS	UPDATE	RESPONSIBLE DIVISION
27 Feb 19	OMC	13.5	PROPOSED SUBURB FOR NUMBULWAR	Council to contact the Northern Territory Government for its formal position in regard to the new suburb for Numbulwar	Ongoing	No new updates. DIPL delivering this project	OCEO

ATTACHMENTS:

Nil.

INCOMING CORRESPONDENCE

ITEM NUMBER 11.1
TITLE Incoming Correspondence
REFERENCE 935787
AUTHOR Naomi HUNTER, Executive Manager

RECOMMENDATION

That Council accepts the incoming correspondence.

Item Number	Date Received	Sender	Sent To	Correspondence Details	InfoXpert Number
01	22/06/20	Mitchell BOUMA, Program Director, Geological and Bioregional Assessments, Department of Agriculture, Water and Environment	Her Worship The Mayor and Councillors	Bioregional Assessment Update	936258
02	24/06/20	The Deputy Prime Minister & the local Government Minister	Her Worship The Mayor and Councillors	Local Roads and Community Infrastructure Program – program Guidelines and Work Schedule template	933773
03	25/06/20	Andrew KIRKMAN, Chief Executive, Department of Infrastructure Planning and Logistics	Chief Executive Officer	Re: Numbulwar Waste Management Facility	933602
04	25/06/20	Sibylle BRAUTIGAM, Deputy Chief Executive Officer, Department of Trade Business and Innovation	Chief Executive Officer	Re: Invitation to make a submission to the Territory Economic Reconstruction Commission	933603
05	25/06/20	Marion SCRYMGOUR, Chief Executive Officer	Chief Executive Officer	Katherine Native Title Claims	932744
06	02/07/20	Maree De LACEY, Executive Director, Local Government and Community Development	Chief Executive Officer	RE: Roper Gulf Regional Council's Internal Investigation Regarding Borrowing without Ministerial Approval	933689

07	07/07/20	Darcy BYRNE, Inner West Mayor, Balmain Ward, NSW	Her Worship The Mayor	Mayors must speak out for Australians without work	934704
08	08/07/20	Protocol DCM	Her Worship The Mayor	RE: Invitation: Thank you Reception – Katherine 21 July 2020	934762

ATTACHMENTS:

Nil.

OUTGOING CORRESPONDENCE



ITEM NUMBER 12.1
TITLE Outgoing Correspondence
REFERENCE 935791
AUTHOR Naomi HUNTER, Executive Manager

RECOMMENDATION

That Council accepts the outgoing correspondence.

Item Number	Date Sent	Sender	Sent To	Correspondence Details	InfoXpert Number
01	03/07/20	Chief Executive Officer	Andrew KIRKMAN, Chief Executive Officer, Department of Instructure, Planning and Logistics	RE: Borrooloola Rocky Creek Bridge and Multi Courts projects	936745

ATTACHMENTS:

Nil.

WARD REPORT



ITEM NUMBER	13.1
TITLE	Never Never Ward Report
REFERENCE	933369
AUTHOR	Ashleigh ANDERSON, Local Authority Coordinator

RECOMMENDATION

That Council:

- (a) Receives and notes the Never Never Ward Report; and**
- (b) Approves the recommendations from the Hodgson Downs Local Authority Meeting held on 16 September 2019.**

BACKGROUND

The Never Never Ward is comprised of the Mataranka Local Authority, Jilkminggan Local Authority, Hodgson Downs (Minyerri) Local Authority and the townships of Larrimah and Daly Waters.

An audit of Local Authority minutes in the 2019/2020 period was undertaken and it was discovered that the minutes from the Hodgson Downs Local Authority held on 16 September 2019 did not go to Council for approval, the minutes from the meeting are attached for Council to review.

The minutes and recommendations from the Hodgson Downs Local Authority held on 1 June 2020, and the Mataranka Local Authority held on 2 June 2020 were approved by Council at the Ordinary Meeting on 24 June 2020. There have been no Never Never Ward Local Authority Meetings scheduled since the previous Ordinary Meeting of Council.

UPCOMING MEETINGS

<i>4 August 2020</i> <i>10:00am</i>	Jilkminggan Local Authority Meeting Service Delivery Centre, Jilkminggan
<i>4 August 2020</i> <i>5:30pm</i>	Mataranka Local Authority Meeting Mataranka Community Hall
<i>17 August 2020</i> <i>11:00am</i>	Hodgson Downs Local Authority Meeting Alawa Building Conference Room

ISSUES/OPTIONS/SWOT

Nil.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

- 1 Hodgson Downs Local Authority 2019-09-16 [848969].DOCX



MINUTES OF THE HODGSON DOWNS LOCAL AUTHORITY MEETING HELD AT
THE ALAWA BOARD ROOM, MINYERRI ON MONDAY, 16 SEPTEMBER 2019 AT
11.00AM

PRESENT/STAFF/GUESTS

1.1 Elected Members

- Mayor Judy MacFARLANE

1.2 Appointed Members

- Clive ROBERTS – **chairperson**
- Samuel SWANSON
- Jonathon WALLA
- James NUGGETT
- Ken MUGGERIDGE

1.3 Staff

- Phillip LUCK – Chief Executive Officer
- Marc GARNER – General Manager Corporate Services and Sustainability
- Ashleigh ANDERSON – Local Authority Coordinator

1.4 Guests

- Amanda HAIGH – Department of Local Government, Housing and Community Development.

MEETING OPENED

The Hodgson Downs Local Authority Meeting opened at 11.00am with **QUORUM**. The Chairperson welcomed members, staff and guests to the meeting and the Roper Gulf Regional Council Pledge was read.

WELCOME TO COUNTRY

APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES AND LEAVE OF ABSENCE

94/2019 RESOLVED (Judy MacFARLANE/Ken MUGGERIDGE)

CARRIED

- (a) That the Hodgson Downs Local Authority accepts the apologies from Councillor Ossie DAYLIGHT and Councillor Annabelle DAYLIGHT.

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

95/2019 RESOLVED (Ken MUGGERIDGE/Jonathon WALLA) *CARRIED*

- (a) That the Hodgson Downs Local Authority confirms the draft minutes taken at the Hodgson Downs Local Authority meeting on Monday 08 April 2019, to be a correct record of its decisions and proceedings;
- (b) That the Hodgson Downs Local Authority confirms the draft minutes taken at the Hodgson Downs Local Authority meeting on Monday 03 June 2019, to be a correct record of its decisions and proceedings.

CALL FOR ITEMS OF OTHER BUSINESS

Nil

DISCLOSURES OF INTEREST

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

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

96/2019 RESOLVED (Judy MacFARLANE/Samuel SWANSON) *CARRIED*

- (a) That the Hodgson Downs Local Authority receives and notes the Action List;
- (b) That the Hodgson Downs Local Authority approves the removal of all completed Action List items.

INCOMING CORRESPONDENCE

Nil

OUTGOING CORRESPONDENCE

Nil

GENERAL BUSINESS**11.1 ANIMAL MANAGEMENT REPORT**

97/2019 RESOLVED (Judy MacFARLANE/Ken MUGGERIDGE) *CARRIED*

- (a) That the Hodgson Downs Local Authority receives and notes the animal management report from May 2019.

11.2 YOUR VOICE, YOUR COMMUNITY CAMPAIGN

98/2019 RESOLVED (Ken MUGGERIDGE/Jonathon WALLA) *CARRIED*

- (a) That the Hodgson Downs Local Authority receives and notes the feedback from the Your Voice, Your Community Campaign by the Department of Local Government, Housing and Community Development.

11.3 DRAFT LOCAL GOVERNMENT BILL

99/2019 RESOLVED (Ken MUGGERIDGE/Jonathon WALLA) *CARRIED*

- (a) That the Hodgson Downs Local Authority receives and notes the Draft Local Government Bill presentation from the Department of Local Government, Housing and Community Development.

11.4 CHAIRPERSON FOR THE LOCAL AUTHORITY**100/2019 RESOLVED (Clive ROBERTS/Jonathon WALLA)****CARRIED**

- (a) That the Hodgson Downs Local Authority receives and notes the information regarding the appointment of a Chairperson of the Hodgson Downs Local Authority;
- (b) That the Hodgson Downs Local Authority appoints Samuel SWANSON as Chairperson for a period of 12 Month(s).

11.5 ELECTED MEMBER REPORT**101/2019 RESOLVED (Jonathon WALLA/Samuel SWANSON)****CARRIED**

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

11.6 ANNUAL CIVIC EVENTS AND FESTIVAL COMMITMENTS**102/2019 RESOLVED (Jonathon WALLA/Ken MUGGERIDGE)****CARRIED**

- (a) That the Hodgson Downs Local Authority reviews the relevant Council confirmed list of annual Civic Events and Festivals:
- Australia Day
 - Clean Australia Day
 - ANZAC Day
 - NAIDOC Week
 - Barunga Festival
 - Yugul Mangi Festival
 - Borrooloola and District Show
 - Great Northern Clean Up
 - Never Never Festival
 - Walaman Festival
 - Citizenship Ceremonies
 - Numbulwar Numbirindi Festival

**11.7 COUNCIL FINANCIAL REPORT - MONTH JUNE 2019
EXPENDITURE REPORT****103/2019 RESOLVED (James NUGGET/Samuel SWANSON)****CARRIED**

- (a) That the Hodgson Downs Local Authority receives and notes the Financial (Expenditure) Report for the 2018-19 financial year.

**11.8 GOVERNANCE REPORT - LOCAL AUTHORITY
PROJECT REGISTER UPDATE****104/2019 RESOLVED (James NUGGET/Samuel SWANSON)****CARRIED**

- (a) That the Hodgson Downs Local Authority receives and notes the updated report on Local Authority Project Funding as at 21 July 2019.

OTHER BUSINESS*Nil*

CLOSE OF MEETING

The meeting terminated at 12.10pm.

THIS PAGE AND THE PRECEEDING PAGES ARE THE MINUTES OF THE
Hodgson Downs Local Authority Meeting HELD ON Monday, 16 September 2019
AND CONFIRMED Monday, 21 October 2019.

Chairperson

WARD REPORTS



ITEM NUMBER	13.2
TITLE	Nyiranggulung Ward Report
REFERENCE	934637
AUTHOR	Ashleigh ANDERSON, Local Authority Coordinator

RECOMMENDATION**That Council:**

- (a) Receives and notes the Nyiranggulung Ward Report;**
- (b) Approves the recommendations from the Manyallaluk Local Authority provisional meeting on 9 September 2019;**
- (c) Approves the recommendations from the Beswick Local Authority meeting held on 15 June 2020;**
- (d) Approves the recommendations from the Manyallaluk Local Authority meeting held on 15 June 2020;**
- (e) Approves the recommendations from the Barunga Local Authority provisional meeting held on 16 June 2020 and considers the following from those recommendations:**
 - Install a verandah and shade on the temporary library;**
 - Submit an expression of interest, development plan and section 19 application for NT Portion number 1636 (Norforce Park);**
 - Assist with funding to build a shade structure over the Barunga Playground; and**
- (f) Approves the recommendations from the Bulman Local Authority provisional meeting held on 18 June 2020.**

BACKGROUND

The Nyiranggulung Ward is comprised of the Barunga Local Authority, Beswick Local Authority, Bulman Local Authority and Manyallaluk Local Authority.

An audit of Local Authority minutes in the 2019/2020 period was undertaken and it was discovered that the minutes from the Manyallaluk Local Authority meeting held on 9 September 2019 did not go to Council for approval, the minutes from the meeting are attached for Council to review.

The Beswick Local Authority met with quorum on Monday 15 June 2020 at 10:00am, attached are the recorded minutes for Council to review.

The Manyallaluk Local Authority met with quorum on Monday 15 June 2020 at 2:30pm, attached are the recorded minutes for Council to review.

The Barunga Local Authority met and held a provisional meeting on Tuesday 16 June 2020 at 10:00am, attached are the recorded minutes for Council to review.

The Bulman Local Authority met and held a provisional meeting on Thursday 18 June 2020 at 10:00am, attached are the recorded minutes for Council to review.

UPCOMING MEETINGS

*10 August 2020
at 10:00am
10 August 2020
at 2:30pm*

Beswick Local Authority
RGRC Service Delivery Centre, Beswick
Manyallaluk Local Authority
RGRC Service Delivery Centre,
Manyallaluk
Barunga Local Authority
RGRC Service Delivery Centre, Barunga
Bulman Local Authority
RGRC Service Delivery Centre, Bulman

*11 August 2020
at 10:00am
13 August 2020
at 10:00am*

ISSUES/OPINIONS/SWOT

Nil.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

- 1 Manyallaluk Local Authority 2019-08-19 [844118].DOCX
- 2 Beswick Local Authority 2020-06-15 [1521] Minutes.DOCX
- 3 Manyallaluk Local Authority 2020-06-15 [1523] Minutes.DOCX
- 4 Barunga Local Authority 2020-06-16 [1524] Minutes.DOCX
- 5 Bulman Local Authority 2020-06-18 [1527] Minutes.DOCX



MINUTES OF THE MANYALLALUK LOCAL AUTHORITY MEETING HELD AT THE
CONFERENCE ROOM COUNCIL SERVICE DELIVERY CENTRE, MANYALLALUK
ON MONDAY, 09 SEPTEMBER 2019 AT 14.30 PM

PRESENT/STAFF/GUESTS

1.1 Appointed Members

- Rachael KENDINO – **Chairperson**
- Cynthia WILLIRI
- Eileen LAWRENCE
- Shaunette MUMBIN
- Mikala ASHLEY

1.2 Staff

- Phillip LUCK – Chief Executive Officer
- Samantha PHELAN – Veterinarian
- David FORDER – Council Service Coordinator (Manyallaluk)
- Ashleigh ANDERSON – Local Authority Coordinator

1.3 Guests

- Christine MANTELL – Department of Local Government, Housing and Community Development

MEETING OPENED

The Manyallaluk Local Authority Meeting opened at 14.32 as a **PROVISIONAL** meeting. The Chairperson welcomed members, staff and guests to the meeting and the Roper Gulf Regional Council Pledge was read.

WELCOME TO COUNTRY

APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES AND LEAVE OF ABSENCE

108/2019 RESOLVED (Eileen LAWRENCE/Cynthia WILLIRI)

CARRIED

- (a) That the Manyallaluk Local Authority accepts the apologies from Mayor Judy MacFARLANE, Deputy Mayor Helen LEE, Councillor Deanna KENNEDY, Local Authority Member Ben KLEING and notes that Councillor Selina ASHLEY is currently on leave.

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

109/2019 RESOLVED (Shaunette MUMBIN/Mikala ASHLEY)

CARRIED

- (a) That the Manyallaluk Local Authority recommends adopting the previous minutes from the meeting of 29 April 2019 as a true and accurate record of the meeting at the next Local Authority meeting.

CALL FOR ITEMS OF OTHER BUSINESS

12.1 Animal Management By-Laws

12.2 Draft Local Government Bill

DISCLOSURES OF INTEREST

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

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

110/2019 RESOLVED (Cynthia WILLIRI/Shanette MUMBIN)

CARRIED

- (a) That the Manyallaluk Local Authority receives and notes the Action List;
(b) That the Manyallaluk Local Authority approves the removal of all completed items from the Action List.

INCOMING CORRESPONDENCE

Nil

OUTGOING CORRESPONDENCE

Nil

GENERAL BUSINESS**11.1 ELECTED MEMBER REPORT**

111/2019 RESOLVED (Eileen LAWRENCE/Mikala ASHLEY)

CARRIED

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

11.2 LOCAL AUTHORITY MEMBER RESIGNATION

112/2019 RESOLVED (Mikala ASHLEY/Eileen LAWRENCE)

CARRIED

- (a) That the Manyallaluk Local Authority receives and notes the resignation of Robert WILLIRI from the Manyallaluk Local Authority.

11.3 LA001 - LOCAL AUTHORITY POLICY

113/2019 RESOLVED (Shaunette MUMBIN/Mikala ASHLEY)

CARRIED

- (a) That the Manyallaluk Local Authority receives and notes the updated Local Authority Policy.

11.4 LOCAL AUTHORITY MEETING ATTENDANCE**114/2019 RESOLVED (Cynthia WILLIRI/Sh aunette MUMBIN)****CARRIED**

- (a) That the Manyallaluk Local Authority receives and notes the attendance records for the members of the Manyallaluk Local Authority between 06 November 2017 to 29 April 2019.

11.5 CHAIRPERSON FOR THE LOCAL AUTHORITY**115/2019 RESOLVED (Shaunette MUMBIN/Cynthia WILLIRI)****CARRIED**

- (a) That the Manyallaluk Local Authority receives and notes the information regarding the appointment of a Chairperson of the Manyallaluk Local Authority;
- (b) That the Manyallaluk Local Authority recommends that Rachael KENDINO is appointed as Chairperson for a period of 12 Month(s), noting that Eileen LAWRENCE was nominated as preferred chairperson in the event Rachel KENDINO is absent.

11.6 ANNUAL CIVIC EVENTS AND FESTIVAL COMMITMENTS**116/2019 RESOLVED (Eileen LAWRENCE/Rachael KENDINO)****CARRIED**

- (a) That the Manyallaluk Local Authority reviews the relevant Council confirmed list of annual Civic Events and Festivals:
- Australia Day
 - Clean Australia Day
 - ANZAC Day
 - NAIDOC Week
 - Barunga Festival
 - Yugul Mangi Festival
 - Borrooloola and District Show
 - Great Northern Clean Up
 - Never Never Festival
 - Walaman Festival
 - Citizenship Ceremonies
 - Numbulwar Numbirindi Festival

11.7 YOUR VOICE, YOUR COMMUNITY CAMPAIGN**117/2019 RESOLVED (Eileen LAWRENCE/Mikala ASHLEY)****CARRIED**

- (a) That the Manyallaluk Local Authority receives and notes the feedback from the Your Voice, Your Community Campaign by the Department of Local Government, Housing and Community Development.

11.8 AGED CARE, DISABILITY AND CRECHE UPDATE**118/2019 RESOLVED (Shaunette MUMBIN/Cynthia WILLIRI)****CARRIED**

- (a) That the Manyallaluk Local Authority receives and notes the update on Aged Care, Disability (NDIS) and Crèche in Manyallaluk Community.

**11.9 COUNCIL FINANCIAL REPORT - JUNE 2019
EXPENDITURE REPORT****REPORT DEFERRED**

**11.10 GOVERNANCE REPORT - LOCAL AUTHORITY
PROJECT REGISTER UPDATE**

119/2019 RESOLVED (Eileen LAWRENCE/Shاونette MUMBIN)

CARRIED

- (a) That the Manyallaluk Local Authority receives and notes the updated report on Local Authority Project Funding as at 21 July 2019.

OTHER BUSINESS

12.1 ANIMAL MANAGEMENT BY-LAWS

120/2019 RESOLVED (Eileen LAWRENCE/Cynthia WILLIRI)

CARRIED

- (a) That the Manyallaluk Local Authority receives and notes the information relating to possible future Animal Management By-Laws.

12.2 DRAFT LOCAL GOVERNMENT BILL

121/2019 RESOLVED (Cynthia WILLIRI/Eileen LAWRENCE)

CARRIED

- (a) That the Manyallaluk Local Authority receives and notes the information about the proposed draft Local Government Bill by the Department of Local Government, Housing and Community Development.

CLOSE OF MEETING

The meeting terminated at 16.57

THIS PAGE AND THE PRECEEDING PAGES ARE THE MINUTES OF THE Manyallaluk Local Authority Meeting HELD ON Monday, 09 September 2019 AND CONFIRMED Monday, 14 October 2019.

Chairperson



MINUTES OF THE ROPER GULF REGIONAL COUNCIL, BESWICK LOCAL AUTHORITY MEETING HELD AT THE CONFERENCE ROOM COUNCIL SERVICE DELIVERY CENTRE, BESWICK ON MONDAY, 15 JUNE 2020 AT 10:00AM

1 PRESENT MEMBERS/STAFF/GUESTS

1.1 Members

- Mayor Judy MacFARLANE;
- Deputy Mayor Helen LEE (Chairperson);
- Councillor Selina ASHLEY (via teleconference);
- Councillor Deanna KENNEDY;
- Lorraine BENNETT; and
- Eddie KENNEDY.

1.2 Staff

- Phillip LUCK, Chief Executive Officer (via teleconference);
- Paul WILSON, Area Manager (Acting);
- Paul BERTON, Council Services Coordinator;
- Ashleigh ANDERSON, Local Authority Coordinator; and
- Karen MEYERS, Senior Administrative Support Officer.

1.3 Guests

- Amanda HAIGH, Department of Local Government, Housing and Community Development (via teleconference).

2 MEETING OPENED

The Beswick Local Authority Meeting opened at 10:36am with **QUORUM**. The Chairperson welcomed members, staff and guests to the meeting and the Roper Gulf Regional Council Pledge was read.

3 WELCOME TO COUNTRY

4 APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES AND LEAVE OF ABSENCE

12/2020 RESOLVED (Deanna KENNEDY/Lorraine BENNETT)

CARRIED

That the Beswick Local Authority accepted the apologies from Local Authority Members Anne-Marie RYAN and Kathleen LANE from the meeting and noted that Trephina BUSH and Raelene BULUMBARA were absent and did not tender an apology.

5 QUESTIONS FROM THE PUBLIC

Nil.

6 DISCLOSURES OF INTEREST

There were no declarations of interest at this Beswick Local Authority

7 CONFIRMATION OF PREVIOUS MINUTES**7.1 BESWICK LOCAL AUTHORITY MEETING - 20 APRIL 2020**

13/2020 RESOLVED (Helen LEE/Deanna KENNEDY) *CARRIED*

That the Beswick Local Authority confirmed the minutes from the meeting held on 20 April 2020 and affirms them to be a true and accurate record of that meetings decisions and proceedings.

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

14/2020 RESOLVED (Judy MacFARLANE/Selina ASHLEY) *CARRIED*

That the Beswick Local Authority received and noted the Action List.

9 CALL FOR ITEMS OF GENERAL BUSINESS

Nil.

10 INCOMING CORRESPONDENCE**10.1 INCOMING CORRESPONDENCE**

15/2020 RESOLVED (Lorraine BENNETT/Deanna KENNEDY) *CARRIED*

That the Beswick Local Authority received and noted the incoming correspondence.

11 OUTGOING CORRESPONDENCE

Nil.

12 OPERATIONAL REPORTS

Nil.

13 GENERAL BUSINESS**13.1 PLAYGROUND UPGRADE COST ESTIMATE**

16/2020 RESOLVED (Selina ASHLEY/Lorraine BENNETT) *CARRIED*

That the Beswick Local Authority:

- (a) Received and noted the report regarding the Playground Upgrade Cost Estimate; and
- (b) Request the Chief Executive Officer to investigate the expenditure for the Playground project #1213809.

13.2 ELECTED MEMBER REPORT

17/2020 RESOLVED (Lorraine BENNETT/Eddie KENNEDY) CARRIED

That the Beswick Local Authority received and noted the Elected Member Report.

13.3 REGIONAL PLAN REVIEW

18/2020 RESOLVED (Selina ASHLEY/Helen LEE) CARRIED

That the Beswick Local Authority received and noted the draft Regional Plan 2020/2021.

13.4 COUNCIL FINANCIAL REPORT FOR THE PERIOD 1 JULY 2019 - 30 APRIL 2020

19/2020 RESOLVED (Deanna KENNEDY/Lorraine BENNETT) CARRIED

That the Beswick Local Authority received and noted the Financial (Expenditure) Report for the period July 2019 to April 2020.

13.5 COUNCIL SERVICES REPORT

20/2020 RESOLVED (Eddie KENNEDY/Lorraine BENNETT) CARRIED

That the Beswick Local Authority received and noted the Council Services Report.

13.6 CHAIRPERSON APPOINTMENT

21/2020 RESOLVED (Selina ASHLEY/Deanna KENNEDY) CARRIED

That the Beswick Local Authority defers the recommendation to appointment of a Chairperson to the next scheduled Local Authority Meeting.

13.7 LOCAL AUTHORITY PROJECTS UPDATE

22/2020 RESOLVED (Selina ASHLEY/Deanna KENNEDY) CARRIED

That the Beswick Local Authority:

- (a) Received and noted the Local Authority Project Fund Update Report; and
- (b) Request more investigation into the Playground Shade project.

13.8 WATERPARK - RAINWATER SYSTEM DESIGN AND COSTS

23/2020 RESOLVED (Lorraine BENNETT/Selina ASHLEY) CARRIED

That the Beswick Local Authority:

- a) Defers the recommendation to accept the report to the next scheduled meeting; and
- b) Request that more information be provided in regards to water availability and sustainability of the project.

14 OTHER BUSINESS

Nil.

15 CLOSE OF MEETING

The meeting closed at 11:40am.

This page and the proceeding pages are the Minutes of the Beswick Local Authority Meeting held on Monday, 15 June 2020 and will be confirmed on Monday 10 August 2020.

Chairperson



MINUTES OF THE ROPER GULF REGIONAL COUNCIL, MANYALLALUK LOCAL AUTHORITY MEETING HELD AT THE CONFERENCE ROOM COUNCIL SERVICE DELIVERY CENTRE, MANYALLALUK ON MONDAY, 15 JUNE 2020 AT 2:30PM

1 PRESENT MEMBERS/STAFF/GUESTS

1.1 Members

- Mayor Judy MacFARLANE;
- Deputy Mayor Helen LEE;
- Councillor Deanna KENNEDY;
- Rachael KENDINO;
- Ben KLEING (Chairperson);
- Eileen AVELUM;
- Shaunette MUMBIN.

1.2 Staff

- Phillip LUCK, Chief Executive Officer (via teleconference)
- Paul WILSON, Area Manager (Acting);
- Paul SULLIVAN, Council Services Coordinator;
- Ashleigh ANDERSON, Local Authority Coordinator.

1.3 Guests

- Amanda HAIGH, Department of Local Government, Housing and Community Development.

2 MEETING OPENED

The Manyallaluk Local Authority Meeting opened at 2:34pm with **QUORUM**. The Chairperson welcomed members, staff and guests to the meeting and the Roper Gulf Regional Council Pledge was read.

3 WELCOME TO COUNTRY

4 APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES AND LEAVE OF ABSENCE

131/2020 RESOLVED (Eileen AVELUM/Shاونette MUMBIN)

CARRIED

That the Manyallaluk Local Authority accepted the apologies of Councillor Selina ASHLEY, and Local Authority Members Mikala ASHLEY and Cynthia WILLIRI from the meeting of 15 June 2020.

5 QUESTIONS FROM THE PUBLIC

6 DISCLOSURES OF INTEREST

There were no declarations of interest at this Manyallaluk Local Authority

7 CONFIRMATION OF PREVIOUS MINUTES

7.1 MANYALLALUK LOCAL AUTHORITY MINUTES

132/2020 RESOLVED (Eileen AVELUM/Rachael KENDINO)

CARRIED

That the Manyallaluk Local Authority:

- (a) Confirmed the minutes from the Manyallaluk Local Authority Meeting held on Monday 29 April 2019, and affirms them to be a true and accurate record of that meetings decisions and proceedings;
- (b) Confirmed the minutes from the Manyallaluk Local Authority Meeting held on Monday 09 August 2019, and affirms them to be a true and accurate record of that meetings decisions and proceedings; and
- (c) Confirmed the minutes from the Manyallaluk Local Authority Meeting held on Monday 14 October 2019, and affirms them to be a true and accurate record of that meetings decisions and proceedings.

8 BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION LIST

133/2020 RESOLVED (Eileen AVELUM/Shanette MUMBIN)

CARRIED

That the Manyallaluk Local Authority received and noted the Action List.

9 CALL FOR ITEMS OF GENERAL BUSINESS

Nil.

10 INCOMING CORRESPONDENCE

Nil.

11 OUTGOING CORRESPONDENCE

Nil.

12 OPERATIONAL REPORTS

Nil.

13 GENERAL BUSINESS

13.1 LOCAL AUTHORITY MEMBER SURVEY

134/2020 RESOLVED (Rachael KENDINO/Eileen AVELUM)

CARRIED

That the Manyallaluk Local Authority received and noted the information regarding the Local Authority Member Survey.

13.2 CHANGES TO THE LOCAL GOVERNMENT ACT

135/2020 RESOLVED (Eileen AVELUM/Shanette MUMBIN)

CARRIED

That the Manyallaluk Local Authority received and noted the presentation from the Department of Local Government, Housing and Community Development about the upcoming changes to the *Local Government Act* and guidelines.

13.3 FRONT SIGN UPDATE, EXTRA FUNDS REQUIRED

136/2020 RESOLVED (Eileen AVELUM/Rachael KENDINO) CARRIED

That the Manyallaluk Local Authority approved an extra \$7,173.66 (Exc GST) of Local Authority Project Funding for the Manyallaluk Welcome sign purchase.

13.4 ELECTED MEMBER REPORT

137/2020 RESOLVED (Shaunette MUMBIN/Eileen AVELUM) CARRIED

That the Manyallaluk Local Authority received and noted the Elected Member Report.

13.5 LOCAL AUTHORITY PROJECTS

138/2020 RESOLVED (Eileen AVELUM/Shanette MUMBIN) CARRIED

That the Manyallaluk Local Authority received and noted the completion of the Manyallaluk Shade Structure Project and New Swing Construction Project funded by the Local Authority.

13.6 COUNCIL FINANCIAL REPORT FOR THE PERIOD 1 JULY 2019 - 30 APRIL 2020

139/2020 RESOLVED (Judy MacFARLANE/Helen LEE) CARRIED

That the Manyallaluk Local Authority received and noted the Financial (Expenditure) Report for the period July 2019 to April 2020.

13.7 CHAIRPERSON APPOINTMENT

140/2020 RESOLVED (Eileen AVELUM/Shanette MUMBIN) CARRIED

That the Manyallaluk Local Authority appointed Rachael KENDINO as Chairperson for the Manyallaluk Local Authority for a period of 12 Months.

13.8 LOCAL AUTHORITY PROJECTS UPDATE

141/2020 RESOLVED (Rachael KENDINO/Shanette MUMBIN) CARRIED

That the Manyallaluk Local Authority received and noted the Local Authority Project Fund Update report.

14 OTHER BUSINESS

Nil.

15 CLOSE OF MEETING

The meeting closed at 3:42pm.

This page and the proceeding pages are the Minutes of the Manyallaluk Local Authority Meeting held on Monday, 15 June 2020 and will be confirmed on Monday, 10 August 2020.

Chairperson



MINUTES OF THE ROPER GULF REGIONAL COUNCIL, BARUNGA LOCAL AUTHORITY MEETING HELD AT THE CONFERENCE ROOM COUNCIL SERVICE DELIVERY CENTRE, BARUNGA ON TUESDAY, 16 JUNE 2020 AT 10:00AM

1 PRESENT MEMBERS/STAFF/GUESTS

1.1 Members

- Mayor Judy MacFARLANE (via teleconference);
- Deputy Mayor Helen LEE (Chairperson);
- Councillor Deanna KENNEDY;
- Nell BROWN;
- Mavis JUMBIRI;
- Anita PAINTER;
- Freddy SCRUBBY.

1.2 Staff

- Phillip LUCK, Chief Executive Officer (via teleconference);
- Paul WILSON, Area Manager (Acting);
- Susan GILLIES, Council Services Coordinator;
- Ashleigh ANDERSON, Local Authority Coordinator.

1.3 Guests

- Rodney HOFFMAN, Department of Local Government, Housing and Community Development.

2 MEETING OPENED

The Barunga Local Authority Meeting opened at 10:24am as a **PROVISIONAL** meeting. The Chairperson welcomed members, staff and guests to the meeting and the Roper Gulf Regional Council Pledge was read.

3 WELCOME TO COUNTRY

4 APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES AND LEAVE OF ABSENCE

15/2020 **RESOLVED** (Mavis JUMBIRI/Freddy SCRUBBY)

CARRIED

That the Barunga Local Authority accepted the apologies from Councillor Selina ASHLEY, and Local Authority Members Vita BRINJEN, Anne-Marie LEE and Jeffrey McDONALD from the meeting of 16 June 2020.

5 QUESTIONS FROM THE PUBLIC

Nil.

6 DISCLOSURES OF INTEREST

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

13 GENERAL BUSINESS

This item was moved forward by the Chairperson.

13.3 CHANGES TO THE LOCAL GOVERNMENT ACT

16/2020 RESOLVED (Anita PAINTER/Mavis JUMBIRI)

CARRIED

That the Barunga Local Authority:

- (a) Received and noted the presentation from the Department of Local Government, Housing and Community Development about the upcoming changes to the *Local Government Act* and guidelines; and
- (b) Invited the Department of Local Government, Housing and Community Development to the next scheduled meeting to speak about conflicts of interest.

Councillor Deanna KENNEDY arrived at 10:32am, and the meeting proceeded with a QUORUM.

7 CONFIRMATION OF PREVIOUS MINUTES

7.1 BARUNGA LOCAL AUTHORITY MEETING - 11 FEBRUARY 2020

17/2020 RESOLVED (Freddy SCRUBBY/Helen LEE)

CARRIED

That the Barunga Local Authority confirmed the minutes from the meeting held on 11 February 2020, and affirms them to be a true and accurate record of that meetings decisions and proceedings.

Mayor Judy MacFARLANE left the meeting at 10:59am, and the meeting continued as a PROVISIONAL.

8 BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION LIST

18/2020 RESOLVED (Mavis JUMBIRI/Neil BROWN)

CARRIED

That the Barunga Local Authority:

- (a) Received and noted the Action List;
- (b) Approved the removal of all completed Action List items;
- (c) Referred to Council to install a verandah and shade on the temporary library;
- (d) Referred to Council to put forward an Expression of Interest, Development Plan and section 19 application for NT Portion Number 1636 (Norforce Park); and
- (e) Requested that Council seek and apply for grants to make Norforce Park more fit for purpose.

9 CALL FOR ITEMS OF GENERAL BUSINESS

- 14.1 Resurface and Irrigation of both ovals;
- 14.2 Line Marking for Basketball Court.

10 INCOMING CORRESPONDENCE

Nil.

11 OUTGOING CORRESPONDENCE

Nil.

12 OPERATIONAL REPORTS

Nil.

13 GENERAL BUSINESS

Meeting adjourned for a Community Meeting 12:00pm – 1:36pm
Phillip LUCK and Paul WILSON left the meeting at 12:00pm.

13.1 PLAYGROUND UPGRADE COST ESTIMATE

19/2020 RESOLVED (Anita PAINTER/Deanna KENNEDY) CARRIED

That the Barunga Local Authority:

- (a) Received and noted the report regarding the Playground upgrade cost estimate; and
- (b) Referred to Council to assist with funding to build a shade structure over the Playground.

13.2 LOCAL AUTHORITY MEMBER SURVEY

20/2020 RESOLVED (Mavis JUMBIRI/Freddy SCRUBBY) CARRIED

That the Barunga Local Authority received and noted the information regarding the Local Authority Member Survey.

13.4 ELECTED MEMBER REPORT

21/2020 RESOLVED (Anita PAINTER/Neil BROWN) CARRIED

That the Barunga Local Authority received and noted the Elected Member Report.

13.5 REGIONAL PLAN REVIEW

22/2020 RESOLVED (Freddy SCRUBBY/Deanna KENNEDY) CARRIED

That the Barunga Local Authority received and noted the draft Regional Plan 2020/2021.

13.6 CHAIRPERSON APPOINTMENT

23/2020 RESOLVED (Mavis JUMBIRI/Neil BROWN) CARRIED

That the Barunga Local Authority deferred the recommendation to appoint a Chairperson to the next scheduled meeting.

13.7 COUNCIL FINANCIAL REPORT FOR THE PERIOD 1 JULY 2019 - 30 APRIL 2020

24/2020 RESOLVED (Mavis JUMBIRI/Anita PAINTER) CARRIED

That the Barunga Local Authority:

- (a) received and noted the Financial (Expenditure) Report for the period July 2019 to April 2020; and
- (b) Requested that Council arrange training for the Local Authority members to better understand the financial reports.

13.8 LOCAL AUTHORITY PROJECTS UPDATE

25/2020 RESOLVED (Freddy SCRUBBY/Mavis JUMBIRI)

CARRIED

That the Barunga Local Authority:

- (a) Does not accept the Local Authority Projects Register as accurate; and
- (b) Requested a three (3) year breakdown of all Local Authority Project Funding allocation and expenditure be presented at the next meeting.

14 OTHER BUSINESS**14.1 RESURFACE AND IRRIGATE BOTH OVALS**

26/2020 RESOLVED (Mavis JUMBIRI/Freddy SCRUBBY)

CARRIED

That the Barunga Local Authority requested that Council investigate and source funding to resurface and irrigate the football oval and the softball oval in Barunga.

14.2 LINE MARKING BASKETBALL COURT

The Local Authority discussed the condition of the basketball courts line marking that has faded over time and asked that the Council investigate putting fresh markings down under the operations repairs and maintenance budget. No formal resolution was made.

15 CLOSE OF MEETING

The meeting closed at 2:36pm.

This page and the proceeding pages are the Minutes of the Barunga Local Authority Meeting held on Tuesday, 16 June 2020 and will be confirmed on Tuesday, 11 August 2020.

Chairperson



MINUTES OF THE ROPER GULF REGIONAL COUNCIL, BULMAN LOCAL AUTHORITY MEETING HELD AT THE CONFERENCE ROOM COUNCIL SERVICE DELIVERY CENTRE, BULMAN ON THURSDAY, 18 JUNE 2020 AT 10:00AM

1 PRESENT MEMBERS/STAFF/GUESTS

1.1 Members

- Mayor Judy MacFARLANE (via teleconference);
- Deputy Mayor Helen LEE (via teleconference);
- Councillor Selina ASHLEY;

- Jill Curtis; and

- Darilyn MARTIN (Chairperson).

1.2 Staff

- Phillip LUCK, Chief Executive Officer (via teleconference);
- Paul WILSON, Area Manager (Acting) (via teleconference);
- Trevor HURST, Council Services Coordinator; and
- Ashleigh ANDERSON, Local Authority Coordinator.

1.3 Guests

- Rodney HOFFMAN, Department of Local Government, Housing and Community Development.

2 MEETING OPENED

The Bulman Local Authority Meeting opened at 10:20am as a **PROVISIONAL** meeting. The Chairperson welcomed members, staff and guests to the meeting and the Roper Gulf Regional Council Pledge was read.

3 WELCOME TO COUNTRY

4 APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES AND LEAVE OF ABSENCE

24/2020 RESOLVED (Judy MacFARLANE/Jill CURTIS)

CARRIED

That the Bulman Local Authority accepted the apologies from Local Authority Members Annunciata BRADSHAW and John DALYWATER from the meeting held on 18 June 2020, noting that Councillor Deanna KENNEDY and Local Authority Members Peter MILLER and Annette MILLER were absent and did not tender an apology.

5 QUESTIONS FROM THE PUBLIC

Nil.

6 DISCLOSURES OF INTEREST

There were no declarations of interest at this Bulman Local Authority

7 CONFIRMATION OF PREVIOUS MINUTES

7.1 BULMAN LOCAL AUTHORITY MEETING - 23 APRIL 2020

25/2020 RESOLVED (Selina ASHLEY/Helen LEE)

CARRIED

That the Bulman Local Authority recommend that the minutes from the meeting held on 23 April 2020 be confirmed as a true and accurate record of that meetings decisions and proceedings.

8 BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION LIST

26/2020 RESOLVED (Selina ASHLEY/Jill CURTIS)

CARRIED

That the Bulman Local Authority received and noted the Action List.

9 CALL FOR ITEMS OF GENERAL BUSINESS

- 14.1 New Toilet Block

10 INCOMING CORRESPONDENCE

Nil.

11 OUTGOING CORRESPONDENCE

Nil.

12 OPERATIONAL REPORTS

Nil.

13 GENERAL BUSINESS

13.1 COMMUNITY LAND USE PLAN

27/2020 RESOLVED (Helen LEE/Darilyn MARTIN)

CARRIED

That the Bulman Local Authority deferred the recommendation about the update pertaining to the Community Land Use Plan to the next scheduled Local Authority Meeting.

13.2 ELECTED MEMBER REPORT

28/2020 RESOLVED (Darilyn MARTIN/Jill CURTIS)

CARRIED

That the Bulman Local Authority received and noted the Elected Member Report.

13.3 REGIONAL PLAN REVIEW

29/2020 RESOLVED (Darilyn MARTIN/Selina ASHLEY)

CARRIED

That the Bulman Local Authority received and noted the draft Regional Plan 2020/2021.

13.4 CHAIRPERSON APPOINTMENT

30/2020 RESOLVED (Selina ASHLEY/Jill CURTIS)

CARRIED

That the Bulman Local Authority deferred the appointment of a Chairperson to the next scheduled Local Authority Meeting.

13.5 LOCAL AUTHORITY PROJECTS UPDATE

31/2020 RESOLVED (Judy MacFARLANE/Selina ASHLEY)

CARRIED

That the Bulman Local Authority:

- (a) Received and noted the Local Authority Project Update report; and
- (b) Request that Council approve \$8,000 of additional funding towards the Solar Lights Project #1413805.

13.6 STREET NAMING PROCESS

32/2020 RESOLVED (Selina ASHLEY/Jill CURTIS)

CARRIED

That the Bulman Local Authority deferred the report regarding street naming processes to the next scheduled Local Authority Meeting.

13.7 COUNCIL FINANCIAL REPORT FOR THE PERIOD 1 JULY 2019 - 31 MAY 2020

33/2020 RESOLVED (Jill CURTIS/Darilyn MARTIN)

CARRIED

That the Bulman Local Authority received and noted the Financial (Expenditure) Report for the period July 2019 to May 2020.

13.8 COUNCIL SERVICES REPORT

34/2020 RESOLVED (Darilyn MARTIN/Selina ASHLEY)

CARRIED

That the Bulman Local Authority received and noted the Council Services Report for April/ May 2020.

13.9 BULMAN ROADS UPGRADE

35/2020 RESOLVED (Darilyn MARTIN/Jill CURTIS)

CARRIED

That the Bulman Local Authority deferred considering the report pertaining to the Bulman Roads Upgrade to the next scheduled Local Authority Meeting.

14 OTHER BUSINESS

14.1 NEW TOILET BLOCK

The first stage of consultation is being undertaken to install a new toilet block in Bulman. A map of Bulman, as well as some base designs for the toilet block were submitted at the meeting for the Local Authority to consider. This included the proposed location of the toilet block behind lot 26 and some pictures of designs for the Local Authority. The Local Authority members decided that they would like to see further designs as well as other proposed locations. No formal resolution was made.

15 CLOSE OF MEETING

The meeting closed at 11:24am.

This page and the proceeding pages are the Minutes of the Bulman Local Authority Meeting held on Thursday, 18 June 2020 and will be confirmed on Thursday 13 August 2020.

Chairperson

WARD REPORTS



ITEM NUMBER	13.3
TITLE	Numbulwar Numburindi Ward Report
REFERENCE	934649
AUTHOR	Ashleigh ANDERSON, Local Authority Coordinator

RECOMMENDATION

That Council:

- (a) Receives and notes the Numbulwar Numburindi Ward Report; and**
- (b) Approves the recommendations from the provisional meeting held on 30 June 2020.**

BACKGROUND

The Numbulwar Numburindi Ward is comprised of the Numbulwar Local Authority.

The Numbulwar Local Authority met and held a provisional meeting on Tuesday 30 June 2020 at 10:30am, attached are the recorded minutes for Council to review.

UPCOMING MEETINGS

19 August 2020
At 10:30am

Numbulwar Local Authority Meeting
RGRC Service Delivery Centre, Numbulwar

ISSUES/OPTIONS/SWOT

Nil.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

- 1 Numbulwar Local Authority 2020-06-30 [1548] Minutes.DOCX



MINUTES OF THE ROPER GULF REGIONAL COUNCIL, NUMBULWAR LOCAL
AUTHORITY MEETING HELD AT THE ROPER GULF REGIONAL COUNCIL,
SERVICE DELIVERY CENTRE,
NUMBULWAR NT ON TUESDAY, 30 JUNE 2020 AT 10:30AM

1 PRESENT MEMBERS/STAFF/GUESTS

1.1 Members

- Mayor Judy MacFARLANE (via teleconference);
- Councillor Edwin NUNGGUMAJBARR (Chairperson);
- Dale MURRUNGUN;
- Amanda NGALMI;
- Douglas WUNUNGMURRA.

1.2 Staff

- Phillip LUCK, Chief Executive Officer;
- Marc GARDNER, General Manager Corporate Services and Sustainability;
- Steven SANDERSON, General Manager Community Services and Engagement;
- John TEREPO, Council Services Coordinator;
- Christine SMITH, Senior Administrative Support Officer;
- Clara DARKAN, Customer Support Officer;
- Ashleigh ANDERSON, Local Authority Coordinator.

1.3 Guests

- Kathy-Anne NUMAMURDIRRDI, National Indigenous Australians Agency;
- Rodney HOFFMAN, Department Local Government, Housing and Community Development.

2 MEETING OPENED

The Numbulwar Local Authority Meeting opened at 10:47am as a **PROVISIONAL** meeting. The Chairperson welcomed members, staff and guests to the meeting and the Roper Gulf Regional Council Pledge was read.

3 WELCOME TO COUNTRY

Councillor Edwin NUNGGUMAJBARR welcomed guests to Country and acknowledge all traditional owners past and present.

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

16/2020 RESOLVED (Douglas WUNUNGMURRA/Dale MURRUNGUN) CARRIED

That the Numbulwar Local Authority accepted apologies from Councillor David Murrungun and Local Authority Members Roland NUNDHIRRIBALA, Virginia NUNDHIRRIBALA and Scott NUNGGARRGALU from the meeting of 30 June 2020, noting that Felicity RAMI was absent and did not tender an apology.

5 QUESTIONS FROM THE PUBLIC

Nil.

6 DISCLOSURES OF INTEREST

There were no declarations of interest at this Numbulwar Local Authority

7 CONFIRMATION OF PREVIOUS MINUTES**7.1 NUMBULWAR LOCAL AUTHORITY MEETING - 19 FEBRUARY 2020**

17/2020 RESOLVED (Dale MURRUNGUN/Douglas WUNUNGMURRA) CARRIED

That the Numbulwar Local Authority recommended that the minutes from the meeting held on Wednesday 19 February 2020, be confirmed as a true and accurate record of that meetings decisions and proceedings.

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

18/2020 RESOLVED (Douglas WUNUNGMURRA/Dale MURRUNGUN) CARRIED

That the Numbulwar Local Authority received and noted the Action List.

Local Authority Member Amanda NGALMI arrived to the meeting at 11:00am.

9 CALL FOR ITEMS OF OTHER BUSINESS

- 14.1 Electoral Commission Update;
- 14.2 Strong Voice Committee.

10 INCOMING CORRESPONDENCE

Nil.

11 OUTGOING CORRESPONDENCE

Nil.

12 OPERATIONAL REPORTS

Nil.

13 GENERAL BUSINESS

13.1 LOCAL AUTHORITY MEMBER SURVEY

19/2020 RESOLVED (Douglas WUNUNGMURRA/Judy MacFARLANE) CARRIED

That the Numbulwar Local Authority received and noted the information regarding the Local Authority Member Survey.

13.3 ELECTED MEMBER REPORT

20/2020 RESOLVED (Douglas WUNUNGMURRA/Dale MURRUNGUN) CARRIED

That the Numbulwar Local Authority received and noted the Elected Member Report.

13.4 REGIONAL PLAN REVIEW

21/2020 RESOLVED (Douglas WUNUNGMURRA/Dale MURRUNGUN) CARRIED

That the Numbulwar Local Authority received and noted the draft Regional Plan 2020/2021.

13.5 LIVESTOCK IN NUMBULWAR

22/2020 RESOLVED (Dale MURRUNGUN/Douglas WUNUNGMURRA) CARRIED

That the Numbulwar Local Authority:

- (a) received and noted the information regarding Livestock as pets; and
- (b) requested the CEO investigate option regarding the livestock in community.

13.6 COUNCIL SERVICES REPORT

23/2020 RESOLVED (Dale MURRUNGUN/Amanda NGALMI) CARRIED

That the Numbulwar Local Authority received and noted the concerns that illegal dumping is continuing to occur behind the Clinic and requires cleanup at cost to Council.

13.7 NEW DRY TOILET AT NUMBULWAR AIRSTRIP

24/2020 RESOLVED (Dale MURRUNGUN/Douglas WUNUNGMURRA) CARRIED

That the Numbulwar Local Authority requested Council undertake consultation with traditional owners regarding the airport Toilet Block location.

13.8 COUNCIL FINANCIAL REPORT 30 APRIL 2020

25/2020 RESOLVED (Douglas WUNUNGMURRA/Dale MURRUNGUN) CARRIED

That the Numbulwar Local Authority received and noted the Financial (Expenditure) Report for the period of July 2019 to April 2020.

13.9 CHAIRPERSON APPOINTMENT

26/2020 RESOLVED (Dale MURRUNGUN/Douglas WUNUNGMURRA) CARRIED

That the Numbulwar Local Authority deferred the appointment of a Chairperson to the next Local Authority Meeting.

13.10 NUMBULWAR LOCAL AUTHORITY PROJECT REGISTER UPDATE

27/2020 RESOLVED (Douglas WUNUNGMURRA/Amanda NGALMI) CARRIED

That the Numbulwar Local Authority:

- (a) Received and notes the update of the Local Authority Project Fund Register;
- (b) Requested a quote be provided for Top Soil for the Oval; and
- (c) Deferred any decision on the allocation of Local Authority Project Funding toward the Sport and Recreation Precinct at Lot 97 to the next Local Authority Meeting.

14 OTHER BUSINESS**14.1 ELECTROL COMMISSION UPDATE**

Rodney HOFFMAN from the Department of Local Government, Housing and Community Development informed the Local Authority about an upcoming visit from the Northern Territory Electoral Commission on 1-2 July and spoke about the importance of signing up. No formal resolution was made.

14.2 STRONG VOICE COMMITTEE

Councillor Edwin NUNGGUMAJBARR spoke about creating a Strong Voice Committee to bring ideas and suggestions from community to Government and other Stakeholders. No formal resolution was made.

13 GENERAL BUSINESS

Meeting was adjourned for lunch 12:17pm - 12:32pm

13.2 CHANGES TO THE LOCAL GOVERNMENT ACT

28/2020 RESOLVED (Douglas WUNUNGMURRA/Dale MURRUNGUN) CARRIED

That the Numbulwar Local Authority received and noted the presentation from the Department of Local Government, Housing and Community Development about the upcoming changes to the *Local Government Act* and guidelines.

15 CLOSE OF MEETING

The meeting closed at 1:00pm.

This page and the proceeding pages are the Minutes of the Numbulwar Local Authority Meeting held on Tuesday, 30 June 2020 and will be confirmed on Wednesday, 19 August 2020.

Chairperson

WARD REPORTS



ITEM NUMBER 13.4
TITLE South West Gulf Ward Report
REFERENCE 935727
AUTHOR Ashleigh ANDERSON, Local Authority Coordinator

RECOMMENDATION

That Council receives and notes the South West Gulf Ward Report.

BACKGROUND

The South West Gulf Ward is comprised of the Borroloola Local Authority and Robinson River Local Authority.

The Borroloola Local Authority met on 2 July 2020 at 10:00am, the minutes from that meeting have not yet been completed and will be available at the next Ordinary Meeting of Council in September 2020.

UPCOMING MEETINGS

*6 August 2020
at 10:00am
6 August 2020
at 5:30pm*

Robinson River Local Authority
TBC
Borroloola Local Authority
RGRC Service Delivery Centre, Borroloola

ISSUES/OPTIONS/SWOT

Nil.FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

1 BOR_02072020_MIN_SAVED.DOCX



MINUTES OF THE ROPER GULF REGIONAL COUNCIL, BORROLOOLA LOCAL AUTHORITY MEETING HELD AT THE CONFERENCE ROOM COUNCIL SERVICE DELIVERY CENTRE, BORROLOOLA ON THURSDAY, 2 JULY 2020 AT 10:00AM

1 PRESENT MEMBERS/STAFF/GUESTS

1.1 Members

- Judy MacFARLANE;
- Councillor Donald GARNER (Chairperson);
- Councillor Marlene KARKADOO;
- Councillor Samuel EVANS;
- Stan ALLEN;
- Mike LONGTON;
- Raymond ANDERSON; and
- Maria PYRO.

1.2 Staff

- Phillip LUCK, Chief Executive Officer; and
- Fred GRAHAM, Manager Community Projects and Engagement.

1.3 Guests

- Claire Brown, Department of Infrastructure Planning and Logistics; and
- Matthew Stone, Department of Infrastructure Planning and Logistics.

2 MEETING OPENED

The Meeting opened at 10.00 am. The Chairperson welcomed members, staff and guests to the meeting and the Roper Gulf Regional Council Pledge was read.

3 WELCOME TO COUNTRY

Councillor KARKADOO did a welcome to country for all visitors.

4 APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES

19/2020 RESOLVED (Stan ALLEN/Mike LONGTON)

CARRIED

That the Borroloola Local Authority:

- (a) Received and notes the Action List; and
- (b) Approved the removals of completed items.

5 QUESTIONS FROM THE PUBLIC

Nil.

6 DISCLOSURES OF INTEREST

There were no declarations of interest at this Borrooloola Local Authority

7 CONFIRMATION OF PREVIOUS MINUTES

7.1 BORROLOOLA LOCAL AUTHORITY MEETING - 06 FEBRUARY 2020

20/2020 RESOLVED (Mike LONGTON/Samuel EVANS)

CARRIED

That the Borrooloola Local Authority confirmed the minutes from the meeting held on Thursday 6 February 2020, and affirmed them to be a true and accurate record of that meetings decisions and proceedings.

8 BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION LIST

21/2020 RESOLVED (Judy MacFARLANE/Stan ALLEN)

CARRIED

That the Borrooloola Local Authority:

- (a) Received and noted the Action List; and
- (b) Approved the removal of completed items.

9 CALL FOR ITEMS OF GENERAL BUSINESS

Nil.

10 INCOMING CORRESPONDENCE

Nil.

11 OUTGOING CORRESPONDENCE

Nil.

12 OPERATIONAL REPORTS

Nil.

13 GENERAL BUSINESS

13.1 ROCKY CREEK BRIDGE PROJECT UPDATE

22/2020 RESOLVED (Mike LONGTON/Raymond ANDERSON)

CARRIED

That the Borrooloola Local Authority:

- a) Noted the information provided about the status of the Rocky Creek Bridge project; and
- b) Recommend to Council that the project go ahead in 2020 and be awarded and commenced as soon as possible.

The CEO gave some background of the Bridge project and that it is now at the Tender Assessment stage, however the lowest bid is approximately \$1.0 million over budget (when allowing for contingency). Claire Brown and Matthew Stone, from the Department of Infrastructure, Planning and Logistics (the Project Manager) provided a discreet overview of the tenders (without providing any identifying details). They advised that a secondary issue is the capacity of the preferred contractor, in that they can not start before mid-September and there is a risk of the detour failing if there is major rain events before end December and residents would have to use the long access between each end of town.

A long discussion ensued about how locals would feel about works not happening this year. The Chair called for a vote to recommend to Council to go ahead in 2020 or defer to the 2021 Dry Season. Members voted overwhelmingly in support of going ahead in 2020.

13.2 BORROLOOLA MULTI COURTS PROJECT UPDATE

23/2020 **RESOLVED** (Raymond ANDERSON/Stan ALLEN)

CARRIED

That the Borroloola Local Authority:

- a) **Noted the information provided about the status of the Borroloola Multi Courts project; and**
- b) **Recommend to Council that the NT Government be advised that the provision of a cyclone shelter within this project is causing unacceptable delays and that the community would like to go back to the two covered courts scope and NTG can identify another location for the Shelter, this will allow the project can go ahead in 2020.**

The CEO gave some background of the Multi Courts project and that it is now suspended as there is insufficient budget to build the Cyclone Shelter and the Courts.

Claire Brown and Matthew Stone, from the Project Manager provided an overview of the status of design, scope and estimates.

A long discussion ensued about how locals would feel as this projects has been in development for four (4) years and just needs to be completed. Members were frustrated that the Cyclone Shelter has caused further complications. Comparisons were made between the NTG finding funding for the Darwin Turf Club but not for a Cyclone Shelter in Borroloola.

The Chair called for a vote to recommend to Council to go ahead in 2020 with the original scope and advise NTG that they will need to find another site for the cyclone shelter and build it when they have the money.

14 OTHER BUSINESS

ROBINSON RIVER LOCAL AUTHORITY MEETING DATE

The Local Authority members had a long discussion about having the Borroloola and Robinson River LA meetings around the same date to make it easier for outside staff and Councillors to attend. Discussion also about if a later time for the Borroloola meeting might make it easier for LA members to attend, especially those who work.

No resolution was made as the CEO is required to set the dates of meetings.

15 CLOSE OF MEETING

The meeting terminated at 11:45 am.

This page and the proceeding pages are the Minutes of the Borroloola Local Authority Meeting held on Thursday, 2 July 2020 and will be confirmed on 6 August 2020.

Chairperson

WARD REPORTS



ITEM NUMBER 13.5
TITLE Yugul Mangi Ward Report
REFERENCE 934652
AUTHOR Ashleigh ANDERSON, Local Authority Coordinator

RECOMMENDATION

That Council:

- (a) **Receives and notes the Yugul Mangi Ward Report;**
- (b) **Approves the recommendations from the Ngukurr Local Authority meeting held on 29 June 2020 and approves the allocation of \$150,000 towards the Ngukurr Sports Court Project to match the Local Authority allocation of \$170,000; and**
- (c) **Approves the recommendations from the Urapunga Local Authority meeting held on 29 June 2020.**

BACKGROUND

The Yugul Mangi ward is comprised of Ngukurr Local Authority and Urapunga Local Authority.

The Ngukurr Local Authority met with quorum on Monday 29 June 2020 at 10:30am, attached are the recorded minutes for Council to review.

The Urapunga Local Authority met with quorum on Monday 29 June 2020 at 3:00pm, attached are the recorded minutes for Council to review.

UPCOMING MEETINGS

<i>16 August 2020</i>	Ngukurr Local Authority
<i>At 10:30am</i>	RGRC Service Delivery Centre, Ngukurr
<i>16 August 2020</i>	Urapunga Local Authority
<i>At 3:00pm</i>	TBC

ISSUES/OPTIONS/SWOT

Nil.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

- 1 Ngukurr Local Authority 2020-06-29 [1545] Minutes.DOCX
- 2 Urapunga Local Authority 2020-06-29 [1547] Minutes.DOCX



MINUTES OF THE ROPER GULF REGIONAL COUNCIL, NGUKURR LOCAL
AUTHORITY MEETING HELD AT THE ROPER GULF REGIONAL COUNCIL,
SERVICE DELIVERY CENTRE, NGUKURR NT
ON MONDAY, 29 JUNE 2020 AT 10:30AM

1 PRESENT MEMBERS/STAFF/GUESTS

1.1 Members

- Mayor Judy MacFARLANE (Chairperson);
- Councillor Owen TURNER;
- Michelle FARRELL;
- Ian GUMBULA;
- Tanya JOSHUA;
- Marcia ROBERTS;
- Robin ROGERS.

1.2 Staff

- Phillip LUCK, Chief Executive Officer;
- Marc GARDNER, General Manager Corporate Services and Sustainability;
- Steven SANDERSON, General Manager Community Services and Engagement;
- Thea GRIFFIN, Council Services Manager;
- Graeme CURTIS, Council Services Coordinator;
- Ashleigh ANDERSON, Local Authority Coordinator;
- Trevor QUARRELL, Sport and Recreation Supervisor;
- Emily JONES, Senior Administration Support Officer.

1.3 Guests

- Rodney HOFFMAN, Department of Local Government, Housing and Community Development.

One minute silence was held from 10:34am to 10:35am.

2 MEETING OPENED

The Ngukurr Local Authority Meeting opened at 10:35am with **QUORUM**. The Chairperson welcomed members, staff and guests to the meeting and the Roper Gulf Regional Council Pledge was read.

3 WELCOME TO COUNTRY

4 APOLOGIES AND LEAVE OF ABSENCE

Nil.

5 QUESTIONS FROM THE PUBLIC

Nil.

6 DISCLOSURES OF INTEREST

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

7 CONFIRMATION OF PREVIOUS MINUTES

7.1 CONFIRMATION OF PREVIOUS MINUTES

1/2020 RESOLVED (Marcia ROBERTS/Michelle FARRELL) CARRIED

That the Ngukurr Local Authority confirmed the minutes from the Ngukurr Local Authority Meeting held on Tuesday 10 December 2019, and affirms them to be a true and accurate record of that meetings decisions and proceedings.

8 BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION LIST

2/2020 RESOLVED (Tanya JOSHUA/Owen TURNER) CARRIED

That the Ngukurr Local Authority:

- (a) Received and noted the Action List;
- (b) Approved the removal of all completed Action List items;

3/2020 RESOLVED (Robin ROGERS/Ian GUMBULA) CARRIED

- (c) Requested the CEO to write a letter to NLC regarding homelands burials and cemeteries and investigates who manages the cemeteries in Ngukurr.

9 CALL FOR ITEMS OF GENERAL BUSINESS

Nil.

10 INCOMING CORRESPONDENCE

10.1 TAYLORS CARNIVAL - NGUKURR

4/2020 RESOLVED (Michelle FARRELL/Owen TURNER) CARRIED

That the Ngukurr Local Authority:

- (a) Received and noted the incoming correspondence from Taylors Carnival; and
- (b) Agreed that the carnival will not be invite to attend Ngukurr at this stage due to COVID-19 concerns.

11 OUTGOING CORRESPONDENCE

11.1 OUTGOING CORRESPONDENCE

5/2020 RESOLVED (Marcia ROBERTS/Robin ROGERS) CARRIED

That the Ngukurr Local Authority received and noted the Outgoing Correspondence.

12 OPERATIONAL REPORTS

Nil.

13 GENERAL BUSINESS

13.1 LOCAL AUTHORITY MEMBER SURVEY

6/2020 RESOLVED (Michelle FARRELL/Marcia ROBERTS) CARRIED

That the Ngukurr Local Authority received and noted the information regarding the Local Authority Member Survey.

13.2 CONFLICT OF INTEREST REGISTER

7/2020 RESOLVED (Ian GUMBULA/Robin ROGERS) CARRIED

That the Ngukurr Local Authority received and noted the information regarding conflicts of interest and completes the Conflict of Interest Register for 2020.

13.3 CHANGES TO THE LOCAL GOVERNMENT ACT

8/2020 RESOLVED (Tanya JOSHUA/Ian GUMBULA) CARRIED

That the Ngukurr Local Authority received and noted the presentation from the Department of Local Government, Housing and Community Development about the upcoming changes to the *Local Government Act* and guidelines.

The meeting adjourned for lunch 12:27pm to 1:00pm

13.4 NLC'S COMMUNITY PLANNING AND DEVELOPMENT (CPD) PROGRAM

9/2020 RESOLVED (Ian GUMBULA/Marcia ROBERTS) CARRIED

That the Ngukurr Local Authority received and noted the flyers pertaining to the Northern Land Council's (NLC) Community Planning and Development (CPD) Program.

13.5 ELECTED MEMBER REPORT

10/2020 RESOLVED (Tanya JOSHUA/Owen TURNER) CARRIED

That the Ngukurr Local Authority received and noted the Elected Member Report.

13.6 REGIONAL PLAN REVIEW

11/2020 RESOLVED (Marcia ROBERTS/Robin ROGERS) CARRIED

That the Ngukurr Local Authority received and noted the draft Regional Plan 2020/2021.

The members discussed different aspects of the draft plan and suggested amendments to page 77 and page 78.

13.7 COUNCIL FINANCIAL REPORT FOR THE PERIOD 1 JULY 2019 - 30 APRIL 2020

12/2020 RESOLVED (Owen TURNER/Michelle FARRELL) CARRIED

That the Ngukurr Local Authority received and noted the Financial (Expenditure) Report for the period July 2019 to April 2020.

13.8 NGUKURR SPORTS COURTS/STAGING AREA PROJECT UPDATE

13/2020 RESOLVED (Michelle FARRELL/Robin ROGERS)

CARRIED

That Ngukurr Local Authority received and noted the update on the Ngukurr Sports Courts/Staging Area Project.

13.9 NGUKURR LOCAL AUTHORITY PROJECT FUND REGISTER

14/2020 RESOLVED (Marcia ROBERTS/Tanya JOSHUA)

CARRIED

That the Ngukurr Local Authority:

- (a) Received and noted the Local Authority Project Update report;
- (b) Approved the allocation of \$170,000 of Local Authority Project Funding towards the Sports Courts Project on the provision that Council match the allocation with \$150,000.

13.10 NGUKURR FREIGHT HUB PROJECT UPDATE

15/2020 RESOLVED (Robin ROGERS/Marcia ROBERTS)

CARRIED

That the Ngukurr Local Authority:

- (a) Received and noted the update of the Ngukurr Freight Hub Report;
- (b) Determined that the level of consultation required to close the Road from the Freight Hub to the Ngukurr Waste Management Facility is that general community consultation is required and that the top Airport Road may be a better option than the low road; and
- (c) Deferred any decision to request Council to upgrade the access road to the Waste Management Facility to the next Local Authority Meeting after more community consultation is held.

13.11 NGUKURR WASTE MANAGEMENT FACILITY DEVELOPMENT UPDATE

16/2020 RESOLVED (Michelle FARRELL/Robin ROGERS)

CARRIED

That the Ngukurr Local Authority:

- (a) Received and noted the update on the development of the Ngukurr Waste Management Facility; and
- (b) Deferred any decision regarding the opening times for the Waste Management Facility to the next Local Authority Meeting.

13.12 CHAIRPERSON APPOINTMENT

17/2020 RESOLVED (Ian GUMBULA/Robin ROGERS)

CARRIED

That the Ngukurr Local Authority appointed Councillor Owen Turner as Chairperson for a period of 12 Months.

13.13 STREET NAMING PROCESS

18/2020 RESOLVED (Marcia ROBERTS/Owen TURNER)

CARRIED

That the Ngukurr Local Authority received and noted the report regarding the street naming process.

13.14 ELECTED MEMBER VACANCY

19/2020 RESOLVED (Tanya JOSHUA/Owen TURNER)

CARRIED

That the Ngukurr Local Authority:

- (a) Received and noted the information pertaining to the Elected Member Casual Vacancy for the Yugul Mangi Ward; and
- (b) Deferred any decision in relation to providing feedback to Council on the views of the residents of the Yugul Mangi Ward in relation to filling the Elected Member Casual vacancy until August 2021 to the next Local Authority Meeting.

14 OTHER BUSINESS

Nil.

15 CLOSE OF MEETING

The meeting closed at 2:37pm.

This page and the proceeding pages are the Minutes of the Ngukurr Local Authority Meeting held on Monday, 29 June 2020 and will be confirmed on Tuesday, 18 August 2020.

Chairperson



MINUTES OF THE ROPER GULF REGIONAL COUNCIL, URAPUNGA LOCAL
AUTHORITY MEETING HELD AT ROPER GULF REGIONAL COUNCIL DEPOT
URAPUNGA ON MONDAY, 29 JUNE 2020 AT 3:00PM

1 PRESENT MEMBERS/STAFF/GUESTS

1.1 Members

- Mayor Judy MacFARLANE;
- Clifford DUNCAN (Chairperson);
- Elaine DUNCAN;
- Amanda JEFFS;
- Paul JEFFS;

1.2 Staff

- Phillip LUCK; Chief Executive Officer;
- Steven SANDERSON, General Manager Community Services and Engagement;
- Thea GRIFFIN, Manager Community Projects and Engagement;
- Graeme CURTIS, Council Services Coordinator;
- Dennis DUNCAN, Municipal Supervisor;
- Ashleigh ANDERSON, Local Authority Coordinator.

1.3 Guests

- Rodney HOFFMAN, Department of Local Government, Housing and Community Development;
- Margaret DUNCAN, Community Member;
- Hannah DUNCAN, Community Member;
- Kathleen DUNCAN, Community Member.

2 MEETING OPENED

The Urapunga Local Authority Meeting opened at 3:29pm with **QUORUM**. The Chairperson welcomed members, staff and guests to the meeting and the Roper Gulf Regional Council Pledge was read.

3 WELCOME TO COUNTRY

4 APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES AND LEAVE OF ABSENCE

11/2020 RESOLVED (Paul JEFFS/Elaine DUNCAN)

CARRIED

That the Urapunga Local Authority accepted the apologies from Local Authority Member Antonella PASCOE from the meeting held on 29 June 2020, noting that Councillor Owen TURNER and Local Authority Member Edna NELSON were absent and did not tender an apology.

5 QUESTIONS FROM THE PUBLIC

Nil.

6 DISCLOSURES OF INTEREST

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

7 CONFIRMATION OF PREVIOUS MINUTES

7.1 URAPUNGA LOCAL AUTHORITY MEETING - 18 FEBRUARY 2020

12/2020 RESOLVED (Elaine DUNCAN/Amanda JEFFS)

CARRIED

That the Urapunga Local Authority confirmed the minutes from the Urapunga Local Authority Meeting held on Tuesday 18 February 2020, and affirms them to be a true and accurate record of that meetings decisions and proceedings.

13 GENERAL BUSINESS

The following General Business items were brought forward due to Mayor Judy MacFarlane having to leave at 4:30pm.

13.6 CHAIRPERSON APPOINTMENT

13/2020 RESOLVED (Elaine DUNCAN/Paul JEFFS)

CARRIED

That the Urapunga Local Authority appointed Clifford DUNCAN as Chairperson for a period of 12 Months.

13.8 URAPUNGA ROAD PROJECT UPDATE

14/2020 RESOLVED (Paul JEFFS/Elaine DUNCAN)

CARRIED

That the Urapunga Local Authority:

- (a) Received and noted the update on the Road 'C' Project; and
- (b) Rejected the 50% design;
- (c) Requested that changes be made and brought back to the next Local Authority Meeting.

Members discussed at length the importance of the trees that would be eliminated under the 50% design. Members provided the CEO with their amendments to be incorporated into the design.

13.9 URAPUNGA DEVELOPMENT PLAN 2019 - PROGRESS REPORT**15/2020 RESOLVED (Paul JEFFS/Elaine DUNCAN)****CARRIED**

That the Urapunga Local Authority:

- (a) Received and noted the Urapunga Development Plan 2019 Progress report; and
- (b) Advise Council of the specific priorities to be actioned in the Urapunga Development Plan 2019 to be the following items:
 - 1) Establish Community Building;
 - 2) Install Basketball Court
 - 3) Establish shelter for Church Fellowship;
 - 4) Install speedbumps and improve road signs;
 - 5) Install entry sign;
 - 6) Apply for water extraction licensing
- (c) Requested that the Department of Local Government, Housing and Community Development provide information regarding the old fellowship location

13.11 CASUAL VACANCY OF ELECTED MEMBER**16/2020 RESOLVED (Paul JEFFS/Amanda JEFFS)****CARRIED**

That the Urapunga Local Authority:

- (a) Received and noted the information pertaining to the Elected Member Casual Vacancy for the Yugul Mangi Ward; and
- (b) Nominated Clifford DUNCAN as candidate for the Yugul Mangi Ward Vacancy.

8 BUSINESS ARISING FROM PREVIOUS MINUTES**8.1 ACTION LIST****17/2020 RESOLVED (Elaine DUNCAN/Paul JEFFS)****CARRIED**

That the Urapunga Local Authority received and noted the Action List and approves the removal of all completed Action List items.

*Mayor Judy MacFARLANE left the meeting at 4:30pm, the meeting continued as a **PROVISIONAL** meeting.*

9 CALL FOR ITEMS OF GENERAL BUSINESS

Nil.

10 INCOMING CORRESPONDENCE

Nil.

11 OUTGOING CORRESPONDENCE

Nil.

12 OPERATIONAL REPORTS

Nil.

13 GENERAL BUSINESS

13.1 LOCAL AUTHORITY MEMBER SURVEY

18/2020 RESOLVED (Paul JEFFS/Amanda JEFFS)

CARRIED

That the Urapunga Local Authority received and noted the information regarding the Local Authority Member Survey.

13.3 ELECTED MEMBER REPORT

19/2020 RESOLVED (Elaine DUNCAN/Paul JEFFS)

CARRIED

That the Urapunga Local Authority received and noted the Elected Member Report.

13.4 REGIONAL PLAN REVIEW

20/2020 RESOLVED (Paul JEFFS/Amanda JEFFS)

CARRIED

That the Urapunga Local Authority received and noted the draft Regional Plan 2020/2021.

13.5 COUNCIL FINANCIAL REPORT 30 APRIL 2020

21/2020 RESOLVED (Elaine DUNCAN/Amanda JEFFS)

CARRIED

That the Urapunga Local Authority received and noted the Financial (Expenditure) Report for the period 1 July 2019 to 30 April 2020.

13.7 URAPUNGA LOCAL AUTHORITY PROJECT REGISTER UPDATE

22/2020 RESOLVED (Paul JEFFS/Amanda JEFFS)

CARRIED

That the Urapunga Local Authority:

- (a) Received and noted the report on the Local Authority Project funding; and
- (b) Requested quotes be provided to install a Welcome Sign and upgrade damaged playground equipment.

13.10 STREET NAMING PROCESS

23/2020 RESOLVED (Paul JEFFS/Elaine DUNCAN)

CARRIED

That the Urapunga Local Authority received and noted the report regarding the street naming process.

13.2 CHANGES TO THE LOCAL GOVERNMENT ACT

24/2020 RESOLVED (Amanda JEFFS/Elaine DUNCAN)

CARRIED

That the Urapunga Local Authority received and noted the presentation from the Department of Local Government, Housing and Community Development about the upcoming changes to the *Local Government Act* and guidelines.

14 OTHER BUSINESS

Nil.

15 CLOSE OF MEETING

The meeting terminated at 5:28pm.

This page and the proceeding pages are the Minutes of the Urapunga Local Authority Meeting held on Monday, 29 June 2020 and will be confirmed on Tuesday, 18 August 2020.

Chairperson

GENERAL BUSINESS



ITEM NUMBER	14.1
TITLE	Certification of 2019/20 Local Authority Project Funding
REFERENCE	932520
AUTHOR	Josh CHEVALIER-BRINE, Grants Coordinator

RECOMMENDATION

That Council approves the 2019/20 Local Authority Project Funding Certification Reports.

BACKGROUND

Under the 2019/20 Local Authority Project Funding (LAPF) Guidelines, Council is required to prepare and submit LAPF financial reports for each Local Authority to the Department of Local Government, Housing and Community Development (the Department) by 31 August 2020.

ISSUES/OPTIONS/SWOT

Council is reminded that LAPF grants must be fully expended within two years of receipt.

Failure to expend funds within this timeframe may result in the Department withholding further LAPF payments or requesting unspent funds to be returned.

Requests to carry-over unspent funds remaining after two consecutive years are to be submitted to the Department and will be considered on a case by case basis.

Council has been advised that all LAPF up to 30 June 2018 has been expended and acquitted.

The Certification Reports will be tabled in hardcopy at this Ordinary Meeting for Council's approval.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

There are no attachments for this report.

GENERAL BUSINESS

ITEM NUMBER	14.2
TITLE	Variations to funding provided under the Regional Economic Infrastructure Fund
REFERENCE	933527
AUTHOR	Josh CHEVALIER-BRINE, Grants Coordinator

RECOMMENDATION

That Council approves the use of the common seal on:

- (a) the Regional Economic Infrastructure Fund Deed of Variation for the Ngukurr Freight Hub to extend the completion date;
- (b) the Regional Economic Infrastructure Fund Deed of Variation for the Numbulwar Waste Management Facility to extend the completion date;
- (c) the Aged Care Regional, Rural and Remote Infrastructure Grant Deed of Agreement - Deed of Variation to amend scope and extend the completion date; and
- (d) the Indigenous Employment Initiative - Deed of Agreement provided by the Commonwealth Department of Health.

BACKGROUND

The Department of Infrastructure, Planning, and Logistics has awarded Council two capital grants under the Regional Economic Infrastructure Fund (REIF).

1. Ngukurr Freight Hub

The REIF Deed of Agreement was executed on 5 January 2016 and provides funding of \$1,000,000 (GST Exclusive) to construct a bituminized laydown area in Ngukurr. Under the Deed of Variation the Project Completion Date will be extended from 30 June 2020 to 30 October 2020.

Income	Amount (GST Exclusive)
Commonwealth Government	\$499,750
RGRC cash co-contribution	\$199,476
NT Government	\$1,000,000
	\$1,699,226
Expenditure to date	\$180,851
Balance	\$1,518,375

2. Numbulwar Waste Management Facility

The REIF Deed of Agreement was executed on 2 December 2015 and provides funding of \$580,000 (GST Exclusive) to upgrade the Numbulwar Waste Management Facility. Under the Deed of Variation the Project Completion Date will be extended from 30 May 2020 to 30 September 2020.

Income	Amount (GST Exclusive)
NT Government	\$480,000
Expenditure to date	\$286,467
Balance	\$193,533

3. Aged Care Regional, Rural and Remote Infrastructure Grant Deed of Agreement

This agreement provides funding of \$500,000 (GST Exclusive) to upgrade Council's aged care facilities in Mataranka, Ngukurr, and Numbulwar.

In recognition of difficulties caused by COVID-19, the Department of Health has extended the project completion date under the Deed of Agreement, from 31 August 2020 to 31 March 2021.

Income	Amount (GST Exclusive)
Commonwealth Government	\$500,000
Expenditure to date	\$87,500
Balance	\$412,500

4. Indigenous Employment Initiative - Deed of Agreement

The Federal Government Department of Health is offering Council funding over three financial years, from 1 July 2020 to 30 June 2023.

Funding is provided under the Indigenous Employment Initiative (IEI) for the employment of Aboriginal and Torres Strait Islander staff to provide non-clinical aged care in remote communities. The funding is for a base salary component and a training component.

Council has received this program before and relied heavily on it when the aged care program was significantly underfunded. The agreement needs to be signed under seal by 30 July 2020. Council is current in negotiations with the Department on the finer points of the clauses and the calculation of rates.

ATTACHMENTS

There are no attachments for this report.

GENERAL BUSINESS



ITEM NUMBER	14.3
TITLE	Local Roads and Community Infrastructure Program
REFERENCE	934252
AUTHOR	Josh CHEVALIER-BRINE, Grants Coordinator

RECOMMENDATION**That Council:**

- (a) Accepts funding of \$489,289 (GST Exclusive) under the Local Roads and Community Infrastructure Program; and**
- (b) Acknowledges the Commonwealth's support in respect of the funding provided.**

BACKGROUND

Council has been previously advised that the Australian Government announced a series of COVID-19 stimulus measures. One such measure was the distribution of \$500 million to all Local Government bodies for local roads projects. Council was not required to apply for such funding. An allocation was made to each organization, RGRC was offered \$489,289 (GST excl).

The funding is sourced through the Local Road and Community Infrastructure (LRCI) Program to deliver improvements to roads to provide better safety, accessibility, and visual amenity.

It is expected councils will use local businesses and workforces to deliver projects under the LRCI Program, where practical.

ISSUES/OPTIONS/SWOT

Council must nominate an eligible project. Eligible projects must not be additional to Council's existing work program for 2020-21. Construction on the project must be completed by 30 June 2021.

Local Roads Projects

Eligible local road projects are projects that involve the construction or maintenance of roads managed by local governments. Local governments are encouraged to consider how works can support improved road safety outcomes. This could include projects involving any of the following associated with a road:

- Traffic signs;
- Traffic control equipment;
- Street lighting equipment;
- A bridge or tunnel;
- A facility off the road used by heavy vehicles in connection with travel
- On the road (for example, a rest area or weigh station);
- Facilities off the road that support the visitor economy;
- Road and sidewalk maintenance, where additional to normal capital

Community Infrastructure Projects

Eligible community infrastructure projects are projects that involve the construction, maintenance and/or improvements to council-owned assets (including natural assets) that are generally accessible to the public. These projects must deliver benefits to the community, such as improved accessibility, visual amenity, and/or safety. Examples of eligible works include:

- Closed Circuit TV (CCTV);
- Bicycle and walking paths;
- Painting or improvements to community facilities;
- Repairing and replacing fencing;
- Improved accessibility of community facilities and areas;
- Landscaping improvements, such as tree planting and beautification of roundabouts;
- Picnic shelters or barbeque facilities at community parks;
- Playgrounds and skate parks (including all ability playgrounds);
- Noise and vibration mitigation measures; and
- Off-road car parks (such as those at sporting grounds or parks).

FINANCIAL CONSIDERATIONS

Council is yet to determine how funds will be allocated.

ATTACHMENTS

There are no attachments for this report.

GENERAL BUSINESS

ITEM NUMBER	14.4
TITLE	Acquittal of Special Purpose Grants
REFERENCE	934261
AUTHOR	Josh CHEVALIER-BRINE, Grants Coordinator

RECOMMENDATION

That Council:

- (a) **Receives and notes the annual acquittals for two Special Purpose Grants totaling \$428,382 (GST Exclusive);**
- (b) **Receives and notes the annual acquittal for one Strategic Infrastructure Fund Grant of \$500,000 (GST Exclusive); and**
- (c) **Acknowledges the funding provided by the Department of Local Government, Housing and Community Development.**

BACKGROUND

The local government Special Purpose Grant (SPG) and Strategic Infrastructure Fund (SIF) is managed by the Department of Local Government, Housing and Community Development (the Department). The purpose of the grant programs is to allow local governing bodies the opportunity to improve community infrastructure and service delivery outcomes.

Council has two SPG and one SIF grant, as specified below.

Grant	Grant Amount (GST Exclusive)	Purpose
SPG	\$228,382	To conduct town planning; playground and cemetery fencing; install bollards; and install solar lighting in Urapunga.
SPG	\$200,000	To construct ablutions in Bulman, Mataranka, and Borroloola.
SIF	\$500,000	To construct a Council office in Mataranka.

ISSUES/OPTIONS/SWOT

Grant recipients are required to acquit all, partial or nil expenditure of the SPG and SIF grants by 31 July each year.

Under the Funding Agreements grant funds must be fully spent within two years of receipt.

The projects funded by these grants are still in progress.

Funds can be retained for longer at Council's request. Requests will be considered by the Department on a case-by-case basis. The Chief Executive Officer has submitted a request to retain all SPG/SIF funds until 30 June 2021.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

There are no attachments for this report.

GENERAL BUSINESS



ITEM NUMBER	14.5
TITLE	Local Authority Member Resignation
REFERENCE	935057
AUTHOR	Ashleigh ANDERSON, Local Authority Coordinator

RECOMMENDATION

That Council:

- (a) Accept the resignation of Local Authority Member Ian GUMBULA; and**
- (b) Accept the resignation of Local Authority Member Rosina FARRELL.**

BACKGROUND

On 9 July 2020, Ian Gumbula submitted a resignation from the Ngukurr Local Authority effective from that date, attached is the signed letter for Council to approve.

There are currently two (2) vacant positions in the Ngukurr Local Authority, leaving four appointed members. In accordance with Council policy the CEO will call for nominations to fill the two (2) current vacancies.

On 20 July 2020, Rosina Farrell submitted a resignation from the Jilkminggan Local Authority effective from that date, attached is the signed letter for Council to approve.

ISSUES/OPTIONS/SWOT

Nil.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

- 1 Local Authority Resignation Letter - Ian Gumbula_Ngukurr.pdf
- 2 R.Farrell_Resignation.pdf

09 July 2020

Philip Luck
CEO
Roper Gulf Regional Council
2 Crawford Street
Katherine NT 0850

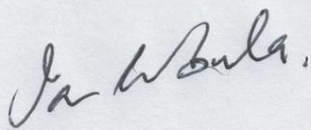
Dear Phillip,

This letter is to give notice that I am resigning my position on the Ngukurr Local Authority. I have valued my time as part of the Local Authority and hope that the effect to increase local decision making in Ngukurr and other remote communities continues.

My resignation is required to enable me to run as a candidate in the upcoming Northern Territory election.

Could you please respond to confirm receipt of this letter and acceptance of my resignation?

Yours faithfully,



Ian Gumbula

Phillip Luck
CEO
Roper Gulf Regional Council

20 July 2020

I, Rosina Farrell would like to resign as Chairperson and member of the Jilkmिंगgan Local Authority, this resignation is because of family medical issues. It was a pleasure being a Local Authority member and I would like to thank the people who elected me as Chairperson and supported me in being a Jilkmिंगgan Local Authority member.

I hope that there will be an opportunity to re-join in the future,

Rosina Farrell

Sincerely,

Rosina Farrell.

EXECUTIVE REPORTS



ITEM NUMBER	15.1
TITLE	Mayor's Update
REFERENCE	935794
AUTHOR	Judy MacFARLANE, Mayor

RECOMMENDATION

That Council accepts and notes the Mayor's update report.

BACKGROUND

Since the last Ordinary Meeting of Council held on 24 June 2020, the Mayor has undertaken a range of community and stakeholder engagement activities, visited a range of communities.

The Mayor has attended a number of stakeholder and Council meetings, including:

- Ngukurr Local Authority – 29 June 2020
- Urapunga Local Authority – 29 June 2020
- Numbulwar Local Authority – 30 June 2020 (via teleconference)
- Borroloola Local Authority – 2 July 2020
- LGANT 'My Business Platform' meeting – 14 July 2020

ISSUES/OPTIONS/SWOT

Nil.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

There are no attachments for this report.

EXECUTIVE REPORTS

ITEM NUMBER	15.2
TITLE	Chief Executive Officer's Report
REFERENCE	935802
AUTHOR	Phillip LUCK, Chief Executive Officer

RECOMMENDATION

That Council receives and notes the Chief Executive Officer's Report.

BACKGROUND

Since the 5 June 2020 opening of the Bio-security, things have been very different in the delivery of services in the Roper Gulf Regional Area. Significant numbers of residents of communities have left which includes staff both with and without approval.

Whilst there has been a vast reduction in the demand for agency services in some programs there has been very few staff available to deliver them.

The Chief Executive Officer (CEO) has made attempts to attend Local Authority meetings in all communities since 05 June. Some meetings have been held by teleconference and videoconference capabilities with social distancing still to be observed. Again, there have been mixed success with people being absent from the community for a range of reasons. Meetings resume in August by which time it is hoped that a lot of people will have returned back to community.

Relationship building continues:

- Jilkminggan Community Aboriginal Corporation (JCAC) is engaging on a more frequent basis and some stalled works are commencing (eg Playground).
- Numbulwar Community – the CEO is assisting Councillor Nunggumajbarr in establishing a local decision making organization. Last meeting was held on 15 July. A meeting is scheduled with NIAA on 27 July to progress this.
- Yugul Mangi Development Aboriginal Corporation (YMDAC) – engagement has commenced to involve YMDAC in the civil works on the Ngukurr Freight Hub and then further works on RGRC projects. The CEO is scheduled to meet the YMDAC Board on 5 August – the Mayor and Councillor Turner is also invited.
- Milwarrparra Aboriginal Corporation (MAC) – have been engaging but no future activities have been identified at this stage.
- NLC CPD (Milwarrparra) – Representatives of NLC CPD met with the CEO and GMs to discuss relationships between Milwarrparra TOs and RGRC in projects and agency services (eg aged care). They will also be attending the next Ngukurr Local Authority meeting in August.
- Relationships with the Jawoyn Association and Allawa Aboriginal Corporation have been on a fairly low key during the Covid-19 period.

The CEO has been attending regular meetings with The Local Government Association of the Northern Territory (LGANT). The introduction of the MyDarwin initiative was presented but has not progressed since the public claim of breach of privacy information from the application. The CEO attended the Executive Committee of CouncilBiz in July 2020 to discuss the All4Biz proposal from Telstra to accumulate all member councils telecommunications accounts and centrally manage all accounts and fault complaints.

The CEO has accepted an offer to be a member of the Remote Accord Leadership Group. The Remote Accord is funded to provide advice to the Department of Health on the practicalities of delivering Aged Care Services in Regional/Remote/Very Remote communities. The next meeting will be in August 2020.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS:

There are no attachments for this report.

EXECUTIVE REPORTS

ITEM NUMBER	15.3
TITLE	Elected Member Attendance at Local Authority Meetings
REFERENCE	927684
AUTHOR	Ashleigh ANDERSON, Local Authority Coordinator

RECOMMENDATION

That Council receives and notes the Elected Member attendance at Local Authority meetings for the 2019/2020 financial year.

BACKGROUND**NEVER NEVER WARD**

Elected Member	Meetings Attended	Percentage of Meeting Attended
Mayor Judy MacFarlane	9/11	82%
Councillor Annabelle Daylight	2/11	18%
Councillor Ossie Daylight	2/11	18%

Local Authority	Meetings Scheduled	Meetings Held	Percentage
Hodgson Downs	8	3	38%
Jilkminggan	6	3	50%
Mataranka	6	6	100%

NYIRRANGGULUNG WARD

Elected Member	Meetings Attended	Percentage of Meeting Attended
Mayor Judy MacFarlane	10/16	63%
Deputy Mayor Helen Lee	12/16	75%
Councillor Selina Ashley	6/16	38%
Councillor Deanna Kennedy	8/16	38%

Local Authority	Meetings Scheduled	Meetings Held	Percentage
Barunga	10	5	50%
Beswick	7	4	57%
Bulman	4	8	50%
Manyallaluk	3	8	38%

NUMBULWAR NUMBIRINDI WARD

Elected Member	Meetings Attended	Percentage of Meeting Attended
Mayor Judy MacFarlane	3/4	75%
Councillor Edwin Nunggumajbarr	3/4	75%
Councillor David Murrungun	2/4	50%

Local Authority	Meetings Scheduled	Meetings Held	Percentage
Numbulwar	6	4	67%

SOUTH WEST GULF WARD

Elected Member	Meetings Attended	Percentage of Meeting Attended
Mayor Judy MacFarlane	1/3	34%
Councillor Samuel Evans	2/3	67%
Councillor Donald Garner	3/3	100%
Councillor Marlene Karkadoo	2/3	67%

Local Authority	Meetings Scheduled	Meetings Held	Percentage
Borrooloola	6	3	50%

YUGUL MANGI WARD

Elected Member	Meetings Attended	Percentage of Meeting Attended
Mayor Judy MacFarlane	4/8	50%
Councillor Eric Roberts	3/6	50%
Councillor Owen Turner	4/8	50%

Local Authority	Meetings Scheduled	Meetings Held	Percentage
Ngukurr	6	4	67%
Urapunga	6	4	67%

ISSUES/OPTIONS/SWOT

Nil.

ATTACHMENTS

There are no attachments for this report.

EXECUTIVE REPORTS

ITEM NUMBER	15.4
TITLE	Council and Committee Attendance Statistics
REFERENCE	936271
AUTHOR	Ashleigh ANDERSON, Local Authority Coordinator

RECOMMENDATION

That Council:

- (a) **Receives and notes the Council and Committee Attendance Statistics; and**
 (b) **Approves the data for inclusion into the 2019/2020 Annual Report.**

BACKGROUND

Each year the attendance of all Council and Committee Meetings are recorded and included in that year's Annual Report. Below are the recorded attendance records and meeting data for the 2019/2020 financial year.

ORDINARY MEETING OF COUNCIL	
Members	7 Meetings held of the 7 scheduled 1 July 2019 – 30 June 2020
	% Attendance
Mayor Judy MacFarlane	100%
Deputy Mayor Helen Lee	100%
Councillor Selina Ashley	86%
Councillor Annabelle Daylight	57%
Councillor Ossie Daylight	86%
Councillor Samuel Evans	86%
Councillor Donald Garner	57%
Councillor Marlene Karkadoo	86%
Councillor Deanna Kennedy	100%
Councillor David Murrungun	57%
Councillor Edwin Nunggumajbarr	100%
Councillor Eric Roberts ¹	100%
Councillor Owen Turner	100%

¹ Prior to 12 March 2020

FINANCE COMMITTEE MEETING	
Members	5 Meetings held of the 5 scheduled 1 July 2019 – 30 June 2020
	% Attendance
Mayor Judy MacFarlane	80%
Deputy Mayor Helen Lee	100%
Councillor Ossie Daylight	40%
Councillor Samuel Evans	100%
Councillor Owen Turner	40%
Independent Member Awais Ur Rehman	80%

AUDIT COMMITTEE MEETING	
Members	4 Meetings held of the 4 scheduled <i>1 July 2019 – 30 June 2020</i>
	% Attendance
Councillor Donald Garner	100%
Councillor David Murrungun	25%
Councillor Eric Roberts ¹	100%
Independent Member Gary Lambert	75%
Independent Member Sheldon Smith	75%

¹ Prior to 12 March 2020

ROADS COMMITTEE MEETING	
Members	4 Meetings held of the 4 scheduled <i>1 July 2019 – 30 June 2020</i>
	% Attendance
Mayor Judy MacFarlane	100%
Deputy Mayor Helen Lee	100%
Councillor Annabelle Daylight	25%
Councillor Donald Garner	100%
Councillor Edwin Nungumajbarr	100%
Councillor Owen Turner	50%

ISSUES/OPTIONS/SWOT

Nil.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

There are no attachments for this report.

EXECUTIVE REPORTS

ITEM NUMBER	15.5
TITLE	Local Authority Attendance Statistics
REFERENCE	933441
AUTHOR	Ashleigh ANDERSON, Local Authority Coordinator

RECOMMENDATION

That Council:

- (a) Receives and notes the Local Authority Attendance Statistics; and**
- (b) Approves the data for inclusion into the 2019/2020 Annual Report.**

BACKGROUND

Each year the attendance of all Local Authority meetings are recorded and included in that years Annual Report. Below are the recorded attendance records and meeting data for the 2019/2020 financial year.

NYIRRANGGULUNG WARD

BARUNGA	
Members	5 Meetings held of the 10 scheduled <i>1 July 2019 – 30 June 2020</i>
	% Attendance
Mayor Judy MacFarlane	20%
Deputy Mayor Helen Lee	100%
Councillor Selina Ashley	20%
Councillor Deanna Kennedy	40%
Vita Brinjen	40%
Nell Brown	100%
Joyce Bulumbara ¹	50%
Mavis Jumbiri	80%
Anne-Marie Lee	60%
Jeffrey McDonald	20%
Anita Painter	60%
Freddy Scrubby	100%

¹ Prior to resignation

BESWICK	
Members	4 Meetings held of the 7 scheduled <i>1 July 2019 – 30 June 2020</i>
	% Attendance
Mayor Judy MacFarlane	50%
Deputy Mayor Helen Lee	75%
Councillor Selina Ashley	75%
Councillor Deanna Kennedy	75%
Lorraine Bennett	75%
Raelene Bulumbara	50%
Trephina Bush	25%
Eddie Kennedy	100%
Kathleen Lane	50%
Anne-Marie Ryan	75%

BULMAN	
Members	4 Meetings held of the 8 scheduled <i>1 July 2019 – 30 June 2020</i>
	% Attendance
Mayor Judy MacFarlane	75%
Deputy Mayor Helen Lee	75%
Councillor Selina Ashley	25%
Councillor Deanna Kennedy	25%
Annunciata Bradshaw	75%
Jill Curtis	100%
John Dalywater	50%
Darilyn Martin	50%
Annette Miller	25%
Peter Miller	50%

MANYALLALUK	
Members	3 Meetings held of the 8 scheduled <i>1 July 2019 – 30 June 2020</i>
	% Attendance
Mayor Judy MacFarlane	33%
Deputy Mayor Helen Lee	33%
Councillor Selina Ashley	0%
Councillor Deanna Kennedy	67%
Mikala Ashley	33%
Eileen Avelum	100%
Rachael Kendino	100%
Ben Kleing	67%
Shaunette Mumbin	100%
Cynthia Williri	33%

SOUTH WEST GULF WARD

BORROLOOLA	
Members	3 Meetings held of the 6 scheduled <i>1 July 2019 – 30 June 2020</i>
	% Attendance
Mayor Judy MacFarlane	33%
Councillor Samuel Evans	67%
Councillor Donald Garner	100%
Councillor Marlene Karkadoo	67%
Stan Allan	100%
Raymond Anderson	67%
Trish Elmy	67%
Rebecca Gentle	33%
Lizzie Hogan	67%
Mike Longton	100%
Maria Pyro	33%
Jonathon Sauer	67%

NEVER NEVER WARD

JILKMINGGAN	
Members	3 Meetings held of the 6 scheduled <i>1 July 2019 – 30 June 2020</i>
	% Attendance
Mayor Judy MacFarlane	20%
Councillor Annabelle Daylight	67%
Councillor Ossie Daylight	67%
Simone Baker	67%
Phyllis Conway	67%
Rosina Farrell	100%
Lisa McDonald	100%
Shirley Roberts	100%
Wayne Roy	100%
Anne-Marie Woods	100%

HODGSON DOWNS	
Members	3 Meetings held of the 8 scheduled <i>1 July 2019 – 30 June 2020</i>
	% Attendance
Mayor Judy MacFarlane	100%
Councillor Annabelle Daylight	0%
Councillor Ossie Daylight	33%
Nerrale Arnold	100%
Beth John	50%
Ken Muggeridge ¹	100%
Clive Roberts	100%
Samuel Swanson	100%
Jonathon Walla	100%

¹ Prior to resignation

MATARANKA	
Members	6 Meetings held of the 6 scheduled <i>1 July 2019 – 30 June 2020</i>
	% Attendance
Mayor Judy MacFarlane	83%
Councillor Annabelle Daylight	0%
Councillor Ossie Daylight	0%
Diane Angel	83%
Alan Chapman	100%
Sue Edwards	83%
Jill Emerson-Smith	83%
Margaret Minnett	67%
Michael Somers	67%
Rachael Walters	80%

NUMBULWAR NUMBIRINDI WARD

NUMBULWAR	
Members	4 Meetings held of the 6 scheduled <i>1 July 2019 – 30 June 2020</i>
	% Attendance
Mayor Judy MacFarlane	75%
Councillor Edwin Nunggumajbarr	75%
Councillor David Murrungun	50%
Amanda Ngalmi	100%
Roland Nundhirribala	50%
Virginia Nundhirribala	0%
Scott Nungaragalu	50%
Dale Murrungun	100%
Felicity Rami	25%
Douglas Wunungmarra	100%

YUGUL MANGI WARD

NGUKURR	
Members	4 Meetings held of the 6 scheduled <i>1 July 2019 – 30 June 2020</i>
	% Attendance
Mayor Judy MacFarlane	50%
Councillor Eric Roberts ¹	100%
Councillor Owen Turner	75%
Michelle Farrell	100%
Ian Gumbula	50%
Tanya Joshua	100%
Marcia Roberts	75%
Robin Rogers	100%

¹ Prior to 12 March 2020

URAPUNGA	
Members	4 Meetings held of the 6 scheduled <i>1 July 2019 – 30 June 2020</i>
	% Attendance
Mayor Judy MacFarlane	50%
Councillor Eric Roberts ¹	33%
Councillors Owen Turner	25%
Clifford Duncan	100%
Elaine Duncan	50%
Amanda Jeffs	100%
Paul Jeffs	100%
Edna Nelson	25%
Antonella Pascoe	50%

¹ Prior to 12 March 2020

ISSUES/OPTIONS/SWOT

Nil.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

There are no attachments for this report.

EXECUTIVE REPORTS

ITEM NUMBER	15.6
TITLE	Roper Gulf Regional Council Regional Plan
REFERENCE	936190
AUTHOR	Naomi HUNTER, Executive Manager

RECOMMENDATION**That Council:**

- (a) Receives and adopts with edits the Roper Gulf Regional Council Regional Plan 2020/21;**
- (b) Adopts the Roper Gulf Regional Council Regional Plan 2020/21, pursuant to Section 24 (1) and 128 (1) of the *Local Government Act*;**
- (c) Adopts the 2021-2024 Long Term Financial Plan, pursuant to Section 126 (1) of the *Local Government Act*;**
- (d) Approves the 2020/21 Declaration of Rates, pursuant to Section 155-157 of the *Local Government Act*;**
- (e) Approves the 2020/21 Council Member Allowances, pursuant to Section 71 (2) of the *Local Government Act*;**
- (f) Approves the 2020/21 Local Authority Member Allowances, pursuant to Guideline 8 of the *Local Government Act*; and**
- (g) Approves the submission of the Roper Gulf Regional Council's 2020/21 Regional Plan to the Minister of Local Government and to the Department of Local Government, Housing and Community Development.**

BACKGROUND

The Local Government Act requires that every year between 1 April – 31 July, Council is to prepare a Regional Plan of the activities it will undertake within the Roper Gulf Regional Area, in the next financial year. Because of the impact of COVID-19, the Department of Local Government has advised that the Regional Plan for 2020/21 need only be very basic.

The Roper Gulf Regional Council (RGRC) Regional Plan 2020/21 was released to all communities and was made available on the RGRC website for public viewing and comments from 01 June – 22 June 2020. Advertisements promoting the availability of the Plan were placed on the website, Facebook, Katherine Times. All RGRC Managers have forwarded copies of the Plan to stakeholders and service delivery partners.

The Regional Plan 2020/21 has been available for public consultation for 21 days as required by the *Local Government Act*.

Some feedback received pertained to the Plan's photographs and minor grammar adjustments needed.

The legislative requirements for the annual planning process fall under different sections of the Local Government Act as the following:

1. Adoption of the Municipal/Regional or Shire Plan - Section 24 (1) of the Act
2. Adoption of the Budget - Section 128 (1) of the Act
3. Declaration of Rates - Section 155 (1) of the Act
4. Resolution regarding Council member allowances- Section 71 (2) of the Act

ISSUES/OPTIONS/SWOT

At the time of agenda preparation the final draft of Regional Plan 2020/21 was being finalized and will be presented to the Council as a separate document on briefing day of the Ordinary Meeting of the Council on 28 July 2020.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

There are no attachments for this report.

EXECUTIVE REPORTS



ITEM NUMBER	15.7
TITLE	Constitutional Review Update
REFERENCE	935816
AUTHOR	Naomi HUNTER, Executive Manager

Finance Committee at its meeting on 27 May 2020 resolved that the matter be referred to the Ordinary Meeting of Council meeting to be held on 24 June 2020.

RECOMMENDATION

That Council:

- (a) Receives and notes the status of this review; and**
- (b) Delegates the Finance Committee to adopt the final draft after the 21 days public consultation period.**

BACKGROUND

Section 23 of the *Local Government Act 2008* requires each Council to undertake an assessment of the effectiveness of their constitutional arrangements that are presently in force in its Council area.

The Discussion Paper addresses such issues as

- The titles of Elected Members and the Principal Member;
- The retention or abolition of wards;
- The number of Elected Members; and
- The naming of any wards.

The paper also presents a number of ward structure options as examples for consideration by the Community.

The Discussion Paper was released to all communities and was made available on the RGRC website for public viewing and comments on 09 July 2020. Advertisements were carried out to promote the availability of the Discussion Paper on the website, Facebook, NT News newspaper.

ISSUES/OPTIONS/SWOT

As the 21 day consultation period commenced on 09 July 2020 to be concluded on 30 July 2020, and Roper Gulf Regional Council will need to pass a resolution adopting the Council's final position on its constitutional arrangements by 28 August 2020.

It is recommended that Council delegates the Finance Committee to approve the final draft after the 21 days public consultation period at the 25 August meeting. This will be necessary as the Review must be completed at least 1 year before the next Council Election, as such the OMC in September will be outside this timeframe.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

There are no attachments for this report.

**CORPORATE SERVICES AND SUSTAINABILITY
DIVISIONAL REPORT**



ITEM NUMBER	18.1
TITLE	Changes to Accounting Standards
REFERENCE	931170
AUTHOR	Dave HERON, Chief Financial Officer

RECOMMENDATION

That Council adopts the changes to accounting standards AASB 16 and AASB 1058 for the Annual Financial Statements for the year ended 30 June 2020.

BACKGROUND

The Australian Accounting Standards Board prepared accounting standards that guide preparers of financial reports in the content and format of statutory financial statements that are required by the *Local Government Act 2008*. These standards are outlined in the Statement of Significant Account Policies in the financial statements and allows the reader of the reports to have context behind the makeup of the figures presented.

Each year the Finance Manager works with the Auditors to review the Accounting Standards to ensure that Council is complying with and referring to all relevant Standards. This report was originally prepared for the Audit Committee but the recommendation could not be adopted due to a lack of quorum at the last meeting.

ISSUES/OPTIONS/SWOT

Recently two standards, AASB 16 and AASB 1058, were amended and introduced that will affect the Roper Gulf Regional Council's audited Annual Financial Statements. The introduction will apply to the financial statements for the year ending 30 June 2020.

The introduction of AASB 1058 has the effect of replacing AASB 1004. It requires that grant revenue received by Council is recognised in the year received and not in the year it expended. This challenged the matching principle that most accountants use when preparing financial statements. AASB 1058 provides more options to not-for-profit organisations in the recognition of revenue. This will be advantageous for Council and it is recommended that it is adopted.

AASB 16 requires the recognition of all leases (including operating leases), into the balance sheet as assets and liabilities. Its effect will require Council to recognise the liability of Section 19 leases and the corresponding "right-to-use" asset in the balance sheet. The Standard properly discloses to the users of the financial reports the long term liability of the leases and as such it is recommended that it be adopted.

The inclusion of Section 19 leases being recognized on the balance sheet will have a minimal net effect. The annual value of the leases are approximately \$250,000 per annum with most expiring in 2025. Working papers have been prepared on both standards for the Committee's review as attached.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

- 1 AASB 16 for Audit Committee.docx
- 2 AASB 1058 Audit Committee Paper.docx

AASB 16 CHANGES TO ACCOUNTING STANDARDS FOR LEASES

What this Standard requires:

The previous accounting model for leases required lessee and lessors to classify their lease as either finance or operating lease and account for those two types differently. That model was criticised for failing to meet the needs of users of financial statements because it did not always provide a faithful representation of leasing transactions.

AASB 16 require a lessee to recognise assets and liabilities for all leases with a term of more than 12 months, unless the underlying asset is of low value. This new standard will result in a more faithful representation of a lessee's assets and liabilities and together with enhanced disclosures, will provide greater transparency of a lessee's financial leverage and capital employed. A lessee is required to recognise a right-of-use asset representing its right to use the underlying leased asset and a lease liability representing its obligations to make lease payments.

A lessee measures right-of-use assets similar to other non-financial assets such as property, plant and equipment and lease liability similar to other financial liabilities. As a consequence, a lessee recognises depreciation of the right-use-asset and interest on lease liability and also classifies cash repayments of the lease liability into principal portion and an interest portion and presents them in the statement of cash flows applying AASB 107 Statement of Cash Flows.

Assets and liabilities arising from a lease are initially measured on a present value basis. The measurement includes non-cancellable lease payments and also includes payments to be made in optional periods if the lessee is reasonably certain to exercise an option to extend the lease or not to exercise option to terminate the lease.

Capitalise the future benefit of the lease

To capitalise a leased asset, the lease contract entered should satisfy at least one of four criteria published by FASB.

1. The lessee automatically gains ownership of the asset at the end of the lease.
2. The lessee can buy the asset at a bargain price at the end of the lease.
3. The lease runs for 75% or more of the asset's useful life.
4. The present value of the lease payments is at least 90% of the asset's fair market value when the lease is created.

Initial Measurement of the right of use asset

The cost of right-of-use asset shall comprise:

- a) The amount of initial measurement of lease liability
- b) Any lease payments made or before the commencement date, less any lease incentives received,
- c) Any initial direct costs incurred by the lessee,
- d) An estimate of costs to be incurred by the lessee in dismantling and removing the underlying asset.

Initial Measurement of the lease liability

The lease liability comprise the following payments that are not paid at commencement date:

- a) Fixed payments less any lease incentives receivable
- b) Variable lease payments
- c) Amount expected to be payable by lessee under Residual value guarantees
- d) Payment of penalties for terminating the lease.

Amortisation (Depreciation)

The right-of-use asset is amortised (depreciated) in accordance with the requirements in IAS 16 'Property, Plant and Equipment which will result in a depreciation on a straight-line-basis or another systematic basis that is more representative of the pattern in which the entity expects to consume right-of-use asset.

Transition – Lessees

The new standard is applied for the first time on 01 January 2019. If we have identified contracts as leases under IAS 17, we do not need to reassess whether we have a lease at the date of initial application.

The new requirements must be applied retrospectively, by either:

- Restating comparatives in accordance with IAS 8 Accounting policies, changes in accounting estimates and errors (full retrospective method)
- Not restating comparatives, but rather showing the cumulative effect of initially applying the standard at the “date of initial application” as an adjustment to opening retained earnings (modified retrospective method).

Assets or liabilities recognised as part of a business combination for favourable/unfavourable operating leases must be derecognised and the carrying amount recognised as a right-of-use asset.

Disclosures to our audited financial statements

Lessee should disclose information in the notes that, together with the information provided in the statement of financial position, statement of profit or loss and statement of cash flows, gives a basis for users of financial statements to assess the effect that leases have on the financial position, financial performance and cash flows of the lessee.

A lessee shall disclose following amounts for the reporting period:

- a. Depreciation/amortisation charge for right of use assets by class of underlying asset
- b. Interest expense on lease liabilities
- c. The expense relating to short term lease
- d. The expense relating to leases of low value assets
- e. The expense relating to variable lease payment not included in the measurement of lease liabilities
- f. Income from subleasing right-of-use assets

- g. Total cash outflow for leases
- h. Addition of right-of-use assets
- i. Gains or losses arising from sale and lease back transactions
- j. The carrying amount of right-of-use assets at the end of reporting period by class of underlying asset.

Extensive system changes will also be needed for assets previously recorded as operating lease

- Creating assets register to record right-of-use assets and calculate amortisation charges
- Determine interest amortisation on lease liabilities.

Effect on RGRC

NLC Leases

There will be a requirement to capitalise Section 19 Leases from the NLC for the right to use Aboriginal Land. The annual lease figure may be low (eg \$ 3,858 for Lot 2, Beswick) but the term of 12 years equates to a total lease commitment of \$ 46,296 which is greater than 90% of the fair market value of the property and therefore caught under point 4 above.

We can capitalise the future benefit as the contract with NLC has no clause where lessor can terminate a contract without a reason. As a lessee, we can cancel our contract after giving 3 months' notice.

To value the present value of future lease payments we can use an estimate of the expected CPI increase outlined in the lease agreement which is the annual Darwin CPI increase from the June quarter. Each year this value can be reassessed based on the changes to the CPI figure.

As it is impossible to determine a fair value for the assets the standard allows them to be valued at the initial value of the lease liability.

This will require a change to the Chart of Accounts and recognition of prior year transactions to create an opening balance for the leased assets and lease liability.

Currently all 69 active S19 leases end as at 30 June 2025 and for the purposes of the initial calculation can be aggregated. Each new S19 lease entered into will need to be discounted and valued to determine the total lease liability and right of use asset.

The accounting entries as at 30/6/2020 will be

DR	Right of Use – Land	\$ 1,340,906
CR	Lease Liability – Current	\$ 261,693
CR	Lease Liability – Non Current	\$ 1,079,213

During the year 2020/21 the entries will be

DR	Lease Liability – Current	\$ 261,963 (est)
CR	Bank	\$ 261,963 (est)
DR	Amortisation on leased assets	\$ 226,099
CR	Accumulated Amortisation	\$ 226,099

At the end of the year, the current portion of the lease liability is recalculated.

Alternatively an internal rate of return is also applied to the future lease payments to discount the cost of financing. The ATO have a Benchmark Interest Rate of 5.2% or CBA has a rate of 4.2%. Either of which can be used to determine this calculation. Using the CBA rates the entries would be

DR	Right of Use –Land	\$ 1,129,100	
CR	Lease Liability – Current		\$ 208,046
CR	Lease Liability – Non Current		\$ 921,054

During each following year the following would be based on the annual interest calculation and the actual invoice from NLC.

DR	Lease Liability – Current	\$ 208,046	
CR	Interest	\$ 53,647	
CR	Bank	\$ 261,693	
DR	Amortisation on leased assets	\$ 225,820	
CR	Accumulated Amortisation		\$ 225,820

The auditors have recommended the latter option.

Other “lease payments”

- RGRC makes payments to various real estate agents and individuals for short term (no more than 12 months) residential leases. In these circumstances the lease is not recognised under AASB 18 due to its short term nature
- RGRC also pay a lease for the operation of the council’s photocopiers to CSG. Under this contract for \$ 8,550 per month over five years, the assets are never under council’s control and will never become property of the council and as such are not required to be capitalised under AASB 16.
- Similarly the council leases fuel bowsers on communities which are under an operating lease. The terms of the contract includes supply of fuel and equipment for \$ 7,995 per month over 3 years. The contract clearly defines that the equipment is the property of Puma who can remove and replace the equipment at their pleasure. Again it does not come under AASB 16.

AASB 1058 – Councils response to changes

AASB 1058 has been issued in order to establish principles that a NFP can apply to:

- The receipt of volunteer services
- Transactions where the consideration to acquire an asset is **significantly less than fair value principally to enable a not-for-profit to further its objectives**, and
- Guidelines for the treatment of grant income where there may be enforceable obligations.

As an Australian Accounting Standard the council will comply with the AASB as per the Significant Accounting Policies outlines in the council's Annual Financial Statements however, there are issues with the practical application of the standard due primarily to the inconsistent interpretation of their own contracts by the funding bodies. By adhering to the standard, the effect will be that council will be required to recognise income from certain grants fully in a financial year but will have to recognise any repayment of unspent funds as an expenses in the following year without first having to recognise it as a liability in the financial statements.

Volunteer services

Volunteer services are usually provided by people (e.g. volunteers donating their time to provide services to disabled children). However, organisations can also provide volunteer services to NFPs (e.g. pro bono audits, pro bono legal advice).

How are volunteer services accounted for?

Local governments, government departments, general government sectors (GGs) and whole of governments **must** recognise volunteer services if:

- Their fair value can be reliably measured, and
- The services would have been purchased had they not been provided voluntarily.

Should both conditions be met then the value that the service would have cost and expensed is recognised as a donation.

Application for RGRC

After enquiries with Community Services and Engagement coordinators it has been established that Council does not use volunteer services and is not likely to in the near future. Should the time come that when volunteer services are engaged by Council then it will comply with AASB1058.

Recognition and measurement of the asset received

When a NFP receives an asset, for example a grant or a donation of cash or another asset, it recognises and measures this asset by applying the *relevant* Australian Accounting Standard to account for the asset.

The specific amendments to:

- AASB 16 *Leases*
- AASB 116 *Property, Plant and Equipment*
- AASB 138 *Intangible Assets*, and
- AASB 140 *Investment Property*

that require (or include an option in the case of leased assets) that a NFP measure the asset received at fair value are all based on the principle that asset was received at **an amount significantly less than fair value principally to enable the NFP to achieve its objectives.**

What is a transfer of a financial asset used to acquire or construct a non-financial asset?

Paragraph 15 of AASB 1058 states that a transfer of a financial asset to enable the NFP to acquire or construct a recognisable non-financial asset that it will control, is one where the contract:

- Requires the NFP to use cash (or other financial asset) to acquire or construct a recognisable non-financial asset that meets agreed specifications, and
- Does not require the NFP to transfer the constructed or acquired non-financial asset to any other party (i.e. it keeps and controls the asset), and
- Is enforceable.

How should a transfer of a financial asset that is used to acquire or construct a non-financial asset be accounted for?

The NFP accounts for the initial carrying amount of the financial asset received (i.e. cash or other financial asset received) in accordance with IFRS 9 (AASB 1058, paragraph 17). Paragraph 16 then requires it to recognise a liability for the difference between the initial carrying amount of the financial asset received (i.e. the cash) and the amount recognised under AASB 1058, paragraph 9, which is the NFP's obligation to acquire or construct the non-financial asset.

How should the NFP account for the construction or acquisition of the non-financial asset?

AASB 1058 only specifies the accounting treatment for the transfer of the financial asset that is used to construct a non-financial asset that will be controlled by the NFP entity. The NFP should use existing accounting standards to account for the acquisition or construction of the non-financial asset.

This liability is recognised when the cash/financial asset is received is transferred to income as, or when, the entity satisfies its obligation to purchase or construct the non-financial asset (AASB 1058, paragraphs 16-17), which could be either over time or at a point in time (AASB 1058, paragraph B17).

The practical reality of this accounting is that there is no matching between the income recognition (over the period of construction of the asset) and the depreciation of the asset (over the period of use of the asset).

In practical terms grants received for construction of assets over multiple years need to be recognised as a liability and income recognised at the end of each financial year pro-rata to the completion of the construction.

Are there any exceptions to consider?

If the NFP is not able to capitalise the non-financial asset acquired, or that is being constructed, then the recognition and measurement requirements set out in paragraphs 15-17 of AASB 1058 do not apply to the transaction. An example of this could occur if the funds received are to be spend on knowledge or IP developed through research, which cannot be capitalised under AASB 1058 (AASB 1058, paragraph 31).

Application for RGRC

RGRC does on occasion receive grants to acquire or construct assets. Grants are received to replace night patrol vehicles. In this instance the grant is recognised as a liability until the vehicle is purchased and then recognised as income. Normally this is done within a financial year but when the purchase is completed in next financial year then the grant is to remain as a liability in the balance sheet. The application of this standard makes common sense and as such council will comply.

If however the construction carries over several years, as is the case with the Rocky Creek Bridge project, which it is assumed will become a council asset, then the grant remains in the balance sheet and only the amount equal to the pro rata completion of the bridge is to be transferred to income. As of 12/5/2020, the bridge is effectively still to start and as such the grants received will still be recognised as a liability. If it was 20% complete then 20% of the grant would be transferred to income for that financial year.

AASB 15 applies to the 'related amount' in paragraph 9 of AASB 1058.

If funds received by a NFP were not for any of the following, the NFP will then assess whether the credit entry should be recognised by applying AASB 15:

- Contribution to construct a non-financial asset
- Contribution by owners
- Lease
- Financial liability, or
- Provision.

Is there a contract with a customer that has enforceable rights and obligations?

Paragraphs F5 – F19 of AASB 15 Appendix F assist in determining whether there is a **contract** with a customer that creates **enforceable rights and obligations**. A contract with a customer must create enforceable rights and obligations in order to pass Step 1 of the five step model.

Sufficiently specific performance obligations The default position in AASB 1058 is that income is recognised immediately if it does not fall within the scope of other Australian Accounting Standards. NFPs receiving multi-year grants to provide services over a number of years, or that span year-ends

may prefer (for budgeting and financial reporting purposes) not to recognise this income immediately given that goods or services will be provided in future. By being able to identify 'sufficiently specific' performance obligations, NFPs could possibly defer income recognition until a later date when the obligation has been satisfied.

Performance obligations in a not-for-profit context

In a NFP context, identifying even the totality of goods or services to be provided (as opposed to distinct promises) can often be problematical. This is because goods or services to be provided by NFP contracts are often vaguely described, if at all. In practice, some NFP contracts might include detailed descriptions of specific promises/deliverables.

However, many more contracts would include motherhood statements such as a NFP being required to spend money 'for the greater good', for example a grant to a NFP to provide mental health support to teenagers with anorexia. And then in between, we would see a whole range of expectations for good or service delivery, documented in a variety of levels of detail.

Acquittal process

Some agreements require an acquittal process whereby the NFP is required to show how monies received have been spent. If the acquittal process is linked to internal activities only, then we do not have sufficiently specific performance obligations. However, if the acquittal process is linked to external outputs then this might provide evidence that there are sufficiently specific performance obligations.

Application for RGRC

Most of Council's grant contracts to provide services to the communities, for CDP, aged care, creche, night patrol and sport and recreation for example, have enforceable elements to them but some are quite vague in the deliverable outcomes. CDP and night patrol contracts are quite specific and as such the income should be recognised commensurate with the delivery of obligations in line with AASB 15. Others that are not so specific should be treated as income in the year received as per under AASB 1058. Each contract will need to be considered individually.

In reality most are now multi-year grant agreements and release money on a gradual basis and often based on council meeting certain grant conditions and obligations. These are always enforceable but the different grant funding bodies treat unfulfilled obligations and unspent grant monies differently. Some request the return of money and other don't, which makes it difficult to determine the treatment of the grants solely dependent on the grant agreement contract.

Whilst it is proper that this portion of AASB 1058 is complied with, in practice it may be better to treat every grant with enforceable obligations and recognise unspent funds as a liability at year end commensurate within unfulfilled obligations, however vague. The auditors recommend that each grant is treated on its merits which will be adopted.

Sources:

Australian Accounting Standards AASB 1058 & AASB 15
CPA Australia website for Not-for-Profits
BDO E-Learning Tools

**CORPORATE SERVICES AND SUSTAINABILITY
DIVISIONAL REPORT**



ITEM NUMBER	18.2
TITLE	Budget Amendment - Robinson River Solar Lighting
REFERENCE	932747
AUTHOR	Dave HERON, Chief Financial Officer

RECOMMENDATION**That Council:**

- (a) Approves the amendment to the 2019/20 Budget to reflect the purchase of a solar lighting system and oval spectator seating at Robinson River for \$ 20,714.07;
- (b) Approves the amendment to the 2020/21 Budget for \$ 19,000 for installation of the lighting and seating at the basketball court at Robinson River; and
- (c) Approves the amendment to the 2020/21 Budget for the purchase and installation of a playground at Robinson River for \$ 39,000 in accordance with the grant from NT Department of Health.

BACKGROUND

The Council entered into an agreement in October 2018 with the Northern Territory Department of Health for \$39,000 to purchase and install playground equipment at Robinson River. After discussions with the Mungoorbada Aboriginal Corporation in February 2020, it was decided that the funding would be spent on a solar lighting system and spectator seating for the basketball court. Quotes from suppliers were sought, purchase orders raised and equipment received in May 2020 without advice to the funding body.

In May 2020, a request to vary the grant was made however, the purchase of solar lighting and seating for the basketball court was deemed, by the Department in June 2020, to be outside the scope of the grant funding guidelines. As the request for variation was refused the Chief Executive Officer has now committed to purchase playground equipment as per the grant.

The original budget for the purchase of the equipment was covered by the grant funding but as it has been denied the purchase of the solar lighting system for \$17,014.07 and seating for \$3,700 has therefore been made without a corresponding budget in the 2019/2020 year.

ISSUES/OPTIONS/SWOT

The change of scope for the equipment purchased was approved by the Director of Infrastructure after consultation with the local organisation, but without approval from the funding body. This represents a breach of the contract and is a risk to the reputation of the Council and its ability to deliver on grants in line with grant guidelines.

This grant is from the Mental Health, Alcohol and Other Drugs (AOD) branch of the Department of Health which is regularly sought for project specific grants by the council. Committing to fulfill the specifics of the grant is a mitigating action to protect Council's reputation.

FINANCIAL CONSIDERATIONS

Council officers have purchased \$20,704.07 without an approved budget. The risk of this occurring again is minimal. Council has internal controls in relation to expenditure and the staff involved no longer work for the Council.

A quote of not more than \$19,000 is being sought from the Mungoorbada Aboriginal Corporation (MAC) to install the seating at the basketball court but it has not been allowed for in the 2020/2021 Budget.

As the grant was not fulfilled by these purchases \$39,000 needs to be included as a capital expenditure budget in 2020/2021.

ATTACHMENTS

There are no attachments for this report.

**CORPORATE SERVICES AND SUSTAINABILITY
DIVISIONAL REPORT**



ITEM NUMBER	18.3
TITLE	Council's Financial Report as at 30.06.2020
REFERENCE	936818
AUTHOR	Elvisen SOUNDRON, Management Accountant (Acting)

RECOMMENDATION

That the Council receives and notes the financial reports as at 30 June 2020.

BACKGROUND

Attached are the Council's financial reports as at 30 June 2020, including:

- Balance Sheet;
- Income and expenditure report by account category;
- Financial Ratio Analysis;
- Cash-at-bank Statement and 12-month graph on cash balances;
- Investment Report;
- Capital Expenditure Report;
- Accounts Receivable Age Analysis report and a summary of Rates outstanding;
- List of paid invoices over \$10,000 during the month of June; and
- Expenditure illustrations for all communities.

The balance sheet has been prepared as per prevailing accounting standards, practice and in compliance with the applicable *Local Government Act 2008*. The Income and Expenditure Report as at the end of June shows a surplus of \$7.47M.

Our bank balance as at 30 June is \$35.83M. Out of this total bank balance, \$19M is invested in various interest earning term deposits. The total balance of untied cash is \$25.79M.

ISSUES/OPTIONS/SWOT**Interim End of Financial Year Figures**

The financial statements as at 30 June 2020 require more analysis and investigation than other monthly reports prepared for Council as they will be audited. The internal review and reconciliation of accounts occurs in July and the audit will be conducted in August and September.

Whilst every effort is made to ensure the attached end of financial year reports are correct at the time of preparation, it is usual that there will be some amendments during the audit process. Therefore the figures are considered interim until the Audited Financial Statements are presented to Council at the November meeting.

Major Variances in Income and Expenses Report For the period 01.07.2019 – 30.06.2020**Operational Income:****Increase in Operating Grant Subsidies by \$5,109,061**

The increase is mostly due to the Financial Assistance Grant for the financial year 2020-21 which was received in advance in June 2020.

Decrease in Income Agency and Commercial Services by \$596,941

The decrease is mainly due to less income received for CDP as at date. We will receive the funds in the financial year 2020-21 which will then be accrued.

Operational Expenditure:**Underspend in Employee Expenses by \$1,074,728**

The underspend is mostly due to vacant positions and staff absences across several departments such as CDP, Municipal and Community services.

Underspend in Contract and Material Expenses by \$2,561,175

This underspend is mainly from Local Authority projects which are still in progress.

Capital Expenditure:**Overspend in Infrastructure by \$1,972,938**

The overspend is mainly due to the repayment of the capital grant for the Multi-Purpose Court Centre at Borroloola back to the Northern Territory Government. The repayment had to be categorized as a capital expenditure since it was for project management. This is within the budget of the Activity.

Underspend in Buildings by \$1,370,971

The underspend is mostly due to several ongoing CAPEX projects that are either in progress or not being completed by the end of the financial year.

Other Major Variances in Expenditure Report by Location:**Borroloola**

As mentioned above, the capital grant for the Multi-Purpose Court Centre has been repaid to the Northern Territory Government for Project Management and the expense had to be classified as a capital expenditure. Hence this has led to an 'overspend' in the Capital Expenditure for the community.

Mataranka

The underspend in Capital Expenditure is mainly due to the Aged Care project which is still ongoing.

Debtors Analysis:

The below summarises the amount owing to Council for a period over 90 days.

COMMENTS	AMOUNT \$
PO Box charges for year 2020-2021 (mostly Mataranka)	610.00
Hire of equipment in Ngukurr and Numbulwar	16,540.00
Workshop service	1,299.25
Accommodation at Numbulwar	450.00
Overpayment of wages by Payroll. Payroll deduction of \$50 every fortnight.	157.78
Fax charges	57.50
Accommodation at Bulman	1,050.00
TOTAL	20,164.53

The below summarises the amount owing to Council for the current period

Comments	Amount \$
Accommodation and Hire of equipment	8,150.00
Electricity for period 2/12/2019 - 3/3/2020	28,196.87
CDP Administration Charges for March and May 2020	28,542.35
HMO - CHO Cluster 4 and Cluster 5 for June 2020	14,361.25
Avdata for the month of June 2020	32,251.99
Rental leases and Accommodation	12,667.72
ESO Duties for May and June 2020	170,667.48
Postal services for June 2020	6,672.02
TOTAL	301,509.68

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

Please refer to the Finance report from page 176.

CORP SERVICES AND SUSTAINABILITY DIVISIONAL REPORT



ITEM NUMBER	18.4
TITLE	Policy Review
REFERENCE	937025
AUTHOR	Cristian COMAN, Manager Information Systems

RECOMMENDATION

That Council adopts the following revised Policies with format edit:

- (a) **Policy Framework;**
- (b) **Organisational Delegations Manual (Non-Financial);**
- (c) **Financial Delegations Manual;**
- (d) **Rating Policy;**
- (e) **Waste Collection Charges Policy; and**
- (f) **Work Health and Safety Policy.**

BACKGROUND

Council underwent a significant restructure in 2019, and as such, several key policy documents are no longer reflective of operational requirements.

The Chief Executive Officer formed a Policy Review Committee in December 2019 for the purposes of identifying key policies for urgent review.

The Committee has nominated key policies for review that have now been reviewed and amended by key staff members so as to ensure their ongoing validity and compliance with applicable law.

ISSUES/OPTIONS/SWOT

The following policies have been reviewed and their changes are summarised as follows:

- (a) **Policy Framework**
The Policy Framework is the foundational and authoritative document for Council's policy and corporate documents and has the following amendments:
 - (i) Accommodating for additional corporate documents such as Organisational and Divisional Directives; and
 - (ii) Reclassification: the previous ten (10) policy classifications have been condensed into four (4), reflective of the current organisational structure and operational requirements;
 - (iii) Prescribed document standards and legal referencing requirements.
- (b) **Organisational Delegations Manual (non-financial)**
The Manual is an authoritative document and outlines the non-financial delegations of Council staff and has the following amendments:
 - (i) Position titles have been amended to reflect the 2019 organisational restructure;
 - (ii) The names of the organisational divisions have been amended to reflect the 2019 organisational restructure;
 - (iii) Expanded concept of entering into contractual agreements to be reflective of prescribed financial delegations. The Chief Executive Officer may enter into contractual agreements, or amendments thereof if they fall within prescribed financial delegations. Any exercise of this function must be reported to Council;
 - (iv) Provision for authorising new corporate documents e.g. directives, Safe Work Method Statements (SWMS).

(c) **Financial Delegations Manual**

The Financial Delegations Manual is an authoritative document outlining the financial delegations limits of staff members. The following amendments have been made:

- (i) Position titles have been amended to reflect the 2019 organisational restructure;
- (ii) Provision introduced for small assets falling within the value range of \$500-\$5000 to be recorded into a small assets register upon purchase;
- (iii) Payroll authorisation signatories;
- (iv) Cheque and Electronic Financial Transaction (EFT) signatories.

(d) **Rating Policy**

The Rating Policy outlines the rates determination and recovery position of Council and has the following amendments:

- (i) Correct legal citation and referencing;
- (ii) Expanded definitions;
- (iii) Expanded methodology;
- (iv) Correct appeals process.

(e) **Waste Collection Charges Policy**

This Policy outlines Council's position and methodology for determining service delivery and associated charges. The following amendments have been made:

- (i) Updated service deliver location and schedule;
- (ii) Exclusions provision;

(f) **Work Health and Safety Policy**

This Policy outlines Council's position on Work Health and Safety and associated obligations. The following amendments have been made:

- (i) Expanded provisions for continuing improvement and risk evaluation;
- (ii) Expanded definitions;
- (iii) Expanded provisions outlining obligations of Council, staff and external parties.

FINANCIAL CONSIDERATIONS

Not evident at this stage.

ATTACHMENTS

- 1 Policy Framework.pdf
- 2 Organisational Delegations Manual (non financial).pdf
- 3 Financial Delegations Manual.pdf
- 4 Rating Policy.pdf
- 5 Waste Collection Charges Policy.pdf
- 6 Work-Health-and-Safety-Policy.pdf

Roper Gulf Regional Council Policy Framework



1. POLICY CERTIFICATION

Policy title:	Policy Framework
Policy number:	
Category:	Council Policy
Classification:	GOVERNANCE
Status:	Approved

2. PURPOSE

This Policy Framework outlines the development, classification, and categorisation of all policy and related corporate documents for Roper Gulf Regional Council. It sets levels of policy and related corporate documents, and associated authority and responsibility for each level.

This document is the authoritative framework setting consistency, control, clarity, and quality in the development, approval and review processes associated with policy, and prevails over all other corporate documents of Council to the extent of the conflict or inconsistency.

3. ORGANISATIONAL SCOPE

The Policy Framework applies to the Policy and associated corporate document development and adoption process. It prevails over all other Policy and corporate documents of Council.

4. POLICY STATEMENT

Policy statements (policies) are Council's formal position on a particular subject matter, and are strategic in nature rather than operational. As such, Policy is made (adopted) by Council.

Organisational Directives carry the same weight of policy, however they are standing instructions to the Organisation and made by the Chief Executive Officer. They are more prescriptive and operational in nature than policies.

Council policy prevails over all directives and corporate documents on event of inconsistency, to the extent of the inconsistency.

Divisional Directives are a smaller, divisional versions of their Organisational counterparts, and are made by General Managers for application to their own divisions.

In the Roper Gulf Regional Council Policy Framework, there are two (2) types of corporate document with the weight and authority of policy:

- Council Policies; and
- Organisational Directives

Policies and Directives have subordinate corporate documentation, which support their implementation and compliance.

The Policy Framework aims to support the development of policy statements which:

- Comply with, and are reflective applicable law;
- Are capable of withstanding close judicial and ministerial scrutiny;
- Is well written, clear, concise and fit for purpose manner;
- Has clearly defined objectives, legislative requirements, and compliance mechanisms;
- Has a standardised layout;
- Conforms to applicable standards and guidelines;

**Roper Gulf Regional Council
Policy Framework**



5. DEFINITIONS

Approval levels	A policy document will be endorsed and approved by different people within the organisation. See the diagram at the end of this document for clarification of who has authority to endorse and approve different types of policy documents.
Categorisation	Selection of the appropriate category of policy, according to its level, content and purpose. The category allocated by the Policy Coordination Officer will be either Council Policy, Organisational Directive or Supporting Document.
CEO	Chief Executive Officer
Classification	Allocation of the appropriate classification of the policy, according to the content and limitations of the policy: (1) Office of the Chief Executive Officer (OCEO); (2) Corporate (COR); (3) Services (SERV); (4) Infrastructure (INF).
Consultation	Consultation is the compulsory process of meeting with identified, relevant stakeholders to seek information, advice and feedback. It must take place prior to, and during development of any policy document and supporting documents.
Council Policy	A formal statement of Council outlining strategic directions and/or adherence to statutory or other corporate requirements.
Corporate Document	Official and authoritative documents of Council which prescribe strategic goals and their execution, being of an operational, implementation or compliance nature. Examples include Standard Operating Procedures, Manuals, Method Statements, Templates and Pro Formae.
Endorsement	Formal support for the applicable corporate document from relevant stakeholders. Endorsement should be seen as an essential step on the way to formal approval.
Formal approval	The authoritative process by way of which corporate documents attain official status.
Organisational Directive	A specific, Organisation-wide instruction made by the Chief Executive Officer, which carries the authoritative weight of Policy but is Operational rather than Strategic in nature. It is an executive counterpart to Policy.
Policy Coordination Officer	The Policy Coordination Officer is a staff member appointed by the Chief Executive Officer to ensure Policy and Corporate Documents are compliant with applicable authorisation and review requirements.
Policy Development and Review Cycle	The stages of the policy development cycle are: <ul style="list-style-type: none"> • Identification of a policy need; • Development of the draft policy document and supporting documents; • Consideration and endorsement; • Consideration and approval; • Implementation; and • Ongoing monitoring and review of the policy.
Policy Drafter	The author of the draft policy document.
Policy Owner	The staff member responsible for the implementation and integrity of the applicable policy.
SLT	Strategic Leadership Team
Standard Operating Procedures (SOP)	A specific, prescriptive document which outlines the execution of a specific task and/or implementation of a prescribed goal.
WHS	Work, Health and Safety

Roper Gulf Regional Council Policy Framework



6. PRINCIPLES

6.1 Compliance

Policies must comply with, and be reflective of all applicable law including Acts, their statutory instruments, and case law.

6.2 Consistency

Terminology used in the policy should reflect used in any applicable legislation, standard, guideline, or Council's Strategic and Regional Plans.

6.3 Clarity

There are two (2) aspects of clarity are important in the development of policy documents and supporting documents. They are: purpose and scope.

- Policy needs to have a specific purpose and goal;
- Policy needs to have a specific, outlined scope.

6.3.1 Clarity of approval: All policy and corporate documents are to clearly state the date of authorisation, the authoriser, the date(s) of any amendment(s), and the date policy is due for review.

6.3.2 Clarity of writing: All policy and corporate documents are to be written in a clear and concise manner, capable of withstanding close judicial and ministerial scrutiny. Applicable law is to be cited concisely in the policy statement, and in full in the reference section of the policy document.

6.4 Stages of Policy Development

The five (5) stages of policy document development are:

6.4.1 Identification of policy need: The policy must have a specific purpose. It is based on an identified and scoped strategic need rather than an idle wondering into whether or not a proposition is required.

6.4.2 Draft of policy document development: This stage includes scoping and mapping applicable law, relevant stakeholders, commencing the consultation process, gathering background information, writing the policy document and supporting documents and incorporating feedback into later drafts.

The draft policy must identify applicable law and address any arising compliance requirements.

Draft policies which lack legal referencing and citation may not pass beyond this stage.

The Draft documents must go to the Policy Coordination Officer for final checks against template, formatting and compliance requirements before progressing to the next phase.

6.4.3 Policy consideration and endorsement: This stage involves presenting the policy document to the appropriate endorser as per the diagram at the end of this document for evaluation and endorsement:

- Council Policies - Strategic Leadership Team (SLT),
- Organisational Directive - Strategic Leadership Team (SLT),
- Supporting documents such as SOPs - Consideration by Manager, and endorsed by General Manager.

Consultation and endorsement are a desirable part of the policy and the corporate document development process, and must be undertaken save in exigent circumstances.

Organisational Directives are made by the Chief Executive Officer and do not require SLT agreement for authorisation.

Roper Gulf Regional Council Policy Framework



Council adopts policies, and as such, it may adopt policies which are not endorsed by SLT, however it must provide compelling reasons for doing so, as part of the adoption resolution.

6.4.4 Policy authorisation (adoption): This stage involves presenting the policy document to the Council or CEO for formal approval.

Policies are Council's formal position on a particular subject matter and strategic in nature. As such Policies require the approval of Council by way of specific adoption via formal resolution. This is also applicable to substantive amendments to existing policies which do not fall within the realm of minor administrative change.

All new policies and reviewed/updated policies with significant changes must be presented to the Council for approval.

A report must be written to introduce the policy document and must be included in the Council meeting agenda, which outlines the reasons for introducing the policy, and outlines applicable law.

Council must not adopt a policy which lacks legal referencing or citation.

Organisational Directives are authoritative documents and carry the weight of Council policy, however they are operational rather than strategic in nature and as such they are made by the Chief Executive Officer.

Subordinate and supporting documentation such as Procedures, Divisional Directives, Method Statements etc. are made by General Managers and Managers as outlined in the Corporate Documents Instructional Hierarchy.

6.4.5 Policy implementation: Once Council adopts a new or amended policy, it will be formally registered by the Office of the Chief Executive Officer, recorded in the Corporate Information System, and promulgated by way of being made publicly available on Council's website, and a formal email with explanatory notes being sent out to Council, all staff, and applicable stakeholders.

6.4.6 Policy review: The default validity period for policies is for the Term of Council, however they may be reviewed earlier if necessary for whatever reason including legislative, organisational, or operational changes.

The Policy Owner is responsible for the ongoing monitoring, review and updating of policy.

A reviewed policy document which requires administrative, formatting or other insignificant changes which are not substantive may be amended as required with Chief Executive Officer Authorisation.

6.5 Classification

When formulating corporate documents at policy level, the appropriate classification needs to be ascertained.

Classifications are used to group similar policy documents and to broadly describe the content. Classifications are subject to review.

There are four (4) classifications of Council policy documents:

1. Office of the Chief Executive Officer (OCEO);
2. Corporate (COR);
3. Services (SERV);
4. Infrastructure (INF).

Roper Gulf Regional Council Policy Framework



Classifications are to be discussed with the Policy Coordination Officer and must be ascertained as part of the initial scoping process.

Supporting documents will use the same grouping classifications as policy documents.

6.6 Policy Owner

A Policy Owner will be designated for each policy document and supporting document. The Policy Owner will bear responsibility for regular monitoring and review of the policy and for incorporating necessary changes.

The Policy Owner is also responsible to assess the revised policy document and decide whether any significant changes have been made. If it is, formal endorsement and approval needs to be gained again.

The Policy Owner is also responsible to coordinate a process to notify the necessary staff and stakeholders after a policy document has been revised.

All reviews of the documents must go to the Policy Coordination Officer for final review against compliance requirements.

6.7 Policy access

Council Policies are public documents and as such are published on Council's website.

Council's Policies are stored and managed within the Corporate Information System in a manner ensures integrity and authenticity.

All Directives and subsequent corporate documents are managed in the Corporate Information System and promulgated as required by operational considerations.

6.8 Relationship/impact on other policies

The Policy development process must identify and assess any potential overlap with current policies, and in the event of inconsistency, a clear hierarchy relationship must be developed.

6.9 Policy currency

The current version of any policy document will be considered to be the electronic version which is publicly available on Council's website.

6.10 Policy numbering

Policy document numbering will reflect the category and classification of the policy. The Policy Coordination Officer will allocate numbers during the checks done prior to presentation for formal approval.

6.11 Policy review

Policies are reviewed at least once during a Term of Council, and may be done so as necessity arises.

6.12 Rescindment of Policies

Policies may be rescinded if no longer current, or if they become unnecessary. The rescindment process is the same as the adoption process, and must be put to Council with an explanatory report stating the reason for rescindment.

The actual rescindment of a policy must be done by way of a formal Council resolution. Organisational Directives may be rescinded by the Chief Executive Officer as required.

Roper Gulf Regional Council Policy Framework



7. POLICY CONTENT

The content of the body of the *Council Policy*, or the *Organisational Directive*, will be organised under the following headings:

1. Policy/Directive Title;
2. Purpose;
3. Scope;
4. Policy/Directive Statement;
5. Definitions;
6. Principles;
7. Applicable Law; (including Case Law);
8. Document Control.

8. APPLICABLE LAW

Acknowledgements (original author/source documents)	
Related Policies	All RGRC policies
Related Publications	<ul style="list-style-type: none"> • <i>Interpretation Act 1978</i> • <i>Local Government Act 2008</i> • <i>Information Act 2002</i>

9. DOCUMENT CONTROL

Policy number	GOV001
Policy Owner	Manager Governance & Corporate Planning
Endorsed by	Council
Date approved	21 October 2009
Revisions	October 2010 May 2017 July 2017 August 2017 July 2020
Amendments	May 2017 July 2017 August 2017 July 2020
Next revision due	June 2021

**Roper Gulf Regional Council
Policy Framework**



Corporate Documents Instructional Hierarchy

<p>Level 1</p>	<p>Policy – Council</p> <ul style="list-style-type: none"> • Overarching, Organisation-wide principles; • Based on applicable law; • Strategic. <p>Manuals – Council</p> <ul style="list-style-type: none"> • Organisation-wide application; • Collation of principles and instructions • Based on applicable law. 	<p>Organisational Directive – CEO</p> <ul style="list-style-type: none"> • Standing Orders for the Organisation; • Strategic in nature; • Sets parameters / boundaries
<p>Level 2</p>	<p>Procedures – GM</p> <ul style="list-style-type: none"> • Operational; • Goal / task – based and specific; • Implementation instructions; • Sets parameters and boundaries for specific tasking; <p>Division / Unit Plans (GM / Manager)</p> <ul style="list-style-type: none"> • Objectives; • Operational; • Parameters; <p>Contracts - GM</p> <ul style="list-style-type: none"> • Specific; • Goals and deliverables; • Tasking's and responsibilities 	<p>Divisional / Managerial / Unit Directive – GM (Division), Manager (unit)</p> <ul style="list-style-type: none"> • Standing Orders for Division / Business Unit; • Can be strategic or operational; • Procedural
<p>Level 3</p>	<p>Method Statements – GM / Manager</p> <ul style="list-style-type: none"> • Task-specific implementation guides • Operational <p>Pro Formae</p> <ul style="list-style-type: none"> • Operational; • Pre-determined parameters in accordance with L1 or L2 requirements; <p>Templates</p> <ul style="list-style-type: none"> • Operational; • Pre-determined parameters in accordance with L1 or L2 requirements; 	<p>Specific Directives – GM / Manager</p> <ul style="list-style-type: none"> • Specific Orders / Tasking's for Unit or Individual; • Task based

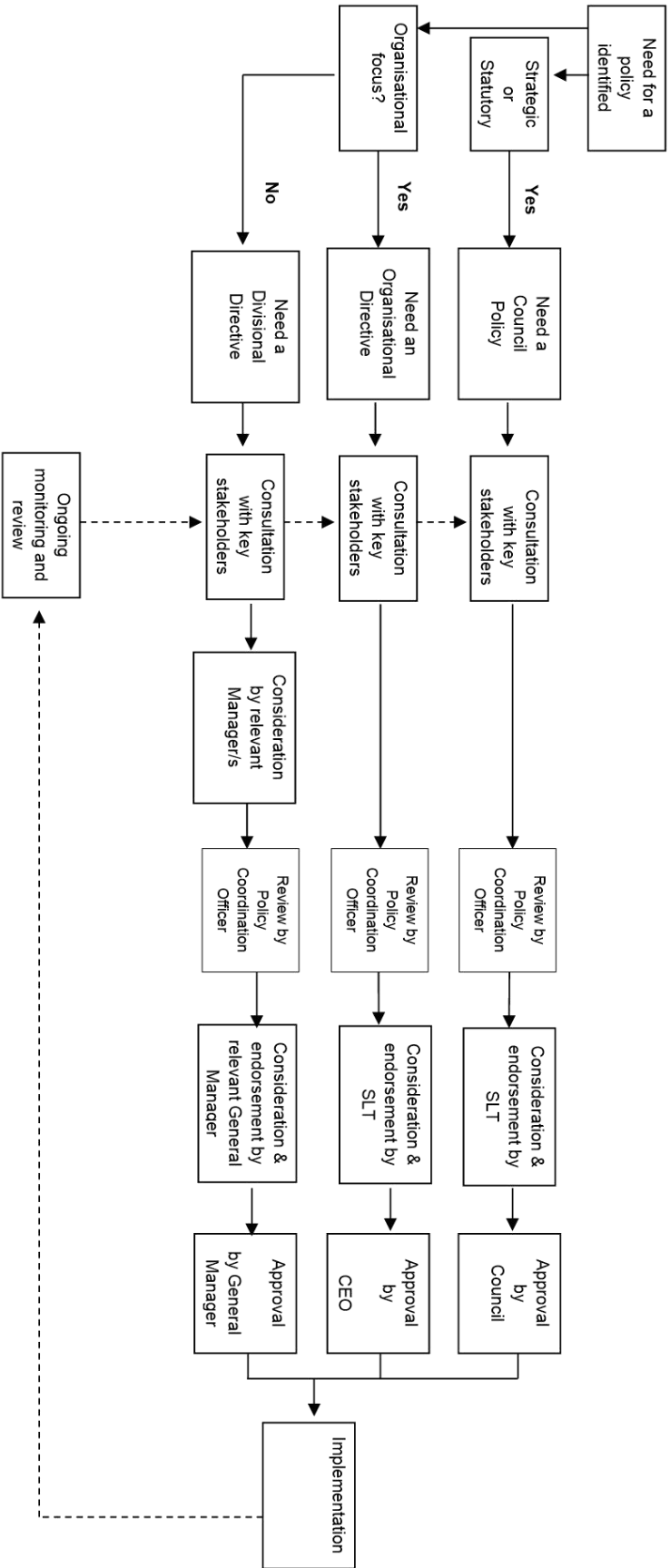
Roper Gulf Regional Council
Policy Framework



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Roper Gulf Regional Council Policy Framework

Policy Development and Review Cycle





ORGANISATIONAL DELEGATIONS MANUAL (non Financial)

Dates of amendments made by Council resolution:

29 July 2020	Ordinary Meeting of Council
31 May 2019	Finance Committee Meeting
27 February 2019	Ordinary Council Meeting
27 June 2018	Ordinary Council Meeting
15 December 2017	Ordinary Council Meeting
23 August 2017	Finance Committee Meeting
12 July 2017	Ordinary Council Meeting
12 November 2014	Ordinary Council Meeting
29 January 2014	Ordinary Council Meeting
26 June 2013	Ordinary Council Meeting replaces the Organisational Delegations Manual prior 26/06/2013.

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DELEGATION OF AUTHORITY

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 Chief Executive Officer (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.

This delegation document will be reviewed each year with a view to improving its utility and relevance to the organisational structure of 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).

The **Mayor** the Principal Member of Council as defined by s43 of the *Local Government Act 2008*.

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.

General Manager: Unless specifically limited, General Manager refers to those positions that have divisional responsibility. Previously referred to as Director.

Manager: (referred to as 'Managers') A person appointed as a manager is responsible to the appropriate General Manager for the services delivered within their area.

Human Resources Manager (referred to as 'HRM') The person appointed to the most senior HR position.

Finance Manager (referred to as 'FM') The person appointed to the most senior finance position.

Other positions named within the delegation in accordance with their position titles.

HUMAN RESOURCE DELEGATIONS

Salary, Conditions, Packages and Contracts

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Set and approve salaries	For all staff	CEO
	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

Position Descriptions

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Approve changes to existing position descriptions	For staff positions	General Managers
	For General Manager & Manager positions	CEO
	For CEO position	Council
Approve changes to existing position titles	For staff positions	General Managers
	For General Manager & 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 General Managers & Manager positions	CEO

New Positions, Selection, Appointment and Probation

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Appointment of an Acting Chief Executive Officer	Less than 5 days	CEO
	More than 5 days but less than 6 weeks	Mayor
	More than 6 weeks	Council
Identify existing staff position vacancies	For staff positions	Managers
	For General Manager and Manager positions	CEO
	For CEO position	Council
Identify new staff positions (including availability of funding)	For all staff positions	Managers
	For General Manager and Manager	CEO
Approve new staff positions	For all staff positions	CEO
Develop new staff position descriptions	For staff positions	Managers with Human Resources Unit consultation, General Managers
	For General Manager positions	CEO
Approve new staff position descriptions	For staff positions	General Managers
	For General Managers and Manager	CEO
Recommend appointment to staff positions	For all staff positions	Selection panel
Appoint staff to positions	Temporary/ Casual Staff	General Managers
	For staff positions	CEO, General Managers
	For General Manager 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	General Managers
	For General Manager positions	CEO

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
	For CEO position	Council

Dismissal and Redundancy

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Recommend redundancy of a staff member	For all staff	General Managers
Recommend dismissal of a staff member	For all staff	General Managers
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	General Managers/Human Resource Manager
	For staff positions	CEO
	For General Manager positions	CEO
	For CEO	Council

Leave, Overtime, Training, Conference Attendance, Travel, External Consultancies

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Approve staff overtime (within budget)	For staff	Manager
	For Managers	General Manager
	For General Managers	CEO
Approve staff time in lieu	For staff	Manager
	For Managers	General Manager
	For General Managers	CEO
Approve staff paid personal leave (in accordance with accrued entitlements)	For staff	Manager, Senior/Council Service Coordinator, Regional Coordinator

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
	For Managers	General Manager
	For General Managers	CEO
	For CEO	Ratified by Mayor
Approve staff long service leave	For all staff	General Manager Corporate Services and Sustainability
	For General Managers and Managers	CEO
	For CEO	Council
Approve staff special leave (inc. Jury Service / NORFORCE, summons as witness)	For all staff	HRM
	For Managers	General Managers
	For General Managers	CEO
	For CEO	Ratified by Mayor
Approve staff leave without pay	For all staff	HRM, General Manager Corporate Services and Sustainability, CEO
	For Managers and General Managers	CEO
	For CEO	Council
Approve staff leave without pay for study purposes	For staff	Manager
	For Managers	General Manager
	For General Managers	CEO
	For CEO	Council
Approve fee assistance for staff study leave (within budget)	For staff	General Managers
	For Managers	General Managers
	For General Managers	CEO
	For CEO	Council
Approve skill development plans for staff	For staff	Manager
	For Managers	General Manager
	For General Manager	CEO
	For CEO	Council
Approval of attendance at external training courses/conferences (within budget)	For staff	Manager
	For Managers	General Manager
	For General Managers	CEO
	For CEO	Council
Approve travel within NT	For staff	Manager

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
	For Managers	General Manager
	For General Managers	CEO
	For CEO	Ratified by Mayor
Approve travel outside NT	For staff	CEO
	For CEO	Ratified by Mayor
Approve travel outside of Australia	For staff	CEO
	For General Managers and Managers	CEO
	For CEO	Council
Approve travel costs for attendance at training courses/conferences (within budget)	For staff	Manager
	For Managers	General Manager
	For General Managers	CEO
	For CEO	Mayor

Performance Management

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Appraise performance of staff	For staff	Supervisor at Coordinator level and above
	For Managers	General Manager
	For General Managers	CEO
	For CEO	Council
Management of unsatisfactory staff performance	For staff	Manager
	For Managers	General Manager
	For General Managers	CEO
	For CEO	Council
Intervene in management of any unsatisfactory staff performance where divisional concerns are identified.	For all staff	General Manager
Intervene in management of any unsatisfactory staff performance where organisational concerns are identified.	For General Managers	CEO

Industrial Relations

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Authority to consult with council's external advisors, on industrial relations/human resources matters.	For all staff	CEO, HRM, General Managers
Authority to purchase industrial relations/human resources advice and/or expertise.	For all staff	CEO, HRM, General Managers

CONTRACTS

Contracts: Contracts, Agreements and Submissions

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Approve the lease of new premises and sub leases of existing premises (within budget)	For organisation	CEO
Approve renewal of existing leases	For organisation	CEO
Cancel existing leases	For organisation	CEO
Authorise appointment of external consultants (within budget)	For division	General Manager
	For organisation	CEO
Approve appointment of insurers, details of contract and payment of premiums	For organisation	General Manager Corporate Services and Sustainability, CEO
Approve commercial agreements for the staff and services of council	For organisation	CEO
Approve the sale, purchase and development of land.	For organisation	Council
Approve contracts with suppliers of goods and services (non legal)	For organisation	General Manager
Authority to invite formal tenders for supply of goods or services	For organisation	General Manager
Authority to award tenders for supply of goods or services (in accordance with LG Accounting Regulations)	For organisation	Council, Finance Committee
Authority to appoint, manage, and revoke persons to Tender Assessment Panel	For organisation	Council, Finance Committee
Authority to investigate funding opportunities, make recommendations and prepare submissions and tenders	For community based initiatives	Managers
	For division	General Manager
	For organisation	CEO
Approve draft submissions and tenders to be forwarded to the CEO.	For division	General Manager
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 division	General Manager
	For organisation	CEO
Authority to sign/seal agreements, contracts or tenders obtained	For organisation	Council

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Authority to prepare and submit performance reports to funding departments/organisations.	For service/s	Managers
	For division	General Manager
	For organisation	CEO
Authority to enter into contractual agreements within financial delegated limits	For organisation	CEO Reported to Council
Authority to amend, vary existing contracts / funding or other agreements within financial delegated limits	For organisation	CEO Reported to Council
Approve and submit financial reports to funding departments/organisations.	For division	General Manager/CFO
	For organisation	CEO/Finance Manager
Authority to make daily operational decisions for direct service delivery in line with relevant contracts.	For service/s	Managers

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, General Manager Corporate Services and Sustainability
Authority to purchase legal advice and/or expertise.	For organisation	CEO, General Manager Corporate Services and Sustainability
Approve engagement of lawyers.	For organisation	CEO, General Manager Corporate Services and Sustainability
Authority to settle court, legal or any other formal proceedings and bind the council.	For organisation	CEO, General Manager Corporate Services and Sustainability (within delegated financial limits) Must be reported to Council Council, if outside delegated financial limits
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 2008</i>).	For organisation	General Manager
Commence enforcement action including prosecutions.	For organisation	CEO
Exercise regulatory powers – including issue of infringement notices (Part 9.6 <i>Local Government Act 2008</i>).	For organisation	Authorised Persons

Appointment of Authorised Persons (s112 For organisation CEO
Local Government Act 2008), and
management, amendments, and revocation of
appointments or Authorities.

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 Organisational Directives	For Organisation	CEO
Approval of Divisional Directives	For Divisions	General Managers
Approval of Standard Operating Procedures (SOPs), Safe Work Method Statements (SWMS) or similar documents.	For Organisation	CEO
	For Divisions	General Managers
Work Instructions and Forms	For Organisation	Managers

PUBLIC RELATIONS

Public Relations: Public Statements and Media Contact

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

COMPLAINTS

Complaints: Complaints

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Authority to ensure appropriate and timely resolution of a complaint	For all staff	Managers
	For Managers	General Manager
	For General Managers	CEO
	For CEO	Council
Authority to consult with council's external advisors, on complaint matters.	For organisation	General Managers
Authority to purchase mediation advice and/or expertise.	For organisation	General Managers

N.B. All complaints against Council staff members are to be assigned to the General Manager Corporate Services and Sustainability.

Roper Gulf Regional Council Financial Delegation Manual

Roper Gulf Regional Council Financial Delegation Manual

Dates of amendments made by Council resolution:

- 23 February 2011 Ordinary Council Meeting
- 29 June 2011 Ordinary Council Meeting
- 20 July 2011 Ordinary Council Meeting
- 21 September 2011 Ordinary Council Meeting
- 26 October 2011 Finance & Audit Committee Meeting
- 9 November 2011 Ordinary Council Meeting
- 16 December 2011 Ordinary Council Meeting
- 18 January 2012 Finance & Audit Committee Meeting
- 14 March 2012 Finance & Audit Committee Meeting
- 30 May 2012 Finance & Audit Committee Meeting
- 03 September 2012 Finance & Audit Committee Meeting
- 01 May 2013 Ordinary Council Meeting
- 26 June 2013 Ordinary Council Meeting
- 24 July 2013 Ordinary Council Meeting
- 23 July 2014 Finance Committee Meeting
- 12 November 2014 Ordinary Council Meeting
- 27 July 2016 Ordinary Council Meeting
- 29 August 2018 Finance Committee Meeting
- 29 July 2020 Ordinary Council Meeting

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Financial Delegations

Financial: Budgets

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Approve draft budgets to be forwarded to the council	<i>For organisation</i>	CEO
Approve budget	<i>For organisation</i>	Council
Authority to override all delegations and make expenditure decisions to ensure approved budgets can be achieved.	<i>For organisation</i>	CEO
Authority to recommend to council unbudgeted expenditure.	<i>For organisation</i>	CEO
Authorise variations to the annual operational and capital budgets.	<i>For organisation</i>	Council
Authorise variations to Activity budgets within approved operational budgets	<i>For activities within the Division</i>	CEO, General Manager

Financial: Operational Expenditure

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Approve Expenditure <i>(Under direct control, within approved budget and subject to any restrictions outlined elsewhere in this document.)</i>	<i>For services and business units \$2,500 (Up to)</i>	WH&S Coordinator, Senior/Council Services Coordinator,
	<i>For services and business units \$5,000 (Up to)</i>	Workshop Coordinator, Assistant Managers
	<i>For services and business units \$10,000 (Up to)</i>	Managers
	<i>For division \$50,000 (Up to)</i>	General Managers
	<i>For organisation No limit Within approved budget and subject to compliance with legislation.</i>	CEO

Financial: Capital Expenditure and Asset Control

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Approve alterations/renovations to buildings within budget	<i>For organisation - no limit within approved budget and subject to compliance with legislation.</i>	CEO
Authority to replace essential items of equipment included in approved capital budget/funding agreement	<i>For division \$50,000 (Up to) for any one item under direct control, within approved budget and subject to any restrictions outlined elsewhere in this document.</i>	General Managers
	<i>For organisation - no limit within approved budget and subject to compliance with legislation</i>	CEO
Approve hire of plant equipment or facilities (<i>hired under terms and conditions deemed appropriate in the circumstances and with minimal risk to council</i>).	<i>For service/s & business units \$10,000 (Up to) under direct control, within approved budget and subject to any restrictions outlined elsewhere in this document.</i>	Managers
	<i>For division \$50,000 (up to) under direct control, within approved budget and subject to any restrictions outlined elsewhere in this document.</i>	General Managers
	<i>For organisation No limit within approved budget and subject to compliance with legislation</i>	CEO
Approve the transfer/disposal of any assets (in accordance with legislation/guidelines)	For organisation	Council
	\$100,000 (Up to)	CEO
Approval of sale or purchase of land or buildings	For organisation	Council
Approval of development of new buildings	For organisation	Council

Note: Small assets ranging from \$500 to \$5000 must be recorded into the small assets register at purchase.

Financial: Purchase Orders and Invoices

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Approve purchase orders <i>(Within approved budget and subject to any restrictions outlined elsewhere in this document)</i>	For service/s \$1,000 (Up to)	Executive Assistants to CEO or General Managers, and Contracts and Project Officers
	For service/s \$2,500 (Up to)	WH&S Coordinator, Senior/Council Services Coordinator
	For services & business units \$5,000 (Up to)	Assistant Managers, Financial Accountant, Management Accountant,
	For services & business units \$10,000 (Up to)	Managers
	For division \$50,000 (Up to)	General Managers
	For organisation No limit <i>Within approved budget and subject to compliance with legislation</i>	CEO

Financial: Salaries and Deductions

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Approve staff reimbursement for expenditure on behalf of council <i>Within approved budget and subject to any restrictions outlined elsewhere in this document.</i>	\$1,000 (Up to) For all staff	Manager
	\$10,000 (Up to) For all staff	General Managers
	\$50,000 (Up to) For all staff	CEO
Compile and approve staff time sheets	For all staff	Managers
Approve for payment all payroll related transactions	For all staff Comprising group tax remittal, payroll tax settlement, superannuation contribution payments, and transfers of employee payroll deductions to authorised entities and payment of GST and PAYG payments.	Management Accountant, Finance Manager, General Manager Corporate Services and Sustainability, CEO

Financial: Investment

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Approve investment of funds	For organisation	CEO
Approve draw down of investment funds for deposit into operational accounts	For organisation	CEO
Approve banking and investment account arrangements, including authorising the opening of new accounts.	For organisation	General Manager Corporate Services & Sustainability, Finance Manager

Financial: ATM, Receipts and Banking

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Authority to invoice, receive, code and bank income and approve issue of receipts.	<i>For all services (provided suitable facilities are in place to enable the secure lodgement of payments, and subject to staff receiving adequate training)</i>	Customer Service Officers, Finance Officers

Financial: Petty Cash

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Authority to operate, control and reimburse petty cash.	<i>\$500 (Up to) In accordance with approved budget</i>	Senior Finance Officer, Council Service Coordinators, Senior Admin Support Officers, Fleet Manager

Financial: Cheques

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Authority to issue cheque requisitions <i>(Under direct control, within approved budget and subject to any restrictions outlined elsewhere in this document.)</i>	<i>For service/s & business units \$10,000 (Up to)</i>	Managers
	<i>For division \$50,000 (Up to)</i>	General Managers
	<i>For organisation No limit</i>	CEO
Approve and sign cheques	<i>For organisation (Any two) No Limit</i>	CEO, General Managers, Finance Manager
Approve EFT bank File	<i>For organisation</i>	Group A:

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	No Limit	CEO General Managers, HR Manager Group B: Finance Manager Financial Accountant, Management Accountant (Any two from Group A or Combination of Group A and B)
Approval to stop payment on cheques	For organisation	Management Accountant
Approve change and/or add cheque signatories	For all signatories	General Manager Corporate Services and Sustainability, Finance Manager

Financial: Banking Institutions

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Authority to act as verifying officer		CEO, General Managers, Finance Manager
Authority to approve requests for additional electronic banking users	For organisation	CEO, General Managers, Finance Manager
Authorised contact for Council's bank accounts	For all enquiries	CEO, General Managers, Finance Manager, Management Accountant, Financial Accountant

Financial: Corporate Credit Cards

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Credit limits on corporate charge cards (subject to terms and conditions in the Corporate Credit Card Policy)	Maximum limits Monthly limit \$20,000 Single transaction \$10,000	CEO, General Managers
Exception : Business Case Considered	Maximum limits Monthly limit \$10,000 Single transaction \$5,000	Managers
	Maximum limits Monthly limit \$5,000 Single transaction \$1,000	Mayor, EA to CEO, Coordinators

	<i>Maximum limits</i> <i>Monthly limit \$2,000</i> <i>Single transaction \$1,000</i>	Administration support officers
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Financial: Bad Debts

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Approve write-off of bad debts	<i>In accordance with Clause 27 of LG Accounting Regulations</i>	Council
Approve write-off of cash losses; thefts or shortages; furniture, plant or equipment losses, thefts or destruction.	<i>In accordance with Clause 23 of LG Accounting Regulations</i>	Council
Approve debt recovery payment terms	<i>\$5,000 (May not exceed)</i>	General Manager
	<i>\$50,000 (May not exceed)</i>	CEO
	<i>\$50,000 (In excess of)</i>	Council
Correct administrative errors	<i>\$50,000 (May not exceed)</i>	Finance Manager
	<i>\$50,000 (In excess of)</i>	CEO

Financial: Credit Notes

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Approve credit notes	<i>\$5,000 (In excess of)</i>	CEO
	<i>\$5,000 (May not exceed)</i>	General Manager
	<i>\$2,500 (May not exceed)</i>	Manager

Financial: Fee and Charges

Function	Amount and/ or Qualification (Where applicable)	Delegated Authority
Negotiation with fee and charges	<i>\$5,000 (in excess of)</i>	Council
	<i>\$5,000 (May not exceed)</i>	CEO
	<i>\$1,000 (May not exceed)</i>	General Manger

Financial: Segregation of Duties

There must be a minimum of one degree of separation of financial duties between family members in which any reasonable person may perceive a conflict of interest between decision making parties. In situations where there is any possibility that a conflict of interest may be perceived, the family member may not be the sole signatory approving purchases, timesheets, leave entitlements or any other decision that may be seen to be biased or in which the family member may be seen to have a financial gain.

Financial: Manager Resignation

Employees with Financial delegation who are terminated will lose all financial delegation authority at the time of termination. All Corporate Credit Cards must be returned immediately on termination or six weeks prior to the last day of employment.

Delegation of Authority accepted as described in this document

SIGNED

On behalf of Roper Gulf Regional Council

by

.....

print name of Signatory

Sign here

in the presence of:

.....

.....

print name and address of witness

witness signature



Rating Policy

1. POLICY CERTIFICATION

Policy title:	Rating Policy
Policy number:	
Category:	Policy
Classification:	Finance
Status:	Approved

2. Purpose

To establish a policy for the determination and recovery of rates and charges levied which seeks to the greatest extent practicable to achieve fair and consistent treatment of all ratepayers.

The policy outlines Council's formal position on Rates in accordance with the *Local Government Act 2008* (the Act) and all subsequent amendments. This policy has been developed to detail, clarify and support the rating provisions in the legislation. If in the event the policy contradicts any part of the legislation, it is the legislative requirements that will prevail.

3. ORGANISATIONAL SCOPE

This policy applies to all ratepayers, unless otherwise specified, who have their properties located within Roper Gulf Regional Council boundaries.

4. POLICY STATEMENT

The Council intends to raise, for general purposes by way of rates which will be raised by the application of:

- Differential valuation-based charges ("differential rates");
- Differential rates with differential minimum amounts being payable in application of each of those differential rates;
- A fixed charge ("flat rates"); and/or
- Flat rates for different classes of allotments within the Council area.

Roper Gulf Regional Council (Council) applies a combination of flat rates and differential rating pursuant to Chapter 11 of the Act. The application of the rating method is primarily applied as determined by the type of property, the land-use and the location within the Council area. Rates for each allotment within the Council area are set using the methodology set out in the rates declaration. The Council will approve an annual Rates Declaration.

The Council will determine the property type and the applicable rating category and may change this category based on the information supplied to the Council at the time of issue of Rates Notice. The information may be supplied via a variety of sources including observation of use. The new property type will be reflected on the Rates Notice and no further notification regarding the change of property type will be given to the ratepayer. The ratepayer can submit an application to change the property type and rating category in accordance with Clause 6.4 of this policy. The rate payer also has the right to appeal Council's decision to change a property type and rating category.

Rating Policy



5. DETERMINATION AND DEFINITIONS

Categorisation of land	The land in a local government area is divided into three (3) basic categories s142(1): (a) rateable land; and (b) conditionally rateable land; and (c) land (exempt land) that is exempt from rates.
“commercial and industrial activity”	Means those activities that are carried out by individuals, partnerships, associations and corporations for the purposes of generating revenue for profit. These can be carried at home or at a proposed business address. Revenue is not the medium to determine the classification but it is the land use that will determine if property is residential or commercial. In the case of partial usage of land i.e. for both residential and commercial, the greater rates for the category would be applicable.
Conditionally rateable land	Is defined in s142 of <i>Local Government Act 2008</i> as: (a) land held under a pastoral lease; (b) land occupied under a mining tenement; (c) other land that is classified under the regulations as conditionally rateable.
“government activity”	Means those activities that are carried out by employees of the Commonwealth or Northern Territory Governments for the purpose of providing support to the residents of the townships and communities within the Council area as identified at Paragraph 5 above.
“garbage collection service”	The “garbage collection service” comprises a collection service of one garbage collection visit per week with a maximum of one 240 litre mobile bin per garbage collection visit. The total garbage collection service charge for an allotment is the: Total Garbage Service Charge = garbage collection service charge x #bins assigned x #assigned collection services The number of assigned collection services and the standard number of bins assigned are dependent upon the community.
Land use	The purpose for which the land is being used. The categorical use of the land for which the property type is defined.
LGA	<i>Local Government Act 2008</i>
Property type	Is defined by the properties land use being Residential, Commercial, Horticultural / agricultural / rural living, Vacant Land.
Property location	The physical location of the property and the community/town boundaries in which the property exists.
“residential dwelling”	Means a dwelling house, flat or other substantially self contained residential unit or building on residential land and includes a unit within the meaning of the Unit Titles Act .
“residential land”	Means land used or capable of being used for residential purposes (includes land on which there is no residential dwelling).
Vacant Land	Residential land that does not contain a residential dwelling.

Rating Policy



6. PRINCIPLES

6.1 Method of Valuation

Pursuant to Section 149 of the Act, the Council adopts the Unimproved Capital Value (UCV) method as the basis of the assessed value of allotments within the Roper Gulf Region used for pastoral and commercial purposes.

The UCV of each property in the Roper Gulf Regional Council for the purposes of rates is defined as the UCV as determined by the Australian Valuation Office (AVO) at a particular time. The Council will use the most up-to-date UCV determined by the Australian Valuation Office in its Rates Declaration. The Rates Declaration is approved by Council with the specific amounts each year and it is those amounts in the approved Rates Declaration that will be used for appropriate year, irrespective of the release of new UCV values.

6.2 Categorisation of Land

Land is categorised in s142 of the Act to be (a) rateable land; (b) conditionally rateable; c) exempt land. The parameters for conditional rated land and exempt land are very explicit in s142 and s143 of the Act.

If the conditionally rateable land does not have an approved rating proposal in force applicable to the land then that particular land will not be rateable.

6.3 Property Type

The property type is defined by the land use of that land or property.

1. Conditionally rated properties are s 142(1):
 - Land held under a pastoral lease (Pastoral Properties);
 - Land occupied under a mining lease;
 - Other land that is classified under the regulations as conditionally rateable.
2. Urban Farm Land classification criteria s 143(2):
 - Its area is more than 0.8 of a hectare; and
 - It is used by the occupier for carrying on a prescribed business or industry; and
 - The occupier derives a substantial part of the occupier's livelihood from carrying on that business or industry.
3. Exempt Land:
 - Section 144 of the Act defines the land which is exempt from being a rateable property;
 - If an instance occurs in which the land use is for If land is used for two (2) or more different purposes, and 1 or more but not all the purposes are exempt, the land is not exempt from rates unless the non-exempt purpose is merely incidental to the exempt purpose;
4. Residential Properties;
5. Commercial Properties;
6. Rural Properties.

Rating Policy

Summary of the relationship between Land Category and Rate Classification:

Category of Land	Land Use	Rate Classification	Property Types included
Conditionally Rateable	Pastoral	Conditional Rate 1 – Pastoral Lease	Pastoral Lease
	Mining and/ Extraction	Conditional Rate 2 – Mining and Extraction Lease	Mining and/ Extraction Lease
Rateable	Residential	Residential 1 Residential 2 Residential 3	Residential Living Residential Living Vacant Land
	Commercial Operation	Commercial 1 Commercial 2	Any business operating on the allotment; industrial operations; Government operations not exempt
	Rural, Agricultural, Horticulture	Rural Rate 1 Rural Rate 2	Rural Land <200ha Rural Land >200ha
	Other	Other Rate	Urban Farm Land
Exempt	Non-commercial	Exempt	Various as defined in s144

6.4 Process for the Change of Property Details

A request to make a change to the Property Type **must be made by the ratepayer** to the Council by way of submission of the applicable (**Application for Change of Property Details**) or equivalent notification which contains the following information:

- I. Lot Number of the property
- II. Address of Property
- III. Community/Town
- IV. Name of Ratepayer
- V. Proof of Land Use

If a request to change the use of land in respect to a rateable property is received by Council, the rates officer will, within seven (7) days, prepare a report for the consideration of the General Manager of Corporate Services and Sustainability. The General Manager of Corporate Services and Sustainability will review the report and within seven (7) days make a determination in respect to the classification of the use of the land. The determination will be communicated to the ratepayer if the change has been requested by the ratepayer.

The Council will determine the property type and the applicable rating category and may change this category based on the information supplied to the Council at the time of issue of Rates Notice. The information may be supplied via a variety of sources including observation of use. The new property type will be reflected on the Rates Notice and no further notification regarding the change of property type will be given to the ratepayer. The ratepayer can submit an application to change the property type and rating category as per section 6.4 of this policy. The rate payer also has the right to appeal Council's decision to change a property type and rating category according to Clause 6.16 of this policy and sections 227-233 of the Act.



Rating Policy

6.5 Payment by Installment (s161 LGA)

Roper Gulf Regional Council levies rates once a year and allows payment of rates to be made in (2) two installments. The first installment is to be paid on or before 30 September of each year and second installment is to be paid within four months of the due date issued on the rates notice.

6.6 Overpayment of Rates

The Council is obligated to refund balances that are in credit as a result of an overpayment of rates.

6.7 Change of Information and Details (s 153 LGA)

It is a ratepayers responsibility to notify the Council of any changes to the assessment records. Changes include change of postal address of the ratepayer/owner, change of ownership, and change of other contact details. Notice must be given in writing within 28 days of the change.

6.8 Sale of Land for Non-Payment of Rates (s173 LGA)

The Local Government Act provides that a Council may sell any property where the rates are in arrears. Section 173 states that "If rates have been in arrears for at least three (3) years, an overriding statutory charge securing liability for the rates has been registered for at least the last six (6) months; the council may sell the land."

6.9 Late Payment of Rates (s 162 LGA)

If rates are not paid by the due date, interest accrues on the amount of the unpaid rates at the rate of 18%. *(As published in the Rates Declaration).*

Interest is calculated on a daily basis on the amount in default (exclusive of interest) from the due date until the date of payment.

6.10 Concession due to Hardship (s 165 LGA)

A council may grant a rate concession to alleviate financial hardship. A rate concession may be granted on application by a person who establishes to the council's satisfaction that the person will suffer financial hardship if the concession is not granted.

6.11 Rates Declaration (s 155 LGA)

A rates declaration for the rating year must be declared by the Council prior to 31 July in the rating year. The declaration may incorporate the approved Conditional Rates and must state the General Rates for the particular rating year.

The declaration must state:

- (a) The amount to be raised for general purpose and, if an amount is to be raised for a special purpose, the amount to be raise for the special purpose;
- (b) The basis or bases of the rates; and
- (c) If the rates are payable in instalments – the number of instalments and when they will be payable.

6.12 Waste Management Charges

For all town or community properties, or those receiving waste management services from or on behalf of Roper Gulf Regional Council, a flat charge per bin per annum per property in respect of the garbage collection service provided, multiplied by the number of standard rubbish bins at the property and by the number of services per week. Please refer to Waste Collection Policy on the website for further information.

All other service charges and fees are scheduled in the Roper Gulf Regional Council Fees and Charges Schedule.

The service charges are not a rate but rather a fee for service provided. Hence they are not waived even if a ratepayers rates are waived for a particular year in accordance with s162 and s165 of the Act.



Rating Policy

6.13 Special Rates

Animal Health Management: With respect to every allotment of rateable land within the localities of Barunga, Beswick, Bulman, Jilkminggan, Eva Valley, Ngukurr, Numbulwar, and Weemol that is used for residential purposes in the council assessment record, and for which the rural classification is not applicable, Council declared a Special rate “Animal Health Management” to assist with the implementation of animal management in the area.

Local Authorities are consulted as to whether the Veterinary services were valued. Borroloola and Mataranka Local Authorities determined they did not want the service or have the special fee applied in their town, stating that pet owners should be responsible for their pets health and that the By-Laws would provide the control and management of dogs and other animals. All other remote housing areas such as Robinson River Borroloola town camps and Outstations of Jodetluk, Werenbun and Mulgan camp may access the program for a fee for service.

6.14 Provisions

In order to ensure all ratepayers meet their obligations to pay the rates and charges levied, Council will apply the following procedures to recover any overdue rate:

6.14.1 Commencement of debt collection

The (First) reminder notice will be issued to all ratepayers with an overdue account after 45 days on non payment of the instalment. The (First) reminder notice will advise the ratepayer of the amount overdue, details of interest accumulating on the amount and a prompt payment within 14 days or to contact Council to enter into an arrangement. All matters which are referred to Council meetings will continue to accrue interest unless specified by Council.

Where no response is received within 14 days of first letter, a second final notice will be issued to those ratepayers who still have an overdue rate. The notice is to advise ratepayers of the amount overdue, details of interest accumulating on the amount and that if payment is not received in full or an arrangement made with Council within 14 days, the Council has the option to refer the default ratepayer to the collection agent.

Where no response has been received, outstanding debt will be forwarded to Council’s debt collection agent on advice from the CEO.

6.14.2 Intention to Sell

Outlined at Section 173 and 174 of the Act

The Council, in accordance with Section 173 of the Act, may sell the land on which the rate was levied. However, Council may not sell the land if the liability of the owner of the land to pay the overdue rate is the subject of a proceeding pending in a court. A decision to sell the land may only be made by resolution.

A report on properties listed in the ‘Intention to sell land for rates arrears’ category, must be referred to a Council meeting for a decision. Once Council has resolved to sell land for arrears of rates, Council must give notice to the owner of the land, each encumbrance, lessee or trustee which has given written notice to the Council of the person’s interest in the land.

The Council, as soon as practicable after deciding to sell land under Section 174 of the Local Government Act, must provide the notice of intention to sell the land and the provisions by writing to the owner of the land, each encumbrance, lessee or trustee who which has given written notice to the Council of the person’s interest in the land.

The Council must start the procedures for selling land within the required period after the notice of intention to sell, unless the amount of all overdue rates on the land has been paid upon. Council’s required period is two (2) **months** from the date of the notice.

Rating Policy



The Council may only end, and must end, procedures for selling the land if the amount of all overdue rates levied on the land, and all expenses incurred by it for the intended sale, are paid upon.

Once the required period of two **(2) months** has lapsed, a further report is to go to a Council meeting for consent to the time and place of the proposed auction and the recommendation on who shall hold the auction and the reserve prices.

The Council must prepare a notice containing the time and place of the proposed auction and a full description of the land which must be sent to the land owner and each encumbrance, lessee and trustee who has given written notice to the local government of the person's interest in the land.

At least seven (7) days but not more than **14** days before the day of the proposed auction, the Council must:

- advertise the notice in the local newspaper;
- attach a copy of the notice to a conspicuous part of the land;
- provide a copy to the owner of the land and each encumbrance, lessee or trustee who has given written notice to the local government of the person's interest in the land;
- provide a copy in a conspicuous place at its public office; this notice may be kept on display until the day of the auction.

6.15 Writing off debts

Regulation 27 of the *Local Government (Accounting) Regulations 2008* states that Council may write off unpaid rates by way of Council resolution. Regulation 27(2) states that "a resolution is not to be passed by a council unless the CEO certifies in writing:

(a) if the debt is for rates – that there is some doubt whether the rates were properly imposed, or are recoverable at law, or it would be impracticable or uneconomical to recover the rates"

6.16 Appeal

Rating matters are reviewable decisions and as such, may be appealed internally, directly to Council, or externally.

If a dispute is not resolved between the Council and ratepayer directly, the ratepayer has the right to appeal externally to the Northern Territory Civil and Administrative Tribunal (NTCAT).

7. RELATED DOCUMENTS

Other Documents	Form Application for Change of Property Type
Related Policies	Rates Declaration
Related Publications	

8. DOCUMENT CONTROL

Policy number	FIN008
Policy Owner	Finance Manager
Magiq Doc ID	670857
Endorsed by	Ordinary Meeting of Council
Date approved	May 2013
Revisions	September 2016
Amendments	August 2016 – Updated 5 year vision table and inclusion of the Special Rate - Animal Health Management
Next revision due	September 2018

Rating Policy



9. CONTACT PERSON

Position

Contact number

89 729 000

Roper Gulf Regional Council
Waste Collection Charges Policy



1. POLICY CERTIFICATION

Policy title:	Waste Collection Charges Policy
Policy number:	
Category:	Policy
Classification:	Finance
Status:	APPROVED (27 May 2015)

2. PURPOSE

For all town or community properties, or those receiving waste management services from or on behalf of Roper Gulf Regional Council, a flat charge per bin per annum per property is levied in respect of the waste collection service provided, multiplied by the number of standard rubbish bins at the property and by the number of services per week.

All other service charges and fees are scheduled in the Roper Gulf Regional Council Fees and Charges Schedule.

The waste service charges are not a rate but rather a fee for service provided and are not waived if ratepayer's rates are waived for a particular year in accordance with s162 and s165 of the *Local Government Act 2008*.

Waste management in small and remote communities has very specific challenges for community managers, and it is important that these challenges are met and waste management services are not at a lower standard than would be expected in more populated areas.

Guidelines are intended to provide support to community managers and technical service operators in working towards best practice and ensuring that waste management in small and remote communities is safe for staff, the community and the environment. Given this, the focus is on:

- Reducing the hazards associated with waste in small communities
- Working towards improved environmental management of waste
- Allowing communities to assess their current situation and provide some initial steps in how to improve waste management in their community

3. ORGANISATIONAL SCOPE

This policy applies to all ratepayers, unless otherwise specified, who utilise the waste management services and have their properties located within Roper Gulf Regional Council boundaries.

4. POLICY STATEMENT

The Council intends to raise; for general purposes by way of waste management charges a flat charge per bin per annum per property in respect of the waste collection service provided, multiplied by the number of standard rubbish bins at the property and by the number of services per week.

The standard Collection Services are:

LOCATION / COMMUNITY	# WEEKLY SERVICE	STANDARD # BINS ASSIGNED
Barunga	2	2
Beswick	2	2
Borroloola	2	1
Bulman	2	2
Jilkminggan	2	2
Manyallaluk	2	1

Roper Gulf Regional Council
Waste Collection Charges Policy



Mataranka	1	1
Ngukurr	2	1
Numbulwar	3	1
Robinson River		
Urapunga	2	2
Weemol	2	2

The application is primarily applied as determined by the type of property, number of bins and number of collections. Waste Management Charges for each allotment within the Region area are set using the methodology set out in the Rates Declaration. The Council will approve an annual Rates Declaration.

5. DETERMINATION AND DEFINITIONS

Property type	is defined by the properties land use being Residential, Commercial, Horticultural / agricultural / rural living / vacant Land
Property location	is the physical location of the property and the community/town boundaries in which the property exists.
“waste / garbage collection service”	the “waste / garbage collection service” comprises a collection service of one garbage collection visit per week with a maximum of one 240 litre mobile bin per garbage collection visit. The total garbage collection service charge for an allotment is the Total Garbage Service Charge=garbage collection service charge x #bins assigned x #assigned collection services The number of assigned collection services and the standard number of bins assigned are dependent upon the community.
Vacant Land	Residential land that does not contain a residential dwelling
Land use	The categorical use of the land for which the property type is defined.

6. PRINCIPLES

6.1 Payment by Instalments (S161 LGA)

Roper Gulf Regional Council levies waste collection charges once a year and allows payment of to be made in two (2) instalments. The first instalment is to be paid on or before 30 September of each year and second instalment is to be paid within four months of the due date issued on the rates and waste management charges notice.

6.2 Overpayment of waste management charges

The Council is obligated to refund balances that are in credit as a result of an overpayment of waste management charges.

6.3 Change of information and details

It is a ratepayer’s responsibility to notify the Council of any changes to the assessment records. Changes include change of postal address of the ratepayer/owner, change of ownership, and change of other contact details. Notice must be given in writing within 28 days of the change.

6.4 Late payment of waste charges

If waste management charges are not paid by the due date, interest accrues on the amount of the unpaid waste management charges at the rate of 18% per annum. (As published in the Rates Declaration).

Interest is calculated on a daily basis on the amount in default (exclusive of interest) from the due date until the date of payment (s162).

6.5 Waste management charges declaration

A Rates Declaration for the rating year must be declared by the Council prior to 31 July in the rating year.

The declaration must state:

- the amount to be raised for general purposes and, if an amount is to be raised for a special purpose, the amount to be raised for the special purpose; and
- the basis or bases of the waste management charges; and
- If the waste management charges are to be payable in instalments – the number of instalments and when they will be payable.

6.6 Exclusion from Waste Management Charges

A property owner may request to be excluded from a Garbage Collection Service and Waste Management Charge by making written application to Council outlining why there is no need for the service to be delivered to property and the measures that will be undertaken to ensure the principles outlined in paragraph 2 will be upheld.

7. REFERENCES

Acknowledgements (original author/source documents)	<i>Local Government Act 2008</i>
Related Policies	Nil
Related Publications	Nil
Related Forms	Nil

8. DOCUMENT CONTROL

Policy Owner	Finance
Endorsed by	OCM
Date approved	Wednesday 27 May 2015
Revisions	Nil
Amendments	Nil
Next revision due	May 2016

Roper Gulf Regional Council
WS003 - Work Health and Safety Policy



1. POLICY CERTIFICATION

Policy title:	Work Health and Safety Policy
Policy number:	WS003
Category:	Policy
Classification:	Workplace Safety
Status:	Approved

2. PURPOSE

Roper Gulf Regional Council (Council) is committed to providing a safe and healthy workplace environment for all employees, visitors and contractors.

3. ORGANISATIONAL SCOPE

This policy applies to all Council employees, visitors and contractors on RGRC premises and any other locations where activities are undertaken by Council representatives or on behalf of Council.

4. POLICY STATEMENT

4.1 Council is committed to providing and maintaining high standards of health and safety in the workplace through risk evaluation and continual improvement in providing safe systems of work, policies, procedures and practices to ensure ongoing improvement aimed at eliminating work related illness and injury.

4.2 Health and safety is the responsibility of everyone, all workers and visitors play an important role in contributing to a safe and healthy workplace.

4.3 Council will continue to develop, implement, monitor, review and continually improve the Work Health and Safety Management System to ensure it meets statutory and business needs.

4.4 Council will:

4.4.1 Ensure compliance with the *Work Health and Safety (National Uniform Legislation) Act 2011*, and other applicable law, as well as Council's Health and Safety Management System and policies;

4.4.2 Promote an organisational culture that adopts health and safety as an integral component of its management philosophy;

4.4.3 Reduce and/or eliminate Workplace Health and Safety risks;

4.4.4 Develop and promote strategies and practices in the areas of hazard identification, risk management and injury prevention;

4.4.5 Maintain an effective process for resolving health and safety issues and managing health and safety risks;

4.4.6 Ensure adequate provision of adequate resources and regulatory training;

4.4.7 Regularly review health and safety performance to monitor the effectiveness of health and safety actions and ensure health and safety targets and objectives are met;

Roper Gulf Regional Council
WS003 - Work Health and Safety Policy



5. DEFINITIONS

Work Health and Safety Management System	An integrated system that provides a systematic management approach to managing Health and Safety at the workplace. It comprises Health and Safety policies, management standards, procedures, guidelines, forms and checklists, online systems and tools.
RGRC	Roper Gulf Regional Council
Worker	A worker includes an employee, labour hire staff, volunteer, apprentice, work experience student, sub-contractor, contractor and trainee.
Workplace	The place where work is carried out for Council and includes any place where a worker goes, or is likely to be, while at work.

6. PRINCIPLES

Council understands that creating and maintaining a safe and healthy working environment does not occur by chance. It is a result of careful attention to all Council's operations by those who are directly and indirectly responsible.

Responsibilities:

Each level of management will be assessed in their annual Performance Review with regards to the use and consideration of this policy.

Strategic Leadership Team

- The Executive have the authority to allocate appropriate resources for the implementation and maintenance of this policy and other WHS programs;
- The Executive are responsible for gaining an understanding of the hazards and risks associated within their division's operations and to verify risks are effectively managed in the workplace;
- Monitoring all Council contractors, with the contractors being held accountable for the safety of their employees in accordance with Council's standards.

Managers

- Each manager is required to ensure that this policy and is effectively implemented in areas under their control, and to support coordinators and hold them accountable for their specific responsibilities;
- Assisting the development, promotion and implementation of health and safety programs and documentation;
- Ensuring that employees under their control receive the required training to assist in the safe performance of their assigned tasks;
- Providing the necessary resources to meet the requirements of this policy, within the scope of their authority.

Coordinators

- Each coordinator is responsible, and will be accountable, for taking all practical measures to ensure that the workplace under their control is safe and without risks to health, and that the behaviours of all persons in the workplace is safe and without risks to health;
- The coordinator will be held accountable for detecting any unsafe work practices or unhealthy conditions or behaviour;
- If coordinators do not have the necessary authority to fix a problem, they will be held accountable for reporting the matter promptly, together with any recommendations for remedial action to a manager with the necessary authority to affect a remedy.

Roper Gulf Regional Council
WS003 - Work Health and Safety Policy



Workers

- All workers are required to comply with the WHS policy to ensure to ensure their own health and safety and the health and safety of others in the workplace;
- All workers will carry out their work accordingly to the safe systems of work, use personal protective equipment (PPE) provided and use all plant, materials, tools and substances in the manner for which they are intended.

Contractors and Sub-Contractors

Contractors and sub-contractors engaged to perform work on Council's premises or locations are required, as part of their contract, to comply with Council's WHS Policy, procedures, and to comply with instructions on health and safety from designated offers of Council. Failure to comply or observe a direction will be considered a breach of the contract and sufficient grounds for termination of the contract.

Volunteers and Visitors

All volunteers and visitors are required to comply with the WHS policy in order to assist Council to be able to fulfil its obligations toward volunteers and visitors. This includes following reasonable instructions from Council workers, complying with established safe systems of work and wearing the appropriate PPE when required. Volunteers must undertake the appropriate WHS training if required for the role.

7. REFERENCES

Acknowledgements (original author/source documents)	Nil
Related Policies	WS002 Smoke Free Policy WS004 Pool Policy ADM023 Risk Management Policy HR001 Employee Code of Conduct
Applicable Law	<ul style="list-style-type: none"> • <i>Work Health and Safety (National Uniform Legislation) Act 2011</i> • <i>Work Health and Safety (National Uniform Legislation) Regulations 2011</i> • <i>Local Government Act 2008</i>

8. DOCUMENT CONTROL

Policy number	WS003
Policy Owner	Human Resources Manager
Endorsed by	Ordinary Meeting of council
Date approved	28 May 2014
Revisions	July 2017
Amendments	23 August 2017
Next revision due	June 2021

9. CONTACT PERSON

Contact Person **WHS Coordinator**
 Contact number **(08) 8972 9060**

**INFRASTRUCTURE SERVICES AND PLANNING
DIVISIONAL REPORT**



ITEM NUMBER 19.1
TITLE Major Projects Updates
REFERENCE 936134
AUTHOR Phillip LUCK, Chief Executive Officer

RECOMMENDATION

That Council:

- (a) **Receives and notes the Major Projects Updates Report;**
- (b) **Approves the use of SCALE funding and the \$300,000 identified for supply of contractor/VIP accommodation in Borroloola to add \$650,000 to the Rocky Creek Project to allow award.**

BACKGROUND

Roper Gulf Regional Council Projects was requested to provide an update of Major projects. The update is attached and is current at 20 July 2020.

ISSUES/OPTIONS/SWOT

Nil.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

- 1 Major Projects Report V2.docx

Status of Major projects as at 17 July 2020

Project Title	Project Management	Project Funding	End Funding date	Status	Comments
Borrooloola Business Centre	PCG = RGRC Consultant – Mode Design	\$79,000	NA	<ul style="list-style-type: none"> - Design and Documentation at 100% - Development Application Submitted - Cost Estimate: The current day project costs are summarised below: Building works \$1,911,515 Preliminaries \$573,454 Net Project Cost \$2,484,969 Contingencies and Allowances \$521,900 Estimated Total \$3,006,869 	<ul style="list-style-type: none"> - MODE submitted planning submission 09/04/2020. - Planning phase potentially about 4-5 weeks (assuming it runs smoothly) - This project requires a business case and project plan before Council consider funding options
Borrooloola Sports Complex Upgrade	PCG = DIPL, RGRC, MRM CBT PM = DIPL	\$4,400,000	Dec 2020	<ul style="list-style-type: none"> - Cost Estimate (\$11M) well over budget - Letter sent to NTG seeking funding to be returned and cyclone shelter removed from project. 	<ul style="list-style-type: none"> - NTG seeking more funding from Treasurer
Rocky Creek Bridge	PCG = DIPL, RGRC, MRM CBT PM = DIPL	\$5,700,000 Additional \$1M to allow award	Dec 2020	<ul style="list-style-type: none"> - DIPL PCG - Consultant – Jacobs 100% - Letter sent to NTG seeking funding to cover contingency and award contract immediately. 	<ul style="list-style-type: none"> - DIPL has indicated that the \$400K for contingency could be funded by NTG.
Mataranka Community Services Hub	PCG = RGRC Consultant – Mode Design	RGRC - \$1,300,000 NTG - \$500,000 Total funds currently - \$1.8million	DEC 2020	<ul style="list-style-type: none"> - Designs at 100% - Cost estimate The current day project costs are summarised below: Cost (\$) 	<ul style="list-style-type: none"> - Documentation is finished. - Cost estimate for construction is being prepared. - Overall Project Plan to move

				Building works \$1,590,505 Preliminaries \$397,626 Net Project Cost \$1,988,131 Contingencies and Allowances \$417,700 Estimated Total \$2,405,831 - RGRC - 20/21 Cap Ex has an allocation of \$3million which can be reduced	staff, demolish Toilet and move Office is being drafted.
Roper Regional Remote Aged Care Infrastructure Grant	PCG = RGRC	\$500,000	30 Sep 2020	- Mataranka Package commenced - Ngukurr – finalising, specification and Numbulwar - Final tender documents approved. Will wait for completion of Ngukurr scope and consolidate as a package of work	- Mataranka – Toilet Block Upgrade and wheel chair access from Council Office to Aged Care Office to Community Hall – complete. - Transportable buildings procured - Ngukurr – Interim centre identified at Lot 230 (staff House)
Ngukurr Sports Courts and Staging Area	PCG = DIPL & RGRC PM = DIPL	NTG \$500,000 NGUKURR LA – \$293,641 TOTAL \$793,641	June 2021	Project Development Phase - Drainage and Access Design 100% - Project identified ‘daisy chain’ power water and sewer runs across property boundary from the pool. This ‘illegal’ connection needs to be rectified - Structural Assessment for Existing Hall COMPLETED - additional bracing will be required	Project Schedule : - Designer Engaged(Jacobs) to be completed - NTG - Procurement for construction – - Construction – commenced late Aug completed Dec 2020

				- detailed Design by Jacob's COMMENCED	
Ngukurr Freight Hub	PM = RGRC	\$1,500,000	June 2020	- Project broken down into 4 packages: 1. Civil 2. Concrete works 3. Electrical 4. Sealing works - Procurement Plan: 1&2 – Yugul Mangi to undertake civil works 3. RFQ 4. Go to tender	- NSRF (Commonwealth) and REIF(NTG) funding is variatied
Numbulwar Waste management Facility	PM = RGRC	\$580,000	June 2020	Contractor awarded works	- Project to include fencing and rehabilitation of 60% of existing footprint; - Section 19 executed - Asbestos testing completed - Investigating access for contractors
Robinson River Oval Upgrade	RGRC MAC	\$500,000	June 2020	- Project awarded to Mungoorbada Aboriginal Corporation (MAC) - Project proposed to be completed 2020 dry season..	- Mungoorbada recommended a preferred supplier, requested approval at next OCM
TOTAL MAJOR PROJECTS		\$15,831,000			

2019/2020 MAJOR PROJECTS COMPLETED

Mulggan Camp Refurbishments	PM = RGRC	\$1,000,000	Dec 2019		COMPLETED
Ngukurr Oval Lights	PM = RGRC	\$800,000	Dec 2019	8/12/2019	COMPLETED

** PCG= Project Control Group; PM = Project Management

**INFRASTRUCTURE SERVICES AND PLANNING
DIVISIONAL REPORT**



ITEM NUMBER	19.2
TITLE	Local Authority Project Funding Update
REFERENCE	936313
AUTHOR	Phillip LUCK, Chief Executive Officer

RECOMMENDATION

That Council receives and notes the Local Authority Projects Update.

BACKGROUND

The purpose of Local Authority Project Funding is to encourage the continued development of local authorities and their respective communities through the provision of funding to undertake priority community projects that are in line with these guidelines.

Objectives

The objectives of the program are to:

- Assist in building stronger communities and assist community priority projects as recommended by local authorities;
- Assist local governing bodies and the constituent communities they represent to become stronger and self-sustaining;
- Assist in the provision of quality community infrastructure that facilitates community activity and integration; and
- Assist in developing local government capacity to provide legitimate representation, effective governance, improved service delivery and sustainable development.

Funding pool

The Local Authority Project Funding pool is non-application based and is distributed through a methodology developed by the Northern Territory Grants Commission to regional councils. This funding is only available for those local authorities published in the guidelines made by the Minister under Part 5.1A of the *Local Government Act 2008*.

Local authority project approvals

Individual local authorities must formally resolve each initiative this funding will be used for. A copy of this resolution is to be recorded in the minutes of the relevant local authority meeting.

At each local authority meeting, a report is to be submitted detailing the total amount of funding available and spent on local authority projects under this program in each financial year.

The report is to include details and amount spent on each project of the relevant local authority for which funding has been provided.

A summary of the funds received and allocated by the Local Authorities.

	Funds Received from Department	Funds Allocated by Local Authorities	Surplus/(Deficit) from completed projects	Remaining Unallocated funds
Barunga	\$ 292,839.00	\$ 268,259.63	\$ (9,160.29)	\$ 15,419.08
Beswick	\$ 443,331.00	\$ 464,711.60	\$ 24,800.76	\$ 3,420.16
Borrooloola	\$ 785,808.00	\$ 780,648.00	\$ (245.27)	\$ 4,914.73
Bulman	\$ 248,640.00	\$ 305,608.90	\$ 56,968.90	\$ -
Hodgson Downs	\$ 464,040.00	\$ 377,400.00		\$ 86,640.00
Jilkmिंगgan	\$ 255,831.00	\$ 272,770.00	\$ 39,132.55	\$ 22,193.55
Manyallaluk	\$ 83,178.00	\$ 67,115.66	\$ 17,463.79	\$ 33,526.13
Mataranka	\$ 262,563.00	\$ 269,852.20	\$ 8,769.44	\$ 1,480.24
Ngukurr	\$ 954,525.00	\$ 966,526.00	\$ 13,363.11	\$ 1,362.11
Numbalwar	\$ 909,756.00	\$ 777,830.04	\$ 27,206.26	\$ 159,132.22
Urapunga	\$ 40,000.00			
	\$ 4,740,511.00	\$ 4,550,722.03	\$ 178,299.25	\$ 328,088.22

ISSUES/OPTIONS/SWOT

Council has audited the LAF (Local Authority Fund) to identify possible funds impacted by the Territory's Special Community Assistance and Local Employment (SCALE) program introduced to assist the Territory to respond and recover from the COVID -19 Pandemic. Council is confident that there are no LA Funds impacted by this policy.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

- 1 LA Projects Report Update July OMC.docx

Barunga Local Authority Project Funding		30 June 2020	
Funding received from Department		Funds Allocated	
Funding Received from Department		\$ 292,839.00	
Funds Allocated by Local Authorities		\$ 268,259.63	
Surplus/(Deficit) from completed projects		-\$ 9,160.29	
Remaining Unallocated funds		\$ 15,419.08	

Project ID	Projects	Project Budget	Actual Expenditure	Project Status
1113813	Barunga Walking Trail Project	\$ 20,000.00	\$ 1,835.88	10K Allocated on 16.10.18, Additional 10K allocated 30.04.2019; CSC and Muns marked the trail; Jawoyn Association Chair has approved the use of the Jawoyn Seasons Sign and poster from the Sharing Country 30 Year celebration. Need a scope of works
1113814	Barunga Knowledge Garden	\$ 20,000.00	\$ 1,200.00	10K Allocated on 30.04.2019; In progress- Update will be provided in next LA meeting. Projects team are sourcing the seating. Concept drawings presented to LA. Waiting on feedback from LA
	Tamper proof taps at Shade Structure in Hermitage Park	\$ 8,801.31	\$ -	No land tenure and no lot # for PAWA water connection. Cannot proceed
	Playground Hardshade	\$ 22,236.00		Investigate. Cost estimates at \$ 147,000. Report to LA
	Total for current projects in progress	\$ 71,037.31	\$ 3,035.88	
	Total for Completed Projects	\$ 197,222.32	\$ 206,382.61	
	Grand Total	\$ 268,259.63	\$ 209,418.49	

Beswick Local Authority Project Funding		30 June 2020	
Funding Received from Department		\$	443,331.00
Funds Allocated by Local Authority Members		\$	464,711.60
Surplus/(Deficit) from completed projects		\$	24,800.76
Remaining Unallocated Funds		\$	3,420.16

Project ID	Projects	Prjct Budget	Actual Expenditure	Project Status
1213807	Installation of small water park	\$ 80,000.00	\$ 10,450.00	No support from PWC. To be recommended to next LA that this project be cancelled.
1213819	Installation of a tap at the Madigan Cemetery	\$ 8,801.31		8,801.31 allocated by LA 01.07.2019. PAWA advice stated infrastructure not suitable. Not supported by PAWA. Costs likely to exceed allocated. Referred to LA.
	Solid Shade over playground	\$ 120,495.05		Costs estimated at \$170,000
	Total for Current projects	\$ 209,296.36	\$ 10,450.00	
	Total for Completed projects	\$ 255,415.24	\$ 230,614.48	
	Grand Total	\$ 464,711.60	\$ 241,064.48	

Borroloola Local Authority Project Funding		30 June 2020
Funds Received from Department	\$	785,808.00
Funds Allocated to projects by Local Authority Members	\$	780,648.00
Surplus/(Deficit) from completed projects	-\$	245.27
Remaining Unallocated funds	\$	4,914.73

Project ID	Projects	Project Budget	Actual Expenditure	Project Status
1313818	Toilet at Cemetery	\$ 25,000.00	\$ -	Pending Sports Courts development and transfer existing toilets to the cemetery (after basic upgrade. Should include, the steel shade structure attached to the toilet block, as well as a concrete slab under the shade and in front of both toilet entries. The septic tank and its location will also need to be identified. The project team working on this project.

	a) Removable Solar Lights (1 x Rocky Creak Boat Ramp, 2 x McArthur River Crossing, 1 x Airport Toilet/car park area)			a) First three lights of the project are completed. Underspend need to be allocated for lights at further locations. CSC seeking quote. Removable lights reallocated by LA to the Airstrip carpark for safety reasons. There was only 3 lights not 4, Mel Amaranth managing left over funds to replace damaged light in town. PO released PWC for Robinson Road and Searcy St intersection LED light installation 05/05/2020. b) Commenced investigation 1. Fix Searcy Street corner solar light 2. investigate the cost of upgrading existing lights and adding more lights due to gap between each pole to improve visibility in main thoroughfare
1313819	b) Upgrading the Searcy Corner light and investigating the cost of street lights from Rocky Creek to Garawa Street	\$ 50,000.00	\$ 12,697.18	
1313821	Borroloola Men's Group/Men's shed program	\$ 1,000.00		To be cancelled.
1313822	Replace Toilet Block at Airport with 2018-19 Funding	\$ 270,580.00	\$ 17,970.00	Commenced - Funded allocated \$ 130,580 on 6.12.18. A further \$ 140,000 on 6.2.2020. Final design and costing to be tabled at the April LA Meeting. LA members don't support design. Project on hold
	Total for current projects in progress	\$ 346,580.00	\$ 30,667.18	
	Total for Completed projects	\$ 434,068.00	\$ 434,313.27	
	Grand Total	\$ 780,648.00	\$ 464,980.45	

Bulman Local Authority Project Funding		30 June 2020	
Funds Received from Department	\$	248,640.00	
Funds allocated to projects by Local Authority Members	\$	305,608.90	
Surplus/(Deficit) from completed projects	\$	56,968.90	
Remaining unallocated funds	\$	-	

Project ID	Projects	Project Budget	Actual Expenditure	Project Status
1413805	Solar light for cul de sac	\$ 15,000.00		Project Approved in April - 2017; CSC advised that there is another source of funding for this project. He will provide more information in LA meeting, if LA decide to withdraw, then the funds will be reallocated. Additional \$ 8k allocated June 20
1413806	Toilet near council office	\$ 97,000.00		\$72,000 was LA allocated on 05/12/2018 and additional allocation of \$25,000 on 22/08/2019 LA meeting. The project is under planning stage.
	Sport & Recreation Hall	\$ 69,088.90		Scope to be developed by Projects Team
	Total for current projects in progress	\$ 181,088.90	\$ -	
	Total for completed projects	\$ 124,520.00	\$ 67,551.10	
	Grand total	\$ 305,608.90	\$ 67,551.10	

Hodgson Downs Local Authority Project Funding		30 June 2020	30/06/2020
Funds received from Department		\$ 464,040.00	
Funds allocated to projects by Local Authority Members		\$ 377,400.00	
Surplus/(Deficit) from completed projects		\$ -	
Remaining unallocated funds		\$ 86,640.00	

Project ID	Projects	Project Budget	Actual Expenditure	Project Status
	Road to Town Store			Proposed budget \$ 86,000 COMMENCED investigation in to cost estimates and additional sources of funds. Report tabled at LA Meeting. No decisions made on project.
	Total project budgets	\$ 377,400.00	\$ 377,400.04	

Jilkmिंगgan Local Authority Project Funding		30 June 2020	
Funds received from Department		\$	255,831.00
Funds allocated to projects by Local Authority Members		\$	272,770.00
Surplus/(Deficit) from completed projects		\$	39,132.55
Unallocated remaining funds		\$	22,193.55

Project ID	Projects	Prjct Budget	Actual Expenditure	Project Status
1613801	Playground at the Sport and Recreational Hall Lot 69	\$ 57,000.00	\$ 21,653.61	JCAC has identified lot 26. No land tenure.
1613813	Basket Ball Roof	\$ 75,000.00		Project investigation continuing
	Total for current projects in progress	\$ 132,000.00	\$ 21,653.61	
	Total for completed projects	\$ 140,770.00	\$ 101,793.08	
	Grand Total	\$ 272,770.00	\$ 123,446.69	

Manyallaluk Local Authority Project Funding		30 June 2020
Funds Received from Department		\$ 83,178.00
Funds allocated to projects by Local Authority Members		\$ 67,115.66
Surplus/(Deficit) from completed projects		\$ 17,463.79
Remaining Unallocated funds		\$ 33,526.13

Project ID	Projects	Prjct Budget	Actual Expenditure	Project Status
1513804	Manyallaluk entry sign touch-up/ beautification	\$ 8,673.66	\$ 571.84	COMMENCED. Engaged artist to provide images. Engaged designer to develop sign layout. Additional \$ 7,173.66 allocated June 20. LA to agree on artwork
1513807	Small slide for little children for park barbecue area	\$ 5,000.00	\$ 4,296.00	COMMENCED. Materials have been ordered, awaiting delivery. Installed then damaged and removed due to safety concerns. Refer to the LA
1513810	Goal Posts for Oval	\$ 4,870.00	\$ 2,822.50	COMMENCED. Posts purchased and finalising location
1513811	Bus Shelter at airstrip	\$ 10,000.00	\$ 1,608.00	COMMENCED. Awaiting installation of seating. COMPLETED
	Total for current projects in progress	\$ 18,543.66	\$ 7,690.34	
	Total for completed projects	\$ 48,572.00	\$ 31,108.21	
	Grand Total	\$ 67,115.66	\$ 38,798.55	

Mataranka Local Authority Project Funding		30 June 2020
Funding received from Department	\$	262,563.00
Funds allocated to projects by Local Authority Members	\$	269,852.20
Surplus/(Deficit) from completed projects	\$	8,769.44
Remaining Unallocated Funds	\$	1,480.24

Project ID	Projects	Prjct Budget	Actual Expenditure	Project Status
1813810	New Statues project	\$ 100,000.00	\$ -	COMMENCED Additional \$ 30k allocated 7.4.2020. (RGRC matched funding of \$ 100,000 on 24/6/2020) Seeking Exemption from Procurement.
1813820	Cemetery Arch & Gate	\$ 15,000.00		Allocated 2/6/2020
	Total for current projects in progress	\$ 115,000.00	\$ -	
	Total for completed projects	\$ 154,852.20	\$ 146,082.76	
	Grand Total	\$ 269,852.20	\$ 146,082.76	

Ngukurr Local Authority Project Funding		30 June 2020	
Funds received from Department		\$	954,525.00
Funds allocated to projects by Local Authority Members		\$	966,526.00
Surplus/(Deficit) from completed projects		\$	13,363.11
Remaining Unallocated funds		\$	1,362.11

Project ID	Projects	Prjct Budget	Actual Expenditure	Project Status
2013802	Outdoor Stage Area and communal mural/ball wall at Oval & Community Graffiti board	\$ 166,000.00	\$ 4,227.27	Project at the design stage. Oct 2020 meeting with TO and NLC to determine EOI
2013803	Playground Equipment	\$ 18,000.00	\$ 13,352.50	Playground – Components purchased; Location confirmation to be decided for swing set
2013809	New Basket Ball Court & Roof	\$ 293,641.00	\$ 81,292.70	The project is currently being designed and scoped to incorporate auxiliary buildings such as showers, toilets and storage to aid Emergency Staging Area. Whole project is in design stage.
2013812	Community Wet Season project - Tree planting	\$ 1,000.00		Allocated on 10.12.2019
	Sport Court Project	\$ 170,000.00		\$ 170k allocated June 20 – (RGRC to match \$ 150k Council approved in Budget 2020/21).
	Total for current projects in progress	\$ 648,641.00	\$ 98,872.47	
	Total for completed projects	\$ 317,885.00	\$ 304,521.89	
	Grand Total	\$ 966,526.00	\$ 403,394.36	

Numbulwar Local Authority Project Funding 30 June 2020				
Funds received from Department		\$	909,756.00	
Funds allocated to projects by Local Authority Members		\$	777,830.04	
Surplus/(Deficit) from completed projects		\$	27,206.26	
Remaining Unallocated funds		\$	159,132.22	
Project ID	Projects	Prjct Budget	Actual Expenditure	Project Status
2113803	Design and Costing Planning for Oval upgrade	\$ 15,000.00		\$15000 allocated on 12/06/2018; GHD Engineering Consultants are working on the design and costing for the upgrade of the oval; the first site visit and survey has been completed. Design quotes refused.
2113805	New/Upgrade Toilets at the Airport	\$ 97,000.00		\$87,000 allocated on 12/06/2018 \$10,000 allocated on 09/10/2018; Design commenced; Expression of interest with NLC has been lodged. Awaiting response. Location discussed with TOs.
2113806	Playground equipment.	\$ 106,305.04		Lot - 97 Sports and Rec Hall: \$ 40,000 Allocated on 09/10/2018 \$66,305.04 Allocated on 20/02/2019; Finalising Design Extra funding needed. Proposed to allocate \$ 159,132.22 (no quorum at LA to decide)
	Total for current projects in progress	\$ 218,305.04	\$	-
	Total for completed projects	\$ 559,525.00	\$	532,318.74
	Grand Total	\$ 777,830.04	\$	532,318.74



Financial Reports

at 30 June 2020

The Balance Sheet – a snapshot of the organisation’s financial status at a given point in time

\$112,974,755

What we own



Assets

\$2,956,224

What we owe



Liabilities

\$110,018,531

Council’s Wealth



Equity

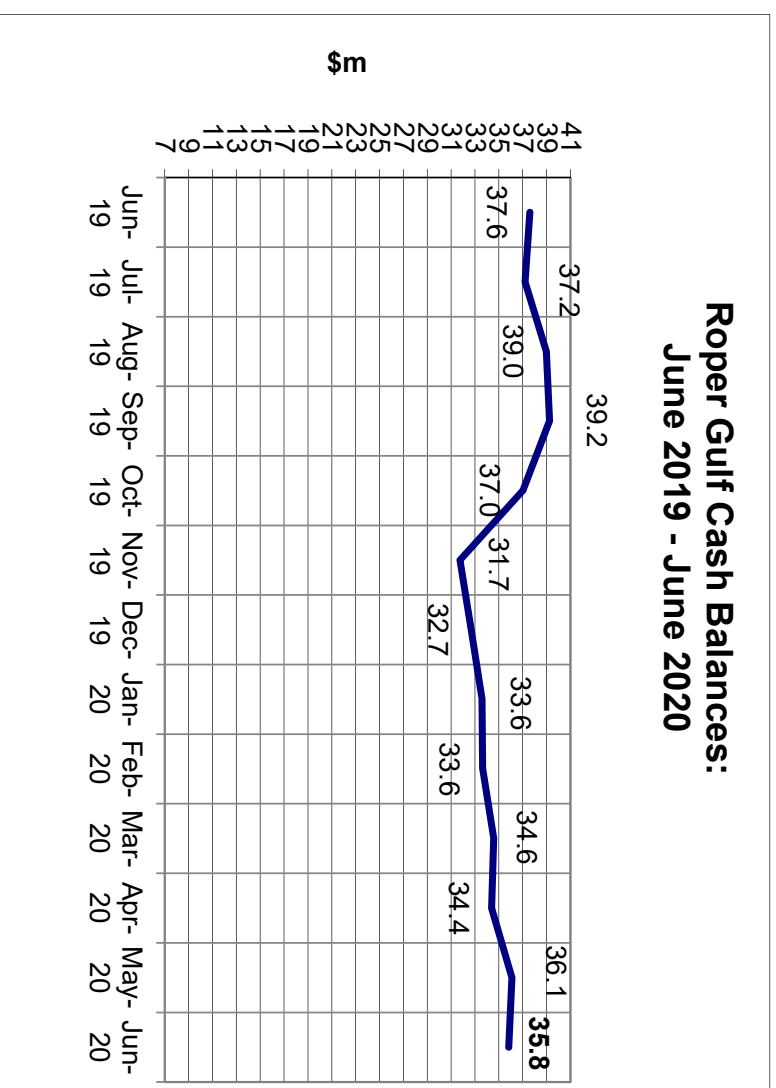
Balance Sheet as at 30 June 2020

ASSETS		LIABILITIES	
Current Assets		Current Liabilities	
Cash	16,817,185	Accounts payable	424,403
Accounts receivable	341,399	Taxes payable	131,518
(less doubtful accounts)	-14,433	Accrued Expenses	0
Rates & Waste Charges Receivable	178,772	Provisions (Doubtful debts and Annual Leave, etc)	1,499,677
Inventory	167,715	Other Current Liabilities (Retention and bonds)	282,971
Investments	19,000,000	Suspense accounts	-3,291
Other current assets	285,088		
Total Current Assets	36,775,727	Total Current Liabilities	2,335,279
Non-current Assets		Long-term Liabilities	
Land	4,223,000	Other long-term liabilities (Long service leave)	620,945
Buildings	47,987,541	Total Long-term Liabilities	620,945
(less accumulated depreciation)	-4,912,633		
Fleet, Plant, Infrastructure and Equipment	35,847,609	Total Liabilities	2,956,224
(less accumulated depreciation)	-16,951,205		
Furniture and fixtures	350,759	EQUITY	
(less accumulated depreciation)	-164,235	Retained earnings	54,108,001
Work in Progress assets	9,818,193	Asset Revaluation Reserves	54,910,530
Other non-current assets	0	Roads Future Fund	1,000,000
Total Non-current Assets	76,199,029	Total Equity	103,700,223
TOTAL ASSETS	112,974,755	TOTAL LIABILITIES & EQUITY	112,974,755

Actual Cash at Bank as at 30 June 2020

Bank:	Closing balance as at 30 June 2020
Commonwealth - Business 10313307	\$14,270,852.67
Monthly interest earned	\$9,412.67
Commonwealth - Operating 10313294	\$58,980.40
Monthly interest earned	\$0.00
Commonwealth - Trust 103133315	\$57,790.82
Monthly interest earned	\$0.00
Commonwealth - Business online - 10381211	\$2,446,029.62
Monthly interest earned	\$1,495.72
Term Deposits in Various Banks	\$19,000,000.00
Monthly interest earned	\$0.00
Total Cash at Bank	\$35,833,653.51
LESS:	
Unexpended Tied Grants as at 30 June 2020	\$5,817,347.30
Liabilities	\$2,956,224.00
Total United Cash	\$25,792,104.51
Total Interest Earned for 2019-20 financial year	\$362,304.66

Note: The "Total Cash at Bank" is the actual Money in the Bank at 30 June 2020.



Liquidity ratio Analysis

Effective Ratio :

The effective ratio measures our council's ability to use its untied assets to generate income.

$$\text{(Current Assets - Unexpended Tied Grants)} \\ \underline{\text{Current Liabilities}}$$

An effective ratio of 2:1 means the council has current untied assets of \$2 for every \$1 of current liabilities and is regarded as desirable.

The higher the effective ratio, the better the capacity to meet short term financial Commitments.

Roper Gulf effective ratio = **13 : 1 (12.71)**

We have \$13 available for every \$1 of Liability

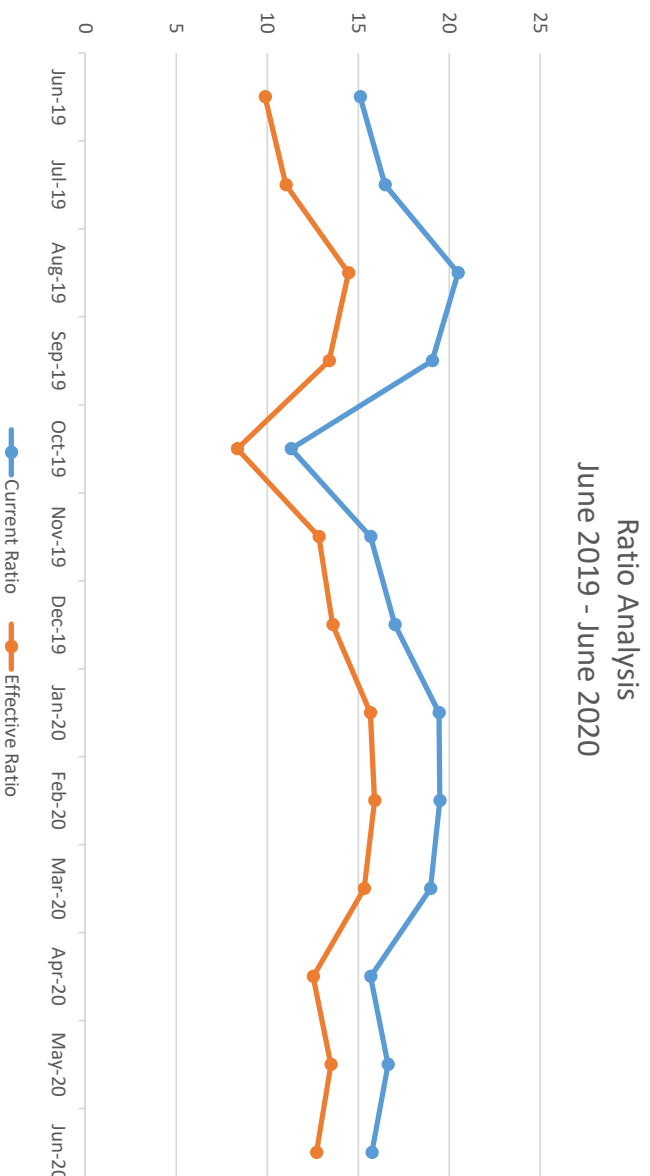
Current Ratio = **16 : 1 (15.75)**

Including all cash and current assets, we have \$16 for every \$1 of Liability



Liquidity Ratio Trend

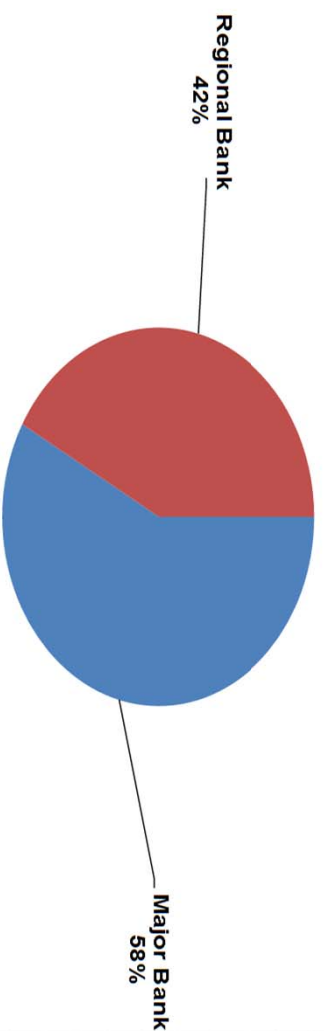
The below graph depicts the progression of the Current and effective ratio for the last twelve months



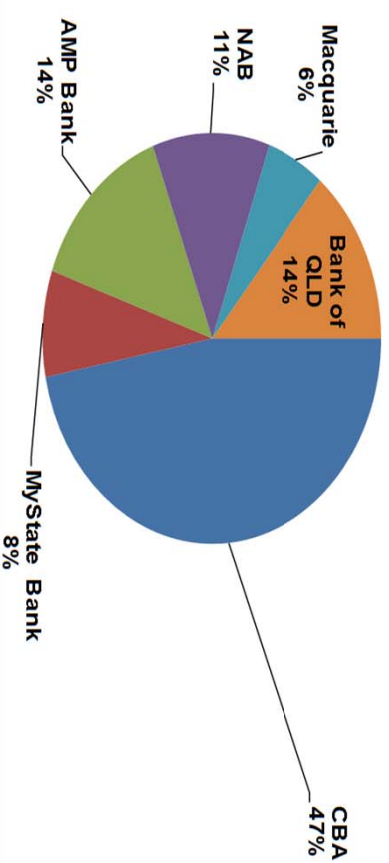
Investment Report as at 30 June 2020

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	\$16,833,654	46.98%	A1+/AA-					
	Investments (Deposits)								
Major Bank	National Bank of Australia (N.	\$4,000,000	11.16%	AA2/AA-	11/11/2019	26/06/2020	\$ 38,478.90	1.54%	✓
Regional Bank	My State Bank	\$3,000,000	8.37%	A2/BBB+	27/03/2020	25/09/2020	\$ 26,926.03	1.80%	✓
Regional Bank	AMP Bank	\$2,000,000	5.58%	A2/BBB+	1/04/2020	30/09/2020	\$ 18,449.32	1.85%	✓
Regional Bank	AMP Bank	\$3,000,000	8.37%	A2/BBB+	14/02/2020	15/05/2020	\$ 13,089.04	1.75%	✓
Regional Bank	Macquarie Bank	\$2,000,000	5.58%	A1/A	28/02/2020	28/08/2020	\$ 15,956.16	1.60%	✓
Regional Bank	Bank of QLD	\$3,000,000	8.37%	A2/BBB+	9/06/2020	8/12/2020	\$ 14,958.90	1.00%	✓
Regional Bank	Bank of QLD	\$2,000,000	5.58%	A2/BBB+	16/06/2020	17/05/2021	\$ 20,191.78	1.10%	✓
	Total cash and investments held	\$35,833,654	100.00%				\$148,050.13		

Investment per ADI Category



Investment Per institution



Income & Expenditure Statement :

A financial statement that summarizes the income and expenses incurred during a specific period of time

Income	-	Expenditure	=	Surplus/Deficit
52,508,747		45,035,576		7,473,171



Income & Expenditure Report as at 30 June 2020

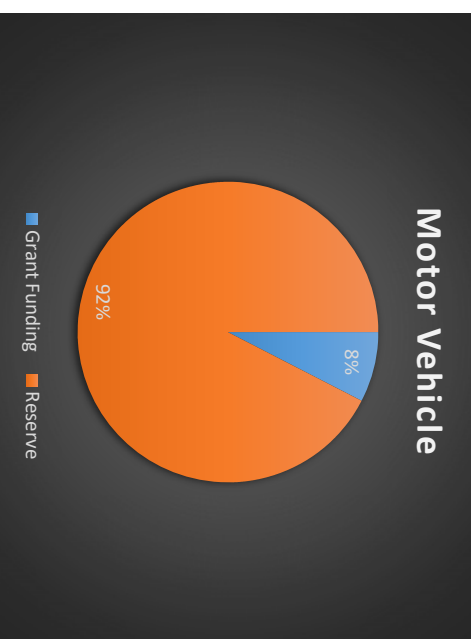
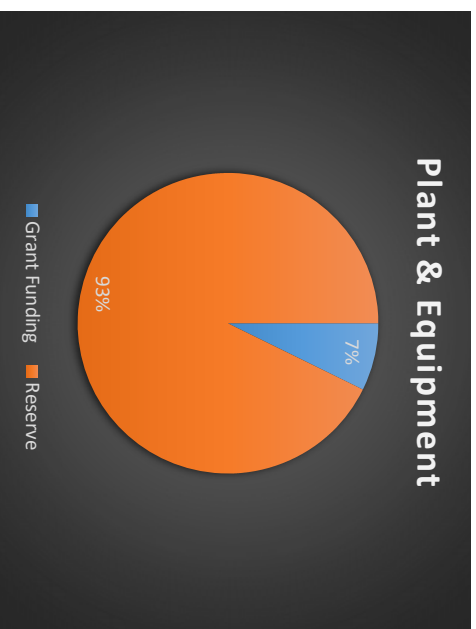
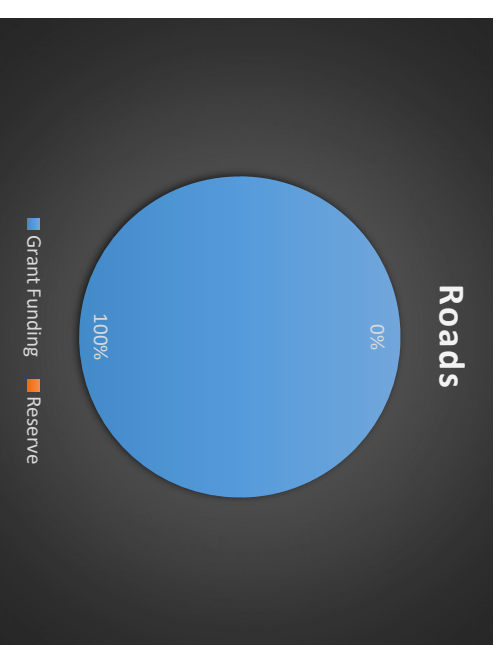
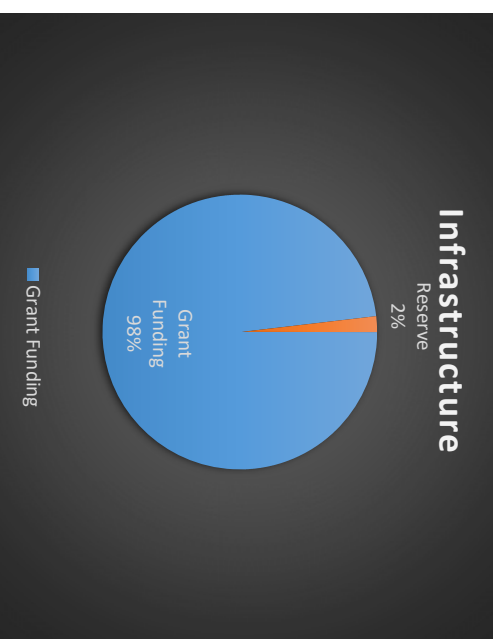
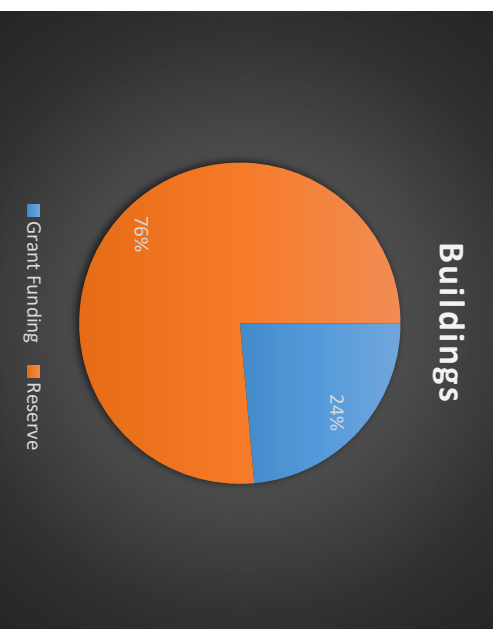
	20GLACT	20GLBUD2	Variance (\$)	Full Year Budget (\$)
	Year to Date Actual (\$)	Year to Date Budget (\$)		
Operating Income				
11 - Income Rates	2,761,114	2,746,391	↗	2,746,391
12 - Income Council Fees and Charges	1,085,211	970,358	↗	970,358
13 - Income Operating Grants Subsidies	25,108,164	19,999,102	↗	19,999,102
14 - Income Investments	362,305	320,000	↗	320,000
16 - Income Reimbursements	33,026	14,500	↗	14,500
17 - Income Agency and Commercial Services	12,511,748	13,108,689	↘	13,108,689
19 - Other Income	365,955	320,468	↗	320,468
Total Operating Income	42,227,522	37,479,508	↗	37,479,508
Total Carried Forwards	2,228,224	17,666	↗	17,666
Operating Expenditure				
21 - Employee Expenses	16,829,532	17,904,260	↘	17,904,260
22 - Contract and Material Expenses	8,855,456	11,416,631	↘	11,416,631
23 - Fleet, Plant & Equipment	840,995	1,058,284	↘	1,058,284
24 - Asset Expense	4,831,356	5,216,000	↘	5,216,000
25 - Other Operating Expenses	3,378,299	4,257,852	↘	4,257,852
27 - Finance Expenses	6,317	12,180	↘	12,180
Total Operating Expenditure	34,741,954	39,865,207	↘	39,865,207
Operating Surplus/Deficit	9,713,792	-2,368,033	↗	12,081,825
Capital Funding				
18 - Income Capital Grants	8,053,001	8,095,501	↘	8,095,501
Capital Expenditure				
53 - WIP Assets	10,293,622	10,719,518	↘	10,719,518
Net Surplus/Deficit	7,473,171	-4,992,050	↗	12,465,221

Capital Expenditure as at 30 June 2020

Description	YTD Actual \$	YTD Budget \$	YTD Variances \$	Annual Budget \$
Buildings	797,932	2,168,902,89	1,370,971	2,168,902,89
Infrastructure	5,396,435	3,423,497	-1,972,938	3,423,497
Plant & Equipment	326,892	431,152	104,260	431,152
Furniture & Others	-	-	-	-
Motor Vehicles	635,012	403,820	-231,192	403,820
Roads	3,227,661	4,292,146	1,064,485	4,292,146
TOTAL	10,383,933*	10,719,518	335,585	10,719,518

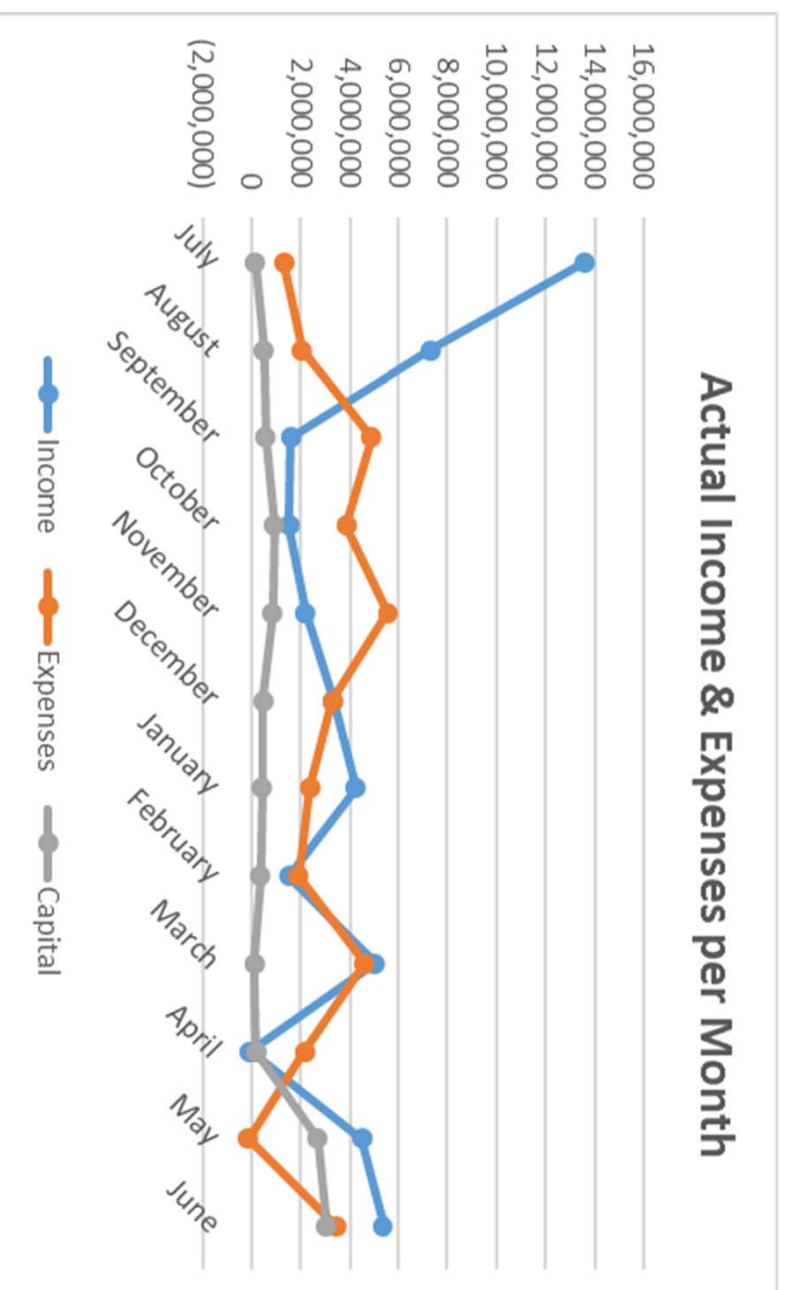
*Please note that the total capital expenditure mentioned above is not matching with the Income and Expenditure report due to timing difference

The below graphs depicts the categories of capital expenditure and the percentage used from Council's reserve and Grants



Actual Income & Expenditure as at 30th June 2020

The below graph depicts the trend of Actual Income, Operating Expenditure and Capital Expenditure from July 2019 till June 2020.



Other Ratio Analysis

- ▶ Operating Surplus Ratio
 - ▶ - Indication of the percentage of council's own source of revenue available to fund proposed capital expenditure and transfer to cash reserves.
 - ▶ - The ratio as at 30th of June is at 40%. The basic standard for this ratio is usually between 0 to 15%. The Council is currently at 40% which is highly desirable.
- ▶ United Cash to trade creditors
 - ▶ - Indication of the level of Council's unrestricted cash to meet trade creditors and accrued expenses.
 - ▶ - The ratio as at 30th of June is at 19:1. It is desirable to have at least a 1:1 ratio and we have untied \$19 for every dollar outstanding for our suppliers and contractors.

	June 2020	June 2019
Operating Surplus Ratio	40%	19%
United cash to trade creditors	19:1 (18.99)	54:1 (54.10)

Accounts Receivable



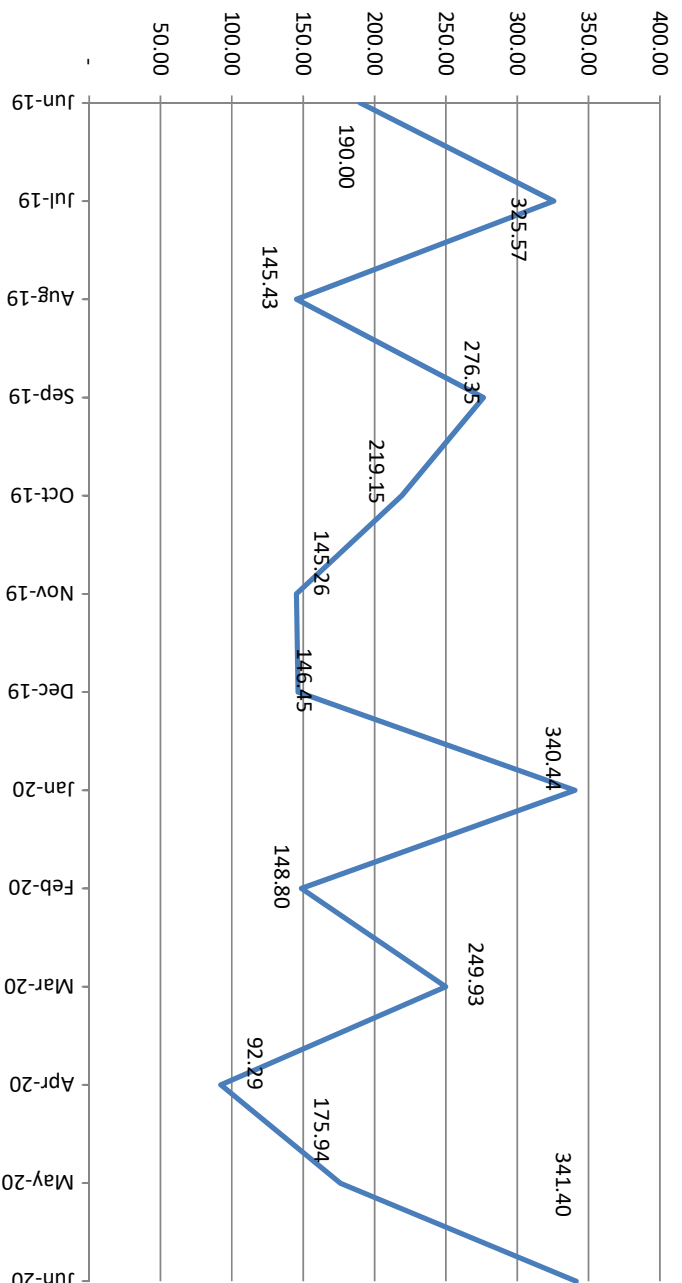
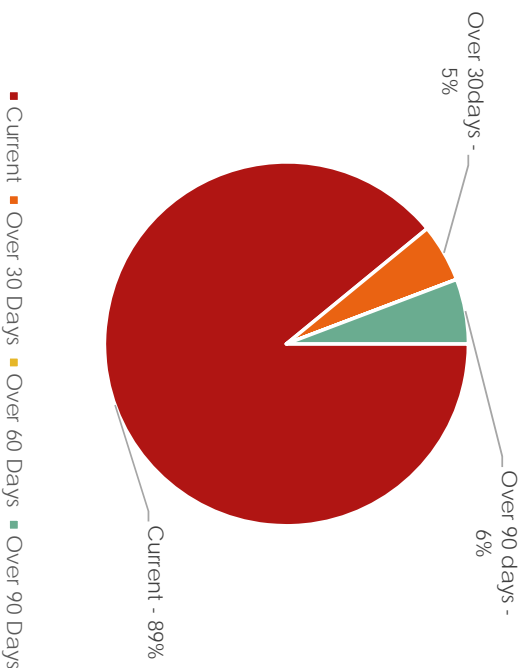
Accounts Receivable represents the money owed by entities to the council on the sale of products or services on credit.

Current	Over 30	Over 60	Over 90	Total
311,728.57	18,065.65	0.00	20,164.53	349,958.75

Balance after accounting for Unapplied Credits

341,398.75

Debtors Breakdown



Legend: Current (Red), Over 30 Days (Orange), Over 60 Days (Yellow), Over 90 Days (Green)

Rates Outstanding for June 2020

Financial Year	Total Balance (\$)	Percentage of Total owing
2008-09	319.90	0.18%
2009-10	338.60	0.19%
2010-11	447.70	0.25%
2011-12	338.35	0.19%
2012-13	1,064.42	0.60%
2013-14	2,669.50	1.49%
2014-15	14,915.65	8.34%
2015-16	7,910.66	4.43%
2016-17	8,203.81	4.59%
2017-18	11,399.18	6.38%
2018-19	33,835.56	18.93%
2019-20	97,328.47	54.44%
TOTAL	178,771.80	100.00%

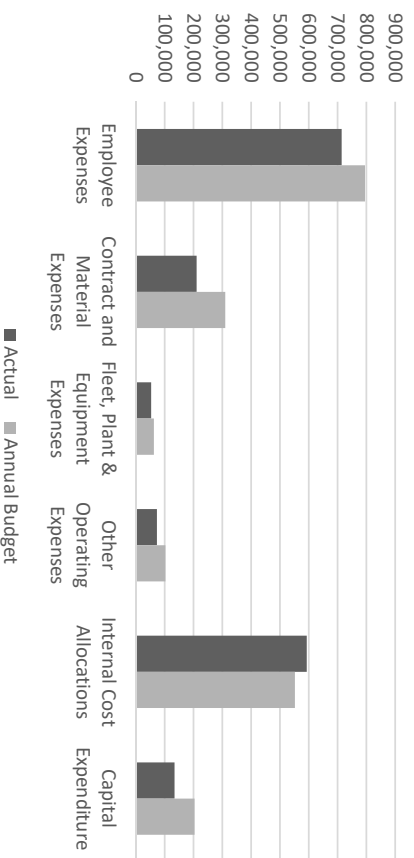
Some rates outstanding before 2015 were written off as per Council's resolution. A review of the current amount outstanding will be conducted at a later stage to determine the portion which are recoverable.

The following table lists invoices over \$10,000 which were processed during the month of June 2020. All amounts have been paid.

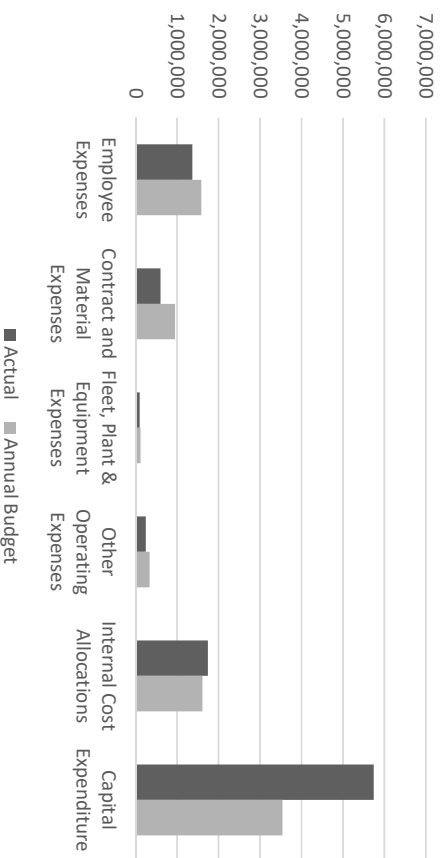
Description	Amount \$	Transaction
Capital Finance	234,403.00	Purchase of Telecommunication Equipment and cameras
Sunrise Health Service	11,000.00	Payment for CDP Employment Outcome
Telstra	92,770.64	Consolidated Account, Service and Equipment
Alawa Aboriginal Corporation	170,273.46	CDP April payment and Employer Outcome
Department of Education, Skills and Employment	236,449.40	Refund of Crèche's unspent grant
Mode Design	31,667.25	Mataranka and Borroloola Community Hub Design and proposal
Wright Express	20,774.73	Fuel Cards May 20
Water Features by Design	11,000.00	Beswick water park design

Expenditure Report by Community as at 30 June 2020

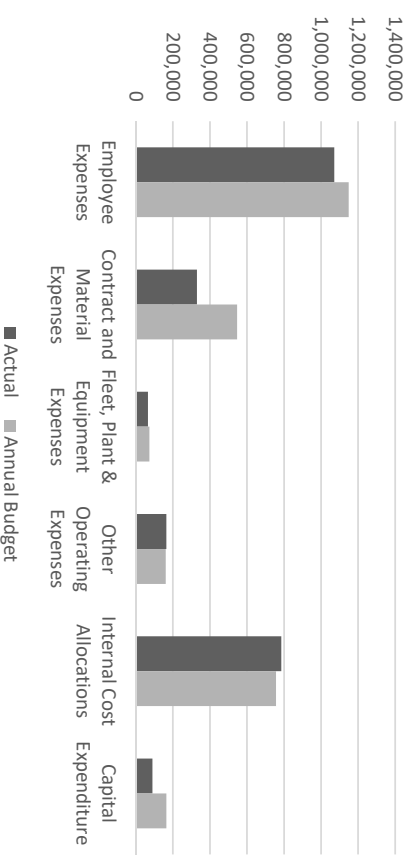
BARUNGA



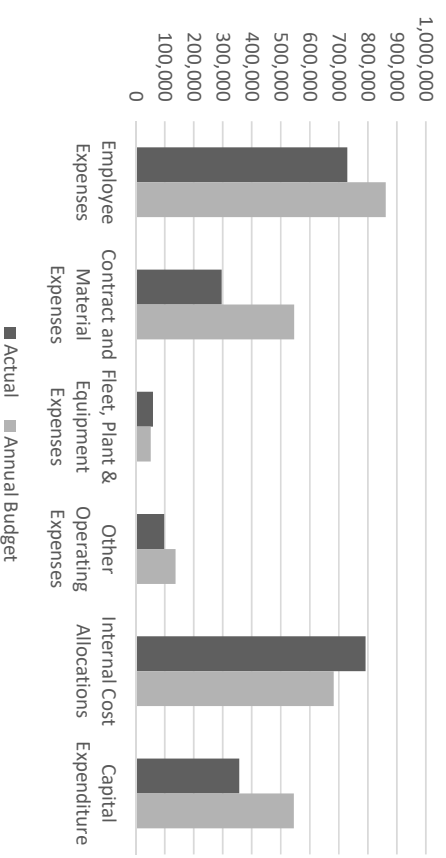
BOROLOOLA



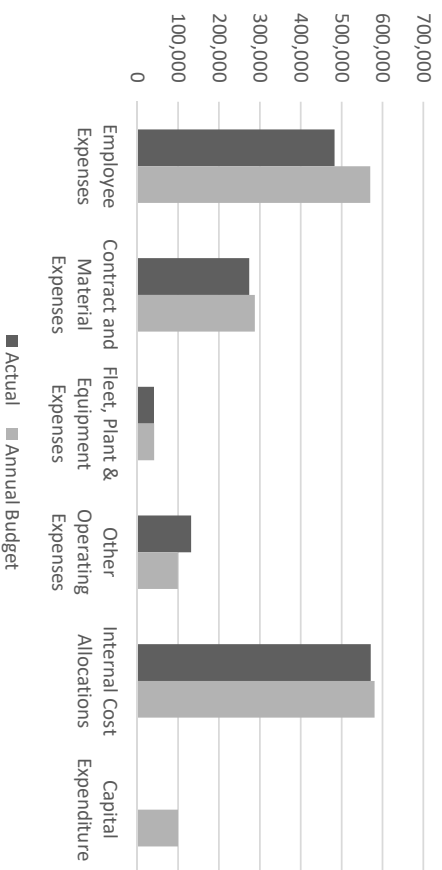
BESWICK



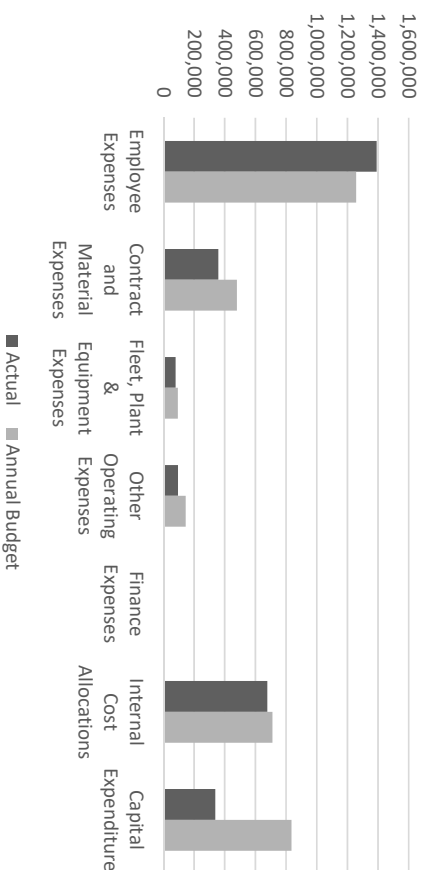
BULMAN



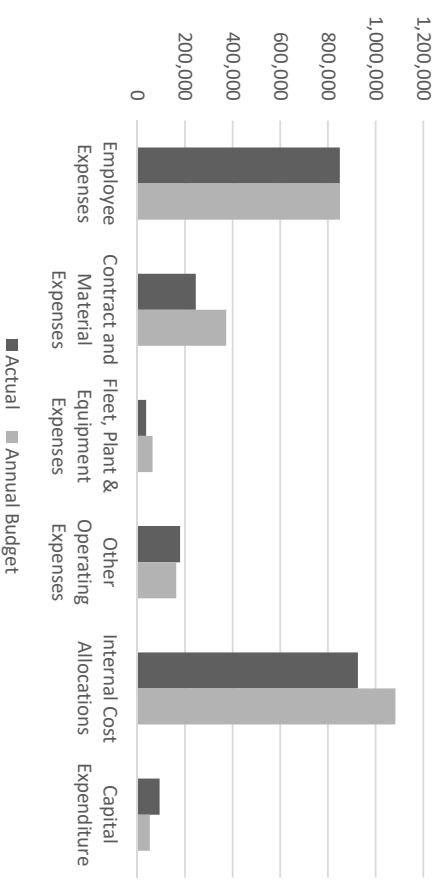
MANYALLALUK



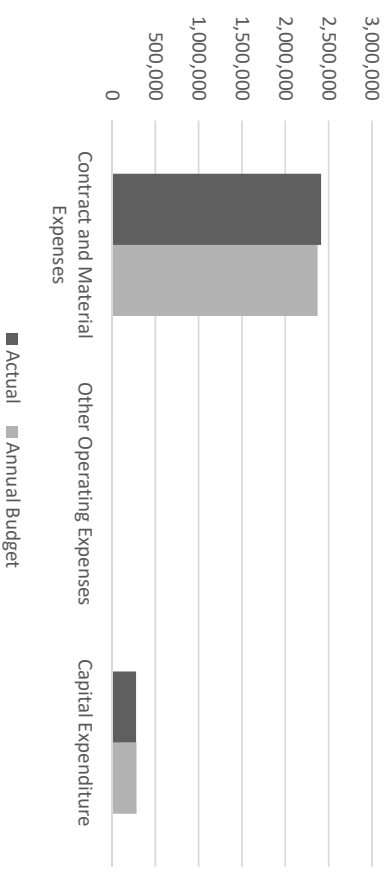
MATARANKA



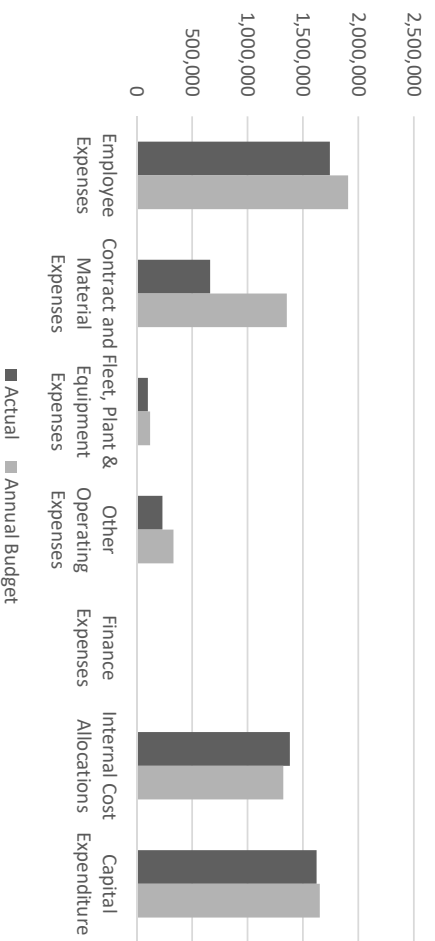
JILKMINGGAN



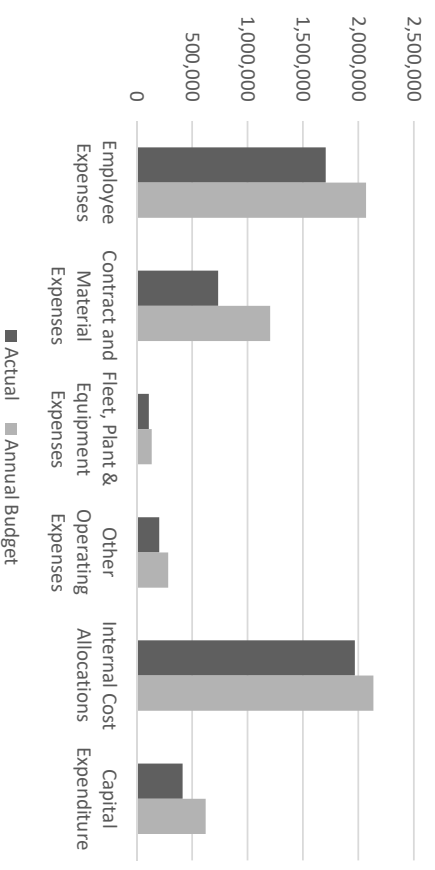
MINYERRI



NGUKURR



NUMBULWAR



URAPUNGA

