

# AGENDA ORDINARY MEETING OF COUNCIL

## Thursday 25 September 2025

Notice is hereby given that the next Ordinary Meeting of the Roper Gulf Regional Council will be held on:

Thursday 25 September 2025 at 8:30 am  
The Council Chambers, Roper Gulf Regional Council Support Centre  
2 Crawford Street, Katherine, NT

Your attendance at the meeting will be appreciated.

Or via  
Microsoft Teams meeting  
(Join on your computer, mobile app or room device)

[Click here to join the meeting](#)

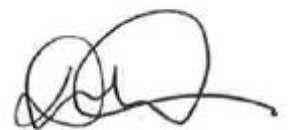
Meeting ID: 482 015 733 220

Passcode: K2SK2ZV3

**Or please call (audio only)**

[+61 2 8320 9269](#)

When prompted, enter Conference ID: 923 686 469#



David HURST  
CHIEF EXECUTIVE OFFICER

## PLEDGE

“We pledge to work as one towards a better future through effective use of all resources.

We have identified these key values and principles of Honesty, Equality, Accountability, Respect and Trust as being integral in the achievement of our vision, that the Roper Gulf Regional Council is Sustainable, Viable and Vibrant.”

## PRAMIS BLA WI

“Mela pramis bla wek gudbalawei bla meigim futja bla wi wanwei, en bla yusim ola gudwan ting bla helpum wi luk lida.

Mela bin luk ol dijlod rul, ebrobodi gada tok trubalawei, wi gada meik so wi gibit firgo en lisin misalp, abum rispek en trastim misalp bla jinggabat bla luk lida, Roper Galf Rijinul Kaunsul deya maindim en kipbum bla wi pramis, dum wek brabli gudbalawei, en im laibliwan.”

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**N.B.** The page numbers on this index may be inaccurate due to current software formatting issues.

## 2.2 FORMAL SWEARING IN AND OATH OF OFFICE

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<b>ITEM NUMBER</b>	2.2
<b>TITLE</b>	Formal Swearing In and Oath of Office
<b>AUTHOR</b>	Cristian Coman, Manager Corporate Compliance

### RECOMMENDATION

That each newly Elected Member is formally sworn-in by reciting the Oath or Affirmation of Office.

(a) Oath:

*I, Name SURNAME, swear by Almighty God that I will well and truly serve the people of the Roper Gulf region as a Councillor on the Roper Gulf Regional Council without fear or favour, affection or ill-will, and that while I continue to be a Councillor, I will to the best of my skill and knowledge perform the functions of the Office of Councillor lawfully, impartially and in good faith. So help me God.*

(b) Affirmation:

*I, Name SURNAME, promise that I will well and truly serve the people of the Roper Gulf region as a Councillor on the Roper Gulf Regional Council without fear or favour, affection or ill-will, and that while I continue to be a Councillor I will to the best of my skill and knowledge perform the functions of the Office of Councillor lawfully, impartially and in good faith.*

### KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

### BACKGROUND

The new Council is the fourth sitting Roper Gulf Regional Council since it commenced operations in 2008.

The Elected Members of the previous four (4) Councils were formally sworn-in by the Chief Executive Officer at the commencement of their terms.

### ISSUES/OPTIONS/SWOT

The newly elected Members of the fourth sitting Roper Gulf Regional Council presented with an Oath or Affirmation of Office so as to be formally sworn-in at the commencement of their terms.

The Oath and Affirmation options are compliant with the *Oaths, Affidavits and Declarations Act 2010*.

### FINANCIAL CONSIDERATIONS

Nil.

### ATTACHMENTS

Nil.

## 2.3 ELECTION OF MAYOR

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<b>ITEM NUMBER</b>	2.3
<b>TITLE</b>	Election of Mayor
<b>AUTHOR</b>	Cristian Coman, Manager Corporate Compliance

### RECOMMENDATION

That Council:

- (a) approves the principal member to continue to bear the title of Mayor;
- (b) elects its Mayor by show of hands or secret ballot accordance with Section 61 of the *Local Government Act 2019*; and
- (c) appoints .....as Mayor of Roper Gulf Regional Council.

### KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

### BACKGROUND

In 2015, the Council reviewed the Constitutional Arrangements of the Roper Gulf Regional, Council pursuant of Section 9 and Section 23 (1) (c) of the-then *Local Government Act 2008*. The Minister approved the following:

- The name of the Council be retained.
- The principal member of Council continue to bear the title of Mayor and be appointed by the Council.
- The elected members (excluding the Mayor) continue to have the title of Councillor.
- The future Council of the Roper Gulf Regional Council comprise thirteen (13) elected members.
- The existing ward structure and ward names be retained.
- The Never Never, Nyirranggulung and South West Gulf Wards each be represented by three (3) elected members; and the Numbulwar Numburindi and Yugul Mangi Wards each be represented by two (2) elected members.
- The existing external boundaries of the council area be unchanged.

Under Section 61 of the *Local Government Act 2019* Council must appoint one of its members, on the basis of filling the office of the principal member, at the first meeting held after the general election. Council must elect whether the Principal Member is to have the title of President or Mayor. The Principal Member is appointed for the whole term of Council (i.e. next four (4) years).

Council can elect the Principal by an open vote, or, by way of a secret ballot. If Council choses to elect its Principal Member by way of secret ballot it must:

1. Council move to a closed session to elect by vote.
2. Council call for nominations for the positions of principle and deputy principle members.
3. Council elect by secret ballot that is voting using a ballot paper with the names of the candidates marked in which each vote is anonymous.
4. The members are elected by majority vote of the Elected Members.

### ISSUES/OPTIONS/SWOT

Council is required to elect the Principal Member.

**Council may decide the matter openly by a show of hands, or, by way of a secret ballot that must be done in confidential session.**

Previous term of Council resolved and it is recommended that Council continue:

- The Principal Member to bear the title of Mayor and be appointed by the Council.

**FINANCIAL CONSIDERATIONS**

Nil.

**ATTACHMENTS**

Nil.

## 2.4 MAYORAL CASTING VOTE

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<b>ITEM NUMBER</b>	2.4
<b>TITLE</b>	Mayoral Casting Vote
<b>AUTHOR</b>	Cristian Coman, Manager Corporate Compliance

### RECOMMENDATION

That Council decides whether or not the Mayor has a Casting Vote for the duration of its Term by adopting the CL005 Meetings Procedure Policy:

- (a) Option A – The Mayor has a Casting Vote;
- (b) Option B – The Mayor does not have a Casting Vote

### KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

### BACKGROUND

The *Local Government Act 2019* requires all Elected Members to vote when Resolutions are considered. Elected Members may not abstain from voting.

In the event of a tie, so as to avoid indecision, the Mayor may have a casting vote that will determine the matter. Council should note that this provision may not be changed during a term of Council, and the policy will be presented at the first Meeting of the new Council for consideration.

### ISSUES/OPTIONS/SWOT

Council must decide whether or not the Mayor shall, for the Term of Council, have a casting vote that, in the event of an equality of votes, decides a matter put to it.

Two (2) options for Council's Meetings Administration Policy to deal with this matter:

Option A provides for the Mayor to have a Casting Vote as resolved by the previous Council (tabled);

Option B provides for the Mayor not to have a Casting Vote – the Policy will be amended to reflect this.

Council must decide on the Casting Vote issue on this meeting, and it is to remain in-force for the remainder of its four (4) year term.

### FINANCIAL CONSIDERATIONS

Nil.

### ATTACHMENTS

Nil.



**Roper Gulf Regional Council  
CL005 – Meetings Administration Policy**

**1. POLICY CERTIFICATION**

Policy title:	<b>Meetings Administration Policy</b>
Policy number:	<b>CL005</b>
Category:	<b>Policy</b>
Classification:	<b>Council</b>
Status:	<b>Approved (OMC 28 July 2021)</b>

**2. PURPOSE**

The Meetings Administration Policy outlines the administrative dispositions pertaining to the Meetings of Council and its Committees.

**3. ORGANISATIONAL SCOPE**

This policy applies to all Meetings of Council and its Committees.

**4. POLICY STATEMENT**

Roper Gulf Regional Council (Council) is a prescribed Local Government body in accordance with the provisions of the *Local Government Act 2019*, and as such, has several core obligations set out by that Act.

Council is a representative, decision-making body, that acts in the interests of its constituents and discharges its duties, without fear or favour, affection or ill-will, as prescribed by the *Local Government Act 2019* and its statutory instruments.

This policy outlines the administrative provisions applicable to the meetings of Council, and that of its Committees.

**5. DEFINITIONS**

Agenda	means a list of items for consideration at the meeting together with reports and other attachments relating to those items
Amendment	means a motion moved as an alternative to the original motion
CEO	Chief Executive Officer of Roper Gulf Regional Council
Council	means the Council of Roper Gulf Regional Council
Committee	means a Committee established by the Council in accordance with Chapter 5 of the <i>Local Government Act 2019</i> .
Confidential session	is a session of a meeting of Council or a Committee, from which the media and the public has been excluded by a resolution carried in accordance with Section 99 of the <i>Local Government Act 2019</i> .
Councillor	means an Elected Member of Roper Gulf Regional Council.
Deputation	Individuals and groups may request presentation time at a Council meeting to make a formal address to the Council. Deputations provide an opportunity for members of the public to address Council on a specific issue.
Deputy Mayor	means the Deputy Principal Member of the Roper Gulf Regional Council
Mayor	means the Principal Member of Roper Gulf Regional Council
Meeting Room	means any location inside the doors of the room being used for the meeting, but does not include any area set aside for the public, media representatives or guests.



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CL005 – Meetings Administration Policy**

Minutes	means the formal record of the proceedings and resolutions of any meeting of Council and as well as those of its Committees.
Motion	is a proposal to be considered by Council at a meeting. It is a request to do something or to express an opinion about something. A motion formally puts the subject of the motion an item of business for formal consideration for Council or its Committees.
Petition	A petition is a formal request used to lobby a law-making body such as local government. It may request an amendment to general law or the review of an administrative decision. The petition is placed before the law-making body with the object of implementing the particular action or amendment. Petitioning is one of the traditional forms by which people can make requests direct to Council.
Quorum	means the minimum number of members needing to be present to constitute a valid meeting (i.e. 50% of attendees plus one).
Record	means a document including in any written, printed, or electronic medium that is or has been made or received in the course of official duties by a Councillor or an employee of the Council that captures an activity, transaction or undertaking, and, in particular, this includes the minutes of meetings of Council or Committee of Council.
Resolution	is a formal decision of a decision making body (i.e. Council or Committee) that has been passed by a majority of its sitting members. E.g. a motion that has been decided and passed by a majority of councillors at the meeting.

**6. Principles**

**6.1 Setting time and dates for the meetings**

The Council will by resolution, set the time date and place of Ordinary Meetings of the Council, Finance Committee and Audit Committee meetings for a period of twelve (12) months at least one (1) month prior to every new calendar year.

**6.2 Convening a Meeting**

A meeting of Council or a Committee is convened by the Chief Executive Officer and cannot be held unless due notice has been given to all members and a quorum is present.

**6.3 Notice of Meetings**

A notice of meeting of Council or Committee must be published on Council website and in a newspaper circulating in the area before meeting takes place. The notice must specify the time and place of the meeting.

**6.4 Notice to be given of agenda items for an ordinary meeting**

Councillors shall give important agenda items to the CEO at least fourteen (14) days before the next meeting. This will allow adequate time for researching the matter. The notice must be in writing and signed by the Councillor who wishes the matter to be considered and may include a petition.

**6.5 Order of Business**



## Roper Gulf Regional Council CL005 – Meetings Administration Policy

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The Roper Gulf Regional Council Agenda is run electronically.

The order in which the agenda is to be prepared shall include:

- a) Present/Staff/Guest
- b) Formal opening of the meeting by Mayor
- c) A formal reading of the Council pledge to be read by Councillors and staff.
- d) **Apologies and leave of absence** – this section considers the submissions of Councillors who are not in attendance however they have formally informed the Mayor, or Chief Executive Officer, or delegate thereof, of their absence, and have given reasons why they cannot attend the meeting. Council shall decide whether the notification and reasons are acceptable. A motion will be made to either accept the absence, or to have it refused if Council deems the provided notice and reason(s) to be unacceptable.  
  
Council will **NOT** accept the apologies, and therefore absence of Councillors who have not provided notice of absence noting that it cannot accept that which it has not received. Councillors who provide reasons of an absence after it occurs will have their submissions considered by Council at its next meeting.
- e) **Confirmation of previous minutes** - a motion will be given that the previous minutes are a true and correct record of that meeting and its decisions (resolutions).
- f) **Notification of previous Committee meeting minutes** – a motion will be given that tables previous minutes Committee minutes for Council's notification and reference. The Minutes themselves will be confirmed by the respective Committee's themselves. If the Committees are, for whatever reason, unable to confirm the minutes, they will be tabled separately to Council for its review and confirmation.
- g) **Call for items of General Business** – this item provides meeting attendees (other than Elected Members) an opportunity to put forward new items to Council or its Committees for formal consideration.
- h) **Questions from the Public** – with or without notice.
- i) **Disclosure of interest** - a declaration of conflict of interest with any one agenda item at the meeting must as soon as practicable after a member becomes aware of the conflict of interest must disclose the personal or financial interest that gives rise to the conflict.
- j) **Business arising from previous minutes** - any business arising out of the last minutes/action list. Business arising will not be discussed until the previous minutes have been confirmed.
- k) **Incoming and Outgoing correspondence** - the correspondence received for, or written on behalf of Council since the last Council meeting. If action is required as a result of the correspondence, a motion should be taken on each separate item otherwise a motion is recorded as receiving and noting the incoming and outgoing correspondence for the period specified.
- l) **Ward Reports** – a report is presented for each ward within the Regional Council area to Council with a motion to receive and note the report. Deliberation by Council and separate motions in relation to the ward are also put forward as part of this report.
- m) **Executive Directorate Reports:** Report from the Mayor and Chief Executive Officer (CEO).
- n) **Divisional Reports – Corporate Services and Sustainability**



## Roper Gulf Regional Council CL005 – Meetings Administration Policy

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- o) **Divisional Reports – Community Services and Engagement.**
- p) **Divisional Reports – Infrastructure, Services, and Planning.**
- q) **General Business** – any matter not otherwise dealt with, that was raised when the Call for Items of General Business was made, can be deliberated and resolved, subject to any rules requiring notice. Elected Members *may* adduce General Business items for inclusion in the Agenda, by submitting such matters to the Governance Team. General Business items from Elected Members are subject to the Agenda notice requirements and associated deadlines, and will not be considered without notice at an Ordinary Meeting of Council save for exigent circumstances.
- r) **Deputations/Petitions** – Deputations (including presentations) and petitions are only considered after all official business of Council is resolved. The Mayor must determine whether the deputation may be heard and a petition may be presented to the Council meeting by a Councillor. Presentations and deputations, with associated question time will be maintained by the Mayor. A presentation should not exceed five (5) minutes, unless otherwise determined by the Mayor.
- s) **Confidential Session** – the confidential session of a Meeting of Council or its Committees excludes members of the public and media as it deals confidential matters in accordance with Chapter 6 of the *Local Government Act 2019* and Part 3 of the *Local Government (General) Regulations 2021*.
- t) **Close of Meeting** - confirmation of date and time of the next meeting; and the Mayor will formally declare the meeting closed.

Copies of the agenda must be made available to the public at the Council website, Council offices and other determined places, as soon as practicable before each meeting.

The order of business is the ordinary process of holding a Council or Committee meeting. This process may be altered for exceptional cases, with the agreement of Council or the applicable Committee, affirmed via resolution.

### 6.6 Deciding Business Items

Council and its Committees decide individual business items by means of a vote from individual members. Members **must** vote in favour of, or against, or for an amendment of a business item once a mover and seconder have called a motion.

Members **cannot** abstain from voting.

The Mayor or Committee Chair shall, in the event of an equality of votes, have a casting vote that decides the matter.

Matters are decided by way of a majority of votes, and a decision of on a matter is a formal Resolution.

### 6.7 Procedures for general business at an Ordinary Meeting of Council

When the Mayor calls for General Business items, the CEO or a Councillor may make a request for items to be discussed during general business.

Before requesting for General Business, Councillors or the CEO must have regard to the nature of the matter and whether it requires a decision or is for information only.

If a General Business item requires reasonable consideration or analysis, Council shall consider deferring it to the next meeting.



## Roper Gulf Regional Council CL005 – Meetings Administration Policy

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### 6.8 Petitions

A petition may be presented to a Council meeting by a Councillor. Before presenting the petition the Councillor must, as far as practicable, become acquainted with the subject matter of the petition.

The Councillor must state the nature of the petition and then read the petition. The petition must be worded in respectful language. Each page of the petition must restate the whole of the petition.

A person must not attach to a petition:

- a) a signature purporting to be that of another person; or
- b) the name of another person

If a petition is presented at an ordinary meeting and was not included in the agenda for the meeting:

- a) a person present at the meeting and associated with the petition, may make a statement, explanation, submission, or comment regarding the petition only if first invited to do so by the Mayor; and
- b) no debate on, or in relation to the petition must be allowed and the only motion that may be moved is that:
  - (i) the petition be received and noted; and
  - (ii) be referred to a committee or specific Council staff member through the CEO for consideration and a report be given to the Council at the following Council meeting.

### 6.9 Deputations

A deputation wishing to attend and be heard at a meeting must apply in writing to the CEO, or the Governance staff, no less than five (5) working days before the next scheduled Council meeting.

The application must state why the party making the deputation wishes to attend and be heard.

The CEO, or Governance staff, upon receiving the application, must inform the Mayor of the contents. The Mayor must determine whether the deputation may be heard and notify the CEO accordingly. Deputations are strictly limited to five (5) minutes, and may only be heard *after* all official business of Council is Resolved, unless the Mayor determines otherwise.

A deputation or presentation must not hinder, impinge, or otherwise interfere with Council's official business as tabled in its Agenda.

Only two (2) people in the deputation may address the meeting unless the Councillors determine otherwise by resolution.

A person in the deputation who is addressing the meeting must be temperate in speech and manner, and must not use insulting or offensive language.

The deputation must be given adequate opportunity and facility to explain the purpose of the matter.

The Mayor may halt an address by a person in a deputation if:



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- a) the Mayor is satisfied that the purpose of the deputation has been sufficiently explained to the Councillors; or
- b) the person is severe in speech or manner or uses insulting or offensive language

### **6.10 Motions to be dealt with in the order they appear in the agenda unless otherwise determined**

The motions shall be dealt in the order they appear in the agenda. If, for any reason, the sequence of agenda items are to be altered, Council will pass resolution to move the motion and then will make a separate resolution to resolve the motion.

### **6.11 Motions to have a mover and a seconder**

The Mayor will read out the agenda item and will ask the relevant member to speak on the agenda item. The member will not take more than five (5) minutes to explain the report and after that Councillor may have question and answer time on the agenda item and report. The Mayor will then read the motion and will invite Councillors to move a motion. If Councillors are happy with the motion, Councillor will first show their hand and then move a motion. If any councillor deems to have amendment in motion, then the amendment will be discussed and the Mayor will invite Councillors to move the amended motion. Once Councillor moves the motion, the Mayor will invite Councillors to second the motion. Councillor will first show their hand and second the motion.

The Mayor shall only allow debate on a motion if it is seconded, requesting initially for a Councillor that may wish to speak against the motion to speak for a maximum of five (5) minutes for, or against the motion.

A motion that is not seconded must be recorded in the minutes as having lapsed.

A Councillor speaking about a motion must confine his or her remarks to the matter being considered.

### **6.12 Motions not to be withdrawn without consent**

When a motion has been moved and seconded, it becomes subject to the control of the Ordinary Meeting and may not be withdrawn without the consent of Councillors.

### **6.13 A Councillor may move an amendment to a motion so long as it still relates to that motion**

When a motion has been moved and seconded, a Councillor may move an amendment to it.

A Councillor who moves or seconds a motion must not move or second an amendment to a motion.

Any amendment so moved, must not negate the intent of the original motion.

The Mayor shall rule that any proposed amendment that attempts to negate a motion, or replace an amended motion with the original motion, is rejected.

### **6.14 Council may only deal with one (1) amendment to a motion at a time**

Once an amendment has been moved, no further amendment can be considered until that amendment is disposed of, either because it lapses, or is seconded and put to the vote.



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### **6.15 The amendment, if voted on and carried, becomes a motion**

Once an amendment is put to the vote and carried, the motion, as amended, then becomes the motion before the ordinary meeting. Following the carriage of an amended motion to the vote from Councillors present at the meeting.

### **6.16 Dealing with further amendments to motions**

If an amendment to a motion is lost, then further amendments may be considered until a motion is carried (be it the original motion or some variation of it) or all motions are exhausted.

### **6.17 Limitation as to the number and duration of speeches**

The mover of an original motion, in his or her opening speech, must not speak for more than five (5) minutes.

Except with the consent of the Mayor, a Councillor, other than the mover of the original motion, must not speak for more than five minutes at any one time. The Mayor is responsible to keep the Councillors on time.

A Councillor, who is the mover of an original motion, has a right of general reply (and may speak for up to five (5) minutes once all debate is completed) to all observations which have been made in reference to the motion and every amendment involved in respect of it.

A Councillor, other than the mover of an original motion, has the right to speak once to the motion and any amendment proposed to it. The Mayor has the right to close the debate at anytime he or she deems that there has been ample debate.

### **6.18 Mayor to maintain order, to decide who can speak first and to have priority when speaking**

The Mayor must maintain order, and may, without the intervention of any other Councillors, call any Councillor to order whenever, in his or her opinion, it is necessary to do so.

If two (2) or more Councillors attempt to speak at the same time, the Mayor must decide which of the Councillors may speak first.

The Mayor may, at any time during the debate on the matter, indicate an intention to speak.

If the Mayor indicates an intention to speak, a Councillor speaking or proposing to speak to the debate must be silent until the Mayor has been heard.

### **6.19 Addressing Council**

Councillors may insist that other Councillors address them by their official designation, as Mayor or Councillor, as the case may be.

Councillors shall refrain from the use of offensive or inappropriate language, especially in reference to other Councillor.



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Councillors shall not make imputations of improper motives or personal reflections on Councillors or staff.

A Councillor who considers that another Councillor is out of order may call upon the Mayor to maintain order.

The call for order must be dealt with immediately, without further discussion, in accordance with the Elected Members' Code of Conduct (Schedule 1 – *Local Government Act 2019*).

Nothing in this clause affects questions being asked relevant to matters under discussion at the meeting.

### **6.20 How the Mayor shall deal with calls for order from Councillors**

Where a Councillor calls for order, the Mayor must rule on the call by determining whether the comments made by a Councillor are out of order.

Where the Mayor rules that a Councillor is out of order on more than three occasions at a meeting he or she may request the Councillor to leave the meeting.

If the Mayor decides that any motion, amendment or other matter (including a matter he or she considers is objectionable) is out of order, it must be rejected and not be considered further.

### **6.21 Rescinding or altering resolutions**

A resolution of the Council may be altered or rescinded if a notice of motion is carried at a meeting to have the matter dealt with at another meeting. Resolutions that bind Council by law or by contract may not be altered or rescinded.

The CEO shall ensure that any notices of motion, once carried, are included in the register of resolutions and are available for future meetings of the Council.

### **6.22 Motions to improve the handling of matters at a meeting**

A Councillor may move a motion to have a matter put on the vote only after the Mayor has:

- a) first queried whether Councillors wish to speak for, or against, the particular motion to do with the matter; and
- b) at least two (2) Councillors have had the opportunity to do so

If the motion to put a matter to the vote is lost, debate on the matter must be allowed to continue for at least ten minutes before the Mayor can allow a similar motion for the matter to be put to the vote.

If the motion to put a matter to the vote is carried, the Mayor must immediately put the motion to do with the matter to the vote.

A Councillor may move a motion to have debate on a matter postponed to the next Council meeting and have the meeting move to the next agenda item of business:

- a) if the motion is carried, the CEO must ensure the matter is included in the agenda for the next meeting; or



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- b) if the motion is lost, the Mayor must continue to allow debate on the matter until it is put to the vote.

A Councillor may move a motion to have a meeting adjourned for a short period:

- a) if the motion is carried, the meeting must continue with the matter before the meeting at the point where it was delayed; and
- b) if the motion is lost, the Mayor must not accept a similar motion within 30 minutes after the motion was lost.

#### 6.23 Councillor absences from, and attendances at, ordinary and special meetings

If a quorum of Councillors is not present within 30 minutes at a meeting in accordance with Chapter 6 of the *Local Government Act 2019*, the CEO must postpone the meeting to a date, time and place as he or she thinks fit and notify members.

Councillors may attend ordinary, special or committee meetings by technological means (teleconference etc) so long as there are no members of the public in attendance when confidential matters are discussed and undue influence is not exercised over Councillors by members of the public during the meeting.

#### 6.24 Public attendance and participation at meetings

Members of the public, including journalists, shall be allowed to attend ordinary, special or committee meetings unless Council chooses to close them for confidential reasons.

A member of the public must not take part, or attempt to take part, in the proceedings of a meeting of the Council unless invited to do so by the Mayor.

A member of the public who wishes to ask a question or make a submission or comment must do so in writing to the CEO.

A person other than a member, who interrupts the conduct of a meeting shall, on being requested to do so by the Mayor immediately leave the place where the meeting is being held.

Members of the public may, at Council's discretion attend ordinary, special or committee meetings by technological means (teleconference etc) if Council has the technical provision to do so, so long as there are no members of the public in attendance when confidential matters are discussed and undue influence is not exercised over Councillors by members of the public during the meeting.

#### 6.25 Grounds for closure to public

Public will be asked to leave the meeting when Council is dealing on the matters and information following:

- a) prescribed by Part 3 of the *Local Government (General) Regulations* as confidential;
- b) personnel matters concerning particular individuals;
- c) the personal information, or hardship of any resident or ratepayer, or any other person (Information Privacy Principle 4, *Information Act 2002* – Schedule 2, or any Australian Privacy Principle (Cth));



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- d) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business;
- e) commercial information of a confidential nature that would if disclosed:
  - (i) prejudice the commercial position of the person who supplied it;
  - (ii) confer a commercial advantage on a competitor of the Council; and;
  - (iii) reveal a trade secret;
- f) Information that would, if disclosed, prejudice the maintenance of law;
- g) Matters affecting the security of the Council, Councillors, Regional Council staff members, or Council property; and
- h) advice concerning litigation, or advice that would otherwise be privilege from production in legal proceedings on the ground of legal professional privilege (LPP).

### 6.26 Resolution to Close the meeting to the public

The Council, or a Committee of the Council of which all the members are Councillors or a appointee by Council, may exclude the public from the meeting while business of a classified kind is being considered as deemed by regulations as confidential business, a motion to close part of the meeting to the public should be moved and seconded.

Once confidential business is completed, a motion to move back to the public meeting should be moved and seconded, and the resolutions of the confidential meeting be made available to the public.

### 6.27 Public rights to make representation

The Council, or a Committee of the Council, may allow members of the public to make representations to or at a meeting, before any part of the meeting is closed to the public, as to whether that part of the meeting should be closed.

### 6.28 Grounds for closing part of meeting to be specified

The grounds on which part of a meeting is closed must be stated in the decision to close that part of the meeting and must be recorded in the minutes of the meeting.

The grounds must specify the following:

- a) the subject title of the matter that is to be discussed during the closed part of the meeting; and
- a) the reason why the part of the meeting is being closed, stated in clause 6.25.

### 6.29 Public access to decisions made in closed sessions

Resolutions or recommendations made at a closed part of a Council meeting must be made public by the Mayor as soon as practical after the closed part of the meeting has ended.



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While discussions in the closed part of the meeting remain confidential, the separate nature of a resolution or recommendation allows it to be made public immediately after the closed part of the meeting has ended, whilst ensuring that confidential information are not revealed.

Any person is entitled to inspect minutes containing resolutions or recommendation from the closed parts of the meeting. The resolutions or recommendations from the closed session of Council or Committee of Council meeting shall be available to the public upon request.

**6.30 The Mayor is to maintain order when the public is participating in ordinary, special or committee meetings**

The Mayor may invite questions, submissions or comments from members of the public at a meeting of the Council but is not obliged to do so.

If the Mayor considers a question, comment or statement of a member of the public at a meeting of the Council is offensive, irrelevant, and unduly long or deals with a confidential matter, the Mayor may rule the matter out of order and proceed to deal with it or the next item of business.

A question on notice from a member of the public must be included in the agenda for the next Council meeting.

On receiving a comment or submission from a member of the public, the Council must:

- a) refer it to a committee
- b) request it be included in the agenda for the next Council meeting
- c) deal with it under general business at the meeting of the Council; or
- d) note it and take no further action

**6.31 Procedures for Council Committee Meetings**

Committees of the Council shall follow the same procedures as provided for Council meetings unless the committee resolves otherwise.

Minutes of committee meetings shall be included in the agenda of the following Council meeting as a recommendation for the Council to adopt in whole, or part, or be simply noted with no further action required.

**7. Applicable Law**

Cited Acts	<ul style="list-style-type: none"> <li>• <i>Local Government Act 2019;</i></li> <li>• <i>Local Government (General) Regulations 2021;</i></li> <li>• <i>Information Act 2002;</i></li> </ul>
Applicable Acts (not exhaustive)	<ul style="list-style-type: none"> <li>• <i>Interpretation Act 1978;</i></li> <li>• <i>Privacy Act 1988 (Cth).</i></li> </ul>





## 2.5 ELECTION OF DEPUTY MAYOR

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<b>ITEM NUMBER</b>	2.5
<b>TITLE</b>	Election of Deputy Mayor
<b>AUTHOR</b>	Cristian Coman, Manager Corporate Compliance

### RECOMMENDATION

That Council:

- (a) approves the deputy principal member to continue to bear the title of Deputy Mayor for the term of Council Office;
- (b) elects Deputy Mayor in accordance with Section 61 of the *Local Government Act 2019*; and
- (c) appoints .....as Deputy Mayor of Roper Gulf Regional Council for a period of \_\_\_\_.

### KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

### BACKGROUND

In 2015, the Council reviewed the Constitutional Arrangements of the Roper Gulf Regional, Council pursuant of Section 9 and Section 23 (1) (c) of the-then *Local Government Act 2008*. The Minister approved the following:

- The name of the Council be retained.
- The principal member of Council continue to bear the title of Mayor and be appointed by the Council.
- The elected members (excluding the Mayor) continue to have the title of Councillor.
- The future Council of the Roper Gulf Regional Council comprise thirteen (13) elected members.
- The existing ward structure and ward names be retained.
- The Never Never, Nyirrangulung and South West Gulf Wards each be represented by three (3) elected members; and the Numbulwar Numburindi and Yugul Mangi Wards each be represented by two (2) elected members.
- The existing external boundaries of the council area be unchanged.

Under Section 61 of the *Local Government Act 2019* Council must appoint one of its members, on the basis of filling the office of the principal member, at the first meeting held after the general election. Council must elect whether the Principal Member is to have the title of President or Mayor. The Principal Member is appointed for the whole term of Council (i.e. next four (4) years).

Council *may* appoint a Deputy Principal Member (Deputy Mayor) for the term of Council, or for a lesser term e.g. two (2) years etc.

Council can elect the Principal and Deputy Principal Members by an open vote, or, by way of a secret ballot. *If* Council choses to elect its Principal Member and Deputy Principal Member it must:

1. Council move to a closed session to elect by vote.
2. Council call for nominations for the positions of principle and deputy principle members.
3. Council elect by secret ballot that is voting using a ballot paper with the names of the candidates marked in which each vote is anonymous.
4. The members are elected by majority vote of the Elected Members.

### ISSUES/OPTIONS/SWOT

Council is requested to elect the Deputy Principal Member. Council is to call for nominations for the positions of Deputy Principal Member.

***Council may decide the matter openly by a show of hands, or, by way of a secret ballot that must be done in confidential session.***

The previous sitting Council resolved:

- The Principal Member to bear the title of Mayor and be appointed by the Council.
- The Deputy Principal Member to bear the title of Deputy Mayor and be appointed by the Council.
- The Deputy Mayor be appointed for two (2) years.

**FINANCIAL CONSIDERATIONS**

Nil.

**ATTACHMENTS**

Nil.

## 2.6 FORMAL DECLARATION OF INTERESTS

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<b>ITEM NUMBER</b>	2.6
<b>TITLE</b>	Formal Declaration of Interests
<b>AUTHOR</b>	Daniele Piga, Governance Coordinator

### RECOMMENDATION

That all Elected Members formally declare interests according to law.

### KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

### BACKGROUND

Elected Members must ensure that they act fairly and impartially in their capacity as Councillors, and that they act in the interest of their constituents instead of their own.

For the purposes of transparency, Elected Members are required by Section 110 of the *Local Government Act 2019* and Regulation 106 (2) of the *Local Government (General) Regulations 2021* to formally declare their interests, and to confirm this annually, or as any change in circumstances occur.

It is an offence for Elected Members to interfere, or otherwise be present when Council considers a matter that individual Members have an interest in, unless prior ministerial approval is granted.

### ISSUES/OPTIONS/SWOT

Attached is Schedule 5 of the *Local Government (General) Regulations 2021* that is the prescribed form for Elected Members' Interests Declaration.

All Elected Members are legally required to complete this form and submit it to the Chief Executive Officer.

Interests must legally be publicly available on Council's website.

### FINANCIAL CONSIDERATIONS

Nil.

### ATTACHMENTS

Attachment included.

Schedule 5 Annual return of interests for council members

**Schedule 5 Annual return of interests for council members**

regulation 108

Name: \_\_\_\_\_

Council: \_\_\_\_\_

Initials: \_\_\_\_\_

A council member must give the details required for each type of interest that the council member holds.

If extra pages are needed, each extra page must be numbered and identified as part of this form and must include the name of the council member, the name of the council and initials of the council member.

<b>(a) Shareholding in a public or private company (including a holding company)</b>		
Name of the company		
<b>(b) Interest as trustee or beneficiary in a family or business trust (excluding: an interest as a trustee in a trust where neither the member or any associate of the member is a beneficiary; or an interest in a land trust under the <i>Aboriginal Land Rights (Northern Territory) Act 1976 (Cth)</i>)</b>		
Name of the trust	Nature of the trust's operation	Nature of the interest
<b>(c) Interest as owner of real estate</b>		
Location (suburb or area only)	Purpose for which it is owned	

Schedule 5 Annual return of interests for council members

<b>(d) Registered company directorship</b>		
<b>Name of the company</b>		
<b>(e) Interest in partnership</b>		
<b>Name of the partnership</b>	<b>Activities of the partnership</b>	<b>Nature of the interest</b>
<b>(f) Political membership</b>		
<b>Name of the political party or body</b>		
<b>(g) Membership in an organisation where a conflict of interest with the member's public duties could foreseeably arise or be seen to arise</b>		
<b>Name of the organisation</b>		
<b>(h) Any other interest where a conflict of interest with a member's public duties could foreseeably arise or be seen to arise</b>		
<b>Nature of the interest</b>		
<b>(i) Any other substantial source of income</b>		
<i>Note: The general rule is income of over \$1 000 per annum might be notifiable.</i>		
<b>Nature of the income</b>		

Schedule 5 Annual return of interests for council members

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I confirm that the information provided in this form reflects all the interests I should declare under section 110 of the *Local Government Act 2019* and regulation 106(2) of the *Local Government (General) Regulations 2021*.

Council member signature: \_\_\_\_\_ Date: \_\_\_\_\_

Full name of witness: \_\_\_\_\_

Witness signature: \_\_\_\_\_ Date: \_\_\_\_\_



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## CONFIRMATION OF PREVIOUS MINUTES

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<b>ITEM NUMBER</b>	6.1
<b>TITLE</b>	Confirmation of Previous Minutes
<b>AUTHOR</b>	Daniele Piga, Governance Coordinator

### RECOMMENDATION

That Council receives and notes the minutes from its Ordinary Meeting held on Wednesday, 23 July 2025.

### KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

### BACKGROUND

The Council held its Ordinary Meeting in Katherine on Wednesday, 23 July 2025. The draft Minutes are attached for Council's review and affirmation.

### ISSUES/OPTIONS/SWOT

Attached are the unconfirmed minutes of the Ordinary Meeting of the Council held on Wednesday, 23 July 2025 for Council's review and confirmation.

The next Ordinary Meeting is scheduled to be held on Wednesday, 22 October 2025 at 8:30 am in Katherine.

### FINANCIAL CONSIDERATIONS

Nil.

### ATTACHMENTS

1. OMC MIN 23072025 [6.1.1 - 8 pages]



**MINUTES OF THE ORDINARY MEETING OF THE ROPER GULF REGIONAL COUNCIL, HELD  
AT THE COUNCIL CHAMBERS, ROPER GULF REGIONAL COUNCIL SUPPORT CENTRE  
2 CRAWFORD STREET, KATHERINE, NT ON WEDNESDAY 23 JULY 2025 AT 8:30 AM**

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## **1 PRESENT MEMBERS/STAFF/GUESTS**

### **1.1 Elected Members**

- Mayor Tony JACK (Chairperson);
- Councillor Annabelle DAYLIGHT (via audio/video conference);
- Councillor Edwin NUNGGUMAJBARR;
- Councillor Kathy-Anne NUMAMURDIRDI (via audio/video conference);
- Councillor Gadrian HOOSAN;
- Councillor Samuel EVANS;
- Councillor Melissa ANDREWS WURRAMARRBA;
- Councillor Edna ILES; and
- Councillor Patricia FARRELL.

### **1.2 Staff Members**

- David HURST, Chief Executive Officer;
- Cindy HADDOW, General Manager Corporate Services and Sustainability;
- Luke HADDOW, General Manager Infrastructure Services and Planning;
- Cristian COMAN, Manager Corporate Compliance;
- Cristie GEER, Acting General Manager Council Services and Community Engagement (via audio/video conference); and
- Bhumika ADHIKARI, Governance Engagement Coordinator (minute secretary).

### **1.3 Guests**

- Greg EVANS, Financial Consultant (via audio/video conference); and
- Dilan ANDRA HANNADIGE, Department of Housing, Local Government and Community Development.

## **2 MEETING OPENED**

The Ordinary Meeting of Council opened at 8:33 am. The Mayor welcomed members, staff and guests and the Roper Gulf Regional Council Pledge was read.

### **Opening Remarks:**

*The Mayor and Councillors reflected on the Term of the sitting Council over the past four (4) years, noting that despite challenges faced during the Term, significant progress and improvements in projects and programs delivery, in meetings and engagement, and in Council's governance.*

*The Mayor and Councillors thanked the staff and further reflected on business and projects that they would like to see completed during next term of Council.*

## **3 WELCOME TO COUNTRY**

Mayor Tony JACK welcomed all persons to Country.

## **4 APOLOGIES AND LEAVE OF ABSENCE**

2025/103 **RESOLVED** (Councillor Melissa Andrews-Wurramarrba/Councillor Annabelle Daylight) **CARRIED**

That Council accepts the tendered apologies from Deputy Mayor Helen LEE, Councillor John DALYWATER, Councillor Owen TURNER and Councillor Selina ASHLEY.

## **5 QUESTIONS FROM THE PUBLIC**

Nil.

## **6 CONFIRMATION OF PREVIOUS MINUTES**

### **6.1 CONFIRMATION OF PREVIOUS MINUTES**

**2025/104 RESOLVED (Councillor Melissa Andrews-Wurramarrba/Councillor Annabelle Daylight) CARRIED**

That Council confirms the minutes from its Ordinary Meeting held on Wednesday, 04 June 2025, and affirms them to be a true and accurate record of that Meeting's decisions and proceedings.

## **7 BUSINESS ARISING FROM PREVIOUS MINUTES**

### **7.1 Action List**

**2025/105 RESOLVED (Councillor Melissa Andrews-Wurramarrba/Councillor Annabelle Daylight) CARRIED**

That Council:

- (a) receives and notes the Action List;
- (b) approves the removal of completed items; and
- (c) requests Chief Executive Officer to invite Marlene TIMOTHY to the official Opening of the Borroloola Cyclone Shelter.

## **8 PREVIOUS COMMITTEE MEETING MINUTES**

### **8.1 Previous Committee Meeting Minutes**

**2025/106 RESOLVED (Councillor Edwin Nungumajbarr/Councillor Annabelle Daylight) CARRIED**

That Council receives and notes the Previous Committee Meeting Minutes Report.

## **9 CALL FOR ITEMS OF OTHER GENERAL BUSINESS**

Nil.

## **10 DISCLOSURE OF INTEREST**

There were no declarations of interest at this Ordinary Meeting of Council.

## **11 INCOMING CORRESPONDENCE**

### **11.1 Incoming Correspondence**

**2025/107 RESOLVED (Councillor Samuel Evans/Councillor Patricia Farrell) CARRIED**

That Council:

- (a) accepts the Incoming Correspondence;
- (b) supports the Barunga AFL Community Hub, and authorises the Chief Executive Officer to compile and supply a Letter of Support to the same;
- (c) requests Chief Executive Officer to research impact of the Kalano and Rock Hole Community 'No school, No footy' programme; and
- (d) requests the Chief Executive Officer to compile and supply a business paper on rates forgiveness to the next Council.

**12 OUTGOING CORRESPONDENCE****12.1 Outgoing Correspondence****2025/108 RESOLVED (Councillor Edna Iles/Councillor Edwin Nunggumajbarr) CARRIED**

That Council notes the Outgoing Correspondence.

**13 WARD REPORTS****13.1 Nyiranggulung Ward Report****2025/109 RESOLVED (Councillor Patricia Farrell/Councillor Edwin Nunggumajbarr) CARRIED****That Council:**

- (a) receives and notes the Nyiranggulung Ward Report;
- (b) approves the recommendation from the Wugularr Local Authority Meeting held on Tuesday, 01 July 2025;
- (c) approves the Provisional recommendation from the Manyallaluk Local Authority Meeting held on Tuesday, 01 July 2025;
- (d) approves the recommendation from the Barunga Local Authority Meeting held on Wednesday, 02 July 2025;
- (e) accepts the nomination of Loretta GEORGE and Alonza ASHLEY and appoints as a member of the Wugularr Local Authority;
- (f) allocates \$2,000 of Local Authority Project Funding of the Wugularr Local Authority to purchase generator for Wugularr Community; and
- (g) requests on behalf of the Barunga Local Authority for the Chief Executive Officer to compile and supply correspondence to the Power and Water Corporation pertaining to the installation of water tap connections in NorForce Park.

**13.2 Never Never Ward Report****2025/110 RESOLVED (Councillor Samuel Evans/Councillor Edna Iles) CARRIED****That Council:**

- (a) receives and notes the Never Never Ward Report; and
- (b) requests on behalf of the constituents of the Ward, for the Chief Executive Officer to compile and supply correspondence to relevant parties pertaining to concerns on the inadequacy of renal services transport due to mismanagement of the same by the Jilkminggan Community Aboriginal Corporation.

**13.3 Numbulwar Numburindi Ward Report****2025/111 RESOLVED (Councillor Edwin Nunggumajbarr/Councillor Melissa Andrews-Wurramarrba) CARRIED****That Council:**

- (a) receives and notes the Numbulwar Numburindi Ward Report;
- (b) acknowledges and supports Councillor Kathy-Anne NUMAMURDIRDI's and NUNGGUMAJBARR's gratitude and acknowledgement of local (Numbulwar) staff for their efforts and work, noting the clearing of rubbish, and other waste;
- (c) notes concern as raised by Councillor Edwin NUNGGUMAJBARR potholes from Community to the jetty, washout of road at the Church, inadequate street lighting at the corner of the School;
- (d) notes Councillor Edwin NUNGGUMAJBARR's concerns pertaining to outside persons entering Numbulwar after hours, past the 2200hrs Night Patrol curfew and causing disturbances;
- (e) requests s19 *Aboriginal Land Rights (Northern Territory) Act 1976 (Cth)* (ALRA's) applications to be made for new cemetery site and gravel pits for access and works; and
- (f) requests the Chief Executive Officer to make arrangements for the implementation of the above.

**13.4 South West Gulf Ward Report**

2025/112 **RESOLVED (Councillor Samuel Evans/Councillor Gadrian Hoosan) CARRIED**

That Council receives and notes the South West Gulf Ward Report.

**13.5 Yugul Mangi Ward Report**

2025/113 **RESOLVED (Councillor Kathy-Anne Numamurdiridi/Councillor Edwin Nunggumajbarr) CARRIED**

That Council:

- (a) receives and notes the Yugul Mangi Report;
- (b) notes Councillor Melissa ANDREWS' concerns pertaining to bins and bin holders in park, requirement for additional bins and bin holders; and
- (c) requests the Chief Executive Officer to contact Power and Water Corporation pertaining to sewer pipes at park requiring repairs.

**14 EXECUTIVE REPORTS****14.1 Mayor's Report**

2025/114 **RESOLVED (Councillor Edwin Nunggumajbarr/Councillor Edna Iles) CARRIED**

That Council receives and notes the Mayor's Report.

**14.2 Chief Executive Officer's Report**

2025/115 **RESOLVED (Councillor Edwin Nunggumajbarr/Councillor Melissa Andrews-Wurramarrba) CARRIED**

That Council receives and notes the Chief Executive Officer's Report.

**14.3 Council Meeting Attendance Report**

2025/116 **RESOLVED (Councillor Patricia Farrell/Councillor Annabelle Daylight) CARRIED**

That Council receives and notes the Council Meeting Attendance Report.

**14.4 Determination of Allowances for Members of Local Councils from 01 July 2025 - Remuneration Tribunal Determination**

2025/117 **RESOLVED (Councillor Edwin Nunggumajbarr/Councillor Samuel Evans) CARRIED**

That Council receives and notes the Council Member Allowance from 01 July 2025 - Remuneration Tribunal Determination.

**14.5 ALGA NGA 2025**

2025/118 **RESOLVED (Councillor Edwin Nunggumajbarr/Councillor Samuel Evans) CARRIED**

That Council:

- (a) receives and notes the Australian Local Government Association (ALGA) – National General Assembly 2025 attendance report; and
- (b) lodges formal complaints with ALGA and the Commonwealth pertaining to the inappropriate and racist remarks made by Dr. Anne WEBSTER, Shadow Minister for Local Government at the Assembly.

**15 CORPORATE SERVICES AND SUSTAINABILITY DIVISIONAL REPORT****15.1 Council Financial Report as at 30.06.2025**

2025/119 **RESOLVED (Councillor Annabelle Daylight/Councillor Patricia Farrell) CARRIED**

That Council receives and notes the Council's Financial Report as at 30 June 2025.

*Councillor Patricia Farrell left the meeting at 10:52 am.  
Councillor Patricia Farrell returned to the meeting at 10:54 am.*

### **15.2 Legal and Constitutional Affairs Committee Report**

**2025/120 RESOLVED (Councillor Melissa Andrews-Wurramarrba/Councillor Samuel Evans) CARRIED**

That Council:

- (a) receives and notes the Legal and Constitutional Affairs Committee Report;
- (b) requests for more extensive community consultation to be undertaken, noting the highly sensitive nature, and importance of this matter; and
- (c) directs the Chief Executive Officer to correspond with the Legal and Constitutional Affairs Committee in relation to the above (Item (b)).

### **15.3 ALGA Board Meeting Communique**

**2025/121 RESOLVED (Councillor Kathy-Anne Numamurdiridi/Councillor Melissa Andrews-Wurramarrba) CARRIED**

That Council receives and notes the ALGA Board Meeting Communique.

### **15.4 LGANT Board Meeting Communique**

**2025/122 RESOLVED (Councillor Edwin Nungumajbarr/Councillor Patricia Farrell) CARRIED**

That Council receives and notes the LGANT Board Meeting Communique.

## **16 COMMUNITY SERVICES AND ENGAGEMENT DIVISIONAL REPORT**

### **16.1 Aged Care and Disability Services Report**

**2025/123 RESOLVED (Councillor Melissa Andrews-Wurramarrba/Councillor Samuel Evans) CARRIED**

That Council receives and notes the Aged Care and Disability Report.

*Councillor Gadrian Hoosan left the meeting at 11:46 am.  
Councillor Gadrian Hoosan returned to the meeting at 11:51 am.*

### **16.2 Programs Update**

**2025/124 RESOLVED (Councillor Kathy-Anne Numamurdiridi/Councillor Melissa Andrews-Wurramarrba) CARRIED**

That Council receives and notes the Programs Update.

## **17 INFRASTRUCTURE SERVICES AND PLANNING DIVISIONAL REPORT**

### **17.1 Major Projects Report**

**2025/125 RESOLVED (Councillor Melissa Andrews-Wurramarrba/Councillor Patricia Farrell) CARRIED**

That Council:

- (a) receives and notes the Major Projects Report;
- (b) approves budget amendment for an additional \$300,000 to be allocated for PR 004 Recycling Centre Construction Borroloola; and
- (c) designates the installation of a suitable generator at the Numbulwar Aged Care facility as a priority project.

*Councillor Samuel Evans left the meeting at 1:26 pm.  
Councillor Samuel Evans returned to the meeting at 1:28 pm.*

**17.2 Local Authority Projects Update**2025/126 **RESOLVED (Councillor Edna Iles/Councillor Gadrian Hoosan)****CARRIED**

That Council receives and notes the Local Authority Projects Update Report.

**18 GENERAL BUSINESS**

Nil.

**19 DEPUTATIONS AND PETITIONS**

Nil.

**20 CLOSED SESSION****DECISION TO MOVE TO CLOSED SESSION**2025/127 **RESOLVED (Councillor Patricia Farrell/Councillor Melissa Andrews- Wurramarrba)** **CARRIED**

That pursuant to *section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(a) of the Local Government (General) Regulations 2021* the meeting be closed to the public to consider the Confidential items of the Agenda :-

**20.1 Confirmation of Previous Minutes Confidential Session**

*Regulation 51(1)(e) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(e). It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.*

**20.2 Action List**

*Regulation 51(1)(e) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(e). It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.*

**20.3 Previous Committee Minutes Confidential Session**

*Regulation 51(1)(d) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(d). It contains information subject to an obligation of confidentiality at law, or in equity.*

*Regulation 51(1)(e) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(e). It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.*

**20.4 Write-Off of Incorrectly Applied Rates for Non-Rateable Property**

*Regulation 51(1)(b) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(b). It contains information about the personal circumstances of a resident or ratepayer.*

*Regulation 51(1)(c)(i) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(i). It contains information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.*

*Regulation 51(1)(e) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(e). It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.*

#### **20.5 Community Development Program Report**

#### **21.5 Community Development Program Report**

**2025/132 RESOLVED (Councillor Samuel Evans/Councillor Gadrian Hoosan) CARRIED**

That Council:

- (a) receives and notes the Community Development Program (CDP) Update Report; and
- (b) makes the public resolution for this report in the open Minutes of this Council Meeting.

*Regulation 51(1)(c)(i) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(i). It contains information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.*

*Regulation 51(1)(c)(iii) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(iii). It contains information that would, if publicly disclosed, be likely to: prejudice the security of the council, its members or staff.*

*Regulation 51(1)(e) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(e). It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.*

*Regulation 51(1)(f) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(f). It contains information in relation to a complaint of a contravention of the code of conduct.*

#### **20.6 Fees for Signs in Mataranka**

*Regulation 51(1)(c)(i) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(i). It contains information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.*

#### **20.1.1 Return to Open Meeting**

**2025/134 RESOLVED (Councillor Kathy-Anne Numamurdirdi/Councillor Samuel Evans) CARRIED**

That pursuant to section 99(2) and 293(1) of the *Local Government Act 2019* and Regulation 51(1)(a) of the *Local Government (General) Regulations 2021* the meeting be re-opened at 2:52 pm to the public.

### **21 CLOSE OF MEETING**

#### **Closing Remarks:**

*Mayor Tony JACK reflected on Term of this sitting Council and on its achievements.*

*The Mayor noted the significant improvements pertaining to Council's governance and engagement especially since the successful recruitment of the Chief Executive Officer and Executive from last year;*

*The Mayor thanked Council and Staff for their support.*

*The Chief Executive Officer thanked the Mayor for his leadership and support and that of Council during its Term.*

*The Chief Executive Officer further thanked the Mayor and Council for their diligence and focus on accountability.*

*The Mayor thanked the Governance Team for its support to Council over the Term, further noting the significant improvements in Council's governance over the past year.*

The meeting closed at 2:54 pm.

This page and the preceding pages are the minutes of the Ordinary Meeting of Council held on 23 July 2025 and will be confirmed at the next Ordinary Meeting of Council.

\_\_\_\_\_  
Mayor  
Confirmed on September 2025

## BUSINESS ARISING FROM PREVIOUS MINUTES

<b>ITEM NUMBER</b>	7.1
<b>TITLE</b>	Action List
<b>AUTHOR</b>	Daniele Piga, Governance Coordinator

### RECOMMENDATION

That Council:

- (a) receives and notes the Action List; and
- (b) approves the removal of completed items.

### KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

### BACKGROUND

The Action List is a summary of tasks that Council has requested be undertaken by Council Staff.

The Action List is a **non-authoritative** reference document for Business Arising out of Previous Minutes. The highlighted points are the actionable item of each **resolved** matter.

ACTION LIST	MEETING DATE	REPORTING MECHANISM
<p><b>14.3 Chief Executive Officer's Report</b></p> <p><b>2025/85 RESOLVED (Councillor Gadrian Hoosan/Deputy Mayor Helen Lee)</b></p> <p>That Council:</p> <ul style="list-style-type: none"> <li>(a) receives and notes the Chief Executive Officer's Report;</li> <li>(b) authorises the Chief Executive Officer to compile and supply a Letter of Support for the Indigenous Communications Group Pty Ltd for its application to establish and supply free community Wi-Fi in Ngukurr;</li> <li>(c) considers the request from the Djilpin Arts Aboriginal Corporation pertaining to fees and charges and Council becoming a Trustee for the Blanasi Collection;</li> <li>(d) supports in principle to become a Trustee for the Blanasi Collection pending legal advice;</li> <li>(e) requests the Djilpin Arts Aboriginal Corporation to supply full details and amounts of its rates and fee waiver requests;</li> <li>(f) authorises an official Opening Ceremony for the Borroloola Cyclone Shelter;</li> </ul>	<p><b>CARRIED</b></p> <p><b>04 June 2025</b></p>	<p>Completed</p> <p>d) awaiting legal advice</p>

- (g) appoints Mayor JACK, Deputy Mayor Lee, Councillors HOOSAN, EVANS, ANDREWS, and NUNGGUMAJBARR as its official representatives for the Borroloola Cyclone Shelter Official Opening, and delegates to the CEO the planning, coordination, and execution (including dates) for the Official Opening of the Borroloola Cyclone Shelter; and
- (h) invites the Administrator of the Northern Territory, Commonwealth Senator Malandiri McCARTHY, the Minister for Local Government, Mr. Noel DIXON, and CBT Board, to attend as official dignitaries to the Official Opening of the Borroloola Cyclone Shelter.

### 7.1 Action List

2025/105 **RESOLVED (Councillor Melissa Andrews-Wurramarrba/Councillor Annabelle Daylight)**

23 July 2025

Completed

#### **CARRIED**

That Council:

- (a) receives and notes the Action List;
- (b) approves the removal of completed items; and
- (c) requests Chief Executive Officer to invite Marlene TIMOTHY to the official Opening of the Borroloola Cyclone Shelter.

### 11.1 Incoming Correspondence

2025/107 **RESOLVED (Councillor Samuel Evans/Councillor Patricia Farrell)**

**CARRIED**

23 July 2025

Outgoing  
Correspondence

That Council:

- (a) accepts the Incoming Correspondence;
- (b) supports the Barunga AFL Community Hub, and authorises the Chief Executive Officer to compile and supply a Letter of Support to the same;
- (c) requests Chief Executive Officer to research impact of the Kalano and Rock Hole Community 'No school, No footy' programme; and
- (d) requests the Chief Executive Officer to compile and supply a business paper on rates forgiveness to the next Council.

Completed

Item 12.1

### 13.1 Nyiranggulung Ward Report

2025/109 **RESOLVED (Councillor Patricia Farrell/Councillor Edwin Nungumajbarr)**

**CARRIED**

23 July 2025

Outgoing  
Correspondence

That Council:

- (a) receives and notes the Nyiranggulung Ward Report;
- (b) approves the recommendation from the Wugularr Local Authority Meeting held on Tuesday, 01 July 2025;
- (c) approves the Provisional recommendation from the Manyallaluk Local Authority Meeting held on Tuesday, 01 July 2025;

Completed

- (d) approves the recommendation from the Barunga Local Authority Meeting held on Wednesday, 02 July 2025;
- (e) accepts the nomination of Loretta GEORGE and Alonza ASHLEY and appoints as a member of the Wugularr Local Authority;
- (f) allocates \$2,000 of Local Authority Project Funding of the Wugularr Local Authority to purchase generator for Wugularr Community; and
- (g) requests on behalf of the Barunga Local Authority for the Chief Executive Officer to compile and supply correspondence to the Power and Water Corporation pertaining to the installation of water tap connections in NorForce Park.
- Item 12.1

### 13.2 Never Never Ward Report

2025/110 **RESOLVED (Councillor Samuel Evans/Councillor Edna Iles)**

**CARRIED**

That Council:

- (a) receives and notes the Never Never Ward Report; and
- (b) requests on behalf of the constituents of the Ward, for the Chief Executive Officer to compile and supply correspondence to relevant parties pertaining to concerns on the inadequacy of renal services transport due to mismanagement of the same by the Jilkminggan Community Aboriginal Corporation.

**23 July 2025**

Chief Executive Officer Report

Completed  
Item 14.5

### 13.3 Numbulwar Numburindi Ward Report

2025/111 **RESOLVED (Councillor Edwin Nungumajbarr/Councillor Melissa Andrews-Wurramarra)**

**CARRIED**

That Council:

- (a) receives and notes the Numbulwar Numburindi Ward Report;
- (b) acknowledges and supports Councillor Kathy-Anne NUMAMURDIRDI's and NUNGGUMAJBARR's gratitude and acknowledgement of local (Numbulwar) staff for their efforts and work, noting the clearing of rubbish, and other waste;
- (c) notes concern as raised by Councillor Edwin NUNGGUMAJBARR potholes from Community to the jetty, washout of road at the Church, inadequate street lighting at the corner of the School;
- (d) notes Councillor Edwin NUNGGUMAJBARR's concerns pertaining to outside persons entering Numbulwar after hours, past the 2200hrs Night Patrol curfew and causing disturbances;
- (e) requests s19 *Aboriginal Land Rights (Northern Territory) Act 1976 (Cth)* (ALRA's) applications to be made for new cemetery site and gravel pits for access and works; and
- (f) requests the Chief Executive Officer to make arrangements for the implementation of the above.

**23 July 2025**

Chief Executive Officer Report

In progress  
Item 14.5

### 13.5 Yugul Mangi Ward Report

**2025/113 RESOLVED (Councillor Kathy-Anne Numamurdirdi/Councillor Edwin Nunggumajbarr)****CARRIED**

That Council:

- (a) receives and notes the Yugul Mangi Report;
- (b) notes Councillor Melissa ANDREWS' concerns pertaining to bins and bin holders in park, requirement for additional bins and bin holders; and
- (c) requests the Chief Executive Officer to contact Power and Water Corporation pertaining to sewer pipes at park requiring repairs.

**23 July 2025**Outgoing  
CorrespondenceCompleted  
Item 12.1**14.5 ALGA NGA 2025****2025/118 RESOLVED (Councillor Edwin Nunggumajbarr/Councillor Samuel Evans) CARRIED**

That Council:

- (a) receives and notes the Australian Local Government Association (ALGA) – National General Assembly 2025 attendance report; and
- (b) lodges formal complaints with ALGA and the Commonwealth pertaining to the inappropriate and racist remarks made by Dr. Anne WEBSTER, Shadow Minister for Local Government at the Assembly.

**23 July 2025**The new Council is  
requested to  
confirm this  
Resolution before it  
is executed**15.2 Legal and Constitutional Affairs Committee Report****2025/120 RESOLVED (Councillor Melissa Andrews-Wurramarrba/Councillor Samuel Evans)****CARRIED**

That Council:

- (a) receives and notes the Legal and Constitutional Affairs Committee Report;
- (b) requests for more extensive community consultation to be undertaken, noting the highly sensitive nature, and importance of this matter; and
- (c) directs the Chief Executive Officer to correspond with the Legal and Constitutional Affairs Committee in relation to the above (Item (b)).

**23 July 2025**Outgoing  
CorrespondenceCompleted  
Item 12.1**17.1 Major Projects Report****2025/125 RESOLVED (Councillor Melissa Andrews-Wurramarrba/Councillor Patricia Farrell) CARRIED**

That Council:

- (a) receives and notes the Major Projects Report;
- (b) approves budget amendment for an additional \$300,000 to be allocated for PR 004 Recycling Centre Construction Borroloola; and
- (c) designates the installation of a suitable generator at the Numbulwar Aged Care facility as a priority project.

**23 July 2025**(c) in progress  
Item 17.1

**ISSUES/OPTIONS/SWOT**

Nil.

**FINANCIAL CONSIDERATIONS**

Nil.

**ATTACHMENTS**

Nil.



## PREVIOUS COMMITTEE MEETING MINUTES

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<b>ITEM NUMBER</b>	8.1
<b>TITLE</b>	Previous Committee Meeting Minutes
<b>AUTHOR</b>	Daniele Piga, Governance Coordinator

### RECOMMENDATION

That Council receives and notes the Previous Committee Meeting Minutes Report.

### KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

### BACKGROUND

The Finance and Infrastructure Committee met on Tuesday, 12 August 2025 at 09:00 am having attained a Quorum.

The next Finance and Infrastructure Committee Meeting is scheduled to be held on Wednesday, 19 November 2025.

The Audit and Risk Committee met on Wednesday, 13 August 2025 at 10:00 am having attained a Quorum.

The next Audit and Risk Committee Meeting is scheduled to be held on Monday, 20 October 2025.

### ISSUES/OPTIONS/SWOT

The Finance and Infrastructure Committee attained a Quorum and proceeded with the meeting on Tuesday, 12 August 2025. Attached are the recorded minutes of that meeting.

The Audit and Risk Committee attained a Quorum and proceeded with the meeting on Wednesday, 13 August 2025. Attached are the recorded minutes of that meeting.

### FINANCIAL CONSIDERATIONS

Nil.

### ATTACHMENTS

1. FICM MIN 12082025 [8.1.1 - 4 pages]
2. AUD MIN 13082025 [8.1.2 - 3 pages]



MINUTES OF THE ROPER GULF REGIONAL COUNCIL, FINANCE AND INFRASTRUCTURE  
COMMITTEE HELD AT THE COUNCIL CHAMBERS ROPER GULF REGIONAL COUNCIL  
SUPPORT CENTRE  
2 CRAWFORD STREET, KATHERINE, NT ON TUESDAY 12 AUGUST 2025 AT 9:00 AM

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## 1 PRESENT MEMBERS/STAFF/GUESTS

### 1.1 Members

- Mayor Tony JACK (Chairperson);
- Deputy Mayor Helen LEE (via audio conference);
- Councillor John DALYWATER (via audio conference);
- Councillor Edwin NUNGGUMAJBARR (via audio/video conference);
- Councillor Kathy-Anne NUMAMURDIRDI (via audio/video conference);
- Councillor Annabelle DAYLIGHT (via audio/video conference); and
- Independent Member Awais UR REHMAN (via audio/video conference).

### 1.2 Staff

- David HURST, Chief Executive Officer;
- Cindy HADDOW, General Manager Corporate Services and Sustainability;
- Tony HOPP, General Manager Community Services and Engagement;
- Luke HADDOW, General Manager Infrastructure Services and Planning;
- Cristian COMAN, Manager Corporate Compliance;
- Bhumika ADHIKARI, Governance Engagement Coordinator; and
- Daniele PIGA, Governance Coordinator (Minute Secretary).

### 1.3 Guests

- Greg EVANS, Financial Consultant (via audio/video conference).

## 2 MEETING OPENED

The Finance and Infrastructure Committee Meeting opened at 9:19 am. The Mayor welcomed members and staff to the meeting and the Roper Gulf Regional Council Pledge was read.

## 3 APOLOGIES AND LEAVE OF ABSENCE

### 3.1 Apologies and Leave of Absence

2025/35 **RESOLVED (Deputy Mayor Helen Lee/Councillor Annabelle Daylight) CARRIED**

That the Finance and Infrastructure Committee accepts the tendered apologies from Councillors Owen TURNER, Kathy-Anne NUMAMURDIRDI and Edwin NUNGGUMAJBARR.

Councillors Kathy-Anne NUMAMURDIRDI and Edwin NUNGGUMAJBARR joined the Meeting at 09:26 am.

## 4 DISCLOSURE OF INTEREST

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

## 5 CONFIRMATION OF PREVIOUS MINUTES

### 5.1 Confirmation of Previous Minutes

2025/36 **RESOLVED (Awais Ur Rehman/Deputy Mayor Helen Lee) CARRIED**

That the Finance and Infrastructure Committee confirms the Minutes of the Finance and Infrastructure Committee Meeting held on Monday, 23 June 2025 and affirms them to be true and accurate record of that meeting's decisions and proceedings.

## 6 BUSINESS ARISING FROM PREVIOUS MINUTES

**6.1 Action List****2025/37 RESOLVED (Awais Ur Rehman/Councillor John Dalywater)****CARRIED**

That the Finance and Infrastructure Committee receives and notes the Action List.

Councillors Kathy-Anne NUMAMURDIRDI and Edwin NUNGGUMAJBARR joined the Meeting at 09:26 am.

**7 CALL FOR ITEMS OF OTHER GENERAL BUSINESS**

Nil.

**8 INCOMING CORRESPONDENCE**

Nil.

**9 OUTGOING CORRESPONDENCE**

Nil.

**10 EXECUTIVE REPORTS****10.1 Finance and Infrastructure Committee Member Attendance Report****2025/38 RESOLVED (Awais Ur Rehman/Councillor Kathy-Anne Numamurdirdi) CARRIED**

That the Finance and Infrastructure Committee receives and notes the Finance and Infrastructure Committee Member Attendance Report.

**11 CORPORATE SERVICES AND SUSTAINABILITY DIVISIONAL REPORT****11.1 July Finance Report****2025/39 RESOLVED (Councillor Edwin Nungumajbarr/Awais Ur Rehman) CARRIED**

That the Finance and Infrastructure Committee receives and notes the Council's Financial Report as at 31 July 2025.

**12 COMMUNITY SERVICES AND ENGAGEMENT DIVISIONAL REPORT**

Nil.

**13 INFRASTRUCTURE SERVICES AND PLANNING DIVISIONAL REPORT**

Nil.

**14 CLOSED SESSION**

Nil.

**15 CLOSE OF MEETING**

The meeting closed at 10:09 am.

This page and the proceeding pages are the Minutes of the Finance and Infrastructure Committee Meeting held on 12 August 2025 and will be confirmed on 19 November 2025.

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Mayor Tony JACK  
Confirmed on 19 November 2025



MINUTES OF THE ROPER GULF REGIONAL COUNCIL, AUDIT AND RISK COMMITTEE  
MEETING HELD AT THE COUNCIL CHAMBERS ROPER GULF REGIONAL COUNCIL  
SUPPORT CENTRE

2 CRAWFORD STREET, KATHERINE, NT ON WEDNESDAY 13 AUGUST 2025 AT 10:00 AM

## 1 PRESENT MEMBERS/STAFF/GUESTS

### 1.1 Appointed Members

- Independent Member Ian SWAN (Chairperson) (via audio/video conference);
- Independent Member Claudia GOLDSMITH (via audio/video conference);
- Independent Member Carolyn EAGLE (via audio/video conference); and
- Councillor Patricia FARRELL (via audio/video conference).

### 1.2 Staff

- David HURST, Chief Executive Officer (via audio/video conference);
- Cindy HADDOW, General Manager Corporate Services and Sustainability (via audio/video conference);
- Cristian COMAN, Manager Corporate Compliance;
- Bhumika ADHIKARI, Governance Engagement Coordinator; and
- Daniele PIGA, Governance Coordinator (minutes secretary).

### 1.3 Guests

- Greg EVANS, Managing Director, Greg Evans Consulting (via audio/video conference); and
- Matthew WARD, KPMG Enterprise, Audit and Assurance (via audio/video conference).

## 2 MEETING OPENED

The Audit and Risk Committee Meeting opened at 10:01 am. with **QUORUM**. The Chairperson welcomed members, staff and guests to the Meeting and the Roper Gulf Regional Council Pledge was read.

## 3 WELCOME TO COUNTRY

## 4 APOLOGIES AND LEAVE OF ABSENCE

### 4.1 Apologies and Leave of Absence

2025/27 **RESOLVED (Claudia Goldsmith/Councillor Patricia Farrell)** **CARRIED**  
That the Audit and Risk Committee accepts the apology of Councillor John DALYWATER.

## 5 QUESTIONS FROM THE PUBLIC

Nil.

## 6 CONFIRMATION OF PREVIOUS MINUTES

### 6.1 Confirmation of Audit and Risk Committee Previous Minutes

2025/28 **RESOLVED (Claudia Goldsmith/Councillor Patricia Farrell)** **CARRIED**  
That the Audit and Risk Committee confirms the minutes of the Audit Committee Meeting held on Wednesday, 11 June 2025, and affirms them to be a true and accurate record of those meetings, decisions and proceedings.

## 7 BUSINESS ARISING FROM PREVIOUS MINUTES

### 7.1 Action List

2025/29 **RESOLVED (Councillor Patricia Farrell/Claudia Goldsmith)** **CARRIED**  
That the Audit and Risk Committee receives and notes the Action List.

## 8 CALL FOR ITEMS OF OTHER GENERAL BUSINESS

## AUDIT AND RISK COMMITTEE MEETING MINUTES

13 AUGUST 2025

Nil.

**9 DISCLOSURE OF INTEREST**

Nil.

**10 INCOMING CORRESPONDENCE**

Nil.

**11 OUTGOING CORRESPONDENCE**

Nil.

**12 EXECUTIVE REPORTS****12.1 Audit and Risk Committee Member Attendance Report**

2025/30 **RESOLVED (Carolyn Eagle/Claudia Goldsmith)**

**CARRIED**

That the Audit and Risk Committee receives and notes the Audit and Risk Committee Member Attendance Report.

**13 CORPORATE SERVICES AND SUSTAINABILITY DIVISIONAL REPORT****13.1 July Finance Report**

2025/31 **RESOLVED (Claudia Goldsmith/Carolyn Eagle)**

**CARRIED**

That the Audit and Risk Committee receives and notes the Council's Financial Report as at 31 July 2025.

Matthew WARD, KPMG Enterprise, Audit and Assurance joined the Meeting at 10:15 am.

**14 COMMUNITY SERVICES AND ENGAGEMENT DIVISIONAL REPORT**

Nil.

**15 INFRASTRUCTURE SERVICES AND PLANNING DIVISIONAL REPORT**

Nil.

**16 GENERAL BUSINESS**

Nil.

**17 CLOSED SESSION****DECISION TO MOVE TO CLOSED SESSION**

2025/32 **RESOLVED (Claudia Goldsmith/Carolyn Eagle)**

**CARRIED**

That pursuant to *section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(a) of the Local Government (General) Regulations 2021* the meeting be closed to the public to consider the Confidential items of the Agenda :-

**17.1 Confirmation of Previous Minutes Confidential Session**

*Regulation 51(1)(c)(iii) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(iii). It contains information that would, if publicly disclosed, be likely to: prejudice the security of the council, its members or staff.*

**17.2 Action List**

*Regulation 51(1)(c)(iii) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(iii). It contains information that would, if publicly disclosed, be likely to: prejudice the security of the council, its members or staff.*

**17.3 Finance Consultant Update**

*Regulation 51(1)(c)(iii) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(iii). It contains information that would, if publicly disclosed, be likely to: prejudice the security of the council, its members or staff.*

*Regulation 51(1)(e) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(e). It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.*

Matthew WARD, KPMG Enterprise, Audit and Assurance, left the Meeting at 10:40 am.

Greg EVANS, Managing Director, Greg Evans Consulting, left the Meeting at 11:25 am.

**17.4 Compliance Review Action Report**

*Regulation 51(1)(c)(iii) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(iii). It contains information that would, if publicly disclosed, be likely to: prejudice the security of the council, its members or staff.*

*Regulation 51(1)(e) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(e). It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.*

**17.5 Aged Care Report**

*Regulation 51(1)(e) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(e). It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.*

**17.1.1 Return to Open Meeting**

2025/38 **RESOLVED (Carolyn Eagle/Claudia Goldsmith)**

**CARRIED**

That pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(a) of the Local Government (General) Regulations 2021 the meeting be re opened to the public.

**18 CLOSE OF MEETING**

The Meeting closed at 11:40 pm.

This page and the preceding pages are the Minutes of the Audit and Risk Committee Meeting held on Wednesday, 13 August 2025 and will be confirmed at the next meeting.

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Chairperson Ian SWAN  
Confirmed on 20 October 2025.

## INCOMING CORRESPONDENCE

<b>ITEM NUMBER</b>	11.1
<b>TITLE</b>	Incoming Correspondence
<b>AUTHOR</b>	Daniele Piga, Governance Coordinator

### RECOMMENDATION

That Council:

- (a) accepts the Incoming Correspondence Report;
- (b) receives and notes the Liquor Licensing Application; and
- (c) considers the Fee-waiver request from the Moriarity Foundation.

### KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

Item No.	Date Received	Sender	Sent To	Correspondence Details
01	11/08/2025	Mayor MATT, Burnett ALGA President	Roper Gulf Mayor Tony JACK	Motion submitted to 2025 National General Assembly of Local Government
02	24/08/2025	Judy MACFARLANE, Mataranka Community Member	David HURST, Chief Executive Officer	Mataranka Fishing Sporting Recreation letter of Support
03	30/08/2025	Mitch SHERRATT	Roper Gulf Regional Council	Sponsorship Letter – Mason SHERRATT
04	08/09/2025	Kirsten KELLY, Electoral Commissioner	David HURST, Chief Executive Officer	2025 Local Government Election Results
05	08/09/2025	Kirsten KELLY, Electoral Commissioner	David HURST, Chief Executive Officer	2025 Local Government Election Results – Uncontested Elections – Duly Elected Candidates
06	15/09/2025	Amber JAMES, Liquor Inspector – Licensing NT	David HURST, Chief Executive Officer	Application for a General Restricted Area – Wathunga/Wathanka
07	15/09/2025	Jen WICKS, Program Manager, John Moriarty Football	Roper Gulf Regional Council	Request for Court Hire Fees to be Waived - Sport & Rec Centre Borroloola

### ATTACHMENTS

Nil.

## OUTGOING CORRESPONDENCE

<b>ITEM NUMBER</b>	12.1
<b>TITLE</b>	Outgoing Correspondence
<b>AUTHOR</b>	Daniele Piga, Governance Coordinator

### RECOMMENDATION

That Council notes the Outgoing Correspondence Report.

### KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

Item No.	Date Received	Sender	Sent To	Correspondence Details
01	21/07/2025	David HURST, Chief Executive Officer	Selena UIBO, Leader of the Opposition	Official Opening of the Borroloola Cyclone Shelter
02	25/07/2025	David HURST, Chief Executive Officer	Jessica DE MASSON, Executive Director, Northern Region, Department of Logistics and Infrastructure	Official Opening of the Borroloola Cyclone Shelter
03	25/07/2025	David HURST, Chief Executive Officer	Caroline WILLIAMS, Executive Director, Parliamentary Support Department of the Legislative Assembly	Voluntary Assisted Dying (VAD) Consultation
04	25/07/2025	David HURST, Chief Executive Officer	Marlene TIMOTHY	Official Opening of the Borroloola Cyclone Shelter
05	25/07/2025	David HURST, Chief Executive Officer	Donna CAPES Youth Development Manager Australian Football League, Northern Territory (AFL, NT)	Community-based Australian Football League Hub - Barunga
06	25/07/2025	David HURST, Chief Executive Officer	Megan Purser, Power and Water Corporation	Installation of water tap connections in NorForce Park, Barunga
07	25/07/2025	David HURST, Chief Executive Officer	Megan PURSER, Power and Water Corporation	Sewer pipes at requiring urgent repairs, Ngukurr
08	29/07/2025	David HURST, Chief Executive Officer	Numbulwar Staff, Roper Gulf Regional Council	Commendation of work
09	31/07/2025	David HURST, Chief Executive Officer	Des BARRITT and Clair O'BRIEN	Mataranka Local Authority

<b>10</b>	12/08/2025	David HURST, Chief Executive Officer	Community Benefit Trust Board Members, McArthur River Mine	Town Camp roads – Borroloola
<b>11</b>	12/08/2025	David HURST, Chief Executive Officer	Mike LONGTON, Borroloola Local Authority Member	Official Opening of the Borroloola Cyclone Shelter
<b>12</b>	12/08/2025	David HURST, Chief Executive Officer	Borroloola Local Authority Members	Official Opening of the Borroloola Cyclone Shelter
<b>13</b>	13/08/2025	David HURST, Chief Executive Officer	Alexandros KARANIKOLAS, Northern Territory Government	Official Opening of the Borroloola Cyclone Shelter and Town Camp roads
<b>14</b>	28/07/2025	David HURST, Chief Executive Officer	Alonza ASHLEY, Wugularr Local Authority Member	Wugularr Local Authority Member Appointment Letter
<b>15</b>	28/07/2025	David HURST, Chief Executive Officer	Loretta GEORGE, Wugularr Local Authority Member	Wugularr Local Authority Member Appointment Letter
<b>16</b>	20/08/2025	David HURST, Chief Executive Officer	Alison FRY, Department of Mining and Energy	Request for Updated Contact Details
<b>17</b>	22/08/2025	David HURST, Chief Executive Officer	Megan PURSER, Power and Water Corporation	Odour Emitting from the Sewage Pond
<b>18</b>	21/08/2025	David HURST, Chief Executive Officer	Jessica DE MASSON, Department of Logistics and Infrastructure	Mataranka Road Safety
<b>19</b>	05/09/2025	David HURST, Chief Executive Officer	The Honourable Steven EDGINGTON, Minster for Local Government.	Invitation to Ordinary Meeting of Council
<b>20</b>	18/09/2025	David HURST, Chief Executive Officer	Senator the Hon Malarndirri MCCARTHY, Minister for Indigenous Australians,	Advocacy for Remote Community Policing
<b>21</b>	18/09/2025	David HURST, Chief Executive Officer	Bridgitte ATKINSON, Director Big Rivers, Department of Housing, Local Government and Community Development.	Invitation to Ordinary Meeting of Council and Numbulwar Local Authority
<b>22</b>	18/09/2025	David HURST, Chief Executive Officer	The Board of Directors, Sea Swift (NT) Proprietary Limited.	Recycling Initiative in Numbulwar

<b>23</b>	18/09/2025	David HURST, Chief Executive Officer	Joe and Shirin MACFARLANE, Katherine Funeral Services.	Burial in Numbulwar Community
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**ATTACHMENTS**

Nil.

## WARD REPORTS

<b>ITEM NUMBER</b>	13.1
<b>TITLE</b>	Nyirranggulung Ward Report
<b>AUTHOR</b>	Bhumika Adhikari, Governance Engagement Coordinator

### RECOMMENDATION

That Council:

- (a) receives and notes the Nyirranggulung Ward Report;
- (b) appoints at least one (1) Elected Member of that Ward to the following Local Authorities in accordance with section 77 of the *Local Government Act 2019*
  - Barunga Local Authority;
  - Wugularr Local Authority;
  - Manyallaluk Local Authority;
  - Bulman Local Authority;
- (c) nominates future dates for the Barunga, Wugularr, Manyallaluk and Bulman Local Authority meetings for the remainder of the calendar year; and
- (d) confirms the appointment of all other Local Authority Members.

### KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

### BACKGROUND

The Nyirranggulung Ward is comprised of the Barunga Local Authority, Wugularr Local Authority, Bulman Local Authority and Manyallaluk Local Authority.

There was no Local Authority Meeting scheduled in Nyirranggulung Ward since the last Council Meeting.

### UPCOMING MEETINGS

DATE	MEETING
06 October 2025 at 10:00am	Wugularr Local Authority Meeting
06 October 2025 at 2:30pm	Manyallaluk Local Authority Meeting
07 October 2025 at 10:00am	Barunga Local Authority Meeting
09 October 2025 at 10:00am	Bulman Local Authority Meeting

### ISSUES/OPTIONS/SWOT

Councillor Helen LEE requested information regarding the Barunga community's water pressure concerns, and updates regarding the housing issues in the community, particularly those related to leaking and outdated pipes.

Councillor Helen LEE raised concerns regarding the organisation of waste management services for the Barunga Festival and Big Rivers Football Night, emphasising the need for improved planning and coordination.

Local Authority	Number of Vacancies
Wugularr Local Authority	0
Barunga Local Authority	0
Manyallaluk Local Authority	0
Bulman Local Authority	0

### FINANCIAL CONSIDERATIONS

Nil.

**ATTACHMENTS**

Nil.

## WARD REPORTS

<b>ITEM NUMBER</b>	13.2
<b>TITLE</b>	Never Never Ward Report
<b>AUTHOR</b>	Bhumika Adhikari, Governance Engagement Coordinator

### RECOMMENDATION

That Council:

- (a) receives and notes the Never Never Ward Report;
- (b) approves the Provisional recommendation from the Provisional Jilkminggan Local Authority Meeting held on Tuesday, 05 August 2025;
- (c) approves the recommendation from the Mataranka Local Authority Meeting held on Tuesday, 05 August 2025;
- (d) approves the recommendation from the Hodgson Downs (Minyerri) Local Authority Meeting held on Monday, 01 September 2025;
- (e) appoints at least one (1) Elected Member of the Ward to the following Local Authorities in accordance with section 77 of the *Local Government Act 2019*
  - Mataranka Local Authority;
  - Jilkminggan Local Authority;
  - Hodgson Downs (Minyerri) Local Authority;
- (f) nominates future dates for the Jilkminggan, Mataranka and Hodgson Downs (Minyerri) Local Authority meetings for the remainder of the calendar year; and
- (g) confirms the appointment of all other Local Authority Members.

### KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

### BACKGROUND

The Never Never Ward is comprised of the Mataranka Local Authority, Jilkminggan Local Authority, Hodgson Downs (Minyerri) Local Authority and the townships of Larrimah and Daly Waters.

The Jilkminggan Local Authority met and held a meeting on Tuesday, 05 August 2025 as a **Provisional**. Attached are the recorded Minutes from that meeting for Council to review.

The Mataranka Local authority met and held a meeting on Tuesday, 05 August 2025 as a **Quorum**. Attached are the recorded Minutes from that meeting for Council to review.

The Hodgson Downs (Minyerri) Local Authority met and held a meeting on Monday, 01 September 2025 with **Quorum**. Attached are the recorded Minutes from that meeting for Council to review.

### UPCOMING MEETINGS

DATE	MEETING
04 November 2025 at 10:00am	Jilkminggan Local Authority Meeting
04 November 2025 at 1:00pm	Mataranka Local Authority Meeting
05 November 2025 at 10:30am	Larrimah Community Consultative Meeting
05 November 2025 at 1:30pm	Daly Waters Community Consultative Meeting
01 December 2025 at 11:00 am	Hodgson Downs (Minyerri) Local Authority Meeting

### ISSUES/OPTIONS/SWOT

LOCAL AUTHORITY	NUMBER OF VACANCIES
Mataranka Local Authority	0
Jilkminggan Local Authority	0
Hodgson Downs (Minyerri) Local Authority	0

## **FINANCIAL CONSIDERATIONS**

Nil.

## **ATTACHMENTS**

1. JIL MIN 05082025 [**13.2.1** - 3 pages]
2. MAT MIN 05082025 [**13.2.2** - 3 pages]
3. HOD 01092025 [**13.2.3** - 3 pages]



MINUTES OF THE JILKMINGGAN LOCAL AUTHORITY MEETING OF THE ROPER GULF REGIONAL COUNCIL, HELD AT THE AT THE CONFERENCE ROOM, COUNCIL SERVICE DELIVERY CENTRE, JILKMINGGAN ON TUESDAY 5 AUGUST 2025 AT 10:00 AM

## 1 PRESENT MEMBERS/STAFF/GUESTS

### 1.1 Members

- Cecilia LAKE (via audio conference);
- Shirley ROBERTS; and
- Jeffrey JOE (Chairperson).

*Councillor Annabelle DAYLIGHT attended in-person to deliver her apology for being unable to attend the Meeting.*

### 1.2 Staff

- David HURST, Chief Executive Officer;
- Cindy HADDOW, General Manager Corporate Services and Sustainability;
- Cristian COMAN, Manager Corporate Compliance;
- Karyn KALAMARAS, Council Services Manager;
- Rachael WALTERS, Senior Administration Support Officer;
- Shane SMITH, Community Safety Coordinator;
- Bhumika ADHIKARI, Governance Engagement Coordinator (minute secretary); and
- Daniele PIGA, Governance Coordinator.

### 1.3 Guests

- Mayor Tony JACK;
- Brandon CHARMAN, Northern Territory Police Force (via audio/video conference); and
- Tom GEIER, Northern Territory Police Force (via audio/video conference).

## 2 MEETING OPENED

The Jilkmिंगgan Local Authority Meeting opened at 10:13 am as a **PROVISIONAL** meeting. The Chairperson welcomed members, staff and guests to the meeting and the Roper Gulf Regional Council Pledge was read.

## 3 WELCOME TO COUNTRY

LA Member Cecelia LAKE welcome all person to Country.

## 4 APOLOGIES AND LEAVE OF ABSENCE

### 4.1 Re-Election of a Chairperson

*JIL P-22/2025 RESOLVED (LA Member Jeffrey Joe/LA Member Cecilia Lake)*

**CARRIED**

That the Provisional Jilkmिंगgan Local Authority:

- receives and notes the Re-Election of Chairperson report; and
- elects Jeffrey JOE as Chairperson for a term of three (3) months.

Jilkminggan Local Authority Minutes

5 August 2025

**4.2 Apologies and Leave of Absence****JIL P-23/2025 RESOLVED (LA Member Jeffrey Joe/LA Member Shirley Roberts) CARRIED**

That the Provisional Jilkminggan Local Authority accepts the tendered apologies from Lisa McDONALD, Anne Marie WOODS, Ossie DAYLIGHT, Alesha SANDY and Councillor Annabelle DAYLIGHT.

**5 QUESTIONS FROM THE PUBLIC**

Nil.

**6 DISCLOSURE OF INTEREST**

There were no declaration of interest at this Jilkminggan Local Authority Meeting.

**7 CONFIRMATION OF PREVIOUS MINUTES****7.1 Jilkminggan Local Authority Meeting Previous Minutes****JIL P-24/2025 RESOLVED (LA Member Jeffrey Joe/LA Member Shirley Roberts) CARRIED**

That the Provisional Jilkminggan Local Authority receives and notes the minutes from the Meeting held on Tuesday, 06 May 2025 and affirms them to be a true and accurate record of the Meeting's decisions and proceedings.

**8 BUSINESS ARISING FROM PREVIOUS MINUTES****8.1 Action List****JIL P-25/2025 RESOLVED (LA Member Jeffrey Joe/LA Member Shirley Roberts) CARRIED**

That the Provisional Jilkminggan Local Authority:

- (a) receives and notes the Action List Report; and
- (b) approves the removal of completed items.

**9 CALL FOR ITEMS OF OTHER GENERAL BUSINESS**

Nil.

**10 INCOMING CORRESPONDENCE**

Nil.

**11 OUTGOING CORRESPONDENCE**

Nil.

**12 OPERATIONAL REPORTS****12.1 Local Authority Member Attendance Report****JIL P-26/2025 RESOLVED (LA Member Jeffrey Joe/LA Member Shirley Roberts) CARRIED**

That the Provisional Jilkminggan Local Authority receives and notes the Local Authority Member Attendance Report.

**12.2 Elected Members Report****JIL P-27/2025 RESOLVED (LA Member Jeffrey Joe/LA Member Shirley Roberts) CARRIED**

That the Provisional Jilkmिंगgan Local Authority receives and notes the Elected Members Report.

**12.3 Jilkmिंगgan Local Authority Projects Update**

*JIL P-28/2025* **RESOLVED (LA Member Jeffrey Joe/LA Member Shirley Roberts) CARRIED**

That the Provisional Jilkmिंगgan Local Authority:

- (a) receives and notes the Local Authority Projects Update Report; and
- (b) allocates \$4,500 towards Community Barbecues with Police (Cops and Kids) initiative for three (3) months (\$1,500 per month).

**12.4 Jilkmिंगgan LA June YTD Finance Report**

*JIL P-29/2025* **RESOLVED (LA Member Jeffrey Joe/LA Member Shirley Roberts) CARRIED**

That the Provisional Jilkmिंगgan Local Authority receives and notes the Council Financial (Expenditure) Report for the period 01 July 2024 to 30 June 2025.

**12.5 Council Services Report**

*JIL P-30/2025* **RESOLVED (LA Member Jeffrey Joe/LA Member Shirley Roberts) CARRIED**

That the Provisional Jilkmिंगgan Local Authority receives and notes the Council Services Report.

**13 OTHER BUSINESS**

Nil.

**14 GENERAL BUSINESS**

Nil.

**15 CLOSE OF MEETING**

The meeting closed at 11:11 am.

This page and the preceding pages are the Minutes of the Jilkmिंगgan Local Authority Meeting, held on Tuesday, 05 August 2025 and confirmed.

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 Chairperson  
 Confirmed on .



MINUTES OF THE MATARANKA LOCAL AUTHORITY MEETING OF THE ROPER GULF  
REGIONAL COUNCIL, HELD AT THE MATARANKA TOWN HALL  
ON TUESDAY 5 AUGUST 2025 AT 1:00 PM

## 1 PRESENT MEMBERS/STAFF/GUESTS

### 1.1 Appointed Members

- Rachael WALTERS (Chairperson);
- Sue EDWARDS;
- Johnny BILLY;
- Shaunette MARTIN; and
- Maria GIBBS.

### 1.2 Staff Members

- David HURST, Chief Executive Officer;
- Cindy HADDOW, General Manager Corporate Services and Sustainability;
- Luke HADDOW, General Manager Infrastructure Services and Planning;
- Cristian COMAN, Manager Corporate Compliance;
- Karyn KALAMARAS, Council Services Manager;
- Tracey WALLACE, CDP Coordinator;
- Shane SMITH, Community Safety Coordinator;
- Bhumika ADHIKARI, Governance Engagement Coordinator (minute secretary); and
- Daniele PIGA, Governance Coordinator.

### 1.3 Guests

- Mayor Tony JACK;
- Brandon CHARMAN, Northern Territory Police Force;
- Johnoler HUDDLSTON, Northern Territory Police Force;
- Tom GEIER, Northern Territory Police Force;
- Clair O'BRIEN, Secretary and Public Officer, Better Half Club Inc.;
- Desmond BARRITT, Public Member; and
- Mick McFARLANE, Public Member.

## 2 MEETING OPENED

The Mataranka Local Authority Meeting opened at 1:09 pm with a **QUORUM** meeting. The Chairperson welcomed members, staff and guests to the meeting and the Roper Gulf Regional Council Pledge was read.

## 3 WELCOME TO COUNTRY

LA Member Shaunette MARTIN welcome all person to Country.

## 4 APOLOGIES AND LEAVE OF ABSENCE

### 4.1 Re-Election of a Chairperson

**MAT Q-20/2025 RESOLVED (LA Member Sue Edwards/LA Member Shaunette Martin) CARRIED**

That the Mataranka Local Authority:

- receives and notes the Re-Election of Chairperson report; and
- elects Rachael WALTERS as Chairperson for a term of twelve (12) months.

### 4.2 Apologies and Leave of Absence

**MAT Q-21/2025 RESOLVED (LA Member Shaunette Martin/LA Member Sue Edwards) CARRIED**

That the Mataranka Local Authority accepts the tendered apologies from Margaret MINNETT and Councillor Annabelle DAYLIGHT.

## 5 QUESTIONS FROM THE PUBLIC

Nil.

## 6 CONFIRMATION OF PREVIOUS MINUTES

### 6.1 Mataranka Local Authority Meeting Previous Minutes

*MAT Q-22/2025 RESOLVED (LA Member Johnny Billy/LA Member Shaunette Martin) CARRIED*

That the Mataranka Local Authority confirms the minutes from the Meeting held on Tuesday, 06 May 2025 and affirms them to be a true and accurate record of the Meeting's decisions and proceedings.

## 7 BUSINESS ARISING FROM PREVIOUS MINUTES

### 7.1 Action List

*MAT Q-23/2025 RESOLVED (LA Member Sue Edwards/LA Member Maria Gibbs) CARRIED*

That the Mataranka Local Authority:

- (a) receives and notes the Action List; and
- (b) approves the removal of completed items.

## 8 CALL FOR ITEMS OF OTHER GENERAL BUSINESS

Nil.

## 9 DISCLOSURE OF INTEREST

There were no declaration of interest at this Mataranka Local Authority Meeting.

## 10 INCOMING CORRESPONDENCE

Nil.

## 11 OUTGOING CORRESPONDENCE

Nil.

## 12 EXECUTIVE REPORTS

### 12.1 Local Authority Member Attendance Report

*MAT Q-24/2025 RESOLVED (LA Member Sue Edwards/LA Member Maria Gibbs) CARRIED*

That the Mataranka Local Authority receives and notes the Local Authority Member Attendance Report.

### 12.2 Elected Members Report

*MAT Q-25/2025 RESOLVED (LA Member Shaunette Martin/LA Member Johnny Billy) CARRIED*

That the Mataranka Local Authority receives and notes the Elected Members Report.

**13 CORPORATE SERVICES AND SUSTAINABILITY DIVISIONAL REPORT**

**13.1 Mataranka LA June YTD Finance Report**

*MAT Q-26/2025 RESOLVED (LA Member Sue Edwards/LA Member Shaunette Martin) CARRIED*

That the Mataranka Local Authority receives and notes the Council Financial (Expenditure) Report for the period 01 July 2024 to 30 June 2025.

**14 COMMUNITY SERVICES AND ENGAGEMENT DIVISIONAL REPORT**

**14.1 Council Services Manager Report**

*MAT Q-27/2025 RESOLVED (LA Member Sue Edwards/LA Member Johnny Billy) CARRIED*

That the Mataranka Local Authority receives and notes Council Manager Services Report.

**15 INFRASTRUCTURE SERVICES AND PLANNING DIVISIONAL REPORT**

**15.1 Mataranka Local Authority Projects Update**

*MAT Q-28/2025 RESOLVED (LA Member Sue Edwards/LA Member Johnny Billy) CARRIED*

That the Mataranka Local Authority:

- (a) receives and notes the Local Authority Projects Update Report;
- (b) requests correspondence to be supplied to Department of Logistics and Infrastructure (DLI) pertaining to roads speed signage and repairs and maintenance on approach to town (Northern Side);
- (c) requests for correspondence to be supplied to Department of Logistics and Infrastructure (DLI) pertaining to roads safety concerns arising from Caravan traffic in Mataranka;
- (d) invites Department of Logistics and Infrastructure (DLI) to attend next Local Authority Meeting to address above mentioned items; and
- (e) combines the two Mulgga Camp Project into one (1) , and allocates a total of \$170,000 to playground upgrade the project from Local Authority Project Funding.

**16 CLOSE OF MEETING**

The meeting closed at 2:31 pm.

This page and the preceding pages are the Minutes of the Mataranka Local Authority Meeting, held on Tuesday, 05 August 2025 and confirmed.

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 Chairperson  
 Confirmed on .



MINUTES OF THE HODGSON DOWNS (MINYERRI) LOCAL AUTHORITY OF THE  
ROPER GULF REGIONAL COUNCIL, HELD AT THE ALAWA ABORIGINAL  
CORPORATION  
ON MONDAY 1 SEPTEMBER 2025 AT 11:00 AM

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## 1 PRESENT MEMBERS/STAFF/GUESTS

### 1.1 Members

- Councillor Patricia FARRELL;
- Councillor Edna ILES (Chairperson);
- Jonathon WALLA; and
- Jones BILLY.

### 1.2 Staff

- David HURST, Chief Executive Officer;
- Cindy HADDOW, General Manager Corporate Services and Sustainability;
- Luke HADDOW, General Manager Infrastructure Services and Planning;
- Tony HOPP, General Manager Community Services and Engagement;
- Bhumika ADHIKARI, Governance Engagement Coordinator (minute secretary) (via audio/video conference); and
- Daniele PIGA, Governance Coordinator (via audio/video conference).

### 1.3 Guests

- Mayor Tony JACK (via audio/video conference);
- Sahardi GARLING; A/Senior Regional Project Officer, Department of Housing, Local Government and Community Development (via audio/video conference); and
- Megan PURSER, Remote Water Team – Engagement Lead Water Services (via audio/video conference).

## 2 MEETING OPENED

The Hodgson Downs (Minyerri) Local Authority Meeting opened at 11:25 am with **QUORUM**. The Chairperson welcomed members, staff and guests to the meeting and the Roper Gulf Regional Council Pledge was read.

## 3 WELCOME TO COUNTRY

The Chairperson welcomed all people to Country.

## 4 APOLOGIES AND LEAVE OF ABSENCE

### 4.1 Re-Election of a Chairperson

**HOD Q/2025-10 RESOLVED (LA Member Jonathon Walla/LA Member Jones Billy) CARRIED**

That the Hodgson Downs (Minyerri) Local Authority:

- (a) receives and notes the Re-Election of Chairperson report; and
- (b) elects Councillor Edna ILES as Chairperson for a term of twelve (12) months.

### 4.2 Apologies and Leave of Absence

**HOD Q/2025-11 RESOLVED (Councillor Patricia Farrell/LA Member Jonathon Walla) CARRIED**

That the Hodgson Downs (Minyerri) Local Authority accepts the tendered apologies from Beth JOHN, Sonia ROBERTS and Naomi WILFRED.

Hodgson Downs (Minyerri) Local Authority Minutes

1 September 2025

**5 QUESTIONS FROM THE PUBLIC**

Nil.

**6 DISCLOSURE OF INTEREST**

There were no declarations of interest at this Hodgson Downs (Minyerri) Local Authority Meeting.

**7 CONFIRMATION OF PREVIOUS MINUTES****7.1 Hodgson Downs (Minyerri) Local Authority Meeting Previous Minutes****HOD Q/2025-12 RESOLVED (Councillor Patricia Farrell/LA Member Jonathon Walla) CARRIED**

That the Hodgson Downs (Minyerri) Local Authority confirms the minutes from the meeting held on Monday, 26 May 2025 and affirms them to be a true and accurate record of that meeting's decisions and proceedings.

**8 BUSINESS ARISING FROM PREVIOUS MINUTES****8.1 Action List****HOD Q/2025-13 RESOLVED (LA Member Jonathon Walla/Councillor Patricia Farrell) CARRIED**

That the Hodgson Downs (Minyerri) Local Authority:

- (a) receives and notes the Action List Report; and
- (b) approves the removal of completed items.

**9 CALL FOR ITEMS OF OTHER GENERAL BUSINESS**

Nil.

**10 INCOMING CORRESPONDENCE**

Nil.

**11 OUTGOING CORRESPONDENCE**

Nil.

**12 OPERATIONAL REPORTS****12.1 Local Authority Member Attendance Report****HOD Q/2025-14 RESOLVED (LA Member Jones Billy/LA Member Jonathon Walla) CARRIED**

That the Hodgson Downs (Minyerri) Local Authority receives and notes the Local Authority Member Attendance Report.

**12.2 Elected Members Report****HOD Q/2025-15 RESOLVED (Councillor Patricia Farrell/LA Member Jonathon Walla) CARRIED**

That the Hodgson Downs (Minyerri) Local Authority receives and notes the Elected Members Report.

**12.3 Hodgson Downs (Minyerri) LA July YTD Finance Report****HOD Q/2025-16 RESOLVED (Councillor Edna Iles/Councillor Patricia Farrell) CARRIED**

Hodgson Downs (Minyerri) Local Authority Minutes

1 September 2025

That the Hodgson Downs (Minyerri) Local Authority receives and notes the Council Financial Report for the period 01 July 2025 to 31 July 2025.

#### 12.4 Hodgson Downs Local Authority Projects Update

**HOD Q/2025-17 RESOLVED (LA Member Jonathon Walla/LA Member Jones Billy) CARRIED**

That the Hodgson Downs (Minyerri) Local Authority:

- (a) receives and notes the Local Authority Projects Update Report.
- (b) requests the Chief Executive Officer to write a letter to Chief Executive Officer of ALAWA Aboriginal Corporation and Board Member of ALAWA Aboriginal Corporation in relation to Massacre site project, seeking clarification on responsibility.

#### 12.5 Council Services Report

**HOD Q/2025-18 RESOLVED (Councillor Edna Iles/LA Member Jonathon Walla) CARRIED**

That the Hodgson Downs (Minyerri) Local Authority:

- (a) receives and notes the Council Services Manager Report.
- (b) requests the Chief Executive Officer and ALAWA Aboriginal Corporation to schedule three (3) months monthly meeting and Council members to meet earliest to discuss future cooperation.

Councillor Patricia FARRELL left the meeting at 12:11 pm,

Meeting turned into **Provisional**.

*Megan PURSER from Power and Water advised that their team, along with their partner organisation Indigenous Connection Company, will be visiting the community for an Engagement Meeting within the next few months, most likely in November.*

*During the discussion, a Local Authority Member raised concerns about water quality. Ms PURSER explained that Minyerri's groundwater contains high levels of iron and magnesium, which over time can cause discolouration in the pipes. Ms. PURSER noted that this requires regular flushing by Power and Water. Megan also highlighted that Power and Water are undertaking significant work in this area, including organising community water discussion forums, where these concerns will be further addressed and left the meeting at 12:20 pm.*

#### 13 OTHER BUSINESS

Nil.

#### 14 GENERAL BUSINESS

Nil.

#### 15 CLOSE OF MEETING

The meeting closed at 12:21 pm

This page and the preceding pages are the Minutes of the Hodgson Downs (Minyerri) Local Authority Meeting, held on 01 September 2025 and confirmed.

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Chairperson  
Confirmed on 01 December 2025



**WARD REPORTS**

**ITEM NUMBER** 13.3  
**TITLE** Numbulwar Numburindi Ward Report  
**AUTHOR** Bhumika Adhikari, Governance Engagement Coordinator

**RECOMMENDATION**

That Council:

- (a) receives and notes the Numbulwar Numburindi Ward Report;
- (b) approves the recommendation from the Numbulwar Local authority meeting held on 03 September 2025;
- (c) appoints at least one (1) Elected Member to the Numbulwar Local Authority in accordance with Section 77 of the Local Government Act 2019;
- (d) nominates future dates for the Numbulwar Local Authority; and
- (e) confirms the appointment of all other Local Authority Members.

**KEY OUTCOME AREA**

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

**BACKGROUND**

The Numbulwar Numburindi Ward includes one Local Authority, the Numbulwar Local Authority.

The Numbulwar Local Authority met and held a meeting on Wednesday, 03 September 2025 with Quorum. Attached are the recorded Minutes from that meeting for Council to review.

**UPCOMING MEETINGS**

<b>DATE</b>	<b>MEETING</b>
03 December 2025 at 10:30am	Numbulwar Local Authority

**ISSUES/OPTIONS/SWOT**

Local Authority	Number Of Vacancies
Numbulwar Local Authority	0

**FINANCIAL CONSIDERATIONS**

Nil.

**ATTACHMENTS**

- 1. NUM MIN 03092025 [13.3.1 - 4 pages]



**MINUTES OF THE NUMBULWAR LOCAL AUTHORITY OF THE ROPER GULF  
REGIONAL COUNCIL, HELD AT THE ROPER GULF REGIONAL COUNCIL SERVICE  
DELIVERY CENTRE-NUMBULWAR  
ON WEDNESDAY 3 SEPTEMBER 2025 AT 10:30 AM**

**1 PRESENT MEMBERS/STAFF/GUESTS**

**1.1 Members**

- Councillor Kathy-Anne NUMAMURDIRI);
- Councillor Edwin NUNGGUMAJBARR;
- Roland NUNDHIRRIBALA (Chairperson);
- Felicity RAMI;
- Rhonda SIMON; and
- Travis MIRNIYOWAN.

**1.2 Staff**

- David HURST, Chief Executive Officer;
- Cindy HADDOW, General Manager Corporate Services and Sustainability;
- Tony HOPP, General Manager Community Services and Engagement;
- Luke HADDOW, General Manager Infrastructure Services and Planning;
- Alexis AUSTIN, Council Services Manager;
- Sarah PEACHMENT, Executive Assistant to the Chief Executive Officer;
- Bhumika ADHIKARI, Governance Engagement Coordinator (minute secretary) (via audio/video conference); and
- Daniele PIGA, Governance Coordinator (via audio/video conference).

**1.3 Guests**

- Mayor Tony JACK;
- Megan PURSER, Remote Water Team – Engagement Lead Water Services (via audio/video conference); and
- Sahardi GARLING, A/Senior Regional Project Officer, Department of Housing, Local Government and Community Development (via audio/video conference).

**2 MEETING OPENED**

The Numbulwar Local Authority Meeting opened at 10:39 am with **QUORUM**. The Chairperson welcomed members, staff and guests to the meeting and the Roper Gulf Regional Council Pledge was read.

**3 WELCOME TO COUNTRY**

Nil.

**4 APOLOGIES AND LEAVE OF ABSENCE**

**4.1 Re-Election of a Chairperson**

**NUM Q/2025-21 RESOLVED (LA Member Felicity Rami/LA Member Roland Nundhirribala)** **CARRIED**

That the Numbulwar Local Authority:

- (a) receives and notes the Re-Election of Chairperson report; and
- (b) elects Roland NUNDHIRRIBALA as a Chairperson for a term of six (6) months.

**4.2 Apologies and Leave of Absence**

**NUM Q/2025-22 RESOLVED (LA Member Felicity Rami/LA Member Travis Mirniyowan)** **CARRIED**

That the Numbulwar Local Authority:

Numbulwar Local Authority Minutes

3 September 2025

- (a) accepts the tendered apology from Douglas WUNUNGMURRA; and
- (b) does not accept the no tendered apology from Amanda NGLAMI.

## 5 QUESTIONS FROM THE PUBLIC

Nil.

## 6 DISCLOSURE OF INTEREST

There were no declarations of interest at this Numbulwar Local Authority Meeting.

## 7 CONFIRMATION OF PREVIOUS MINUTES

### 7.1 Numbulwar Local Authority Meeting Previous Minutes

**NUM Q/2025-23 RESOLVED (Councillor Kathy-Anne Numamurdirdi/Councillor Edwin Nungumajbarr) CARRIED**

That the Numbulwar Local Authority confirms the minutes from the meeting held on Wednesday, 28 May 2025 and affirms them to be a true and accurate record of the meeting decisions and proceedings and ratifies the same.

## 8 BUSINESS ARISING FROM PREVIOUS MINUTES

### 8.1 Action List

**NUM Q/2025-24 RESOLVED (LA Member Rhonda Simon/LA Member Roland Nundhirribala) CARRIED**

That the Numbulwar Local Authority:

- (a) receives and notes the Action List Report; and
- (a) approves the removal of completed items.

## 9 CALL FOR ITEMS OF OTHER GENERAL BUSINESS

Nil.

## 10 INCOMING CORRESPONDENCE

Nil.

## 11 OUTGOING CORRESPONDENCE

Nil.

## 12 OPERATIONAL REPORTS

### 12.1 Local Authority Member Attendance Report

**NUM Q/2025-25 RESOLVED (LA Member Travis Mirniyowan/LA Member Felicity Rami) CARRIED**

That the Numbulwar Local Authority receives and notes the Local Authority Member Attendance Report.

### 12.2 Elected Member Report

**NUM Q/2025-26 RESOLVED (Councillor Edwin Nungumajbarr/Councillor Kathy-Anne Numamurdirdi) CARRIED**

That the Numbulwar Local Authority receives and notes the Elected Members Report.

Numbulwar Local Authority Minutes

3 September 2025

**12.3 Numbulwar LA July YTD Finance Report****NUM Q/2025-27 RESOLVED (LA Member Felicity Rami/LA Member Rhonda Simon) CARRIED**

That the Numbulwar Local Authority receives and notes the Financial (Expenditure) Report for the period 01 July 2025 to 31 July 2025.

**12.4 Council Services Manager Report****NUM Q/2025-28 RESOLVED (Councillor Kathy-Anne Numamurdirdi/LA Member Felicity Rami) CARRIED**

That the Numbulwar Local Authority:

- (a) receives and notes the Council Services Manager Report
- (b) requests the Chief Executive Officer to invite the Department of Housing to the next Numbulwar Local Authority and the next Ordinary Meeting of Council to discuss the housing access for aged care participants and others who require, ramps, rails and similar assistance;
- (c) requests the Chief Executive Officer to write to Sea Swift to request backfilling of bottles/cans on empty barges to be transported to Darwin in support of a community recycling program;
- (d) requests Chief Executive Officer to write a letter to Regional Commander of Police, and the (Commonwealth) Minister McCarthy requesting better communication in relation to remote policing capacity concerns, and requesting community communication for when police officers are unavailable in Numbulwar;
- (e) invites the Regional Commander of Police to attend the next Numbulwar Local Authority Meeting.

**12.5 Numbulwar Local Authority Projects Update****NUM Q/2025-29 RESOLVED (Councillor Edwin Nunggamajbarr/LA Member Roland Nundhirribala) CARRIED**

That the Numbulwar Local Authority:

- (a) receives and notes the Local Authority Projects Update report;
- (b) resolves to authorise the current design work as supplied by Bennett Architects for the cemetery project, and presented on 03 September, and resolves for the design to progress to implementation;
- (c) requests the Chief Executive Officer to write to Funeral Crosses to ensure that marked funerary crosses are supplied on transport of deceased persons, so as to ensure that they are identifiable for future generations; and
- (d) requests the Chief Executive Officer to liaise with the Church to run a movie night in conjunction with the Local Authority funding as outlined in the projects report.

*Megan PURSER, Power and Water Corporation addressed to the Numbulwar Local Authority the deputation in relation to Water Management and Regular Update at 12:17 pm and left the Meeting at 12:21 pm.*

**13 OTHER BUSINESS**

Nil.

**14 GENERAL BUSINESS**

Nil.

**15 CLOSE OF MEETING**

The meeting closed at 12:22 pm.

Numbulwar Local Authority Minutes

3 September 2025

This page and the preceding pages are the Minutes of the Numbulwar Local Authority Meeting, held on Wednesday, 03 September 2025 and confirmed.

-----  
Chairperson  
Confirmed on 03 December 2025

UNCONFIRMED

## WARD REPORTS

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<b>ITEM NUMBER</b>	13.4
<b>TITLE</b>	South West Gulf Ward Report
<b>AUTHOR</b>	Bhumika Adhikari, Governance Engagement Coordinator

### RECOMMENDATION

That Council:

- (a) receives and notes the South West Gulf Ward Report;
- (b) approves the recommendation from the Borroloola Local Authority Meeting held on Thursday, 07 August 2025;
- (c) requests Council to review the Membership of Councillor Gadrian HOOSAN on the Local Authority noting persistent non-attendance;
- (d) appoints at least one (1) Elected Member of the Ward to the following Local Authorities in accordance with Section 77 of the Local Government Act 2019:
  - Borroloola Local Authority;
  - Robinson River Local Authority;
- (e) nominates future dates for the Borroloola and Robinson River Local Authority meetings for the remainder of the calendar year; and
- (f) confirms the appointment of all other Local Authority Members.

### KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

### BACKGROUND

The South West Gulf Ward is comprised of the Borroloola Local Authority and Robinson River Local Authority.

The Borroloola Local Authority met and held a meeting on Thursday, 07 August 2025 with Quorum. Attached are the recorded Minutes from that meeting for Council to review.

The Robinson River Local Authority Meeting scheduled to be held on Thursday, 07 August 2025 was Cancelled due to lack of member attendance.

### UPCOMING MEETINGS

DATE	MEETING
06 November 2025 at 9:00am	Robinson River Local Authority
06 November 2025 at 3:30pm	Borroloola Local Authority Meeting

### ISSUES/OPTIONS/SWOT

local authority	number of vacancies
Borroloola Local Authority	0
Robinson River Local Authority	0

### FINANCIAL CONSIDERATIONS

Nil.

### ATTACHMENTS

1. BOR MIN 07082025 [13.4.1 - 5 pages]



MINUTES OF THE ROPER GULF REGIONAL COUNCIL, BORROLOOLA LOCAL AUTHORITY HELD AT THE ROPER GULF REGIONAL COUNCIL SERVICE DELIVERY CENTRE-BORROLOOLA 167 ROBINSON ROAD, BORROLOOLA NT 0854 ON THURSDAY 7 AUGUST 2025 AT 3:30 PM

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## 1 PRESENT MEMBERS/STAFF/GUESTS

### 1.1 Members

- Councillor Samuel EVANS (via audio conference);
- Donald GARNER (Chairperson);
- Trish ELMY; and
- Mike LONGTON.

### 1.2 Staff

- David HURST, Chief Executive Officer;
- Cindy HADDOW, General Manager Corporate Services and Sustainability;
- Luke HADDOW, General Manager Infrastructure Services and Planning;
- Cristian COMAN, Manager Corporate Compliance;
- Casey HUCKS, Council Services Manager;
- Bhumika ADHIKARI, Governance Engagement Coordinator (via audio/video conference); and
- Daniele PIGA, Governance Coordinator (minutes secretary).

### 1.3 Guests

- Tanzil RAHMAN, Member of the Northern Territory Legislative Assembly for Fong Lim;
- Oly CARLSON, Member of the Northern Territory Legislative Assembly for Wanguri;
- Dheran YOUNG, Member of the Northern Territory Legislative Assembly for Daly;
- Bernadette NETHERCOTT, Department of Legislative Assembly;
- Georgia EAGLETON, Department of Legislative Assembly;
- Caroline WILLIAMS, Department of Legislative Assembly;
- Katie HELME, Department of Legislative Assembly;
- Kerry LANE, Northern Territory Police Force;
- Katrina COOPER, Northern Territory Police Force;
- Surinder CHRITON, Department of Housing, Local Government and Community Development (via audio/video conference).

## 2 MEETING OPENED

*The Legal and Constitutional Affairs Committee from the Legislative Assembly of the Northern Territory, delivered the Parliamentary inquiry into Voluntary Assisted Dying (VAD) to the Members of the Borroloola Local Authority.*

The Chairperson Donald GARNER requested to postpone the Borroloola Local Authority Meeting at 4:00 pm due to the Voluntary Assisted Dying (VAD) Consultation.

The Borroloola Local Authority Meeting opened at 4:00 pm with a **QUORUM**. The Chairperson welcomed members, staff and guests to the meeting and the Roper Gulf Regional Council Pledge was read.

## 3 WELCOME TO COUNTRY

Chairperson Donald GARNER welcomed all people to Country.

## 4 APOLOGIES AND LEAVE OF ABSENCE

### 4.1 Re-Election of a Chairperson

**BOR Q-21/2025 RESOLVED (LA Member Mike Longton/Councillor Samuel Evans)**

**CARRIED**

That the Borroloola Local Authority:

- (a) receives and notes the Re-Election of Chairperson report; and
- (b) elects Donald GARNER as Chairperson for a term of twelve (12) Months.

#### **4.2 Apologies and Leave of Absence**

**BOR Q-22/2025 RESOLVED (LA Member Mike Longton/LA Member Donald Garner) CARRIED**

That the Borroloola Local Authority:

- (a) accepts the tendered apologies from Mayor Tony JACK and Councillor Gadrian HOOSAN; and
- (b) requests Council to review the Membership of Councillor Gadrian HOOSAN on the Local Authority noting persistent non-attendance.

#### **5 QUESTIONS FROM THE PUBLIC**

Nil.

#### **6 CONFIRMATION OF PREVIOUS MINUTES**

##### **6.1 Borroloola Local Authority Meeting Previous Minutes**

**BOR Q-23/2025 RESOLVED (LA Member Mike Longton/LA Member Trish Elmy) CARRIED**

That the Borroloola Local Authority confirms the minutes from the meeting held on Thursday, 08 May 2025, and affirms them to be a true and accurate record of the meetings decisions and proceedings.

#### **7 BUSINESS ARISING FROM PREVIOUS MINUTES**

##### **7.1 Action List**

**BOR Q-24/2025 RESOLVED (LA Member Mike Longton/LA Member Trish Elmy) CARRIED**

That the Borroloola Local Authority:

- (a) receives and notes the Action List; and
- (b) approves the removal of completed items.

#### **8 CALL FOR ITEMS OF OTHER GENERAL BUSINESS**

Nil.

#### **9 DISCLOSURE OF INTEREST**

Nil.

#### **10 INCOMING CORRESPONDENCE**

Nil.

#### **11 OUTGOING CORRESPONDENCE**

Nil.

#### **12 EXECUTIVE REPORTS**

##### **12.1 Local Authority Member Attendance Report**

**BOR Q-25/2025 RESOLVED (Councillor Samuel Evans/LA Member Mike Longton) CARRIED**

That the Borroloola Local Authority receives and notes the Local Authority Member Attendance Report.

##### **12.2 Elected Member Report**

**BOR Q-26/2025 RESOLVED (LA Member Mike Longton/Councillor Samuel Evans) CARRIED**

That the Borroloola Local Authority receives and notes the Elected Member Report.

**13 CORPORATE SERVICES AND SUSTAINABILITY DIVISIONAL REPORT****13.1 Borroloola LA June YTD Finance Report**

*BOR Q-27/2025 RESOLVED (LA Member Mike Longton/LA Member Trish Elmy) CARRIED*

That the Borroloola Local Authority receives and notes the Council Financial (Expenditure) Report for the period 01 July 2024 to 30 June 2025.

**13.2 Community Development Program**

*BOR Q-28/2025 RESOLVED (LA Member Mike Longton/LA Member Trish Elmy) CARRIED*

That the Borroloola Local Authority receives and notes the Community Development Program (CDP) Report.

**14 COMMUNITY SERVICES AND ENGAGEMENT DIVISIONAL REPORT****14.1 Community Services Manager Report**

*BOR Q-29/2025 RESOLVED (LA Member Mike Longton/LA Member Trish Elmy) CARRIED*

That the Borroloola Local Authority receives and notes the Council Services Manager Report.

**15 INFRASTRUCTURE SERVICES AND PLANNING DIVISIONAL REPORT****15.1 Borroloola Local Authority Projects Update**

*BOR Q-30/2025 RESOLVED (LA Member Mike Longton/LA Member Trish Elmy) CARRIED*

That the Borroloola Local Authority:

- (a) receives and notes the Local Authority Projects Update Report;
- (b) requests scoping options names and wording to be used on Memorial Wall;
- (c) requests for Memorial Wall Nominations to be put to public nomination, for ratification by the Local Authority;
- (d) allocates an additional of \$10,000 of Local Authority Project Funds to Memorial Wall project for a total project budget of \$15,000;
- (e) nominates dark stone (darkest of three options) as material for Memorial Wall;
- (f) amends PR38 scope to consist of solar lighting exclusively; and
- (g) wording for the Memorial Wall to be deferred to next Local Authority Meeting.

*Surinder CRICHTON of the Department of Housing, Local Government, and Community Development delivered deputation to the Members of the Borroloola Local Authority pertaining to the Development of Alcohol Management Plans in Borroloola.*

**16 CLOSE OF MEETING**

The meeting closed at 05:42 pm.

This page and the preceding pages are the Minutes of the Borroloola Local Authority Meeting, held on Thursday, 07 August 2025 and confirmed.

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Chairperson  
Confirmed on 6 November 2025



**WARD REPORTS**

**ITEM NUMBER** 13.5  
**TITLE** Yugul Mangi Ward Report  
**AUTHOR** Bhumika Adhikari, Governance Engagement Coordinator

**RECOMMENDATION**

That Council:

- (a) receives and notes the Yugul Mangi Report;
- (b) approves the recommendation from the Ngukur Local Authority Meeting held on Thursday, 04 September 2025.
- (c) appoints at least one (1) Elected Member of the Ward to the following Local Authorities in accordance with Section 77 of the Local Government Act 2019:
  - Ngukurr Local Authority;
  - Urapunga Local Authority; and
- (d) nominates future dates for the Ngukurr and Urapunga Local Authority meetings; and
- (e) confirms the appointment of all other Local Authority Members.

**KEY OUTCOME AREA**

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

**BACKGROUND**

The Yugul Mangi Ward includes the Ngukurr Local Authority and Urapunga Local Authority.

The Ngukurr Local Authority met and held a meeting on Thursday, 04 September 2025 with Quorum. Attached are the recorded Minutes from that meeting for Council to review.

The Urapunga Local Authority scheduled to be held on Thursday, 04 September 2025 was Cancelled due to Funeral in the Community.

**UPCOMING MEETINGS**

<b>DATE</b>	<b>MEETING</b>
02 December 2025 at 11:00am	Ngukurr Local Authority
02 December 2025 at 3:00pm	Urapunga Local Authority

**ISSUES/OPTIONS/SWOT**

<b>Local Authority</b>	<b>Number Of Vacancies</b>
Ngukurr Local Authority	0
Urapunga Local Authority	0

**FINANCIAL CONSIDERATIONS**

Nil.

**ATTACHMENTS**

- 1. NGU 0492025 MIN [13.5.1 - 3 pages]



MINUTES OF THE NGUKURR LOCAL AUTHORITY MEETING OF THE ROPER GULF REGIONAL COUNCIL, HELD AT THE ROPER GULF REGIONAL COUNCIL SERVICE DELIVERY CENTRE-NGUKURR ON THURSDAY 4 SEPTEMBER 2025 AT 11:00 AM

## 1 PRESENT MEMBERS/STAFF/GUESTS

### 1.1 Members

- Mayor Tony JACK;
- Councillor Melissa ANDREWS-WURRAMARRBA (Chairperson);
- Robin ROGERS; (*joined late at 11:51 am*)
- Tanya JOSHUA);
- Craig ROGERS;
- Roxanne ROBERTS; and
- Keith ROGERS;

### 1.2 Staff

- David HURST, Chief Executive Officer;
- Cindy HADDOW, General Manager Corporate Services and Sustainability;
- Tony HOPP, General Manager Community Services and Engagement;
- Luke HADDOW, General Manager Infrastructure Services and Planning;
- Peter PERRY, Council Services Manager;
- Sarah PEACHMENT, Executive Assistant to the Chief Executive Officer;
- Bhumika ADHIKARI, Governance Engagement Coordinator (minute secretary) (via audio/video conference); and
- Daniele PIGA, Acting Governance Coordinator (via audio/video conference).

### 1.3 Guests

- Megan PURSER Remote Water Team – Engagement Lead Water Services (via audio/video conference); and
- Sahardi GARLING, A/Senior Regional Project Officer, Department of Housing, Local Government and Community Development (via audio/video conference).

## 2 MEETING OPENED

The Ngukurr Local Authority Meeting opened at 11:09 am with **QUORUM**. The Chairperson welcomed members, staff and guests to the meeting and the Roper Gulf Regional Council Pledge was read.

## 3 WELCOME TO COUNTRY

Nil.

## 4 APOLOGIES AND LEAVE OF ABSENCE

### 4.1 Re-Election of a Chairperson

NGU Q/2025-10 **RESOLVED** (LA Member Tanya Joshua/LA Member Roxanne Roberts) **CARRIED**

That the Ngukurr Local Authority:

- (a) receives and notes the Re-Election of Chairperson report; and
- (b) elects Melissa ANDREWS-WURRAMARRBA as Chairperson for a term of twelve (12) months.

Ngukurr Local Authority Meeting Minutes

4 September 2025

**4.2 Apologies and Leave of Absence**

**NGU Q/2025-11 RESOLVED (LA Member Craig Rogers/Councillor Melissa Andrews-Wurramarrba) CARRIED**

That the Ngukurr Local Authority Meeting accepts the tendered apologies from Councillor Owen TURNER.

**5 QUESTIONS FROM THE PUBLIC**

Nil.

**6 DISCLOSURE OF INTEREST**

There were no declarations of interest at this Ngukurr Local Authority Meeting Meeting

**7 CONFIRMATION OF PREVIOUS MINUTES****7.1 Ngukurr Local Authority Meeting Previous Minutes**

**NGU Q/2025-12 RESOLVED (LA Member Tanya Joshua/LA Member Roxanne Roberts) CARRIED**

That the Ngukurr Local Authority confirms the minutes from the meeting held on Tuesday, 27 May 2025 and affirms them to be a true and accurate record of that Meeting decisions and proceedings.

**8 BUSINESS ARISING FROM PREVIOUS MINUTES****8.1 Action List**

**NGU Q/2025-13 RESOLVED (LA Member Tanya Joshua/LA Member Craig Rogers) CARRIED**

That the Ngukurr Local Authority:

- (a) receives and notes the Action List Report; and
- (a) approves the removal of completed items.

**9 CALL FOR ITEMS OF OTHER GENERAL BUSINESS**

Nil.

**10 INCOMING CORRESPONDENCE**

Nil.

**11 OUTGOING CORRESPONDENCE**

Nil.

**12 OPERATIONAL REPORTS****12.1 Local Authority Member Attendance Report**

**NGU Q/2025-14 RESOLVED (LA Member Keith Rogers/LA Member Roxanne Roberts) CARRIED**

That the Ngukurr Local Authority receives and notes the Local Authority Member Attendance Report.

**12.2 Elected Members Report**

**NGU Q/2025-15 RESOLVED (LA Member Tanya Joshua/LA Member Craig Rogers) CARRIED**

Ngukurr Local Authority Meeting Minutes

4 September 2025

That the Ngukurr Local Authority receives and notes the Elected Members Report.

### 12.3 Council Services Managers Report

*NGU Q/2025-16* **RESOLVED (LA Member Craig Rogers/ Councillor Melissa Andrews-Wurramarrba)** **CARRIED**

That the Ngukurr Local Authority receives and notes the Council Services Report.

*Keith ROGERS left the meeting at 11:40 am.*

*Keith ROGERS return to the meeting at at 11:45 am.*

### 12.4 Ngukurr LA July YTD Finance Report

*NGU Q/2025-17* **RESOLVED (LA Member Keith Rogers/LA Member Roxanne Roberts)** **CARRIED**

That the Ngukurr Local Authority receives and notes the Financial (Expenditure) Report for the period 01 July 2025 to 31 July 2025.

*Robin ROGERS joined the meeting at 11:51 am.*

### 12.5 Ngukurr Local Authority Projects Update

*NGU Q/2025-18* **RESOLVED (LA Member Keith Rogers/LA Member Tanya Joshua)** **CARRIED**

That the Ngukurr Local Authority:

- (a) receives and notes the Local Authority Projects Update;
- (b) allocates \$5,000 of Local Authority Project Funds for the purchase and installation of Bush Tukka trees. The species to be determined by Councillor Melissa ANDREWS with General Manager Infrastructure Services and Planning; and
- (c) allocates \$10,000 for fellowship shade and electrical lighting to be scoped.

*Megan PURSER, Power and Water Corporation presented to Ngukurr Local Authority at 12:11 pm in regards to Water Management and Regular Update and left the meeting at 12:38pm.*

### 13 OTHER BUSINESS

Nil.

### 14 GENERAL BUSINESS

Nil.

### 15 CLOSE OF MEETING

The Meeting closed at 12:41 pm

This page and the preceding pages are the Minutes of the Numbulwar Local Authority Meeting, held on Thursday, 04 September 2025 and confirmed.

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Chairperson  
Confirmed on 02 December 2025.



## EXECUTIVE REPORTS

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<b>ITEM NUMBER</b>	14.1
<b>TITLE</b>	Council Meetings
<b>AUTHOR</b>	Cristian Coman, Manager Corporate Compliance

### RECOMMENDATION

That Council:

- (a) decides its Meeting schedule for its coming Term so as to be held on the fourth Wednesday of every second month commencing at 0830hrs, and for a corresponding Briefing Day for the same to be held on the fourth Tuesday of every second month commencing at 0830hrs; and
- (b) Resolves to hold an Ordinary Meeting of Council on 22 October 2025 at 0830hrs, with its associated Briefing Day on 21 October 2025 at 0830hrs.

### KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

### BACKGROUND

Chapter 6 of the *Local Government Act 2019* states that Council must have an Ordinary Meeting at least once in each successive period of two (2) months.

### ISSUES/OPTIONS/SWOT

Council is requested to ascertain and resolve its Meeting pattern for its coming term, particularly if it meets monthly or bi monthly.

The Manager Corporate Compliance advises Council that in its previous terms, it held an Ordinary Meeting every two (2) months due to logistical considerations.

For the purposes of consistency and clarity, the Manager Corporate Compliance advises Council for it to nominate the fourth (4th) Wednesday of its Meeting months to be the prescribed date for its Ordinary Meetings.

### FINANCIAL CONSIDERATIONS

Nil.

### ATTACHMENTS

Nil.

## EXECUTIVE REPORTS

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<b>ITEM NUMBER</b>	14.2
<b>TITLE</b>	Council Committees
<b>AUTHOR</b>	Cristian Coman, Manager Corporate Compliance

### RECOMMENDATION

That Council:

- (a) receives and notes this report;
- (b) establishes the Audit and Risk Committee in accordance with its Terms of Reference;
- (c) adopts the Terms of Reference for the Audit and Risk Committee;
- (d) appoints Elected Members to the Audit and Risk Committee;
- (e) appoints Ian SWAN, Carolyn EAGLE, and Claudia GOLDSMITH as the Independent Members of the Audit and Risk Committee, with Ian SWAN as its Chairperson for 12 months;
- (f) directs the Audit and Risk Committee to Meet on 20 October 2025;
- (g) establishes the Finance and Infrastructure Committee in accordance with its Terms of Reference;
- (h) adopts the Terms of Reference for the Finance and Infrastructure Committee;
- (i) appoints Elected Members to the Finance and Infrastructure Committee;
- (j) appoints Awais Ur REHMAN as the Independent Member of the Finance and Infrastructure Committee;
- (k) Establishes the Cultural Safety Framework Development Committee;
- (l) adopts the Terms of Reference for the Cultural Safety Framework Development Committee; and
- (m) appoints Elected Members to the Cultural Safety Framework Development Committee.

### KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

### BACKGROUND

Part 5.2 of the *Local Government Act 2019* states that Council may, by resolution, establish one or more Committees.

Council has inherited from its previous term:

- (1) Finance and Infrastructure Committee;
- (2) Audit and Risk Committee;

### ISSUES/OPTIONS/SWOT

Council is required by Part 5.3 of the *Local Government Act 2019* to have an Audit Committee. The Terms of Reference for the Audit Committee are attached for Council's Review and affirmation.

Council may establish further Committees if it so chooses.

Regulation 17 of the *Local Government (General) Regulations 2021* requires the Chief Executive Officer (CEO) to give monthly financial reports to Council. In the event that Council chooses not to meet on a monthly basis, it may delegate this function to a Committee.

Council has a Finance and Infrastructure Committee that was established at the inaugural Ordinary Meeting of the previous sitting Council for this purpose.

If Council chooses to meet bi-monthly, it must then delegate the financial reporting obligation to a Committee.

The Terms of Reference for the Finance and Infrastructure Committee are attached for Council's review and affirmation.

The Cultural Safety Framework Development Committee was established by Council in April 2025 to create, in consultation with key community stakeholders, a Culturally Safe Framework for the purposes of staff development, service delivery, and operations within Council's Region.

### **FINANCIAL CONSIDERATIONS**

Nil.

### **ATTACHMENTS**

1. Terms of Reference for Audit and Risk Committee [**14.2.1** - 6 pages]
2. Terms-of- Reference- Finance-and- Infrastructure- Committee 0 [**14.2.2** - 4 pages]
3. Terms of Reference DRAFT 28.05.25 [**14.2.3** - 6 pages]

## Roper Gulf Regional Council Terms of Reference – Audit and Risk Committee



### Roper Gulf Regional Council Audit and Risk Committee Terms of Reference

Roper Gulf Regional Council (Council) has established the Audit and Risk Committee (the Committee) pursuant to the Part 5.3 of the *Local Government Act 2019* (the Act) to monitor and review the integrity of Council's financial management, its internal controls, and to make recommendations to Council in accordance with the outcome of its review(s).

The Committee does not have any executive powers or authority to implement actions in areas which management has responsibility and does not have any delegated financial responsibility. The Committee does not have any management functions and is therefore independent from management.

#### 1. Objectives

The objective of the Committee is to advise Council on, and where delegated, determine upon matters outlined in the roles and responsibilities of the Committee. This includes the provision of independent review and assistance to the Council, Chief Executive Officer (CEO) and executive management on Council's risk, control and compliance framework, and its financial statement pertaining to its financial management responsibilities.

#### 2. Membership

Members of the Committee are appointed by Council. The Committee shall consist of five (5) members:

- one (1) Independent Member (Chair)
- two (2) Independent Members
- two (2) Councillors

Appointments of Council Members shall be for a term of two (2) years. Appointees may be reappointed by the Council for a maximum of six (6) consecutive years.

Independent Members of the Committee shall have senior business or financial management/reporting knowledge and expertise, and be conversant with the financial, risk management and governance issues, and have extensive accounting, auditing or legal skills, and other reporting requirement of Local Government.

Appointments of external Independent Members shall be for a term of four (4) years at the commencement of each Council term. Appointees may serve as an Independent Member for the maximum period of two (2) terms.

All appointments (and rescindments) of memberships to the Committee, including Independent Members are strictly at the discretion of Council and managed (including terms and conditions for the same) by way of the formal resolution Council in accordance with Part 5.3 of the Act.

#### 3. Chairperson

The Council shall appoint any one of the Independent Members as the Chairperson of the Committee for a period of 12 months.

The Chairperson's performance shall be reviewed by the CEO on an annual basis, before the expiry of their term.

The Council shall appoint the Chairperson on a yearly basis via resolution.

## Roper Gulf Regional Council

### Terms of Reference – Audit and Risk Committee



The Chairperson of the Committee must be an Independent Member. Elected Members of Council are not eligible to Chair the Committee.

Where the Chairperson is absent or unable to attend and a quorum can be formed, the remaining members of the Committee can elect an independent member to act as Chair for that meeting.

#### 4. Authority

The Council authorises the Committee, within the scope of its role and responsibilities, through the Chairperson, to:

- seek any information it requires, subject to their legal obligation to protect information, from any of the General Managers and Managers subject to the prior written authorisation of the Chief Executive Officer and the Mayor;
- discuss any matters with the external auditor, or other external parties (subject to confidentiality considerations);
- request the attendance of any of the General Managers and Managers, including the Chief Executive Officer, at Committee meetings; and
- obtain external legal or other independent professional advice with the agreement of the Chief Executive Officer.

The Committee is directly responsible and accountable to Council for the exercise of its responsibilities. In carrying out its responsibilities, the Committee must at all times recognise that responsibility for the management of Council staff rests with the Chief Executive Officer.

The Committee can perform or instigate investigations on Council's request or through its 'own motion' if it believes on reasonable grounds that a significant legislative or contractual breach has, is, or is about to occur, subject to the ratification of Council.

The Committee or its members must not direct, reprimand, or interfere in the management of Council staff.

#### 5. Roles and Responsibilities

##### 5.1 Financial Reporting

The Committee shall monitor the integrity of the financial statements of the Council, including its annual report, reviewing significant financial reporting issues and judgments which they contain.

The Committee shall review and challenge where necessary:

- (a) the adequacy of processes to ensure integrity of reported financial information and appropriate review and management sign-off, prior to the CEO's and Council's approval of the draft financial statements;
- (b) the consistency of, and any changes to, accounting policies both on a year on year basis;
- (c) the methods used to account for significant or unusual transactions where different approaches are possible;
- (d) whether the Council has followed appropriate accounting standards and made appropriate estimates and judgments, taking into account the views of the external auditor;
- (e) the clarity of disclosure in the Council's financial reports and the context in which statements are made;
- (f) all material information presented with the financial statements, such as the operating and financial review and the corporate governance statement; and
- (g) the processes in place to ensure that the financial information included in the Council's annual report is consistent with the signed financial statements.

##### 5.2 Compliance

## Roper Gulf Regional Council Terms of Reference – Audit and Risk Committee



The Committee shall:

- review the effectiveness of the system for monitoring the Council's compliance with all applicable laws, regulations and associated government policies pertaining to proper standards of financial management which the Council must comply with;
- review the process for building the capacity of Council to manage financial misconduct risk and its management strategies to enhance resistance to financial misconduct whilst improving Council's financial performance and integrity;
- monitor compliance of Program Funding Agreements, Service Level Agreements, Funding Agreements or any other agreements with any funding bodies or agencies to ensure proper standards of financial management;
- keep informed on the findings of any examinations of financial matters by regulatory agencies, and any auditor (internal or external) observations and monitor management's response to these findings;
- obtain regular updates from management on compliance matters pertaining to financial management and Accounting Standards.

### 5.3 Internal Control and Risk Management

The Committee may address issues pertaining to the approach, strategies, and activities undertaken by Council to address business, corporate, and financial risk, governance responsibilities and legislative compliance as assigned to it by the CEO or Council.

The Committee may also review issues of a strategic nature as required by the Chief Executive Officer or Council.

### 5.4 Internal Audit

Review the adequacy of the Council's internal audit function for ensuring compliance with the *Local Government Act 2019*, its statutory instruments, the Australian Accounting Standards, and the proper standards of financial management.

The Committee provide advice on the adequacy of internal audit resources relevant to the Council's identified financial risks and management strategies.

The Committee may initiate internal audits or investigations via resolution if it believes on reasonable grounds that it is necessary or in the interests of Council to do so.

The Committee shall review Council's unaudited financial statements at the end of the financial year; set the audit agenda and Committee's work plan, including meeting dates, for the coming financial year.

### 5.5 External Audit

The Committee shall assist Council meet its financial management, Accounting Standards, and regulatory obligations by meeting with the External Auditors as required, and discussing findings, review the draft audited financial statements and provide necessary feedback to Council.

The Committee shall also review the effectiveness of the external audit and monitor the implementations of any recommendations authorised by Council or the Chief Executive Officer.

The Committee shall review the Report to the Chief Executive Officer and management's response to the external auditor's findings and recommendations.

### 5.6 Provision of Information

The CEO will advise the committee members in the event of following:

- loss of significant programs

## Roper Gulf Regional Council Terms of Reference – Audit and Risk Committee



- material theft
- adverse financial event

### 5.7 Administrative Review

The Committee shall have an administrative review function if required, so as to review a Council decision which is designated as reviewable by the *Local Government Act 2019*. Administrative review matters shall be assigned to the Committee as required by the Chief Executive Officer or Council.

### 6. Meetings

Meetings of the Committee are subject to the strict direction of Council.

A meeting of the Committee can be called at the request of any two (2) members of the Committee or by the Chair.

Independent Members are required to submit proposed agenda items or formal commentary on the same by no later than ten (10) business days prior to the scheduled Committee meetings. Late items are not authorised save for exigent circumstances, with the prior, written, authorisation of the Chief Executive Officer.

The Committee Meetings may be considered confidential in accordance with applicable law.

Confidentiality of matters deliberated by the Committee is determined by their sensitivity and nature. Confidentiality of matters deliberated by the Committee shall be determined through assessment against the Part 4, Division 2 *Information Act 2002* public interest provisions, together with their probative value and presumption in favour of disclosure not prejudicing the interests of Council.

The Committee will hold meetings at least four (4) times in a year. The internal or external auditors may request a meeting if they consider that one is necessary.

Meetings can be held in person, by telephone, or by video conference.

Only members of the Committee are entitled to vote in Committee meetings. Unless otherwise required by the Act not to vote, each member must vote on every matter that is before the Committee for decision.

The Chief Executive Officer, General Managers and Finance Manager shall be invited to attend each meeting, unless specifically requested not to do so by the chairperson of the Committee, with the prior, written authorisation of the Mayor.

### 7. Quorum

A quorum for the Committee is three (3) members and must include the Chair.

### 8. Proxies

In order to ensure continuity and a useful level of knowledge and experience, Committee members are not permitted to send proxies to the meeting.

### 9. Administrative Support

The Chief Executive Officer will appoint a Secretary to provide administrative support to the Committee.

### 10. Reporting

Following each meeting of the Committee, the meeting minutes will be presented to the Council providing information on the meeting and its outcomes and recommendations.

## Roper Gulf Regional Council Terms of Reference – Audit and Risk Committee



Committee minutes may be designated confidential.

The Chairperson of the Committee shall prepare and provide an annual report on its operations to the Council.

### 11. Conflict of Interest

In accordance with Part 7.4 of the *Local Government Act 2019*, Committee members will be required to disclose conflicts of interest at the commencement of each meeting.

Where members or invitees at Committee meetings are deemed to have a real or perceived conflict of interest, they will be excused from Committee discussions on the issue where a conflict of interest exists.

### 12. Meeting Sitting Fee

Independent Members of the Committee will be remunerated at a rate of \$900 per meeting by agreement with the CEO. This payment rate covers preparation for the meeting and meeting attendance.

The Council will be responsible for expenses, within reason, relating to flights, accommodation, meals, and hire vehicles when the Independent Members travel to attend Committee meetings in person.

These travel arrangements can be either made in person and reimbursed (subject to the prior approval of the Chief Executive Officer) or arranged by Council on behalf of the Independent Member.

Travel expenses for Independent Members is *strictly* capped at \$6000 per financial year, per Independent Member unless otherwise (explicitly) authorised by Council by way of formal resolution.

On attendance, each Councillor who is a Committee Member will be paid extra meeting allowance for that meeting.

### 13. Committee Performance and Review

The Committee will review its performance on an annual basis and report to Council.

The review may be conducted as a self-assessment, and will be coordinated by the Chairperson. The assessment may also seek input from other parties.

The review will also include a review of the Terms of Reference for Committee. Any proposed amendment arising out of a review of the Terms of Reference must be put to Council, accompanied by an Explanatory Memorandum (to be compiled by the Chair) pertaining to the intent of the amendment. Any amendment to the Terms of Reference is strictly at the discretion of Council, and requires its formal resolution.

New members will receive relevant information and briefings on their appointment to assist them to meet their Committee responsibilities.

### 14. Legislation referenced in the Terms of Reference

*Local Government Act 2019*  
*Local Government (General) Regulations 2021*  
*Information Act 2002*

### 15. Document Review

**Roper Gulf Regional Council  
Terms of Reference – Audit and Risk Committee**



Dates of amendments made by Council resolution:

28 January 2015 OCM	Council endorsed the document
24 June 2015 OCM	Council approved the amendment to the document
14 September 2017 OCM	Council approved the amendment to the document
18 April 2018 OCM	Council approved the amendment to the document
11 December 2020 OMC	Council approved the amendment to the document
28 April 2022 OMC	Council approved the amendment to the document
13 December 2023 OMC	Council approved the amendment to the document

## Roper Gulf Regional Council Terms of Reference - Finance Committee



### Roper Gulf Regional Council Finance Committee and Infrastructure Terms of Reference

Roper Gulf Regional Council (Council) has established the Finance and Infrastructure Committee pursuant to Part 5.2 of the *Local Government Act 2019* (the Act) and Division 7 of the *Local Government (General) Regulations 2021* (the Regulations). Council is not required to hold an Ordinary Meeting at least once in each month, however Division 7 requires monthly financial reports to be presented to Council, and provides for the establishment of a Committee for the purposes of undertaking the financial obligations of Council, with applicable delegations thereof.

The fourth (4<sup>th</sup>) sitting Roper Gulf Regional Council has formally established the Finance and Infrastructure Committee at its inaugural Ordinary Meeting on 29 September 2021, with the function as prescribed at Regulation 19 of the Regulations, and additional functions and delegations as listed in this Terms of Reference.

#### 1. Objective

Council holds an Ordinary Meeting of Council (OMC) every second month and has set up a Finance and Infrastructure Committee to carry out financial functions in the alternate month, thus meeting its obligations under *Local Government Act 2019* (the Act).

Furthermore, Council has, in accordance with Part 5.2 of the Act, delegated to the Committee the functions and authority to review and make decisions on infrastructure and project matters as listed in these Terms of Reference.

#### 2. Functions of Finance Committee

Under the control and direction of the Council, the Finance Committee will:

- Ensure the annual budget is aligned with the Business (Regional) Plan.
- Monitor and report on financial performance against the annual budget and the Business Plan.
- Receive and review the monthly financial reports.
- Formulate strategies to improve Roper Gulf Regional Council's financial position.
- Make decisions on behalf of Council when the matter cannot be held over until the next Ordinary Meeting of Council.
- Review proposed and current RGRC investments and investment strategies, and approve commencement or amendment as necessary.
- Review administrative decisions which are prescribed by the *Local Government Act* as reviewable.
- Review infrastructure plans and projects.

#### 3. Membership

Members of this Committee include the Mayor and Deputy Mayor, five (5) other Councillors appointed by Council and an Independent Member appointed by Council. The CEO, General Manager Infrastructure Services and Planning, and Finance Manager are *ex officio* members and have no voting rights.

#### 4. Chairperson

The Mayor or the Deputy Mayor will chair the Finance and Infrastructure Committee.

#### 5. Roles and Responsibilities

**Roper Gulf Regional Council**  
**Terms of Reference - Finance Committee**



- The roles and responsibilities of the Finance and Infrastructure Committee will be as follows:
- a. Review the monthly income and expenditure reports, monitor progress against the budget and provide advice to Council in respect to these.
  - b. Review and accept or reject Program Funding Agreements or any other offers of funding.
  - c. Consider and make appropriate recommendations to Council on any matters having a significant financial impact on Roper Gulf Regional Council.
  - d. At least annually, report to Council on adequacy of Roper Gulf Regional Council's insurance coverage.
  - e. At least annually, review Roper Gulf Regional Council's borrowing program.
  - f. Review financial delegations at least annually.
  - g. To advise Council on the level of allowances to be paid to Councillors.
  - h. Review and determine action for any other financial documents that need to be dealt with prior to the next Ordinary Meeting of Council.
  - i. Work with CEO and Finance Manager to develop the annual budget, ensure it aligns with the Business Plan and present it to Council for adoption.
  - j. Approve the awarding of any tenders or major contracts.
  - k. Recommend fees and charges to be made by Roper Gulf Regional Council.
  - l. Review, if required, applications for community grants made to Roper Gulf Regional Council and provide recommendations to Council.
  - m. Contribute to the preparation of the annual financial statements.
  - n. Review the annual audited financial statement and auditor's report and recommend any necessary follow-up.
  - o. Exercise any general authority delegated by Council.
  - p. Deal with any tasks that have been delegated from a previous Council meeting.
  - q. Consider any matters referred by the CEO or the Council.
  - r. Deal with urgent matters that cannot wait until the next Council meeting by making a decision.
  - s. Review appeals against decisions of Council or council staff members which are prescribed by the *Local Government Act 2019* as reviewable.
  - t. Assess/consider/develop proposed and current investments and investment strategies of Council, and approve commencement and amendments as required.
  - u. Review infrastructure projects undertaken by Council and authorise amendments.

**6. Limitations**

If an issue involves expenditure of \$500,000 or more that is in variance to the budget the Finance and Infrastructure Committee must make a recommendation to the next Ordinary Meeting of Council.

If an issue involves expenditure of \$500,000 or more, but is urgent and cannot be held over until the next Ordinary Meeting of Council, the Finance and Infrastructure Committee will make a recommendation, record how each member of the Committee votes on the recommendation and direct the Mayor/Deputy Mayor or CEO as appropriate to contact other Council members out of session for their vote on the issue.

A decision by the majority of Elected Members for or against the resolution shall be taken as a decision of Council regardless of whether or not all Elected Members were contacted.

## Roper Gulf Regional Council Terms of Reference - Finance Committee



### 7. Quorum

A quorum for the Finance and Infrastructure Committee is five (5) members and must include the Mayor or Deputy Mayor, and the Independent Member.

If the Independent Member is not in attendance but a quorum is otherwise attained, the Committee may only exercise its financial reporting function in accordance with Division 7 of the Regulations, but no other function.

### 8. Proxies

In order to ensure continuity and a useful level of knowledge and experience, Finance and Infrastructure Committee members are not permitted to send proxies to the meeting.

### 9. Term of office

The term of office is for the Local Government electoral term. A newly elected Council will appoint a new Finance and Infrastructure Committee. Should a Councillor be re-elected, he/she may serve multiple terms on the Finance and Infrastructure Committee if appointed by Council. A newly elected Council may choose to re-appoint a former Independent Member if they wish.

### 10. Self-review

At least once a year, the Finance Committee will devote part of the meeting to reviewing its own processes and outcomes of the preceding year.

### 11. Timing and mode of meetings

The Finance and Infrastructure Committee will meet in the months between Ordinary Meetings of Council. Meetings can be held face-to-face, by teleconference, by videoconference or by a mixture of any of these.

### 12. Minutes

Minutes must be kept of the decisions and actions of the Finance and Infrastructure Committee. Minutes will be taken by the Governance delegated staff member.

### 13. Reporting

The minutes of the Finance and Infrastructure Committee will be tabled at the next Council Meeting for confirmation.

### 14. Conflict of Interest

In accordance with Part 7.2 of the *Local Government Act 2019*, Committee members will be required to disclose conflicts of interest at the commencement of each meeting.

Where members or invitees at the Committee meetings are deemed to have a real or perceived conflict of interest, they will be excused from Committee discussions on the issue where a conflict of interest exists.

### 15. Remuneration and Allowances

Councillors who are Committee members shall be paid the Extra Meeting Allowance payment for each Committee meeting they attend.

The Mayor and Deputy Mayor are not eligible for the Extra Meeting payment as it is provided for and included in their base allowance in accordance with applicable law.

**Roper Gulf Regional Council**  
**Terms of Reference - Finance Committee**



Independent Members are eligible for remuneration at a rate of \$900 per meeting which shall be inclusive of meeting preparation, attendance, and necessary travel.

**16. Legislation referenced in the Terms of Reference**

*Local Government Act 2019*

*Local Government (General) Regulations 2021*

**17. Document Control**

<b>Document</b>	<b>Terms of Reference for Finance Committee</b>
<b>Endorsed by</b>	<b>Council</b>
<b>Date approved</b>	<b>24 February 2010</b>
<b>Amendments Approved</b>	<b>26 September 2012</b> <b>28 May 2014</b> <b>26 August 2015</b> <b>14 September 2017</b>



# Terms of Reference (ToR) for Cultural Safety Project Advisory Group

## Introduction

The Advisory Group is established to support the development of a Cultural Safety Framework for the Roper Gulf Regional Council (RGRC). This framework will provide a structured and practical approach to embedding cultural safety across Council operations. It aims to ensure that RGRC is a culturally safe organisation and workplace, with a secondary focus on the cultural safety of its service delivery.

The need for this framework was identified during the CEO recruitment process, where cultural competence was highlighted as a key leadership criterion. This prompted broader reflection on how cultural competence can be strengthened across the workforce and how staff can be supported in their cultural learning journey.

The Advisory Group will provide strategic guidance, advice, and input throughout the development process and play a key role in reviewing and endorsing the final framework.

## Purpose

The purpose of the Advisory Group is to:

- Provide advice and guidance on the development of the cultural safety framework.
- Ensure that the framework reflects the needs and priorities of Indigenous and non-Indigenous stakeholders within the council and the broader community.
- Support the project team in identifying key challenges, risks, and opportunities during the framework's development.
- Review and endorse the final version of the framework to ensure it has buy-in from within the organisation.
- Facilitate collaboration between council staff, Indigenous representatives, and community members to ensure the framework is culturally relevant and practical.



## Objectives

The Advisory Group will:

1. Ensure that the framework aligns with the Council's vision for cultural safety in both internal operations and external service delivery.
2. Identify and prioritise issues related to cultural safety, particularly in relation to workplace culture, Indigenous employment, and community engagement.
3. Review draft versions of the framework, providing feedback and recommendations for improvement.
4. Review and formally endorse the final framework to ensure it has buy-in from within the organisation, ensuring the framework is relevant, practical, and supported by council staff and stakeholders.
5. Facilitate communication between the project team, council staff, and community stakeholders to ensure the framework is developed in a collaborative and inclusive manner.

## Membership

The membership of the Advisory Group will include:

- David Hurst
- Cindy Haddow
- Rodney Hoffman
- Deanne Kennedy
- Tony Jack
- Sammy Evans
- Margaret Oldridge
- Annie Roberts
- Edwin Nungumajbarr
- Kathy-Anne Numamirdirdi
- Melissa Andrews-Wurramarrba
- Owen-Turner
- Sammy Ponto
- Clifford Duncan
- Dennis Duncan
- Patricia Farrel
- Rosemary Joshua
- Harold O'Keefe
- Cecelia Lake
- Ossie Daylight
- Johnny Billy
- Marie Gibbs
- Charlane Bulumbara
- Abraham Wesan
- John Dalywater
- Francis Murry
- Margaret Lindsay
- Ray Ashley
- Loretta George
- Lilly Woiwoi
- Robert Williri





## Roles and Responsibilities

The Advisory Group plays a critical role in ensuring that the Cultural Safety Framework is developed in an informed, inclusive, and meaningful way. While the group does not hold final decision-making authority, it provides significant influence and strategic direction in shaping the framework.

Key responsibilities include:

- Attend development, review and endorsement workshops as scheduled.
- Defining a vision, mission, definition and guiding principles that will underpin the framework and ensure it aligns with local and regional priorities in cultural safety.
- Reviewing and consider community consultation feedback to ensure that the framework reflects the needs and priorities of Indigenous and non-Indigenous stakeholders.
- Identifying key cultural safety issues, risks, and opportunities that need to be addressed in the framework.
- Developing recommendations on culturally safe practices and policies within Council operations.
- Ensuring alignment between the framework and Council's broader strategic commitments, including the Reconciliation Action Plan (RAP), workforce development goals, and community engagement priorities.
- Providing constructive feedback on draft versions of the framework to refine and improve its structure, practicality, and relevance.
- Endorsing the final framework before submission to the Council Executive and Board, ensuring that it has appropriate stakeholder buy-in and support.
- Acting as a conduit for communication between the project team, council staff, and community stakeholders, ensuring transparency and inclusivity in the development process.

## Decision-Making

The Advisory Group does not have final decision-making authority but provides key recommendations and endorsement. The decision-making process will follow these steps:

### 1. Advisory Group Consultation & Recommendations:

The Advisory Group reviews draft versions of the framework and provides feedback based on community needs, cultural safety best practices, and council priorities. Recommendations from the Advisory Group are documented and shared with the project team for incorporation into the framework.

### 2. Council Executive Review & Feasibility Assessment:





The Council Executive assesses the recommendations, ensuring they align with council policies, operational constraints, and strategic priorities. Where necessary, feasibility adjustments may be made, and the framework refined before submission to the Board.

**3. Council Board Approval & Formal Endorsement:**

The Council Board holds final decision-making authority over the adoption and implementation of the framework. The Board reviews the Advisory Group’s endorsed version, ensuring alignment with governance requirements, council commitments, and operational feasibility before giving formal approval.



**Meeting Frequency**

The Advisory Group will meet between four and five times over the course of the Cultural Safety Framework project. Meetings will be conducted online via Microsoft Teams to support participation from members across the Roper Gulf region.

Workshops will be scheduled between June and August 2025 and will include:

- 2-3 x development workshops, focused on defining key elements of the Framework, including its vision, principles, and structure.
- 1 - 2 x review workshops, to consider feedback gathered through community engagement and test the emerging Framework content.
- 1 x endorsement workshop, to finalise and endorse the completed Cultural Safety Framework.

Meeting dates and times will be confirmed in consultation with Advisory Group members to ensure accessibility and alignment with local commitments.





## Duration

The Advisory Group will operate for the duration of the cultural safety framework project, expected to be May and August 2025. The group's role and duration may be extended or reviewed at key project milestones.





## Project Contacts

### **Cross Cultural Consultants (CCC) Project Lead**

Bodhi Pastor-Elsegood, Project Manager  
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### **Roper Gulf Regional Council Project Lead**

Cindy Haddow, General Manager, Corporate Services and Sustainability  
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## EXECUTIVE REPORTS

<b>ITEM NUMBER</b>	14.3
<b>TITLE</b>	Council Policies
<b>AUTHOR</b>	Bhumika Adhikari, Governance Engagement Coordinator

### RECOMMENDATION

That Council:

- (a) receives and notes the Council Policies Report;
- (b) adopts the revised FIN009 Assets Disposal Policy;
- (c) adopts the revised CL006 Elected Members Administration Policy; and
- (d) adopts the listed Policies as in-force, for the duration of its Term, unless otherwise amended or rescinded.

### KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

### BACKGROUND

Council is required by law to have certain policies in place. A policy is Council's formal position on a strategic concept or proposition.

### ISSUES/OPTIONS/SWOT

Below is a table of all Councils Policies as currently in force. The below policies were adopted by previous terms of Council by way of formal resolution and continue to remain in force until amended or otherwise rescinded.

### GOVERNANCE POLICIES

Title	Policy number
Risk Management Policy	ADM023
Cultural Business Policy	GOV004
Communication Policy	GOV005
Vehicle Use Policy	GOV009
Mandatory Reporting Policy	GOV026
Records Management Policy	GOV029
Shared Services Policy	GOV030
Procurement Policy	GOV031

### ASSETS POLICIES

Title	Policy number
Fleet Procurement and Allocation Policy	ASS001
Asset Management Policy	ASS002
Abandoned Vehicle Policy	DIT004

### COUNCIL POLICIES

Title	Policy number
Elected Member and Employee Gift Policy	CL003
Meetings Administration Policy	CL005
Elected Member Administration Policy	CL006
Caretaker Policy	CL007
Council Vacancy Policy	CL008
Register of Interest Policy	CL010
Conflict of Interest (Elected Member) Policy	CL011

**COUNCIL POLICIES**

<b>Title</b>	<b>Policy number</b>
Councillor and Staff Internal Communications Policy	CL012
Members' Code of Conduct	SCH1-LGA2019

**CORPORATE SERVICES AND SUSTAINABILITY**

<b>Title</b>	<b>Policy number</b>
Rating Policy	COR002
Workplace Health and Safety Policy	COR003
Waste Collection Charges Policy	COR004
Corporate Process Policy	COR005
Code of Conduct (Staff)	COR006
Policy Framework	GOV001

**CONTRACT POLICIES**

<b>Title</b>	<b>Policy number</b>
Employee Accommodation Policy	CTS001
Commercial Commitments Policy	CTS002

**FINANCE POLICIES**

<b>Title</b>	<b>Policy number</b>
Debt Collection Policy	FIN002
Corporate Credit Card Policy	FIN005
Fraud Protection Policy	FIN007
Asset Disposal Policy	FIN009
Borrowing Policy	FIN010
Investment Policy	FIN011
Reserves Policy	FIN016
Accountable Forms Policy	FIN020

**HUMAN RESOURCES POLICIES**

<b>Title</b>	<b>Policy number</b>
Bullying, Harassment and Discrimination Policy	HR002
Employee Discipline Policy	HR003
Recruitment and Selection Policy	HR004
Working with Children Certificate Policy	HR006
Offsite Workers Policy	HR008
Volunteer Policy	HR009
Visa Policy	HR010
Leave Policy	HR011
Employee Training and Development Policy	HR014
Uniform Policy	HR015
Higher Duties Policy	HR016
Employee Leaving Gift Policy	HR017
Criminal History Check Policy	HR023
Special Measures Recruitment Policy	HR024
Redundancy Policy	HR029
Performance Management Policy	HR031
Relocation Assistance Policy	HR035
Appointment of a Acting CEO Policy	HR036

**LOCAL AUTHORITIES POLICIES**

<b>Title</b>	<b>Policy number</b>
Local Authority Policy	LA001
Local Authority Meeting Administration Policy	LA002

**OFFICE OF CHIEF EXECUTIVE OFFICER**

<b>Title</b>	<b>Policy number</b>
Organisational Delegations Manual (non-financial)	OCEO001
Financial Delegations Manual	OCEO002
Breach of Code of Conduct (Members)	OCEO003

**WORK SAFE POLICIES**

<b>Title</b>	<b>Policy number</b>
Smoke Free Policy	WS002
Council Pool Policy	WS004
Personal Protective Equipment Policy	WS005
Firearm and Tranquiliser Policy	WS006
Alcohol and other Drugs Policy	WS007
Emergency Evacuation Policy	WS008
Fatigue Management Policy	WS009

**FINANCIAL CONSIDERATIONS**

Nil.

**ATTACHMENTS**

1. CL006 Elected Member Administration Policy [14.3.1 - 6 pages]
2. FIN009 Asset Disposal Policy draft amendments [14.3.2 - 6 pages]

## Roper Gulf Regional Council



## CL006 - Elected Member Administration Policy

**1. POLICY CERTIFICATION**

Policy title:	<b>Elected Member Administration Policy</b>
Policy number:	<b>CL006</b>
Category:	<b>Policy</b>
Classification:	<b>Elected Members</b>
Status:	<b>Approved</b>

**2. PURPOSE**

This policy outlines the administrative arrangements applicable to Elected Members including allowances, benefits, development and administrative support.

**3. ORGANISATIONAL SCOPE**

This policy applies to all Elected Council Members of the Roper Gulf Regional Council (Council).

**4. POLICY STATEMENT**

Council will provide its Elected Members with Base Allowances, Electoral Allowances, Professional Development Allowances, Extra Meetings Allowances and Acting Principal Member Allowances as prescribed by applicable law.

Elected Council members shall be provided with the appropriate administrative support so as to enable the efficient function of their Office.

Elected Members shall be reimbursed 'out of pocket expenses' (incidental expenses) which are related to their Office but for whatever reason, were not covered by their allowances, if they obtain prior approval from the Chief Executive Officer (CEO).

Council will provide all allowances in a manner that adheres to the *Local Government Act 2019* and its statutory instruments.

**5. DEFINITIONS**

<b>The Act</b>	<i>Local Government Act 2019.</i>
<b>Adheres</b>	Follows or 'sticks to'.
<b>Authorising Manager</b>	For the purposes of this Policy the authorising Manager is the Manager responsible for the administration of Council and Governance functions. The authorising Manager is a function, not a position title, and outlined in the Organisational Structure.
<b>Allowance</b>	For the purposes of this Policy, an allowance is a benefit, financial, material, or otherwise, payable and/or provided to an Elected Member in accordance with an Act or Statutory Instrument.
<b>Travel</b>	For the purposes of this Policy travel is an formal, authorised activity undertaken by an Elected Member in their official capacity, that is not located at their community / township of residence, and that requires temporary physical relocation from the Elected Member's community / township to the location of the authorised activity so as to enable the Elected Member to undertake the authorised activity.
<b>Elected Members</b>	Mayor, Deputy Mayor, and Councillors, elected to the Roper Gulf Regional Council.
<b>Incidental Expenses</b>	The expenses that occur that are essential to the completion of the Roper Gulf Regional Council task at hand. For example fuel expenses to travel to the task/event.
<b>Shall</b>	Will .

Roper Gulf Regional Council



CL006 - Elected Member Administration Policy

<b>Arrears</b>	That which is behind in payments.
<b>Claimable</b>	A payment demanded in accordance with a policy, for if the elected member is eligible.
<b>Nominated</b>	Chosen.
<b>Room Charges</b>	Any additional charges or amounts credited back to a hotel room whilst staying in that hotel room.

**6. PRINCIPLES**

**6.1 Ordinary Allowance**

The base allowance covers those activities required of an Elected Member in the performance of his or her role as an Elected Member including agenda study and meeting preparation; attendance at regular council meetings; attendance at social functions as a council representative; constituency responsibilities; council representation within the council area unless the representation has extra meeting approval.

The base allowance is automatically paid to Elected Members each month or at such frequency resolved by Council, in arrears. This payment, once approved by the authorising Manager, will be processed by Finance on the first of each month and deposited in the Elected Member’s nominated bank account. If the first of the month falls on the weekend or public holiday, the allowance will be processed on the next working day.

Elected Member allowance rates are set annually by the Remuneration Tribunal.

**6.2 Electoral Allowance**

The electoral allowance is to assist Elected Members with electoral matters. The electoral allowance is automatically paid to Elected Members each month or at such a frequency resolved by Council, in arrears. This payment, once approved by the authorising Manager, will be processed by Finance on the first of each month and deposited in the Elected Member’s nominated bank account. If the first of the month falls on the weekend or public holiday, the allowance will be processed on the next working day.

**6.3 Extra Activity Allowance**

The extra meeting allowance is a capped sum of money provided when an Elected Member attends an extra meeting or activity deemed to be above the normal meetings as set out by the Council. The extra activity allowance is claimable by the Elected Member for each day of the extra activity. The payment of this allowance will be in arrears. The eligibility for Extra Meeting Allowance is determined by the Remuneration Tribunal.

**6.4 Acting Principal Allowance**

The acting principal allowance is a sum of money provided to the Deputy Principal or Elected Member when they are carrying out the duties of the Principal Member due to the Principal Members absence or inability to carry-out duties due to other arrangements. The Acting Principal Allowance is a claimable sum of money that is paid on a monthly basis. The Deputy Principal or Elected Member is entitled to claim for this allowance:

- a. If the duties of the Principal Member, as outlined in Part 4.2 of *Local Government Act 2019* have been carried out by themselves.
- b. If the duties have been carried out for up to and no more than 90 days in total in a financial year. Should the duties continue for longer than 90 days as resolved by Council, the rate reverts to usual rate for that Member.

During the time the member is acting as principal:

## Roper Gulf Regional Council



## CL006 - Elected Member Administration Policy

- a. The Elected Member, including the Deputy Principal is to be paid the daily rate as detailed in the Expenses table. This daily rate includes Saturdays, Sundays and Public Holidays.
- b. The extra meeting and base allowances will be suspended
- c. The Elected Member will continue to receive their electoral allowance.

**6.5 Allowances for which no Financial Advantage is gained**

Council shall ensure that Elected Members shall not be at a financial disadvantage, nor gain financial advantage for professional development or travel, the allowances for which are outlined below:

***N.b. any expenses incurred for official purposes must be formally demonstrated by way of a receipt if it is to be claimed as a reimbursement.***

**6.5.1 Professional Development Allowance**

The professional development allowance is payable to Elected Members to attend relevant and Council approved conferences or training courses. Professional development allowance is to be used to cover the cost of the registration or entry fee into the conference or course, travel, meals and accommodation.

The professional development allowance is claimable and available:

1. To all Elected Members.
2. Multiple times each year but shall not exceed the maximum amount specified by the Remuneration Tribunal.
3. Only when participating in approved courses and conferences consistent with Council policy.

Alternatively, when Council has recommended and organised attendance at a conference and/or training session, Council will pre-pay any and all costs of relevant conferences or training courses, travel, accommodation, and travel allowance. If Council has paid the professional development costs directly, no professional development allowance is to be paid directly to the Elected Member.

**6.5.2 Travel Allowance**

Travel allowance is the sum of money provided when Elected Members are undertaking work related travel that requires an overnight stay in a location other than their primary residence. Travel allowance comprises components for accommodation, meals and other incidental expenses based on rates determined by the Australian Taxation Office recommendations or at an appropriate, Council-approved rate. It is a sum of money paid to the Elected Member, prior to their travel to cover all travel costs in the route and mode of transport that is most economical to Roper Gulf Regional Council. Travel Allowance forms are to be completed for each claim to be processed.

The travel allowance is claimable by the Elected Member and must be pre-approved by the authorising Manager before the travel has been undertaken. When an Elected Member is required to travel for work related purposes, the Governance Officer for Council will submit a 'Travel Allowance Form' to the authorising Manager on the Elected Member's behalf for approval of payment. Once approved, the payment will be made into the Elected Member's nominated bank account in the earliest pay run from submission of the Travel Allowance Form. Should the Elected Member wish to receive their Travel Allowance as a cash payment, they must advise the Governance Officer for Council a minimum one (1) week prior to the first day of travel.

The claim conditions in which one can apply for the components of travel allowance are as follows:

Incidentals:

1. A set amount per day.
2. Shall only be claimed after the first 24 hours of travel away from primary place of work/residence or cannot be claimed during the first 24 hours of travel.

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3. Shall only be claimed in compliance with applicable Council policy and/or policy support document

## Breakfast:

1. A set amount per meal. Any breakfast expenses over the set breakfast allowance amount will be at the Elected Member's own expense.
2. Shall only be claimed in compliance with applicable Council policy and/or policy support document.
3. Shall only be claimed if Roper Gulf Regional Council have not pre-paid or ordered catering or not supplied by the event attending from 0600hrs to 0900hrs for this meal.

## Lunch:

1. A set amount per meal. Any lunch expenses over the set lunch allowance amount will be at the Elected Member's own expense.
2. Shall only be claimed in compliance with applicable Council policy and/or policy support document.
3. Shall only be claimed if Roper Gulf Regional Council have not pre-paid or ordered catering or not supplied by the event attending from 1200hrs to 1500hrs for this meal.

## Dinner:

1. A set amount per meal. Any dinner expenses over the set dinner allowance amount will be at the Elected Member's own expense.
2. Shall only be claimed in compliance with applicable Council policy and/or policy support document.
3. Shall only be claimed if Roper Gulf Regional Council have not pre-paid or ordered catering or not supplied by the event attending from 1900hrs to 2359hrs for this meal.

## Accommodation:

1. Shall only be claimed if Roper Gulf Regional Council is not paying for the accommodation by submitting the applicable Council Reimbursement Claim Form.
2. Will only cover the most basic room rate available. Any upgrades of room type or room charges will be paid by the Elected Member at their own expense.

## Mileage:

1. A set amount per kilometre.
2. Shall only be paid if travel is conducted in a personal vehicle that has been pre-approved. Pre-approval of a vehicle can be obtained by providing the Governance Officer for Council with the vehicle's current registration and insurance documentation.
3. Shall only be paid for travel from the Elected Member's primary place of residence to the destination in which Roper Gulf Regional Council requires them and return, with both journeys undertaken by the shortest practicable route.
4. Shall only be paid once, per vehicle per trip, to the owner/operator of the vehicle being used for the trip. It does not apply to other Elected Members who are vehicle-sharing as passengers.

**6.6 Annual Resolution of Allowances**

The amount of Council Member Allowances including the amount of the Extra Meeting Allowance is determined by the Remuneration Tribunal annually as per legislative requirements. The resolution of Council Member Allowances for the financial year **must be made when it adopts the Regional Plan** for the financial year in accordance with *Local Government Act 2019*.

Roper Gulf Regional Council



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**6.7 Individual Responsibility of Elected Members**

Council acknowledges its due diligence obligations pertaining to the expenditure of its funds, and affirms its commitment to holding its Elected Members accountable for any costs it incurs arising out of its Elected Members’ activities. Further on to the provisions of Clause 6.5, Council requires its Elected Members to reimburse it for any costs it incurs arising out of an Elected Member’s failure to attend a prescribed activity without a lawful, and reasonable excuse, including travel costs, activity costs, and accommodation costs. Such costs are generally recovered by way of deduction from an Elected Member’s monthly allowance, however Council may undertake other steps to ensure its costs are recovered in full.

**6.8 Further Administrative Support**

Council will provide Elected Members with administrative support including access to its offices, and an official email account.

The Mayor shall be provided with an appropriate motor vehicle with private use that is to be administered by way of a specific, termed agreement with Council.

**6.9 Training and Development**

Council is committed to the development of its Members so as to promote effective and informed decision-making. The CEO and governance staff shall arrange appropriate training and development opportunities for Elected Members as opportunity and circumstance dictate.

The public interest test and costs / benefit analysis shall be applied whenever potential training and development opportunities are scoped.

**6.9.1 Local Government Act takes precedent**

The *Local Government Act 2019*, its Statutory Instruments prevail over this Policy in the event of a conflict or inconsistency.

**7. REFERENCES AND RELATED DOCUMENTS**

Legislation	<i>Local Government Act 2019</i>
	<i>Local Government Guideline 2A</i>
	<i>Income Tax Assessment Act 1997 (Cth)</i>
Australian Taxation Office	<i>Recommendations for Travel Allowances</i>

**8. DOCUMENT CONTROL**

Policy number	<b>006</b>
Policy Owner	<b>Governance</b>
Endorsed by	<b>OCM</b>
Date approved	<b>26/06/2013</b>
Revisions	<b>30 March 2016, July 2017, April 2022</b>
Amendments	<b>30 March 2016, 23 August 2017, April 2022, 25 September 2025</b>
Next revision due	<b>June 2029</b>

**9. CONTACT PERSON**

Position **Manager Corporate Compliance**

Roper Gulf Regional Council



CL006 - Elected Member Administration Policy

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Contact number

**(08) 8972 9005**

Roper Gulf Regional Council Asset Disposal Policy



FIN009 – Asset Disposal Policy

**1. POLICY CERTIFICATION**

Policy title:	<b>Asset Disposal Policy</b>
Policy number:	<b>FIN009</b>
Category:	<b>Policy</b>
Classification:	<b>Finance</b>
Status:	<b>Approved 3/9/2012 &amp; Amended 25/9/2025</b>

**2. PURPOSE**

The purpose of this policy is to provide a framework consistent with legislative requirements that provides clear guidelines relating to the sale or disposal of assets or materials surplus to the operational needs of Roper Gulf Regional Council.

The Policy will ensure asset disposal is:

- in the best interests of Council’s constituency;
- performed with diligence; and
- timely, accountable and transparent.

Council has a responsibility to manage its assets in a manner that will be cost effective in the delivery of council services.

**3. SCOPE**

The Asset Disposal Policy has been prepared as a part of the Operational policy of Roper Gulf Regional Council and this Policy shall apply to:

- all current and non-current assets and items surplus to Council requirements; and
- all employees of Council.

**4. POLICY STATEMENT**

Section 267(1) of the *Local Government Act 2019* (the Act) provides that “Subject to the Minister’s guidelines, a council may deal with or dispose of property of which the Council is the owner”. Sale and disposal of land and other assets should be consistent with the council’s economic, social and/or environmental objectives.

When considering options for the sale and disposal of land and other assets, council should look for opportunities to advance the objectives of the council’s strategic plan. Commercial confidentiality should apply to negotiations for sale and disposal of land and other asset transactions unless council decides otherwise.

In the event of a conflict between this Policy and the *Local Government Act 2019* (and statutory instruments) it is the Act that prevails to the extent of the conflict.

**5. DEFINITIONS**

For the purposes of this Policy, the following definitions apply:

<b>Asset</b>	applies to the terms 'asset(s)', 'stores', 'item(s)', 'equipment', 'furnishings' and 'goods' as used throughout this policy and refers to items with an original purchase value of more than
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	\$5,000 (excl. GST) or an estimated residue value of more than \$1,000 (excl. GST) at the time of disposal.
<b>Useful life</b>	The useful life of an asset is the period over which an asset is expected to be available for use by the Council.
<b>Depreciable amount</b>	The depreciable amount is the cost of an asset, or fair value less its residual value.
<b>Residual value</b>	The residual value is the estimated amount that Council would currently obtain from disposal of the asset, after deducting the estimated costs of disposal, if the asset were already of the age and in the condition expected at the end of its useful life.
<b>Conflict of Interest</b>	a <b>conflict of interest</b> as a situation in which a person has a private or personal interest sufficient to appear to influence the objective exercise of his or her official duties as, say, a public official, an employee, or a professional.

**6. PRINCIPLES**

**6.1 Disposal Outline**

A “good” is of value to Council; only in so much as it continues to cost effectively support the delivery of the Council’s services. Goods that are no longer needed should be disposed of promptly. The” disposal” method must achieve best value for money such that Council obtains the best possible return for the goods it sells.

The disposal method that is chosen must promote fair and effective competition to the greatest extent possible, and disposals should be conducted in an ethical manner. The disposal process should be as follows:

- Decision to dispose
- Estimate the value
- Factors to consider in disposal
- Select the appropriate disposal method
- Obtain approval for disposal process
- Effect disposal
- Evaluate the disposal process

In circumstances where there is a sale or disposal other than by tender process, as may be considered and determined by council on individual case merits, the reasons for entering into such contracts should be documented.

**6.2 Considerations Prior to Disposal**

- Hazardous Materials: Any dangerous goods are to be disposed of only in an authorised manner
- Conflict of Interest: Council staff involved in disposal need to understand their responsibility to disclose actual or perceived conflicts of interest that may arise in the performance of their duties. A conflict of interest is defined in definitions section of this document (section 5). An example of a conflict of interest is

## Roper Gulf Regional Council Asset Disposal Policy



## FIN009 – Asset Disposal Policy

would be if an employee's brother-in-law expressed an interest in purchasing assets by tender and that particular employee is on the tender panel then this would constitute a "conflict of interest".

- Council staff should check and declare that there is no conflict of interest on their behalf prior to the commencement of each disposal activity. If there is a conflict of interest the staff member should seek advice from their General Manager.
- Other Uses: Ensure no other Council Department has a need for the asset.
- Identifying marks: As much as is practical, any Council identifying mark should be removed or obliterated.
- Spare Parts: Any spare parts held for a particular item should be disposed of in one parcel with the asset.
- Provision of relevant information related to changes or alterations made to a vehicle or plant.
- Preparing assets for sale : A check must be carried out to ensure assets do not contain:
  - Additional items not intended for sale
  - Confidential documents (records, files and papers)
  - Software (which could lead to a breach of licence or contain confidential data)
  - Hazardous materials

### 6.3 Method of Disposal

The disposal method chosen must be compliant with the *Local Government Act 2019* and Ministerial Guideline 4, and be appropriate to the value, nature, quantity and location of the goods, and to promote fair and effective competition to the greatest extent possible. The disposal methods available are:

- (1) Destruction / Land fill – where items are of no value.
- (2) direct sale – advertisement for sale and the nature of the advertisement i.e. public notice, local paper etc;
- (3) quotation – seeking quotations for the sale of land and other assets;
- (4) selected tender – seeking tenders from a selected group of persons, companies, organisations, or other interested parties;
- (5) open tender – openly seeking, through advertisement, tenders, or buyers for Council, land and other assets;
- (6) Auction – advertisement for auction; auction can be by professional auction house
- (7) Trade-in – to trade-in if part of the asset replacement program;
- (8) Insurer declared 'Write Off' with Insurance compensation; or
- (9) other means as deemed appropriate by council or the CEO (provided disposal has been authorised by council).

### 6.4 Other Factors in the Disposal Process

There are factors apart from the monetary value of the goods that can affect the choice of disposal method, including:

- the market available for the goods

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- time considerations
- Council resources required to manage the disposal
- the costs associated with the different disposal methods, i.e. administration and transport cost to Council
- the size, portability and number of goods

In any event, the methods of disposal and reasons should be documented and filed according to the monetary value of the goods in question.

Irrespective of the disposal method, it is essential that all prospective buyers are advised in writing that items are disposed of, with any faults and at the buyer’s risk. Buyers are to rely on their own enquiries regarding the condition and workability of the items.

**6.5 Disposal to Employees and their Family and Friends**

Negotiated assets sales and internal expressions of interest for sales of asset to staff and their family and friends will not be allowed. None of the Council goods are to be disposed to any employee of Council unless the disposal has been publicly tendered and in the General Manager’s opinion, the offer from the employee is the most advantageous to Council and all other guidelines for the disposal of goods are to be complied with.

**6.6 Obtaining Approval for Disposal**

Having chosen the most appropriate method of disposal, the council officer must seek approval from the appropriate General Manager for permission to proceed with the disposal. This must be in writing via an appropriate email or memo.

Regardless of the method of disposal, probity must be maintained and any changes to the disposal process, terms and conditions must be communicated to all potential participating parties.

**6.7 Authorisation of Disposals**

Goods excess to Council requirements must be disposed of in accordance with the delegated authority and policy including delegations in OCEO002 Financial Delegations Manual.

The following positions have delegated authority for approval to dispose of property in excess of Council’s requirements: -

<b>POSITION</b>	<b>DISPOSAL LIMIT</b>
General Manager plus CEO	To dispose of equipment, stores or other property of Council which is obsolete, worn out of no further use.

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To determine which items of plant, machinery and vehicles are to be offered as trade-ins or for sale and to dispose of such equipment.

To dispose of plant that is surplus to Council’s requirements and to determine appropriate method of disposal.

Council To dispose of assets other than approved above eg. land, walkway and buildings.

**6.8 Asset Register**

For all disposals, irrespective of whether the goods are written off, the asset registers must reflect the relevant details and the accounting records must be adjusted. This can be done through the Finance Section and such advice should be in writing.

**6.9 Accounting for Disposal**

When an asset is sold and its selling price varies from the carrying amount in Council’s balance sheet, a gain or loss on disposal will be recognised directly to the Income Statement in accordance with AASB 116 – Property, Plant & Equipment. If an asset is disposed before it has been fully depreciated, the carrying amount represents a loss on disposal and will be expensed. Where an asset disposed of has been subject to revaluation, the net increment in the asset revaluation reserve relating to the disposed asset will be transferred to Accumulated Surplus. The amount transferred must not exceed the balance of the asset revaluation. Partial renewal/replacement of an asset is recognised by adding the renewal/replacement cost to the existing asset value. The useful life of the asset will be adjusted, if necessary, at the time of reviewing the useful lives.

**6.10 Proceeds from Sale of Assets & Insurance compensation for written off Assets**

Proceeds from the sale of assets should be applied to:

- The reduction of any debt associated with the asset acquisition or upgrade since the original purchase or construction; or
- Offset the cost of replacement assets required for operations arising from asset sale; or
- A specific Reserve Fund namely to the “Asset Replacement Reserve”.

**7. REFERENCES**

Acknowledgements (original author/source documents)	<ul style="list-style-type: none"> <li>• <i>Local Government Act 2019</i></li> <li>• <i>Local Government (General) Regulations 2021</i></li> <li>• <i>Ministerial Guideline 4: Assets</i></li> </ul>
Related Policies	OCEO002 Financial Delegations Manual

Roper Gulf Regional Council Asset Disposal Policy



FIN009 – Asset Disposal Policy

Related Publications	<i>Nil</i>
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**8. DOCUMENT CONTROL**

Policy number	<b>FIN009</b>
Policy Owner	<b>General Manager Corporate Services and Sustainability</b>
Endorsed by	<b>FCM</b>
Date approved	<b>03/09/2012</b>
Revisions	<b>25/9/2025</b>
Amendments	<b>25/09/2025</b>
Next revision due	<b>September 2029</b>

**9. CONTACT PERSON**

Position	<b>Manager Corporate Compliance</b>
Contact number	<b>08 8972 9000</b>

## EXECUTIVE REPORTS




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<b>ITEM NUMBER</b>	14.4
<b>TITLE</b>	Mayor's Report
<b>AUTHOR</b>	Daniele Piga, Governance Coordinator

### RECOMMENDATION

That Council receives and notes the Mayor's Report.

### KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

### BACKGROUND

The Mayor undertakes range of official duties on behalf of Council. This report outlines the Mayor's activities and undertaking since Council's last Ordinary Meeting on 23 July 2025.

### ISSUES/OPTIONS/SWOT

A summary of the Mayor's undertakings is as follows:

- **Jilkminggan Local Authority Meeting**  
05 August 2025
- **Mataranka Local Authority Meeting**  
05 August 2025
- **Finance and Infrastructure Committee Meeting**  
12 August 2025
- **Borroloola Cyclone Shelter Opening**  
28 August 2025
- **Hodgson Downs (Minyerri) Local Authority Meeting**  
01 September 2025
- **Numbulwar Local Authority Meeting**  
03 September 2025
- **Ngukurr Local Authority Meeting**  
04 September 2025
- **Meeting with Marion Scrymgour's advisor – Rob Knight**  
16 September 2025  
Met with Marion Scrymgour's (Member for Lingiari) advisor, Rob Knight with Chief Executive Officer, David Hurst, General Manager of Corporate Services and Sustainability, Cindy HADDOW, General Manager of Community Services and Engagement, Tony HOPP, General Manager of Infrastructure Services and Planning, Luke HADDOW. Advocating for the following items; community policing – specifically Numbulwar, Barunga Memorial Statement, roads throughout the region, Minyerri (Hodgson Downs), with Alawa Aboriginal Corporation regarding the Massacre site project and the situations in Jilkminggan, with Jilkminggan Community Aboriginal Corporation (JCAC).

### FINANCIAL CONSIDERATIONS

Nil.

### ATTACHMENTS

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## EXECUTIVE REPORTS

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<b>ITEM NUMBER</b>	14.5
<b>TITLE</b>	Chief Executive Officer's Report
<b>AUTHOR</b>	Sarah Peachment, Executive Assistant to the CEO

### RECOMMENDATION

That Council:

- (a) receives and notes the Chief Executive Officer's Report;
- (b) authorises the chief executive officer to supply a letter of support to the Mataranka fishing club as requested by the same; and
- (c) agrees to undertake strategic planning training, to be delivered by Matrix on Board, on DATE.

### KEY OUTCOME AREA

Economic Development: Foster strengthening and growing jobs, industries, and investment attraction.

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

### BACKGROUND

An overview of the Chief Executive Officer's (CEO) undertakings since Council's last Ordinary Meeting on 23 July 2025 is supplied to Council below.

### ISSUES/OPTIONS/SWOT

Key Activities and undertakings of the Chief Executive Officer since Council's last Ordinary Meeting include:

- **Chief Executive Officer, Catch Up – Victoria Daly Regional Council**  
14 August 2025  
Strengthening partnership with Victoria Daly Regional Council, Chief Executive Officer, Jennifer MARSTON, by engaging in regular catch ups.
- **Jilkminggan Local Authority Meeting**  
05 August 2025
- **Mataranka Local Authority Meeting**  
05 August 2025
- **Borrooloola Local Authority Meeting**  
05 August 2025
- **NIAA Meeting**  
06 August 2025  
Met with NIAA Senior Adviser regarding
  - The concerns raised by Jilkminggan Community members and Council regarding access to renal services for community members
  - Lack of police presence in communities
  - Barunga Festival concerns regarding organisation & communication
  - Funding for infrastructure improvements at Barunga oval
- **Finance and Infrastructure Committee Meeting**  
12 August 2025
- **Audit and Risk Committee Meeting**

13 August 2025

- **Chief Executive Officer, Catch Up – Victoria Daly Regional Council**  
14 August 2025  
Strengthening partnership with Victoria Daly Regional Council, Chief Executive Officer, Jennifer MARSTON, by engaging in regular catch ups.
- **Stakeholder Engagement – APA Group**  
20 August 2025  
Engaged in a discussion with APA group about a potential gas pipeline to transport natural gas from Beetaloo Basin to the existing Carpentaria Gas pipeline in Queensland.
- **Mataranka Fishing, Sporting & Recreation – Support Letter request**  
24 August 2025  
Mataranka Fishing, Sporting & Recreation Club request a letter of support for a community benefit funded grant, for the proposed project at old bowling green. In this project it is proposed that the old bowling green into a new synthetic lawn bowling facility.
- **Chief Executive Officer, Catch Up – MyCDP**  
25 August 2025  
Discussed the continued partnership of MyCDP and Roper Gulf Regional Council with Chief Executive Officer, Janelle ISAUB.
- **Borrooloola Cyclone Shelter Opening**  
28 August 2025  
Attended the Borrooloola Cyclone Shelter, with a variety of esteemed guests, community members and staff to commemorate the official opening.
- **Hodgson Downs (Minyerri) Local Authority Meeting**  
01 September 2025
- **Chief Executive Officer, catch up – Alawa Aboriginal Corporation**  
01 September 2025  
Discussed services delivery issues and contractual obligation in Minyerri with Chief Executive Officer, Dale CAMPBELL. Included in these discussions were plans in relation to the Massacre site project in Minyerri. The Minyerri Local Authority has designated \$25,000 for consultation in relation to the site. Agreement was reached to have a joint meeting with Local Authority Members and The Board of Alawa Aboriginal Corporation to avoid duplication and to work in partnership.
- **Numbulwar Local Authority Meeting**  
03 September 2025
- **Ngukurr Local Authority Meeting**  
04 September 2025
- **Chief Executive Officer, catch up – Yugul Mangi**  
04 September 2025  
Discussed the Development of the access road and boat ramp project in Ngukurr with Chief Executive Officer, Victoria HAIG.
- **RUOK day event – Together We Walk: Moving Forward as One**  
11 September 2025

Attended RUOK day event, held by Victoria Daly with a variety of Staff from Roper Gulf Regional Council in support of building healthy conversations and environments about mental health.

- **Matrix on Board – Strategic Planning Facilitation**

11 September 2025

Previously the Council were scheduled to engage with Matrix on Board for Strategic Planning training. However, the training was postponed. This training has been partially paid for and with the strategic plan set to expire in 2027. It is requested that the Council, if wishing to engage in the training, book it for a day before a briefing day or a day after Ordinary Meeting of Council.

- **Steering Group Meeting**

15 September 2025

Met with Alexandros KARANIKOLAS, Acting Executive Director Assets, Infrastructure and Maintenance – Department of Housing, Local Government and Community Development, Luke HADDOW, General Manager of Infrastructure Services and Planning to discuss progression of the Borroloola Town Camp Roads.

- **Meeting with Marion Scrymgour’s advisor – Rob Knight**

16 September 2025

Met with Marion Scrymgour’s (Member for Lingiari) advisor, Rob Knight with Mayor JACK, General Manager of Corporate Services and Sustainability, Cindy HADDOW, General Manager of Community Services and Engagement, Tony HOPP, General Manager of Infrastructure Services and Planning, Luke HADDOW. Advocating for the following items; community policing – specifically Numbulwar, Barunga Memorial Statement, roads throughout the region, Minyerri (Hodgson Downs), with Alawa Aboriginal Corporation regarding the Massacre site project and the situations in Jilkminggan, with Jilkminggan Community Aboriginal Corporation (JCAC).

## **FINANCIAL CONSIDERATIONS**

Nil.

## **ATTACHMENTS**

Nil.

## EXECUTIVE REPORTS

<b>ITEM NUMBER</b>	14.6
<b>TITLE</b>	Council Meeting Attendance Report
<b>AUTHOR</b>	Daniele Piga, Governance Coordinator

### RECOMMENDATION

That Council receives and notes the Council and Committee Meeting Attendance Report.

### KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

### BACKGROUND

The *Local Government Act 2019* states that the members will be disqualified as a member of a Council if the person is absent, without permission or the approved apologies of the Council in accordance with the regulations, from two (2) consecutive Council meetings.

#### Council Member Attendance

Elected Members	04 December 2024	26 February 2025	16 April 2025	04 June 2025	23 July 2025
Mayor Tony JACK	P	P	P	P	P
Deputy Mayor Helen LEE	P	P	P	P	AP
Councillor Samuel EVANS	No AP	No AP	P	AP	P
Councillor Owen TURNER	P	P	P	AP	AP
Councillor Edna ILES	P	P	P	P	P
Councillor Edwin NUNGGUMAJBARR	AP	P	P	P	P
Councillor Kathy-Anne NUMAMURDIRDI	P	AP	P	P	P
Councillor John DALYWATER	P	P	P	P	AP
Councillor Annabelle DAYLIGHT	AP	AP	P	P	P
Councillor Selina ASHLEY	P	P	P	P	AP
Councillor Patricia FARRELL	P	P	P	P	P
Councillor Gadrian HOOSAN	P	AP	P	P	P
Councillor Melissa ANDREWS-WURRAMARRBA	Appointed on this Meeting	P	AP	P	P

#### Finance and Infrastructure Committee Member Attendance

Elected Members	29 January 2025	19 March 2025	30 May 2025	23 June 2025	12 August 2025
Independent Member Awais UR REHMAN	P	P	AP	P	P
Mayor Tony JACK	P	P	P	AP	P

Deputy Mayor Helen LEE	P	P	P	P	P
Councillor Owen TURNER	AP	P	P	P	AP
Councillor Edwin NUNGGUMAJBARR	P	P	P	P	P
Councillor John DALYWATER	P	P	P	AP	P
Councillor Annabelle DAYLIGHT	P	P	P	AP	P
Councillor Kathy-Anne NUMAMURDIRDI	P	P	P	P	P

### Audit and Risk Committee Member Attendance

Committee Members	26 August 2024	13 November 2024	19 February 2025	11 June 2025	13 August 2025
Independent Member Ian SWAN	P	P	P	P	P
Independent Member Carolyn EAGLE	AP	P	P	P	P
Independent Member Claudia GOLDSMITH	P	P	P	P	P
Councillor John DALYWATER	P	P	AP	AP	AP
Councillor Patricia FARRELL	P	P	P	P	P

\*\* Table Key

P Present

AP Apologies given and accepted

NO AP No apologies given and not present at meeting

### ISSUES/OPTIONS/SWOT

According to clause 6.7 Individual Responsibility of Elected Members of CL006, Elected Member Administration Policy, Elected Members failure to attend a prescribed activity without a lawful, and reasonable excuse, including travel costs, activity costs, and accommodation costs. Such costs are generally recovered by way of deduction from an Elected Members monthly allowance, however Council may undertake other steps to ensure its costs are recovered in full.

### FINANCIAL CONSIDERATIONS

Nil.

### ATTACHMENTS

Nil.



## CORPORATE SERVICES AND SUSTAINABILITY DIVISIONAL REPORT

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<b>ITEM NUMBER</b>	15.1
<b>TITLE</b>	Authorised Officer Management of Appointments
<b>AUTHOR</b>	Daniele Piga, Governance Coordinator

### RECOMMENDATION

That Council, in accordance with Section 167 (l) of the *Local Government Act 2019* (the Act), delegates to the Chief Executive Officer the management and appointment of Authorised Persons as prescribed at Part 9.7 of the Act.

### KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

### BACKGROUND

Chapter 9.7 of the *Local Government Act 2019* (the Act) makes provisions for the appointment of Authorised Persons for the purposes of ensuring compliance with Act and its statutory instruments e.g. by-laws. These may also include regulatory instruments covering the number of dogs on a property, disposal of commercial waste or orders to clean up properties.

### ISSUES/OPTIONS/SWOT

The management of appointments of persons as Authorised Persons is a function of Council as prescribed at Section 183. This would require Council to appoint, amend, or rescind the appointment of Authorised Persons by way of Resolution.

Council is advised to delegate this function to the Chief Executive Officer in accordance with Section 167 (l) so as to enable accurate and timely management.

The Council has delegated this function to the Chief Executive Officer in 2017 in accordance with the then *Local Government Act 2008*. This Council is requested to continue this delegation in accordance with the *Local Government Act 2019*.

### FINANCIAL CONSIDERATIONS

Nil.

### ATTACHMENTS

Nil.

**CORPORATE SERVICES AND SUSTAINABILITY DIVISIONAL REPORT**

<b>ITEM NUMBER</b>	15.2
<b>TITLE</b>	Council Financial Report as at 31.08.2025
<b>AUTHOR</b>	Greg Evans, Financial Consultant

**RECOMMENDATION**

That Council receives and notes the Council's Financial Report as at 31 August 2025.

**KEY OUTCOME AREA**

Economic Development: Foster strengthening and growing jobs, industries, and investment attraction.

**BACKGROUND**

The Financial Report to 31 August 2025 is tabled to Council for its consideration. Note that the Financial report is based on transactions up until the date of this report. This report is preliminary, as the audit for the 2024/25 financial year is still underway, the closing balances for 2024/25 are yet to be finalised, thereby affecting the opening balances for the 2025/26 financial year. The major impacts of this are in the balance sheet, particularly property plant and equipment where the revaluation of assets and capitalisation of work in progress are yet to be finalised for the 2024/25 financial year, thereby not allowing the reporting of capital expenditure for the month.

Attached are the Council's financial reports as at 31 August 2025, including:

- Balance Sheet;
- Income and expenditure report by account category with explanation on variances;
- Breakdown of Other Operating Expenses with explanation on variances;
- Financial Ratio Analysis;
- Cash-at-bank Statement and 12-month graph on cash balances;
- Investment Report;
- Capital Expenditure Report (not able to be completed due to 2024/25 WIP being finalised);
- Accounts Receivable Age Analysis report and a summary of outstanding rates;
- Accounts Payable Age Analysis report and list of top ten payments made to suppliers.

The balance sheet has been prepared as per prevailing accounting standards, practice and in compliance with the applicable *Local Government Act 2019*.

The Income and Expenditure Report YTD August shows that the net operating position is a positive of \$0.403M inclusive of depreciation and amortisation costs. This figure represents a unfavourable variance from budget of \$0.372M. Timing delays in receipt of untied grants being the main cause.

The bank balance at 31 August is \$32.983M. Of this total bank balance, \$27M is invested in various interest earning term deposits. The total balance of untied cash after liabilities and commitments towards major projects is \$25.713M.

As per the Local Government Act 2019, the monthly financial reports have to be certified by the Chief Executive Officer

**Chief Executive Officer's Declaration**

To the Council,

I, David HURST, Chief Executive Officer of the Council, certify that to the best of my knowledge, information and belief:

(i) the internal controls implemented by the council are appropriate: and

(ii) the council's financial report best reflects the financial affairs of the Council



David HURST,  
Chief Executive Officer 11 September 2025

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

#### **Provision for Landfill Rehabilitation**

As per recent environmental regulations, Council's waste management operations give rise to obligations to rehabilitate certain sites. As such the liability component of the estimated future cost has to be included in the financial statement for a fair representation of Council's financial affairs.

#### **Statement on Australian Tax Office, Payroll and any other obligations.**

The reported Payroll Tax obligations were paid by the due date as required by the Tax Office. The Business Activity Statement reporting for 30 June 2025 has been processed prior to month end May. Furthermore, all superannuation obligations and insurance premium have been paid by the due date.

#### **Debtors Analysis:**

Debtors currently sit at \$241K, current invoices make up 81% of this total with 90 day plus debtors representing an additional 19% of this figure.

### **FINANCIAL CONSIDERATIONS**

Nil.

### **ATTACHMENTS**

1. Financial Reports Aug 2025 (1) [15.2.1 - 18 pages]



# Financial Reports

at 31 August 2025

## The Balance Sheet – a snapshot of the organisation’s financial status at a given point in time



# Roper Gulf Regional Council

Balance Sheet  
31-August-2025



ASSETS		LIABILITIES	
<b>Current Assets</b>		<b>Current Liabilities</b>	
Cash	5,983,310	Accounts payable	370,385
Accounts receivable	110,059	Taxes payable	177,714
(less doubtful accounts)	-	Accrued Expenses	386,482
Rates & Waste Charges Receivable	4,338,434	Provisions (Annual Leave)	1,880,864
Inventory	572,561	Contractors Retention and Deposit Bonds	178,194
Investments	27,000,000	Operating Lease	105,521
Other current assets	1,836,893	Unspent Grant and Client Funds	7,270,566
<b>Total Current Assets</b>	<b>39,841,257</b>	<b>Total Current Liabilities</b>	<b>10,369,727</b>
<b>Non-current Assets</b>		<b>Total Current Liabilities</b>	
Land	5,240,000		<b>10,369,727</b>
Right of Use - Land	4,503,795	<b>Long-term Liabilities</b>	
Buildings	53,046,454	Non Current Provision (Long Service Leave)	266,109
(less accumulated depreciation and impairment)	- 4,455,676	Operating Lease Expense Property	4,938,110
Fleet, Plant, Infrastructure and Equipment	49,298,057	Provision for Landfill Rehabilitation	675,337
(less accumulated depreciation)	- 13,275,749	<b>Total Long-Term Liabilities</b>	<b>5,879,555</b>
Intangible Asset Acquisition(Landfill rehabilitation)	-	<b>Total Liabilities</b>	<b>16,249,282</b>
Work in Progress assets	3,194,016		
Other non-current assets	444,822		
<b>Total Non-current Assets</b>	<b>97,995,719</b>		
		<b>EQUITY</b>	
<b>TOTAL ASSETS</b>	<b>137,836,976</b>	Retained earnings	48,241,533
		Asset Revaluation Reserves	73,346,161
		<b>Total Shareholders' Equity</b>	<b>121,587,694</b>
		<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>137,836,976</b>

## Roper Gulf Regional Council Actual Cash at Bank as at 31 August 2025



**Bank:**

Commonwealth - Operating XXXXXXXX3294  
 Commonwealth - Business XXXXXXXX3307  
 Commonwealth - Trust XXXXXXXX3315  
 Commonwealth - Numbulwar Fuel XXXXXXXX1211  
 Commonwealth - Borroloola Recycling XXXXXXXX7642  
 Petty Cash

Term Deposits

**Total Cash at Bank**

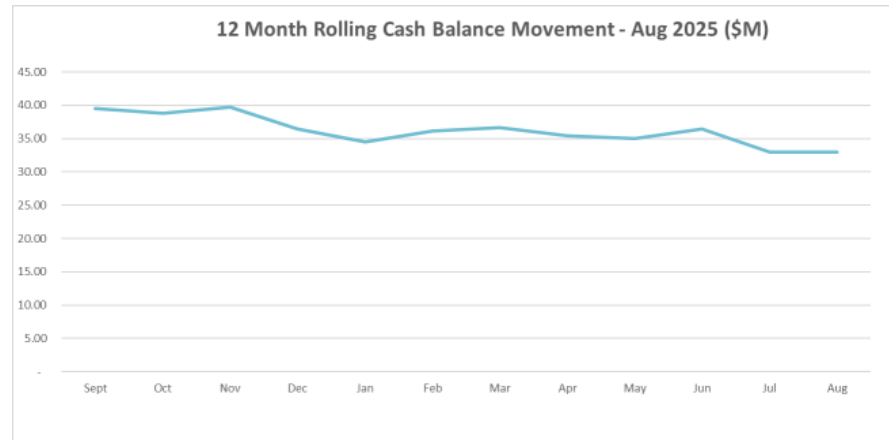
**Less**

**Liabilities - Tied**

**Total Untied Cash**

**Total Interest Earned for 2025-26 financial year**

Closing Balances August 2025	Aug Interest Receipts
\$287,452.50	\$628.18
\$1,392,933.63	\$10,081.02
\$952,381.03	\$562.54
\$3,350,042.44	\$10,091.43
\$0.47	\$7.77
\$500.00	-
<b>\$5,983,310.07</b>	<b>\$21,370.94</b>
<b>\$27,000,000.00</b>	<b>\$0.00</b>
<b>\$32,983,310.07</b>	<b>\$21,370.94</b>
<b>\$7,270,565.80</b>	
<b>\$25,712,744.27</b>	
	<b>\$215,356.17</b>



## Liquidity Ratio Analysis

### Current Ratio:

The Current ratio measures our council's ability to use its assets to generate income.

Current Assets

Current Liabilities



### Quick Ratio:

**A ratio of 3.79** means the Council has \$3.79 in untied assets for every \$1 of liabilities, showing strong short-term financial health.

### Roper Gulf Current Ratio:

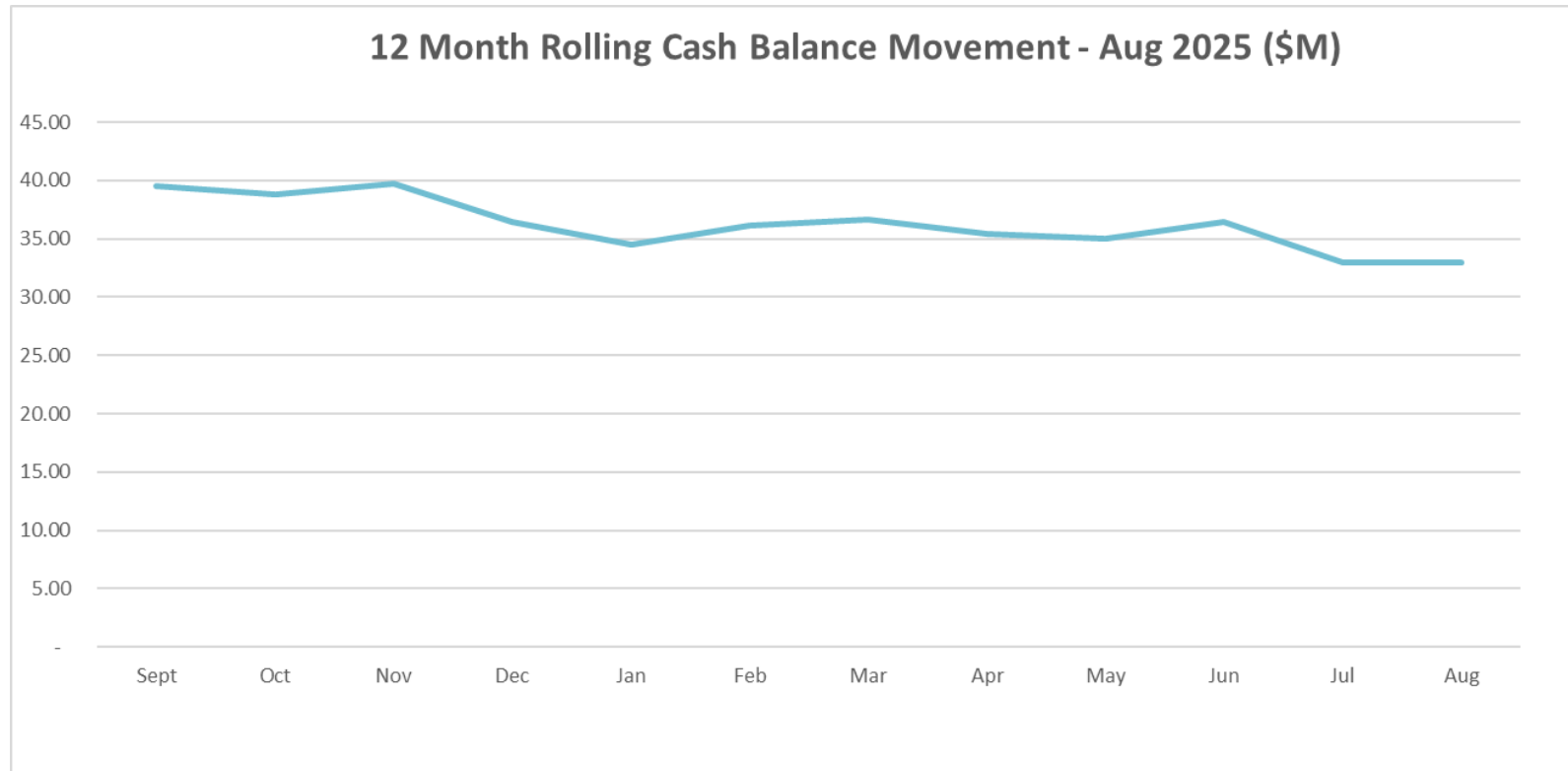
**With a ratio of 3.84:1**, Roper Gulf has solid liquidity. Including all assets, this rises to **3.84:1**, indicating strong financial capacity.

### Untied Cash to Creditors Ratio:

**The 7.01:1** ratio shows untied cash is well in excess of what is required to meet current creditor obligations, exceeding the minimum desirable level.

## Liquidity Ratio Trend

The below graph depicts the progression of the Current and Unrestricted Cash over the last twelve months



**Yieldhub**

Rates Quotes **Investments** Portfolio

Welcome, Chathurangi  
Roper Gulf Regional Council  
Wednesday, September 10, 2025





Benchmarks Updated 9th of September


1M 3.5556% 2M 3.5864% 3M 3.5816% 4M 3.6175% 5M 3.6625% 6M 3.6950% 7M 3.6371% 8M 3.5792% 9M 3.5213% 10M 3.4633% 11M 3.4054% 1Y SWAP 3.3475% 1Y SWAP ANN 3.3898% 2Y SWAP 3.2975%

















Investments (8)

Selected Filters: Current Investments X Filter By: Maturity Date Filter By: Institution Search Trades

Term Deposit	Consideration	Settlement	Interest	Term	Yield	P&I At Maturity	Maturity Date
CN# 095887 <b>nab</b> NAB	\$2,000,000	28/08/2025	\$34,175.34	154 Days	4.05%	\$2,034,175.34	29/01/2026
CN# 095408 <b>judobank</b> Judo Bank	\$3,000,000	05/08/2025	\$62,079.45	182 Days	4.15%	\$3,062,079.45	03/02/2026
CN# 094693 <b>AMP</b> AMP	\$2,000,000	30/06/2025	\$36,284.93	154 Days	4.30%	\$2,036,284.93	01/12/2025
CN# 093923 <b>AMP</b> AMP	\$5,000,000	23/05/2025	\$94,931.51	154 Days	4.50%	\$5,094,931.51	24/10/2025
CN# 093688 <b>AMP</b> AMP	\$3,000,000	14/05/2025	\$56,589.04	153 Days	4.50%	\$3,056,589.04	14/10/2025
CN# 082641 <b>judobank</b> Judo Bank	\$3,000,000	24/03/2025	\$71,802.74	182 Days	4.80%	\$3,071,802.74	22/09/2025
CN# 081768 <b>nab</b> NAB	\$4,000,000	14/02/2025	\$187,484.93	364 Days	4.70%	\$4,187,484.93	13/02/2026
CN# 080321 <b>nab</b> NAB	\$5,000,000	15/11/2024	\$254,301.37	364 Days	5.10%	\$5,254,301.37	14/11/2025

By Type View  Combined View  Expand All   = Curve Managed Trade

**Term Deposits (8)** \$27,000,000.00 (100.0%) 

CONTRACT NUMBER	COUNTERPARTY	ST CREDIT RATING	LT CREDIT RATING	CONSIDERATION	TRADE DATE	SETTLEMENT DATE	TERM (DAYS)	MATURITY DATE	YIELD	INTEREST FREQUENCY	
  095887	NAB	A-1+	AA-	\$2,000,000.00	28/08/2025	28/08/2025	154	29/01/2026	4.0500%	At maturity	
  095408	Judo Bank	A-2	BBB	\$3,000,000.00	05/08/2025	05/08/2025	182	03/02/2026	4.1500%	At maturity	
  094693	AMP Bank	A-2	BBB+	\$2,000,000.00	30/06/2025	30/06/2025	154	01/12/2025	4.3000%	At maturity	
  093923	AMP Bank	A-2	BBB+	\$5,000,000.00	23/05/2025	23/05/2025	154	24/10/2025	4.5000%	At maturity	
  093688	AMP Bank	A-2	BBB+	\$3,000,000.00	14/05/2025	14/05/2025	153	14/10/2025	4.5000%	At maturity	
  082641	Judo Bank	A-2	BBB	\$3,000,000.00	21/03/2025	24/03/2025	182	22/09/2025	4.8000%	At maturity	
  081768	NAB	A-1+	AA-	\$4,000,000.00	14/02/2025	14/02/2025	364	13/02/2026	4.7000%	At maturity	
  080321	NAB	A-1+	AA-	\$5,000,000.00	15/11/2024	15/11/2024	364	14/11/2025	5.1000%	At maturity	
SUMMARY				\$27,000,000.00							

## Income & Expenditure Statement Summary August YTD 2025

<b>Income &amp; Reserve</b>	<b>-</b>	<b>Expenditure</b>	<b>=</b>	<b>Net Operating position</b>
\$7,191,173		\$6,788,608		\$ 402,565



# Roper Gulf Regional Council

## Income & Expenditure Report as at 31-August-2025



### Income

	YTD Actual	YTD Budget	Variance	Budget 24-25
11 - Income Rates	3,700,918	3,630,758	70,159	3,630,758
12 - Income Council Fees and Charges	128,505	167,281	-38,776	1,003,687
13 - Income Operating Grants Subsidies	2,066,548	3,571,131	-1,504,583	21,426,787
14 - Income Investments	263,102	266,255	-3,153	1,597,530
16 - Income Reimbursements	7,541	0	7,541	0
17 - Income Agency and Commercial Services	1,012,876	1,809,600	-796,724	10,857,600
19 - Other Income	2,202	96,501	-94,299	579,005
<b>Total Operating Income</b>	<b>7,181,693</b>	<b>9,541,526</b>	<b>-2,359,834</b>	<b>39,095,368</b>

### Operating Expenditure

21 - Employee Expenses	2,870,449	3,914,102	-1,043,653	25,441,661
22 - Contract and Material Expenses	935,252	1,673,702	-738,450	10,042,211
24 - Depreciation, Amortisation & Impairment	1,051,641	1,011,761	39,880	6,070,563
25 - Other Operating Expenses	1,642,581	1,454,890	187,691	8,729,337
26 - Other Operating Expenses	0	0	0	0
27 - Finance Expenses	3,159	22,542	-19,383	135,252
<b>Total Expenditure</b>	<b>6,503,080</b>	<b>8,076,996</b>	<b>-1,573,915</b>	<b>50,419,024</b>
<b>Operating Surplus/Deficit</b>	<b>678,612</b>	<b>1,464,531</b>	<b>-785,918</b>	<b>-11,323,656</b>

### Capital Funding

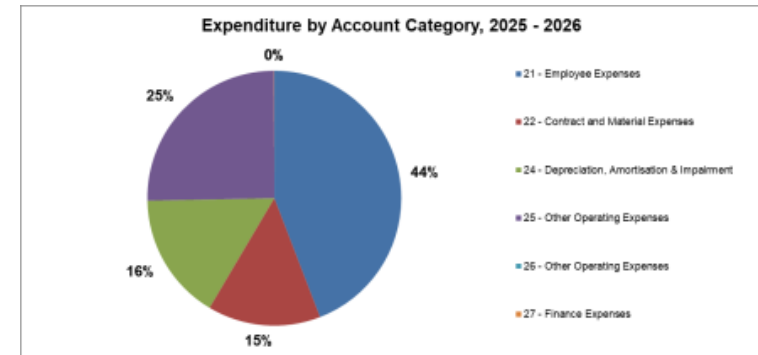
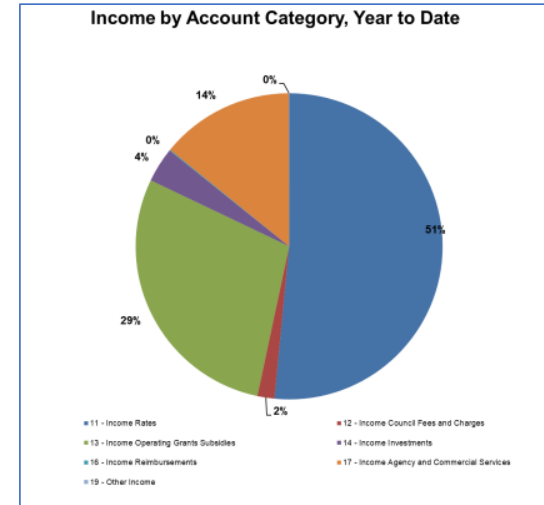
18 - Income Capital Grants	9,480	645,833	-636,353	3,875,000
	<b>9,480</b>	<b>645,833</b>	<b>-636,353</b>	<b>3,875,000</b>

### Capital Expenditure

53 - WIP Assets	285,528	1,335,544	-1,050,016	8,013,265
<b>Total Capital Expenditure</b>	<b>285,528</b>	<b>1,335,544</b>	<b>-1,050,016</b>	<b>8,013,265</b>

### Net Operating Position

	<b>402,565</b>	<b>774,820</b>	<b>-372,255</b>	<b>-15,461,921</b>
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## Variances in Income and Expenditure YTD August 2025

<b>Income</b>		
Income Rates	70,159	Lower than budgeted rates due to non rateable properties included in budget
Income Council Fees and Charges	- 38,776	Reduced fees and charges across a number of categories
Income Operating Grants Subsidies	- 1,504,583	Reflection of underspends within grant operated activities
Income Investments	- 3,153	Currently averaging above 5% on TD funds
Income Reimbursements	7,541	Higher insurance claims received
Income Agency and Commercial Services	- 796,724	Commercial Services invoicing timing issue, update and/or accrual required for Audit
Other Income	- 94,299	Budget asset sales have not occurred to date
<b>Total Variance</b>	<b>- 2,359,834</b>	
<b>Expenditure</b>		
Employee Expenses	- 1,043,653	Reduced staffing levels due to vacancies
Contract and Material Expenses	- 738,450	Budget classification changes between Contract & Material Expenses & Other Operating
Depreciation, Amortisation & Impairment	39,880	Depreciation expense not finalised until revaluation completed
Other Operating Expenses	187,691	See Other expenses table
Finance Expenses	- 19,383	Cash balances have remained positive minimising expenses
Internal Cost Allocations	- 0	Should be nil
<b>Total Variance</b>	<b>- 1,573,915</b>	
<b>Capital Funding</b>		
Income Capital Grants	- 636,353	Unrealised income due to budgeted projects undergoing delays, major grants budgeted include, Barunga Statement Memorial , Barunga Staff Accommodation, LRCI Phase 3 and Numbulwar Aged Care
<b>Total Variance</b>	<b>- 636,353</b>	
<b>Capital Expenditure</b>		
WIP Assets	- 1,050,016	Major Projects currently in planning stages as per above list, minor expenditure expected until operational / build phases commence.
<b>Total Variance</b>	<b>- 372,255</b>	

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# Roper Gulf Regional Council

## Other Expenses Report as at 31-August-2025



### *Other Expenses*

- Utilities
- Freight
- Insurance
- Office Expenses
- IT and Comms Costs
- Vehicle Costs
- Cost of Goods Sold
- Travel Expenses
- Staff costs
- Audit and Legal Fees
- Rent and Taxes
- Outdoor Rec Costs
- Council Allowances
- Other

	YTD Actual	YTD Budget	Variance	Budget 25-26
Utilities	59,774	141,471	-81,697	848,826
Freight	34,396	37,599	-3,203	225,594
Insurance	209,076	211,027	-1,951	1,266,159
Office Expenses	117,502	111,549	5,954	669,293
IT and Comms Costs	95,244	103,360	-8,117	620,163
Vehicle Costs	116,559	188,054	-71,494	1,128,321
Cost of Goods Sold	157,616	141,783	15,833	850,699
Travel Expenses	153,772	165,232	-11,460	991,395
Staff costs	42,732	60,109	-17,377	360,653
Audit and Legal Fees	78,642	84,396	-5,754	506,374
Rent and Taxes	438,206	23,927	414,279	143,561
Outdoor Rec Costs	43,903	17,543	26,360	105,258
Council Allowances	79,023	137,555	-58,532	825,332
Other	16,134	31,285	-15,151	187,709
<b>Total Other Expenses</b>	<b>1,642,581</b>	<b>1,454,890</b>	<b>187,691</b>	<b>8,729,337</b>

## Variances in Other Expenses YTD August 2025

<b>Other Expenses</b>			
Utilities	-	81,697	Timing of utility invoicing
Freight	-	3,203	
Insurance	-	1,951	
Office Expenses		5,954	Higher than budget subscriptions, printing and consumables
IT and Comms Costs	-	8,117	Lower than budget IT contractor and communications costs
Vehicle Costs	-	71,494	Classification issues in budget with contract and materials costs
Cost of Goods Sold		15,833	Stock writeoffs not budgeted
Travel Expenses	-	11,460	Lower than budget travel costs
Staff costs	-	17,377	Timing of staff cost invoicing
Audit and Legal Fees	-	5,754	Timing of legal fees
Rent and Taxes		414,279	Classification issues in budget with contract and materials costs
Outdoor Rec Costs		26,360	Higher than budget outdoor recreation costs
Council Allowances	-	58,532	Timing of Councilor allowances
Other	-	15,151	Classification issues in budget with contract and materials costs
<b>Total Variance</b>		<b>187,691</b>	

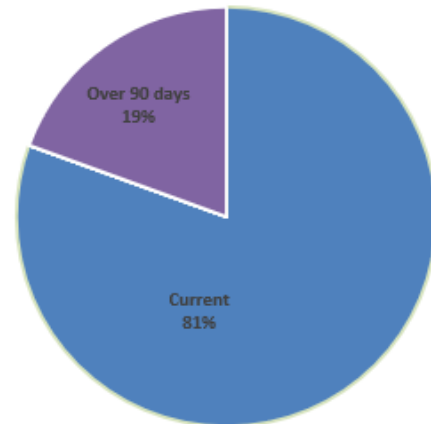
## YTD Capital Expenditure August 2025

**Note Capital expenditure reporting is not yet available as the 2024/25 PPE reconciliations are under review**

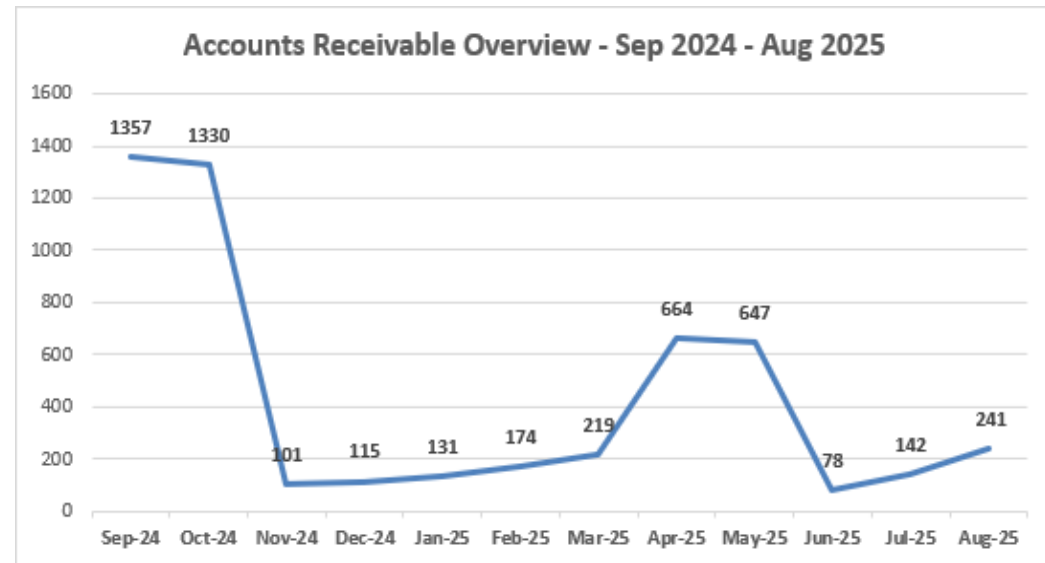
### Accounts Receivable

Current	Over 30 days	Over 60 days	Over 90 days	Total
\$194,177.75	-	-	\$46,936.30	\$241,114.05
Balance after accounting for unapplied credits (\$0.00)				\$241,114.05

Accounts Receivable Aged Analysis - Aug 2025



Accounts Receivable Overview - Sep 2024 - Aug 2025



Note this analysis is from Council's debtors system and excludes GST Receivable which explains the difference between this table and the Accounts Receivable number in the balance sheet

## Rates Outstanding YTD August 2025

### Rates & Refuse Outstanding – Aug 2025

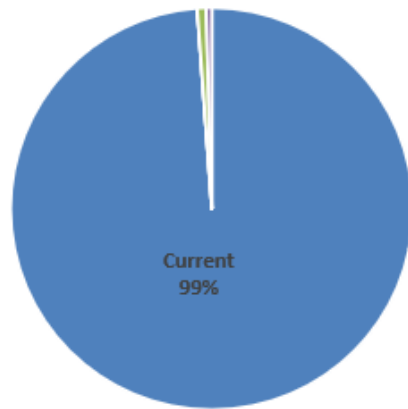
Year	Total Balance	Outstanding %
Outstanding upto 23/24 (TechOne)	\$621,401.95	14.32%
Outstanding Bal 24/25	\$340,176.00	7.84%
Outstanding Bal 25/26	\$3,376,855.87	77.84%
<b>Total</b>	<b>\$4,338,433.82</b>	<b>100.00%</b>

Rates processing was migrated from the TechOne to CouncilWise financial operating system in July 2024, balances up to and including 2023 - 2024 will in future be represented as a summed amount as uploaded into the CouncilWise operating system.

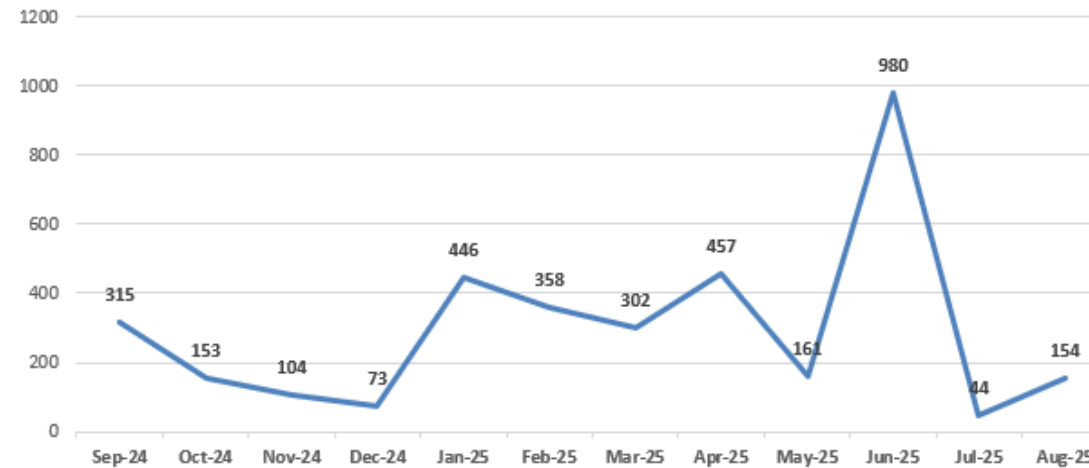
## Accounts Payable

Current	Over 30 days	Over 60 days	Over 90 days	Total
\$152,057.00	-	1,100.00	691.00	\$155,062.78
Balance after accounting for unapplied debits \$1,214.78				\$153,848.00

Accounts Payable Aged Analysis - Aug 2025



Accounts Payable Overview - Sep 2024 - Aug 2025



Note this analysis is from Council's creditors system and excludes disputed debt with Grant provider which explains the difference between this table and the Accounts Payable number in the balance sheet

Following are the details of top ten suppliers from whom invoices were received and entered during the month of August.

<b>Acc. #</b>	<b>Supplier</b>	<b>Amount \$</b>	<b>Transaction Description</b>
10019	Australian Taxation Office	44,025.00	BAS Payment for July 2025
11264	JLT Risk Solution Pty Ltd	863,339.01	JLT Discretionary Trust - Property - Renewal - 30/06/2025 to 30/06/2026
12781	WEX Australia Pty Ltd	38,937.50	Fuel Cards July 2025
12791	Arnhem Land Aboriginal Land Trust	127,007.03	Annual Rent – Ngukurr – 18/08/2025 – 17/08/2026
12796	Beswick Aboriginal Land Trust	50,033.04	Annual Rent – Beswick – 18/08/2025 – 17/08/2026
12905	Manyallaluk Aboriginal Land Trust	40,981.68	Annual Rent – Manyallaluk – 18/08/2025 – 17/08/2025
13571	KPMG	51,479.78	First Instalment Fees - 30 June 2025 Audit
13921	Northern Building and Property Services Pty Ltd	42,015.73	Numbulwar Lot 164 - House Repairs and Upgrades
14343	Lawrence & Hanson	76,682.51	Airstrip Furniture requested by DIPL
14539	Telstra Limited	46,491.73	Consolidated Account – July 2025
		1,380,693.01	

All amounts have been paid and settled.



## CORPORATE SERVICES AND SUSTAINABILITY DIVISIONAL REPORT

---

<b>ITEM NUMBER</b>	15.3
<b>TITLE</b>	LGANT Special General Meeting and Nominations for Casual Vacancies
<b>AUTHOR</b>	Daniele Piga, Governance Coordinator

### RECOMMENDATION

That Council:

- (a) receives and notes the Local Government Association of the Northern Territory (LGANT) Special General Meeting Report; and
- (b) nominates two (2) elected members to act as its representatives to the Local Government Association of the Northern Territory (LGANT).

### KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

### BACKGROUND

The Local Government Association of the Northern Territory (LGANT) is an association of the local government bodies across the Northern Territory.

It acts as a representative and advisory group for local government as a whole. The previous Council, the Mayor and Deputy Mayor were the nominated representatives of Council for LGANT.

LGANT has scheduled a Special General Meeting on Friday, 10 October 2025, for members to consider a resolution that would allow for the election of the LGANT President and two casual vacancies at the upcoming Annual General Meeting on 19 November 2025.

### ISSUES/OPTIONS/SWOT

Section 7 of LGANT's Constitution states that each member Council shall appoint two (2) of its elected members as representatives to LGANT.

Council is requested to nominate two (2) elected members as its representatives to LGANT.

### FINANCIAL CONSIDERATIONS

Nil.

### ATTACHMENTS

1. LGANT SGM Agenda - 10 October 2025 [15.3.1 - 7 pages]



# LGANT SPECIAL GENERAL MEETING AGENDA

**10 October 2025**

*Notice is hereby given that the Special General Meeting of the Local Government Association of the Northern Territory will be held on Friday 10 October 2025 online and at LGANT's office at 21 Parap Road, Parap NT 0820.*

LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

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## LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

**1 MEETING OPENING****1.1 ACKNOWLEDGEMENT OF COUNTRY**

LGANT acknowledges that we meet on Larrakia land and acknowledge their peoples as the Traditional Owners of the Darwin Region. In the spirit of reconciliation, the Local Government Association of the Northern Territory acknowledges the Traditional Custodians of country throughout the Northern Territory and their connections to land, sea, and community.

We pay our respect to their Elders past and present and extend that respect to all Aboriginal and Torres Strait Islander peoples today.

---

**1.2 ATTENDANCE, APOLOGIES & LEAVE OF ABSENCES**

That LGANT member delegates:

1. Accept the apologies from members that are unable to attend the meeting.
2. Approve the applications from members for leave of absence from the meeting.
3. Accept the recording of the meeting.

---

**1.3 DISTRIBUTION OF VOTING CARDS**

That LGANT member delegates confirm receipt of voting cards.

---

**1.4 CONFLICTS OF INTEREST**

That LGANT member delegates declare any conflict(s) of interest that they may have with any of the agenda items at the meeting.

---

**1.5 ACCEPTANCE OF AGENDA**

That LGANT member delegates:

1. accept that the agenda provided is the agenda to be dealt with at the meeting.
2. acknowledge they understand what the agenda is about.

---

**2 DECISIONS DELEGATES ARE BEING ASKED TO MAKE**

That LGANT member delegates decide on the following items.

**2.1 Board Casual Vacancies**

LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

<p><b>BUSINESS PAPER</b> LGANT Special General Meeting</p>	
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**2. DECISION DELEGATES ARE BEING ASKED TO MAKE**

<b>Subject:</b>	2.1 Board Casual Vacancies		
<b>Action Officer:</b>	Mary Watson	<b>Date:</b>	10 October 2025

**What decision are delegates being asked to make?**

Recommendation
<p><b>That the LGANT member delegates agree to hold an election for the LGANT President casual vacancy, at the 19 November 2025 Annual General Meeting (along with the elections of the two casual vacancies), who will hold office until the November 2026 Annual General Meeting when elections for all positions will be held.</b></p>

**LGANT Focus Areas**

<b>FA3</b>	<b>Engagement:</b> <i>Explore and elevate our collective strength and united voice.</i>
<b>FA4</b>	<b>Performance:</b> <i>Drive continual improvement in governance and operational sustainability.</i>

**What is the recent history on this issue?**

- 5 November 2021 elections for casual vacancies (including Vice President Municipals) held at the AGM following the local government elections.
- 7 November 2024 LGANT Board elections held.
- August 2025 NT local government elections were held.
- 27 August 2025 LGANT Board discussed potential casual vacancy scenarios following the local government elections.
- 8 September 2025 the declaration of election results occurred confirming three LGANT Board members ineligible to be a Director, including the President.
- 12 September 2025 LGANT Board resolved to convene a Special General Meeting (SGM) asking members to agree to vote on the President casual vacancy (along with the elections of the two casual vacancies).
- 12 September 2025 LGANT CEO provided members with notice of SGM to be held on 10 October 2025.

**What is it about?**

There are three casual vacancies on the LGANT Board following the August 2025 local government elections:

1. President (1) – previously Kon Vatskalis
2. Director – Municipal (2) – previously Lis Clark and Doug Bardon

These three Directors have resigned from the LGANT Board in writing and the LGANT secretariat has advised ASIC as required under the *Corporations Act 2001*.

The following six positions are currently filled with terms through to the November 2026 AGM:

1. Vice President – Municipal (1): Allison Bitar
2. Vice President – Regional and Shire (1): Brian Pedwell
3. Director – Regional and Shire (2) and guaranteed Regional and Shire (1): Lynette De Santis, James Woods and Peter Clee
4. Director – Municipal (1) – City of Darwin nominated position: Peter Pangquee

## LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

**President casual vacancy:**

Section 19 of the LGANT [Constitution](#) provides information on casual vacancies. It states that if a casual vacancy occurs in the office of President or Vice President, the Board shall appoint one of the remaining Board Directors to the position to serve out the remainder of the term of office (in this case, to the November 2026 AGM).

At its meeting on 12 September 2025, the Board determined that it would be best practice in terms of governance and transparency, for members to instead elect the President at the 19 November 2025 AGM.

The Board has determined that this approach is consistent with the Constitution's position regarding the process for filling other casual vacancies, and is consistent with the method by which casual vacancies (including Vice President Municipals) were filled following the 2021 local government elections.

**Points of interest:**

- The roles and responsibilities of the President are outlined in section 6 of LGANT's [Governance Charter](#).
- Vice Presidents will deputise until new President elected at the 19 November AGM.
- A call for nominations for the President casual vacancy will be sent to councils with a closing date of 31 October 2025.
- Only one elected member from each member council can be elected as a Director of the Board, so those councils with an existing Director on the Board cannot nominate another for President (refer clause 17(g) of the Constitution).
- Existing Board Directors are eligible to nominate for the President casual vacancy; however, their councils will not be able to put up another nominee (except for City of Darwin that has a nominated position).
- The Directors elected at the November 2024 Board elections are entitled to hold office for a period of two years from that AGM (refer section 16(c) of the Constitution).
- Nominees must provide their director ID (or proof of application) before the nomination closing date, or they will be ineligible for appointment.
- Councils need to be financial members by 31 October 2025 for President nominations to be eligible.
- Depending on the outcome of the election for President, there may be an additional casual vacancy on the Board that will need to be filled by the casual vacancy process following the AGM.

**Other casual vacancies:**

The Constitution is clear on how other casual vacancies are filled when they occur less than six months before the next AGM. The Board agreed to leave the two municipal positions vacant until members elect them at the 19 November 2025 AGM. A similar approach was taken at the November 2021 AGM following the local government elections in August 2021.

A call for nominations for the two municipal casual vacancies will be sent to municipal councils that don't already have a Director on the Board (except for City of Darwin that has a nominated position) with a closing date of 31 October 2025.

Similarly to the President nominations:

- Nominees must provide their director ID (or proof of application) before the nomination closing date, or they will be ineligible for appointment.
- Councils need to be financial members by 31 October 2025 for Board Director nominations to be eligible.

**Elections:**

The casual vacancy elections will be held in a similar fashion to the November 2024 LGANT Board elections.

Following the elections, new Directors must complete the necessary paperwork (eg. Indemnity Agreement and Declaration of Interests forms) and LGANT will notify ASIC of the new Directors within 28 days.

A full spill of the Board will occur for the November 2026 LGANT Board elections.

**Timelines:**

If members agree to the recommendation, the timelines in the lead up to the elections will likely be:

- 10 October 2025 – call for casual vacancy nominations sent to member councils
- 31 October 2025 – casual vacancy nominations close

LGANT Special General Meeting - 10 October 2025

5

## LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

- 4 November 2025 - advice of nominations received sent to members
- 5 November 2025 – GM and AGM papers sent to members
- 12 November 2025 – late AGM paper with nominee pack sent to members
- 19 November 2025 – AGM held

**Will the decision impact upon LGANT's budget or member councils' budgets?**

LGANT pays the President an allowance (\$26,000 per annum plus superannuation) and other Directors a sitting fee (\$228 plus superannuation), so councils do not have to budget for extra meeting allowances.

***Motion***

**That the LGANT member delegates agree to hold an election for the LGANT President casual vacancy, at the 19 November 2025 Annual General Meeting (along with the elections of the two casual vacancies), who will hold office until the November 2026 Annual General Meeting when elections for all positions will be held.**

**Attachments:**

N/A

LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

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### **3 MEETING CLOSURE**

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## CORPORATE SERVICES AND SUSTAINABILITY DIVISIONAL REPORT

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<b>ITEM NUMBER</b>	15.4
<b>TITLE</b>	LGANT Annual and General Meetings Call for Motions
<b>AUTHOR</b>	Daniele Piga, Governance Coordinator

### RECOMMENDATION

That Council:

- (a) calls for motions for the Local Government Association of the Northern Territory (LGANT) Annual and General Meetings;
- (b) resolves for its delegation to the LGANT Meeting to comprise of ...; and
- (c) approves the attendance of its delegation at the LGANT Meeting in Darwin on the 18-19 November 2025 (plus associated travel days).

### KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

### BACKGROUND

Council has received notice from the Local Government Association of the Northern Territory (LGANT) Annual and General Meetings, scheduled on the 18-19 November 2025 in Darwin. A call for motions for the General Meeting is included, with an attached template for submissions. These motions are essential for guiding LGANT's future direction. The deadline for motion submissions is 10 October 2025.

### ISSUES/OPTIONS/SWOT

The Council is required to submit motions by 10 October 2025. It is acknowledged that the proposed date may not allow sufficient time for newly formed Councils to fully consider motions. As such, draft submissions will be accepted by 10 October 2025, with final resolution details due by close of business on 31 October 2025.

### FINANCIAL CONSIDERATIONS

Nil.

### ATTACHMENTS

1. FORM LGANT Calls for Motions 2025 [15.4.1 - 4 pages]



# LGANT CALL FOR MOTIONS

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**P** (08) 8944 9697  
**E** [info@lgant.asn.au](mailto:info@lgant.asn.au)  
**W** [lgant.asn.au](http://lgant.asn.au)

**A** 21 Parap Rd, Parap NT 0820  
PO Box 2075, Parap NT 0804

ABN: 35 662 805 503

**We are local. We connect.**



## CALL FOR MOTIONS

### About this document

LGANT's purpose, as per the Strategic Plan 2025-2028, is to support and represent member councils to drive sustainable economic and social development of the Northern Territory community.

The purpose of *this* document is to provide a template for member councils to submit motions to LGANT on issues for consideration, such as governance, policy positions and advocacy efforts, at either the April or November General Meetings.

Policy positions are a statement or declaration of an organisation's stance on a particular topic(s). Further, LGANT seeks to influence public policy which is laws, guidelines and actions decided and taken by governments. Motions from councils help LGANT form its policy positions and statements that in turn, assist with advocacy efforts. LGANT's current policy statements can be found [here](#).

Advocacy is a broad term encompassing endeavours to achieve change. For LGANT, advocacy is activity undertaken to promote and influence issues that collectively effect local government.

### Timeframes

This 'call for motion' template will usually accompany LGANT's notice of a General Meeting, but motions can be submitted at any time.

To make the agenda of a General Meeting, motions must be submitted in advance. Late motions will not be accepted (unless urgent) and will instead be referred to the next General Meeting.

If the motion is urgent, councils may consider calling a Special General Meeting or request the LGANT Board address through their meetings.

### Other important information

There must only be ONE issue per motion. It is suggested that the council submitting the motion first discuss it with LGANT so they can outline existing activity or policies positions, if any, in the topic area and assist with developing the business case.

Motions need to be approved by resolution of the local government council prior to submission to LGANT.

LGANT will assess the motion for completeness and appropriateness and if necessary, discuss it with the submitting member council and request more information or redrafting before including in the General Meeting agenda. This process may require the council to re-endorse its motion. If there is not enough information, LGANT has the discretion to not accept the motion.

LGANT will draft a cover business paper for each motion and may present the final motions to the LGANT Board for review, before distribution to members via the final General Meeting agenda.

By submitting a motion, your council can move and speak to the motion at the General Meeting it is going to.

The better your council's argument or case, the more likely it is to be resolved by members. Resolved motions are minuted following the General Meeting, allocated to LGANT staff for action, and reported on at LGANT Board and General meetings.



## TEMPLATE CALL FOR MOTIONS

*Member councils are invited to submit motions for debate to be included at General Meetings using this template.*

**Name of Council:**

Click or tap here to enter council name.

---

**Contact person and title:**

Click or tap here to enter your full name and position.

---

**Phone:**

Click or tap here to enter text.

**Email:**

Click or tap here to enter text.

---

**Motion title:**

Click or tap here to enter text.

---

**Resolution sought (Motion):**

Motions should be clear and concise and must be limited to one subject matter/ issue.

Consider the action your council wants LGANT to do for the local government sector e.g.,

- “Council calls on LGANT to...”
- “Council calls on the NT Government to...”
- “Council calls on the Australian Government to...”
- “Council calls on LGANT to assist with...”
- “Council calls on LGANT to develop a policy position on...”
- “Council calls on LGANT to review its policy position on...”
- “Council calls on LGANT to review the Constitution to...”

Click or tap here to enter council name. **calls on .....** to Click or tap here to enter text.



**Supporting information:**

Questions for consideration in drafting this section:

- What is the issue/opportunity the motion is addressing?
- How it came to light?
- If/how your council has tried to deal with it to date?
- If a legislative issue, what is the relevant Act?
- Does LGANT have an existing policy statement on the subject/issue? If yes, what is it?
- Is the motion relevant to the sector across the NT? If yes, how? If not, can the issue be dealt with through a different forum?
- What other councils have you spoken to about this motion?

Provide attachment/s if required.

Click or tap here to enter text.

**Council confirmation:**

I, [Click or tap here to enter your full name.](#), the Chief Executive Officer, hereby confirm that this motion was approved by resolution of council on [Click or tap to enter a date.](#) for presentation at the next LGANT General Meeting.

In submitting this motion, I confirm that the council has (please tick):

- consulted with other NT councils to confirm the motion is relevant to the sector more broadly;
- reviewed LGANT's [Constitution](#), [Governance Charter](#), [Policy Statements](#), and [Strategic Plan](#) in preparing this motion; and
- provided enough information to enable members to make a considered decision on whether to support or otherwise.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**CORPORATE SERVICES AND SUSTAINABILITY DIVISIONAL REPORT**

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<b>ITEM NUMBER</b>	15.5
<b>TITLE</b>	LGANT Board Meeting Communique
<b>AUTHOR</b>	Daniele Piga, Governance Coordinator

**RECOMMENDATION**

That Council receives and notes the LGANT Board Meeting Communique.

**KEY OUTCOME AREA**

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

**BACKGROUND**

The Local Government Association of the Northern Territory (LGANT) Board convened for its third meeting of 2025 to progress strategic and operational priorities, receive updates from key stakeholders, and make decisions across governance, policy, and program areas.

**ISSUES/OPTIONS/SWOT**

Attached is the official correspondence from that meeting.

**FINANCIAL CONSIDERATIONS**

Nil.

**ATTACHMENTS**

1. 27 August 2025 LGANT Board meeting Communique [15.5.1 - 2 pages]



**27 AUGUST 2025 LGANT BOARD MEETING COMMUNIQUE**

The LGANT Board met for its fourth meeting of 2025 on Wednesday 27 August at the LGANT office in Darwin and online.

Daniel Shane from Central Desert Regional Council provided an update on the Neighbourhood Watch NT Board in his capacity as the LGANT representative.

The Board approved and adopted the second tranche of LGANT’s updated organisational policies. The Board also approved consultant to conduct the current CEO’s first annual performance and remuneration review.

The Board agreed to the LGANT team continuing discussions with ALGWA on their proposal to re-establish an NT Branch.

The Board endorsed MacDonnell Regional Council’s nomination (Sheree Sherry) to represent LGANT on the NT Councils Discretionary Trust Advisory Committee and discussed the development and implementation of LGANT’s candidate nomination campaign in the lead up to the local government elections. LGANT, as part of the Local Government Election Working Group with NTEC and DHLGCD, will participate in a debrief in September on the elections more broadly and discuss lessons learnt and recommendations for the next election.

The LGANT President provided an update on the ALGA Board and talked to the 23 June and 31 July 2025 ALGA Board meetings (refer attached 23 June 2025 communique).

The LGANT CEO confirmed that there will be at least one casual vacancy on the LGANT Board due to Mayor Lis Clark’s retirement, and that LGANT will determine next steps after the declaration of results of the election after 8 September 2025. The CEO also provided an update on LGANT’s request for a sector briefing on the government’s proposal to ‘empower the bush’ (de-amalgamations) and the latest discussions with DHLGCD on the Tranche 2 amendments to the *Local Government Act 2019*. Regarding the Strategic Plan, the CEO confirmed that the three advocacy areas for 2025/26 will be a review of the policy statements, and an analysis of road and financial sustainability data.

The Board will next meet on 22 October 2025.

If you have any questions or wish to discuss these matters further, please reach out to Mary Watson, LGANT CEO, at [mary.watson@lgant.asn.au](mailto:mary.watson@lgant.asn.au) or on 0417 864 183.

Alternatively, you can contact members of the LGANT Board:

President: Hon Kon Vatskalis	City of Darwin	<a href="mailto:lord.mayor@darwin.nt.gov.au">lord.mayor@darwin.nt.gov.au</a>	0499 384 233
Vice President (municipal): Allison Bitar	Alice Springs Town Council	<a href="mailto:abitar@alicesprings.nt.gov.au">abitar@alicesprings.nt.gov.au</a>	0491 055 224

Vice President (regional and shire): Brian Pedwell	Victoria Daly Regional Council	<a href="mailto:brian.pedwell@vicdaly.nt.gov.au">brian.pedwell@vicdaly.nt.gov.au</a>	0429 341 336
Peter Pangquee	City of Darwin	<a href="mailto:peter.pangquee@darwin.nt.gov.au">peter.pangquee@darwin.nt.gov.au</a>	0419 858 636
Doug Barden	Litchfield Council	<a href="mailto:doug.barden@litchfield.nt.gov.au">doug.barden@litchfield.nt.gov.au</a>	0429 875 390
Lis Clark	Katherine Town Council	<a href="mailto:elisabeth.clark@ktc.nt.gov.au">elisabeth.clark@ktc.nt.gov.au</a>	0439 501 348
Peter Clee	Wagait Shire Council	<a href="mailto:peter.clee@wagait.nt.gov.au">peter.clee@wagait.nt.gov.au</a>	0418 894 404
Lynette De Santis	Tiwi Islands Regional Council	<a href="mailto:lynettejane.desantis@tiwiislands.nt.gov.au">lynettejane.desantis@tiwiislands.nt.gov.au</a>	0419 033 821
James Woods	West Arnhem Regional Council	<a href="mailto:james.woods@westarnhem.nt.gov.au">james.woods@westarnhem.nt.gov.au</a>	0497 919 225



**CORPORATE SERVICES AND SUSTAINABILITY DIVISIONAL REPORT**

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**ITEM NUMBER** 15.6  
**TITLE** Acquittal of Waste and Resource Management (WaRM) Grant 2024-25  
**AUTHOR** Daniele Piga, Governance Coordinator

**RECOMMENDATION**

That Council receives and notes the Waste and Resource Management Grant Acquittal.

**KEY OUTCOME AREA**

Environment: Protect and care for the physical environment, including developing and maintenance of clean and environmentally focused communities.

Economic Development: Foster strengthening and growing jobs, industries, and investment attraction.

**BACKGROUND**

Council is requested to receive and note the Waste and Resource Management Grant Acquittal.

**ISSUES/OPTIONS/SWOT**

This Acquittal is part of the condition of Grant.

**FINANCIAL CONSIDERATIONS**

\$628,902.84 (total)

**ATTACHMENTS**

1. Acquittal Waste Management [**15.6.1** - 1 page]



## COMMUNITY SERVICES AND ENGAGEMENT DIVISIONAL REPORT

<b>ITEM NUMBER</b>	16.1
<b>TITLE</b>	Aged Care and Disability Services Report
<b>AUTHOR</b>	Cristie Geer, Programs Manager

### RECOMMENDATION

That Council receives and notes the Aged Care and Disability Report.

### KEY OUTCOME AREA

**Wellbeing:** Contribute to the wellbeing of residents individually and communities as a whole; by fostering increased participation in community activities, education, healthy lifestyles, and a safe living environment.

**Governance:** Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

### BACKGROUND

Roper Gulf Regional Council is an approved aged care provider, delivering the Home Care Package (HCP) and the Commonwealth Home Support Program (CHSP) throughout the region. Additionally, Council provides National Disability Insurance Scheme (NDIS) services under brokerage arrangements with registered providers. As a service provider, Council must comply with reporting requirements set by the *Aged Care Act 1997* (Cth). This report serves to update the Ordinary Meeting of Council on the operations of Aged Care and Disability Service.

### ISSUES/OPTIONS/SWOT

Overview:

Services are currently being delivered in accordance with aged care standards, legislative requirements and funding agreements. Current client numbers are:

- CHSP 49
- HCP 30
- NDIS 7

### Service Targets / Deliverables

Council and Aged Care staff are committed to expanding Roper Gulf Regional Councils Aged Care service delivery. Thrive Aged Care Consultants have now completed their consultations with Council, which has ensured that we are really well placed for transition to the new Aged Care Act and the Strengthened Aged Care Standards.

### Incidents

No reportable incidences have been reported during this reporting period.

### Feedback, Compliments, Complaints

Council consistently seeks client feedback, all of which is saved on SharePoint. There have been no complaints received during this reporting period.

### Workforce, Infrastructure and Equipment

Throughout this period, the following actions have taken place to support the Aged Care Program.

- Council has successfully recruited Nikole Giles-Dickinson as the Clinical Aged Care and Disability Manager. Nikole comes to Council with a strong background in Aged Care, Disability across a number of states in Australia and remote Clinical Nursing in the NT and WA.
- The strengthened Code of Conduct has been put in place, with new policies and procedures that meet both the needs of the new Aged Care Act and the Local Government Act.

- A new training portal is now being utilised for aged care staff at all levels and management to access and upskill.

**Financial Status**

Council employees and Consultants are currently working with Deloitte, the Department of Health, Disability and Ageing as well as the Aged Care Quality and Safety Commission to ensure all financial reporting is historically and currently up to date.

**Provider Compliance Reporting**

Under section 9-2A of the *Aged Care Act 1997* (Cth) (Aged Care Act), Council has met the requirements necessary to reflect Key Personnel changes and governing roles within the Organisation.

Council continues to work with the Department of Health and Aged Care, the Aged Care Quality and Safety Commission to have all reporting submitted with significant headway made to comply with current standards as well as the Strengthen Aged Care Standards that will come into effect 1<sup>st</sup> November 2025.

**Risk and Emergency Management**

Aged Care teams work closely with Local Emergency Committees in response to adverse weather events.

**Actions Arising**

Nil actions required by Council at this time.

**FINANCIAL CONSIDERATIONS**

Nil.

**ATTACHMENTS**

Nil.

## COMMUNITY SERVICES AND ENGAGEMENT DIVISIONAL REPORT

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<b>ITEM NUMBER</b>	16.2
<b>TITLE</b>	Programs Update
<b>AUTHOR</b>	Cristie Geer, Programs Manager

### RECOMMENDATION

That Council receives and notes the Programs Update Report.

### KEY OUTCOME AREA

**Wellbeing:** Contribute to the wellbeing of residents individually and communities as a whole; by fostering increased participation in community activities, education, healthy lifestyles, and a safe living environment.

**Governance:** Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

### BACKGROUND

The Program business unit includes the delivery areas of Aged Care & Disability Services, Children Services, and Community Safety. All of these programs are externally funded by bodies such as the National Indigenous Australians Agency, Northern Territory Government, the Community Child Care Restricted Fund, and the Department of Health, Disability and Ageing. These services are critical to the lifecycle and function of community.

### ISSUES/OPTIONS/SWOT

All of the funded programs are currently being successfully delivered as per funding agreements and guidelines. All performance reporting is currently up to date, with financial acquittals currently being prepared for submission to funding bodies.

#### Creche

Wugularr has unfortunately experienced its fourth break-in this year. To strengthen security and protect our service, we are seeking approval from the Department of Education to install CCTV cameras.

At the same time, new national regulations have been introduced for all childcare centres across Australia, focusing on safeguarding children and ensuring their protection both physically and online. Our Coordinators recently attended the Community Child Care Fund Restricted Conference in Darwin, where they gained valuable insights to help keep our Crèches safe and aligned with best practice. The conference also provided an opportunity to network with other community Crèches and share collaborative ideas to strengthen services across the sector.

#### School Nutrition Program

The School Nutrition Projects continually faced with the ongoing challenge of low parental contributions and require greater community support to ensure the program can be sustained into the future, however the program continues to be delivered consistently and in line with the National Indigenous Australians Agency (NIAA) funding agreement.

#### Outside School Hours Care

Outside School Hours Care recently hosted NT Gymnastics in Wugularr and Jilkminggan, giving children the opportunity to learn new skills in a fun and safe environment. In addition, Outside School Hours Care and Sport & Recreation have updated and combined their attendance forms to ensure alignment with both funding agreements and compliance requirements.

#### Community Night Patrol

Night Patrol continues to be delivered successfully across the region. De-escalation training continues to be delivered annually to Community Night Patrollers across the region and will begin again in October 2025. This training assists Night Patrollers to understand what is required of their role, how to best assist or de-escalate a potential crisis and what becomes a police matter.

### **Sport & Recreation**

Sport and Recreation activities continue to be delivered successfully and in line with funding agreements. Sport & Recreation staff have been working with AFL NT to conduct Junior Carnivals with the first Council run Junior Carnival being held in Barunga for the Central Arnhem communities. The September / October school holidays have been pencilled with plans currently being discussed for the next junior carnival.

### **Youth Reconnect**

The Youth Reconnect program continues to be delivered in line with funding Requirements. The Programs Team is currently in the process of recruiting a male and female Caseworker to work across the communities of Numbulwar, Ngukurr and Borroloola. Caseworkers will work with disengaged youth or youth over 15 years of age to set goals, and re-engage with education, training and their communities.

### **Indigenous Broadcasting**

The Indigenous Broadcasting program continues to be delivered successfully in line with the funding agreement in the communities of Barunga, Wugularr and Ngukurr. Ongoing recruitment for the Bulman and Numbulwar roles continue to remain vacant.

### **Libraries**

Library services continue to operate in line with community needs and funding requirements. The Mataranka Library continues to run reading groups alongside the Mataranka School as well as programs for Aged Care clients who can come along and have books read by the Mataranka School children.

### **AOD Education**

This program continues to be delivered in line with the funding agreement, focusing on supporting programs such as Night Patrol and Sport & Rec, which are aimed at mitigating antisocial behaviours. Numbulwar Community Safety Coordinator – Aden Reeves has initiated healthy initiatives such as Men's and Women's support groups where community members can choose to participate in workouts, hunting and fishing activities and yarns, with women's groups hosting art and creative activities, fishing, food and culture.

## **FINANCIAL CONSIDERATIONS**

Nil.

## **ATTACHMENTS**

Nil.

## INFRASTRUCTURE SERVICES AND PLANNING DIVISIONAL REPORT

<b>ITEM NUMBER</b>	17.1
<b>TITLE</b>	Local Authority Projects Update
<b>AUTHOR</b>	Sarah Peachment, Executive Assistant to the CEO

### RECOMMENDATION

That Council receives and notes the Local Authority Projects Update Report.

### KEY OUTCOME AREA

**Environment:** Protect and care for the physical environment, including developing and maintenance of clean and environmentally focused communities.

**Wellbeing:** Contribute to the wellbeing of residents individually and communities as a whole; by fostering increased participation in community activities, education, healthy lifestyles, and a safe living environment.

**Infrastructure:** Support building and maintaining community infrastructure which positively contributes to resident needs and aspirations.

### BACKGROUND

The purpose of Local Authority Project Funding is to encourage the continued development of local authorities and their respective communities through the provision of funding to undertake priority community projects that are in line with these guidelines.

### Objectives

The objectives of the program are to:

- Assist in building stronger communities and assist community priority projects as recommended by local authorities;
- Assist local governing bodies and the constituent communities they represent to become stronger and self-sustaining;
- Assist in the provision of quality community infrastructure that facilitates community activity and integration; and
- Assist in developing local government capacity to provide legitimate representation, effective governance, improved service delivery and sustainable development.

### Local Authority Project Approvals

Individual local authorities must formally resolve each initiative this funding will be used for. A copy of this resolution is to be recorded in the minutes of the relevant local authority meeting.

At each local authority meeting, a report is to be submitted detailing the total amount of funding available and spent on local authority projects under this program in each financial year.

The report is to include details and amount spent on each project of the relevant local authority for which funding has been provided.

### ISSUES/OPTIONS/SWOT

- Please refer to the attached LA funding report as of 17 September 2025.

### FINANCIAL CONSIDERATIONS

Nil.

### ATTACHMENTS

1. LA project report - 17.09.2025 - OMC [17.1.1 - 23 pages]

<b>Summary Local Authority Projects</b>					<b>15 July 2025</b>	
<b>Communities</b>	<b>Funds Received from Department &amp; Council</b>	<b>Funds Allocated by Local Authorities</b>	<b>Surplus/(Deficit) from completed projects</b>	<b>Remaining Unallocated funds</b>		
Barunga	\$ 473,539.00	\$ 498,645.99	\$ 50,375.03	\$		25,268.04
Wugularr	\$ 679,821.00	\$ 554,793.10	\$ (78,124.25)	\$		44,903.65
Borrooloola	\$ -	\$ 1,105,063.49	\$ 22,695.49	\$		92,840.00
Bulman/Weemol	\$ 372,840.00	\$ 426,370.49	\$ 172,464.70	\$		118,934.21
Hodgson Downs	\$ 722,340.00	\$ 662,140.00	\$ 86,491.49	\$		146,691.49
Jilkminggan	\$ 436,231.00	\$ 399,270.00	\$ 36,120.79	\$		68,581.79
Manyallaluk	\$ -	\$ 173,009.24	\$ 14,131.24	\$		(14,131.24)
Mataranka	\$ 472,163.00	\$ 426,569.20	\$ 205,412.76	\$		81,006.56
Ngukurr	\$ 1,360,291.00	\$ 1,377,646.00	\$ 12,277.37	\$		(5,077.63)
Numbulwar	\$ 1,227,356.00	\$ 1,270,670.91	\$ 36,823.09	\$		(6,491.82)
Urapunga	\$ 96,400.00	\$ 66,800.00	\$ (4,838.60)	\$		24,761.40
Robinson River	\$ 130,000.00	\$ 97,500.00	\$ 5,459	\$		37,959.09
<b>Total</b>	<b>\$ 5,840,981.00</b>	<b>\$ 6,960,978.42</b>	<b>\$ 553,829.11</b>	<b>\$</b>		<b>577,286.45</b>

<b>Project Expenditure</b>			<b>15 July 2025</b>
<b>Communities</b>	<b>Funds Received</b>	<b>Funds Expended</b>	<b>Unexpended</b>
Barunga	\$ 473,539.00	\$ 438,281.61	\$ 35,257.39
Wugularr	\$ 679,821.00	\$ 581,969.04	\$ 97,851.96
Borrooloola	\$ 1,103,731.00	\$ 664,528.06	\$ 439,202.94
Bulman/Weemol	\$ 340,259.00	\$ 238,905.79	\$ 101,353.21
Hodgson Downs	\$ 722,340.00	\$ 554,463.85	\$ 167,876.15
Jilkminggan	\$ 436,231.00	\$ 333,649.21	\$ 102,581.79
Manyallaluk	\$ 121,878.00	\$ 80,484.42	\$ 41,393.58
Mataranka	\$ 472,163.00	\$ 321,156.44	\$ 151,006.56
Ngukurr	\$ 1,360,291.00	\$ 1,504,808.59	\$ (144,517.59)
Numbulwar	\$ 1,227,356.00	\$ 849,565.88	\$ 377,790.12
Urapunga	\$ 96,400.00	\$ 36,449.51	\$ 59,950.49
Robinson River	\$ 130,000.00	\$ 37,714.12	\$ 92,285.88
<b>Total</b>	<b>\$ 7,034,009.00</b>	<b>\$ 5,641,976.52</b>	<b>\$ 1,522,032.48</b>

<b>Unallocated Funds</b>		<b>15 July 2025</b>
<b>Communities</b>	<b>Remaining Unallocated funds</b>	<b>2023-2024 Fund</b>
Barunga	\$ 25,268.04	\$53,700 expiry 30 June 2026
Wugularr	\$ 44,903.65	\$75,500 expiry 30 June 2026
Borroloola	\$ 92,840.00	\$129,800 expiry 30 June 2026
Bulman/Weemol	\$ 118,934.21	\$41,400 expiry 30 June 2026
Hodgson Downs	\$ 146,691.49	\$86,100 expiry 30 June 2026
Jilkminggan	\$ 68,581.79	\$45,100 expiry 30 June 2026
Manyallaluk	\$ (14,131.24)	\$12,900 expiry 30 June 2026
Mataranka	\$ 81,006.56	\$52,400 expiry 30 June 2026
Ngukurr	\$ (5,077.63)	\$169,200 expiry 30 June 2026
Numbulwar	\$ (6,491.82)	\$158,800 expiry 30 June 2026
Urapunga	\$ 24,761.40	\$18,800 expiry 30 June 2026
Robinson River	\$ 37,959.09	\$32,500 expiry 30 June 2026

Barunga Local Authority Project Funding								17 September 2025
Funding Received from Department				\$	473,539.00			
Funds Allocated by Local Authorities				\$	498,645.99			
Surplus/(Deficit) from completed projects				\$	50,375.03			
Remaining Unallocated funds				\$	25,268.04			
Date	Project ID	Projects	Project Description	Project Budget	Actual Expenditure	Project Expenditure Breakdown	Project Variance	Project Status
3/04/2024	PR87	Purchase of Portable toilet	Purchase of and installation of portable toilets in the following location the cemetery	\$ 21,793.67	\$ 7,024.27	2 x portable toilets: <b>\$7,024.27</b>	\$ 14,769.40	<p><b>03/04/2024:</b> LA decided to allocate remaining \$21,793.67 towards purchase of portable toilet.</p> <p><b>30/11/2024:</b> 2 Toilets onsite and in position. Temporary privacy screening setup.</p> <p><b>18/02/2025:</b> Additional scope to install shade being developed. Original contractor has closed business and left town.</p> <p><b>07/03/2025:</b> A freestanding shade structure has been selected, costing approximately \$2000.00 excluding installation fees. Readjust of scope and reapproval is required to include the privacy screens.</p> <p><b>15/05/2025:</b> Discussing with Nyirranggulong Rise CDP manager to do the small shade and the screening as a cdp activity</p> <p><b>17/09/2025:</b> ongoing</p>
10/08/2024	PR 107	Cemetery lights	Installation of one light at the cemetery	\$ 2,500.00	\$ 1,591.70	Solar Lights systems: <b>\$1,591.70</b>	\$ 908.30	<p><b>10/08/2024:</b> LA allocated \$2,500 towards cemetery light.</p> <p><b>18/02/2025:</b> Light has been procured, awaiting contractor to install.</p> <p><b>07/03/2025:</b> This project is ongoing, currently looking for contractor to install.</p> <p><b>15/07/2025:</b> Measurements for pole to mount light has occurred.</p> <p><b>17/09/2025:</b> sourced alternative lights that can be direct mounted. Order is on the way.</p>
1/07/2025		Playground lighting	Lightning to be supplied for the playground.	\$ -	\$ 0.00		\$ -	<p><b>07/10/2024:</b> the Local Authority requests scope and Quote for water tap as closed to the Cemetery.</p> <p><b>20/08/2025:</b> Working through the power and water submission for the tap. Solar lighting still to come.</p> <p><b>17/09/2025:</b> potential to use procure solar light from the cemetery for the playground.</p>
7/01/2025	PR127	Shading/seating	Installation of shading and seating outside the store (across road)	\$ 8,000.00	\$ 6,335.68	2 x T1000 Plain tables 450mm: <b>\$2574.00</b> Freight: <b>\$1110.00</b> Credit card purchase - <b>\$2,651.68</b>	\$ 1,664.32	<p><b>07/01/2025:</b> LA requests scoping for shading and seating outside the store area (across road).</p> <p><b>07/03/2025:</b> Ongoing</p> <p><b>02/04/2025:</b> LA allocates \$8,000 towards shading shed and seats installation outside the store (across the road)</p> <p><b>04/04/2025:</b> Shade structure has been ordered.</p> <p><b>15/05/2025:</b> Nyirranggulong Rise CDP project to commence shortly, shelter is on site.</p> <p><b>20/08/2025:</b> Work has commenced.</p> <p><b>17/09/2025:</b> Completed.</p>
2/04/2025	PR20	Water Taps	Requests to scope installation of water taps at Heritage Park and Norforce Park.	-	\$ 7,352.67	PWC Approved Heritage Park SSP: <b>\$3,181.47</b> Norforce Park Drawings: <b>\$4,171.20</b>	-	<p><b>02/04/2025:</b> LA requests to scope installation of water taps at Heritage Park and Norforce Park.</p> <p><b>04/04/2025:</b> Expression of interest sent to power and water, for heritage park.</p> <p><b>20/08/2025:</b> Previous submissions located, RGRC to scope and price to complete the physical works.</p> <p><b>17/09/2025:</b> Ongoing.</p>

7/02/2025		Temporary Fencing	temporary fencing on the newly planted trees at the Oval.	\$ -	\$ -	-	\$ -	<p><b>02/07/2025:</b> Requests to scope temporary fencing on the newly planted trees at the Oval.</p> <p><b>20/08/2025:</b> Unable to locate any safe and sturdy options for temporary fencing.</p>
			<b>Total allocation for current projects</b>	\$ 32,293.67	\$ 22,304.32	n/a	\$ 17,342.02	
			<b>Total for Completed projects</b>	\$ 466,352.32	\$ 415,977.29	n/a	\$ 50,375.03	
			<b>Grand Total</b>	\$ 498,645.99	\$ 438,281.61	n/a	\$ 67,717.05	

Borroloola Local Authority Project Funding							17 September 2025	
Funds Received from Department				\$	1,103,731.00			
Funds allocated from Council				\$	71,477.00			
Funds Allocated to projects by Local Authority Members				\$	1,105,063.49			
Surplus/(Deficit) from completed projects				\$	22,695.49			
Remaining Unallocated funds				\$	92,840.00			
Date	Project ID	Projects	Project Descripton	Project Budget	Actual Expenditure	Project Expenditure Breakdown	Project Variance	Project Status
6/2/2020	1313822 PR9	Toilet Block Project	Scope, Purchase, install Toilet Block Project at the Airport.	\$ 428,464.49	\$ 72,142.20	Design: <b>\$984.00</b> Redesign: <b>\$5840.00</b> tender Development and Redesign: <b>\$5859.00</b> project manager: <b>\$3129.60</b> toilet block project management: <b>\$3129.60</b> Borroloola toilet block: <b>\$1800.00</b> Consultancy Fees: <b>\$1,400.00</b> Design, Construction, & Delivery of Prefabricated Toilet Building – 1 x UAT & 3 x AMB Cubicles: <b>\$50,000.00</b>	\$ 356,322.29	06/12/2018: LA allocated \$130,580 to toilet block project. 06/02/2020: LA allocated \$140,000 to toilet block project. 08/10/2020: LA allocated \$17746.45 to toilet block project. 14/08/2024: Construction contract signed. Works have begun. Underground plumbing complete. Request for tender paperwork in progress. Undergoing consult with AWS for hydraulics. Tender documentation is currently underway, AWS to undertake project management. Tender documentation released through Tenderlink & Local Buy. 18/02/2025: Received no responses - looking to negotiate with Pureable directly & gain Building permit - PO raised for Building permit application. Awaiting final certified drawings to proceed review. 04/04/2025: New supplier approached, design complete, assessment underway. 15/05/2025: Procurement under way. 15/07/2025: Construction happening off site. ETA to completion early September 2025 17/09/2025: toilet block construction underway off site with site delivery expected October 2025.
9/02/2023	PR38	Tamarind Park Power supply	Solar lighting in Tamarind Park	\$ 129,831.00	\$ 83,313.35	Avero Solar Lighting System x 20: <b>\$66,800.00</b> Freight to Katherine: <b>\$6,960.00</b> Premix cement for Borroloola: <b>\$7,500.00</b> Freight of solar lights and 10 pallets of concrete to Borroloola: <b>\$2,053.35</b>	\$ 46,517.65	9/02/2023: LA allocated \$129,831 to install power supply at the Tamarind Park. 30/06/2024: Investigating Solar Lights as an option for power supply to BBQ area. Suggest putting solar lights at the memorial and a few through the park as well. Purchased Solar lightning system and cement premix. 30/09/2024: All materials are now onsite awaiting installation. Rescoping and quoting. 1 quote obtained so far. 06/02/2025: Revalidating quote, Acting GM ISP met with contractor onsite 06/02/25 to finalise scope. 04/04/2025: Contractor advised Roper Gulf will need to organise a power pole and connection with power and water. 15/05/2025: Power and Water have advised contractor that a new connection won't be granted. Alternative source of power to be determined. 17/09/2025: LA has made a resolution to rescope the project for four solar lights in the park and under the shelter quotes underway.

8/05/2025	PR135	Memorial	procurement and installation of a Memorial wall and initial plaque for the late Mavis KERR at Tamarind Park.	\$ 15,000.00				<p><b>08/05/2025:</b> LA allocates \$5,000 of Local Authority Project Funding for the procurement and installation of a Memorial wall and initial plaque for the late Mavis KERR at Tamarind Park</p> <p><b>15/07/2025:</b> Awaiting quotes.</p> <p><b>07/08/2025:</b> The local authority requests scoping options names and wording to be used on Memorial Wall; requests for Memorial Wall Nominations to be put to public nomination, for ratification by the Local Authority; allocates an additional of \$10,000 of Local Authority Project Funds to Memorial Wall project for a total project budget of \$15,000; nominates dark stone (darkest of three options) as material for Memorial Wall. The Local Authority deferred decision on wording for the Memorial Wall to next Local Authority Meeting.</p> <p><b>17/09/2025:</b> procurement underway for the options underway as present at the last LA.</p>
<b>Total allocation for current projects</b>				\$ 573,295.49	\$ 155,455.55			
<b>Total for Completed projects</b>				\$ 531,768.00	\$ 509,072.51		\$ 22,695.49	
<b>Grand Total</b>				\$ 1,105,063.49	\$ 664,528.06		\$ 22,695.49	

Bulman/Weemol Local Authority Project Funding						17 September 2025		
Funds Received from Department					\$	340,259.00		
Allocated by Council					\$	32,581.00		
Funds allocated to projects by Local Authority Members					\$	426,370.49		
Surplus/(Deficit) from completed projects					\$	172,464.70		
Remaining unallocated funds					\$	118,934.21		
Date	Project ID	Projects	Project Descripton	Project Budget	Actual Expenditure	Project Expenditure Breakdown	Project Variance	Project Status
5/12/2018	PR06	Community Ablution Block	Purchase and Installation of Toilets located near council office	\$ 144,361.59	\$ 41,782.33	Consultancy: <b>\$4795.00</b> Consultancy: <b>\$4795.00</b> Internal - Sanitary Drainage: <b>\$2,382.00</b> AAPA: <b>\$18629.09</b> Tender Development: <b>\$5200.00</b> Consultancy: <b>\$1285.72</b> Project Management: <b>\$2284.80</b> Consultancy: <b>\$1,125.00</b> Consultancy: <b>\$1,285.72</b>	\$ 102,579.26	<p><b>05/12/2018:</b> LA allocated \$72,000 to the Community Ablution Block</p> <p><b>22/08/2019:</b> LA allocated additional \$25,000 on the Community Ablution Block.</p> <p><b>11/02/2021:</b>The project is under planning stage. S19 License approved. PWC to be contacted for services response by 31/3/2021.</p> <p><b>15/04/2021:</b> Currently in Design phase to provide a final costing.</p> <p><b>12/6/2021:</b> Unallocated funds (\$ 47,361.59) allocated to toilet block. In procurement phase. Site visit scheduled for Feb 2nd. Project now with RGRC Assets Team. Purchased Ablution block. Projects team soon to start tender documents. AWS preparing services designs.</p> <p><b>20/01/2022:</b> S19 approved. Awaiting AAPA clearance. AAPA certified. Now this project will need to go for public quotation for installation after completion of hydraulic plans. AWS undertaking tender documentation and projects management. Tender documentation complete and with RGRC for review.</p> <p><b>31/08/2024:</b> Awaiting SSP's prior to tender readiness.</p> <p><b>18/02/2025:</b> Pending power and water approvals.</p> <p><b>07/03/2025:</b> Ongoing. Still pending power and water approvals.</p> <p><b>04/04/2025:</b> Power and Water advised to replace a power pole. Proceeding with solar rather than the expense of purchasing a new pole.</p> <p><b>28/05/2025:</b>Power water approval received 23/05/2025. Review of tender documents to be released.</p> <p><b>19/06/2025:</b> Tender to be released in the new financial year.</p> <p><b>17/09/2025:</b> Tender online and closing September 30th.</p>
10/10/2024	PR137	Solar light	Purchase and Installation of three Solar Light. Two located near the workshop and one near the turn off.	\$ 5,000.00				<p><b>10/10/2024:</b> LA allocated \$5,000 towards solar light installation. 2 near the workshop and 1 near turn off.</p> <p><b>07/03/2025:</b> one light on concrete block to move to the corner. To be confirmed. Remains ongoing.</p> <p><b>17/09/2025:</b> remaining ongoing</p>
10/10/2024	PR121	Oval goal post replacement	Removal of goal posts, purchase and install goal posts at the football field.	\$ 10,000.00	\$ 8,935.00	9m/6m AFL Goal Posts with Sleeve bases: <b>\$8935.00</b>	\$ 1,065.00	<p><b>10/10/2024:</b> LA allocated \$10,000 towards replacement of oval goal post.</p> <p><b>18/02/2025:</b> Goal posts are in transit to Katherine.</p> <p><b>07/03/2025:</b> Have arrived in Katherine, installation required and allocation of more funding needed to install the posts.</p>
10/10/2024		Council office extension	Scoping of council office extension.	\$ 10,000.00				<p><b>10/10/2024:</b> LA allocated \$10,000 towards Bulman council office extension.</p> <p><b>18/02/2025:</b> Need scoping.</p> <p><b>07/03/2025:</b> Ongoing.</p> <p><b>15/05/2025:</b> RGRC project manager was on site week ending the 12/05/2025, to get initial design ideas.</p> <p><b>28/05/2025:</b> Initial scoping done design process underway</p> <p><b>19/06/2025:</b> Project Manager is working concept after reviewing site. It will be an additional building rather than an extension.</p> <p><b>17/09/2025:</b> concept design produced to be tabled at the next LA.</p>
<b>Total allocation for current projects</b>				\$ 169,361.59	\$ 50,717.33			

Total for Completed projects	\$ 257,008.90	\$ 188,188.46	\$ 172,464.70
<b>Grand Total</b>	<b>\$ 426,370.49</b>	<b>\$ 238,905.79</b>	<b>\$ 172,464.70</b>

Jilkmिंगgan Local Authority Project Funding							17 September 2025	
Funds received from Department				\$	436,231.00			
Funds allocated to projects by Local Authority Members				\$	399,270.00			
Surplus/(Deficit) from completed projects				\$	36,120.79			
Unallocated remaining funds				\$	68,581.79			
Date	Project ID	Projects	Project Descripiton	Project Budget	Actual Expenditure	Project Expenditure Breakdown	Project Variance	Project Status
28/08/2024	PR138	Sports Centre	Obtain section 19 on the Jilkmिंगgan Sports centre.	\$ 20,000.00				28/08/2024: OMC allocated \$20,000 from unallocated funds towards this new project 18/02/2025: S19 application submitted 16/04/2025: When the s19 is approved, the plan will be to remove the damaged tiles and all other flooring then replace with a non slip paint. 17/09/2025: S19 NLC consultation meeting occurred on the 16/09/2025
5/06/2025		Barunga Festival	Allocation of funds to the local sporting team to attend the Barunga Festival Weekend	\$ 5,000.00				06/05/2025: LA allocates \$5,000 for the to support of the Local sporting team to attend the Barunga Festival weekend.
5/08/2025		BBQ	Community Barbecues with Police (Cops and Kids) initiative for three (3) months	\$4,500				05/08/2025: The Local Authority allocates \$4,500 towards Community Barbecues with Police (Cops and Kids) initiative for three (3) months (\$1,500 per month).
<b>Total allocation for current projects</b>				\$ 29,500.00	\$ -		\$ -	
<b>Total for Completed projects</b>				\$ 369,770.00	\$ 333,649.21		\$ 36,120.79	
<b>Grand Total</b>				\$ 399,270.00	\$ 333,649.21		\$ 36,120.79	

Urapunga Local Authority Project Funding								17 September 2025
Funds received from Department					\$	96,400.00		
Funds allocated to projects by Local Authority Members					\$	66,800.00		
Surplus/(Deficit) from completed projects					\$	(4,838.60)		
Remaining Unallocated funds					\$	24,761.40		
Date	Project ID	Projects	Project Description	Project Budget	Actual Expenditure	Project Expenditure Breakdown	Project Variance	Project Status
11/12/2024	PR140	Landscaping and planting	Landscaping and planting tree and scrubs works throughout the community.	\$ 10,000.00	\$ -		\$ -	11/12/2024: allocates \$10,000 on landscaping and planting trees and shrubs. 18/02/2025: Tree types and locations to be determined. Supplier to recommend native trees local/suitable for the area.
11/12/2024	PR141	Cemetery fencing repairs and boulder installation	Cemetery Fencing repairs and boulder installation to be conducted on the old cemetery located as you come into the community.	\$ 5,000.00	\$ -		\$ -	11/12/2024: allocates \$5,000 on Cemetery fencing repair and boulder installation. 18/02/2025: Materials for fence repairs ordered with another project to receive better price for bulk order. Awaiting materials supply.
11/12/2024	PR123	Community sporting equipment	Requests for the purchase of sporting equipment.	\$ 3,000.00	\$ 1,500.00	Sporting and recreation gear: \$1500.00	\$ 1,500.00	11/12/2024: LA allocated \$3,000 towards community sporting equipment. 18/02/2025: Procurement underway by the Programs team. 03/06/2025: Sporting equipment purchased by CSM; upon more staff commencing in positions additional sporting and recreation gear will be purchased when needs are identified by sport and recreation participants.
<b>Total allocation for current projects</b>				\$ 18,000.00	\$ 1,500.00			
<b>Total for Completed projects</b>				\$ 48,800.00	\$ 34,949.51		\$ (4,838.60)	
<b>Grand Total</b>				\$ 66,800.00	\$ 36,449.51		\$ (4,838.60)	

Hodgson Downs Local Authority Project Funding							17 September 2025	
Funds received from Department				\$	722,340.00			
Funds allocated to projects by Local Authority Members				\$	662,140.00			
Surplus/(Deficit) from completed projects				\$	86,491.49			
Remaining unallocated funds				\$	146,691.49			
Date	Project ID	Projects	Project Description	Project Budget	Actual Expenditure	Project Expenditure Breakdown	Project Variance	Project Status
6/03/2024	PR118	Steel Bin Holders	Supply 60 Steel Bin Holders, and Alawa Aboriginal Corporation to install the same	\$ 8,000.00	-	-	-	<p><b>03/06/2024:</b> LA allocated \$4,000 towards steel for bin holders</p> <p><b>09/12/2024:</b> allocated another \$4,000. Council to supply 60 bin holders and AAC to install.</p> <p><b>18/02/2025:</b> Cost of commercial bin holders only allows about 30 units. Looking at alternative design and manufacture using internal labour</p> <p><b>20/08/2025:</b> Cost per unit is approx. \$300.00 a unit which are all locking which is not practical for Muns</p> <p><b>17/09/2025:</b> Alternative design found manufacturing option to be determined.</p>
3/06/2024	PR124	Sports Equipments	Sports equipments for Alawa Aboriginal Corporation.	\$ 5,000.00	-		\$ -	<p><b>03/06/2024:</b> LA allocated \$5,000 towards sports equipment for Alawa Corporation.</p> <p><b>18/02/2025:</b> Procurement underway by the Programs team.</p> <p><b>03/06/2025:</b> Dale Campbell advised that Alawa have brought some equipment and are awaiting reimbursement. Dale will liaise with community members to identify needs.</p> <p><b>17/09/2025:</b> nothing received from Alwa regarding outcomes or invoices for this project.</p>
3/06/2024	PR136	Speed Bumps and signage	2 X slow down for children signs 5 X speed Bumps (collaborate with CDP to install and paint speed bumps)	\$ 30,000.00	\$ 8,227.64	Speed Humps: \$8,227.64	\$ 21,772.36	<p><b>03/06/2024:</b> LA allocated \$5,000 towards two slow down for children signs and allocated \$15,000 towards speed bumps.</p> <p><b>02/09/2024:</b> LA allocated additional \$10,000 towards purchasing of five additional speedbumps and signage.</p> <p><b>18/02/2025:</b> Signs will be ordered by end of Feb, currently finalising sign replacements across the region.</p> <p><b>04/04/2025:</b> Signs have arrived.</p>
3/06/2024		Scoping of Playground	Cost Scoping	\$ -	-		\$ -	<p><b>03/06/2024:</b> LA requests for council to scope of a playground.</p> <p><b>28/05/2025:</b> LA asked to provide a location to allow scoping of playground on 26/05/2025 LA Meeting</p> <p><b>17/09/2025:</b> Still waiting for another site to be proposed by the LA</p>
9/12/2024		NAIDOC festivities	Festivities event	\$ 5,000.00	-		\$ -	<p><b>09/12/2024:</b> LA allocated \$5,000 towards NAIDOC festivities.</p> <p><b>20/08/2025:</b> Awaiting for Alwa to provide details.</p> <p><b>17/09/2025:</b> nothing received from Alwa regarding outcomes or invoices for this project.</p>
9/12/2024		Christmas festivities	Festivities event	\$ 5,000.00	-		\$ -	<p><b>09/12/2024:</b> LA allocated \$5,000 towards Christmas festivities.</p> <p><b>20/08/2025:</b> Awaiting for Alwa to provide details.</p> <p><b>17/09/2025:</b> nothing received from Alwa regarding outcomes or invoices for this project.</p>
9/12/2024		Australia Day festivities	Festivities event	\$ 2,000.00	-		\$ -	<p><b>09/12/2024:</b> LA allocated \$2,000 towards Australia Day festivities.</p> <p><b>20/08/2025:</b> Awaiting for Alwa to provide details.</p> <p><b>17/09/2025:</b> nothing received from Alwa regarding outcomes or invoices for this project.</p>

9/12/2024	PR131	Massacre site scoping	Cost Scoping	\$ 25,000.00	\$ 20,815.30	Site investigation: \$20815.30	\$ -	<p><b>09/12/2024:</b> LA has requested for cost scoping of the Massacre site.</p> <p><b>21/02/2025:</b> A proposal has been developed by Bennett Architects for the survey of the site and community visits to ensure any work is done in a culturally appropriate way. The cost estimate is \$18,923 + Travel and disbursements.</p> <p><b>26/05/2025:</b> The Local Authority allocates \$25,000 of Local Authority Project Funding for the scoping and planning surveying of the Massacre Site Project to be undertaken in a culturally appropriate way.</p> <p><b>20/08/2025:</b> Consultant date to be confirmed potentially going to be on the week beginning the 15 September 2025</p> <p><b>17/09/2025:</b> on hold.</p>
			<b>Total allocation for current projects</b>	\$ 72,000.00	\$ 29,042.94			
			<b>Total for Completed projects</b>	\$ 590,140.00	\$ 525,420.91			
			<b>Grand Total</b>	\$ 662,140.00	\$ 554,463.85			

Manyallaluk Local Authority Project Funding						17 September 2025		
Funds Received from Department					\$	121,878.00		
Funds from Council					\$	37,000.00		
Funds allocated to projects by Local Authority Members					\$	173,009.24		
Surplus/(Deficit) from completed projects					\$	14,131.24		
Remaining Unallocated funds					\$	(14,131.24)		
Date	Project ID	Projects	Project Description	Project Budget	Actual Expenditure	Project Expenditure Breakdown	Project Variance	Project Status
3/04/2023	PR057	Fencing at Top Cemetery	purchase and installation of fencing the perimeter of the Top cemetery	\$ 78,393.58				<p><b>03/04/2023:</b> LA provisionally allocated remaining funding, \$28,264.70 towards purchasing and installing mesh fence at the bottom cemetery.</p> <p><b>27/04/2023:</b> OMC approves the Provisional recommendation from the 03/04/2023 Manyallaluk Local Authority Provisional Meeting minutes.</p> <p><b>03/07/2023:</b> Quotation requests ongoing.</p> <p><b>02/10/2023:</b> Quotations sort are over budget. LA reallocated from bottom cemetery to Top cemetery.</p> <p><b>15/01/2024:</b> Quotes obtained are higher than allocation. Recommendation included in OMC report for resolution.</p> <p><b>28/08/2024:</b> OMC allocated \$28264.70 towards AAPA clearance for this project and allocated remaining \$13,128.88 from LA unallocated funds towards it and also allocated extra \$37,000 from the council funds to this project.</p> <p><b>18/02/2025:</b> Quotation request ongoing.</p> <p><b>07/03/2025:</b> some materials have been procured. AAPA has been applied for. Currently awaiting progression.</p> <p><b>04/04/2025:</b> Received AAPA quote, which has been authorised.</p>
<b>Total allocation for current projects</b>				\$ 78,393.58	\$ -			
<b>Total for Completed projects</b>				\$ 94,615.66	\$ 80,484.42		\$ 14,131.24	
<b>Grand Total</b>				\$ 173,009.24	\$ 80,484.42		\$ 14,131.24	

Mataranka Local Authority Project Funding							17 September 2025	
Funding received from Department				\$	472,163.00			
Funds allocated to projects by Local Authority Members				\$	426,569.20			
Surplus/(Deficit) from completed projects				\$	205,412.76			
<b>Remaining Unallocated Funds</b>				<b>\$</b>	<b>81,006.56</b>			
Date	Project ID	Projects	Projects Description	Project Budget	Actual Expenditure	Project Expenditure Breakdown	Project Variance	Project Status
8/05/2025	PR139	Playground	playground upgrade	\$ 170,000.00				<p><b>05/08/2025:</b> The Local Authority combines the two Mulgagan Camp Project into one (1) , and allocates a total of \$170,000 to playground upgrade the project from Local Authority Project Funding.</p> <p><b>17/09/2025:</b> tender documents being prepared for release.</p>
<b>Total allocation for current projects</b>				\$	170,000.00	\$	-	
<b>Total for Completed projects</b>				\$	374,913.20	\$	321,156.44	\$ 205,412.76
<b>Grand Total</b>				\$	426,569.20	\$	321,156.44	\$ 205,412.76

Ngukurr Local Authority Project Funding						17 September 2025		
Funds received from Department					\$	1,360,291.00		
Funds allocated to projects by Local Authority Members					\$	1,377,646.00		
Surplus/(Deficit) from completed projects					\$	12,277.37		
Remaining Unallocated funds					\$	(5,077.63)		
Date	Project ID	Projects	Project Description	Project Budget	Actual Expenditure	Project Expenditure Breakdown	Project Variance	Project Status
28/08/2024		Ngukurr Solar lights refurbishment	Solar Light refurbishment originals.	\$ 59,023.86	\$ 59,023.86	Solar Light Replacement parts: <b>\$34,234.20</b> Battery: <b>\$16,503.84</b>	\$ -	<p><b>28/08/2024</b> (OMC) reallocated \$59,023.86 to solar lights refurbishment project.</p> <p><b>11/12/2024</b>: Quotation request ongoing. In Procurement Stage.</p> <p><b>18/02/2025</b>: All parts arrived, awaiting delivery to community.</p> <p><b>20/08/2025</b>: Delivery of equipment commenced. Works ongoing.</p> <p><b>17/09/2025</b>: Ongoing Peter has started receiving materials and is going to work through them systematically.</p>
11/12/2024	PR43	Sports hall repairs and ventilation	Repair to sharp edgings on wall and installation of industrial fan.	\$ 80,000.00	\$ 54,193.95	Solar Whiz Comm: <b>\$21,781.82</b> Freight: <b>\$1,909.09</b> 100 x Zinc alum trim deck sheets: <b>\$6,473.27</b> 50 Gal Mesh Sheets: <b>\$8,591.00</b> Repair and replace mesh: <b>\$14,302.85</b> Freight: <b>\$1,135.92</b>	\$ 25,806.05	<p><b>11/12/2024</b>: LA allocated \$65,000 from beautification towards repairs and ventilation.</p> <p><b>18/02/2025</b>: Vents have arrived in Katherine. Awaiting scheduling with contractor. Materials to repair the walls of the hall have been ordered with partial arrival of materials.</p> <p><b>04/04/2025</b>: All materials arrived, awaiting shipment to Ngukurr.</p> <p><b>15/05/2025</b>: Labor component exceed procurement delegation, awaiting additional quote for repairs to shed.</p> <p><b>27/05/2025</b>: The Local Authority allocated additional \$15,000 towards Project 43 (Sports Hall and ventilation).</p> <p><b>15/07/2025</b>: subcontractor awarded job, awaiting on scheduling. All fans have been sent to Ngukurr.</p> <p><b>20/08/2025</b>: End of September for installation and then the sheeting are being assessed against quotes. Works to be awarded.</p> <p><b>17/09/2025</b>: All sheet metal work is done. The solar fans are due to go in on the 18/09/2025.</p>
11/12/2024	PR43	Community bus stop installation	Installation of four bus stops	\$ 100,000.00	\$ 75,659.00	Double Bus stops: <b>\$61,000</b> Barcelona Bency Aluminium: <b>\$8,720.00</b> Freight: <b>\$5,939</b>	\$ 24,341.00	<p><b>11/12/2024</b>: LA allocate \$100,000 from beautification towards community bus stop installation.</p> <p><b>18/02/2025</b>: Four bus stops with aluminium seating have been ordered and are currently being manufactured.</p> <p><b>04/04/2025</b>: Bus stops in Katherine awaiting shipment to Ngukurr.</p> <p><b>15/05/2025</b>: awaiting scheduling with CSM</p> <p><b>20/08/2025</b>: Works ongoing.</p>
11/12/2024	PR143	Roller doors at Sports hall	Installation of roller door at the Sports hall	\$ 25,000.00	\$ 44,088.01	Electrical Work: <b>\$6,688.01</b> Repair Work: <b>\$37,400.00</b>	\$ (19,088.01)	<p><b>11/12/2024</b>: LA \$25,000 towards roller doors installation at sports hall.</p> <p><b>18/02/2025</b>: Quote received and procurement underway to repair doors and motorise them.</p> <p><b>15/05/2025</b>: Awaiting additional quote to finalise procurement.</p> <p><b>15/07/2025</b>: Awaiting on scheduling.</p> <p><b>20/08/2025</b>: Project completed awaiting final invoices.</p>
7/04/2025		Bush Tukka trees	Purchase and installation of Bush Tukka tree	\$5,000				<p><b>04/09/2025</b>: The LA allocates \$5,000 of Local Authority Project Funds for the purchase and installation of Bush Tukka trees. The species to be determined by Councillor Melissa ANDREWS with General Manager Infrastructure Services and Planning;</p>

4/07/2025	Shade & electrical lighting	shade/power/lighting for the fellowship	\$10,000				04/09/2025: The LA allocates \$10,000 for fellowship shade and electrical lighting to be scoped.
		<b>Total allocation for current projects</b>	\$ 279,023.86	\$ 423,463.82		\$ 31,059.04	
		<b>Total for Completed projects</b>	\$ 1,098,622.14	\$ 1,081,344.77		\$ 12,277.37	
		<b>Grand Total</b>	\$ 1,377,646.00	\$ 1,504,808.59		\$ 43,336.41	

Numbulwar Local Authority Project Funding						17 September 2025		
Funds received from Department				\$	1,227,356.00			
Funds allocated to projects by Local Authority Members				\$	1,270,670.91			
Surplus/(Deficit) from completed projects				\$	36,823.09			
Remaining Unallocated funds				\$	(6,491.82)			
Date	Project ID	Projects	Project Description	Project Budget	Actual Expenditure	Project Expenditure Breakdown	Project Variance	Project Status
28/08/2024	PR88	Existing Cemetery Works	Scope, design survey and install all appropriate items to maintain current cemetery, in order to preserve the site.	\$ 422,322.27	\$ 124,420.10	Consultancy Fee: <b>\$14,012.50</b> Consultancy Fee: <b>\$19512.60</b> Consultancy Fee: <b>\$87828.00</b> Consultancy Fee: <b>\$3067.00</b>	\$ 297,902.17	<p><b>28/08/2024:</b> (OMC) reallocated \$85088.18 from Toilets at Airport and \$337,234.09 from Sports Precinct upgrade towards new project- Existing cemetery Works.</p> <p><b>11/12/2024:</b> PO raised for design &amp; ground penetration radar. Fencing and retaining wall design received and being reviewed.</p> <p><b>18/02/2025:</b> Fencing materials have been ordered, awaiting delivery.</p> <p><b>21/02/2025</b> Existing Cemetery – design works and surveying has been undertaken. The GPS coordinates for each burial site have been recorded. Works will soon commence with Council CDP to manufacture memorial headstones for each site. Alternatively, the LA may wish for crosses to be used.</p> <p><i>Bennett Architects have requested that a resolution be passed by the Local Authority to confirm that the community has been consulted with regarding the new cemetery site and confirmation that the site identified is suitable. Please see attached map for reference.</i></p> <p><b>16/04/2025:</b> Discussion around the retaining wall due to concerns regarding the fine sand. Further discussion is needed regarding headstones or crosses.</p> <p><b>15/07/2025:</b> Gravesite marking to be discussed. Quote received for crosses, exceeding \$75K - alternative markings may need further discussions with community.</p> <p>Alternative to "retaining wall" proposed. Dune retention consist of Geotextile fabric and additional trees and shrubs consistent with the area.</p> <p><b>20/08/2025:</b> Designs to be table for approval of the fence and the dune stabilisation.</p> <p><b>03/09/2025:</b> The local Authority resolves to selected the current</p>
15/09/2023	PR62	Shade structure and seating	six seating sites and shade structures	\$ 60,000.00	\$ 15,767.94	Shade Structure: <b>\$8750.25</b> Shade Structure: <b>\$8750.24</b> Seating for Numbulwar x6: <b>\$6387.76</b> Freight to Katherine: <b>\$2079.00</b> Wrong Costing: <b>+ \$10,199.31</b>	\$ 44,232.06	<p><b>15/09/2023:</b> \$60,000 towards six shade structure and seating at various parks.</p> <p><b>18/02/2025:</b> Four structure sites have been identified and awaiting contractor to provide quote to install.</p> <p><b>17/09/22025:</b> ongoing contractors availability issues</p>
15/09/2023	PR63	Solar Lights	Four solar lights in park to be installed	\$ 40,000.00	\$ 15,939.60	Concrete: <b>\$1125.00</b> 4 x solar lights: <b>13360.00</b> freight to Katherine: <b>\$1050.00</b> freight to Numbulwar: <b>\$404.60</b>	\$ 24,060.40	<p><b>15/09/2023:</b> LA allocated \$40,000 towards one solar light in each park.</p> <p><b>18/02/2025:</b> One Light to be installed at each of the four shade structures</p> <p><b>17/09/2025:</b> being completed at the same time as the shade structure; ongoing contractors availability issues</p>
15/09/2023	PR64	Large solar light	One Large solar light to be installed at the top of the boat ramp	\$ 15,000.00	\$ 8,654.60	Concrete: <b>\$750.00</b> 1 Large Solar Light: <b>\$5550.00</b> Freight to Katherine: <b>\$1950.00</b> Freight to Numbulwar: <b>\$404.60</b>	\$ 6,345.40	<p><b>15/09/2023:</b> LA allocated \$15,000 large luminious solar light at the top of boat ramp.</p> <p><b>18/02/2025:</b> Light to be installed on concrete block. Require cages from Numbulwar to allow blocks to be manufactured.</p> <p><b>04/04/2025:</b> Cage has been retrieved from Numbulwar.</p> <p>Concrete block to be design and quoted.</p> <p><b>17/09/22025:</b> ongoing contractors availability issues</p>

15/09/2023	PR67	Large solar lights x 3	Three solar lights located from Newtown to mission area require maintenance.	\$ 40,000.00	\$ 16,435.00	Concrete: <b>\$1125.00</b> 3 x solar lights: <b>\$13360.00</b> Freight to Katherine: <b>\$1950.00</b> Freight to Numbulwar: <b>\$404.60</b>	\$ 23,565.00	15/09/2023: LA allocated 40k for installing 3 large solar lights along dirt road from newtown to mission area. 18/02/2025: 2 of the 3 existing lights have been repaired. Last one to be repaired once access is available. 17/09/2025: ongoing contractors availability issues
5/03/2025		BBQ	Community festivities	\$ 5,000.00				05/03/2025: The LA allocates \$5000 for a community BBQ.
<b>Total allocation for current projects</b>				\$ 582,322.27	\$ 181,217.24		\$ 396,105.03	
<b>Total for Completed projects</b>				\$ 688,348.64	\$ 668,348.64		\$ 36,823.09	
<b>Grand Total</b>				\$ 1,270,670.91	\$ 849,565.88		\$ 432,928.12	

Robinson River Local Authority Project Funding							17 September 2025		
Funds received from Department					\$	130,000.00			
Funds allocated to projects by Local Authority Members					\$	97,500.00			
Surplus/(Deficit) from completed projects					\$	5,459.09			
Remaining Unallocated funds					\$	37,959.09			
Date	Project ID	Projects	Project Description	Project Budget	Actual Expenditure	Project Expenditure Breakdown	Project Variance	Project Status	
31/08/2023	PR68	Speed Humps	Purchase and installation of speed humps	\$ 5,000.00	\$ 3,703.18	Mid Section Speed humps x 120: <b>\$2386.80</b> Speed Hump ends x 10: <b>\$155.80</b> 8mm Spikes: <b>\$1040.00</b> Freight: <b>\$120.58</b>	\$ 1,296.82	<b>31/08/2023:</b> provisionally allocates \$5,000 towards speed humps. <b>25/10/2023:</b> OMC approves the Provisional recommendations from the 31 August 2023 Robinson River Local Authority. <b>18/02/2025:</b> PO raised. Order received, awaiting delivery to community.	
31/08/2023	PR72	Solar lights	Purchase and installation of four solar lights.	\$ 40,000.00	\$ 17,068.39	4 x solar lights: <b>\$13360.00</b> Freight to Darwin: <b>\$1363.64</b> 2 x pallets of premix concrete: <b>\$1500.00</b> Freight: <b>\$312.35</b> Freight: <b>\$532.40</b>	\$ 22,931.61	<b>31/08/2023:</b> provisionally allocates \$40,000 towards four (4) solar lights installation. <b>25/10/2023:</b> OMC approves the Provisional recommendations from the 31 August 2023 Robinson River Local Authority Provisional Meeting minutes. <b>18/02/2025:</b> Locations provided. To be completed once access is available.	
31/08/2023	PR73	Signage-Road Safety	Purchase and installation of a variety of Signage for road safety for community	\$ 5,000.00				<b>31/08/2023:</b> provisionally allocates \$5,000 towards Road Traffic Management or Road Safety Signage. <b>25/10/2023:</b> OMC approves the Provisional recommendations from the 31 August 2023 Robinson River Local Authority Provisional Meeting minutes. <b>18/02/2025:</b> Signs to be added to bulk order for other communities. Need to finalise sign audit for Robinson River to add to order. <b>15/05/2025:</b> GM on site on the 08/05/2025 to scope signs to be ordered. <b>15/07/2025:</b> Additional signs ordered.	
31/08/2023	PR74	Bollards for the Park	Purchase and installation of bollards around the perimeter of the park	\$ 10,000.00				<b>31/08/2023:</b> provisionally allocates \$10,000 for purchasing Bollards for the perimeters of the park. <b>25/10/2023:</b> OMC approves the Provisional recommendations from the 31 August 2023 Robinson River Local Authority Provisional Meeting minutes. <b>18/02/2025:</b> Project likely to cost more than budget.	
31/08/2023	PR75	Basketball Equipment	Purchase of a variety of Basketball equipment.	\$ 500.00	\$ 901.64	Basketball Backboards: <b>\$652.73</b> Freight: <b>\$248.91</b>	-\$ 401.64	<b>31/08/2023:</b> provisionally allocates \$500 for purchasing Basketball Equipment. <b>25/10/2023:</b> OMC approves the Provisional recommendations from the 31 August 2023 Robinson River Local Authority Provisional Meeting minutes. <b>18/02/2025:</b> New backboards ordered, awaiting delivery to community. <b>15/07/2025:</b> Additional funding required for additional repairs to basketball rings.	
31/08/2023	PR76	AFL Post Installation	Purchase and installation of new AFL goal post on football field.	\$ 10,000.00				<b>31/08/2023:</b> provisionally allocates \$5,000 towards Australian Football League (AFL) gear. <b>25/10/2023:</b> OMC approves the Provisional recommendations from the 31 August 2023 Robinson River Local Authority Provisional Meeting minutes. <b>18/02/2025:</b> Existing materials need to be sorted and confirmed for completion before we can proceed. <b>15/05/2025:</b> Stock list of what was on site, currently verifying all the part are there before scheduling installation.	

31/08/2023	PR77	Portable BBQ	Purchase of portable BBQ	\$	2,000.00				<p><b>31/08/2023:</b> provisionally allocates \$2,000 for purchasing portable BBQ.  <b>25/10/2023:</b> OMC approves the Provisional recommendations from the 31 August 2023 Robinson River Local Authority Provisional Meeting minutes.  <b>18/02/2025:</b> In Procurement stage</p>
31/08/2023	PR78	Food for Community BBQ	Purchase of food for a community BBQ.	\$	500.00				<p><b>31/08/2023:</b> Local Authority provisionally allocated \$500.00.  <b>25/10/2023:</b> OMC approves the Provisional recommendations from the 31 August 2023 Robinson River Local Authority Provisional Meeting minutes.</p>
<b>Total allocation for current projects</b>				\$	73,000.00	\$	21,673.21		23826.79
<b>Total for Completed projects</b>				\$	24,500.00	\$	16,040.91	\$	5,459.09
<b>Grand Total</b>				\$	97,500.00	\$	37,714.12	\$	29,285.88

Wugularr Local Authority Project Funding							17 September 2025
Funding Received from Department				\$	679,821.00		
Funds Allocated by Local Authority Members				\$	554,793.10		
Surplus/(Deficit) from completed projects				\$	(78,124.25)		
<b>Remaining Unallocated Funds</b>					\$44,903.65		
27/11/2023	PR089	Speed bumps	Installation of five speed bumps.	\$ 20,000.00	\$ 7,285.78	Speed Hump mid section: <b>\$4773.60</b> Speed Hump ends: <b>\$311.60</b> 8mm Spikes: <b>\$2080.00</b> Freight: <b>\$120.58</b>	\$ 12,714.22  <b>27/11/2023:</b> LA allocated \$20,000 towards purchase and installation of five speed bumps. <b>29/02/2024:</b> Quotation request ongoing. <b>30/06/2024:</b> Awaiting confirmation from LA before procurement. <b>31/08/2024:</b> PO raised for speed bumps. Under procurement stage. <b>06/01/2025:</b> Awaiting on roads project and filling potholes before proceeding. <b>07/03/2025:</b> Currently awaiting other project completion before progression can occur. <b>15/07/2025:</b> Additional speedbumps to be ordered with the balance.
7/10/2024	PR111	Sport and Recreation equipments	Purchase of Sport and Recreation equipments; specifically basket balls, volleyballs, soccer ball and soft ball equipment.	\$ 5,000.00	\$ 4,200.00	Sporting equipment and outdoor cinema project pack: <b>\$4200.00</b>	\$ 800.00  <b>07/10/2024:</b> LA allocates \$5000 for the purchase of the sports and Rec equipment (basket balls, volleyballs, soccer ball and soft fall equipment). <b>18/02/2025:</b> Procurement underway by the Programs team. <b>07/03/2025:</b> Remains ongoing. <b>03/06/2025:</b> Purchase of sporting equipment and outdoor cinema projector pack for Wugularr. <b>19/06/2025: Completed.</b>
7/10/2024	PR109	Cemetery Arch	purchase and installation of cemetery arch.	\$ 25,000.00	-	-	\$ -  <b>07/10/2024:</b> LA allocates \$25000 for the purchase of Wugularr Cemetery Arch and requests Arch to be scoped; <b>26/02/2024:</b> Quotation requests ongoing. (Contractor that constructed Barunga arch has closed the business and left town) <b>07/03/2025:</b> Scoping still to be completed. <b>15/07/2025:</b> Obtained Barungas drawings to duplicate, design in progress.
7/10/2024		Portable toilets	quote for twenty portable toilets for the Christian Convention event.	\$ -	-	-	\$ -  <b>07/10/2024:</b> LA requests a Quote for the twenty (20) portable toilet for the next Year Christian Convention event. <b>07/03/2025:</b> Quotation process ongoing as additional requests for showers, as well as toilets, to be added to the quote.
10/07/2024		Water tap	scope and Quote for water tap as closed to the Cemetery;	\$ -	\$ -	-	\$ -  <b>07/10/2024:</b> The Local Authority requests scope and Quote for water tap as closed to the Cemetery. <b>20/08/2025:</b> Working through the power and water submission for the tap. Solar lighting still to come. <b>17/09/2025:</b> originally plan was rejected and scope needs to be reduced.

23/07/2025		Generator	Requests to purchase a generator	\$2,000			<p><b>23/07/2025:</b> The OMC allocates \$2,000 for the purchase of a generator.</p> <p><b>17/09/2025:</b> More information is required regarding what the generator will power in order to select the right one.</p>
<b>Total allocation for current projects</b>				\$ 52,000.00	\$ 11,485.78	\$ 13,514.22	
<b>Total for Completed projects</b>				\$ 504,293.10	\$ 570,483.26	\$ (67,861.33)	
<b>Grand Total</b>				\$ 556,293.10	\$ 581,969.04	\$ (54,347.11)	

## INFRASTRUCTURE SERVICES AND PLANNING DIVISIONAL REPORT

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<b>ITEM NUMBER</b>	17.2
<b>TITLE</b>	Major Projects Report
<b>AUTHOR</b>	Luke Haddow, General Manager Infrastructure Services, and Planning

### RECOMMENDATION

That Council:

- (a) receives and notes the Major Projects Report; and
- (b) approves budget allocation for \$750,000 for PR 100 Aged Care Building replacement.

### KEY OUTCOME AREA

**Environment:** Protect and care for the physical environment, including developing and maintenance of clean and environmentally focused communities.

**Wellbeing:** Contribute to the wellbeing of residents individually and communities as a whole; by fostering increased participation in community activities, education, healthy lifestyles, and a safe living environment.

**Infrastructure:** Support building and maintaining community infrastructure which positively contributes to resident needs and aspirations.

**Economic Development:** Foster strengthening and growing jobs, industries, and investment attraction.

### BACKGROUND

This Major Project Report provides the status of projects – at the stages of pre-design, design and construction stages.

### ISSUES/OPTIONS/SWOT

#### Projects on Hold:

- Katherine Head Office/Carpark modifications
- Katherine 29 Crawford Street Development - PR61
- Katherine Head office internal fit out modifications
- Mataranka Carew Heights Development
- Borroloola Office Modifications – PR91
- Ngukurr Staff Housing – Lot 231 – PR98
- Numbulwar Office Redesign – PR60
- Numbulwar Staff Housing - Lot 156 – PR101
- Larrimah – Telstra House – PR95

#### Completed Projects 2025:

- Borroloola Cyclone Shelter – PR01
- Bulman Dump Fencing – PR39
- Mataranka Aged Care Kitchen – PR34
- Mataranka Septic – Council Office – PR34

#### Projects in Progress:

##### **Barunga Upgrades to Sport and Recreation Hall – PR125**

Structural report received 22.05.25 and forwarded to building certifier.  
Awaiting detailed design from certifier

##### **Barunga Statement Memorial Project – PR12**

100% design documentation completed. Funding to be sourced to proceed.

**Barunga Night Patrol Building Installation – PR86**

Have received Letter of no objection for RGRC to utilise new lot for Night Patrol, letter sent to Upside Planning to move forward on DCA process. DCA have advised that a land suitability assessment and stormwater plan need to be provided for this lot. PO has been raised to Upside Planning to undertake these works.

**Barunga River Pump Relocation – PR16**

Revalidating quote to install electrical services in the new location. New meter required to be sourced.

**Barunga Oval upgrade to AFLNT standards - PR103**

Awaiting AFL NT to confirm site visit to assess oval. Deloitte have been engaged to assist with scoping and sourcing funding to upgrade the facilities

**Wugularr (Beswick) Cameron / Maddigan Intersection & Road Upgrade – PR79**

TPM have completed site investigations and preliminary designs. Met with projects team and will be providing more detailed designs. New Roads Manager is reviewing and compiling project scopes in conjunction with TPM.

**Borroloola Airport Toilets – Stage 2 - PR09**

Construction Underway off site. Project completion date late October

**Borroloola Recycling Centre – PR04**

Contractor onsite – 12 Weeks construction time with completion scheduled before Christmas.

**Borroloola Drainage Works**

Scoping to repair sections of drainage in 2 identified areas underway. Roads Manager to review and finalise scope and planning

**Borroloola Tamarind Park Power Supply PR38**

Project may not be possible due to no new connections approved by Power Water. Will update LA at next meeting and request a scope change to complete the project.

LA has made a resolution to rescope project to 4 solar lights in the park and solar lights under the shelter. Quoting underway.

**Borroloola Scoping Streetlights along Robinson Road PR93**

Application for Black Spot funding underway, quotes ascertained for survey works.

**Weemol Playground and Basketball Court PR104**

Site visit completed 8/5/25. Currently working on a suitable location. A tree will need to be removed to fit the full-size court.

A new AAPA certificate including TO consultation required to address tree. Currently underway.

**Bulman Community Ablution Block – PR06**

Tender is open now. Closing on 30 September

**Bulman Staff Housing – PR80**

Building transported to site, site servicing works underway. Electricity connections and final handover mid/late - September.

**Bulman Dump Road Upgrade – PR117**

Awaiting contractor to return and complete once road has been maintained by DLI.

**Manyallaluk Cemetary Fencing – PR57**

AAPA quote has been received, approved. Awaiting AAPA clearance to be completed.

**Mataranka Septic – Showgrounds PR10**

AWS Consultants have provided the engineering documentation for the new wastewater treatment facility with septic tanks and soak, and our team has provided their comments. Estimated pricing for project was over \$1 million. Alternative designs are to be revisited and costed to try and achieve a more cost-effective solution.

**Ngukurr Boat Ramp Solar Light – Scope and Quote – PR99**

Initial plan is to have a solar light mounted to a concrete block to prevent water damage to the base of the pole. Quotes to be obtained for the concrete block. ON HOLD to discuss with Yugal Mangi who have funding for lights in this area as part of their upgrades

**Ngukurr New Ablution Block – Sports Court – PR96**

Construction Underway off site. Project completion date late October – delivery the same time as Borroloola unit.

**Numbulwar Cemetery Existing - PR88**

Design works on the retaining wall and fencing are continuing, with final design anticipated in October. Retaining wall design still underway. Fencing materials have been ordered. Design issues to work through with structural engineer for the retaining wall. Gravesite marking to be discussed. Quote received for crosses, exceeding \$75K alternative markings may need further discussions with community. Awaiting additional design meeting with architects to proceed.

Alternative to "retaining wall" proposed. Dune retention consists of Geotextile fabric and additional trees and shrubs consistent with the area.

**Numbulwar Ablution Block – Festival - PR45**

S19 lease applied for. Designs for Ablution block needed. AAPA Clearance received, Designs been sort - Awaiting S19's, NLC consultation to occur. NLC discussions booked for October 2024. NLC have submitted further questions from community members about the location. There are issues with the proposed location from the NLC, there is no lot number and services to the area are unknown. Subdivision process would need to be started. Further discussions within the community will need to be completed to finalise the correct location. Alternative site put forward. Assessment on suitability for the placement of ablution unit. Rebus unit to be proposed solution

Site visit and community consultation required to formalise location.

**Ablution Block at Airport – PR47**

Unit is in Katherine. Awaiting transport to Numbulwar and final setup.

**Numbulwar Aged Care Building Works – PR100**

Onsite meeting to be held on 06/03/25 with PM and Design consultant. Design finalisation underway. Structural Engineer has deemed the building "not economical to repair", due to potential hidden corrosion in areas of the building that are not accessible for inspection. Project is currently being rescoped to new pre-fabricated buildings constructed off site. Funding body has been notified and final updated scope currently underway waiting approval before tender. NLC request sent for change in project scope. Approval received from NLC.

New design and construct tender documents compiled and due for tender release mid-July. Tenders received and assessed. Budget shortfall of approx. \$750, 000. Funding required from Council to top up Grant funding.

**Numbulwar Clinic Road – PR48**

Meeting held with SCP and Telstra this week to discuss Service pits and conduit near or within road corridor. Discussion needs to be made as road has moved out of original road alignment and needs to be realigned closer to the Restricted Works Area due to Water and Telstra Service pit now been run over by vehicles with potential to damage main water line to community.

SCP currently preparing tender documents. 2 designs to be put forward for potential tenderers to select from.

Still trying to finalise tender documents with SCP. Telstra have been holding up due to unverified location of their services.

#### **Urapunga Community Hall – PR49**

Sent new drawings to TTS for lot 7 for review prior to them commencing works onsite. Potential variations due to change in lot and service requirements.

Variation due to block change from awarded tender has been received. Variation is in excess of double the approved budget. Ongoing discussions with contractor to attempt to find a solution.

#### **FINANCIAL CONSIDERATIONS**

Nil.

#### **ATTACHMENTS**

1. Major Projects Master Report September 2025 [17.2.1 - 6 pages]

**MAJOR PROJECT GATEWAY STATUS REPORT**

Date Project ID	Project Name	Officer	Gates				Project Budget	Project Expenditure EX GST	Approved Budget	Funding	Amendments	PO Number	Contractor	CURRENT COMMENTS
			1	2	3	4								
<b>Katherine</b>														
1/01/2023 <b>PR61</b>	29 Crawford Street Development					100,000		100,000	RGRC					ON HOLD C/F \$100,000 into 2024/25 Budget
4/04/2024	Head Office - Internal Fit Out Modifications					200,000								ON HOLD TILL 2024/25
4/04/2024	Head Office Carpark Modifications					100,000								ON HOLD - PROJECT SCOPE REDUCED.
<b>Barunga</b>														
<b>CSM's</b>	Minor projects - roads & maintenance					100,000								To be indentified & carried out by CSM's. Same allocation in 2024/25 budget
<b>PR125</b>	Upgrades to Sport and Rec Hall					188,000		188,000	Community places for people		PO 117481	ASU Certifiers MLEI		Structural report received 22.05.25 and forwarded to building certifier. Awaiting detailed design from certifier
<b>PR12</b> 30/04/2019	Barunga Statement Memorial - Design	Belinda				49,200	70,800	100,000 100,000 20,000	GRANT RGRC LA		PO107366	Jensen Plus		RGRC currently reviewing 100% design. Funding required for construction
<b>PR86</b>	Barunga Night Patrol Building Installation	Belinda				10,000					PO 111659	Upside Planning		DCA have advised that a land suitability assessment and stormwater plan need to be provided for this lot. PO has been raised to Upside Planning to undertake these works.
<b>PR16</b>	River Pump Relocation & water extraction license	Belinda										Surface Water & Erosion Solutions		Revalidating quote to install electrical services in the new location. New meter required to be sourced.
<b>PR103</b>	Oval upgrade to AFLNT Specifications													Project is being scoped by Deloitte to seek grant funding.
<b>Beswick</b>														
	Minor projects - roads & maintenance					100,000					PO 111659			To be indentified & carried out by CSM's. Same allocation in 2024/25 budget

**MAJOR PROJECT GATEWAY STATUS REPORT**

Date Project ID	Project Name	Officer	Gates				Project Budget	Project Expenditure EX GST	Approved Budget	Funding	Amendments	PO Number	Contractor	CURRENT COMMENTS
			1	2	3	4								
PR79	Cameron / Maddigan Intersection & Road Upgrade	Luke					771,521	39450 176,041.30	771521 428479	LRCI Grant Council	PO109063 PO117486	TPM TPM	TPM have completed site investigations and preliminary designs. Met with projects team and will be providing more detailed designs.	
<b>Borroloola</b>														
	Minor projects - roads & maintenance	CSM											To be identified & carried out by CSM's. Same allocation in 2024/25 budget	
PR09 6/2/2020 1313822	Airport Toilet - Stage 2	Belinda					386,646	8,856	395,502	LA		AWS	Toilet block construction underway with site delivery expected in October 2025.	
PR04	Recycling Shed	Joseph /Belinda					1,270,000	187,246	207,800 207,800 200,000	Grant ntg Grant RGRC	PO103230 PO105535 PO101705	Widespan Upside Planning MECNT ASU Certifiers	Site works commenced onsite by Cairns Industries.	
PR0091	Borroloola Office Modifications	Luke											ON HOLD	
	Borroloola Drainage Upgrades												Scoping to repair sections of drainage in 2 identified areas underway.	

**MAJOR PROJECT GATEWAY STATUS REPORT**

Date Project ID	Project Name	Officer	Gates				Project Budget	Project Expenditure EX GST	Approved Budget	Funding	Amendments	PO Number	Contractor	CURRENT COMMENTS
			1	2	3	4								
PR38 9/2/2023	Tamarind Park Power Supply	CSM				46,071	83,760.00	129,831	LA		PO108046 PO108074 PO108247	ORCA HY-TEC Mansells	LA has made a resolution to rescope project to 4 solar lights in the park and solar lights under the shelter. Quoting underway.	
PR093	Streetslights along Robinson Rd Scoping												Application for Black Spot funding underway, quotes ascertained for survey works.	
<b>Robinson River Bulman</b>														
	Minor projects - roads & maintenance	CSM											To be identified & carried out by CSM's. Same allocation in 2024/25 budget	
PR0104	Weemol - Construct undercover basketball court					500,000							Site visit completed 8/5/25. Currently working on a suitable location. A tree will need to be removed to fit the full size court. A new AAPA certificate including TO consultation required to address tree. Currently underway.	
PR06 5/12/2018 1413806	Community Ablution Block	Belinda				330,945	144,400	199361 144361.59	Grant LA RGRC		PO107114 PO107474 PO104240 PO103787 PO103789	AWS AWS Modus ITSConsult ITSConsult	Tender is open now. Closing on 30 September	
1/12/2022 PR80	Bulman Staff Accomodation	Belinda				675,000	8,560	424,778 250000	RGRC Grant		PO116607 PO 112149 PO109182	Rabbo's Fencing Turner Townsend AWS	Building transported to site,site servicing works underway. Electricity connections and final handover mid/late - September.	
PR117	Dump road upgrade	Belinda				380,000	305747.65	380,000	RGRC		PO 114431	Amrock	Contractor expected back onsite mid-September to complete concrete floodways.	
<b>Manlyallaluk</b>														
PR57 3/4/2023	Cemetery fencing	Liam				28,265		28,265	LA				. AAPA quote has been received, approved. Awaiting AAPA clearance to be completed.	

**MAJOR PROJECT GATEWAY  
STATUS REPORT**

Date Project ID	Project Name	Officer	Gates				Project Budget	Project Expenditure EX GST	Approved Budget	Funding	Amendments	PO Number	Contractor	CURRENT COMMENTS
			1	2	3	4								
<b>Jilkminggan</b>														
<b>Mataranka</b>														
	Minor projects - roads & maintenance	CSM											To be identified & carried out by CSM's. Same allocation in 2024/25 budget	
	Minor projects - roads & maintenance	CSM											To be identified & carried out by CSM's. Same allocation in 2024/25 budget	
	Carew Heights Development					1,063,120	36,880	1,100,000	RGRC		PO10836	AWS	ON HOLD - Designs and planning will be part of Regional Staff Housing Strategy - site survey requirements	
<b>PR10 PROPOSED</b>	Showgrounds sewerage system												Initial design works has been carried out for these works due to major issues with septic systems during public events.AWS has carried out initial design. Seeking grant funding.	
<b>Minyerri / Hodgson Downs</b>														
<b>Ngukurr</b>														
	Minor projects - roads & maintenance	CSM											To be identified & carried out by CSM's. Same allocation in 2024/25 budget	
<b>PR099</b>	Boat Ramp Solar Light - Scope and quote												Initial plan is to have a solar light mounted to a concrete block to prevent water damage to the base of the pole. Quotes to be obtained for the concrete block. ON HOLD to discuss with Yugal Mangi who have funding for lights in this area as part of their upgrades	
<b>PR096</b>	New Ablution Block - Sports Court	Luke				318,000		318,000	Grant				Construction of toilet block underway, site works to commence in October 2025.	
<b>PR098</b>	Ngukurr Staff Housing - Lot 231					400,000							ON HOLD	
<b>PR43 24/6/2021</b>	Beatification Project	Cameron				165,156		165,156	LA				Sport and rec hall repairs completed. Bus stops to finalise locationans and planning.	
<b>Numbulwar</b>														
	Minor projects - roads & maintenance	CSM											To be identified & carried out by CSM's. Same allocation in 2024/25 budget	
<b>PR088</b>	Numbulwar Cemetery - design improvements & ground penetrating radar	Luke						70,000	NTG Grant			Bennett Design	CofE completed for both Numbulwar submitted, PO raised to Bennett Design for design & ground penetration radar. Design issues to work through with structural engineer for the retaining wall. Gravesite marking to be discussed. Quote received for crosses, exceeding \$75K - alternative markings may need further discussions with community. Alternative to "retaining wall" proposed. Dune retention consists of Geotextile fabric and additional trees and shrubs consistent with the area.	
<b>PR60</b>	Council Office Redevelopment	Tony				88,410	31,590	120,000	RGRC		PO108370	Tropo	Design and Documentation only. Quotes received for Geotech investigations - investigations to be carried out this week. 28/11/24 Design completed - Funding required - ON HOLD until 2026	

**MAJOR PROJECT GATEWAY  
STATUS REPORT**

Date Project ID	Project Name	Officer	Gates				Project Budget	Project Expenditure EX GST	Approved Budget	Funding	Amendments	PO Number	Contractor	CURRENT COMMENTS
			1	2	3	4								
PR45	Numbulwar Ablution Block - Festival					261,145		261,145	Arts & Culture Grant					S19 lease applied for. Designs for Ablution block needed. AAPA Clearance received, Designs been sort - Awaiting S19's, NLC consultation to occur. Email from NLC received querying lot assignment. Site visit and community consultation required to formalise location. Rebus unit to be proposed solution
PR47	Ablution Block at Airport	Belinda				210,000		113000 97000	Grant LA		PO 117195	Modulate		Unit is in Katherine. Awaiting transport to Numbulwar and final setup.
PR0101	Staff Housing - Lot 156					1,100,000								Duplex building - project & pm services to be outsourced. Scope and quote to proceed - Project on hold for delivery until 2026. Scoping and design to continue
PR0100	Numbulwar Aged Care Building Works	Tony				1,056,000			Grant					Tenders received and assesed. Budget shortfall of approx \$750,000. Funding required from Council to top up Grant funding.

**MAJOR PROJECT GATEWAY STATUS REPORT**

Date Project ID	Project Name	Officer	Gates				Project Budget	Project Expenditure EX GST	Approved Budget	Funding	Amendments	PO Number	Contractor	CURRENT COMMENTS
			1	2	3	4								
PR48	Clinic Road Design Phase	Belinda					2,500,000	978,578 1,521,422	LRCI Grant RGRC		PO105012 PO102933	SCP SCP	Still trying to finalise tender documents with SCP. Telstra have been holding up due to unverified location of their services.	
Robinson River														
Larrimah														
PR0095	Telstra House												Condition assessment and recommendations for the repair of the old Telstra House. Initial investigations have identified asbestos onsite.	
Urapunga														
PR49 18/8/2020	Community Hall Shed	Belinda					425,000.00	10000, 415,000	LA Grant			TTS Built - Construction CAT Contracting - Certification	Variation due to block change from awarded tender has been received. Variation is in excess of double the approved budget. Ongoing discussions with contractor to attempt to find a solution.	
Project Management Fees														
							250,000						To be utilised for Bulman & Borroloola Toilet projects & staff housing projects.	
Homelands														

**20 CLOSED SESSION****20.1 Confirmation of Previous Minutes Confidential Session**

*Regulation 51(1)(e) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(e). It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.*

**20.2 Action List**

*Regulation 51(1)(e) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(e). It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.*

**20.3 Previous Committee Minutes Confidential Session**

*Regulation 51(1)(d) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(d). It contains information subject to an obligation of confidentiality at law, or in equity.*

*Regulation 51(1)(e) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(e). It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.*

**20.4 Debt Matters**

*Regulation 51(1)(b) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(b). It contains information about the personal circumstances of a resident or ratepayer.*

*Regulation 51(1)(c)(ii) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(ii). It contains information that would, if publicly disclosed, be likely to: prejudice the maintenance or administration of the law*

**20.5 Rates Concessions**

*Regulation 51(1)(b) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(b). It contains information about the personal circumstances of a resident or ratepayer.*

**20.6 Corporate Compliance**

*Regulation 51(1)(e) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(e). It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.*

**20.7 Citizenship Ceremonies**

*Regulation 51(1)(c)(iii) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(iii). It contains information that would, if publicly disclosed, be likely to: prejudice the security of the council, its members or staff.*

*Regulation 51(1)(e) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(e). It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.*

**20.8 Commercial Lease - KTC**

*Regulation 51(1)(c)(i) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(i). It contains information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.*

**20.9 Commercial Lease - MFC**

*Regulation 51(1)(c)(i) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(i). It contains information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.*

**20.10 Chief Executive Officer Review Committee**

*Regulation 51(1)(a) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(a). It contains information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.*

**20.11 Proposed Partnership**

*Regulation 51(1)(c)(i) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(i). It contains information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.*

*Regulation 51(1)(e) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(e). It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.*

**20.12 Remote Australia Employment Service**

*Regulation 51(1)(a) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(a). It contains information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.*

*Regulation 51(1)(c)(i) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(i). It contains information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.*

**20.13 Remote Pools Project update**

*Regulation 51(1)(c)(i) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(i). It contains information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.*