



MINUTES OF THE MATARANKA LOCAL AUTHORITY MEETING OF THE ROPER GULF REGIONAL COUNCIL MEETING HELD AT THE COMMUNITY HALL, MATARANKA ON MONDAY, 12 DECEMBER 2016 AT 5.30 PM

1. **PRESENT/STAFF/GUESTS**

Elected Members

Deputy Mayor, Judy MacFarlane – Chair

Local Authority Members

Sue Edwards

Di Angel

Alan Chapman

Leah Niehus

Staff

Sharon Hillen - Director Council & Community Services

Nathan Mclvor - Central Arnhem Area Manager

Darcie Boon - Acting Local Authority Support Coordinator

Mandy Devereux – Senior Admin Support Officer (Minute Taker)

Guests

Selena Uiibo – Member for Arnhem

Wendy Tralaggan – Mataranka Tourism

2. **MEETING OPENED**

A provisional Meeting was opened at 5.40pm

3. **WELCOME TO COUNTRY**

Chairperson Deputy Mayor welcomed all members, staff and guests to the meeting.

4. **APOLOGIES AND LEAVE OF ABSENCE**

4.1 **APOLOGIES AND LEAVE OF ABSENCE**

9/2016 **RESOLVED** (Leah Niehus/Dianne Angel) **Carried**

- (a) **That Mataranka Local Authority approve the apologies of Di Jones, Tracey-Ann Wilson & Michael Sommers.**

5. CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MATARANKA LOCAL AUTHORITY MINUTES

Minutes of the Mataranka Local Authority Meeting held on Tuesday, 11th October 2016 will be approved at the next Local Authority Meeting; Tuesday, 31st January 2017.

6. CALL FOR ITEMS OF OTHER BUSINESS

1. Elsey Street drainage
2. Late incoming correspondence - Child & Family Wellbeing
3. Late incoming correspondence - \$10 million Community Grants NT Government
4. Late incoming correspondence - \$22 Million Immediate Boost for Local Jobs
5. Late incoming correspondence - Better Half Club
6. Australia Day Budget

7. DISCLOSURES OF INTEREST

There were no declarations of interest at this Mataranka Local Authority.

5:55pm Presentation Wendy Tralaggan – Mataranka Tourism

A group has been formed to promote Mataranka in the tourism industry, which have held multiple meetings. The Mataranka School has taken on the task of organising the Never Never Festival for 2017. They have applied for a \$20 000 grant awaiting to hear a result. NT tourism has agreed to put two new signs in Mataranka promoting our town. Photos have been requested for renewing the Mataranka brochure and also tourism signs. Seeking new audio technology for the talking Ant Mound. Signs at entrance to Mataranka to be replaced, and finger boards to be installed.

Action: Sharon Hillen Director Council & Community Services to look for photos of Mataranka festival in Governance archives.

8. BUSINESS ARISING FROM PREVIOUS MINUTES

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
01.02.16	8.6 Repairs to Statues & Termite Mound	Investigate and bring options back to next LA meeting.	Area Manager	Ongoing	05.04.16: Tourism Grant investigated. 07.06.16: On list for 2017 round of Applications. 11.10.16 Photos taken of the statues last week and show a lot of corrosion in the statues. 02.12.2016 A grant application was submitted to the Community Benefit Fund requesting \$10K on 30.11.2016

02.08.16	8.5 Martin Road	Council to write the Department of Transport to investigate traffic management concerns on Martin Road.	CEO	Ongoing	11.10.16 Unsafe old entrance to Territory Manner off Martin road has been reopened. 02.12.2016 Letter written to Department of Transport and their response can be found in correspondence report.
02.08.16	8.7 Removal of Tourist Information from Council Office	DCS and Area Manager to come back to the October meeting with suitable options to rehouse the Tourist Information centre service.	Area Manager / DCS	Ongoing	11.10.16 Sign under flags still says Shire. Council seeking funding to get a Master Plan for the Service Centre. Signage to be installed to direct tourists. 02.12.2016 Area Manager; Nathan McIvor to look into getting new sign - ongoing
05.05.16		Seek to fund equipment upgrade for catering shed facilities	Local Authority	Ongoing	01.02.16: LA moved a motion that funding be sought for this through Community Benefit Fund Grant. RGRC to Auspice 05.04.16: All information currently with Grants Officer Application done awaiting submission date. 07.06.16: Grant Submitted 02.07.16: Unsuccessful 02.08.16 Resubmitted Grant Application 31.08.16: Unsuccessful 02.08.16 Resubmitted Grant Application. 31.08.16 Unsuccessful 02.12.16 International Women's Day application seeking funds to purchase some of the catering shed equipment, will be submitted the week of 05.12.16
07.06.2016	7.2 Area Managers Report	Sharon Hillen to follow up if staff are available for rubbish pick up on weekends in Tourist Season	DCCS	Ongoing	11.10.16 DCCS is looking at the service plan and will make adjustments for the tourist season. 02.12.2016 Ongoing
07.06.2016		Sharon Hillen to provide scope and costing of Stage 1 Multipurpose Centre, bring back to next LA Meeting	DCCS	Ongoing	02.08.16: Scope of works \$300,000, funding is \$175,000 of the \$250,000 which was applied for. 11.10.16 Stage 1 full cost \$261,000, Seeking funds for the balance. 02.12.2016 RGRC committed remaining \$110,000 to complete the project. Consultation with all Sport and Rec Ground users will commence to confirm location and service plan approvals from PWC.

09.03.2015		Obtain more Post Boxes	Area Manager	Ongoing	<p>05.05.15: Post office boxes have been requested as part of an office upgrade under the 15/16 budget for the SDC</p> <p>25.08.15: Office upgrade has been declined this year. Further opportunities may arise through Council project list.</p> <p>05.04.16: Post office boxes have been requested as part of an office upgrade under the 16/17 budget for the SDC.</p> <p>07.06.16 Scope & Cost installing a bank of PO boxes. ALSO Motion: Investigate September 1st Quarter Capital Expenditure opportunities.</p> <p>06.07.16: Assets & Projects have met and will investigate further to bring this project to completion. Cost will be minimal.</p> <p>11.10.16 The Project Manager has assessed the best way to fit as many post boxes as possible and is getting a manufactures quote. LA request the quote to be provided at the 6 Dec meeting.</p> <p>12.12.16 42 new mail boxes to be installed waiting for new locks and keys for them.</p>
11.08.2016	12.8 Presentation on Tourism from Wendy Pocock, Mataranka Roadhouse	Painting of the public toilets in Stain Martin Park to be included as a CDP project.	Area Manager / CDP Manager	Ongoing	12.12.16 CDP project
11.08.2016		Report back to LA at next meeting 6 Dec 2016 if the painting and overhaul of Toilet 2 at the Sport & Rec Grounds can be a CDP Project.	Area Manager / DCS	Ongoing	12.12.16 Am spoke with CDP, project is to be completed by CDP.
11.08.2016	11.8 Governance Report-Local Authority Project Funding Update	Local Authority members to bring back ideas and the Director of Council and Community Services quotes for the scheduled meeting with Local Member Selina Uibo on 8th November 2016.		Ongoing	

11.08.2016	12.4 RGRC Community Grant for Play Equipment	Letter to be sent to be the Better Half Club and the School Council seeking financial support from both organisations to contribute to purchasing play equipment for Stan Martin Park.		Ongoing	02.12.2016 Letters sent to the Better Half Club and the Mataranka School requesting financial support. – letters passed at OCM in October 12.12.16 Mataranka School & Mataranka Fishing, Sporting & Recreation Club agreed to support the project with \$1000 each. Better Half Club declined. Play equipment quoted at \$4340 with free freight from Imagination play Adelaide. Action: Letter of thanks to be sent
25.08.2015		Dump Point	Area Manager/ Michael Somers	Ongoing	25.08.15: 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. 05.04.2016: ongoing 07.06.16: Look into Tourism NT Quick Response Grants and Traffic Management Plan needed. Needs to be done in the Dry Season. 26.09.16 Obtaining quotes. 02.12.2016 CSC working with projects manager on this and collecting quotes

8.1 ACTION LIST

9/2016 RESOLVED (Sue Edwards/Dianne Angel) Carried

- (a) That Mataranka Local Authority receive and note the Action List.

9. INCOMING CORRESPONDENCE

9.1 INCOMING CORRESPONDENCE

10/2016 RESOLVED (Alan Chapman/Sue Edwards) Carried

- (a) That Mataranka Local Authority accept the Incoming Correspondence.

Action: Mataranka Local Authority requests a letter to be sent to Northern Territory Defence requesting Mataranka water source to be tested.

Action: Mataranka Local Authority requests a letter to be sent to the Mataranka Primary School and the Mataranka Fishing, Sporting & Recreational Club thanking them for their support.

10. OUTGOING CORRESPONDENCE

10.1 OUTGOING CORRESPONDENCE

11/2016 RESOLVED (Sue Edwards/Alan Chapman) Carried

- (a) That the Mataranka Local Authority accept the Outgoing Correspondence Report.

11. GENERAL BUSINESS

11.1 ELECTED MEMBER REPORT

Deputy Mayor Judy MacFarlane briefed the local authority members on the current status of funding applications and her movements over the last 2 months.

12/2016 RESOLVED (Dianne Angel/Leah Niehus) Carried

- (a) That Mataranka Local Authority receive and the verbal Elected Member Report.

11.2 COUNCIL SERVICES REPORT

13/2016 RESOLVED (Leah Niehus/Alan Chapman) Carried

- (a) That Mataranka Local Authority receive and note the Central Arnhem Area Manager's Council Services Report.

11.3 CAREW ROAD CEMETERY

Sharon Hillen, Director Council & Community Services and Nathan Mclvor, Central Arnhem Area Manager gave a verbal update on the Carew road Cemetery.

14/2016 RESOLVED (Sue Edwards/Dianne Angel) Carried

- (a) That Mataranka Local Authority receive and note the verbal report on Carew Rd Cemetery grounds and maintenance.

Action: Nathan Mclvor Central Arnhem Area Manager to have the faded flowers removed from the graves and to seek headstone moulds from Barunga.

11.4 COUNCIL FINANCIAL REPORT

15/2016 RESOLVED (Dianne Angel/Sue Edwards) Carried

- (a) That the Mataranka Local Authority receive and note the Mataranka financial report for the first quarter of 2016-17.

11.5 COUNCIL FINANCIAL REPORT - NOTIFICATION OF SUCCESSFUL NTEPA FUNDING FOR LARRIMAH AND DALY WATERS RUBBISH DUMPS

16/2016 RESOLVED (Leah Niehus/Dianne Angel) Carried

- (a) That Mataranka Local Authority receive and note the report on notification of successful NTEPA Funding for Larrimah and Daly Waters Rubbish Dumps.

11.6 GOVERNANCE REPORT - POLICY UPDATE

17/2016 RESOLVED (Sue Edwards/Alan Chapman) Carried

- (a) That the Mataranka Local Authority receive and note the reviewed HR0002 Bullying, Harassment and Discrimination Policy.

11.7 GOVERNANCE REPORT - COMPLAINTS REGISTER

18/2016 RESOLVED (Dianne Angel/Alan Chapman) Carried

- (a) That Mataranka Local Authority receive and note the Complaints Register for Mataranka, Larrimah and Daly Waters.

11.8 ANNUAL REPORT 2015-16

19/2016 RESOLVED (Sue Edwards/Dianne Angel) Carried

- (a) That the Mataranka Local Authority receive and note Roper Gulf Regional Council's Annual Report 2015-16.

11.9 REGIONAL PLAN 2016-2017 QUARTERLY REPORT

20/2016 RESOLVED (Sue Edwards/Dianne Angel) Carried

- (a) That the Mataranka Local Authority receive and note the 1st Quarter Report of the Regional Plan 2016-2017.

Action: Mataranka Local Authority requests a letter to be sent to the owner of Green Park in Larrimah, requesting to have the premises cleaned up.

11.10 GOVERNANCE REPORT- 2017 AUSTRALIA DAY NOMINATIONS

Deputy Mayor Judy MacFarlane discussed the Australia Day budget with Local Authority members, that the Mataranka Fishing, Sporting & Recreation Club would contribute towards Mataranka Australia Day Celebrations.

21/2016 RESOLVED (Dianne Angel/Leah Niehus) Carried

- (a) That the Mataranka Local Authority receive and note the report on the 2017 Australia Day Nominations.

11.11 GOVERNANCE REPORT - LOCAL AUTHORITY PROJECT FUNDING UPDATE

22/2016 RESOLVED (Sue Edwards/Alan Chapman) Carried

- (a) That the Mataranka Local Authority receive and note the Report on the Local Authority Project Funding.
- (b) That the Mataranka Local Authority allocate the remaining Local Authority Project Funds to pay equipment for Stan Martin Park.

11.12 COUNCIL SERVICES REPORT- TOURISM INFRASTRUCTURE AND PROMOTIONAL ISSUES.

23/2016 RESOLVED (Alan Chapman/Dianne Angel)

- (a) **That the Mataranka Local Authority receive and note the update on tourism infrastructure and promotional issues.**

11.13 COUNCIL SERVICES REPORT- TOWN PRIORITY PROJECT

24/2016 RESOLVED (Dianne Angel/Sue Edwards) Carried

- (a) **That the Mataranka Local Authority receive and note the update on the Mataranka and Elsey National Park developments.**

Action: Mataranka Local Authority to meet at 5.30pm before the next meeting at the sport & recreational grounds to determine the new location of the playground.

11.14 COMMUNITY SERVICES REPORT

Aged Care

Staff

Katherine:

Maria Gumban Aged Care and Disabilities Coordinator

Lorraine May Aged Care Mentor

Mataranka:

Coordinator – Marg Minnett

Aged Care has just completed and passed the Aged Care Quality Review and been assessed on the Home Care Common Standards.

This process has taken six months and now Roper Gulf Regional Council has all the necessary documents to carry out a successful service.

The following is an outline of the services provided.

As part of the broader changes to Aged Care and Disabilities will offer Care recipients and their Carers more choice, easier access and better care.

Aged Care Programs

341 Commonwealth Aged Care Package

344 Commonwealth Home Support Program

352 Disability In Home Support

342 Indigenous Aged Care Employment

Assistance within these programs allows Care Recipients to access:

Personal Care, Social Support Individual / Group, Domestic Assistance, Transport, Meals

Fees

Roper Gulf Regional Council supports user pays system in line with the Commonwealth Home Support Program Care Recipient contribution framework to promote access, equity, affordability for Residents / Care recipients in receipt of similar community care services and structuring Residents / Care Recipient contributions to the cost of support that they receive and their ability to pay.

Roper Gulf Regional Council requires all Residents/ Care Recipients to contribute towards

the cost of services where they have the capacity to pay. The collected fees are used by the organisation and service / program to expand and enhance service delivery

Sport and Recreation

Staff Katherine:
Janaka Batawalage – Sport and Rec Coordinator
Mataranka
Sarka Hiekova

Exciting activities that have been taking place in Mataranka

- Suicide prevention workshop
- School holidays 15th December

25/2016 RESOLVED (Dianne Angel/Leah Niehus) Carried

(a) That the Mataranka Local Authority receive and note the verbal report on Community Services.

11.15 COMMUNITY DEVELOPMENT PROGRAMME

NIL REPORT

11.16 ALCOHOL MANAGEMENT PLAN

NIL REPORT

Action: Mataranka Local Authority requests this item be removed from the agenda.

12. OTHER BUSINESS

12.1 NATIVE TITLE

No representative from NLC attended the meeting.

NIL REPORT

12.2 ELSEY STREET

Sharon Hillen Director Council & Community Services gave a verbal report of the Elsey Street drainage.

Lean Niehus questioned the possibility of upgrading the drainage of all of Roper Terrace.

27/2016 RESOLVED (Alan Chapman/Leah Niehus) Carried

(a) That Mataranka Local Authority receive and note the verbal report on the Elsey Street drainage.

Action: Sharon Hillen Director Council & Community Services to investigate the possibility of upgrading the drainage along the whole of Roper Terrace.

12.3 LATE INCOMING CORRESPONDENCE: EMAIL FROM KATHY FARRUGIA, TEAM HEALTH.

Hi,

I noticed that just outside your office in Mataranka is a lovely shaded area, in the new year we are looking for possible sites that would let us run a play group.

We'd also like to offer our service to any families in Mataranka that need support. We

provide mental health services to children 0-18, doesn't have to be diagnosed can just be risk of. Which can include any trauma or stress that affect the family. Because we're early intervention we can just provide family support to those families who need it.

Can you please pass this information on to your Mataranka office,

Thanks

27/2016 RESOLVED (Dianne Angel/Leah Niehus)

Carried

(a) That Mataranka Local Authority receive and note the incoming correspondence from Team Health.

12.4 LATE INCOMING CORROSPONDENCE: MEDIA RELEASE - \$10 MILLION IN COMMUNITY GRANTS OPEN NOW

26/2016 RESOLVED (Leah Niehus/Sue Edwards)

Carried

(a) That Mataranka Local Authority receive and note the incoming correspondence from Northern Territory Government Newsroom.

12.5 LATE INCOMING CORROSPONDENCE: MEDIA RELEASE - \$22 MILLION IMMEDIATE BOOST FOR LOCAL JOBS

27/2016 RESOLVED (Sue Edwards/Alan Chapman)

Carried

(a) That Mataranka Local Authority receive and note the incoming correspondence from Northern Territory Government Newsroom.

12.6 LATE INCOMING CORROSPONDENCE: MATARANKA BETTER HALF CLUB - RE: PLAY EQUIPMENT

The Mataranka Better Half Club responded to the Mataranka Local Authority's request for financial support towards pay equipment in Stan Martin Park, advising that they will not be supporting the requested play equipment at this time.

28/2016 RESOLVED (Dianne Angel/Sue Edwards)

Carried

(a) That Mataranka Local Authority receive and note the incoming correspondence from Mataranka Better Half Club

CLOSE OF MEETING

The meeting terminated at 8.35 pm.

THIS PAGE AND THE PRECEEDING 6 PAGES ARE THE MINUTES OF THE Mataranka Local Authority Meeting HELD ON Monday, 12 December 2016 AND CONFIRMED Tuesday, 31 January 2017.

Chairperson