



## **AGENDA**

# **JILKMINGGAN LOCAL AUTHORITY MEETING TUESDAY, 03 DECEMBER 2019**

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

- Tuesday, 03 December 2019
- The Conference Room
- Council Service Delivery Centre, Jilkmिंगgan
- Commencing at 10:00am

Your attendance at the meeting will be appreciated.

Phillip LUCK  
**Chief Executive Officer**

## **JILKMINGGAN CURRENT MEMBERSHIP:**

### **List Members of LA**

#### **Elected Members**

- 1. Mayor Judy MacFarlane**
- 2. Cr Annabelle Daylight**
- 3. Cr Ossie Daylight**

#### **Appointed Members**

- 1. Lisa McDonald**
- 2. Anne Marie McDonald (Woods)**
- 3. Simone Baker**
- 4. Rosina Farrell**
- 5. Phyllis Conway**
- 6. Shirley Roberts**
- 7. Wayne Roy**

**MEMBERS: 10**

**COUNCIL: 3**

**LA: 7**

**QUORUM: 6 (minimum requirement)**

**PROVISIONAL: 4**

#### **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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<b>ITEM NUMBER</b>	5.1
<b>TITLE</b>	Confirmation of Previous Minutes
<b>REFERENCE</b>	867374
<b>AUTHOR</b>	Ashleigh ANDERSON, Local Authority Coordinator

### **RECOMMENDATION**

**That the Jilkmिंगgan Local Authority confirms the minutes taken at the Jilkmिंगgan Local Authority Meeting held on 06 August 2019 to be a correct record of that meetings decisions and proceedings.**

### **BACKGROUND**

The Jilkmिंगgan Local Authority met with quorum on 06 August 2019 at 10:00am, attached are the recorded minutes from that meeting.

The scheduled Jilkmिंगgan Local Authority Meeting of Tuesday 01 October 2019 was cancelled due to sorry business.

The next scheduled Jilkmिंगgan Local Authority Meeting is on Tuesday 04 February 2020 at 10:00am.

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

*Nil*

### **FINANCIAL CONSIDERATIONS**

*Nil*

### **ATTACHMENTS:**

- 1 Jilkmिंगgan Local Authority 2019-08-06 [840177].DOCX



MINUTES OF THE JILKMINGGAN LOCAL AUTHORITY MEETING HELD AT THE  
CONFERENCE ROOM COUNCIL SERVICE DELIVERY CENTRE, JILKMINGGAN ON  
TUESDAY, 06 AUGUST 2019 AT 10:00 AM

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## **PRESENT/STAFF/GUESTS**

### **1.1 Elected Members**

- Mayor Judy MacFARLANE;
- Councillor Annabelle DAYLIGHT;

### **1.2 Appointed Members**

- Rosina FARRELL;
- Anne-Marie McDONALD (WOODS) ;
- Lisa McDONALD;
- Shirley ROBERTS;
- Wayne ROY;
- Phyllis CONWAY;
- Simone BAKER;

### **1.3 Staff**

- Phillip LUCK - Chief Executive Officer;
- Virginya BOON – Acting General Manager of Community Services and Engagement;
- Ashleigh ANDERSON – Local Authority Coordinator;
- Maddison LEE – Regional Community Safety Coordinator;
- Samantha PHELAN – Veterinarian;
- Rebecca BURRIE – Veterinarian;
- Michael McFARLANE – Council Services Coordinator (Jilkmिंगgan);
- Nikki VOWLES-MAGEE – Senior Administrative Support Officer (Jilkmिंगgan);

### **1.4 Guests**

- Amanda HAIGH – Department of Local Government, Housing and Community Development;
- Jilkmिंगgan Community Development Program members.

## **MEETING OPENED**

The Jilkmिंगgan Local Authority Meeting opened at 10:54am with **QUORUM**. The chairperson Annabelle DAYLIGHT welcomed Members, Staff and Guests and the Roper Gulf Regional Council Pledge was read. A minutes of silence was held 10:55am – 10:56am.

## **WELCOME TO COUNTRY**

**APOLOGIES AND LEAVE OF ABSENCE****4.1 APOLOGIES AND LEAVE OF ABSENCE**

110/2019 RESOLVED (Rosina FARRELL/Lisa McDONALD) CARRIED

- (a) That the Jilkminggan Local Authority noting that Councillor Ossie DAYLIGHT is absent and did not tender an apology.

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

111/2019 RESOLVED (Rosina FARRELL/Lisa McDONALD) CARRIED

- (a) That the Jilkminggan Local Authority adopts the previous minutes from the meeting of 04 June 2019 as a true and accurate record of that meeting and its decisions.

**CALL FOR ITEMS OF OTHER BUSINESS**

12.1 Community Development Program Workshop

12.2 Town Priorities

12.3 Animal Management By-Laws

**DISCLOSURES OF INTEREST**

*There were no declarations of interest at this Jilkminggan Local Authority.*

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

112/2019 RESOLVED (Rosina FARRELL/Anne-Marie McDONALD) CARRIED

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

**INCOMING CORRESPONDENCE**

*Nil*

**OUTGOING CORRESPONDENCE**

*Nil*

**GENERAL BUSINESS****11.1 LOCAL AUTHORITY MEETING ATTENDANCE**

113/2019 RESOLVED (Judy MacFARLANE/Rosina FARRELL) CARRIED

- (a) That the Jilkminggan Local Authority receives and notes the attendance records for the members of the Jilkminggan Local Authority between 03 April 2018 to 04 June 2019.



**11.2 CHAIRPERSON FOR THE LOCAL AUTHORITY**

114/2019 RESOLVED (Judy MacFARLANE/Anne-Marie McDONALD) *CARRIED*

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

**11.3 ELECTED MEMBER REPORT**

115/2019 RESOLVED (Lisa McDONLAD/Rosina FARRELL) *CARRIED*

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

**11.4 DRAFT LOCAL GOVERNMENT BILL**

116/2019 RESOLVED (Lisa McDONLAD/Simone BAKER) *CARRIED*

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

**11.5 YOUR VOICE, YOUR COMMUNITY CAMPAIGN**

117/2019 RESOLVED (Anne-Marie McDONALD/Simone BAKER) *CARRIED*

- (a) That the Jilkmिंगgan Local Authority receives and notes the feedback from the Your Voice, Your Community Campaign by the Department of Local Government, Housing and Community Development.

**11.6 COMMUNITY SAFETY SERVICES REPORT**

118/2019 RESOLVED (Judy MacFARLANE/Rosina FARRELL) *CARRIED*

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

**11.7 AGED CARE, DISABILITY AND CRECHE UPDATE**

119/2019 RESOLVED (Judy MacFARLANE/Anne-Marie McDONALD) *CARRIED*

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

**11.8 REMOTE SPORT VOUCHER SCHEME (RSVS)**

120/2019 RESOLVED (Wayne ROY/Shirley ROBERTS) *CARRIED*

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

**11.9 ANNUAL CIVIC EVENTS AND FESTIVAL COMMITMENTS**

121/2019 RESOLVED (Judy MacFARLANE/Phyllis CONWAY)

CARRIED

- (a) That the Jilkmिंगgan 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

**11.10 JILKMINGGAN MAIN ROAD UPDATE**

122/2019 RESOLVED (Rosina FARRELL/Shirley ROBERTS)

CARRIED

- (a) That the Jilkmिंगgan Local Authority receives and notes the update on the Jilkmिंगgan Main Road.

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

123/2019 RESOLVED (Phyllis CONWAY/Judy MacFARLANE)

CARRIED

- (a) That the Jilkmिंगgan Local Authority receives and notes the updated report on Local Authority Project Funding as at 21 July 2019;
- (b) That the Jilkmिंगgan Local Authority rescinds the decision to allocate \$1,000 towards the purchase of uniforms/shoes for the AFL competition;
- (c) That the Jilkmिंगgan Local Authority approves the removal of completed projects: 1613809 – Street Signs, 1613812 – Purchase of Bus Shelter from the Local Authority project register; and
- (d) That the Jilkmिंगgan Local Authority amends project 1613801 – Playground at the Sport and Recreational Hall Lot 77 to 1613801 – Playground at the end of Lot 69.

**11.12 COUNCIL FINANCIAL REPORT - JUNE 2019  
EXPENDITURE REPORT**

124/2019 RESOLVED (Rosina FARRELL/Lisa McDONALD)

CARRIED

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

**OTHER BUSINESS****12.1 COMMUNITY DEVELOPMENT PROGRAM WORKSHOP**

125/2019 RESOLVED (Rosina FARRELL/Shirley ROBERTS)

CARRIED

- (a) That the Jilkmिंगgan Local Authority receives and notes the following concerns raised by members of the Jilkmिंगgan Community Development Program (CDP):
- Not enough activities for young people;
  - Lack of variety in activities in men's CDP Program;
  - Crafts and being sent to Mataranka, not staying in Jilkmिंगgan; and
- (b) That the Jilkmिंगgan Local Authority requests that the CDP Regional Manager attend Jilkmिंगgan for a meeting to discuss the issues.

**12.2 TOWN PRIORITIES**

126/2019 RESOLVED (Wayne ROY/Anne-Marie McDONALD)

CARRIED

- (a) That the Jilkmिंगgan Local Authority approves the publication of their Town Priorities to be included in the annual report with the following amendments:
- Seating at the Football Oval is completed;
  - S.19 on the Sports and Recreation Court is Roper Gulf Regional Council's responsibility;
  - Sports Courts roof is a Local Authority Project, not the responsibility of the Jilkmिंगgan Community Aboriginal Corporation; and
  - That the CEO follow up on the information about the Sports and Recreation hall completion date, and ensure correct information is included in the table.

**12.3 ANIMAL MANAGEMENT BY-LAWS****No resolution was made for this item, noting that:**

The Jilkmिंगgan Local Authority received a presentation from Veterinarian Samantha PHELAN regarding Animal Management By-Laws and what they could mean for the Jilkmिंगgan Community. It was proposed that the presentation be included in the Community Safety Meeting to include more members of the Community.

**CLOSE OF MEETING**

The meeting terminated at 02:27pm.

THIS PAGE AND THE PRECEEDING PAGES ARE THE MINUTES OF THE Jilkmिंगgan Local Authority Meeting HELD ON Tuesday, 06 August 2019 AND CONFIRMED Tuesday, 03 December 2019.

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Chairperson

**BUSINESS ARISING FROM PREVIOUS MINUTES**

**ITEM NUMBER** 8.1  
**TITLE** Action List  
**REFERENCE** 867351  
**AUTHOR** Ashleigh Anderson, Local Authority Coordinator

**RECOMMENDATION:**

**That the Jilkmिंगgan Local Authority:**

- (a) **Receives and Notes the Action List;**
- (b) **Approves the removal of all completed Action List items.**

Date	Item No	Agenda Item	Action Required	Responsible Person	Status	Update
05.02.19	12.3	Community Meeting	Community Meeting to be held by Vets about Dangerous Dogs and Animal Management By-Laws	GM CS&E	Ongoing	Vets are developing house-to-house surveys for community consultation.
05.02.19	11.5	Cemetery Mapping	LA to confirm draft map and unknown graves	LA Members	In Progress	
08.5.19	11.1	Alcohol Signage	Artist to be sought to design signage	CSC	Ongoing	Jilkmिंगgan high school students are designing the signage.
08.05.19	12.1	Basketball Roofing	Costings to be obtained to install roof over Basketball Courts	GM IS&P	Ongoing	CSC to obtain measurements.
04.06.19	12.6	Community Safety Meeting	Acting GM CS&E to attend meeting	GM CS&E	Complete	Community Safety Report in Agenda.
06.02.18	9.3	Jilkmिंगgan Playground 2	Installation of Playground near old bow shed	CSC GM IS&P	Ongoing	Playground put back on hold.

14.12.18	11.6	Mulgan Camp Playground	Installation of Playground at Mulgan Camp	GM IS&P	Complete	Mulgan Camp Playground installed
04.12.18		Bollards	Installation of Bollards	CSC	In Progress	Installation of Bollards has commenced.
02.10.18	11.2	Bus Shelter	Issues with Roof	CSC	Ongoing	LA to inform what the issues are with the roof
06.08.19	11.11	LA Project Register Amendment	Finance to update LA Project Register	GM CS&S	Completed	Register Updated
06.08.19	12.1	CDP Program	CDP Regional Manager to investigate raised issues	GM CS&S	Completed	CDP Regional Manager discussed issues.
06.08.19	12.2	Town Priorities	Town Priority List to be updated	CEO	Completed	2019-20 Town Priorities updated
06.08.19	12.2	Completion Date of Sports and Recreation Hall	Confirm completion date	CEO	New	

### ***Long Term and Advocacy***

<b>Date</b>	<b>Item No</b>	<b>Agenda Item #</b>	<b>Action Required</b>	<b>Responsible Person</b>	<b>Status</b>	<b>Update</b>
01.08.17	12.11	Solar Lights at Mole Hill	Installation of Solar light at Mole Hill	GM IS&P / DLGHCD	Ongoing	Pending project confirmation from DLGHCD
05.02.19	11.1	Main Road	PWC to provide update on Bore	GM IS&P	In Progress	

### **ATTACHMENTS:**

There are no attachments for this report.

**GENERAL BUSINESS**

<b>ITEM NUMBER</b>	11.1
<b>TITLE</b>	Elected Member Report
<b>REFERENCE</b>	<b>867243</b>
<b>AUTHOR</b>	Ashleigh ANDERSON, Local Authority Coordinator

**RECOMMENDATION**

**That the Jilkmिंगgan 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](http://www.ropergulf.nt.gov.au) and can be provided upon request and all the Roper Gulf Regional Council offices.

**Decisions from the Ordinary Meeting of Council on 30 October 2019 include that Council:**

- Receives and notes the Never Never Ward Report;
- Approves the recommendations of the Mataranka Local Authority from the minutes of 01 October 2019;
- That Council receives and notes Emergency Response policy and provisions, particularly how they were applied to recent Mataranka Bushfires Emergency;
- That Footpaths in communities be added as an Action List item;
- Draws the winner of the 2019 Community Satisfaction Survey – Daphne Mawson was named the winner;
- Adopts the draft 2018-2019 Annual Report, including its Financial Statements, as a true and accurate report on the goals outlined in the 2018-2019 Regional Plan, in accordance with the *Local Government Act 2008* section 199, with amendments to formatting for publishing purposes;

**Upcoming Council Meetings**

<i>12 December 2019</i>	11:00am	Opening of Chambers	Katherine Support Centre
<i>13 December 2019</i>	8:30am	Ordinary Meeting of Council	Katherine Support Centre
<i>30 January 2020</i>	8:30am	Finance Committee Meeting	Katherine Support Centre
<i>26 February 2020</i>	8:30am	Ordinary Meeting of Council	Katherine Support Centre

**ATTACHMENTS:**

**GENERAL BUSINESS**

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<b>ITEM NUMBER</b>	11.2
<b>TITLE</b>	Council Services Report
<b>REFERENCE</b>	866595
<b>AUTHOR</b>	Michael McFARLANE, Council Services Coordinator

**RECOMMENDATION**

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

**Core Services**111 – *Councils Services General*

- New Senior Administrative Support Officer (SASO) commenced 11 November 2019 – Sofija Stajic
- Work Health and Safety (WHS) presentation and Fire training commenced 14 November 2019
- All council services going well

160 – *Municipal Services*

- Pleased to report our tip renovations are completed and inspected by Paul Wilson and waiting for Environmental Protection Agency (EPA) inspection
- Oval has been aerated and fertilized and will be done again early December before wet season
- All irrigation now working including mango trees, all up the Municipal Services team (MUNS) have replaced 116 sprinklers and 4 new valves
- Jilkmिंगgan high school students are designing the no alcohol and no drugs signs
- Basketball court roof - we have to move power lines because they are too close to the roof area. Have spoken to power and water
- We are looking into native trees and palms for the entrance to Jilkmिंगgan plus around the sports and rec hall
- Playground back on hold

**ATTACHMENTS:**

**GENERAL BUSINESS**

<b>ITEM NUMBER</b>	11.3
<b>TITLE</b>	Community Safety Services Report
<b>REFERENCE</b>	866780
<b>AUTHOR</b>	Maddison LEE, Community Safety Coordinator

**RECOMMENDATION**

**That the Jilkmिंगgan Local Authority receives and notes the Community Safety Services Report.**

*The Jilkmिंगgan Community Safety Team have a dedicated Community Safety Coordinator (Central Arnhem), Maddison Lee. She also coordinates Mataranka Community Safety. The Community Safety Program delivers Community Safety Patrol (Night Patrol), Sport and Recreation and Outside School Hours Care (OSHC).*

**401: Community Safety Patrol (formerly Night Patrol)**

- Number of adults assisted: Male: 23 Female: 33
- Number of youth assisted: Male: 145 Female: 130
- Number of Current staff: Male: 4 Female: 0
- Number of Community Safety Meetings Held: 1
- Number of times police were called: 6
- Stand out issues are, and steps we have taken to prevent these issues from occurring: Kids being out late at night. It is noticed that the same kids are being picked up multiple times a night. We are hoping with new staff at the Sport and Recreation Hall will make a difference by having the Hall open 5 days a week.
- Success stories: Have a full team of staff.
- On the 18 October 2019 there was an incident early in the morning. Night Patrol were alerted and acted accordingly to assist Community members before the Police arrived. Night Patrol are highly commended for their actions that morning.
- Next Community Safety Committee Meeting to be held on the 9 December 2019.

**403: Outside School Hours Care (OSHC)**

- Total number of students engaged: Male: 0 Female: 0
- Number of Educational Activities held during this period: 0
- Number of Cultural education activities held during this period: 0
- Number of Current staff: Male: 0 Female: 2
- 2 x new OSHC staff started on 5/11/2019.

**404: Indigenous Sport and Recreation**

- Number of Adults using Indigenous Sport and Recreation: Male: 6 Female: 6
- Number of Youth using Indigenous Sport and Recreation: Male: 104 Female: 81
- List of activities held during the last period: Daily activities being run at the Hall.
- Number of Current staff: Male: 0 Female: 1
- Success stories: Had a successful School Holiday Program in October. There were activities run almost every day in Community.
- Currently interviewing for a Sport and Recreation Officer. Looking at hiring a young male to be a role model for the young boys who attend Sport and Recreation.

**ATTACHMENTS:**



**GENERAL BUSINESS**

<b>ITEM NUMBER</b>	11.4
<b>TITLE</b>	2018-19 Local Authority Project Funding
<b>REFERENCE</b>	867396
<b>AUTHOR</b>	Josh CHEVALIER-BRINE, Grants Coordinator

**RECOMMENDATION**

**That the Jilkmिंगgan Local Authority 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	\$45,330.00
Other income/carried forward balance from 2016-17	\$38,215.60
Other income/carried forward balance from 2017-18	\$45,33.00
Total income	\$128,875.60
<b>Expenditure</b>	\$39,665.66
Total Expenditure	\$39,665.66
Surplus/(Deficit)	\$89,209.94

**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.

Jilkmिंगgan LAPF for 2019-20 is \$45,330 (GST Exclusive).

**ATTACHMENTS:**

1 138\_Certification\_Form\_2018-19\_Jilkmिंगgan



DEPARTMENT OF LOCAL GOVERNMENT,  
HOUSING AND COMMUNITY DEVELOPM

Roper Gulf Regional Council

CERTIFICATION OF 2018-19 LOCAL AUTHORITY PROJECT FUNDING

Local Authority: Jilkminggan  
File number: NA

INCOME AND EXPENDITURE ACQUITTAL FOR THE PERIOD ENDING 30 JUNE 2019

LAPF Grant	\$45,330.00
Other income/carried forward balance from 2016-17	\$38,215.60
Other income/carried forward balance from 2017-18	\$45,33.00
Total income	\$128,875.60
<b>Expenditure</b>	\$39,665.66
Total Expenditure	\$39,665.66
Surplus/(Deficit)	\$89,209.94

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) 03/10/2019

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**

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<b>ITEM NUMBER</b>	11.5
<b>TITLE</b>	Community Development Programme
<b>REFERENCE</b>	867670
<b>AUTHOR</b>	Janette HAMILTON, Community Development Program Regional Manager

**RECOMMENDATION**

**That the Jilkmिंगgan Local Authority receives and notes the Jilkmिंगgan CDP Report**

**BACKGROUND**

The Community Development Program (CDP) currently has a caseload of 70 participants in Jilkmिंगgan Community. Out of this there are currently 24 CDP participants in employment which a great effort.

CDP training activities recently have included a Food Handling Course which was run by Karen Sheldon Training, training took place at the school in their kitchen. Chainsaw operations which was delivered by BIITE, NT Drivesafe saw 21 participants attend with 3 requiring the drink driver education course, 1 gained P licence and the remainder obtaining their L licences, Mental Health First Aid training and Work Health and Safety (WHS).

Ongoing activities include jewellery making with the women participants and men utilizing recycled materials for tables / benches / sculptures etc and didgeridoo making and working with and supporting the EON Foundation Healthy Gardens projects.

Proposed training for early 2020 will include basic mechanical / small engine training, White Card.

CDP will continue to discuss with participants ongoing training requests that will be of benefit to participants and community.

**ISSUES/OPTIONS/SWOT**

Royalty monies were paid so this caused a lot of disruption to activities and attendance for the period that excess money was in community.

There has been a lot of Sorry Business with deaths and funerals occurring in the Roper Region as a whole. CDP organized a Mission Australia Counselor to attend the Community to talk to family and community affected by suicide to offer ongoing support

**FINANCIAL CONSIDERATIONS**

*Nil*

**ATTACHMENTS:**

There are no attachments for this report.

**GENERAL BUSINESS**

<b>ITEM NUMBER</b>	11.6
<b>TITLE</b>	Council Financial Report - October 2019
<b>REFERENCE</b>	867685
<b>AUTHOR</b>	Lokesh ANAND, Chief Financial Officer

**RECOMMENDATION**

**That the Jilkmिंगgan Local Authority receives and notes the Financial (Expenditure) Report for the month of October in the 2019-20 financial year.**

**BACKGROUND**

As per the Guideline 8 of the *Local Government Act 2008*, 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 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 \$39,925. The major activities contributing to this underspend are:

- Activity 110 - Fixed Asset (\$4,547); and
- Activity 138 – Local Authority (41,777). These projects are in progress and invoices not received and paid yet.

**Directorate of Commercial Services:**

The total of underspend under this directorate is \$52,116. There are two major activities contributing to this underspend:

- Activity 314-Service Fee CDP (\$41,824) due to vacant positions and staff absences;
- Activity 318 – Outcome Payments - CDP (\$5,000) due to project management fee and internal cost is not fully charged yet; and
- Activity 221 – Territory Housing (\$6,250) underspend due to staff absences.

**Directorate of Council & Community Services:**

The total underspend under this directorate is \$187,423. There are few activities where the actual expense incurred is less than the budgeted:

- Activity 111 - Council Service General (\$23,113) – Underspend is due to staff housing cost and other operating expense not fully recorded;
- Activity 161 - Waste Management (\$25,975) – Underspend is due to internal cost allocation not being paid to Mataranka for the provision of rubbish pick up services;
- Activity 347 - Crèche (\$78,040) – Underspend is due to carried forward funds from last year. These amount are reflected in budgets but not yet included in the actuals; and
- Activity 403 – Outside School Hours Care (\$21,388) – Underspend is due to vacant positions and staff absences.

**FINANCIAL CONSIDERATIONS**

*Nil*

**ATTACHMENTS:**

- 1 Jilkmिंगgan Local Authority - Expenditure Report 31 October 2019.pdf

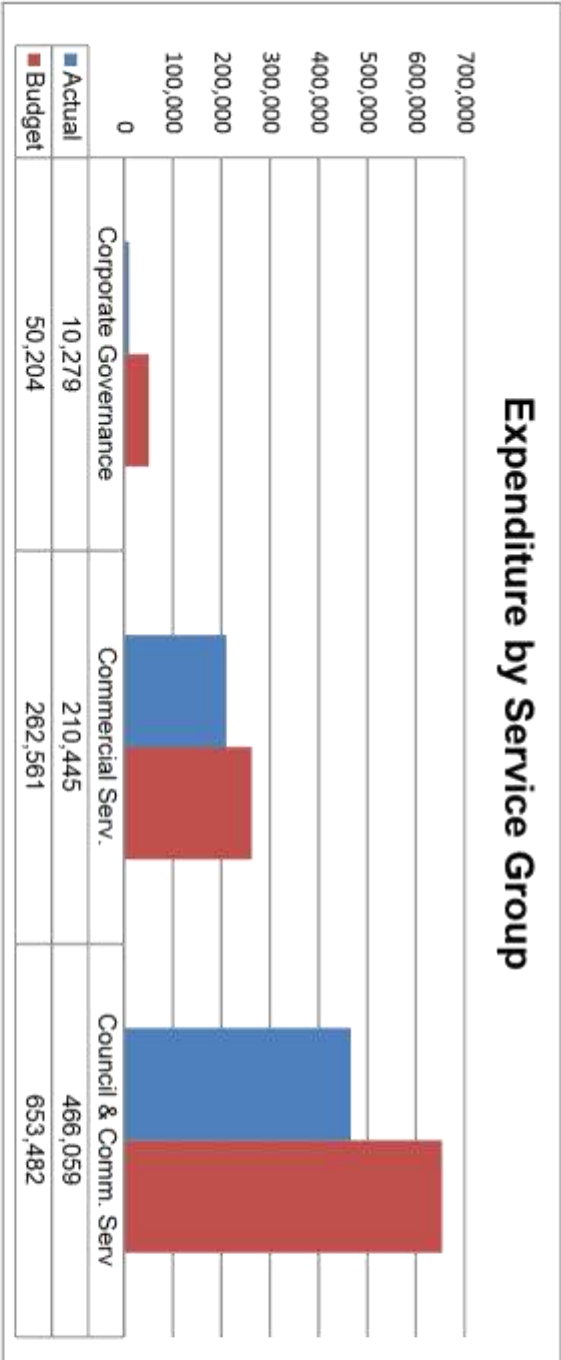
# Roper Gulf Regional Council Jilkmiggan Expenditure Report as at 31 October 2019



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

Oct 2019 Actual	Oct 2019 Budget	Oct 2019 Variance	Annual Budget	Percentage of Budget Spent
10,279	50,204	39,925	150,612	20%
210,445	262,561	52,116	787,683	80%
466,059	653,482	187,423	1,960,445	71%
<b>686,782</b>	<b>966,247</b>	<b>279,464</b>	<b>2,898,740</b>	<b>71%</b>

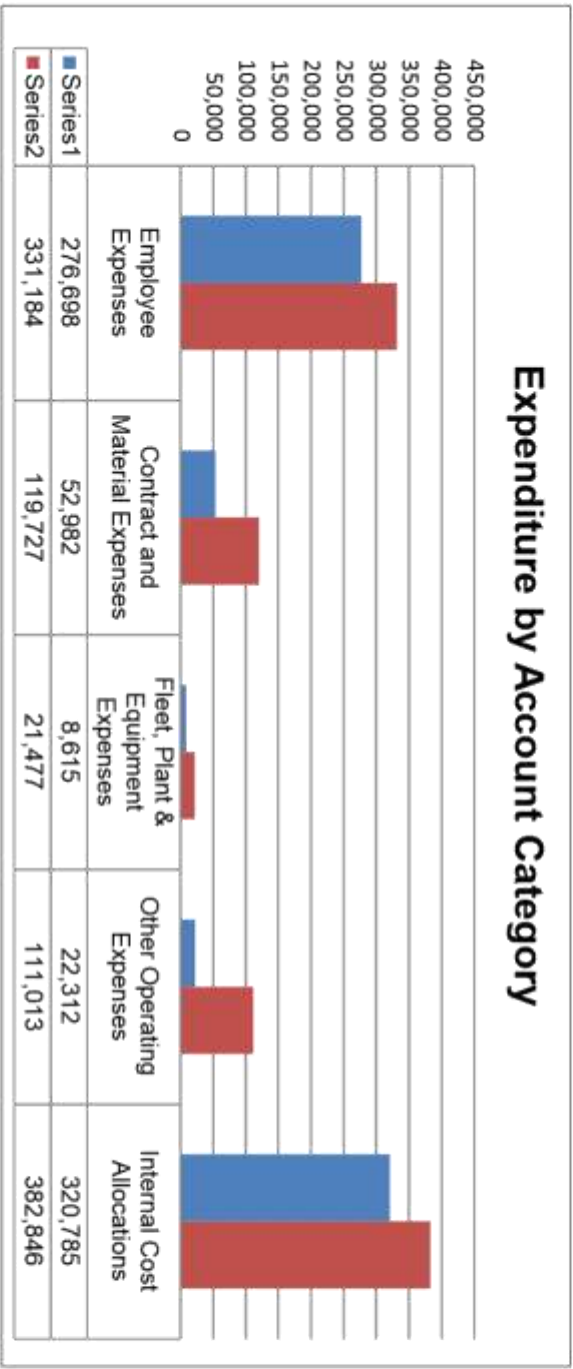
## Expenditure by Service Group



# Roper Gulf Regional Council Jilkmiggan Expenditure Report as at 31 October 2019



	Oct 2019 Actual	Oct 2019 Budget	Oct 2019 Variance	Annual Budget	Percentage of Budget Spent
<b>Expenditure by Account Category</b>					
Employee Expenses	276,698	331,184	54,486	993,553	84%
Contract and Material Expenses	52,982	119,727	66,745	359,180	44%
Fleet, Plant & Equipment Expenses	8,615	21,477	12,862	64,430	40%
Other Operating Expenses	22,312	111,013	88,700	333,038	20%
Internal Cost Allocations	320,785	382,846	62,061	1,148,539	84%
Capital Expenditure	5,390	0	5,390	0	0%
<b>Total Expenditure</b>	<b>686,782</b>	<b>966,247</b>	<b>279,464</b>	<b>2,898,740</b>	<b>71%</b>



## Roper Gulf Regional Council Jilkmiggan Expenditure Report as at 31 October 2019



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

110 - Assets Management - Fixed Assets	513	5,060	4,547	15,179	Budgeted for s19 leases, invoices not received and paid yet.
132 - Local Authority	387	1,969	1,582	5,908	Underspend on local authority meeting catering and travel allowance.
138 - Local Authority Project	0	41,777	41,777	125,330	Please see attached project register for more details.
202 - Staff Housing	35	1,398	1,433	4,195	Budgeted expense for assets repair and maintenance not spent yet.
245 - Visitor Accommodation and External Facility Use	9,414	0	9,414	0	Overspent on Lot 34 Jilkmiggan for supply and delivery of furniture, expense will be adjusted in next budget revision.
<b>Sub Total</b>	<b>10,279</b>	<b>50,204</b>	<b>39,925</b>	<b>150,612</b>	

### Commercial Serv.

221 - Territory Housing Tenancy Manag	8,006	14,256	6,250	42,769	Staff absences leads to underspend in wages and other operating expense.
244 - Power Water contract	36,985	36,014	971	108,042	Immaterial variance.
246 - Commercial Australia Post	2,487	2,500	13	7,500	Immaterial variance.

## Roper Gulf Regional Council Jilkmiggan

### Expenditure Report as at 31 October 2019



Activity Listing	Oct 2019 Actual	Oct 2019 Budget	Oct 2019 Variance	Annual Budget	Explanation
314 - Service Fee - CDP	142,967	184,790	41,824	554,371	Underspend is due to vacant positions that leads to less operating expense. Project management fee is not fully recorded yet.
318 - Outcome Payments - CDP	20,000	25,000	5,000	75,000	Project Management and internal department cost not charged yet.
<b>Sub Total</b>	<b>210,445</b>	<b>262,561</b>	<b>52,116</b>	<b>787,683</b>	

#### Council & Comm. Serv

111 - Council Services General	66,717	89,830	23,113	269,491	Staff housing cost allocation is not coded yet and operating expense is also underspend.
160 - Municipal Services	91,819	102,175	10,356	306,524	Underspend is due to less request for vehicles and assets repair maintenance.
161 - Waste management	16,458	42,433	25,975	127,299	Cost allocation for rubbish collection is not completed yet.
164 - Local Emergency Management	0	2,243	2,243	6,730	
170 - Australia Day	0	100	100	300	Overspent on food and catering for Naidoc week celebrations, will adjusted in next budget revision.
171 - Naidoc Week	1,437	100	1,337	300	Budgeted for materials and contract expense, not spent yet.
200 - Local roads maintenance	989	5,167	4,178	15,500	



## Roper Gulf Regional Council Jilkmiggan Expenditure Report as at 31 October 2019



Activity Listing	Oct 2019 Actual	Oct 2019 Budget	Oct 2019 Variance	Annual Budget	Explanation
201 - Street lighting	297	1,800	1,503	5,400	Underspend due to not spent on repair and maintenance yet.
341 - Commonwealth Aged Care Packa	7,438	8,923	1,485	26,768	Immaterial variance.
344 - Commonwealth Home Support Pr	2,632	4,786	2,153	14,357	Immaterial variance.
347 - Creche	147,766	225,806	78,040	677,419	Carried forward unspent funds reflected in budgets but not accounted in actuals.
350 - Centrelink	14,511	15,446	935	46,339	Immaterial variance.
381 - Animal Control	766	176	590	528	Immaterial variance.
401 - Night Patrol	76,013	82,865	6,852	248,594	Immaterial variance.
403 - Outside School Hours Care	33,490	54,878	21,388	164,634	Underspend due to staff absence and vacant positions.
404 - Indigenous Sports and Rec Progre	5,603	10,288	4,685	30,863	Underspend on staff wages and other expense.
407 - Remote Sports and Recreation	0	1,167	1,167	3,500	
410 - National Youth Week	45	0	45	0	Immaterial variance.
414 - Drug and Volatile Substances	0	4,300	4,300	12,900	
416 - Youth Vibe Grant	0	833	833	2,500	
423 - SPG - Diversion Evenings	76	167	91	500	Immaterial variance.
<b>Sub Total</b>	<b>466,059</b>	<b>653,482</b>	<b>187,423</b>	<b>1,960,445</b>	
<b>Total Expenditure</b>	<b>686,782</b>	<b>966,247</b>	<b>279,464</b>	<b>2,898,740</b>	

**GENERAL BUSINESS**

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<b>ITEM NUMBER</b>	11.7
<b>TITLE</b>	Governance Report - Local Authority Project Register Update
<b>REFERENCE</b>	867790
<b>AUTHOR</b>	Lokesh ANAND, Chief Financial Officer

**RECOMMENDATION**

**That the Jilkmिंगgan Local Authority receives and notes the updated report on Local Authority Project Funding as at 18 November 2019.**

**BACKGROUND**

Since 2014, the Jilkmिंगgan Local Authority has received a total of \$210,501 in Local Authority Project Funding from the Department of Local Government, Housing and Community Development.

Total funding allocated \$195,770 and currently spent is \$121,291.

**There are \$9,375 funds available for further allocation.**

Please find the attached summary and status of the project/s that the Local Authority has allocated funds.

**ISSUES/OPTIONS/SWOT**

*Nil*

**FINANCIAL CONSIDERATIONS**

*Nil*

**ATTACHMENTS:**

1 Jilkmिंगgan Local Authority Project Register 18.11.2019.pdf

### Jilkmिंगgan Local Authority Project Funding - As at 18.11.2019

Funds received from Department	\$	210,501.00
Funds allocated to projects by Local Authority Members	\$	195,770.00
Surplus/(Deficit) from completed projects	-\$	5,355.28
Unallocated remaining funds	\$	9,375.72
Funding 2019-20 (not yet received)	\$	45,330.00

Project ID	Projects	Prjct Budget	Actual Expenditure	Project Status
1613801	Playground at the Sport and Recreational Hall Lot 69	\$ 57,000.00	\$ 21,653.61	In Progress
1613804	Seating material (CDP to build and install)	\$ 18,000.00	\$ 8,546.62	In Progress
1613805	Seating at the Sports Oval	\$ 26,125.00	\$ 26,090.55	In Progress
1613810	2nd Playground on Jilkmिंगgan Street	\$ 30,000.00		Funding allocated 02.10.2018
1613811	Contribution towards Mulgan Camp playground	\$ 5,000.00		Funding allocated 02.10.2018
	Total for current projects in progress	\$ 136,125.00	\$ 56,290.78	
	Total for completed projects	\$ 59,645.00	\$ 65,000.28	
	<b>Grand Total</b>	<b>\$ 195,770.00</b>	<b>\$ 121,291.06</b>	