



MINUTES OF THE FINANCE AND AUDIT COMMITTEE MEETING # 42 OF THE
ROPER GULF REGIONAL COUNCIL MEETING HELD AT THE CONFERENCE
ROOM
ROPER GULF REGIONAL COUNCIL HEADQUARTERS
29 CRAWFORD STREET, KATHERINE ON WEDNESDAY, 26 FEBRUARY 2014
AT 8.37AM

1. PRESENT

1.1 Elected Members

Mayor, Tony Jack
Deputy Mayor, Judy MacFarlane
Councillor John Dalywater
Independent Member, Geoff Bishop

1.2 Staff

CEO, Michael Berto
Director Corporate Governance, Greg Arnott
Director Technical Services & Infrastructure, Sharon Hillen
Finance Manager, Lokesh Anand
Management Accountant, Bala Donepudi
Council & Local Board Coordinator, Bobbi Hynes (minute taker)

1.3 Guests

Department of Local Government and Regions, Nathanael Knapp

2. MEETING OPENED

Meeting opened at 8.37 am by Mayor Tony Jack who read the pledge with Councillor's and Staff.

3. WELCOME TO COUNTRY

Mayor Tony Jack welcomed guests and staff to the Finance and Audit Committee meeting.

4. APOLOGIES AND LEAVE OF ABSENCE

4.1 COUNCILLOR APOLOGY FOR FACM 26 FEBRUARY 2014

250/2014 RESOLVED (Judy MacFarlane/John Dalywater)

CARRIED

- (a) That the Finance and Audit Committee receive and note the apology from Councillor Kathy-Anne Numamurdirdi for the Finance and Audit Committee meeting of 26th February 2014.

4.2 COUNCILLOR APOLOGY FOR FACM 26 FEBRUARY 2014

251/2014 RESOLVED (Judy MacFarlane/Geoff Bishop)

CARRIED

- (a) That the Finance and Audit Committee receive and note the apology from Councillor Stan Allen for the Finance and Audit Committee meeting of 26th February 2014.

ACTION: CEO to put forward to Council at March OCM, nomination of new member for the FACM.

5. CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES

252/2014 RESOLVED (Judy MacFarlane/Geoff Bishop)

CARRIED

- (a) That the Finance and Audit Committee receive and note the previous confirmed minutes of the Finance and Audit Committee meeting held on the 30th October 2013.

6. CALL FOR ITEMS OF GENERAL BUSINESS

- Numbulwar School Educational (+more) Excursion for students seeking support of \$3500.00

6.1 NUMBULWAR SCHOOL EXCURSION

253/2014 RESOLVED (Geoff Bishop/Judy MacFarlane)

CARRIED

- (a) The Finance and Audit Committee receive and note the correspondence from Numbulwar School.

- Confidential item - Section 19 Leases, this item dealt with under the closed session of the meeting.

ACTION: CEO to write a Letter of support for a ABA funding application grant for the Never Never Meat works requested by the Ngarranbarrdji Development Corporation Limited.

7. QUESTIONS FROM THE PUBLIC

Nil

8. DISCLOSURES OF INTEREST

Geoff Bishop declared an interest at the Finance and Audit Committee meeting in regards to Steelcon Pty Ltd being a client of his employer (Commonwealth Bank).

9. BUSINESS ARISING FROM PREVIOUS MINUTES

9.1 FINANCE AND AUDIT COMMITTEE ACTION LIST

254/2014 RESOLVED (Judy MacFarlane/Geoff Bishop)

CARRIED

- (a) That the Finance and Audit Committee receive and note the Action List.

10. INCOMING CORRESPONDENCE

10.1 INCOMING CORRESPONDENCE

255/2014 RESOLVED (Geoff Bishop/John Dalywater) CARRIED

- (a) That the Finance and Audit Committee accept the incoming correspondence for the period of 31st January to 12th February 2014.

11. OUTGOING CORRESPONDENCE

11.1 OUTGOING CORRESPONDENCE

256/2014 RESOLVED (Geoff Bishop/Judy MacFarlane) CARRIED

- (a) That the Finance and Audit Committee accept the outgoing correspondence for the period of 17th December 2013 to 14th February 2014.

12. EXECUTIVE DIRECTORATE REPORTS

13. CORPORATE GOVERNANCE DIRECTORATE REPORTS

13.1 2014 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT - CALL FOR MOTIONS

257/2014 RESOLVED (Judy MacFarlane/John Dalywater) CARRIED

- (a) That the Finance and Audit Committee receive and note report on 2014 National General Assembly of Local Government.

ACTION: CEO to provide a report to Council at the Ordinary Meeting of Council on 26th March providing more information on the NGA and seek nomination of attendees.

13.2 FINANCE REPORT - RGRG FINANCIAL REPORT AS AT 31 JANUARY 2014

258/2014 RESOLVED (Geoff Bishop/John Dalywater) CARRIED

- (a) That the Finance and Audit Committee receive and note the financial reports for the period ending 31 January 2014

13.3 FINANCE - BAD DEBTS

259/2014 RESOLVED (Geoff Bishop/John Dalywater) CARRIED

- (a) That the Finance and Audit Committee agree to remove from the bad debts write off list Carol Conroy (\$143.70) and Larissa Lee (\$165.00) and follow up payment of the debt.

13.4 FINANCE - BAD DEBTS WRITE OFF

260/2014 RESOLVED (Geoff Bishop/Judy MacFarlane) CARRIED

- (a) That Council write off the bad debts for \$18,979.13 as per the report.

Morning Tea break: 10:45am meeting resumed 11:33am

13.5 GRANTS - 2013-14 FUNDING FOR BBF QUALITY MEASURE INFRASTRUCTURE CAPITAL WORKS TO THE WUGULARR CRECHE VARIATION NO. 1 - DEPARTMENT OF EDUCATION

261/2014 RESOLVED (John Dalywater/Judy MacFarlane) CARRIED

- (a) That the Finance and Audit Committee accept the Variation No. 1 for the funding for capital works to Wugularr Crèche from the Department of Education by two signatures and a witness signature on the Variation agreement.

Signatories:

Name of Director's – Mayor Tony Jack and Deputy Mayor Judy MacFarlane

Witness – CEO Michael Berto

14. FINANCE REPORTS

15. INFRASTRUCTURE AND TECHNICAL SERVICES REPORTS

15.1 GRANTS - INDIGENOUS REMOTE SERVICE DELIVERY SPECIAL ACCOUNT - UPGRADE TO AIRPORT ACCEES ROAD NUMBULWAR - DEPARTMENT PRIME MINISTER & CABINAT

262/2014 RESOLVED (Judy MacFarlane/Geoff Bishop) **CARRIED**

- (a) That the Finance and Audit Committee accept the funding agreement for the Upgrade of the Airport Access Road in Numbulwar from Department of Prime Minister & Cabinet signing both copies of the funding agreement; and
- (b) Accept the funding agreement from the Northern Territory of Australia Department of Transport for the Upgrade of the Airport Access Road in Numbulwar by signing and affixing the common seal on the funding agreement.

Common Seal Signatories:

Council Member: Mayor Tony Jack

CEO Michael Berto

15.2 GRANTS - HOMELAND EXTRA ALLOWANCE 2013-14 - DEPARTMENT OF COMMUNITY SERVICES

263/2014 RESOLVED (Judy MacFarlane/Geoff Bishop) **CARRIED**

- (a) That the Finance and Audit Committee accept the 2013-14 Homelands Extra Allowance funding offer from the Department of Community Services by signing, dating and affixing the Common Seal to both copies of the funding agreement.

Common Seal Signatories:

Council Member: Mayor Tony Jack

CEO Michael Berto

15.3 REPORT ON STREETLIGHT

264/2014 RESOLVED (John Dalywater/Geoff Bishop) **CARRIED**

- (a) That the Finance and Audit Committee accept the report on Street Lights.

Absent: Mayor Tony Jack 11:55am returned to meeting 11:56am

16. COMMUNITY SERVICES DIRECTORATE REPORTS

Nil

DECISION TO MOVE TO CLOSED SESSION

265/2014 RESOLVED (Geoff Bishop/Judy MacFarlane) **CARRIED**

- (a) Finance and Audit Committee meeting moved into closed session at 12.10pm.

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 10A(s) of the Local Government Act, 1993 as the items lists come within the following provisions:-

RESUMPTION OF MEETING

266/2014 RESOLVED (Judy MacFarlane/John Dalywater)

CARRIED

- (a) **That the Finance and Audit Committee meeting resumed the ordinary meeting at 14.14pm**

The meeting terminated at 14.21 pm.

THIS PAGE AND THE PRECEEDING 4 PAGES ARE THE MINUTES OF THE Finance and Audit Committee HELD ON Wednesday, 26 February 2014 AND CONFIRMED Wednesday, 26 March 2014.



Mayor Tony Jack