

# BARKLY REGIONAL COUNCIL



## OUR VISION

**We strive to be responsive, progressive, sustainable council which respects, listens and empowers the people to be strong.**

### **The Way We Will Work**

**We will make it happen!**

**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 through a culturally competent Council.**

**We are a responsible Council.**

**We will be a responsive Council.**

**We want to empower local decision making.**

**We want to ensure that our services are sustainable and that our region has a standard consistent level of services.**

**We want to be able to sustain our environment – our communities, our physical places, our people and our organisational culture.**

**We will aggressively pursue additional funding from both levels of government to improve the standard of living of people across the region.**

**We need to be realistic, transparent and accountable.**

## AGENDA

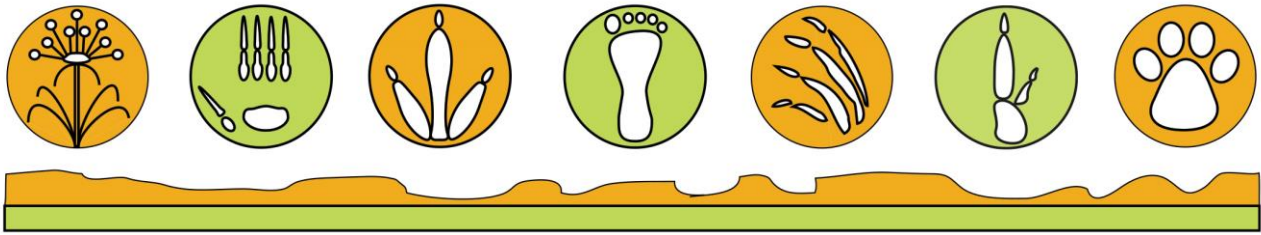
### ALPURRURULAM LOCAL AUTHORITY MEETING

**WEDNESDAY, 6 FEBRUARY 2019**

Barkly Regional Council's Alpurrrurulam Local Authority will be held in Alpurrrurulam on Wednesday, 6 February 2019 at 10:00am.

**Steven Moore**  
**Chief Executive Officer**

# BARKLY REGIONAL COUNCIL



## COUNCIL PRAYER

**Our Lord Jesus Christ, we trust you will guide and bless this meeting of the Barkly Regional Council. We pray that you will ensure that all discussions and decisions made today are just and fair as they will affect all people within the Barkly Region. We also pray for your guidance to ensure that all our dealings are appropriate to all those whom we represent and will reflect an equitable and honest approach to the issues to be discussed today.**

**Amen**

## WELCOME TO COUNTRY

**I respectfully acknowledge the traditional owners past and present of this land on which we are meeting, the Warumungu people.**

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# AGENDA

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ITEM	SUBJECT	PAGE NO
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**MEETING TO COMMENCE WITH ACKNOWLEDGEMENT OF TRADITIONAL OWNERS**

**1 OPENING & ATTENDANCE**

- 1.1 Authority Members Present
- 1.2 Staff and Visitors Present
- 1.3 Apologies To Be Accepted
- 1.4 Absent Without Apologies
- 1.5 Resignations
- 1.6 Disclosure of Interests

**2 CONFIRMATION OF PREVIOUS MINUTES**

- 2.1 Confirmation of Previous Minutes..... 5

**3 ACTION ITEMS FROM PREVIOUS MEETING**

- 3.1 Action Items from Previous Meeting..... 12

**4 AREA MANAGERS REPORT**

- 4.1 Area Managers Report - Dec 2018 & Jan 2019 ..... 16

**5 LOCAL AUTHORITY PROJECTS BREAKDOWN**

*Nil*

**6 CEO REPORT ON CURRENT BRC SERVICES IN LA AREA**

- 6.1 January CEO Report ..... 26

**7 BRC'S RESPONSE TO LA ISSUES RAISED**

*Nil*

**8 SERVICE DELIVERY ISSUES REPORTS IN THE LA AREA**

*Nil*

**9 LATEST FINANCIAL QUARTERLY REPORT**

- 9.1 Monthly Finance Report ..... 28

**10 REGIONAL COUNCIL'S ANNUAL REPORT FOR THE PREVIOUS FINANCIAL YEAR**

*Nil*

**11 THE REGIONAL COUNCIL'S POLICY ON DELEGATION OF POWERS AND FUNCTIONS**

*Nil*

**12 THE REGIONAL COUNCIL'S PROPOSED REGIONAL PLAN**

*Nil*

**13 THE REGIONAL COUNCIL'S PROPOSED BUDGET PRIORITIES FOR THE LOCAL AUTHORITY AREA FOR THE NEXT FINANCIAL YEAR**

*Nil*

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**14 BRC'S RESPONSE TO SERVICE DELIVERY COMPLAINTS IN THE LA AREA**

*Nil*

**15 OTHER BUSINESS**

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15.2 Confirm the Next meeting Date .....	49
15.3 Alpururulam Street Signs .....	50
15.4 Barkly Regional Deal .....	51
15.5 Request to Visit Community .....	52
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15.8 New Guideline 8 .....	78
15.9 Community Infrastructure Calendar .....	88

**16 VISITOR PRESENTATIONS**

*Nil*

**17 QUESTIONS FROM MEMBERS OF THE PUBLIC**

*Nil*

**18 CLOSE OF MEETING**



## **CONFIRMATION OF PREVIOUS MINUTES**

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**ITEM NUMBER** 2.1  
**TITLE** Confirmation of Previous Minutes  
**REFERENCE** 262593  
**AUTHOR** Michelle Heinen, Administration Officer

### **RECOMMENDATION**

#### **That the Authority**

- a) That the Authority Confirm the minutes of the meeting held on 5<sup>th</sup> December 2018 as a true and accurate record.

### **SUMMARY:**

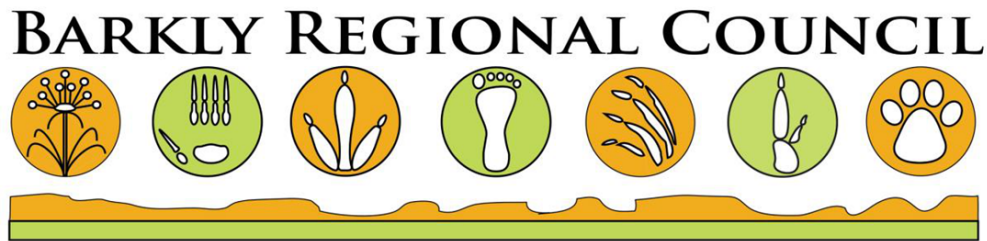
### **BACKGROUND**

### **ISSUE/OPTIONS/CONSEQUENCES**

### **CONSULTATION & TIMING**

### **ATTACHMENTS:**

1 [↓](#) Alpurrurulam LA Minutes 5.12.2018 Unconfirmed.PDF



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**We will aggressively pursue additional funding from both levels of government to improve the standard of living of people across the region.**

**We need to be realistic, transparent and accountable.**

## MINUTES

## ALPURRURULAM LOCAL AUTHORITY MEETING

### WEDNESDAY, 5 DECEMBER 2018

The Alpurrurulam Local Authority of the Barkly Regional Council was held in Alpurrurulam on Wednesday, 5 December 2018 at 10:00am.

**Steven Moore**  
Chief Executive Officer

Meeting commenced at 11:45am with Cameron Long as chair.

**1. OPENING AND ATTENDANCE**

1.1 Elected Members Present

- Cameron Long
- Doreen Kelly
- Clarence Campbell
- Gordon Long
- Cr. Jennifer Mahoney

1.2 Staff And Visitors Present

- Troy Koch – BRC Area Manager
- Mark Parsons – BRC Director of Ops
- Moira Skinner – BRC – Director of Community Services
- Michelle Heinen – BRC Senior Customer Service Officer (Minute Taker)
- Chris Faris – Department of Infrastructure, Regional Development & Cities

1.3 Apologies To Be Accepted

- Garry Koppes
- Mayor Steve Edgington

1.4 Absent Without Apologies

- Valerie Campbell

1.5 Disclosure Of Interest

There were no declarations of interest at this Alpurrurulam Local Authority meeting.

**2. CONFIRMATION OF PREVIOUS MINUTES**

<b>2.1 CONFIRMATION OF PREVIOUS MINUTES</b>	
<b>MOTION</b>	
That the Authority confirm the minutes of the meeting held on 7 <sup>th</sup> November as a true and accurate record.	
<b>RESOLVED</b>	
Moved: LA Member Clarence Campbell	
Seconded: LA Member Cameron Long	<b>CARRIED UNAN.</b>
<i>Resolved 12/18</i>	

**3. ACTION ITEMS FROM PREVIOUS MEETING****3.1 ACTION ITEMS FROM PREVIOUS MEETING****MOTION****That the Authority**

- a) Receive and note the report
- b) Confirm & remove all completed items from the Action List
  - Remove Community Footy Team Jumpers as it was declined by Council due to legislation
  - Sorry Business – Templates have been presented to the Cultural Awareness Authority Group & awaiting feedback - Ongoing
  - Cemetery Crosses – Rainbow have been having issues with the original template. They working out how to achieve what we need & will get back to us - Ongoing.
  - Shade & Sand for playground Area – AM still chasing soft fall quote - Ongoing.
  - Laundry – Quote presented on caging in Laundry front porch – Ongoing

## New Action Items:

- Get an estimate quote on moving skate park to the Shiney Shed Area.
- Get quotes to put Bitumen Road near Meredith Morton's house (Un-gazetted Road)

**RESOLVED**

Moved: Cr. Jennifer Mahoney

Seconded: LA Member Clarence Campbell

**CARRIED UNAN.***Resolved 13/18***4. AREA MANAGERS REPORT****4.1 AREA MANAGERS REPORT****MOTION****MOTION****That the Authority**

- a) Receive & note the report

**RESOLVED**

Moved: LA Member Doreen Kelly

Seconded: LA Member Cameron Long

**CARRIED UNAN.***Resolved 14/18***5. LOCAL AUTHORITY PROJECTS BREAKDOWN***Nil***6. CEO REPORT ON CURRENT BRC SERVICES IN LA AREA**

6.1 CEO REPORT	
<b>MOTION</b>	
That the Authority	
a) Receive and note the report	
<b>RESOLVED</b>	
Moved:	LA Member Cameron Long
Seconded:	LA Member Doreen Kelly
	<b>CARRIED UNAN.</b>
<i>Resolved 15/18</i>	

7. **BRC'S RESPONSE TO LA ISSUES RAISED**

*Nil*

8. **SERVICE DELIVERY ISSUES REPORTS IN THE LA AREA**

*Nil*

9. **LATEST FINANCIAL QUARTERLY REPORT**

9.1 MONTHLY FINANCE REPORT	
<b>MOTION</b>	
That the Authority	
a) Receive and note the report.	
<b>RESOLVED</b>	
Moved:	LA Member Clarence Campbell
Seconded:	LA Member Cameron Long
	<b>CARRIED UNAN.</b>
<i>Resolved 16/18</i>	

10. **REGIONAL COUNCIL'S ANNUAL REPORT FOR THE PREVIOUS FINANCIAL YEAR**

*Nil*

11. **THE REGIONAL COUNCIL'S POLICY ON DELEGATION OF POWERS AND FUNCTIONS**

*Nil*

12. **THE REGIONAL COUNCIL'S PROPOSED REGIONAL PLAN**

*Nil*

13. **THE REGIONAL COUNCIL'S PROPOSED BUDGET PRIORITIES FOR THE LOCAL AUTHORITY AREA FOR THE NEXT FINANCIAL YEAR**

*Nil*

14. **BRC'S RESPONSE TO SERVICE DELIVERY COMPLAINTS IN THE LA AREA**

*Nil*

**15. OTHER BUSINESS****15.1 CONFIRM THE NEXT MEETING DATE****MOTION****That the Authority**

- a) Confirm the date of the next Local Authority meeting to be held on Wednesday 6<sup>th</sup> February 2019

**RESOLVED**

**Moved:** LA Member Clarence Campbell

**Seconded:** LA Member Doreen Kelly

**CARRIED UNAN.**

*Resolved 17/18*

**15.2 AGED CARE ACCESS ROAD****MOTION****That the Authority**

- a) Upon Councils recommendation that the allocation of \$29,234.00 of Local Authority funds to bitumenise the Aged Care Access Road based upon the quotation provided by Remote Civil, being the preferred quotation received.

**RESOLVED**

**Moved:** LA Member Clarence Campbell

**Seconded:** LA Member Doreen Kelly

**CARRIED UNAN.**

*Resolved 18/18*

**16. VISITOR PRESENTATIONS****16.1 BARKLY REGIONAL DEAL UPDATE****MOTION****That the Authority**

- a) Receive and note the presentation.

Discussion with Barkly community members about the key themes and priority areas for the Barkly Regional Deal. To be put on next agenda to collate ideas & to give ideas to the Area Manager so they can be forwarded onto Department of Infrastructure, Regional Development & Cities – Barkly Regional Deal Taskforce.

**RESOLVED**

**Moved:** Cr. Jennifer Mahoney

**Seconded:** LA Member Clarence Campbell

**CARRIED UNAN.**

*Resolved 19/18*

17. **QUESTIONS FROM MEMBERS OF THE PUBLIC**

*Nil*

18. **CLOSE OF MEETING** at 1:20pm

THIS PAGE AND THE PRECEEDING PAGES ARE THE MINUTES OF THE Alpurrurulam Local Authority Meeting HELD ON Wednesday, 5 December 2018 AND CONFIRMED Wednesday, 2 January 2019.

\_\_\_\_\_  
Cameron Long  
Chair

\_\_\_\_\_  
Troy Koch  
Area Manager

## **ACTION ITEMS FROM PREVIOUS MEETING**

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**ITEM NUMBER** 3.1  
**TITLE** Action Items from Previous Meeting  
**REFERENCE** 263168  
**AUTHOR** Michelle Heinen, Administration Officer

### **RECOMMENDATION**

#### **That the Authority**

- a) Receive and note the report
- b) Confirm & remove all completed items from the Action List

### **SUMMARY:**

### **BACKGROUND**

### **ISSUE/OPTIONS/CONSEQUENCES**

### **CONSULTATION & TIMING**

### **ATTACHMENTS:**

1 [↓](#) Alpurrurulam Action List 05-12-18.pdf



 <p><b>BARKLY REGIONAL COUNCIL</b></p>	<p><b>ALPURRURULAM LOCAL AUTHORITY</b> <b>ONGOING ACTION LIST</b></p>	<p>Updated after 5<sup>th</sup> Dec 2018 Meeting</p>
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	MEETING DATE	TASK / PROJECT	ACTIONS TO BE TAKEN	BUDGET SOURCE	ACTION LEADER	COMPLETED/STATUS
1	14.02.18	Sorry Business	Templates have been given to the Cultural Awareness Authority Group.		LA Members	Ongoing Awaiting Feedback from CAAG
2	14.03.2018	Roads Repair	April road repairs will commence around community.		Area Manager	Ongoing Work has commenced & to be left on Action sheet until works are completed.
3	06.06.18	Cemetery – Unmarked graves	AM to work with Rainbow to get a time frame for when the crosses will be completed.		Area Manager	Ongoing Rainbow have been having issues with template for the crosses. They keep falling over. Rainbow will notify AM when they have a solution.
4	11.07.2018	Shade and Sand for playground area	Obtain quotes for soft fall sand and shade sail for the playground area	LA	AM	Ongoing Quotes obtained – further discussion required on cheaper options AM still trying to obtain soft fall quote.
5	11.07.2018	Basketball court	Enclose Basketball court and re-fence area.	LA	AM	Ongoing Quotes obtained – further discussion required on cheaper options

BARKLY REGIONAL COUNCIL		ALPURRURULAM LOCAL AUTHORITY			ONGOING ACTION LIST		Updated after 5 <sup>th</sup> Dec 2018 Meeting
6	11.07.2018	Shade for shiny shed seating	Add shading and a seating area outside shiny shed.	LA	AM	Ongoing Quotes obtained – further discussion required on cheaper options	
7	01.08.2018	Laundry	Obtain quotes to cage in the front area of the laundry to prevent further break ins – Also they wish the Laundry to be closed for a minimum of two weeks each time someone breaks into the facility with signage notifying people of this	LA	AM	Ongoing Quote Presented.	
8	05.12.2018	Skate Park	Get an estimate on moving skate park to Shiney Shed Area	LA	AM		
9	05.12.2018	Road near M Morton's House	Obtain quote to get a non-gazetted road bituminised.	LA	AM		



## **AREA MANAGERS REPORT**

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**ITEM NUMBER** 4.1  
**TITLE** Area Managers Report - Dec 2018 & Jan 2019  
**REFERENCE** 265182  
**AUTHOR** Michelle Heinen, Administration Officer

### **RECOMMENDATION**

#### **That the Authority**

- a) Receive and note the report

### **SUMMARY:**

### **BACKGROUND**

### **ISSUE/OPTIONS/CONSEQUENCES**

### **CONSULTATION & TIMING**

### **ATTACHMENTS:**

- 1 [↓](#) ALPURRURULAM DECEMBER 2018 AREA MANAGER REPORT.pdf
- 2 [↓](#) ALPURRURULAM JANUARY 2019 AREA MANAGER REPORT.pdf
- 3 [↓](#) Barkly Youth Alpurrurulam December 2018 January 2019 Monthly Report.pdf



## AREA MANAGER REPORT – Alpururulam

Month – December 2018

### VISITORS TO ALPURRURULAM:

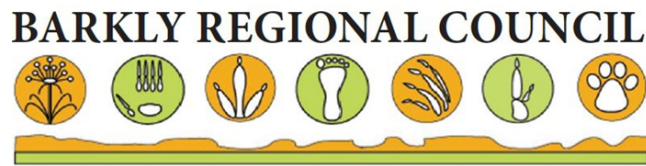
- Lavery Plumbing (Territory Housing Repairs)
- MPH Construction (to complete new Morgue)
- Dexter Barnes (Territory Housing Repairs)
- Telstra Survey Team
- T&J Territory Housing Repairs
- Philips Earthmoving (Road works on the Sandover)
- Remote Civil – (Community roads)
- NT Corrections

### GENERAL:

- The Service Delivery Centre is doing a good job delivering the Postal and Centrelink Services. Michelle is back on deck, Kristel is on Annual leave for the Christmas period.
- The Aged Care Team continues to do a good job. Cameron Long is the Acting Team Leader our other staff have assisted when required.
- Our ESO is meeting all PAWA contractual requirements. Matthew Long continues to do a great job covering this position whilst recruitment takes place.
- Our Municipal team continue to do a good job. The Municipal team is also assisting Remote Civil with their roadworks within the community.

### HIGHLIGHTS:

Roadworks is continuing, new printer for the Main Office has arrived and most importantly the effort by our team in Alpururulam in stepping up to cover 2 key positions (Aged Care Team Leader and ESO) while recruitment takes place.

**ISSUES:**

No Police, increased alcohol in community

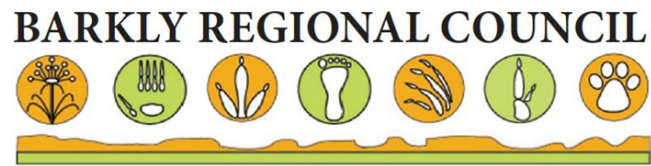
**LOCAL AUTHORITY FUNDING**

<b>LA Funding total</b>	<b>\$ 180,389.93</b>			
<b>Acquittal date funding</b>	<b>Project</b>	<b>Resolution No in LA Minutes/Date</b>	<b>Endorsed by Council Resolution No/Date</b>	
<b>Committed not expended (list projects and amounts) Must be minuted</b>	\$			
<b>Completed Projects (list projects and amounts)</b>	\$			
<b>Total Funding unexpended</b>	<b>\$ 180,389.93</b>			

**CORE BUSINESS and PROGRAMS** (n/a if Program not run in community) As much detail as is necessary for the Directors – this section does not go to Council unless the Director decides something should

<b>ADMINISTRATION</b>	AM 90 Hours Staff 221 & 45A/L hours only one staff member due to sick and annual leave this month covering post office, Centrelink AM covering all other duties.
<b>DEPOT</b>	AM 50 Hours Staffing 473 & 62AL hours Slashing, cutting around the community is continuing as well as normal Municipal Services.
<b>ESSENTIAL SERVICES</b>	AM 20 Hours plus Staffing 164 total hours
<b>SPORT &amp; REC</b>	AM 10 Hours Staffing 182 & 68 A/L total hours
<b>AGED CARE</b>	AM 30 Hours Staffing 324 hours Aged care is performing well given the transition between Team Leaders.
<b>NIGHT PATROL</b>	AM 8 Hours Staffing 255 hours Currently we are advertising for a Team Leader in Night Patrol.

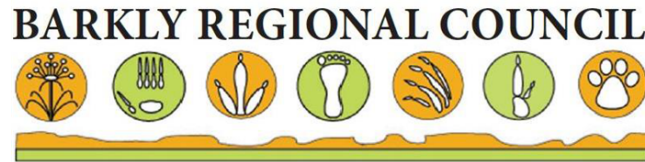
Barkly Regional Council – Alpururulam Area Manager Report December 2018



<b>AREA MANAGERS TRAVEL</b>	AM to Mt Isa
<b>HOMELANDS</b>	N/A
<b>SAFE HOUSE</b>	N/A
<b>WATERPARK</b>	N/A
<b>LIBRARY</b>	N/A
<b>PLAY GROUP</b>	N/A

**OTHER**

Nil.



## AREA MANAGER REPORT – Alpururulam

Month – January 2019

### VISITORS TO ALPURRURULAM:

- Lavery Plumbing (Territory Housing Repairs/DOI Works).
- MPH Construction (to complete new Morgue/DOI Works).
- Dexter Barnes (Territory Housing Repairs/DOI works).
- George Peckham Night Patrol.
- Mayor – Steve Edgington, Deputy Mayor Kris Civitarese and Director of Operations Mark Parsons.
- T&J Territory Housing Repairs.
- Remote Civil – (Community roads).
- NT Corrections.
- Elai Semisi – Director of Infrastructure, Murray Ellis Project Manager Roads

### GENERAL:

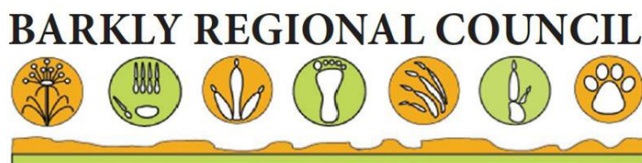
- The Service Delivery Centre is doing a good job delivering the Postal and Centrelink Services. Michelle continues to do a great job and an advertisement for the vacant position will be posted shortly.
- The Aged Care Team continues to do a good job. Whilst we advertise for the new Team Leader Position Cameron Long is the Acting Team Leader. Cameron and the Aged Care Team are doing a good job.
- Our ESO is meeting all PAWA contractual requirements. Matthew Long continues to do a great job covering this position whilst recruitment takes place.
- Our Municipal team continue to do a good job. The Municipal team is also assisting Remote Civil with their roadworks within the community.

### HIGHLIGHTS:

Roadworks was completed on Friday the 25<sup>th</sup> of January, the Alpururulam Team continues to work together very well to cover the vacant positions.

Barkly Regional Council – Alpururulam Area Manager Report January 2019



**ISSUES:**

No Police, increased alcohol in community and a large increase over the past month with break ins.

**LOCAL AUTHORITY FUNDING**

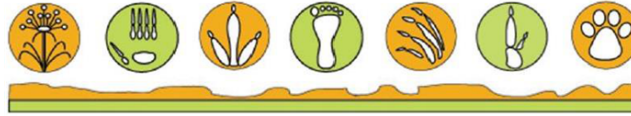
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<b>Completed Projects (list projects and amounts)</b>	<b>\$</b>			
<b>Total Funding unexpended</b>	<b>\$ 180,389.93</b>			

**CORE BUSINESS and PROGRAMS** (n/a if Program not run in community) As much detail as is necessary for the Directors – this section does not go to Council unless the Director decides something should

<b>ADMINISTRATION</b>	AM 110 Hours Staff 190.4 – 15.2 A/L – 90.8 LWOP only one staff member due to vacant position covering post office, Centrelink AM covering all other duties.
<b>DEPOT</b>	AM 60 Hours Staffing 520 – 76.5A/L - 96 P/H – 10 S/L – 60 LWOP Slashing, cutting around the community is continuing as well as normal Municipal Services.
<b>ESSENTIAL SERVICES</b>	AM 20 Hours plus Staffing 174.5 – 2 A/L- 24 P/H total hours
<b>SPORT &amp; REC</b>	AM 15 Hours Staffing 308 – 7.6 A/L – 7.6 P/H – 7.6 A/L 107.5 LWOP. Hours are up this month with the delivery of the school holidays program

Barkly Regional Council – Alpururulam Area Manager Report January 2019

## BARKLY REGIONAL COUNCIL



<b>AGED CARE</b>	AM 30 Hours Staffing 309 hours 32 P/H 111.5 LWOP Aged Care is performing well given the transition between Team Leaders.
<b>NIGHT PATROL</b>	AM 25 Hours Staffing 80 hours 20 A/L 10 P/H 60 LWOP Currently we are advertising for a Team Leader in Night Patrol. We have had 2 Night Patrollers resign this month. Kenny Philomac has come in from Canteen Creek to assist.
<b>AREA MANAGERS TRAVEL</b>	AM to Mt Isa
<b>HOMELANDS</b>	N/A
<b>SAFE HOUSE</b>	N/A
<b>WATERPARK</b>	N/A
<b>LIBRARY</b>	N/A
<b>PLAY GROUP</b>	N/A

### OTHER

Nil.

**BARKLY REGIONAL COUNCIL****ALPURRURULAM YOUTH SPORTS AND RECREATION****Reporting Period****December 2018-January 2019****Report Type: MONTHLY REPORT****OVERVIEW**

The Youth Sports and Recreation Department at Alpururulam has had a productive two months. The Team has been involved with many different activities. The numbers of children attending the programs presented has been consistent. The Team has been involved in several global community events during this reporting period, details can be found in the Monthly Highlights later in this report. December was a busy month and staff worked hard to present a final end of year program for the children and youth. The Holiday Program commenced on Monday 17<sup>th</sup> of December and will conclude on Friday 25<sup>th</sup> of January. Planning for Semester 1 2019 has begun in earnest with all Staff contributing valuable insights and creative program ideas. During the first two weeks of January Staff have been preparing to video interview males and females aged 15-24 regarding "Who do you want to be"

**MONTHLY HIGHLIGHTS**

- 17.01.2019 Community Safety Committee meeting.
- 12<sup>th</sup> December Alpururulam School end of year Concert and Prize giving Ceremony Mr. David Clucas played Santa Claus.
- 17<sup>th</sup> December Youth Sports and Recreation Holiday Program commenced. Holiday program will proceed to 25.01.2019
- 17<sup>th</sup> December Youth, Sports and Recreation end of year Christmas Disco Party.
- 21<sup>st</sup> December Warte Alparayetye Community Store Christmas Party.
- Casual Recreation Officers are making a significant contribution to the program and the children are responding well to directions and instructions from Staff.
- 15.01.2019 Mayor Steve Edgington, Director of Operations Mr. Mark Parson, Deputy Mayor Mr. Kristopher Civitarese guided Tour of Shiney Shed.
- Harvey Development installing stairs and ramp to Shiney Shed ablutions and kitchen block.
- Painting and craft outstanding paintings and craft please see photographs at the end of this report.
- Shiney Shed fluorescent indoors lights repaired by T&J. Storerooms etc.
- Swampy Evaporative Cooler repaired at Shiney Shed. Still requires more maintenance. Water pump needs replacing and drive belts need replacing. Maintenance requirements being handled by Area Manager Mr. Troy Koch.

### FUTURE PLANS

- Friday 25.01.2019 end of Christmas Vacation Celebration
- To meet with new Alpururulam School Principal Ms. Clarice O'Leary and Area Manager Troy Koch regarding Remote Sport Voucher Community Preferences for 2019.
- To write a new Semester 1 Sports Youth and Recreation Program for 2019
- To meet with Alpururulam Area Manager Mr. Troy Koch  
Mr. Andrew Scholz Clinical Nurse Mentor | Remote Alcohol & Other Drugs Workforce Program (AOD) Mr. Ashley Toby (AOD) and Mr. Peter Ashley Senior Mental Health Clinician RFDS Central Operations regarding a holistic approach to drugs and alcohol, mental health, education program for Semester 1 2019. A collaboration with Alpururulam School Principal and Staff would help with manpower e.g. Facilitators for Drugs and Alcohol workshops
- To review Sports and Recreation Staff Qualifications and survey staff as to what they would like to become qualified this year.
- To develop a closer network with Alpururulam School.
- To have two different Age Group Sessions from 29<sup>th</sup> of January 2019. 5-14 Year olds 4-6 pm each weekday and 15-24 year olds from 6-8 pm each weekday.
- Monday evenings 6-8 could be Indoor Volleyball competition at the Shiney Shed
- Tuesday Evenings 6-8 Basketball Competition at the Basketball Court.
- Wednesday Evenings 6-8 Indoor Soccer at the Shiney Shed
- The above competitions would be only for the 15-24 year old age group.

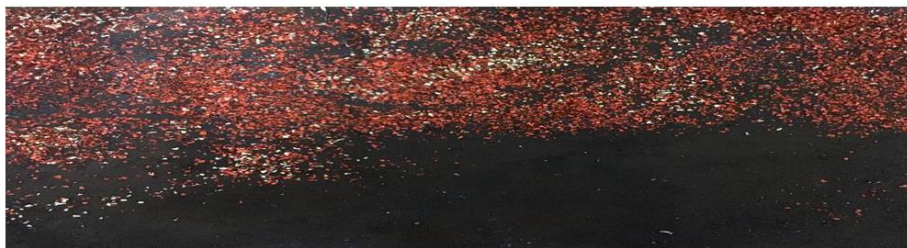
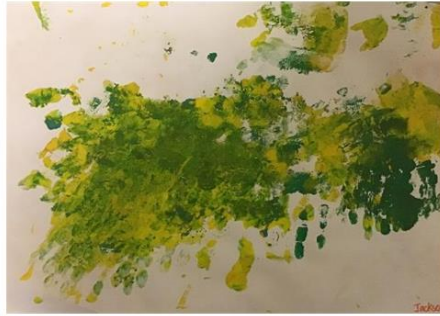
### CHALLENGES

Engaging and maintaining the interest of teenagers and Youth from 15 years to 24 years old. Alpururulam December monthly report statistics indicated that only 7 children from this demographic have been recorded as attending Youth, Sports and Recreation activities.

Specific activities seem to draw in this age group. The most popular being the Disco Dance. This makes it difficult to achieve Key Performance Indicators. Youth Sports and Recreation Staff have programmed Soccer and Basketball activities along with Australian Football during the 2018-19 Christmas Holiday period but there has been little interest from the target group. Since 17<sup>th</sup> of December the commencement date of the school holiday program. Only one 15 Year old male has attended 3 or 4 times this summer holiday period. 2-3 Females from the 15-24 demographic have attended on one or two occasions no more than that.

The hot weather with temperatures averaging over 40 degrees on most days, may have some influence on whether an individual decides to attend a Youth, Sports and Recreation. During the holiday period the hours have been as follows morning 10-1 at the Shiney Shed. And 4-6 at the Shiney shed. This facility has a large indoor area which is suitable for many indoor sports. It has evaporative cooling and split system air conditioners in some parts of the facility. The 5-12 age group have been attending but the average number of children attend is down. It is traditionally a quieter time of year as families go on holidays. Another possibility is that Children are tired as some not all have been sighted moving about community into the early hours of the morning.

PHOTOGRAPHS





**CEO REPORT ON CURRENT BRC SERVICES IN LA AREA**

<b>ITEM NUMBER</b>	6.1
<b>TITLE</b>	January CEO Report
<b>REFERENCE</b>	264294
<b>AUTHOR</b>	Mark Parsons, Operations Director

**RECOMMENDATION****That Council:**

- a) Receive and note the Report.

**SUMMARY:**

- In the last 12 months in this position, we have noticed some big changes in the amount of times that the Local Authorities have met and we have also noticed a big change in the way that they are utilising their funds.

YEAR	ALPURR	AMPIL	ELLIOT	ALI	WUTUN	ALPAR
2018	8	8	9	6	5	2
2017	2	2	4	4	5	3

EXPENDITURE	ALPURR	AMPIL	ELLIOT	ALI	WUTUN	ALPAR
2018	\$204,000	\$54,000	AWAITING PLANS	\$43,000	\$58,000	\$115,000

- My team of Area Managers have had a great year and we have made some changes to the way we do things to make the team function better. One of these would be the Monday afternoon phone conferences which seem to be a big hit at the moment with both managers and directors finding it a useful tool to get information covered in one conversation.
- All the Area Managers have had a good year but I would like to single out Robert Smith from Ampiliwatja for a special mention as my pick for Team Member of the Year. Even though Bob is reasonably new to being an Area Manager, he continues to step up whenever the occasion is needed. Three times this year. Robert has moved around the Communities to cover positions that we have needed help with. And while mentioning Bob, I would have to mention Tracey Smith as well. Tracey takes on the role of Area Manager in Ampiliwatja every time Bob goes away and they both do this with a minimum of fuss and just get the job done so they both deserve a big thanks from the Council.
- Elliot Town entry signs

On the 5<sup>th</sup> of July 2018 an application for the erection of the Elliot town entry signs was sent through to DIPL through Terri Duff. This application provided all the information requested for the erection of these signs.

At this stage we have not had any information from DIPL and on the 9<sup>th</sup> of January 2019 we have re applied as the form for this application has changed and we are hoping to get a prompt reply.

The signage itself is in the Elliot Depot shed and is just waiting for the go ahead to be put up.

As the Area Manager for Elliot was sick for a fair portion of last year this application has not been queried with DIPL till now.

We will endeavor to get a quick reply from DIPL and get these signs erected as soon as possible.

- All in all 2018 was a great year and as I have said before, the Council as a whole is the best I have seen it in my 5.5 years here. I am excited to be working in the Barkly with the Council and can't wait for another good year with even more improvements to come.

## **BACKGROUND**

## **ORGANISATIONAL RISK ASSESSMENT**

## **BUDGET IMPLICATION**

## **ISSUE/OPTIONS/CONSEQUENCES**

## **CONSULTATION & TIMING**

## **ATTACHMENTS:**

## **LATEST FINANCIAL QUARTERLY REPORT**

---

**ITEM NUMBER** 9.1  
**TITLE** Monthly Finance Report  
**REFERENCE** 263439  
**AUTHOR** Gary Pemberton, Finance Manager

### **RECOMMENDATION**

#### **That the Authority**

- a) Receive and note the report.

### **SUMMARY:**

### **BACKGROUND**

### **ISSUE/OPTIONS/CONSEQUENCES**

### **CONSULTATION & TIMING**

### **ATTACHMENTS:**

1 [↓](#) Alpurrurulam Finance .pdf



**Barkly Regional Council**  
Local Authority Allocation  
 Project: 405 Alpurrurulam

**INCOME**

**LA Grants Received**

Grants Received

**INCOME TOTAL**

Approved Minutes

Expenditure Date

**EXPENDITURE**

**LA Funding Expended**

Apr-16 Remedial Roadworks **May-16**  
 Dec-17 Shinye Shed Refurbishment PO Raised: 14-02-2018  
 Mar-18 Portable Toilet Trailers **Apr-18**  
 Aug-18 Laundry Break-in Costs **Sep-18**  
 Nov-18 Road and Driveway Aged Care **Jan-19**

**LA Funding Committed**

Dec-17 Shinye Shed Refurbishment PO Raised: 14-02-2018  
 Feb-18 Animal Management Activities  
 Nov-18 Deck & Concrete Apron Shinye Shed  
 Nov-18 Road and Driveway Aged Care

Balance of funds to be committed

Budget	Income and Expenditures					Total
	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	
329,828.73	58,086.73	67,751.00	67,751.00	68,120.00	68,120.00	329,828.73
<b>329,828.73</b>	<b>58,086.73</b>	<b>67,751.00</b>	<b>67,751.00</b>	<b>68,120.00</b>	<b>68,120.00</b>	<b>329,828.73</b>
13,198.80						13,198.80
70,514.69						70,514.69
20,030.00	47,780.60			20,030.00		20,030.00
3,377.00			3,070.00			3,070.00
				26,576.36		26,576.36
132,612.40	19,970.40	67,751.00		22,737.16		132,612.40
20,000.00				20,000.00		20,000.00
9,839.50				2,282.84		9,839.50
40,000.00				13,423.64		13,423.64
<b>309,572.39</b>	<b>67,751.00</b>	<b>67,751.00</b>	<b>68,120.00</b>	<b>47,556.66</b>	<b>47,556.66</b>	<b>309,265.39</b>
<b>20,256.34</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>20,563.34</b>	<b>20,563.34</b>

## **OTHER BUSINESS**

---

**ITEM NUMBER** 15.1  
**TITLE** Tidy Towns  
**REFERENCE** 262595  
**AUTHOR** Michelle Heinen, Administration Officer

### **RECOMMENDATION**

#### **That the Authority**

- a) Receive and note the power point presentation

### **SUMMARY:**

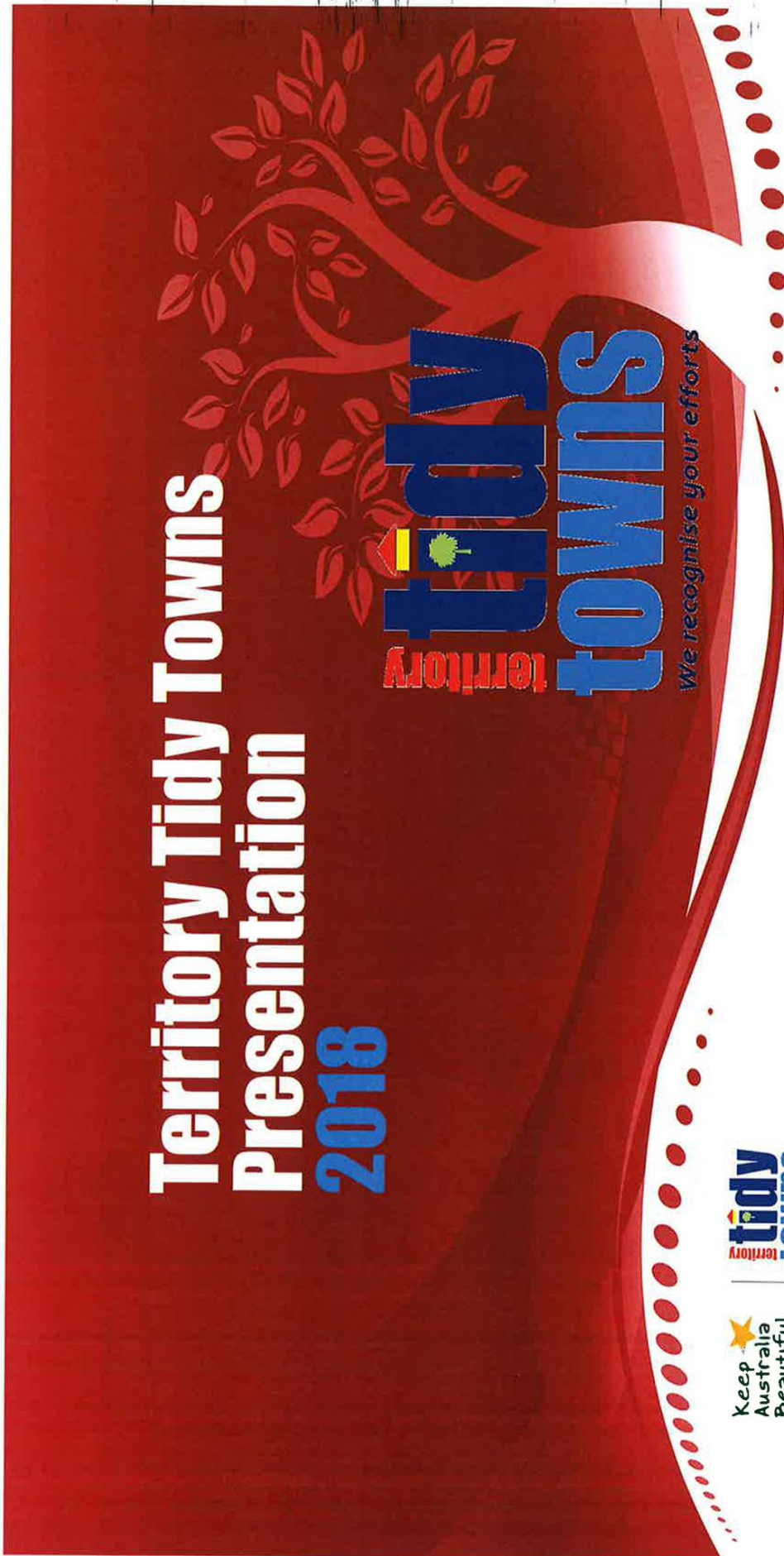
### **BACKGROUND**

### **ISSUE/OPTIONS/CONSEQUENCES**

### **CONSULTATION & TIMING**

### **ATTACHMENTS:**

1 [↓](#) Tidy Towns Presentation.pdf



**Territory Tidy Towns  
Presentation  
2018**

**tidy  
TOWNS**  
Territory  
*We recognise your efforts*

**Keep Australia Beautiful** NT  
**tidy  
TOWNS**  
Territory  
*We recognise your efforts*





# Territory Tidy Towns Presentation 2018

## 'QUALITY OF LIFE'



We recognise your efforts

**Territory Tidy Towns**

**Community**

**“Key Stakeholders”**

- Engagement/Participation
- Commitment

**territory TIDY TOWNS**  
We recognise your efforts

**Keep Australia Beautiful NT**

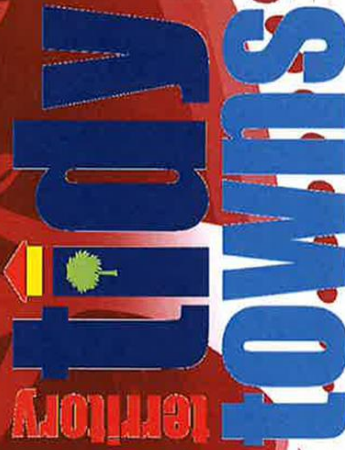
The poster features a large, stylized tree graphic in shades of red and brown, with a yellow and red flag on its trunk. The background is a deep red. A white curved line with red dots runs across the top. Logos for 'territory TIDY TOWNS' and 'Keep Australia Beautiful NT' are positioned at the bottom.



**Territory Tidy Towns - Approval and Support**

# **Community 'Key Stakeholders'**

- **Council**
- **School**
- **Store**
- **Rangers**
- **Aboriginal Assoc**
- **NT Dept Housing**
- **Residents**



**We recognise your efforts**

A poster with a red background and a white curved border on the left. The title 'Community Societal Values' is written in large blue letters at the top. Below it is a list of five values: Respect (Rights), Fairness, Honesty (Integrity), Responsibility, and Accountability (behaviour). At the bottom right is the 'tidy territory TOWNS' logo, which includes a stylized tree and a house icon. At the bottom left is the slogan 'We recognise your efforts'. On the far left, there are two logos: 'Keep Australia Beautiful NT' and 'tidy territory TOWNS We recognise your efforts'.

# Community Societal Values

- **Respect** (Rights)
- **Fairness**
- **Honesty** (Integrity)
- **Responsibility**
- **Accountability** (behaviour)

**tidy territory TOWNS**  
We recognise your efforts

**Keep Australia Beautiful**  
NT

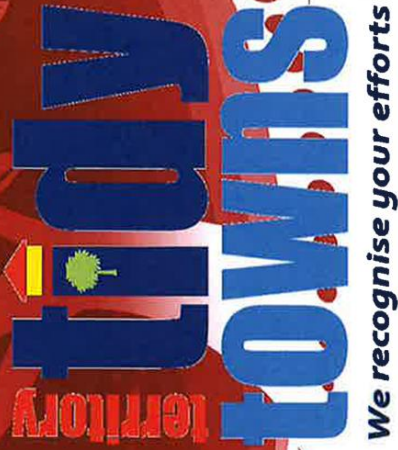
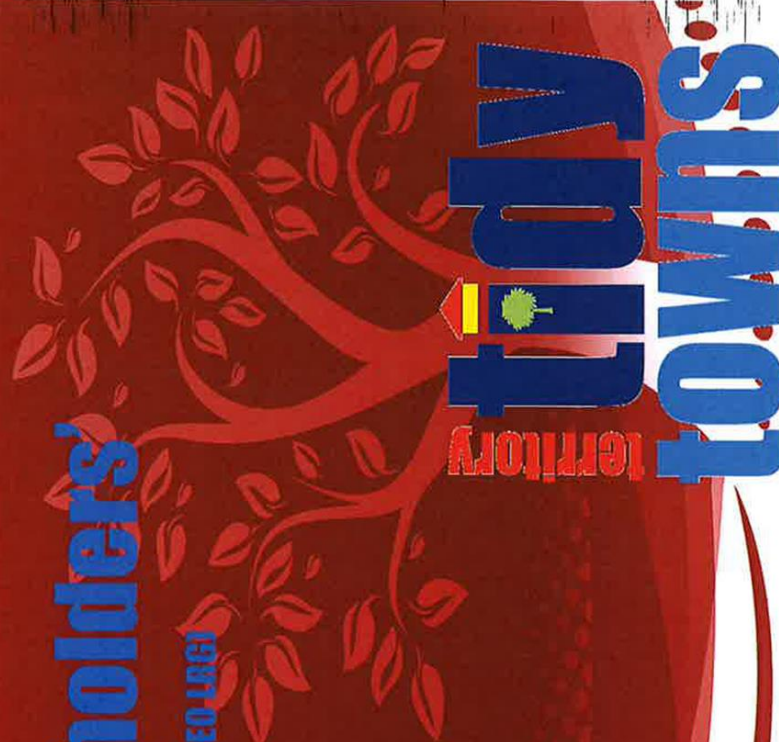
**tidy territory TOWNS**  
We recognise your efforts



# Territory Tidy Towns - Engagement /Participation

## Community 'Key Stakeholders'

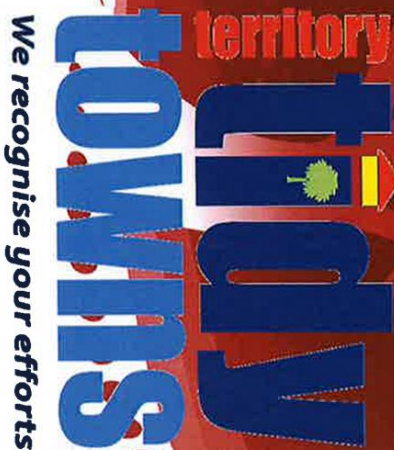
- Council (once obtained approval support from CEO LAGI)
- KAB Workshops
- KAB 'Dot Point Plans'
- Clean-up Book
- Audit Sheets
- Strategies/actions



## Territory Tidy Towns - Approval and Support

# Community 'Key Stakeholders'

- School
- Eco-School Prog
- Free
- Linked to UN SDG's
- Global Accreditation
- Community Awareness Education





## Territory Tidy Towns - Approval and Support

# Community 'Key Stakeholders'

- Store
- KAB Workshop (Staff)
- KAB 'Dot Point Plans'
- Store Strategies/actions
- Set Budget line items e.g. litter control

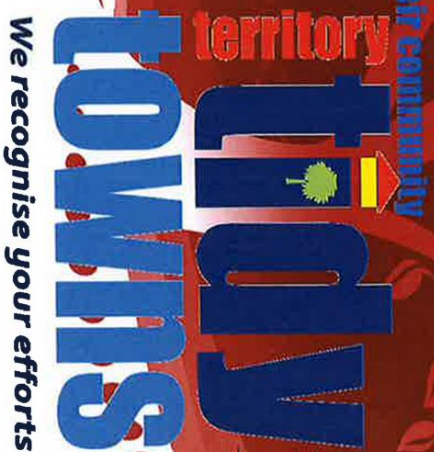


We recognise your efforts

## Territory Tidy Towns - Approval and Support

# Community 'Key Stakeholders'

- Rangers
- KAB train Rangers (Litter Education)
- Delivery of 'Litter Education' to residents
- List strategies/ideas e.g. litter storyline in their community





# Territory Tidy Towns - Approval and Support

## Community 'Key Stakeholders'

- Aboriginal Assoc
- KAB Workshop
- Residential Awareness/Education
- Budget Infrastructure & Education



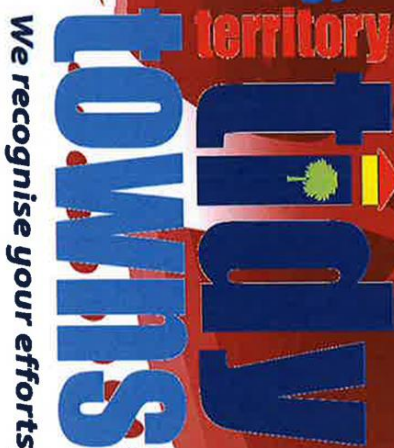
We recognise your efforts



## Territory Tidy Towns - Approval and Support

# Community 'Key Stakeholders'

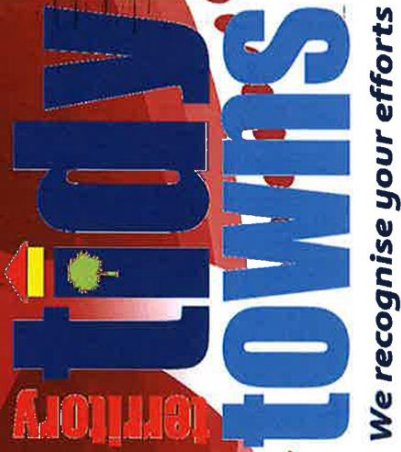
- NT Dept Housing
- KAB Workshop at homes
- Rangers involvement translators





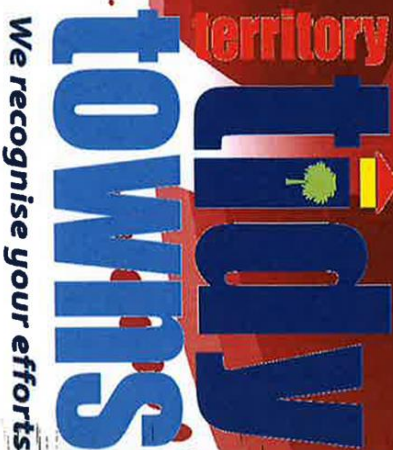
# Territory Tidy Towns Annual Forum 2018

- Highlight 'Commendable Efforts'
- Share information, experiences
- Relevant topics
- Review TTT Judging sheet contents
- Network

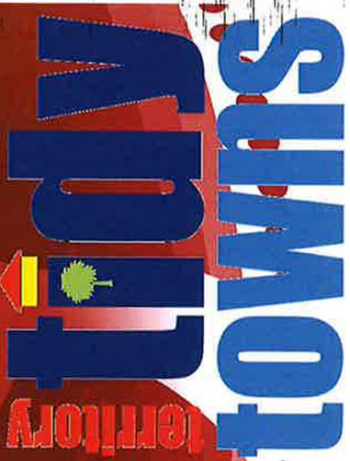


# Territory Tidy Towns Annual Awards Dinner Event 2018

- Recognise & Acknowledge Community Efforts
- Share Commendable Projects/Efforts
- Share information, experiences
- Network
- Cycles annually








**Tidy Towns**  
Territory

*We recognise your efforts*

Litter Rating	Index (Rating Criteria)
<p><b>0-25 (very poor, uncontrolled litter)</b></p> <ul style="list-style-type: none"> <li>⇒ No Litter Reduction in place</li> <li>⇒ Very noticeable amounts of rubbish and litter on the ground everywhere</li> <li>⇒ No Community 'Key Stakeholder' Clean-ups collaborated planned or conducted</li> <li>⇒ No or very poor bin infrastructure, services, awareness or education in place</li> <li>⇒ Poor/ No Community Commitment</li> </ul>	<p><b>25 - 50 (not too bad, working on it)</b></p> <ul style="list-style-type: none"> <li>⇒ Litter Reduction commenced</li> <li>⇒ Some litter on ground mainly in 'hot spots'</li> <li>⇒ Regular Community Clean-ups conducted with 'Key Stakeholders'</li> <li>⇒ Community commitment at low level (residents do not bin all rubbish)</li> <li>⇒ Bin infrastructure and services in place, no to little litter awareness or education in place for community and students</li> </ul>
<p><b>50 - 75 (getting better, cleaner, tidier, commenced resource recovery)</b></p> <ul style="list-style-type: none"> <li>⇒ Litter Control commenced</li> <li>⇒ Small amount of litter on ground only every now and again in 'Hot Spots'</li> <li>⇒ Regular Community Clean-up planned and conducted with good level of support</li> <li>⇒ Bin infrastructure, services, awareness and education commenced and in place</li> <li>⇒ Community committed, commenced waste separation resource recovery programs</li> </ul>	<p><b>75-100 (excellent, clean tidy &amp; recycling)</b></p> <ul style="list-style-type: none"> <li>⇒ Litter Rating Index consistently high</li> <li>⇒ Hardly any to No litter on ground</li> <li>⇒ Waste Management Plans in use</li> <li>⇒ Waste separation in place.</li> <li>⇒ Council no longer spending hours picking up ground rubbish (residents bin waste)</li> <li>⇒ Beautification programs implemented</li> <li>⇒ Highly motivated proud Community</li> </ul>



**Monthly Litter Index Rating** \_\_\_\_\_ NT

COMMUNITY: \_\_\_\_\_

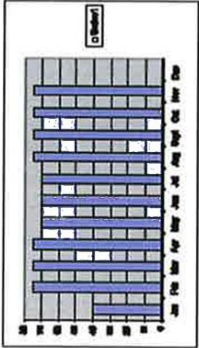
DATE: \_\_\_\_\_

RATING LEVEL: \_\_\_\_\_

FROM (CSC): \_\_\_\_\_

To: Fax 8981 9719 or photo text to mb 0407 186 461

Keep Australia Beautiful Council NT



CounCIL

Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec

ACTIONS/COMMENTS: \_\_\_\_\_

ISSUES: \_\_\_\_\_

CSC Signature: \_\_\_\_\_





# Territory Tidy Towns

# 2019

## 'QUALITY OF LIFE'



NT



We recognise your efforts





## **OTHER BUSINESS**

---

**ITEM NUMBER** 15.2  
**TITLE** Confirm the Next meeting Date  
**REFERENCE** 262600  
**AUTHOR** Michelle Heinen, Administration Officer

### **RECOMMENDATION**

#### **That the Authority**

- a) Confirm the date of the next Local Authority meeting to be held on Wednesday 6<sup>th</sup> March 2019

### **SUMMARY:**

### **BACKGROUND**

### **ISSUE/OPTIONS/CONSEQUENCES**

### **CONSULTATION & TIMING**

### **ATTACHMENTS:**

There are no attachments for this report.

## **OTHER BUSINESS**

---

**ITEM NUMBER** 15.3  
**TITLE** Alpurrurulam Street Signs  
**REFERENCE** 263165  
**AUTHOR** Michelle Heinen, Administration Officer

### **RECOMMENDATION**

#### **That the Authority**

- a) Make a decision on whether to have street signs in the community.

### **SUMMARY:**

### **BACKGROUND**

### **ISSUE/OPTIONS/CONSEQUENCES**

### **CONSULTATION & TIMING**

### **ATTACHMENTS:**

There are no attachments for this report.

## **OTHER BUSINESS**

---

**ITEM NUMBER** 15.4  
**TITLE** Barkly Regional Deal  
**REFERENCE** 263193  
**AUTHOR** Michelle Heinen, Administration Officer

### **RECOMMENDATION**

#### **That the Authority**

- a) To come up with key themes & priority areas for the Barkly Regional Deal.

### **SUMMARY:**

This was carried through from last meeting in December to give members time to think about the key themes & priority areas for the Barkly Regional Deal.

### **BACKGROUND**

### **ISSUE/OPTIONS/CONSEQUENCES**

### **CONSULTATION & TIMING**

### **ATTACHMENTS:**

There are no attachments for this report.

## **OTHER BUSINESS**

---

**ITEM NUMBER** 15.5  
**TITLE** Request to Visit Community  
**REFERENCE** 264660  
**AUTHOR** Michelle Heinen, Administration Officer

### **RECOMMENDATION**

#### **That the Authority**

- a) Allow regular visits to Alpurrurulam in regards to the AAI Projects in line with the Local Authority Meetings.

### **SUMMARY:**

Deborah Booker & Tony O'Donohoe – Principal Alcohol & Action Officer – Barkly Region – Harm Minimisation Unit – Dept of Health are requesting approval to come to the community to speak with community members & to co-ordinate visits in line with the Local Authority Meeting & AAI Projects.

### **BACKGROUND**

<<Enter Text>>

### **ISSUE/OPTIONS/CONSEQUENCES**

<<Enter Text>>

### **CONSULTATION & TIMING**

<<Enter Text>>

### **ATTACHMENTS:**

There are no attachments for this report.



## **OTHER BUSINESS**

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**ITEM NUMBER** 15.6  
**TITLE** Telstra Tower Upgrade  
**REFERENCE** 264719  
**AUTHOR** Michelle Heinen, Administration Officer

### **RECOMMENDATION**

#### **That the Authority**

- a) To approve the installation of the new tower for 3G & 4G

### **SUMMARY:**

### **BACKGROUND**

### **ISSUE/OPTIONS/CONSEQUENCES**

### **CONSULTATION & TIMING**

### **ATTACHMENTS:**

- 1 [↓](#) Alpurrurulam - Macro DC6 - Invitation Letter to Council.pdf
- 2 [↓](#) Alpurrurulam Draft Consultation Plan.pdf



22 January 2019

Development Assessment Team  
Barkly Regional Council  
PO Box 821  
Tennant Creek, NT 0861  
Via Email: reception@barkly.nt.gov.au

Dear Sir/Madam,

**Proposal to extend an existing 12m free standing mast to 30m and install a new macro cell telecommunication facility at 11 Antyiper Street, Alpurrurulam NT 4825**



We are writing to you on behalf of Telstra to inform you of a proposal to install a mobile phone base station at the above address.

F6.2.1 Invitation to Council to comment on Draft Consultation Plan – no DA



The purpose of this base station is to provide improved mobile network coverage in the Alpurrurulam area and provide customers with access to 3G and 4G services.

Telstra is committed to continuing to provide coverage to regional Australia. A small cell installation is also planned for the subject site however it will be withdrawn once the macro cell installation is complete.

In this instance the site is considered as being outside a Building Control Area, therefore a Development Application is not required. In addition Telstra has undertaken due diligence to ensure no sites important to the local Aboriginal cultural heritage of the area are disturbed in the development of this proposal. A request for information was lodged with the Aboriginal Areas Protection Authority which returned no record of sacred sites listed within the area.

The Mobile Phone Base Station Deployment Code C564:2018 (known as the Code) provides the framework for Councils and communities to be informed, consulted and engaged in relation to the deployment of mobile phone infrastructure. To achieve these outcomes, we have formulated a draft consultation plan (6.2) which identifies key stakeholders who may have an interest in the proposal.

The Code requires Telstra to invite Council to comment on:

- the suitability of the draft consultation plan for this community;
- whether there are any additional key stakeholders who should be included as Interested and Affected Parties; and
- whether there are any significant events within the community that the Carrier should be aware of in developing the draft consultation plan.

We invite Council to provide us with written feedback on the attached draft consultation plan within 10 business days by **6 February 2019** (in accordance with section 6.2.2).

Feedback can be submitted to Kuda Dzinotizei at Level 1, 29 Christie St, St Leonards, NSW 2065 or by email to [kuda.dzinotizei@servicestream.com.au](mailto:kuda.dzinotizei@servicestream.com.au).

Telstra will review the draft consultation plan having regard for any comments received and will inform Council once we commence the formal notification process.

Yours sincerely

Kind regards,

Kuda Dzinotizei

A handwritten signature in blue ink, appearing to read 'Kuda Dzinotizei', written over a light blue horizontal line.

Planning Consultant

Service Stream

Ph: 0427 868 176 | Email: [kuda.dzinotizei@servicestream.com.au](mailto:kuda.dzinotizei@servicestream.com.au)

Level 1, 29 Christie St, St Leonards NSW 2065

F6.2.1 Invitation to Council to comment on Draft Consultation Plan – no DA



**Additional Information – Planning and EMR compliance regulations**

**Site Name:** Alpururulam  
**Site Number:** 4825036


The proposed extension to the mast structure at 11 Antyiper Street is considered not to require a Development Application as the land outside a Building Control area.

The equipment to be installed at this site is considered to be Low-Impact in accordance with the Telecommunications (Low-impact Facilities) Determination 2018.

<b>Land Use Classification</b>	Unzoned
<b>EME/EMR compliance</b>	This facility is designed to comply with the ACMA EMR regulatory arrangements. Further information is available at <a href="http://www.rfnsa.com.au">www.rfnsa.com.au</a>
Antennas – Four (4) omnidirectional antennas and supporting mounts	5. An omnidirectional antenna or an array of omnidirectional antennas: a) not more than 4.5 metres long; and b) not more than 5 metres apart; and c) if the array is attached to a structure – protruding from the structure by not more than 2 metres
Two (2) transmission dishes	7. Radiocommunications Dish: a) not more than 1.8 metres in diameter; and b) either: (i) colour-matched to its background (ii) in a colour agreed in writing between the carrier and the relevant local government authority
Ancillary equipment – The proposed installation of any ancillary equipment relating to the proposed installation (i.e. cabling, antenna mounts, electrical mains, hand railing etc.) is undertaken pursuant to: Clause 6, Division 3, Schedule 3 of the Telecommunications Act 1997; and/or Clause 4 of Part 3 of the Telecommunications (Low-impact Facilities) Determination 2018.	

F6.2.1 Invitation to Council to comment on Draft Consultation Plan – no DA

## Consultation Plan — RFNSA site 4825036

<b>Carrier</b>	Telstra	
<b>Reason for change</b>	Draft	
<b>Site Name</b>	ALPURRURULAM RT (58198)	
<b>Site Address</b>	11 Antyiper Street ALPURRURULAM NT 4825	
<b>Map</b>		<p><b>1</b> 12m Steel Free Standing Mast</p> <p><b>2</b> 30m Steel Free Standing Mast</p>
<b>Council</b>	Barkly Regional Council	
<b>What is Proposed</b>	Telstra proposes to extend an existing free standing mast and install four (4) new omni-directional antennas for a new macro telecommunication facility at 11 Antyiper Street, Alpurrurulam NT 4825. A small cell installation is also planned for this site however it will be withdrawn once the macro site becomes operational.	
<b>Why is this site required ?</b>	The proposal is intended to provide 3G and 4G coverage to the Alpurrurulam area.	

**Consultation Plan — RFNSA site 4825036**

<b>Site Proposal Details</b>	<p>To facilitate this new technology, Telstra proposes to install:</p> <ul style="list-style-type: none"><li>- Four (4) omni-directional antennas;</li><li>- Two (2) radio dish antennas;</li><li>- Auxiliary equipment including: tower mounted amplifiers, radio units, combiners, diplexers, mounts, feeders etc; and</li><li>- Ancillary works such as connecting new equipment to the existing Telstra shelter at the base of the facility.</li></ul> <p>The proposal is considered to be outside a Building Control Area and therefore does not require a Development Application. In addition, a request for information was lodged with the Aboriginal Areas Protection Authority which returned no record of sacred sites in the area.</p>
------------------------------	---

## Consultation Plan — RFNSA site 4825036

## Stakeholders

Code Ref	Stakeholder	Contact Details/How
6.3.7	All - (Public Notification)	Website  Advertisement in local newspaper
6.3.1	Council Barkly Regional Council	Development Assessment Barkly Regional Council PO Box 821 Tennant Creek NT 0861 Email: reception@barkly.nt.gov.au  Email
6.3.1	Owner	Telstra Corp Ltd Level 41, 242 Exhibition Street, Melbourne Victoria 3000  Email



Consultation Plan — RFNSA site 4825036





### Consultation Plan — RFNSA site 4825036

6.3.5 b	<b>Justification of Distance for consultation</b>	Typically, in a rural area, when installing a new facility, Telstra notifies households and businesses within an appropriate radius, on the basis that the residents of these properties would consider the installation of the Proposed Facility to be “visually prominent”. In this instance, the consultation distance includes the entire village. Where relevant, Telstra will also notify other “interested and affected parties” within a greater radius.
---------	---	--

### Interested & affected parties

Code Ref	Question	Answer
D2.2 b	<b>How were Community Sensitive locations determined ?</b>	The following activities were undertaken in order to determine the relevant community sensitive locations: - Desktop identification using local maps - a site inspection - Searches of the State-based Heritage Register;
D2.2 c	<b>What are the Desired Outcomes from Stakeholder Analysis ?</b>	In undertaking stakeholder analysis, Telstra is seeking to: • identify the interested and affected parties who are impacted by the proposal; • inform interested and affected parties about the proposal and provide an opportunity for them to comment on it; • maximize the level of accurate and accessible information available about the proposed facility; and • identify and attempt to resolve potential issues early in the planning process. As a result, no other locations were considered viable in our assessment process
D2.2 i	<b>How do you intend to respond to feedback from interested parties ?</b>	Telstra will endeavour to respond in writing: • for a non-complex enquiry, within 2 working days; • for a complex enquiry, an acknowledgment will be provided within 2 working days of receipt and, where possible, responded to within 10 working days. From time to time delays will limit our ability to provide information in a timely manner. Where delays occur, Telstra will contact the person making the enquiry, explain the reason for the delay, and advise the new timeframe for response. Where Interested and Affected Parties make contact by telephone and Telstra is unable to immediately respond to the enquiry, relevant details will be recorded and the call will be returned within two working days.

**Consultation Plan — RFNSA site 4825036**

Code Ref	Stakeholder	Contact Details/How
6.3.1	Persons who reside in the immediate vicinity as identified in the Notification Map	Letter to resident

**Consultation Plan — RFNSA site 4825036**

Code Ref	Date	Task
D2.2 e	22 Jan 2019	Issue Consultation Plan draft to council
	06 Feb 2019	Include feedback from Council into a final Consultation Plan
	11 Feb 2019	Commence Public Consultation (letters) with interested and affected Parties
	01 Mar 2019	Community consultation period closes
	08 Mar 2019	Commence community feedback analysis and respond to any received notifications
	11 Mar 2019	Submission of Final Community Consultation report to council

**Please refer to the Community Consultation Website for further updates and Announcements.**

## LA OTHER BUSINESS

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<b>ITEM NUMBER</b>	15.7
<b>TITLE</b>	Review Council's 5-Year Infrastructure Plan
<b>REFERENCE</b>	265539
<b>AUTHOR</b>	Gary Pemberton, Finance Manager

### RECOMMENDATION

#### That the Authority

- (a) Receive and note the report; and
- (b) Recommend to Council, the following projects for inclusion in the 5-Year Infrastructure Plan as part of the current plan review:

- 

### SUMMARY:

Council is in the currently undertaking a review of the form and content of the 5-Year Infrastructure Plan. Council is requesting assistance from the Local Authority in identifying significant Infrastructure projects for inclusion in the amended plan, and if appropriate, the removal of projects from the revised plan.

### BACKGROUND

Council requests that the Local Authority identify significant infrastructure projects that may warrant recommendation for inclusion in the 5-Year Infrastructure Plan.

Endorsement and inclusion of projects on the 5-Yr Infrastructure plan allows Council to:

- Seek community consultation on infrastructure priorities;
- Commence preliminary planning for projects;
- Identify potential sources of funding; and
- Incorporate projects into long term operational and financial planning.

The current revised plan is attached for the consideration of the Local Authority,

### ISSUE/OPTIONS/CONSEQUENCES

Nil Matters

### CONSULTATION & TIMING

Nil Matters

### ATTACHMENTS:

1 [↓](#) 5-Year Infrastructure Plan - Draft

**Barkly Regional Council  
Infrastructure and Asset Management Plans  
May 2018**

Barkly Regional Council is a regional council, providing infrastructure, services and programs to individuals, couples, families, children's groups, schools, business and agencies across Barkly region. Council is responsible for the management, planning and development of a significant proportion of infrastructure. Council strive for a sustainable well-coordinated Barkly Region community- the business of community services and development is our priority.

Council is currently providing services through a group of assets valued around \$57M. The group of assets through which council currently delivering services are Transport infrastructure, Building and facilities, Parks and gardens, streetlight and a range of vehicles. Transport infrastructure includes all fixed assets such as roads and footpaths, whereas building and facilities covers the buildings, houses, sports facilities and other municipal facilities which is used to provide services. To meet the demand and expectation from community and to align with the level of service provided by Council, future spending is required in infrastructure and existing infrastructure needs to be maintained.

To meet the services level, the demand from the community and enhance liability to manage the existing assets, council has prepared a 5 years Infrastructure plan, an assets management plan for transport infrastructure and an asset management plan for Building and facilities. The 5 year Infrastructure Plan makes recommendations for the future provision of infrastructure and equipment. The infrastructure plan also priorities the funding requirements for infrastructure at local and regional levels. The Asset Management Plans provides the details of the current assets, its condition and defines the level of services to be provided and how the service is to be provided. It also provides the funding requirement to deliver the services.

**5 Year Infrastructure Plan:**

This plan has identified 52 projects valued \$21.2M which are planned for next five years, included are 24 projects valued \$19.7M which are considered as major projects. Major projects are defined by their value and complexity. Generally, project valued more than \$250K are considered as major projects. These identified projects include the projects nominated from local authorities, Council staff and Elected Members. It has also considered the need and demand projected from Asset Management plan.

It is inevitable that for all these projects, council cannot fund from its own resource. So, these projects are planned to be funded from a mix of council's own resource, grant from state and federal Governments and from the Local Authorities budgets. The plan has identified that council has to allocate \$9.53M over five years and seek funding from state and federal Governments for \$11.24M and use \$0.442M from local Authority fund.

To ease the planning process projects are prioritised as priority one projects (P1P), priority two projects (P2P) and priority three projects (P3P). It has a target to deliver P1P within the first three year, P2P within first four year and P3P within five years. Due to degree of uncertainty of the grant and council budget, the plan has adopted this prioritising methodology rather than prioritising in year-to-year basis. This plan considers completing at least two major projects each year.

Our expectation is that Council will budget to complete for two major and seven minor Infrastructure projects each financial year. Identified priority projects may vary year to year dependant on the changing priorities of council and residents. Priorities may also vary based on the availability of grant funding for specific projects.

The list of projects will be reviewed regularly and be compared against NT and Federal grant programs to identify when additional funding becomes available to complete major projects. If additional funding is not available some projects may have to be delayed or cancelled.

The distribution of budget on each of the different sub-asset types is as below and the details of the projects are presented in attached sheet.

Distribution of Project cost according Asset sub type

Distribution of Project cost according Asset sub type	Amount
Road/footpath/bicycle path	\$ 3,969,000.00
Building	\$ 4,690,000.00
Cemetery Upgrade	\$ 652,083.00
Shed for specific purposes	\$ 139,048.00
Sports and Rec Facility	\$ 4,479,524.00
Municipal & essential service	\$ 1,655,000.00
Parks and Gardens	\$ 40,000.00
Streetlight	\$ 600,000.00
Funded Program	\$ 5,000,000.00
<b>Total=</b>	<b>\$ 21,224,655.00</b>

This plan understands the need of current assets replacement, creation of dumpsite and clean-up of legacy waste in Arlpururulam, sealing of road out to the airstrip in Arlpururulam and upgrade of Lake Mary Ann Dam. Due to limitation of council resources, uncertainty of grant and extend of resource required for these projects, they are listed only on identified project list. In the event that time, funds or other resource are available these project will be prioritised accordingly.

Items such as roads and footpaths are planned to have some expenditure each year over the term of the five year plan. The level of expenditure will be dependant on the availability of funds and other priority projects that need to be completed.

#### Asset management plan:

Council manages four major asset types namely Building and facilities, Transport infrastructure, Plant and vehicle and Streetlights. Building and facilities has the current value of \$21,719,000 and Transport infrastructure (roads & footpaths) has the value of \$34,920,000, in total around \$57M. These assets have current replacement value of \$54,979,000 and \$59,620,000 respectively.

Plant, Vehicle and Streetlight asset types are not included in these plans, however a detailed review was carried out earlier in the year with all assets being revalued and accurate depreciation schedules put in place. Subject to available capital funds plant and vehicles are replaced in line with the depreciation schedule. Plant, vehicle and lighting plans will be developed in the 2018 -2019 financial year.

Asset management plan has identified rate of asset consumption as 3.8% and 3% and the rate of renewal is 0% and 0.2% creating a deficit of \$2.4M and \$3.5M each year for these assets respectively. Due to this deficit in renewal assets profile is moving towards poor condition.

Some assets has already exceeded their life by several years.

- Replacement cost for assets which have already exceeded its life by four year is \$16,582.
- Replacement cost for assets which has already exceeded its life by two years is \$6,272,954.



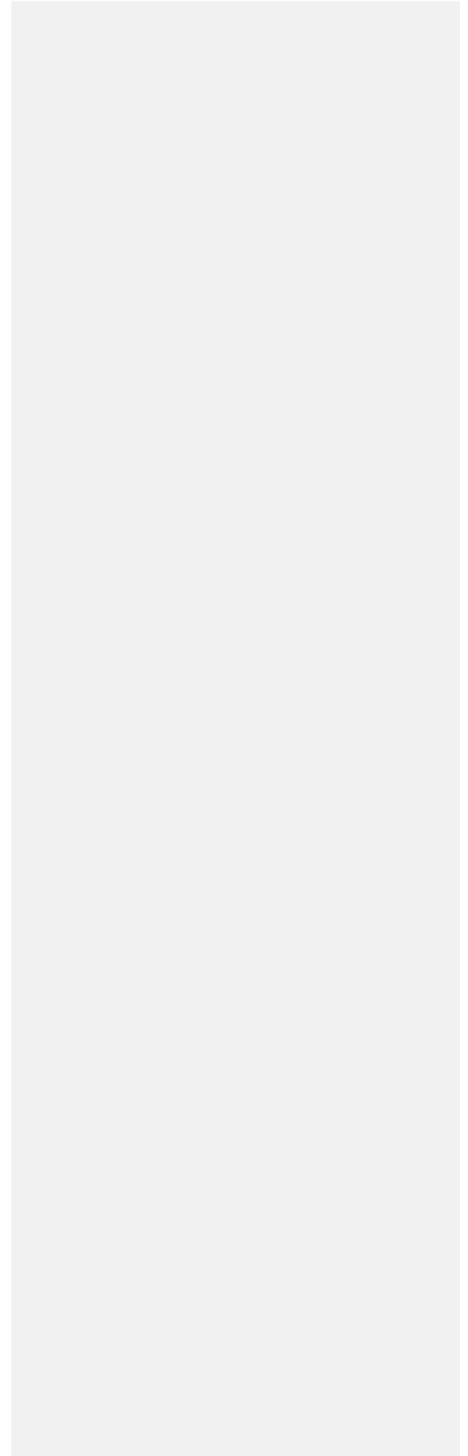
- Replacement cost for assets which has already exceeded its life by one year is \$1,985,392.
- And the Replacement cost for assets which is expiring its life this year is \$3,765,306.

Total of these replacements above is \$12,040,234 which is well beyond Councils financial capacity.

**Limitations:**

Council has identified these projects as a priority projects, it is anticipated that in the course of time and the availability of funding, identified priority project may be changed to better reflect future needs.

The renewal of existing assets needs to be considered along with the need for new assets. The combination new and existing assets determine the overall annual cost of maintaining our total infrastructure. As our assets increase so does the need for additional funds to maintain these assets on an ongoing bases. This will mean additional income will be required in future years to maintain Council's assets and infrastructure.



Five Year Infrastructure Plan for Barkly Regional Council											
P No.	Project type	Asset category	Local Authority	Project Detail	Priority	Cost Estimate		Budget			Project Category
						Cost Estimate	Grant	Council	LA CP		
<b>A Road/footpath/bicycle path</b>											
1	Road Maintenance	Transport	Arlpururulam	Road repair and maintenance of roads including resealing	P1P	\$220,000	\$ 220,000	\$ -			Major
2	Road Sealing	Transport	Arlpururulam	Sealing of road out to the airstrip (2000m x 6m)	P3P	\$ 660,000		\$ 660,000			Major
3	Bike Path	Transport	Tennant Creek	Construction of bike path with lighting	P1P	\$2,064,000	\$1,651,200	\$ 412,800			Major
4	Footpath	Transport	Tennant Creek	Construction of footpath	P2P	\$900,000		\$900,000			Major
5	Footpath	Transport	Elliott	Construction of footpath -Renewal Project	P3P	\$ 125,000		\$ 125,000			Minor
						<b>\$3,969,000</b>	<b>\$1,871,200</b>	<b>\$2,097,800</b>	<b>\$ -</b>		
<b>B Building</b>											

Colour guide

	General estimate
	Allocated by Management
	Have a quote or from similar work
	Tentative quote from supplier

Schedule of time frame to complete the projects	Project Priority
Plan to Complete within First Three year-Subject to budget availability	(P1P)
Plan to Complete within Four year-Subject to budget availability	(P2P)
Plan to Complete within five year-Subject to budget availability	(P3P)

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1	House	Building	Arlpururulam	D & C of Short term safe house for domestic violence/women's education and engagement projects	P2P	\$ 500,000	\$ 400,000	\$ 100,000		Major
2	Staff-Housing	Building	Tennant Creek	D & C of 2BDR (4 nos) town houses-Staff Housing	P3P	\$1,500,000		\$1,500,000		Major
3	Office	Building	Tennant Creek	D & C new animal management facility/office	P2P	\$ 700,000		\$ 700,000		Major
4	Staff-Housing	Building	Elliott	D & C of 2BDR units -Staff Housing(3nos)	P2P	\$1,000,000	\$ 800,000	\$ 200,000		Major
5	Visitor Accommodation	Building	Ali curung	Refurbishments to visitor accommodation	P2P	\$ 150,000		\$ 150,000		Minor
6	Office	Building	Elliott	Shade area in front of the office and get office painted (inside and out)	P2P	\$ 90,000		\$ 90,000		Minor
7	Staff-Housing	Building	Elliott	Renovation of two staff housing	P1P	\$ 250,000		\$ 250,000		Major
8	Admin Block	Building	Tennant Creek	Upgrade Council Admin Block	P2P	\$ 500,000		\$ 500,000		Major
9	Office	Building/Structure	Tennant Creek	Weighbridge and Office at landfill site		\$1m				Major
-	-	-	-	-		\$4,690,000	\$1,200,000	\$3,490,000	\$ -	-

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**C Cemetery Upgrade**

**a fencing**

1	Fencing	Facilities	Wutunugurra	Construction of fence around cemetery (35m*20m)	P1P	\$ 11,869		\$ -	\$ 11,869	Minor
2	fencing	Facilities	Ampilatwatja	Construction of fence around cemetery (7000m*1000m) – To be confirmed as includes burial sites outside of cemetery boundary	P3P	\$ 517,920	500,000		\$ 17,920	Major
3	fencing	Facilities	Ali curung	Construction of fence around cemetery (100*50m)	P1P	\$ 32,370		\$ -	\$ 32,370	Minor

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4	fencing	Facilities	Ali curung	Construction of fence around cemetery (35m*20m)	P1P	\$ 11,869		\$ -	\$ 11,869	Minor
5	fencing	Facilities	Tennant Creek	Extension and Construction of fence around cemetery	P1P	\$ 48,555		\$ 48,555		Minor
						\$ 622,583	\$ 500,000	\$ 48,555	\$ 74,028	
<b>b</b> <u>Water tank</u>										
1	Water tank	Facilities	Wutunugurra	Establishment of water tank at cemetery (5000 ltrs elevated polyethylene water tank with rail and fittings)	P1P	\$10,000		\$ -	\$10,000	Minor
2	Water tank	Facilities	Ali Curung	Establishment of water tank at cemetery (5000 ltrs elevated polyethylene water tank with rail and fittings)	P1P	\$10,000		\$ -	\$10,000	Minor
						\$20,000	\$ -	\$ -	\$20,000	
<b>c</b> <u>Shed</u>										
1	Shade	Facilities	Ampilatwatja	Construction of shed( bough shed),3m*3m*2.7m, 4nos	P1P	\$ 6,000		\$ -	\$ 6,000	Minor
2	Shed	Facilities	Ali Curung	Construction of shed( bough shed),3m*3m*2.7m, 1nos	P1P	\$ 1,500		\$ -	\$ 1,500	Minor
						\$ 7,500	\$ -	\$ -	\$ 7,500	
<b>d</b> <u>Signs</u>										
1	Signs	Facilities	Wutunugurra	Sign in cemetery	P1P	\$ 2,000		\$ -	\$ 2,000	Minor
						\$ 2,000	\$ -	\$ -	\$ 2,000	
						\$ 652,083	\$ 500,000	\$ 48,555	\$ 103,528	

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<b>D Shed</b>										
1	Mens Shed	Facilities	Arpurrulam	Construction of shed for men where they can escape from domestic issues and can be used to men's community projects	P2P	\$ 100,000	\$ 80,000	\$ 20,000		Major
2	Shed	Facilities	Wutunugurra	Construction of Shed around community shelters	P2P	\$ 8,000		\$ -	\$ 8,000	Minor
3	BBQ Shed	Facilities	Ampilatwatja	Construction of shed with RCC base foundation with BBQ (6m*6m)	P2P	\$ 15,000		\$ -	\$ 15,000	Minor
4	Shed	Facilities	Elliott	Construction of shed over memorial structure	P2P	\$ 16,048		\$ -	\$ 16,048	Minor
-						<b>\$ 139,048</b>	<b>\$ 80,000</b>	<b>\$ 20,000</b>	<b>\$ 39,048</b>	-
<b>E Sports and Rec Facility</b>										
<b>a Lighting</b>										
1	Lighting	Facilities	Wutunugurra	Provide light on basketball court	P1P	\$ 10,000		\$ -	\$ 10,000	Minor
2	Lighting	Facilities	Ali Curung	Provide light on softball field	P2P	\$ 40,000		\$ -	\$ 40,000	Minor
3	Lighting	Facilities	Ali Curung	Provide light on basketball court	P1P	\$ 10,000		\$ -	\$ 10,000	Minor
						<b>\$ 60,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,000</b>	-
<b>b Roofing</b>										
1	Roofing	Building	Wutunugurra	Construction of roof over basketball court	P1P	\$ 180,000	\$ 144,000	\$ 36,000		Minor
2	Roofing	Building	Ali Curung	Construction of roof over basketball court	P1P	\$ 180,000	\$ 144,000	\$ 36,000		Minor
						<b>\$ 360,000</b>	<b>\$ 288,000</b>	<b>\$ 72,000</b>	<b>\$ -</b>	-
<b>c Upgrade/redevelop</b>										

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1	Field upgrade	Facilities	Ali Curung	Upgrade softball field with grass	P2P	\$ 10,000		\$ -	\$ 10,000	Minor
2	Structural upgrade	Facilities	Ampilatwatja	Construction of enclosed structure for basketball (42m*24m*6.2m)	P1P	\$ 409,000	\$ 327,200	\$ 81,800		Major
3.	<a href="#">Water Park Upgrade</a>	Facilities	Elliott	Shade over the Water Park		\$48,950				Minor
4.	<a href="#">Tennis Court Upgrade</a>	Facilities	Elliott	Refurbish and Lighting of Tennis Courts		\$58,713				Minor
5.	<a href="#">Basketball Court</a>	Facilities	Elliott	Fix the power and fence and gravel on the edge of court to stop weeds						
						\$ 419,000	\$ 327,200	\$ 81,800	\$ 10,000	-
<b>d</b> <u>New Construction</u>										
1	Hall	Building	Ali Curung	Construction of new sports and recreation hall	P1P	\$2,500,000	\$2,000,000	\$ 500,000		Major
2	Football Field	Facilities	Elliott	Construction of new football field in town	P1P	\$ 700,000	\$ 500,000	\$ 200,000		Major
3	Football oval	Facilities	Tennant Creek	Construction of <del>Stuanton-Staunton</del> oval-fencing, field upgrade, line, post	P1P	\$ 152,524		\$ 152,524		Major
4	<a href="#">Water Truck</a>	Facilities	Tennant Creek	Installation of AllQuip Water Truck		\$118,736-20				Major
						\$3,352,524	\$2,500,000	\$ 852,524	\$ -	-
<b>e</b> <u>Swimming Pool solar heater</u>										
1	<a href="#">Swimming Pool</a>	Facilities	Tennant Creek	Swimming pool solar water heater	P3P	\$ 288,000		\$ 288,000		Major
						\$ 288,000	\$ -	\$ 288,000	\$ -	-
						\$4,479,524	\$3,115,200	\$1,294,324	\$ 70,000	-
<b>F</b> <u>Municipal &amp; essential service</u>										

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1	Public toilet	Facilities	Arlpururrrulam	Portaloos x 2 - men's and women's plus trailers	P1P	\$ 30,000		\$ 30,000		Minor
2	Ablution	Facilities	Ampilatwatja	Construction of ablution block-WC+Shower	P1P	\$ 240,000		\$ 50,000	\$ 190,000	Major
3	Workshop	Building	Ampilatwatja	Construction of bigger workshop	P2P	\$ 120,000		\$ 120,000		Minor
4	Lighting	Building	Tennant Creek	Install new external lighting at council office & Civic Hall	P1P	\$ 25,000		\$ 25,000		Minor
5	Municipal Work Depot	Building	Ampilatwatja	Concrete Slab in municipal work depot	P2P	\$ 95,000		\$ 95,000		Minor
6	Depot	Building	Arlparra	Re-development of depot	P2P	\$ 200,000		\$ 200,000		Major
7	Depot Shed	Building	Wutunugurra	Upgrade depot shed	P2P	\$ 100,000		\$ 100,000		Major
8	Fencing	Building	Tennant Creek	Council Office Security fencing	P1P	\$ 65,000		\$ 65,000		Minor
9	Civic Hall	Building	Tennant Creek	Civic hall upgrade	P1P	\$ 180,000		\$ 180,000		Minor
10	Public toilet	Facilities	Tennant Creek	Construct public bathrooms and shower for visitor use	P2P	\$ 600,000	\$ 480,000	\$ 120,000		Major
						\$1,655,000	\$ 480,000	\$ 985,000	\$ 190,000	
<b>G</b>	<b>Parks and Gardens</b>									
1	Anzac hill	Parks and garden	Tennant Creek	Redevelopment of ANZAC hill	P2P	\$ 40,000		\$ -	\$ 40,000	Minor
2	Lake Mary Ann	Parks and Gardens	Tennant Creek	General Upgrade	P1P	\$400,000		\$400,000		Major
3	Lake Mary Ann	Parks and Gardens	Tennant Creek	Upgrade Toilet Facilities	P2P	\$150,000		\$150,000		Major
4	Lake Mary Ann	Parks and Gardens	Tennant Creek	Caravan Park Development	P3p	\$3,000,000		\$3,000,000		Major

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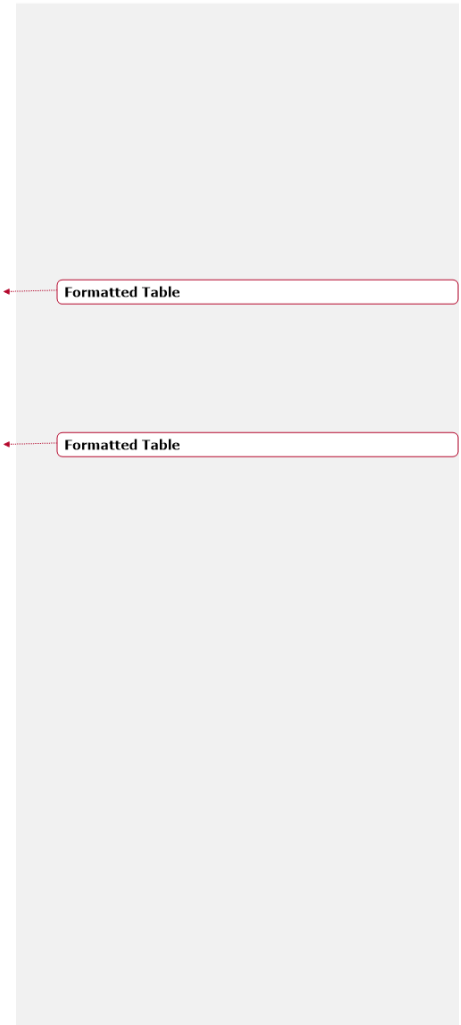
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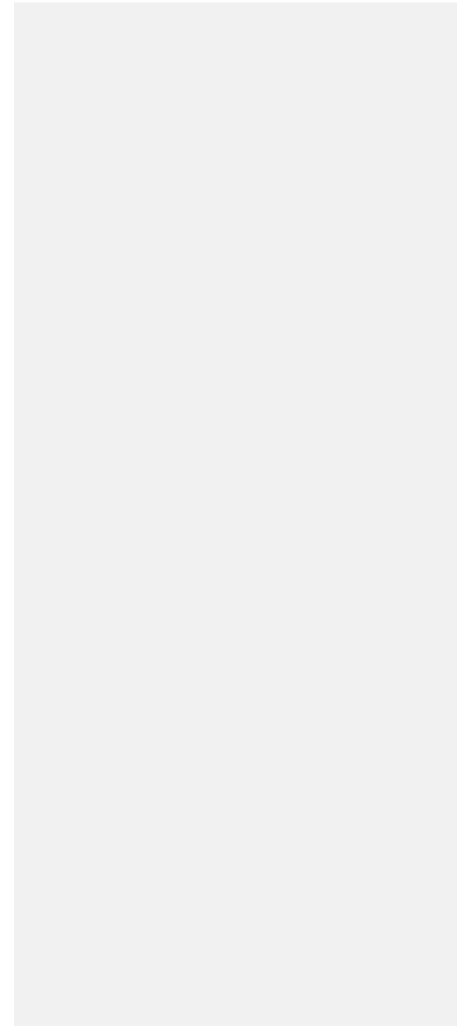
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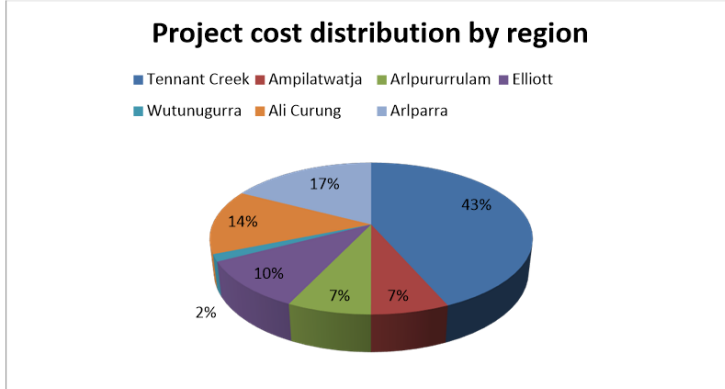
						\$ 40,000	\$ 3,550,000	\$ 40,000	
<b>H Street Light</b>									
1	Street light	Facilities	Tennant Creek	Upgrade existing street light with energy efficient light and vandal resistant. Addition of extra light to dark spot	P2P	\$ 600,000	\$ 600,000		Major
						\$ 600,000	\$ -	\$ 600,000	\$ -
<b>I Funded Program</b>									
1	Youth Links	Specific Purpose Building	Tennant Creek	Youth links-Specific purpose building	P1P	\$1,500,000	\$1,200,000	\$ 300,000	Major
2	Aged care	Specific Purpose Building	Arlparra	respite and staff accommodation complex(aged care)	P3P	\$3,500,000	\$2,800,000	\$ 700,000	Major
						\$5,000,000	\$4,000,000	\$1,000,000	\$ -
						\$21,224,655	\$11,246,400	\$9,535,679	\$ 442,576



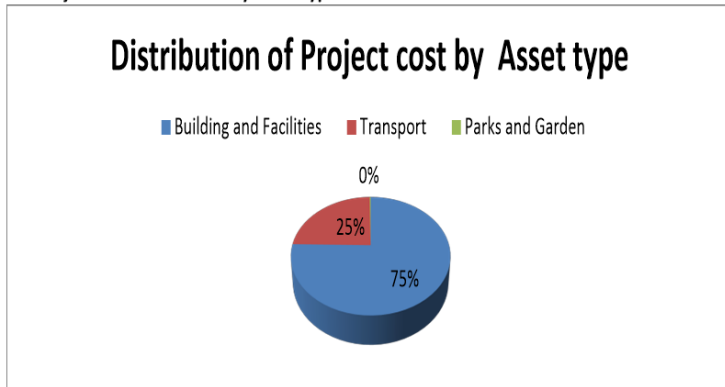


Graphical Representation of distribution of Projects and its costs

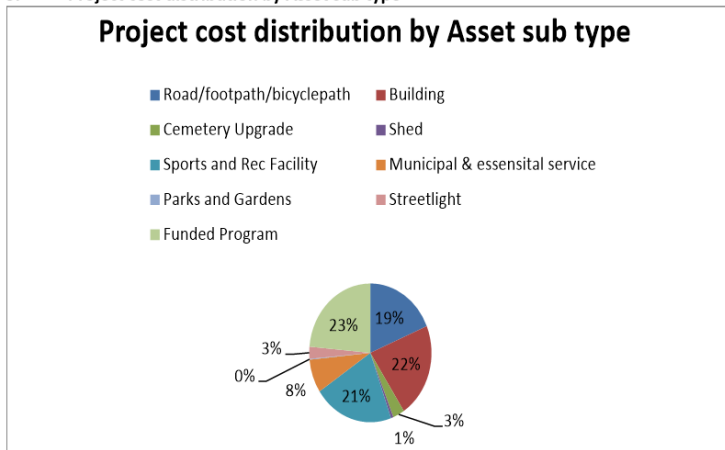
1. Project cost distribution by region



2. Project cost distribution by Asset type

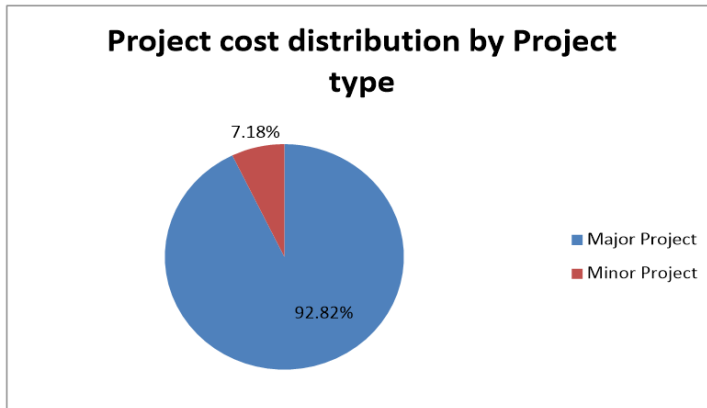


3. Project cost distribution by Asset sub type

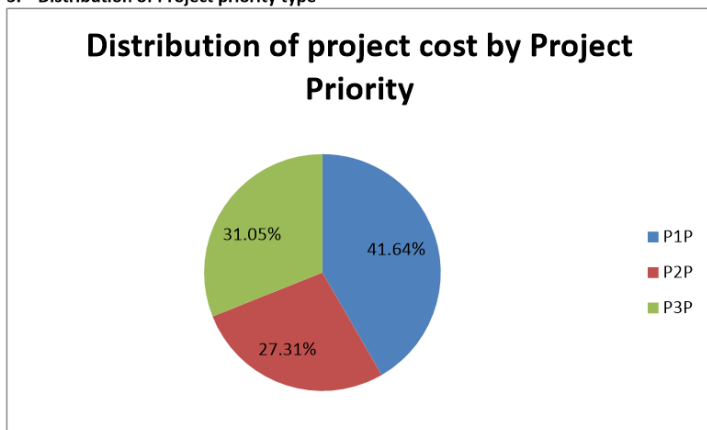




4. Distribution of Project Type



5. Distribution of Project priority type



COMPLETED PROJECTS

[Install new external lighting at council office & Tennant Creek Civic Hall- MINOR- \\$25000](#)

[Extension and Construction of fence around Tennant Creek cemetery- MINOR- \\$48555](#)

[Alpururulam Road Repair and maintenance of roads including resealing- MAJOR- \\$220000](#)

**LA OTHER BUSINESS**

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<b>ITEM NUMBER</b>	15.8
<b>TITLE</b>	New Guideline 8
<b>REFERENCE</b>	265553
<b>AUTHOR</b>	Gary Pemberton, Finance Manager

**RECOMMENDATION****That the Authority**

- (a) Receive and note the report.

**SUMMARY:**

A new “*Guideline 8: Regional Councils and Local Authorities*”, received endorsement from the Minister for Housing and Community Development on 7 January 2019 under Parts 5.1A and 19.10 of the *Local Government Act*.

**BACKGROUND**

The new Guidelines are effective immediately and include the following changes from the previous version:

- Clause 6 - provides that the names of local authority members need to be made available on the council's website. This was not previously required.
- Clause 8 - emphasises that the council can delegate decision making to local authorities. This has always been possible under the *Local Government Act* but was not discussed in the previous version of the Guideline.
- Clause 9 - provides that councils must have a policy on the appointment, revocation of appointment and resignation process of members; and a selection process for the chair position. The previous guideline only required councils to have a policy on revocation of appointment. This clause also reduced the time that must be allowed for nominations to fill a vacancy from 28 to 21 days.
- Clause 12 - better explains what is necessary for local authority meetings, including requirements for agendas and the minimum number of meetings. Of note, an agenda now has to include general business, meaning that local authority members are free to raise any new issues.
- Clause 14 - provides clarity around the issue that elected members and council staff cannot receive the sitting fee prescribed by the Guideline for attending a local authority meeting. Elected members and council staff may be able to claim reimbursement of personal travel expenses. Elected members may be entitled to an extra meeting allowance for attending a local authority meeting. As for payment of council staff attending a local authority meeting, it is a matter for the council's chief executive officer whether council staff will receive any remuneration for attending a local authority meeting.
- Clause 15 - simplifies the financial reporting requirements for local authority meetings.

**ISSUE/OPTIONS/CONSEQUENCES**

All Local Authority Policies are to be reviewed to ensure consistency with the new Guideline 8.

**CONSULTATION & TIMING**

Nil matters.

**ATTACHMENTS:**

1 [↓](#) Guideline 8 - Regional Councils and Local Authorities

# 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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- 7. Number of members ..... 3
- 8. Delegations and conflict of interest ..... 3
- 9. Policy for member appointments, terminations and resignations..... 3
- 10. No proxies ..... 4
- 11. Provisional meeting where quorum not present ..... 4
- 12. Local authority meetings ..... 4
- 13. Council consideration of minutes ..... 5
- 14. Local authority sitting fee ..... 6
- 15. Council regional plans, budgets and financial reports ..... 6
- 16. Council annual report..... 6
- SCHEDULE:..... 7

### 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

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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

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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

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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

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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:
- Chair, if eligible, 143 revenue units
  - 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

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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 Arparra Elliott Tennant 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 Gunyangara Milingimbi Milyakburra Ramingining Umbakumba Yirrkala</p> <p><u>MacDonnell Regional Council:</u> Amoonguna Areyonga Finke (Aputula) Haasts Bluff (Ikuntji) Hermannsburg (Ntaria) Imanpa Kaltukatjara (Docke 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 (Nguiu)</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 Warruwi</p> <p><u>West Daly Regional Council:</u> Nganmarriyanga Peppimenarti Wadeye</p>
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## **OTHER BUSINESS**

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<b>ITEM NUMBER</b>	15.9
<b>TITLE</b>	Community Infrastructure Calendar
<b>REFERENCE</b>	265577
<b>AUTHOR</b>	Mark Parsons, Operations Director

### **RECOMMENDATION**

**That the Authority receive and note the report**

**SUMMARY:** The following is a plan for the movement of machinery through the communities.

- February, Flocon, backhoe and old tractor to Wuttunugurra. Old John Deere from Wuttunugurra to come back to TC. Ali Curung Dozer to be returned from Ampiliwatja.
- March Flocon and Tele handler to Ampiliwatja.
- April, Flocon and Tele Handler to Alpurrurulam.
- May, Tele handler to Arlparra.
- June, Flocon and Tele Handler to Ali Curung.
- July Tennant Creek.
- August, Flocon and Tele handler to Elliott.

<This should set out what the report is about, why it was written and why it is relevant.>

### **BACKGROUND**

<<Enter Text>>

### **ISSUE/OPTIONS/CONSEQUENCES**

<<Enter Text>>

### **CONSULTATION & TIMING**

<<Enter Text>>

### **ATTACHMENTS:**

There are no attachments for this report.