



MINUTES OF THE FINANCE COMMITTEE MEETING OF THE ROPER GULF  
REGIONAL COUNCIL  
HELD AT 29 CRAWFORD STREET, KATHERINE  
ON WEDNESDAY, 31 JANUARY 2018 AT 8:30 AM

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**1.PRESENT/STAFF/GUESTS**

**1.1 Elected Members**

- Mayor Judy MacFarlane
- Deputy Mayor Helen Lee
- Councillor Annabelle Daylight
- Councillor Samuel Evans
- Councillor Owen Turner
- Geoff Bishop, Independent Member

**1.2 Staff**

- Michael Berto, CEO
- Greg Arnott, Director Corporate Governance
- Sharon Hillen, Director Council and Community Services
- Marc Gardner, Director Commercial Services
- Amanda Haigh, Manager Governance and Corporate Planning
- Lokesh Anand, Finance Manager
- Munish Singla Management Accountant - Acting
- Amy Bretherton, Governance Officer (Minute Taker)

**1.3 Guests**

- Nil

**2.MEETING OPENED**

The Finance Committee Meeting opened at 8:38 am.

**3.WELCOME TO COUNTRY**

Mayor Judy MacFarlane welcomed Members and Staff to the Meeting and the Roper Gulf Regional Council pledge was read.

**4.APOLOGIES AND LEAVE OF ABSENCE**

Nil

**5. CALL FOR ITEMS OF GENERAL BUSINESS**

1. Ministerial Exemption
2. Vehicle Transfer Authorisation
3. Audit Committee
4. Big Rivers Region Economic Development Committee

## 5. Funeral Service

### Confidential

#### 1. Rates Write Off / Correction

## **6. QUESTIONS FROM THE PUBLIC**

Nil

## **7. DISCLOSURES OF INTEREST**

There were no declarations of interest at this Finance Committee Meeting.

## **8. CONFIRMATION OF PREVIOUS FINANCE COMMITTEE MEETING MINUTES**

### **8.1 CONFIRMATION OF PREVIOUS MINUTES**

*1/2018* **RESOLVED** (Geoff Bishop/Owen Turner) **Carried**

- (a) That the Finance Committee receive and note the minutes as a true and accurate record of the Finance Committee Meeting held Thursday 16th November 2017.

## **9. BUSINESS ARISING FROM PREVIOUS MINUTES**

Nil

## **10. INCOMING CORRESPONDENCE**

Nil

## **11. OUTGOING CORRESPONDENCE**

Nil

## **12. EXECUTIVE DIRECTORATE REPORTS**

Nil

## **13. CORPORATE GOVERNANCE DIRECTORATE REPORTS**

### **13.1 FINANCE - RGRC FINANCIAL REPORT AS AT 31 DECEMBER 2017**

Magiq# 737889 –Finance Presentation

*2/2018* **RESOLVED** (Geoff Bishop/Helen Lee) **Carried**

- (a) That the Finance Committee receive and note financial reports as at 31<sup>st</sup> December 2017.

### **13.2 FINANCE - RGRC BUDGET TIMELINE FOR PREPARATION OF 2018-19 BUDGET**

*3/2018* **RESOLVED** (Samuel Evans/Owen Turner) **Carried**

- (a) That the Finance Committee receive and note 2018-19 Budget Preparation Timeline.

## **14. COUNCIL & COMMUNITY SERVICES DIRECTORATE REPORT**

### **14.1 AUSTRALIA DAY GRANTS**

- (a) That the Finance Committee receive and note the Australia Day Grants received for the 2018 Australia Day Events.

## **15.COMMERCIAL SERVICES DIRECTORATE REPORTS**

Nil

## **16.GENERAL BUSINESS**

### **16.1 MINISTERIAL EXEMPTION APPLICATION**

#### **BACKGROUND**

RGRC took over CDP services from Gulf Savannah NT in Region 29 (Borroloola area) on 1 October 2017. As part of the transition, RGRC acquired former Gulf Savannah NT assets which were already in-place and used for delivery of those services.

#### **ISSUES/OPTIONS/SWOT**

The final costing of assets is \$71,390 which is significantly higher than the \$10,000 prescribed by Regulation 28(1) *Local Government (Accounting) Regulations*, yet still under the \$100,000 amount which would require RGRC to go out to tender.

The Committee should note that r30(2) provision which dispenses with the requirement for obtaining quotations (or going out to tender) does not apply in these circumstances as the assets are being sourced from a party which was providing services for the Commonwealth, rather than from the Commonwealth itself.

The Compliance Coordinator requests the Committee to resolve to seek a Regulation 31 Ministerial Exemption (*Local Government (Accounting) Regulations*) from the quotation requirements for the acquisition of these assets.

Considering that the cost of assets is more than seven times more than \$10,000, obtaining a Ministerial Exemption would constitute best practice, and affirm RGRC's commitment to transparency and accountability.

Obtaining three (3) quotes would be impractical considering the location, and, sourcing items from another supplier would cause an unreasonable disruption to our operations and the services which RGRC provides on behalf of the Commonwealth (Department of Prime Minister and Cabinet).

- (a) That the Finance Committee resolves to seek a Ministerial Exemption application for the acquisition of former Gulf Savannah NT assets in Borroloola.

### **16.2 VEHICLE TRANSFER AUTHORISATION**

#### **BACKGROUND**

It has been identified that an additional staff member under activity 220 is required to assist the Builder Trainer with the increasing workload being issued by Territory Housing. This new position will require the use of a vehicle as they will be required to travel to Binjari, Barunga, Beswick, Eva Valley and occasionally Jilkminggan to carry out routine housing inspections and basic repairs and maintenance. The cost

of this additional staff member will be met by current underspends in the program.

Current TH contract ends October 2018, approval is sought for vehicle CA69RG to be transferred into Activity 220 (TH Repairs and Maintenance Program) for the remainder on the contract. This vehicle was approved for disposal at the Ordinary Meeting of Council on the 25<sup>th</sup> October 2017. This is in contravention of council policy in respect to vehicle disposal therefore it is requested that in this case the policy be not adhered to. Further the housing program activity 220 budget requires to be amended to include the additional cost of the vehicle which will be for the current financial year an additional expenditure of \$10,000.00

#### **ISSUES/OPTIONS/SWOT**

NIL

#### **FINANCIAL CONSIDERATIONS**

Estimated the vehicle will travel approx. 500km per week, to carry out repairs and maintenance on Territory Housing dwellings as per our contractual obligations.

**6/2018 RESOLVED (Geoff Bishop/Samuel Evans) Carried**

- (a) That the Finance Committee approves the retention of the vehicle in contravention of the current policy.**
- (b) That the Finance Committee Meeting approves the transfer of vehicle registration CA69RG, to activity 220 (Housing Program).**
- (c) The budget be amended to increase vehicle expenditure for the program by \$10,000.00.**

#### **16.3 AUDIT COMMITTEE**

An email from Phil Vivian was received on the 30<sup>th</sup> of January 2018 notifying Council of his resignation from the Audit Committee. Its proposed to reassess the Expression Of Interest from previous Expression Of Interest and present to Council at next meeting.

**7/2018 RESOLVED (Annabelle Daylight/Geoff Bishop) Carried**

- (a) That the Finance Committee notes the resignation of Independent Member Phil Vivian from the Audit Committee.**
- (b) That the Finance Committee approve to postpone the scheduled Audit Committee for the 7th February 2018.**

#### **16.4 BIG RIVERS REGION ECONOMIC DEVELOPMENT COMMITTEE**

##### **BACKGROUND**

The Big Rivers Region Economic Development Committee is a Ministerial appointed independent body advising the NTG on Economic Development priorities within the Big Rivers Region.

Director of Council and Community Services, Sharon Hillen represents Council at this committee.

At the BBREDC meeting this week, members were request to provide their 3 highest priority projects in the region and forward them to the Department of Business:

1. Rocky Creek Causeway – update avenues for sourcing the funds.
2. Mataranka Office, Library and Museum upgrade – BBRF funding application has been submitted.
3. Land release in Borroloola and Mataranka to be fast tracked to the 18/19 Budget

This information is required in writing by the 7<sup>th</sup> of February 2018.

## **ISSUES/OPTIONS/SWOT**

NIL

## **FINANCIAL CONSIDERATIONS**

These are medium sized projects of \$250,000 each.

**8/2018 RESOLVED (Samuel Evans/Helen Lee) Carried**

- (a) **That the Finance Committee approves the list of top priority economic development projects in the Roper Gulf Region for the Northern Territory Government 18/19 Budget and submit to the Department of Business:**
- 1. Rocky Creek Causeway**
  - 2. Mataranka Office, Library and Museum Upgrade**
  - 3. Land release in Borroloola and Mataranka to be fast tracked to the 18/19 Budget.**

## **16.5 FUNERAL SERVICE**

New Funeral Business to Katherine, offering services to remote Communities.

Magiq# 737766 – Affordable Funerals Katherine Phone: 0455114114

**9/2018 RESOLVED (Geoff Bishop/Owen Turner) Carried**

- (a) **That the Finance Committee receive and note the verbal report on Funeral Services.**

Morning Tea Break 9:58 am

Meeting Resume 10:32 am

## **17.CONFIDENTIAL SESSION**

### **DECISION TO MOVE TO CONFIDENTIAL SESSION**

**10/2018 RESOLVED (Annabelle Daylight/Owen Turner) Carried**

Members of the press and public be excluded from the meeting of the Confidential Session and access to the correspondence and reports relating to the items considered during the course of the Confidential Session be withheld. This action is taken in accordance with Section 65(2) of the Local Government Act, 2008 as the items lists come within the following provisions:-

- 17.1 Minutes of Previous Confidential Session Finance Committee Meeting - *The report will be dealt with under Section 65(2) (ci) (e) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person; AND information provided to the council on condition that it be keep confidential.***

## **RESUMPTION OF MEETING**

13/2018 RESOLVED (Geoff Bishop/Annabelle Daylight)

Carried

That the decisions of Confidential Session be noted as follows:-

### **17.1 MINUTES OF PREVIOUS CONFIDENTIAL SESSION FINANCE COMMITTEE MEETING**

11/2018 RESOLVED (Samuel Evans/Helen Lee)

Carried

- (a) That the Finance Committee receive and note the minutes of the Confidential Session Finance Committee Meeting held on Thursday 16th November 2017.

### **17.2 RATES WRITE OFF / CORRECTION**

12/2018 RESOLVED (Annabelle Daylight/Owen Turner)

Carried

- (a) That the Finance Committee approve the write off of \$78,911.24 for refuse and interest charges for Rrumburriya Malandari Aboriginal Corporation.

## **CLOSE OF MEETING**

The meeting terminated at 10:51 am.

THIS PAGE AND THE PRECEEDING 4 PAGES ARE THE MINUTES OF THE Finance Committee HELD ON Wednesday, 31 January 2018 AND CONFIRMED Wednesday, 28 March 2018

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Mayor Judy MacFarlane