



AGENDA

JILKMINGGAN LOCAL AUTHORITY MEETING TUESDAY, 4 JUNE 2019

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

- Tuesday, 4 June 2019 at
- The Conference Room Council Service Delivery Centre, Jilkmिंगgan
- Commencing at 10.00 am

Your attendance at the meeting will be appreciated.

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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	<i>Nil</i>	
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CONFIRMATION OF PREVIOUS MINUTES



ITEM NUMBER 5.1
TITLE Confirmation of Previous Minutes
REFERENCE 819344
AUTHOR Ashleigh Anderson, Local Authority Coordinator

RECOMMENDATION

- (a) **That the Jilkmिंगgan Local Authority adopts the previous minutes from the meeting held on Wednesday 08 May 2019 as a true and accurate record of that meeting.**

BACKGROUND

The Jilkmिंगgan Local Authority met on Wednesday 08 May 2019 at 11.00hrs at the Jilkmिंगgan Roper Gulf Regional Council office and achieved Quorum on that day.

Attached are the minutes from that meeting.

ATTACHMENTS:

- 1 [↓](#) Jilkmिंगgan Local Authority 2019-05-08 [819210].DOCX



MINUTES OF THE JILKMINGGAN LOCAL AUTHORITY MEETING # 02 OF THE ROPER GULF REGIONAL COUNCIL MEETING HELD AT THE CONFERENCE ROOM COUNCIL SERVICE DELIVERY CENTRE, JILKMINGGAN ON WEDNESDAY, 08 MAY 2019 AT 11.00HRS

PRESENT/STAFF/GUESTS

1.1 Elected Members

- Mayor Judy MacFARLANE
- Councillor Annabelle DAYLIGHT

1.2 Appointed Members

- Lisa McDONALD
- Anne-Marie McDONALD
- Simone BAKER
- Rosina FARRELL

1.3 Staff

- Sharon HILLEN – Acting Chief Executive Officer
- Ashleigh ANDERSON – Local Authority Coordinator
- Josef PERNER – Acting Council Service Coordinator (Jilkmिंगgan)

1.4 Guests

- Josie LARDY – Jilkmिंगgan Community Aboriginal Corporation
- Amanda HAIGH – Department of Local Government, Housing and Community Development
- Alex KARANIKOCAS – Department of Local Government, Housing and Community Development
- Garry GILES – Department of Local Government, Housing and Community Development
- Deanna KENNEDY – Department of Prime Minister and Cabinet

MEETING OPENED

The Jilkmिंगgan Local Authority Meeting was declared opened at 11.50hrs with **Quroum**. Mayor Judy MacFARLANE welcomed Members, Staff and Guests to the meeting and the Roper Gulf Regional Council pledge was read

WELCOME TO COUNTRY

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

96/2019 RESOLVED (Anne-Marie McDONALD/Annabelle DAYLIGHT) CARRIED

(a) That the Jilkmिंगgan Local Authority accepts the apologies of Councillor Ossie DAYLIGHT and Local Authority Member Phyllis CONWAY.

CONFIRMATION OF PREVIOUS MINUTES**5.1 CONFIRMATION OF PREVIOUS JILKMINGGAN LOCAL AUTHORITY MEETING MINUTES**

97/2019 RESOLVED (Lisa McDONALD/Rosina FARRELL) CARRIED

(a) That the Jilkmिंगgan Local Authority accepts the Jilkmिंगgan Local Authority Minutes from the meeting held 05 February 2019.

DISCLOSURES OF INTEREST

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

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

98/2019 RESOLVED (Rosina FARRELL/Simone BAKER) CARRIED

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

INCOMING CORRESPONDENCE

Nil

OUTGOING CORRESPONDENCE

Nil

BUSINESS ARISING**12.1 Local Authority Project Funding****GENERAL BUSINESS****11.1 ALCOHOL SIGNAGE**

99/2019 RESOLVED (Anne-Marie McDONALD/Lisa McDONALD) CARRIED

(a) That the Jilkmिंगgan Local Authority receives and notes Alcohol Signage from Beswick Community.

Action: CSC to investigate potential artists for the Alcohol Signage design

11.2 RPDO REPAIRS AND MAINTENACE PROGRAM

100/2019 RESOLVED (Annabelle DAYLIGHT/Rosina FARRELL) CARRIED

(a) That the Jilkmिंगgan Local Authority receives and notes the presentation from

the Department of Local Government, Housing and Community Development relating to the RPDO Repairs and Maintenance Program.

11.3 TOWN PRIORITIES 2019-20

101/2019 RESOLVED (Simone BAKER/Anne-Marie McDONALD)

CARRIED

(a) That the Jilkmिंगgan Local Authority reviews its Town Priorities for 2019-20 noting amendments as follows:

- Removing completed priority: Complete Roof Installation of Sports and Recreation Hall;
- Removing completed priority: Improve entry and office facilities to allow better supervision and operation of the hall;
- Removing completed priority: Provide roller shutters or sliding glass windows for the kitchen;
- Removing completed priority: Investigation of ventilation and cooling;
- Including fill Dump road wet areas;
- Include Basketball Court cover;
- Removing completed priority Play equipment at Sports and Recreation Centre area, Bough Shed and Sungodown Camp.

BUSINESS ARISING

12.1 LOCAL AUTHORITY PROJECT FUNDING

102/2019 RESOLVED (Anne-Marie McDONALD/Simone BAKER)

CARRIED

(a) That the Jilkmिंगgan Local Authority requests Council to investigate costing and style options for placing a roof over the Basketball Courts.

OTHER BUSINESS

Nil

CLOSE OF MEETING

The meeting terminated at 13.33hrs.

THIS PAGE AND THE PRECEEDING PAGES ARE THE MINUTES OF THE Jilkmिंगgan Local Authority Meeting HELD ON Wednesday, 08 May 2019 AND CONFIRMED Tuesday, 04 June 2019.

Chairperson

BUSINESS ARISING FROM PREVIOUS MINUTES

ITEM NUMBER 8.1
TITLE Action List
REFERENCE 819760
AUTHOR Ashleigh Anderson, Local Authority Coordinator

RECOMMENDATION:

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

Date	Item	Title	Comments	Responsible Person	Status	Update
01.08.2017	12.11	Solar Lights at Mole Hill	LA Request: Outstations Program to fund	DCS / Projects	Ongoing	Awaiting funding to be approved for a second solar light
06.02.2018	9.3	Jilkmिंगgan Playgrounds	Playground 1 (Lot 37) (completed) Playground 2 (Eastern Side)	CSC	In progress	Playground 2 update from Antony.
04.12.2018	11.6	Mulgan Camp Playground		CSC/DCS	In Progress	Quote awarded.
04.12.2018		Bollards in Community	Removal of Rocks and Installation of Bollards	CSC	In progress	08/05/2019 – Waiting on equipment to install Bollards
02.10.2018	11.2	Bus Shelter	Proposed location of shelter: near RGRC Office	CEO	In Progress	08/05/2019 – received bus stop. Awaiting approval from JCAC
05.02.2019	12.3	Community Meeting: Dangerous Dogs	Veterinarian Dr. Samantha PHELAN to hold meeting about dangerous dogs	Animal Management	Ongoing	To be rescheduled

05.02.2019	11.1	Design and Documentation for Main Road	LA Request: to see design and documentation for its main road	Roads Coordinator	Ongoing	08/05/2019 – Engineer engaged. Consolation with JCAC underway – design yet to be decided
05.02.2019	11.5	Draft Burial and Cremation Bill	Councillor Ossie Daylight, Mayor Judy MacFarlane and Josef Perner	Councillor/Mayor/CSC	Ongoing	08/05/2019 – No graves have been mapped. Mayor and Josef Perner to Coordinate.
08.05.19	11.1	Alcohol Signage	CSC to investigate artist in area for design of the sign	CSC	NEW	
08.05.19	12.1	Basketball Court Roofing	CEO/Council to investigate options (costing and style) for roof over the Basketball Courts	CEO/Project/Finance	NEW	

ATTACHMENTS:

There are no attachments for this report.

GENERAL BUSINESS



ITEM NUMBER	11.1
TITLE	LA001 - Local Authority Policy
REFERENCE	817905
AUTHOR	Ashleigh Anderson, Local Authority Coordinator

RECOMMENDATION

- (a) **That the Jilkmिंगgan 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 and;
- Special Meetings cannot be called in same manner as Special Council Meetings. Extra Meetings *may* be called by the Chair or by Council, however these must be convened as standard Local Authority Meetings.

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/

ATTACHMENTS:

1  LA001 - Local Authority Policy.pdf

1. POLICY CERTIFICATION

Policy title:	Local Authority Policy
Policy number:	LA001
Category:	Policy
Classification:	Local Authority
Status:	Approved

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

Councillor	An elected member of Roper Gulf Regional Council
G&CP	Governance, Corporate Planning & Compliance business unit
LA	Local Authority
Mayor	The principal member of Roper Gulf Regional Council
RGRC	Roper Gulf Regional Council
CSC	Council Services Coordinator
Ward Councillor	The elected member representing the Ward
Appointed Member	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
Member	includes appointed members and non-appointed members. [Clause 4, Guideline 8] – all members of the Local Authority
Non-Appointed Member	Elected Member for the Ward in which the Local Authority is situated in.
Provisional Meeting	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</i>

half of the appointed members present. [Clause 4, Guideline 8]
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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 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.

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;
- 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 the Governance, Corporate Planning and Compliance Unit will be responsible for coordinating the 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.

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	LA001
Policy Owner	Governance
Endorsed by	SLT
Date approved	29 January 2014
Revisions	30 March 2016, 23 August 2017, 17 April 2019
Amendments	Replaces LB001 Local Board Policy prior 29 January 2014, 23 August 2017, 29 August 2018 FCM, 17 April 2019 OCM
Next revision due	June 2021

9. CONTACT PERSON

Contact person

Manager, Governance and Corporate Planning

Contact number

08 8972 9005

GENERAL BUSINESS

ITEM NUMBER	11.2
TITLE	Elected Member Report
REFERENCE	819296
AUTHOR	Ashleigh Anderson, Local Authority Coordinator

RECOMMENDATION

- (a) **That the Jilkminggan Local Authority receives and notes the Elected Members Report.**

BACKGROUND

The Elected Members report provides Local Authorities with a summary of the Agenda items and decisions made at the Ordinary Meeting of Council since the previous Local Authority Meeting, with the aim to convey the information from those meetings to the 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) and can be provided upon request at all the Council offices.

ISSUES/OPTIONS/SWOT

At Ordinary Meeting of Council held in Barunga on Wednesday 17 April 2019, the full details are in the Ordinary Meeting of Council's Minutes on the website.

Decisions include:

Ward Reports:

- 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 from the Never Never Ward Report:

All approved recommendations from all wards are publicly available on the Roper Gulf Regional Council website.
- That Council notes its obligations under the Council's Code of Conduct and that the Elected Members affirm their commitment to the Members' Code of Conduct (CL001);
- That Council resolves to nominate Mayor Judy MacFARLANE for membership on the LGANT executive board;
- That Council resolves to keep to keep charging rates in line with adopted rating policy;
- That Council adopts the revised LA001 Local Authority Policy;
- That Council prescribes for each Local Authority the number of Appointed Members.
 - Jilkminggan – six (6) appointed members.
- That Council reviews draft Roper Gulf By-Laws;
- That Council resolves that its concerns pertaining to the draft By-Laws are put to the Territory as formal correspondence;
- That Council approves the 2019 Community Satisfaction Survey to be carried out;
- That Council receives and notes the report on Council's potential involvement in the Northern Territory Government's Houses for Health Program;

- That Council allocates another \$30,000 towards design, scoping, and costing for Jilkminggan, Mataranka and Urapunga projects;
- That Council make a submission to the Exposure Draft of the Liquor Bill 2019, based on compilation of previous correspondence to the Territory pertaining to alcohol and its impact on Council operations;
- That Council informs the Territory that it wants 20km exclusion zone around all Communities prohibiting on-shore gas exploration or production activities;

Decisions from the Finance Committee on 27 March 2019 include:

- The Finance Committee approves the disposal of the following assets via auction:
 - Toyota LandCruiser Wagon
 - John Deere 5403 Tractor
 - John Deere 997 Zero Turn Mower
 - John Deere 850D Rough Terrain Vehicle x 2
 - Kubota B26 Tractor

On 28 May 2019 a Special Council Meeting is scheduled in Katherine, due to the timing of the meeting resolutions will be unavailable for this report.

On 29 May 2019 a Roads Committee Meeting is scheduled at 08.30 and a Finance Committee meeting is scheduled at 10.30 in Katherine, due to the timing of the meeting resolutions will be unavailable for this report.

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/

A printed copy can be requested at any Roper Gulf Council Office.

ATTACHMENTS:

GENERAL BUSINESS



ITEM NUMBER	11.3
TITLE	NAIDOC Week
REFERENCE	819945
AUTHOR	Prue LANE, Communications Coordinator

RECOMMENDATION

- (a) **That the Jilkminggan Local Authority receives and notes the report relating to NAIDOC week;**
- (b) **That the Jilkminggan Local Authority informs Council of its plans and festivities for that week.**

BACKGROUND

NAIDOC Week celebrations are held across Australia each July to celebrate the history, culture and achievements of Aboriginal and Torres Strait Islander peoples. NAIDOC is celebrated not only in Indigenous communities, but by Australians from all walks of life. The week is a great opportunity to participate in a range of activities and to support your local Aboriginal and Torres Strait Islander community.

Council selects the Civic Events it wishes to participate in at the start of each Financial Year. Each community is expected to fulfill its obligation to put on an event to honour Councils choices. NAIDOC week occurs between 07 – 14 of July 2019. This year's theme is Voice, Treaty, Truth.

ISSUES/OPTIONS/SWOT

Jilkminggan Local Authority will need to report their plans for NAIDOC week no later than the 24 of June 2019.

FINANCIAL CONSIDERATIONS

Council will discuss financial support based on the activities decided on.

ATTACHMENTS:

GENERAL BUSINESS



ITEM NUMBER	11.4
TITLE	Goverance Report - Local Authority Project Register Update
REFERENCE	820913
AUTHOR	Lokesh ANAND, Chief Financial Officer

RECOMMENDATION

- (a) **That the Jilkmिंगgan Local Authority receives and notes the updated report on Local Authority Project Funding as at 21 May 2019.**

BACKGROUND

Since 2014, the Jilkmिंगgan Local Authority has received a total of \$210,501 in Local Authority Project Funding from the Department of Housing and Community Development. Total funding allocated \$209,866 and currently spent is \$121,291. There is no funds available for further allocation.

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

ISSUES/OPTIONS/SWOT

NIL

FINANCIAL CONSIDERATIONS

NIL

ATTACHMENTS:

- 1 [↓](#) Jilkmिंगgan Local Authority Project Register 21.05.2019.pdf

Jilkmिंग्गान Local Authority Project Funding - as at 21.05.2019

Funding received from Department	Income	Funds Allocated	Remaining Unallocated funds	
2014-15	\$ 39,947.00	\$ 39,947.00		
2015-16	\$ 39,947.00	\$ 39,947.00		
2016-17	\$ 39,947.00	\$ 39,947.00		
2017-18	\$ 45,330.00	\$ 41,929.00	-\$ 1,954.28	
2018-19	\$ 45,330.00	\$ 48,096.00	-\$ 2,766.00	
Total	\$ 210,501.00	\$ 209,866.00	-\$ 4,720.28	Need to realise from any existing in progress project savings

Project ID	Projects funding has been allocated to:	Prjct Budget	Tot Prjct Cost	Project Status
1613801	Playground at the Sport and Recreational Hall Lot	\$ 57,000.00	\$ 21,653.61	In Progress
1613804	Seating material (CDP to build and install)	\$ 18,000.00	\$ 8,546.62	Project Approved ,In Preliminary stages
1613805	Seating at the Sports Oval	\$ 26,125.00	\$ 26,090.55	In Progress
1613808	Purchase Uniform/shoes for AFL competition	\$ 1,000.00		To be resolved by LA
1613809	Street Signs	\$ 2,200.00		Funding allocated 02.10.2018
1613810	2nd Playground on Jilkmिंग्गान Street	\$ 30,000.00		Funding allocated 02.10.2018
1613811	Contribution towards Mulgan Camp playground	\$ 5,000.00		Funding allocated 02.10.2018
1613812	Purchase of Bus Shelter	\$ 10,896.00		Funding allocated 05.02.2019
	Total for current projects in progress	\$ 150,221.00	\$ 56,290.78	
	Total for completed projects	\$ 59,645.00	\$ 65,000.28	
	Grand Total	\$ 209,866.00	\$ 121,291.06	

GENERAL BUSINESS

ITEM NUMBER	11.5
TITLE	Council Financial Report - Month April 2019 Expenditure Report
REFERENCE	820914
AUTHOR	Lokesh ANAND, Chief Financial Officer

RECOMMENDATION

- (a) **That the Jilkminggan Local Authority receives and notes the Financial (Expenditure) Report for the month of April 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 and overspends in few activities as outlined in the attached expenditure report. The explanation for these underspends and overspends for each directorate is as follows:

Directorate of Corporate Governance

The total overspend under this directorate is \$38,611. There are two major activities contributing to this overspend – Rent payment for various properties in Jilkminggan to JCAC \$116,643 for financial year 2012 to 2018. There are also underspend of \$90,021 for Local Authority Project funding. Please find attached project register for update.

Directorate of Commercial Services

The total of underspends under this directorate is \$196,641. The major activity contributing to this underspend is Service Fee – Community Development Program (CDP) as \$116,996 due to staff absence and position vacant, less material purchased and less cost of running vehicles. The Outcome Payments for CDP underspent by \$49,542 towards administration fee and project management.

Directorate of Council and Community Services

The total underspends under this directorate is \$209,175. The major activity was Crèche as underspend total of \$123,030 on staff cost allocation, materials expenses, staff wages and other operating costs.

FINANCIAL CONSIDERATIONS

NIL

ATTACHMENTS:

- 1 [↓](#) Jilkmiggan Local Authority - Expenditure Report 30.04.2019.pdf

**Roper Gulf Regional Council
Jilkmiggan**

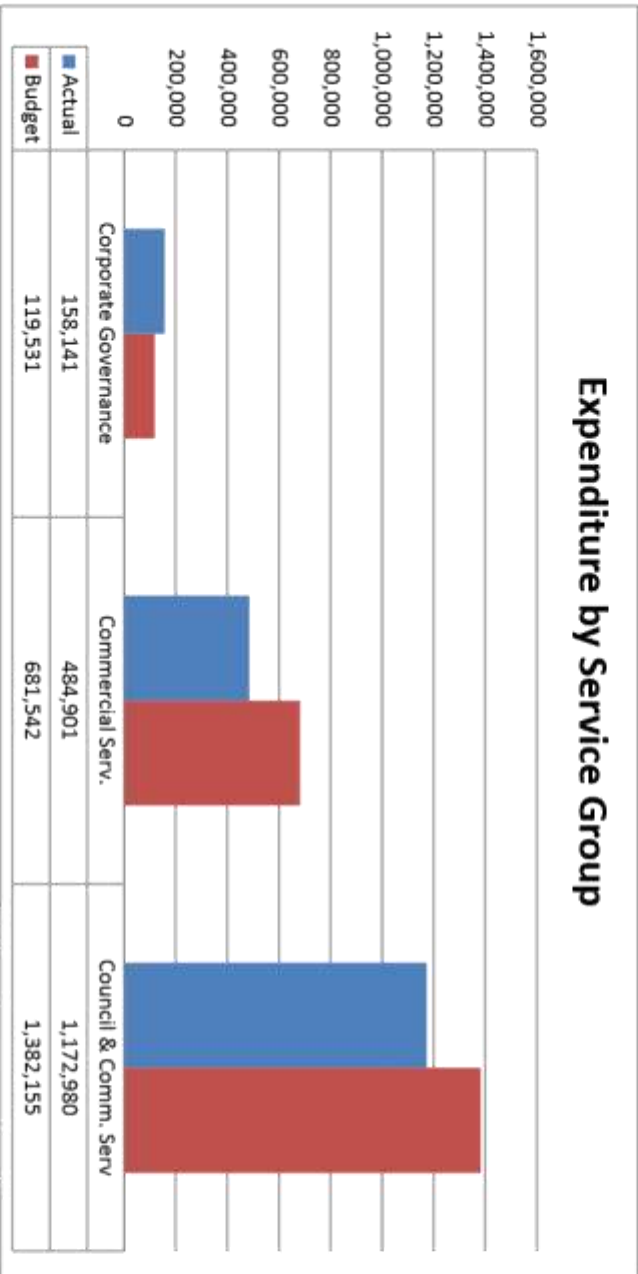


Expenditure Report as at 30th April 2019

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

	Current Month			Annual Budget	Proportion of Budget Spent
	Apr-19 Actual	Apr-19 Budget	Apr-19 Variance		
Corporate Governance	158,141	119,531	38,611	143,437	132%
Commercial Serv.	484,901	681,542	196,641	817,850	71%
Council & Comm. Serv	1,172,980	1,382,155	209,175	1,658,586	85%
Total Expenditure	1,816,022	2,183,227	367,205	2,619,873	83%

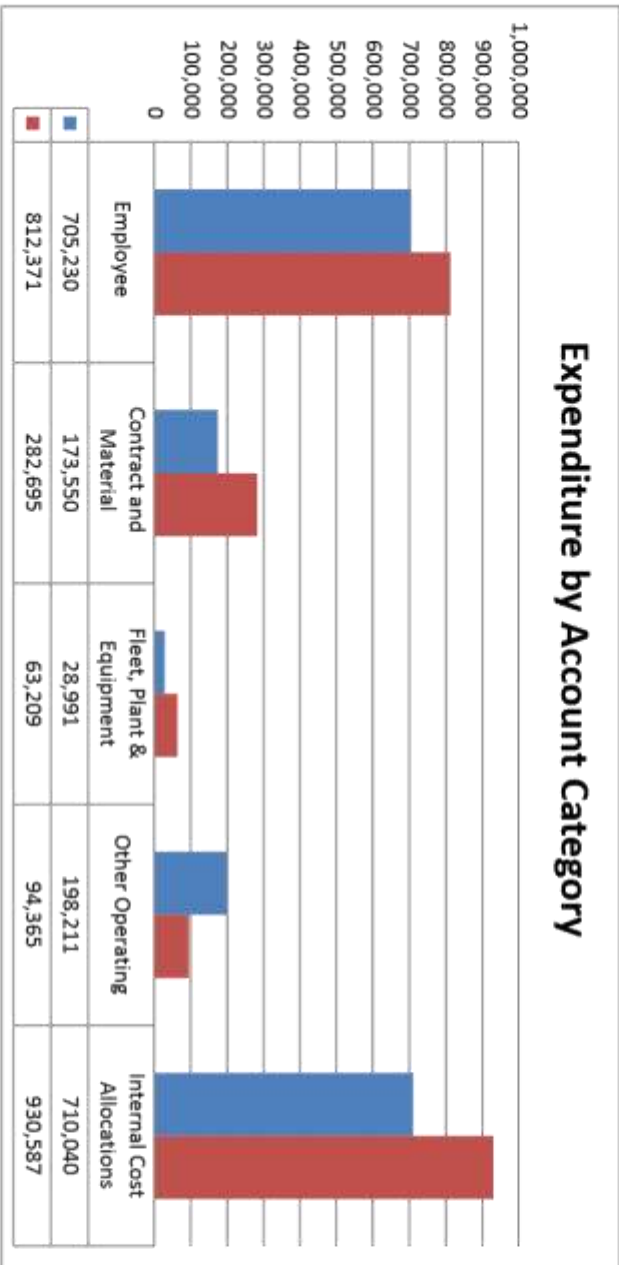
Expenditure by Service Group





Roper Gulf Regional Council
Jilkmiggan
Expenditure Report as at 30th April 2019

Expenditure by Account Category	Current Month		Apr-19 Variance	Proportion of Budget Spent	
	Apr-19 Actual	Apr-19 Budget		Annual Budget	Spent
Employee	705,230	812,371	107,141	974,845	87%
Contract and Material	173,550	282,695	109,145	339,234	61%
Fleet, Plant & Equipment	28,991	63,209	34,218	75,851	46%
Other Operating	198,211	94,365	103,846	113,238	210%
Internal Cost Allocations	710,040	930,587	220,547	1,116,705	76%
Total Expenditure	1,816,022	2,183,227	367,205	2,619,873	83%



Activity Listing	Current Month		Annual Budget	Explanation
	Apr-19 Actual	Apr-19 Budget		
Corporate Governance				
110 - Assets Management - Fixed Asse	118,310	1,667	2,000	The invoice for building leases for the financial years 2012 to 2018 is paid in current financial year. Budget will be adjusted at second revision.
131 - Council and Elected Members	300	0	0	The budget for councillor's mobile phone recharge is kept at HQ. This will be adjusted at second budget revision.
132 - Local Authority	651	5,453	6,544	The underspend is due to less expense incurred for local authority members allowance and catering.
138 - Local Authority Project	17,376	107,396	128,876	Please find attached project register for updates.
202 - Staff Housing	4,412	5,014	6,017	
245 - Visitor Accommodation and Ext	17,093	0	0	The expense is for Lot 34 water and sewerage charges and office space allocation. The budget will be revised to allocate funds for this expense.
Sub Total	158,141	119,531	143,437	
Commercial Serv.				
220 - Territory Housing Repairs and A	493	0	0	The expense incurred is for staff accommodation and travel allowance to assist community staff in delivering the program.
221 - Territory Housing Tenancy Man	25,447	38,059	45,670	The underspends are due to vacant position/staff absences.
244 - Power Water contract	54,162	72,121	86,545	The underspends are due to vacant position/staff absences \$12,958 and less operation expenses \$3,719.

Activity Listing	Current Month			Annual Budget	Explanation
	Apr-19 Actual	Apr-19 Budget	Apr-19 Variance		
246 - Commercial Australia Post	5,955	5,981	26	7,177	
314 - Service Fee - CDP	331,719	448,715	116,996	538,458	There is underspend in wages due to staff absences and vacant positions \$48,936, less materials & tools purchased \$12,051, less vehicle operating expenses \$12,135 and less other operating expenses \$8,367.
318 - Outcome Payments - CDP	67,125	116,667	49,542	140,000	The underspend is due to less income received, resulting in less expenses for administration fee and project management.
Sub Total	484,901	681,542	196,641	817,850	
Council & Comm. Serv					
111 - Council Services General	191,693	199,286	7,594	239,144	
160 - Municipal Services	242,206	234,212	7,994	281,054	
161 - Waste management	50,552	85,249	34,697	102,299	The underspend is due to less expenses incurred on contractors expenses and less machinery operating expenses incurred.
162 - Cemeteries Management	964	0	964	0	The budget will be revised to allocate funds from Head Quarters for materials expenses.
164 - Local Emergency Management	3,809	1,734	2,075	2,081	Overspend is due to additional expenses incurred on trailer repairs.
169 - Civic Events	900	1,667	767	2,000	
171 - Naidoc Week	0	250	250	300	
200 - Local roads maintenance	8,616	12,917	4,301	15,500	Budget for materials for roads project is not expenses yet.
201 - Street lighting	11,873	6,250	5,623	7,500	The expenses incurred on street lights repairs is more than budgeted amount. The budget will be revised for additional allocation of funds.

Activity Listing	Current Month			Annual Budget	Explanation
	Apr-19 Actual	Apr-19 Budget	Apr-19 Variance		
341 - Commonwealth Aged Care Pac	19,220	22,610	3,390	27,132	The expense for clients meals is incorrectly coded to Head Quarter and Mataranka. A correction journal will be prepared to charge the expense to correct community.
344 - Commonwealth Home Support	6,055	11,964	5,910	14,357	The expense for clients meals is incorrectly coded to Head Quarter and Mataranka. A correction journal will be prepared to charge the expense to correct community.
347 - Creche	273,537	396,567	123,030	475,881	The budgeted staff allocation of \$85,076 is not completed yet, other expense are also under as staff wages \$21,238, Material expenses \$8,882.27 and other operating \$7,807.
350 - Centrelink	19,075	37,928	18,853	45,514	The underspend is due to less internal department cost allocation of \$17098 that is not allocated yet.
353 - Budget Based Funding	4,414	3,680	735	4,416	
401 - Night Patrol	192,100	198,001	5,901	237,601	
403 - Outside School Hours Care	122,148	132,091	9,943	158,509	
404 - Indigenous Sports and Rec Prog	17,096	19,265	2,169	23,118	The budget for expenses for this program is kept under Head Quarters. Budget will be revised to allocate budget for each community.
407 - Remote Sports and Recreation	2,241	0	2,241	0	
409 - Sport and Rec Facilities	1,818	0	1,818	0	
410 - National Youth Week	625	0	625	0	
414 - Drug and Volatile Substances	0	10,750	10,750	12,900	
416 - Youth Vibe Grant	600	1,417	817	1,700	
421 - SPG - Fit For Life	1,036	4,235	3,198	5,082	The project is completed. The expense is incorrectly coded to other communities and will be corrected.
423 - SPG - Diversion Evenings	2,402	2,083	319	2,500	The expense is within the annual budget amount.
Sub Total	1,172,980	1,382,155	209,175	1,658,586	
	1,816,022	2,183,227	367,205	2,619,873	