



AGENDA

MINYERRI LOCAL AUTHORITY MEETING

MONDAY, 19 SEPTEMBER 2022

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

Monday, 19 September 2022 at 11:00am
The Alawa Office Conference Room, Hodgson Downs (Minyerri)
Or
via Video/Phone Conference
Call: (03) 9260 6977
Guest Pin: 6414

Your attendance at the meeting will be appreciated.

A handwritten signature in black ink, appearing to read 'Marc Gardner', is positioned above the name of the Chief Executive Officer.

Marc GARDNER
CHIEF EXECUTIVE OFFICER

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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	Nil.	
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15.1 Local Government Representation (Electoral) Reviews 2022

The report will conducted in accordance with the Local Government Act 2019 and Local Government (General) Regulations 2021 s51(1)(c)(i) (c)(ii) (c)(iii) (c)(iv) (e), information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person; AND information that would, if publicly disclosed, be likely to prejudice the maintenance or administration of the law; AND information that would, if publicly disclosed, be likely to prejudice the security of the council, its members or staff; AND information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person; AND information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

15.2 Confirmation of the Hodgson Downs (Minyerri) Local Authority Meeting Previous Confidential Minutes

The report will conducted in accordance with the Local Government Act 2019 and Local Government (General) Regulations 2021 s51(1)(e), information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

16 CLOSE OF MEETING

CONFIRMATION OF PREVIOUS MINUTES



ITEM NUMBER	7.1
TITLE	Confirmation of the Hodgson Downs (Minyerri) Local Authority Meeting Previous Minutes
REFERENCE	1292604
AUTHOR	Chloe IRLAM, Governance Engagement Coordinator

RECOMMENDATION

That the Hodgson Downs (Minyerri) Local Authority confirms the minutes from the meeting held Monday, 06 June 2022 and affirms them to be a true and accurate record of that meeting's decisions and proceedings.

KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

BACKGROUND

The Hodgson Downs (Minyerri) Local Authority met with a **QUORUM** on Monday, 06 June 2022 at 11:00am. Attached are the recorded minutes from that meeting for the Local Authority to confirm



ISSUES/OPTIONS/SWOT

The next Hodgson Downs (Minyerri) Local Authority Meeting is scheduled to be held on Monday, 05 December 2022.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

1   Minyerri Local Authority 2022-06-06 [2016] Minutes.DOCX



MINUTES OF THE ROPER GULF REGIONAL COUNCIL, MINYERRI LOCAL
AUTHORITY MEETING HELD AT THE ALAWA OFFICE CONFERENCE ROOM,
HODGSON DOWNS (MINYERRI)
ON MONDAY, 6 JUNE 2022 AT 11:00AM

1 PRESENT MEMBERS/STAFF/GUESTS

1.1 Members

- Councillor Patricia FARRELL;
- Nerrale ARNOLD (Chairperson);
- Jones BILLY;
- Johnathon WALLA; and
- Beth JOHN.

1.2 Staff

- Marc GARDNER, Chief Executive Officer;
- Dave HERON, General Manager Corporate services and Sustainability;
- Andreea CADDY, General Manager Infrastructure and Planning;
- Michaela NARRE, Assistant Manager Community Development Programme
- Debbie BRANSON, Executive Assistant to the Chief Executive Officer;
- Rebecca LINN, Information Integrity Officer; and
- Bhumika Adhikari, Governance Officer (Minute Secretary).

1.3 Guests

- Alec MOYLAN, Department of the Chief Minister and Cabinet.

2 MEETING OPENED

The Minyerri Local Authority Meeting opened at 11:02am with **QUORUM** meeting. The Chairperson welcomed members, staff and guests to the meeting and the Roper Gulf Regional Council Pledge was read.

3 WELCOME TO COUNTRY

4 APOLOGIES AND LEAVE OF ABSENCE

COUNCIL RESOLUTION

MIN Q-11/2022 (Patricia FARRELL/Beth JOHN) CARRIED

That the Hodgson Downs (Minyerri) Local Authority:

- (a) Accepts the tendered apologies from Mayor Tony JACK and Local Authority Appointed Member Sonia ROBERTS; and
- (b) Notes the absence with no tendered apologies from Councillor Annabelle DAYLIGHT.

5 QUESTIONS FROM THE PUBLIC

Nil.

6 DISCLOSURES OF INTEREST

COUNCIL RESOLUTION

MIN Q-12/2022 (Beth JOHN/Jonathon WALLA) CARRIED

That the Hodgson Downs (Minyerri) Local Authority notes Beth JOHN's conflict of interest in regards to the Community Development and Night Patrol reports.

7 CONFIRMATION OF PREVIOUS MINUTES

7.1 CONFIRMATION OF PREVIOUS MINYERRI LOCAL AUTHORITY MEETING MINUTES

MIN Q-13/2022 (Beth JOHN/Jones BILLY) CARRIED

That the Hodgson Downs (Minyerri) Local Authority:

- (a) Confirms the minutes from the meeting held 08 December 2021 and affirms them to be a true and accurate record of that meeting's decisions and proceedings; and
- (b) Ratifies the recommendations made 07 March 2022 (due to a Provisional Meeting) subject to the change to Jones BILLY and as follows:

VET TEAM UPDATE

That the Hodgson Downs (Minyerri) Local Authority;

- a) Receives and notes the Vet Team update report; and*
- b) Registers support for a community BBQ and information session about staying safe around dogs.*

ELECTED MEMBERS REPORT

That the Hodgson Downs (Minyerri) Local Authority receives and notes the Elected Member Report.

LOCAL AUTHORITY MEMBER ATTENDANCE REPORT

That the Hodgson Downs (Minyerri) Local Authority receives and notes the Local Authority Member Attendance Report.

LOCAL AUTHORITIES AND NEW GUIDELINE PRESENTATION

That the Hodgson Downs Local Authority accepts and notes the presentation in relation to Local Authorities and New Guideline from the Department of the Chief Minister and Cabinet.

LOCAL AUTHORITY UPDATE

That the Hodgson Downs (Minyerri) Local Authority receives and notes the Local Authority Projects Update.

COUNCIL FINANCIAL REPORT FOR THE PERIOD 01.072021 – 31.1.2022

That the Hodgson Downs (Minyerri) Local Authority receives and notes the Financial (Expenditure) Report for the period July 2021 to January 2022.

BIG RIVERS LIVEABILITY SURVEY

That the Borroloola Local Authority receives and notes the information provided by the Department of Chief Minister and Cabinet.

8 BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION LIST

MIN Q-14/2022 (Patricia FARRELL/Jonathon WALLA) CARRIED

That the Hodgson Downs (Minyerri) Local Authority:

- (a) Receives and notes the Action List;
- (b) Approves the removal of completed items;
- (c) Requests the Chief Executive Officer invite a representative from the Power and Water Authority to the next Local Authority Meeting or AAC Board meeting to address water shortage concerns within the Community.

9 CALL FOR ITEMS OF GENERAL BUSINESS

- Roper Valley- Kewyuli

10 INCOMING CORRESPONDENCE

11 OUTGOING CORRESPONDENCE

11.1 OUTGOING CORRESPONDENCE

MIN Q-15/2022 (Beth JOHN/Jonathon WALLA) CARRIED

That the Hodgson Downs (Minyerri) Local Authority notes the outgoing correspondence.

12 OPERATIONAL REPORTS

12.1 VET TEAM UPDATE TO MINYERRI

MIN Q-16/2022 (Patricia FARRELL/Jones BILLY) CARRIED

That the Hodgson Downs (Minyerri) Local Authority receives and notes the vet team update.

13 GENERAL BUSINESS

13.1 STRONGER FUTURES ACT SUNSETTING

MIN Q-17/2022 (Beth JOHN/Patricia FARRELL) CARRIED

That the Hodgson Downs (Minyerri) Local Authority receives and notes the Stronger Futures Act Sunsetting report.

13.2 BIG RIVERS REGION LIVEABILITY SURVERY REPORT 2022

MIN Q-18/2022 (Jones BILLY/Jonathon WALLA) CARRIED

That the Hodgson Downs (Minyerri) Local Authority receives and notes the Big Rivers Region Liveability Survey Report 2022 presented by a representative from the Department of Chief Minister and Cabinet.

13.3 ELECTING A CHAIRPERSON

MIN Q-19/2022 (Jonathon WALLA/Beth JOHN) CARRIED

That the Hodgson Downs (Minyerri) Local Authority nominates Jones BILLY as Chairperson for the period of twelve (12) months.

13.4 LOCAL AUTHORITY MEMBER ATTENDANCE REPORT

MIN Q-20/2022 (Patricia FARRELL/Jonathon WALLA) CARRIED

That the Hodgson Downs (Minyerri) Local Authority receives and notes the Local Authority Member Attendance Report.

*Local Authority Appointed Member Beth JOHN left the meeting, the time being 11:49am
Local Authority Appointed Member Beth JOHN returned to the meeting, the time being 11:53am*

13.5 COMMUNITY DEVELOPMENT PROGRAMME

MIN Q-21/2022 (Patricia FARRELL/Jonathon WALLA) CARRIED

That the Hodgson Downs (Minyerri) Local Authority receives and notes the Community Development Program (CDP) report.

13.6 ELECTED MEMBER REPORT

MIN Q-22/2022 (Jones BILLY/Beth JOHN) CARRIED

That the Hodgson Downs (Minyerri) Local Authority receives and notes the Elected Member Report.

13.7 COUNCIL FINANCIAL REPORT FOR THE PERIOD 01.07.2021 - 30.4.2022

MIN Q-23/2022 (Jones BILLY/Beth JOHN) CARRIED

That the Minyerri Local Authority:

- (a) Receives and notes the Financial (Expenditure) Report for the period July 2021 to April 2022; and
- (b) Separate the income expenditure for the Community Development Program and Night Patrol.

14 OTHER BUSINESS

14.1 ROPER VALLEY – KEWYULI - *Nerrale* ARNOLD

MIN Q-24/2022 (Beth JOHN/Patricia FARRELL) CARRIED

That the Minyerri Local Authority request:

- (a) A report on the income and services provision at Kewyuli Outstation to the next meeting;
- (b) Roper Valley remain as a standing item at future meetings and regular reports are provided; and
- (c) The Chief Executive Officer follow up with Telstra regarding the public telephone out of order.

15 CONFIDENTIAL ITEMS

MIN Q-25/2022 (Patricia FARRELL/Jonathon WALLA) CARRIED

That pursuant to Section 99(2) of the Local Government Act 2019 and Regulation 51(1) of the Local Government (General) Regulations the meeting be closed to the public to consider the following Confidential Items:

15.1 Minyerri Store Road Repairs

15.2 Minyerri Internal Roads – Upgrade and Repair Options

The reports will conducted in accordance with the Local Government Act 2019 and Local Government (General) Regulations 2021 s 51(1)(c)(i).

The meeting moved to the closed section of the meeting at 12:17pm.

The meeting returned to the open section of the meeting at 12:42pm.

16 CLOSE OF MEETING

The meeting closed at 12:42 pm.

This page and the proceeding pages are the Minutes of the Minyerri Local Authority Meeting held on Monday, 06 June 2022 and confirmed Monday, 19 September 2022.

Chairperson Nerrale ARNOLD
Confirmed on Monday, 19 September 2022.

BUSINESS ARISING FROM PREVIOUS MINUTES



ITEM NUMBER	8.1
TITLE	Action List
REFERENCE	1266701
AUTHOR	Debbie BRANSON, Executive Assistant to Chief Executive Officer

RECOMMENDATION

That the Hodgson Downs (Minyerri) Local Authority receives and notes the Action List.

KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

BACKGROUND

The Action List is a summary of tasks that the Local Authority has requested be undertaken by Council staff. The table also identifies the Staff member assigned to the task by the Chief Executive Officer.

The Action List is a **non-authoritative** reference document for Business Arising out of Previous Minutes.

8.1 ACTION LIST

14/2022

That the Hodgson Downs (Minyerri) Local Authority:

- (a) receives and notes the Action List;
- (b) approves the removal of completed items;
- (c) requests the Chief Executive Officer invite a representative from the Power and Water Authority to the next Local Authority Meeting or AAC Board meeting to address water shortage concerns within the Community.

REPORT IN AGENDA?

CEO meeting with Water Resources Division

13.7 COUNCIL FINANCIAL REPORT FOR THE PERIOD 01.07.2021 - 30.4.2022

23/2022

That the Minyerri Local Authority:

- (a) receives and notes the Financial (Expenditure) Report for the period July 2021 to April 2022; and
- (b) separates the income expenditure for the Community Development Program and Night Patrol.

REPORT IN AGENDA?

Not able to complete due to nature of contracts

14.1 ROPER VALLEY – KEWYULI

24/2022

That the Minyerri Local Authority requests:

- (a) a report on the income and services provision at Kewyuli Outstation to the next meeting;
- (b) Roper Valley remain as a standing item at future meetings and regular reports are provided; and
- (c) the Chief Executive Officer follow up with Telstra regarding the public telephone out of order.

REPORT IN AGENDA?

Yes - Outstations team will be present at the meeting

Payphone reported : 8th August

Case Number : 174458845

Outcome: Assessed Parts required and ordered.

Repaired 2 September.

ATTACHMENTS

There are no attachments for this report.

GENERAL BUSINESS



ITEM NUMBER	13.1
TITLE	Community Development Programme
REFERENCE	1289917
AUTHOR	Michaela NAARE, Assistant Manager Community Development Programme

RECOMMENDATION

That the Hodgson Downs (Minyerri) Local Authority receives and notes the Community Development Program (CDP) report.

KEY OUTCOME AREA

Wellbeing: Contribute to the wellbeing of residents individually and communities as a whole; by fostering increased participation in community activities, education, healthy lifestyles, and a safe living environment.

BACKGROUND

The Community Development Program (CDP) is a remote employment and community development service being delivered by Council on behalf of the Commonwealth Government. Council is required to deliver a quality service, fulfilling all obligations and adhering to CDP contractual compliance under the Head Agreement.

Alawa Aboriginal Corporation (AAC) and Council have a signed sub-contractor agreement, where AAC will deliver CDP services in Minyerri Community on behalf of Council. In this agreement, AAC are required to provide a quality service, fulfilling all obligations while adhering to the contractual compliance and reporting directly to Council as per the sub-contractor agreement. In December 2020, due to the outstanding contractual issues, Council made the decision to suspend CDP services in Minyerri Community.

A "Roadmap for Return to Services" was discussed, designed and agreed upon by Council, National Indigenous Australians Agency (NIAA) and AAC. The roadmap was created as a phasing approach for AAC's resumption of CDP services. The identified objectives within the roadmap addressed the concerns to resolve the ongoing contractual issues.

ISSUES/OPTIONS/SWOT

Minyerri CDP currently have 234 job seekers on the caseload and within the past year, 29 job seekers have been placed into employment. These numbers do not include the long-term employed job seekers who are no longer required to undertake monthly post placement support interviews with the CDP team.

Due to the identified objectives within the roadmap, the AAC CDP team (with the assistance of the Councils CDP Employment Consultant) have overhauled their compliance strategies when preparing their job seekers to be 'job ready', this includes (but is not limited to):

- ensuring the job seekers 'Package of Support' is tailored to suit their individual needs and personal circumstances
- applying for Working with Children Clearance (Ochre Card)
- applying to undergo National Police Check
- acquiring Unique Student Identifier (USI) for ongoing professional development

Over the last few months, AAC's CDP activity planning and delivery has been hectic. The Women's Centre has a new Coordinator, whom shall oversee the CDP women's activities. Meanwhile the Men's Shed has primarily focused on education and lifelong learning workshops i.e. Furniture making, Alcohol and Other Drugs etc. AAC's CDP/Operations

Manager recent report advised Council, that 35 participants have successfully completed their First Aid and Cardiopulmonary Resuscitation (CPR) training. The 35 attendees were a mix of CDP job seekers, employment placed CDP job seekers and AAC staff.

On that note, AAC also administered the following activities/training (some of which are still ongoing):

- Licence to operate a forklift
- White Card Training
- 'Build-up Skateboarding' workshop (organised by Councils Community Safety department)
- Football coaching and training (where the Minyerri football team has been invited to curtain raise the Big Rivers Grand Final early next month in Katherine)
- Basketball coaching and training (for the Memorial Day competition)
- Initial planning around the delivery of Certificate II in Building and Construction training
- On Tuesday 9th August 2022, a combined Northern Territory Government services assisted Minyerri Community with the following;
 - DriveSafe NT
 - Births, Death and Marriages
 - Australian Electoral Commission

National Indigenous Australians Agency (NIAA) conducted the bi-annual Provider Performance Review 13 (PPR13) with Council's CDP department. Council's assessment was based on the following three Key Performance Indicators (KPI's):

- KPI 1 – Quality support for eligible job seekers (20%)
- KPI 2 – Appropriate and quality activities, tailored to participants, the community and economy (45%)
- KPI 3 – Employment and community outcomes (35%)

It is important to mention that one of the contractual issues that Council previously struggled with (prior to roadmap) was AAC's inefficient contribution as a subcontractor towards the PPR assessment and Region 30's KPI's. However this PPR (13); AAC's efforts and contributing evidence towards the assessment has significantly improved, which NIAA's assessors made it a point to comment on during PPR13's feedback session with Council.

Region Number and Name	KPI 1	KPI 2	KPI 3
Region 29 Gulf Region NT	75%	81%	95.43%
**Region 30 Ngukurr/Numbulwar Region	77%	83.57%	95.14%

****Highlighted above is Region 30's PPR13 assessment result.**

In recognition of AAC's continued improvement in compliance and performance, the Council is now paying 50% of the contract fee to the corporation (this is separate to the 100% activity fee that AAC is contracted). It is anticipated that AAC will be able to fully comply with the road map and each outlined objective met in the near future. Council is still currently supporting the corporation's CDP staff in capacity building by providing a CDP Employment Consultant on site in Minyerri to support and mentor the AAC staff.

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS

There are no attachments for this report.

GENERAL BUSINESS



ITEM NUMBER	13.2
TITLE	Council Financial Report for the period 01.07.2021 - 31.7.2022
REFERENCE	1291526
AUTHOR	Manisha CHAMKUR, Financial Accountant

RECOMMENDATION

That the Minyerri Local Authority receives and notes the Financial (Expenditure) Report for the period July 2022 to July 2022.

BACKGROUND

As per the *Local Government Act 2019* and its' statutory instruments, the council is to submit a current financial report of actual expenditure against the latest approved budget for the Local Authority area.

Minyerri has three activities which are Municipal services, Community Development Program (CDP) and Night Patrol services. In the month of July 2022, we have only incurred expenses of \$587.45 in CDP and no expenses incurred in any other activities.

ISSUES/OPTIONS/SWOT

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

Operating Income:

Council has received \$6,000 in Operating Income for Minyerri which is leading to a variance of \$15,570. This is mostly from Local Authority funding. The variance is mainly since the income will be recognised as the projects reach further stages of progression.

Operating Expenditure:


The total underspend in operating expenditure is \$199,493. The major cause in underspend is from Contract and Materials since some of the invoices from Alawa have yet to be received.

FINANCIAL CONSIDERATIONS

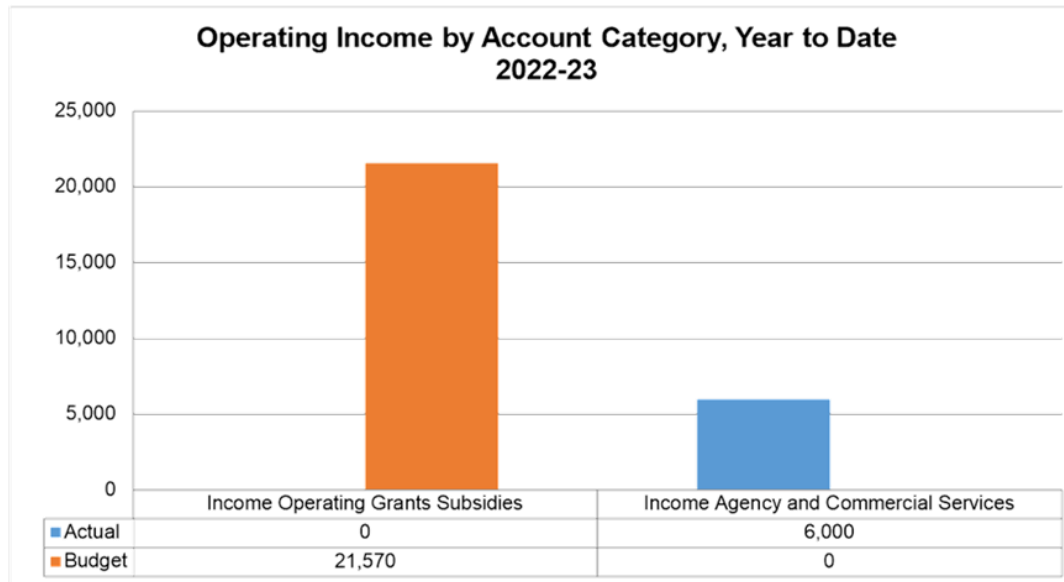
Nil.

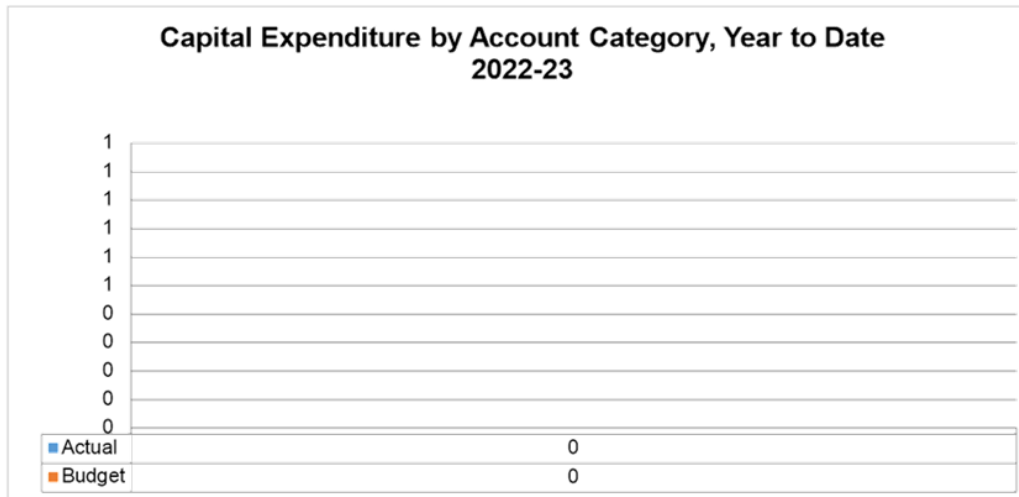
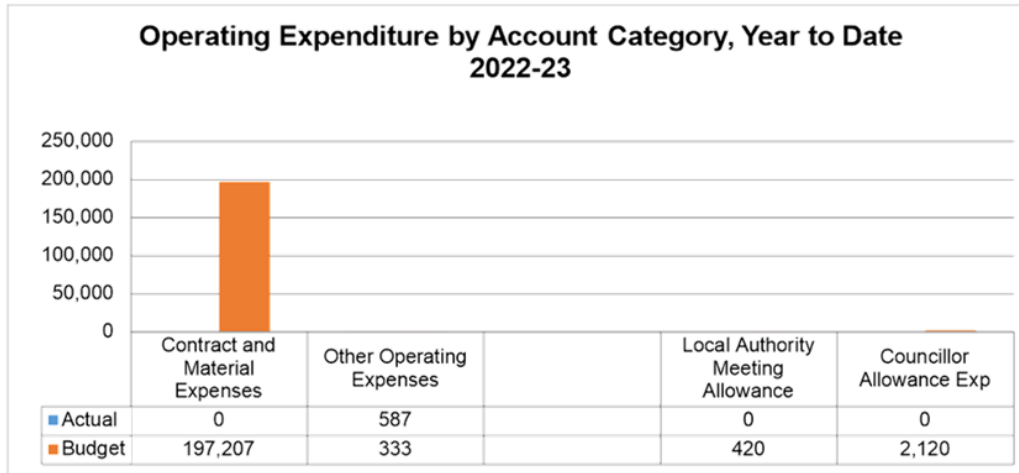
ATTACHMENTS

1   Financial Report 31.7.2022.pdf

Roper Gulf Regional Council		 REGIONAL COUNCIL SUSTAINABLE • VIABLE • VIBRANT			
Financial Report as at					
31-July-2022					
Minyerri					
	Year to Date Actual (\$)	Year to Date Budget (\$)	Variance (\$)	Full Year Budget (\$)	Explanation
Income					
Income Operating Grants Subsidies	0	21,570	-21,570	258,840	The main cause in variance is from Local Authority funding. As projects reach further stages of progression, income will be recognised from Liability.
Income Agency and Commercial Services	6,000	0	6,000	1,560,000	The main cause in variance is the timing difference in receiving the income as these outcome payments were meant to be received in June but actually received in July.
Total Operating Income	6,000	21,570	-15,570	1,818,840	
Operating Expenditure					
Contract and Material Expenses	0	197,207	-197,207	2,366,488	Alawa Aboriginal Corporation has not provided any CDP services in this month. Therefore, there has been no actual expense incurred.
Other Operating Expenses	587	333	254	4,000	
Local Authority Meeting Allowance	0	420	-420	5,044	
Councillor Allowance Exp	0	2,120	-2,120	25,436	
Total Expenditure	587	200,081	-199,493	2,400,968	
Operating Surplus/Deficit	5,413	-178,511	183,923	-582,129	
Capital Funding					

	0	0	0	0
	0	0	0	0
Capital Expenditure				
	0	0	0	0
Total Capital Expenditure	0	0	0	0
Net Operating Position	5,413	-178,511	183,923	-582,129





GENERAL BUSINESS

ITEM NUMBER	13.3
TITLE	Local Authority Member Attendance Report
REFERENCE	1292611
AUTHOR	Chloe IRLAM, Governance Engagement Coordinator

RECOMMENDATION

That the Hodgson Downs (Minyerri) Local Authority receives and notes the Local Authority Member Attendance Report.

KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

BACKGROUND

The *Local Government Act 2019*, deals with Local Authority Administration Members may be removed from a Local Authority if they are absent from two (2) consecutive meetings without authorisation.

Hodgson Downs (Minyerri) Local Authority Member Meetings Attendance

Local Authority Meeting Members	16 August 2021	18 October 2021	08 December 2021	07 March 2022	06 June 2022	05 September 2022
Mayor Tony JACK	Cancelled	P	P	P	AP	Postponed
Councillor Annabelle Daylight	-	-	AP	NO AP	NO AP	-
Councillor Patricia Farrell	-	P	P	P	P	-
Nerrale Arnold	-	P	P	P	P	-
Beth John	-	P	P	AP	P	-
Johnathon Walla	-	P	P	AP	P	-
Johns Billy			P	NO AP	P	
Sonia Roberts	-	-	-	P	P	-

Key

P Present at LA

AP Apology given and accepted by LA

NO AP Did not attend LA and did not tender any apologies

ISSUES/OPTIONS/SWOT

Nil.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

GENERAL BUSINESS

ITEM NUMBER	13.4
TITLE	Minyerri Store Road Stabilisation Project
REFERENCE	1293181
AUTHOR	Andreea CADDY, General Manager Infrastructure Services & Planning

RECOMMENDATION

That the Minyerri Local Authority (LA) receive and note the report entitled Minyerri Store Road Stabilisation Project.

KEY OUTCOME AREA

Wellbeing: Contribute to the wellbeing of residents individually and communities as a whole; by fostering increased participation in community activities, education, healthy lifestyles, and a safe living environment.

Environment: Protect and care for the physical environment, including developing and maintenance of clean and environmentally focused communities.

Infrastructure: Support building and maintaining community infrastructure which positively contributes to resident needs and aspirations.

Economic Development: Foster strengthening and growing jobs, industries, and investment attraction.

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

BACKGROUND

In early 2022, the Minyerri Local Authority sought RGRC support to undertake some stabilization and maintenance works in the community. One of the priority projects identified was the Minyerri Store Road stabilisation. At its June 2022 meeting, the LA were presented with a scope of work for the extent of the stabilisation works near and around the access to the Minyerri Store. The LA requested Administration undertake a secondary site visit to discuss the scope of work and extent of works directly with the Store manager and Alowa CEO. A secondary meeting yielded a slightly varied scope of work, as illustrated in Image 1.



Image 1 – Stabilisation Minyerri Store – Rev 2

ISSUES/OPTIONS/SWOT

The varied scope of work is being presented to the LA by way of information and ensuring that the LA is kept abreast of any changes. The changes needed to consider access and egress by delivery trucks and parking areas by customers. The Alowa CEO identified the need to consult further with the Store Manager to ensure planned works for the installation of a fuel bowzer do not negatively impact the RGRC project. The scope of work may alter again once the fuel bowzer drawings are received and reviewed by the RGRC contractor.

FINANCIAL CONSIDERATIONS

As a result of the secondary site visit the scope of work has changed. As such, the stabilization works costs have increased above the budgeted amount and Council support will be required to undertake the project, prior to the wet.

ATTACHMENTS

There are no attachments for this report.

GENERAL BUSINESS



ITEM NUMBER	13.5
TITLE	Elected Member Report
REFERENCE	1293220
AUTHOR	Chloe IRLAM, Governance Engagement Coordinator

RECOMMENDATION

That the Hodgson Downs (Minyerri) Local Authority receive and note the Elected Member Report.

KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

BACKGROUND

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

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

ISSUES/OPTIONS/SWOT**COMMUNITY SAFETY OVER-VIEW**

In mid-August, the Community Safety team delivered a three-day skateboarding workshop in Minyerri with Build Up Skateboarding. On average approximately forty children attended the skateboarding workshop each day, with interest growing as word of mouth spread. This was made possible through a donation of skateboards to Council which was received in late-2021. Twenty-five sets of skateboards with helmets and safety-pad packs have been left in community along with a ramp set, so that the community can continue to deliver skateboarding as a sport and recreation activity. Although Minyerri does not fall within the usual delivery scope of the National Indigenous Australian Agency (NIAA) funded Indigenous Sport & Recreation Program, this activity was made possible by a specialised approval.

Reporting for Night Patrol for FY22 has been completed. It shows that a total of 500 people were assisted by Night Patrol over the twelve-month period. All of these were children aged under 17 years, with 22% female and 78% male.

ORDINARY MEETING OF COUNCIL – 24 AUGUST 2022

Council approved the recommendations from the following Local Authority meetings:

- Mataranka Local Authority Meeting held on 09 August 2022 with **quorum**;
- Hodgson Downs (Minyerri) Local Authority Meeting held on 06 June 2022 with **quorum**

The Jilkminggan Local Authority scheduled a meeting to be held on Tuesday, 09 August 2022, however the meeting was **POSTPONED** due to lack of member attendance. The minutes from the new upcoming meeting will be presented to Council at its Ordinary Meeting on 26 October 2022.

Council opened a 21 day 'Call for Nominations' period to fill one (1) vacancy on the Hodgson Downs (Minyerri) Local Authority.

Council were informed on a new scope of works for the Hodgson Downs (Minyerri) road to store project, a report has been submitted to this Agenda to advise the Local Authority of the status of the project.

AUDIT AND RISK COMMITTEE MEETING – 17 AUGUST 2022

The Audit and Risk Committee consists of;

- Ian SWAN – Independent Member;
- Carolyn EAGLE – Independent Member;
- Claudia GOLDSMITH – Independent Member;
- Councillor Gadrian HOOSAN; and
- Councillor John DALYWATER.

There were no direct subjects pertaining to the Never Never Ward discussed at the Audit and Risk Committee Meeting.

FINANCE AND INFRASTRUCTURE COMMITTEE MEETING – 27 JULY 2022

The Finance and Infrastructure Committee consists of;

- Awais UR REHMAN – Independent Member
- Mayor Tony JACK;
- Deputy Mayor Judy MacFARLANE;
- Councillor Samuel EVANS;
- Councillor Owen TURNER;
- Councillor Helen LEE;
- Councillor Annabelle DAYLIGHT; and
- Councillor Edwin NUNGGUMAJBARR.

The Finance and Infrastructure Committee discussed the allocation of Mataranka LA Project Funding to the Oval Irrigation Project in accordance with a previous decision of the LA, however a new quote for works will be presented to the next scheduled Mataranka Local Authority meeting to confirm the project.

The committee requested a meeting to be convened before the Mataranka Local Authority Meeting on 09 August 2022 at 2:00pm in regards to Mulgan Camp alcohol restrictions.

ORDINARY MEETING OF COUNCIL – 16 JUNE 2022

Council approved the recommendations from the following Local Authority meetings:

- Jilkmिंगgan Local Authority Meeting held on 10 May 2022 with **quorum**
- *Noted* the recommendations from the Mataranka Local Authority Meeting held on 10 May 2022 as a **provisional**

The Hodgson Downs (Minyerri) Local Authority was scheduled to meet on Monday 06 June 2022. The Minutes of that meeting had not been finalised and as such were unavailable at the time of the Agenda compilation. The Minutes of the Hodgson Downs (Minyerri) Local Authority shall be presented to Council at its next Ordinary Meeting on 24 August 2022.

Council opened a 21 day 'Call for Nominations' period to fill one (1) vacancy on the Mataranka and Jilkmिंगgan Local Authorities. Council also acknowledged Councillor Patricia FARRELL's resignation from the Mataranka and Jilkmिंगgan Local Authorities, and appointed membership to Desmond BARRITT for the Mataranka Local Authority.

UPCOMING COUNCIL MEETINGS

28 September 2022 at 8:30am	Ordinary Meeting of Council	RGRC Support Centre Katherine
19 October 2022 at 10:00am	Audit and Risk Committee Meeting	RGRC Support Centre Katherine
26 October 2022 at 8:30am	Ordinary Meeting of Council	Service Delivery Centre Numbulwar

MEETINGS ATTENDED BY THE MAYOR

June	<ul style="list-style-type: none">• Australian Local Government association (ALGA) – 19 to 22 June 2022• Ngukurr Local Authority Meeting – 28 June 2022• Urapunga Local Authority Meeting – 28 June 2022
July	<ul style="list-style-type: none">• Manyallaluk Local Authority Meeting – 04 July 2022• Barunga Local Authority Meeting – 05 July 2022
August	<ul style="list-style-type: none">• Mataranka Local Authority Meeting – 09 August 2022• Borroloola Local Authority Meeting – 11 August 2022• Audit Committee Meeting – 17 August 2022• Ordinary Meeting of Council (Bulman) – 24 August 2022

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

There are no attachments for this report.

GENERAL BUSINESS

ITEM NUMBER	13.6
TITLE	Service Provision - Kewyuli
REFERENCE	1293305
AUTHOR	Andreea CADDY, General Manager Infrastructure Services & Planning

RECOMMENDATION

That the Minyerri Local Authority receives and notes the Service Provision at the Kewyuli Outstation report.

KEY OUTCOME AREAS

Wellbeing: Contribute to the wellbeing of residents individually and communities as a whole; by fostering increased participation in community activities, education, healthy lifestyles, and a safe living environment.

Infrastructure: Support building and maintaining community infrastructure which positively contributes to resident needs and aspirations.

BACKGROUND

Roper Gulf Regional Council have been contracted by the Homeland Services Group – Remote Housing Reform, Territory Families, Housing and Communities, Northern Territory Government to provide Outstations such as Kewyuli with power, water, septic as well as municipal and housing maintenance services. RGRC have scheduled meetings with residence twice annually and work with the residents to complete a service delivery agreement which is put in place at the beginning of each year. This agreement is to establish agreed works and priorities which are a shared responsibility between the council and outstation residents.

Roper Gulf Regional Council have also gained ABA funding to supply and install new solar hybrid (power) system and new water tank which we are currently in talks with contractors and awaiting quotes. RGRC expect to begin works within the next couple of months.

ISSUES/OPTIONS/SWOT

Roper Gulf also obtained funding to build a generator security compound costing \$ 32,310 but that project has been put on hold until the ABA electrical upgrade project is completed. Project is due to be completed by June 2023.

Please see below agreement between the council and residents.

Homeland/Outstation			Homeland/Outstation ID
Municipal and Essential Services	Minimum Requirements	Additional information	Homeland/Outstation Commitment
Communication			
Scheduled meetings with residents regarding agreed works and priorities	Twice annually		Participate in planning of agreed works and priorities
Power			

Inspect, repair and maintain power supply infrastructure/compound	Jan Mar April June July Sept Oct Dec	Feb May Aug Not		Report power issues
Clear vegetation around power station/shed	Jan Mar April June July Sept Oct Dec	Feb May Aug Not		Assist with clearing vegetation
Service generator/s, controls, drive engines, and connections	Jan Mar April June July Sept Oct Dec	Feb May Aug Not		Check oil and fuel prior to starting generator. Ensure battery is not removed.
Check bulk fuel storage systems are serviceable safe and secure	Jan Mar April June July Sept Oct Dec	Feb May Aug Not		Supply fuel for generator
Supply fuel for generator	Yes Limited	No		
Water				
Inspect, repair and maintain water supply infrastructure	Jan Mar April June July Sept Oct Dec	Feb May Aug Not		Report leaks and bore/pump issues
Inspect bores and clear vegetation inside and around compound	Jan Mar April June July Sept Oct Dec	Feb May Aug Not		Run pump if required in overcast weather as required to fill water tank/s
Effluent Disposal				

Inspect, repair and maintain septic and sewerage infrastructure	Jan Mar April June July Sept Oct Dec	Feb May Aug Not	Report blocked or broken septic issues to service provider
Pump out maintain septic's/pit toilets as required	Jan Mar April June July Sept Oct Dec	Feb May Aug Not	Keep septic's clear of vehicles and rubbish
Clear vegetation and hard waste from around septic systems	Jan Mar April June July Sept Oct Dec	Feb May Aug Not	
Waste			
Inspect waste areas for strewn rubbish build up and hazards	Jan Mar April June July Sept Oct Dec	Feb May Aug Not	Ensure rubbish is taken to dump
Push and/or compact loose waste within the area	Jan Mar April June July Sept Oct Dec	Feb May Aug Not	Assist with maintaining dump and waste area
Where possible provide a waste collection service	Weekly Fortnightly Monthly N/A		Place rubbish in provided bins
Ground Maintenance			
Minimise vegetation from around housing and homeland infrastructure	Jan Mar April June July Sept Oct Dec	Feb May Aug Not	Residents agree to keep vegetation and any rubbish away from dwellings

Clear and maintain fire breaks particularly after wet season growth	Jan Mar April June July Sept Oct Dec	Feb May Aug Not		Residents to assist with ground maintenance around dwellings and infrastructure
Provide fuel for mowers/whipper snippers in full of part %	Jan Mar April June July Sept Oct Dec	Feb May Aug Not		Residents to provide own fuel for ground maintenance
Internal/access roads				
Grade/Drag roads that are not responsibility of other government body or entity	Jan Mar April June July Sept Oct Dec	Feb May Aug Not		Residents to notify if any issues with roads
Inspect and clear service road for fallen vegetation and tree regrowth	Jan Mar April June July Sept Oct Dec	Feb May Aug Not		
Animal Management				
Evaluate the health and welfare of animals or the need for animal control. (Liaise with AMRRIC)	Jan Mar April June July Sept Oct Dec	Feb May Aug Not		Residents to notify of issues with domestic or wild animals
Housing				
Structural Conduct housing repair and maintenance audit	Jan Mar April June July Sept Oct Dec	Feb May Aug Not		Residents agree to keep housing clean and tidy and agree not to damage.
Deliver planned carpentry works	Jan Mar	Feb		

	April June July Sept Oct Dec	May Aug Not		
Electrical Conduct electrical maintenance audit of dwellings	Jan Mar April June July Sept Oct Dec	Feb May Aug Not		
Check RDC, fire alarms and earth stake connections	Jan Mar April June July Sept Oct Dec	Feb May Aug Not		Residents agree to report any safety issues or damages to service provider
Deliver planned electrical works	Jan Mar April June July Sept Oct Dec	Feb May Aug Not		
Plumbing Conduct full plumbing audit of dwellings	Jan Mar April June July Sept Oct Dec	Feb May Aug Not		
Deliver planned plumbing works including hot water systems, waste water, septic's and Rein drainage	Jan Mar April June July Sept Oct Dec	Feb May Aug Not		

FINANCIAL CONSIDERATIONS

We have received income in the form of Grant funding to complete projects for the period 1/7/2022-31/12/2022. The expenditure below is for the period to 31 July 2022 only and the unspent will be expended as more scheduled visits and works occur during the year.

Kewuyli Housing activity 322

Natural Account	Total Prds
6991 - Unspent Grant	<u>(13,365.00)</u>
Total Income	(13,365.00)
1726 - Accom Fee Inc	(200.00)
2534 - Accommodation E	0.00
2537 - Travel Allow Ex	1,806.75
3191 - AUTO - Cor&Admi	<u>258.75</u>
Total Expense	1,865.50
Unspent 22/23	(11,499.50)

Kewuyli Municipal Services (323)

Natural Account	Total Prds
6991 - Unspent Grant	<u>(28,572.00)</u>
Total Income	(28,572.00)
2251 - Material Exp Ge	232.10
3191 - AUTO - Cor&Admi	610.94
3197 - AUTO-Int Dep al	<u>1,957.24</u>
Total Expense	2,800.28
Unspent 22/23	(25,771.72)

ATTACHMENTS

There are no attachments for this report.

GENERAL BUSINESS



ITEM NUMBER	13.7
TITLE	LA Project Funding Certification
REFERENCE	1293519
AUTHOR	Dave HERON, Acting General Manager Corporate Services & Sustainability

RECOMMENDATION

That Local Authority approves the Certification of Local Authority Project Funding Report for 2021-22

KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

BACKGROUND

The Council receives grant funding each year from the Northern Territory Government on behalf of each Local Authority to be allocated for locally identified projects. As part of the acquittal process the annual Certifications of Local Authority Project Funding reports are required to be presented to the Local Authority for its consideration before lodging them with the Department of Local Government.

ISSUES/OPTIONS/SWOT

The Certification is also required to be presented to the Council at its meeting.

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS

1   LAPR Certification.pdf

GENERAL BUSINESS



ITEM NUMBER	13.8
TITLE	2023 Australia Day Awards and Celebrations
REFERENCE	1293721
AUTHOR	Bethany O'SULLIVAN, Communications Coordinator

RECOMMENDATION

That the Hodgson Downs (Minyerri) Local Authority:

- (a) receives and notes the 2023 Australia Awards and Celebrations report; and
- (b) call for nominations from within the community for a Citizen of the Year, Young Citizen of the Year and Community Event of the Year for the regional awards; and
- (c) coordinates their 2023 Australian Celebrations with Council's staff.

KEY OUTCOME AREA

Wellbeing: Contribute to the wellbeing of residents individually and communities as a whole; by fostering increased participation in community activities, education, healthy lifestyles, and a safe living environment.

BACKGROUND

On Australia Day communities across the Northern Territory present Citizen of the Year Awards in three categories:

- Citizen of the Year
- Young Citizen of the Year
- Community Event of the Year

Sponsored by the Northern Territory Government, these awards are free for communities to participate in and recognise personal achievements and community contribution by individuals and groups.

At the Ordinary Meeting held 24 August 2022, Council resolved the following:

That Council:

- (a) *receives and notes the Australia Awards report; and*
- (b) *registers the Roper Gulf Regional Council for the Australia Day Citizen of Year Award, Young Citizen of the Year Award and the Community Event of the Year Award in its entirety as a region as opposed to registering the individual communities; and*
- (c) *requests a report to be presented to each Local Authority Meeting gauging their interest in participating in the Australia Day Awards.*

Communities are invited to nominate members within their communities for each award and winners of those awards will also be entered in to the Roper Gulf Regional Council regional awards.

Each community are also encouraged to participate in Australia Day activities and celebrations. Council staff are available to help plan and coordinate these events.

ISSUES/OPTIONS/SWOT

Nil.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

Nil.

GENERAL BUSINESS



ITEM NUMBER	13.9
TITLE	Federal Direct Enrolment Update - Trial for People Living in Remote Communities
REFERENCE	1294660
AUTHOR	Marc GARDNER, Chief Executive Officer

RECOMMENDATION

That the Minyerri Local Authority receives and notes the Federal Direct Enrolment Update - Trial for People Living in Remote Communities report.

KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

BACKGROUND

The Australian Electoral Commission (AEC) is committed to improving electoral participation amount Aboriginal and Torres Strait Islanders by working with communities to make voting more accessible for First Nations people.

The AEC will be trialing Federal Direct Enrolment Update (FDEU) in the following communities:

- Barunga
- Beswick
- Borroloola
- Mataranka
- Minyerri
- Ngukurr
- Numbulwar
- Robinson River

The FDEU program is used to assist some Australians to meet their enrolment obligations, without the need to complete an enrolment application.

Roper Gulf will be distributing the information across the communities as well as tabling the information at all upcoming Local Authority Meetings.




ISSUES/OPTIONS/SWOT

Nil.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

- 1  FDEU easy read letter.pdf
- 2  FDEU factsheet.pdf
- 3  FDEU trial communities.pdf

Australian Electoral Commission

We will add you to the electoral roll



This letter is to tell you that the **AEC** will add you to the electoral roll.



The electoral roll is the **list of voters** – people who can vote.



We will put you on the electoral roll after **28 days**.



We will use the **address on the letter**.

If the address is correct, you do not need to do anything else.

If the address is wrong:

- fill out Box 1 and Box 3 of the attached letter
- mail the letter to the AEC at Reply Paid 9867 in your capital city.



If you believe you should not be on the electoral roll:

- fill out Box 2 of the attached letter and mail it to the AEC or
- telephone the AEC on 13 23 26.



If having your address on the electoral roll puts you at risk:

- telephone the AEC on 13 23 26.



When you are on the electoral roll **you will have to vote** in:

- Australian elections
- State elections
- Local elections.

aec.gov.au 13 23 26



Federal Direct Enrolment Update (FDEU)

The AEC is committed to supporting the electoral participation of all Australians. The AEC's Federal Direct Enrolment Update (FDEU) program is used to assist some Australians meet their enrolment obligations by applying trusted third party information directly, without the need for that person to complete an enrolment application.

How it works

The AEC is authorised under the *Commonwealth Electoral Act 1918* to collect information from other government agencies for the purpose of maintaining the electoral roll.

The FDEU program applies when sufficient information is available from other government agencies. We will write to you and let you know if we intend to add your name and address to the electoral roll or update your details.



You do not need to reply to the letter if the details are correct.



If the details are incorrect, you have 28 days to respond before any action is taken.



If letters are sent by the AEC, but people no longer live at the address then letters should be 'returned to sender', so they come back to the AEC and we know not to enrol that person at that address.

When individual details are provided to another agency, that agency will have informed you that your information would be shared with other government agencies. The external data received may include details of an individual's surname, given name(s), date of birth, and address.

That data is examined and matched against the electoral roll to identify people who are entitled to enrol and are not currently enrolled, and those who are entitled to enrol but require an update to their enrolment details.

Further information is available at:

aec.gov.au/Enrolling_to_vote/About_Electoral_Roll/direct.htm

aec.gov.au 13 23 26



FDEU trial

Federal Direct Enrolment Update

The Australian Electoral Commission are trialling Federal Direct Enrolment Update (FDEU) in the following communities in the Northern Territory, Queensland and Western Australia.

Locality
Northern Territory
ALI CURUNG
ALPURRURULAM
ALYANGULA
AMPILATWATJA
BARUNGA
BESWICK
BINJARI
BORROLOOLA
DAGURAGU
FINKE
GALIWINKU
GAPUWIYAK
GUNBALANYA
HERMANNSBURG
ILPARPA
JABIRU
KALKARINDJI

Locality
KALTUKATJARA
KINTORE
MANINGRIDA
MATARANKA
MILIKAPITI
MILINGIMBI
MINIYERI
NAUIYU
NGANMARRIYANGA
NGUKURR
NHULUNBUY
NUMBULWAR
PAPUNYA
PIGEON HOLE
PIRLANGIMPI
RAMINGINING
ROBINSON RIVER
SANTA TERESA
UMBAKUMBA
WADEYE
WARRUWI
WILORA
WURRUMIYANGA
YIRRKALA

Locality
YUENDUMU
MT LIEBIG
Queensland
BADU ISLAND
CAIRNS NORTH
CHERBOURG
COOKTOWN
DOOMADGEE
KIRWAN
PALM ISLAND
SOUTH TOWNSVILLE
THURSDAY ISLAND
TOWNSVILLE CITY
Western Australia
BROOME
CABLE BEACH
DAMPIER PENINSULA
DERBY
GERALDTON
NORTHAMPTON
PERTH
Australian Electoral Commission As at 5 September 2022