

MINUTES OF THE FINANCE COMMITTEE MEETING OF THE ROPER GULF  
REGIONAL COUNCIL MEETING HELD AT THE CONFERENCE ROOM  
ROPER GULF REGIONAL COUNCIL HEADQUARTERS ON WEDNESDAY, 26  
AUGUST 2015 AT 8:40 AM

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**1. PRESENT/STAFF/GUESTS**

**1.1 Elected Members**

Deputy Mayor, Judy MacFarlane  
Councillor, Kathy Anne Numamurdirdi  
Councillor, Eric Roberts  
Councillor, John Dalywater  
Independent Member, Geoff Bishop (via telephone)

**1.2 Staff**

Michael Berto, Chief Executive Officer (CEO)  
Greg Arnott, Director Corporate Governance (DCG)  
Sharon Hillen, Director Council Services and Infrastructure (DCSI)  
Marc Garner, Director Contracts and Technical Services (DCTS)  
Marion Smith, Director Community Services (DCS)  
Lokesh Anand, Manager Finance  
Jyoti Pudasaini, Manager Governance (Minute Taker)

**1.3 Guests**

Martin Lambert, Strategic Leisure Consultant (Sports and Recreation Facilities)

**2. MEETING OPENED**

Meeting opened at 8:40am.

**3. WELCOME TO COUNTRY**

Nil

**4. APOLOGIES AND LEAVE OF ABSENCE**

**4.1 APOLOGIES AND LEAVE OF ABSENCE**

30/2015 RESOLVED (Kathy-Anne Numamurdirdi/Eric Roberts)

Carried

- (a) That the Finance Committee accept the apology of Mayor Tony Jack for the Finance Committee Meeting scheduled for the 26<sup>th</sup> August 2015.

**5. MINUTES FROM PREVIOUS MEETING**

**5.1 MINUTES OF PREVIOUS FINANCE COMMITTEE MEETING**

31/2015 RESOLVED (Kathy-Anne Numamurdirdi/John Dalywater) Carried

- (a) That the Finance Committee receive and note the minutes of the Finance Committee Meeting held on 27<sup>th</sup> May 2015.

**6. CALL FOR ITEMS OF GENERAL BUSINESS**

- GRANTS –AOD Information and Education 2015-16 – Department of Health
- GRANTS –Homelands Municipal and Essential Services and Housing Maintenance Services Programs 2015-16 Funding Review – Department of Local government and Community Services
- GRANTS –Improving Workforce Sustainability – Transition to Consumer Directed Care – Department of Social Services

**7. QUESTIONS FROM THE PUBLIC**

Nil

**8. DISCLOSURES OF INTEREST**

There were no declarations of interest at this Finance Committee.

**9. BUSINESS ARISING FROM PREVIOUS MINUTES**

**9.1 ACTION LIST**

32/2015 RESOLVED (Kathy-Anne Numamurdirdi/Eric Roberts) Carried

- (a) That the Finance Committee receive and note the action list

Independent Member Geoff Bishop raised his concern on carried forward of Grants amount and DCG Greg Arnott answered that technically Council should approve the carry forward Grants.

**10. INCOMING CORRESPONDENCE**

**10.1 INCOMING CORRESPONDENCE**

33/2015 RESOLVED (Eric Roberts/Kathy-Anne Numamurdirdi) Carried

- (a) That the Finance Committee receive and note the incoming correspondence.

## **11. OUTGOING CORRESPONDENCE**

### **11.1 OUTGOING CORRESPONDENCE**

**34/2015 RESOLVED (John Dalywater/Eric Roberts) Carried**

- (a) That the Finance Committee receive and note the outgoing correspondence sent to Department of Local Government as a response to the 2015 RGRC Compliance Review.

## **12. EXECUTIVE DIRECTORATE REPORTS**

Nil

## **13. CORPORATE GOVERNANCE DIRECTORATE REPORTS**

### **13.1 NEW POLICY: USE OF EXTERNAL AUDITORS AND NON-AUDIT SERVICES POLICY**

**35/2015 RESOLVED (Geoff Bishop/Kathy-Anne Numamurdirdi) Carried**

- (a) That the Finance Committee approve the policy on Use of External Auditors and Non-Audit Services.

*DCG Greg Arnott presented the report and explained that the policy on Use of External Auditors and Non-Audit Services has been developed to set out standards of corporate governance in relation to auditor Independence. This policy sets out whether non-audit services may be provided by the external auditor without impacting their independence in relation to the statutory audit(s).*

### **13.2 POLICY UPDATE: RGRC FINANCE COMMITTEE TERMS OF REFERENCE**

**36/2015 RESOLVED (Eric Roberts/Kathy-Anne Numamurdirdi) Carried**

- (a) That the Finance Committee approve the revised Terms of Reference for Finance Committee.

*DCG Greg Arnott presented the report and mentioned that the Terms of Reference has been revised to make the functions of Finance Committee more specific.*

### **13.3 POLICY UPDATE: ADM007 COMPUTER, TELEPHONES, INTERNET AND EMAIL USAGE POLICY**

**37/2015 RESOLVED (Geoff Bishop/John Dalywater) Carried**

- (a) That the Finance Committee approve the revised policy on Computer, Telephones, Internet and Email Usage Policy.

*DCG Greg Arnott presented the report and explained that the RGRC Computer, Telephones, Internet and Email Usage Policy clarifies the allocation of phones, mobile telephones, tablets and computers to employees and elected members. The policy also sets the standard of behaviour expected during the use of Roper Gulf Regional Council's computers, phone lines, mobile telephones and tablets for all employees, elected members, volunteers and contractors.*

#### 13.4 FINANCE - RGRC FINANCIAL REPORT AS AT 31 JULY 2015

38/2015 RESOLVED (Geoff Bishop/Eric Roberts)

Carried

- (a) That Finance Committee receive and note financial reports as at 31<sup>st</sup> July 2015

*The Finance Manager presented the financial report as at 30<sup>th</sup> July 2015 and answered questions and clarified various aspects of the report. Members were also reminded on the significant issues effecting the budget as reported at the previous OCMs in June and July.*

**ACTION:** CEO to present report on TCU investment to the next Finance Committee meeting.

#### 13.5 GRANTS - COMMUNITY DEVELOPMENT FUND VARIATION - DEPARTMENT OF PRIME MINISTER AND CABINET

39/2015 RESOLVED (Eric Roberts/John Dalywater)

Carried

- (a) That the Finance Committee accept the variation to the Community Development fund from the Department of Prime Minister and Cabinet by signing, dating, initialing each page and affixing the Common Seal to both copies of the agreement.

#### 13.6 GRANTS - INDIGENOUS REMOTE SERVICE DELIVERY VARIATION - DEPARTMENT OF PRIME MINISTER AND CABINET

40/2015 RESOLVED (Kathy-Anne Numamurdirdi/John Dalywater)

Carried

- (a) That the Finance Committee accept the variation to the Community Development fund from the Department of Prime Minister and Cabinet by signing, dating, initialing each page and affixing the Common Seal to both copies of the agreement.

#### 14. COUNCIL SERVICES AND INFRASTRUCTURE REPORTS

##### 14.1 LOCAL AUTHORITY PROJECTS FUNDING - 2014-15 STATUS OF WORKS AND 2015-16 FUNDING PROVIDED

41/2015 RESOLVED (Kathy-Anne Numamurdirdi/Eric Roberts)

Carried

- (a) That the Finance Committee receives and notes the 2014-15 Local Authority Projects Funding status of works.
- (b) That the Finance Committee receives and notes the 2015-16 Local Authority Projects Funding.

Morning Tea Break: 10:33 am  
Meeting Resume: 10:56 am

#### **14.2 FEES FOR AFL NT'S USE OF BORROLOOLA SPORTS GROUNDS**

42/2015 RESOLVED (Kathy-Anne Numamurdiridi/Eric Roberts) Carried

- (a) That the Finance Committee receive and note the report on Fees for AFL NT's Use of Borroloola Sports Grounds.
- (b) That the Finance Committee deferred the report to the next ordinary meeting of the Council to be held in Borroloola.

#### **15. COMMUNITY SERVICES DIRECTORATE REPORTS**

Nil

#### **16. CONTRACTS & TECHNICAL SERVICES DIRECTORATE REPORTS**

Nil

#### **17. GENERAL BUSINESS**

##### **17.1 GRANTS -AOD INFORMATION AND EDUCATION 2015-16 - DEPARTMENT OF HEALTH**

43/2015 RESOLVED (Kathy-Anne Numamurdiridi/John Dalywater) Carried

- (a) That the Finance Committee accept the funding for AOD Information and Education 2015-16 from the Northern Territory Government Department of Health by 2 signatures, dating and affixing the Common Seal to both copies of the funding agreement.

##### **17.2 GRANTS -HOMELANDS MUNICIPAL AND ESSENTIAL SERVICES AND HOUSING MAINTENANCE SERVICES PROGRAMS 2015-16 FUNDING REVIEW - DEPARTMENT OF LOCAL GOVERNMENT AND COMMUNITY SERVICES**

44/2015 RESOLVED (Eric Roberts/John Dalywater) Carried

- (a) That the Finance Committee receive and note the report on the funding for Homelands Municipal and Essential Services and Housing Maintenance Services Programs 2015-16.
- (b) That the Finance Committee defer the report for next ordinary meeting of Council.

**Action:** CEO to do follow up with NT Government regarding Indigenous jobs program funding post 30 Sept 2015.

**17.3 GRANTS -IMPROVING WORKFORCE SUSTAINABILITY - TRANSITION TO  
CONSUMER DIRECTED CARE - DEPARTMENT OF SOCIAL SERVICES**

45/2015 RESOLVED (Kathy-Anne Numamurdirdi/Eric Roberts)

Carried

- (a) That the Finance Committee accept the funding for Improving Workforce Sustainability – Transition to Consumer Directed Care from the Department of Social Services by 2 signatures and dating both copies of the funding agreement.

**18. CLOSE OF MEETING**

The meeting terminated at 11:22 am.

This page and the preceding 5 pages are the minutes of the Finance Committee held on Wednesday, 26 August 2015 and confirmed at ordinary meeting of Council on Wednesday, 30 September 2015.

  
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Deputy Mayor Judy MacFarlane