



**AGENDA**

**BULMAN LOCAL AUTHORITY MEETING**

**THURSDAY, 22 AUGUST 2019**

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

- Thursday, 22 August 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.**

**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 lisiin 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**

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**ITEM NUMBER** 5.1  
**TITLE** Confirmation of Previous Minutes  
**REFERENCE** 828256  
**AUTHOR** Ashleigh Anderson, Local Authority Coordinator

**RECOMMENDATION**

- (a) **That the Bulman Local Authority confirms the draft minutes from the meeting of 14 February 2019 as a true and accurate record of that meeting.**

**BACKGROUND**

The Bulman Local Authority met on Thursday 14 February 2019 at 11.00am at the Roper Gulf Regional Council Office in Bulman.

The next scheduled date of the Bulman Local Authority was on Thursday 18 April 2019 at 11.00. However, that meeting was cancelled due to lack of quorum.

The previous scheduled meeting for the Bulman Local Authority was on Thursday 04 July 2019. However, that meeting was cancelled due to lack of quorum.

Attached are the recorded minutes of the meeting held on 14 February 2019.

**ATTACHMENTS:**

- 1 Bulman Local Authority 2019-02-14 [796360].pdf



MINUTES OF THE BULMAN LOCAL AUTHORITY MEETING # 0 OF THE ROPER GULF REGIONAL COUNCIL MEETING HELD AT THE CONFERENCE ROOM COUNCIL SERVICE DELIVERY CENTRE, BULMAN ON THURSDAY, 14 FEBRUARY 2019 AT 10.00 AM

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**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 - 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)

- (a) That Local Authority Members accept 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)

- (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)

- (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. <b>14.02.19 Further investigation required</b>



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.	CEO/Area Manager/Mar c	In Progress	26.10.18: Currently with DIPL.  Work will commence in dry season 2019.  <b>14.02.19 Survey undertaken. Scope &amp; Costing has been referred to DIPL. Further discussion at Roads Committee Meeting in March.</b>
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.	CEO/ DCCS	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.  <b>14.02.19 No further update</b>
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  <b>14.02.19 Local Authority decided on connection of a Public Toilet to services rather than a Dry Toilet.</b>
14.02.19	11.2 COUNCIL SERVICE REPORT	Weed spraying practices	Council Service Coordinator		<b>14.02.19 CSC will review processes for Weed Spraying.</b>
14.02.19	11.3 COMMUNITY SAFETY REPORT	Police residence in Community	Roper Gulf Regional Council		<b>14.02.19 Local Authority requested Council to write a letter to MLA Member for Arnhem to have a permanent Police</b>

					presence in community.
14.02.19	12.2 WEEMOL SEWAGE	Information on Weemol Sewage Project	Roper Gulf Regional Council		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		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 DCCS		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)

- (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)

- (a) That the Bulman Local Authority receives and notes the Council Services Report.

**ACTION : CSC WILL REVIEW PROCESSES FOR WEED SPRAYS****11.3 COMMUNITY SAFETY REPORT**

92/2019 RESOLVED (John DALYWATER/Annette MILLER)

- (a) That the Bulman Local Authority receives and notes the Community Safety Report.

**ACTION : 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)

- (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 LAPF ACQUITTALS**

94/2019 RESOLVED (Selina ASHLEY/John DALYWATER)

- (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)

- (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 (J. Dalywater / J. Curtis).
- (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)

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

**11.7 GUIDELINE 8**

97/2019 RESOLVED (John DALYWATER/Selina ASHLEY)

- (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)

- (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)

- (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)

- (a) That the Bulman Local Authority receives and notes the verbal request for an update on the Weemol Sewage project.

**ACTION : LOCAL AUTHORITY MEMBERS REQUESTED COUNCIL PROVIDE AN UPDATE ON THE WEEMOL SEWAGE PROJECT.**

### 12.3 FAST DRIVING BY WEEMOL RANGERS

101/2019 RESOLVED (John DALYWATER/Darilyn MARTIN)

- (a) That the Bulman Local Authority raised concerns regarding the driving behaviour of Mimil Ranger staff.

**ACTION : CSC, 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)

- (a) That the Bulman local Authority discussed the road conditions along the Mount Catt Outstation access road.

**ACTION : ACTING DCCS TO INFORM DCS 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.

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Chairperson

**BUSINESS ARISING FROM PREVIOUS MINUTES**

**ITEM NUMBER** 8.1  
**TITLE** Action List  
**REFERENCE** 828258  
**AUTHOR** Ashleigh Anderson, Local Authority Coordinator

**RECOMMENDATION:**

- (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.

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	Further investigation required.
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	Designs and estimates given to DIPL awaiting response from NTG.
22.02.2018	9.1	Solar Light at Weemol	Solar Light at entry to Weemol	DCS / Projects	Ongoing	Included with Solar Light package.
05.12.2018	11.5	Toilet Block	Public Toilet near Roper Gulf Office	Area Manager / CEO / DCS	In progress	New designs and costings required.

<b>Date</b>	<b>Item</b>	<b>Title</b>	<b>Comments</b>	<b>Responsible Person</b>	<b>Status</b>	<b>Update</b>
14.02.2019	11.2	Weed spraying practices	Review Weed Spraying Processes	CSC	Completed	<b>CSC has reviewed and updated weed spraying processes.</b>
14.02.2019	11.3	Police in Bulman	Roper Gulf to Advocate for Police Station in Bulman	CEO	Ongoing	<b>Letter written to MLA Member for Arnhem to have a police station in Bulman.</b>
14.02.19	12.2	Weemol Sewage	Information on Weemol Sewage Project	Roper Gulf / CEO	Ongoing	<b>Request to PWC about status of weemol sewage project.</b>
14.02.19	12.3	Fast Driving by Rangers	John Dalywater to speak to staff about driving	CSC	Completed	<b>Rangers contacted about speed limits and dangers of driving too fast in community.</b>
14.02.19	12.4	Mount Catt Outstation	Roads Conditions on Access Road	DCCS / DCS	Ongoing	<b>NT Government aware of issues, Council monitoring. Major repairs will be required.</b>

**ATTACHMENTS:**

## **GENERAL BUSINESS**

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<b>ITEM NUMBER</b>	11.1
<b>TITLE</b>	Animal Mangement Report
<b>REFERENCE</b>	<b>844469</b>
<b>AUTHOR</b>	Samantha Phelan, Veterinarian

### **RECOMMENDATION**

- (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;**

### **BACKGROUND**

The annual report for Bulman and Weemol statistics are attached for discussion.

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

Council is considering the implementation of by-laws and all Local Authorities are being asked to assist in the development or otherwise of these bylaws. A survey form has been compiled to assist with this process.

### **FINANCIAL CONSIDERATIONS**

Not evident as yet.

### **ATTACHMENTS:**

- 1 Bulman Weemol Annual Report 18 19.docx
- 2 By-Laws voting sheet.docx



## Bulman / Weemol

### LA Report

2019

#### Visit Dates:

28-31<sup>st</sup> August 2018

10-13<sup>th</sup> December 2018

11-15<sup>th</sup> March 2018

11-14<sup>th</sup> June 2019

#### Working with Mimal Rangers

This year has seen the Animal Management Program partner with the Mimal Rangers. There are many overlaps to the work we both do, as we try stop feral animal spread and watch for any diseases coming into Australia.

The Mimal Rangers have assisted RGRC vets with community liaison, veterinary nursing and animal handling. In turn the vets have assisted the rangers with conducting Top Watch surveys for Quarantine and begun training rangers in the use of the AMRRIC app for census collection and the delivery of anti-parasite treatments. This will help with the tick problem Bulman experiences during the wet season.

#### School education

A day of school based education was conducted on Friday March 3 2019.



Grades T-2: Session on dog bite prevention and dogs feelings

Grades 5-6: Session on what a pup needs to be strong with the subsequent worming, vaccination and bathing of a pup with a significant ringworm burden.

High School: Germ theory with handwashing session prior to their inaugural school coffee shop opening.

## Treatments June 2018- June 2019

Community	Desexing Operations	Tick and worm medicine	Put down	Parvo Vaccination	Other
Weemol	19	152	1	1	1
Bulman	19	293	2	1	5
<b>Total</b>	<b>38</b>	<b>445</b>	<b>3</b>	<b>2</b>	<b>6</b>

## 2018 compared to 2019

Things to note in these statistics

- More people in Weemol chose to desex their dogs compared to Bulman. Once a community gets to a point where 80% of dogs are desexed the population stays stable if no new animals are brought in.

Stopping pups being born helps control parvo virus and helps keep the environment clean of diseases that spread between people and animals. It would be good for more animals to be desexed.

- The desexing rates are partly due to some families breeding dogs for sale.
- The desexing rates are also partly due to dogs being abandoned in Bulman. People have left community and left their dogs behind. These dogs have slowly found new homes, but the new owners are unable to say desex the dog because they are not the real owner. It would be good to work out a clear policy for abandoned dogs.

<b>Bulman Statistics</b>	2018	2019
<b>Total dogs</b>	90	91
<b>Number of male dogs</b>	49	52
% Male Desexed	65%	58%
<b>Number of female dogs</b>	41	39
% Female Desexed	71%	62%
<b>% Dogs with skin conditions</b>	1%	0%
<b>Total Cats</b>	16	18
<b>% Houses with 3 or more dogs</b>	68%	54%
<b>Number of formal complaints to Council</b>	1	2
<b>Number of presentations for dog bite to clinic</b>	Recording started May 2018	3

<b>Weemol Statistics</b>	<b>2018</b>	<b>2019</b>
<b>Total dogs</b>	40	39
<b>Number of male dogs</b>	21	19
% Male Desexed	43%	74%
<b>Number of female dogs</b>	19	20
% Female Desexed	32%	90%
<b>% Dogs with skin conditions</b>	0%	0
<b>Total Cats</b>	2	2
<b>% Houses with 3 or more dogs</b>	43%	31%
<b>Number of formal complaints to Council</b>	0	0

<b>Number of presentations for dog bite to clinic</b>	Recording started May 2018	0
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## ANIMAL MANAGEMENT BY-LAWS

**Do you think your community needs animal By-Laws?**

- YES**
- NO** (If no, leave the rest of the page blank)

**If yes, what things should be in the laws?**

- Registration
- Animal numbers per house (if yes, how many dogs, how many cats?)
- Breeding license for male and female dogs and cats
- No go zones - shops, clinic, school, football field etc...
- Nuisance animals
- Dangerous animals
- Abandoned animals
- Livestock in community
- Seizing animals

**GENERAL BUSINESS**

<b>ITEM NUMBER</b>	11.2
<b>TITLE</b>	Elected Member Report
<b>REFERENCE</b>	<b>842584</b>
<b>AUTHOR</b>	Ashleigh Anderson, Local Authority Coordinator

**RECOMMENDATION**

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

**BACKGROUND**

The Elected Members report provides Local Authorities with a summary of the Agenda items and decisions made at 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 community members.

Complete details of all Council, Committee and Local Authority agenda's and minutes, are available on the Roper Gulf Regional Council website ([www.ropergulf.nt.gov.au](http://www.ropergulf.nt.gov.au)) and can be provided upon request at all the Council offices.

**At the Special Meeting of Council held in Katherine on Tuesday 25 June 2019 decisions include:**

- That Council appoints the preferred candidate, **Mr. Phillip LUCK**, to the position of Chief Executive Officer in accordance with the *Local Government Act 2008* s100(4), and pursuant to the conditions outlined in the Contract of Employment.

**At Ordinary Meeting of Council held in Katherine on Wednesday 26 June 2019 decisions include:**

- That Council receives and notes the following Ward Reports:
  - South West Gulf Ward Report;
  - Never Never Ward Report;
  - Yugul Mangi Ward Report;
  - **Nyirranggulung Ward Report;**
  - Numbulwar Numbirindi Ward Report.
- That Council approves the recommendations of the Beswick Local Authority from the minutes of 29 April 2019;
- That Council approves the recommendations of the Manyallaluk Local Authority from the minutes of 29 April 2019;
- That Council approves the recommendations of the Barunga Local Authority from the minutes of 30 April 2019;
- That Council agrees to investigate options for water at the Beswick Cemetery as per item 12.4 of the Beswick Local Authority minutes;
- That Council calls for Nominations for the members for Manyallaluk Local Authority.

**All approved recommendations from all wards are publicly available on the Roper Gulf Regional Council website.**

- That Council receives and notes acquittal of the Special Purpose Grant of \$322,500 (GST Exclusive) for the purchase of three (3) front end loaders;
- That Council acknowledge the funding received from the Northern Territory Government in respect of the project;
- That Council receives and notes the draft 2019-20 Regional Plan;
- That Council resolves to put the draft 2019-20 Regional Plan out for public consultation for 21 days as prescribed by applicable law;

- That Council sign, date and seal one copy of the contract for National Agent and Access Point Services, valued at \$741,748 (GST exclusive);
- That Council approves the Energy Efficient and Sustainability Grant of \$90,000 (GST Exclusive), provided by the Department of Local Government, Housing and Community Development, by signing and dating one copy of the agreement;
- That Council acknowledge the Department of Local Government, Housing and Community Development for its support in respect of the project;
- That Council receives and notes the report on the Barunga Festival from the Barunga Council Services Coordinator and Acting Director of Council and Community Services;
- That Council approves the request for procurement exemption regarding tender requirements to the Department of Local Government, Housing and Community Development for the Weemol Internal Road upgrades project;
- That Council delegate authority to the Chief Executive Officer to approve the most desirable quotation for the project should exemption be approved by the Department;
- That Council receives and notes the Local Authority Projects updates as at June 2019;
- That Council receives and notes *Local Government Act* review presentation;
- That Council receives and notes update pertaining to By-Laws development;
- That Council holds a workshop pertaining to By-Laws development on Monday 22 July 2019 commencing at 1330hrs;
- That Council changes the Borroloola OMC to Beswick on 30 October 2019;
- That Council receives and notes the Mayor has been accepted as an executive of LGANT representing Regional Councils and Shires;
- That Council receives and notes the report regarding Local Authority Chairperson appointment in accordance with the *Local Government Act 2008* s.61(1)(a);
- That Council requests each Local Authority nominate a chairperson for a period of twelve (12) months;
- That Council accepts the resignation of Robert WILLIRI from the Manyallaluk Local Authority;
- That Council accepts the resignation of Symeon BULUMBARA and Denni BARMA (Barunga);

**At Ordinary Meeting of Council held in Katherine on Wednesday 24 July 2019 decisions include:**

- That Council receives and notes the following Ward Reports:
  - South West Gulf Ward Report;
  - Never Never Ward Report;
  - Yugul Mangi Ward Report;
  - **Nyirrangulung Ward Report;**
  - Numbulwar Numbirindi Ward Report.
- That Council approves the recommendations of the Beswick Local Authority from the minutes of 01 July 2019;
- That Council approves the rescheduling the Barunga Local Authority from Tuesday 20 August 2019 to Tuesday 27 August 2019.

***All approved recommendations from all wards are publicly available on the Roper Gulf Regional Council website.***

- That Council approves Round 1 of the Community Grants Program to be conducted from 01 August 2019 to 12 September 2019;
- That Council approves Round 2 of the Community Grants Program to be conducted from 19 October 2019 to 30 November 2019;
- That Council accepts funding of \$165,000 (GST Exclusive) provided by the Department of Health for the Healthy Homes Environmental Health Project;

- That Council approves the request for exemption to Tenders for the Weemol Internal Roads Resealing program and the Minyerri Roads Project;
- That Council acknowledge additional funding provided by the Commonwealth Government in respect of the activity;
- That Council adopts the Roper Gulf Regional Council Plan 2019-2020;
- That Council, pursuant to Section 24(1) of the *Local Government Act* adopts the Roper Gulf Regional Council Regional Plan 2019-2020;
- That Council, pursuant to Section 128(1) of the *Local Government Act* adopts the 2019-2020 Budget;
- That Council, pursuant to Section 126(1) of the *Local Government Act* adopts the 2018-2021 Long Term Financial Plan;
- That Council, pursuant to Section 155(1) of the *Local Government Act* adopts and approves the 2019-2020 Declaration of Rates;
- That Council, pursuant to Section 71(2) of the *Local Government Act* adopts and approves the 2019-2020 Council Member Allowances;
- That Council acknowledges the performance of staff members who acted in higher roles and under significant pressure during the transitional period which occurred during the 2018-19 Financial Year;
- That Council, pursuant to Guideline 8 of the *Local Government Act* adopts and approves the 2019-2020 Local Authority Member Allowances;
- That Council accepts the Community Childcare Fund Deed of Variation, which provides additional crèche funding of \$198,278 (GST Exclusive);
- That Council acknowledges additional funding provided by the Commonwealth Government in respect of the activity;
- That Council approves medical leave for Cr Selina ASHLEY effective 25 July 2019 to 17 December 2019;
- That Council appoints the following persons as Local Authority Members as follows:
  - Manyallaluk – Cynthia WILLIRI
  - Barunga – Freddy SCRUBBY, Joyce BULUMBARA, Mavis JUMBIRI, Jeffrey McDONALD

***Full Agendas and Minutes from Council and Committee meetings are publically available on the Roper Gulf Regional Council website at: [www.ropergulf.nt.gov/reports-publications/council-meetings-agendas-and-minutes/](http://www.ropergulf.nt.gov/reports-publications/council-meetings-agendas-and-minutes/) A printed copy can be requested at any Roper Gulf Council Office.***

**ATTACHMENTS:**



## **GENERAL BUSINESS**

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<b>ITEM NUMBER</b>	11.3
<b>TITLE</b>	Your Voice, Your Community Campaign
<b>REFERENCE</b>	<b>833812</b>
<b>AUTHOR</b>	Department of Local Government, Housing and Community Development

### **RECOMMENDATION**

- (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.**

### **BACKGROUND**

Prior to the Election, the Department of Local Government, Housing and Community Development ran the Your Voice, Your Community campaign to increase electoral enrolments in Community and advise Community members of the benefits of ensuring that their Medicare details are up-to-date.

The Department would like feedback on the Campaign from the Local Authority.

Attached is an executive summary of the campaign as well as a report.

### **ATTACHMENTS:**

- 1 Your Voice Your Community Executive Summary - Attachment C2 - Dashboard  
\_.pdf
- 2 Your Voice. Your Community Campaign Report - Bulman.docx

**Your Voice Your Community - Remote campaign dashboard**



# Your Voice. Your Community Campaign Report

- The Your Voice Your Community campaign was very successful.
- The aim of this project was
  - To let people know the importance of voting, because it gives people a voice in who represents them in government
  - To increase the number of people on the NT electoral roll and
  - To encourage people to update their Medicare details
- Why were we keen to undertake this project?
- Because we earn funding from the Commonwealth Government in Canberra based on how many people register on the electoral roll and update their Medicare details.
- **We involved 79 communities, and visited 63 communities** across the Territory between 6 March to 18 April 2019
- Across the Territory we spoke to over **3,658** people
- **267** were enrolled for the first time
- This means that the possible increase in funds for us is around **Three** Million Dollars from this project.
- We had lots of help from your Council – both councillors and Council staff like the CSC's, community leaders, non-government organisations in your community. They all encouraged people to enrol and collected forms so we could get people on the roll.
- We visited your community on the 14 March 2019 and we met with 10 - 20 people but all were enrolled.
- The work isn't over yet.
- Moving forward, it is important that we encourage our friends and family to enrol with us and update their Medicare details at the clinic or at Centrelink.
- If the NT Government gets more funding from Canberra – it means more services in community – like roads, repairs to homes, community projects like your local authority does.
- Also important that we encourage people to vote – this is your community, voting means you have a voice in choosing who speaks for you in government.

**GENERAL BUSINESS**

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**ITEM NUMBER** 11.4  
**TITLE** Draft Local Government Bill  
**REFERENCE** 844768  
**AUTHOR** Department of Local Government, Housing and Community Development

**RECOMMENDATION**

- (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.

**BACKGROUND**

The Department of Local Government, Housing and Community Development wishes to advise the Local Authorities in the Roper Gulf Region about the *Local Government Bill 2019*.

Presentation by Department of Local Government, Housing and Community Development.

**ATTACHMENTS:**

- 1 Local Authorities - New Local Government Legislation.pdf

# New Local Government legislation

Legislation and Policy Branch

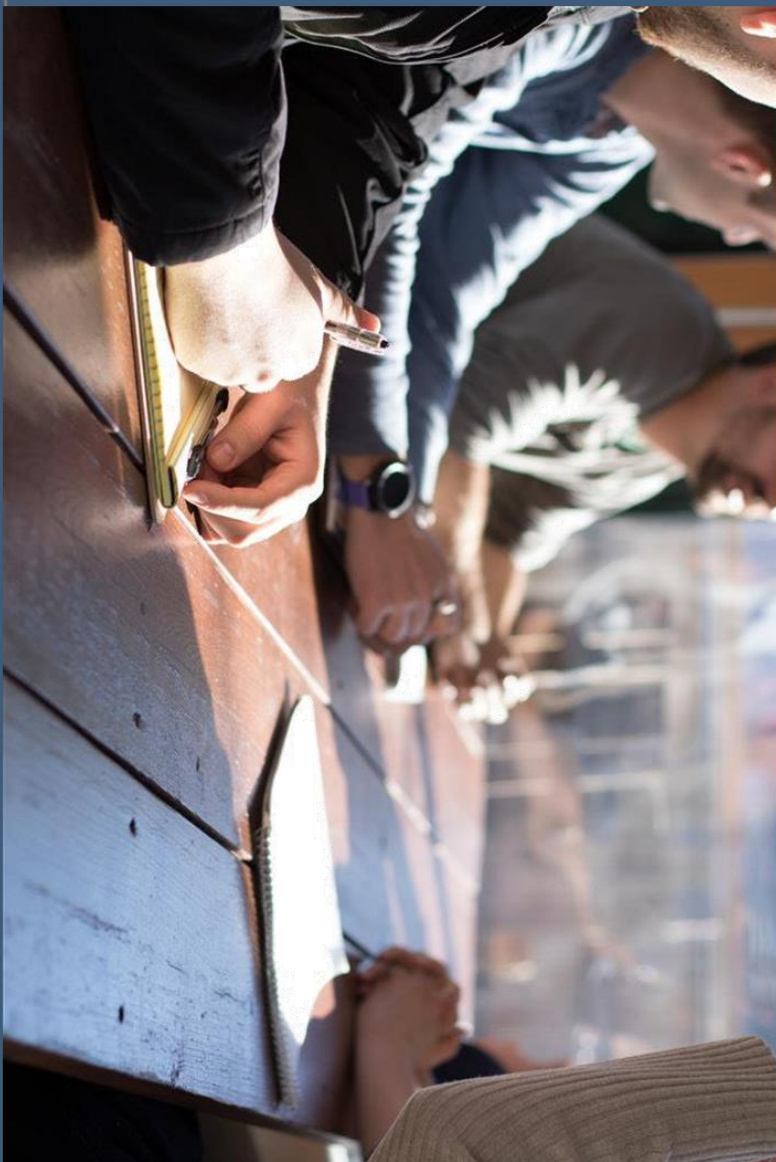
DEPARTMENT OF LOCAL GOVERNMENT, HOUSING AND COMMUNITY DEVELOPMENT

2019



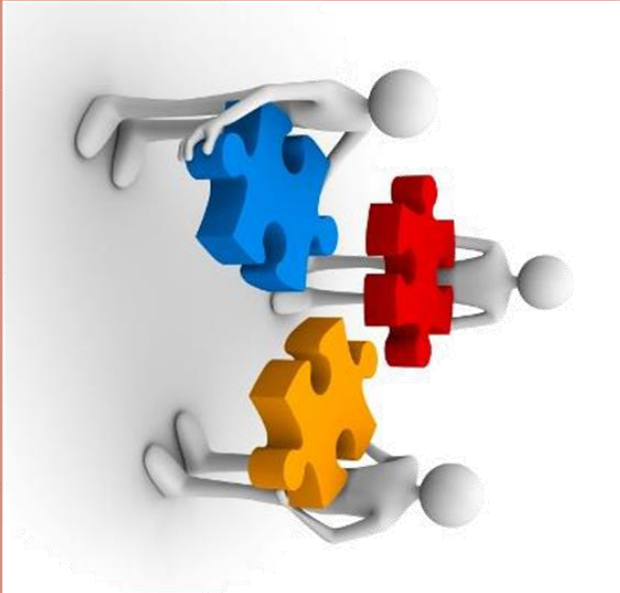
# Strengthening local decision making

Local councils to  
seek advice and  
recommendations from  
Local Authorities





# Council delegations to Local Authorities



Councils can  
delegate to  
Local Authorities



# Elected member appointments to Local Authorities



No longer automatic  
Minimum of one and  
maximum of two elected  
members





# New independent representation review panel



# Annual plan and annual report



Plan must be adopted  
by 30 June each year  
(no longer 31 July)

All delegations made  
to Local Authorities  
must appear in  
annual report



# Conflict of interest definition clarification



# Offence for misleading information

Expanding the range of  
people affected





# Some other changes to the Local Government Act



New CEO eligibility requirements

New council member eligibility requirements



# To view all the changes to the Local Government Act

Please visit our website:

<http://dlghcd.nt.gov.au/our-services/local-government2/local-government-bill-consultation>



Downloadable copies of the consultation draft and information sheet are available



# Questions??



**HAVE YOUR SAY / ASK A QUESTION / REQUEST THE BILL / INFO SHEET**

Email

[LGLaw.DLGHCD@nt.gov.au](mailto:LGLaw.DLGHCD@nt.gov.au)

## ASK QUESTIONS

**Hugh 8995 5118**  
**Michaela 8996 8831**



CONSULTATION IS  
OPEN AND CLOSES 18  
JULY 2019



WE ARE HAPPY TO  
COME AND GIVE MORE  
PRESENTATIONS





**GENERAL BUSINESS**

---



<b>ITEM NUMBER</b>	11.5
<b>TITLE</b>	LA001 - Local Authority Policy
<b>REFERENCE</b>	<b>828259</b>
<b>AUTHOR</b>	Ashleigh Anderson, Local Authority Coordinator

**RECOMMENDATION**

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

**BACKGROUND**

On Wednesday 17 April 2019, the Elected Members met in Barunga for their second Ordinary Meeting of Council in 2019. Resolution 87/2019 was carried by Councillor Donald GARNER and Councillor Deanna KENNEDY and included the adoption of the revised LA001 Local Authority Policy.

This policy was revised in accordance with the *Local Government Act* and Guideline 8 and applies to all of Roper Gulf Regional Council's Local Authorities.

Important changes to note:

- Council can terminate a member(s) who have failed to attend two (2) consecutive meetings without an apology being accepted by the Local Authority members or Council;
- Council can terminate a member(s) who they believe are not performing their duties as a Local Authority Member;
- Council can terminate a member(s) for breaches of policy or inappropriate conduct.

Attached is the full revised policy adopted by Council. This policy, and all other policies can also be found on the Roper Gulf Regional Council website at:

[www.ropergulf.nt.gov.au/reports-publications/policies/](http://www.ropergulf.nt.gov.au/reports-publications/policies/)

**ATTACHMENTS:**

- 1 LA001 - Local Authority Policy\_amended.pdf

Roper Gulf Regional Council



LA001– Local Authority Policy

## 1. POLICY CERTIFICATION

<b>Policy title:</b>	<b>Local Authority Policy</b>
<b>Policy number:</b>	<b>LA001</b>
<b>Category:</b>	<b>Policy</b>
<b>Classification:</b>	<b>Local Authority</b>
<b>Status:</b>	<b>Approved</b>

## 2. PURPOSE

Local Authorities are formed to achieve integration and involvement of local communities in the system of Local Government. This policy has been developed to ensure that Local Authorities are run in accordance to the provisions of the *Local Government Act* (the Act) and that the community has a strong voice and is actively engaged in their local community affairs.

## 3. ORGANISATIONAL SCOPE

This policy applies to all Roper Gulf Regional Council's Local Authorities.

## 4. POLICY STATEMENT

The purpose of this policy is to support and facilitate local community engagement and to ensure Local Authorities are empowered to make decisions for their communities through effective governance structures.

## 5. DEFINITIONS

<b>Councillor</b>	An elected member of Roper Gulf Regional Council
<b>G&amp;CP</b>	Governance, Corporate Planning & Compliance business unit
<b>LA</b>	Local Authority
<b>Mayor</b>	The principal member of Roper Gulf Regional Council
<b>RGRC</b>	Roper Gulf Regional Council
<b>CSC</b>	Council Services Coordinator
<b>Ward Councillor</b>	The Elected Member representing the Ward
<b>Appointed Member</b>	means a Local Authority member who has been appointed pursuant to Section 53C(1)(b) of the Act. [Clause 4, Guideline 8] – Local Authority Member
<b>Member</b>	includes appointed members and non-appointed members. [Clause 4, Guideline 8] – all members of the Local Authority
<b>Non-Appointed Member</b>	Elected Member for the Ward in which the Local Authority is situated in.
<b>Provisional Meeting</b>	means, at the time and place set for a Local Authority meeting when a quorum has not been established, but a majority of appointed members. [Clause 4, Guideline 8]  <i>N.B. A provisional meeting is able to make recommendations to council pursuant to Clause 13 (Provisional meeting where quorum not present) but not approve the minutes of the previous meetings. There must be more than half of the appointed members present. [Clause 4, Guideline 8]</i>

Roper Gulf Regional Council



LA001– Local Authority Policy

## 6. Principles

### 6.1 Roles and Functions of a Local Authority

The Local Authority shall be a voluntary group that provides advice and recommendation to RGRC on their communities' issues. Recommendations made at Local Authority meetings are not 'final' decisions as Council needs to decide on all issues or requests from all communities.

The functions of a Local Authority include:

- to involve local communities more closely in issues related to local government;
- to ensure that local communities are given an opportunity to express their opinions on questions affecting local government;
- to allow local communities a voice in the formulation of policies for the locality as well as policies for the area and the region;
- to take the views of local communities back to council and act as advocates on their behalf;
- to take Council information and decisions back to the community;
- to contribute to the development of the relevant regional management plan and the council strategic and regional (business) plan;
- to provide a representative of the Local Authority for employment selection advisory panels in relation to managerial positions in the Local Authority area.

### 6.2 Membership

#### 6.2.1 Membership size

The size of the Local Authority should reflect the community size and structure representing key groups in the community. The membership of Local Authority will include community members, Ward Councillors and Mayor of the RGRC. The number of community members that a Local Authority should have is a minimum of six (6) appointed members and up to a maximum of fourteen (14) overall members.

#### 6.2.2 Period of Membership

Local Authority members will be appointed for the term of Council, (4 years). Once the new Council is elected, Council will call for new nominations or approve the current membership. The previous members will be eligible to apply for new Local Authority membership.

#### 6.2.3 Eligibility for Membership

Community residents over 18 years who live in the Ward, for the majority of the time, can nominate or be nominated for Local Authority member except that two (2) members of a Local Authority maybe under the age of 18 years. To become a Local Authority member the candidate needs to fill in a Local Authority nomination form. The completed nomination form can be handed directly to Council Services Office, emailed to the Local Authority Coordinator [roper.governance@ropergulf.nt.gov.au](mailto:roper.governance@ropergulf.nt.gov.au) or tended at the next Local Authority meeting. The Governance, Corporate Planning and Compliance business unit will submit the nomination form to Council to deliberate on at the Ordinary Meeting of the Council.

Council will have the final say on Local Authority membership.

### Nomination and Appointment

#### 6.2.4 Membership appointment;

Local Authorities consist of appointed members and the elected members for their ward.

In the event of a vacancy existing on a Local Authority, the CEO shall, as soon as practicable, call for nominations from members of the Authority's community who are interested in becoming appointed to the Local Authority. The nomination period shall comprise of a minimum of 21 business days.

## Roper Gulf Regional Council



## LA001– Local Authority Policy

The call for nominations shall be promulgated electronically on Council's website and social media, as well as physically by means of notices and posters in the community itself.

Nominations shall be assessed by Council itself at its first meeting after the nomination period closes.

Upon assessment of nominations, Council shall appoint the most suitable candidate to the vacancy via resolution.

The assessment and appointment process shall be a separate agenda item at the Council Meeting.

### 6.2.5 Membership termination

Local Authority members shall have the same character and integrity requirements as elected members. Local Authority members stop being members if any of the s37(1) *Local Government Act* prescribed criteria becomes applicable to them with the exception of s37(1)(d).

Local Authority members may have their membership terminated by Council under the following circumstances:

- 1) If they fail to attend two (2) consecutive meetings without their apology being accepted by the Local Authority, or by Council.
- 2) If Council believes that the member is not performing their duties to an acceptable standard, or, if it loses confidence in the member's ability, commitment, or performance.
- 3) for breaching Council policy, or for conduct which brings the Local Authority or Council into disrepute, or any other conduct which is inconsistent with the public interest.

The final decision to appoint persons to a Local Authority as appointed members rests with Council, which may rescind its decision and appointment if it believes it is in the public interest to do so.

### 6.2.6 No Proxies

A member of a Local Authority may not be represented by a proxy (substitute) during a meeting or provisional meeting. [Clause 12.0, Guideline 8]

### 6.3 Local Authority meetings:

The following points cover the running of Local Authority meetings. A Local Authority:

- shall hold a minimum of four (4) meetings per year;
- shall elect a permanent chair at the first meeting of the Local Authority;
- the quorum for a Local Authority meeting will be of half plus one (1) of the members;
- a provisional meeting will consist of half plus one of Local Authority members;
- supported by the RGRC staff who will provide the Local Authority's secretariat and act as advisor to the chair and members but will not run the meeting;
- are advertised through meeting notices with draft agendas at least three (3) days before the meeting;
- follow and adopt the draft agenda suggested by Council.

#### 6.3.1 When reporting to and from the Local Authority:

- Local Authority members will advise on strategic, not operational matters (operational matters are the responsibility of Council Officers);
- the Council discusses both the Local Authority reports and the management responses and decides on actions;
- the Mayor and Ward Councillors will report to Local Authorities on Council decisions and take the views of Local Authority to Council;



## Roper Gulf Regional Council



### LA001– Local Authority Policy

- Local Authority report to their community about their advice to Council and take community views to Council;

Each new Local Authority Member will receive training at the first meeting on roles and responsibilities, meeting procedures, Council responsibilities and separation of powers.

#### 6.3.2 Deputations

Anyone wishing to make a deputation to a Local Authority must seek permission from the Local Authority's Chairperson in writing at least 14 days prior to the meeting. The procedures for deputations and request to attend a Local Authority meeting can be found on the Council website.

#### 6.3.3 Provisional Meeting where quorum not present:

In the event that a quorum is not present for a meeting, but the majority (half plus one) of appointed members are present, the members that are in attendance may hold a provisional meeting.

- During a provisional meeting, all agenda items may be discussed and minutes must be kept.
- Members at the provisional meeting may, by majority vote, make recommendations to the council, including Local Authority projects, provided any such recommendation is specifically qualified as being a recommendation of a provisional meeting, rather than the Local Authority.
- A provisional meeting may not approve the minutes of a Local Authority meeting but a Local Authority may approve the minutes of a provisional meeting.
- A provisional meeting does not have the powers or functions which a Council may have delegated to a Local Authority.

#### 6.4 Administrative support and secretariat

Local Authority meetings are convened by the CEO and implemented by the Governance, Corporate Planning and Compliance Unit who is responsible for coordination of Local Authority meetings.

Dates for Local Authority meetings shall be set at the beginning of the calendar year by Council. If there are any changes to the scheduled meeting time, members of the Local Authority must be given at least seven days notice about the rescheduled date, time and venue for the meeting.

Relevant Senior Administration Support Officer (SASO) and Governance staff will provide administration support as required for creating and distributing agenda, recording minutes and organising meeting venue.

The Governance, Corporate Planning and Compliance Unit will be a central depository and will be responsible for keeping records of Local Authority Member's details, agenda, minutes and attendance.

#### 6.5 Special Meetings

The Part 6.1 provisions of the *Local Government Act* pertaining to Special Meetings of Council **do not** apply to Local Authorities.

Local Authority Meetings are convened by the Chief Executive Officer in accordance with a decision of Council (via resolution), or upon request of the Local Authority Chairperson.

External parties *may* request a Local Authority Meeting to be held for special purposes, however such a meeting shall be convened as an *additional* meeting of the Local Authority rather than a Special Meeting as per the Part 6.1 provisions applicable to Council.

Any additional meeting of a Local Authority is subject to the ordinary Part 6.2 *Local Government Act* requirements, including agenda items / contents, minutes, and deadlines.

## Roper Gulf Regional Council



## LA001– Local Authority Policy

External bodies requesting an additional meeting for special purposes may be required to reimburse costs of arranging and conducting that meeting.

### 6.6 Community Meetings

Community meetings can be called at any time. Community meetings are different from Local Authority meetings and these types of meeting will determine their own procedures. Decisions made at these meetings may be used to advise the Local Authority.

### 6.7 Local Authority member allowances

Local Authority member allowance is a sum of money provided to the Local Authority member when a member attends a Local Authority meeting.

Roper Gulf Regional Council will provide Local Authority member allowance to the member in a manner that adheres to the *Local Government Act*, *Local Government Regulations* and Local Government Guideline 8.

Local Authority member allowances are processed as soon as practicable after the meeting occurs.

RGRC staff attending a Local Authority meeting, as a Local Authority member within that staff members normal hours of work, will not be paid a Local Authority member allowance. If a meeting is held outside the staff members' normal hours of work, that staff member, who is a Local Authority member will be entitled to the Local Authority member allowance.

## 7. REFERENCES

Acknowledgements (author/source documents)	(original)	
Related Policies		CL001 Members Code of Conduct CL002 Members' Disciplinary Policy LA002 Local Authority Meeting Procedures Policy
Related Publications		<i>Local Government Act</i> <i>Local Government Guideline 8: Regional Councils and Local Authorities</i>
Relevant Forms		<i>Local Authority Member Nomination Form</i> <i>New Member Details Form</i>
Ministerial Guideline 8, Made		Guideline 8 (Regional Councils and Local Authorities), Department of Local Government and Community Services, Northern Territory]

## 8. DOCUMENT CONTROL

Policy number	<b>LA001</b>
Policy Owner	<b>Governance</b>
Endorsed by	<b>SLT</b>
Date approved	<b>29 January 2014</b>
Revisions	<b>30 March 2016, 23 August 2017, 17 April 2019, 29 May 2019</b>
Amendments	<b>Replaces LB001 Local Board Policy prior 29 January 2014, 23 August 2017,</b>

Roper Gulf Regional Council



LA001– Local Authority Policy

	<b>29 August 2018 FCM, 17 April 2019 OCM, 29 May 2019 FCM</b>
Next revision due	<b>June 2021</b>

**9. CONTACT PERSON**

Contact person

**Manager, Governance and Corporate Planning**

Contact number

**08 8972 9005**

**GENERAL BUSINESS**

<b>ITEM NUMBER</b>	11.6
<b>TITLE</b>	Local Authority Meeting Attendance
<b>REFERENCE</b>	829594
<b>AUTHOR</b>	Ashleigh Anderson, Local Authority Coordinator

**RECOMMENDATION**

- (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.

**BACKGROUND**

The below information reflects who was present at each meeting, starting from 03 April 2017 until 14 February 2019.

<u>Date: 03 April 2017</u>	<u>Present</u>	<u>Absent</u>
	Councillor John Dalywater	
	Darilyn Martin	

<u>Date: 27 September 2017</u>	<u>Present</u>	<u>Absent</u>
	Mayor Judy MacFarlane	Councillor Selina Ashley
	Deputy Mayor Helen Lee	Jill Curtis
	Peter Miller	
	John Dalywater	
	Annunciata Bradshaw	
	Annette Martin	
	Darilyn Martin	

<u>Date: 15 November 2017</u>	<u>Present</u>	<u>Absent</u>
	Mayor Judy MacFarlane	John Dalywater
	Deputy Mayor Helen Lee	Darilyn Martin
	Councillor Selina Ashley	
	Peter Miller	
	Jill Curtis	
	Annunciata Bradshaw	
	Annette Miller	

<u>Date: 22 February 2018</u>	<u>Present</u>	<u>Absent</u>
	John Dalywater	Mayor Judy MacFarlane
	Annunciata Bradshaw	Deputy Mayor Helen Lee
	Darilyn Martin	Councillor Selina Ashley
	Jill Curtis	Peter Miller
		Annette Miller



Date: 05 December  
2018

Present

Absent

	Mayor Judy MacFarlane	Deputy Mayor Helen Lee
	Councillor Deanna Kennedy	Councillor Selina Ashley
	Jill Curtis	John Dalywater
	Darilyn Martin	Annunciata Bradshaw
	Peter Miller	
	Annette Miller	

Date: 14 February 2019

Present

Absent

	Deputy Mayor Helen Lee	Mayor Judy MacFarlane
	Councillor Selina Ashley	Annunciata Bradshaw
	Councillor Deanna Kennedy	
	Annette Miller	
	John Dalywater	
	Darilyn Martin	
	Peter Miller	
	Jill Curtis	

Attached is a breakdown of each current member and the percentage of meetings they have attended from the above data.

**ATTACHMENTS:**

1 Attendance.pdf

Baswick Local Authority Meetings	Mayor MacFarlane	Deputy Mayor Helen Lee	Cr Selina Ashley	Cr Deanna Kennedy	Peter Miller	Jill Curtis	Annunciata Bradshaw	Darlyn Martin	Annette Miller	John Dalwater	Total
3-Apr-17								1		1	2
27-Sep-17	1	1	0		1	0	1	1	1	1	7
15-Nov-17	1	1	1		1	1	1	0	1	0	7
22-Feb-18	0	0	0		0	1	1	1	0	1	4
5-Dec-18	1	0	0	1	1	1	0	1	1	0	6
14-Feb-19	0	1	1	1	1	1	0	1	1	1	8
<b>Total Meetings Attended</b>	3	3	2	2	4	4	3	5	4	4	34
<b>Total Absent</b>	2	2	3	0	1	1	2	1	1	2	15
<b>Total Meetings whilst Elected Member</b>	5	5	5	2	5	5	5	6	5	6	49
<b>Rate of Attendance</b>	60%	60%	40%	100%	80%	80%	60%	83%	80%	67%	69%

**GENERAL BUSINESS**

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<b>ITEM NUMBER</b>	11.7
<b>TITLE</b>	Chairperson for the Local Authority
<b>REFERENCE</b>	828260
<b>AUTHOR</b>	Ashleigh Anderson, Local Authority Coordinator

**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).

**ATTACHMENTS:**

**GENERAL BUSINESS**

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<b>ITEM NUMBER</b>	11.8
<b>TITLE</b>	Goverance Report - Local Authority Project Register Update
<b>REFERENCE</b>	<b>841541</b>
<b>AUTHOR</b>	Lokesh ANAND, Chief Financial Officer

**RECOMMENDATION**

- (a) **That the Bulman Local Authority receives and notes the updated report on Local Authority Project Funding as at 21 July 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. To date, \$238,520 have been allocated towards various local authority projects.

This allocated amount also includes a surplus of \$56,958.90 from the completed projects. As a result, there is still **\$25,458.90 remaining unallocated.**

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 21.07.19.pdf

**Bulman Local Authority Project Funding - As at 21.07.19**

Funds Received from Department	\$	207,020.00
Funds allocated to projects by Local Authority Members	\$	238,520.00
Surplus/(Deficit) from completed projects	\$	56,958.90
<b>Remaining unallocated funds</b>	<b>\$</b>	<b>25,458.90</b>

Project ID	Projects	Prict Budget	Actual Expenditure	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 completed it. Detailed information will be provided by CSC in next LA meeting.
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	\$ 72,000.00		\$72,000 was LA allocated on 05/12/2018: CSC advised that due to estimated cost \$90,000, project is not going to be completed. LA needs to allocate more funds or combined dry toilet project with this project. CSC will provide detailed information in next LA meeting.
1413808	Purchase Aerator for the Oval	\$ 15,000.00		\$15,000 was allocated on 14/02/2019; Project in progress; Quotes received and purchase ordered issued. Awaiting for delivery.
	Total for current projects in progress	\$ 129,000.00	\$ -	
	Total for completed projects	\$ 109,520.00	\$ 52,561.10	
	<b>Grand total</b>	<b>\$ 238,520.00</b>	<b>\$ 52,561.10</b>	

**GENERAL BUSINESS**

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<b>ITEM NUMBER</b>	11.9
<b>TITLE</b>	Council Financial Report - June 2019
<b>REFERENCE</b>	<b>841644</b>
<b>AUTHOR</b>	Lokesh ANAND, Chief Financial Officer

**RECOMMENDATION**

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

**BACKGROUND**

As per the *Local Government Act* 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 underspend under this directorate is \$415,901. The major activity contributing to this underspend is Activity 110 Assets Fixed - Building and Infrastructure (\$240,657) and Activity 115 Assets Mobile (\$171,482). The reason for these underspent is due to delay in capital works planned for these activities. Management is looking to complete this works at the earliest. The most of vehicles, plant and equipment purchased. The unspent capital funds will be transferred to 2019-20 capital budget.

**Directorate of Commercial Services:**

The total of underspend under this directorate is \$58,571. The major contributing to this activities are 314- Service fee CDP (\$36,251) and 318-Outcome payments CDP (6,250). The main reason for this underspend is staff absences and vacant positions. Income of June is received in July and therefore, the project management and administration expenses for June month has not be yet posted.

**Directorate of Council & Community Services:**

The total underspend under this directorate is \$168,290. The major reason for this underspend is the vacant positions and staff absences under few programs. Also, some of the invoices from suppliers have been received late, resulting in activities having underspends for the reporting period.

**FINANCIAL CONSIDERATIONS**

NIL

**ATTACHMENTS:**

- 1 Bulman Local Authority - Expenditure Report 30.06.2019.pdf

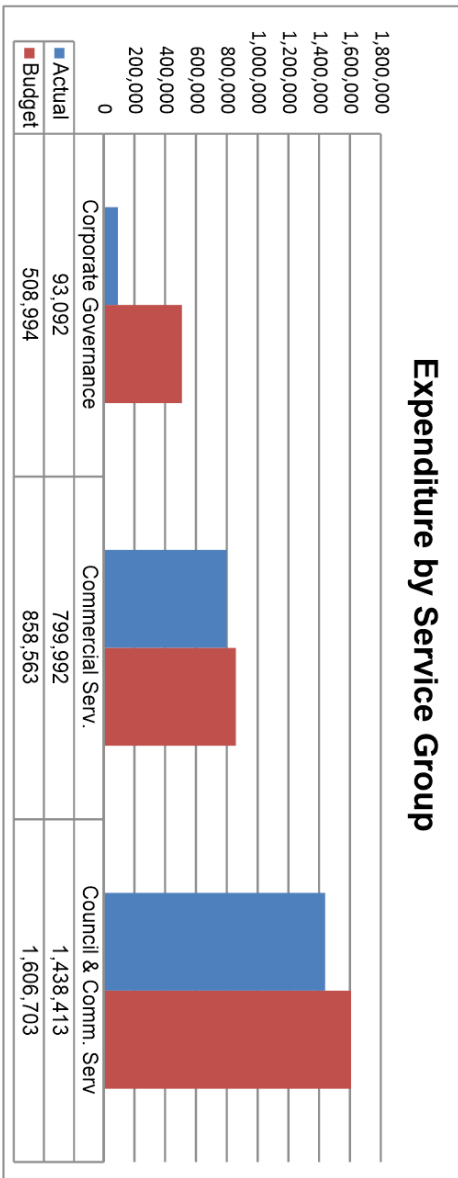
**Roper Gulf Regional Council**  
**Bulman**  
**Expenditure Report as at 30th June 2019**



**Expenditure by Service**  
 Corporate Governance  
 Commercial Serv.  
 Council & Comm. Serv  
**Total Expenditure**

	June 2019 Actual	June 2019 Budget	June 2019 Variance	Annual Budget	Percentage of Budget Spent
Corporate Governance	93,092	508,994	415,901	508,994	18%
Commercial Serv.	799,992	858,563	58,571	858,563	93%
Council & Comm. Serv	1,438,413	1,606,703	168,290	1,606,703	90%
<b>Total Expenditure</b>	<b>2,331,498</b>	<b>2,974,260</b>	<b>642,763</b>	<b>2,974,260</b>	<b>78%</b>

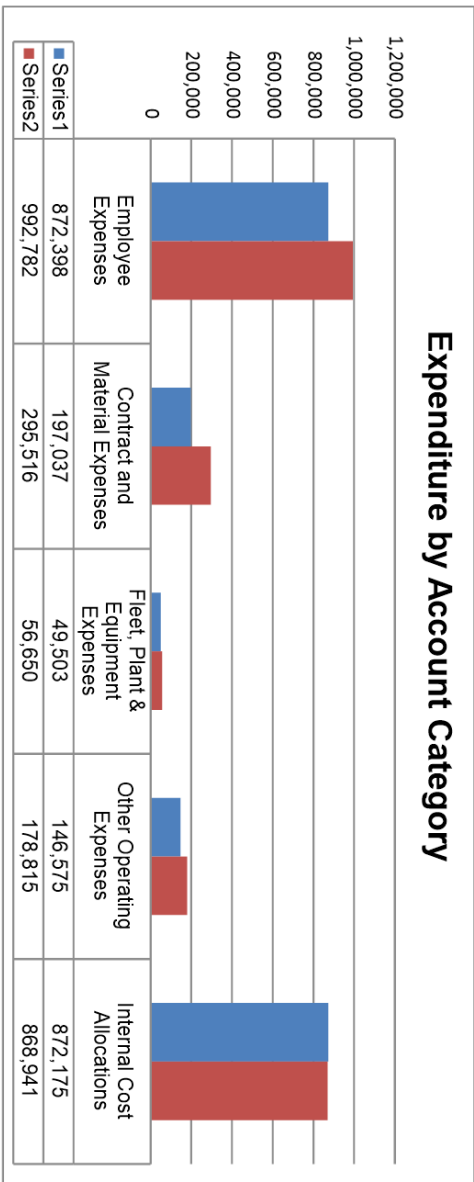
**Expenditure by Service Group**



**Roper Gulf Regional Council**  
**Bulman**  
**Expenditure Report as at 30th June 2019**



Expenditure by Account Category	June 2019	June 2019	June 2019	Percentage	
	Actual	Budget	Variance	Annual Budget	of Budget Spent
Employee Expenses	872,398	992,782	120,385	992,782	88%
Contract and Material Expenses	197,037	295,516	98,479	295,516	67%
Fleet, Plant & Equipment Expenses	49,503	56,650	7,147	56,650	87%
Other Operating Expenses	146,575	178,815	32,241	178,815	82%
Internal Cost Allocations	872,175	868,941	3,235	868,941	100%
Capital Expenditure	193,810	581,556	387,746	581,556	33%
<b>Total Expenditure</b>	<b>2,331,498</b>	<b>2,974,260</b>	<b>642,763</b>	<b>2,974,260</b>	<b>78%</b>





## Roper Gulf Regional Council Bulman Expenditure Report as at 30th June 2019



Activity Listing	June 2019 Actual	June 2019 Budget	June 2019 Variance	Annual Budget	Explanation
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### Corporate Governance

110 - Assets Management - Fixed Assets	61,250	301,907	240,657	301,907	The budget capital expenditure for building and infrastructure will be rolled over in 2019-20 capital expenditure.
115 - Asset Management - Mobile Fleet	0	171,482	171,482	171,482	The most of capital purchases for vehicles, plant and equipment completed. Unspent funds will be carried forward in 2019-20 capital expenditure.
131 - Council and Elected Members	725	1,000	275	1,000	Immaterial variance
132 - Local Authority	10,880	13,948	3,068	13,948	Underspend due cancelled LA meeting.
138 - Local Authority Project	585	5,043	4,458	5,043	Please see attached project register for details.
202 - Staff Housing	4,817	4,462	355	4,462	Immaterial variance
245 - Visitor Accommodation and External	14,835	11,152	3,683	11,152	Less income than budget that leads that compensate less to expenditure and activity that showing overspends by \$3,683
<b>Sub Total</b>	<b>93,092</b>	<b>508,994</b>	<b>415,901</b>	<b>508,994</b>	

### Commercial Serv.

220 - Territory Housing Repairs and Maintenance	38,112	42,723	4,611	42,723	The underspend is due to staff absence and less wages paid.
221 - Territory Housing Tenancy Management	58,227	63,500	5,273	63,500	Immaterial variance
241 - Airstrip maintenance Contracts	19,513	19,603	90	19,603	Immaterial variance

## Roper Gulf Regional Council Bulman Expenditure Report as at 30th June 2019



Activity Listing	June 2019 Actual	June 2019 Budget	June 2019 Variance	Annual Budget	Explanation
244 - Power Water contract	238,418	244,502	6,084	244,502	Immaterial variance
246 - Commercial Australia Post	3,474	3,486	11	3,486	Immaterial variance
314 - Service Fee - CDP	408,497	444,748	36,251	444,748	The underspend is due to staff absence and vacant positions that leads to less operating and other expenses.
318 - Outcome Payments - CDP	33,750	40,000	6,250	40,000	The underspend is due to less outcome payments and less project management fees.
<b>Sub Total</b>	<b>799,992</b>	<b>858,563</b>	<b>58,571</b>	<b>858,563</b>	
<b>Council &amp; Comm. Serv</b>					
111 - Council Services General	276,834	317,645	40,812	317,645	The underspend is due to staff absence and vacant positions.
160 - Municipal Services	285,042	290,764	5,722	290,764	Immaterial variance
161 - Waste management	49,648	56,779	7,131	56,779	The underspend on material and contract expense.
162 - Cemeteries Management	964	1,964	1,000	1,964	Immaterial variance
169 - Civic Events	0	2,000	2,000	2,000	
170 - Australia Day	280	280	0	280	
200 - Local roads maintenance	25,771	47,000	21,229	47,000	The underspend on material and contract expense than budgeted for road work.
201 - Street lighting	9,666	10,000	334	10,000	Immaterial variance
341 - Commonwealth Aged Care Packa	7,027	8,650	1,623	8,650	Immaterial variance
342 - Indigenous Aged Care Employme	79,711	114,773	35,063	114,773	The underspend is due to staff absence and vacant positions.
344 - Commonwealth Home Support Pr	32,329	34,817	2,488	34,817	Immaterial variance
346 - Indigenous Broadcasting	37,987	42,458	4,470	42,458	Immaterial variance
349 - School Nutrition Program	152,409	156,600	4,191	156,600	Immaterial variance

## Roper Gulf Regional Council Bulman

### Expenditure Report as at 30th June 2019



Activity Listing	June 2019 Actual	June 2019 Budget	June 2019 Variance	Annual Budget	Explanation
350 - Centrelink	81,659	85,479	3,820	85,479	Immaterial variance
355 - National Disability Insurance Sche	2,603	1,780	823	1,780	Immaterial variance
381 - Animal Control	2,194	2,200	6	2,200	Immaterial variance
401 - Night Patrol	185,643	212,230	26,587	212,230	The underspend is due to staff absence and vacant positions.
404 - Indigenous Sports and Rec Progr	85,414	96,210	10,796	96,210	The underspend is due to staff absence.
407 - Remote Sports and Recreation	1,103	2,000	897	2,000	Immaterial variance
410 - National Youth Week	0	400	400	400	
414 - Drug and Volatile Substances	0	300	300	300	
416 - Youth Vibe Grant	0	600	600	600	
474 - CBF - Bulman Youth Rec	122,129	121,774	355	121,774	Immaterial variance
<b>Sub Total</b>	<b>1,438,413</b>	<b>1,606,703</b>	<b>168,290</b>	<b>1,606,703</b>	
<b>Total Expenditure</b>	<b>2,331,498</b>	<b>2,974,260</b>	<b>642,763</b>	<b>2,974,260</b>	

**GENERAL BUSINESS**

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<b>ITEM NUMBER</b>	11.10
<b>TITLE</b>	Remote Sport Voucher Scheme (RSVS)
<b>REFERENCE</b>	<b>828980</b>
<b>AUTHOR</b>	Brodie Bishop, Regional Coordinator Sport & Recreation

**RECOMMENDATION**

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

**BACKGROUND**

The Remote Sports Voucher Scheme will be delivered in seven of Roper Gulf Regional Councils towns.

- Barunga
- Beswick
- Jilkminggan
- Bulman
- Ngukurr
- Numbulwar
- Borroloola

The Remote Sports Voucher Scheme preference form was completed in October of last year. The preference form was completed via community engagement. Community Safety Coordinators and the Regional Sport and Recreation Coordinator went into each class in each community across the region and conducted a survey that lead too which programs each community would like to attend their community.

The Attached document lists what programs will be coming to which community on which date. Some of these dates are subject to change, due to dates conflicting.

**ISSUES/OPTIONS/SWOT**

If there is any ceremony or cultural issues conflicting with these dates and or activities, can you please provide feedback, so a variation can be submitted.

**FINANCIAL CONSIDERATIONS**

*Nil*

**ATTACHMENTS:**

- 1 SportsVoucher.pdf

Roper Gulf Regional Council  
Sports Voucher

Council	Community	Approved Y/N	Paid	Signed Agreement Receipt	Agreement #	Activity Provider	Proposed Month	Start Date	End Date
Roper Gulf Regional Council	Barunga		18-19			NRL	Aug-19	06-08-19	09-08-19
Roper Gulf Regional Council	Borrooloo		19-20			Tennis NT	Aug-19	12-08-19	15-08-19
Roper Gulf Regional Council	Borrooloo		19-20			Touch Football	Sep-19	02-09-19	05-09-19
Roper Gulf Regional Council	Bulman		18-19			Basketball	Sep-19	09-09-19	13-09-19
Roper Gulf Regional Council	Jilkminggan		18-19			Basketball	Sep-19	16-09-19	20-09-19
Roper Gulf Regional Council	Beswick (Wugular)		18-19			Basketball	Sep-19	16-09-19	20-09-19
Roper Gulf Regional Council	Numbulwar		18-19			Basketball	Sep-19	23-09-19	27-09-19
Roper Gulf Regional Council	Borrooloo		19-20			Cricket	Oct-19	14-10-19	18-10-19
Roper Gulf Regional Council	Ngukurr		18-19			Basketball	Oct-19	14-10-19	17-10-19
Roper Gulf Regional Council	Borrooloo		18-19			Basketball	Oct-19	14-10-19	17-10-19
Roper Gulf Regional Council	Ngukurr		18-19			NRL	Oct-19	28-10-19	31-10-19
Roper Gulf Regional Council	Numbulwar		18-19			NRL	Nov-19	04-11-19	08/11/219
Roper Gulf Regional Council	Borrooloo		19-20			swimming nt	Nov-19	04-11-19	07-11-19
Roper Gulf Regional Council	Barunga		19-20			Cricket	Nov-19	11-11-19	15-11-19
Roper Gulf Regional Council	Barunga		19-20			Softball	Apr-20	08-04-20	11-04-20
Roper Gulf Regional Council	Bulman		19-20			Netball	Apr-20	20-04-20	23-04-20
Roper Gulf Regional Council	Jilkminggan		19-20			Netball	Apr-20	28-04-20	01-05-20
Roper Gulf Regional Council	Ngukurr		19-20			Netball	May-20	05-05-20	08-05-20
Roper Gulf Regional Council	Beswick (Wugular)		19-20			Gymnastics	May-20	14-05-20	17-05-20
Roper Gulf Regional Council	Numbulwar		19-20			Gymnastics	May-20	18-05-20	21-05-20
Roper Gulf Regional Council	Ngukurr		19-20			Gymnastics	May-20	25-05-20	28-05-20
Roper Gulf Regional Council	Jilkminggan		19-20			Gymnastics	Jun-20	01-06-20	04-06-20
Roper Gulf Regional Council	Beswick (Wugular)		18-19			NRL	Jun-20	09-06-20	12-06-20

**GENERAL BUSINESS**

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<b>ITEM NUMBER</b>	11.11
<b>TITLE</b>	Annual Civic Events and Festival Commitments
<b>REFERENCE</b>	829754
<b>AUTHOR</b>	Prue LANE, Communications Coordinator

**RECOMMENDATION**

- (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**
  - **Borrooloola and District Show**
  - **Great Northern Clean Up**
  - **Never Never Festival**
  - **Walaman Festival**
  - **Citizenship Ceremonies**
  - **Numbulwar Numbirindi Festival**

**BACKGROUND**

At the Ordinary Meeting of Council on 14 September 2017 Council confirmed its annual commitment to civic events and festivals within the Roper Region.

(a) That Council endorse providing support to the following Civic Events and Festivals.

- Australia Day
- Clean Australia Day
- ANZAC Day
- NAIDOC Week
- Barunga Festival
- Yugul Mangi Festival
- Borrooloola and District Show
- Great Northern Clean Up
- Never Never Festival
- Walaman Festival
- Citizenship Ceremonies

**ISSUES/OPTIONS/SWOT**

Council provides facilities and resources to support these events and needs to ensure there is adequate funding and resources available. Council would like the Local Authorities to provide their thoughts on the 2019 Events relevant to their community, as to run them more smoothly and what the communities would actually like to do with these events.

**ATTACHMENTS:**

- 1 2020 Events calendar - DRAFT.pdf





**GENERAL BUSINESS**

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**ITEM NUMBER** 11.12  
**TITLE** Aged Care and Disability Update  
**REFERENCE** 836560  
**AUTHOR** Sharon HILLEN, General Manager of Infrastructure Services and Planning.

**RECOMMENDATION**

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

**Commonwealth Home Support Program Clients (CHSP)**

The Commonwealth Home Support Program helps seniors access basic support services and assists them in living safely and independently in their own homes.

Services which can be (but not always) included in this package:

Meals and Other Food Services; Respite Care; Equipment; Transport and Social Support.

**CHSP Clients in Bulman - 4**

**National Disability Insurance Scheme Clients (NDIS)**

The National Disability Insurance Scheme entitles people who a permanent and significant disability under the age of 65 to funding for reasonable and necessary support in relation to their disability.

Services which can be included:

Personal Care Assistance; Social Support; Community Participation; Transport; Capacity Building Support; Assistive Technology and Home or Vehicle Modifications.

**NDIS Clients in Bulman - 3**

**ATTACHMENTS:**