

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

PRESENT/STAFF/GUESTS

1.1 Elected Members

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

1.2 Staff

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

1.3 Guests

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

MEETING OPENED

Meeting opened at 0839hrs

WELCOME TO COUNTRY

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

APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES

1/2019 RESOLVED (Samuel EVANS/Owen TURNER)

Carried

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

DISCLOSURES OF INTEREST

There were no declarations of interest at this Finance Committee.

CONFIRMATION OF PREVIOUS FINANCE COMMITTEE MEETING MINUTES

8.1 CONFIRMATION OF PREVIOUS MINUTES

2/2019 RESOLVED (Helen LEE/Owen TURNER)

Carried

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

BUSINESS ARISING FROM PREVIOUS MINUTES

9.1 ACTION LIST

3/2019 RESOLVED (Samuel EVANS/Helen LEE)

Carried

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

INCOMING CORRESPONDENCE

10.1 INCOMING CORRESPONDENCE

4/2019 RESOLVED (Samuel EVANS/Owen TURNER)

Carried

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

OUTGOING CORRESPONDENCE

11.1 OUTGOING CORRESPONDENCE

5/2019 RESOLVED (Helen LEE/Owen TURNER)

Carried

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

EXECUTIVE DIRECTORATE REPORTS

Nil

CORPORATE GOVERNANCE DIRECTORATE REPORTS

13.1 FIN019 - PROCUREMENT POLICY

6/2019 RESOLVED (Helen LEE/Samuel EVANS)

Carried

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

13.2 URAPUNGA LOCAL AUTHORITY PROJECT FUNDING

7/2019 RESOLVED (Owen TURNER/Samuel EVANS)

Carried

- (a) That the Finance Committee sign and seal the 2018-19 agreement for Local Authority Project Funding for the Urapunga Local Authority.

13.3 GRANT FUNDING ARRANGEMENTS

8/2019 RESOLVED (Owen TURNER/Helen LEE)

Carried

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

13.4 FINANCE - RGRC FINANCIAL REPORT AS AT 31 DECEMBER 2018

9/2019 RESOLVED (Samuel EVANS/Owen TURNER)

Carried

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

13.5 CAPITAL EXENDITURE - FLEET PURCHASES

10/2019 RESOLVED (Samuel EVANS/Owen TURNER)

Carried

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

COUNCIL & COMMUNITY SERVICES DIRECTORATE REPORT

14.1 LARRIMAH BORE FINANCIAL IMPLICATIONS

11/2019 RESOLVED (Owen TURNER/Helen LEE)

Carried

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

COMMUNITY SERVICES DIRECTORATE REPORTS

Nil

COMMERCIAL SERVICES DIRECTORATE REPORTS

16.1 2 CRAWFORD ST UPDATE JANUARY 2019

12/2019 RESOLVED (Helen LEE/Samuel EVANS)

Carried

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

16.2 TENDER SELECTION PANELS FOR UPCOMING PROJECTS

13/2019 RESOLVED (Owen TURNER/Samuel EVANS)

Carried

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

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

MEETING ADJOURNED AT 1008HRS

MEETING RESUMED AT 1015HRS

BUSINESS ARISING

17.1 Terms of Reference

14/2019 RESOLVED (Samuel EVANS/Owen TURNER)

Carried

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

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

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

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

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

17.2 2019 Calendar

15/2019 RESOLVED (Samuel EVANS/Helen LEE)

Carried

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

17.3 Toilet Blocks – Mataranka Sports and Recreation

16/2019 RESOLVED (Helen LEE/Samuel EVANS)

Carried

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

17.4 Restructure of CDP Mechanical Activity Supervisor - Numbulwar

17/2019 RESOLVED (Helen LEE/Owen TURNER)

Carried

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

QUESTIONS FROM THE PUBLIC

ADJOURNED FOR MORNING TEA AT 1109HRS

CLOSED SESSION

20.1 MOVE TO CONFIDENTIAL

18/2019 RESOLVED (Helen LEE/Owen TURNER)

Carried

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

Members of the press and public be excluded from the meeting of the Confidential Session and access to the correspondence and reports relating to the items considered in accordance with Section 65(2) of the Local Government Act, as the item lists come with the following provisions:-

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

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

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

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

20.1 CONFIRMATION OF PREVIOUS CONFIDENTIAL MINUTES

199/2019 RESOLVED (Owen TURNER/Helen LEE)

Carried

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

20.2 BARUNGA SPORTS OVAL LIGHTING TENDER NUMBER: ROPER-834916

200/2019 RESOLVED (Samuel EVANS/Owen TURNER)

Carried

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

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

21/2019 RESOLVED (Helen LEE/Samuel EVANS)

Carried

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

20.4 FINANCE - RATES EXEMPTION

22/2019 RESOLVED (Helen LEE/Owen TURNER)

Carried

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

20.5 MOVE OUT OF CONFIDENTIAL

23/2019 RESOLVED (Owen TURNER/Samuel EVANS)

Carried

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

CLOSE OF MEETING

The meeting terminated at 1154hrs

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



Mayor Judy MacFarlane