



MINUTES OF THE ORDINARY MEETING # 50 OF THE ROPER GULF REGIONAL
COUNCIL MEETING HELD AT THE MATARANKA COMMUNITY HALL ON
WEDNESDAY, 26 MARCH 2014 AT 8.30AM

1. PRESENT/STAFF/GUESTS

1.1 Elected Members

Mayor, Tony Jack
Councillor, Timothy Baker Jnr'
Councillor, Daphne Daniels
Councillor, Anne-Marie Lee
Councillor, Donald Garner
Councillor, Eric Roberts
Councillor, Kathy-Anne Numamurdiridi
Councillor, John Dalywater
Councillor, Annabelle Daylight

1.2 Staff

CEO, Michael Berto
Director Technical Service & Infrastructure, Sharon Hillen
Director Community Services, Catherine Proctor
Director Contracts & Economic Development, Marc Gardner
Finance Manager, Lokesh Anand
Management Accountant, Bala Donepudi
Governance & Corporate Planning Manager, Jyoti Pudasaini
Council & Local Authority Coordinator, Bobbi Hynes
Governance Communications Officer, Stephen Roper

1.3 Guests

William Rosas, Department of Local Government and Regions
Vicki Burn, Department of Local Government and Regions
Kate Ganley, Department of Local Government and Regions

2. MEETING OPENED

Meeting opened at 8.30am by Mayor Tony Jack who read the pledge with Councillor's and staff.

3. WELCOME TO COUNTRY

Mayor Tony Jack welcomed Guests, Councillor's and Staff to the meeting.

4. APOLOGIES AND LEAVE OF ABSENCE

4.1 COUNCILLOR APOLOGY FOR OCM 26 MARCH 2014

41/2014 RESOLVED (Donald Garner/Timothy Baker Jr.) CARRIED

- (a) That Council accept the apology from Councillor Stan Allen for the Ordinary Meeting of Council on 26th March 2014.
- (b) That Council accept the apology from Councillor Selina Ashley for the Ordinary Meeting of Council on 26th March 2014.

5. CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF MINUTES FOR ORDINARY MEETING OF COUNCIL ON 29 JANUARY 2014

42/2014 RESOLVED (Anne-Marie Lee/John Dalywater) CARRIED

- (a) That Council confirm the minutes from the Ordinary Meeting of Council on the 29th January 2014 as a true and accurate record of that meeting.

6. CONFIRMATION OF PREVIOUS FINANCE AND AUDIT COMMITTEE MEETING MINUTES

6.1 CONFIRMATION OF MINUTES FOR FINANCE AND AUDIT COMMITTEE MEETING 26 FEBRUARY 2014

43/2014 RESOLVED (Kathy-Anne Numamurdiridi/Eric Roberts) CARRIED

- (a) That Council confirm the minutes from the Finance and Audit Committee meeting on the 26th February 2014 as a true and accurate record of that meeting.

7. CALL FOR ITEMS OF GENERAL BUSINESS

- Grants – Indigenous Responsive Program – Department of Business (DoB).
- RJCP Community Development Fund (CDF) – Department of Prime Minister and Cabinet (DPMC).
- Grass Roots 13-14 Round 2 – Department of Sport, Recreation and Racing (DSRR).
- New Member for Finance & Audit Committee member.
- Motion for National General Assembly.
- Remote School Attendance Strategy - Jilkminggan, Ngukurr and Numbulwar.
- Roads to Recovery announcement by the Federal Government.
- Sport and Recreational equipment inventory for all communities.
- Commonwealth Bank query at Mataranka.
- RGRC uniforms for elected members.

8. QUESTIONS FROM THE PUBLIC

There was no questions from the public.

9. DISCLOSURES OF INTEREST

There were no declarations of interest at this Ordinary Council Meeting.

10. BUSINESS ARISING FROM PREVIOUS MINUTES

10.1 ACTION LIST

44/2014 RESOLVED (Anne-Marie Lee/Timothy Baker Jr.)

CARRIED

- (a) That Council receive and note the Action List as at 26th February 2014.

11. INCOMING CORRESPONDENCE

11.1 INCOMING CORRESPONDENCE

45/2014 RESOLVED (Donald Garner/Eric Roberts)

CARRIED

- (a) That Council accept the incoming correspondence from 29.01.2014 to the 10.03.2014

12. OUTGOING CORRESPONDENCE

12.1 OUTGOING CORRESPONDENCE

46/2014 RESOLVED (John Dalywater/Donald Garner)

CARRIED

- (a) That Council accept the outgoing correspondence from the 29.01.2014 – 05.03.2014.
(b) That Council receive and note the new inclusion in the correspondence media release list from 1 January 2014 to 17 March 2014.

13. WARD REPORTS

13.1 WARD REPORT: NEVER NEVER WARD

47/2014 RESOLVED (Eric Roberts/Timothy Baker Jr.)

CARRIED

- (a) That Council receive and note the Never Never Ward Report.
(b) That Council accept the request from the Jilkminggan Local Authority to leave the Grass Wallaby statue in its current location and erect an explanatory sign.
(c) That Council accept the request from Jilkminggan Local Authority to relocate the Red Tail Black Cockatoo Sculpture to another town not within the Roper Gulf Regional Council boundary.

ACTION: CEO to approach Art Centre in Katherine to relocate the Red Tail Black Cockatoo.

13.2 WARD REPORT: NYIRRANGGULUNG WARD

48/2014 RESOLVED (Anne-Marie Lee/Annabelle Daylight)

CARRIED

- (a) That Council receive and note the Nyirranggulung Ward Report.
(b) That Council send the nomination of Phillip Krakouer back to the Manyallaluk Local Authority for approval.
(c) That Council receive and accept the nomination of Sally Ann Sherman to the Bulman Local Authority.

13.3 WARD REPORT: YUGAL MANGI WARD

49/2014 RESOLVED (Daphne Daniels/Annabelle Daylight)

CARRIED

- (a) That Council receive and note the Yugal Mangi Ward Report
(b) That Council postpone the acceptance of nominations from Keith Rogers, Grant Thompson and Peter Daniels for Ngukurr Local Authority until Council receives further information on the membership numbers from the Local Authority.

ACTION: CEO write a letter to nominees advising of postponement of membership acceptance until further notice.

Absent: Councillor Annabelle Daylight 9.34am and returned to the meeting at 9.40am

13.4 WARD REPORT: NUMBULWAR NUMBURINDI WARD

50/2014 RESOLVED (Eric Roberts/Timothy Baker Jr.)

CARRIED

- (a) That Council receive and note the Numbulwar Numburindi Ward Report
- (b) That Council request the Numbulwar Local Authority to decide on Numbulwar Local Authority maximum membership.

ACTION: CEO to follow up with Numbulwar Local Authority on maximum membership numbers.

13.5 WARD REPORT: SOUTH WEST WARD REPORT

51/2014 RESOLVED (Donald Garner/Eric Roberts)

CARRIED

- (a) That Council receive and note the South West Gulf Ward Report
- (b) That Council receive and accept the Local Authority nomination of Beatty Retchford for Borroloola Local Authority.

14. EXECUTIVE DIRECTORATE REPORTS

Nil

15. CORPORATE GOVERNANCE DIRECTORATE REPORTS

15.1 LOCAL AUTHORITY AREAS

52/2014 RESOLVED (Anne-Marie Lee/Daphne Daniels)

CARRIED

- (a) That Council receive and note the Local Authority boundary areas report.

ACTION: CEO to take back to all Local Authorities the recommended boundary areas and advise Council of the outcome at the next OCM.

15.2 2014 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT - CALL FOR MOTIONS

53/2014 RESOLVED (Eric Roberts/John Dalywater)

CARRIED

- (a) That the Council receive and note report on 2014 National General Assembly of Local Government.
- (b) That the Council approves Deputy Mayor Judy MacFarlane, Councillor's Daphne Daniels and Anne-Marie Lee, Director Sharon Hillen and support staff Bobbi Hynes as members to attend the conference.

Morning Tea: 10.04am meeting resumed at 10.31am

15.3 REVIEW OF ELECTORAL REPRESENTATION

54/2014 RESOLVED (Eric Roberts/Annabelle Daylight)

CARRIED

- (a) That Council receive and note report on review of electoral representation. That Council agree to outsource the review of electoral representation to a consultant.

15.4 UPDATE: RECONCILIATION ACTION PLAN

55/2014 RESOLVED (Kathy-Anne Numamurdiridi/Timothy Baker Jr.) CARRIED

- (a) That Council receive and note update on Reconciliation Action Plan.

15.5 UPDATE: REGIONAL PLAN 2014-2015

56/2014 RESOLVED (Donald Garner/Anne-Marie Lee) CARRIED

- (a) That Council receive and note update on Regional Plan 2014-2015.

15.6 POLICY UPDATE: REVIEW OF POLICIES

57/2014 RESOLVED (Donald Garner/Timothy Baker Jr.) CARRIED

- (a) That Council approved the following reviewed policies:
- **ADM003 Complaints Policy**
 - **ADM007 Mobile use policy**
 - **ADM009 Vehicle Use Policy**
 - **CL005 Meeting Procedure Policy**
 - **FIN006 Accounting Policy Manual**

Notes:

ADM003 Complaints Policy ensures fairness and impartiality in dealing with complaints, to improve service delivery at the organizational level, to improve customer service at the individual level, to provide a framework to support the resolution of complaints, to reduce the need for complainants to approach external bodies to achieve satisfaction and to record and report on complaints so that the organization can learn from them.

Complaints policy has been revised to standardise current practice to deal with any complaints and to make policy consistent with our policy format.

ADM007 Mobile use policy has been revised to clarify the allocation of mobile phones to Roper Gulf Regional Council employees and Councillors and to promote the appropriate use of all Roper Gulf Regional Council owned mobile phones.

ADM009 Vehicle Use Policy guidelines employees on general principles and standards of use and care associated with the operation of Roper Gulf Regional Council motor vehicles. Currently most of the safety standard procedure has been incorporated in new light vehicle use standard operating procedure and therefore clause defining safety standard procedure while driving RGRC vehicle has been removed from the policy.

CL005 Meeting Procedure Policy provides a structure for the orderly and efficient proceedings of meetings. It has been revised to make it more clear and as according to our policy standards.

FIN006 Accounting Policy Manual provides the organisation with guidelines that will ensure sound financial management and internal controls to safeguard and manage the organisations financial obligations. The objective of the manual is to ensure an efficient and effective use of funds while implementing the RGSC's programs and safeguard the assets of the organization.

The existing policy was revised in line with the recent local Government review and current organisation structure and functions.

15.7 RGRC FINANCIAL REPORT AS AT 28 FEBRUARY 2014

58/2014 RESOLVED (Donald Garner/Kathy-Anne Numamurdiridi) CARRIED

- (a) That Council receive and note the financial reports for the period ending 28th

February 2014.

*Absent: Councillor Annabelle Daylight 11.37am and returned to meeting at 11.38am
Councillor John Dalywater 11.43am and returned to meeting at 11.44am*

15.8 FINANCE - BUDGET PREPARATION TIMELINE 2014-15

59/2014 RESOLVED (Eric Roberts/Donald Garner) CARRIED

- (a) That Council receive and note the budget preparation timelines for the financial year 2014-15.

ACTION: Council directs CEO to prepare draft budgets for consultation with all Local Authorities.

*Absent: Councillor Timothy Baker 11.47am and returned to meeting at 11.51am
Lunch break 12:14pm meeting resumed at 12.52am*

15.9 2014 EVENTS IN THE ROPER GULF REGION

60/2014 RESOLVED (Donald Garner/Eric Roberts) CARRIED

- (a) That Council receive and note the 2014 Events in the Roper Gulf Region.

16. INFRASTRUCTURE AND TECHNICAL SERVICES REPORTS

16.1 ETIRG MEETING HIGHLIGHTS

61/2014 RESOLVED (Kathy-Anne Numamurdiridi/Donald Garner) CARRIED

- (a) That Council receive and note the report on ETIRG- Environment, Transport & Infrastructure Reference Group Meeting held in Darwin on the 7th March 2014.

16.2 ENVIRONMENT AND ANIMAL MANAGER - SCHEDULE OF DEVELOPMENT OF PROPOSED BY LAWS

62/2014 RESOLVED (Annabelle Daylight/Donald Garner) CARRIED

- (a) That Council receive and note the schedule of development of proposed by-laws.

16.3 STREET LIGHT CHARGES NEGOTIATIONS BETWEEN LGANT AND POWERWATER CORPORATION

63/2014 RESOLVED (Anne-Marie Lee/Eric Roberts) CARRIED

- (a) That Council receive and note the report updating members on the LGANT negotiations with PowerWater Corporation relating to new charges.

17. COMMUNITY SERVICES DIRECTORATE REPORTS

17.1 CHANGE OF NAME TO BUSINESS UNIT - FAMILY AND COMMUNITY SERVICES CHANGE TO COMMUNITY SERVICES

64/2014 RESOLVED (Donald Garner/Timothy Baker Jr.) CARRIED

- (a) That Council receive and note the advice of the change of name of the "Family and Community Services" business unit to the "Community Services" business unit.

17.2 NATIONAL YOUTH WEEK ACTIVITIES 7TH - 11TH APRIL 2014

65/2014 RESOLVED (Annabelle Daylight/Eric Roberts) CARRIED

- (a) That Council receive and note the report on the planned activities across the region to celebrate National Youth Week and the school holidays from 7th to 11th April 2014.

17.3 MID-QUARTER UPDATE ON COMMUNITY SERVICES DIRECTORATE

66/2014 RESOLVED (Anne-Marie Lee/Eric Roberts) CARRIED

- (a) That Council receive and note the mid-quarter update on the Community Services Directorate.

17.4 NGUKURR FUTURES FORUM "GUDAWAN GENERATION EXPO" JULY 2014

67/2014 RESOLVED (Anne-Marie Lee/Annabelle Daylight) CARRIED

- (a) That Council receive and note the report on the proposed "Gudawan Generation Expo" to be held at Ngukurr in July 2014 to showcase employers and jobs in the region.

18. CONTRACTS & ECONOMIC DEVELOPMENT DIRECTORATE REPORTS

18.1 CONTRACTS AND ECONOMIC DEVELOPMENT QUARTERLY REPORT

68/2014 RESOLVED (Anne-Marie Lee/Donald Garner) CARRIED

- (a) That Council note the second quarter report for the Contract and Economic Development Directorate.

ACTION: CEO to write a letter to Territory Housing in relation to housing maintenance issues in communities.

19. DEPUTATIONS & PETITIONS

Nil

20. GENERAL BUSINESS

*Absent: Mayor Tony Jack 13.40pm and returned to meeting at 13.43pm
Councillor Anne-Marie Lee 13.41pm and returned to meeting at 13.44pm
Councillor John Dalywater 13.59pm and returned to meeting at 14.00pm*

20.1 GRANTS – INDIGENOUS RESPONSIVE PROGRAM – DEPARTMENT OF BUSINESS (DOB)

69/2014 RESOLVED (Donald Garner/Timothy Baker Jr.) CARRIED

- (a) That Council accept the funding contract for 2014 Indigenous Responsive Program from Department of Business Memorandum of Agreement No: ORG243/2014.

*Signatories:-
Council Member: Mayor Tony Jack
Witnessed: CEO Michael Berto and Councillor Timothy Baker Jnr*

20.2 RJCP COMMUNITY DEVELOPMENT FUND (CDF) – DEPARTMENT OF PRIME MINISTER AND CABINET (DPMC)

70/2014 RESOLVED (Daphne Daniels/John Dalywater) CARRIED

- (a) That Council accept the funding agreement from DPMC for the RJCP Community Development Fund – Construction Training Activities by signing both copies of the funding agreement schedule.

*Signatories:-
Mayor Tony Jack and CEO Michael Berto*

20.3 GRASS ROOTS 13-14 ROUND 2 – DEPARTMENT OF SPORT, RECREATION AND RACING (DSRR)

71/2014 RESOLVED (Kathy-Anne Numamurdirdi/Eric Roberts) CARRIED

- (a) That Council accept the funding agreement from DSRR for Grass Roots 13- 14 Round 2 by affixing the Common Seal to both copies of the agreement.

*Common Seal:-
Committee Member Signatories: Mayor Tony Jack and CEO Michael Berto*

20.4 NEW MEMBER FOR FACM

72/2014 RESOLVED (Donald Garner/Annabelle Daylight) CARRIED

- (a) That Council appoints Councillor Eric Roberts to replace Councillor Stan Allen on the Finance and Audit Committee.

20.5 MOTION FOR NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT

73/2014 RESOLVED (Eric Roberts/Anne-Marie Lee) CARRIED

- (a) That Council puts forward the following motion to the National General Assembly of Local Government.
- (b) That this meeting of ALGA supports the development of major infrastructure projects in remote and regional areas in Northern Australia in support of the State, Territory and Federal Government's focus on the development of Northern Australia.
- (c) That ALGA advises the relevant State and Federal Ministers of the decision.

*Absent: Councillor Anne-Marie Lee 14.54pm and returned to meeting at 15.00pm
Councillor Eric Roberts 14.58pm returned to meeting at 15.00pm*

20.6 REMOTE SCHOOL ATTENDANCE STRATEGY – JILKMINGGAN, NGUKURR AND NUMBULWAR

74/2014 RESOLVED (Anne-Marie Lee/Annabelle Daylight) CARRIED

- (a) That Council accept a new or revised funding agreement from the Department of Prime Minister and Cabinet to extend the scope of the Remote School Attendance Strategy to the communities of Jilkmिंगgan, Ngukurr and Numbulwar and authorise the CEO to sign the agreement.
- (b) That Council approve a budget variation to facilitate the purchase of three new minibuses at the cost of up to \$60,000 per bus to be leased internally to support the Remote School Attendance Strategy.

20.7 ROADS TO RECOVERY ANNOUNCEMENT BY THE FEDERAL GOVERNMENT

75/2014 RESOLVED (Eric Roberts/Daphne Daniels) CARRIED

- (a) **That Council receive and note the report on the announcement of Roads To Recovery.**

Absent: Councillor Timothy Baker Jnr 15.25pm and returned to meeting at 15.26pm

20.8 SPORTS AND RECREATIONAL EQUIPMENT (INVENTORY) FOR ALL COMMUNITIES

76/2014 RESOLVED (Kathy-Anne Numamurdirdi/Anne-Marie Lee) CARRIED

- (a) **That Council receive and note the request for sports and recreational equipment inventory for all communities.**

ACTION: CEO to provide inventory of Sports and Recreational equipment of all communities to all Local Authorities.

20.9 COMMONWEALTH BANK QUERY – MATARANKA

77/2014 RESOLVED (Eric Roberts/Timothy Baker Jr.) CARRIED

- (a) **That Council receive and note information on Commonwealth Bank utilising our services at Mataranka.**

20.10 RGRC UNIFORMS (ELECTED MEMBERS)

78/2014 RESOLVED (Timothy Baker Jr./Donald Garner) CARRIED

- (a) **That Council receive and note the update on RGRC uniforms for Councillors.**

DECISION TO MOVE TO CLOSED SESSION

79/2014 RESOLVED (Daphne Daniels/Anne-Marie Lee) CARRIED

- (a) **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:-**

21.1 Confidential Minutes of Ordinary Meeting of Council on 29 January 2014 – The report will be dealt with under Section 65(2) (e) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information provided to the council on condition that it be keep confidential (Confidential minutes from closed session 29 January 2014).

21.2 Confirmation of Confidential Minutes from Finance and Audit Committee Meeting 26 February 2014 – The report will be dealt with under Section 65(2) (e) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information provided to the council on condition that it be keep confidential.

21.3 Changes to Mechanical Workshop organisation structure – The report will be dealt with under Section 65(2) (a) (e) 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; AND information provided to the council on condition that it be keep confidential.

21.4 Changes to Territory Housing contracts – *The report will be dealt with under Section 65(2) (ci) (e) 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; AND information provided to the council on condition that it be keep confidential.*

21.5 SECTION 19 LEASES – *The report will be dealt with under Section 65(2) (d) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information subject to an obligation of confidentiality at law, or in equity.*

21.6 Disposal of Assets – *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.*

RESUMPTION OF MEETING

RECOMMENDATION:

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

20. CLOSED SESSION

21.1 CONFIDENTIAL MINUTES OF ORDINARY MEETING OF COUNCIL ON 29 JANUARY 2014

80/2014 RESOLVED (Donald Garner/Eric Roberts)

CARRIED

- (a) **That Council confirm the confidential minutes from the Ordinary Meeting of Council meeting on the 29th January 2014 as a true and accurate record of that meeting.**

21.2 CONFIRMATION OF CONFIDENTIAL MINUTES FROM FINANCE AND AUDIT COMMITTEE MEETING 26 FEBRUARY 2014

81/2014 RESOLVED (John Dalywater/Timothy Baker Jr.)

CARRIED

- (a) **That Council confirm the minutes of the business from the Finance and Audit Committee meeting on the 26th February 2014 as a true and accurate record of that meeting.**

21.3 CHANGES TO MECHANICAL WORKSHOP ORGANISATION STRUCTURE

82/2014 RESOLVED (Timothy Baker Jr./Donald Garner)

CARRIED

- (a) **That Council approves the amendments to the organisation structure in relation to Mechanical Services.**

ACTION: Update at next OCM regarding outcome of filling of vacant position.

21.4 CHANGES TO TERRITORY HOUSING CONTRACTS

83/2014 RESOLVED (Eric Roberts/Donald Garner)

CARRIED

- (a) That Council approves amendments to the budget for the provision of tenancy management and housing maintenance services as per the new contract with Territory Housing.

21.5 SECTION 19 LEASES

84/2014 RESOLVED (Donald Garner/Eric Roberts)

CARRIED

- (a) That Council receive and note the Report on Council Leasing for :
Barunga, Beswick, Bulman, Manyallaluk, Ngukurr, Numbulwar and Weemol.
(b) That Council approves the variation to 2013/2014 Budget for lease payment to the Northern Land Council for an additional \$27,330.00.

ACTION: CEO negotiates a payment plan with the Northern Land Council to pay period one lease payment.

21.6 DISPOSAL OF ASSETS

85/2014 RESOLVED (Donald Garner/John Dalywater)

CARRIED

- (a) That Council approves the disposal of the assets detailed in the report and approves sale by auction, to be held in April and May 2014, as the method of disposal for those assets.

Absent: Councillor Annabelle Daylight 15.19pm and returned to meeting at 15.24pm

21.7 JCAC LEASE

86/2014 RESOLVED (Donald Garner/John Dalywater)

CARRIED

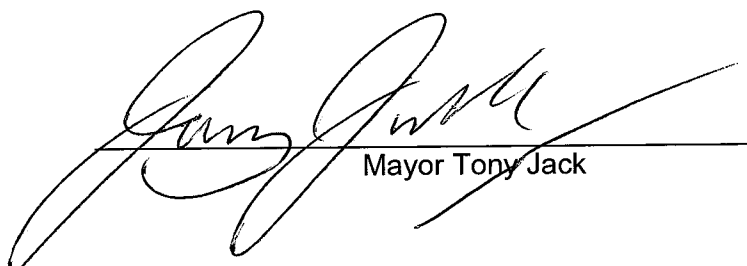
- (a) That Council receive and note the report on JCAC Lease.

ACTION: CEO to renegotiate the lease period from three years to a longer term, e.g. 20+20.
ACTION: Remove Lot 54 in schedule 4.

CLOSE OF MEETING

The meeting terminated at 15.33pm.

THIS PAGE AND THE PRECEEDING 10 PAGES ARE THE MINUTES OF THE Ordinary Council Meeting HELD ON Wednesday, 26 March 2014 AND CONFIRMED Wednesday, 28 May 2014.



Mayor Tony Jack