

MINUTES OF THE FINANCE COMMITTEE MEETING OF THE ROPER GULF  
REGIONAL COUNCIL HELD AT THE CONFERENCE ROOM,  
ROPER GULF REGIONAL COUNCIL HEADQUARTERS, 29 CRAWFORD STREET,  
KATHERINE ON WEDNESDAY, 25 NOVEMBER 2015 AT 8:30

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**1. PRESENT/STAFF/GUESTS**

**1.1 Elected Members**

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

**1.2 Staff**

Michael Berto, Chief Executive Officer (CEO)  
Greg Arnott, Director Corporate Governance (DCG)  
Sharon Hillen, Director Council Services and Infrastructure (DCSI)  
Marc Garner, Director Contracts and Technical Services (DCTS)  
Marion Smith, Director Community Services (DCS)  
Lokesh Anand, Manager Finance  
Jyoti Pudasaini, Manager Governance (Minute Taker)  
Rashmi Sharma, Finance Officer

**1.3 Guests**

William Rosas, Department of Local Government and Community Services

**2. MEETING OPENED**

Meeting opened at 8:35am.

**3. WELCOME TO COUNTRY**

Mayor Tony Jack welcomed Members, staff and guest to the meeting.

**4. APOLOGIES AND LEAVE OF ABSENCE**

Nil

**5. CALL FOR ITEMS OF GENERAL BUSINESS**

- GRANTS – Improving Strategic Local Roads Infrastructure 2015-16 Agreement – Department of Transport

- GRANTS – Regional Economic Infrastructure Fund 2015-16 Type 2 Agreement – Department of Transport
- Grants – Remote Sport Program 2015-16 Agreement – Department of Sport and Recreation
- Manheim Auction Offers
- CEO requests for Leave

**6. QUESTIONS FROM THE PUBLIC**

Nil

**7. DISCLOSURES OF INTEREST**

Councillor Eric Roberts declared his interest in item 19.1.

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

**8.1 MINUTES OF PREVIOUS FINANCE COMMITTEE MEETING**

46/2015 RESOLVED (Kathy-Anne Numamurdirdi/Judy MacFarlane) **Carried**

- (a) That the Finance Committee receive and note the minutes of the Finance Committee Meeting held on 26 August 2015.

**9. BUSINESS ARISING FROM PREVIOUS MINUTES**

**9.1 ACTION LIST**

47/2015 RESOLVED (Geoff Bishop/John Dalywater) **Carried**

- (a) That the Finance Committee receive and note the action list.

**10. INCOMING CORRESPONDENCE**

Nil

**11. OUTGOING CORRESPONDENCE**

Nil

**12. EXECUTIVE DIRECTORATE REPORTS**

Nil

**13. CORPORATE GOVERNANCE DIRECTORATE REPORTS**

**13.1 POLICY UPDATE:WS007 ALCOHOL AND OTHER DRUGS POLICY**

The Alcohol and other Drugs policy promotes the prevention, reduction and elimination of alcohol and other drugs abuse in the workplace providing a minimum standard for the management and control of alcohol and other drugs in the workplace.

The policy has been amended to clarify the definitions to assist in interpretation of the policy. The amended policy clarifies who is the person authorised by the CEO to access the test results.

- (a) That the Finance Committee adopt the amendments in WS007 Alcohol and other Drugs Policy.

**13.2 FINANCE - UPDATE ON INVESTMENT HELD AT TRADITIONAL CREDIT UNION**

Finance Manager, Lokesh Anand presented the report. Lokesh advised that RGRC make investments in various financial Institutions across the country to maximize the return on cash balances. The Investment with Traditional Credit Union (TCU) was done prior to implementation of RGRC Investment Policy.

The RGRC Investment Policy states that we can not invest in bank without an independent Rating.

It was advised that either the Investment Policy has to be amended or we have to take our investment out from TCU.

49/2015 RESOLVED (Geoff Bishop/Eric Roberts)

Carried

- (a) That the Finance Committee receive and note the update on Investment held at Traditional Credit Union.
- (b) That the Finance Committee resolve that the current deposit with TCU be withdrawn immediately and reinvested in accordance with the current Investment Policy.

**13.3 FINANCE - RGRC 1ST QUARTER BUDGET REVISION 2015-16**

50/2015 RESOLVED (Geoff Bishop/Eric Roberts)

Carried

- (a) That the Finance Committee accept and adopt First Quarter Amended Budget 2015-16.
- (b) That the Finance Committee agree that there will be two budget reviews annually every financial year.

*Morning Tea: 10.06 am  
Meeting Resume: 10:24am*

**13.4 FINANCE - RGRC FINANCIAL REPORT AS AT 31ST OCTOBER 2015**

51/2015 RESOLVED (Geoff Bishop/John Dalywater)

Carried

- (a) That the Finance Committee receive and note financial reports as at 31 October 2015.

**14. COUNCIL SERVICES AND INFRASTRUCTURE REPORTS**

Nil

**15. COMMUNITY SERVICES DIRECTORATE REPORTS**

Nil

## **16. CONTRACTS AND TECHNICAL SERVICES DIRECTORATE REPORTS**

### **16.1 AUCTION REPORT AND PROPOSED ASSETS FOR DISPOSAL**

**52/2015 RESOLVED (Eric Roberts/Kathy-Anne Numamurdirdi) Carried**

- (a) That the Finance Committee receive and note the report on the Plant and Fleet Auction held on 24<sup>th</sup> October 2015,**
- (b) That the Finance Committee approve the disposal of the plant and fleet items as listed on the report.**

*Cr Tony Jack left the meeting, the time being 10:50 AM  
Cr Tony Jack returned to the meeting, the time being 10:56 AM*

### **16.2 UPDATE OF CHARDON STREET DEPOT PROJECT**

**53/2015 RESOLVED (Kathy-Anne Numamurdirdi/Eric Roberts) Carried**

- (a) That the Finance Committee receive and note the report in relation to the Chardon Street Depot Project.**

## **17. GENERAL BUSINESS**

### **17.1 GRANTS - IMPROVING STRATEGIC LOCAL ROADS INFRASTRUCTURE 2015-16 AGREEMENT - DEPARTMENT OF TRANSPORT**

The Funding covers the Rainbow Street Upgrade Project and Local Roads Stormwater Audit and Design project at Ngukurr.

The Rainbow Street upgrade project address the drainage, amenity and pedestrian safety in the SIHIP housing and conduct an audit of all current local roads and stormwater drains across the region to enable the Council to have long term minor and major works programs.

The project will be completed by 30 November 2015.

**54/2015 RESOLVED (Kathy-Anne Numamurdirdi/Eric Roberts) Carried**

- (a) That Council accept the agreement from the Department of Transport for the Improving Strategic Local Roads Infrastructure 2015-16 by signing and affixing the Common Seal to both copies of the agreement.**

### **17.2 GRANTS – REGIONAL ECONOMIC INFRASTRUCTURE FUND 2015-16 TYPE 2 AGREEMENT – DEPARTMENT OF TRANSPORT**

The funding covers the Numbulwar Waste Management Facility project. The project proposes to decommission the 'old dump' and build a new facility.

The project will be completed by 30 November 2016.

**55/2015 RESOLVED (Eric Roberts/John Dalywater) carried**

- (a) That Council accept the agreement from the Department of Transport for the Regional Economic Infrastructure Fund 2015-16 Type 2 by signing and affixing the Common Seal to both copies of the agreement.**

### **17.3 GRANTS – REMOTE SPORT PROGRAM 2015-16 AGREEMENT – DEPARTMENT OF SPORT AND RECREATION**

The Remote Sport Program (formerly Active Remote Communities, ARC) is to improve capacity for remote and regional community members to conduct and deliver regular organised sporting competitions and physical activities.

The funding of \$250,0000.00 covers employment of staff to deliver regular organised sporting competitions, capacity building at community through education and training and create opportunities for pathway development and participation progression.

The project funding is until 30 June 2016.

Deputy Mayor raised concern on how much Council spends out of pocket to run Sports and Rec Programme in communities.

Deputy Mayor was advised that \$240,000 is spent out of pocket for running the sports and Recreation program. Funding has always been an issue and Council is looking for options to reduce the out of pocket expense.

DCSI Sharon Hillen advised that currently survey has been conducted around all towns to find out what activities communities want in their community.

**56/2015 RESOLVED (Judy MacFarlane/Kathy-Anne Numamurdirdi)**

**Carried**

- (a) That Council accept the agreement from the Department of Sport and Recreation to deliver the Remote Sport Program in 2015-16 by signing and affixing the Common Seal to both copies of the agreement.**

**Action:** Undertake audit on Sports and Rec assets and equipment and provide report to the Council at March Meeting.

### **17.4 MANHEIM AUCTION OFFERS**

DCTS Marc Gardner advised that RGRC held the auction of fleet and plant on Saturday 24th October with Orange County Auctions based in Katherine. The auction was held at RGRC's Emungalan Road site. A number of items that were not sold at that auction were then put in the Manheim Auction in Darwin to be sold "as is where is" while all items were at Emungalan Road. The Manheim auction was held on Wednesday 18th November and the results were poor and therefore Manheim have now communicated the different offers.

The detail offer from Manheim Auction were presented and discussed.

**57/2015 RESOLVED (Geoff Bishop/Judy MacFarlane)**

**Carried**

- (a) That the Finance Committee receive and note the offers on RGRC items received from Manheim following their Auction held Wednesday 18<sup>th</sup> November 2015.**

- (b) That the Finance Committee review each item with a proposed offer and set a price as a counter offer to go back to Manheim with and/or send the items to the Manheim Auction to be held on 16<sup>th</sup> December 2015.**

**Action:** CEO to investigate the sale value of Barrington Barge through Marine Dealership in Darwin.

## 17.5 CEO REQUESTS FOR LEAVE

CEO requested leave for the period starting from 21<sup>st</sup> December 2015 till 8<sup>th</sup> January 2016.

58/2015 RESOLVED (Judy MacFarlane/Eric Roberts)

Carried

- (a) That the Finance Committee approve CEO's Leave from 21 December 2015 till 8<sup>th</sup> January 2016.

## 18. DEPUTATIONS & PETITIONS

Nil

## 19. CLOSED SESSION

### DECISION TO MOVE TO CLOSED SESSION

59/2015 RESOLVED (Kathy-Anne Numamurdirdi/Eric Roberts)

Carried

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

- 19.1 FINANCE - Report on Outstanding Debts greater than 90 Days** - *The report will be dealt with under Section 65(2) (ci) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person.*
- 19.2 NLC Section 19 Lease - Handbacks** - *The report will be dealt with under Section 65(2) (ci) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person.*
- 19.3 CDP Positions** - *The report will be dealt with under Section 65(2) (a) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.*

### RESUMPTION OF MEETING

60/2015 RESOLVED (Kathy-Anne Numamurdirdi/Geoff Bishop)

Carried

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

*Cr. Eric Roberts declared Conflict of Interest.*

*Cr Eric Roberts left the meeting, the time being 11:49 AM*

### 19.1 FINANCE - REPORT ON OUTSTANDING DEBTS GREATER THAN 90 DAYS

61/2015 RESOLVED (Judy MacFarlane/Geoff Bishop) Carried

- (a) That the Finance Committee receive and note the outstanding debtors greater than 90 days report.
- (b) That the Finance Committee approves the write off of \$19,207.65 for the debts greater than 90 days for Debtor ID 00972, 00405,01054, 00480 and 00948.
- (c) That Council terminates the sublease with Milwarrarra Aboriginal Corporation for office space at Ngukurr.

*Cr Eric Roberts returned to the meeting, the time being 12:01 PM*

### 19.2 NLC SECTION 19 LEASE - HANDBACKS

62/2015 RESOLVED (Judy MacFarlane/Kathy-Anne Numamurdiridi) Carried

- (a) That the Finance Committee receive and note the report on Section 19 Lease Hand Backs.
- (b) That the Finance Committee approves the recommendations for Lots 370, 426 and 297C at Ngukurr as per the report.

**ACTION:** CEO to investigate lot 225 subleasing options for Ngukurr and report back at December OCM.

*Lunch Break: 12.22 pm  
Meeting Resume: 12.54*

*Cr Eric Roberts absent  
Cr Eric Roberts returned to the meeting, the time being 01:03 pm*

### 19.3 CDP POSITIONS

63/2015 RESOLVED (Eric Roberts/Geoff Bishop) Carried

- (a) That the Finance Committee receive and note report on CDP Positions.
- (b) That the Finance Committee approve the recommendation contained in the Issues section of this report.

### CLOSE OF MEETING

The meeting terminated at 13:37 pm.

This page and the preceding 6 pages are the Minutes of the Finance Committee Meeting held on Wednesday, 25 November 2015 and confirmed at Ordinary Meeting of Council held on Wednesday 16 December 2015 .

  
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Mayor Tony Jack

