MINUTES OF THE FINANCE AND AUDIT COMMITTEE MEETING # 43 OF THE ROPER GULF REGIONAL COUNCIL MEETING HELD AT THE CONFERENCE ROOM
ROPER GULF REGIONAL COUNCIL, HEADQUARTERS
29 CRAWFORD STREET, KATHERINE ON WEDNESDAY, 30 APRIL 2014 AT 8.34AM

1. PRESENT

1.1 Elected Members
Mayor, Tony Jack
Deputy Mayor, Judy MacFarlane
Councillor John Dalywater
Councillor Kathy-Anne Numamurdirdi
Councillor Eric Roberts
Independent Member, Geoff Bishop

1.2 Staff
CEO, Michael Berto
Director Corporate Governance, Greg Arnott
Director Technical Services & Infrastructure, Sharon Hillen
Director Contracts & Economic Development, Marc Gardner
Finance Manager, Lokesh Anand
Management Accountant, Bala Donepudi
Council & Local Board Coordinator, Bobbi Kruger (minute taker)

1.3 Guests
Department of Local Government and Regions, Nathanael Knapp
Indigenous Coordination Centre, Jacky Brodie and Henry Enchong

2. MEETING OPENED
Meeting opened at 8:34am by Mayor Tony Jack.

3. WELCOME TO COUNTRY
Mayor Tony Jack welcomed guests and staff to the Finance and Audit Committee meeting.

4. APOLOGIES AND LEAVE OF ABSENCE
Nil

5. CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES
21/2014 **RESOLVED (Geoff Bishop/Eric Roberts)** **CARRIED**

(a) **That the Finance and Audit Committee receive and note the previous confirmed minutes of the Finance and Audit Committee meeting held on 26th February 2014.**

6. CALL FOR ITEMS OF GENERAL BUSINESS

- Project Management – Wugularr Crèche Tender
- Grants – Wugularr Crèche Variation No. 2 – Department of Education
- Grants – Borroloola FERG Auspice Funding Agreement – McArthur River Mine Community Benefit Trust (MRM CBT)
- Grants – Borroloola Pool Operations Funding Agreement – McArthur River Mine Community Benefit Trust (MRM CBT)
- Funding Agreement TRANCHE 2 - Remote School Attendance Strategy
- Budget update
- Fringe Benefit Tax (FBT)
- CEO annual review

7. QUESTIONS FROM THE PUBLIC

Department of Local Government and Regions sought an update on Minyerri core service's.

8. DISCLOSURES OF INTEREST

Geoff Bishop declared an interest at agenda item No. 15.7 in knowing a Partner of Merit Partner's.

9. FINANCE REPORTS

This agenda item bought forward.

9.1 FINANCE - RGRC FINANCIAL REPORT AS AT 31 MARCH 2014

22/2014 **RESOLVED (Geoff Bishop/Eric Roberts)** **CARRIED**

(a) **That the Finance and Audit Committee receive and note the financial reports for the period ending 31 March 2014.**

Absent: *Councillor Kathy-Anne Numamurdirdi 9.33am and returned to meeting at 9.35am*
Deputy Mayor Judy MacFarlane 9.40am and returned to meeting at 9.41am

Morning Tea: 10.41am meeting resumed 11.02am

10. BUSINESS ARISING FROM PREVIOUS MINUTES

10.1 FINANCE AND AUDIT COMMITTEE ACTION LIST

23/2014 **RESOLVED (Kathy-Anne Numamurdirdi/John Dalywater)** **CARRIED**

(a) **That the Finance and Audit Committee receive and note the Action List.**

11. INCOMING CORRESPONDENCE

11.1 INCOMMING CORRESPONDENCE

24/2014 **RESOLVED (Judy MacFarlane/Eric Roberts)** **CARRIED**

(a) **That Finance and Audit Committee accept the incoming correspondence up until 16 April 2014.**

12. OUTGOING CORRESPONDENCE

12.1 OUTGOING CORRESPONDENCE

25/2014 **RESOLVED (Judy MacFarlane/Kathy-Anne Numamurdirdi)** **CARRIED**

(a) **That Finance and Audit Committee receive and note that there was no outgoing correspondence as of 16 April 2014.**

EXECUTIVE DIRECTORATE REPORTS

13. CORPORATE GOVERNANCE DIRECTORATE REPORTS

13.1 UPDATE ON REGIONAL PLAN 2014-2015

26/2014 **RESOLVED (Judy MacFarlane/Eric Roberts)** **CARRIED**

(a) **That Finance and Audit Committee receive and note update on Regional Plan 2014-2015.**

13.2 GRANTS - SCHOOL NUTRITION PROGRAMME (SNP) 2014 FUNDING AGREEMENT - DEPARTMENT OF PRIME MINISTER AND CABINET (DPMC)

27/2014 **RESOLVED (Eric Roberts/John Dalywater)** **CARRIED**

(a) **That Council accept the 2014 School Nutrition Programme funding agreement from DPMC by 2 signatures, affixing the Common Seal and initialing each page of both copies of the agreement and project schedule.**

Common Seal: *Authorised Signatory: Mayor Tony Jack*
Witnessed: CEO Michael Berto

13.3 GRANTS - HOMELANDS EXTRA ALLOWANCE (HEA) VARIATION FOR 2013-14 FUNDING AGREEMNT - DIRECTOR OD COMMUNITY SERVICES (DCS)

28/2014 **RESOLVED (John Dalywater/Eric Roberts)** **CARRIED**

(a) **That Council accept the Variation to the Homelands Extra Allowance 2013-14 Funding Agreement from DCS by 2 signatures, dating and affixing the Common Seal to both copies of the variation.**

Common Seal: *Council Member: Mayor Tony Jack and CEO Michael Berto*

14. INFRASTRUCTURE AND TECHNICAL SERVICES REPORTS

14.1 VARIATION TO BUDGET - NGUKURR AND NUMBULWAR CAPITAL WORKS

29/2014 **RESOLVED (Kathy-Anne Numamurdirdi/Judy MacFarlane)** **CARRIED**

(a) **That Council approve the variation of budget as follows:**

1. $50,000 allocated to Ngukurr Office Upgrade to be reallocated to the installation of the Ngukurr Oval Public Toilets.
2. $50,000 allocated to the Numbulwar Office upgrade be reallocated to
   i) $20,000 address termite outbreak in Numbulwar Sport and Rec Hall
   ii) $30,000 to the Sport and Rec Office development at Manyallaluk.

ACTION: CEO to defer the variation of the 2013-14 budget $50,000 allocated to Numbulwar and take to the Local Authority for consultation.

14.2 2014 PUBLIC AUCTION AND DISPOSAL OF ASSETS

30/2014 **RESOLVED (Judy MacFarlane/Eric Roberts)** **CARRIED**

(a) **That Finance and Audit Committee receive and note the Public Auction 2014 update.**

(b) **That Finance and Audit Committee authorise the disposal of assets outlined in the report in accordance with the Local Government Act and Local Government Ministers Guideline 7 – Disposal of property.**

COMMUNITY SERVICES DIRECTORATE REPORTS

Nil

15. GENERAL BUSINESS

15.1 PROJECT MANAGEMENT - WUGULARR CRÈCHE TENDER

31/2014 **RESOLVED (Eric Roberts/Kathy-Anne Numamurdirdi)** **CARRIED**

(a) **That the Finance and Audit Committee approves Comwin P/L as the preferred tenderer for the Wugularr Crèche Upgrade Project.**

15.2 GRANTS - WUGULARR CRÈCHE VARIATION NO. 2 - DEPARTMENT OF EDUCATION

32/2014 **RESOLVED (John Dalywater/Kathy-Anne Numamurdirdi)** **CARRIED**

(a) **That the Finance and Audit Committee accept the Variation to the funding agreement for the Wugularr Crèche Infrastructure Capital Works by initialling pages 2 & 3, 3 signatures and affixing the Common Seal on both copies of the Variation.**

Common Seal: *Director: Mayor Tony Jack*
Director: Deputy Mayor Judy MacFarlane
Witness: CEO Michael Berto

15.3 GRANTS - BORROLOOLA FERG AUSPICE FUNDING AGREEMENT - MCARTHUR RIVER MINE COMMUNITY BENEFIT TRUST (MRM CBT)

33/2014 **RESOLVED (Eric Roberts/Kathy-Anne Numamurdirdi)** **CARRIED**

(a) **That the Finance and Audit Committee accept the funding agreement from MRM CBT for auspice of funding for Borroloola FERG by 2 signatures and dating the funding agreement.**

Absent: *Councillor Kathy-Anne Numamurdirdi 11.30am returned to meeting at 11.33am*
Mayor Tony Jack 12.10pm returned to meeting at 12.15pm

Signatories: *Authorised signatory: Deputy Mayor Judy MacFarlane*
Witness: CEO Michael Berto

15.4 GRANTS - BORROLOOLA POOL OPERATIONS FUNDING AGREEMENT - MCARTHUR RIVER MINE COMMUNITY BENEFIT TRUST (MRM CBT)

34/2014 **RESOLVED (Judy MacFarlane/John Dalywater)** **CARRIED**

(a) **That the Finance and Audit Committee accept the funding agreement from the MRM CBT by 2 signatures and dating the funding agreement.**

Common Seal: *Authorised Signatory: Mayor Tony Jack*
Witness: CEO Michael Berto

15.5 FUNDING AGREEMENT TRANCHE 2 - REMOTE SCHOOL ATTENDANCE STRATEGY

35/2014 **RESOLVED (Eric Roberts/John Dalywater)** **CARRIED**

(a) **That the Finance and Audit Committee accept the funding agreement from Department of the Prime Minister and Cabinet by signing and dating the funding agreement.**

Common Seal: *Authorised Signatory: Deputy Mayor Judy MacFarlane*
Witness: CEO Michael Berto

ACTION: CEO write letter to Minister Scullion regarding poor contract management and timing of providing RGRC with funding agreements.

15.6 BUDGET UPDATE

36/2014 **RESOLVED (Kathy-Anne Numamurdirdi/Geoff Bishop)** **CARRIED**

(a) That the Finance and Audit Committee receive and note the budget update.

15.7 FRINGE BENEFIT TAX (FBT)

37/2014 **RESOLVED (Eric Roberts/Geoff Bishop)** **CARRIED**

(a) **That the Finance and Audit Committee receive and note the update on Fringe Benefit Tax (FBT).**

ACTION: CEO appoint an independent accounting firm to assist and assess the FBT liability and follow up with ATO.

Lunch break: commenced 12.58pm and meeting resumed at 1.25pm

15.8 CEO ANNUAL REVIEW

38/2014 **RESOLVED (Judy MacFarlane/John Dalywater)** **CARRIED**

(a) That the Finance and Audit Committee receive and note the upcoming CEO annual review.

16. CLOSED SESSION

16.1 DECISION TO MOVE TO CLOSED SESSION

39/2014 **RESOLVED (Judy MacFarlane/Geoff Bishop)** **CARRIED**

(a) That the Finance and Audit Committee meeting moved into closed session at 1.50pm.

16.2 CONFIRMATION OF PREVIOUS MINUTES - CLOSED SESSION

40/2014 **RESOLVED (Judy MacFarlane/Eric Roberts)** **CARRIED**

(a) **That the Finance and Audit Committee receive and note the previous confirmed minutes from the closed session held on 26th February 2014.**

16.3 FINANCE AND AUDIT COMMITTEE ACTION LIST FROM CLOSED SESSION

41/2014 **RESOLVED (Kathy-Anne Numamurdirdi/John Dalywater)** **CARRIED**

(a) **That the Finance and Audit Committee receive and note the Action List from the closed session held 26th February 2014.**

16.4 OPPORTUNITY TO ACQUIRE LAND FOR FUTURE DEVELOPMENT IN KATHERINE

42/2014 **RESOLVED (Judy MacFarlane/John Dalywater)** **CARRIED**

(a) **That Finance and Audit Committee receive and note this report.**
(b) **That Finance and Audit Committee authorise the CEO to develop full proposal including funding options to support, purchase and further development of the facility to put to Council at May OCM.**

16.5 RESUMPTION OF MEETING

43/2014 **RESOLVED (Judy MacFarlane/Kathy-Anne Numamurdirdi)** **CARRIED**

(a) **That the Finance and Audit Committee meeting resumed the ordinary meeting at 2.10pm.**

The meeting terminated at 2.11 pm.

THIS PAGE AND THE PRECEEDING 5 PAGES ARE THE MINUTES OF THE Finance and Audit Committee HELD ON Wednesday, 30 April 2014 AND CONFIRMED Wednesday, 28 May 2014.

Mayor Tony Jack