

Mataranka  
**Local Authority Meeting  
Minutes**

Held in Mataranka Community Hall

5.30pm Tuesday 2<sup>nd</sup> December 2014

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**Meeting opened at 5:30pm by Deputy Mayor Judy MacFarlane who has been designated Chair at this Mataranka Local Authority Meeting**

**1. Present:**

- 1.1 **Elected Members** Mayor Tony Jack, Deputy Mayor Judy MacFarlane
- 1.2 **Local Authority Members** Di Angel, Leah Niehus, Tracey-Anne Wilson, Michael Cowan, Sue Edwards, Veronica Russo, Biddy Hamilton.
- 1.3 **RGRStaff** Michael Berto (CEO), Sharon Hillen (Director), Michael Soler (CSM), Sara Myles (HR Manager), Jo Nicol (Governance)
- 1.4 **Visitors/Guests.** William Rosas (Dept Local Government), Surinda Crichton (Alcohol Policy)

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 Jones

**3. Conflict of Interest:**

None Declared

**4. Minutes of Previous Meeting:**

Minutes were included in agenda papers.

That the minutes of the meeting held on 7<sup>th</sup> October 2014 be accepted as a true and proper record.

**Moved: Di Angel    Seconded: Sue Edwards** All Agreed by way of consensus

**5. Business Arising/Action List;**

- 5.1. AMP- There is an expression of interest by the Community Safety Group to take over developing the Action Plan & AMP. This ensures all notable

stakeholders are involved with the Police driving Plan. LA Members were concerned this would leave out LA Members who wanted to be involved.

**ACTION:** CSM to write letter to Police asking if LA Members can attend Meetings..

## **6. Correspondence**

### **6.1. Incoming Correspondence:**

- Email from Rampage Designs – Re: Skate Park
- Letter from CSM Re: Follow up Safe drinking area
- Email received from DLPE regarding access to Lot 84

### **6.2. Outgoing Correspondence:**

- Email from CSM – DOI for follow up
- Draft letter from CSM – To RGRC of in principle support from Aged & Disability Care facility
- Letter to Mataranka Fishing, Sporting & recreational Club Inc.
- Letter to DOI re Stuart Highway dangerous dip
- Letter to J Rachor re complaint 1404
- Letter to J Hocking re complaint 1404

## **7. General Business**

### **7.1. \*Elected Member Report:**

Deputy Mayor Judy MacFarlane gave a verbal report which was noted and accepted by Members. Key points were:

- There had been 2 Ordinary Council Meetings since the last LA meeting
- The Electoral Review has been completed and Council will recommend a second councillor for the Numbulwar Numburindi Ward
- Local Government elections have been delayed by 17 months to August 2017 to avoid voter fatigue as there are NT and Federal Elections in 2016.
- Motion passed at Budget review for purchase of portable panels for rodeo arena of \$15,000.
- Annual Report and Audit Report was passed by Council
- Ngukurr received a Tidy Towns Award

### **7.2. \*Council Services Managers Report:**

- Landfill update: Works to be completed within 2 – 3 weeks
- Carew Road: Works to be completed within 2 – 3 weeks
- Community Services Update: Report from Lara Brennan provided explaining the change in operations of the Community Services Team in Mataranka and the adjustment to Library services.
- Solar Lights: Lights have now been received by RGRC and will be installed across all communities over the next month.
- Borella Ride Feb 27th 2015-: The Borella Ride is the NT Governments flagship memorial activity for the 100 year anniversary of Anzac day. It will be passing through Mataranka on the 27th February and will be holding a display and events at the Hall to celebrate.

- DalyWaters/Larrimah: CSM, Works Supervisor and Governance attended meetings at Larrimah and Daly Waters and work will begin soon slashing and mowing in those areas.
- New Mower: The new ride on mower has arrived.
- Christmas Party: (numbers in to Mandy by 10th Dec)
- Office closure (24th Midday – 5th Jan)
- No Mail but Rubbish run will occur on Tue 30th Dec
- Big Rivers Waste Management Working Group: CSM is on the Big Rivers Regional Waste Management Working Group that is focusing on developing better practices, facilities and procedures for waste management across the region. It is based on the Central Australia model that has led to a dramatic improvement in remote waste facilities. The group is comprised of representatives from LGANT, Katherine Town Council, RGRC, Vic Daly Regional Council, West Daly Regional Council and Department of Health.
- ANZAC Grant: CSM advised that the Grant application was successful and that there will be \$5000 available for the production of Rusty Bugles.

### **7.3. \*Town Priorities:**

Skate Park: CSM has given update on specifications and construction time for skate park design and concrete slab required

Michael Cowen queried the public liability insurance for such a facility and was assured by Michael Berto and Sharon Hillen that RGRC has sufficient coverage for public liability.

Michael Cowen also queried the need for fencing at the skate park but was advised that fencing would not be required as it is far enough off the highway.

### **7.4. \*Governance Updates:**

Jo Nicol provided an update and handout on proposed dates for 2015 Local Authority meeting dates.

### **7.5. \*Complaints Register:**

Nil Received

### **7.6. \*RJCP- Remote Jobs and Communities Program:**

It was noted that Veronica had been away for approximately 6 weeks but that in that time replacement staff were not resourced appropriately.

An RJCP report was tabled written by Nerine Purton

### **7.7. \*Night Patrol**

Currently Night Patrol operates from Sunday-Thursday. The NP team leader has requested that they work Friday nights and also to do school pick ups in the mornings. The request for working Friday nights has been declined and the morning is to be considered. It was noted by a member of LA that Mataranka School now has a bus again so morning pick ups will not be required.

#### **7.8. \* Alcohol Management Plan:**

There was a discussion about the AMP being driven by the Community Safety Action Plan committee that is organised by Police. There are some LA Members already working in this group as representatives of other organisations.

#### **7.9. \* Policy Updates:**

The following policies were passed at the October OCM; Financial Delegation Manual, Organisational Delegation Manual, Accounting Policy Manual and the Annual Report. All these Manuals can be found on the Website or ask for a copy at the Office.

#### **7.10. \* Work Health and Safety:**

CSM discussed a recent risk management exercise that he attended to work towards reducing the risk to Council Staff and the public for remote travel. It was noted by a member of LA that speeding RGRC vehicles on the Roper Highway are of major concern.

#### **7.11. Anzac Day:**

Deputy Mayor gave an update on the Grant Funding and the continuing preparation of the production of Rusty Bugles.

#### **7.12. NT EPA Draft Waste Management Strategy:**

Sharon Hillen discussed this as being the pinnacle document for waste management across the NT and that this will form the basis of future policy and procedure for waste management.

#### **7.13. Australia Day Citizen Award:**

Michael Cowen requested that all nominees names be displayed at the Council Office so that all nominees are acknowledged. This was unanimously supported.

#### **7.14. Conflict of Interest within LA:**

Michael Cowen raised concerns that there maybe a perceived conflict of interest with both the selection process for Local Authority members and the Chairperson being the Deputy Mayor and a member of Council. It was noted that Deputy Mayor was chosen unanimously by LA Members as Chairperson. Roper Gulf Policy states Council has the final say on who becomes a member.

#### **7.15. Local Newspaper:**

Michael Cowen requested for the LA to take back control of the Newsletter as he felt there was not a clear representation of local news and events. It was raised that a member of the Local Authority is the author of the newsletter. Michael also raised concern that there are no notices placed advising of closing dates for articles etc. LA Members advised it had been posted at the Post Office and a reminder is sent out by email before cut off date for articles. Michael will seek to be placed on the email list for notifications of such things.

#### **7.16. Community Safety Meeting:**

Sue Edwards attended the Community Safety Action Plan meeting, points from that were; Focus will be on several aspects, Drinking area is a major focus, Stakeholders are from all areas including Licensee's and members of the public.

#### **7.17. Library:**

Michael Cowen queried the future of the library. This was dealt with in the CSM's report regarding restructuring.

#### **7.18. Local Building Regulations, Bylaws and Standards:**

Michael Cowen raised concerns about bylaws to cover fencing and development of properties.

Mataranka is a gazetted town and subject to planning and development laws, policy and legislation is done at NT Government level and administered through Department of Lands, Planning and the Environment.

It was also raised that disputes between neighbours over fencing (where it is not a boundary encroachment matter) are civil matters and not subject to any local laws.

### **8. Other Business**

Mayor Jack asked about the funding received by LA for projects and was advised this has been put towards a larger Grant Application for a Multi use hall.

### **9. Next Meeting**

Tuesday 3<sup>rd</sup> March 2015

### **10. Meeting Closed at 7:45pm**

As the Chair at the Mataranka Local Authority Meeting held on the 2nd of December I certify these minutes to be a true and correct record of this meeting.

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Chairperson