

1. Present:

- 1.1 Elected Members:
- 1.2 Local Authority Members:
- 1.3 Staff:
- 1.4 Visitors/Guests:

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”.

2. Apologies:

Biddy Hamilton, Di Jones

Apologies Accepted, Moved:

Seconded:

3. Conflict of Interest-Members & Staff:

Conflict of Interest to be declared if any.

4. Minutes of Previous Meeting:

Previous minutes from the Mataranka Local Authority meetings are attached to the agenda.

Previous Minutes Accepted, Moved:

Seconded:

5. Business Arising/Action List;

5.1. Previous minutes action List

Date	Item Description	Responsible Person	Status	Comments
09.03.2015	Continue to seek funding for a Mataranka AMP (Alcohol Management Plan)	CSM	Ongoing	
09.03.2015	Obtain more Post boxes	CSM	Ongoing	05.05.2015: Post office boxes have been requested as part of an office upgrade under the 15/16 budget for the SDC

Date	Item Description	Responsible Person	Status	Comments
09.03.2015	Op Shop - Started as RJCP project to be reported on	Director Community Services		
05.05.2015	Email sent out to ask for a volunteer/s to put the Mataranka	CSM		
05.05.2015	Report to be forwarded to Local Authority by start of Markets to whether Op Shop will be run by RJCP or by community volunteers.	Director Community Services		
05.05.2015	Cleaner from SDC to clean catering shed on a monthly basis	CsM		
05.05.2015	Seek to fund equipment upgrade for catering shed facilities	LA		
05.05.2015	Work with RJCP to determine if possible for slab to be completed through RJCP	CSM		

6. Correspondence

6.1. Outgoing Correspondence:

- Letter to The Hon Bess Price MLA Re: Town Camps-Mulggan Electricity Costs

6.2. Incoming Correspondence:

- Email Community Benefit Fund Grants
- Letter Department of Local Government and Community Services-Local Authority Project Funding Confirmation.
- Quotation from Benzac Building & Construction Pty Ltd for Disabled Toilet at Mataranka.

7. General Business

7.1 *Elected Member Report:

7.2 *Council Services Managers Report:

- Council Services Update
- *Work Health and Safety Update

7.3 *Council Financial Reports:

2014/2015 4th Quarter Expenditure Report

7.4 *Governance Updates:

- *Town Priorities

- ***Complaints Register:**

Date	Complaint type	status
19-Mar-2015	Dangerous Dogs	Closed
30-June-2015	Code of Conduct	Ongoing

- ***Policy Updates: Nil**
- **Regional Plan 2015-2016**
Roper Gulf Regional Plan 2015-2016 has been approved by Council on 22 July 2015. Copy of plan will be made available to all once printed copies are received from Printers. Electronic copy is available on website.

7.5 *RJCP- Remote Jobs and Communities Program:

7.6 *Alcohol Management Plan

8. Other Business

8.1 Mataranka Disable Toilet Quotation: Attached

8.2 Weed Management Plan for Neem

8.3 Dump Point

8.4 Camping in public places

8.5 MFSRC – Sports & Rec Grounds

8.6 Special Meeting Items

8.7 Bowling Facility

8.8 Elsey St Drainage

8.9 Carew Road - Storm water drain

8.10 Rejuvenation of the statues in Stan Martin Park

8.11 Tourist Signs

8.12 Sport & Rec Officer

8.13 Never Never News

9. Meeting Closed

*** Denotes permanent Agenda items**

MATARANKA
Local Authority Meeting
Minutes

Held in Mataranka Community Hall

5th May 2015

1. Present:

1.1 Elected Members:

Deputy Mayor Judy MacFarlane

1.2 Local Authority Members:

Sue Edwards
Leah Niehus
Alan Chapman
Michael Somers
Biddy Hamilton
Di Jones

1.3 Staff:

Michael Soler (CSM)
Catherine Proctor (Director Community Services)
Brian Beveridge (Regional Manager RJCP)
Jo Nicol (Local Authority Coordination Officer)
Marg Minnett

1.4 Visitors/Guests:

Moira McCreesh (Alcohol Management Programs)
Nick (Department of Local Government and Communities Services)

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”.

2. Apologies:

Di Angel, Tracey Anne Wilson, Willy Rosas (NTG DLGCS)

Apologies Accepted,

Moved: Biddy

Seconded: Sue

3. Conflict of Interest-Members & Staff:

Nil declared

4. Minutes of Previous Meeting:

Minutes from previous meeting was included in Agenda paper.

Previous Minutes Accepted,

Moved: Biddy

Seconded: Sue

5. Business Arising/Action List;

5.1. Previous minutes action List

The Action list from previous meeting minutes were accepted as updated.

5.2 Current Action List

- New town priorities to be available by end of May.
- Post office boxes have been requested as part of an office upgrade under the 15/16 budget for the SDC.
- Skate Park construction to begin in next fortnight (8-10week construction)
- Reconciliation Action Plan updated to reflect Australia Day celebrations included.
- Scoping now undertaken for extension of toilet block.
- New Bore pump installed at recycling centre, fencing ordered.

6. Correspondence

6.1. Outgoing Correspondence: Nil

6.2. Incoming Correspondence: Letter received from Mataranka Better Half Club.

7. General Business

7.1 *Elected Member Report:

Deputy Mayor Judy MacFarlane advised members as follows:

- Land release subdivision for Mataranka has been included in NT 2015/2016 budget.
- Chairman of local NLC Sub-Division presented at recent OCM and was questioned about this process still awaiting outcome.
- Eley Street drainage – NTG Engineers have admitted that there is a design fault with the drainage. RGRC have now applied to NTG for \$200K grant to rectify this problem.
- Cave Creek sub-division is about to be signed off.
- Full Council finance reports available via council agenda.
- Cricket pitch to be installed in to the oval as part of oval upgrade.
- Issue regarding drinking areas was raised with NLC at recent OCM. Mayor Jack and Deputy Mayor were invited to next full board meeting of NLC to discuss the matter.

7.2 *Council Services Managers Report:

• ***Council Services Update**

Council Service Manager Michael Solar advised the member that all CSM's have now completed Cert IV Government Investigations which now enables investigations to be undertaken at the local level and also allows for compliance orders and infringement notices to be issued.

On Anzac Day, Dawn service was well attended with approx. 200 people in attendance. Breakfast was again a success and Rusty Bugles finished the day on a really good note.

Roads – Email has been received from Dol regarding road upgrades to the Roper Highway. In particular road widening in 8 sections of the highway and also 3 rest areas/truck bays being upgraded.

- ***Work Health and Safety Update**

- Mataranka Municipal team has been singled out by WHS manager to be the standard that all other communities should aspire to.
- NT Worksafe attended to do a snap audit without notice. I am pleased to advise that we passed and they were rather impressed with our set up and our methods.
- Last Monday all staff in RGRC underwent a session on Dry Season Travel preparation to ensure that everyone is aware of key safety and prestart procedures for light fleet vehicles.

ACTION: CSM to have email sent out to ask for a volunteer/s to put the Mataranka Newsletter.

7.3 ***Council Financial Reports:**

Local Authority Members were presented with third quarter financial report.

Members were advised that remainder of Anzac Day Grant from RGRC is to be put towards upgrading of the store room at the end of the museum to display military memorabilia.

7.4 ***Governance Updates:**

- ***Town Priorities** – Meeting held last week, report to be completed by end of May
- ***Complaints Register** – 2 Dog Complaints
- ***Policy Updates** – Council approved updated policy on Alcohol and other drugs. The updated policy is available on website;

Daniel Mulholland, new Councillor for South-West Ward was sworn in at the Council Meeting on 30 April 2015.

Upcoming Training opportunities:

Financial training on Tuesday 30 June 2015 (Mataranka)

Indigenous women's conference in June 17-20 June 2015 (Katherine)

Leadership Training 20 July 2015 (Katherine)

7.5 ***RJCP- Remote Jobs and Communities Program:**

Director Community Services, Catherine Proctor gave an update on planned RJCP activities including the OP Shop. Members were advised that at this stage it was still unclear as to what would be happening with the OP Shop and whether there were any identified people who would be able to operate the shop.

Upcoming projects for RJCP in Mataranka include:

- the upgrade to oval irrigation
- roof over the museum
- Skate Park slab* (This was discussed at the meeting but needs further investigation)

ACTION: Report to be forwarded to Local Authority by start of Markets to whether Op Shop will be run by RJCP or by community volunteers.

7.6 * Alcohol Management Plan:

Moira McCreesh from Alcohol Management Projects discussed the Jilkminggan Alcohol Management Plan and asked for advocacy and support for the AMP and would like the Mataranka LA to have relevant input as the AMP will affect the Mataranka area directly.

It was decided that the LA will hold a Special Meeting in June to work out what they want to put towards the AMP and what advocacy, if any, they may wish to provide.

The Special meeting is set for Tuesday 9th June at 5:30PM at Hall.

7.7 Catering shed

LA Member Bidy Hamilton raised concerns about state of the Catering Shed at S&R grounds when it was being set up for Anzac Day. Ongoing maintenance and repairs were identified as areas of concern as well.

ACTION: Cleaner from SDC to clean catering shed on a monthly basis.

ACTION: LA to seek to fund equipment upgrade for catering shed facilities.

7.8 Skate Park

Discussion about possibility to get RJCP to complete concrete slab for skate park as a training program.

ACTION: CSM to work with RJCP to determine if possible for slab to be completed through RJCP

Moved: Michael Somers Seconded: Leah Niehus

8. Other Business

Nil

9. Meeting Closed

8:08PM

As the Chair at the Mataranka Local Authority Meeting held on the 5th May 2015 I certify these minutes to be a true and correct record of this meeting.

Chair Deputy Mayor Judy MacFarlane



MATARANKA

Local Authority Special Meeting Minutes

Held in Mataranka Community Hall

30th June 2015

1. Present:

1.1 Elected Members:

Deputy Mayor Judy MacFarlane

1.2 Local Authority Members:

Di Angel

Tracey Anne Wilson

Sue Edwards

Leah Niehus

Alan Chapman

Michael Somers

Biddy Hamilton

Di Jones

Michael Cowen.

1.3 Staff:

Michael Soler-Council Services Manager

Steven Roper-Governance

1.4 Visitors/Guests:

Nil

2. Apologies:

Jo Nicol - Local Authority Coordination Officer

Moved: Sue

Seconded: Biddy

3. Conflict of Interest-Members & Staff:

Nil declared

4. Minutes of Previous Meeting:

N/A as special Meeting.

5. Business Arising/Action List;

5.1. Previous minutes action List

Nil

5.2 Current Action List

Nil

6. Correspondence

6.1. Outgoing Correspondence: Nil

6.2. Incoming Correspondence: Draft Templates of AMP

7. General Business

7.1 Alcohol Management Plan:

As a regional centre Mataranka Community Members have made many approaches to Government for funding for an Alcohol Management Plan this has been ongoing since mid-nineties. Mataranka Local Authority understands that the NLC needs to be a part of the discussion about Alcohol Management Plan and safe drinking areas for Mataranka and surrounds.

Roper Gulf Regional Council has been unsuccessful in gaining funding for an AMP for Mataranka. The Local Authority has decided to let the Community Safety Action Plan group deal with the AMP from here on and will provide Local Authority representation to that group to allow for continued input and reporting back on the progress of AMP.

Motion: That two Local Authority Members Sue Edwards and Di Angel will sit on Community Safety Action Plan group and report back to Local Authority on a regular basis on reports, updates, minutes etc.

Moved: Bidy Seconded: Di Jones

7.2 Catering Facilities for the Mataranka Sport & Rec Grounds

Deputy Mayor requested Local Authority members to put forward their ideas for upgrades to the Catering facilities. Members read through the lists that were provided. Deputy Mayor and Council Services Manager are to collate the list and then generate the list of items that can be purchased.

7.4 Museum

Local Authority raised their concern on Museum and mentioned that members would like to see if a Curator could be found to go through and digitally catalogue what is in the Museum.

Outdoor covered area is still to go ahead as per RJCP plans.

Members noted that at Museum new decking on walkway is needed. Members also mentioned that there needs to be consideration of longer opening hours for the opening of the Museum and installation of security cameras.

Members read through their lists of things that they would like to see in museum. Deputy Mayor and Council Services Manager are to collate the list.

7.5 Library

Members expressed concerns about the hours the library is opened vs hours it has been funded and mentioned that they would like to see a turn over of books as NT libraries do not have the quantity of books as previous to turn over stock.

Member suggested that librarian should contact Pine Creek and Adelaide River libraries to see if they would like to rotate stock.

Members also request for extended hours and internet café/ Wi-Fi.

Members suggested that volunteers to potentially man Library/Museum in tourist season or potentially employing someone to run both Museum and Library.

Members read through their lists that they would like to see in library. Deputy Mayor and Council Services Manager are to collate the list.

8. Meeting Closed: 7:25 PM

As the Chair at the Mataranka Local Authority Meeting held on the 30 June 2015, I certify these minutes to be a true and correct record of this meeting.

Deputy Mayor Judy MacFarlane - Chairperson

Roper Gulf Regional Council



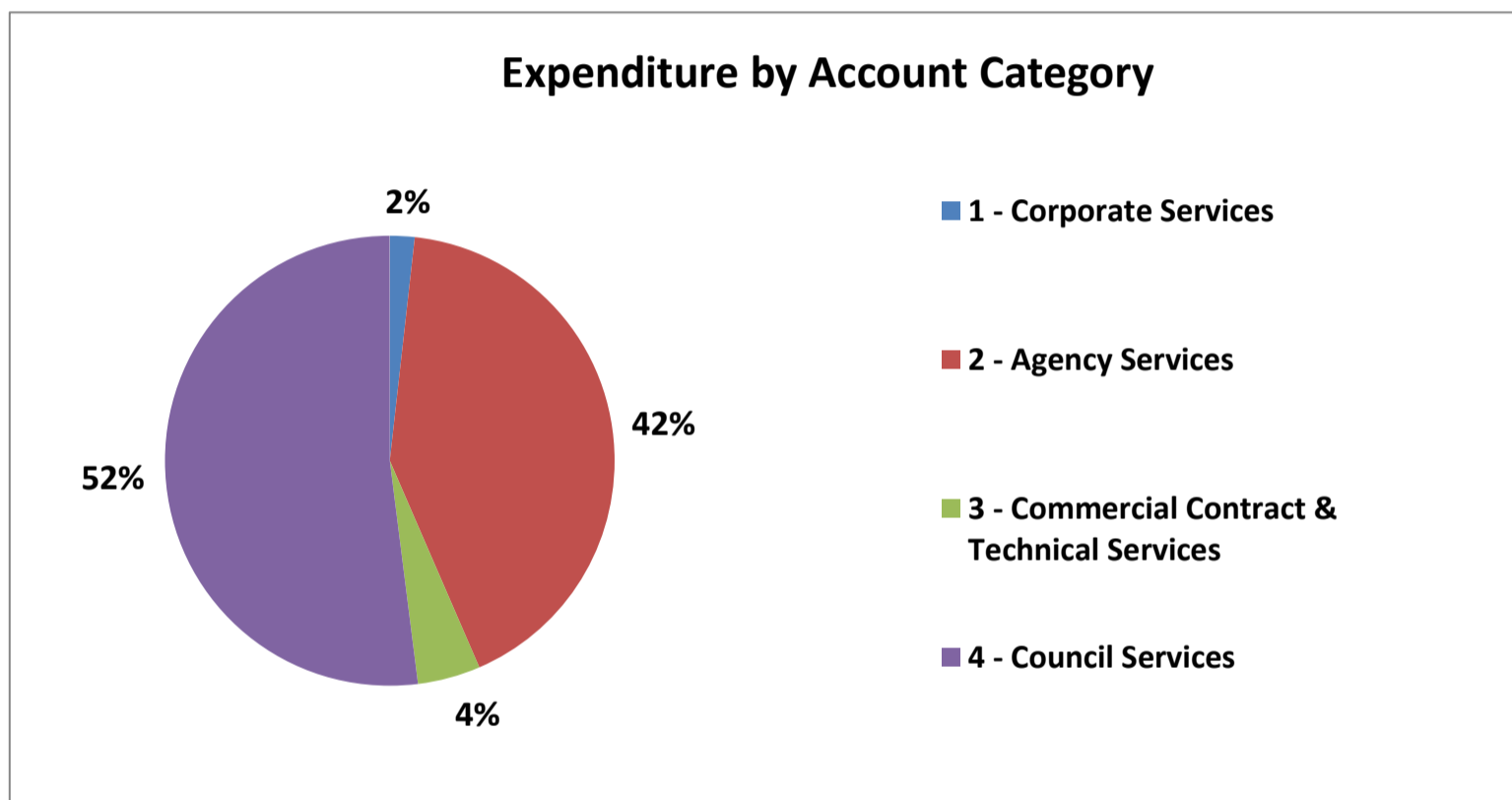
Income & Expenditure Report as at
30-June-2015
for the year 2014 - 2015

Actual (\$) Year to Date	Budget (\$) Year to Date	Difference (\$)	Budget (\$) Full Year Budget
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Mataranka

Expenditure by Service

1 - Corporate Services	31,153	69,911	38,758	69,911
2 - Agency Services	733,082	789,314	56,232	789,314
3 - Commercial Contract & Technical Services	79,581	76,127	-3,455	76,127
4 - Council Services	913,879	998,352	84,473	998,352
Total Expenditure	1,757,695	1,933,704	176,009	1,933,704



Actual (\$) Year to Date	Budget (\$) Year to Date	Difference (\$)	Budget (\$) Full Year Budget
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Expenditure by Activity

109 - Asset Management	833	10,000	9,167	10,000
130 - Governance	44	0	-44	0
132 - Local Boards	529	2,100	1,571	2,100
135 - Shire to Regional Transition	3,520	15,000	11,480	15,000
136 - Establishment of Local Authorities	5,228	8,000	2,772	8,000
138 - Local Authority Project	21,000	34,811	13,811	34,811
Total Expenditure - Corporate Services	31,153	69,911	38,758	69,911
240 - Commercial Operations admin	0	-2,000	-2,000	-2,000
245 - Visitor Accommodation and External Fac	0	2,000	2,000	2,000
313 - RJCP Central Administration	2,411	0	-2,411	0
314 - Service Fee - RJCP	70,197	75,275	5,078	75,275

	Actual (\$) <i>Year to Date</i>	Budget (\$) <i>Year to Date</i>	Difference (\$)	Budget (\$) <i>Full Year Budget</i>
315 - Grandfather Wages	14,246	37,515	23,269	37,515
316 - Participation Account - RJCP	62,044	99,500	37,456	99,500
318 - Outcome Payments - RJCP	7,696	15,317	7,621	15,317
340 - Family and Community Services admin	7,754	0	-7,754	0
341 - CACP	42,655	0	-42,655	0
342 - Aged Care NT Jobs Package	90,005	78,432	-11,573	78,432
343 - DoHA Community care capital grant	1,364	0	-1,364	0
344 - HACC services	114,259	82,357	-31,902	82,357
347 - Creche	21	0	-21	0
348 - Library	20,112	56,097	35,985	56,097
350 - Centrelink agency	57,078	90,215	33,137	90,215
400 - Community Safety Admin and Managem	1,018	0	-1,018	0
401 - Night Patrol	210,477	217,918	7,441	217,918
404 - Aus Govt Sport and Rec Management G	1,775	3,000	1,225	3,000
405 - Aus Govt Sport and Rec Indigenous Emj	26,987	26,321	-666	26,321
406 - Grass Roots	26	0	-26	0
407 - ARC - NTG S&R	1,116	5,568	4,452	5,568
409 - Sport and Rec Fleet	-600	0	600	0
410 - National Youth Week	341	800	459	800
416 - Youth Vibe Holiday Grant	1,396	1,000	-396	1,000
465 - NT Govt Closing the Gap Grants	706	0	-706	0
Total Expenditure - Agency Services	733,082	789,314	56,232	789,314
242 - Litter Collection and Slashing External C	42,118	42,118	0	42,118
246 - Commercial Australia Post	6,864	6,864	0	6,864
201 - Street lighting	3,263	7,000	3,737	7,000
202 - Staff Housing	27,337	20,145	-7,192	20,145
Total Expenditure -Commercial Services	79,581	76,127	-3,455	76,127
111 - Council Services General	341,209	320,798	-20,411	320,798
160 - Municipal Services	422,177	524,900	102,723	524,900
161 - Waste management	42,917	69,444	26,527	69,444
162 - Cemeteries Management	900	2,000	1,100	2,000
164 - Local Emergency Management	2,228	1,550	-678	1,550
166 - Rural Transaction Centre	36,276	33,000	-3,276	33,000
169 - Civic Events	2,116	5,000	2,884	5,000
170 - Australia Day	629	500	-129	500
200 - Local roads maintenance	31,400	30,000	-1,400	30,000
380 - Land Management	41	41	0	41
381 - Animal Control	3,319	11,118	7,799	11,118
383 - Bush Tucker - RGSC Park	83	0	-83	0
470 - CEEP Funding	30,212	0	-30,212	0
483 - Office of Women's Policy	372	0	-372	0
Total Expenditure -Coucil Services	913,879	998,352	84,473	998,352
Total Expenditure	1,757,695	1,933,704	176,009	1,933,704
Capital Expenditure				
5331 - Capital Construct Infrastructure	75,167	75,000	-167	75,000
5341 - Capital Purchases Plant & Equipment	24,380	30,000	5,620	30,000
5371 - Capital Purchase Vehicles	0	27,500	27,500	27,500
Total Capital Expenditure	99,547	132,500	32,953	132,500