

The meeting was opened at 5.37pm by designated Chair Deputy Mayor Judy MacFarlane and the Roper Gulf Regional Council Pledge was read.

#### **1. Present:**

**Elected Members:**

Deputy Mayor Judy MacFarlane

**Local Authority Members:**

Michael Somers

Alan Chapman

Di Angel

Di Jones

Leah Niehus

**Staff:**

Michael Soler – Council Services Manager

Marion Smith – Director Community Services

Jo Nicol – Local Authority Coordination Officer

**Visitors/Guests:**

William Rosas – Department of local Government and Community Services

#### **2. Apologies:**

Sue Edwards

Tracey-Anne Wilson

Apologies Accepted,

**Moved:** Di Angel

**Seconded:** Di Jones

#### **3. Conflict of Interest-Members & Staff:**

Nil declared

#### **4. Minutes of Previous Meeting:**

**Motion:** That Mataranka Local Authority accepts the Minutes from the previous Local Authority Meeting held on 06 October 2015 with amendments. On the previous minutes the Action List is to be added with action - CSM to investigate why library opening hours are not meeting 20hours per week.

**Moved:** Leah Niehus

**Seconded:** Di Angel

## 5. Business Arising/Action List;

### 5.1. Previous minutes action List

Date	Action	Responsible Person	Status	comments
09.03.2015	Obtain more Post Boxes	CSM	Ongoing	<b>05.05.2015:</b> Post office boxes have been requested as part of an office upgrade under the 15/16 budget for the SDC 25.08.2015: Office upgrade has been declined this year. Further opportunities may arise through Council project list.
09.03.2015	Op Shop - Started as RJCP project to be reported on	CSM	Completed	02.11.2015 CSM reports no suitable facility to operate OP shop from. LA decided to end program and donate all goods to Katherine Charities.
05.05.2015	Seek to fund equipment upgrade for catering shed facilities	LA	Ongoing	25.08.2015 LA to continue to seek grant funding
05.05.2015	Work with RJCP to determine if possible for slab to be completed through RJCP	CSM	Ongoing	25.08.2015 This is on the RJCP project list for Mataranka
25.08.2015	Concern over underspend in the Library of approx. \$35K for last Financial Year. Also concern over Library opening hours not meeting 20hours per week.	CSM/ DM/ Director Community services	Ongoing	02.11.2015 There is a potential underspend for Libraries from last financial year. Marion investigating possible \$1250 for Mataranka to be spent of books. CSM to investigate hours and seek support of CDP to make up short fall.
25.08.2015	Dump Point	CSM/Michael Somers	Inhand	25.08.2015 CSM to meet with Michael Somers to establish if there may be a better way of setting up the dump point. 02.11.2015 Michael Somers is awaiting quotes, project should be finalised before next tourist season.
6.10.2015	Contact DOI re: Dangerous road edges on Martin and Homestead Rd	CSM	Inhand	02.11.2015 Information received that Mataranka contact within DOI has left the department. New contact has advised road edges will be surveyed and signs that have been graffitied and damaged will be repaired within two weeks.
6.10.2015	Mataranka Local Authority Members to advise on Night Patrol operations, best schedule for Mataranka Community	Director Community Services		02.11.2015 CSM has created a new 7 day roster for Night patrol focusing on higher staffing levels on busier nights. <b>LA requested a Special Meeting be held on 08.12.2015 to discuss operational hours of Night patrol with Police, Clinic and School.</b>

## 6. Correspondence

### 6.1. Outgoing Correspondence:

Nil

### 6.2. Incoming Correspondence:

- Email from Ben Gibson, Department Infrastructure.
- Email from Claire Brown Re: Mataranka & Borroloola Land Release

## 7. General Business

### 7.1 \*Elected Member Report:

Deputy Mayor requested that LA member Leah Niehus provide feedback to the members on recent OCM in Mataranka. Deputy Mayor went on to discuss the following points from the meeting:

- Swimming Pools – Currently the swimming pools at Borroloola and Ngukurr are a financial concern to Council and letters are being forwarded to various departments, agencies and corporations to request funding assistance for their ongoing operations.
- New Vehicle Policies update-Home Garaging and Purchase of New Vehicles.
- Disposal of Assets – Deputy Mayor updated LA on recent auction and the outcomes.
- Auditors Report – RGRC was advised by the Financial Auditors who attended the OCM, the Audit Report for 2014/2015 Financial Year was excellent.
- Draft Annual Report – was presented to Council and has now been finalised. The Report is now on the website and will be printed for distribution.

### 7.2 \*Council Services Managers Report:

**Motion:** That Mataranka Local Authority receive and note the Council Services Manager's Report.

**Moved:** Di Angel

**Seconded:** Michael Somers

### 7.3 \*Council Financial Reports:

That Mataranka Local Authority receive and note the first quarter financial report.

**Moved:** Alan Chapman

**Seconded:** Michael Somers

### 7.4 \*Governance Updates:

- \*Town Priorities

Local Authority Coordination Officer Jo Nicol presented the Local Authority Funding report. Members were advised that \$34,811 has now been received for Mataranka Local Authority as Local Authority project funding for F/Y 2015-16. Members were also reported on the status of current projects for Mataranka.

**Motion:** That Mataranka Local Authority receive and note Local Authority Funding Report.

**Moved:** Leah Niehus

**Seconded:** Di Angel

- **\*Complaints Register**

Mataranka's Register of Complaints			
Date	Nature	Resolved	Comments
7/10/2015	Complaint about Staff	Completed	

- **\*Policy Updates –**
  - ADM009 Vehicle Use Policy (Updated) Added Clarification on Home Garaging of Vehicles. Vehicles are to be used to commute between work and home and not used for any other purpose outside work hours.
  - DIT001 Fleet Procurement and Allocation Policy has been added with rules around Fleet purchases of new or replacement of machinery/vehicle.

### 7.5 **\*CDP- Community Development Program:**

Director of Community Services, Marion Smith updated Local Authority on the improved CDP numbers. Members were advised that the projections show that Mataranka should hit approximately 60% participation by early December (target 75%). Current participation rate is approximately 24%.

### 7.6 **\* Alcohol Management Plan:**

Nil to report. Moved to Community Safety Action Group.

### 7.7 **Night Patrol:**

Director Community Services, Marion Smith updated Local Authority on Night Patrol.

CSM has developed a 7 day roster for Night Patrol Staff allowing each member to have 2 days leave per week. Marion requested operating hours from the LA however LA members felt they were not in the position to provide the requested information as they did not have the direct experience with Night Patrol operations.

LA requested a Special LA meeting be held on 8th December 2015 to discuss the Night Patrol Schedule for Mataranka. The meeting is to include representations from Police, Clinic & School.

## 8. **Other Business**

**8.3 Library Hours -Report -** CSM to investigate hours and seek support of CDP to make up short fall.

**8.4 Never Never Newsletter –** CSM to send email to the current Never Never News Coordinator at request of LA to establish if and when the first newsletter will be out, and if they still have the capacity to undertake publishing the newsletter.

### 8.5 **Bringing on Territory Land Release Program – Mataranka & Borrooloola**

Other business arising from Incoming Correspondence

- Correspondence received from Claire Brown Regional Director of Department of Land Planning and Environment outlining the progress of the land release for Mataranka

- It was noted that there are currently 6 existing serviced lots on Stirling Street that upon lodgement of an Indigenous Land Use Agreement (ILUA), could be immediately released. It was also noted that drainage of the light industrial release could become a major cost to NTG.

#### **8.6 Late Items**

- Di Jones raised concerns about a cement culvert between the highway and the school oval fence. Main concern is that there are no bollards to prevent vehicles going into the drain and/or no bars or grate over the drain (same at Beswick Street) to prevent children or animals from danger.
- Di Jones raised an issue of the Shell Roadhouse blocking the easement behind their property. CSM noted that he had been in conversation with Proprietors and it was temporary, however he will watch this area.

#### **9. Meeting Closed 7.11 pm**