

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:

Apologies Accepted,

Moved:

Seconded:

3. Conflict of Interest-Members & Staff:

4. Minutes of Previous Meeting:

Attached

Previous Minutes Accepted,

Moved:

Seconded:

5. Business Arising/Action List;

5.1. Previous minutes action List

Attached

5.2 Current Action List

Attached

6. Correspondence

6.1. Outgoing Correspondence:

6.2. Incoming Correspondence:

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:

7.4 *Governance Updates:

- *Town Priorities
- *Complaints Register
- *Policy Updates

7.5 *RJCP- Remote Jobs and Communities Program:

7.6 *Alcohol Management Plan:

8. Other Business

9. Meeting Closed

* Denotes permanent Agenda items

1. Present:

1.1 Elected Members

Deputy Mayor Judy MacFarlane

1.2 Local Authority Members

Sue Edwards

Diane Jones

Biddy Hamilton

Tracey Wilson

Leah Niehus

1.3 Staff

Catherine Proctor (Director Community Services)

Jo Nicol Local Authority Coordination Officer

1.4 Visitors/Guests

William Rosas (Department Local Government)

Surinder Crichton Senior Alcohol Management Project Officer, Department Business

Pledge was read.

2. Apologies:

Di Angel, Michael Cowan, Michael Solar.

Apologies Accepted, Moved: Biddy Hamilton Secoded: Sue Edwards

All Agreed.

3. Conflict of Interest-Members & Staff:

Nil

4. Minutes of Previous Meeting:

Previous Minutes Accepted, Moved: Biddy Hamilton Secoded: Sue Edwards

All Agreed

5. Business Arising/Action List;

5.1. Previous minutes action List

LA members deleted; Solar Lights, Sport & Rec Announces Box and Portable Panels from the Mataranka Local Authority Continuous Action List.

6. Correspondence

6.1. Outgoing Correspondence:

Nil

6.2. Incoming Correspondence:

Email- Veronica Russo, Resignation from Mataranka Local Authority

7. General Business

7.1 *Elected Member Report:

Roper Gulf Regional Council will hold an election in the South West Ward after the resignation of Councillor Stan Allen. The Roper Gulf Regional Council Newsletter has new advertising rates. The Reconciliation Action Plan is now out for comment from the Local Authorities. The NT Government are overhauling Dog By-laws. Agency Services Vehicles are being traded in. The idea of Proxies for Local Authority Meetings was raised at the last OCM, it was decided that as members are now paid for their time proxies are not an option.

7.2 *Council Services Managers Report:

Report Tabled.

- Waste facility near completion. Rodeo Arena, old fencing has been dismantled and removed and will be repurposed around the town.
- New portable panels purchased and delivered. The new system will be in place before the Never Never Festival.
- Announcers Stand/RJCP, will shortly be demolished due to safety concerns. I have arranged for the sports and rec container to be relocated to the spot where the current announcers stand is and a new announcer's stand will be constructed on top of it with a set of stairs going up to it. The construction local RJCP participants from Mataranka and Jilkminggan who are currently completing a construction and infrastructure certificate.
- Oval Irrigation, Further funding secured for RJCP Participants to complete a Certificate I in Conservation and Land Management following the current course and as a part of this course the oval will be fitted with pop-up sprinklers that will save on manpower and operational costs. The materials will be funded by RJCP.
- Australia Day was a resounding success by all accounts and I would like to thank all who attended. I would like to take the opportunity to congratulate Tracey-Anne on her Award. I would also like to encourage LA members to get involved in our local Civic Events as the more involved the better the event.
- The Borrella Ride arrived Friday 27th February. To mark the occasion the community was presented with a commemorative plaque that will be mounted on permanent display at the cenotaph near the Banyan tree. We were also one of only three stops that were gifted a full set of framed commemorative medals of Albert Borrella to be placed on display in the Museum or Office.
- DoI Roadsides and infrastructure, after numerous conversations with Department of Infrastructure about roadside slashing and other work we undertake including; roadside slashing maintenance of Martin Road,

Homestead Road and the Stuart Highway at Larrimah. I have been advised that they have had their funding slashed and that under current arrangements they are unable to proceed with the usual amount of slashing. As a result we are now awaiting their approval for late wet season slashing. I am continuing to follow this up with the Department.

- Solar Light round two, LA to identify dark spots for Round 2 Solar lights. Local Authority discussed the lights would go to Mulgan Camp.

Action: Mataranka Local Authority request CSM to arrange for an Irrigation Specialist to advise on irrigating the Oval to ensure the best job is done.

7.3 *Council Financial Reports:
Tabled

7.4 *Town Priorities:
Town Priorities were discussed and a date was proposed for a Community Meeting to discuss Town Priorities Tuesday 28th April at 6.30pm

7.5 *Governance Updates:
Local Authority Training will take place at the Hall on Tuesday 28th April at 4.30pm. Town Priorities meeting will take place on the same night after Training and BBQ at 6pm followed by Community meeting for Town Priorities.

7.6 *Complaints Register
Nil

7.7 *Policy Updates
Updates on Travel Policy for Staff and Councillors was approved by ordinary meeting of Council on 27 February 2015. All updated policies can be downloaded from the website.

7.8 *RJCP (Remote Jobs and Communities Program)
Catherine Proctor, Director Community Services gave a verbal report. Veronica Russo has resigned as RJCP Coordinator. Mataranka RJCP has been under performing currently working at 68%. Catherine is currently working with Michael Solar CSM to turn it around. LA members asked about KPI checks and how long it would take to recruit someone to the position. Catherine noted they were still looking at options for recruitment. The Mataranka Local Authority is extremely concerned that RJCP has not been performing for sometime and has been left unsupported by Head Office.

Action: Director Communities Services to report on RJCP progress at next Mataranka Local Authority meeting and detail what measures will be put in place to ensure it is running successfully.

7.9 *Alcohol Management Plan:
It was noted that the last funding application to the IAS for a Mataranka AMP was unsuccessful. Surinder Crichton, Senior Alcohol Management Project Officer mentioned that Mataranka LA members could have some input into the Ngukurr &

Jilkmिंगgan AMPs. Surinda can supply AMP Guidelines and Templates to the newly form Community Safety Committee but can not work on a Mataranka AMP as it is not her brief. Police have moved the drinkers from the anti-social area. LA members are concerned that there is no safe area for people to drink and they are only being pushed into areas that could potentially be very unsafe.

Action: That the AMP remains on the Action List and Council continue to seek funding for a Mataranka AMP

Action: Mataranka LA asks that Council demand that the NLC make Land available for a safe drinking area.

7.10 *Work Health and Safety

A reminder about taking responsibility in the workplace and If anyone sees an issue please report immediately.

7.11 ANZAC Day

Deputy Mayor asked if LA Members would like to take a greater responsibility in Civic Events (Australia Day and ANZAC Day) starting with the upcoming ANZAC Day Breakfast. Bidy asked if they could communicate by email in the first instance.

Motion: That Mataranka Local Authority members take a larger role in organising Australia Day along with CSM as part of Community Civic Events. LA will do ANZAC Day Breakfast.

Moved: Tracey Wilson Seconded Bidy Hamilton. All Agreed

7.12 Racism

Not discussed.

7.13 Insurance re: Skate Park

Insurance status can be obtained from Catherine Proctor, Director Community Services on request. Council will ensure the correct signage is in place.

7.14 Dog By-Laws:

NT Government is looking at current Dog by-laws. Mataranka has been having issues with vicious dog attacks on other animals. LA members were encouraged to lodge a formal complaint through Governance. LA members asked who has had the Dog training also would like a copy of the Mataranka Dog By-Laws and who is responsible for managing the by-law? The Dog By laws can be found on the Council Website.

7.15 Australia Day

Discussed at 7.1.1 ANZAC Day

7.16 Op Shop

Local Authority Member Bidy Hamilton asked what was happening with the Op Shop project as many people had donated clothing and nothing has happened for 2 years. Catherine Proctor, Director Community Services noted that it was going to be an RJCP Project but unfortunately not enough people were interested in retail to make it viable. Bidy suggested it could be run by volunteers and Local

Authority Member Leah Niehus suggested setting up a Market stall at the Manor Markets.

Action: LA requested update on Op Shop

7.17 Anti-Social Behaviour

Covered in 7.3 AMP

7.18 Floating Position

Local Authority Member Bidy Hamilton asked what has happened with the floating Position that was advertised over 6 months ago, the Centerlink and Library were closed from December 12th 2014- end of January 2015. Why was the decision made to close both facilities for over 6 weeks and who was responsible for that decision.

Action: Director Community Services to investigate status of Floating Position and and find out why the Library and Centrelink were closed for over 6 weeks to report back at next LA meeting.

7.19 Post Boxes:

Motion: That Mataranka Local Authority request CSM to obtain more Post Boxes.

Moved Tracey Wilson Seconded Leah Neihus. All Agreed

7.20 LA Funding: Due to Multi Purpose Funding not being successful LA Members moved a motion re: Spending LA Funding

Motion: That the Mataranka LA Funding for 2014/15 is used to purchase the Skate Park Module and the use 2015/16 LA Funding to pay for the slab it sits on.

Moved Leah Neihus Seconded Bidy Hamilton. All Agreed

7.21 Grant Applications & Guidelines/Acquittal:

Tabled by Deputy Mayor for LA members information.

7.22 RGRC Reconciliation Action Plan:

The Reconciliation Plan is now out for comment, Local Authority Members commented that Australia Day is an important day for all Australians to celebrate and should be supported by Council and added to the Plan.

Action: That Australia Day is to be added to the Reconciliation Plan and CSM is to be responsible for facilitating Australia Day.

8. Other Business

8.1 Communication:

Local Authority Member Bidy Hamilton asked when discussing Local Authority business by email can people please reply all so all LA members get the thread of discussion. All amendments to minutes need to be in writing and emailed to LA members when minutes come out. All LA Agenda items need to be qualified properly before going on the Agenda that is some information regarding discussion.

The Mataranka Library and Museum are in desperate need of upgrading. LA Members would like to investigate options to upgrade the facilities including digital options for customers. Museum is in need of upgrade including an iron roof for shade for the area outside and new story boards perhaps look at video formats.

Action: CSM to investigate funding opportunities for both Library and Museum upgrades.

Leah Niehus asked LA Members if anyone would be willing to take her position as LA Representative for the Hall discussions with Council and Better Half Club. It was agreed Leah would stay as the Rep. LA Members want to know what is happening with the Art Work and painting of toilets that was approved by LA and previous Local Board some time ago.

Action: CSM find out status of Hall, Toilets and Artwork and report to next LA Meeting.

9. Meeting Closed 8pm

Next meeting 5th May 2015

As the Chair at the Mataranka Local Authority Meeting held on the 9th March 2015, I certify these minutes to be a true and correct record of this meeting.

Deputy Mayor Judy MacFarlane - Chairperson

Item No.	Delegated To	Action Description	Comments/Completed
1 04/12/12	CSM	<p>Alcohol Management Plan Forward previous letter to new NT Attorney General & Minister Macklin</p> <p>CSM to distribute a copy of the letter to all MRLA members</p> <p>Seek reply from Attorney General</p>	<p>Letter in the process of being resent. Update: 2/4/13 Letter has been resent to new NT Govt. 4/6/13 – Ongoing Update: 04/02/2014</p> <p>Re-applying to the next round of CBF for funding to engage a Consultant Email to CEO 11/6/14 02.09.14 2 funding apps to CBF, Invite Surinder Creighton AOD to next LA Meeting 29/10/14 Submission gone to IAS 04/12/14 Surinder Creighton attended meeting will be working with CSAP Committee to work towards AMP for Mataranka. Ongoing not for LA (will be removed) Update 04/03/15 New Committee to take up this issue</p>
2 04/12/12	CSM	<p>Recycling / Container Deposit Scheme Media Officer to produce an article on recycling within the Shire</p>	<p>\$15000 Grant to be spent. Email to DITS 20/6/14 02.09.2014 \$15,000 spent on fencing block and set up costs, Apply for more environment grants. CSM and Sharon will get started on whole of Council Waste Mgt 04/12/14 Ongoing Updated 24/04/15 New tank & bore pump installed. Fencing to be completed in near future.</p>
3. 03/06/14	CSM	<p>Solar Lights Contact DPI re: Truck bays. Obtain spec on solar units. Suggest locations for solar lights</p>	<p>Project Manager Khaled Not yet ordered – no specs Solar lights are suitable for pedestrian traffic not vehicles. 03/07/14 LA Members identified light to go between</p>

		<p><i>Banyan Tree & Toilet block in Brunos Park either end of truck parking bays. 04/12/14 Lights purchased to be installed by Outstations crew in new year weather permitting. Ongoing (to be completed in early 2015) Update 27/02/15 Completed Update 24/04/15 Grant application lodged for more solar lights in Mulgan & Transient camp awaiting outcome.</i></p>
4. 04/09/14	CSM	<p>Sport/Rec Rodeo Announcers Box</p> <p>Contact Nerine see when Announcers Box project will commence. On Hold – To be discussed with new RJCP manager NFA at this time Update: 04/03/15 Dismantling commenced Updated 17/04/15 Completed</p>
5.	CSM & DITS	<p>Skate Park</p> <p>02/12/14 Correspondence received regarding specs of skate park & timeframes of construction and delivery. Updated 24/04/15 Skate Park furniture ordered cement slab options are being discussed with RJCP</p>
6.	CSM	<p>Portable Panels</p> <p>02/12/14 Update November OCM past resolution approving the purchase of portable panel. 03/03/15 Panes now purchased and delivered. Install ion of footing to commence. Updated 17/04/15 Completed</p>

Roper Gulf Regional Council

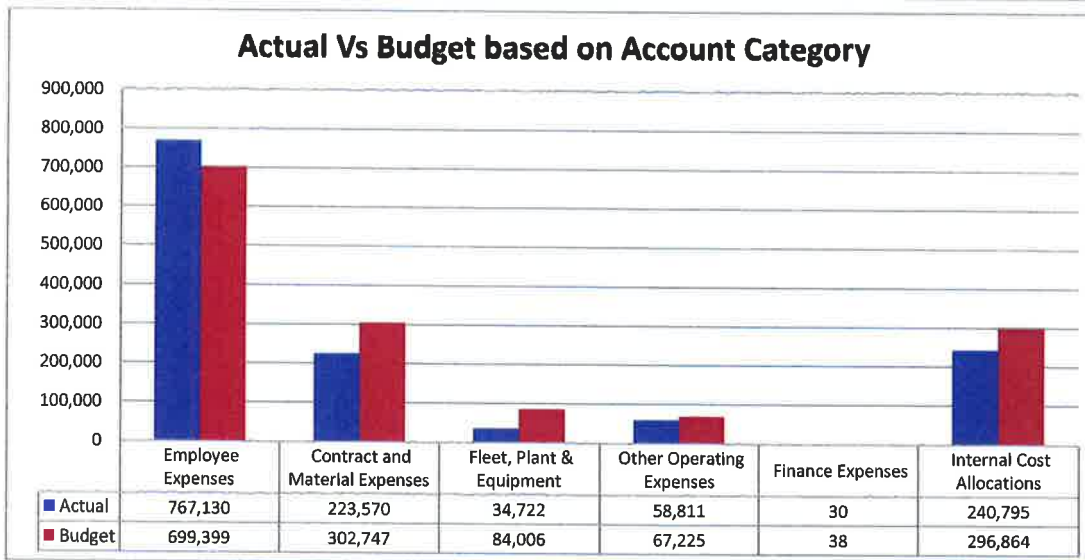
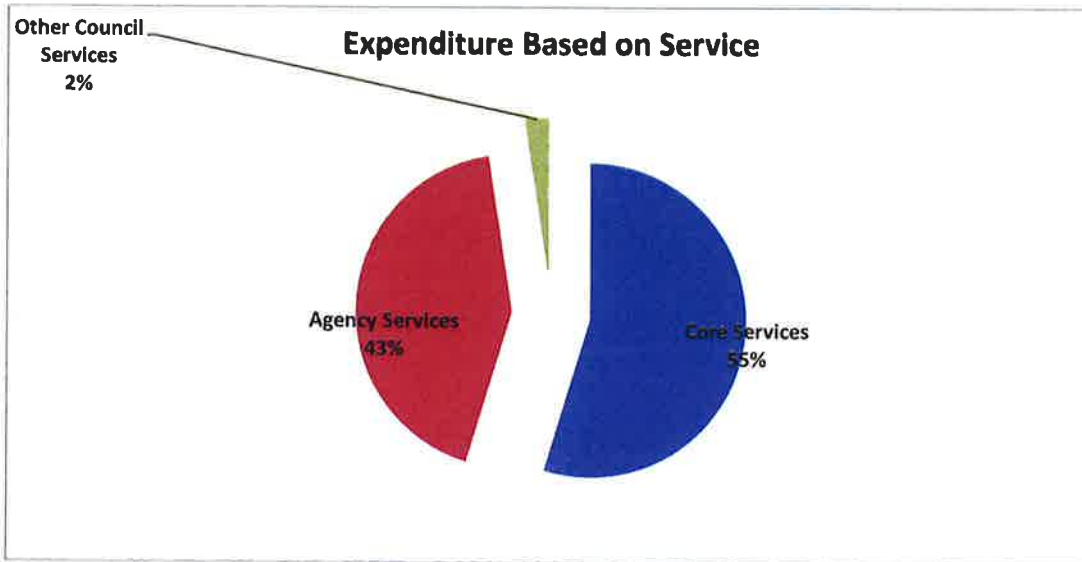
Income & Expenditure Report as at
31-March-2015
for the year 2014 - 2015



15GLACT	15GLBUD2		15GLBUD2
Year to Date	Year to Date	Variance (\$)	Full Year Budget
Actual (\$)	Budget (\$)		(\$)

Mataranka
Expenditure by Service

1 - Core Services	704,973	813,187	108,213	1,084,249
2 - Agency Services	551,859	591,985	40,126	789,314
3 - Commercial Services	36,736	36,736	0	48,982
4 - Other Council Services	31,489	8,370	-23,120	11,160
Total Expenditure	1,325,058	1,450,278	125,220	1,933,704



Variance Analysis by Activity

15GLACT Year to Date Actual (\$)	15GLBUD2 Year to Date Budget (\$)	Variance (\$)	15GLBUD2 Full Year Budget (\$)
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Mataranka

Expenditure by Activity

109 - Asset Management	833	7,500	6,667	10,000	Underspend in Materials - 6,667
111 - Council Services General	252,172	240,599	-11,573	320,798	Overspend in EMP Exp-42,593 ; Oth Op-10,086;Fleet Underspend - 12,157; Materials-28,553
130 - Governance	44	0	-44	0	
132 - Local Boards	493	1,575	1,082	2,100	
135 - Shire to Regional Transition	2,778	11,250	8,472	15,000	Underspend in Materials - 11,250 ; Unbudgeted Spend in Council uniform - 2778
136 - Establishment of Local Authorities	4,408	6,000	1,592	8,000	
138 - Local Authority Project	0	26,108	26,108	34,811	Zero Spend in Materials - 26,108
160 - Municipal Services	321,175	393,675	72,500	524,900	Underspend in Internal-47,143;Fleet-25,850
161 - Waste management	32,043	52,083	20,041	69,444	Underspend in Materials - 11,625 ; Internal cost - 5225 ; Fleet - 2825
162 - Cemeteries Management	900	1,500	600	2,000	
164 - Local Emergency Management	1,982	1,163	-820	1,550	
166 - Rural Transaction Centre	29,022	24,750	-4,272	33,000	Overspend in Materials- 5511;Oth op-369 Underspend - internal Cost 1609
169 - Civic Events	0	3,750	3,750	5,000	Zero spend in Materials - 3,825
170 - Australia Day	180	375	195	500	
200 - Local roads maintenance	31,400	22,500	-8,900	30,000	Overspend Other Contractors - 8900 ;
201 - Street lighting	1,639	5,250	3,611	7,000	
202 - Staff Housing	25,906	15,109	-10,797	20,145	overspend in Materials - 10,757
240 - Commercial Operations admin	0	-1,500	-1,500	-2,000	
242 - Litter Collection and Sashing External	31,588	31,588	0	42,118	
245 - Visitor Accommodation and External F	0	1,500	1,500	2,000	
246 - Commercial Australia Post	5,148	5,148	0	6,864	
313 - RJCP Central Administration	1,977	0	-1,977	0	
314 - Service Fee - RJCP	55,134	56,456	1,322	75,275	
315 - Grandfather Wages	14,246	28,136	13,890	37,515	underspend Emp Exp - 13,890

316 - Participation Account - RJCP	46,116	74,625	28,509	99,500	Underspend Mater-18,670 ; Fleet-3469;Oth Op-4869; Internal-1612
318 - Outcome Payments - RJCP	5,772	11,488	5,716	15,317	Zero Spend in Materials - 5716
340 - Family and Community Services admii	7,718	0	-7,718	0	being Spent
414 - Volatile Substance Abuse	33,533	0	-33,533	0	Overspend EMP Exp-29,344;Mater-3041;Oth Op-883; Internal cost - 265 ; 0 carried forward Funds being Spent
342 - Aged Care NT Jobs Package	70,652	58,824	-11,828	78,432	Overspend in Emp Exp -12,162
343 - DoHA Community care capital grant	1,364	0	-1,364	0	
344 - HAACC services	88,459	61,768	-26,691	82,357	Overspend in EMP Exp - 34,827 ; Oth Op-5478 ; Internal cost - 1209 Underspend Mater-15,317
348 - Library	17,062	42,073	25,011	56,097	Underspend in Emp Exp - 21,971 ; Mater-2178 ; Oth Op - 935
350 - Centrelink agency	41,602	67,661	26,059	90,215	Underspendr In EMP Exp-21,971 ; Materials - 2178
380 - Land Management	41	31	-10	41	
381 - Animal Control	2,229	8,339	6,110	11,118	Underspend in Materials - 5869 ; Fleet - 450 ; Internal -389;Oth Op - 598
383 - Bush Tucker - RGSC Park	83	0	-83	0	
400 - Community Safety Admin and Manage	1,018	0	-1,018	0	
401 - Night Patrol	144,410	163,438	19,028	217,918	Underspend in Oth Op - 18,039 ; materials -1577 ; Internal cost - 1249 Emp Exp overspend -2881
404 - Aus Govt Sport and Rec Management	1,341	2,250	909	3,000	
405 - Aus Govt Sport and Rec Indigenous E	20,901	19,741	-1,161	26,321	
406 - Grass Roots	26	0	-26	0	
407 - ARC - NTG S&R	95	4,176	4,080	5,568	Zero spend in Internal cost - 2601 ; Fleet - 1575
409 - Sport and Rec Fleet	-600	0	600	0	
410 - National Youth Week	0	600	600	800	
416 - Youth Vibe Holiday Grant	1,033	750	-283	1,000	
470 - CEEP Funding	29,137	0	-29,137	0	Unbudgeted spend materials - 29,137 ;
Total Expenditure	1,325,058	1,450,278	125,220	1,933,704	

Capital Expenditure

5331 - Capital Construct Infrastructure	50,740	56,250	5,510	75,000
5341 - Capital Purchases Plant & Equipmen	24,380	22,500	-1,880	30,000
Total Capital Expenditure	75,120	99,375	24,255	132,500