

05.05.2015		Seek to fund equipment upgrade for catering shed facilities	LA	Ongoing	01.02.2016 LA moved a motion that funding be sought for this through Community Benefit Fund Grant. RGRC to Auspice
05.05.2015		Work with CDP to determine if possible for slab to be completed through RJCP	CSM	Ongoing	25.08.2015 This is on the CDP project list for Mataranka 01.02.2016 CSM advised work on slab to begin in fortnight
25.08.2015		Concern over underspend in the Library of approx. \$35K for last Financial Year	CSM/DM/Director Community services		25.08.2015 Director Comm. Services to meet with CSM and Deputy Mayor to discuss underspends when frequent requests for upgrades or exchange of books were denied due to lack of funds. 01.02.2016 Excess funds (\$5,054 surplus 2014-15) still awaiting approval from funding body to access. NB: In 2015 only 13/20 hours/week were delivered.
25.08.2015		Dump Point	CSM/Michael Somers	Ongoing	25.08.2015 CSM to meet with Michael Somers to establish if there may be a better way of setting up the dump point. 01.02.2016 still negotiating.
6.10.2015		Contact DOI re: Dangerous road edges on Martin and Homestead Rd	CSM	Ongoing	01.02.2016 Works completed but LA would like CSM to follow up with DOI on state of works.
08.12.2015		Director of Community Services report back to LA on Night Patrol Services after three months from start date.	CSM	Ongoing	01.02.2016 Director Community Services to follow up with NP Manager as to why NP trial operations roster had not yet commenced.
01.02.2016	8.6 Repairs to Statues & Termite Mound	Council Services Manager to investigate and bring options back to next Local Authority meeting.	CSM		
01.02.2016	8.8 maintain of Laneway between Stuart Hwy & Gunn St	CSM to investigate state of the laneway	CSM		

6. Correspondence

6.1. Outgoing Correspondence:

Email to DOI re: Daly Waters Floodway & Pavement pg:10-12

6.2. Incoming Correspondence: NIL

ACTION: Actions will appear under each point like this

7. General Business

7.1 *Elected Member Report:

Recommendation: That the Mataranka Local Authority receive and note the elected members report.

Moved: Seconded:

7.2 *Council Services Managers Report: Report attached. Page: 13-15

- Council Services Update
- *Work Health and Safety Update

Recommendation: That the Mataranka Local Authority receive and note the Council Services Managers report.

Moved: Seconded:

7.3 *Council Financial Reports: Nil

7.4 *Governance Updates:

- *Town Priorities – Community Consultation held Thursday 31st March
- *Complaints Register-

8-Mar-16	Dog attack	Ongoing	
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- *Policy Updates-

Recommendation: That the Mataranka Local Authority receive and note the updates from Governance.

Moved: Seconded:

7.5 *CDP-Community Development Program:

Recommendation: That the Mataranka Local Authority receive and note the Community Development report.

Moved: Seconded:

7.6 *Alcohol Management Plan: NIL

7.7 Sports and Recreation Program Update:

Recommendation: That the Mataranka Local Authority receive and note update on Sports and Recreation Program.

Moved:

Seconded:

8. Other Business

8.1 Solar light update

8.2 Grant for Sport & Rec Kitchen Equipment

8.3 Museum Walkway

8.4 ANZAC Day

9. Meeting Closed

This meeting was opened at 5:35pm by the 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:

Tracey-Anne Wilson

Leah Niehus

Di Angel

Michael Somers

Alan Chapman

Diane Jones

Sue Edwards

Staff:

Michael Soler – Council Services Manager Mataranka

Amanda Haigh – Manager Governance

Marion Smith – Director Community Services

Jo Nicol – Local Authority Coordination Officer

Visitors/Guests:

William Rosas – Department of Local Government and Community Services

2. Apologies:

Nil

3. Conflict of Interest-Members & Staff:

Nil

4. Minutes of Previous Meeting:

Resolution: That Mataranka Local Authority accepts the Minutes from the previous Local Authority Meeting held on 2nd November 2015 as a true and accurate record of the meeting.

Moved: Di Angel **Seconded:** Michael Somers
Carried.

Resolution: That Mataranka Local Authority accepts the Minutes from the previous Special Local Authority Meeting held on 8th December 2015 as a true and accurate record of the meeting.

Moved: Tracey-Anne Wilson **Seconded:** Di Angel
Carried.

5. Business Arising/Action List;

5.1. Previous minutes action List

Date	Item Description	Responsible Person	Status	Status Comments - Completion Date
09.03.2015	Obtain more Post Boxes	CSM	Ongoing	05.05.2015: 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.
05.05.2015	Seek to fund equipment upgrade for catering shed facilities	LA	Ongoing	25.08.2015 LA to continue to seek grant funding 01.02.2016 LA moved a motion that funding be sought for this through Community Benefit Fund Grant. RGRC to Auspice Moved: Leah Niehus Seconded: Sue Edwards
05.05.2015	Work with CDP to determine if possible for slab to be completed through CDP including cricket pitch	CSM	Ongoing	25.08.2015 This is on the CDP project list for Mataranka 01.02.2016 CSM advised work on slab to begin in fortnight
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25.08.2015	Dump Point	CSM/ Michael Somers	Ongoing	25.08.2015 CSM to meet with Michael Somers to establish if there may be a better way of setting up the dump point. 01.02.2016 still negotiating.
6.10.2015	Contact DOI re: Dangerous road edges on Martin and Homestead Rd	CSM	Ongoing	01.02.2016 Works completed but LA would like CSM to follow up with DOI on state of works.
08.12.2015	Director of Community Services report back to LA on Night Patrol Services after three months from start date.	CSM	Ongoing	01.02.2016 Director Community Services to follow up with NP Manager as to why NP trial operations roster had not yet commenced.

6. Correspondence

6.1. Outgoing Correspondence:

6.2. Incoming Correspondence:

- Department of Business – Unsuccessful Community Benefit Grant Application for Mataranka Alcohol Management Plan.
- Letter requesting waiver of fees from Mataranka Better Half Club for Territory Day Hire of Catering Shed.

7. General Business

7.1 *Elected Member Report:

- Council Meeting in Katherine January 2016
- Abandon Vehicle Policy
- New Tractor has been ordered
- Next Council meeting in Barunga March 2016

Resolution: That the Mataranka Local Authority receive and noted the Elected Members Verbal Report.

Moved: Alan Chapman **Seconded:** Di Angel
Carried.

7.2 *Council Services Managers Report:

Resolution: That the Mataranka Local Authority receive and note the Council Services Managers report.

Moved: Michael Somers **Seconded:** Diane Jones
Carried.

7.3 *Council Financial Reports:

Motion: That the Mataranka Local Authority receive and note the Second Quarter Financial Reports.

Moved: Di Angel **Seconded:** Leah Niehus
Carried.

7.4 *Governance Updates:

- *Town Priorities Meeting to be held 31/03/16 at 6:30pm at Mataranka Hall.

Resolution: To resubmit an application for the Mataranka Multi-Purpose Hall.

Moved: Tracey-Anne Wilson **Seconded:** Di Jones
Carried.

- *Complaints Register - NIL
- *Policy Updates HR015 Uniform Policy/HR011 Leave Policy

Resolution: That the Mataranka Local Authority receive and note the updates from Governance.

Moved: Di Angel **Seconded:** Leah Niehus
Carried.

7.5 *CDP- Community Development Program:

Resolution: That the Mataranka Local Authority receive and note the Community Development report.

Moved: Leah Niehus **Seconded:** Michael Somers
Carried.

7.7 Sport and Recreation Program Update:

Resolution: That the Mataranka Local Authority receive and note the Sports and Recreation Master Plan. Request for feedback to be submitted to CSM by 12/02/16

Moved: Leah Niehus **Seconded:** Di Angel
Carried.

8. Other Business

8.1. Update Skate Park:

Works to begin on slab in next fortnight

8.2. Update Museum Building:

New building to be installed and open by Anzac Day.

8.3. Repairs & Maintenance to Museum Walkway:

Council Services Manager to order new floorboards and installed as soon as possible.

8.4. Lease Agreement:

Lease Agreement between Roper Gulf Regional Council & Mataranka Fishing Sporting and Recreation Club tabled as requested by Deputy Mayor, feedback to be given to Council Services manager by 12.02.2016

8.5. Cars left on side of road at Carew Rd:

Local Authority Members were advised Roper Gulf Regional Council has just instigated an Abandoned Vehicle Policy and will be Actioning.

8.6. Repairs to Statues & Termite Mound:

Mataranka Local Authority requested looking into getting the Termite Mound in Bruno's park talking again.

Action: Council Services Manager to investigate and bring options back to next Local Authority meeting.

8.7. Fencing at the Dump:

Municipal team currently seeking more fencing material to re-fence areas at the Dump.

8.8. Maintaining of Laneway between Stuart Hwy & Gunn St:

Action: CSM to investigate state of the laneway.

8.9. Never Never News:

To date no one has offered to take on the newsletter, Invitation to do so will remain open.

8.10. Commercial Dumping Fees:

Local Authority members were advised that the Commercial Dumping Fees work on trust, it is up to people dumping to be honest and fair to the community. A request was made for Roper Gulf Regional Council to provide Skip Bins to local businesses and empty them. This was rejected by the Local Authority as an option.

8.11. Frequency of Local Authority Meetings:

Local Authority Members discussed the new Local Authority meeting Schedule and raised the change of frequency from 4 to 6 meetings a year.

Resolution: That Mataranka hold their Local Authority meetings on the first Tuesday of every second month, totalling 6 per year.

Moved: Leah Niehus **Seconded:** Di Angel
Carried

9. Meeting Closed at 7:45pm

Next Meeting: **April 5th 2016 at Mataranka Community Hall.**

Please place on Mataranka LA as Corro out and DalyWaters agenda for community meeting

From: Sharon Hillen
Sent: Tuesday, 29 March 2016 4:34 PM
To: Phil Harris (Phil.Harris@nt.gov.au)
Cc: Marc Gardner
Subject: Daly Waters - TOWN PRIORITIES and current R&M Issues

Hi Phil

Council has recently completed a roads audit and identified the following areas that either need your attention of DoT.

1. A large section of pavement has been dislodged along the Daly Waters floodway. Additionally, the water depth indicator post has been damaged and is missing. (Refer Appendix B)
2. Pavement Reinstatement
 - A large pothole currently exists on the bridge into Daly Waters.

Thanks for your continued support.

Sharon Hillen

Director of Council Services and Infrastructure



Ph: (08) 89729000 | Mob: 0448763027 | Email: sharon.hillen@ropergulf.nt.gov.au
63 Chardon Street, Katherine NT 0851 | PO Box 1321, Katherine NT 0850

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Appendix B

14. Floodway Pavement reinstatement – Daly Waters



Appendix C

15. Pavement reinstatement – Daly Waters





Roper Gulf Regional Council
Mataranka Local Authority Meeting
Tuesday 5th April 2016

Council Service Managers Report

Title: Current Council Services in Mataranka

Author: Michael Soler – Council Services Manager, Mataranka

RECOMMENDATION

(a) That Mataranka. Local Authority receive and note report on Current Council Services.

1. Visitors

Beswick, Barunga and Eva Valley Municipal Teams and CSM's visited Mataranka to inspect and learn about the waste management facility.

2. Overview of Council Services

Council services in Mataranka have been busy in several areas. Weed spraying has continued. The oval irrigation is working well. Skate park ground works are well underway and the slab is nearing completion. The cricket pitch will be installed on the oval as a part of the works.

3. Work Health and Safety

- New WHS staff are beginning with RGRC

4. Events/Activities

- Opening of the Mataranka Skate Park. TBA

5. CSM Meetings

- Local Police to discuss anti social behaviour and Night Patrol Assistance
- CSM Forum
- Managers Meeting

6. Community Issues

- Land Release delays

- Anti-social behaviour

7. Staffing/Vacancies

- Centrelink Agent (PT 25hrs/wk) Leannita James.
- CDP Activity Supervisor (PT 25Hrs/Wk) Nikki Walters.
- Sports and Rec Officer (Casual) Dianne Brumby.

8. Projects

- Stage one of Recycling Centre complete
- Oval irrigation project complete
- Waste Facility now completed
- Upgrade toilets at Community Hall, add another toilet for wheel chair access and remove eucalyptus tree near toilet. Liaise with MHBC for consideration of quotes for funding purposes.
- Redevelop Cemetery Management Plan at Mataranka. Awaiting review of the Cemeteries Act.
- Upgrade play equipment/kitchen facility at Sports and Recreation Grounds. LA seeking to fund.
- Lot 84 - development of Regional Recycling Centre Business Plans. Under way to be completed by consultant.
- Museum upgrade. New exhibit room has arrived needs to be installed. This requires a project plan (due by April).
- Upgrade all facilities and venues supporting community activities - sports, recreation and festivals etc. MOU to be signed with MFSRC.
- Security for protecting public assets from vandalism, security lighting, CCTV and fencing in all identified areas including the SDC, sports grounds, workshop compounds, main roads etc. Commenced and ongoing.

9. Core / Infrastructure Services:

- New storage area for sundries completed.
- Skate Park construction commenced
- Converted shipping container received for new museum room
- New decking for Library and Museum.

10. Council Services

- **Public & Street Lighting**
 - Solar lights to be sourced in 16/17 budget for Mulggan Camp
- **Local Emergency Management**
 - Updated Local Emergency Management Plan currently under review.

- **Maintenance, Buildings & Fixed Assets**
 - Library/Museum Deck requires replacement (Materials arrived 16/3/16 to be installed asap)
- **Cemetery**
 - Nil to report

11. **Animal Welfare**

- Nil to report
- 2 complaints received

12. **Local Road maintenance**

- Beswick St, Sterling St, Gunn St upgrades to be completed under the land release program.
- Carew Road, Conway Road's drainage and Dump Road maintenance **Works Complete**
- Drainage at Elsey Street (Awaiting quotes and Dept of Transport funding)

13. **Traffic Management**

- All street signs recently installed. Road marking now complete. Stop signs and unbroken lines at United and Police Station junctions with Stuart Highway.

14. **Waste management & Litter Control**

- Weekly rubbish run in Mataranka on Tuesday and twice weekly rubbish runs to Jilkminggan.
- Daily litter collection in parks and parking bays

15. **Plant & Equipment**

- New Tractor to be purchased to replace the old Kubota – Awaiting purchase

16. **Airport maintenance**

- Slashing and weed spraying undertaken in February.

17. **Power, Water & Sewage**

- Power and Water contract is not undertaken by RGRC in Mataranka