



AGENDA HODGSON DOWNS (MINYERRI) LOCAL AUTHORITY

MONDAY 3 MARCH 2025

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

Monday 3 March 2025 at 11:00 am
Alawa Aboriginal Corporation-Hodgson Downs/Minyerri
Or

Or Via Microsoft Teams Meeting
Meeting ID: 426 284 923 006
Passcode: NVe7hr
Click here to join the meeting

Or please call (audio only)

[+61 2 8320 9269](tel:+61283209269)

When prompted, enter Conference ID: 931 969 980#

Your attendance at the meeting will be appreciated.

A handwritten signature in black ink, appearing to read 'David Hurst', is positioned above the name and title of the Chief Executive Officer.

David HURST
CHIEF EXECUTIVE OFFICER

**HODGSON DOWNS (MINYERRI) CURRENT MEMBERSHIP:
Appointed Members**

1. Councillor Patricia FARRELL;
2. Councillor Edna ILES;
3. Beth JOHN;
4. Jonathon WALLA;
5. Sonia ROBERTS;
6. Naomi WILFRED; and
7. Jones BILLY.

MEMBERS: 7

QUORUM: 4 (minimum requirement)

PROVISIONAL: 3 (minimum requirement)

EXPLANATORY NOTE:

Meetings must meet a quorum of 50% + 1 of all Members.

If no quorum is achieved, a provisional meeting can be held in one third of the total members (elected members and appointed members) are present.

During a provisional meeting, all agenda items may be discussed, and minutes must be kept.

Members at a provisional meeting may by majority vote make recommendations to Council.

However, the recommendations shall be considered as those of a provisional meeting rather than a quorum meeting of the Local Authority.

A provisional meeting does not have the power or functions delegated to a Local Authority and cannot approve minutes of a Local Authority meeting.

PLEDGE

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

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

PRAMIS BLA WI

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

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

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NB The page numbers on this index may be inaccurate due to current software formatting issues.



CONFIRMATION OF PREVIOUS MINUTES

ITEM NUMBER	7.1
TITLE	Hodgson Downs (Minyerri) Local Authority Meeting Previous Minutes
AUTHOR	Daniele Piga, Governance Officer

RECOMMENDATION

That the Hodgson Downs (Minyerri) Local Authority confirms the minutes from the meeting held on Monday, 09 December 2024 and affirms them to be a true and accurate record of that meeting's decisions and proceedings.

KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

BACKGROUND

The Hodgson Downs (Minyerri) Local Authority held a meeting with **QUORUM** on Monday, 09 December 2024 at 11:00am. Attached are the recorded minutes from that meeting for the Local Authority to confirm.

ISSUES/OPTIONS/SWOT

The next Hodgson Downs (Minyerri) Local Authority Meeting is scheduled to be held on Monday, 02 June 2025 at 11:00am.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

1. HOD MIN 09122024 [7.1.1 - 3 pages]



MINUTES OF THE HODGSON DOWNS (MINYERRI) LOCAL AUTHORITY MEETING OF THE ROPER GULF REGIONAL COUNCIL HELD AT THE CONFERENCE ROOM, ALAWA ABORIGINAL CORPORATION OFFICE, MINYERRI ON MONDAY 09 DECEMBER 2024 AT 11:00 AM

1 PRESENT MEMBERS/STAFF/GUESTS

1.1 Members

- Councillor Patricia FARRELL;
- Councillor Edna ILES;
- Beth JOHN;
- Naomi WILFRED;
- Jonathon WALLA; and
- Jones BILLY;

1.2 Staff

- Tony HOPP, Acting Council Services and Community Engagement;
- Luke HADDOW, Acting General Manager Infrastructure Services and Planning;
- Cristian COMAN, Manager Corporate Compliance (minute secretary); and
- Sarah PEACHMENT, Executive Assistant to the Chief Executive Officer.

2 MEETING OPENED

The Hodgson Downs (Minyerri) Local Authority Meeting opened at 11:04 am 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

HOD Q/2024-29 (Councillor Edna Iles/LA Member Beth Johns)

CARRIED

That the Hodgson Downs (Minyerri) Local Authority accepts the tendered apology from Sonia ROBERTS.

5 QUESTIONS FROM THE PUBLIC

Nil.

6 DISCLOSURE OF INTEREST

There were no declarations of interest at this Hodgson Downs (Minyerri) Local Authority Meeting.

7 CONFIRMATION OF PREVIOUS MINUTES**7.1 HODGSON DOWNS (MINYERRI) LOCAL AUTHORITY MEETING PREVIOUS MINUTES**

HOD Q/2024-30 (LA Member Naomi Wilfred/LA Member Jonathan Walla) CARRIED

That the Hodgson Downs (Minyerri) Local Authority confirms the minutes from the meeting held on Monday, 02 September 2024 and affirms them to be a true and accurate record of that meeting's decisions and proceedings.

7.2 RE-ELECTION OF CHAIRPERSON

HOD Q/2024-31 (LA Member Jones Billy/Councillor Patricia Farrell) CARRIED

That the Hodgson Downs (Minyerri) Local Authority:

- (a) receives and notes the Re-Election of Chairperson Report; and
- (b) elects Beth JOHNS as Chairperson for a Term of six (6) months.

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

HOD Q/2024-32 (Councillor Edna Iles/LA Member Jonathan Walla) CARRIED

That the Hodgson Downs (Minyerri) Local Authority:

- (a) receives and notes the Action List; and
- (b) approves the removal of completed items.

9 CALL FOR ITEMS OF OTHER GENERAL BUSINESS

Nil.

10 INCOMING CORRESPONDENCE

Nil.

11 OUTGOING CORRESPONDENCE

Nil.

12 OPERATIONAL REPORTS**12.1 LOCAL AUTHORITY MEMBER ATTENDANCE REPORT**

HOD Q/2024-33 (Councillor Patricia Farrell/LA Member Jonathan Walla) CARRIED

That the Hodgson Downs (Minyerri) Local Authority receives and notes the Local Authority Member Attendance Report.

12.2 HODGSON DOWNS (MINYERRI) LOCAL AUTHORITY PROJECTS UPDATE

HOD Q/2024-34 RESOLVED (LA Member Naomi Wilfred/LA Member Jonathan Walla) CARRIED

That the Hodgson Downs (Minyerri) Local Authority:

- (a) receives and notes the Local Authority Projects Update Report;
- (b) rescopes Steel Bin Holders project so as for Council to supply 60 steel bin holders, and Alawa Aboriginal Corporation to install the same;
- (c) allocates a further \$4,000 for item (b) for total of \$8,000;
- (d) requests for Council to collaborate with CDP to install and paint speed bumps on instructions from Council; and
- (e) requests for costs scoping for survey of massacre site, and
- (f) allocates Local Authority Project Funding for:
 - i. \$5,000 for 2025 NAIDOC festivities;
 - ii. \$5,000 for 2024 Christmas festivities;
 - iii. \$2,000 for 2025 Australia Day festivities; and

Hodgson Downs (Minyerri) Local Authority Minutes

9 December 2024

- iv. \$4,000 for musical instruments and equipment for the Church including amplifier, microphone, keyboard and speaker.

12.3 HODGSON DOWNS (MINYERRI) LA OCTOBER YTD FINANCE REPORT

HOD Q/2024-35 (Councillor Edna Iles/LA Member Jones Billy) CARRIED

That the Hodgson Downs (Minyerri) Local Authority receives and notes the Council October YTD Finance Report.

12.4 ELECTED MEMBERS REPORT

HOD Q/2024-36 (Councillor Patricia Farrell/LA Member Naomi Wilfred) CARRIED

That the Hodgson Downs (Minyerri) Local Authority receives and notes Elected Members Report.

12.5 COUNCIL SERVICES REPORT

HOD Q/2024-37 (Councillor Patricia Farrell/LA Member Naomi Wilfred) CARRIED

That the Hodgson Downs (Minyerri) Local Authority receives and notes the Council Services Manager Report.

12.6 TOWN PRIORITIES

HOD Q/2024-38 (Councillor Patricia Farrell/Councillor Edna Iles) CARRIED

That the Hodgson Downs (Minyerri) Local Authority nominates the following priority projects for Council's consideration for the 2024-25 Financial year;

- i. Water Park refurbishment in collaboration with Alawa Aboriginal Corporation (AAC);

12.7 Community Night Patrol Update

HOD Q/2024-39 (LA Member Jones Billy/LA Member Jonathan Walla) CARRIED

That the Hodgson Downs (Minyerri) Local Authority receives and notes the Community Night Patrol Update.

12.8 COMMUNITY DEVELOPMENT PROGRAM

HOD Q/2024-40 (LA Member Naomi Wilfred/Councillor Patricia Farrell) CARRIED

That the Hodgson Downs (Minyerri) Local Authority receives and notes the Community Development Program (CDP) Report.

13 OTHER BUSINESS

Nil.

14 GENERAL BUSINESS

Nil.

15 CLOSE OF MEETING

The meeting closed at 12:47 pm.

This page and the preceding pages are the Minutes of the Hodgson Downs (Minyerri) Meeting, held on Monday, 09 December 2024 and confirmed.

 Chairperson
 Confirmed on 03 March 2025



BUSINESS ARISING FROM PREVIOUS MINUTES

ITEM NUMBER 8.1
TITLE Action List
AUTHOR Daniele Piga, Governance Officer

RECOMMENDATION

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

KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

BACKGROUND

The Action List is a summary of tasks that the Local Authority has requested be undertaken by Council staff.

The Action List is a **non-authoritative** reference document for Business Arising out of Previous Minutes. The highlighted points are the actionable item of each **resolved** matter.

8.1 ACTION LIST 12.3 MINYERRI LOCAL AUTHORITY PROJECTS UPDATE	Meeting Date	Report Included?
<p><i>HOD Q-7/2024</i> (Beth JOHN/Naomi WILFRED) <i>CARRIED</i></p> <p>That the Hodgson Downs (Minyerri) Local Authority</p> <p>(a) receives and notes the Local Authority Projects Update Report;</p> <p>(b) requests for speed bumps to be scoped for the community, and allocates \$15,000 for the same;</p> <p>(c) allocates \$32,000 for pigs removal;</p> <p>(d) allocates \$4,000 for steel for bin holders;</p> <p>(e) requests two (2) traffic signs (slow down for children) to be placed outside of school, and allocates \$5,000 for same;</p> <p>(f) allocates \$5,000 for sports equipment for Alawa Aboriginal Corporation (AAC) to purchase; and</p> <p>(g) requests for playground for Hodgson Downs (Minyerri) to be scoped.</p>	03 June 2024	Yes, Local Authority Project Update Report Item Number 12.6
<p>14.1 WATER ALLOCATION PLAN</p> <p><i>HOD Q-17/2024</i> (Naomi WILFRED/Jonathon WALLA) <i>CARRIED</i></p>	03 June 2024	Completed.

That the Hodgson Downs (Minyerri) Local Authority requests for it to be formally, and appropriately consulted with during the formal local Water Allocation Planning process (across government), noting, with displeasure, that it has not been formally or appropriately consulted with to date.

14.2 WATER PARK

<p><i>HOD Q-18/2024</i> (Jonathon WALLA/Patricia FARRELL) CARRIED</p> <p>That the Hodgson Downs (Minyerri) Local Authority requests for Council to engage with Alawa Aboriginal Corporation (AAC) regarding status of water park and for repairs to be scoped.</p>	<p>03 June 2024</p>	<p>Yes, Local Authority Project Update Report Item Number 12.6</p>
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12.3 Hodgson Downs (Minyerri) Local Authority Projects Update

<p><i>HOD Q/2024-5</i> RESOLVED (LA Member Naomi Wilfred/Councillor Patricia Farrell)CARRIED</p> <p>That the Hodgson Downs (Minyerri) Local Authority:</p> <p>(a) receives and notes the Local Authority Projects Update Report;</p> <p>(b) requests for Council to arrange ordering and transport for the Community signage;</p> <p>(c) revokes the \$32,000 Local Authority Project Funding (LAPF) allocation from pig eradication;</p> <p>(d) requests for five (5) additional speedbumps and signage, and allocates an additional \$10,000 from its LAPF for the same; and</p> <p>(e) requests for Council to consult with residents of Kewuli pertaining to fire breaks and to scope any Local Authority potential projects</p>	<p>02 September 2024</p>	<p>Yes, Local Authority Project Update Report Item Number 12.6</p>
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12.4 Community Safety Update

<p><i>HOD Q/2024-6</i> RESOLVED (LA Member Jones Billy/LA Member Jonathan Walla)CARRIED</p> <p>That the Hodgson Downs (Minyerri) Local Authority:</p> <p>(a) receives and notes the Community Safety Update Report; and</p> <p>(b) requests for Council to consult with Alawa Aboriginal Corporation to address Community Night Patrol (CNP) service delivery concerns within the Community.</p>	<p>02 September 2024</p>	<p>Yes, Community Night Patrol Update report Item Number 12.8</p>
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12.2 HODGSON DOWNS (MINYERRI) LOCAL AUTHORITY PROJECTS UPDATE

HOD Q/2024-34 RESOLVED (LA Member Naomi Wilfred/LA Member Jonathan Walla)

That the Hodgson Downs (Minyerri) Local Authority:

09 December 2025

Yes, Local Authority
Project Update
Report Item Number
12.6

- (a) receives and notes the Local Authority Projects Update Report;
- (b) rescopes Steel Bin Holders project so as for Council to supply 60 steel bin holders, and Alawa Aboriginal Corporation to install the same;
- (c) allocates a further \$4,000 for item (b) for total of \$8,000;
- (d) requests for Council to collaborate with CDP to install and paint speed bumps on instructions from Council; and
- (e) requests for costs scoping for survey of massacre site, and
- (f) allocates Local Authority Project Funding for:
 - i. \$5,000 for 2025 NAIDOC festivities;
 - ii. \$5,000 for 2024 Christmas festivities;
 - iii. \$2,000 for 2025 Australia Day festivities; and

\$4,000 for musical instruments and equipment for the Church including amplifier, microphone, keyboard and speaker.

ISSUES/OPTIONS/SWOT

Nil.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

Nil.

OPERATIONAL REPORTS

ITEM NUMBER 12.1
TITLE Local Authority Member Attendance Report
AUTHOR Daniele Piga, Governance Officer

RECOMMENDATION

That the Hodgson Downs (Minyerri) Local Authority receives and notes the Local Authority Member Attendance Report.

KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

BACKGROUND

The *Local Government Act 2019*, deals with Local Authority Administration Members may be removed from a Local Authority if they are absent from two (2) consecutive meetings without authorisation.

Hodgson Downs (Minyerri) Local Authority Member Meetings Attendance

Local Authority Meeting Members	06 December 2023	03 March 2024	18 March 2024	03 June 2024	02 September 2024	09 December 2024
		Postponed	Cancelled			
Councillor Patricia FARRELL	P	-	-	P	P	P
Councillor Edna ILES	-	-	-	P	P	P
Beth JOHN	P	-	-	P	P	P
Jonathan WALLA	P	-	-	P	P	P
Jones BILLY	AP	-	-	AP	P	P
Sonia ROBERTS	P	-	-	P	P	AP
Naomi WILFRED	AP	-	-	P	P	P

Key

P Present at LA

AP Apology given and accepted by LA

NO AP Did not attend LA and did not tender any apologies

ISSUES/OPTIONS/SWOT

Nil.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

Nil.

OPERATIONAL REPORTS

ITEM NUMBER 12.2
TITLE Elected Members Report
AUTHOR Daniele Piga, Governance Officer

RECOMMENDATION

That the Hodgson Downs (Minyerri) Local Authority receives and notes the Elected Members Report.

KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

BACKGROUND

The Elected Member Report provides Local Authorities with a summary of the decisions made at Ordinary Meetings of Council and Committee meetings since the previous Local Authority Meeting. The aim of this report is to convey the information from those meetings to the Local Authority members, and then from the Local Authority to the wider community.

Complete details of all Council, Committee and Local Authority agendas and minutes, are publicly available at www.ropergulf.nt.gov.au and can be provided upon request at all the Roper Gulf Regional Council offices.

ORDINARY MEETING OF COUNCIL – 04 December 2024

At this Meeting, Council approved the recommendations from the following Meetings:

- recommendations from the Jilkminggan Local Authority Meeting held on Tuesday, 05 November 2024;
- recommendations from the Mataranka Local Authority Meeting held on Tuesday, 05 November 2024, with the exception of Resolution MAT Q/2024-18 (Meetings to be held outside of Business Hours);
- Council rescinded the membership of Michael SOMERS from the Mataranka Local Authority, and resolved to comprise of seven (7) Members in total for the Mataranka Local Authority.

Following Major Projects were discussed at this meeting:

Mataranka Aged Care Kitchen PR34

Tender assessment currently underway. The current allocated budget of \$150,000 is below the tendered prices. Material prices have risen since the original scope and quote was completed. Requested a budget amendment for an additional \$15,000.

Mataranka Septic – Council Office PR10

TTs Build, the contractor, completed the work on Stage 1 in December 2023. Stage 2 tender closed on 12 September 2024. Tender has been awarded to TTS Build 14/10/24

Mataranka Septic – Showgrounds PR34

AWS Consultants have provided the engineering documentation for the new waste water treatment facility with septic tanks and soak and our team has provided their comments. The documents are currently being finalised for incorporation into tender documents and for costing for the purpose of funding exercises. The tender will be publicly advertised as soon as possible.

Mataranka Carew Heights Development

ON HOLD - Designs and planning will be part of Regional Staff Housing Strategy - site survey requirements

ORDINARY MEETING OF COUNCIL – 26 February 2025

Minutes from this Meeting were not ready at the time of drafting Agenda.

FINANCE AND INFRASTRUCTURE COMMITTEE MEETING – 29 January 2025

The Finance and Infrastructure Committee consists of the following members:

- Awais UR REHMAN (Independent Member);
- Mayor Tony JACK;
- Deputy Mayor Helen LEE;
- Councillor Kathy-Anne NUMAMURDIRDI;
- Councillor Annabelle DAYLIGHT;
- Councillor Edwin NUNGGUMAJBARR; and
- Councillor John DALYWATER.

There was no topics of discussion in relation to the Never Never Ward at the Finance and Infrastructure Committee Meeting.

Audit and Risk COMMITTEE MEETING – 19 February 2025

The Audit and Risk Committee Meeting consists of the following members:

- Ian SWAN (Independent Member);
- Carolyn EAGLE (Independent Member);
- Claudia GOLSMITH (Independent Member); and
- Councillor Patricia FARRELL.

There was no topics of discussion in relation to the Never Never Ward at the Audit and Risk Committee Meeting.

Council held its first Ordinary Meeting of 2025 on 26 February in Katherine. The Minutes of this Meeting are not yet available as of Agenda publication. Council did receive and note the Local Authority's nominated town priorities. This will be included in the Agenda of the next Local Authority Meeting.

ISSUES/OPTIONS/SWOT**UPCOMING COUNCIL MEETINGS**

19 March 2025 at 9:00 am	Finance and Infrastructure Committee Meeting	RGRC Support Centre Katherine
16 April 2025 at 8:30am	Ordinary Meeting of Council	RGRC Support Centre Katherine
11 June 2025 at 10:00am	Audit and Risk Committee Meeting	RGRC Support Centre Katherine

Unless indicated otherwise, all Council meetings are open to the public.

LOCAL AUTHORITY**NUMBER OF VACANCIES**

Mataranka Local Authority	0
Jilkminggan Local Authority	0
Hodgson Downs (Minyerri) Local Authority	0

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

1. OMC MIN 04122024 [**12.2.1** - 9 pages]
2. FICM MIN 27112024 0 [**12.2.2** - 4 pages]
3. AUD MIN 19022025 [**12.2.3** - 4 pages]

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**MINUTES OF THE ORDINARY MEETING OF THE ROPER GULF REGIONAL COUNCIL, HELD
AT THE COUNCIL CHAMBERS ROPER GULF REGIONAL COUNCIL SUPPORT CENTRE
2 CRAWFORD STREET, KATHERINE, NT ON WEDNESDAY 4 DECEMBER 2024 AT 8:30 AM**

1 PRESENT MEMBERS/STAFF/GUESTS

1.1 Elected Members

- Mayor Tony JACK (Chairperson);
- Deputy Mayor Helen LEE;
- Councillor Owen TURNER;
- Councillor John DALYWATER;
- Councillor Kathy-Anne NUMAMURDIRDI;
- Councillor Gadrian HOOSAN;
- Councillor Selina ASHLEY;
- Councillor Edna ILES; and
- Councillor Patricia FARRELL.

1.2 Staff Members

- David HURST, Chief Executive Officer;
- Cindy HADDOW, General Manager Corporate Services and Sustainability;
- Tony HOPP, Acting General Manager Community Services and Engagement;
- Luke HADDOW, Acting General Manager Infrastructure Services and Planning;
- Cristian COMAN, Manager Corporate Compliance;
- Bhumika ADHIKARI, Governance Engagement Coordinator; and
- Daniele PIGA, Governance Officer (minute secretary).

Guests

- The Honourable Jo HERSEY, Minister for Education and Training, Early Education, Public Services.
- Karen HOCKING, Department of Housing, Local Government and Community Development;
- Ursula CHUBB, Department of Housing, Local Government and Community Development;
- Matthew WARD, KPMG Enterprise, Audit and Assurance (via audio/video conference); and
- Greg EVANS, Financial Consultant, LG Services Group Pty Ltd(via audio/video conference).

2 MEETING OPENED

The Ordinary Meeting of Council opened at 8:37 am. The Mayor welcomed members, staff and guests 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

2024/175 RESOLVED (Deputy Mayor Helen Lee/Councillor Selina Ashley)

CARRIED

That Council:

- (a) accepts the tendered apologies from Councillors Annabelle DAYLIGHT, Edwin NUNGGUMAJBARR; and

ORDINARY MEETING OF COUNCIL MINUTES

4 DECEMBER 2024

- (b) does not accept the tendered apology from Councillor Samuel EVANS.

5 QUESTIONS FROM THE PUBLIC

Nil.

6 CONFIRMATION OF PREVIOUS MINUTES

6.1 CONFIRMATION OF PREVIOUS MINUTES

2024/176 RESOLVED (Councillor Kathy-Anne Numamurdiridi/Councillor Selina Ashley) CARRIED

That Council confirms the minutes from its Ordinary Meeting held on Wednesday, 23 October 2024, and affirms them to be a true and accurate record of that meeting's decisions and proceedings.

Councillor Owen TURNER joined the Meeting at 8:50 am.

Councillor John DALYWATER left the Meeting at 9:57 am.

Councillor John DALYWATER returned to the Meeting at 9:58 am.

Meeting adjourned at 9:59 am and reconvened at 10:26 am.

7 BUSINESS ARISING FROM PREVIOUS MINUTES

7.1 APPOINTMENT OF AN ELECTED MEMBER

2024/177 RESOLVED (Deputy Mayor Helen Lee/Councillor Patricia Farrell) CARRIED

That Council appoints Melissa ANDREWS-WURRAMARRBA as an Elected Member (Councillor), representing the Yugul Mangi Ward, on the Roper Gulf Regional Council.

7.2 ACTION LIST

2024/178 RESOLVED (Councillor Kathy-Anne Numamurdiridi/Councillor Edna Iles) CARRIED

That Council:

- (a) receives and notes the Action List; and
- (b) approves the removal of completed items.

8 PREVIOUS COMMITTEE MEETING MINUTES

8.1 PREVIOUS COMMITTEE MEETING MINUTES

2024/179 RESOLVED (Deputy Mayor Helen Lee/Councillor Owen Turner) CARRIED

That Council:

- (a) receives and notes the Previous Committee Meeting Minutes Report;
- (b) ratifies the decisions made by the Committee as tabled in the same; and
- (c) reschedules the Audit and Risk Committee Meeting for April 2025 to Wednesday 19 February 2025 at 08:30 am.

9 CALL FOR ITEMS OF OTHER GENERAL BUSINESS

Nil.

10 DISCLOSURE OF INTEREST

ORDINARY MEETING OF COUNCIL MINUTES

4 DECEMBER 2024

Councillor Owen TURNER declared a Conflict of Interest at Item 11 and recused himself from the Meeting whilst the matter was deliberated and Resolved.

11 INCOMING CORRESPONDENCE

11.1 INCOMING CORRESPONDENCE

2024/180 RESOLVED (Councillor Kathy-Anne Numamurdiridi/Councillor Selina Ashley) CARRIED

That Council accepts the Incoming Correspondence Report.

Councillor Owen TURNER declared a conflict of interest and left the Meeting at 10:38 am and rejoined the Meeting at 10:46 am.

12 OUTGOING CORRESPONDENCE

12.1 OUTGOING CORRESPONDENCE

2024/181 RESOLVED (Deputy Mayor Helen Lee/Councillor Gadrian Hoosan) CARRIED

That Council notes the Outgoing Correspondence Report.

13 WARD REPORTS

13.1 NYIRANGGULUNG WARD REPORT

2024/182 RESOLVED (Councillor Selina Ashley/Deputy Mayor Helen Lee) CARRIED

That Council receives and notes the Nyirranggulung Ward Report.

Councillor Owen Turner left the meeting at 10:54 am.

13.2 NEVER NEVER WARD REPORT

2024/183 RESOLVED (Councillor Edna Iles/Councillor Kathy-Anne Numamurdiridi) CARRIED

That Council:

- (a) receives and notes the Never Never Ward Report;
- (b) ratifies the resolved decisions of the Jilkminggan Local Authority from its Meeting held on Tuesday, 05 November 2024;
- (c) ratifies the resolved decisions of the Mataranka Local Authority from its Meeting held on Tuesday, 05 November 2024, with the exception of Resolution MAT Q/2024-18 (Meetings to be held outside of Business Hours);
- (d) rescinds the Membership of Michael SOMERS from the Mataranka Local Authority; and
- (e) resolves for the Mataranka Local Authority to comprise of seven (7) Members in total.

13.3 NUMBULWAR NUMBURINDI WARD REPORT

2024/184 RESOLVED (Councillor Kathy-Anne Numamurdiridi/Councillor Selina Ashley) CARRIED

That Council:

- (a) receives and notes the Numbulwar Numburindi Ward Report;
- (b) reschedules the Numbulwar Local Authority Meeting from Wednesday, 11 December 2024 to Tuesday, 10 December 2024 due to cultural reasons; and
- (c) resolves for the Numbulwar Local Authority to comprise of eight (8) Members in total.

13.4 YUGUL MANGI WARD REPORT

2024/185 RESOLVED (Councillor Patricia Farrell/Councillor Kathy-Anne Numamurdiridi) CARRIED

That Council:

- (a) receives and notes the Yugul Mangi Report;

ORDINARY MEETING OF COUNCIL MINUTES

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- (b) reschedules the Ngukurr and Urapunga Local Authority Meetings from Tuesday, 10 December 2024 to Wednesday, 11 December 2024 due to cultural reasons;
- (c) rescinds the Membership of Jana DANIELS from the Ngukurr Local Authority and Urapunga Local Authority;
- (d) resolves for the Ngukurr Local Authority to comprise of eight (8) Members in total; and
- (e) resolves for the Urapunga Local Authority to comprise of seven (7) Members in total.

13.5 SOUTH WEST GULF WARD REPORT**2024/186 RESOLVED (Councillor Gadrian Hoosan/Councillor Selina Ashley) CARRIED**

That Council:

- (a) receives and notes the South West Gulf Ward Report;
- (b) rescinds the Memberships of Maria PYRO, Jack GREEN, Andrew FIRLEY and Jonathon SAUER from the Borrooloola Local Authority; and
- (c) resolves for the Borrooloola Local Authority to comprise of six (6) Members in total.

14 EXECUTIVE REPORTS**14.1 COUNCIL MEETING ATTENDANCE REPORT****2024/187 RESOLVED (Councillor Patricia Farrell/Councillor Kathy-Anne Numamurdirdi) CARRIED**

That Council:

- (a) receives and notes the Council Meeting Attendance Report; and
- (b) resolves that Councillor Samuel EVANS is absent without the permission of Council in accordance with Section 47(1) (o) of the *Local Government Act 2019*.

14.2 MAYOR'S REPORT**2024/188 RESOLVED (Councillor Selina Ashley/Councillor Kathy-Anne Numamurdirdi) CARRIED**

That Council:

- (a) receives and notes the Mayor's Report; and
- (b) recognises and congratulates Nathaniel MILLER for his ARIA Award win, and ongoing contribution to the Bulman/Weemol Community.

14.3 CHIEF EXECUTIVE OFFICER'S REPORT**2024/189 RESOLVED (Councillor Kathy-Anne Numamurdirdi/Councillor Gadrian Hoosan) CARRIED**

That Council:

- (a) receives and notes the Chief Executive Officer's Report; and
- (b) requests the Chief Executive Officer to invite the Executive Director of Housing Local Government and Community Development to attend the Ordinary Meeting of Council on 26 February 2025 to discuss Housing Reference Groups in remote Communities.

*Councillor Selina Ashley returned to the Meeting at 11:39 am.***15 CORPORATE SERVICES AND SUSTAINABILITY DIVISIONAL REPORT****15.1 ADOPTION OF ANNUAL REPORT INCLUDING AUDITED FINANCIAL STATEMENTS****2024/190 RESOLVED (Councillor Kathy-Anne Numamurdirdi/Councillor Selina Ashley) CARRIED**That Council, in accordance with Chapter 14 of the *Local Government Act 2019* (the Act), formally adopts the Annual Report and all content therein, with edits, as a true and accurate record of:

- (a) Its audited Annual Financial Statement (in accordance with ss 207, 208, 291 (1) of the Act);
- (b) Its assessed performance against its stated goals as outlined in its Regional Plan; and
- (c) All other reportable obligations according to applicable law;

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4 DECEMBER 2024

for the 2023-2024 Financial Year; and

Directs the Chief Executive Officer to supply the Annual Report to the Minister for Local Government.

15.2 POLICY REVIEW

2024/191 RESOLVED (Councillor Kathy-Anne Numamurdirdi/Deputy Mayor Helen Lee) CARRIED

That Council adopts the revised GOV004 Cultural Business Policy.

15.3 LOCAL AUTHORITY PROJECTS UPDATE

2024/192 RESOLVED (Councillor Selina Ashley/Councillor Kathy-Anne Numamurdirdi) CARRIED

That Council receives and notes the Local Authority Projects Update Report.

15.4 COUNCIL FINANCIAL REPORT AS AT 26.11.2024

2024/193 RESOLVED (Councillor Edna Iles/Councillor Kathy-Anne Numamurdirdi) CARRIED

That Council receives and notes the Council's Financial Report as at 26 November 2024.

16 COMMUNITY SERVICES AND ENGAGEMENT DIVISIONAL REPORT

16.1 PROGRAMS UPDATE

2024/194 RESOLVED (Councillor Patricia Farrell/Councillor Selina Ashley) CARRIED

That Council receives and notes the Programs Update Report.

Meeting adjourned at 12:35 pm and reconvened at 12:59 pm.

Councillor Owen TURNER returned to the Meeting at 12:54 pm.

Councillor John DALYWATER returned to the Meeting at 1:08 pm.

16.2 AGED AND DISABILITY CARE - INDIGENOUS EMPLOYMENT INITIATIVE FUNDING AGREEMENT 2024 - 2026

2024/195 RESOLVED (Councillor Edna Iles/Councillor Kathy-Anne Numamurdirdi) CARRIED

That Council:

- (a) receives and notes the new funding agreement for Aged and Disability Care's- Indigenous Employment Initiative Program – 4-K4CGN52;
- (b) approves the Chief Executive Officer to sign the 2024-2026 Indigenous Employment Initiative Funding Agreement with a total grant amount of \$1,081,988.96 excluding GST; and
- (c) approves the use of the Common Seal on the funding agreement documents.

16.3 AGED CARE AND DISABILITY SERVICES REPORT

2024/196 RESOLVED (Councillor Owen Turner/Councillor Gadrian Hoosan) CARRIED

That Council receives and notes the Aged Care and Disability Services Report.

16.4 IAGED HEALTH - SIX-MONTH REVIEW

2024/197 RESOLVED (Councillor Selina Ashley/Councillor Kathy-Anne Numamurdirdi) CARRIED

That Council receives and notes the iAged Health six-month Review.

Mayor Tony Jack left the meeting at 1:21 pm.

ORDINARY MEETING OF COUNCIL MINUTES

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16.5 NUMBULWAR CRECHE FEASIBILITY UPDATE**2024/198 RESOLVED (Councillor Owen Turner/Councillor John Dalywater) CARRIED**

That Council receives and notes the Numbulwar Creche Feasibility Update.

*Mayor Tony Jack returned to the meeting at 1:25 pm.***16.6 JILKMINGGAN AND WUGULARR OUTSIDE SCHOOL HOURS - PROJECT SCHEDULE 2025-26****2024/199 RESOLVED (Councillor Owen Turner/Councillor John Dalywater) CARRIED**

That Council:

- (a) receives and notes the 2025-26 Project Schedule for Jilkminggan and Wugularr communities Outside School Hours Care Program - 4-K9NEHPH;
- (b) approves the Chief Executive Officer to sign the 2025-2026 Outside School Hours Program Project Schedule to the amount of \$270,637.74 excluding GST; and
- (c) approves the use of the Common Seal on the funding agreement documents.

17 INFRASTRUCTURE SERVICES AND PLANNING DIVISIONAL REPORT**17.1 DISPOSAL OF LEGACY TYRES FROM BORROLOOLA WASTE MANAGEMENT FACILITY****2024/200 RESOLVED (Councillor John Dalywater/Councillor Gadrian Hoosan) CARRIED**

That Council approves the sum of \$180,000.00 for the disposal of legacy tyres at the Borroloola Waste Management Facility.

*Councillor Owen TURNER left the Meeting at 1:35 pm.**Councillor Owen TURNER returned to the Meeting at 1:46 pm.**Councillor Kathy-Anne NUMAMURDIRDI left the Meeting at 1:57 pm.**Councillor Kathy-Anne NUMAMURDIRDI returned to the Meeting at 1:59 pm.**Deputy Mayor Helen LEE left the Meeting at 2:00 pm.**Deputy Mayor Helen LEE returned to the Meeting at 2:02 pm.**Councillor John DALYWATER left the Meeting at 2:02 pm.**Councillor John DALYWATER returned to the Meeting at 2:04 pm.**Councillor Patricia FARRELL left the Meeting at 2:11 pm.**Councillor Selina ASHLEY left the Meeting at 2:12 pm.**Councillor Patricia FARRELL returned to the Meeting at 2:13 pm.**Councillor Selina ASHLEY returned to the Meeting at 2:14 pm.***17.2 MAJOR PROJECTS REPORT****2024/201 RESOLVED (Councillor John Dalywater/Councillor Edna Iles) CARRIED**

That Council:

- (a) receives and notes the Major Project Report;
- (b) evicts the Department of Education from its site at Lot 644 in Borroloola at first opportunity according to law; and
- (c) directs the Chief Executive Officer to issue the Department of Education with a formal eviction notice as pertaining to Item (b).

ORDINARY MEETING OF COUNCIL MINUTES

4 DECEMBER 2024

18 GENERAL BUSINESS

Nil.

19 DEPUTATIONS AND PETITIONS

The Hon Jo HERSEY, Minister for Education and Training, Early Education, Public Services, joined the Meeting at 8:40 am and made deputation to Council.

Council discussed several matters with Minister Jo HERSEY, as set out below. No resolution made.

1. New CLP Government key policy positions;
2. Borrooloola Cyclone Shelter, including difficulties arising out of Department of Education hindering progress and opening;
3. Lack of communications with Northern Territory Government (NTG) pertaining to cyclone shelter prioritisation across Region; and
4. Community need for Creche and Early Childhood services in Numbulwar.

Matthew WARD, KPMG Enterprise, Audit and Assurance, joined the Meeting at 9:30 am and made deputation to Council pertaining to its Audited Financial Statement.

20 CLOSED SESSION**DECISION TO MOVE TO CLOSED SESSION**

2024/202 RESOLVED (Councillor Owen Turner/Councillor Patricia Farrell) **CARRIED**

That pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(a) of the Local Government (General) Regulations 2021 the meeting be closed to the public to consider the Confidential items of the Agenda:

21.1 Confirmation of Previous Minutes Confidential Session

Regulation 51(1)(e) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(e). It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

21.2 Previous Committee Minutes Confidential session

Regulation 51(1)(d) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(d). It contains information subject to an obligation of confidentiality at law, or in equity.

Regulation 51(1)(e) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(e). It contains information provided to the council on condition that it be kept

21.3 Action List

Regulation 51(1)(c)(iii) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(iii). It contains information that would, if publicly disclosed, be likely to: prejudice the security of the council, its members or staff.

Regulation 51(1)(d) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(d). It contains information subject to an obligation of confidentiality at law, or in equity.

21.4 Superannuation for Elected Members

7

ORDINARY MEETING OF COUNCIL MINUTES

4 DECEMBER 2024

Regulation 51(1)(c)(iii) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(iii). It contains information that would, if publicly disclosed, be likely to: prejudice the security of the council, its members or staff.

Regulation 51(1)(e) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(e). It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

21.5 Compliance Review Action Report

Regulation 51(1)(c)(iii) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(iii). It contains information that would, if publicly disclosed, be likely to: prejudice the security of the council, its members or staff.

Regulation 51(1)(e) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(e). It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

21.6 Local Decision Making Agreements

Regulation 51(1)(c)(i) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(i). It contains information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

Regulation 51(1)(e) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(e). It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

21.7 Tender Variation - Bulman Dump Road

Regulation 51(1)(c)(i) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(i). It contains information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

21.8 Tender Variation - Mataranka Community Office – Wastewater Management System

Regulation 51(1)(c)(i) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(i). It contains information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

21.9 Contract Variation-LG Services Group Pty Ltd for Financial Consulting

Regulation 51(1)(c)(i) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(i). It contains information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

Regulation 51(1)(d) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(d). It contains information subject to an obligation of confidentiality at law, or in equity.

ORDINARY MEETING OF COUNCIL MINUTES

4 DECEMBER 2024

20.1.1 Return to Open Meeting

2024/212 **RESOLVED (Councillor Selina Ashley/Deputy Mayor Helen Lee) CARRIED**

That pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(a) of the Local Government (General) Regulations 2021 the meeting be re opened to the public.

21 CLOSE OF MEETING

The meeting closed at 3:17 pm.

This page and the preceding pages are the minutes of the Ordinary Meeting of Council held on 04 December 2024 and will be confirmed at the next meeting.

Mayor Tony JACK
Confirmed on 26 February 2025.



MINUTES OF THE ROPER GULF REGIONAL COUNCIL, FINANCE AND INFRASTRUCTURE
COMMITTEE HELD AT THE COUNCIL CHAMBERS ROPER GULF REGIONAL COUNCIL
SUPPORT CENTRE
2 CRAWFORD STREET, KATHERINE, NT ON WEDNESDAY 27 NOVEMBER 2024 AT 9:00 AM

1 PRESENT MEMBERS/STAFF/GUESTS

1.1 Members

- Deputy Mayor Helen LEE (Chairperson) (via audio/video conference);
- Councillor Annabelle DAYLIGHT (via audio/video conference);
- Councillor Edwin NUNGGUMAJBARR (via audio/video conference);
- Councillor Kathy-Anne NUMAMURDIRDI (via audio/video conference);
- Councillor Owen TURNER;
- Councillor John DALYWATER; and
- Independent Member Awais UR REHMAN (via audio/video conference).

1.2 Staff

- David HURST, Chief Executive Officer;
- Cindy HADDOW, General Manager Corporate Services and Sustainability;
- Luke HADDOW, Acting General Manager Infrastructure Services and Planning;
- Cristian COMAN, Manager Corporate Compliance;
- Bhumika ADHIKARI, Governance Engagement Coordinator;
- Daniele PIGA, Governance Officer (Minute Secretary).

1.3 Guests

Nil.

2 MEETING OPENED

The Finance and Infrastructure Committee Meeting opened at 9:18 am. The Deputy Mayor welcomed members and staff to the meeting and the Roper Gulf Regional Council Pledge was read.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies and Leave of Absence

2024/58 **RESOLVED (Councillor Annabelle Daylight/Councillor Owen Turner) CARRIED**

That the Finance and Infrastructure Committee accepts the tendered apology from Mayor Tony JACK.

4 DISCLOSURE OF INTEREST

There were no declarations of interest at this Finance and Infrastructure Committee Meeting.

5 CONFIRMATION OF PREVIOUS MINUTES

5.1 Confirmation of Previous Minutes

2024/59 **RESOLVED (Awais Ur Rehman/Councillor John Dalywater) CARRIED**

That the Finance and Infrastructure Committee confirms the minutes of the Finance and Infrastructure Committee Meeting held on 25 September 2024 and affirms them to be true and accurate record of that meeting's decisions and proceedings.

6 BUSINESS ARISING FROM PREVIOUS MINUTES**6.1 Action List**

2024/60 RESOLVED (Councillor Owen Turner/Councillor Kathy-Anne Numamurdiridi)

CARRIED

That the Finance and Infrastructure Committee:

- (a) receives and notes the Action List; and
- (b) approves the removal of completed items.

7 CALL FOR ITEMS OF OTHER GENERAL BUSINESS

Nil.

8 INCOMING CORRESPONDENCE

Nil.

9 OUTGOING CORRESPONDENCE

Nil.

10 EXECUTIVE REPORTS**10.1 Finance and Infrastructure Committee Member Attendance Report**

2024/61 RESOLVED (Awais Ur Rehman/Councillor Edwin Nungumajbarr)

CARRIED

That the Finance and Infrastructure Committee receives and notes the Finance and Infrastructure Committee Member Attendance Report.

10.2 Fees waiver request for the Catering facility at Mataranka Sports Grounds

2024/62 RESOLVED (Councillor Kathy-Anne Numamurdiridi/Councillor Annabelle Daylight)

CARRIED

That the Finance and Infrastructure Committee waives the fees for the use of catering facility at the Mataranka Sports Grounds.

11 CORPORATE SERVICES AND SUSTAINABILITY DIVISIONAL REPORT**11.1 Local Authority Projects Update**

2024/63 RESOLVED (Awais Ur Rehman/Councillor John Dalywater)

CARRIED

That the Finance and Infrastructure receives and notes the Local Authority Projects Update Report.

11.2 Council Financial Report as at 31.10.2024

2024/64 RESOLVED (Councillor John Dalywater/Awais Ur Rehman)

CARRIED

That the Finance and Infrastructure Committee receives and notes the Council's Financial Report as at 31 October 2024.

12 COMMUNITY SERVICES AND ENGAGEMENT DIVISIONAL REPORT

Nil.

13 INFRASTRUCTURE SERVICES AND PLANNING DIVISIONAL REPORT**13.1 Major Projects Report**

2024/65 RESOLVED (Councillor Kathy-Anne Numamurdiridi/Councillor Owen Turner)

CARRIED

That Finance and Infrastructure Committee receives and notes the Major Projects Report.

14 CLOSE OF MEETING

The meeting closed at 10:14 am.

This page and the proceeding pages are the Minutes of the Finance and Infrastructure Committee Meeting held on 27 November 2024 and will be confirmed on 22 January 2025.

Mayor Tony JACK
Confirmed on 22 January 2025



MINUTES OF THE ROPER GULF REGIONAL COUNCIL, AUDIT AND RISK COMMITTEE
MEETING HELD AT THE COUNCIL CHAMBERS ROPER GULF REGIONAL COUNCIL
SUPPORT CENTRE

2 CRAWFORD STREET, KATHERINE, NT ON WEDNESDAY 19 FEBRUARY 2025 AT 10:00 AM

1 PRESENT MEMBERS/STAFF/GUESTS

1.1 Appointed Members

- Independent Member Ian SWAN (Chairperson) (via audio/video conference);
- Independent Member Claudia GOLDSMITH (via audio/video conference);
- Independent Member Carolyn EAGLE (via audio/video conference); and
- Councillor Patricia FARRELL.

1.2 Staff

- David HURST, Chief Executive Officer;
- Cindy HADDOW, General Manager Corporate Services and Sustainability;
- Cristian COMAN, Manager Corporate Compliance; and
- Daniele PIGA, Governance Officer (minutes secretary).

1.3 Guests

- Greg EVANS, Managing Director, Greg Evans Consulting (via audio/video conference).

2 MEETING OPENED

The Audit and Risk Committee Meeting opened at 10:10 am. 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

2025/1 **RESOLVED (Carolyn Eagle/Councillor Patricia Farrell)**

CARRIED

That the Audit and Risk Committee accepts the tendered apology from Councillor John DALYWATER.

5 QUESTIONS FROM THE PUBLIC

Nil.

6 CONFIRMATION OF PREVIOUS MINUTES

6.1 Confirmation of Audit and Risk Committee Previous Minutes

2025/2 **RESOLVED (Claudia Goldsmith/Carolyn Eagle)**

CARRIED

That the Audit and Risk Committee notes that the Meeting held on Wednesday, 13 November 2024, was entirely held on a Closed Session. As such, there are no Public Minutes to be confirmed from that Meeting.

7 BUSINESS ARISING FROM PREVIOUS MINUTES

7.1 Action List

AUDIT AND RISK COMMITTEE MEETING MINUTES

19 FEBRUARY 2025

2025/3 RESOLVED (Councillor Patricia Farrell/Carolyn Eagle)**CARRIED**

That the Audit and Risk Committee:

- (a) receives and notes the Action List; and
- (b) approves the removal of completed items.

8 CALL FOR ITEMS OF OTHER GENERAL BUSINESS

Nil.

9 DISCLOSURE OF INTEREST

Nil.

10 INCOMING CORRESPONDENCE**INCOMING CORRESPONDENCE**

Nil.

11 OUTGOING CORRESPONDENCE**OUTGOING CORRESPONDENCE**

Nil.

12 EXECUTIVE REPORTS**12.1 Audit and Risk Committee Member Attendance Report****2025/4 RESOLVED (Claudia Goldsmith/Councillor Patricia Farrell)****CARRIED**

That the Audit and Risk Committee receives and notes the Audit and Risk Committee Member Attendance Report.

13 CORPORATE SERVICES AND SUSTAINABILITY DIVISIONAL REPORT**13.1 Council Financial Report as at 31.01.2025****2025/5 RESOLVED (Carolyn Eagle/Claudia Goldsmith)****CARRIED**

That the Audit and Risk Committee:

- (a) receives and notes the Council's Financial Report as at 31 January 2025; and
- (b) requests an expansion and breakdown of the 'other operating expense' line item.

14 COMMUNITY SERVICES AND ENGAGEMENT DIVISIONAL REPORT

Nil.

15 INFRASTRUCTURE SERVICES AND PLANNING DIVISIONAL REPORT

Nil.

16 GENERAL BUSINESS

Nil.

17 CLOSED SESSION**DECISION TO MOVE TO CLOSED SESSION****2025/6 RESOLVED (Carolyn Eagle/Claudia Goldsmith)****CARRIED**That pursuant to *section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(a) of the Local Government (General) Regulations 2021* the meeting be closed to the public to consider the Confidential items of the Agenda.**17.1 Confirmation of Previous Minutes Confidential Session**

Regulation 51(1)(c)(iii) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(iii). It contains information that would, if publicly disclosed, be likely to: prejudice the security of the council, its members or staff.

17.2 Action List

Regulation 51(1)(c)(iii) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(iii). It contains information that would, if publicly disclosed, be likely to: prejudice the security of the council, its members or staff.

Regulation 51(1)(d) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(d). It contains information subject to an obligation of confidentiality at law, or in equity.

17.3 Compliance Review Action Report

Regulation 51(1)(c)(iii) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(iii). It contains information that would, if publicly disclosed, be likely to: prejudice the security of the council, its members or staff.

Regulation 51(1)(e) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(e). It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

17.4 Audit Review Report

Regulation 51(1)(c)(iii) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(iii). It contains information that would, if publicly disclosed, be likely to: prejudice the security of the council, its members or staff.

Regulation 51(1)(e) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(e). It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

17.5 Terms of Reference Review

Regulation 51(1)(c)(iii) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(iii). It contains information that would, if publicly disclosed, be likely to: prejudice the security of the council, its members or staff.

Regulation 51(1)(e) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(e). It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

17.6 Nomination of Chairperson

Regulation 51(1)(c)(iii) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(iii). It contains information that would, if publicly disclosed, be likely to: prejudice the security of the council, its members or staff.

17.1.1 Return to Open Meeting

2025/13 RESOLVED (Carolyn Eagle/Councillor Patricia Farrell)

CARRIED

AUDIT AND RISK COMMITTEE MEETING MINUTES

19 FEBRUARY 2025

That pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(a) of the Local Government (General) Regulations 2021 the meeting be re opened to the public.

18 CLOSE OF MEETING

The Meeting closed at 01:01 pm.

This page and the preceding pages are the Minutes of the Audit and Risk Committee Meeting held on Wednesday, 19 February 2025 and will be confirmed at the next meeting.

Chairperson Ian SWAN
Confirmed on 11 June 2025.

OPERATIONAL REPORTS

ITEM NUMBER 12.3
TITLE Community Development Program
AUTHOR Lisa Bishop Lisa Bishop, CDP Regional Manager

RECOMMENDATION

That the Hodgson Downs Local Authority receives and notes the Community Development Program (CDP) Report

KEY OUTCOME AREA

Wellbeing: Contribute to the wellbeing of residents individually and communities as a whole; by fostering increased participation in community activities, education, healthy lifestyles, and a safe living environment.

Economic Development: Foster strengthening and growing jobs, industries, and investment attraction.

BACKGROUND

The Community Development Program (CDP) is a remote employment and community development service being delivered by Council on behalf of the Australian Government. Council is required to deliver a quality service, fulfilling all obligations and adhering to CDP contractual compliance under the Head Agreement.

As of now, the Minyerri CDP is actively managing a caseload of 249 commenced job seekers. Since September 1st, 2024, the program has successfully facilitated employment placements for 5 of these job seekers.

The Australian Government has committed to replacing CDP with a new program with real jobs, proper wages and decent conditions - developed in partnership with First Nations people. The new program will give communities more control to determine local projects and potentially increase economic opportunities in remote areas. The Remote Jobs and Economic Development (RJED) program went live in December of 2024, and they are now in the second grant round for this. The Commonwealth Government also announced during a provider teleconference in December that a grant will go live for the new Remote Employment Service (nRES) contract anywhere from mid-February to early March.

NIAA held a provider teleconference on Friday 14/02/2025 where they announced that CDP as it stands now will be extended for most providers until 31/10/2025. They advised that the Grant Opportunity Guidelines (GOGs) will go live on Grant Connect in mid-March, with the Grant Opportunity going live in May. Timeline from then is assessments by the department being made in July and decisions being made by August and execution of the nRES contract starting in September. The new program will run alongside the current CDP contract for a transition period and then the nRES program will run standalone as of 01/11/2025. Due to the process being a competitive grant process, Council is opting to work with an external consulting agency to put us in steed for the best success in gaining the nRES contract

ISSUES/OPTIONS/SWOT

CDP services in Minyerri are contracted out by Council to the Alawa Aboriginal Corporation (AAC) at the date this report was created, no updated has been received from AAC pertaining to CDP service delivery in Minyerri

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

Nil.

OPERATIONAL REPORTS

ITEM NUMBER 12.4
TITLE Community Safety Update
AUTHOR Rodney Hoffman, Program Support Coordinator

RECOMMENDATION

That the Hodgson Downs (Minyerri) Local Authority receives and notes the Community Safety Update.

KEY OUTCOME AREA

Wellbeing: Contribute to the wellbeing of residents individually and communities as a whole; by fostering increased participation in community activities, education, healthy lifestyles, and a safe living environment.

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

BACKGROUND

Council receives funding from the National Indigenous Australian's Agency to sub-contract Alawa Aboriginal Corporation to deliver Community Night Patrol. Council also receives funding from the Northern Territory Government to deliver the Remote Sport & Recreation program in Minyerri, which is also sub-contracted to Alawa Aboriginal Corporation.

ISSUES/OPTIONS/SWOT

Community Night Patrol and Remote Sport & Recreation are currently being delivered in line with funding agreements, regulatory requirements and our sub-contract obligations. However, no statistics were provided for the period, 1st July 2024 to 31 December 2024.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

Nil.



OPERATIONAL REPORTS

ITEM NUMBER 12.5
TITLE Minyerri LA January YTD Finance Report
AUTHOR James Sanders, Finance Manager

RECOMMENDATION

That the Hodgson Downs (Minyerri) Local Authority receives and notes the Council Financial Report for the period 1 July 2024 to 31 January 2025.

KEY OUTCOME AREA

Economic Development: Foster strengthening and growing jobs, industries, and investment attraction.

BACKGROUND

As per the *Local Government Act 2019* and its' statutory instruments, the council is to submit a current financial report of actual expenditure against the latest approved budget for the Local Authority area.

ISSUES/OPTIONS/SWOT

There are some variances in few activities as outlined in the attached expenditure report. The brief explanation for these differences for each division is as follows:

Operating Income:

Operating Income of \$1,383,188 has been received January YTD to date against a budget of \$1,392,252 resulting in a variance of \$9,064. Variances between Contract and Grant Income are offsetting and under investigation regarding classification and contract details.

Operating Expenditure:

Total Operating Expenditure for the year of \$1,383,188 against a budget of \$1,392,252 resulting in a total variance in operating expenditure of \$9,064. As above offsetting variances, currently reviewing internal charges for appropriate allocation and contracts for any timing issues.

Capital Expenditure:

Nil.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

1. Minyerri LA YTD Jan [12.5.1 - 1 page]

Roper Gulf Regional Council					
Financial Report as at					
31-January-2025					
Minyerri					
	Year to Date Actual (\$)	Year to Date Budget (\$)	Variance (\$)	Full Year Budget (\$)	Explanation
Income					
RGRC Contribution	217,828	0	217,828	0	RGRC Contribution
User Charges and Fees	0	0	0	0	
Grant Income	131,858	992,615	-860,757	1,701,626	Night Patrol Contract / LA Projects
Contract Fee Income	1,033,502	399,636	633,866	685,091	CDP Revenue
Income Other	0	0	0	0	
Total Operating Income	1,383,188	1,392,252	-9,064	2,386,717	
Operating Expenditure					
Employment	352	0	352	0	
Contract & Materials	1,318,407	1,047,825	270,582	1,796,271	NP Services 17.6/mth , Alawa Ops Grant 177K
Asset Related	0.00	628	-628	1,076	
Other Expenses	24,861	26,667	-1,806	45,715	
Banking & Finance	0	0	0	0	
Internal Charges	0	298,958	-298,958	512,500	Review allocations for missing expenses
Councillor Allowance Exp	37,117	14,051	23,065	24,088	
Local Authority Meeting Allowance	2,450	4,122	-1,672	7,067	
Total Expenditure	1,383,188	1,392,252	-9,064	2,386,717	
Operating Surplus/Deficit	0	0	0	0	
Capital Funding					
	0	0	0	0	
Capital Expenditure					
	0	0	0	0	
Net Operating Position	0	0	0	0	



OPERATIONAL REPORTS

ITEM NUMBER 12.6
TITLE Council Services Report
AUTHOR Daniele Piga, Governance Officer

RECOMMENDATION

That the Hodgson Downs (Minyerri) Local Authority receives and notes the Council Services Manager Report.

KEY OUTCOME AREA

Wellbeing: Contribute to the wellbeing of residents individually and communities as a whole; by fostering increased participation in community activities, education, healthy lifestyles, and a safe living environment.

BACKGROUND

Council contract delivery to the Alawa Aboriginal Corporation (AAC).

ISSUES/OPTIONS/SWOT

The attached Council Services Report has been prepared by Alawa Aboriginal Corporation (AAC).

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

1. Local authority Report Alawa [12.6.1 - 5 pages]

Hodgson Downs (Minyerri) Local Authority

GENERAL BUSINESS



ITEM NUMBER

TITLE Council Services Report

REFERENCE

AUTHOR Dale Campbell, CEO Alawa Aboriginal Corporation (AAC)

RECOMMENDATION

That the Hodgson Downs (Minyerri) Local Authority receives and notes the Council Services Report

KEY OUTCOME AREA

Wellbeing: Contribute to the wellbeing of residents individually and communities as a whole; by fostering increased participation in community activities, education, healthy lifestyles, and a safe living environment.

Since Men's Shed activities have recommenced, as well as being a safe place for men, regular presentations delivered by external collaborative support organisation's including Sunrise Health and Australian Legal Aide and Police which are well attended have been delivered. These will continue as we broaden the scope of the program

Since the Board approved a budget amendment for the Women's Centre coordinator position, the position has been filled and activities for local women have been recommenced including Op Shop and planned visits by external support agencies with the Centre being open each day for local ladies to drop in and meet. Women Centre - Unfortunately, since the opening of the women centre, the coordinator's sister has passed away, which has caused some delays and impacted the smooth flow of operations. As a result, things are still in the process of getting back on track.

A request has been submitted to DIPL to provide maintenance to houses and fences with AAC advocacy support, we have had Tree Maintenance and Contractors out resulting dangerous tree removal from various locations including a general assessment of tree conditions in the community.

NT Housing has visited the community and construction of Room to Breathe Dwellings plus an additional five dwellings is due to commence at the start of the dry season. The primary earthworks and foundations phase is almost complete with the subdivision taking shape.

DIPL have advised that a tender for the construction of animal proof fencing around the new subdivisions to the Northwest of the Airstrip is about to be released. We are currently negotiating a partnership collaborative to tender for this work, including bottom and concreting, shop fencing and any other projects that come up from DIPL.

Infrastructure: Support building and maintaining community infrastructure which positively contributes to resident needs and aspirations.

A new chiller and freezer for the Aged Care Complex has been installed and is functioning well. A new Water Park is also on the forward planning agenda through negotiations with Santos mining to assist with funds as a part of this process. Santos have further indicated that they are interested in collaboration with AAC regarding a

Hodgson Downs (Minyerri) Local Authority

Community plant Nursery and a community Mortuary. We are currently in the second round of a NIAA Grant Submission for operational funding for the aged care respite Centre and the Arts and Cultural Center as well as infrastructure R and M and other community related activities and asset repairs and management that was submitted late last year.

We are currently awaiting the end of the wet season so that we can commence a greening of the community program by planting shade and fruit trees, bush tucker and the like so that the plants get a good start. We will also be erecting shade structures with accompanying furniture (concrete seats and table) as a part of the project with older jobseeker's working with the younger generation to maintain get water and upkeep of the newly planted trees. We intend to utilise purged water to water these trees and plants.

The Road is in poor but useable condition, and further work is expected to be conducted around the culvert close to the community and some additional raising of the road level to allow better wet season access. This was again raised with DIPLE last week.

We have successfully re-negotiated the GEC, and Police Station contracts in addition to the existing MOU with Sunrise to conduct cyclical grounds maintenance to their housing assets.

We are now providing landscaping services to the Police and will soon negotiate like services with the regional education manager to do the school grounds and accommodation. To that end, we have arranged a meeting with Regional Director Education to negotiate a MOU for that work.

We are currently sourcing funds to fit out and operationalise the Respite Centre with NIAA and Aging via a grants process.

BACKGROUND

CORE SERVICES

111 – Councils Services General

Services are being provided as per Contract.

160 – Municipal Services

The MUNS Crew working is providing excellent services to the community as is the Night Patrol and reports are being submitted daily with weekly management meetings with both teams being held. We desperately need a replacement night patrol vehicle, the current vehicle is now 13 years old and is worn out with maintenance for capital parts such as air conditioner compressors and Alternator, all original parts, now having to be replaced.

Streetlights have been repaired and remain fully functional, and correspondence forwarded with respect to reimbursement payment approval by council via the local authority. At a meeting with RGRC MUNS staff in Katherine, last year, internal road maintenance, installation of speed bumps and appropriate signage around the school and playgroup sites has been discussed and it was agreed that RGRC would take ownership of the installations, however this is yet to happen.

Hodgson Downs (Minyerri) Local Authority

The landfill site was also discussed at that meeting including the use of RGRC equipment to dig a new site and removal of car bodies and scrap metal via a contractor who provides those services to Council in other locations. It is now becoming critical given that our population has grown as has the demand for municipal services. Capping operations at the Landfill are about to commence. Please note that by the completion of the new subdivisions over the next three years, the population of Minyerri is expected to grow exponentially!

AGENCY SERVICES

314 – Community Development Program (CDP)

- Update

The Corporation continues to provide CDP services to the community and there has been a marked improvement in the look and tidiness of the community. CDP staff maintains community public areas.

Alawa CDP Team in Minyerri faced multiple Sorry Business days and periods of community unrest in late 2024 and early 2025. Despite these challenges, the team has remained committed to fulfilling their responsibilities, continuing to meet the community's needs, and completing tasks that need to be done for Alawa Corporation.

CDP Job Seekers Participating in activities – Job seekers continue to sign up for activities, and over the past six months, they have demonstrated a strong commitment to participating in the Alawa Corporation Programs especially in the men's program. Supervisors have been actively overseeing their involvement, guiding their progress, and facilitating interactions with other job seekers who are on the CDP Trial. Alawa has seen both young men and women job seekers interacting and volunteering in activities.

Drive Safe, BDM and Centrelink are due to visit to the community in mid-May. We have been in contact with CDU and BITE with respect to delivery of courses in Minyerri including basic construction, white card, Chainsaw and Chemical training, and we will soon see the delivery of First Aid and Fire Warden Training in the next few months.

CDP staff are recruiting a cleaner and additional Centrelink staff from our CDP Cohort. CDP staff are also actively referring jobseekers to local service providers who have contacted CDP Manager and advised of job vacancies that they require to be filled.

There have been several referrals from CDP to local employers such as the Clinic, Shop and School with many of them gaining full time employment with those entities.

IT remains a significant issue for AAC with three week plus long outages over the last three months and we are currently experiencing NBN issues which prevents us from using any IT, printer's copiers etc. as a part of our operation other than WIFI hotspots from phones. Telstra have attended as have emerge IT to rectify the situation however we remain offline. We anticipate that the service will resume promptly.

348 – Library

N/A

350 – Centrelink

The Centrelink office is staffed and in fact one of the staff recently received a certificate of commendation from the Centrelink Remote Services Manager as recognition of the

Hodgson Downs (Minyerri) Local Authority

high standard of service delivery to the community. We are currently recruiting additional staff in this area via the Jobseeker/Job Plan process.

404 – Indigenous Sports and Recreation

The position has been filled on a three on a three-month trial basis via an internal transfer funded via current resources. However, we have a grant submission in development to fully fund the position for at least three years. The incumbent will commence operation in collaboration with the School PE Teacher and the After School Care Program and Night Patrol.

We have collected sporting equipment previously ordered from Katherine (purchase order has been forwarded) and commence operation on February 24. These activities are intended to promote healthy lifestyles and general wellbeing while reducing anti-social conduct and encouraging school attendance.

OTHER / MISCELLANEOUS ISSUES

NP reports are submitted daily and are of an improved standard since the in-service course. The Night Patrol meets with the CEO daily to discuss issues and community related disharmony. The workers are committed and do their best for the community under exceedingly difficult circumstances. As mentioned earlier, there is a desperate requirement for a new Night Patrol Vehicle, appropriately kitted out for Minyerri. (We notice a nice shiny new NP vehicle in Mataranka recently), we strongly recommend that a new vehicle is required and needs to be procured for Minyerri. Our current vehicle is 13 years old!

The Corporation was unlawfully entered by six young men in January resulting in about 20K in damages. Police apprehended the offenders which have faced preliminary Court procedures.

We also had a very violent attack committed on corporation staff and equipment resulting in the corporation being closed for staff safety. A young woman and family were taking shelter in the CEO Office when the offender forced his way in and proceeded to assault his spouse. Staff member intervened and he left however came back and proceeded to smash vehicles and furniture and throw stones at staff. Police were called statements taken and he was arrested, and a request was made that he not return to Minyerri by Traditional Owners and Directors.

The regional Police Superintendent and Senior Sergeant, OIC Ngukurr and staff attended at our most recent Director's meeting in February where matters of community violence, police attendance and patrols to Minyerri, a new police station and trouble being caused by people from other communities (Jilkmingan and Ngukurr) discussed. Police have committed to regular patrols to Minyerri however there are currently no plans for a new Police Station nor a permanent presence in Minyerri. The new subdivisions and expected population growth were presented to the Police cohort who suggested we write to the local member chief minister and others requesting urgent placement of Police in Minyerri as a priority. It is anticipated that the population in Minyerri will likely exceed 1200 within three years. Overcrowding remains a critical issue.

IT / Telstra issues

The corporation has experienced extended IT outages, and Telstra has been notified. These issues have disrupted business operations, particularly affecting the ability to log into systems like Workforce Australia. Currently, only one staff member is able to enter Job Seekers' daily appointments. Additionally, we have been unable to

Hodgson Downs (Minyerri) Local Authority

submit any Job Seeker documents to Roper Gulf due to the malfunctioning printer, which is also a result of the ongoing IT problems. Despite these challenges, the CDP staff continue to complete necessary documents, such as Job Plans and other Job Seeker forms, even though they are unable to scan and submit them electronically. These ongoing issues have placed a significant strain on all areas of the corporation.

ATTACHMENTS

There are no attachments for this report.

OPERATIONAL REPORTS

ITEM NUMBER 12.7
TITLE Hodgson Downs Local Authority Projects Update
AUTHOR Sarah Peachment, Executive Assistant to the CEO

RECOMMENDATION

That the Hodgson Downs (Minyerri) Local Authority receives and notes the Local Authority Projects Update Report and allocates an additional \$2520.87 to the Musical instruments and equipment project.

KEY OUTCOME AREA

Environment: Protect and care for the physical environment, including developing and maintenance of clean and environmentally focused communities.

Infrastructure: Support building and maintaining community infrastructure which positively contributes to resident needs and aspirations.

BACKGROUND

Since 2014, the Hodgson Downs (Minyerri) Local Authority has received \$722,340 from the Northern Territory Government for the Local Authority Project Fund. Annual allocations provided by the Department of Local Government are based on a formula related to population. To date the Minyerri Local Authority has allocated \$625,140, accounting for surplus funds from the completed projects.

ISSUES/OPTIONS/SWOT

Please refer to the attached LA funding report as at 24th February 2025.

- A proposal has been developed by Bennett Architects for the survey of the site and community visits to ensure any work is done in a culturally appropriate way. The cost estimate is \$18,923 + Travel and disbursements. Attached is the proposal from Bennett Architects.
- Musical instruments and equipment has been ordered for the church, however a variance of \$2,520.87 has occurred to obtain all the requested items.

FINANCIAL CONSIDERATIONS

Unallocated Funds

The Hodgson Downs (Minyerri) Local Authority currently has \$144,440.00 to allocate to new projects.

ATTACHMENTS

1. LA project report - Minyerri [12.7.1 - 1 page]
2. Proposal 6-01-2025 - Minyerri Massacre Site [12.7.2 - 6 pages]

Hodgson Downs Local Authority Project Funding							24 February 2025
Funds received from Department					\$	722,340.00	
Funds allocated to projects by Local Authority Members					\$	645,140.00	
Surplus/(Deficit) from completed projects					\$	64,719.13	
Remaining unallocated funds					\$	141,919.13	
Date	Project ID	Projects	Project Description	Project Budget	Actual Expenditure	Project Variance	Project Status
3/06/2024	PR118	Steel Bin Holders	Supply 60 Steel Bin Holders, and Alawa Aboriginal Corporation to install the same.	\$ 8,000.00	\$ -	\$ -	<p>03/06/2024: LA allocated \$4,000 towards steel for bin holders</p> <p>09/12/2024: allocated another \$4,000. Council to supply 60 bin holders and AAC to install.</p> <p>18/02/2025: Cost of commercial bin holders only allows about 30 units. Looking at alternative design and manufacture using internal labour.</p>
3/06/2024	PR124	Sports Equipments	Sports equipments for Alawa Aboriginal Corporation.	\$ 5,000.00	-	\$ -	<p>03/06/2024: LA allocated \$5,000 towards sports equipments for Alawa Corporation.</p> <p>18/02/2025: Procurement underway by the Programs team.</p>
3/06/2024		Speed Bumps and signage	2 X slow down for children signs 5 X speed Bumps (collaborate with CDP to install and paint speed bumps)	\$ 30,000.00	-	\$ -	<p>03/06/2024: LA allocated \$5,000 towards two slow down for children signs and allocated \$15,000 towards speed bumps.</p> <p>02/09/2024: LA allocated additional \$10,000 towards purchasing of five additional speedbumps and signage.</p> <p>18/02/2025: Signs will be ordered by end of Feb, currently finalising sign replacements across the region.</p>
		Scoping of Playground	Cost Scoping	\$ -	-	\$ -	03/06/2024: LA requests for council to scope of a playground.
2/09/2024		Fire Breaks and other projects	Requests council to consult with residents of Kewuli pertaining to Fire breaks and to scope any Local Authority Potential Projects.	\$ -	-	\$ -	02/09/2024: LA requests for consultations with regards to Fire breaks and any other potential projects.
9/12/2024		NAIDOC festivities	Festivities event	\$ 5,000.00	-	\$ -	09/12/2024: LA allocated \$5,000 towards NAIDOC festivities.
9/12/2024		Christmas festivities	Festivities event	\$ 5,000.00	-	\$ -	09/12/2024: LA allocated \$5,000 towards Christmas festivities.
9/12/2024		Australia Day festivities	Festivities event	\$ 2,000.00	-	\$ -	09/12/2024: LA allocated \$2,000 towards Australia Day festivities.
9/12/2024		Musical instruments and equipment	musical instruments and equipment for the Church including amplifier, microphone, keyboard and speaker.	\$ 4,000.00	\$ 6,520.87	\$ (2,520.87)	<p>09/12/2025: LA allocated \$4,000 towards musical instruments and equipments for the church.</p> <p>18/02/2025: Quotes obtained, purchase order raised.</p>
9/12/2024		Massacre site scoping	Cost Scoping	\$ -	\$ -	\$ -	<p>09/12/2024: LA has requested for cost scoping of the Massacre site.</p> <p>21/02/2025: A proposal has been developed by Bennett Architects for the survey of the site and community visits to ensure any work is done in a culturally appropriate way. The cost estimate is \$18,923 + Travel and disbursements.</p>
Total allocation for current projects				\$ 59,000.00	\$ 6,520.87		
Total for Completed projects				\$ 586,140.00	\$ 518,900.04		
Grand Total				\$ 645,140.00	\$ 525,420.91		



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Roper Gulf Regional Council
Po Box 1321
Katherine NT 0850

6/01/2025

Attention: Cindy Haddow

FEE PROPOSAL

PROJECT NAME: Minyerri Massacre Site - BA3222

Site Address: Minyerri, Northern Territory, 0852, Australia

Dear, Cindy,

Thank you for inviting Bennett Architecture Pty Ltd to provide you with this proposal for the professional fees for the above project.

With reference to your proposal invitation and the information provided, we are pleased to submit our fee proposal for the above project. Below is a basic outline of what we envisage to be the scope of works for the proposal brief.

Scope of Works

- Meeting with local community
- Identification of the site area
- Development of scope of services required.

We have studied the information provided and believe this fee proposal outlines the most efficient and cost-effective way to complete the scope above.

Your main contact at Bennett Architecture Pty Ltd is Fiona Eddleston. Contact details:

Phone: 0419749187

Email: Fiona@bennettarchitecture.com.au

If you require any additional information or clarification of any points, please contact your project team at Bennett Architecture Pty Ltd.

Kind Regards

Fiona Eddleston
Landscape Architect
Bennett Architecture Pty Ltd



PROJECT TEAM

The following external contacts and internal staff will be involved with this project.

Staff name	Phone	Email
Fiona Eddleston Bennett Architecture Pty Ltd Landscape Architect	0419 749 187	Fiona@bennettarchitecture.com.au
Cindy Haddow Roper Gulf Regional Council	08 8972 9002	Cindy.Haddow@ropergulf.nt.gov.au

WORK BREAKDOWN OVERVIEW

The following stages are included in this fee proposal. A summary of the required work for each stage is listed as the scope of works, with the Bennett Architecture Pty Ltd staff that are planned to be managing the work.

Stage	Scope description
Initial Client Meeting	initial client meeting-discussion in Katherine
Site Visit & Analysis	Community engagement and site inspection. Drive to Katherine, next day RGRC drive to Minyerri and back, Return to Darwin 3 days.
Develop Design Brief	Prepare a scope of services required
Disbursements	Disbursements petrol to Katherine, a



ASSUMPTIONS AND EXCLUSIONS

- Our fees remain valid for a period of sixty days & are subject to the scope of work and scope of service outlined in our proposal, as well as the following limitations:
- We assume all base documentation is provided at no cost.
- Our fees have been calculated on the assumption that the works resemble size and construction methods presented in the client brief supplied.
- We have assumed that the works will proceed in an orderly manner with sign offs from the client at each phase of design and documentation, prolonged waiting periods may incur a variation. Any rework due to the following causes will be at additional cost: changes in the design requested by the client affecting previously signed off components.
- Works outside of the inference to the items above shall be seen as outside of this initial scope and hourly rates or agreed variations will apply to future works.
- Printing allowed for is on A3 paper only, larger sizes will be charged at a cost plus 10% basis.
- Additional reviews other than noted above may incur a variation. To be discussed when required.
- No allowance has been made by Bennett Architecture Pty Ltd to negotiate with Council on conditions or requirements for this development. Any requirements for Bennett Architecture Pty Ltd to enter negotiations to change or modify any conditions with local councils or government will be charged on a 'time and expense reimbursement' basis in accordance with Bennett Architecture Pty Ltd's current 'Schedule of Hourly Rates'.

HOURLY RATES

For works, quoted in the fee proposal below as 'hourly rates' please refer to the rates table below. These rates are ex tax values.

Rate name	Value (ex tax)
Initial Client Meeting – 1 hour	
Site Visit & Analysis – 3 days	
Develop Design Brief – 1 day	
Disbursements	
Associate	\$210.00
Associate, (Landscape)	\$180.00
CAD Technician	\$150.00
Senior Landscape Architect	\$220.00



FEE PROPOSAL

PROJECT: Minyerri Massacre Site - BA3222
PROJECT LOCATION: , minyerri, Northern Territory, 0852, Australia

Stage	Fee type	Budget estimate (Hourly rates only)	Amount
Phase 1 - Initial Engagement and Site Investigation			
Initial Client Meeting	Fixed fee	-	\$187.00
Site Visit & Analysis	Fixed fee	-	\$16,192.00
Develop Design Brief	Fixed fee	-	\$2,544.00
Disbursements	Hourly rates	\$0.00	<i>Hourly rates</i>
SUB TOTAL			\$18,923.00
TAX			\$1,892.30
TOTAL INC TAX			\$20,815.30
Estimated Budget Total for		\$0.00	
Hourly Rate works			

Note: This fee proposal is valid for 60 days only from the date indicated on the covering page.

PAYMENT TERMS

Unless otherwise organized, our arrangements for payment of the above fees are:

- We will invoice at the completion of each stage.
- Balance of fees is payable within 30 days from the invoice date.
- If an account is unpaid after 45 days, interest is charged as noted below. We also reserve the right to cease work on the project should the accounts remain unpaid.

CLIENT AUTHORISATION

The client accepts the offer and agrees to the scope of services and fee schedule as described in this proposal. The individual signing this form warrants that they have the authority for and on behalf of the Roper Gulf Regional Council to authorize works to proceed. Alternative to a signature below, a purchase order provided by the client, will be seen as accepting these terms and conditions.

Signature _____ **Date** _____
Full Name _____ **Position** _____



Short Form Agreement for Consulting Services

Between **Bennett Architecture Pty Ltd – ('BA')**

And Roper Gulf Regional Council ('Client')

1. BA will provide to the Client the services described in BA's fee proposal together with such other services as may be agreed from time to time ('Services').
2. BA will provide the Services with the skill, care and diligence generally exercised by competent staff performing services of a similar nature at the time the Services are provided.
3. Where the Services will be performed at either or both the site of the project ('Site') or at other places reasonably required by the Client, the Client must provide reasonable access to allow BA to fulfil its obligations (including providing the Services).
4. The Client will, at its own cost, as soon as practicable, and whenever reasonably requested by BA, make available to BA all information, documents, instructions, and other particulars relating to the Client's requirements as is necessary for BA to carry out the Services. BA is entitled to rely on all information, documents and other particulars provided by the Client.
5. The Client will pay to BA:
 - 5.1 the fees and the reimbursable expenses as set out in BA's fee proposal together with such other amounts agreed to be provided; and
 - 5.2 reasonable adjustments to the fees and any reimbursable expenses to reflect any additional costs, expenses, liabilities, losses, or other amounts incurred or suffered by BA in the performance of the Services and arising out of or in connection with any event or matter beyond BA's control; and
 - 5.3 to the extent that any amounts payable under this Agreement are not expressed to be inclusive of GST or any applicable similar tax or duty, an additional amount for the GST, tax or duty incurred by BA in relation to the supply of the Services.
6. BA may claim payment at the times set out in BA's fee proposal or, if no time is set out, monthly in arrears. The Client must pay to BA, without set-off or deduction, the amount payable under this Agreement for the Services provided during the relevant period, within 30 days of BA's invoice. If the Client does not pay in accordance with this Agreement, interest will be payable from the date of invoice until payment at a rate equal to the Unsecured Personal Overdraft Rate as most recently published by Westpac, plus 1% per annum, compounding daily.
7. To the maximum extent permitted by law BA excludes all representations, warranties, or terms (express or implied) other than those expressly set out in this Agreement. If there is any inconsistency between the terms of BA's fee proposal and this Agreement, this Agreement prevails unless BA's fee proposal expressly states or necessarily implies that it is to prevail.
8. To the maximum extent permitted by law:
 - 8.1 BA's liability for a breach of a condition or warranty (including a condition or warranty imposed by law) is limited to:
 - 8.2 supplying of the relevant Services again; or
 - 8.3 payment of the cost of having the Services supplied again.
 - 8.4 subject to subparagraphs 8.3 and 8.4 below, if BA's liability to the Client arising out of or in connection with this Agreement (including the performance or non-performance of the Services) is not limited by subparagraph 8.1, then BA's liability, whether under the law of contract, in tort, in equity, under statute or otherwise, is limited in aggregate to the amount specified in BA's fee proposal or, if no amount is stated, then to \$100,000;
 - 8.5 in any event, BA is not liable to the Client in respect of any indirect, consequential, or special losses (including without limitation loss of revenue, loss of profit, loss of business opportunity and payment of liquidated sums or damages under any other agreement); and
 - 8.6 BA will be discharged from all liability in respect of the Services whether under contract, in tort, in equity, under statute or otherwise, at the expiration of the period specified in BA's fee proposal, or if no date is specified, on the expiration of 3 years from the completion of the Services or the earlier termination of BA's engagement to provide the Services.
9. The Services are provided for the benefit of the Client. Unless expressly agreed by BA, BA's obligations under this Agreement or otherwise are owed to the Client and to no other person/entity.
10. To the extent that the Services are performed for the purpose of a 'design and construct' tender or bid, or any other work undertaken by the Client in anticipation of a 'design and construct' contract not yet executed by the Client:
 - 10.1 BA will use its best endeavours to perform such Services in accordance with its obligations under this Agreement.
 - 10.2 BA accepts no responsibility for loss or damage suffered by the Client or by any other person in connection with the provision of such Services through any cause whatsoever, including but not limited to any failure by any person to enter any contract; and
 - 10.3 the Client will indemnify and keep indemnified BA against any claim made by any person against BA in respect of such Services.
11. BA will comply with the obligations relating to workplace health and safety that are imposed upon it by law. Unless expressly stated, this Agreement is not otherwise intended to impose upon BA any additional obligation relating to workplace health and safety. At no time will BA be deemed to be in control of the Site or any premises of the Client unless by prior written agreement with Client in connection with specific Services.
12. Subject to the Client complying with its obligations under this Agreement, BA grants to the Client a non-exclusive, royalty-free and irrevocable license to use (and allow others to use) any intellectual property (including all drawings, reports, specifications, bills of quantity, calculations and other documents created or produced by BA) arising out of provision of the Services ('IP Rights') for the purposes of completing the Project. Unless otherwise agreed, BA owns the IP Rights.
13. Neither the Client nor BA will disclose to third parties or use for any purpose (other than providing or benefiting from the Services) any information provided by the other unless:
 - 13.1 required by law; or
 - 13.2 the information is already generally known to the public; or
 - 13.3 The other party consents to the disclosure.
 - 13.4 Other than copies required to be kept for compliance with law or quality assurance systems, all documentation and materials containing confidential information provided by one party to the other will be returned upon request. The obligations in this paragraph will survive termination of this Agreement.
14. Where any dispute or difference ('Dispute') between the Client and BA is notified by either party to the other party, the parties will:
 - 14.1 meet promptly to attempt to negotiate, in good faith, to resolve the Dispute or to attempt to agree on a process for doing so; and
 - 14.2 if the parties do not achieve a resolution of the Dispute within 5 working days of the notification of the Dispute, or agree on another process, the parties agree to participate at their shared cost in a mediation, administered in accordance with procedures set out by the Institute of Arbitrators and Mediators Australia (or a successor body). This provision will not prevent BA from instituting legal action at any time to recover moneys owing by the Client to BA.
15. The Client may terminate its obligations under this Agreement by written notice to BA:
 - 15.1 if BA is in breach of the terms of this Agreement and the breach has not been remedied within 28 days of a written notice served by the Client on BA specifying the breach and requiring the breach to be remedied; or
 - 15.2 upon the Client giving BA 60 days' written notice of its intention to do so; or
 - 15.3 if BA becomes bankrupt, or becomes subject to any official management, receivership, liquidation, provisional liquidation, voluntary administration, winding up or external administration ('Insolvency Event').
16. BA may suspend its obligations under this Agreement by written notice to the Client:



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- 16.1 immediately, if the Client has failed to pay in accordance with this Agreement; or
 - 16.2 if the Client is in breach of any of the other terms of this Agreement and the breach has not been remedied within 10 days of a written notice served by BA on the Client specifying the breach and requiring the breach to be remedied.
 17. BA may terminate its obligations under this Agreement by written notice to the Client:
 - 17.1 if the breach referred to in paragraph 16.1 has not been remedied within 5 days of a written notice served by BA on the Client specifying the breach and requiring the breach to be remedied; or
 - 17.2 if the Client is in breach of any of the other terms of this Agreement and the breach has not been remedied within 28 days of a written notice served by BA on the Client specifying the breach and requiring the breach to be remedied; or
 - 17.3 upon BA giving the Client 60 days' written notice of its intention to do so; or
 - 17.4 if an Insolvency Event occurs in relation to the Client.
 18. The rights in paragraphs 15, 16, and 17 are in addition to the rights and remedies available at law.
 19. BA may, with the Client's prior approval, which will not be unreasonably withheld or delayed, engage other consultants to assist BA. The other consultant will be engaged on the Client's behalf and at the Client's risk, cost, and expense. Otherwise, neither party may assign, transfer, or subcontract any obligations under this Agreement without the written consent of the other. Unless stated in writing to the contrary, no assignment, transfer or subcontracting will release a party from any obligation under this Agreement.
 20. This Agreement is the entire agreement between BA and the Client for the provision of the Services, and supersedes all prior agreements, representations, correspondence, and discussions. No terms of any purchase order, however or whenever presented, form part of the Agreement or amend or substitute for this Agreement.
 21. Other than as expressly provided, nothing in this Agreement creates a relationship of agency or partnership between BA and the Client.
 22. In the interpretation of this Agreement, no rule of construction applies to the disadvantage of one party on the basis that it put forward this Agreement or any part of it.
 23. The Client is deemed to consent to the use by BA of the Client's name and a general description of the Services and any related photographs or imagery in BA's internal or external promotional or training materials unless it informs BA to the contrary within 10 days of this Agreement.
 24. This Agreement is governed by the laws of the Northern Territory. The parties submit to the exclusive jurisdiction of the Courts of the Northern Territory and, where applicable, the Courts of the Commonwealth of Australia. Any proceedings commenced in a Court of the Commonwealth of Australia must be commenced in the Northern Territory registry.