

MINUTES OF THE MATARANKA LOCAL AUTHORITY MEETING OF THE ROPER GULF REGIONAL COUNCIL MEETING HELD AT THE MATARANKA COMMUNITY HALL ON TUESDAY, 3 OCTOBER 2017 AT 5:30PM

1. PRESENT/STAFF/GUESTS

1.1 Elected Members

Mayor Judith MacFarlane (Chairperson)
Councillor Ossie Daylight

1.2 Local Authority Members

Jill Emerson-Smith
Di Angel
Tracey-Anne Wilson
Philippa Stansell
Sue Edwards
Leah Niehus
Michael Somers
Alan Chapman

1.3 Staff

Sharon Hillen – Director of Council and Community Services
Nathan McIvor – Area Manager Central Arnhem
Antony Lynch – Council Services Coordinator Mataranka
Chantal Binding – Local Authority Support Coordinator
Mandy Devereux – Senior Customer Service Officer (Minute taker)

1.4 Guests

Rosemary Sullivan - Resident

2. MEETING OPENED

Meeting opened at 5.45pm

3. WELCOME TO COUNTRY

Mayor Judy MacFarlane welcomed all members, staff and guests to the meeting and the Roper Gulf Regional Council Pledge was read.

4. APOLOGIES AND LEAVE OF ABSENCE

Nil

5. CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MATARANKA LOCAL AUTHORITY MINUTES

102/2017 RESOLVED (Sue Edwards/Dianne Angel)

- (a) That the Mataranka Local Authority approve the minutes as a true and accurate record of the Mataranka Local Authority's meeting held on Tuesday 1st August 2017.

6. CALL FOR ITEMS OF OTHER BUSINESS

1. Media Release NTG Grants - \$2 Million Remote Funds for Aboriginal Entrepreneurs
2. Mataranka Air Strip
3. Community Consultation – Mataranka Master Plan
4. Women's Safe House
5. Recycling Centre
6. Museum
7. Family Fun Day
8. Elsey Cemetery
9. Mulgan Camp
10. Community Safety Meeting & Banyan Tree
11. Mataranka Rubbish Dump
12. Town Priorities

7. DISCLOSURES OF INTEREST

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

7. BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION LIST

103/2017 RESOLVED (Tracey-Anne Wilson/Michael Somers)

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

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
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01.02.16	8.6 Repairs to Statues & Termite Mound	Investigate and bring options back to next LA meeting.	Area Manager	<p>05.04.16: Tourism Grant investigated.</p> <p>07.06.16: On list for 2017 round of Applications.</p> <p>11.10.16 Photos taken of the statues last week and show a lot of corrosion in the statues.</p> <p>02.12.2016 A grant application was submitted to the Community Benefit Fund requesting \$10K on 30/11/2016</p> <p>07.02.17 Ongoing</p> <p>04.04.17 Statues – applied for grant for paint; Termite Mound – report in Other Business about Digital; Leah queried if NT Tourism have been approached for funding extra hours in the Tourism Office?</p> <p>06.06.17 horse non-repairable, Deputy Mayor contacted person who originally built the statues & will let members know when a response, there is a quote for \$9k to repair to give an extra 4-5 years life, CEO advised there are other products that the statues can be made of e.g. resin or poly. ACTION: CSC to seek ideas from quoter for short term ideas & investigate long term replacement options Moved Tracey 2nd Michael.</p> <p>07.07.17 Quote provided approx. 8 months ago. No money for statues. Ongoing investigations.</p> <p>03.08.17 Quote provided by Gillie & Marc Company. To be presented at next LA Meeting in a Report.</p> <p>03.10.17 Quote provided to LA for statues. Termite mound audio is still under investigation due to the age of audio and the location of it in the termite mound. Also looking for a historian for stories.</p>
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05.05.16		Seek to fund equipment upgrade for catering shed facilities	Local Authority	Ongoing	<p>01.02.16: LA moved a motion that funding be sought for this through Community Benefit Fund Grant. RGRC to Auspice</p> <p>05.04.16: All information currently with Grants Officer Application done awaiting submission date.</p> <p>07.06.16: Grant Submitted</p> <p>02.07.16: Unsuccessful</p> <p>02.08.16 Resubmitted Grant Application</p> <p>31.08.16: Unsuccessful</p> <p>02.08.16 Resubmitted Grant Application.</p> <p>31.08.16 Unsuccessful</p> <p>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</p> <p>07/02/17 Ongoing</p> <p>04.04.17 no response yet.</p> <p>06.06.17 included in the 17-18 capital budget to be approved at July Council meeting.</p> <p>01.08.17 Approved budget \$10k as per previous grant application minus admin cost Need to re-price.</p> <p>03.10.17 List of equipment found and seeking new quotes</p>
11.08.16		Painting and overhaul of Toilet 2 at the Sport & Rec Grounds can be a CDP Project.	Area Manager / DCS	Complete	<p>12.12.16 Am spoke with CDP, project is to be completed by CDP.</p> <p>07.02.17 Ongoing - cubicles also need repairs, commenced initial scope of what is required for the cubicles.</p> <p>06.06.17 Tree roots and issue, Brick toilets had problems at festival, \$200k in 17-18 capital budget for upgrade/rebuild, need to renew wiring as well as plumbing, drain not big enough.</p> <p>01.08.17 Repairs & Maintenance complete.</p>

12.12.16	11.9 Regional Plan 2016-2017 Quarterly Report	Letter to be sent to the owner of Green Park in Larrimah, requesting to have the premises cleaned up.	CEO	Ongoing	07.02.17 Ongoing 20/03/17 Spoke with the new Green Park Owner and he advised he has intentions to clean up site and would liaise with me regarding dates and possible assistance with dumping of materials. 04.04.17 CEO has emailed with no response 06.06.17 Owner met with Council 30 May commence clean-up middle of July, bulldoze & start again. 01.08.17 Should commence in 3 weeks, delay due to awaiting excavator. If any longer will contact CEO. 03.10.17 The clean up still not happened. This matter being referred to the Building Services Authority.
07.02.17	9.1 Incoming Correspondence	CEO to invite NLC to attend Mataranka LA Meeting 4th April 2017	CEO	Ongoing	04.04.17 Still no response, DCCS met with planning team, Action: CEO to write a letter to the DIPL planning team Graham Finch 06.06.17 no response, CEO to contact head lawyer. This relates to land release. 01.08.17 Keep trying.
07.02.17		Nathan McIvor to have goal posts installed on the multi purpose oval and complete project to have oval top-dressed.	Area Manager/ CSC	Ongoing	Check SnR Master Plan as to the requirement or request for goal posts. Discuss with DCCS about top dressing and what has occurred thus far. 04.04.17 \$7k each,; NTG announced \$5mill funding for Remote Oval upgrades over 2 years 06.06.17 Grants will apply when funding out. 07.07.17 Nathan spoke to crew and suggested to get fertilised and aerate oval and new irrigation. Grants coming out in September. Part of Operations. 01.08.17 Audit of all ovals first then funds allocated. 03.10.17 Awaiting funds to become available

07.02.17		Council to advocate in behalf of Mataranka residents to have the Little Roper bridge upgraded.	CEO	Ongoing	20/03/17 Support letters being obtained by Deputy Mayor. CEO now beginning advocacy process. This issue also being placed on NTG 10 year Infrastructure Plan. 04.04.17 Letters received from Cave Creek, Mataranka Homestead & Resident Bruce Ross, Keep pushing for Council to advocate on behalf of residents. DCCS informed LA that the project is on the NTG Infrastructure Bid. 06.06.17 Reply letter from Phil Harris. 07.07.17 Sharon has drafted a letter to DOT regarding to seek variation for our CEO to sign. 01.08.17 \$15K, Council & DOT design & feasibility. Selena talk with business owners.
01.08.17		Multi-Purpose Centre needs to be open from 2 – 6pm, do a flyer.	CSC	Complete	
01.08.17		Sports & Rec Grounds Capital Works \$200K budget to upgrade all services on site, power, water, sewerage, include Stan Martin Park toilet block & sullage dump. New Scope of Works required.	Projects	Ongoing	03.10.17 All works going to be scoped out.
01.08.17	11.8 GOVERNANCE REPORT - MATARANKA MASTER PLAN	1. Local Authority request Council to consider \$150,000 Capital Expenditure to be included in 1st Quarter Budget Review for upgrade of library and museum access. 2. Special meeting to be held to discuss the Mataranka Master Plan - date to be advised	DCCS/DCG	Ongoing	03.10.17 RGRC has been successful in being granted \$100,000 for the upgrade of the Library & Museum. The date set for the Special meeting is 11th October @ 6pm in the Community Hall.
01.08.17	11.9 GRANTS: ROUND 1 2017-18 ROPER GULF REGIONAL COUNCIL COMMUNITY GRANTS PROGRAM	DCCS to submit application on behalf of Mataranka LA to apply for funding \$3,000 (\$1200 each plus freight) for 2 x concrete standard double seating and table combination for Stan Martin Park.	DCCS	Ongoing	03.10.17 Applications being assessed at the next OMC in October.
01.08.17	11.11 COMMUNITY SERVICES REPORT - SPORT AND RECREATION	DCCS to chase up if RGRC need to pay for the hire of the wall climbing, \$2,000, for the Never Never Festival.	DCCS	Ongoing	03.10.17 Sharon to be sent a copy of the amended invoice then RGRC will pay.

9. INCOMING CORRESPONDENCE

9.1 INCOMING CORRESPONDENCE

104/2017 RESOLVED (Jillian Emerson-Smith/Leah Niehus)

- (a) **That the Mataranka Local Authority receive and note the Incoming Correspondence.**

9.2 MUSEUM - SUB-COMMITTEE

A sub-committee was formed for the Museum to build the content and assist organising the artefacts. The committee consist of Mayor Judy MacFarlane, Rosemary Sullivan, Garry Willmet, Alan Chapman, Di Angel, Jill Emerson-Smith and Tracey-Anne Wilson. First meeting being held Monday 16th October 2017 at 5.30pm in the Roper Gulf Council Office, Mataranka.

Sharon to contact Simone Croft for 2nd Museum Meeting.

105/2017 RESOLVED (Leah Niehus/Sue Edwards)

- (a) **That the Mataranka Local Authority approve the Museum Sub-Committee members of Mayor Judy MacFarlane, Rosemary Sullivan, Garry Willmet, Alan Chapman, Di Angel, Jill Emerson-Smith and Tracey-Anne Wilson.**

ACTION: Museum Sub-Committee first meeting to be held Monday 16th October 2017 at 5.30pm in the Roper Gulf Council Office, Mataranka

10. OUTGOING CORRESPONDENCE

Nil

11. GENERAL BUSINESS

11.1 ELECTED MEMBER REPORT

The following update from last OMC on 14th September 2017, regarding the new elected Council Members and LA Membership:

- Never Never Ward – Judy MacFarlane, Annabelle Daylight and Ossie Daylight
- Numbulwar Numburindi Ward – Edwin Nungumajbarr and David Murrungun
- Nyirrangulung Ward – Helen Lee, Selina Ashley and Wayne Runyu
- South West Gulf Ward – Samuel Evans, Don Garner and Keith Rory
- Yugul Mangi Ward – Eric Yelawarra Roberts and Owen Turner
- Judy MacFarlane our Mayor and Helen Lee our Deputy Mayor.
- All current Mataranka LA Members have been re-appointed by Council.

The Mayor has attended a number of meetings since being elected and mentioned the meetings which she shall attend over the next months.

106/2017 RESOLVED (Sue Edwards/Alan Chapman)

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

11.2 COUNCIL SERVICES REPORT

107/2017 RESOLVED (Dianne Angel/Philippa Stansell)

- (a) That the Mataranka Local Authority receive and note the Council Services Report.

Leah Niehus left the meeting, the time being 6:55pm

Leah Niehus returned to the meeting, the time being 6:59pm

11.3 COUNCIL FINANCIAL REPORT

108/2017 RESOLVED (Michael Somers/Philippa Stansell)

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

11.4 GOVERNANCE REPORT - REVIEWED POLICIES

109/2017 RESOLVED (Sue Edwards/Jillian Emerson-Smith)

- (a) That the Mataranka Local Authority receive and note the following reviewed policies:

1. GOV014 Good Governance Policy (previously ADM014)
2. GOV15 Legislative and Regulatory Compliance Policy (previously ADM015)
3. ASS001 Fleet Procurement and Allocation Policy
4. CL005 Council Meeting Procedure Policy
5. CL006 Elected Council Member Allowance Policy,
6. GOV004 Cultural Business Policy (previously ADM004)
7. GOV009 Vehicle Use Policy (previously ADM009)
8. LA001 Local Authority Policy
9. WS002 Smoke Free Policy
10. WS003 Work Health and Safety Policy
11. WS005 PPE Policy
12. WS006 Firearm and Tranquiliser Policy
13. GOV001 – Policy Framework (previously ADM001)
14. GOV005 – Communication Policy (previously ADM005)
15. GOV012 – Organisational Delegations Manual (previously ADM012)
16. HR003 – Employee Discipline Policy
17. HR005 – Confidentiality Policy
18. HR008 – Off-site Workers Policy
19. HR009 – Volunteer Policy
20. HR010 – Visa Policy
21. HR011 – Leave Policy
22. HR015 – Uniform Policy
23. HR023 – Criminal History Check Policy
24. WS004 – Pool Policy
25. WS008 – Evacuation Policy

- (b) That the Mataranka Local Authority receive and note the following reviewed Policy:

1. CL009 – Elected Member Development and Support Policy

11.5 GOVERNANCE REPORT - COMPLAINTS REGISTER

110/2017 RESOLVED (Alan Chapman/Leah Niehus)

- (a) That the Mataranka Local Authority receive and note the Complaints Register.

11.6 GOVERNANCE REPORT - LOCAL AUTHORITY PROJECT FUNDING UPDATE

111/2017 RESOLVED (Dianne Angel/Jillian Emerson-Smith)

- (a) That the Mataranka Local Authority receive and note the report on the Local Authority Project funding.

ACTION: CSC to get quotes on construction of the playground equipment for the Sport & Recreational grounds, as Mataranka Local Authority maybe able to pay for it as the catering equipment is being sourced now though a grant.

If the quote comes in under \$3,500, the CSC has Local Authority members permission to go ahead to arrange this. If the quote is over \$3,500 CSC is to ring all Local Authority members to get their approval.

(Moved: Leah Niehus Seconded: Jillian Emerson-Smith)

11.7 FUNDING FOR PLAYGROUND AT MULGAN CAMP

112/2017 RESOLVED (Tracey-Anne Wilson/Michael Somers)

- (a) That the Mataranka Local Authority have agreed to contribute with the Jilkminggan Local Authority to each contribute \$15,000 from their LA funding to purchase a small playground for Mulgan Camp, in the event RGRC is unsuccessful in obtaining a grant of \$70,000 which is not open until July 2018 though.

11.7 COMMUNITY SERVICES REPORT - COMMUNITY SAFETY

113/2017 RESOLVED (Leah Niehus/Tracey-Anne Wilson)

- (a) That the Mataranka Local Authority receive and note the Community Safety Report.

ACTION: CEO to write a letter to Mataranka Police & Sunrise Health, Mataranka requesting for statistics on alcohol fuelled incidents for the past 3 months and into the future so have the figures to advocate to increase our Night Patrol Service.

11.8 COMMUNITY SERVICES REPORT - AGED CARE & DISABILITY SERVICES

114/2017 RESOLVED (Sue Edwards/Philippa Stansell)

- (a) That the Mataranka Local Authority receive and note the Community Services Report.

11.9 MATARANKA STATUES - QUOTE

115/2017 RESOLVED (Leah Niehus/Michael Somers)

- (a) That the Mataranka Local Authority receive and note the report regarding information and quote for the new Mataranka Statues for Stan Martin Park.

12. OTHER BUSINESS

12.1 RESUMING OF VET VISITS TO MATARANKA - Sue Edwards

A general discussion was held regarding the conditions of the dogs at Mulgan Camp now that there is not vet visits to Mataranka/Mulgan Camp. To resume vet visits to Mataranka would mean an extra service charge to rate payers which is not appropriate as not all rate payers have animals. If anyone notices dogs in very poor health they should report it to the CSC as it could be dealt with under the Animal Welfare Act.

116/2017 RESOLVED (Dianne Angel/Leah Niehus)

- (a) That the Mataranka Local Authority receive and note the verbal report on Resuming Vet Visits in Mataranka.

12.2 OTHER AGENDA ITEMS

Media Release NTG Grants - \$2 Million Remote Fund's for Aboriginal Entrepreneurs.

- Selena Uibo announced new funding program

Mataranka Air Strip

- Owned by Roper Gulf Regional Council
- Regional Air Strip Program Grant – upgrades will include, fencing markers, removal of trees, lighting and maintenance to the strip.

Community Consultation – Mataranka Master Plan

- Special meeting 11th October 2017 6pm in the Community Hall
- Also include on that day to seek information from the users of the Sports & Recreation Hall on how the space is used and plans of the grounds.

Women's Safe House

- Mataranka needs a Safe House and was brought up at the recent Mataranka Community Safety Committee Meeting.
- Sharon to include Mataranka in enquiry to NT Government regarding other Safe Houses in communities.

Recycling Centre

- Opened 29th September 9am – 1pm
- A Success with over 1,500 items taken
- Job opportunities

Family Fun Day

- Selena Uibo Member for Arnhem and Gerry McCarthy Member for Barkly will be holding a family fun day in Mataranka Saturday 21st October. Free BBQ and jumping castle and much more.

Elsey Cemetery

- Story boards and signs at Elsey Cemetery and Stan Martin Park

need to be repaired and installed before tourist season next year.

Mulgan Camp

- Successfully gained an extra \$55,000 for Mulgan Camp repairs and maintenance. Current budget was \$43,000 with the water bill being \$40,000.
- Councillor Annabelle Daylight wants to see solar lights placed at transient camp, also lighting from Mulgan Camp to Town. These can be placed on the fence of the Sports & Recreational grounds.

Community Safety Meeting and Banyan Tree

- Mayor Judy MacFarlane and Antony Lynch attended the Mataranka Community Safety Meeting
- Police would like to see the Banyan Tree and concrete slab removed from Stan Martin Park due to the amount of rubbish/mess and illegal camping.
- CSC to investigate fencing and lighting for the Banyan tree to help deter the litter that is collecting in and around the tree. As for the concrete slab it will not be removed as it is part of Mataranka's history. It being the slab for the old fettlers hut back when the railway ran through Mataranka.

Mataranka Rubbish Dump

- The Rubbish dump was on fire again today
- DCCS is looking into large poles with security cameras on them to catch those you are lighting the dump.

117/2017 RESOLVED (Leah Niehus/Tracey-Anne Wilson)

(a) That the Mataranka Local Authority receive and note the Other Agenda Items:

- **Media Release NTG Grants - \$2 Million Remote Fund's for Aboriginal Entrepreneurs**
- **Mataranka Air Strip**
- **Community Consultation – Mataranka Master Plan**
- **Women's Safe House**
- **Recycling Centre**
- **Museum**
- **Family Fun Day**
- **Eley Cemetery**
- **Mulgan Camp**
- **Community Safety Meeting & Banyan Tree**
- **Mataranka Rubbish Dump**

Town Priorities

- Mayor Judy MacFarlane asked the Local Authority members what it is that most important to them and that they like to see her achieve in her time in office. The Stan Martin Park Statues was voted on.

118/2017 RESOLVED (Alan Chapman/Sue Edwards)

(a) That the Mataranka Local Authority agreed that Town Priority - Stan Martin Park Upgrades are priority for this term of Council.

ACTION: Story boards & signs for Elsey Cemetery to be repaired and installed before tourist season next year.

ACTION: CSC to investigate fencing and lighting for the Banyan tree to help deter the litter that is collecting in and around the tree.

Leah Niehus thanked Roper Gulf Regional Council and the Mataranka Local Authority members for the continued support to Mataranka. Leah will be resigning from the Mataranka Local Authority on 13th October due to moving away.

CLOSE OF MEETING

The meeting terminated at 8.40 pm.

THIS PAGE AND THE PRECEEDING 11 PAGES ARE THE MINUTES OF THE Mataranka Local Authority Meeting HELD ON Tuesday, 3 October 2017 AND CONFIRMED Tuesday, 5 December 2017.

Chairperson