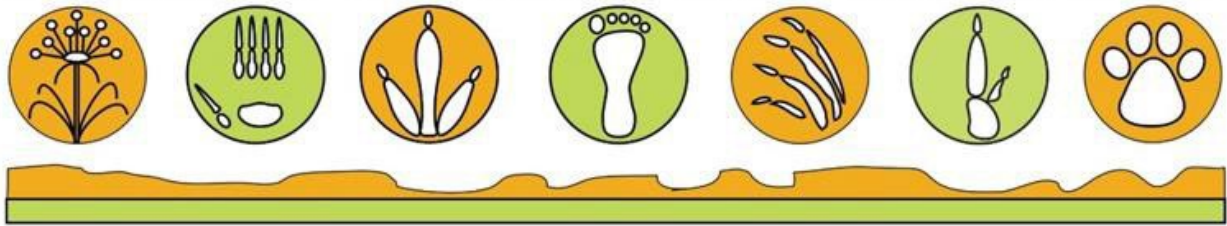


BARKLY REGIONAL COUNCIL



MINUTES ORDINARY COUNCIL MEETING

The meeting of the Ordinary Council Meeting of the Barkly Regional Council was held in Council Chambers, 41 Peko Road, Tennant Creek on Thursday 29 August 2024 at 8:30 am.

Chris Kelly
Chief Executive Officer

OUR VISION

We strive to be a responsive, progressive, sustainable council which respects, listens to 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 policies 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.

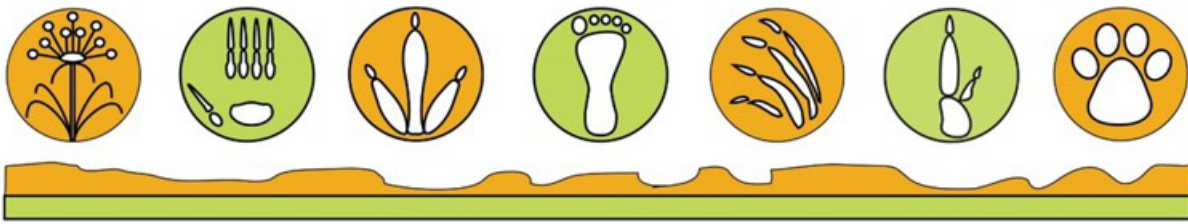
We want to ensure that our services are sustainable and that our region has a standard consistent level of services.

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.

BARKLY REGIONAL COUNCIL



ACKNOWLEDGEMENT TO COUNTRY

We acknowledge the Traditional Owners of the land on which we meet today. (Warumungu, Mudberra, Jingili, Wakaya, Wambaya, Waanyi, Walpiri, Warlmanpa, Alyawarr, Anmatyerre and Kaytetye) Country on which Barkly Regional Council live and work, and recognise their continuing connection to land, waters and culture. We pay our respects to the ancestors and elders of these lands, past, present and emerging.

May we continue to work together to
Deliver sustainable outcomes through a process
Based on mutual respect and understanding.

AUDIO/VISUAL RECORDING OF MEETING

An audio/visual recording of this meeting is being made for minute-taking purposes as authorised by Council Policy Audio Recordings of Meetings. Councillors may request, via majority vote if required, that no recording is made where issues of legitimate cultural or spiritual significance are to be discussed.

1 MEETING OPENED

MEETING OPENED at 8:42am.

An audio recording of this meeting is being made for minute taking purposes as authorised by Council Policy. Councillors may request, via motion and majority vote if required, that no audio recording is made where issues of legitimate cultural or spiritual significance are to be discussed. Recordings are held in accordance with the outlined policy and Council's Privacy policy

2 WELCOME

1. The Official Manager, Jeffrey McLeod, welcomed those present to the meeting and acknowledged the Traditional Owners and Custodians across Barkly Region, particularly the Elders, past, present and emerging.
2. The Official Manager raised the sad passing of Mr. Elliot McAdam with the Council.
3. He said Mr. McAdam served the whole of the NT as the Minister for Local Government and other ministries within the NT Government. He was the chair of many organisations in Tennant town and recently a councillor for the Barkly Regional Council.
4. He asked everyone for a minute of silence in respect for Mr. McAdam.
5. He informed Council that a state funeral, an NT funeral, will be held in Alice Springs on the 12th of September as a mark of respect for Mr. McAdam.
6. He said that community members have requested that the Council livestream that into the town hall; therefore, the Council is working on that.
7. He directed that the Council post information about the live stream requested by the community on the Council website and on Facebook.
8. He further directed that Council arrange for refreshments for those attending the live stream, as a gesture of respect and in honor of Mr. McAdam.

3 ATTENDANCE AND APOLOGIES

ITEM NUMBER: 3.1

TITLE: Attendance and Apologies

Note: In accordance with Section 95 of the Local Government Act 2019

EXECUTIVE SUMMARY

This report acknowledges the attendance, for Council's record, any apologies received from Elected Members for this Ordinary Council Meeting

Elected Members Present

- Official Manager - Jeff MacLeod

Staff Members Present

- Chris Kelly - Chief Executive Officer
- Fay - Executive Manager
- Sunil Neupane - Acting Chief Financial Officer
- Surya Gadavanthi - Director of Infrastructure
- Murray Davies - Director of Corporate Services
- Kelly White - Acting Director of Operations and Remote Communities
- Sagar Chard - Acting Director of Community Development
- Paul Hyde - Local Laws Coordinator

Resolution

That Council:

a) noted the attendance.

RESOLVED

Moved: Jeff MacLeod

Seconded: Jeff MacLeod

{carried-unan}

Resolved OMC-24/207

4 LEAVE OF ABSENCE

ITEM NUMBER: 4.1

TITLE: Leave of Absence

EXECUTIVE SUMMARY

This report is to table, for Council's record, requests for leave of absence received from Elected Members for this Ordinary Council meeting.

Resolution:

That Council

1. Noted that no submissions for Leave of Absence for this meeting.
2. Council received and noted the CEO request for leave.

RESOLVED

Moved: Jeff MacLeod

Seconded: Jeff MacLeod

{carried-unan}

Resolved OMC-24/208

NOTE

The CEO informed council that he will be on leave from the 6th to the 26th of September and Murray Davies the Director of Corporate Services will be acting CEO.

5 COUNCIL CODE OF CONDUCT

ITEM NUMBER: 5.1

TITLE: Council Code of Conduct

EXECUTIVE SUMMARY

This report contains the details about the Barkly Regional Council Code of Conduct Policy.

Resolution:

That Council noted the Council Code of Conduct.

RESOLVED

Moved: Jeff MacLeod

Seconded: Jeff MacLeod

{carried-unan}

Resolved OMC-24/209

6 CONFIRMATION OF MINUTES

ITEM NUMBER: 6.1

TITLE: Ordinary Council Meeting minutes - 25/07/2024

EXECUTIVE SUMMARY

This report provides the minutes of the previous Ordinary Council meeting to be approved by Council.

Resolution:

That the OCM Minutes of the 25/07/2024 be taken as read and be accepted as a true and accurate record of that Meeting.

RESOLVED

Moved: Jeff MacLeod

Seconded: Jeff MacLeod

{carried-unan}

Resolved OMC-24/210

NOTE

1. The Official Manager, Jeff MacLeod, asked whether the LA requests regarding the letter to the NT police facility in Elliot had been written and sent. If so, he required explanations as to why the sent letter was not included in the agenda's outgoing correspondence.
2. In reply, the CEO, Chris Kelly, informed the Council that he had a conversation with NT Police regarding Elliot LA's Police facility request and that the NT Police promised that the issue was on the 2030 infrastructure plan.
3. The Official Manager directed that the team should include this item in the next LA agenda so that Elliot LA is informed of the CEO's discussion with the NT Police regarding their request for a Police facility.
4. He said that there is the need for two separate action plans in the council agenda separating the Council's actions from those of the LA action plan. That LA and the committee reports should be on the committee section of the agenda so that we can also use that as a tool to feedback to the LA on their individual action plans.
5. In reply, the CEO informed the Council that he would work with officers to ensure that this was on the September agenda.
6. In reply, the CEO informed the Council that a Facebook post had been made; however, no ratepayers had yet to contact the Council to make an appointment.
7. On the investigator's report, the Official Manager asked for an update on progress. The CEO said that because it is too large, it is embedded in the minutes and has a link to it.
8. The official manager said that as long as there is a record we tabled during the meeting and now there is a link in the minutes, which is fine.
9. About the action register - The Official Manager requested that the CEO review the action register in ELT before including it in the Council agenda to update it as a group.
10. The Official Manager asked whether rates notices had already been printed and sent out and whether they were being sent with any documentation or attachments or just the rates notice.
11. In reply, the A/CFO informed the Council that rates notices have already been printed and are ready to be sent, but no documentation or information page is attached.
12. The Official Manager said that the Council can remit interest charges under the Act. If there are cases of genuine hardship, a ratepayer can request for Council consideration a remittance of part or all of an interest rate. He said that the Council may consider that in the future as a vehicle to finalising some outstanding debts. The Council can work with outstanding debtors in that space, but the Act makes it very clear what hardship is. Depending on the circumstances, the Council can consider remitting all or part of an interest charge on a ratepayer.
13. The A/CFO informed the Council that a rates exemption form has been put in place. If anyone wants us to request remitting the interest, we will ask them to fill out the form.

After that, we will bring it to the Council and seek a decision.

14. The Official Manager asked if officers were able to linkup with Former Official Manager and requested him to sign the June minutes. In reply the DCS confirmed that Peter Holt signed the June minutes.
15. The Official Manager requested that the Actions in the Action Register with similar subject matter should be combined to appear together.
16. The CEO in reply said he will work with officers to make that happen. He said that he was also looking at having actions by directorate instead of by individuals.

7 ACCEPTANCE OF THE AGENDA AND NOTIFICATIONS OF GENERAL BUSINESS

ITEM NUMBER: 7.1

TITLE: Notification of General Business Items

EXECUTIVE SUMMARY

This provided council with opportunity to raise any other issues to be noted for general business.

Resolution

- **That Council notes there were no matters raised to be discussed in General Council Business.**

RESOLVED

Moved: Jeff MacLeod

Seconded: Jeff MacLeod

{carried-unan}

Resolved OMC-24/211

NOTE

1. The Official Manager said that in the future when the newly elected council is in place, councillors would need to be encouraged to submit written submissions on general business to the governance team, and they would be included in the agenda.
2. The governance team needs to include a page in the agenda where we can note any general business items that are raised at the meeting. That way, when we get to section 13, we will ensure that we will not miss anything.

Acceptance of Agenda

ITEM NUMBER: 7.2

TITLE: Acceptance of Agenda

EXECUTIVE SUMMARY

EXECUTIVE SUMMARY

This provided that the agenda papers were submitted for acceptance by the Council for this Council Meeting. After reading and noting items in the agenda paper, including issues raised for general business, the Council accepted the agenda.

Resolution

That the agenda papers for this Council Meeting as presented, was received and considered at this meeting.

RESOLVED

Moved: Jeff MacLeod

Seconded: Jeff MacLeod

{carried-unan}

Resolved OMC-24/212

8 CONFLICTS OF INTEREST

ITEM NUMBER: 8.1

TITLE: Conflict of Interest

EXECUTIVE SUMMARY

This report outlines the minimum standard of behaviour expected of the Elected Members regarding declaring personal or family fiscal interests that may impact their performance of their roles and ability to make objective decisions.

Resolution:

That Council:

- a) noted the Conflict-of-Interest Policy; and**
- b) noted that** no members present declared any conflict of interest with the meeting agenda.

RESOLVED

Moved: Jeff MacLeod

Seconded: Jeff MacLeod

{carried-unan}

Resolved OMC-24/213

9 LOCAL AUTHORITY

ITEM NUMBER: 9.1

TITLE: Draft Minutes of Local Authority Meetings

EXECUTIVE SUMMARY

Council considers the minutes of each Local Authority Ordinary Meeting or Provisional Meetings at the next Ordinary Council Meeting.

Attached are the draft (unconfirmed) minutes of the Local Authority meetings that have occurred since or could not be prepared prior to the last Ordinary Council Meeting.

The Local Authority meetings covered in this report include:

- Ali Curung and Arlparra

Resolution

That Council:

- a) **approves the recommendations contained within the minutes of the Ordinary Local Authority Meetings held in Ali Curung (17/07/2024) and Arlparra (13/08/2024)**
- b) **notes and approves the following new projects established by Local Authorities:**
 - Arlparra LA has allocated \$150,000 for the upgrades of the playground.
 - Alpururulam LA has allocated \$772 to buy the new laundry tokens.

RESOLVED

Moved: Jeff MacLeod

Seconded: Jeff MacLeod

{carried-unan}

Resolved OMC-24/214

1. DCS informed council that Arlparra has allocated \$150,000 of their LA funds to the playground project and Alpururulam has allocated \$772 to buy new laundry tokens.
2. The CEO said that the laundry tokens was an administration component that has been done by the council services coordinator, and it has been completed.
3. The Official Manager said that Alpururulam had many things they would spend money on. Currently, they do not have the authority at a local authority level to approve projects. However, he was keen on recommending changes in the delegations' manual to resolve the matter of LAs having to wait for the council meeting to approve them.

4. The official manager said that he believes that LAs should be able to approve projects within budget. Should there be any suggestion/s of spending outside of what the scope or the policy is, that would be the responsibility of the Officers to bring that to the attention of the LA.
5. The Official Manager further said that under the current delegation, the Council still must approve the project. The OM suggested that this is strangling local decisions and commented that this is an administrative matter that requires a simple change to the delegation manual, which the Council could delegate directly to the LA. The LA would approve the project, then infrastructure team and the service coordinators get straight on to the job of getting the project started.
6. The CEO in reply agreed with the Official Manager and said that the delegation to LAs will be added in the revised delegation's manual, which is further down the line. We can also include that in the wording in the actual local authority, such as 9.1 minutes. BRC could include council delegate with this budget. What we need is a policy to guide that. It does not need to be a lengthy one.
7. The Director of Corporate Services informed the Council that he was engaging an external consultant to complete a review of our policies. He further said that they have had three meetings, and the CEO, Mr. Chris Kelly, has had a meeting with the said consultant. The DCS further said he has another meeting this afternoon and is almost ready to proceed with that. It might be about fifty-eight policies.
8. The Official Manager said that some other councils might be able to help with a copy of an LA policy to avoid reinventing the wheel. I am not a major fan of reinventing wheels.

ITEM NUMBER: 9.2

TITLE: Terminations of Local Authority Memberships

EXECUTIVE SUMMARY

Council is being asked to endorse the recommendations of the Local Authority to revoke the membership of Desmarie Dobbs and Derek Walker from the Ali Curung Local Authority as members were absent without notice from two consecutive Local Authority meetings.

The appointment of Local Authority members is terminated in accordance with para. 2.3 of Council's Local Authority Meeting Policy which reads:

"It is important that Local Authority members attend meetings wherever possible. Appointment of a local authority member may be revoked or otherwise cease if the person:
b. Is absent for two consecutive meetings without the permission of the Local Authority."

New members are nominated and appointed in accordance with the *Local Government Act 2019* (the Act), Ministerial Guidelines and Local Authority Policy para. 2.2.

Resolution:

That Council accepts and endorses to revoke the memberships of the following members due to their absence without permission from two consecutive Local Authority meetings:

- a) **Desmarie Dobbs from the Ali Curung Local Authority; and**
- b) **Derek Walker from the Ali Curung Local Authority.**

RESOLVED

Moved: Jeff MacLeod

Seconded: Jeff MacLeod

{carried-unan}

Resolved OMC-24/215

NOTE

1. Requests the local authority to dismiss the following members for failing to attend two consecutive meetings without an apology. Mary Dobbs and Derek Walker, both from the Ali Curung local authority.
2. The Official Manager requested to know the process to be followed when a membership is being terminated. He asked whether the Council is required to send letters when terminating people's membership or anything.
3. In reply, the CEO took the inquiry on notice and promised to get back with the answer.

4. The Official Manager further said that while we wait to learn the process of terminating membership, we should acknowledge those members' services to the LA and thank them for their service.
5. He also said that when we have LA vacancies, we need to start immediately filling them.

10 STANDING ITEMS REPORT

ITEM NUMBER: 10.1

TITLE: Action Register

EXECUTIVE SUMMARY

Council considers the attached actions that have been raised at previous Council meetings and provides the status and/or updates of each action.

Resolution

That Council:

- a) notes the progress on the actions in the register; and
- b) approves the removal of complete actions.

RESOLVED

Moved: Jeff MacLeod

Seconded: Jeff MacLeod

{carried-unan}

Resolved OMC-24/216

NOTES

1. Item in the action register in relations to the Director of Operations, to follow up and update the Council on the status of seeking external funding for the purchase of items in the priority plan, which requires an excavator loader backhoe is closed. The Official Manager said that, from his understanding, we have to look for funding and that from his chat with Susan, the Grant Manager, an alternative grant is coming up, and we could apply for that funding. All this is part of the fleet review, including obtaining natural disaster funding. The CEO acknowledged that this is an operational matter, so it should be removed from the items register and handled in ELT. **This is closed.**

2. Issue of Staff housing: the Director of Corporate Services said the staff housing policy has been reviewed by ELT. Email was sent to each staff requiring them to start making part of their contribution. As a result, some concerns were raised, and the issue was further reviewed by ELT. **This is closed.**

3. The CEO noted that the Council has removed four houses from the portfolio in the last couple of months and that another two are being considered for removal. This is within the Tennant Creek area. He said that reviewing all our accommodations in each remote location is an ongoing process but more operational which the ELT is already looking at. The CEO suggested closing this item from the Council item register and handling it as an operational matter **& is closed.**

4. The Elliot land item of the four blocks of land was closed from the item register as a new plan regarding a proposal for the Council to rehabilitate that site and build on it is coming in the October meeting. BRC is currently considering a grant that could be applied for through the regional development fund. The Official Manager said that it is up to fifteen million. BRC would be able to provide the community with a new library, an arts precinct or arts shop, and some office space for social services, such as legal aid. The Official Manager guided us to understand that this is a new action to be added to the LA action list and that we should prepare for community consultation.
The CEO said that he was working with architects to draft and design something that we'll then present to the LA. However, it will be community-run rather than run by an organisation or private company. **This matter is closed.**

5. The CEO is to review the audit risk committee and finance risk committee and advise the Council. The CEO will follow up with the finance director and advise the Council on an internal audit and progress with the procurement audit process will be carried out. Note that the internal Audit is currently underway.
The CEO requested Sunil, the Acting CFO, to speak to the internal Audit issue. Sunil informed the Council that we are in the process of conducting an internal audit. Auditors are working, and we are asking for the draft report by 6 September.
The Official Manager responded that he is aware that Auditors are doing the annual financial audit review. However, he is specifically referring to the audit and risk committee recommendation. It is different from the annual audit process. The Audit Committee wanted an internal audit of all procurements to assess whether they met the requirements of the Act. It is my understanding of this particular note. When is that happening?
This came as an action out of the audit risk committee and should be in the audit risk committee action register, so that was my understanding. Romeo suggested back in the 20 May meeting that this would be for the second half of 2025, which my guess means January. The Official Manager said that he does not support the January 2025 date. Based on the investigators' report, I think that the procurement process audit, as recommended by the committee, must happen sooner. **This matter is ongoing.**

6. Regarding the Policies review, the Official Manager said that Murray's team and the consultant should focus on the policies first, ensure that we understand the intent behind the policies and the legislative requirements, and then work through the procedures and processes from there. He said that looking at policies that are already being used by other councils can save a great deal as he is not a supporter of trying to reinvent the wheel.
Part of that should be the procurement process and policy, which will be subsequent to a procedure. However, it will need to be in consultation with the relevant areas, such as Sydney Island Finance, for procurement and potentially in infrastructure for the procurement processes.

7. The official Manager said that the audit risk committee recommendation is that the audit of past procurements needs to check things like whether the requirements in the Audit trail were being met. For example, were the quotations attached? Were the correct procedures and approvals followed?
8. The Official Manager asked whether the Council has someone tasked with quality assurance or an internal auditor who reviews purchases and all other business matters on a monthly basis, such as travel claims.
In reply, the CFO said that we have our senior accounts payable official who is controlling our purchase orders, like when the purchase order has been raised and approved by the approvals, and it goes for him to check whether all the documents have been fulfilled or not, and once he finds all those documents, then only he will release the purchase order to the suppliers.
9. The Official Manager informed the Council that funding for the \$50,000 has come through. We are just waiting to receive it and looking at our options for seed funding for the redevelopment of the animal management compound.
10. He further asked whether any progress has been made in putting together the Animal Management Advisory Committee. In response, the DCS informed the Council that the former Official Manager had already fully constituted AMAC and even held a couple of meetings.
We are putting it into two other items, Action 1, which is the establishment of an Animal Management Committee:
and then Action 2 the development of a plan process or a recommendation from officers how to proceed with the expenditure of the grant.
The CEO said he would work with the Director of Community Services as he has an idea of how we can progress with that, now that we've got the funding through.
The official Manager noted that this item has now been moved to the Director of Operations, as it previously was with community services. **ONGOING.**
11. On the Issue of Bylaws, the DCS informed the Council that the local laws officer prepared a draft, which then sat with the Director. They were supposed to be reviewed by ELT, but that did not happen. Is yet to be completed.
The Official Manager said that there's still more work required to bring them up to date, noting as these stand, they only apply to the town boundaries of Tennant Creek and not anywhere else in the Barkly Regional Council. 35. Official Manager Jeff MacLeod said he would like to see the dog one progress ASAP, as it is always topical. **Ongoing.**
12. On the Issue of using penalty points and moving away from dollar values, the DCS informed the Council that there was a move to penalty points in keeping with the guidelines set by the Attorney-General's department. The Official Manager noted that the dollar value of a penalty point is set by Treasury every year. They set it for the fiscal year. So that way, everyone would be aware. And that information also should be on our website as well. The DCS noted that fines are listed as points, fees in dollar value, noting that a point is worth \$181, on the website. **Closed.**
13. Regarding Purchase Orders, the Official Manager noted that these should be reported to the confidential meeting of the Council. The Council had the right to see that PO information, but within the confidential agenda. **Closed.**
14. The item listed as Brody to provide the Council with an update on the MOU is to remain in the action register. **Ongoing.**

15. The matter of Romeo to provide Council with an update on ANZ access be closed. **Closed.**

16. Rate Payers: the official Manager asked how many meetings there had been and how many ratepayers the Council had met with. The A/CFO clarified during this fiscal year or the last fiscal year? The A/CFO confirmed that for this fiscal year, there had not been any requests from ratepayers to date. He further informed Council that last year, 100 or 150 ratepayers visiting the office.

The Official Manager suggested that the Council turn this around and instead of waiting for the impacted ratepayers to talk to the Council, the Council needs to find a way to communicate with them. He said that we need to reach out to the long-term debtors and offer them an opportunity to come in and discuss it. He said that it may be that some of the ratepayers have a financial situation or something else and that is where a confidential discussion with them is important, not public discussion. The CFO informed the Council that there had been a back-and-forth email conversation with one overdue ratepayer.

The Official Manager said that while he is aware of those cases, emails are the worst form of communication. He would like to see ratepayers offered an opportunity to come in and discuss their matters or for the Council to make an effort to get to those ratepayers.

Closed.

17. The following items have been completed and recommended for closing from action register:

The one on page 72 is for the Director of Corporate Services to amend page 37 of the annual regional plan. It has been completed.

Director of Corporate Services to amend the Civic Hall IPs, which is complete and its now on the website.

Publish the budget and the regional plan on the website, which is complete.

With respect to the rates declaration, the higher fees matter has been sorted out. **Closed.**

18. Action required:

Finance to present to Council with details showing how many ratepayers are overdue, not names, but tell us how many ratepayers are in debt. This is required to be presented at the next meeting, along with the number of overdue ratepayers. Once received, the Council will consider what action they should take. **Closed.**

19. Note that the regional plan is printed with the fees and charges. It is accurate on the day it is printed. The Official Manager said that if, for whatever reason, we have authority under the Act to change fees during the course of the year, we need to advertise that for some time on our page to inform constituents. It is about bringing the constituents along with us. So, if we have a rate fee increase for whatever reason, we should communicate to the constituents that there has been a change in the fee charge in the financial year. **Closed.**

ITEM NUMBER: 10.2

TITLE: Correspondence Report

EXECUTIVE SUMMARY

This report provides Councillors with an update on correspondence received and sent by the Mayor in the period following the past Council meeting.

Resolution:

That Council notes the correspondence received and sent.

RESOLVED

Moved: Jeff MacLeod

Seconded: Jeff MacLeod

{carried--unan}

Resolved OMC-24/217

NOTES

1. Office of the Independent Investigator:

The CEO informed council that there was request for all the personal records from ICAC officers. The Director of Corporate Services has already commenced that work, and the Council has sent some details to ICAC. It is a non-mandatory report. However, we are going to submit ours due to Barkly Regional Council and its current situation.

The CEO further noted that it appropriate to be open, honest, and transparent. This process is commencing with the executive leadership team, reviewing their information and sending it back to ICAC. Subsequently there is a larger piece of work required to go through all the personnel accreditation or requirements, such as any trade, certificates, any HR, MR type machinery tickets, etc. This is currently in progress. In communication with ICAC, they agreed that the information may be collected by Council and for the Council to inform Council of any irregularities.

The official Manager noted that what the commissioner wants to see is if a position description requires a particular qualification to do the job, and this is what needs to be provided. There could on occasions be an extenuating circumstance where the Council has considered someone's experience rather than formal credentials, but that would need to be noted when the engagement of that person takes place.

He said that if we say on our position descriptions and the commissioner is right in what he is requesting, if we say this is required, then that is required. It could be that someone is working towards getting that qualification or something else like that, but they would have to show consistency in progressing with such courses.

BRC actually needs to look at the position descriptions to make sure these are correct.

What is the mandatory requirement for this job? If you are applying for a mechanics job, you must have a trade certificate to present to Council.

2. Second correspondence

From the CEO to the Assistant Minister for Regional Development, the Hon Senator Anthony Chisholm, and Minister Hugo regarding Barkly Regional Council ceasing the auspice arrangement to the Barkly Regional Deal. This will be added to the register as outgoing correspondence.

The official Manager queried what date that letter went. In reply, the CEO confirmed that the letter was dated 20th August 2024, and it was sent by email a couple of days afterwards, around 25th

August 25th, but would need to double-check that.

3. The Official Manager noted that the team would need to ensure that any correspondence sent or received by the Council needs to be in the Correspondence Register, and then refer to it in reports.
4. The Official Manager stated that his understanding is that when writing to ministers, the Principal Member's signature should be on it. CEOs write to department heads and things like that as a protocol.

11 OFFICIAL MANAGER AND CEO'S REPORT

ITEM NUMBER: 11.1

TITLE: Official Manager's Report

EXECUTIVE SUMMARY

This report forms the Official Manager's report for the month of August.

Resolution

That Council receives the Official Manager's Report for the months of August 2024.

RESOLVED

Moved: Jeff MacLeod

Seconded: Jeff MacLeod

{carried-unan}

Resolved OMC-24/218

NOTE

The Official Manager informed the Council that, together with the CEO, they have liaised with key stakeholders regarding the current auspice arrangements for the Barkly Backbone Team.

He noted that a letter, on behalf of BRC, was sent to the Government partners on 22nd August 2024, outlining that Barkly Regional Council will cease administrative support to the Backbone Team on 27th June 2025. He stated that the BBT has been made aware of this time frame and has tabled it at the next BRD GT meeting scheduled for 5 September 2024.

The Official Manager noted that the CEO's leave dates are from 6th September – 26th September. The Director of Corporate Services will act as acting CEO during the CEO's absence.

The limited collection of Indigenous Artwork displayed throughout BRC's head office and/or the Mayor's office, was noted, which is designed for representational duties with relevant dignitaries.

ITEM NUMBER: 11.2

TITLE: CEO's Report

EXECUTIVE SUMMARY

This report details organisational updates and the meetings attended by CEO – Chris Kelly from 22nd July 2024.

Resolution

That Council receives the CEO's Report for the months of August and:

1. **Notes the letter to BRD partners outlining Barkly Regional Council ceasing administrative support to the Backbone Team on the 27th of June 2025.**
2. **Accepts and approves Councils submission to for funding to the RPPP.**
3. **Accepts and approves the Delegations Manual for implementation.**
4. **Notes key personnel leave and the CEO's succession plan to ensure business continuity.**
5. **Approval lease for new rental property.**
6. **Approval for local indigenous artwork for BRC Head Office.**
7. **Approve and accept signed agreements into the Common Seal register.**

RESOLVED

Moved: Jeff MacLeod

Seconded: Jeff MacLeod

{carried-unan}

Resolved OMC-24/219

NOTE

1. The CEO informed the Council that, together with the Official Manager, they liaised with key stakeholders regarding the current auspice arrangements for the BBT. On August 22, 2024, a letter on behalf of BRC was sent to the Government partners, outlining how Barkly Regional Council will cease administrative support to the Backbone Team on June 27, 2025.
2. He said that the BBT has been made aware of this time frame and has tabled it at the next BRD GT meeting, scheduled for September 5; he also informed Council that he has been liaising with key stakeholders to develop a submission for funding from the Regional Precincts and Partnerships Program. This has received considerable support from key entities and will be submitted pending Council's endorsement and formalisation of a partnership arrangement.
3. He informed the Council that he had reviewed the current Delegations Manual and

streamlined it to ensure clarity of delegations at all levels. This model is currently being used at several other Regional Councils and supports best practices for Barkly Regional Council.

He noted that the Delegations Manual for Implementation includes the recent conversation with the Official Manager, which incorporates delegation to LA so that they can approve their projects within budgets without waiting for the Council. The CEO informed the Council that officers would work on the LA project policy that operationalises delegation.

4. The CEO informed the Council that his leave dates are 6th September to 26th September with Murray Davies, Director of Corporate Services, as the acting CEO during that time. Noted that the CFO is currently on leave dates, 12th August to 11th November. The Management Accountant, Sunil Neupane is Acting/CFO.
5. The Director of Operations will be participating in a cross-border exercise between QLD and NT, in Mount Isa between 27th to 29th August 2024. A/Director of Operations during that time will be the Regional Manager North – Kelly White.

12 OFFICERS' REPORTS

ITEM NUMBER:

TITLE: Financial Report for the period ended 31st July 2024

EXECUTIVE SUMMARY

The report summaries the Finance Directorate activities for the period ended 31st July 2024.

Resolution

That the Council receives and notes the report entitled “Financial Report for the period ended 31st July 2024”.

RESOLVED

Moved: Jeff MacLeod

Seconded: Jeff MacLeod

{carried-unan}

Resolved OMC-24/220

NOTE

1. The acting CFO, Sunil Neupane, presented the finance report for the year ended 31st July 2024. He noted according to local government regulation 2021, division seven, the Council should report the actual income and expenditures each month.
2. He said that the recently adopted budget includes:

- detail of all cash and investments held by the Council,
 - a statement of trade debtors, and
 - a statement of trade creditors.
 - the Council's payment and reporting obligations for GST, S&T, POG, and superannuation.
3. He informed the Council that Council payments related to tax, superannuation and GST, which are all up to date until 31st July 2024.
 4. The finance team is finalising the equities and audited finance report and is communicating with the external auditor to finalise the audit report and equities. In the month of July, BRC received around \$3.2 million grants in total. He noted that in July, the Council received about 3.2 million in grants, and there were other commercial incomes, fees, and charges, for a total income of 3.3 million.
 5. BRC had a total expenditure of 2.01 million, excluding depreciation, which leads to a \$1.06 million operating surplus, including the depreciation expenses. From this \$2.01 million, the major expenses were employee costs, which cover about \$1.3 million. Material and contract expenses were around \$600,000.
 6. The Official Manager requested explanations as to why BRC has already almost overspent on employee expenses in just the first month of the year. In reply, the CFO said that the total budget for employee expenses is 1.4 million of which \$1.3 million was spent, so not over budget. The only thing that BRC is currently over on is the community and LA allowances.
 7. Our current assets are around \$8.8 million, and our current liabilities \$5.3 million.
 8. There are debtors with outstanding balances greater than 90 days, equivalent to \$330,000. These will be referred to a debt collection agency.
 9. Regarding trade creditors, most invoices are paid within 30 days with only a small percentage there, 2% over the 30 days.
 10. The CEO said the Director of Corporate Services will discuss issues that will be brought to the ELT moving forward: annual leave, long service leave, TOIL, etc. We can start managing that a little more closely to reduce the Council's liability.
 11. The official Manager asked whether Council has a process that staff may be paid out their long service leave after seven years of service. This would be matter for the EBA.
 12. The official Manager said that though we do not currently have a council or elected members' allowances, we have to have those provided in the budget. The CFO replied that we are going to put under one hundred Barkly region.
The CEO said that his understanding was that it was in the Corporate Services budget.
 13. DCS informed the Council that the Corporate Services budget has accounted for running of the Council.
 14. A/CFO informed the Council that the Council purchased new bins council for every community. The official Manager asked whether new bins are always included in the annual waste charges. There is a component for bin replacement.
If new bins are required outside of that cycle, the appropriate charge will be for the

replacement bin. The Official Manager asked for a clear explanation of the process the council officers based on to replace the bins for the whole community and where the funds came from, whether replacement of bins for the whole community was in budget of say every 2 years and that is the funds that was used. In reply, the ACFO said that Housing asked finance to pay for the bin replacement, take photos of the bins, and submit them there. Housing was going to, or DIPL would pay us for those bins. The official Manager said that it was the first time he had heard about this situation. He further asked when this bin issue happened.

In reply, the A/CFO said that bins were replaced sometime in 2023 and that Heather, the Area Manager, and Barry Natrass, the then Acting Director of Operations and Community, managed the entire process.

The Official Manager said he was concerned about the bin replacement council budget as it was not budgeted for. Bin replacement has to be within budget, and it would be in your capital replacement budget or your maintenance capital maintenance budget.

The official Manager asked to see the paperwork to confirm that DIPL had agreed to refund the money the Council used to replace the bin for the whole region.

He said that we need to consider this in our budgeting process. BRC only needs to replace a bin if it needs replacing. You do not replace it for the sake of replacing it. You have new lids, new pins, and new wheels. You do a maintenance program on them. Through that whole bin replacement program, we allowed 10% of all bin assets for maintenance. And that comes out of your maintenance budget.

Each community should have a maintenance budget for lids, pins, and wheels.

The official Manager requested that the Council be provided with the full report about which community we have charged in the next council meeting.

15. ACTION: The official Manager further said that the Council must ensure that someone looks at all our power bills and properties. The A/CFO, in reply, said that whatever bills we receive for each community, we are sending to the program manager.

The meeting paused for a lunch break at 12:00 pm

Meeting resumed at 12:20pm.

ITEM NUMBER: 12.2

TITLE: Community Services Report

EXECUTIVE SUMMARY

This is the Community Services Directorate report with an update on current Community Care (Aged care), Community Safety (Night Patrol and Safe housing) and Youth services departments since the last council meeting.

Resolution:

That Council receives and accepts the Community Services Directorate report.

RESOLVED

Moved: Jeff MacLeod

Seconded: Jeff MacLeod

{carried-unan}

Resolved OMC-24/221

NOTES

1. The report was presented by Sagar Chard - the Acting Community Services Director.
2. He said that moving forward, as directed by the CEO, Chris Kelly, the community services report will focus on service delivery, which will be the major focus for the next OCM.
3. Sagar informed the Council that there are five different Age centres, operating pretty well now.
4. He reported that on 18th July, Community Services conducted the night market where there were various stalls, each unit offering information stalls, with flyers with the details of the services that BRC provides and that we can offer to the community.
5. Sagar also informed the council that the community has a lot of miscommunication and misinformation. For example, if they see AHK, they will think that any older person can get the service through AHK, which is incorrect. There are different procedures, which has been explained to the area managers, so they will have the proper knowledge.
6. Sagar that they have the IEI funding, particularly dedicated to paying wages and

training Indigenous staff.

7. Sagar identified a challenge around staff shortages with some resignations. Some of our staff last reported to work a while ago, some due to ceremonies in the community, while others do not appear at work. There are still vacancies, but we are trying to fill them. Our concern is that there are vacancies that we are trying to fill as well.
8. Sagar noted that beginning this month, Safe House services have moved under Community Safety. We have been providing support night patrol services to ten different communities and safe housing to two different communities.
9. A major highlight and achievement were that night patrol assisted in celebrating the 40th anniversary of Canteen Creek Corporation, Aboriginal Corporation. They will assist with some of the sports carnivals, which will be ongoing from next month in As and Alpara. The official manager said that his only concern is that it is a risk to the council when it operates where the council does not have a footprint. From the organisation's risk management perspective, the official manager asked whether they had considered getting a satellite connection, as that would help council teams regarding safety. He tasked the Director of Community Services with considering the issue from a risk mitigation perspective.
10. The Acting Director further said another major challenge and issue is that when training is organized within the community, many of our community staff need to attend that training. We are encouraging many of our staff to attend the training. The regional manager and corporate services are working on getting all the checks, including the children's check, up to date. Everyone must have that Ochre card as it is of our agreement with NIAA.

The meeting posed for a break at 1:28pm
Meeting recommenced at 1.35pm

ITEM NUMBER: 12.3

TITLE: Ali Curung (Alekerange) lease and licence renewal

EXECUTIVE SUMMARY

Barkly Regional Council occupies a number of buildings at Alekerange, providing services to the communities there. Our current leases/licenses expired 30th June 2024.

Corporate has been in conversation with Central Land Council over the past number of months to successfully obtain renewal terms of these leases/licenses.

Resolution

That Council:

- **notes and receives this report**
- **determines to renew/execute the lease and licence, noting that two sites remain under discussion**
- **and affixes its Common Seal thereto as required.**

RESOLVED

Moved: Jeff MacLeod

Seconded: Jeff MacLeod

{carried-unan}

Resolved OMC-24/222

NOTES

The official Manager said that there should be three copies of leases: one for us, one for the Land Trust, and one for CLC Records. There should also be three copies of all leases and licences. DCS said he would reprint and have them executed this afternoon or Thursday.

ITEM NUMBER: 12.4

TITLE: Corporate Services Directorate Report

EXECUTIVE SUMMARY

This report briefs and informs the Council regarding critical projects and matters relevant to the Corporate Services Directorate, specifically and its interaction with the whole of BRC.

Resolution:

That Council receives and notes the August report for the Corporate Services Directorate.

RESOLVED

Moved: Jeff MacLeod

Seconded: Jeff MacLeod

{carried-unan}

Resolved OMC-24/223

NOTES

1. The Director of Corporate Services informed the Council that he is in conversation with external parties to conduct an audit of BRC's policies, conduct a staff survey, and begin work on the new Enterprise Bargainers Agreement.
2. Within Work Health and Safety, we have addressed some organisational risks. Finally, regarding governance, BRC is complying with the voluntary ICAC order.
3. The IT report for the month on page 207 is attached after that.
The Director noted that the most important thing happening in the IT world is that Council Biz is closing. Management of BRC's IT services is coming in-house. Corporate is formulating an ICT strategy plan including taking out cyber security insurance for the first time as that used to be covered by Council BIZ.
Multi-factor authentication is also being introduced. Once implemented, you will now be logging in using your password and MFA.
4. The Intune deployment is basically finished. There is the odd one or two laptops that were not converted and we are doing those manually. At Elliott, we have updated the age care alarm has been updated because on the 31st of August, 3G is meant to be turned off in the country. So that is now on 4G instead, and we put a star link on the safe house. We are working on CCTV cameras in various locations, including aged care, and collaborating with community services.

5. The Official Manager said that Tennant Creek Works Depot had a lot of black spots. Today, the police were relying on everyone else, having CTV cameras around.
6. The DCS said the org chart has been reviewed, and Emily is putting numbers on the org charts, positional numbers, and then it will be ready, perhaps for the October meeting, not September. We were going to present that in September.

ITEM NUMBER: 12.5

TITLE: Unapproved minutes of recent ARC meeting

EXECUTIVE SUMMARY

The Audit and Risk Committee most recently met on 8th August 2024.

Attached is the draft, unconfirmed minutes, for information of the Council.

Resolution

That Council notes the draft, unconfirmed minutes of the recent ARC meeting.

RESOLVED

Moved: Jeff MacLeod

Seconded: Jeff MacLeod

{carried-unan}

Resolved OMC-24/224

NOTES

1. Official Manager asked whether the chair of the audit committee had seen these minutes? Yes, all the members have the minutes. Has the chair said that they are a good record? No, the chair has not commented. They've only been sent and he hasn't commented yet.

ITEM NUMBER: 12.6

TITLE: Common Seal Register Report

EXECUTIVE SUMMARY

The Common Seal Register is two years out of date.

The Common Seal is most frequently affixed to funding documents, leases and other legal documents. Corporate will collaborate with the Office of the CEO and our Grants Manger to remedy this historical oversight.

Resolution

That Council

- **notes the planned remedial action to rectify the register.**

RESOLVED

Moved: Jeff MacLeod

Seconded: Jeff MacLeod

{carried-unan}

Resolved OMC-24/225

1. The Official Manager said that the common seal register needs to be updated to capture all the documents that has been recently had the common seal applied on them.
2. He also said that the current register does not capture some vital information. He suggested that the register needs to record the organisation that council is entering into an agreement with, the name of the program, name of the grant, name of the lease, whatever it should be there.
3. He also said that the seal report needs to become part of the standing items reports and include the front covers and signature page.

ITEM NUMBER: 12.7

TITLE: Infrastructure and Fleet Directorate Report

EXECUTIVE SUMMARY

The Infrastructure and Fleet Directorate provides this report to appraise and inform the Council of recent projects, developments and scoping across the directorate.

Resolution

That Council notes and accepts the Infrastructure and Fleet Directorate's report.

RESOLVED

Moved: Jeff MacLeod

Seconded: Jeff MacLeod

{carried-unan}

Resolved OMC-24/226

NOTES

1. The report was presented by the Director of Infrastructure and Fleet, Surya.
2. He informed the council that they are planning to do an audit across all fleet assets in each community to determine the state of the plant and equipment and their usability, such as what is actually required and what is not and compile a register. This needs to be cross-referenced with what is on Finance's records.
He informed the Council that records show that there are assets that have not been taken off the asset register yet have been disposed of or written off. Some redundant plant was auctioned last year.
3. The Official Manager said that under LA legislation, we are not supposed to be doing any work for which we do not have a license or a lease. The LA's funds are not supposed to be paid where we do not have a license or a lease. This was in respect to a request to provide remediation of some graves. This project is to be referred to the LA to clearly understand whether the council has a lease on the land, the pastorals, or another organisation. The Official Manager said there is a need to explain to LA that they need to go back to CLC and discuss the lease issue; otherwise, the LA cannot spend their money there because it is separate from the LA area as the LA area is mainly the township.
Under the guideline, leases or licenses cannot be held in restricted land. So, that is also worth checking before getting a license or lease.

The official manager said he would ask all directors about things like that when these projects come up, which should be identified. Nothing is worse than saying we can do something and then we go back and say we cannot. We should be saying at the beginning no, we cannot do that.

4. The Wi-Fi project.

The Official Manager said that he wants the library Wi-Fi installation first as a priority. Then, the other projects, such as the like swimming pool, and Civic Centre.

ITEM NUMBER: 12.8

TITLE: Operations and Commercial Services Directorate Report

EXECUTIVE SUMMARY

This report outlines the activities of the Operations and Commercial Services Directorate in the areas of Local Government service delivery as well as the performance of contractual Commercial Services.

Resolution

That Council noted and accepted the Operations Services Directorate Report

RESOLVED

Moved: Jeff MacLeod

Seconded: Jeff MacLeod

{carried-unan}

Resolved OMC-24/227

1. The report was presented by the Acting Director - Kelly White.
2. He informed the Council that municipal services' main challenge is a shortage of workers. He appreciated HR's recent assistance with recruitment and has seen three additional staff members, including one female, added to the municipal team.
3. Kelly said that the community is giving positive feedback following the municipal team's hard work to remove graffiti at Lake Mary Ann. The Council received graffiti complaints as a result of community feedback via the Snap Send app, which Council acted upon.
4. He said the team plans to restart community consultation on the location of water bubblers and the dog park within Tennant Creek and report back to the Tennant Creek LA next week. The Official Manager said Tennant Creek LA should have a report for the dog park and similar actions because that is one of their actions. The A/Director said he would be getting that report today.

5. On issues of community roads, Kelly noted that the Infrastructure Director has finalised the aerial mapping of roads under council responsibility. Street light audit will soon commence in conjunction with the Infrastructure Directorate.
6. The official manager asked whether the street sweeper had been sent for use in Elliot, as the Elliott Local Authority had requested. In reply, the A/director said they are commencing in Elliot on 2nd September.
The official manager asked what had been happening in Elliot regarding sweeping when the street sweeper was unavailable.
In reply, the Acting director said that the council team was doing the street sweeping, utilizing the available equipment.
7. Waste rubbish collection continued during the reporting period, with no service interruptions or mechanical issues related to the waste collection plant. Two household rubbish bins were issued to rate priorities during the reporting period.
8. Landfill, the Tennant Creek Landfill site has undergone an extensive transformation through the diligence and hard work of the operation infrastructure directorates. The recent positive injection and report from the Environmental Protection Agency, Northern Territory, conducted on August 20th, highlighted the work on site to achieve compliance, and the Council got a tick of approval.
EPA NT made a special note of a new tip shop located at the landfill, employing the current waste management principles to increase reuse and recycling. Council has recently engaged with LGANT to reestablish industrial partnership and access to potential avenues of funding to address waste management.
The Council is proud to have signed up for the mobile muster program, which will provide a collection point at all BRC offices for collecting, disposing of, and transporting old mobile phones to recycling centres nationally. Protection points and signs will be offered in the offices soon.
SIMS metals are now based at the Tennant Creek Landfill, crushing, cubing and floating all vehicles and scrap metals from across the Barkly.
9. The local authority's disability pool hoist has now been transported to the pool and is awaiting installation.
Fetch Dog Park is also awaiting a local authority meeting. Water bubbles are also waiting for authority meetings.
10. Local laws, animal welfare, companion animal officer, NIA 330 jobs trial has commenced. Companion animal outreach, eight PTE positions have now been filled. Aggressive dog handling workshops were delivered by Steve Austin on 19th August and the community education session conducted on 20th August. Companion animal officers will soon commence a Barkly animal audit in order to capture the quality and condition of domestic animals within Barkly Region to better target the veterinary services and treatment.
Veterinary services preparations have commenced for the next remote veterinary service visit to the Barkley communities. Vet mob, formerly Canberra mob.
11. Bushfire management is currently liaising with Bushfire NT.
12. Ongoing staff absence have been challenging throughout the reporting period. Waste, rubbish runs continually twice a week and including Imangarra. Landfill of the site is being operated according to the current guidelines.

13 GENERAL BUSINESS AS RAISED AT ITEM 7.1

14 CLOSURE TO THE PUBLIC FOR DISCUSSION OF CONFIDENTIAL ITEMS

ITEM NUMBER: 14.1

TITLE: Closure to the Public for Review of Confidential minutes

EXECUTIVE SUMMARY

Pursuant to section 99(2) of the *Local Government Act 2019* and clauses 51 and 52 of the *Local Government (General) Regulations 2021*, the meeting is to be closed to the public to consider confidential matters.

Resolution

That Council approves the closure of the meeting to the public as confidential items are about to be discussed. The meeting is closed in accordance with clause 51(1)(c)(iv) of the *Local Government (General) Regulations 2021* as the matters to be discussed include information that, if publicly disclosed, would be likely to prejudice the interests of the council or some other person.

RESOLVED

Moved: Jeff MacLeod

Seconded: Jeff MacLeod

{carried-unan}

Resolved OMC-24/228

ITEM 14.2
NUMBER:

TITLE: Action Register

REASONS FOR CONFIDENTIALITY

Status 51(1)(a) - This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(a) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

Status 51(1)(c)(ii) - This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(ii) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to: prejudice the maintenance or administration of the law.

Resolution

That Council noted the confidential items register presented to the council meeting.

RESOLVED

Moved: Jeff MacLeod

Seconded: Jeff MacLeod

{carried-unan}

Resolved OMC-24/229

15 RE-ADMITTANCE OF THE PUBLIC

Resolution

That pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 50(1) of the Local Government (General) Regulations 2021 the meeting be re-opened to the public at 3PM.

RESOLVED

Moved: Jeff MacLeod

Seconded: Jeff MacLeod

{carried-unan}

Resolved OMC-24/230

16 DATE OF NEXT MEETING

The next OCM is scheduled for 30th September 2024.

17 MEETING CLOSURE

The meeting concluded at 3:8pm.

This page and the preceding 336 pages are the minutes of the meeting of the Ordinary Council Meeting held on 29 August 2024 and are unconfirmed.

Official Manager – Jeff MacLeod