



AGENDA

MATARANKA LOCAL AUTHORITY MEETING

TUESDAY, 06 AUGUST 2019

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

- Tuesday, 06 August 2019 at
- The The Mataranka Comminuty Hall, Mataranka
- Commencing at 17.30hrs

Your attendance at the meeting will be appreciated.

Phillip LUCK
Chief Executive Officer

MATARANKA CURRENT MEMBERSHIP:

List Members of LA

Elected Members

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

Appointed Members

- 1. Diane Angel**
- 2. Margaret Minnett**
- 3. Sue Edwards**
- 4. Alan Chapman**
- 5. Michael Somers**
- 6. Jill Emerson-Smith**
- 7. Antonella Martin**

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



ITEM NUMBER 5.1
TITLE Confirmation of Previous Minutes
REFERENCE 826491
AUTHOR Ashleigh Anderson, Local Authority Coordinator

RECOMMENDATION

- (a) That the Mataranka 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;
- (b) That the Mataranka Local Authority adopts the previous minutes from the meeting of 02 April 2019 as a true and accurate record of that meeting and its decisions.

BACKGROUND

The Mataranka Local Authority met on Tuesday 04 June 2019 at 17.43 as a provisional meeting.

Because no Quorum was achieved at the previous meeting, it is recommended that the Mataranka Local Authority adopts the minutes from the meeting of 02 April 2019.

Attached are the minutes from the meetings.

ATTACHMENTS:

- 1 Mataranka Local Authority 2019-04-02 [814790].DOCX
- 2 Mataranka Local Authority 2019-06-04 [821563].DOCX



MINUTES OF THE MATARANKA LOCAL AUTHORITY MEETING #2 OF THE ROPER GULF REGIONAL COUNCIL MEETING HELD AT THE CONFERENCE ROOM COUNCIL SERVICE DELIVERY CENTRE, MATARANKA ON TUESDAY, 02 APRIL 2019 AT

PRESENT/STAFF/GUESTS

1.1 Elected Members

- Mayor Judy MacFARLANE

1.2 Appointed Members

- Jillian EMERSON-SMITH
- Diane ANGEL
- Margaret MINNETT
- Sue EDWARDS
- Michael SOMERS

1.3 Staff

- Sharon HILLEN – Acting Chief Executive Officer
- Virginya BOON – Acting Director Council and Community Services
- Antony LYNCH – Council Services Coordinator
- Ashleigh ANDERSON – Local Authority Coordinator (minute taker)

MEETING OPENED

Mataranka Local Authority Meeting opened at 1754hrs with **Quorum**.

WELCOME TO COUNTRY

Mayor Judy MacFARLANE welcomed members and staff and the Roper Gulf Regional Council pledge was read.

APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES AND LEAVE OF ABSENCE

224/2019 RESOLVED (Sue EDWARDS/Jillian EMERSON-SMITH)

CARRIED

(a) That the Mataranka Local Authority accepts the apologies of Councillor Annabelle DAYLIGHT, Councillor Ossie DAYLIGHT, Local Authority Member Alan CHAPMAN and Local Authority Member Antonella MARTIN.

CONFIRMATION OF PREVIOUS MINUTES**5.1 CONFIRMATION OF PREVIOUS MINUTES REPORT FOR MATARANKA LOCAL AUTHORITY**

225/2019 RESOLVED (Diane ANGEL/Michael SOMERS)

CARRIED

(a) That the Mataranka Local Authority approves the minutes as a true and accurate record of the Mataranka Local Authority's meeting held on Tuesday 5 February 2019 with amendments as follows:

- Art Trial amended to Art Trail;
- Old Trial Sliding to Old Train Siding;
- \$1,100,000 to \$1,000,000 (GST Exclusive)

DISCLOSURES OF INTEREST

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

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

226/2019 RESOLVED (Margaret MINNETT/Sue EDWARDS)

CARRIED

(a) That Mataranka Local Authority receives and notes the Action List with amendments as follows:

- Old Trail Sliding to Old Train Siding;
- Re-adding Playground at Mulgan Camp.

| Date | Item | Title | Comments | Responsible Person | Status | Update |
|------------|------|---|---|--------------------|-------------|---|
| 01.08.2017 | | TOWN PRIORITIES Replacement of toilets at Sport & Rec grounds | | DCS | Ongoing | In process of applying for a Special Purpose Grant (SPG) for new toilet blocks. Updates in May 2019 on progress. |
| 01.08.2017 | 11.8 | Mataranka Master Plan | NTG Local Strategic Infrastructure Fund | DCCS/DCG | In progress | Verbal Report 02/04/2019: Focusing on Lot 120, awarded \$500,000 from Health Care Grant for Resource Centre. In discussions over Lot 88 for Aged and Disability Respite Centre with consultations with community going to happen. Report will be written for the April OMC. |

| | | | | | | |
|------------|-------|--------------------------------|--|--------------|-------------|---|
| 04.12.2018 | 11.5 | Old Train Siding | Fencing has been completed. Sign is still ongoing | Area Manager | Ongoing | Currently sourcing Historical Information on the Mataranka Railway for signage for fence. |
| 04.12.2018 | 11.7 | Campdraft announcer stand | Project currently on hold | AM/Projects | Ongoing | Finance Committee approved to make-safe the announcer stand and contributed towards costs. Mataranka Local Authority contributed \$1,900 from their LAMP towards stand. |
| 04.12.2018 | 11.12 | Mataranka Cemetery Master Plan | Mataranka Cemetery Master Plan | LA Members | In progress | Quotes Received. Engineer to consult with Community in regards to plans |
| | | Playground at Mulgan Camp | Project Update | CEO/DCCS | In Progress | Quote has been awarded for project and includes fencing. |
| 02.04.2019 | 11.9 | Mataranka Airstrip Lighting | CSC to investigate costing of installation of Solar Lighting at the Mataranka Airstrip | CSC/Projects | NEW | |
| 02.04.2019 | 12.2 | Never Never Festival | Council to become members of Top End Tourism and NT Tourism to extend promotion of Festivals | CEO/Council | NEW | |

INCOMING CORRESPONDENCE*Nil***OUTGOING CORRESPONDENCE***Nil***BUSINESS ARISING****12.1 Mandatory Reporting****12.2 Never Never Festival**

GENERAL BUSINESS**11.1 COUNCIL SERVICES REPORT**

227/2019 RESOLVED (Jillian EMERSON-SMITH/Diane ANGEL) *CARRIED*

- (a) That the Mataranka Local Authority receives and notes the Council Services Report for the 02 April 2019 Meeting.

11.2 COMMUNITY SAFETY SERVICES REPORT

228/2019 RESOLVED (Michael SOMERS/Sue EDWARDS) *CARRIED*

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

11.3 MATARANKA DRY SEASON MARKETS

229/2019 RESOLVED (Diane ANGEL/Jillian EMERSON-SMITH) *CARRIED*

- (a) That the Mataranka Local Authority receives and notes the report requesting moving the Mataranka Dry Season Markets.

11.4 GOVERNANCE REPORT - LOCAL AUTHORITY PROJECT REGISTER UPDATE

230/2019 RESOLVED (Margaret MINNETT/Diane ANGEL) *CARRIED*

- (a) That the Mataranka Local Authority receives and notes the updated report on Local Authority Project Funding as at 18 March 2019;
- (b) That the Mataranka Local Authority contributes \$1,900 of its Local Authority Project Funding towards the Mataranka Announcer Stand;
- (c) That the Mataranka Local Authority allocates \$10,000 of its Local Authority Project Funding towards purchasing statues, and leaves \$1,258.89 unallocated as contingency.

11.5 ENROL TO VOTE - YOUR VOICE, YOUR COMMUNITY

231/2019 RESOLVED (Sue EDWARDS/Jillian EMERSON-SMITH) *CARRIED*

- (a) That the Mataranka Local Authority receives and notes Enrol to vote – Your Voice, Your Community Report.

11.6 COMMUNITY DEVELOPMENT PROGRAMME

232/2019 RESOLVED (Diane ANGEL/Jillian EMERSON-SMITH) *CARRIED*

- (a) That the Mataranka Local Authority receives and notes the CDP Report

11.7 COUNCIL FINANCIAL REPORT - 2ND QUARTER EXPENDITURE REPORT

233/2019 RESOLVED (Jillian EMERSON-SMITH/Diane ANGEL) *CARRIED*

- (a) That the Mataranka Local Authority receive and note the Financial (Expenditure) Report for the second Quarter of 2018-19 financial year.

11.8 ELECTED MEMBERS REPORT

234/2019 RESOLVED (Sue EDWARDS/Michael SOMERS)

CARRIED

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

11.9 TOWN PRIORITIES 2019-20

235/2019 RESOLVED (Margaret MINNETT/Michael SOMERS)

CARRIED

- (a) That the Mataranka Local Authority reviews its Town Priorities for 2019-20.

Action: That the CSC investigate costings for solar lights to be installed at the Mataranka Airstrip.

OTHER BUSINESS**12.1 MANDATORY REPORTING – Mayor Judy MacFARLANE**

Information surrounding Mandatory Reporting, any person must make a report upon reasonable suspicion that a child has been harmed or exploited as per the Care and Protection of Children Act, and Mandatory Reporting of any and all Family and Domestic Violence as per the Domestic and Family Violence Act. Failure to report can carry a maximum fine of \$20,000.

12.2 NEVER NEVER FESTIVAL - Mayor Judy MacFARLANE

236/2019 RESOLVED (Diane ANGEL/Jillian EMERSON-SMITH)

CARRIED

- (a) That the Mataranka Local Authority requests that Council join Top End Tourism and NT Tourism in order to extend promotion and marketing for Festivals in the Roper Gulf Region.

CLOSE OF MEETING**13.1 CLOSE OF MEETING**

237/2019 RESOLVED (Michael SOMERS/Jillian EMERSON-SMITH)

CARRIED

The meeting terminated at 1947hrs.

THIS PAGE AND THE PRECEEDING PAGES ARE THE MINUTES OF THE Mataranka Local Authority Meeting HELD ON Tuesday, 02 April 2019 AND CONFIRMED Tuesday, 04 June 2019

Chairperson



MINUTES OF THE MATARANKA LOCAL AUTHORITY MEETING OF THE ROPER GULF REGIONAL COUNCIL MEETING HELD AT THE MATARANKA COMMUNITY HALL, MATARANKA ON TUESDAY, 04 JUNE 2019 AT 17.30HRS

PRESENT/STAFF/GUESTS

1.1 Elected Members

- Mayor Judy MacFARLANE

1.2 Appointed Members

- Diane ANGEL
- Jill EMERSON-SMITH
- Margaret MINNETT
- Michael SOMERS

1.3 Staff

- Lokesh ANAND – Acting Director of Corporate Governance
- Ashleigh ANDERSON – Local Authority Coordinator (minute taker)
- Vikrant JAGARLAMUDI – Roads Coordinator

1.4 Guests

- Tom NOVKOVIC – Mode Design
- Jenny CULGARI – Mode Design

MEETING OPENED

The Mataranka Local Authority Meeting opened at 17.43 as a **Provisional** Meeting. The Mayor welcomed Members, Staff and Guests and the Roper Gulf Regional Council pledge was read.

WELCOME TO COUNTRY

APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES AND LEAVE OF ABSENCE

238/2019 RESOLVED (Michael SOMERS/Diane ANGEL)

CARRIED

- (a) That the Mataranka Local Authority recommends that the apologies from Local Authority Member Sue EDWARDS and Local Authority Member Antonella MARTIN be accepted, noting that Local Authority Member Alan CHAPMAN did not tender an apology.

CONFIRMATION OF PREVIOUS MINUTES

12.1 CONFIRMATION OF PREVIOUS MINUTES

239/2019 RESOLVED (Diane ANGEL/Jillian EMERSON-SMITH)

CARRIED

- (a) That the Mataranka Local Authority receives and notes the previous minutes from the meeting held on Tuesday 02 April 2019 as a true and accurate record of that meeting.

DISCLOSURES OF INTEREST

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

BUSINESS ARISING FROM PREVIOUS MINUTES

15.1 ACTION LIST

240/2019 RESOLVED (Michael SOMERS/Jillian EMERSON-SMITH)

CARRIED

- (a) That the Mataranka Local Authority receives and notes the Action List;
(b) That the Mataranka Local Authority recommends that \$93,165.32 from CAPEX funding be allocated towards the installation of a toilet block at the Sport and Recreation grounds.

INCOMING CORRESPONDENCE

Nil

OUTGOING CORRESPONDENCE

Nil

BUSINESS ARISING

12.1 Mode Design

12.2 Replacement of Staff Member

GENERAL BUSINESS

18.1 ELECTED MEMBER REPORT

241/2019 RESOLVED (Diane ANGEL/Margaret MINNETT) *CARRIED*

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

18.2 LA001 - LOCAL AUTHORITY POLICY

242/2019 RESOLVED (Jillian EMERSON-SMITH/Margaret MINNETT) *CARRIED*

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

18.3 COUNCIL SERVICES REPORT

243/2019 RESOLVED (Michael SOMERS/Jillian EMERSON-SMITH) *CARRIED*

- (a) That the Mataranka Local Authority receives and notes the Council Services Report for the 04 June 2019 Meeting;
- (b) That the Mataranka Local Authority thanks the Municipal Team, Community Development Program members and Museum Committee for their hard work during the Never Never Festival.

18.4 NAIDOC WEEK

244/2019 RESOLVED (Michael SOMERS/Margaret MINNETT) *CARRIED*

- (a) That the Mataranka Local Authority receives and notes the report relating to NAIDOC week;
- (b) That the Mataranka Local Authority recommends that a community Barbeque be held on Friday 12 July at Lunch Time under the Banyan Tree to celebrate NAIDOC week.

18.5 LIBRARY CLOSURE FOR LUNCH BREAKS

245/2019 RESOLVED (Jillian EMERSON-SMITH/Diane ANGEL) *CARRIED*

- (a) That the Mataranka Local Authority receives and notes the report requesting closing the Library daily for a lunch break;
- (b) That the Mataranka Local Authority recommends that Council approve the closure of the Mataranka Library from 12.30pm to 13.30pm, Monday to Friday.

**18.6 GOVERNANCE REPORT - LOCAL AUTHORITY
PROJECT REGISTER UPDATE****246/2019 RESOLVED (Margaret MINNETT/Diane ANGEL)****CARRIED**

- (a) That the Mataranka Local Authority receives and notes the updated report on Local Authority Project Funding as at 20 May 2019.

**18.7 COUNCIL FINANCIAL REPORT - MONTH APRIL 2019
EXPENDITURE REPORT****247/2019 RESOLVED (Diane ANGEL/Jillian EMERSON-SMITH)****CARRIED**

- (a) That the Mataranka Local Authority receive and note the Financial (Expenditure) Report for the month of April 2018/2019 financial year;
- (b) That the Mataranka Local Authority requests that the following answers be provided at the next Mataranka Local Authority Meeting:
- Which House requires repairs as per Finance Report;
 - Information regarding AFL expenditure;
 - What was the AOD funding spent on?

BUSINESS ARISING**12.1 MODE DESIGN****248/2019 RESOLVED (Margaret MINNETT/Jillian EMERSON-SMITH)****CARRIED**

- (a) That the Mataranka Local Authority recommend that the floor plans for the Aged Care centre be accepted;

249/2019 RESOLVED (Michael SOMERS/Jillian EMERSON-SMITH)**CARRIED**

- (b) That the Mataranka Local Authority recommend that the preliminary floor plans for the Community Hub be accepted.

12.2 REPLACEMENT OF STAFF MEMBER**248/2019 RESOLVED (Margaret MINNETT/Michael SOMERS)****CARRIED**

- (a) That the Mataranka Local Authority strongly recommends that the receptionist position at the Mataranka Council office be relieved for 10 weeks during the current receptionists leave.

OTHER BUSINESS*Nil*

CLOSE OF MEETING

The meeting terminated at 19.28hrs

THIS PAGE AND THE PRECEEDING PAGES ARE THE MINUTES OF THE Mataranka Local Authority Meeting HELD ON Tuesday, 04 June 2019 AND CONFIRMED Tuesday, 06 August 2019.

Chairperson

BUSINESS ARISING FROM PREVIOUS MINUTES

| | |
|--------------------|--|
| ITEM NUMBER | 8.1 |
| TITLE | Action List |
| REFERENCE | 829881 |
| AUTHOR | Ashleigh Anderson, Local Authority Coordinator |

RECOMMENDATION:

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

BACKGROUND

Action lists are constructed based from resolutions made by Local Authorities as per the minutes, with the purpose to provide the Local Authority with ongoing updates on raised items and/or projects within the community.

Below is the most recently updated Action List, noting that since this report has been submitted, changes to the status of items may have changed.

| Date | Item | Title | Comments | Responsible Person | Status | Update |
|------------|-------|---|---|---------------------------|-------------|--|
| 01.08.2017 | | TOWN PRIORITIES Replacement of toilets at Sport & Rec grounds | | DCS | Ongoing | 16/07/2019 - \$200,000 of SPG funding has been received in funding for toilet blocks across four communities. |
| 01.08.2017 | 11.8 | Mataranka Master Plan | NTG Local Strategic Infrastructure Fund | DCCS/DCG | In progress | 16/07/2019 – In consultation process with Community. |
| 04.12.2018 | 11.5 | Old Train Siding | Fencing has been completed. Sign is still ongoing | Area Manager / CSC / SASO | Ongoing | 16/07/2019 - Currently sourcing Historical Information on the Mataranka Railway for signage for fence. |
| 04.12.2018 | 11.12 | Mataranka Cemetery Master Plan | Mataranka Cemetery Master Plan | LA Members | In progress | 16/07/2019 – Surveyor work completed on 04 June 19, Ongoing work being conducted. Report in Agenda. |

| Date | Item | Title | Comments | Responsible Person | Status | Update |
|------------|------|------------------------------|--|--------------------|-------------|--|
| | | Playground at Mulgan Camp | Project Update | CEO/DCCS | In Progress | 16/07/2019 – Waiting for NLC approval for playground lot. |
| 02.04.2019 | 11.9 | Mataranka Airstrip Lighting | CSC to investigate costing of installation of Solar Lighting at the Mataranka Airstrip | CSC/Projects | In Progress | 16/07/2019 – Awaiting further quotes from local suppliers. |
| 02.04.2019 | 12.2 | Never Never Festival | Council to become members of Top End Tourism and NT Tourism to extend promotion of Festivals | CEO/ Council | Ongoing | 16/07/2019 – Email sent regarding application process and costing. |
| 04.06.2019 | 18.7 | Financial Report Questions | Finance provide LA members with answers at next LA meeting | Finance | Completed | <p>16/07/2019 –</p> <p><u>Which House requires repairs and maintenance?</u> House Repairs are already conducted at Lot 29 Gunn Street and 28 Sterling Street with a total spend of \$22,210.</p> <p><u>Information regarding AFL expenditure?</u> \$2,310 was spent on the purchase of Line marking machine for the sports ground.</p> <p><u>What was the AOD Funding spent on?</u> \$1,722 was spent on the purchase of Jumping Castle from AOD funding.</p> |
| 04.06.2019 | | Signage at Roper Gulf Office | Signs advertising AusPost, Centerlink, Information Centre for front of the Roper Gulf Office | CSC | In Progress | 16/07/2019 – Not entitled to an AusPost sign, will have to pay / find funding for it. Centrelink sign under investigation. |

ATTACHMENTS: There are no attachments in this report.

GENERAL BUSINESS

| | |
|--------------------|--|
| ITEM NUMBER | 11.1 |
| TITLE | Local Authority Meeting Attendance |
| REFERENCE | 829466 |
| AUTHOR | Ashleigh Anderson, Local Authority Coordinator |

RECOMMENDATION

- (a) **That the Mataranka Local Authority receives and notes the attendance records for the members of the Mataranka Local Authority between 07 August 2018 to 04 June 2019**

BACKGROUND

The below information reflects who was present at each meeting, starting from 07 August 2018 until 04 June 2019.

Date: 07 August 2018

| | <u>Present</u> | <u>Absent</u> |
|--|-----------------------|-------------------------------|
| | Mayor Judy MacFarlane | Councillor Annabelle Daylight |
| | Sue Edwards | Councillor Ossie Daylight |
| | Antonella Martin | |
| | Margaret Minnett | |
| | Jil Emerson-Smith | |
| | Diane Angel | |
| | Michael Somers | |
| | Alan Chapman | |

Date: 08 October 2018

| | <u>Present</u> | <u>Absent</u> |
|--|-----------------------|-------------------------------|
| | Mayor Judy MacFarlane | Councillor Annabelle Daylight |
| | Michael Somers | Councillor Ossie Daylight |
| | Diane Angel | Margaret Minnett |
| | Jill Emerson-Smith | Alan Chapman |
| | Sue Edwards | Antonella Martin |

Date: 04 December
2018

| | <u>Present</u> | <u>Absent</u> |
|--|-----------------------|-------------------------------|
| | Mayor Judy MacFarlane | Councillor Annabelle Daylight |
| | Jill Emerson-Smith | Councillor Ossie Daylight |
| | Diane Angel | Alan Chapman |
| | Margaret Minnett | |
| | Michael Somers | |
| | Antonella Martin | |

Date: 05 February 2019

| | <u>Present</u> | <u>Absent</u> |
|--|-----------------------|-------------------------------|
| | Mayor Judy MacFarlane | Councillor Annabelle Daylight |
| | Jill Emerson-Smith | Councillor Ossie Daylight |
| | Margaret Minnett | |
| | Michael Somers | |
| | Sue Edwards | |
| | Antonella Martin | |
| | Alan Chapman | |
| | Diane Angel | |

Date: 02 April 2019

| | <u>Present</u> | <u>Absent</u> |
|--|-----------------------|-------------------------------|
| | Mayor Judy MacFarlane | Councillor Annabelle Daylight |
| | Jill Emerson-Smith | Councillor Ossie Daylight |
| | Diane Angel | Alan Chapman |
| | Margaret Minnett | Antonella Martin |
| | Sue Edwards | |
| | Michael Somers | |

Date: 04 June 2019

| | <u>Present</u> | <u>Absent</u> |
|--|-----------------------|-------------------------------|
| | Mayor Judy MacFarlane | Councillor Annabelle Daylight |
| | Diane Angel | Councillor Ossie Daylight |
| | Jill Emerson-Smith | Sue Edwards |
| | Margaret Minnett | Antonella Martin |
| | Michael Somers | Alan Chapman |

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

ATTACHMENTS:

1 Attendance.pdf

| Jilknitting Local Authority Meetings | Mayor MacFarlane | C- Annabelle Daylight | C- Osie Daylight | Diane Angel | Jill Emerson-Smith | Michael Somers | Antonella Martin | Alan Chapman | Margaret Minnett | Sue Edwards | Total |
|---|------------------|-----------------------|------------------|-------------|--------------------|----------------|------------------|--------------|------------------|-------------|-------|
| 17-Aug-18 | 1 | 0 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 8 |
| 8-Oct-18 | 1 | 0 | 0 | 1 | 1 | 1 | 0 | 0 | 0 | 1 | 5 |
| 4-Dec-19 | 1 | 0 | 0 | 1 | 1 | 1 | 1 | 0 | 1 | 0 | 6 |
| 5-Feb-19 | 1 | 0 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 8 |
| 2-Apr-19 | 1 | 0 | 0 | 1 | 1 | 1 | 0 | 0 | 1 | 1 | 6 |
| 4-Jun-19 | 1 | 0 | 0 | 1 | 1 | 1 | 0 | 0 | 1 | 0 | 5 |
| Total Meetings Attended | 6 | 0 | 0 | 6 | 6 | 6 | 3 | 2 | 5 | 4 | 38 |
| Total Absent | 0 | 6 | 6 | 0 | 0 | 0 | 3 | 4 | 1 | 2 | 24 |
| Total Meetings whilst Elected Member | 6 | 6 | 6 | 6 | 6 | 6 | 6 | 6 | 6 | 6 | 62 |
| Rate of Attendance | 100% | 0% | 0% | 100% | 100% | 100% | 50% | 33% | 83% | 67% | 61% |

GENERAL BUSINESS



| | |
|--------------------|--|
| ITEM NUMBER | 11.2 |
| TITLE | Chairperson for the Local Authority |
| REFERENCE | 826088 |
| AUTHOR | Ashleigh Anderson, Local Authority Coordinator |

RECOMMENDATION

- (a) **That the Mataranka Local Authority receives and notes the information regarding the appointment of a Chairperson of the Beswick Local Authority;**
- (b) **That the Mataranka 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, s.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 Acting 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 we commonly face 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



ITEM NUMBER 11.3
TITLE Draft Local Government Bill
REFERENCE 826479
AUTHOR Amanda Haigh, Department of Local Government, Housing and Community Development

RECOMMENDATION

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

BACKGROUND

The draft Local Government Bill is now out for consultation and the Department of Local Government, Housing and Community Development would like speak to the Local Authorities in the Roper Gulf Region.

Presentation by Amanda Haigh.

ATTACHMENTS:

- 1 Local Authorities - New Local Government Legislation.pdf

New Local Government legislation

Legislation and Policy Branch

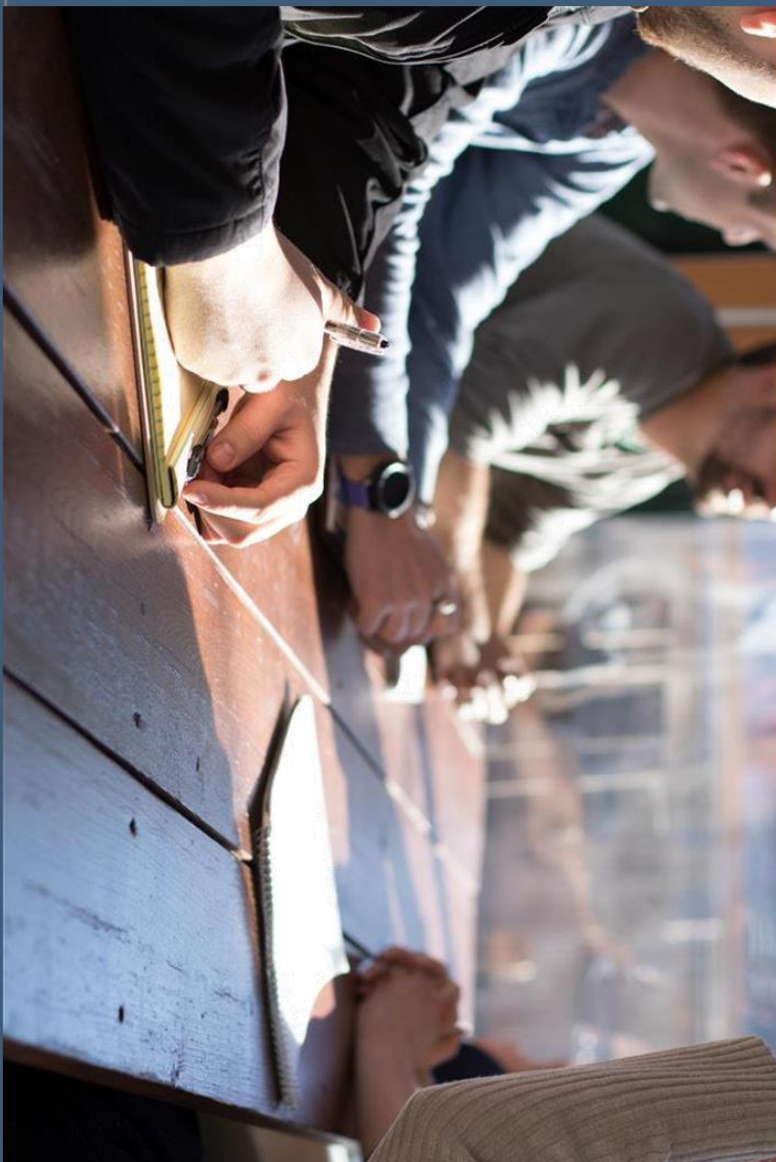
DEPARTMENT OF LOCAL GOVERNMENT, HOUSING AND COMMUNITY DEVELOPMENT

2019

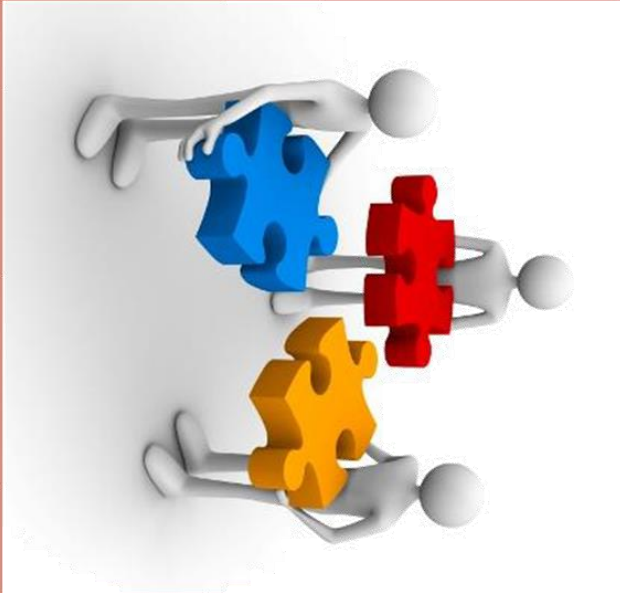


Strengthening local decision making

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

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

| | |
|--------------------|--|
| ITEM NUMBER | 11.4 |
| TITLE | Elected Member Report |
| REFERENCE | 838960 |
| AUTHOR | Ashleigh Anderson, Local Authority Coordinator |

RECOMMENDATION

- (a) **That the Mataranka 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) 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;
 - Nyirrangulung Ward Report;
 - Numbulwar Numbirindi Ward Report.
- That council approves the recommendations of the Mataranka Local Authority from the minutes of 04 June 2019.

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 Local Authority Projects updates as at June 2019;
- That the Council approves the following staff for the tender assessment panel for the Mulgan Camp Upgrades Project:
 - Chief Executive Officer
 - Director Commercial Services
 - Manager Contracts
 - Project Coordinator
- That the Council approves the request for procurement exemption regarding tender requirements to the Department of Local Government, Housing and Community Development for the Minyerri Local Roads Project;
- 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 receives and notes the Mayor has been accepted as an executive of LGANT representing Regional Councils and Shires;
- That Council deals with the Green Park clean-up matter by way of a Regulatory Order;
- That Council commits \$1.3M towards the Mataranka Community Hub as a co-contribution;
- That Council rescinds resolution pertaining to Cr Annabelle DAYLIGHTS leave of absence;
- 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.

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 rescheduling of the Hodgson Downs Local Authority meeting date from Monday 12 August 2019 to Monday 16 September 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 approve the disposal of the ablution block from Mataranka Sports Grounds (Asset ID: BU-150043/AMID:20099) by sale by open tender;
- That Council accepts the Community Childcare Fund Deed of Variation, which provides additional Crèche funding of \$198,278 (GST Exclusive);
- 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, pursuant to Guideline 8 of the *Local Government Act* adopts and approves the 2019-2020 Local Authority Member Allowances;
- That Council awards the contract for the Mulgan Camp House Renovations Program to the Kendall Building Company for \$821,214.50 (GST Inclusive);
- That Council appoints Shirley ROBERTS and Wayne ROY to the Jilkminggan Local Authority.

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 | 11.5 |
| TITLE | Your Voice, Your Community Campaign |
| REFERENCE | 833798 |
| AUTHOR | Amanda Haigh, Department of Local Government, Housing and Community Development |

RECOMMENDATION

- (a) **That the Mataranka 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 - Mataranka.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 Northern Territory 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 06 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 Council Services Coordinator, 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 02 April to inform of the project.
- 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 Northern Territory Government gets more funding from the 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

| | |
|--------------------|---|
| ITEM NUMBER | 11.6 |
| TITLE | Council Services Report |
| REFERENCE | 826692 |
| AUTHOR | Mandy Devereux, Senior Administration Support Officer |

RECOMMENDATION

- (a) That the Mataranka Local Authority receives and notes the Council Services Report for August 2019.**

Core Services111 – *Councils Services General*

- Customer Service Office is currently on leave, and we have a casual in for a few hours daily;
- The Never Never Festival was a huge success, bringing large number of visitors to town over both weekends;
- The Mataranka Better Half Club put on a great Cracker Night which was well attended even though it was on the night before Territory Day, following a day full of cricket.

160 – *Municipal Services*

- Multiple loads of recycling have been taken to Darwin;
- Clean up of the town for the Never Never Festival and preparing the Sports grounds for the Rodeo and Camp Draft;
- New announcer stand installed at Camp Draft arena;
- Installed new gables at the air strip;
- Larrimah bore on the oval is now working again;
- The mowing has been done in Larrimah.

Agency Services314 – *Community Development Program (CDP)*

- CDP has been very creative with their works of art.

348 – *Library*

- Over the school holidays the Library provided some arts and crafts sessions along with a few movies to entertain the local children, as we don't have a Sports and Recreational Officer at present;
- The Museum entrance and all tourism enquires are now through the Library, which has increased the traffic through the Library. Stats for the Library/Museum since April are 1112 Adults and 297 children.

350 – *Centrelink*

- The Centrelink Office has been opened each working day. The Centrelink remote team visited in July.

404 – *Indigenous Sports and Recreation*

- Sports and Recreational Officer position is still vacant.

407 – *Remote Sports and Recreation*

- Nil to report.

ATTACHMENTS:

GENERAL BUSINESS

| | |
|--------------------|--|
| ITEM NUMBER | 11.7 |
| TITLE | Community Safety Services Report |
| REFERENCE | 829758 |
| AUTHOR | Maddison LEE, Community Safety Senior Administration Support Officer |

RECOMMENDATION

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

The Mataranka Community Safety Team have a dedicated Community Safety Coordinator (Central Arnhem), Maddison Lee. She also coordinates Jilkmिंगgan Community Safety. The Community Safety Program delivers Community Safety Patrol (Night Patrol), Sport and Recreation and Youth Services.

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

- The Community Safety Patrol teams of Mataranka and Jilkmिंगgan work tirelessly in this town;
- We have recruited another Community Safety Patrol Officer- there is still 1 vacant position that is advertised;
- The crew have identified alcohol related fighting incidents and have worked to disband fights and notify Police and also submitting relevant Incident Reports forms;
- Mataranka crew work to ensure that community members are safe and back in Mulgan camp, especially when intoxicated, in order to minimise risk of harm due to road accidents;
- Reporting of incidents and correct recording of Stats has improved greatly with the Mataranka team.

404: Indigenous Sport and Recreation

- Recruitment/advertising is still ongoing in Mataranka;
- New Coordinator is communicating with the School Principal in regards to having Sport and Recreation program run twice a week;
- Maddison spoke with local kids during the July School Holidays and kids suggested they like doing arts and crafts and sports activities after school.

ATTACHMENTS:

GENERAL BUSINESS



| | |
|--------------------|---|
| ITEM NUMBER | 11.8 |
| TITLE | Aged Care, Disability and Creche Update |
| REFERENCE | 830084 |
| AUTHOR | Sharon HILLEN, Acting Chief Executive Officer |

RECOMMENDATION

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

Home Care Package Clients (HCP)

Home Care Packages are designed for those who have more complex care needs that go beyond what the Commonwealth Home Support Programme can provide. There are four (4) levels of care with level one (1) being basic care needs to level four (4) which cater to high care needs.

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

Personal care; Nursing; Allied Health and Therapy Services; Specialised Support; Meal Preparation and Diet; Domestic Assistance; Home Maintenance; Home modification; Goods, equipment and assistive technology; Transport and Social Support.

HCP Clients in Mataranka - 4**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; Respite Care; Transport and Social Support.

CHSP Clients in Mataranka - 10**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 Mataranka - 1**ATTACHMENTS:**

GENERAL BUSINESS



| | |
|--------------------|--|
| ITEM NUMBER | 11.9 |
| TITLE | Annual Civic Events and Festival Commitments |
| REFERENCE | 829734 |
| AUTHOR | Prue LANE, Communications Coordinator |

RECOMMENDATION

- (a) **That the Mataranka 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 17 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

| Hopper Golf | | Roper Gulf Regional Council Civic Events Calendar 2020 | | | | | | | | | | | | | | |
|-------------|-----------|--|----------|----------|---------|----------|-------|-------|-----|------|------|--------|-----------|---------|----------|----------|
| Calendar | September | October | November | December | January | February | March | April | May | June | July | August | September | October | November | December |
| Sunday | 1 | 8 | 15 | 22 | 29 | 5 | 12 | 19 | 26 | 2 | 9 | 16 | 23 | 30 | 6 | 13 |
| Monday | 2 | 9 | 16 | 23 | 30 | 6 | 13 | 20 | 27 | 4 | 11 | 18 | 25 | 1 | 8 | 15 |
| Tuesday | 3 | 10 | 17 | 24 | 31 | 7 | 14 | 21 | 28 | 5 | 12 | 19 | 26 | 2 | 9 | 16 |
| Wednesday | 4 | 11 | 18 | 25 | 1 | 8 | 15 | 22 | 29 | 6 | 13 | 20 | 27 | 4 | 11 | 18 |
| Thursday | 5 | 12 | 19 | 26 | 2 | 9 | 16 | 23 | 30 | 7 | 14 | 21 | 28 | 5 | 12 | 19 |
| Friday | 6 | 13 | 20 | 27 | 3 | 10 | 17 | 24 | 31 | 8 | 15 | 22 | 29 | 6 | 13 | 20 |
| Saturday | 7 | 14 | 21 | 28 | 4 | 11 | 18 | 25 | 1 | 9 | 16 | 23 | 30 | 7 | 14 | 21 |
| Monday | 8 | 15 | 22 | 29 | 5 | 12 | 19 | 26 | 2 | 10 | 17 | 24 | 31 | 8 | 15 | 22 |
| Tuesday | 9 | 16 | 23 | 30 | 6 | 13 | 20 | 27 | 3 | 11 | 18 | 25 | 1 | 9 | 16 | 23 |
| Wednesday | 10 | 17 | 24 | 31 | 7 | 14 | 21 | 28 | 4 | 12 | 19 | 26 | 2 | 10 | 17 | 24 |
| Thursday | 11 | 18 | 25 | 1 | 8 | 15 | 22 | 29 | 5 | 13 | 20 | 27 | 3 | 11 | 18 | 25 |
| Friday | 12 | 19 | 26 | 2 | 9 | 16 | 23 | 30 | 6 | 14 | 21 | 28 | 4 | 12 | 19 | 26 |
| Saturday | 13 | 20 | 27 | 3 | 10 | 17 | 24 | 31 | 7 | 15 | 22 | 29 | 5 | 13 | 20 | 27 |
| Monday | 14 | 21 | 28 | 4 | 11 | 18 | 25 | 1 | 8 | 16 | 23 | 30 | 6 | 14 | 21 | 28 |
| Tuesday | 15 | 22 | 29 | 5 | 12 | 19 | 26 | 2 | 9 | 17 | 24 | 31 | 7 | 15 | 22 | 29 |
| Wednesday | 16 | 23 | 30 | 6 | 13 | 20 | 27 | 3 | 10 | 18 | 25 | 1 | 8 | 16 | 23 | 30 |
| Thursday | 17 | 24 | 1 | 7 | 14 | 21 | 28 | 4 | 11 | 19 | 26 | 2 | 9 | 17 | 24 | 31 |
| Friday | 18 | 25 | 2 | 8 | 15 | 22 | 29 | 5 | 12 | 20 | 27 | 3 | 10 | 18 | 25 | 1 |
| Saturday | 19 | 26 | 3 | 9 | 16 | 23 | 30 | 6 | 13 | 21 | 28 | 4 | 11 | 19 | 26 | 2 |
| Monday | 20 | 27 | 4 | 10 | 17 | 24 | 31 | 7 | 14 | 22 | 29 | 5 | 12 | 20 | 27 | 3 |
| Tuesday | 21 | 28 | 5 | 11 | 18 | 25 | 1 | 8 | 15 | 23 | 30 | 6 | 13 | 21 | 28 | 4 |
| Wednesday | 22 | 29 | 6 | 12 | 19 | 26 | 2 | 9 | 16 | 24 | 31 | 7 | 14 | 22 | 29 | 5 |
| Thursday | 23 | 30 | 7 | 13 | 20 | 27 | 3 | 10 | 17 | 25 | 1 | 8 | 15 | 23 | 30 | 6 |
| Friday | 24 | 31 | 8 | 14 | 21 | 28 | 4 | 11 | 18 | 26 | 2 | 9 | 16 | 24 | 31 | 7 |
| Saturday | 25 | 1 | 9 | 15 | 22 | 29 | 5 | 12 | 19 | 27 | 3 | 10 | 17 | 25 | 1 | 8 |
| Monday | 26 | 2 | 10 | 16 | 23 | 30 | 6 | 13 | 20 | 28 | 4 | 11 | 18 | 26 | 2 | 9 |
| Tuesday | 27 | 3 | 11 | 17 | 24 | 31 | 7 | 14 | 21 | 29 | 5 | 12 | 19 | 27 | 3 | 10 |
| Wednesday | 28 | 4 | 12 | 18 | 25 | 1 | 8 | 15 | 22 | 30 | 6 | 13 | 20 | 28 | 4 | 11 |
| Thursday | 29 | 5 | 13 | 19 | 26 | 2 | 9 | 16 | 23 | 31 | 7 | 14 | 21 | 29 | 5 | 12 |
| Friday | 30 | 6 | 14 | 20 | 27 | 3 | 10 | 17 | 24 | 1 | 8 | 15 | 22 | 30 | 6 | 13 |
| Saturday | 31 | 7 | 15 | 21 | 28 | 4 | 11 | 18 | 25 | 2 | 9 | 16 | 23 | 31 | 7 | 14 |

GENERAL BUSINESS



| | |
|--------------------|--|
| ITEM NUMBER | 11.10 |
| TITLE | Mataranka Cemetery Development Activity Assessment |
| REFERENCE | 829880 |
| AUTHOR | Vikrant JAGARLAMUDI, Roads Coordinator |

RECOMMENDATION

- (a) That the Mataranka Local Authority receives and notes the issues surrounding the development of the car park, columbarium and cemetery layout for future layouts;**
- (b) That the Mataranka Local Authority discusses options for cemetery plans.**

BACKGROUND

In the Roads Committee Meeting on 24 October 2018, the requirement for the Car park and Columbarium at the Cemetery in Mataranka have been identified. Following the proposal from the community, Council has conducted some initial investigations towards the development activities in the Cemetery located at Lot 75 on Carew Road in Mataranka.

Coffey Consulting has been engaged by the Council to assess the existing infrastructure and conditions, confirming current and future strategic requirements, to provide the design and engineering services for the upgrades.

A meeting was held with the community stakeholders along with Coffey Project team on 04 June 2019 to establish a thorough understanding of the community expectations and discuss the development activities and project planning. Following the discussions, Coffey has conducted the survey works on the site and has identified an issue with the works described.

The survey identified the discrepancy with locations of the bores in the adjacent lots and the bore location shown in maps (NR maps). At least two bores are situated closer to the cemetery, and with the exclusion area around the bores to be confirmed at 100m radius, there is a reduced area for potential future burial layout and for establishing the car park.

ISSUES/OPTIONS/SWOT

There are concerns that the proposed upgrades may not be achievable due to the reduced area caused by the location of multiple of bores closer to the cemetery and we may have to consider relocation of the bores or relocation of cemetery to the land available.

Survey and Results:

Expected insights: Location of the bores as per NR maps with 100m exclusion area around the bores, which allows for roughly 6000m² for the future works.

Actual: Approximate locations of the bores as identified on site by the surveyor with 100m exclusion areas around the bores allowing for only 200m² which may not allow for the upgrades.

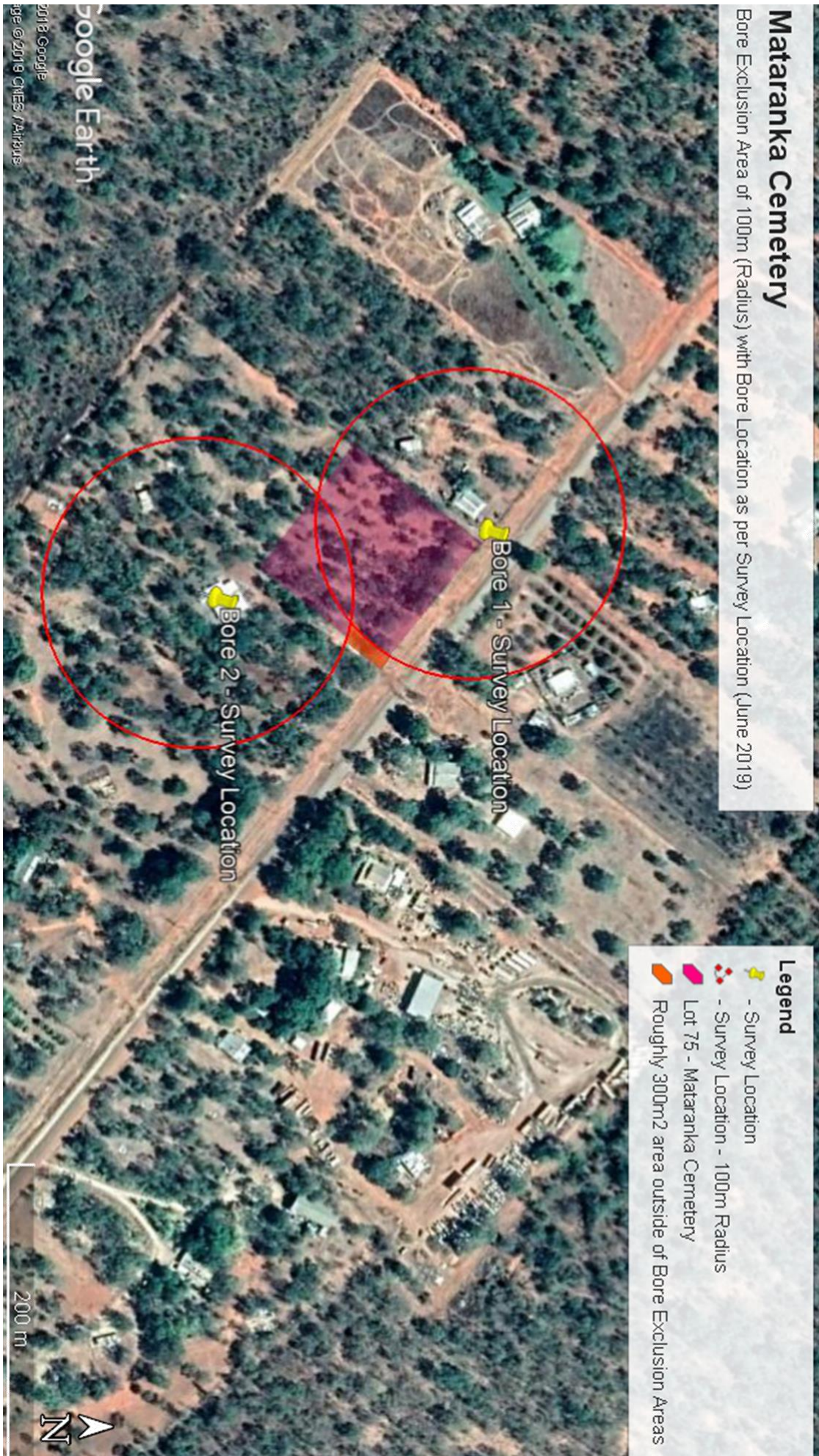
Council would like to assess and discuss the options with the stakeholders in the next Local Authority meeting.

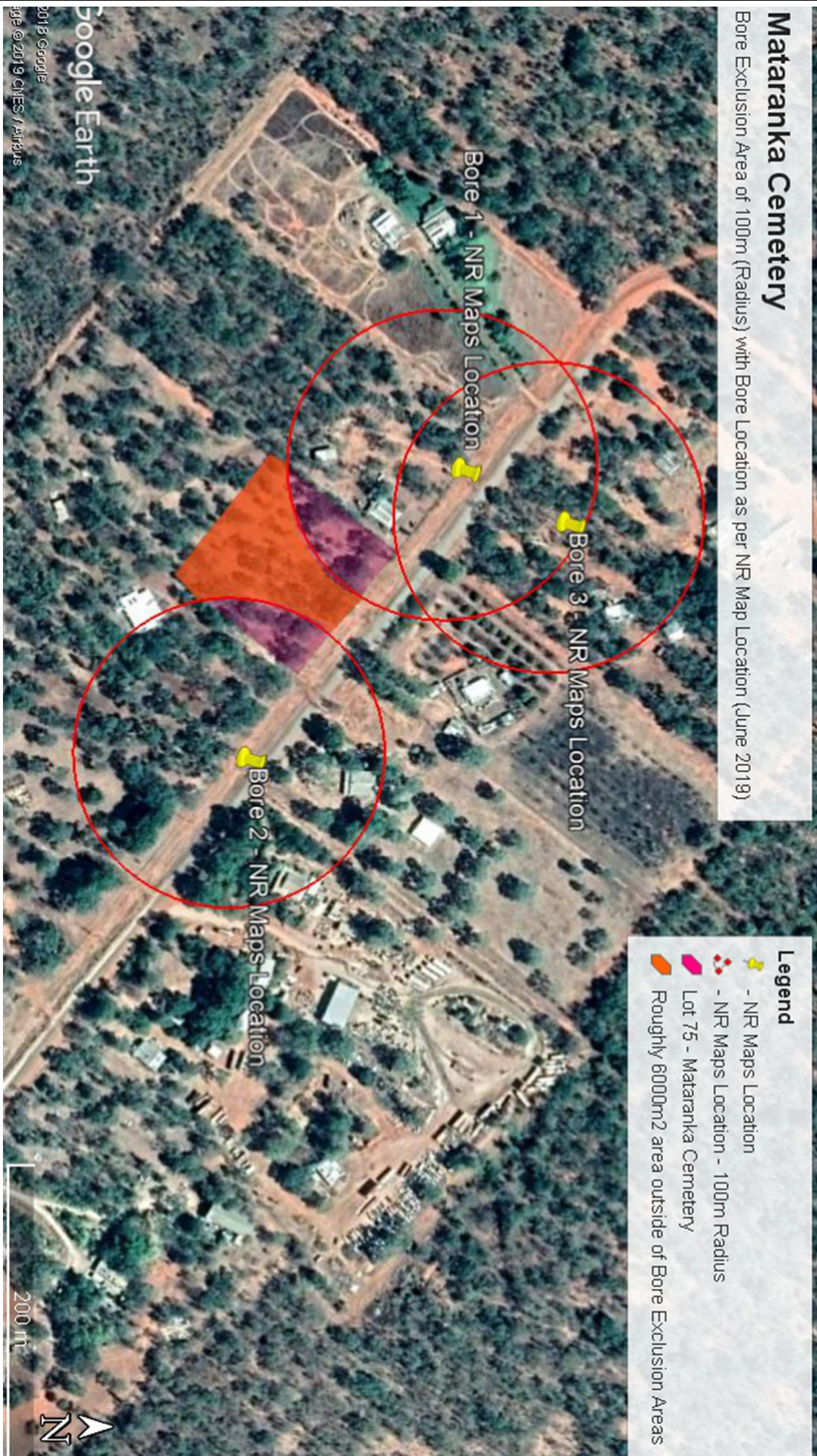
FINANCIAL CONSIDERATIONS

No financial considerations to this report.

ATTACHMENTS:

- 1 Actual - Mataranka Cemetery - 100m bore exclusion area with bore location as per actual survey in June 2019.pdf
- 2 Expected - Mataramka cemetery - 100m bore exclusion area showing bore location as per NR maps June 2019.pdf





GENERAL BUSINESS



| | |
|--------------------|--|
| ITEM NUMBER | 11.11 |
| TITLE | Governance Report - Local Authority Project Register Update |
| REFERENCE | 833410 |
| AUTHOR | Lokesh ANAND, Chief Financial Officer |

RECOMMENDATION

- (a) **That the Mataranka Local Authority receive and note the updated report on Local Authority Project Funding as at 21 July 2019.**

BACKGROUND

Since 2014, the Mataranka Local Authority has received a total of \$209,853 in Local Authority Project Funding from the Department of Local Government, Housing and Community Development. To date, \$214,052.20 has been allocated to various local authority projects including an underspent of \$6,376.55 from past completed projects.

There are \$2,177.35 available for contingency funds for new or existing local authority projects. Actual expenditure is \$129,093.83 and \$78,581.82 is available to spend on existing Local Authority Projects.

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

ISSUES/OPTIONS/SWOT

NIL

FINANCIAL CONSIDERATIONS

NIL

ATTACHMENTS:

- 1 Mataranka Local Authority Project Register 21.07.19.pdf

Mataranka Local Authority Project Funding - as at 21.07.2019

| | | |
|--|-----------|-----------------------------------|
| Funding received from Department | \$ | 209,853.00 |
| Funds allocated to projects by Local Authority Members | \$ | 214,052.20 |
| Surplus/(Deficit) from completed projects | \$ | 6,376.55 |
| Remaining Unallocated Funds | \$ | 2,177.35 Contingency Funds |

| Project ID | Projects | Prjct Budget | Actual Expenditure | Project Status |
|------------|--|----------------------|----------------------|---|
| 1813810 | New Statues project | \$ 70,000.00 | \$ - | In progress, 30K allocated 03.04.2018, 30K allocated 08.10.18 additional 10K allocated 02.04.2019- project in progress. |
| 1813812 | Mulgigan Camp Playground project | \$ 6,000.00 | | Funding allocated 08.10.18 incorporated into project. Waiting for approval from NILC. |
| 1813814 | Refurnish announcer stand at Campdraft arena | \$ 3,000.00 | \$ 2,318.18 | Funding allocated 05.02.2019, PO for container transport from Katherine to Mataranka raised 19.02.2019. CSC has advised that this project is completed. Waiting for invoices from supplier for payment. |
| 1813816 | Announcer Stand | \$ 1,900.00 | | Funding allocated 02.04.2019. CSC has advised that this project is completed. Waiting for invoices from supplier for payment. |
| | | | | |
| | Total for current projects in progress | \$ 80,900.00 | \$ 2,318.18 | |
| | Total for completed projects | \$ 133,152.20 | \$ 126,775.65 | |
| | Grand Total | \$ 214,052.20 | \$ 129,093.83 | |

GENERAL BUSINESS

| | |
|--------------------|--|
| ITEM NUMBER | 11.12 |
| TITLE | Council Financial Report - Month June 2019 Expenditure Report |
| REFERENCE | 833769 |
| AUTHOR | Lokesh ANAND, Chief Financial Officer |

RECOMMENDATION

- (a) That the Mataranka 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 explanation for these underspends/overspends for each directorate is as follow:

Directorate of Corporate Governance:

The total of underspends under this directorate is \$711,487. The major activities contributing to this underspend are Activity 110- Fixed Assets (\$294,535), this was for capital expense and will be carried forward to 2019-20. Activity 115 Mobile Fleet and Equipment (\$413,024), the budgeted capital expenses for vehicles and plant is coded under location Katherine. This will be journalled with other end of year adjustments.

Directorate of Commercial Services:

The total of overspends under this directorate is \$12,720. This is due to major works done on vegetation clearance and maintenance under Activity 241- Airstrip Maintenance Contracts (\$8,752).

Directorate of Council & Community Services:

The total overspends under this directorate is \$148,884. The major reason for this overspend is Activity 404 - Sports and Recreation (\$78,999). This is due to staff cost allocation being for Area Manager coded here but providing services to other communities in region. Activity 161 - Waste Management (\$44,143) due to internal cost allocation for Jilkminggan pick-ups not yet journalled. Activity 341 - Commonwealth Aged Care Package \$30,234 and Activity 344 Commonwealth Home Support Program \$32,706 has overspends due to staff wages and salaries. This is getting being investigated and will be adjusted soon.

Other services:

There is overspend of \$37,540 in other combined services. Mataranka library project is completed and whole year's funding is expensed.

FINANCIAL CONSIDERATIONS

NIL

ATTACHMENTS:

- 1 Mataranka Local Authority - Expenditure Report 30.06.2019.pdf

Roper Gulf Regional Council Mataranka

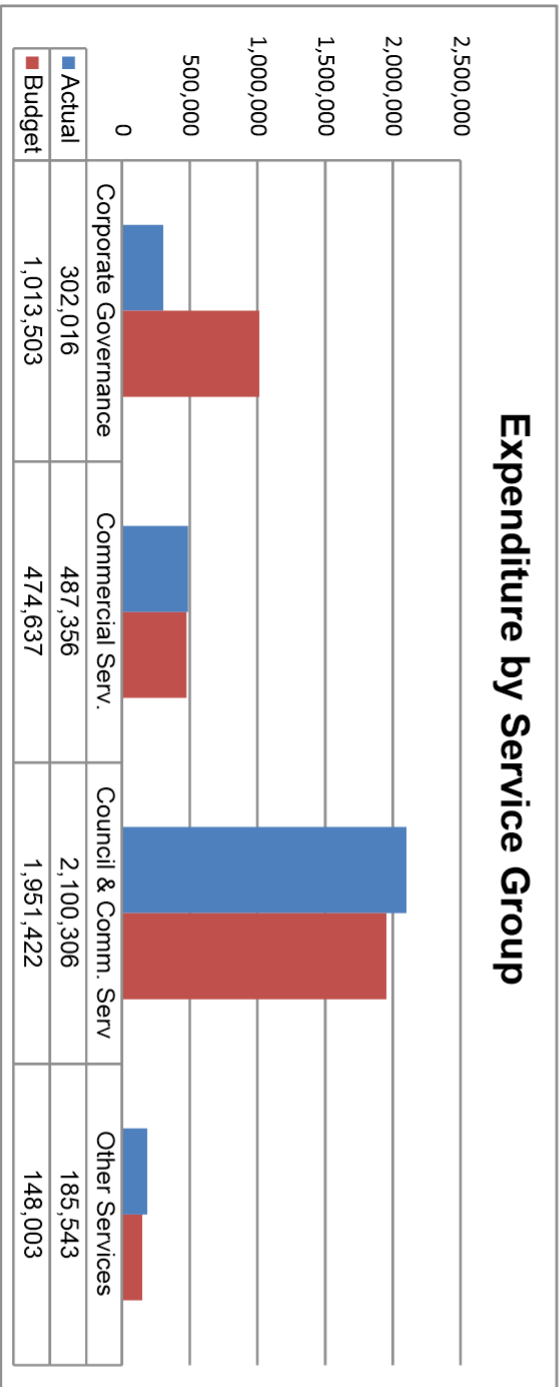


Expenditure Report as at 30th June 2019

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

| | June 2019 Actual | June 2019 Budget | June 2019 Variance | Annual Budget | Percentage of Budget Spent |
|--------------------------|---------------------|---------------------|-----------------------|------------------|----------------------------------|
| Corporate Governance | 302,016 | 1,013,503 | 711,487 | 1,013,503 | 30% |
| Commercial Serv. | 487,356 | 474,637 | 12,720 | 474,637 | 103% |
| Council & Comm. Serv | 2,100,306 | 1,951,422 | 148,884 | 1,951,422 | 108% |
| Other Services | 185,543 | 148,003 | 37,540 | 148,003 | 125% |
| Total Expenditure | 3,075,222 | 3,587,564 | 512,343 | 3,587,564 | 86% |

Expenditure by Service Group



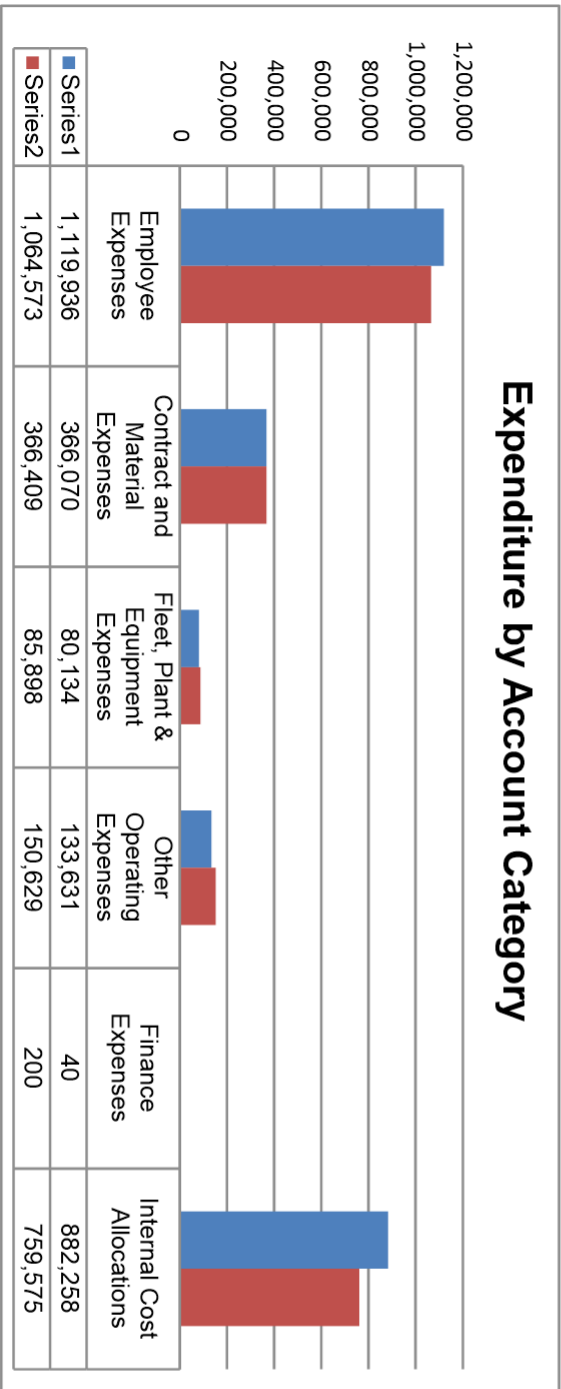
Roper Gulf Regional Council Mataranka



Expenditure Report as at 30th June 2019

| Expenditure by Account Category | June 2019 | June 2019 | June 2019 | Annual Budget | Percentage of Budget Spent |
|-----------------------------------|------------------|------------------|----------------|------------------|----------------------------|
| | Actual | Budget | Variance | | |
| Employee Expenses | 1,119,936 | 1,064,573 | 55,363 | 1,064,573 | 105% |
| Contract and Material Expenses | 366,070 | 366,409 | 339 | 366,409 | 100% |
| Fleet, Plant & Equipment Expenses | 80,134 | 85,898 | 5,764 | 85,898 | 93% |
| Other Operating Expenses | 133,631 | 150,629 | 16,998 | 150,629 | 89% |
| Finance Expenses | 40 | 200 | 160 | 200 | 20% |
| Internal Cost Allocations | 882,258 | 759,575 | 122,682 | 759,575 | 116% |
| Capital Expenditure | 493,152 | 1,160,281 | 667,128 | 1,160,281 | 43% |
| Total Expenditure | 3,075,222 | 3,587,564 | 512,343 | 3,587,564 | 86% |

Expenditure by Account Category



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



| Activity Listing | June 2019 Actual | June 2019 Budget | June 2019 Variance | Annual Budget | Explanation |
|------------------|---------------------|---------------------|-----------------------|------------------|-------------|
|------------------|---------------------|---------------------|-----------------------|------------------|-------------|

Corporate Governance

| | | | | | |
|---|---------|---------|---------|---------|---|
| 110 - Assets Management - Fixed Assets | 64,653 | 359,188 | 294,535 | 359,188 | Budgeted capital expenditure for buildings and infrastructure, not yet spent. Carried Forward to 2019-20. |
| 115 - Asset Management - Mobile Fleet & | 100,971 | 513,995 | 413,024 | 513,995 | The budget capital expenditure for motor vehicle and plant coded under location - Katherine. |
| 131 - Council and Elected Members | 0 | 9,460 | 9,460 | 9,460 | The underspend is due to expense coded under location- Katherine. |
| 132 - Local Authority | 4,199 | 5,340 | 1,141 | 5,340 | Immaterial variance |
| 134 - Community Grants | 13,178 | 0 | 13,178 | 0 | Community grants budgeted under Location- Katherine |
| 138 - Local Authority Project | 4,173 | 9,932 | 5,759 | 9,932 | Please fine attached project register for details. |
| 202 - Staff Housing | 129 | 12,396 | 12,268 | 12,396 | The expenses on building repair and maintenance is more than budgeted amount i.e less income. |
| 245 - Visitor Accommodation and External Facility Use | 420 | 20,484 | 20,064 | 20,484 | Budgeted office space cost allocation expenses not yet allocated. |

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



| Activity Listing | June 2019 Actual | June 2019 Budget | June 2019 Variance | Annual Budget | Explanation |
|--|---------------------|---------------------|-----------------------|------------------|--|
| 493 - SPG - Loaders X 3 | 107,500 | 107,500 | 0 | 107,500 | |
| 495 - BBRF - Mataranka Regional Community Hub | 7,050 | 0 | 7,050 | 0 | The amount spent on design and documentation BBRF |
| Sub Total | 302,016 | 1,013,503 | 711,487 | 1,013,503 | |

Commercial Services

| | | | | | |
|--|----------------|----------------|---------------|----------------|---|
| 241 - Airstrip maintenance Contracts | 11,152 | 2,400 | 8,752 | 2,400 | The overspent on Mataranka airstrip maintenance work. |
| 242 - Litter Collection and Slashing External Contracts | 35,862 | 36,000 | 138 | 36,000 | Immaterial variance |
| 246 - Commercial Australia Post | 7,424 | 7,456 | 32 | 7,456 | Immaterial variance |
| 314 - Service Fee - CDP | 365,044 | 383,780 | 18,737 | 383,780 | The underspend is due to staff absences/vacant positions \$12,010 & less expenses incurred on Materials and tools \$5,205. |
| 318 - Outcome Payments - CDP | 67,875 | 45,000 | 22,875 | 45,000 | More outcome payments received leading to high project mgmt. fee |
| Sub Total | 487,356 | 474,637 | 12,720 | 474,637 | |

Council & Community Services

| | | | | | |
|--------------------------------|---------|---------|--------|---------|---|
| 111 - Council Services General | 444,717 | 455,357 | 10,640 | 455,357 | The underspend is due to less spent on other operating expenses. |
| 160 - Municipal Services | 807,975 | 799,141 | 8,834 | 799,141 | Immaterial variance |

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



| Activity Listing | June 2019 Actual | June 2019 Budget | June 2019 Variance | Annual Budget | Explanation |
|--|---------------------|---------------------|-----------------------|------------------|---|
| 161 - Waste management | 71,049 | 26,906 | 44,143 | 26,906 | The overspend is due to internal cost allocation is not yet completed. |
| 162 - Cemeteries Management | 2,964 | 3,964 | 1,000 | 3,964 | Immateral variance |
| 164 - Local Emergency Management | 1,672 | 1,869 | 198 | 1,869 | Immateral variance |
| 165 - Recycling Station | 8,754 | 8,349 | 405 | 8,349 | Immateral variance |
| 166 - Rural Transaction Centre | 19,841 | 22,121 | 2,280 | 22,121 | Immateral variance |
| 169 - Civic Events | 1,120 | 2,000 | 880 | 2,000 | Immateral variance |
| 170 - Australia Day | 820 | 820 | 0 | 820 | |
| 200 - Local roads maintenance | 19,841 | 28,200 | 8,359 | 28,200 | The overspend on supply and installation of dump point. |
| 201 - Street lighting | 3,320 | 6,000 | 2,680 | 6,000 | The budgeted amount for assets repair maintenance not spend due to no request received. |
| 341 - Commonwealth Aged Care Package | 102,522 | 72,288 | 30,234 | 72,288 | The amount was overspent on staff wages and salaries \$36,732. |
| 342 - Indigenous Aged Care Employment | 20,467 | 24,768 | 4,301 | 24,768 | Immateral variance |
| 344 - Commonwealth Home Support Program | 116,090 | 83,384 | 32,706 | 83,384 | The amount was overspent on staff wages and salaries \$36,732. |
| 348 - Library | 50,036 | 45,633 | 4,403 | 45,633 | Immateral variance |
| 350 - Centrelink | 45,132 | 51,658 | 6,526 | 51,658 | The underspend is due to staff absence. |
| 355 - National Disability Insurance Scheme | 4 | 0 | 4 | 0 | Immateral variance |
| 356 - NDIS – Information, Linkages and Capacity Building | 191 | 700 | 509 | 700 | Immateral variance |

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



| Activity Listing | June 2019 Actual | June 2019 Budget | June 2019 Variance | Annual Budget | Explanation |
|--|---------------------|---------------------|-----------------------|------------------|--|
| 381 - Animal Control | 2,929 | 2,815 | 114 | 2,815 | Immaterial variance |
| 401 - Night Patrol | 230,434 | 239,582 | 9,149 | 239,582 | Immaterial variance |
| 404 - Indigenous Sports and Rec Program | 88,981 | 9,982 | 78,999 | 9,982 | The overspend is due to staff allocation cost. - Nathan's Wages proportion |
| 405 - Sports & Rec - AFL Mens Competition 2018 | 1,760 | 1,760 | 0 | 1,760 | Line Marking Machine purchased |
| 410 - National Youth Week | 0 | 400 | 400 | 400 | |
| 414 - Drug and Volatile Substances | 1,565 | 1,525 | 41 | 1,525 | Jumping Castle purchased |
| 416 - Youth Vibe Grant | 0 | 600 | 600 | 600 | |
| 432 - Mataranka Show Ground Upgrade - Capex 200K | 51,434 | 54,098 | 2,664 | 54,098 | Immaterial variance |
| 494 - Cenotaph Upgrade at Borrooloola an | 6,687 | 7,500 | 813 | 7,500 | The project is completed under budgeted amount. |
| Sub Total | 2,100,306 | 1,951,422 | 148,884 | 1,951,422 | |
| Other Services | | | | | |
| 466 - SPG - Mataranka Public Library Upgrade | 142,317 | 100,000 | 42,317 | 100,000 | The project is completed and total funds are expensed. |
| 488 - NTEPA Environment Grant | 43,003 | 43,003 | 0 | 43,003 | |
| 489 - Museum Signage for Mataranka | 222 | 5,000 | 4,778 | 5,000 | The underspend is due to work in progress. |
| Sub Total | 185,543 | 148,003 | 37,540 | 148,003 | |
| Total Expenditure | 3,075,222 | 3,587,564 | 512,343 | 3,587,564 | |