



AGENDA

NUMBULWAR LOCAL AUTHORITY MEETING

WEDNESDAY, 23 OCTOBER 2019

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

- Wednesday, 23 October 2019 at
- The Conference Room Council Service Delivery Centre, Numbulwar
- Commencing at 10:30 am

Your attendance at the meeting will be appreciated.

Phillip LUCK
Chief Executive Officer

NUMBULWAR CURRENT MEMBERSHIP:

List Members of LA

Elected Members

- 1. Mayor Judy MacFARLANE**
- 2. Councillor Edwin NUNGGUMAJBARR**
- 3. Councillor David MURRUNGUN**

Appointed Members

- 1. Amanda NGALMI**
- 2. Felicity Kym RAMI**
- 3. Douglas WUNUNGMURRA**
- 4. Roland NUNDHIRRIBALA**
- 5. Virginia NUNDHIRRIBALA**
- 6. Scott NUNGGARRGALU**
- 7. Dale MURRUNGUN**

MEMBERS: 10

COUNCIL: 3

LA: 7

QUORUM: 6 (minimum requirement)

PROVISIONAL: 5

Explanatory Note:

Meetings must meet a 'quorum' of 50% + 1 of all members.

If no quorum, but a majority of appointed members (50% + 1) a 'provisional meeting' can be held.

During a 'provisional meeting', all agenda items may be discussed, and minutes must be kept.

Members at a 'provisional meeting' may by majority vote make recommendations to Council, however the recommendations shall be considered as those of a 'provisional meeting' rather than a Local Authority.

A 'provisional meeting' does not have the powers or function delegated to a Local Authority, and it cannot approve minutes of a Local Authority meeting.

Local Authority appointed members are paid for attending meetings, (not for Informal Meetings or Roper Gulf Regional Council Employees during their hours of work).

PLEDGE

“We pledge to work as one towards a better future through effective use of all resources.

We have identified these key values and principles of Honesty, Equality, Accountability, Respect and Trust as being integral in the achievement of our vision, that the Roper Gulf Regional Council is Sustainable, Viable and Vibrant”.

PRAMIS BLA WI

“Mela pramis bla wek gudbalawei bla meigim futja bla wi wanwei, en bla yusim ola gudwan ting bla helpum wi luk lida.

Mela bin luk ol dijlod rul, ebrobodi gada tok trubalawei, wi gada meik so wi gibit firgo en lisiin misalp, abum rispek en trastim misalp bla jinggabat bla luk lida, Roper Galf Rijinul Kaunsul deya maindim en kipbum bla wi pramis , dum wek brabli gudbalawei, en im laibliwan”

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CONFIRMATION OF PREVIOUS MINUTES



ITEM NUMBER	5.1
TITLE	Confirmation of Previous Minutes
REFERENCE	852011
AUTHOR	Ashleigh Anderson, Local Authority Coordinator

RECOMMENDATION

- (a) **That the Numbulwar Local Authority confirms the minutes taken at the Numbulwar Local Authority meeting held on 14 August 2019 to be a correct record of that meets decisions and proceedings.**

BACKGROUND

The Numbulwar Local Authority met on Wednesday 14 August 2019 at 10:37am and achieved **quorum** on that day.

Attached are the recorded minutes from that meeting.

The next scheduled Numbulwar Local Authority meeting is on Wednesday 11 December 2019 at 10:00am.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 Numbulwar Local Authority 2019-08-14 [843823].DOCX



MINUTES OF THE NUMBULWAR LOCAL AUTHORITY MEETING HELD AT THE
CONFERENCE ROOM COUNCIL SERVICE DELIVERY CENTRE, NUMBULWAR
ON WEDNESDAY, 14 AUGUST 2019 AT 10:30 AM

PRESENT/STAFF/GUESTS

1.1 Elected Members

- Mayor Judy MacFARLANE
- Councillor Edwin NUNGGUMAJBARR – **Chairperson**
- Councillor David MURRUNGUN

1.2 Appointed Members

- Dale MURRUNGUN
- Douglas WUNUNGARRA
- Amanda NGALMI
- Roland NUNDHIRRIBALA

1.3 Staff

- Phillip LUCK – Chief Executive Officer
- John TEREPO – Council Services Coordinator (Numbulwar)
- Thea GRIFFIN- Acting Area Manager – Roper Region
- Christine SMITH – Senior Administrative Support Officer (Numbulwar)
- Marc GARDNER – General Manager of Corporate Services and Sustainability
- Rebecca BURRIE – Veterinarian
- Ashleigh Anderson – Local Authority Coordinator

1.4 Guests

- Rodney HOFFMAN – Department of Local Government, Housing and Community Development

MEETING OPENED

The Numbulwar Local Authority Meeting opened at 10:37am with **QUORUM**. The Chairperson welcomed Members, Staff and Guests to the meeting and the Roper Gulf Regional Council pledge was read.

WELCOME TO COUNTRY

APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES AND LEAVE OF ABSENCE

182/2019 RESOLVED (Douglas WUNUNGMURRA/Roland NUNDHIRRIBALA) *CARRIED*

- (a) The Numbulwar Local Authority accepts the apologies from Local Authority Members Virginia NUNDHIRRIBALA, Felicity RAMI and Scott NUNGGARRAGALU.

CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES

183/2019 RESOLVED (Douglas WUNUNGMURRA/David MURRUNGUN) *CARRIED*

- (a) That the Numbulwar Local Authority adopts the minutes from the meeting held on 20 February 2019 as a true and accurate record of that meeting and its decisions;
- (b) That the Numbulwar Local Authority adopts the minutes from the meeting held on 10 April 2019 as a true and accurate record of that meeting and its decisions.
- (c) That the Numbulwar Local Authority adopts the minutes from the meeting held on 12 June 2019 as a true and accurate record of that meeting and its decisions;
- (d) That the Numbulwar Local Authority accepts the recommendations from the meeting held on 12 June 2019.

DISCLOSURES OF INTEREST

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

BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION LIST

184/2019 RESOLVED (David MURRUNGUN/Roland NUNDHIRRIBALA) *CARRIED*

- (a) That the Numbulwar Local Authority receives and notes the Action List;
- (b) That the Numbulwar Local Authority approves the removal of completed Action List items;
- (c) That the Numbulwar Local Authority requests that the fuel prices and costs of running the workshop be presented to the Finance Committee Meeting, and the next Numbulwar Local Authority meeting on 23 October 2019.

INCOMING CORRESPONDENCE

1. Email Response from Michael HEBB, Commander, Northern Commands, Northern Territory Police Force regarding Community Safety.

OUTGOING CORRESPONDENCE

Nil

GENERAL BUSINESS

11.1 ELECTED MEMBER REPORT

185/2019 RESOLVED (David MURRUNGUN/Douglas WUNUNGMURRA) CARRIED

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

11.2 LOCAL AUTHORITY MEETING ATTENDANCE

186/2019 RESOLVED (Roland NUNDHIRRIBALA/Douglas WUNUNGMURRA) CARRIED

- (a) That the Numbulwar Local Authority receives and notes the attendance records for the members of the Numbulwar Local Authority between 10 April 2018 to 12 June 2019.

11.3 CHAIRPERSON FOR THE LOCAL AUTHORITY

187/2019 RESOLVED (Roland NUNDHIRRIBALA/Douglas WUNUNGMURRA) CARRIED

- (a) That the Numbulwar Local Authority receives and notes the information regarding the appointment of a Chairperson of the Numbulwar Local Authority;
- (b) That the Numbulwar Local Authority appoints Amanda NGALMI as Chairperson for a period of 12 Month(s);
- (c) That the Numbulwar Local Authority recommends that Councillor David MURRUNGUN chair the meeting in the event that Amanda NGALMI is absent.

11.4 YOUR VOICE, YOUR COMMUNITY CAMPAIGN

188/2019 RESOLVED (David MURRUNGUN/Douglas WUNUNGMURRA) CARRIED

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

11.5 REMOTE SPORT VOUCHER SCHEME (RSVS)

189/2019 RESOLVED (Douglas WUNUNGMURRA/Roland NUNDHIRRIBALA) CARRIED

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

11.6 ANNUAL CIVIC EVENTS AND FESTIVAL COMMITMENTS

190/2019 RESOLVED (Roland NUNDHIRRIBALA/David MURRUNGUN) *CARRIED*

(a) That the Numbulwar 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
- Borroloola and District Show
- Great Northern Clean Up
- Never Never Festival
- Walaman Festival
- Citizenship Ceremonies
- Numbulwar Numbirindi Festival

11.7 AGED CARE, DISABILITY UPDATE

191/2019 RESOLVED (Roland NUNDHIRRIBALA/David MURRUNGUN) *CARRIED*

- (a) That the Numbulwar Local Authority receives and notes the update on Aged Care, Disability (NDIS) in Numbulwar Community;
- (b) That the Numbulwar Local Authority requests that an email be sent to relevant Territory Government and Commonwealth Government departments regarding the Aged Care Facilities in the Roper Gulf Region.

11.8 GOVERNANCE REPORT - LOCAL AUTHORITY PROJECT REGISTER UPDATE

192/2019 RESOLVED (David MURRUNGUN/Amanda NGALMI) *CARRIED*

- (a) That the Numbulwar Local Authority receive and note the report on the Local Authority Project funding;
- (b) That the Numbulwar Local Authority agrees to continue building the playground on Lot 97.

11.9 COUNCIL FINANCIAL REPORT - JUNE 2019 EXPENDITURE REPORT

193/2019 RESOLVED (David MURRUNGUN/Roland NUNDHIRRIBALA) *CARRIED*

- (a) That the Numbulwar Local Authority receive and note the Financial (Expenditure) Report for the 2018/2019 financial year.

11.10 DRAFT LOCAL GOVERNMENT BILL

194/2019 RESOLVED (David MURRUNGUN/Douglas WUNUNG MURRA) *CARRIED*

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

OTHER BUSINESS**12.1 ANIMAL MANAGEMENT REPORT AND BI-LAWS**

195/2019 RESOLVED (Roland NUNDHIRRIBALA/Amanda NGALMI) *CARRIED*

- (a) That the Numbulwar Local Authority receives and notes the presentation regarding the Animal Management in Numbulwar;
- (b) That the Numbulwar Local Authority receives and notes the presentation on Animal Management Bi-Laws.

12.2 COMMUNITY SAFETY REPORT

196/2019 RESOLVED (Douglas WUNUNGMURRA/David MURRUNGUN) *CARRIED*

- (a) That the Numbulwar Local Authority receives and notes the update on Community Safety, and the upcoming Community Safety Meeting on 16 August 2019.

12.3 SPEED BUMPS AND ROAD REPAIRS

197/2019 RESOLVED (Judy MacFARLANE/David MURRUNGUN) *CARRIED*

- (a) That the Numbulwar Local Authority requests Council investigate the Replacement of Speed Bumps and Cold Mix to fill in pot holes in Numbulwar.

CLOSE OF MEETING

The meeting terminated at 2:25pm.

THIS PAGE AND THE PRECEEDING PAGES ARE THE MINUTES OF THE Numbulwar Local Authority Meeting HELD ON Wednesday, 14 August 2019 AND CONFIRMED Wednesday, 23 October 2019.

Chairperson Amanda NGALMI

BUSINESS ARISING FROM PREVIOUS MINUTES

ITEM NUMBER	8.1
TITLE	Action List
REFERENCE	857415
AUTHOR	Cristian COMAN, Manager - Governance and Corporate Planning

RECOMMENDATION:

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

CURRENT ACTIONS

Date	Item	Title	Comments	Responsible Person	Status	Update
12.06.19	12.4	Fuel Bowser	Fuel Bowser currently not working properly	CEO / DCCS	Completed	Fuel bowser is fully functional.
26.09.17	12.3	TOWN PRIORITY Toilet Block	CEO to follow up NLC	CEO	Ongoing	Options available for discussion and cost estimates. Handouts will be provided at the meeting.
26.09.17	12.3	TOWN PRIORITY Toilet at Numbulwar Airport	CEO to follow up	CEO	In Progress	Waiting on TO meeting October 2019, insufficient budget for the initial LA Members preferred designs. Projects are currently developing further designs and costings for LA consideration.
21.11.17	12.3	New Waste Management Facility	Update next LA meeting	CEO/DCCS	Ongoing	S.19 Application file, Currently waiting on NLC meeting in October.
	12.4	Freight Hub Project	Project Updates	CEO	Ongoing	Currently waiting on plan and Territory Government. Roper Gulf is advocating only.
14.08.2019	8.1	Workshop / Fuel Cost	Report to LA about running costs of workshop and fuel costs	CEO	NEW	
14.08.2019	12.3	Speed Bumps and Pot Holes	Council to investigate repairs to speed bumps and pot holes	CEO / Infrastructure	In Progress	Road repair materials delivered. Speed Bumps being procured.

LONG TERMS AND ADVOCACY ONLY

Date	Item	Title	Comments	Responsible Person	Status	Update
12.10.16	12.4	Safehouse Lot 143	Roper Gulf to continue Advocacy/ PMC to investigate	CEO / PMC	Ongoing	Continued Advocacy
19.10.18		Tank Corner Blackspot	Action: John to draw maps of where lighting is needed	CSC	Ongoing	Maps available as a handout at the meeting.
20.02.19		New Suburb	CEO to Update	CEO	Ongoing	Meeting with Remote Housing undertaken, planning has commenced.
14.08.2019	11.7	Aged Care and Disability	CEO to write letters to NT Government and Commonwealth about Aged Care Facilities	CEO	Ongoing	Advocacy only.

ATTACHMENTS:

There are no attachments for this report.

GENERAL BUSINESS

ITEM NUMBER	11.1
TITLE	Elected Member Report
REFERENCE	856422
AUTHOR	Ashleigh Anderson, Local Authority Coordinator

RECOMMENDATION

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

BACKGROUND

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

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

Decisions of the Roads Committee Meeting held in Katherine on Wednesday 28 August 2019:

- That the Roads Committee receives and notes the updates in relation to the Road Upgrades in Numbulwar Township;
- That the Roads Committee receives update pertaining to Barge Landing and associated road infrastructure in Numbulwar, noting that matter is currently being scoped and shall be handled as a separate project;

Decisions of the Finance Committee Meeting held in Katherine on Wednesday 28 August 2019:

- That the Finance Committee receives and notes the 2018-19 Local Authority Project Funding Certification Reports;
- That the Finance Committee receives and notes the funding levels for 2019-20 Local Authority Projects from the Department of Local Government, Housing and Community Development;
- That the Finance Committee requests updates pertaining to toilet block projects to be provided to Local Authorities;
- That the Finance Committee notes the reports in relation to the Numbulwar Fuel Costs.

The Audit Committee Meeting was held in Katherine on Wednesday 18 August 2019 decisions are publicly available on the Roper Gulf Regional Council Website.

The Ordinary Meeting of Council was held in Numbulwar on Wednesday 25 September 2019 decisions included:

- That Council receives and notes the Numbulwar Numburindi Ward Report;
- That Council approves the recommendations from the Numbulwar Local Authority Meeting held on 14 August 2019;
- That Council approves the amendment of the 2019-20 Fees and Charges Schedule;
- That Council sends a letter to the Department of Local Government, Housing and Community Development to invite the Chief Executive or Delegate to meet with Council;

- That Council delegates the Mayor and Chief Executive Officer to negotiate with the Mayors and Chief Executive Officers of Katherine Town Council and Barkley Regional Council on a strategy to seek greater input into the requirement for:
 - i. A Social Impact Assessment of all stakeholders of the affected area; and
 - ii. Extension of the time to respond to the Strategic Regional Environmental and Baseline Assessment (SREBA) before it is accepted into legislation;
- That Council approves the letter of support for the Mayor of Katherine to take this matter to the next Local Government Association of the Northern Territory (LGANT) to lobby the Northern Territory Government on behalf of Councils;
- That Council sends a letter to the Northern Territory Police Fire and Emergency Services, inviting the Commissioner or Delegate to attend the next Ordinary Meeting of Council to brief and discuss:
 - i. Call Centre and emergency response; and
 - ii. Rotation of Members (Police Officers) in Community;
- That Council receives and notes the update on Numbulwar Freight Hub;
- That Council receives and notes Mr. Timothy WURRAMARA's concern pertaining to speed bumps in Top Camp, and street lighting in Numbulwar;
- That Council requests that the Chief Executive Officer investigate the speed bump issues and street lighting in Numbulwar;
- That Council endorse the awarding of tender ROPER-877594 – Numbulwar Aged Care Renovation to WTD Constructions Pty Ltd for the value of \$175,410.01.

ATTACHMENTS:

GENERAL BUSINESS



ITEM NUMBER	11.2
TITLE	Council Services Report
REFERENCE	857356
AUTHOR	John Terepo, Council Services Coordinator

RECOMMENDATION

- (a) **That the Numbulwar Local Authority receives and notes the Council Services Report**

Core Services*111 – Councils Services General*

- The Community was fairly busy during August and September with extra traffic and people attending the ending weeks of Men's Ceremony, the Numburindi Festival and Ordinary Council Meeting. Staff were heavily involved in support of these events.
- The MUNS team are currently working on building a retaining wall around the Sport & Recreation area to manage the flow of sand and be ready for any future playground upgrade.
- The basketball grandstand seating and fencing has been installed.
- The street lighting has undergone repairs and maintenance. Due to maintenance and longevity issues of solar lights in the black spot areas, it is being investigated to see whether additional normal street lights can be installed instead.
- There has been consultation and preliminary investigation into providing a Public toilet for convenient access from Joshua Park. A preferred location has been identified, with some cost estimates and other options available for further consideration by Community.

160 – Municipal Services

- The Municipal Services team have been focusing on rearranging the waste facility and this now well maintained with all recyclable waste are itemized and ready to be transported.
- Management of yellow flower weed at the Joshua Park was successfully undertaken in the weeks prior to the Numburindi Festival.
- The team constructed a windbreak wall along the beach front behind the Festival stage to minimize wind and dust to make it more comfortable everyone, especially our Elders watching the Festival.

Community Services**341, 344, 356 – Aged Care, Disability Services**

- The Aged Care Building Renovation is underway and due for completion early November. During this period we have allocated the Training Centre Facility to continue with service delivery for Aged Care Clients.

404 - Indigenous Sport and Recreation

- Participation in the Indigenous Sport and Recreation program has fluctuated this quarter due to the Men's Ceremony being held in the Community. Staff took 11 children to Ngukurr for a weekend of holiday program activities, swimming and sports.

415 - Indigenous Youth Reconnect

- Staff structure and recruitment being undertaken.

401 – Night Patrol

- Staff structure and recruitment being undertaken.

314 – Community Development Program (CDP)

- The CDP has a high rate of participation and activities displaying great team work to help the Community.

346 – Indigenous Broadcasting

- Awaiting recruitment to this position.

348 – Library

- NA

350 – Centrelink

- The Centrelink staff are performing extremely well and have been highly complimented by the travelling Supervisors who come out to support them. The Staff are learning to communicate more with their head office and notify them of closures or absences.

Other / Miscellaneous

- NA.

ATTACHMENTS:

There are no attachments for this report.

GENERAL BUSINESS



ITEM NUMBER	11.3
TITLE	Numbulwar roads and drainage upgrades
REFERENCE	857937
AUTHOR	Vikrant JAGARLAMUDI, Roads Coordinator

RECOMMENDATION:

- (a) **That Numbulwar Local Authority receives and notes update on Numbulwar Roads upgrade stage 1.**

GHD has undertaken the survey of all roads including the survey of Oval and geo-technical investigations on 28 August 2019. Following it GHD has prepared a design basis report which provides assumptions to upgrade roads and drainage to relevant Australian Standards and practice value engineering during development and construction. The report is based on standard AustRoads guidelines including

- AustRoads guide to road design
- Guide to traffic management
- Guide to pavement technology
- Australian Rainfall and Runoff data 2016

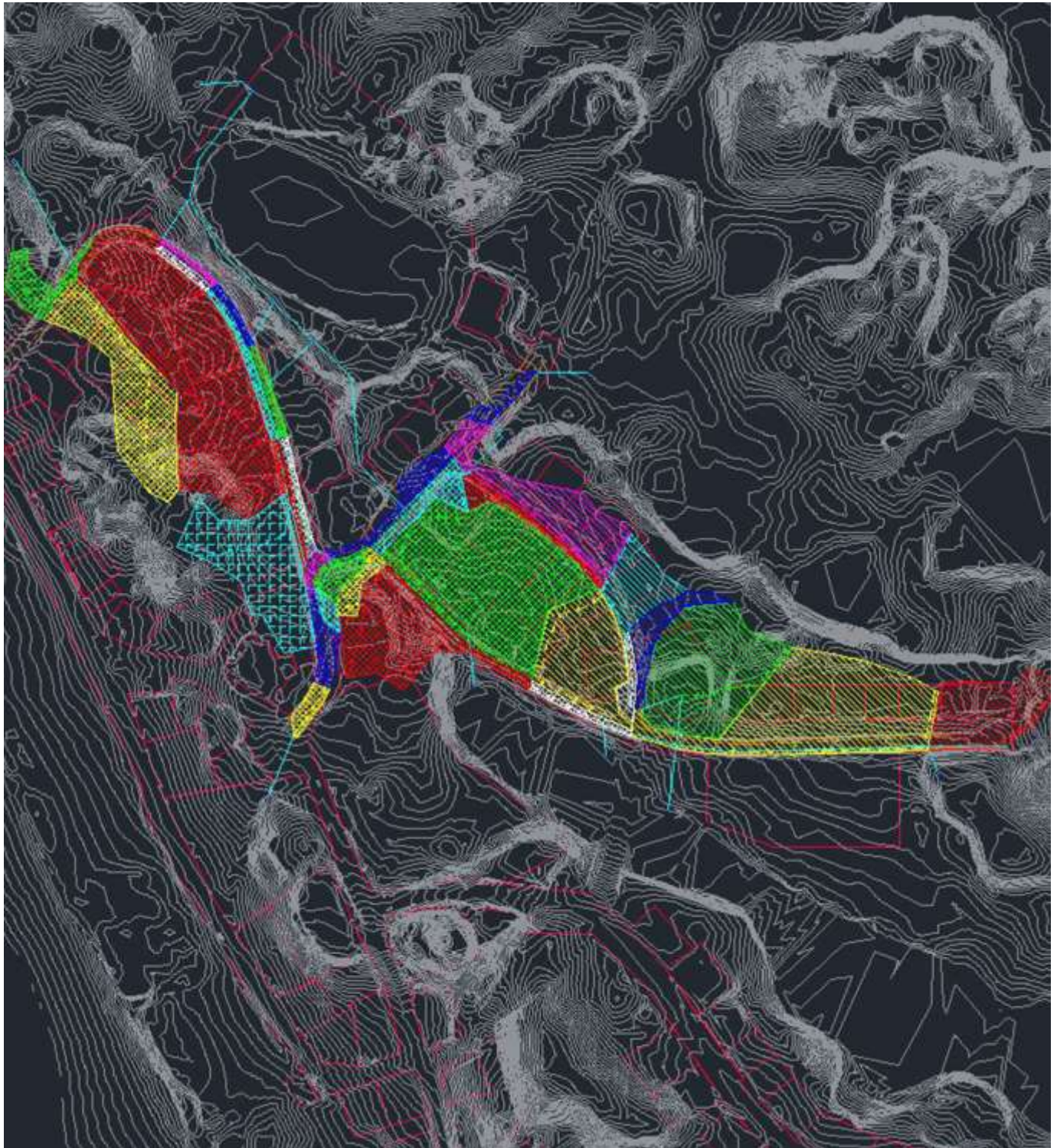
GHD are currently working on 12D concept designs and they will be submitted by end of October 2019 for review and confirmation on design approach.

This is still the early design and scoping phase. Roper Gulf Regional Council still needs to work with GHD to identify the costs involved in each stage to upgrade the roads and how they can be funded and delivered.

Roper Gulf Regional Council Roads Committee will be briefed on the progress of this project as it develops.

ATTACHMENTS:

- 1 Numbulwar Catchment Plan.pdf
- 2 4322988-DOC-A_Basis of Design.pdf
- 3 Concept Drains Model.pdf





Roper Gulf Regional Council
Numbulwar Road Design Project
Basis of Design / Concept Design

September 2019

document. To the maximum extent permitted by law, GHD disclaims any responsibility or liability arising from or in connection with this draft document.

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Appendices

Appendix A – Concept sketches

Appendix B – Numbulwar Preliminary Drawings

This document is in draft form. The contents, including any opinions, conclusions or recommendations contained in, or which may be implied from, this draft document must not be relied upon. GHD reserves the right, at any time, without notice, to modify or retract any part or all of the draft document. To the maximum extent permitted by law, GHD disclaims any responsibility or liability arising from or in connection with this draft document.

GHD | Report for Bonython Regional Council, Numbulwar Road Design Project, 4322988 | 11

1. Introduction

1.1 Purpose of this document

Provide a list of design assumptions / determinations based on relevant Australian standards, guidelines and good engineering practise that will form the basis of design for the Numbulwar Road Upgrade for Roper Gulf regional Council (RGRC).

1.2 Scope and limitations

The design basis will cover the following design elements of the Numbulwar Road Upgrade.

- Road
- Pavement
- Drainage
- Culverts / Structural.

DRAFT

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2. Design basis

2.1 Design guidelines and Australian standards

- Austroads Guidelines and Australian standards, including:
 - Guide to road design
 - Guide to traffic management
 - Guide to pavement technology
- AS 1742.2 Manual of Uniform Traffic Control devices
- AS 3798, Guidelines on earthworks for commercial and residential developments
- Australian Rainfall and Runoff 2016.

2.2 Design basis parameters

Table 1 Design basis parameters

Item	Basis / Design
Civil – Road	
Civil Software	12D
Road Classification	two-lane – two-way road
'Signed' speed	50 km/hr
Design Speed	60 km/hr
Design vehicle	5.2 m Passenger Vehicle (Design vehicle)
Check vehicle	12 m rigid able to turn at intersections.
Lot Access	Via standard DIPL concrete invert, suitable for standard vehicle clearance only
Cross-section elements	
Road Reserve Width	To suit existing
Cross section	Either 2 way or one way cross fall to suit existing Urban or Rural profile with gap kerb, Urban profile preferred with kerb and gutter
Batters	Max 1:8
Table drains (on rural sections)	Trapezoidal, 2 m wide base, minimum depth 300 mm below pavement layer.
Number of traffic Lanes	2
Minimum Cross Fall	3%
Max Superelevation %	3%
Minimum Lane width (single lane)	3 m
Minimum Shoulder width	1 m on rural cross sections NA on urban (Kerb and Gutter sections)
Carriage width (lanes + shoulders)	Rural Section: 8 m Urban Section: 6 m

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Item	Basis / Design
Seal width	Rural : lane width + 0.5 m (each side) – 7 m Urban: 5.4 m Gutter to Gutter
Minimum formation width (including verges)	To sit road widths
Clear Zone	Aim for 3 m, however existing services may be within this 3 m area in locations. Look at relocating if practical and cost effective.
Horizontal Geometry	
Minimum Curve Radius	NA in urban areas, but check design vehicle – Match existing
Minimum stopping sight distance	To Austroads Guidelines - TBA
Minimum meeting sight distance	To Austroads Guidelines - TBA
Intersections	9 m kerb radius
Vertical Geometry	
Maximum Grades	Flat: 3 - 5% Rolling: 4 - 6% Mountainous: 6 - 8% Driveway: 10% GHD to match existing grades and Identify areas not within tolerance
Minimum Grades	0.5%
Maximum crest vertical curve k values	To Austroads Guidelines – TBA (30)
Maximum sag vertical curves k values	To Austroads Guidelines - TBA (8)
Floodway	Reinforced Concrete Floodway for Low Volume Roads to best match existing road geometry. Floodway's to be prominent to aid traffic calming. Refer appendix for example
Causeways	Reinforced Concrete Floodway for Low Volume Roads to best match road geometry with minimum 450h x 600w RCBC. Refer appendix for example
Design Contours	Minor contour: 0.2 m, Major contour: 1.0 m
Design Chainages	20 m interval; including start and end
Civil – Pavement	
Design Method	Empirical
Design in-situ CBR	10
Design Period - P	30 years
Annual growth - R	3 %
Average annual Daily Traffic - AADT	100
Direction Factor - DF	0.5

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Item	Basis / Design
Average % heavy vehicles - %HV	5
Land distribution Factor – LDF	1
Average number of axels per heavy vehicle - Nhvag	4.31
ESA / HVAG	1.05
Design Standard Equivalent Axle (DSEA's)	7.86 x 10 ⁵
Pavement thickness	Min 250 - 300 mm
Wearing Surface	Double / Double, 14 mm / 7 mm aggregate Seal S15E, with C320 Bitumen Prime @ 1 L / m ²
Intersection wearing surface	Double / Double, 14 mm / 7 mm aggregate Seal S20E, with C320 Bitumen Prime @ 1 L / m ²
14 mm Design Binder Application Rate	0.9 L / m ²
7 mm Design Binder Application Rate	0.7 L / m ²
20 mm Application Rate	110 m ² / m ³ / ALD, note ALD refers to the average least dimension, to be determined by the contractor
10 mm Application Rate	143 m ² / m ³ / ALD, note ALD refers to the average least dimension, to be determined by the contractor
14 mm Application Rate	190 m ² / m ³ / ALD, note ALD refers to the average least dimension, to be determined by the contractor
7 mm Application Rate	300 m ² / m ³ / ALD, note ALD refers to the average least dimension, to be determined by the contractor
Base	150 mm compacted thickness, Type 2 Gravel, Compacted to 100% MMDD, CBR 80 @ 100% MMDD
Sub Base (discuss cost benefits of removing)	100 mm compacted thickness, Type 3 Gravel, Compacted to 98% MMDD, CBR 30 @ 95% MMDD
Fill / Subgrade	Select Fill, maximum 200 mm layers, Compacted to 95% MMDD, CBR 30 @ 95 % MMDD
Foundation / Subgrade	Remove deleterious material and compact Min 200 mm thick layer to 95% MMDD, proof roll prior to placing fill or base
Civil – Hydrology / Hydraulics Floodway's / Causeways	
Culverts	Reinforced Concrete Box Culvert (RCBC) only, minimum 450 mm high x 600 wide
Minor Storm Event	20% AEP (1 in 5)
Major Storm Event	2% AEP (1 in 50)
Civil – Hydrology / Hydraulics	

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Item	Basis / Design
Minor Storm Event	10% AEP (1 in 10), contained in open drains / pits / pipes
Major Storm Event	1% AEP (1 in 100), contain in road reserve where possible and / or don't restrict overland flow
New Culverts storm event (If required)	10% AEP (1 in 10)
New Culvert design	RCBC only, minimum 450 mm high (to limit effect of siltation)
Stormwater Design Method	Australian Rainfall and Runoff 2016
Hydrological Model	ILSAX Method
Overland Flow Method	Kinematic Wave Equation
Paved (Impervious) area depression storage (mm)	1
Supplementary area depression storage (mm)	20 (TBD)
Grassed (pervious) area depression storage (mm)	20 (TBD)
Soil type	Vary dense sandy gravel (top 300 mm) to loose to medium dense sandy gravel (300 mm to 1.5 m)
Drainage Model	DRAINS

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Appendices

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Appendix A – Concept sketches

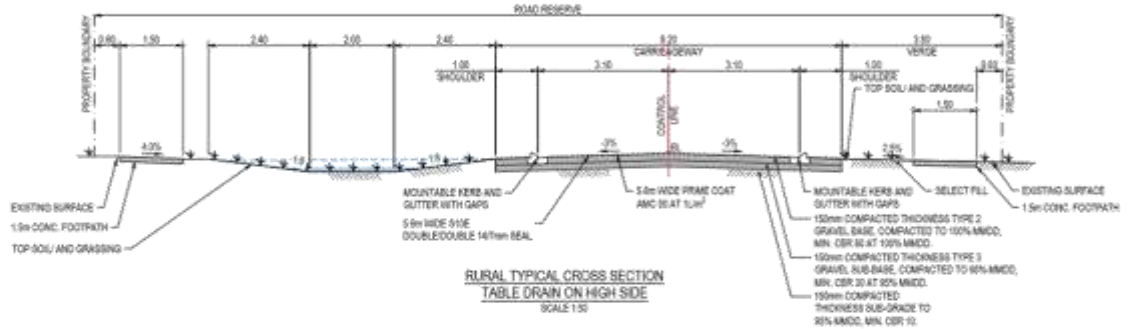


Figure 1 - Typical two way cross fall

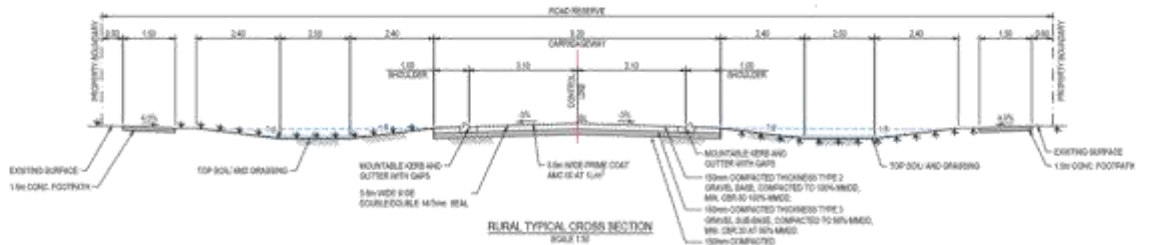


Figure 2 - Typical two way cross fall - two drains

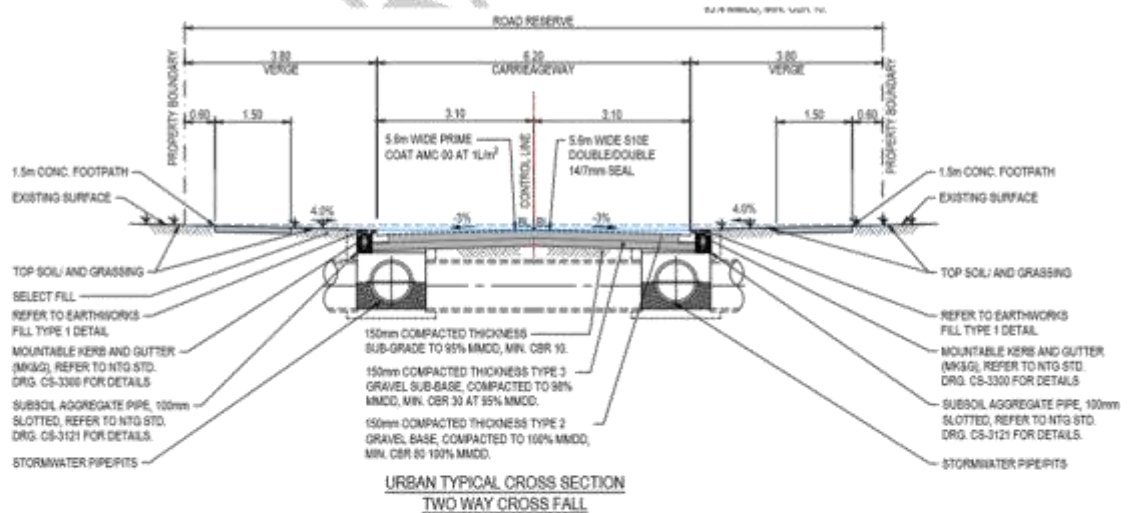


Figure 3 - Typical urban profile

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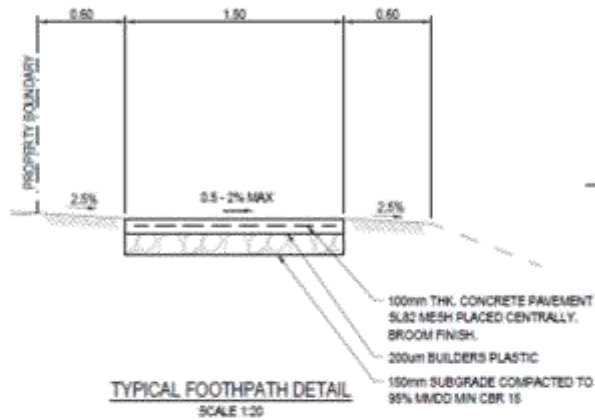


Figure 4 - Typical footpath detail

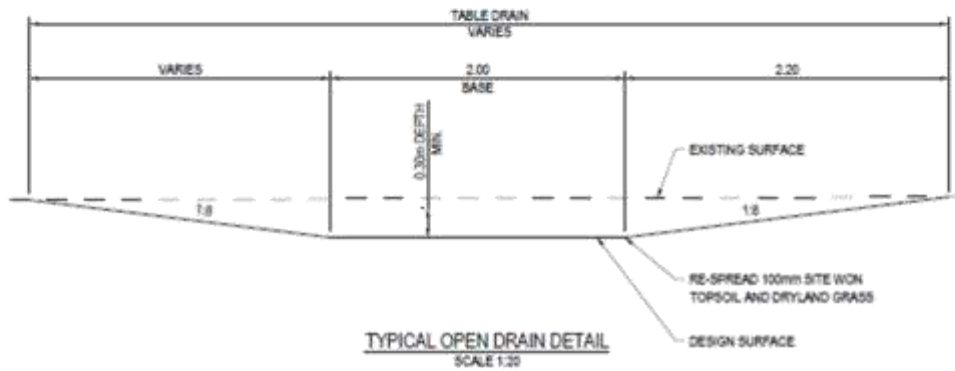


Figure 5 - Typical open drain detail

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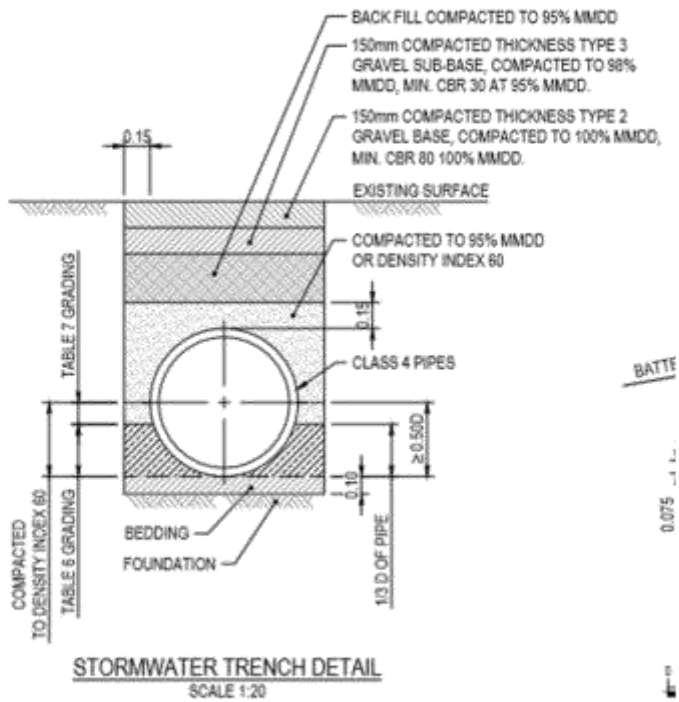


Figure 6 - Typical Stormwater Trench detail

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Appendix B – Numbulwar Preliminary Drawings

To Be Provided

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67549/https://projects.ghd.com/oc/NorthernTerritory1/numbulwarroadsdesign/Delivery/Documents/4322988-DOC-A_Basis of Design.docx

Document Status

Revision	Author	Reviewer		Approved for Issue		
		Name	Signature	Name	Signature	Date
A	M. George	R. Langworthy	*R. Langworthy	D. O'Shaughnessy	*D. O'Shaughnessy	25.09.2019

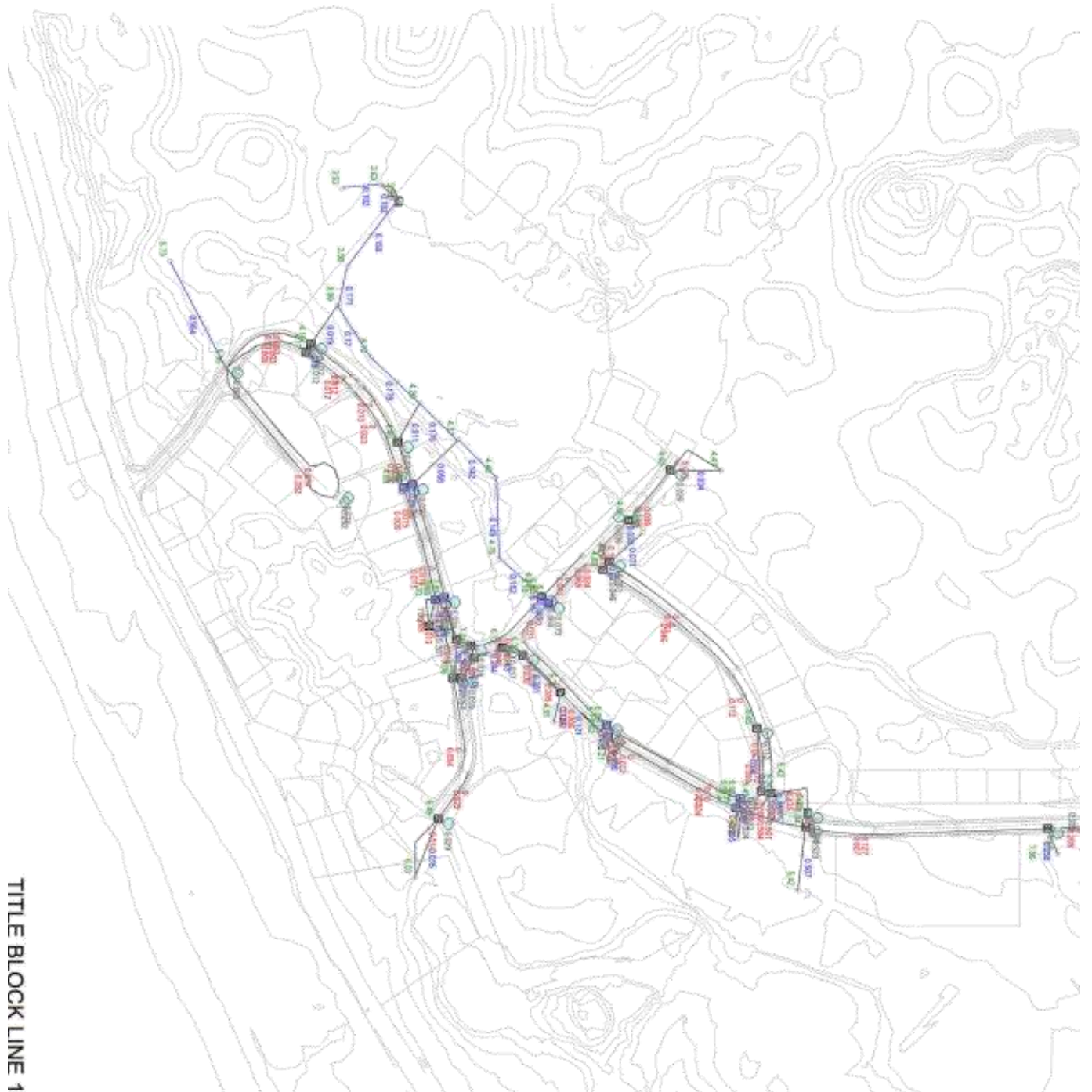
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TITLE BLOCK LINE 1

GENERAL BUSINESS

ITEM NUMBER	11.4
TITLE	Council Financial Report - September 2019 Expenditure Report
REFERENCE	858131
AUTHOR	Munish Singla, Management Accountant

RECOMMENDATION

- (a) **That the Numbulwar Local Authority receives and note the Financial (Expenditure) Report for the month of September 2019.**

BACKGROUND

As per the Guideline 8 of the *Local Government Act 2008*, the Council is to submit a current financial report of actual expenditure against the latest approved budget for the local authority area.

ISSUES/OPTIONS/SWOT**Directorate of Corporate Governance:**

The total of underspend under this directorate is \$208,995. The major activities contributing to this underspend are activity 110 – Fixed Assets (\$112,396), Most of the capital projects are in progress, and invoices have not been received yet. Activity 138 – Local Authority (\$78,852), the Local Authority projects are in progress, some invoices have been received and paid. On completion of the projects and payment of all invoices, variance will be nil.

Directorate of Commercial Services:

The total of underspend under this directorate is \$193,296. There are two major activities contributing to this underspend. The activity 314 - Service Fee CDP (\$167,903) and Activity 318 – Outcome Payments - CDP (\$18,250) this underspend is due to the September month income having not yet been received, this leads to management fees and outcome payments to employers not being charged.

Directorate of Council & Community Services:

The total underspend under this directorate is \$137,859. There are few activities where the actual expense incurred is less than budget for:

- Council Services General \$12,157 – The underspend is due to suppliers invoices for repairs, maintenance, utilities and material expense having not yet been received.
- Waste Management \$20,332 – Underspend is mainly driven by no request for assets repair, maintenance having been received. Funds will be utilised in the future on assets.
- Patrol \$40,010 – Underspend is due to vacant positions and staff absences.
- Ngukurr and Numbulwar Freight Hub \$43,750 – This project is currently in progress.

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 Numbulwar Local Authority - Expenditure Report 30.09.2019.pdf

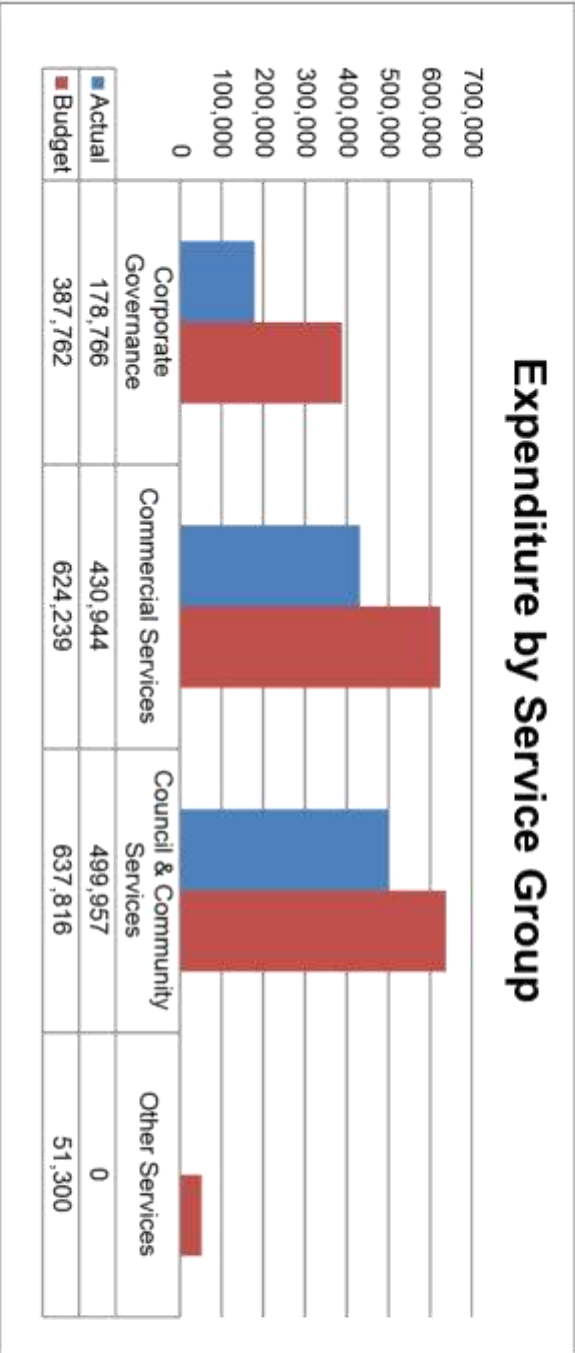
Roper Gulf Regional Council Numbulwar

Expenditure Report as at 30 September 2019



Expenditure by Service	Sept 2019		Sept 2019 Budget	Sept 2019 Variance	Annual of Budget Spent	
	Actual	Budget			Budget	Spent
Corporate Governance	178,766	387,762	208,995	1,551,047	46%	
Commercial Services	430,944	624,239	193,296	2,496,957	69%	
Council & Community Services	499,957	637,816	137,859	2,551,265	78%	
Other Services	0	51,300	51,300	205,200	0%	
Total Expenditure	1,109,667	1,701,117	591,450	6,804,469	65%	

Expenditure by Service Group



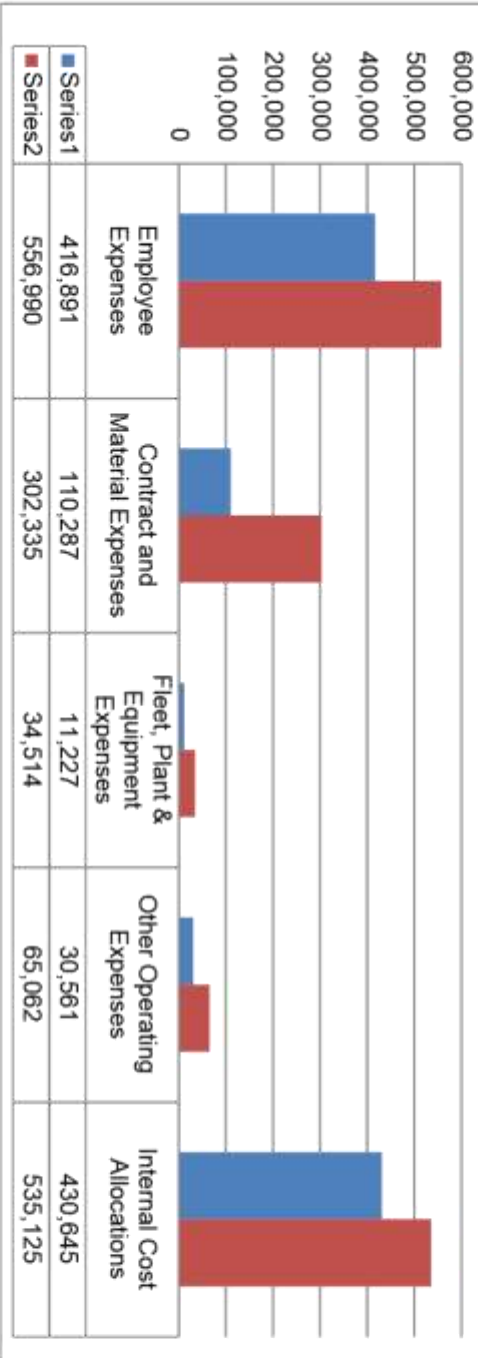
Roper Gulf Regional Council Numbulwar



Expenditure Report as at 30 September 2019

Expenditure by Account Category	Sept 2019	Sept 2019	Sept 2019	Annual Budget	Percentage of Budget Spent
	Actual	Budget	Variance		
Employee Expenses	416,891	556,990	140,099	2,227,959	75%
Contract and Material Expenses	110,287	302,335	192,048	1,209,340	36%
Fleet, Plant & Equipment Expenses	11,227	34,514	23,287	138,055	33%
Other Operating Expenses	30,561	65,062	34,501	260,249	47%
Internal Cost Allocations	430,645	535,125	104,480	2,140,499	80%
Capital Expenditure	110,057	207,092	97,035	828,366	53%
Total Expenditure	1,109,668	1,701,117	591,450	6,804,469	65%

Expenditure by Account Category



Roper Gulf Regional Council Numbulwar Expenditure Report as at 30 September 2019



Activity Listing	Sept 2019 Actual	Sept 2019 Budget	Sept 2019 Variance	Annual Budget	Explanation
Corporate Governance					
110 - Assets Management - Fixed Assets	0	112,396	112,396	449,584	Capital expenditure is budgeted for Lot 206 Aged Care Facility and Lot 156 House upgrade. These projects are currently in progress. The invoice for payment for these projects and section 19 lease invoices are not yet received.
113 - Project Management	260	625	365	2,500	The budget is kept for travel allowance for project team staff to assist in completing town projects. The underspend is due to less TA expense incurred.
115 - Asset Management - Mobile Fleet & Equipment	42,464	15,000	27,464	60,000	The 60K budget was kept to purchase vehicle for community housing staff. The total expenditure is less than the budgeted amount.
131 - Council and Elected Members	0	1,250	1,250	5,000	The Budget is provided for elected members accommodation for attending meetings. The accommodation for September meeting was provided at Ngukurr and accordingly charged to that community. The adjustment will be made at first budget revision.
132 - Local Authority	258	3,170	2,912	12,682	The budget is provided for LA members travel, attendance allowance and meeting catering. The underspend is due to some LA members absence from the meeting.



Roper Gulf Regional Council Numbulwar Expenditure Report as at 30 September 2019

Activity Listing	Sept 2019 Actual	Sept 2019 Budget	Sept 2019 Variance	Annual Budget	Explanation
138 - Local Authority Project	18,575	97,427	78,852	389,710	Please see attached project register for more details.
172 - Numbulwar Fuel	89,144	105,000	15,856	420,000	Underspend is due to cost associated with fuel used by internal departments is not charged yet.
202 - Staff Housing	4,025	15,204	19,229	60,817	Underspend is due to less expense incurred on repairs and maintenance. Power and water bills till September month are not received for payment.
245 - Visitor Accommodation and External Facility Use	32,090	37,688	5,599	150,754	Underspend is due to less expense incurred on repairs and maintenance. Power and water bills till September month are not received for payment.
Corporate Governance Total	178,766	387,762	208,995	1,551,047	

Commercial Serv.

220 - Territory Housing Repairs and Maintenance Contract	24,342	32,363	8,021	129,452	The underspend is due to staff absences resulting in less wages and other operating expense.
221 - Territory Housing Tenancy Management Contract	19,505	16,920	2,585	67,679	The overspend is due to overtime worked by staff resulting in extra wage expense.
241 - Airstrip maintenance Contracts	34,341	31,825	2,516	127,300	The overspend is due to additional expense incurred on network communication.
246 - Commercial Australia Post	2,015	2,025	10	8,100	Immaterial variance
275 - Mechanical Workshop	40,088	44,301	4,213	177,203	Immaterial variance

Roper Gulf Regional Council Numbulwar Expenditure Report as at 30 September 2019



Activity Listing	Sept 2019 Actual	Sept 2019 Budget	Sept 2019 Variance	Annual Budget	Explanation
314 - Service Fee - CDP	310,653	478,556	167,903	1,914,224	The underspend is due to project management fee and other costs yet not charged to the program.
318 - Outcome Payments - CDP	0	18,250	18,250	73,000	The budget is for partial and full employer outcome payments. The adjustments for the transfer of income received are not yet posted.
Commercial Serv. Total	430,944	624,239	193,296	2,496,957	

Council & Comm. Serv

111 - Council Services General	91,174	103,331	12,157	413,326	Underspend is due to invoices for repairs, maintenance, utilities and material expense not received yet.
160 - Municipal Services	116,732	110,464	6,268	441,855	The Overspend is on staff wages due to casual staff working along with regular staff. Management is looking into this matter.
161 - Waste management	34,301	54,633	20,332	218,534	The underspend is due to less expense incurred on materials and contractor expense.
162 - Cemeteries Management	0	2,500	2,500	10,000	The funds are budgeted for contractors and materials. The budget will be spent in coming weeks.
164 - Local Emergency Management	894	604	290	2,415	Immaterial variance
170 - Australia Day	0	100	100	400	
171 - Naidoc Week	0	125	125	500	

Roper Gulf Regional Council Numbulwar Expenditure Report as at 30 September 2019



Activity Listing	Sept 2019 Actual	Sept 2019 Budget	Sept 2019 Variance	Annual Budget	Explanation
200 - Local roads maintenance	52,872	4,000	48,872	16,000	Funds are incurred on Numbulwar roads and drainage design. The budget will be revised to allocate funds for this project at first budget revision.
201 - Street lighting	0	6,450	6,450	25,800	The budget for lights repairs and maintenance and power bills is not spend yet.
341 - Commonwealth Aged Care Package	25,529	31,541	6,012	126,165	The underspend is on staff salaries and wages due to vacant position.
342 - Indigenous Aged Care Employment	37,504	48,027	10,523	192,109	The underspend is on staff salaries and wages due to vacant position.
344 - Commonwealth Home Support Program	20,121	34,893	14,772	139,573	The underspend is due to suppliers' invoices for client meals, power & water bills etc. for July to September months not yet received.
346 - Indigenous Broadcasting	3,835	10,659	6,824	42,636	The underspend is on staff salaries and wages due to absences.
350 - Centrelink	16,856	26,802	9,946	107,207	The underspend is on staff salaries and wages due to absences.
355 - National Disability Insurance Scheme	193	1,365	1,172	5,460	The underspend is due to less expense incurred on food and cleaning supplies.
381 - Animal Control	0	792	792	3,168	The budget is provided for staff travel allowance for animal control and this expense will be incurred in coming weeks.
401 - Night Patrol	41,421	81,431	40,010	325,725	The underspend is on staff salaries and wages due to absences.

Roper Gulf Regional Council Numbulwar Expenditure Report as at 30 September 2019



Activity Listing	Sept 2019 Actual	Sept 2019 Budget	Sept 2019 Variance	Annual Budget	Explanation
404 - Indigenous Sports and Rec Program	4,802	12,080	7,278	48,322	The underspend is on staff salaries and wages due to absences.
407 - Remote Sports and Recreation	683	1,400	717	5,600	Budget for staff accommodation for organising sports events in community is not spent due to internal accommodation expenses are not posted yet.
415 - Indigenous Youth Reconnect	53,040	62,243	9,203	248,971	The underspend is on staff salaries and wages due to absences.
416 - Youth Vibe Grant	0	625	625	2,500	The budget will be spend in school holidays.
485 - Ngukurr and Numbulwar Fright Hub	0	43,750	43,750	175,000	The project is in planning stage. Management is in discussion with department to resolve the pending issues.
Council & Comm. Serv Total	499,957	637,816	137,859	2,551,265	
Other Services					
486 - Ngukurr, Numbulwar & Borroloola Feasibility Studies	0	1,300	1,300	5,200	The project was completed in the previous year. Management is in discussion with the department for using underspend funds for different program.
490 - Numbulwar Waste Management Facility	0	50,000	50,000	200,000	Management is in discussion with department for assistance with this project.
Other Services Total	0	51,300	51,300	205,200	
Total Expenditure	1,109,667	1,701,117	591,450	6,804,469	

GENERAL BUSINESS

ITEM NUMBER	11.5
TITLE	2018-19 Local Authority Project Funding
REFERENCE	849252
AUTHOR	Josh CHEVALIER-BRINE, Grants Coordinator

RECOMMENDATION

- (a) **That the Numbulwar Local Authority receives and notes the information regarding the 2018-19 Local Authority Project Funding.**

BACKGROUND

Under the 2018-19 Local Authority Project Funding (LAPF) Guidelines, Council is required to table LAPF financial reports for each Local Authority (LA) at the relevant Local Authority Meeting (Attachment 1). Income and expenditure for the period is itemised in the table below.

INCOME AND EXPENDITURE ACQUITTAL FOR THE PERIOD ENDING 30 JUNE 2019

LAPF Grant	\$159,710.00
Other income/carried forward balance from 2016-17	\$30,885.04
Other income/carried forward balance from 2017-18	\$159,710.00
Total income	\$350,305.04
Expenditure	\$103,913.29
Total Expenditure	\$103,913.29
Surplus/(Deficit)	\$246,391.75

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Local Authorities are reminded that LAPF grants must be fully expended within two years of receipt. Failure to do so may result in the Department withholding further LAPF payments or requesting unspent funds to be returned.

Requests to carry-over unspent funds remaining after two consecutive years is to be submitted to the Department and will be considered on a case by case basis.

Numbulwar LAPF for 2019-20 is \$159,710 (GST Exclusive).

The Certification Form was unavailable at the time of the Agenda preparation.

ATTACHMENTS:

There are no attachments for this report.

GENERAL BUSINESS



ITEM NUMBER	11.6
TITLE	Governance Report - Local Authority Project Register Update
REFERENCE	858172
AUTHOR	Munish Singla, Management Accountant

RECOMMENDATION

- (a) **That the Numbulwar Local Authority receives and note the report on the Local Authority Project funding.**

BACKGROUND

Since 2014, the Numbulwar Local Authority has received a total of \$ 750,046 in Local Authority Project Funding from the Department of Housing and community Development. Please see attached project register for list of projects currently in progress for which Local Authority has allocated funds.

The grant funding of \$159,710 for Financial Year 2019-20 hasn't been received yet.

The total unallocated funds as at 07 October 2019 as per the attached report are \$1,086.71.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 Numbulwar Local Authority Project Register 09.10.2019.pdf

Numbulwar Local Authority Project Funding - As at 09.10.2019

Funds received from Department upto 30.06.2019	\$	750,046.00
Funds allocated to projects by Local Authority Members	\$	777,830.04
Surplus/(Deficit) from completed projects	\$	28,870.75
Funding 2019-20 (Not yet received)	\$	159,710.00
Remaining Unallocated funds	\$	160,796.71

Please note: The funding for 2019-20 hasn't received yet. Therefore, only \$1,086,71 is available for allocation.

Project ID	Projects	Prjct Budget	Actual Expenditure	Project Status
2113802	Basketball Courts (Seating and Fencing)	\$ 27,000.00	\$ 18,575.38	\$27000 allocated on 12/06/2018 Seating and Fencing – Project Team have finalised the preferred tiered seating and are seeking quotes; Area Managers has taken measurements for the proposed ball fence to be installed; Ball fence installation completed. Purchase order released to Feltons for seating and seats delivered at site. CSC has advised that seating installation is completed. Invoices are in payment process.
2113803	Design and Costing Planning for Oval upgrade	\$ 15,000.00		\$15000 allocated on 12/06/2018; GHD Engineering Consultants are working on the design and costing for the upgrade of the oval; the first site visit and survey has been completed.
2113805	New/Upgrade Toilets at the Airport	\$ 97,000.00		\$87000 allocated on 12/06/2018 \$10,000 allocated on 09/10/2018; Design commenced; Expression of interest on NLC to discuss agenda in October meeting; Finalising a design.
2113806	Playground equipment.	\$ 106,305.04		Lot - 97 Sports and Rec Hall: \$ 40,000 Allocated on 09/10/2018 \$66,305.04 Allocated on 20/02/2019; Finalising Design and incorporating off road car parking and sand retaining wall as part of roads up grade which will impact on the size and location of the play equipment. Scope needed to be done for: Retaining wall to control sand & provide off road car park for vehicles, Small playground + Shade +Sand management on whole site.
Total for current projects in progress		\$ 245,305.04	\$ 18,575.38	
Total for completed projects		\$ 532,525.00	\$ 503,654.25	
Grand Total		\$ 777,830.04	\$ 522,229.63	