



**AGENDA**

**URAPUNGA LOCAL AUTHORITY MEETING**

**THURSDAY, 21 FEBRUARY 2019**

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

- Thursday, 21 February 2019 at
- The Urapunga
- Commencing at 13:00

Your attendance at the meeting will be appreciated.

## **URAPANGA CURRENT MEMBERSHIP:**

### **List Members of LA**

#### **Elected Members**

- 1. Mayor Judy MacFARLANE**
- 2. Councillor Owen TURNER**
- 3. Councillor Eric ROBERTS**

#### **Appointed Members**

- 1. Annie DANIELS**
- 2. Antonella PASCOE**
- 3. Cleven WOODS**
- 4. Clifford DUNCAN**
- 5. Elaine DUNCAN**
- 6. Richard COLLINS**

**MEMBERS: 9**

**COUNCIL: 3**

**LA: 6**

**QUORUM: 5 (minimum requirement)**

**PROVISIONAL: 4**

#### **Explanatory Note:**

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

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

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

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

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

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

# **PLEDGE**

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

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

## PRAMIS BLA WI

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

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



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**GENERAL BUSINESS**

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**ITEM NUMBER**            11.1  
**TITLE**                        Local Authority Information Booklet  
**REFERENCE**                795991  
**AUTHOR**                     Prerna RAMAWAT, Governance Officer

**RECOMMENDATION**

- (a) **That the Urapunga Local Authority receives and notes Local Authority Information Booklet**

**BACKGROUND**

Welcome and Congratulations to our New Local Authority Members.

Attached is the Local Authority Information Booklet for your reference.

**ISSUES/OPTIONS/SWOT**

NIL

**FINANCIAL CONSIDERATIONS**

NIL

**ATTACHMENTS:**

- 1 [↓](#) 2018 LA Information booklet for members.pdf

# Local Authority Handbook 2018



# **ROPER GULF REGIONAL COUNCIL**

The Roper Gulf Sire Council was formed in 2008 as part of the Local Government reforms in the Northern Territory. On the 1st July 2014 saw the name change to Roper Gulf Regional Council. Roper Gulf encompasses a geographical area of 186,000 km<sup>2</sup> and is comprised of ; ten communities , outstations, a range of large and small pastoral properties, farmland and roadhouses with an estimated population of approximately 5,000.

All ten communities in the region have a Local Authority to represent them;

- Bulman Local Authority
- Beswick Local Authority
- Barunga Local Authority
- Manyallaluk Local Authority
- Mataranka Local Authority
- Jilkminggan Local Authority
- Hodgson Downs Local Authority
- Ngukurr Local Authority
- Numbulwar Local Authority
- Borroloola Local Authority
- Urapanga Local Authority

## **OUR VISION**

**Sustainable, Viable, Vibrant.**

## **OUR MISSION**

**Working as one towards a better future  
through effective use of all resources.**

## **CORE VALUES**

**Honesty,  
Equality,  
Accountability,  
Respect,  
Trust  
= HEART**







**Mayor Judy MacFarlane**  
Never Never Ward



**Deputy Mayor Helen Lee**  
Nyirranggulong Ward

# Our Council



**Councillor Edwin Nunggumajbarr**  
Numbulwar Numburindi Ward



**Councillor David Murrungun**  
Numbulwar Numburindi Ward



**Councillor Samuel Evans**  
South West Gulf Ward



**Councillor Don Garner**  
South West Gulf Ward



**Councillor Keith Rory**  
South West Gulf Ward



**Councillor Eric Roberts**  
Yugul Mangi Ward



**Councillor Owen Turner**  
Yugul Mangi Ward



**Councillor Ossie Daylight**  
Never Never Ward



**Councillor Annabelle Daylight**  
Never Never Ward



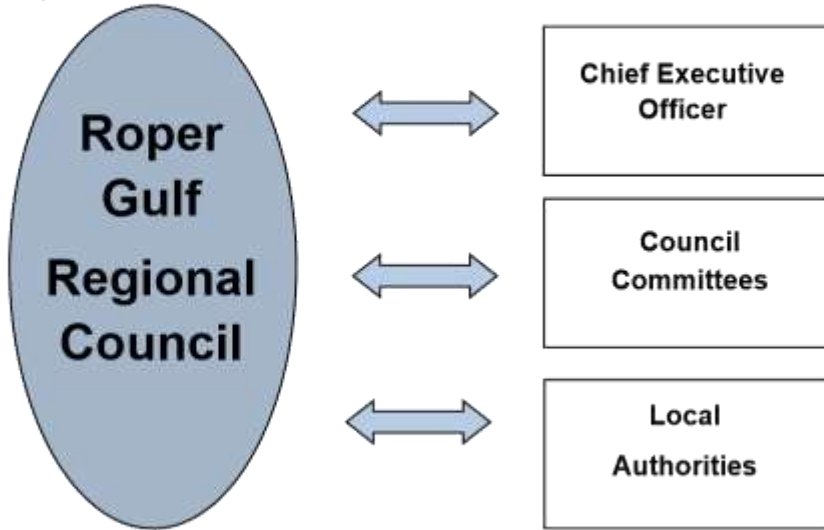
**Councillor Selina Ashley**  
Nyirranggulong Ward



**Councillor Deanna Kennedy**  
Nyirranggulong Ward

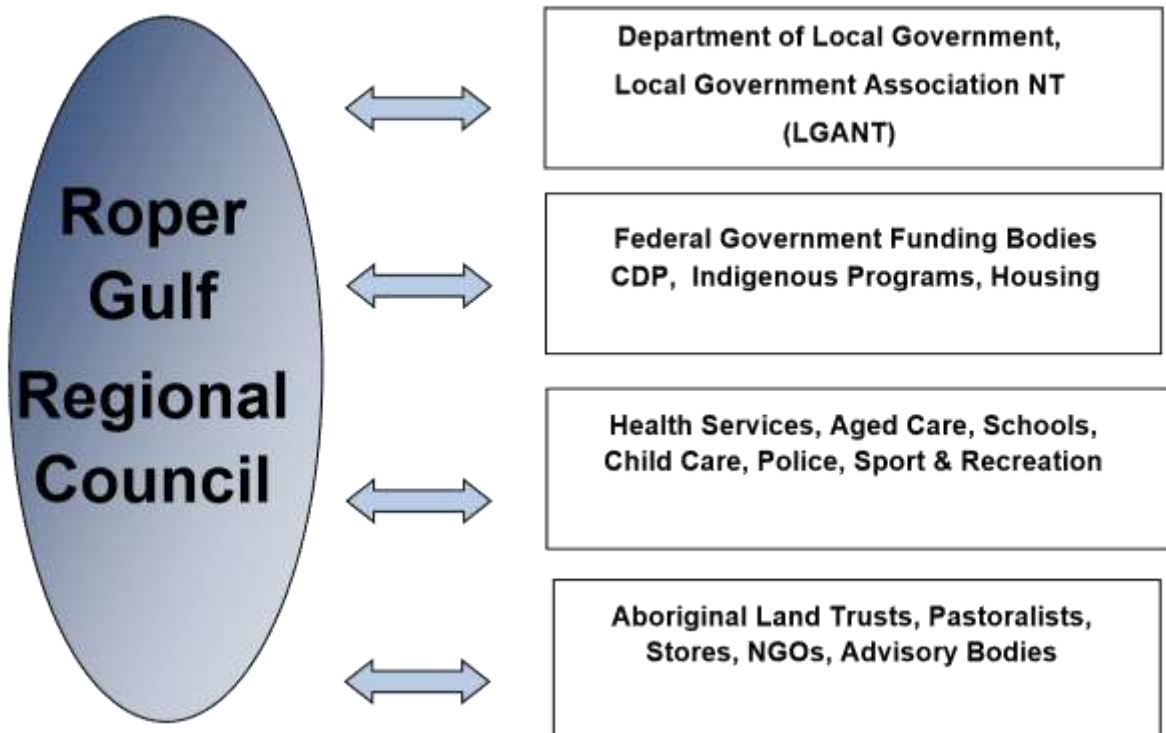
## THE STRUCTURE OF COUNCIL

Council works with the Chief Executive Officer, Council Committees and Local Authorities to determine its Regional and Community Plans and future development.



## COMMUNITY CONNECTIONS

Council collaborates and works with a wide range of service providers at all levels of Government to deliver high quality services across the Roper Gulf region.



## **LOCAL AUTHORITIES**

- The Northern Territory Government Legislated for the formation of Local Authorities to replace Local Boards on the 1st of July 2014.
- Local Authorities must meet a minimum of four times per year.
- Members are paid for attending these scheduled meetings. (Council employees are not paid when meetings are held during business hours).
- A minimum of 6 and maximum of 14 members allowed per Local Authority.
- The Local Authority members are; The Mayor, Councillor for the Ward and appointed community members.
- Meetings must meet a quorum of 50% + 1.
- A Provisional meeting is held in the event only appointed members are present
- LA members get paid when meeting has a quorum.

## **THE ROLE OF LOCAL AUTHORITY MEMBERS**

- To consult with their community and to have input into the Roper Gulf Regional Council policies and future planning.
- Make sure their community has a strong voice about the issues that affect them.
- Help with developing Regional Development and Community Plans.
- Take community views and recommendations back to Council.
- Inform the community about what Council is doing.
- Help organise local events and consult about issues such as street naming, dog control, noise management and any other issues as they arise.

## **THE RESPONSIBILITIES OF LOCAL AUTHORITY MEMBERS**

- To raise issues to be discussed via Agenda items. These items must be given to the Chairperson/Council Administration at least 2 weeks prior to the meeting.
- Local Authority Members will be encouraged to undertake Training and Professional Development to assist you with your role as a Local Authority Member.
- Attend meetings, as required by the Local Government Act 2008.
- Local Authority Members must follow all Roper Gulf Regional Council's Policies, Procedures and the Code of Conduct..





## **THE ROLE OF THE CHAIRPERSON**

- The Chairperson is responsible for creating the Agenda along with Council Administration and LA Coordination Officer that is to be distributed to all members and placed on the website 3 working days prior to the scheduled meeting. The Chairperson is to seek members input into the Agenda.
- The Chairperson is responsible for ensuring the meeting runs effectively and in line with Guideline 8 in the NT Local Government Act 2008.
- Ensure minute taker is in attendance and Meeting Room has been set up.
- On commencement of the meeting check there is a quorum (50% + 1 of all Members ). If there is no quorum you may continue the meeting as a Provisional meeting (50% + 1 of Appointed members). During a Provisional meeting all Agenda items may be discussed, Minutes taken, recommendation made but previous Minutes cannot be passed.
- Ensure Agenda is followed and dealt with in an orderly and timely manner.
- Ensure all members have a say and no one dominates the conversation.
- The public may talk to the meeting only when it is their turn.
- Ensure members have a chance to ask questions about reports and presentations.

### **After the Meeting**

- Check the minutes with Minute Taker and LA Coordination Officer to make sure they are accurate.
- Ensure the Minute Taker has completed Minutes and sent to Governance Office.

## **MATTERS RAISED**

Matters raised during the meeting must be voted on.

The LA Officer will keep an action list of the issues and requests and will circulate to the relevant Managers and staff for action and reporting.

Not every issue raised can be addressed by Council due to budget constraints, however this list will help to identify priorities for the Authority and the Council and keep projects moving.

## **THE ROLE OF COUNCILLORS**

The Councillor is required to attend all the Local Authority meetings in their Ward, and to;

- Support and actively participate in Local Authority Meetings.
- Support the Local Authority feed back to the Council.
- Support the Council feedback to Local Authority Members
- Support Local Authority Members to attend Local Authority meetings.



### **THE ROLE OF THE MINUTE TAKER**

Attend all Local Authority meetings and ensure that the laptop is set up and ready for use.

- Listen attentively and minute the meeting accurately.
- Ask for clarification from the Chair/Members if unclear about any detail or wording of a motion.
- Ensure minutes are completed and emailed to the LA Coordination Officer within five business days of the meeting.
- Undertake professional development and training where possible.

### **THE ROLE OF COUNCIL ADMINISTRATION**

- Ensure the meeting is advertised throughout the community at least 14 days prior.
- Organise the meeting room, venue and catering.
- Print Agenda and distribute to Members prior to meeting to read.
- Ensure that Agenda has been set in conjunction with the Chairperson/Members and is emailed to the Local Authority Coordination Officer in Katherine to be uploaded on to the RGRC website.

#### **At the meeting:**

- Follow the Agenda.
- Ensure the minute taker is present and accurate minutes are being recorded.
- Assist Chairperson with explaining any items and help keep meeting on track in an orderly manner.
- Deliver Council Services Report.
- Give advice and information when necessary.

#### **After the meeting**

- Ensure all members and the Chair have signed the Attendance sheet before leaving the meeting and return to the Local Authority Coordination Officer.
- Ensure minutes of meeting are sent to the Local Authorities Officer within 5 business days of the meeting and distributed to all the members. Minutes and Agendas are public documents and will be made available on the RGRC website.



## **THE AGENDA**

- Is a list of items that will be discussed at the meeting.
- Keeps each meeting on track and ensures no issues are missed.
- Agenda Items for discussion are submitted by the Members.
- Late Agenda items can be added to at the meeting, through the Chairperson.

### **Contents of an AGENDA**

1. Welcome - Open the Meeting
2. Present - Attendance List
3. Apologies - from those who are unable to attend
4. Confirmation of the Previous Minutes
5. Business Arising/Action List
6. Elected Members Report
7. Council Services Report
8. Financial Report
9. General Business and Agency Reports
10. Confidential Items

When planning an Agenda, take into consideration the best time of day and date that the majority of people will be able to attend. Build your Agenda before deciding how long it should run. Get the Agenda to Members in good time so they can prepare for the meetings.

## **THE MINUTES**

The Minutes are the official written record of all items discussed at the meeting and should include:

- The meeting opening date and time.
- List of all people who attend the meeting - members, staff and guests.
- List of Apologies, or those absent without apologies.
- Date, time and venue for the next meeting and time that the meeting closed.

### **Each Agenda Item should include:**

Short statement /summary of the main points discussed.

A list of decisions made with a mover and seconder.

An Action List of what needs to be done, by who and when.

Any tabled Reports





## **DECISION MAKING**

The **purpose** of a meeting is to reach a decision on each item on the Agenda, the decision is passed as a Motion and Seconded and Carried when everyone agrees.

**DO:** Work out how decisions will be made, ie by VOTING by a show of hands.

- Make sure the members who are attending know how the decisions will be made (This can be written on Agenda) .
- Attempt to reach a consensus if possible and find compromises so that a majority of the Members agree.
- Record all decisions reached with a mover and a seconder to the motion.

**DO NOT:**

- Try to influence or tell people what decision to make.
- Leave decision making to chance or one person, every Member's voice counts
- Leave decisions unmade without a follow up plan.

## **FINANCIAL REPORTS**

Council is required, under the Northern Territory Local Government Act 2008, to deliver the latest Quarterly Financial Report to Local Authorities.

**THE BUDGET** The Budget is a plan for how money will be spent for the year and is set by the Council.

**INCOME/REVENUE** : Money that comes through grants, rates, tenders and other fees. These can include grants for the road maintenance, sport and rec, housing, aged care, child-care, libraries, school nutrition programs etc.

**EXPENDITURE/EXPENSES** : The money spent to keep the Council and communities running, ie bills, power, water, housing, roads, wages, sport and rec, parks, ovals etc.

**NON DISCRETIONARY MONEY** : Is Money received through grants and other funding that Council **does not** have a say on how it is spent. This money must be spent according to the guidelines that have been set out in a contract.

**DISCRETIONARY MONEY**: is the money Council raises through rates, fees and charges and can decide what to spend it on, ie roads, playgrounds, festivals, repairs and maintenance.



## **Policies and Procedures**

When you have been successfully nominated and been accepted at a Council Meeting to become a Member of the Local Authority you will be required to adhere to the Local Authority Policies and Procedures.

These may include but not limited to;

- Local Authority Payment Details
- Local Authority Meeting Procedure

## **Contacts - Council Services**

<b>Barunga Office</b>	<b>8975 4505</b>
<b>Beswick Office</b>	<b>8975 4800</b>
<b>Borroloola Office</b>	<b>8975 8758</b>
<b>Bulman Office</b>	<b>8975 4926</b>
<b>Jilkminggan Office</b>	<b>8975 4751</b>
<b>Manyallaluk Office</b>	<b>8975 4055</b>
<b>Mataranka Office</b>	<b>8975 4576</b>
<b>Ngukurr Office</b>	<b>8975 4656</b>
<b>Numbulwar Office</b>	<b>8975 4675</b>

### **Regional Office;**

**Governance Manager: 8972 9005**

**Local Authority Coordination Officer: 89729 024**

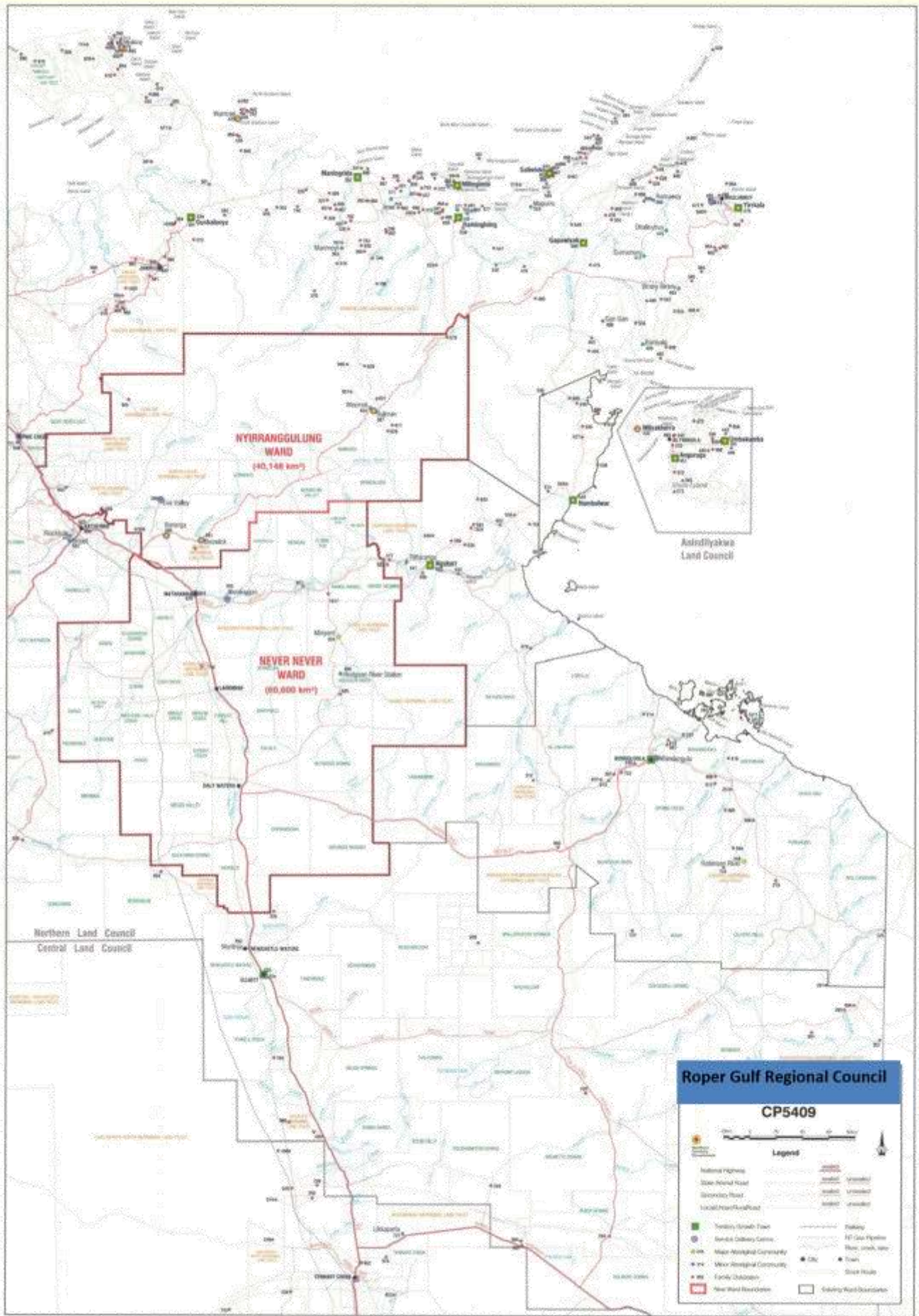
**[roper.governance@ropergulf.nt.gov.au](mailto:roper.governance@ropergulf.nt.gov.au)**

**29 Crawford Street - KATHERINE NT0850**

**PO Box 29, KATHERINE NT 0851**







**GENERAL BUSINESS**

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**ITEM NUMBER** 11.2  
**TITLE** New Local Authority Members Training -  
Department of Housing and Community Development.  
**REFERENCE** 790467  
**AUTHOR** Prerna RAMAWAT, Governance Officer

**RECOMMENDATION**

- (a) **That the Urapunga Local Authority receives and notes New Local Authority Members Training.**

**BACKGROUND**

The newly nominated Urapunga Local Authority members will receive training on their role by Department of Local Government, Housing and Community Development.

**ISSUES/OPTIONS/SWOT**

**FINANCIAL CONSIDERATIONS**

NIL

**ATTACHMENTS:**

There are no attachments for this report.

**GENERAL BUSINESS**

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<b>ITEM NUMBER</b>	11.3
<b>TITLE</b>	The Draft burial and Cremation Bill 2018 Report - DHCD
<b>REFERENCE</b>	793563
<b>AUTHOR</b>	Prerna RAMAWAT, Governance Officer

**RECOMMENDATION**

- (a) That the Urapunga Local Authority receives and notes The Draft Burial and Cremation Bill 2018 report.

**BACKGROUND**

The Department of Local Government, Housing and Community Development will do the presentation on the Draft Burial and Cremation Bill 2018 that is out for consultation.

Presentation will take approximately 15 minutes plus questions time.

Copies will be provided as a handout. A copy of the draft Bill will also be provided as a handout.

The draft Burial and Cremation Bill 2018 has been released for public consultation and comment. More information on the Bill including FAQs can be found at <https://dhcd.nt.gov.au/publications-and-policies/draft-northern-territory-burial-andcremation-bill>

Submissions close on 31 March 2019. Questions about the Bill and submissions can be made, please email [baca@nt.gov.au](mailto:baca@nt.gov.au)

**ISSUES/OPTIONS/SWOT**

NIL

**FINANCIAL CONSIDERATIONS**

NIL

**ATTACHMENTS:**

**GENERAL BUSINESS**

<b>ITEM NUMBER</b>	11.4
<b>TITLE</b>	Creating Jobs in Urapunga: New Facilities for Recreational Fishers
<b>REFERENCE</b>	789382
<b>AUTHOR</b>	Prerna RAMAWAT, Governance Officer

**RECOMMENDATION**

- (a) **That the Urapunga Local Authority accepts the incoming correspondence.**

**Creating Jobs in Urapunga: New Facilities for Recreational Fishers**

Urapunga Aboriginal Corporation has received a \$100,000 Recreational Fishing Grant from the Territory Labor Government to install fishing facilities at a campsite the Corporation is developing at Urapunga.

The grant will help create jobs in the remote community and support the growth of the recreational fishing sector.

The Recreational Fishing Grant scheme is part of the Territory Labor Government's \$50 million investment in recreational fishing, which has so far seen improved facilities at several popular fishing spots across the Territory.

Urapunga lies at the junction of the Wilton and Roper Rivers in Southern Arnhem Land, an area popular with recreational fishers. The new campsite will include powered and unpowered sites, ablution blocks, boat hire, outdoor kitchens and tours.

The \$100,000 Recreational Fishing Grant will be used to install facilities such as fish cleaning stations, designated camping for fishers, an upgraded boat ramp, undercover gas barbecues and solar-powered lighting bollards.

**Quotes from Minister for Primary Industry and Resources, Ken Vowles:**

"The Territory Labor Government is investing \$50 million in recreational fishing to boost the sector and create jobs.

"The recreational fishing sector employs people across the Territory, including in remote and regional areas, and funding projects such as this Urapunga fishing camp will help create jobs for Aboriginal Territorians on country.

"The Roper River is a pristine environment popular with fishos for its abundance of barra and threadfin salmon. This new campsite will give visitors access to the Wilton river system and billabongs, including areas that have not been easily accessible in the past."

**Quotes from Member for Arnhem, Selena Uibo:**

"The Urapunga Aboriginal Corporation has already made great progress on this new campsite, and this Recreational Fishing Grant will help them provide even more facilities at the site to attract tourists and recreational fishing to the area.

"The community of Urapunga recognises that fishing is a huge part of the Territory lifestyle, and it provides economic development opportunities that will provide jobs for people on country."

**Quotes from Urapunga Aboriginal Corporation Director, James Woods:**

"The grant will help to erect a facility whereby recreational fishers can enjoy the remote area fishing that both of those rivers offer.

“It also means indigenous members of the community will have the opportunity to seek employment within the prospective tourism venture that the Corporation is presently undertaking.

“We hope this grant will lead to a burgeoning tourism industry on the Roper River and lift employment opportunities and the wellbeing of a, until recently, forgotten community somewhere in Southern Arnhem Land.”

**ATTACHMENTS:**

There are no attachments for this report.

**GENERAL BUSINESS**

<b>ITEM NUMBER</b>	11.5
<b>TITLE</b>	Elected Members Report
<b>REFERENCE</b>	790000
<b>AUTHOR</b>	Perna RAMAWAT, Governance Officer

**RECOMMENDATION**

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

**BACKGROUND**

This Elected Member Report is designed to give Local Authorities an overview of Agenda Items that have been raised and decisions made at the Ordinary Meeting of Council since the last Local Authority Meeting, in order for them to convey the information to community members.

Complete details can be found in the Agendas and Minutes, which are available on the Council Website and at Council Offices.

**ISSUES/OPTIONS/SWOT**

**At the Finance Committee Meeting of Council held in Katherine on 30 January 2019: The Minutes of the Finance Committee Meeting are publicly available on Council's website.**

**Decisions include:**

- That the Finance Committee adopts the new Procurement Policy.
- That the Finance Committee sign and seal the 2018-19 agreement for Local Authority Project Funding for the Urapunga Local Authority.
- That the Finance Committee accept the variation to the Community Home Support Program by signing, dating, and affixing the Common Seal to one copy of the Deed of Variation
- That the Finance Committee accept the funding offer of \$51,600 (GST Exclusive) for the Ngukurr Sport and Recreation Precinct Master Plan, by signing, dating, and affixing the Common Seal to one copy of the Agreement.
- That the Finance Committee accept two variations to the School Nutrition Program, for total funding of \$381,914 (GST Exclusive), by signing, dating, and affixing the Common Seal to one copy of the Deed of Variation.
- That the Finance Committee accept the variation to the Indigenous Youth Reconnect Program, by signing and dating one copy of the Deed of Variation.
- That the Finance Committee accept Community Child Care Funding variation, by signing, dating, and affixing the Common Seal to one copy of the Deed of Variation.
- That the Finance Committee receives and notes the financial reports as at 31 December 2018.
- That the Finance Committee approves the reallocation of unspent funds from proposed Capex Fleet to be purchased in this report, to be used for the purchase or a Backhoe which has come in at \$8,500 over the allocated budget.
- That the Finance Committee approves the following Purchases of Capital Fleet items as per the Capital Expenditure Budget:
  - 4x Front End Loaders from Forklift Solutions
  - 1x Backhoe from Forklift Solutions
  - Telehandler from Forklift Solutions.



- That the Finance Committee receives and notes the report on the Larrimah Bore situation at the 30 January 2019 meeting.
- That the Finance Committee receives and notes the below report outlining updates on 2 Crawford Street project.
- That the Finance Committee approves the following persons for the tender assessment panels for the Borroloola Multi-purpose Courts and the Ngukurr Oval Light projects:
  - Chief Executive Officer
    - Director Commercial Services
    - Manager Contracts
    - Projects Coordinator
- That the Finance Committee receives and notes the review of the Roper Gulf Regional Council Finance Committee Terms of Reference.
- That the Finance Committee approves the release of an expression of interest for the Independent Member of the Finance Committee.
- That the Finance Committee approves the 2019 Meeting Calendar as amended.
- That the Finance Committee have designs and costings to put before the Ordinary Meeting of Council on 27 February 2019.
- That the Finance Committee approves the changes to the staff plan in respect to the CDP Mechanical Activity Supervisor at Numbulwar to reflect the changes approved in Councils budget amendments, approved by the Councils Finance Committee in November 2018.
- That the Finance Committee adopts the previous minutes of the confidential session of the 28 November 2018 Finance Committee Meeting as a true and accurate record of that meeting and its decisions.
- That the Finance Committee endorses the awarding of tender ROPER-834916 – The Barunga Sporting Oval Lights to All Regions Electrical for the value of \$530,000.00.
- That the Finance Committee receives and notes the 2017-18 Management Letter.
- That the Finance Committee approves the rates exemption request from Sunrise Health Service Aboriginal Corporation.

**At the Roads Committee Meeting held in Katherine on 24 October 2018:  
The Minutes of the Roads Committee Meeting are publicly available on Council's website.**

**Decisions include:**

- The Roads Committee receives and notes its Terms of Reference
- The Roads Committee recommends Terms of Reference be amended to change size of Committee to six (6) Elected Members, including the Mayor;
- That the Roads Committee develops a Work Plan
- That the Roads Committee nominates meeting dates for 2019
- That the Roads Committee receives and notes the report of current roads Projects
- That the Roads Committee nominates the following roads projects as priority matters for approval by Council:
  - 1) Weemol - \$69,000 to be allocated for design and scoping;
  - 2) Bulman – Roads and Drains – obtain quote;
  - 3) Borroloola Town Camp (GARAWA 1 and 2, YANYULA) co-contribution of \$300,000. Council to advocate to stakeholders for additional funding (\$800,000 benchmark);
  - 4) Design and Documentation for Jilkminggan's main road (Jilkminggan Rd), Urapunga Store and Mataranka cemetery car-park (\$100,000);
  - 5) Hodgson Downs / Minyerri – the Roads Committee supports compounding of LA grants, additional \$14,000 from FAG Roads, and for Council to allocate \$100,000 additional funding for roads;
  - 6) Larrimah and Daly Waters - \$250,000 for reseal of roads;
  - 7) Manyallaluk – investigate edges, culverts, seals, drainage

- That the Roads Committee receives and notes the Tonkin Road and Storm Water Audit report.
- That the Roads Committee adds an eighth priority to previous resolution to include investigations into high-priority needs roads projects in Numbulwar.

**At the Ordinary Meeting of Council held in Katherine on 19 December 2018:  
The Minutes of the Ordinary Meeting of Council are publicly available on Council's website.**

**Decisions include:**

That the council receives and notes the following Ward reports:

- South West Gulf Ward Report
- Never Never Ward Report
- Yugul Mangi Ward Report
- Nyirrangulung Ward Report
- Numbulwar Numburindi Ward Report

That the Council approves the recommendations of the following Local Authority:

- Borroloola Local Authority from the minutes 31 October 2018.
- Jilkminggan Local Authority from the minutes 02 October 2018.
- Mataranka Local Authority from the minutes 08 October 2018.
- Hodgson Downs Local Authority from the minutes 11 October 2018.
- Barunga Local Authority from the minutes 16 October 2018.
- Beswick Local Authority from the minutes 22 October 2018.
- Manyallaluk Local Authority from the minutes 22 October 2018.
- Numbulwar Local Authority from the minutes 09 October 2018.

- That the Council receives and notes the Mayor report.
- That the Council supports the license application for the Larrimah hotel in general and aims to provide feedback in regards to concerns about late trading hours.
- That the Council receives and notes the resignation of Geoff Bishop, Independent Member of the Finance Committee.
- That the Council decides whether or not to continue having an independent member on the Finance Committee.
- That the Council approves 6 members for the Urapunga Local Authority: Cleven Woods, Antonella Pascoe, Annie Daniels, Richard Collins, Elaine Duncan and Clifford Duncan.
- That the Council decides the inaugural and subsequent meeting dates of the Urapunga Local Authority.
- That the Council considers the invitation of the minister for housing and Community Development, and other dignitaries for the inaugural meeting of the Urapunga Local authority.
- That Council adopts the revised dates for the 2019 Meeting Calendar for council meetings, Committee Meetings and Local Authority Meetings.
- That Council receives and notes summary of National Local Roads and Transport Congress Conference in Alice Springs from the Elected Members who attended the Conference.
- That Council receives and notes the update from the elected members who attended the 2019 LGANT Annual General meeting.
- That Council accepts the Town Camps Program funding offer of \$1,100,000(GST Inclusive) from Department of Housing and Community Development for works to occur in the Mulgan town Camp.
- That Council adopts the Town Camps Dwelling Funding Agreement TC0004 by signing and affixing the document with the Common seal.
- That Council receives and notes update from the Department of Housing and Community Development pertaining to support and training of Local Authority members.



- That Council endorses the draft Beswick Community land Use Plan.
- That Council endorses the draft Bulman Community land use plan, subject to the changes recommended by the Bulman/Weemol Local Authority at the Local Authority Meeting on 05 Dec 2018.
- That Council endorses the Weemol Community Land Use Plan.
- That Council endorses the reclassification of the level 4 Information Technology Officer position to a level 5/6 Information Technology Coordinator.
- That Council receives and notes Service Delivery over the Christmas Period.
- That Council receives and adopts the report for Community Services.
- That Council receives and notes the financial reports as at 30 November 2018.
- That Council receives and notes the Call for Motions Discussion paper 2019 published by the National General Assembly of Local Government 2019.
- That Council is to appoint a tender assessment panel for the Bulman workshop project to include the Director of Commercial Services, Project Manager, Project Coordinator and Contract Manager.
- That the CEO is to investigate the advice provided to a job applicant in Borroloola.
- That Council receives and notes the request to read out the Australian Citizenship Affirmation at its Australia day events in 2019.
- That Council receives the report from the Department of Housing and Community Development.
- That Council resolves to engage the services of Mr. Mark Blackburn in accordance with the document titled Blackburn Consultancy.
- That Council receives and notes the Addendum.
- That the report of the CEO review be deferred to the February 2019 Ordinary Meeting of Council.
- That Council receives and notes the report in relation to progress and expenditure of the 2 Crawford Street project.
- That Council receives and notes the report in relation to the Barunga Oval Light Tenders.
- That Council delegates authority to the Acting Chief Executive Officer to award a tender in relation to the Barunga Oval Lights project.

**Special Meeting of Council held on 18 January 2019, the meeting was conducted in confidential session and the resulting resolutions are confidential**

#### **FINANCIAL CONSIDERATIONS**

NIL

#### **ATTACHMENTS:**

**GENERAL BUSINESS**

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<b>ITEM NUMBER</b>	11.6
<b>TITLE</b>	Council Services Report
<b>REFERENCE</b>	<b>794249</b>
<b>AUTHOR</b>	Prerna RAMAWAT, Governance Officer

**RECOMMENDATION**

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

**BACKGROUND**

The Council Services report outlines the actions undertaken and issues identified relating to the delivery of core services and Municipal services in Urapunga.

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

- Council welcomes the new Council Service Coordinator Chris Kassman to Urapunga Community. Chris comes to us with a wealth of knowledge and background in council and municipal services and has already proved to be a valuable team member. Chris and his family will be residing at Ngukurr community for the interim.
- Council has also enlisted the assistance of a planner to come to Urapunga and develop topographical plans for the community, this includes contingency fire break plans.
- Urapunga will also have an environmental waste consultant come out to assess the waste management facility and advise on the best way to broach waste management

*160 – Municipal Services.*

- The Air strip is about to be slashed and cleared as well as all the public spaces
- There is a new position for a Municipal Service Officer 20 hours per week
- The purchase of new materials and some small equipment has commenced.

**ATTACHMENTS:**

**GENERAL BUSINESS**

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**ITEM NUMBER** 11.7  
**TITLE** Community Safety Report  
**REFERENCE** 794504  
**AUTHOR** Prerna RAMAWAT, Governance Officer

**RECOMMENDATION**

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

**BACKGROUND**

There are currently no Community Safety Services at Urapunga. It is recommended that the Ngukurr Night Patrol team go and patrol Urapunga a few days a week.

**ISSUES/OPTIONS/SWOT**

NIL

**FINANCIAL CONSIDERATIONS**

NIL

**ATTACHMENTS:**

There are no attachments for this report.

**GENERAL BUSINESS**

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<b>ITEM NUMBER</b>	11.8
<b>TITLE</b>	Mobile Black Spot Coverage at Urapunga
<b>REFERENCE</b>	794884
<b>AUTHOR</b>	Prerna RAMAWAT, Governance Officer

**RECOMMENDATION**

- (a) **That the Urapunga Local Authority consider using their Local Authority Grant to support the installation of a small cell mobile service in partnership with Telstra, Northern Territory Government and Urapunga Aboriginal Corporation.**

**BACKGROUND**

Council write letters to the Mobile Blackspot contractors on behalf of Urapunga and other remote towns in the Roper Gulf Region to advocate for mobile coverage.

Telstra has responded and is working on the development of a small cell network for Urapunga and has received part funding to install.

Telstra are working with Selena Uibo to get co-funding for the development.

**ISSUES/OPTIONS/SWOT**

NIL

**FINANCIAL CONSIDERATIONS**

Telstra need a co-contribution of \$40,000 to install the small cell mobile network in Urapunga.

**ATTACHMENTS:**

There are no attachments for this report.

**GENERAL BUSINESS**

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<b>ITEM NUMBER</b>	11.9
<b>TITLE</b>	Guideline 8
<b>REFERENCE</b>	794998
<b>AUTHOR</b>	Cristian Coman, Manager - Governance and Corporate Planning

**RECOMMENDATION**

- (a) **That the Urapunga Local Authority receives and notes the revised Ministerial Guideline 8 pertaining to Local Authorities.**

**BACKGROUND**

On 07 January 2019 the Minister for Housing and Community Development adopted a revised Ministerial Guideline 8 pertaining to Local Authorities.

**ISSUES/OPTIONS/SWOT**

The new Guideline 8 requires Council to publicly list the members of Local Authorities on its website. This is currently being actioned.

The Guideline also states that Council can delegate decision-making to Local Authorities. This will be presented to Council at its next meeting on 27 February 2019. It should be noted that decision-making is subject to necessary quorums being attained at Local Authority Meetings.

Provisional meetings cannot make decisions, and as such, Council will assess each Local Authority's attendance pattern before deciding on which decision making delegations it will make.

**FINANCIAL CONSIDERATIONS**

N/A

**ATTACHMENTS:**

- 1 [↓](#) guideline-8-regional-councils-local-authorities.pdf

# GUIDELINE 8: Regional Councils and Local Authorities

Page 1 of 7

These guidelines are made by the Minister under Parts 5.1A and 19.10 of the *Local Government Act*.

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### MINISTERIAL APPROVAL

I, Gerald Francis McCarthy, Minister for Housing and Community Development, hereby make these guidelines under Parts 5.1A and 19.10 of the *Local Government Act*.



GERRY MCCARTHY

7 / 1 / 2019

# GUIDELINE 8: Regional Councils and Local Authorities

Page 2 of 7

These guidelines are made by the Minister under Parts 5.1A and 19.10 of the *Local Government Act*.

## 1. Title

- 1.1. These guidelines are called "*Guideline 8: Regional Councils and Local Authorities*".

## 2. Commencement

- 2.1. These guidelines commence on the date they are made by the Minister.

## 3. Revocation of previous guidelines

- 3.1. The version of Guideline 8 that applies on any date is the latest version made at the time. Previous versions do not apply from the date that this guideline is made by the Minister.

## 4. Definitions

In these guidelines:

**appointed member** means a member appointed by the council. It does not include elected members who are on the local authority.

**elected member** means a member of the council who represents a ward that covers the local authority's area and the mayor / president.

**provisional meeting** means, at the time and place set for a local authority meeting when a quorum has not been established, a majority (over 50%) of appointed members are present.

*Note: A provisional meeting is able to make recommendations to council pursuant to clause 11.*

**quorum** means majority (over 50%) of all local authority members including appointed members, elected members and mayor / president are present.

**chair** is responsible for running the meeting and ensuring that members are following the conventions of the meeting.

## 5. Where local authorities are to be established and maintained

- 5.1. A council must have a local authority at places listed in the Schedule to these guidelines.
- 5.2. A council must determine the area for each local authority.



# GUIDELINE 8: Regional Councils and Local Authorities

Page 3 of 7

These guidelines are made by the Minister under Parts 5.1A and 19.10 of the *Local Government Act*.

## 6. Publicly available information

- 6.1. A council must have an up-to-date list of its local authorities, the names of the members, meeting dates, agendas and minutes available on the council's website.

## 7. Number of members

- 7.1. A council must make a resolution about the number of appointed members that a local authority has. There must be at least 6 appointed members and a maximum of 14 members (including elected members), unless the Minister has approved a different maximum number of members for a particular local authority.

*Note: Different Local Authorities may have different numbers of members.*

## 8. Delegations and conflict of interest

- 8.1. Subject to the *Local Government Act* a council can delegate decision making to local authorities.

*Note: It is best practice for local authority project expenditure decisions to be delegated to local authorities.*

- 8.2. When a local authority is making a decision, or considering a matter, each member must consider whether they have a conflict of interest and, if so, they must leave the meeting while the matter is considered.

*Note: Sections 32 and 73 of the Local Government Act deal with delegations and conflict of interest respectively.*

## 9. Policy for member appointments, terminations and resignations

A council must have a policy that provides for:

- 9.1. The council CEO calling for nominations as soon as practicable after a vacancy arises and allowing at least 21 days for nominations to be received.
- 9.2. How the call for nominations is to be advertised and promoted so that residents of the area know about it, know who to give a nomination to and when nominations close.
- 9.3. Consideration of the nominations received, which must be an agenda item at the first ordinary meeting of council after nominations have closed.



## GUIDELINE 8: Regional Councils and Local Authorities

Page 4 of 7

These guidelines are made by the Minister under Parts 5.1A and 19.10 of the *Local Government Act*.

- 9.4. How, and in what circumstances, appointment of a local authority member may be revoked.

*Note: The policy could require, for example, that the council must give consideration to revoking an appointment where a member is absent, without permission of the local authority, from two consecutive meetings of the local authority.*

- 9.5. The process for the resignation of a local authority member in writing.

- 9.6. Selection process for the chair and the term of appointment of the chair.

*Note: It is best practice to have an appointed member as chair with a constant term length (not a rotating chair).*

### 10. No proxies

- 10.1. A local authority member is not allowed to send a proxy or substitute if the member cannot attend a meeting.

### 11. Provisional meeting where quorum not present

- 11.1. If a quorum is not attained for a local authority meeting, but the majority of appointed members are present, the members who are in attendance may hold a provisional meeting.
- 11.2. During a provisional meeting, all agenda items may be discussed. Minutes must be taken and clearly identified that it was a provisional meeting.
- 11.3. Members at a provisional meeting may, by majority vote, make recommendations to the council, including local authority projects, provided any such recommendation is specifically qualified as being a recommendation of a provisional meeting, rather than a local authority.
- 11.4. A provisional meeting can approve the minutes of a provisional meeting but cannot approve the minutes of a local authority meeting. A local authority may approve minutes of a provisional meeting or a local authority meeting.
- 11.5. A provisional meeting does not have the powers or functions that a council may have delegated to a local authority.

### 12. Local authority meetings

- 12.1. The council CEO must ensure that a minimum of four meetings for each local authority are held in each financial year.

## GUIDELINE 8: Regional Councils and Local Authorities

Page 5 of 7

These guidelines are made by the Minister under Parts 5.1A and 19.10 of the *Local Government Act*.

*Note: Either a local authority meeting or a provisional meeting can be counted in reaching the minimum total of four. For example, three provisional meetings and one local authority meeting would make up the required minimum number of four.*

12.2. The agenda must be prepared in consultation with the Chair of the local authority and include, at least:

- a. items requested by members;
- b. any reports on service delivery issues in the local authority area;
- c. any responses by the council to matters raised at a previous local authority meeting or provisional meeting;
- d. a written report from the council CEO on current council services in the local authority area and, after any council meeting that considers local authority projects, a report on what project(s) has been approved or the reason why the project(s) has not been approved;
- e. visitor presentations; and
- f. general business.

12.3. Once in each financial year a local authority agenda must include reviewing:

- a. the council's annual report for the previous financial year;
- b. the council's proposed regional plan for the next financial year;
- c. the council's budget for proposed projects for the local authority area for the next financial year; and
- d. any relevant community plan of the council or local authority.

### 13. Council consideration of minutes

13.1. The minutes from local authority meetings or provisional meetings (these will normally be unconfirmed minutes) must form part of the agenda papers for the next ordinary meeting of council. The council must consider any items for attention, raised by each local authority meeting or provisional meeting, at the next ordinary meeting of council after the local authority meeting or provisional meeting.

13.2. The council's response to items above (at clause 13.1) must be recorded in the minutes of the council meeting and communicated to the local authority.

## GUIDELINE 8: Regional Councils and Local Authorities

Page 6 of 7

These guidelines are made by the Minister under Parts 5.1A and 19.10 of the *Local Government Act*.

### 14. Local authority sitting fee

- 14.1. Appointed members are entitled to a sitting fee for each local authority meeting or provisional meeting they attend:

- a. Chair, if eligible, 143 revenue units
- b. other eligible members, 107 revenue units

*Note: The value of a revenue unit is on the website of the Department of Treasury and Finance.*

- 14.2. Elected members and council staff are not entitled to the sitting fee for attending local authority meetings or provisional meetings.

*Note: Subject to council policy, reimbursement of personal travel expenses is allowed for all members, e.g. kilometre allowance paid for the use of a private vehicle.*

*Note: Subject to council policy, elected members are entitled to extra meeting allowances pursuant to Guideline 2 for attending a Local Authority meeting or provisional meeting.*

*Note: It is a matter for a council CEO as to whether council staff will receive any payment for attending a local authority meeting or provisional meeting.*

### 15. Council regional plans, budgets and financial reports

- 15.1. A council must take the projects and priorities of its local authorities into consideration, whether submitted to council or recorded in minutes, when developing the council regional plan and budget.
- 15.2. The budget of a council must include a separate budget for each local authority area.
- 15.3. At each local authority meeting, the council is to submit a current financial report of actual results against the latest approved budget for the local authority area.

### 16. Council annual report

- 16.1. The annual report of a council must include information which assesses performance in relation to service delivery and planned projects in each of its local authority areas.

# GUIDELINE 8: Regional Councils and Local Authorities

Page 7 of 7

These guidelines are made by the Minister under Parts 5.1A and 19.10 of the *Local Government Act*.

## SCHEDULE:

Where local authorities are to be established and maintained.

<p><u>Barkly Regional Council:</u> Ali Curung Alupurrurulam Ampilatwatja Ariparra Elliott Tenant Creek Wutunugurra (Epenarra)</p> <p><u>Central Desert Regional Council:</u> Anmatjere (Nturiya, Pmara Jutunta, Wilora, Ti Tree) Atitjere Engawala Lajamanu Laramba Nyirripi Willowra Yuelamu Yuendumu</p> <p><u>East Arnhem Regional Council:</u> Angurugu Galiwin'ku Gapuwiyak Gnyangara Milingimbi Milyakburra Ramingining Umbakumba Yirrkala</p> <p><u>MacDonnell Regional Council:</u> Amoonguna Areyonga Finke (Aputula) Haasts Bluff (Ikuntji) Hermannsburg (Ntaria) Imanpa Kaitukatjara (Docker River) Kintore (Walungurru) Mt Liebig (Amundurrngu) Papunya Santa Teresa (Ltyentye Apurte) Titjikala Wallace Rockhole</p>	<p><u>Roper Gulf Regional Council:</u> Barunga Beswick (Wugularr) Borrooloola Bulman Jilkminggan Manyallaluk (Eva Valley) Mataranka Minyerri (Hodgson Downs) Ngukurr Numbulwar Urapunga</p> <p><u>Tiwi Islands Regional Council:</u> Milikapiti Pirlangimpi Wurrumiyanga (Nguu)</p> <p><u>Victoria Daly Regional Council:</u> Amanbidji Bulla Naiyu (Daly River) Kalkaringi/Dagaragu Pine Creek Timber Creek Yarralin/Pigeon Hole</p> <p><u>West Arnhem Regional Council:</u> Gunbalanya (Oenpelli) Maningrida Minjilang Waruwi</p> <p><u>West Daly Regional Council:</u> Nganmariyanga Peppimenarti Wadeye</p>
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**GENERAL BUSINESS**

<b>ITEM NUMBER</b>	11.10
<b>TITLE</b>	Project Funding Guidelines
<b>REFERENCE</b>	<b>795003</b>
<b>AUTHOR</b>	Cristian Coman, Manager - Governance and Corporate Planning

**RECOMMENDATION**

- (a) **That the Urapunga Local Authority receives and notes Local Authority Project Funding Guidelines.**

**BACKGROUND**

The Local Authority Project Funding Guidelines outline the rules pertaining to Local Authority Projects Funding from the Territory.

**ISSUES/OPTIONS/SWOT**

The Local Authority grants are for the purpose of continued development of Local Authorities and Communities, and must be completely expended within two (2) years.

The Objectives of the Grants Funding Program are:

- 1) Building stronger communities and assist community priority projects as recommended by Local Authorities;
- 2) Assisting governing bodies and their communities become stronger and self-sustaining;
- 3) Developing capacity of local government to provide legitimate representation, effective governance, improved service delivery, and sustainable development.

Local Authorities must formally resolve, and record what funding is to be spent on.

Project funds must be spent on matters which have a general community benefit. They may not be spent on matters such as motor vehicles, fuel, administration costs, meeting costs, salaries, uniforms, allowances, or matters outside the scope of local government.

As a general rule, project funding is for infrastructure-type projects.

The complete Guideline is attached for the Local Authority's reference.

**FINANCIAL CONSIDERATIONS**

Outlined in Guideline

**ATTACHMENTS:**

- 1 [↓](#) new-local-authority-project-funding-guidelines-2018-19.pdf





## **Local Authority Project Funding - Guidelines**

### **1. Purpose**

To encourage the continued development of local authorities and their respective communities through the provision of funding to undertake priority community projects that are in line with these guidelines.

### **2. Objectives**

The objectives of the program are to:

- Assist in building stronger communities and assist community priority projects as recommended by local authorities
- To assist local governing bodies and the constituent communities they represent to become stronger and self sustaining
- Assist in the provision of quality community infrastructure that facilitates community activity and integration
- Assist in developing local government capacity to provide legitimate representation, effective governance, improved service delivery and sustainable development.

### **3. Funding pool**

The Local Authority Project funding pool is non-application based and is distributed through a methodology developed by the Northern Territory Grants Commission to regional councils.

This funding is only available for those local authorities published in the guidelines made by the Minister under Part 5.1A of the *Local Government Act*.

### **4. Local Authority Project Approvals**

Individual local authorities must formally resolve each initiative this funding will be used for. A copy of this resolution is to be recorded in the minutes of the relevant local authority meeting.

At each local authority meeting, a report is to be submitted detailing the total amount of funding available and spent on local authority projects under this program in each financial year. The report is to include details and amount spent on each project of the relevant local authority for which funding has been provided.

## 5. Examples of Acceptable Purposes for Expenditure

- Repairs and maintenance of community assets controlled or owned by the council. For example:- office upgrades, fencing, solar lighting, road repairs and ablution facilities
- Acquisition of plant and equipment directly related to local government service delivery. For example:- trailers, garden maintenance equipment such as brush cutters, lawn mowers and pressure cleaners, rubbish bin enclosures /stands.
- Upgrade/enhancement of community sporting facilities. For example upgrade of community ovals, basketball courts and playgrounds, shade structures, picnic areas, seating and park furniture, tree planting and irrigation.
- Festivals or other events – but must only be conducted within a council's own Local Authority area.

### Employee costs

If council employees are utilised as general labour to assist with approved projects, the value of such labour that can be expensed to the project is a maximum of \$30 per hour. The maximum amount that can be costed to general labour hours is 5% of the total annual local authority funding.

### Risk Management

Where funds are to be used for a purpose outside the council's control or on an asset that is not owned or controlled by council, the council should consider the liability and insurance requirements associated with that project. Councils should consider each project on its merit before progressing with the project. All risks associated with the project are to be considered and met by the council. The Department will not be held responsible for any liability arising out of the use of these funds.

### Pre-conditions

If the proposed project relies on pre-conditions (such as the acquisition of a section 19 lease under the *Aboriginal Land Rights (Northern Territory) Act*), then the project should not be undertaken until there is conclusive evidence that the condition will not hinder the progress of the project for which funds have been allocated.

## 6. Examples of Unacceptable Purposes for Expenditure

- Purchase of vehicles and fuel expenses
- Payment of salaries, cash prizes or recurrent operating costs of council
- Meeting costs and payments to local authority members
- Sponsorship by way of uniforms, travels cost and allowances
- Purposes that are not related to local government services and that should be addressed by another government agency.

Administration and/or project management fees are not to be levied on this grant funding.



## 7. Process for Grant Payment

Once the respective allocations for each local authority have been calculated regional councils will receive a letter of offer and acceptance documentation from this Department.

This advice will comprise the total grant amount being offered to the regional council as well as a breakdown of the amount to be made available to each local authority.

Regional councils eligible to receive these grants will need to comply with the following:-

- Ensure that there are no outstanding grant acquittals relevant to this Department's local government grants, otherwise there will be no payment made of approved grant/s
- Return the signed acceptance form back to the Department with appropriate authorisation.

These grants will be released around mid-September once the signed acceptance and the previous year's certification reports are received

## 8. Annual Certification

- The grant must be fully expended within two years of receipt of funding. Failure to do so may result in the Department taking action, including but not limited to: withholding further grant payments under this program or requesting unspent funds to be repaid.
- Councils are to submit a certified income and expenditure report (financial report) for the year ended 30 June for each of its local authorities.
- The financial report must be completed in the format as required by the Department and formally approved by Council. The financial report is to be submitted to the Department on or before 31 August in each year. Failure to provide the financial reports by 31 August will result in delays in paying further funds.
- All approved projects are required to be procured in accordance with the *Local Government Act* and, as far as practical under the NT Government's Buy Local Plan: <https://nt.gov.au/industry/government/sell-my-goods-and-services-to-government/buy-local-plan>
- Requests to carry-over unspent funds remaining after two consecutive years is to be submitted via email to: [lg.grants@nt.gov.au](mailto:lg.grants@nt.gov.au). All requests will be considered on a case by case basis and approval is not automatic.
- The Department reserves the right to request the full value of the grant to be returned if the council disposes of an asset acquired with this funding within four years of the payment of the grant.

## 9. Contact Details

For further information please contact: [lg.grants@nt.gov.au](mailto:lg.grants@nt.gov.au) or (08) 8999 8820.

**GENERAL BUSINESS**

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<b>ITEM NUMBER</b>	11.11
<b>TITLE</b>	URAPUNGA LOCAL AUTHORITY RGRC FINANCIAL REPORT Q2 2018-19 & PROJECT REGISTER UPDATE
<b>REFERENCE</b>	795131
<b>AUTHOR</b>	Jasjit Rai, Financial Accountant

**RECOMMENDATION**

- (a) That the Urapunga Local Authority receives and notes Financial (Expenditure) Report for the second Quarter of 2018-19 financial year;
- (b) That the Urapunga Local Authority receives and notes Local Authority Project Register Update Report as at 31 January 2019.

**BACKGROUND**

As per the Guideline 8 of the *Local Government Act*, the quarterly finance report is to be presented to the Local Authority.

**ISSUES/OPTIONS/SWOT**

NIL

**FINANCIAL CONSIDERATIONS**

NIL

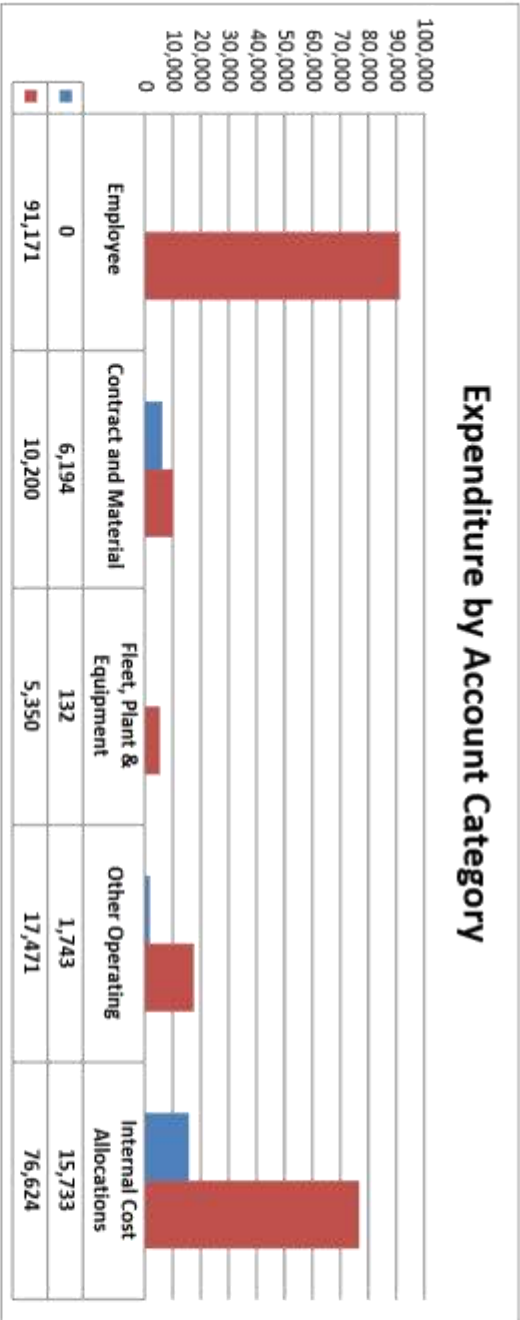
**ATTACHMENTS:**

- 1 [↓](#) Urapunga Local Authority - Expenditure Report. Q2 2018-19.pdf
- 2 [↓](#) Urapunga Local Authority Project Register 31.01.2019.pdf

**Roper Gulf Regional Council**  
**Urapunga**  
**Expenditure Report as at 31st December 2018**



Expenditure by Account Category	Current Quarter		Year to Date - As of Period 7		Proportion of Budget Spent		
	2nd Quarter Actual	2nd Quarter Budget	YTD Actual	YTD Budget	2nd Quarter Variance	Annual Budget	
Employee	0	91,171	2,025	106,366	91,171	182,342	0%
Contract and Material	6,194	10,200	7,053	11,900	4,006	20,400	61%
Fleet, Plant & Equipment	132	5,350	132	6,242	5,218	10,700	2%
Other Operating	1,743	17,471	2,054	20,383	15,728	34,942	10%
Internal Cost Allocations	15,733	76,624	18,188	89,395	60,891	153,248	21%
<b>Total Expenditure</b>	<b>23,803</b>	<b>200,816</b>	<b>29,453</b>	<b>234,285</b>	<b>177,013</b>	<b>401,632</b>	<b>12%</b>



Activity Listing	Current Quarter		Year to Date - As of Period 7		2nd Quarter Annual Variance	Activity Explanation
	2nd Quarter Actual	2nd Quarter Budget	YTD Actual	YTD Budget		
<b>Corporate Governance</b>						
132 - Local Authority	91	500	91	583	409	Budgeted for LA meeting Catering.
Sub Total	91	500	91	583	409	1,000
<b>Commercial Serv.</b>						
241 - Airstrip maintenance	1,508	1,500	1,753	1,750	8	3,000
314 - Service Fee - CDP	5,066	137,239	5,531	160,112	132,172	274,477
431 - SPG - Vitalisation of f	4,800	0	4,800	0	4,800	0
Sub Total	11,374	138,739	12,085	161,862	127,364	277,477
<b>Council &amp; Comm. Serv</b>						
111 - Council Services Gen	11,750	42,214	15,734	49,249	30,464	84,428
160 - Municipal Services	258	11,367	162	13,262	11,626	22,735
164 - Local Emergency Ma	845	525	845	613	320	1,050
201 - Street lighting	0	2,350	860	2,742	2,350	4,700
401 - Night Patrol	0	4,271	0	4,983	4,271	8,543
416 - Youth Vibe Grant	0	850	0	992	850	1,700
Sub Total	12,337	61,577	17,277	71,840	49,240	123,155

**Urapunga Local Authority Project Funding - as at 31.01.2019**

Funding received from Department	Income	Funds Allocated	Project Variance	Remaining Unallocated Funds
2018-19	\$ 20,000.00		\$ -	\$ 20,000.00
<b>Total</b>	<b>\$ 20,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,000.00</b>

Project ID	Projects funding has been allocated to:	Prjct Budget	Tot Prjct Cost	Prjct Variance	Project Status
	Total for current projects in progress				
	Total for completed projects				
	<b>Grand Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	