



AGENDA

BULMAN LOCAL AUTHORITY MEETING

THURSDAY, 17 OCTOBER 2019

Notice is given that the next Bulman Local Authority Meeting of the Roper Gulf Regional Council will be held on:

- Thursday, 17 October 2019 at
- The Conference Room Council Service Delivery Centre, Bulman
- Commencing at 10.00 AM

Your attendance at the meeting will be appreciated.

Phillip LUCK
Chief Executive Officer

BULMAN CURRENT MEMBERSHIP:

Elected Members

- 1. Mayor Judy MacFARLANE,**
- 2. Deputy Mayor Helen LEE,**
- 3. Cr Selina ASHLEY – On Leave until December 2019.**
- 4. Cr Deanna KENNEDY,**

Appointed Members

- 1. Darilyn MARTIN,**
- 2. Annunciata BRADSHAW,**
- 3. John DALYWATER,**
- 4. Jill CURTIS,**
- 5. Peter Apaak Jupurrula MILLER,**
- 6. Annette MILLER.**

MEMBERS: 12

COUNCIL: 4

LA: 6

QUORUM: 7 (minimum requirement)

PROVISIONAL: 5

Explanatory Note:

Meetings must meet a 'quorum' of 50% + 1 of all members (Elected *and* Appointed).

If no quorum, but a majority of appointed members (50% + 1) a 'provisional meeting' can be held.

During a 'provisional meeting', all agenda items may be discussed, and minutes must be kept.

Members at a 'provisional meeting' may by majority vote make recommendations to Council, however the recommendations shall be considered as those of a 'provisional meeting' rather than a Local Authority.

A 'provisional meeting' does not have the powers or function delegated to a Local Authority, and it cannot approve minutes of a Local Authority meeting.

Local Authority appointed members are paid for attending meetings, (not for Informal Meetings or Roper Gulf Regional Council Employees during their hours of work).

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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CONFIRMATION OF PREVIOUS MINUTES



ITEM NUMBER	5.1
TITLE	Confirmation of Previous Minutes
REFERENCE	851976
AUTHOR	Ashleigh Anderson, Local Authority Coordinator

RECOMMENDATION

- (a) That the Bulman Local Authority confirms the minutes taken at the Bulman Local Authority meeting held on 14 February 2019 to be a correct record of that meetings decisions and proceedings;
- (b) That the Bulman Local Authority confirms the minutes taken at the Bulman Local Authority meeting held on 22 August 2019 to be a correct record of that meetings decisions and proceedings.

BACKGROUND

The Bulman Local Authority met on Thursday 22 August 2019 at 10:20am and held a **provisional** meeting on that day. Due to lack of quorum, the minutes from the meeting held on 14 February 2019 were unable to be confirmed.

Attached are the recorded minutes from those meetings.

The next scheduled Bulman Local Authority meeting is on Thursday 18 November 2019 at 10:00am.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 [↓](#) Bulman Local Authority 2019-02-14 [796360].DOCX
- 2 [↓](#) Bulman Local Authority 2019-08-22 [845960].DOCX



MINUTES OF THE BULMAN LOCAL AUTHORITY MEETING HELD AT THE
CONFERENCE ROOM COUNCIL SERVICE DELIVERY CENTRE, BULMAN ON
THURSDAY, 14 FEBRUARY 2019 AT 10.00 AM

PRESENT/STAFF/GUESTS

1.1 Elected Members

- Deputy Mayor Helen LEE
- Cr. Selina ASHLEY
- Cr. Deanna KENNEDY

1.2 LA Members

- Annette MILLER
- Jill CURTIS
- Darilyn MARTIN
- Peter Apaak Jupurrula MILLER (Chairperson)
- John DALYWATER

1.3 Staff

- Virginia BOON - Acting Director of Council Community Services
- Peter LEE – Community Safety Coordinator
- Justin PEDERSON – Council Service Coordinator
- Perna RAMAWAT – Acting Local Authority Coordinator

1.4 Guests

- Keegan WILLIAMS – Department of Local Government Housing and Community Development

MEETING OPENED

Bulman Local Authority Meeting declared open at 10:38am with a **Quorum**.

WELCOME TO COUNTRY

Local Authority Member Peter Apaak Jupurrula MILLER welcomed members, staff and guests to the meeting and Roper Gulf Regional Council pledge was read.

APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES AND LEAVE OF ABSENCE

87/2019 RESOLVED (Selina ASHLEY/Darilyn MARTIN)

Carried

- (a) That the Bulman Local Authority accepts apology of Mayor Judy MacFARLANE and Local Authority Member Annunciata BRADSHAW

CONFIRMATION OF PREVIOUS MINUTES**5.1 CONFIRMATION OF PREVIOUS MEETINGS**

88/2019 RESOLVED (Darilyn MARTIN/Jill CURTIS)

Carried

- (a) That the Bulman Local Authority approves the minutes as a true and accurate record of the Bulman Local Authority's Meeting held on Wednesday 5 December 2018.

DISCLOSURES OF INTEREST

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

BUSINESS ARISING FROM PREVIOUS MINUTES**8.1 ACTION LIST**

89/2019 RESOLVED (John DALYWAYTER/Deanna KENNEDY)

Carried

- (a) That the Bulman Local Authority receives and notes the Action List.

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
05.12.2018	8.1 New Action	Light on hill and mobile transmitter on hill	Area Manager	Ongoing	Include Care flight, Sunrise health and RGRC all advocating light on hill and mobile transmitter on hill. Area Manager and CSC still working on this. 14.02.19 Further investigation required

27.09.17	12.2 ISSUES IN THE COMMUNITY <i>Road Management</i>	Advocate to NTG for the Central Arnhem Highway to reduce the dust issues and to seal and upgrade from the bridge to WEEMOL turnoff – including WEEMOL Road and to the Airstrip.	Chief Executive Officer /Area Manager/ Director of Commercial Services	In Progress	26.10.18: Currently with DIPL. Work will commence in dry season 2019. 14.02.19 Survey undertaken. Scope & Costing has been referred to DIPL. Further discussion at Roads Committee Meeting in March.
22.02.18	9.1 BULMAN LOCAL AUTHORITY PROJECT FUNDING. <i>Solar Light WEEMOL</i>	BULMAN Local Authority requests a solar light at the entry site in WEEMOL.	Chief Executive Officer/ Director of Council and Community Services	Ongoing	7.03.2018: CSC to confirm the actual location with an aerial map. Solar lights are purchased every year. This will be added to the location requests. Incorporated into DIPL Roads Programme. 14.02.19 No further update
05.12.2018	11.5 Community Safety – Dry Toilet	Public Toilet to be built near RGRC Office	Area Manager	Ongoing	Local Authority allocated \$72000 from LA Project Funding for building Dry Toilet near office 14.02.19 Local Authority decided on connection of a Public Toilet to services rather than a Dry Toilet.
14.02.19	11.2 COUNCIL SERVICE REPORT	Weed spraying practices	Council Service Coordinator	NEW	14.02.19 CSC will review processes for Weed Spraying.
14.02.19	11.3 COMMUNITY SAFETY REPORT	Police residence in Community	Council	NEW	14.02.19 Local Authority requested Council to write a letter to

					MLA Member for Arnhem to have a permanent Police presence in community.
14.02.19	12.2 WEEMOL SEWAGE	Information on Weemol Sewage Project	Council	NEW	14.02.19 Local Authority members requested Council provide an update on the Weemol Sewage project.
14.02.19	12.3 FAST DRIVING BY WEEMOL RANGERS	Local Authority Members raised concerns on fast driving by rangers.	Council Service Coordinator/Community Safety	NEW	14.02.19 CSC, COMSAF staff member and LA Member John DALYWATER to speak to Weemol Rangers about the dangers of their staff driving in community.
14.02.19	12.4 MOUNT CATT OUTSTATION	Road conditions on access road to Mount Catt Outstation	Acting Director Council Community Services	NEW	14.02.19 ACTING DCCS to inform DCS of concerns regarding the Mount Catt access road.

INCOMING CORRESPONDENCE

NIL

OUTGOING CORRESPONDENCE

NIL

BUSINESS ARISING**GENERAL BUSINESS****11.1 ELECTED MEMBERS REPORT**

90/2019 RESOLVED (Darilyn MARTIN/John DALYWATER)

Carried

- (a) That the Bulman Local Authority receives and notes the Elected Member Report.

11.2 COUNCIL SERVICES REPORT

91/2019 RESOLVED (Jill CURTIS/Deanna KENNEDY)

Carried

- (a) That the Bulman Local Authority receives and notes the Council Services Report.
- (b) Council Service Coordinator to review processes for weed spray.

11.3 COMMUNITY SAFETY REPORT

92/2019 RESOLVED (John DALYWATER/Annette MILLER) Carried

- (a) That the Bulman Local Authority receives and notes the Community Safety Report.
- (b) Local Authority requested Council to write a letter to MLA member for Arnhem to have a permanent police presence in Community.

*Councillor Selina AAHLEY left room at 11:30 am
Local Authority Member Jill CURTIS left room at 11:40 am
Local Authority Member Jill CURTIS returned at 11:45 am*

11.4 THE DRAFT BURIAL AND CREMATION BILL 2018 REPORT - DHCD

93/2019 RESOLVED (Selina ASHLEY/Darilyn MARTIN) Carried

- (a) That the Bulman Local Authority receives and notes The Draft Burial and Cremation Bill 2018 Report.

*Councillor Selina ASHLEY returned at 11:53 am
Local Authority Member John DALWATER left meeting at 11:58 am
Local Authority Member John DALYWATER returned at 11:59 am*

11.5 LOCAL AUTHORITY PROJECT FUNDING ACQUITTALS

94/2019 RESOLVED (Selina ASHLEY/John DALYWATER) Carried

- (a) That the Bulman Local Authority deferred the 2017-18 LAPF Certification Form, signed by the CEO on 12 December 2018 to the next Local Authority Meeting.

11.6 BULMAN LOCAL AUTHORITY RGRC FINANCIAL REPORT Q2 2018-19 & PROJECT REGISTER UPDATE

95/2019 RESOLVED (John DALYWATER/Selina ASHLEY) Carried

- (a) That the Bulman Local Authority receives and notes Financial (Expenditure) Report for the second Quarter of 2018-19 Financial Year;
- (b) That the Bulman Local Authority did not accept the Local Authority Project Register update Report as at 31 January 2019.
- (c) That the Bulman Local Authority re-direct \$10,000 funding from Bollard Project to Public Dry Toilet for Weemol.
- (d) That the Bulman Local Authority re-direct the \$15,000 allocated to Top Dress the Oval to purchase an Aerator for the Oval.
- (d) That the Bulman Local Authority request Council to assist with funding Public Toilet Projects for Weemol and Bulman should additional funds be required.

11.6 PROJECT REGISTER UPDATE

96/2019 RESOLVED (Darilyn MARTIN/Helen LEE) Carried

- (a) That the Bulman Local Authority accepts the tabled (updated copy) of the Local Authority Project Funding Register.

11.7 GUIDELINE 8

97/2019 RESOLVED (John DALYWATER/Selina ASHLEY) Carried

- (a) That the Bulman Local Authority receives and notes the revised Ministerial Guideline 8 : Regional Councils and Local Authorities.

11.8 PROJECT FUNDING GUIDELINES

98/2019 RESOLVED (Hellen LEE/John DALYWATER) Carried

- (a) That the Bulman Local Authority receives and notes LA Project Funding Guidelines.

12 OTHER BUSINESS

Councillor Deanna Kennedy left meeting at 13:36 stating Conflict of Interest in CDP

12.1 CDP

99/2019 RESOLVED (Selina ASHLEY/John DALYWATER) Carried

- (a) That the Bulman Local Authority receives and notes the verbal CDP update provided by Virginia BOON.

12.2 WEEMOL SEWAGE

100/2019 RESOLVED (John DALYWATER/Selina ASHLEY) Carried

- (a) That the Bulman Local Authority receives and notes the verbal request for an update on the Weemol Sewage project.
(b) Local Authority members requested Council provide an update on the Weemol Sewage Project.

12.3 FAST DRIVING BY MIMIL RANGERS

101/2019 RESOLVED (John DALYWATER/Darilyn MARTIN) Carried

- (a) That the Bulman Local Authority raised concerns regarding the driving behaviour of Mimil Ranger staff.
(b) CSC and COMSAF staff member and LA member John Dalywater to speak to Mimil Rangers about the dangers of their staff driving in Community.

12.4 MOUNT CATT OUTSTATION

102/2019 RESOLVED (Selina ASHLEY/Jill CURTIS)

Carried

- (a) That the Bulman local Authority discussed the road conditions along the Mount Catt Outstation access road.
- (b) Acting DCCS to inform of concerns regarding the Mount Catt access road.

CLOSE OF MEETING

The meeting closed at 13:52 pm.

THESE PAGES FORM THE MINUTES OF THE Bulman Local Authority Meeting HELD ON Thursday, 14 February 2019.

Chairperson



MINUTES OF THE BULMAN LOCAL AUTHORITY MEETING HELD AT THE
CONFERENCE ROOM COUNCIL SERVICE DELIVERY CENTRE, BULMAN ON
THURSDAY, 22 AUGUST 2019 AT 10.00 AM

PRESENT/STAFF/GUESTS

1.1 Elected Members

- Mayor Judy MacFARLANE
- Councillor Deanna KENNEDY

1.2 Appointed Members

- John DALYWATER - **Chairperson**
- Annunciata BRADSHAW
- Jill CURTIS
- Peter Apaak Jupurrala MILLER

1.3 Staff

- Phillip LUCK – Chief Executive Officer
- Brenda DONGES – Acting Area Manager
- Justin PEDERSEN – Council Service Coordinator (Bulman)
- Hannah BEDFORD – Community Safety Coordinator
- Sam PHELAN – Vet
- Yasmine MURPHY – Senior Administration Support Officer
- Ashleigh ANDERSON – Local Authority Coordinator

1.4 Guests

- Leigh WARE – Remote School Attendance Coordinator
- Christine MANTELL – Community Development Officer

MEETING OPENED

The Bulman Local Authority Meeting opened at 10:20am as a **PROVISIONAL** meeting. The Chairperson welcomed Members, Staff and Guests to the meeting and the Roper Gulf Regional Council Pledge was read.

WELCOME TO COUNTRY

APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES AND LEAVE OF ABSENCE

103/2019 RESOLVED (Jill CURTIS/Peter MILLER)

CARRIED

- (a) That the Bulman Local Authority recommends accepting the apologies from Deputy Mayor Helen LEE, Councillor Selina ASHLEY, Local Authority Member Annette MILLER. Noting that Local Authority Member Darilyn MARTIN was absent and did not tender an apology.

CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES

104/2019 RESOLVED (Annunciata BRADSHAW/Deanna KENNEDY)

CARRIED

- (a) That the Bulman Local Authority recommends that the previous minutes from the meeting of 14 February 2019 be confirmed as a true and accurate record of that meeting.

CALL FOR ITEMS OF OTHER BUSINESS

12.1 Feral Animal Management

12.2 Old CDP Building - Weemol

DISCLOSURES OF INTEREST

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

BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION LIST

105/2019 RESOLVED (Deanna KENNEDY/Annunciata BRADSHAW)

CARRIED

- (a) That the Bulman Local Authority receives and notes the Action List;
(b) That the Bulman Local Authority approves the removal of all completed items from the Action List.

INCOMING CORRESPONDENCE

Nil

OUTGOING CORRESPONDENCE

Nil

GENERAL BUSINESS

11.1 ANIMAL MANAGEMENT REPORT

106/2019 RESOLVED (Peter MILLER/Judy MacFARLANE)

CARRIED

- (a) That the Bulman Local Authority receives and notes Animal Management Report;
(b) That the Bulman Local Authority completes the Animal Management By law survey form;

11.2 ELECTED MEMBER REPORT

107/2019 RESOLVED (Peter MILLER/Annunciata BRADSHAW) *CARRIED*

- (a) That the Bulman Local Authority receives and notes the Elected Member Report.

11.3 YOUR VOICE, YOUR COMMUNITY CAMPAIGN

108/2019 RESOLVED (Peter MILLER/Jill CURTIS) *CARRIED*

- (a) That the Bulman Local Authority receives and notes the feedback from the Your Voice, Your Community Campaign by the Department of Local Government, Housing and Community Development.
- (b) That the Bulman Local Authority recommends that the CEO write a letter to Warren SNOWDON and Selina UIBO requesting that they visit Bulman Community.

11.4 DRAFT LOCAL GOVERNMENT BILL

109/2019 RESOLVED (Peter MILLER/Deanna KENNEDY) *CARRIED*

- (a) That the Bulman Local Authority receives and notes the Draft Local Government Bill presentation from the Department of Local Government, Housing and Community Development.

11.5 LA001 - LOCAL AUTHORITY POLICY

110/2019 RESOLVED (Annunciata BRADSHAW/Deanna KENNEDY) *CARRIED*

- (a) That the Bulman Local Authority receives and notes the updated Local Authority Policy.

11.6 LOCAL AUTHORITY MEETING ATTENDANCE

111/2019 RESOLVED (Judy MacFARLANE/Deanna KENNEDY) *CARRIED*

- (a) That the Bulman Local Authority receives and notes the attendance records for the members of the Bulman Local Authority between 03 April 2017 to 14 February 2019.

11.7 CHAIRPERSON FOR THE LOCAL AUTHORITY

112/2019 RESOLVED (Annunciata BRADSHAW/Jill CURTIS) *CARRIED*

- (a) That the Bulman Local Authority receives and notes the information regarding the appointment of a Chairperson of the Bulman Local Authority;
- (b) That the Bulman Local Authority defers the decision to appoint a Chair Person to the next Local Authority meeting.

**11.8 GOVERNANCE REPORT - LOCAL AUTHORITY
PROJECT REGISTER UPDATE**

113/2019 RESOLVED (Deanna KENNEDY/John DALYWATER) *CARRIED*

- (a) That the Bulman Local Authority receives and notes the updated report on Local Authority Project Funding as at 21 July 2019.
- (b) That the Bulman Local Authority approves in principle that \$25,000 of Local Authority Project Funding be allocated towards project 1413806 Toilets near Council Office.
- (c) That the Bulman Local Authority recommends that the CEO obtain a near complete design and costing estimate for project 1413806 Toilets near council office.

11.9 COUNCIL FINANCIAL REPORT - JUNE 2019

114/2019 RESOLVED (Peter MILLER/Judy MacFARLANE) *CARRIED*

- (a) That the Bulman Local Authority receives and notes the Financial (Expenditure) Report for the month of June 2018-19 financial year.

11.10 REMOTE SPORT VOUCHER SCHEME (RSVS)

115/2019 RESOLVED (Annunciata BRADSHAW/Jill CURTIS) *CARRIED*

- (a) That the Bulman Local Authority receives and notes the Remote Sports Voucher Scheme Report.

11.11 ANNUAL CIVIC EVENTS AND FESTIVAL COMMITMENTS

116/2019 RESOLVED (Judy MacFARLANE/Peter MILLER) *CARRIED*

- (a) That the Bulman Local Authority reviews the relevant Council confirmed list of annual Civic Events and Festivals:
 - Australia Day
 - Clean Australia Day
 - ANZAC Day
 - NAIDOC Week
 - Barunga Festival
 - Yugul Mangi Festival
 - Borroloola and District Show
 - Great Northern Clean Up
 - Never Never Festival
 - Walaman Festival
 - Citizenship Ceremonies
 - Numbulwar Numbirindi Festival

11.12 AGED CARE AND DISABILITY UPDATE

117/2019 RESOLVED (Peter MILLER/Deanna KENNEDY) *CARRIED*

- (a) That the Bulman Local Authority receives and notes the update on Aged Care and Disability (NDIS) in Bulman Community.

OTHER BUSINESS**12.1 FERAL ANIMAL MANAGEMENT****118/2019 RESOLVED (Peter MILLER/Annunciata BRADSHAW)****CARRIED**

- (a) That the Bulman Local Authority receives and notes the concerns regarding the NLC issued press release to ABC about controlling feral animals in the Top End.
- (b) That the Bulman Local Authority recommend the CEO to write a letter to NLC raising concerns about culling feral animals.

12.2 OLD CDP BUILDING - WEEMOL**119/2019 RESOLVED (John DALYWATER/Deanna KENNEDY)****CARRIED**

- (a) That the Bulman Local Authority receives and notes the information given about the Old CDP Building in Weemol.
- (b) That the Bulman Local Authority recommend the CEO to investigate options raised and to report at the next Local Authority.

CLOSE OF MEETING

The meeting terminated at 1.30pm.

THIS PAGE AND THE PRECEEDING PAGES ARE THE MINUTES OF THE Bulman Local Authority Meeting HELD ON Thursday, 22 August 2019 AND CONFIRMED Thursday, 17 October 2019.

Chairperson

BUSINESS ARISING FROM PREVIOUS MINUTES

ITEM NUMBER 8.1
TITLE Action List
REFERENCE 852199
AUTHOR Ashleigh Anderson, Local Authority Coordinator

RECOMMENDATION:

- (a) That the Bulman Local Authority receives and notes the Action List.

Date	Item	Title	Comments	Responsible Person	Status	Update
05.12.2018	8.1	New Action	Light on hill and mobile transmitter on hill	Area Manager	Ongoing	<p>CASA do not oversee management of the airport at Bulman. Letter was written in April 2018 to the Minister for Infrastructure, Planning and Logistics regarding this issue and believe no response has been received to date. Copies of the letter were also sent to Selina Uibo (Member for Arnhem), CareFlight (who operate the aeromedical services), The regional manager for the Department of Prime Minister and Cabinet and the Regional Director for the Department of Infrastructure and Logistics.</p> <p>Can the LA confirm that this is still a requirement for enabling landing of CareFlight during the night? The matter has not been raised by CareFlight directly with the Council as an impediment to their services at Bulman.</p>
27.09.2017	12.2	Road Management	Advocate for Central Arnhem Highway to reduce dust issues. Upgrade and seal from bridge to Weemol	CEO / Area Manager / NTG	In Progress	<p>Department of Infrastructure, Planning and Logistics undertaking project during dry season of 2020.</p>
22.02.2018	9.1	LED Light at Weemol	LED Light at entry to Weemol	DCS / Projects	Ongoing	<p>Upgrades of all lights in Bulman/Weemol underway</p>

05.12.2018	11.5	Toilet Block	Public Toilet near Roper Gulf Office	Area Manager / CEO / DCS	In progress	LA Allocates additional \$25,000 of LAPP. CEO to obtain new complete design and costing estimate.
14.02.2019	11.3	Police in Bulman	Roper Gulf to Advocate for Police Station in Bulman	CEO	Ongoing	CEO to write complaint about Police presence in Bulman
14.02.19	12.2	Weemol Sewage	Information on Weemol Sewage Project	Roper Gulf / CEO	Ongoing	Works in design and procurement stage now involves a connection from Weemol to Bulman. Envisage it will be undertaken during dry season in 2020.
14.02.19	12.4	Mount Catt Outstation	Roads Conditions on Access Road	DCCS / DCS	Ongoing	Sourcing Funding
22.08.2019	11.3	Your Voice, Your Community	Letter to be written to Selina UIBO and Warren SNOWDON about visiting Bulman	CEO	NEW	
22.08.2019	12.1	Feral Animal Management	Letter to be written to NLC raising concerns over culling feral animals	CEO	NEW	
22.08.2019	12.2	Old CDP Building – Weemol	Investigate options for old CDP Building and report at next meeting	CEO	NEW	

ATTACHMENTS:

There are no attachments for this report.

GENERAL BUSINESS

ITEM NUMBER	11.1
TITLE	Chairperson for the Local Authority
REFERENCE	826086
AUTHOR	Ashleigh Anderson, Local Authority Coordinator

Bulman Local Authority at its meeting on 04 July 2019 resolved that the matter be deferred to the meeting to be held on 17 October 2019.

RECOMMENDATION

- (a) **That the Bulman Local Authority receives and notes the information regarding the appointment of a Chairperson of the Bulman Local Authority;**
- (b) **That the Bulman Local Authority appoints a Chairperson for a period of 12 Month(s).**

BACKGROUND

At present, each Local Authority has a rotating Chairperson, that is, it is decided on the day on who will chair the meeting.

This is problematic for the following reasons:

- I. Guideline 8, clause 12.2 states "*That agenda **must** be prepared in consultation with the Chair of the Local Authority...*" At present this is not happening in consultation with the Chair, but with the Directors and Chief Executive Officer;
- II. *Local Government Act 2008 s.63(2) "The CEO may, at the request of the Chair of a Local Authority, Local Board or Council Committee, convene a meeting of the Local Authority, Local Board or Committee"* Meaning that the CEO cannot actually call for a meeting, only the Chairperson of that Local Authority can request the CEO to call a meeting.

The difficulty commonly faced at the moment with Local Authority meetings being cancelled is that oftentimes a new date is not rescheduled, this is somewhat due to the above point (II.) being that only a Chairperson can convene a meeting. Without a dedicated Chairperson, the meeting cannot be called.

The recommendation is that the Local Authority appoint an appointed member to be Chairperson for a period of 12 month(s).

On the 22 August 2019, the Bulman Local Authority elected to defer the decision of Chairperson to the next Local Authority meeting.

ATTACHMENTS:

GENERAL BUSINESS

ITEM NUMBER	11.2
TITLE	Elected Member Report
REFERENCE	852833
AUTHOR	Ashleigh Anderson, Local Authority Coordinator

RECOMMENDATION

- (a) **That the Bulman Local Authority receives and notes the Elected Member Report.**

BACKGROUND

The Elected Member Report provides Local Authorities with a summary of the decisions made at Ordinary Meetings of Council and Committee meetings since the previous Local Authority Meeting. The aim of this report is to convey the information from those meetings to the Local Authority members, and then from the Local Authority to the wider community.

Complete details of all Council, Committee and Local Authority agendas and minutes, are publicly available at www.ropergulf.nt.gov.au and can be provided upon request and all the Roper Gulf Regional Council offices.

Decisions of the Roads Committee Meeting held in Katherine on Wednesday 28 August 2019:

- That the Roads Committee receives and notes the report in relation to the Weemol roads maintenance project;
 - Council has scoped works and sought quotations for the completion of the project, the quotations received were over \$100,000, which would require tenders to be sought;
 - The matter was brought to Council on 26 June 2019 and Council has applied for an exemption from compliance with the Regulation 22 requirement of the *Local Government (Accounting) Regulations 2008* with the Department of Local Government, Housing and Community Development and are awaiting a response.
- That the Roads Committee receives and notes the progress report in relation to the Bulman Roads and Drainage repairs;
 - Concept drawings have been reviewed by the Project Manager, who has approved to proceed on the final designs. However, there are several issues which have yet to be finalised.
- That the Roads Committee receives and update on status of Barunga Road noting that it is an ongoing matter.

Decisions of the Finance Committee Meeting held in Katherine on Wednesday 28 August 2019:

- That the Finance Committee requests updates pertaining to toilet block projects to be provided to Local Authorities;
- That the Finance Committee does not allocate \$22,800 of the 2019-20 Community Grants Program Budget to civic events.

The Audit Committee Meeting was held in Katherine on Wednesday 18 September 2019 decisions are publicly available on the Roper Gulf Regional Council Website.

- *None specific for Nyiranggulung Ward*

The Ordinary Meeting of Council was held in Numbulwar on Wednesday 25 September 2019 decisions included:

- That Council receives and notes the Nyiranggulung Ward Report;
- That Council approves the recommendations from the provisional Bulman Local Authority meeting held on 22 August 2019;
- That Council sends a letter to the Department of Local Government, Housing and Community Development to invite the Chief Executive or delegate to meet with Council;
- That Council delegates the Mayor and Chief Executive Officer to negotiate with the Mayors and Chief Executive Officers of Katherine Town Council and Barkley Regional Council on a strategy to seek greater input into the requirements for:
 - i. A Social Impact Assessment of all stakeholders of the affected area; and
 - ii. Extension of the time to respond to the Strategic Regional Environmental and Baseline Assessment (SREBA) before it is accepted into legislation;
- That Council approves the letter of support for the Mayor of Katherine to take this matter to the next Local Government Association of the Northern Territory (LGANT) to lobby the Northern Territory Government on half of Councils;
- That Council sends a letter to the Northern Territory Police Fire and Emergency Services, inviting the Commissioner or delegate to attend the next Ordinary Meeting of Council to brief and discuss:
 - i. Call Centre and emergency response; and
 - ii. Rotation of Members (Police Officers) in Community;
- That Council approves the prioritization for applicants of Special Purpose Grants to be:
 - i. \$100,000 for Lot 206 Aged Care Facility in Numbulwar; and
 - ii. \$200,000 for Sport and Recreation Hall upgrade in Bulman
- That Council approves \$22,800 of the Community Grants Programme to be allocated to Civic Events, and that the \$47,200 be retained for Community Grants Programme;
- That Council assesses the received nominations and appoints its preferred applicants as members on the Local Authority as follows:
 - Beswick – Eddie KENNEDY
 - Mataranka – Rachael WALTERS
 - Urapunga - Amanda JEFFS

UPCOMING MEETINGS

DATE / TIME	MEETING	LOCATION
30 October 2019 at 08:30am	Ordinary Meeting of Council	Beswick
20 November 2019 at 10:00am	Audit Committee Meeting	Katherine
27 November 2019 at 08:30am	Roads Committee Meeting	Katherine
27 November 2019 at 10:00am	Finance Committee Meeting	Katherine
13 December 2019 at 08:30am	Ordinary Meeting of Council	Katherine

ATTACHMENTS:

GENERAL BUSINESS

ITEM NUMBER	11.3
TITLE	Council Financial Report - August 2019
REFERENCE	856519
AUTHOR	Munish Singla, Management Accountant

RECOMMENDATION

- (a) **That the Bulman Local Authority receives and notes the Financial (Expenditure) Report for the month of August 2019-20 financial year.**

BACKGROUND

As per the *Local Government Act 2008* and Guideline 8, the Council is to submit a current financial report of actuals against the latest approved budget for the Local Authority area

ISSUES/OPTIONS/SWOT

There are underspends/overspends in few activities as outlined in the attached expenditure report. The brief explanation for these underspends/overspends for each directorate is as follow:

Directorate of Corporate Governance:

The total of overspend under this directorate is \$34,098. The major activity contributing to this overspend is Activity 110 Assets Fixed - Building and Infrastructure (\$86,933). The reason for these overspend is timing issue only. The actual expenditure incurred is within the total budgeted amount. There are few activities with underspends as well – Activity 115 Asset Mobile has underspend of (\$31,833) and Activity 138 Local Authority Projects funding has underspend of (\$31,937). Management team is looking into the involved projects and trying to complete these projects.

Directorate of Commercial Services:

The total of underspend under this directorate is \$974 and it is immaterial variance.

Directorate of Council & Community Services:

The total underspend under this directorate is \$97,165. The major reason for this underspend is the vacant positions and staff absences under few programs. Also, Activity 200 Local roads maintenance (\$35,833) not yet spent and road committee is currently reviewing the action plan.

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

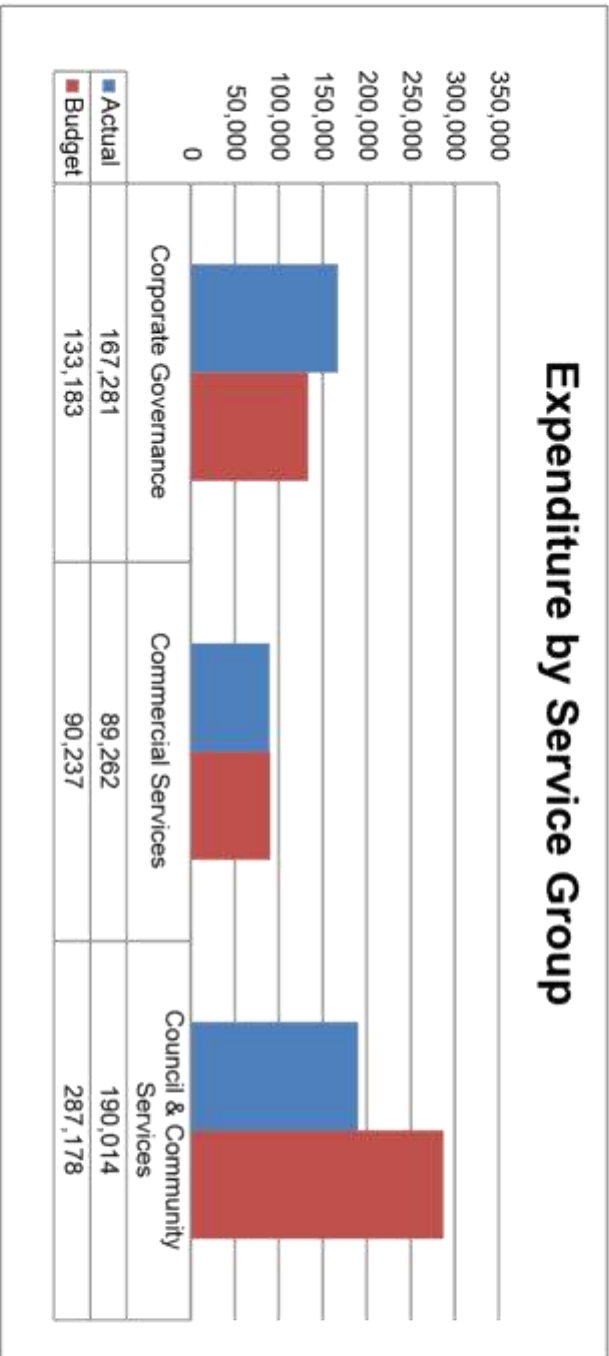
- 1 [↓](#) Bulman Local Authority - Expenditure Report 31.08.2019.pdf

Roper Gulf Regional Council Bulman Expenditure Report as at 31 August 2019



Expenditure by Service	August 2019			Annual Budget	Percentage of Budget Spent
	Actual	Budget	Variance		
Corporate Governance	167,281	133,183	34,098	799,100	126%
Commercial Services	89,262	90,237	974	541,420	99%
Council & Community Services	190,014	287,178	97,165	1,723,069	66%
Total Expenditure	446,557	510,598	64,041	3,063,589	87%

Expenditure by Service Group



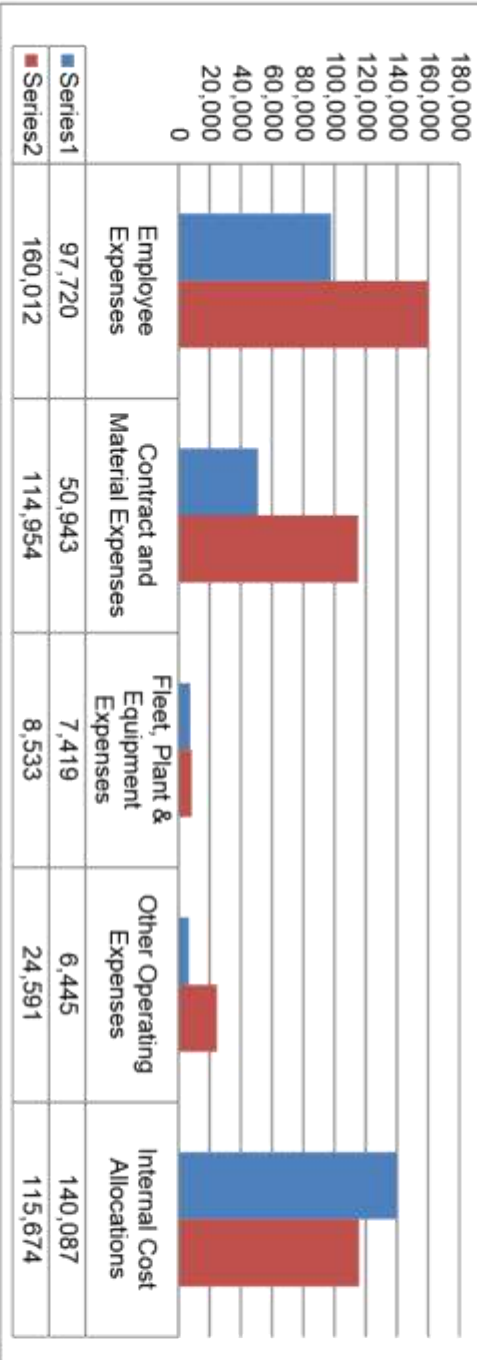
Roper Gulf Regional Council Bulman



Expenditure Report as at 31 August 2019

Expenditure by Account Category	August 2019	August 2019	August 2019	Annual Budget	Percentage of Budget Spent
	Actual	Budget	Variance		
Employee Expenses	97,720	160,012	62,292	960,070	61%
Contract and Material Expenses	50,943	114,954	64,012	689,726	44%
Fleet, Plant & Equipment Expenses	7,419	8,533	1,115	51,200	87%
Other Operating Expenses	6,445	24,591	18,146	147,546	26%
Internal Cost Allocations	140,087	115,674	24,413	694,046	121%
Capital Expenditure	143,943	86,833	57,110	521,000	166%
Total Expenditure	446,557	510,598	64,041	3,063,589	87%

Expenditure by Account Category



Roper Gulf Regional Council Bulman Expenditure Report as at 31 August 2019



Activity Listing	August 2019 Actual	August 2019 Budget	August 2019 Variance	Annual Budget	Explanation
Corporate Governance					
110 - Assets Management - Fixed Assets	143,943	57,010	86,933	342,063	The expenditure is the part of capital budget for 2019-20 FY. The total spend is within the annual budgeted amount.
115 - Asset Management - Mobile Fleet & Equipment	0	31,833	31,833	191,000	Budgeted capital expenditure for fleet and equipment is not incurred yet.
132 - Local Authority	302	2,985	2,683	17,908	The underspend is on travel, members allowance and catering due to cancelled LA meeting and absence of LA members
138 - Local Authority Project	0	31,937	31,937	191,620	Please see the attached project register for more details.
202 - Staff Housing	20,047	6,066	13,981	36,396	The overspend is due to incorrect coding for renovation works done at lot 1A. The expenditure will be moved out to Act 110.
245 - Visitor Accommodation and External Facility Use	2,989	3,352	363	20,112	Immaterial variance.
Corporate Governance Total	167,281	133,183	34,098	799,100	
Commercial Serv.					
220 - Territory Housing Repairs and Maintenance Contract	3,472	10,749	7,277	64,492	The underspend is due to vacant position and staff absences resulting in less wages and other operating expenses.

Roper Gulf Regional Council Bulman Expenditure Report as at 31 August 2019



Activity Listing	August 2019 Actual	August 2019 Budget	August 2019 Variance	Annual Budget	Explanation
221 - Territory Housing Tenancy Management Contract	6,853	10,516	3,663	63,097	The underspend due to staff absences resulting in less wages and other operating expenses.
241 - Airstrip maintenance Contracts	2,176	2,217	41	13,300	Immaterial variance.
244 - Power Water contract	73,204	65,422	7,782	392,530	The overspend is due to staff relief duty payments to contractor. The overspend will be adjusted in next budget revision.
246 - Commercial Australia Post	1,330	1,333	3	8,000	Immaterial variance.
314 - Service Fee - CDP	2,228	0	2,228	0	CDP program was finished on 30.06.2019 in Bulman. A few invoices for the period till 30th June were received late for payment. The budget will be allocated to accommodate for this expense in next budget revision.
Commercial Serv. Total	89,262	90,237	974	541,420	

Council & Comm. Serv

111 - Council Services General	29,992	54,085	24,092	324,509	The underspend is due to staff absences resulting in less wages and other operating expenses.
160 - Municipal Services	46,479	45,621	858	273,727	Immaterial variance.
161 - Waste management	18,143	14,380	3,763	86,279	The overspend is due to additional expense incurred on vehicles and equipments repair and maintenance.

Roper Gulf Regional Council

Bulman

Expenditure Report as at 31 August 2019



Activity Listing	August 2019 Actual	August 2019 Budget	August 2019 Variance	Annual Budget	Explanation
162 - Cemeteries Management	152	833	682	5,000	The underspend is due to less contractor expenditure incurred.
170 - Australia Day	0	50	50	300	The allocated budget will be spent in January 2020.
171 - Naidoc Week	127	50	77	300	The total expenditure is within the allocated budget.
200 - Local roads maintenance	0	35,833	35,833	215,000	The funds budgeted for local roads maintenance is not spend yet. Roads committee is reviewing the action plan.
201 - Street lighting	0	3,100	3,100	18,600	The underspend is due to invoices for utilities, repair and maintenance etc not received for payment yet.
341 - Commonwealth Aged Care Package	583	708	125	4,250	Immaterial variance.
342 - Indigenous Aged Care Employment	12,827	18,457	5,631	110,745	The underspend is due to staff absence and vacant positions.
344 - Commonwealth Home Support Program	6,162	8,367	2,205	50,202	The underspend is due to staff absence and vacant positions.
346 - Indigenous Broadcasting	5,961	7,165	1,204	42,990	Immaterial variance.
349 - School Nutrition Program	17,837	25,167	7,330	151,000	The underspend is due to staff absence and vacant positions.
350 - Centrelink	10,724	13,851	3,127	83,108	The underspend is due to staff absence and vacant positions.
355 - National Disability Insurance Scheme	613	1,365	752	8,190	The underspend is due to less expenditure incurred on client meals.

Roper Gulf Regional Council Bulman Expenditure Report as at 31 August 2019



Activity Listing	August 2019			Annual Budget	Explanation
	Actual	Budget	Variance		
381 - Animal Control	0	440	440	2,640	
401 - Night Patrol	28,324	33,759	5,435	202,554	The underspend is due to staff absence and vacant positions.
404 - Indigenous Sports and Rec Program	12,090	23,296	11,206	139,775	The underspend is due to staff absence and vacant positions.
414 - Drug and Volatile Substances	0	233	233	1,400	
416 - Youth Vibe Grant	0	417	417	2,500	
Council & Comm. Serv Total	190,014	287,178	97,165	1,723,069	
Total Expenditure	446,557	510,598	64,041	3,063,589	

GENERAL BUSINESS



ITEM NUMBER	11.4
TITLE	Governance Report - Local Authority Project Register Update
REFERENCE	856542
AUTHOR	Munish Singla, Management Accountant

RECOMMENDATION

- (a) **That the Bulman Local Authority receives and notes the updated report on Local Authority Project Funding as at 30 September 2019**

BACKGROUND

Since 2014, the Bulman Local Authority has received a total of \$207,020 in Local Authority Project Funding from the Department of Housing and Community Development. Till date, \$263,520 have been allocated towards various local authority projects. This allocated amount also includes a surplus of \$56,958.90 from the completed projects. The LA funding \$41,620 for the financial year 2019-20 not yet received. As a result, there is only \$468.90 available for allocation now.

Please find the attached summary and status of the current projects that the Local Authority has allocated funds for.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 [↓](#) Bulman Local Authority Project Register 30.09.2019.pdf

Bulman Local Authority Project Funding - As at 30.09.19

Funds Received from Department upto 30.06.2019	\$	207,020.00
Funds allocated to projects by Local Authority Members	\$	263,520.00
Surplus/(Deficit) from completed projects	\$	56,968.90
Funding for 2019-20 (not yet received)	\$	41,620.00
Remaining unallocated funds	\$	42,088.90

Please note :- The funding for financial year 2019-20 not yet received and actual amount available for allocation is \$468,90

Project ID	Projects	Prjct Budget	Actual Expenditure	Prjct Variance	Project Status
1413803	Dry Toilet Weemol	\$ 35,000.00			Project Approved in April - 2017 ; \$10,000 was allocated on 14/02/2019. CSC did investigation for this project and estimated total cost will be \$90,000 to complete this project.
1413805	Solar light for cudesac	\$ 7,000.00			Project Approved in April - 2017; CSC advised that there is another source of funding for this project. He will provide more information in LA meeting; if LA decide to withdraw, then the funds will be reallocated.
1413806	Toilet near council office	\$ 97,000.00			\$72,000 was LA allocated on 05/12/2018 and addition allocation of \$25,000 on 22/08/2019 LA meeting. The project is under planning stage.
	Total for current projects in progress	\$ 139,000.00	\$ -	\$ -	
	Total for completed projects	\$ 124,520.00	\$ 67,551.10	\$ 56,968.90	
	Grand total	\$ 263,520.00	\$ 67,551.10	\$ 56,968.90	

GENERAL BUSINESS

ITEM NUMBER	11.5
TITLE	2018-19 Local Authority Project Funding
REFERENCE	849205
AUTHOR	Josh CHEVALIER-BRINE, Grants Coordinator

RECOMMENDATION

- (a) **That the Bulman Local Authority receives and notes receives and notes the signed Certification for 2018-19 Local Authority Project Funding.**

BACKGROUND

Under the 2018-19 Local Authority Project Funding (LAPF) Guidelines, Council is required to table LAPF financial reports for each Local Authority (LA) at the relevant Local Authority Meeting (Attachment 1). Income and expenditure for the period is itemised in the table below.

INCOME AND EXPENDITURE ACQUITTAL FOR THE PERIOD ENDING 30 JUNE 2019

LAPF Grant	\$41,620.00
Other income/carried forward balance from 2016-17	\$71,803.48
Other income/carried forward balance from 2017-18	\$41,620.00
Total income	\$155,043.48
Expenditure	\$585.00
Total Expenditure	\$585.00
Surplus/(Deficit)	\$154,458.48

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Local Authorities are reminded that LAPF grants must be fully expended within two years of receipt. Failure to do so may result in the Department withholding further LAPF payments or requesting unspent funds to be returned.

Requests to carry-over unspent funds remaining after two consecutive years is to be submitted to the Department and will be considered on a case by case basis.

Bulman LAPF for 2019-20 is \$41,620 (GST Exclusive).

ATTACHMENTS:

1 [↓](#) 138_Certification_Form_2018-19_Bulman



DEPARTMENT OF LOCAL GOVERNMENT,
HOUSING AND COMMUNITY DEVELOPM

Roper Gulf Regional Council

CERTIFICATION OF 2018-19 LOCAL AUTHORITY PROJECT FUNDING

Local Authority: Bulman
File number: NA

INCOME AND EXPENDITURE ACQUITTAL FOR THE PERIOD ENDING 30 JUNE 2019

LAPF Grant	\$41,620.00
Other income/carried forward balance from 2016-17	\$71,803.48
Other income/carried forward balance from 2017-18	\$41,620.00
Total income	\$155,043.48
Expenditure	\$585.00
Total Expenditure	\$585.00
Surplus/(Deficit)	\$154,458.48

CERTIFICATION

We certify that the LAPF was spent in accordance with:

- the projects submitted by the Local Authority Yes No
- the LAPF funding guidelines Yes No
- the Local Government Act and the Local Government (Accounting) Regulation Yes No
- the Northern Territory Government's Buy Local Policy Yes No

Certification report prepared by Joshua Chevalier-Brine 26/08/2019

Acquittals laid before Council at OCM held on (copy of minutes attached) 28/08/2019

Acquittals laid before Local Authority held on (minutes to be provided at a later date) 17/10/2019

Signed, Phillip Luck – Chief Executive Officer:  27/08/2019

DEPARTMENTAL USE ONLY

Grant amount correct Yes No

Balance of funds to be spent \$

Date next certification due/...../2019

CERTIFICATION ACCEPTED Yes No

Comments:

Signed, Omor Sharif – Grants Officer:/...../2019

Signed, Donna Hadfield – Manager Grants Program:/...../2019

GENERAL BUSINESS



ITEM NUMBER	11.6
TITLE	Local Names for Cemeteries
REFERENCE	856960
AUTHOR	Prerna RAMAWAT, Governance Officer

RECOMMENDATION

- (a) That the Bulman Local Authority confirms the names of the Bulman Cemetery 1 and Bulman Cemetery 2.

BACKGROUND

Currently, a number of cemeteries in community are identified as North Cemetery, South Cemetery, East Cemetery or West Cemetery. In order to progress the cemetery license and/or lease agreements as part of the Burial and Cremation Bill, the Department of Local Government, Housing and Community Development would like to confirm with the Local Authority if any of the identified cemeteries have local names.

Amanda HAIGH and Christine MANTELL from the Department of Local Government, Housing and Community Development to present.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 [↓](#) Bulman Cemetery 1.pdf
- 2 [↓](#) Bulman Cemetery 2.pdf



