

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: pg:

Previous minutes from the Borrooloola Local Authority meetings held on 6 August 2015 are attached to the agenda.

Previous Minutes Accepted, Moved:

Seconded:

5. Business Arising/Action List: pg:

5.1. Previous minutes action List:

Date	Item Description	Responsible Person	Status	Status Comments - Completion Date
3.04.2014	Update on Tamarind Park Dump Point relocation	CSM	Completed	04.09.2014-ongoing To be completed as a part of the Information Bay Project. Project at design & documentation stage.
5.06.2014	LA recommends a Waste Management Strategy is drawn up for the Borrooloola region, including recycling capability and planning for future	DITS	Ongoing	Action incorporated into RGRC Waste Management Strategy. A newly formed Waste Management Strategy Committee is

Date	Item Description	Responsible Person	Status	Status Comments - Completion Date
				driving this Action.
5.06.2014	LA recommend to Council that further consultation take place with townspeople re: drainage and traffic management in Borroloola and this Engineers Report not be accepted	Council/DITS	Completed	04.09.2014-Sharon to distribute Plans when completed. 10.09.2015 Road Safety Audit has been completed. Report included to OCM Sept 2015
5.06.2014	LA recommends that Council actively watch & provide information on status of housing in Borroloola with regard to SIHIP money.	Council		10.09.2015- Recommendation: Invite NTG Community Housing & Freehold Subdivision reps to next LA meeting for update.
5.06.2014	LA request RGRC lobby for wider area of mobile phones and internet access	Council	Ongoing	30.07.14 Update-Beatty to provide dot points to Sharon to follow up. 04.09.2014 Bob to send Sharon Beatty's info.
5.06.2014	Write to P & W requesting they maintain lighting in all camps in Borroloola.	Council	Ongoing	Update- P& W own assets, Town Camps not Councils responsibility. 04.09.2014 Ongoing
04.12.2014	Send letter to Julie Bennett requesting the Power Station buffer zone be removed completely and that government consider relocation of the Power House to a more desirable destination.	DITS/Council		06.08.15 – Ongoing: LA member would like a formal response form Department of Lands and Planning as well as Power & Water re: the removal of the buffer zone
28.05.2015	Letter of support written for Bernie Redfern to continue investigating SIHIP money	DITS/Council	Completed	No letter required. Council currently support and recognise through the Borroloola LA's Agenda & Minutes
06.08.2015	Seek legal advice on who owns which road through out Borroloola, once legal advise had been given Council to then write to each appropriate body address the issue of road maintenance.	CSM	Completed	Report Included to OCM September 2015
06.08.2015	Respond to incoming Letter from National trust (NT) Gulf Branch	Marc Gardener	Commenced	

Date	Item Description	Responsible Person	Status	Status Comments - Completion Date
06.08.2015	Look into providing the school children with education on the cost and work that is put into the running of the swimming pool to help prevent future damage, CSM to talk to Max and Jen at the school about continuous education regarding the swimming pool.	CSM	Completed	Report Included to OCM September 2015
06.08.2015	Seek quotes on trees for swimming pool and to look into a pool shade cloth with a vent through the middle for the wade pool, present quotes at upcoming meeting	CSM	Commenced	Landscaping & Planning with DCSI
06.08.2015	Write & distribute letters to cattle & horse owners in town to allow owners time collect and make sure stock is in fenced area	CSM	Commenced	Draft notice exists -CSM can utilise
06.08.2015	Arrange quotes for purchasing park benches for Tamarind Park, Rocky Park and Show Grounds, looking at around \$20,000-30,000	CSM	Commenced	
06.08.2015	Letter to be discussed at the next OCM in September regarding NTAFL; however Local Authority is agreeing with the waiving of fees for the sports ground if they add the cleaning of the toilet/shower block.	Council		Report Included to OCM September 2015
06.08.2015	Look at combining services; Youth, Sport & Rec and Night Patrol to help in the assistance of John Moriaty and other Sporting and Rec Orgs in Borroloola	Mayor Jack, Councillor Don Garner and CSM Nathan McIvor	Commenced	DSCI and DCS are meeting on 1st October to address this.

6. Correspondence

6.1. Outgoing Correspondence:

- Maintenance of Borroloola Airstrip
- Waste Management Facility, Commercial Dumping Fees

6.2. Incoming Correspondence:

7. General Business

7.1 *Elected Member Report: Verbal

7.2 *Council Services Managers Report: Verbal

- Council Services Update
- *Work Health and Safety Update

7.3 *Council Financial Reports:

The financial report for first quarter of F/Y 2015-16 is attached to the agenda.

7.4 *Governance Updates:

- *Town Priorities:* Nil
- **Complaints Register*

Date	Compliant	Type of Complaint	Status
28/08/2015	Yard Full of Dogs	Animal	Closed
28/09/2015	Animal Complaint	Animal	

- **Policy Updates*

HR006 Working with Children Certificate Policy: Council approved amended policy on Working with Children Certificate. The amended policy removed the stipulation that all employees, volunteers and contractors must have Ochre Cards and now only those that are required under the NT Care and Protection of Children Act will require having one. The primary reason for the amendment is to streamline the recruitment process and make it easier for potential employees to obtain employment with council.

7.5 *RJCP- Remote Jobs and Communities Program:

7.6 *Alcohol Management Plan:

- Minutes from Tuesday 11th August
- Next AMP Meeting 22nd September

7.7 *Cemetery

7.8 *Community Services Report:

Marion Smith – Director Community Services will be presenting a verbal report.

7.9 *Swimming Pool

8. Other Business:

9. Meeting Closed:

* Denotes permanent Agenda items

This meeting was opened at 10:00am by Chair Maria Pyro and the Roper Gulf Regional Council Pledge was read.

1. Present:

Elected Members:

Councillor Don Garner

Local Authority Members:

Trish Elmy
Bernie Redfern
Marlene Karkadoo
Maria Pyro (Chair)
Mike Longton
Geoff Hulm

RGRC Staff:

Nathan McIvor – Council Services Manager
Chantelle Johns – Customer Service Officer
Marc Gardner – Director of contracts and technical services
Lokesh Anand – Finance Manager

Visitors/Guests:

Rebecca Gentle – MRM
Nat Knapp – DCGCS

2. Apologies:

Beatty Retchford,
Alison Doyle,
Jo Nicol,
Mayor Jack,
Councillor Daniel Mulholland

Moved: Mike Longton

Seconded: Bernie Redfern

3. Conflict of Interest:

Nil

4. Guest Speakers:

Nil

5. Confirmation of Minutes of Previous Meeting:

Members accepted the previous minutes from the Local Authority Meeting held on 28 May 2015.

Moved: Marlene Karkadoo

Seconded: Maria Pyro

Voted: All approved

6. Business Arising from Previous Minutes

Action List from previous meetings: Members discussed the action list from the previous meetings.

Action: LA member would like a formal response form Department of Lands and Planning as well as Power & Water re: the removal of the buffer zone.

Moved: Bernie Redfern

Seconded: Mike Longton

7. Correspondence

Incoming Correspondence:

- National Trust (NT) Gulf Branch

ACTION: Director Contracts and Technical Services to see and respond to actions on the incoming letter.

Moved: Trish Elmy

Seconded: Bernie Redfern

- John Moriarty Football

ACTION: Mayor Jack, Councillor Don Garner and CSM Nathan McIvor to discuss the matter of combining services such as Youth, Sport & Rec and Night Patrol to help in the assistance of John Moriarty Football and other sporting/recreational orgs in Borroloola

Moved: Mike Longton

Seconded: Bernie Redfern

- Australian Football League Northern Territory

ACTION: Letter to be discussed at the next OCM in September; however Local Authority is agreeing with the waiving of fees for the sports ground if they add the cleaning of the toilet/shower block.

Moved: Mike Longton

Seconded: Bernie Redfern

8. General Business:

8.1. *Elected Member's Report:

Councillor Don Garner presented the Elected Member's report. July's OCM meeting held in Katherine was based on the Regional Plan and the budget, All Councillors went through the budget to understand all expenditure. Councillors and staff also had one day training where they did exercises in confidence building.

Moved: Mike Longton

Seconded: Bernie Redfern

8.2. *Council Service Manager's Report:

Council Services Manager Nathan McIvor provided report. There has been one termination of employment for the Works Supervisor and the position is currently advertised, we are

hoping to fill this position with in the next 6 weeks in the mean time Rodwell Walden and Dawn Baker will be doing 3 weeks each as acting Work Supervisor. Also the Night Patrol team leader's contract was not renewed and currently Judith Simon is acting as Team Leader until position is filled.

WH&S has improved a lot with no major reports being made, Alcohol and Drug testing is still being done with only minimal positive readings for Borroloola.

Municipal Services yard has had a big clean up of all old machinery and rubbish; also old machinery will be auctioned or put out for tender to allow for new equipment to be purchased.

Local Authority Member Mike Longton provided positive feedback regarding the outstanding working the council is doing and congratulated all staff.

Moved: Mike Longton

Seconded: Marlene Karkadoo

8.3. *Council Financial Report:

Finance Manager Lokesh Anand presented the financial reports and went through step by step on how to read and understand each of the expenditures on the provided tabled report. He also explained which Director is responsible for what activities and gave a brief presentation on how they plan and organise the budgets. Local Authority Members questioned on activity 462 – Road to Recovery as to why they haven't spent \$196,100. Director Contracts and Technical Services Marc Gardner explained to Members that the reason why Council hasn't spent this money is due to not having clear knowledge of who owns the specific roads.

ACTION: Council to seek legal advise on who owns specific roads through out Borroloola, once legal advise had been received Council to then write to each appropriate Town camp body to address the issue of road maintenance.

Moved: Bernie Redfern

Seconded: Mike Longton

8.4. *Governance Updates:

- *Town Priorities :*
Members were advised that Regional Plan 2015-2016 has been approved by the ordinary meeting of Council on 22 July 2015. Printed copy of the plan will be distributed to all members once it comes from printers.
- *Complaints Register*
Members were advised that all listed complaints for Borroloola were resolved.
- *Policy Updates*
Nil

Moved: Maria Pyro

Seconded: Trish Elmy

8.5. *RJCP – Remote Jobs and Communities Program:

Beatty Retchford was invited to attend the Local Authority meeting and give a Gulf Savannah Northern Territory report, Beatty could not attend as the GSNT Board Meeting was on the same day, however Local Authority members would still like to continue to invite a GSNT member to give a reports at Local Authority meetings.

8.6. *Alcohol Management Plan:

Director Alcohol Management Maria Marriner was invited to attend the Local Authority meeting to address Local Authority members concerns; however Maria could not attend due to not being able to get out to Borrooloola. Maria has also been invited to the next Local Authority Meeting in October.

8.7. *Cemetery:

Nil

8.8. *Youth, Sport & Rec Report:

While the Coordinator has been away off and on for the last 6months we have had staff from Katherine down to help assist with programs, LA members would also like for Youth, Sport & Rec to work in with other sporting agencies within the community such as AFLNT and John Moriarty Football.

LA members Maria Pyro and Marlene Karkadoo voiced concerns regarding softball and would like to see softball run once or twice per fortnight, RGRC to help assist this in any way possible such as providing Sport & Rec staff or funding.

Moved: Mike Longton

Seconded: Marlene Karkadoo

8.9. *Swimming Pool:

Pool has been having some pump issues however there is a new pump ordered just waiting on arrival; service was completed on the sand filters resulting in 3-3.5 tons of sand. Bars have been broken off the back fence by children at night; a request has been put in to fix the fence. Also having issues with the roller doors shutting and locking, a maintenance request has been done and doors should be fixed as soon as possible.

ACTION: CSM to look into providing the school children with education on the cost and work that is put into the running of the swimming pool to help prevent future damage, CSM to talk to Max and Jen at the school about continuous education regarding the swimming pool.

Moved: Bernie Redfern

Seconded: Trish Elmy

9. Other Business

9.1. Local Authority Nomination Forms:

Nomination from Raymond Mawson and Rebecca Gentle was presented at the meeting. Both nominations were supported by all present members and recommended to take it to the Council.

Moved: Bernie Redfern

Seconded: Trish Elmy

9.2. Roaming Cattle and Horses

Concerns raised by members about cattle and horses around town and the dangers they present. Director Contracts and Technical Services Marc Gardner looked up the animal by-laws during the meeting and provided present members with a brief description that CSM Nathan McIvor will be able to put down the animal/s or issue infringement notices to owners.

ACTION: CSM to write and distribute letters about by-laws for cattle and horse owners in town and allow the owner's time to collect and make sure livestock is secured in a fenced area.

Moved: Mike Longton

Seconded: Marlene Karkadoo

9.3. Request Expenditure of LA Funding

All present members agreed to allocate up to \$6,000 to purchase a new moveable life guard stand for the swimming pool

Moved: Bernie Redfern

Seconded: Trish Elmy

CSM Nathan McIvor discussed the possibility of requesting more LA funding to purchase trees for the swimming pool to provide shade while sitting around the pool.

ACTION: CSM to seek quotes on trees for swimming pool and to look into a pool shade cloth with a vent through the middle for the wade pool, present quotes at upcoming meeting.

ACTION: CSM to arrange quotes for purchasing park benches for Tamarind Park, Rocky Park and Show Grounds, looking at around \$20,000-30,000.

9.4. Borroloola Road Safety Audit

Members received copies of the Borroloola Road Safety Audit and were asked that all enquires to be sent through to Nathan McIvor, Marc Gardner and Sharon Hillen. Also noted in the audit was a lot of high risk areas CSM and Municipal crew will start repairing what they can and help eliminate risks.

10. Meeting Closed 1:12pm

Next Meeting: Thursday 8th October 2015

As the Chair at the Borroloola Local Authority Meeting held on the 6th of August 2015 I certify these minutes to be a true and correct record of this meeting.

Chairperson Maria Pyro

Roper Gulf Regional Council

Income & Expenditure Report as at
31-August-2015
for the year 2015-2016



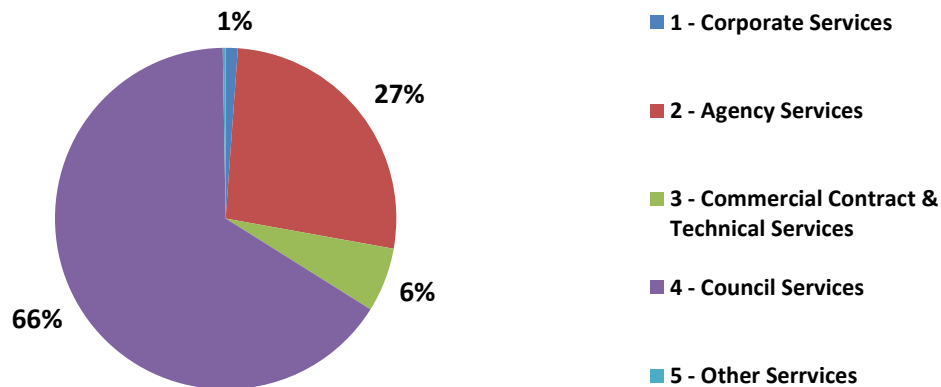
16GLACT	16GLBUD		16GLBUD
Year to Date	Year to Date		Full Year Budget
Actual (\$)	Budget (\$)	Variance (\$)	(\$)

Borroloola

Expenditure by Service

1 - Corporate Services	3,496	22,876	19,380	137,256
2 - Agency Services	81,240	94,859	13,619	569,156
3 - Commercial Contract & Technical Services	18,482	26,503	8,021	159,020
4 - Council Services	200,347	277,872	77,525	1,667,234
5 - Other Services	833	4,167	3,333	25,000
Total Expenditure	304,399	426,278	121,879	2,557,667

Expenditure by Service Category



16GLACT Year to Date Actual (\$)	16GLBUD Year to Date Budget (\$)	Variance (\$)	16GLBUD Full Year Budget (\$)
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Expenditure by Activity

101 - Chief Executive	0	67	67	400	
132 - Local Authority	309	917	608	5,500	
136 - Establishment of Local Authorities	3,187	0	-3,187	0	
138 - Local Authority Project	0	21,893	21,893	131,356	No Project Decided Yet
Total Expenditure - Corporate Services	3,496	22,876	19,380	137,256	

348 - Library	6,739	10,215	3,476	61,289	
401 - Night Patrol	36,029	37,580	1,551	225,481	
404 - Aus Govt Sport and Rec Management C	392	9,244	8,852	55,466	
405 - Aus Govt Sport and Rec Indigenous Em	14,750	0	-14,750	0	Unbudgeted Spend in Emp Exp - 11,515 and Oth Op - 3,235
407 - ARC - NTG S&R	9,983	6,510	-3,473	39,061	
412 - Youth Diversion	397	0	-397	0	
					Underspend in salaries ; vacant Positions - 11,957 ;Materl - 1,917; Oth
415 - 67568 Youth In Communities	12,837	31,310	18,473	187,859	Op - 3,030
416 - Youth Vibe Holiday Grant	113	0	-113	0	
Total Expenditure - Agency Services	81,240	94,859	13,619	569,156	

201 - Street lighting	3,533	6,167	2,634	37,000	
202 - Staff Housing	-3,326	-4	3,322	-26	
241 - Airstrip maintenance Contracts	11,950	12,010	60	72,060	
245 - Visitor Accommodation and External Fa	6,282	8,331	2,049	49,986	
275 - Mechanical Workshop	43	0	-43	0	
Total Expenditure - Commercial Services	18,482	26,503	8,021	159,020	

111 - Council Services General	57,271	67,251	9,980	403,506	Underspend in Emp Exp - 5,295 (Timing Difference) ; Underspend in Oth Op -3,452
160 - Municipal Services	88,340	104,317	15,978	625,903	Underspend in Emp Exp - 6,185;Underspend in Fleet - 7,038(Lease ,rego not Due yet)
161 - Waste management	7,605	8,053	449	48,320	
169 - Civic Events	0	17	17	100	
170 - Australia Day	0	67	67	400	

	16GLACT <i>Year to Date</i> <i>Actual (\$)</i>	16GLBUD <i>Year to Date</i> <i>Budget (\$)</i>	<i>Variance (\$)</i>	16GLBUD <i>Full Year Budget</i> <i>(\$)</i>	
200 - Local roads maintenance	0	33,333	33,333	200,000	No Maintenance Carried Out yet - Underspend in Other Contractors - 33,333
381 - Animal Control	0	4,001	4,001	24,005	
550 - Swimming Pool	47,132	60,833	13,701	365,000	No spend in EMP Exp - 17,461; Overspend in Materials -4,866 ; Comm Ops - 1,005
Total Expenditure - Council Services	200,347	277,872	77,525	1,667,234	
486 - Regional Economic Infrastructure Fund	833	4,167	3,333	25,000	
Total Expenditure - Other Services	833	4,167	3,333	25,000	
Total Expenditure	304,399	426,278	121,879	2,557,667	
Capital Expenditure					
5341 - Capital Purchases Plant & Equipment	0	42,500	42,500	255,000	Ride on Mower budgeted yet to be Purchased ;New Compactor Budgeted yet to be purchased
Total Capital Expenditure	0	42,500	42,500	255,000	