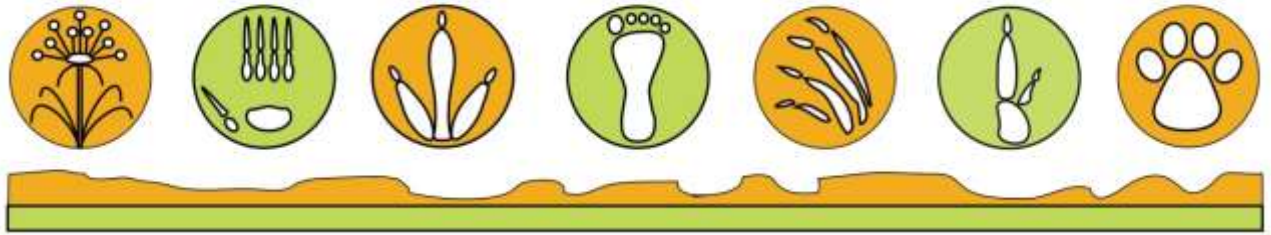

BARKLY REGIONAL COUNCIL



VISION

We are a progressive and sustainable Council who respects and listens to the people.

The Way We Will Work

We will be engaged and have regular opportunities to listen.
We will have strong policy and budgets to ensure our programs and services are progressive and sustainable.
Respect is shown in everything we do and we have acceptance of all cultures in the Barkly Region and their practices.
We are a responsible Council that meets all of its regulatory and social responsibilities.
We will be a responsive Council.

AGENDA

FINANCE AND OPERATIONS COMMITTEE WEDNESDAY, 14 JANUARY 2015 TENNANT CREEK

The Finance and Operations Committee Meeting of the Barkly Regional Council will be held in Tennant Creek on Wednesday, 14 January 2015 at 10:00am.

Edwina Marks
Chief Executive Officer

AGENDA

ITEM	SUBJECT	PAGE NO
1	OPENING & ATTENDANCE	
1.1	Present:	
1.2	Apologies and Leave of Absence:	
1.3	Absent without Apology	
2	CONFLICTS OF INTEREST	
2.1	Members to advise if they have any conflicts of interest	
3	CONFIRMATION OF PREVIOUS MINUTES	
3.1	Finance and Operations Committee Meeting - 26 November 2014.....	4
4	ADDRESSING THE MEETING	
	<i>Nil</i>	
5	GENERAL BUSINESS AND MATTERS FOR NOTING REPORTS	
5.1	Consultancy Fees	9
5.2	Chief Executive Officer Review Panel.....	10
5.3	NT Planning Commission Nomination.....	11
5.4	Verbal update on Ali Curung and Elliott Waterparks.....	12
5.5	Finance Report - 31 December 2014	13
5.6	Grants Unit December 2014 Report.....	21
6	DECISION TO MOVE INTO CLOSED SESSION	
6.1	Tender Assesment - BRC-002-14 Purkiss Reserve Swimming Pool Complex and BRC-003-14 Purkiss Reserve Football Change Rooms <i>The report will be dealt with under Section 65(2) (ci) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person.</i>	
7	CLOSE OF MEETING	



COMMITTEE REPORTS AND BUSINESS ARISING

ITEM NUMBER 3.1
TITLE Finance and Operations Committee Meeting - 26 November 2014
REFERENCE 125313
AUTHOR Courtney Barber, Executive Assistant to the CEO

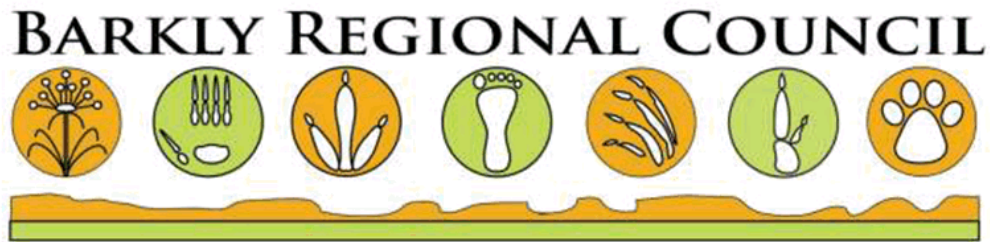
RECOMMENDATION

That the Finance and Operations Committee

- a) Confirm the minutes of the Finance and Operations Committee held on 26 November 2014
- b) Accept the recommendations contained within the minutes

ATTACHMENTS:

- 1 Confirmed Minutes - Finance and Operations Committee - 26 November 2014 - V2.pdf



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MINUTES

FINANCE AND OPERATIONS COMMITTEE

MEETING

WEDNESDAY 26 NOVEMBER 2014

HELD AT TENNANT CREEK

1. OPENING AND ATTENDANCE

A/Chair Cr. Narelle Bremner opened the meeting at 10:16am.

1.1. Present:

A/Chair Cr. Narelle Bremner
President Barb Shaw
Cr. Tony Boulter
Cr. Joyce Taylor

1.2. Apologies:

Cr. Bob Bagnall
Cr. Hal Ruger
Cr. Noel Hayes

1.3. Staff Present:

Dave Heron, Director Corporate Services
Henry Szczypiorski, Executive Director Operations
Regan Randle, Executive Assistant to the President

1.4. Absent without apology:

Nil

2. CONFLICTS OF INTEREST

2.1. Cr. Narelle Bremner declared conflict of interest to item 6.4

3. CONFIRMATION OF PREVIOUS MINUTES

3.1. That the minutes of the Finance and Operations meeting held 7 October 2014 be accepted.

MOVED: Cr. Boulter

SECONDED: Cr. Taylor

CARRIED

3.2. Business arising from Previous minutes

4. PRESENTATION TO COMMITTEE

Nil

5. FINANCE**5.1. Revenue Policy**

The Committee recommends to Council to adopt the Revenue Policy.

MOVED: Cr. Joyce Taylor

SECONDED: Cr. Tony Boulter

CARRIED

5.2. Proposed 2014/15 Fees and Charges

The Committee recommends to Council to adopt the Schedule of Fees and Charges for the 2014/15 financial year

MOVED: Cr. Joyce Taylor

SECONDED: Cr. Narelle Bremner

CARRIED

5.3. Audit Tender function

The Committee recommends to Council that

- The specifications for External Audit Service be approved and that calls for tender process, and
- For the purposes of the Audit Tender that the Finance and Operations Committee does not participate in this process and refers it to the Audit Committee to resolve.

MOVED: Cr. Joyce Taylor

SECONDED: Cr. Narelle Bremner

CARRIED

5.4. Consultancy Fees

- The Committee note the report
- The Committee requested that Consultancy Expenditure become a permanent agenda item

MOVED: Cr. Narelle Bremner

SECONDED: Cr. Joyce Taylor

CARRIED

5.5. Homelands Maintenance Levy and Tenancy Agreement

The Committee recommend to Council that a Homelands Housing Maintenance Levy of \$50 per fortnight per adult resident of a house in the Elliott Town Camps and Utopia Homelands.

MOVED: Cr. Tony Boulter

SECONDED: Cr. Narelle Bremner

CARRIED

6. OPERATIONS**6.1. Update on Elliott and Ali Curung Water Parks**

The Executive Director of Operations provided a verbal update on the projects

6.2. Update on Purkiss Reserve Upgrades

The Executive Director of Operations provided a verbal update on the project

6.3. Low Aromatic Fuel Policy

The Committee decided to defer until the next meeting

6.4. Walkway and Lane Policy

The Committee requested that the Executive Director of Operations research and make appropriate suggestions to bring back to the Committee to review

6.5. Community Landfill Precincts

- The Executive Director of Operations provided an update
- The Executive Director of Communities provided an update on Community Landfills

7. GRANTS

Nil

8. RISK AND FRAUD**8.1. Tender for Work Health and Safety Panel**

The Committee approves the tender and agrees to appoint to the Workplace Health and Safety Panel as indicated:

- Latitude 12
- Local Government Safety
- JTA Health
- BDV Safety and Compliance

MOVED: Cr. Tony Boulter**SECONDED:** Cr. Joyce Taylor**CARRIED****9. GENERAL BUSINESS**

Nil

10. OTHER MATTERS FOR NOTING**10.1.** President Barb Shaw asked of our budget for landscaping along Peko Rd.

- The Executive Director of Operations advised of the surplus from token sales

11. CLOSE OF MEETING

1:10PM

GENERAL BUSINESS AND MATTERS FOR NOTING



ITEM NUMBER	5.1
TITLE	Consultancy Fees
REFERENCE	125323
AUTHOR	David Heron, Director Corporate Services

RECOMMENDATION

That the Finance and Operations Committee receive and note the report

SUMMARY:

At the Finance and Operations Committee meeting on 26 November 2014, the members resolved that an update of the expenditure on consulting services be made an agenda item at each meeting.

Over the period 1 July 2014 – 31 December 2014 the following amounts were spent on outside professional services.

Annual Budget		
• Finance Review and audits (other than annual audit)	\$ 42,298	\$ 100,000
• Workplace Health & Safety	\$ 43,321	\$
325,000 (total)		
• Industrial Relations	\$ 74,435	\$
100.000		
• Municipal Services Management	\$ 99,176	Labour
Hire		
• Engineering Services	\$ 269,609	
Purkiss Reserve		
• Human Resources Consultancy	\$ 48,490	
Labour Hire		
• Infrastructure Consultancy Services	\$ 75,832	Labour
Hire		

ATTACHMENTS:

There are no attachments for this report.

GENERAL BUSINESS AND MATTERS FOR NOTING

ITEM NUMBER	5.2
TITLE	Chief Executive Officer Review Panel
REFERENCE	125343
AUTHOR	Edwina Marks, Chief Executive Officer

RECOMMENDATION

That the Finance and Operations Committee

- a) Endorse the current Chief Executive Officer (CEO) panel which includes President Barb Shaw, Cr. Bob Bagnall and Cr. Joyce Taylor
- b) Endorse the professional services of Ms. Sue Davy for the CEO review panel on behalf of Local Government Association NT (LGANT) for the balance of the term.

SUMMARY:

As part of each Council term, a CEO review panel is appointed. Accordingly Council appointed the current panel which includes President Barb Shaw and Councillors Bagnall and Taylor. The purpose of the committee is to conduct the six (6) monthly reviews and performance of the CEO. Council also has an independent panel member which could include Council senior staff or an external party whose role it is to support the preparation and co-ordination of these sessions.

Accordingly Council is appointing the professional services of Sue Davy on behalf of LGANT for this role.

BACKGROUND

Nil

ISSUE/OPTIONS/CONSEQUENCES

Nil

CONSULTATION & TIMING

Nil

ATTACHMENTS:

There are no attachments for this report.

GENERAL BUSINESS AND MATTERS FOR NOTING

ITEM NUMBER	5.3
TITLE	NT Planning Commission Nomination
REFERENCE	125345
AUTHOR	Edwina Marks, Chief Executive Officer

RECOMMENDATION

That the Finance and Operations Committee

- a) Support the submission of the nomination of the CEO as Councils representative for NT Planning Commission

SUMMARY:

LGANT is calling for nominations to the NT Planning Commission. Similar to our call for nominations in 2012 a member of the NT Planning Commission should not be an elected member.

This is a Ministerial committee and nominations received will be forwarded to the Minister for his consideration.

These nominations need to be resolved and forwarded to LGANT by 23 January 2015.

BACKGROUND

Nil

ISSUE/OPTIONS/CONSEQUENCES

Nil

CONSULTATION & TIMING

Nil

ATTACHMENTS:

There are no attachments for this report.

GENERAL BUSINESS AND MATTERS FOR NOTING

ITEM NUMBER 5.4
TITLE Verbal update on Ali Curung and Elliott Waterparks
REFERENCE 125347
AUTHOR Henry Szczypiorski, Executive Director Operations

RECOMMENDATION

That the Finance and Operations Committee receive and note the report

SUMMARY:

Executive Director Operations; Henry Szczypiorski will provide the Council with a verbal update of the Ali Curung and Elliott Waterparks

ATTACHMENTS:

There are no attachments for this report.

GENERAL BUSINESS AND MATTERS FOR NOTING

ITEM NUMBER 5.5
TITLE Finance Report - 31 December 2014
REFERENCE 125317
AUTHOR David Heron, Director Corporate Services

RECOMMENDATION

That the Finance and Operations Committee accept the Finance Report 31 December 2014 appended to this report.

ATTACHMENTS:

1 Dec 2014 Finance Report.pdf

Financial Management Report

December 2014

1. Executive Summary
2. Financial Results

1

Section 1 – Executive Summary

Section 2 – Financial Results

2.1 - Budget Summary Report

2.2 - Investments Report

2.3 – Debtors and Rates Summary Report

Section 1 - Executive Summary

RESULT

This report provides a comparison of total income and expenditure against budgets for 2014-15.

Expenditure

- Year-to-date depreciation charge of \$1.7M has been accounted for though we didn't budget for it in the Annual Budget.

Income

- Council received \$500k from Northern Territory Grants Commission as its quarterly General Purpose and Local Roads Funding.
- Council received \$1.8M as NT Operational Funding for the first two quarters of 2014-15.
- Rates and Charges have been levied in the financial system. Rates Declaration for 2014-15 has been published in the newspaper and on the website. Rates notices have been issued to the rate payers before 28 August 2014 in order to provide minimum 28 days notice before the first instalment date.
- Council received the first milestone payment of \$1.2M for the Night Patrol Program 2014-15. The Night Patrol Program has been extended until 30 June 2015.
- Council received the first instalment of \$250k for Indigenous Sports and Recreation Program. Total funding for 2014-15 is \$446k.
- Council received the first instalment of \$225k under the matched funding agreement. Total funding allocated under this agreement is \$899k for 2014-15.

CASH POSITION

As at the end of December 2014, Council had \$5.5M invested in term deposits (see section 2.2 Investment Report for details) and \$0.45M in Operating Account and Trust Account with Westpac.

Section 2 - Financial Results

2.1 Budget Summary Report as at 31 December 2014

Operating/Capital	Annual Revised Budget	YTD Actuals	Commitments	Actual Including Commitments	Budget Remaining \$	Budget Remaining %
Operating Income	(29,601,802)	(14,144,349)	-	(14,144,349)	(15,457,453)	52.22%
Operating Expenditure	29,025,523	14,794,495	-	14,794,495	14,231,028	49.03%
Operating (Surplus)/Deficit	(576,279)	650,146	-	650,146	(1,226,425)	
Capital Income	(2,510,000)	-	-	-	(2,510,000)	100.00%
Capital Expenditure	5,230,000	400,811	-	400,811	4,829,189	92.34%
Capital (Surplus)/Deficit	2,720,000	400,811	-	400,811	2,319,189	
Net (Surplus)/Deficit	2,143,721	1,050,957	-	400,811	2,319,189	

Section 2 - Financial Results

2.2 Investment Report as at 31 December 2014

Description	Institution	S & P's Credit Rating	Maturity Date	Amount	Rate of Interest	% of Total Portfolio
Term Deposit	Westpac	A-1+ Short Term and AA- Long Term	13-Jan-15	3,096,958	3.61%	55.33%
Term Deposit	NAB	A-1+ Short Term and AA- Long Term	11-Dec-14	2,500,000	3.26%	44.67%
				5,596,958		100.00%

Section 2 - Financial Results

2.3 Rates and Debtors Summary Report as at 13 January 2015

ACCOUNTS RECEIVABLE
AS AT 13TH January 2015

category	current	30	60	90	90>	balance
Sundry Debtors	3,645.54	6,368.09	4,530.58	67,099.63	28,076.05	109,719.89
Staff Debtors	-	-	-	-	-	-
Library Debtors	-	278.65	19.20	-	904.04	1,201.89
NT Government	1,028.20	81,149.07	15,032.22	-	8,284.77	75,429.82
Federal Government	111,325.52	515,712.00	-	-	-	627,037.52
NT Government recurring	123,160.46	50,366.55	-	-	-	72,793.91
Federal Government recurring	2,452.73	-	-	-	-	2,452.73
Dump Access Fees	-	16,560.00	3,405.00	1,070.00	2,020.00	23,055.00
gst control			-			63,853.93
	241,612.45	569,701.26	7,077.44	68,169.63	39,284.86	975,544.69

Section 2

Financial Results

2.3 Debtors (including rates) Summary as at 31 August 2014

Rates & Charges: 2014/15 Financial Year	
Balance bought forward from previous years	585,222
Rates levied in 2014/15	3,090,260
	3,675,482
Rates collected during 2014-15	-
Total Outstanding Balance	2,341,282
Outstanding amounts of installments not yet due	797,208
Current outstanding Balance	536,992
Outstanding Balance of arrears bought forward	332,235
Outstanding balance of 1st & 2nd instalment 2014-15	204,757
Current outstanding balance	536,992

GENERAL BUSINESS AND MATTERS FOR NOTING



ITEM NUMBER	5.6
TITLE	Grants Unit December 2014 Report
REFERENCE	125321
AUTHOR	Susan Wright, Grants Manager

RECOMMENDATION

That the Finance and Operations Committee receive and note the report

SUCCESSFUL APPLICATIONS:

• Department of Business – LLN Ampilatwatja & Arparra 47,976.62 (in lieu of IAS unsuccessful, IAS has been postponed)	\$
• International Women’s Day 5,000.00	\$
• Youth Week 4,000.00	\$
	<u>\$ 56,976.62</u>

APPLICATIONS SUBMITTED THIS MONTH:

CURRENT APPLICATIONS OUTSTANDING:

• DSS – Emergency Relief (4.5 years, first year \$30,000, \$60,000, \$64,000 30,000.00 \$68,000, \$72,000)	\$
• DSS – Volunteer – Building Effective Volunteers (4.5 years first yr 44,000.00 \$44,000, \$59,000, \$64,000, \$69,000, \$74,000)	\$
• DSS - Community Capacity Building – Barkly Region Youth 50,000.00 Governance Strategy (3.5 yrs, first year \$50,000, \$100,000 each after)	\$
• DSS – Aged Care Service – Vehicle for Arparra (2.5 yrs, first year \$16,800, \$28,000 next two years each)	\$ 16,800.00
• DSS – Aged Care Service – Strengthening Employee Capacity (2.5 yrs, First year \$50,000, \$100,000 next two years each)	\$ 50,000.00
• Tennant Creek Regional Sporting and Recreational 20,000.00 Facilities Upgrade Master Plan (DSRR)	\$
<i>Special Purpose Grants</i>	
• Ampilatwatja Staff Housing 125,000.00	\$
• Indigenous Advancement Strategy 6,766,160.24	\$
	<u>\$ 7,101,960.24</u>

UNSUCCESSFUL APPLICATIONS:

• CBF Major Grant Auspiced by CAYLUS – Ampilatwatja Ablution Block	\$ 199,547.50
• ACAR – 10 HACC positions 303,062.00	\$
• Alpururulum Rubbish Truck 301,206.59	\$
• Ali Curung Basketball Court 332,709.95	\$
	<u>\$ 1,136,526.04</u>

ACQUITTED:

- CBF (NTG) Auspiced grant for TC Child Care Irrigation
- Elliott Feasibility Study
- Active After School Care

SUMMARY:

- Half Year financials are being prepared.
- Submitted the completed NT Grants Commission Annual Return.
- Assisted with payroll cost coding alignment of staff to correct project coding.
- Assisted Community Coordinators with the NT Department of Communities' *Homelands MES-HMP* performance reporting.
- Potential funding opportunities being worked on include:
 - RAAASS – Multi Media;
 - Community Broadcast Foundation (Multi Media and Radio);
 - Aboriginal Benefits Account
 - CBF (NTG) Vehicle Gift Program

ATTACHMENTS:

There are no attachments for this report.