

# BARKLY REGIONAL COUNCIL



## **AGENDA ORDINARY COUNCIL MEETING**

**Friday 23 February 2024**

Barkly Regional Council's Ordinary Council Meeting will be held  
in Council Chambers, 41 Peko Road, Tennant Creek  
on Friday 23 February 2024 at 8:30 am.

**Ian Bodill**

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.**





## ACKNOWLEDGEMENT TO COUNTRY

We acknowledge the Traditional Owners of 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.

## 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. 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

## Table of Contents

1	Opening and Attendance .....	6
1.1	Elected Members Present.....	6
1.2	Staff Members Present .....	6
1.3	Visitors Present .....	6
1.4	Apologies and Leave of Absence .....	6
1.6	Review of Disclosure of Interest .....	6
2	Confirmation of previous Minutes .....	6
3	Actions from previous Minutes .....	13
4	Addressing the Meeting .....	13
5	Official Manager's Report.....	13
6	Chief Executive Officers Reports .....	13
6.1	Reviewed Vehicle Use Policy .....	13
6.2	NT Remuneration Tribunal Report.....	24
6.3	Governance Tab Proposed Changes .....	40
6.4	CEO REPORT.....	46
6.5	Regional Advisory Committee Terms of Reference. ....	50
7	Chief Finance Officer Reports.....	56
7.1	Finance Directorate Report.....	56
8	Corporate Services Directorate Reports.....	90
8.1	Grants Report .....	90
8.2	ICT Report .....	96
8.3	HR report: Workforce Profile Report.....	110
9	Community Development Directorate Reports .....	115

9.1	Children Specialist DFSV worker position for Safe Houses .....	115
9.2	Community Development Council Report .....	121
9.3	Animal Management Advisory Committee Terms of Reference .....	129
10	Tennant Creek Directorate Reports .....	135
10.1	Tennant Creek Project's Report .....	135
10.2	Tennant Creek Directorate Report .....	137
10.3	Tennant Creek Directorate- Mary Anne Dam Report .....	138
10.4	Tennant Creek Directorate - Library Report .....	205
11	Operations Directorate Reports .....	220
11.1	Ali Curung - LA Minutes and Action Tracker .....	220
11.2	Plant and Machinery Report .....	245
12	Committee Reports .....	246
13	General Business .....	246
14	Correspondence .....	246
14.1	Correspondence register .....	246
15	Decision to move into Confidential Session .....	259
16	Next Meeting and Meeting Close .....	260

## 1 OPENING AND ATTENDANCE

- 1.1 Elected Members Present
- 1.2 Staff Members Present
- 1.3 Visitors Present
- 1.4 Apologies and Leave of Absence
- 1.6 Review of Disclosure of Interest

## 2 CONFIRMATION OF PREVIOUS MINUTES

### Confirmation of previous Minutes

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#### 2.1 Confirmation of Previous Minutes

**Reference** <Enter Ref here>  
**Author** Emmanuel Okumu (Governance Manager)

#### RECOMMENDATION

That Council receives and confirms the minutes from the Special Meeting of Council held on 06 February 2024 as true and accurate.

#### **ATTACHMENTS:**

1. Special Meeting of Council 6\_ F e D Sap CA Ne Uujg 86 m Kxuzg v 66 [2.1.1 - 6 pages]



## MINUTES SPECIAL COUNCIL MEETING

The meeting of the Special Council Meeting of the Barkly Regional Council was held in Council Chambers, 41 Peko Road, Tennant Creek on Tuesday 6 February 2024 at 12:30 pm.

**Ian Bodill**

Chief Executive Officer

### OUR VISION

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### The Way We Will Work

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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.

Special Council Meeting 6 February 2024



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

## **1 OPENING AND ATTENDANCE**

Meeting commenced at 12:30pm with Official Manager Peter Holt as Chair

### **1.1 Elected Members Present**

- Peter Holt - Official Manager

### **1.2 Staff Members Present**

- Ian Bodill – Chief Executive Officer
- Murray Davies – Director Corporate Services
- Gillian Molloy – Director of Community Development
- Ryan Francis – Acting Director of Tennant Creek
- Brody Moore – Director of Operations and Remote Communities
- Emmanuel Okumu – Governance Manager
- Romeo Mutsago – Chief Financial Officer
- Sunil - Accountant
- Faye Jennings – Executive Manager (Minute Taker)

### **1.3 Visitors Present**

NIL

### **1.4 Apologies and Leave of Absence**

NIL

### **1.5 Disclosure of Interest**

Nil

### **1.6 Review of Disclosure of Interest**

NIL

## **2 CONFIRMATION OF PREVIOUS MINUTES**

### **Confirmation of previous Minutes**

#### **2.1 Confirmation of previous minutes**

#### **MOTION**



Special Council Meeting 6 February 2024



That Council receives and confirms the minutes from the Ordinary Council Meeting held on 26 October 2023, 07 December 2023, and 11 January 2024 and the Special Meeting of Council held on 13 November 2023 as true and accurate.

**RESOLVED**

**Moved: Peter Holt**

**Seconded and Carried: Peter Holt**

**CARRIED UNANIMOUSLY**

*Resolved SCM-24/20*

### 3 ACTIONS FROM PREVIOUS MINUTES

*Nil*

### 4 ADDRESSING THE MEETING

*Nil*

### 5 OFFICIAL MANAGER'S REPORT

*Nil*

### 6 CHIEF EXECUTIVE OFFICERS REPORTS

## Chief Executive Officers Reports

#### 6.1 Animal Management Advisory Committee Membership

**MOTION**

That Council resolves to appoint the following persons, pursuant to s 82(2) of the Act, as members of the Animal Management Advisory Community (AMAC)

Ian Bodill – BRC Chief Executive Officer

Peter Holt – BRC Official Manager BRC

Dean Pollock – BRC Local Laws Manager

Louise Beilby – DCMC

Bob Bagnall – LA Member Elliot

Sharen Lake – Councillor

Dr Dian Rayment – Board Member – Australia Institute of Animal management

Dr Brooke Rankmore – Animal Managmenet in rural and remote indigenous communities

Dr David Hall – Barkly Vet Practice

Special Council Meeting 6 February 2024



Jacqueline Hingston Warumungu TO  
Elliot Mc Adam – Councillor  
Gillian Molloy – BRC Director of Community Development

**RESOLVED**

**Moved: Peter Holt**

**Seconded and Carried: Peter Holt**

**CARRIED UNANIMOUSLY**

*Resolved SCM-24/21*

Gillian to update the AMAC terms of reference to reflect the specific purpose for which the committee is re-established. This include advising Council on animal management plan and animal management by-law.

## 7 CORPORATE SERVICES DIRECTORATE REPORTS

*Nil*

## 8 TENNANT CREEK DIRECTORATE REPORTS

*Nil*

## 9 COMMUNITY DEVELOPMENT DIRECTORATE REPORTS

*Nil*

## 10 OPERATIONS DIRECTORATE REPORTS

### Operations Directorate Reports

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#### 10.1 Operations Directorate Report

**MOTION**

That Council;

1. Receives and accepts previous Elliot Local Authority Minutes from;  
2<sup>nd</sup> March, 6<sup>th</sup> April, 4<sup>th</sup> May, 22<sup>nd</sup> June, 10<sup>th</sup> August, 7<sup>th</sup> September and 12<sup>th</sup> October 2023.
2. Accept and ratify the Elliot Local Authority Action Register
3. Approve / decline Actions from Elliot Local Authority meeting;
  - 3.1 - Purchase of ATV for Elliot – To assist in the delivery of Municipal Services
  - 3.2 - To seek funding for a shade structure and toilet facilities at the Elliot Cemetery

Special Council Meeting 6 February 2024



- 3.3 - To approve the use of BRC Projects Drone to complete aerial mapping of Elliot
- 3.4 - Approve and draft correspondence to Anyinginyi Health seeking an update on the proposed Elliot Sobering Up Shelter.
- 3.5 - Accepts and releases \$1000 of Elliot LA Funds to Elliot and Newcastle Waters Sport and Rec.

Association for the Anzac Day Barbeque.

- 4. Receives and accepts Elliot Local Authority Minutes – 11<sup>th</sup> January 2024

**RESOLVED**

**Moved: Peter Holt**

**Seconded and Carried: Peter Holt**

**CARRIED UNANIMOUSLY**

*Resolved SCM-24/22*

## 12 COMMITTEE REPORTS

*Nil*

## 13 GENERAL BUSINESS

*Nil*

## 14 CORRESPONDENCE

*Nil*

## 15 DECISION TO MOVE INTO CONFIDENTIAL SESSION

Members of the press and public be excluded from the meeting of the Closed Session and access to the correspondence and reports relating to the items considered during the course of the Closed Session be withheld. This action is taken in accordance with *Section 99(2) of the Local Government Act 2019* and *Regulation 51 of the Local Government (General) Regulations 2021* as the items listed to be discussed come within the following provisions: -

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;  
information about the personal circumstances of a resident or ratepayer;

information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person; or prejudice the maintenance or administration

Special Council Meeting 6 February 2024



of the law; or prejudice the security of the council, its members or staff; or subject to subregulation

(3) – prejudice the interests of the council or some other person; information subject to an obligation

of confidentiality at law, or in equity;

subject to subregulation (3) – information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest;

subject to subregulation (2) – information in relation to a complaint of a contravention of the code of conduct.

#### **MOTION**

**That Council move into Confidential Session**

#### **RESOLVED**

**Moved: Peter Holt**

**Seconded and Carried; Peter Holt**

#### **CARRIED UNANIMOUSLY**

*The meeting moved into confidential session at 12:50pm.*

### **15.1 Opening Trust Account**

#### **REASONS FOR CONFIDENTIALITY**

**Status 51(1)(c)(i)** - This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(i) 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: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

### **16 NEXT MEETING AND MEETING CLOSE**

The Next meeting will be on 23 February 2024. Meeting closed at 12.57pm.

### 3 ACTIONS FROM PREVIOUS MINUTES

### 4 ADDRESSING THE MEETING

*Nil*

### 5 MAYOR'S REPORT

*Nil*

### 6 CHIEF EXECUTIVE OFFICERS REPORTS

## Chief Executive Officers Reports

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### 6.1 Reviewed Vehicle Use Policy

**Reference** <Enter Ref here>  
**Author** Emmanuel Okumu (Governance Manager)

#### RECOMMENDATION

That Council

1. Notes and resolves to confirm the BRC Vehicle Use Policy; or
2. Suggests further changes to be made to the policy.

#### SUMMARY

The Barkly Regional Council Vehicle Use Policy has been reviewed to better manage the Council's business and to comply with legislative requirements. The Official Manager is requested to note the reviewed policy and resolve to confirm it as a Council Policy or suggest further changes that he would like made to the policy.

#### BACKGROUND

Under Council resolution number (OMC-24/75), the Official Manager resolved that the current BRC Vehicle Use Policy be reviewed and presented to the Council. The Policy review was carried out and is being presented to the Official Manager as per the resolution for confirmation or further direction.

#### ORGANISATIONAL RISK ASSESSMENT

Potential risks are minimised by having an up-to-date policy.

#### BUDGET IMPLICATION

NIL

## ISSUE/OPTIONS/CONSEQUENCES

The issue is that the previous Policy was due for review

## CONSULTATION & TIMING

NIL

## ATTACHMENTS:

1. BRC Vehicle Policy 2024 fini [6.1.1 - 9 pages]

## POLICY

TITLE:	Vehicle Use Policy		
DIRECTORATE:	Corporate		
ADOPTED BY:	Council		
DATE OF ADOPTION:	Date month 2024	DATE OF REVIEW:	Date Month 2024
POLICY NUMBER:	HR--		
LEGISLATIVE REF:	LG Act 2019 (S 167, 173(1), 173(2b), 173(3) 174(2) 174(3)(a)(ii)), and LG (General) Regulation 2021 Work Health & Safety (NUL) Act 2011		

### 1. INTRODUCTION

#### 1.1. Purpose

The purpose of this policy is to address the provision, usage, and conditions under which the Barkly Regional Council (BRC) vehicles are managed and operated.

#### 1.2. Scope

This policy applies to All users of vehicles owned or controlled by Barkly Regional Council (BRC).

BRC has a duty of care to take all reasonably practicable steps to protect the health and safety of its employees under Work Health and Safety legislation. This duty includes the provision of a safe working environment and includes the motor vehicles owned by BRC.

BRC Officers have an obligation under the WHS Legislation to ensure adequate training and supervision is available for BRC employees to safely carry out their duties and BRC workers and others must follow Council policies for safe work practices, including not creating a risk to their own safety or the safety of others in the workplace. This duty extends to the operation of a BRC owned motor vehicle.

#### 1.3. Definition

Approved drivers	BRC workers and others who are required to operate a BRC vehicle in performing their duties and must possess a valid Full recognised Australian driver's licence or have written CEO permission stating otherwise.
Authorised use	Restricted private use, and official council business use as provided for in this policy.
Council business use	Use required for BRC workers and others to necessarily fulfil their council employment duties.

Direct route	The shortest route (in terms of distance or travel time) between destinations and waypoints as required to perform BRC required duties.
CEO	Chief Executive Officer of Barkly Regional Council.
Commuter use	The use of a BRC vehicle between the workplace and the usual residence of the assignee.
Restricted private use	The use of a fully maintained BRC vehicle for both work and personal use within Northern Territory by the BRC worker or others except during periods of leave.
Unrestricted private use	The use of a fully maintained BRC vehicle for personal use outside the Northern Territory without the CEO approval or within the Northern Territory when the use breaches BRC Policy or Australian laws.
Logbook	Books used to record details of all trips undertaken including the driver's name, journey date, starting and ending odometer readings and purpose of the journey.
Fringe Benefit Tax (FBT)	Tax levied on benefits obtained by employees in respect of their employment.
Pool vehicles	Grouping of vehicles that may be used commonly by a group of staff, as defined by location or program.
Employment term	The terms and conditions as defined in the individual staff member's employment contract.

## 2. POLICY STATEMENT

BRC vehicles are a resource used to achieve effective and efficient operations of the BRC. Where the BRC seeks to provide an employee with the benefit of private use of a BRC vehicle, it should be undertaken where private use of the council vehicle forms part of their employment term or where the CEO has granted written permission stating the reason.

Example: Where the CEO has given assignment for a given period and it requires vehicle use.






### **2.1. Vehicle selection and assignment**

- a. Vehicle selection is based on BRC work requirements and cost benefit to the BRC and shall be at the discretion of the CEO. Vehicle colour or any other preference will not be granted to a council worker or elected member.
- b. A BRC vehicle is assigned to a council employee or elected member in accordance with the needs of the BRC and how those needs relate directly to their role. Such needs may necessitate a vehicle being assigned for a short-term or long-term period.
- c. To enable responsible use wherever the BRC vehicle is being driven or parked, all BRC vehicles must be labelled with the approved BRC logo.
- d. If a BRC staff member requires the use of a vehicle for a short-term period between 1 to 7 days, the staff member must submit a vehicle request form to the CEO or delegate seeking written approval. Once approved, the request is to be forwarded to the Operations Director for further action.
- e. Where a BRC staff member requires a council vehicle for a period greater than 7 days including private use that relates to BRC business, the staff member must submit a vehicle request form stating the reason for the extended request.
- f. Private use of BRC vehicles is a staff benefit and is governed by the terms of employment. In accordance with s167 of the Local Government Act (NT) 2019, the CEO has exclusive discretion to approve or not approve any request for long-term vehicle use.

### **2.2. Responsibilities**

- a. All BRC vehicles remain the property of the BRC. The Council is responsible for all registration, insurance, and third-party property insurance costs.
- b. BRC workers and others who use BRC vehicles are responsible for maintaining the proper cleanliness of the vehicle in their care. They are further responsible for ensuring that all scheduled servicing and necessary maintenance is undertaken at the appropriate time.
- c. BRC workers and others must refrain from willfully or recklessly misusing any BRC vehicle under their control. It is the responsibility of the authorized driver to ensure the safety and security of the said vehicle when in their possession and control, including conducting pre-travel safety checks.
- d. Any vehicle accidents or damage is to be reported via an Incident report form and forwarded to the appropriate teams: Corporate, WHS & Fleet as soon as practicable. Maintenance requirements are to be booked with the Fleet dept as and when due.

- 
- e. BRC vehicles must not be modified in any way by BRC employees or other persons using BRC owned vehicles. Due to the isolated nature of traveling within the Barkly Region and the NT generally, for safety reasons, BRC may install automatic vehicle location devices in BRC vehicles as determined by the BRC Fleet Manager.
  - f. Council workers and others who are required to operate BRC vehicles in performing their duties must possess a valid full Australian driver's licence.
  - g. Every council worker must provide a copy of their driver's licence to the Fleet Manager and Corporate to be placed in their personnel file and must sign a vehicle use policy as a condition of employment.
  - a. Drivers are required to undergo four-wheel drive (4WD) training arranged by their line supervisor before being authorised to drive a BRC 4WD vehicle. It is the responsibility of every supervisor signing a vehicle request form to ensure that they satisfy themselves that staff have been provided suitable 4WD training.
  - b. If at any time the licence of an approved driver expires, is revoked, or the driver is otherwise disqualified from driving, it is the driver's responsibility to inform their supervisor immediately. They must not drive a BRC vehicle until their licence is reinstated. A driver who fails to declare a licence expiry, revocation, or suspension to their supervisors and proceeds to drive BRC vehicles, will not only commit offences and will be subject to BRC's Disciplinary Policy and processes.

### **2.3. Authorised use**

- a. All drivers of BRC vehicles must ensure they exercise due diligence when driving a BRC vehicle. Drivers must observe all applicable laws, BRC policies, and the manufacturer's recommendations in the vehicle's user manual.
- b. Drivers need to be mindful that BRC vehicles have the approved BRC logo clearly displayed and that they represent the BRC whilst driving a BRC vehicle. They must not drive or otherwise operate a BRC vehicle in a manner that may damage the reputation and standing of BRC.
- c. Drivers must ensure that they complete all applicable paperwork, such as logbooks and prestart checks as required by the fleet department checklist before taking and when returning the vehicle after the authorised use period.
- d. Drivers must ensure that they comply with all applicable safety requirements and do not drive a BRC vehicle if they suspect the vehicle to be unsafe due to damage, lack of maintenance, or any other reason.
- e. Drivers must comply with BRC safety provisions and ensure that they have a working satellite telephone, adequate water on hand for the designated journey and meet all Work Health and Safety (WHS) vehicle requirements before commencing a journey to a remote area.
- f. It is the driver's responsibility to ensure that they inspect the car to confirm the presence of a First Aid Kit before driving the allocated vehicle.

## **2.4. Authorised private use of vehicles**

- a. A person who has private use of a BRC vehicle as part of their employment contract may use the allocated vehicle for reasonable and legal personal use within Northern Territory.
- b. The CEO may grant exceptional circumstances written permission allowing a person with a private vehicle use entitlement to drive the BRC vehicle interstate.
- c. Employees authorised to have private use of BRC vehicles are strictly prohibited from carrying alcohol in BRC vehicles.

Drivers must have zero alcohol and illicit drug levels during normal business hours and when “on-call” and private users (commuter or full private) must be within the legal limits.

Any conviction for Prescribed Concentration of Alcohol (PCA) or Prescribed Illicit Drug (PID) offences that occur in a BRC vehicle will result in disciplinary action.

- d. BRC vehicles are not permitted to compete in any car rally or competition or be used for any commercial purpose outside of the BRC operations.
- e. Only appropriate recreational use is permitted when employees have full private use of a 4WD vehicle. Proper off-road use can be defined as utilising the vehicle only where access is provided by either a marked track/trail (e.g. camping ground access, fire trail, dirt roads) or where vehicle access is expressly allowed. Where inappropriate private use of a 4WD results in damage to the vehicle, the employee using the vehicle will be responsible for all repair costs incurred.
- f. Except in an emergency, no driver is permitted to carry out any modifications to any BRC vehicles such as replacing BRC approved tyres with alternative supplies or removing anything that belongs to the vehicle unnecessarily.
- g. In the event of a breakdown or serious mechanical malfunction, the driver must return a BRC vehicle or immediately contact their manager and the fleet dept for appropriate arrangement to be made to safely return the vehicle to the BRC depot for the attention of BRC authorised mechanics.

## **2.5. Home Garaging of Vehicles**

- a. BRC workers and others who have authorised home garaging arrangements of a BRC vehicle, must only use it to commute between the employee's residence and the official place of work by the most direct route.
- b. While home garaging a BRC vehicle, the said vehicle is only to be driven by a BRC employee with a current Australian full driver's licence.

## **2.6. Pool Vehicles**

BRC vehicles that are not assigned to any specific person or department are to be used for vehicle pooling. The Fleet Manager, in consultation with the designated Director will manage all pool vehicles and follow the procedures and terms for requesting pool vehicles. This is at the absolute discretion of the CEO.

## **2.7. Fuel Cards**

- a. Fuel cards will be made available by the Finance Directorate as appropriate which must only be used to purchase fuel and / or vehicle engine oil.
- b. If a BRC employee has no choice but to make out-of-pocket payments for fuel, receipts are to be kept for reimbursement. Reimbursement should be claimed by submitting an Expense Reimbursement Claim Form approved by your supervisor and submitted to the Finance directorate.
- c. Fuel cards are to be used solely for BRC purchase of fuel (E10, ULP, diesel, or LPG) and oil for BRC vehicles.
- d. Drivers must ensure they only use low-aromatic petrol (OPAL) in areas where such restrictions apply. No other purchases are permitted on the fuel card.
- e. Using BRC fuel cards to obtain bonus points is prohibited due to inconsistency with the public interest and BRC liability for the Fringe Benefits Tax.
- f. Fuel Cards must be surrendered to their supervision upon termination of employment.
- g. Lost cards must be reported immediately to the BRC Finance Directorate to facilitate the cancellation of the card.
- h. Fuel card users must only use the card in such a way that does not contravene BRC Fraud Policy.

## **2.8. Record of Usage (Logbooks)**

All BRC vehicle users must maintain a record of vehicle usage in order that:

- a. The extent of operational and private use can be measured to calculate fringe benefit tax liability for all BRC vehicles.
- b. BRC can identify the person responsible for the vehicle if an infringement, damage or loss occurs involving any BRC vehicles.
- c. Log records are to be filled out with odometer readings every time the vehicle is used.
- d. Log records are to be handed to the Fleet Manager at the end of every month for verification.
- e. The Fleet Manager may take and keep photos and videos of BRC vehicles when they are logged out to authorised users and logged in on return.
- f. The Fleet Manager will report to the designated Director when the log-in record shows the BRC vehicle has been returned with evidence of misuse. The

designated Director will take necessary corrective action regarding the assigned user culpability, including referring the matter to the CEO.

- g. The Audit and Risk Committee is delegated the role of assisting the CEO to verify whether council policies are being implemented and compliance is being maintained.

## **2.9. Liability for all vehicle use**

BRC's insurance extends to authorized use of the said vehicle including authorized private use and BRC business use of BRC vehicles.


BRC vehicle users will be personally liable for the following:

- a. All traffic offences incurred including but not limited to infringement fines, loss of points from parking fines, speeding fines, red light camera offences and general traffic offences.
- b. Travel through flooded roads is to be avoided and must only proceed if safe: travel on an official closed road is banned.
- c. Costs associated with an accident while the driver is utilising the said vehicle in contravention of BRC policies and government legislation.
- d. Where the driver is found to be driving a council vehicle under the influence of drugs or alcohol, the driver may be held personally responsible for any repairs or legal action resulting from any accident they are involved in.
- e. All fines and infringements relating to BRC vehicles must be sent to the designated director to be actioned in a timely manner.
- f. Upon receiving an infringement notice, the director must immediately identify the driver responsible for the fine through the vehicle logbook, fill in the driver's details, and send it to the Finance Directorate before the due date.
- g. Where a BRC staff member recklessly and without reasonable excuse fails to perform their obligation under (e.) in relation to vehicle liability, and it exposes BRC to being charged with committing an offence, the CEO must take necessary steps to hold the staff member accountable.

## **2.10. Fringe Benefit Tax (FBT)**

- a. FBT in relation to vehicles will be calculated per the Fringe Benefits Tax Assessment Act 1986 (FBTA Act) to provide the lowest taxable value. As a benefit to employees, the BRC currently at its discretion, pays FBT..

## **2.11. Reporting vehicle related incident**

- 
- a. If a BRC vehicle is stolen, damaged or otherwise cannot be found, the assigned driver must comply with all legal and insurance requirements and report to Police if required subject to applicable laws.
  - b. In the case of an accident, the driver of BRC vehicle must obtain the particulars of the other parties involved and must not accept or acknowledge any liability on behalf of the council arising from the accident.
  - c. In consultation with the designated Director, the BRC assigned user at the time of the incident must complete the appropriate claim and incident report forms as soon as practicable and forward to the Corporate Services director and WHS Manager.
  - d. Fleet managers must provide a written monthly report to the CEO detailing fleet incidents and how they were handled.
  - e. The BRC CEO shall comply with the Local Government (General) Regulation 2021 (Division 9).

#### **2.12. Insurance**

- a. Losses or damage to any personal property carried or kept in a BRC vehicle shall remain the responsibility of the driver to whom the vehicle is assigned at that time the property was placed in the vehicle unless such property is used in connection with official BRC business.
- b. Drivers of BRC vehicles will not be liable for any insurance excess costs involved if damage to the vehicle occurs in circumstances defined within authorised use.

#### **2.13. Termination/variance of vehicle use right.**

The CEO reserves the right to rescind a decision to provide a vehicle or vary the type of vehicle to be provided where a driver:

- a. Is convicted of a serious driving offence.
- b. Has not maintained the vehicle in a suitable manner.
- c. Has breached any of the agreed vehicle policy conditions.
- d. Has lost their driving licence (including where the licence has been cancelled).

### **3. Relevant Policies**

Policies to be read in conjunction with this policy are:

- 1) Code of Conduct
- 2) HR Policies
- 3) Work Health & Safety Policies
- 4) Traffic Act 1987
- 5) Liquor Act 2019



6) Risk Management Policy

**4. Implementation**

All BRC staff will be informed of this policy by their Director, including provision of appropriate training relevant to the class of vehicle to be recorded in their training and development record.

**5. Variation /Changes of this policy.**

The Barkly Regional Council reserves the right to revoke and/or amend this policy from time to time as is considered necessary to better manage its business and/or to comply with any legislative requirements.

**APPROVAL**

This policy is approved

Ian Bodill

**Chief Executive Officer**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Dated

END



## Chief Executive Officers Reports

### 6.2 NT Remuneration Tribunal Report

**Reference** <Enter Ref here>  
**Author** Emmanuel Okumu (Governance Manager)

#### RECOMMENDATION

That Council

1. Receives and notes the NT Remuneration Tribunal Report on Determination no. 1 of 2024 allowance of local councils and Determination no. 1 of 2024 allowance of local authority. (each copy is attached).
2. Resolves to send a copy of the determination to each Council member and Local Authority member whose entitlements are affected.

#### SUMMARY

The Tribunal requests that a copy of each determination be forwarded to each person in your Council whose entitlements are affected and to be tabled in the next available Council Meeting. Copies of each report are attached and can be made available to each member in hard copy or by email. The Official Manager is requested to receive and note each report as tabled.

#### BACKGROUND

The Remuneration Tribunal's Report and Determination No. 1 of 2024 – Allowances for Members of Local Councils was deemed tabled in the Northern Territory Legislative Assembly Sittings on 14 February 2024 (Tabled Paper Number **1074**). The request by the Tribunal is for a copy of each determination to be tabled in the next available Council Meeting.

#### ORGANISATIONAL RISK ASSESSMENT

NIL

#### BUDGET IMPLICATION

NIL

#### ISSUE/OPTIONS/CONSEQUENCES

NIL

#### CONSULTATION & TIMING

NIL





**ATTACHMENTS:**

1. tribunal report on determination no.1 of 2024 allowances for members of local councils [**6.2.1** - 9 pages]
2. 2024 allowances for members of local authorities [**6.2.2** - 2 pages]
3. tabled paper 1076 - determination no 1 of 2024 allowances for members of local authorities [**6.2.3** - 3 pages]



ORIGINAL PAPER

No. 1074  
Laid on the Table  
14 / 2 / 24.

**NORTHERN TERRITORY OF AUSTRALIA  
REMUNERATION TRIBUNAL**

*Assembly Members and Statutory Officers  
(Remuneration and Other Entitlements) Act 2006*

**DETERMINATION OF ALLOWANCES FOR MEMBERS OF  
LOCAL COUNCILS**

**REPORT ON DETERMINATION NO. 1 OF 2024**

**1. INTRODUCTION**

On 6 April 2023, pursuant to section 7B(1) of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006* (AMSORE Act), His Honour Professor the Honourable Hugh Heggie PSM, Administrator of the Northern Territory, issued a request to the Remuneration Tribunal (the Tribunal) to inquire into and determine the allowance or allowances payable to a member of a local council.

The resulting Report and Determination must be tabled in the Legislative Assembly within six sitting days of receipt by the Minister.

Under section 7B(7) of the AMSORE Act, the allowances determined are effective from either:

- the next financial year if the report is made on or before 1 February; or
- from the financial year after the next financial year if the report is made after 1 February.

On 18 August 2023, individual letters were sent to each Council inviting submissions and offered to hold a discussion with each Council either in person or through a video link. On 26 August 2023, an advertisement was placed in the NT News to announce the inquiry and invite submissions.

Further correspondence invited Councils to arrange to meet with the Tribunal and 8 meetings were held with Councils and one with Local Government Association of the Northern Territory (LGANT).

The Tribunal received ten submissions from the following Councils as well as LGANT:

- City of Palmerston Council
- Alice Spring Town Council
- MacDonnell Regional Council
- Central Desert Regional Council
- Roper Gulf Regional Council
- East Arnhem Regional Council
- West Arnhem Regional Council
- Victoria Daly Regional Council
- Wagait Shire Council

## **2. VEHICLE ALLOWANCE FOR THE USE OF PRIVATE VEHICLES**

Following the introduction of the vehicle allowances capped at \$5000 per year, the Tribunal received representations from a number of Councils indicating that the cap did not cover the real cost of travel to Council Meetings. The Tribunal accepts that allowances must be fair and equitable, and Councillors should not be out of pocket when attending meetings and activities approved by Council. However, the Tribunal has been hampered by the lack of detail of cost provided from most Regional Councils.

The Tribunal has increased the cap to \$10 000 a year, but Councils need to take into account the cap and ensure that policies and procedures are in place to avoid unnecessary meetings involving travel.

In addition to the lifting of the cap, the Tribunal has made two other changes in the Determination to assist Regional Councillor's travel costs.

Firstly, the Tribunal recognises that many Councillors are required to attend local government authority meetings in their ward. The Tribunal has determined that vehicle allowances paid to attend local authority meetings in their ward will not be included in the cap.

Secondly, the Tribunal determined travel time to and from Council Meetings should be paid and this is addressed in Clause 3 below.

### **3. TRAVEL TIME**

The Tribunal is aware that some regional councillors travel long distances to attend Council Meetings and this travel time is not remunerated. Additionally, some councillors need to take time off work for this travel time. While the councillors are paid an annual allowance, it is not intended to cover loss of wages.

Accordingly, the Tribunal has recognised this situation and has extended the payment of extra activity allowance to cover travel time while travelling to Council Meetings and local authority meetings in the new Determination.

## **4. PROFESSIONAL DEVELOPMENT ALLOWANCE**

The Tribunal noted that the Professional Development Allowance included in the 2023 Determination has been interpreted by many councils to limit payment to cover the registration or attendance fee only of the particular professional development activity. This has resulted in some councillors being out of pocket for associated costs including travel and travel time.

The Tribunal sees the Professional Development Allowance regard as an all-inclusive allowance covering associated costs up to \$4000 a year.

The Tribunal has also raised the Professional Development Allowance for Councillors in Shire Councils to \$4000 each year.

## **5. COUNCILLOR'S ALLOWANCE**

The Tribunal has made two changes to the base councillor's allowance. Firstly, it has reviewed the factors that it considers when establishing the various levels of the base allowance. The Tribunal has added total assets and annual financials to these factors. Consequently, the Tribunal has created an additional level within the base so that Palmerston City Council should sit just above Alice Springs and Litchfield Councils but below Darwin Council.

The Tribunal has also increased the basic allowances paid to every Councillor by 2.5% in recognition of general wage and salary increases across the Territory over the past year.

#### 6. EXTRA MEETING / ACTIVITY ALLOWANCE

The Tribunal has made minor changes in the Determination to ensure that the activity allowance is accessed when attending an approved function of Council.

The Tribunal has kept the Allowance at a maximum of \$10 000 following the lack of any evidence showing that this maximum is inadequate for any particular Councillor.

#### 7. RESETTLEMENT ALLOWANCE

The Tribunal received representation from a number of Councils regarding a resettlement allowance for Mayors when they leave office.

The submissions indicated that the mayoral role was the single source of income for many mayors, therefore financial hardship was a possible outcome when the mayor departs the role.

Similar representation was made in relation to councillors including those that have been suspended without notice.

These issues may be considered in any future Remuneration Tribunal's Inquiry.

#### 8. SUPERANNUATION

A number councils raised the issue of superannuation; however, the AMSORE Act specifically excludes the Remuneration Tribunal's consideration.

#### 9. FUTURE INQUIRIES

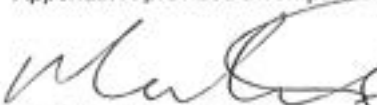
This is the second inquiry into Members of Local Government Council Allowances by the Tribunal and it has been useful for the Tribunal to address some factors that were outstanding from 2022 Inquiry.

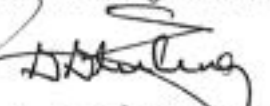
The Tribunal believes that there are still some outstanding issues that need addressing and these would be enhanced with face-to-face meetings with some Councils outside of Darwin. An Inquiry in 2025 will also allow Councils and Councillors to raise any issues that have resulted from the first two Determinations.

The Tribunal would appreciate feedback from Councils as to the adequacy of allowances mentioned in the Determination.

#### 10. APPENDIX A

Appendix A provides a comparison between existing and new allowances.

  
Mr Michael Martin OAM  
Chairperson  
Remuneration Tribunal

  
The Hon Syd Stirling AM  
Member  
Remuneration Tribunal

  
Mr Gary Higgins  
Member  
Remuneration Tribunal

Dated 29 January 2024



## APPENDIX A to the Report

**Comparison of Existing Allowances with New Allowances****Municipal and Regional Councils**

ALLOWANCE COUNCIL	CURRENT	NEW
<b>Councillors</b> Katherine & Regional	\$20,000	\$20,500
Alice Springs	\$22,000	\$22,550
Palmerston	\$22,000	\$24,600
Litchfield	\$22,000	\$22,550
Darwin	\$31,000	\$31,775

**Mayor Total Allowance**

Katherine & Regional	\$102,000	\$102,500
Litchfield	\$105,000	\$105,550
Alice Springs	\$111,000	\$111,550
Palmerston	\$114,000	\$116,600
Darwin	\$158,200	\$158,975

**Deputy Mayor Total allowance**

Katherine & Regional	\$36,000	\$36,500
Litchfield	\$38,000	\$38,550
Alice Springs	\$38,500	\$39,050
Palmerston	\$39,200	\$41,800
Darwin	\$54,800	\$55,575

**Shire Councils**

Councillors	Belyuen	up to	\$5,000	\$5,125
	Coomalie		\$7,000	\$7,175
	Wagait	up to	\$5,000	\$5,125
Mayor	Belyuen		\$25,000 up to	\$25,125
	Coomalie		\$30,000	\$30,175
	Wagait		\$10,000 up to	\$25,125



**NORTHERN TERRITORY OF AUSTRALIA  
REMUNERATION TRIBUNAL**

*Assembly Members and Statutory Officers  
(Remuneration and Other Entitlements) Act 2006*

**DETERMINATION OF ALLOWANCES FOR MEMBERS OF  
LOCAL GOVERNMENT COUNCILS**

**DETERMINATION NO. 1 OF 2024**

Under section 7B of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006*, the Tribunal determines as follows:

**1. DEFINITIONS**

**Municipal Councils are the following:**

- Alice Springs;
- Darwin;
- Katherine;
- Litchfield; and
- Palmerston.

**Regional Councils are the following:**

- Barkly;
- Central Desert;
- East Arnhem;
- MacDonnell;
- Roper Gulf;
- Tiwi Islands
- West Arnhem;
- West Daly; and
- Victoria Daly.

**Shire Councils are the following:**

- Belyuen;
- Coomalie; and
- Wagait.

**New Councils:** any other Councils newly constituted by the Minister for Local Government in 2024.

Financial Year is the period from 1 July to the 30 June.

Councils are defined in the *Local Government Act 2019* as an area, and means the Local Council constituted for that area under section 14(b).

The role of Mayor is defined in section 58 of the *Local Government Act 2019* and is prescribed as:

- (1) The Principal Member of a municipal council is to have the title Mayor.
- (2) However:
  - (a) in the case of the council for the City of Darwin local government area – the principal member is to have the title Lord Mayor; and
  - (b) in the case of the Litchfield Council – the council may, by resolution, decide the principal member instead has the title President.
- (3) The Council may, by resolution, decide the principal member of a regional or shire council has the title Mayor or President.

Deputy Mayor is defined in the *Local Government Act 2019*.

Councillor is a member of a Local Council:

## 2. ALLOWANCES

The following annual allowances will apply from 1 July 2024 and will be paid fortnightly or monthly:

### COUNCILLORS' ALLOWANCE

Darwin	\$31,775
Palmerston	\$24,600
Alice Springs	\$22,550
Litchfield	\$22,550
Other Municipal and Regional	\$20,500

### Shire Councils

Coomalie	\$7,175
Belyuen	\$5,125
Wagait	\$5,125

### DEPUTY PRINCIPAL MEMBERS ADDITIONAL ALLOWANCE

Darwin	\$23,800
Palmerston	\$17,200
Alice Springs	\$16,500
Litchfield	\$16,000
Other Municipal and Regional	\$16,000

### PRINCIPAL MEMBERS ADDITIONAL ALLOWANCE

Darwin	\$127,200
Palmerston	\$92,000
Alice Springs	\$89,000
Litchfield	\$83,000
Other Municipal and Regional	\$82,000

### Shire Councils

Coomalie	\$23,000
Belyuen	up to \$20,000 as approved by Council
Wagait	up to \$20,000 as approved by Council

### 3. INCLUSIONS OF ALL ALLOWANCES

The Allowances are to cover:

- any cost to Councillors of attending meetings and activities of Council where these costs are not reimbursed by Council;
- contribution towards phone and internet usage;
- contribution towards any home office and supplies; and
- allowance towards costs incurred in servicing constituents in Ward or Council Area:
  - Including, but not limited to:
    - donations;
    - organization sponsorship;
    - membership fees;
    - patron expenses; and
    - constituent support.

### 4. EXTRA MEETING / ACTIVITY ALLOWANCE

- 4.1. An Extra Meeting / Activity Allowance of up to \$10,000 per financial year, may be accessed by all Councillors and Deputy Principal Members. The allowance may be accessed as follows:

- special meetings of full Council or established committees of Council;
- attendance at Local Authority Meetings within the Ward the member represents;
- attendance at any functions representing the Principal Member on official Council duties;
- attendance at functions/meetings as an invited representative of Council and with Council's approval; and
- attendance at any approved extra meetings of Council for planning, briefing or information sessions of council meetings.

The activity allowance may be paid as travel time when travelling to Council meetings and meetings of Local Authorities within the ward the Councillor represents, where the travel involves at least 50kms from home base (at least 100kms return). This activity Allowance is not to be included in the cap of \$10 000.

- 4.2. Allowances to be paid to eligible members (not including Principal Members) are:

- Fee for attendance at extra meetings or activities is the accumulated hours on any one day and are as follow:
  - up to 2 hours \$200
  - between 2 and 4 hours \$300
  - more than 4 hours \$500 (maximum payable for any one day)

### 5. PROFESSIONAL DEVELOPMENT ALLOWANCE

- 5.1. Professional Development Allowance is \$4000 per person, per financial year and will be paid to all Principal Members, Deputy Principal Members and Councillors.



- 5.2. The Professional Development Allowance is an inclusive allowance which covers costs associated with the Professional Development activities including registration and attendance fees, travel cost including vehicle allowance, travel allowances and travel time as specified in clause 4.2.
- 5.3. Any course or professional development activity must be specifically related to the role of the Councillor and be approved by the Council. The Australian Institute of Company Directors' Courses should be encouraged, as well as professional development activity that is arranged by the Local Government Association of Northern Territory.
- 5.4. Total amount claimable each year is the total of two years, being based on an annual allowance, plus one year drawn in advance or one year's remaining balance from a previous year. The maximum amount claimable by any Councillor is the total sum of one year for each year of the Councillor's elected term.
- 5.5. Proof of completion for each stage of the course is required before further payments can be claimed.

## **6. VEHICLE ALLOWANCE**

- 6.1. Vehicle Allowance will be available for travel undertaken by all Councillors when the travel:
  - (a) exceeds 50kms from home base 100kms return,
  - (b) travel does not occur in a Council supplied and maintained vehicle;
  - (c) the Councillor is not in receipt of a motor vehicle allowance in Clause 7 below; and
  - (d) the vehicle allowance is capped at \$10,000.
- 6.2. Vehicle Allowance will be in the form of kilometre allowance which will be paid at rates set by the Australian Taxation Office each year and is 85 cents a kilometre in 2023-24.
- 6.3. Vehicle Allowance will be available in the following circumstances:
  - travel to and from statutory Council meetings;
  - travel to and from official Council approved meeting;
  - travel to and from approved functions representing the Principal Member;
  - travel to and from Local Authority Meetings within the ward the Councillor represents.
  - travel to and from all meetings of Council and their committees; and
  - travel to and from any additional activity where Extra Meeting/Activity Allowance has been approved.
- 6.4. When a kilometre reimbursement is paid, travel time will also be paid utilising extra meetings/activities rate. This payment is not to be included in the extra meetings/activities cap as specified in Clause 4.1.
- 6.5. The Vehicle Allowance Cap will not include:
  - travel to and from Local Authorities Meetings within the Ward that the member represents;
  - travel involved with Professional Development activities;

## 7. PROVISION OF MOTOR VEHICLE

- 7.1. Principal Members of Municipal and Regional Councils are entitled to a Council maintained vehicle.
- 7.2. If Principal Members of Municipal and Regional Councils choose not to be provided with a Council maintained vehicle, they are entitled to Motor Vehicle Allowance, paid fortnightly or monthly, and will be:
- \$25,000 per year for Municipal Principal Members; or
  - \$40,000 per year for Regional Principal Members.
- 7.3 The Principal members of the Shire Councils may claim reimbursement in accordance with Clause 6.1.

## 8. TRAVEL ALLOWANCE

- 8.1 Principal Members, Deputy Principal Members and Councillors who are required to stay away from home overnight on approved Council business, will be entitled to Travel Allowance.
- 8.2 The applicable rates to be paid are found in Table 1 of Taxation Determination TD 2023/3 or any subsequent Taxation Determination made in substitution of that Determination.

## 9. GENERAL

- 9.1. Pursuant to section 7B(7) of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006*, the allowances determined are effective from either:
- the next financial year if the report is made on or before 1 February; or
  - from the financial year after the next financial year if the report is made after 1 February.



Mr Michael Martin OAM  
Chairperson  
Remuneration Tribunal

Dated <sup>19</sup>January 2024



The Hon Syd Stirling AM  
Member  
Remuneration Tribunal



Mr Gary Higgins  
Member  
Remuneration Tribunal

ORIGINAL PAPER



No. 1076  
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14 / 2 / 24

**NORTHERN TERRITORY OF AUSTRALIA  
REMUNERATION TRIBUNAL**

*Assembly Members and Statutory Officers  
(Remuneration and Other Entitlements) Act 2006*

**DETERMINATION OF ALLOWANCES FOR MEMBERS OF  
LOCAL AUTHORITIES**

**REPORT ON DETERMINATION NO. 1 OF 2024**

**1. INTRODUCTION**

On 6 April 2023, pursuant to section 7E(1) of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006* (AMSORE Act), His Honour Professor the Honourable Hugh Heggie PSM, Administrator of the Northern Territory, issued a request to the Remuneration Tribunal (the Tribunal) to inquire into and determine the allowance or allowances payable to a member of a local authority.

The resulting Report and Determination must be tabled in the Legislative Assembly within six sitting days of receipt by the Minister.

Under section 7E(9) of the AMSORE Act, the allowances determined are effective from either:

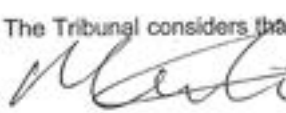
- the next financial year if the report is made on or before 1 February; or
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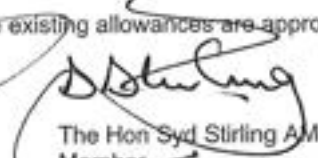
Letters were sent to all Local Government Councils in August 2023 advising them of the Inquiry. The Remuneration Tribunal discussed this Inquiry during meetings with Local Government Councils.


**2. CURRENT SITUATION**

There are Local Authorities within nine Regional Councils and the number of Local Authorities in these Councils range from three to thirteen. The allowance for members to attend meetings was increase in the 2023 Inquiry.

The Tribunal considers that the existing allowances are appropriate.

  
Mr Michael Martin OAM  
Chairperson  
Remuneration Tribunal

  
The Hon Syd Stirling AM  
Member  
Remuneration Tribunal

  
Mr Gary Higgins  
Member  
Remuneration Tribunal

Dated 20 January 2024



**NORTHERN TERRITORY OF AUSTRALIA  
REMUNERATION TRIBUNAL**

*Assembly Members and Statutory Officers  
(Remuneration and Other Entitlements) Act 2006*

**DETERMINATION OF ALLOWANCES FOR MEMBERS OF  
LOCAL AUTHORITIES**

**DETERMINATION NO. 1 OF 2024**

Under section 7E of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006*, the Tribunal determines as follows:

**1. DEFINITIONS**

Local Authority is defined in the *Local Government Act 2019* as established by a Council under section 76.

The Chair of a Local Authority is defined in the *Local Government Act 2019* as in section 98.

A Member of a Local Authority is defined in the *Local Government Act 2019* as a member of an audit committee, a council, a council committee of a local authority.

Financial Year is the period from 1 July to the 30 June.

**2. ALLOWANCES**

The following allowance will be paid for each meeting of a Local Authority.

The Chair of a Local Authority will be paid as follows:

If the meeting is held up to 2 hours	\$300
If the meeting is held between 2 to 4 hours	\$450
If the meeting is held for more than 4 hours	\$600

A Member of a Local Authority will be paid as follows:

If the meeting is held up to 2 hours	\$200
If the meeting is held between 2 to 4 hours	\$300
If the meeting is held for more than 4 hours	\$400



ORIGINAL PAPER



No. 1676  
Laid on the Table  
14 / 2 / 24

**NORTHERN TERRITORY OF AUSTRALIA  
REMUNERATION TRIBUNAL**

*Assembly Members and Statutory Officers  
(Remuneration and Other Entitlements) Act 2006*

**DETERMINATION OF ALLOWANCES FOR MEMBERS OF  
LOCAL AUTHORITIES**

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The resulting Report and Determination must be tabled in the Legislative Assembly within six sitting days of receipt by the Minister.

Under section 7E(9) of the AMSORE Act, the allowances determined are effective from either:


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- from the financial year after the next financial year if the report is made after 1 February.

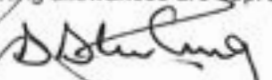
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**2. CURRENT SITUATION**

There are Local Authorities within nine Regional Councils and the number of Local Authorities in these Councils range from three to thirteen. The allowance for members to attend meetings was increase in the 2023 Inquiry.

The Tribunal considers that the existing allowances are appropriate.

  
Mr Michael Martin OAM  
Chairperson  
Remuneration Tribunal

  
The Hon Syd Stirling AM  
Member  
Remuneration Tribunal

  
Mr Gary Higgins  
Member  
Remuneration Tribunal

Dated 20 January 2024



**NORTHERN TERRITORY OF AUSTRALIA  
REMUNERATION TRIBUNAL**

*Assembly Members and Statutory Officers  
(Remuneration and Other Entitlements) Act 2006*

**DETERMINATION OF ALLOWANCES FOR MEMBERS OF  
LOCAL AUTHORITIES**

**DETERMINATION NO. 1 OF 2024**

Under section 7E of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006*, the Tribunal determines as follows:

**1. DEFINITIONS**

Local Authority is defined in the *Local Government Act 2019* as established by a Council under section 76.

The Chair of a Local Authority is defined in the *Local Government Act 2019* as in section 98.

A Member of a Local Authority is defined in the *Local Government Act 2019* as a member of an audit committee, a council, a council committee of a local authority.

Financial Year is the period from 1 July to the 30 June.

**2. ALLOWANCES**

The following allowance will be paid for each meeting of a Local Authority.

The Chair of a Local Authority will be paid as follows:

If the meeting is held up to 2 hours	\$300
If the meeting is held between 2 to 4 hours	\$450
If the meeting is held for more than 4 hours	\$600

A Member of a Local Authority will be paid as follows:

If the meeting is held up to 2 hours	\$200
If the meeting is held between 2 to 4 hours	\$300
If the meeting is held for more than 4 hours	\$400

### 3. GENERAL

3.1. Pursuant to section 7E(9) of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006*, the allowances determined are effective from either:

- the next financial year if the report is made on or before 1 February; or
- from the financial year after the next financial year if the report is made after 1 February.



Mr Michael Martin OAM  
Chairperson  
Remuneration Tribunal



The Hon Syd Stirling AM  
Member  
Remuneration Tribunal



Mr Gary Higgins  
Member  
Remuneration Tribunal

Dated 29 January 2024

## Chief Executive Officers Reports

### 6.3 Governance Tab Proposed Changes

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**Reference** <Enter Ref here>  
**Author** Emmanuel Okumu (Governance Manager)

#### RECOMMENDATION

That Council notes the proposed changes to the governance tab on the Council website. (Sample document showing proposed changes is attached).

#### SUMMARY

The governance office proposes to change how policies appear on the Council website and to upload committee registers and terms of reference on the Council website. This aims to improve access to governance frameworks.

#### BACKGROUND

Currently, Barkly Regional Council Policies on the website are mixed, which makes it difficult for such policies to be accessible when required. The committee's registers and terms of reference were also unavailable on the council website.

To improve access to governance frameworks and to enable timely review of policies, the governance office proposes changing how policies appear on the Council website and uploading committee registers and terms of reference on the Council website.

#### ORGANISATIONAL RISK ASSESSMENT

NIL

#### BUDGET IMPLICATION

As the current plan is to use the expertise of the Barkly Regional Council IT team, no additional cost will be incurred.

#### ISSUE/OPTIONS/CONSEQUENCES

NIL

#### CONSULTATION & TIMING

The plan change will be implemented as soon as the process of updating the council website is concluded.

#### ATTACHMENTS:

1. Improving governance Information access [6.3.1 - 3 pages]
2. GOVERNANCE TAB [6.3.2 - 2 pages]





### **PROPOSED GOVERNANCE TAB.**

The policies and documents below are approved by Council and reflect Councils commitment to good governance, transparency and accountability. Barkly Regional Council has various policies which broadly fall into three main categories:

1. **LEGISLATED POLICIES:** Policies contained within relevant legislation, such as the "Local Government Act", are automatically applicable to Council.
2. **GENERAL POLICY DIRECTIONS:** Currently general policy directions, e.g. By-Laws, are brought to Council through the relevant standing committee before implementation.
3. **STAFF DIRECTION/S:** Staff directions are generally authorised by the CEO, and may emanate from a particular situation that has arisen.

### **COUNCIL AND CEO POLICIES**

1. [Attendance at Meetings Via Audio or Audiovisual](#)
2. [Breach of Code of Conduct](#)
3. [Caretaker](#)
4. [Casting Vote](#)
5. Elected Members Code of Conduct
6. Elected Members conflict of interest
7. Filling Casual Vacancies
8. [Gifts and Benefits received by Council Members](#)
9. Other Expenses and Non-Monetary Benefits received by Council members
10. Professional Development Allowance
11. [Reasonable Expenses and Non-Monetary Benefits \(Council Members\)](#)
12. [Travel and Accommodation \(Council Members\)](#)
13. Register of Declared Conflict - Elected Members
14. [CEO Code of Conduct](#)
15. [Gifts and Benefits \(CEO\)](#)
16. [Complaint Against the CEO Policy](#)
17. [CEO Allowance and other benefits](#)

### **COMMUNITY POLICIES**

1. Facility and Equipment hire
2. BRC Public Library
3. Customer Service Policy

### **FINANCE POLICIES**

1. [Accountable Forms \(Members and CEO\)](#)
2. Financial Sustainability
3. [Investment](#)
4. [Procurement](#)
5. [Rate Concession](#)
6. Rates Strategy
7. [Cash Handling](#)
8. [Accounting Business Systems Asset Management](#)
9. [Annual Financial Statement and Key Dates](#)
10. [Financial Management Reporting](#)
11. [Principle Accounting](#)
12. [Credit Card \(Council Staff\)](#)
13. [Credit Card \(Members and CEO\)](#)

14. [Debtor Management Policy](#)
15. [BRC Risk Management Policy](#)

#### **GOVERNANCE POLICIES**

1. BRC Organization Structure
2. [Sufficient Interest in the assessment records - Stat dec Accountable forms policy \(Staff\)](#)
3. [Common Seal Policy](#)
4. Confidential Information Policy
5. Conflict of Interest Policy
6. [Fraud and Corruption](#)
7. [Sufficient Interest in the Assessment Records](#)
8. [Delegation Manual](#)
9. [Local Authority Policy](#)
10. [Extra Meeting Allowance Policy](#)
11. [Council Committee Policy](#)

#### **HUMAN RESOURCE**

1. [Employee Code of Conduct](#)
2. [Equal Opportunity: Anti-Discrimination, Anti-Harassment and Anti-Bullying Policy](#)
3. [Grievance Policy](#)
4. [Privacy Policy](#)
5. [Uniforms and Personal Protective Equipment Policy](#)
6. [Staff Performance and Appraisal Policy](#)
7. [Recruitment, Selection and Probation Policy](#)
8. [Gifts and Benefits \(Council Staff\)](#)
9. [Human Resource Management](#)
10. [Relocation Assistance Policy](#)

#### **CORPORATE POLICIES**

1. [Youth Supervision Policy](#)
2. [Mandatory Reporting Policy](#)
3. [ICT Acceptable Usage Policy](#)
4. [Training and Development Policy](#)
5. Leasing
6. [Shared Services Policy](#)
7. Waste Management Strategy
8. NT EPA Agreement
9. BRC Memorial Cemetery Policy
10. [Asset Management Policy](#)

#### **MEDIA, MARKETING AND EVENTS**

1. Media Policy
2. Social Media Policy
3. Advertising Policy

#### **WORK HEALTH AND SAFETY**

1. Workplace Health and Safety Policy
2. [Designated Smoking Area Policy](#)
3. Work Health and Safety Plan

4. Drug and Alcohol Policy

**SUGGESTED NEW COUNCIL COMMITTEE AREA VIEW LINKS ON BRC WEBSITE**

**Example: Committee Name.**

1. [Audit and Risk Committee](#)

[Committee Terms of Reference](#)

[Committee Members Register](#)

**The same will be for each of the committees.**

2. Regional Advisory Committee
3. BRC Youth Advisory Committee
4. Administrative Review Committee
5. Animal Management Advisory Committee
6. Purkiss Reserve Committee

### **CURRENT GOVERNANCE TAB.**

The policies and documents below are approved by Council and reflect Council's commitment to good governance, transparency and accountability. Barkly Regional Council has various policies which broadly fall into three main categories:

1. **LEGISLATED POLICIES:** Policies contained within relevant legislation, such as the "Local Government Act", are automatically applicable to Council.
2. **GENERAL POLICY DIRECTIONS:** Currently general policy directions, e.g. By-Laws, are brought to Council through the relevant standing committee before implementation.
3. **STAFF DIRECTION/S:** Staff directions are generally authorised by the CEO, and may emanate from a particular situation that has arisen.

1. [Borrowing](#)
2. [Extra meeting allowance](#)
3. [Gifts and Benefits \(CEO\)](#)
4. [Investment](#)
5. [Local Authority](#)
6. [Procurement](#)
7. [Caretaker](#)
8. [Rate Concession](#)
9. [Filling Casual Vacancies](#)
10. [Travel and Accommodation \(Council Members\)](#)
11. [Reasonable Expenses and Non-Monetary Benefits \(Council Members\)](#)
12. [Attendance at Meetings Via Audio or Audiovisual](#)
13. [Confidential Information and Business](#)
14. [Sufficient Interest in the Assessment Records](#)
15. [Sufficient Interest in the assessment records - Stat dec Accountable forms policy \(Staff\)](#)
16. [Gifts and Benefits \(Council Members\)](#)
17. [Professional Development](#)
18. [Casting Vote](#)
19. [CEO Allowance and other benefits](#)
20. [CEO Code of Conduct](#)
21. [Complaint Against the CEO](#)
22. [Human Resource Management](#)
23. [Breach of Code of Conduct](#)
24. [Shared Services](#)
25. [Accounting Privacy](#)
26. [Accountable Forms \(Members and CEO\)](#)
27. [Credit Card \(Members and CEO\)](#)
28. [Delegation Manual](#)
29. [Debtor Management Policy](#)
30. [Credit Card \(Council Staff\)](#)
31. [Principle Accounting](#)
32. [Financial Management Reporting](#)
33. [Annual Financial Statement and Key Dates](#)
34. [Accounting Business Systems Asset Management](#)
35. [Cash Handling](#)
36. [Recruitment, Selection and Probation Policy](#)

37. [Council Staff Code of Conduct](#)
38. [Staff Performance and Appraisals](#)
39. [Training and Development](#)
40. [Grievance](#)
41. [Fraud and Corruption](#)
42. [Gifts and Benefits \(Council Staff\)](#)
43. [Equal Opportunity: Anti-Discrimination, Anti-Harassment and Anti-Bullying Policy](#)
44. [Uniforms and Personal Protective Equipment Policy](#)
45. [Relocation Assistance Policy](#)
46. [Asset Management Policy](#)
47. [Designated Smoking Area Policy](#)
48. [ICT Acceptable Usage Policy](#)
49. [Mandatory Reporting Policy](#)
50. [Youth Supervision Policy](#)
51. [BRC Common Seal Policy](#)
52. [BRC Committee Policy](#)
53. [BRC Risk Management Policy](#)

## Chief Executive Officers Reports

### 6.4 CEO REPORT

**Reference** <Enter Ref here>  
**Author** Emmanuel Okumu (Governance Manager)

#### RECOMMENDATION

That Council receives and notes the CEO report.

#### SUMMARY

Information to Council about the CEO's activities since Council's last ordinary meeting.

#### The CEO Report.

The CEO, Ian Bodill has resigned his position as CEO of Barkly Regional Council, effective Friday 29<sup>th</sup> March 2024.

Jeff Macleod, ex CEO of Macdonell Regional Council will commence on a two-month contract commencing 25 March while plans are made to recruit a long-term CEO.

Barkly Regional Council has commenced the process of recruiting a replacement CEO.

#### Budget Deliberations

The following calendar of dates have been presented for the preparation of the 2024/25 budget.

- 28 February - deadline for Finance to share budget templates & directions with executives & managers with direct oversight of budgets.
- 3 April - deadline for executives & managers to submit considered department & program expenditure budgets based on confirmed funding for funded programs where applicable.
- 2 May - deadline for feedback from Finance on areas for improvement or request for further clarifications from executives & managers with direct oversight on budgets
- 31 May - deadline for finalisation of budget for consideration by Council
- 26 June - final approval of budget by Council for incorporation into Regional Plan

#### Interventions for addressing complex youth.

At the request of the Official Manager, the CEO discussed the possibility of addressing the dysfunctional youth problem that has emerged at Ali Curung with the members of the Coordination Committee.

This was favorably received and discussed by members present and was followed up with a discussion between the CEO, Rebecca Cambrell and Peter Burnheim.

Rebecca Cambrell, a Counsellor and a Certified Practicing Registrant, will be pursuing an approach with which to address the youth and adults.

#### Work Health and Safety

The targets set out in the Barkly Regional Council (BRC) 2023-2024 Regional Plan for Workplace Health and Safety objectives to be delivered are on track.

In conjunction with the HR Department, induction sessions are being delivered every week both in face-to-face format and via Teams into remote communities.

About a quarter of the roughly 200 employees who make up the BRC workforce have been trained to date.

All staff will be inducted by 30 June 2024.

Stage 1 involves making workers aware of their roles and responsibilities in relation to the WHS legislation, the part codes of practice and other guidance material plays in their day-to-day activities and the importance of understanding and acknowledging internal policies and procedures.

Stage 2 will see the focus shift from Workers to Officers who have a duty to exercise due diligence and to take reasonable steps to provide appropriate resources, policies, procedures, and practices to support compliance as defined by legislation.

Both stages will be delivered concurrently.

If an officer fails to exercise due diligence requirements, they can be held personally liable.

Continuous improvement or Kaizen is a method of identifying opportunities for streamlining work and reducing waste.

The practice was formalised by the popularity of Lean / Agile / Kaizen in manufacturing and business, and it is now being used by thousands of organisations globally to identify beneficial outcomes.

Risk-based thinking is “a systematic application of information, knowledge, and actions to address uncertainty and potential opportunity.”

There are four main components to risk-based thinking:

- **Identification:** Identifying risks and opportunities
- **Analysis:** Analysing risks and opportunities
- **Evaluation:** Evaluating risks and opportunities
- **Treatment:** Treating risks and opportunities

Risk based thinking forms the foundation for the ISO45001 International Standard for best practice work culture and processes and is the framework for the Work Health and Safety Management System to be implemented in the 2024 – 2025 BRC Regional Plan objectives.

A stable platform for workforce development and program delivery across the Barkly region is the aim and 2024 – 2025 is the timeframe it will be delivered.

### **Governance**

1. Vehicle Use Policy review is done and ready.
2. Update on how policies and committees appear on the council website.
3. Regional Advisory Committee Terms of Reference.





## **Regional Plan**

Addressing the current regional plan and preparation of the next has been a highlight of recent Executive Leadership team meetings. Directors and line managers are currently reviewing the 23-24 regional plan and formulating strategic and operational priorities proposed over the next fiscal year and beyond.

Embracing BRC's core goals, focused on service delivery, leadership, community development, supported with sound financial management, it is intended once the draft is finalised to engage with various stakeholders, especially local authorities, and communities, ensuring the development of a whole of Barkly strategic plan, with tangible costed and budgeted outcomes, benefitting the whole community.

It is anticipated that we utilize the dates set for the LA meetings in March to seek contributions to the Regional Plan draft which should be completed by then. Additional meetings just for the Regional Plan might be difficult to arrange.

The LA meetings scheduled for the dates below could be treated differently by providing a bbq at lunch time for members and participants.

## **Procurement Review**

We are in the process of amending our Procurement Review to include both Policy Review and appropriate procedure scrutiny to ensure best practice.

The Procurement Consultant is to report any act or omission observed in the procurement process that affects, or may affect, its integrity.

### **B. Scope**

The Procurement Consultant will undertake the following, but not limited to, the tasks:

1. Review our procurement policy in line with best practice procurement and relevant legislation to ensure BRC derives value for money for \$ spent on procurement, considering the following:
  - Review of the policy against applicable NTG LGA 2019 requirements around procurement as well as any established Local, State and Federal Government best-practice guidance.
  - Review of the policy against any best practice guidance established by Audit Agencies and Crime/Corruption Agencies.
  - Review of the effectiveness of application of the policy to achieve value-for-money outcomes.
  - Review integrity of the process around approval of project contract variations.
  - Review should further consider that the procurement policy ensures:
    - Enhancement of local businesses and capabilities including regional opportunities.
    - Employment of local people within the regions, value add Indigenous Employment Outcomes.
    - Harm minimisation and sustainable outcomes including cultural, economic, social, and looking after country principles.

## **ORGANISATIONAL RISK ASSESSMENT**

NIL

**BUDGET IMPLICATION**

NIL

**ISSUE/OPTIONS/CONSEQUENCES**

NIL

**CONSULTATION & TIMING**

NIL

**ATTACHMENTS:**

Nil

## Chief Executive Officers Reports

### 6.5 Regional Advisory Committee Terms of Reference.

**Reference** <Enter Ref here>  
**Author** Emmanuel Okumu (Governance Manager)

#### **RECOMMENDATION**

That Council notes the reviewed Regional Advisory Committee Terms of Reference.

#### **SUMMARY**

At the request of the Official Manager, the Regional Advisory Committee Terms of Reference have been updated to be specific to the committee. The Official Manager is requested to note the changes.

#### **BACKGROUND**

Council Resolution: SCM-23/12, Regional Advisory Committee Terms of Reference/ Policy was approved. The Official Manager requested changes be made so that the document is a term of reference specific to the Regional Advisory Committee. The change was made, and the official manager was requested to note the changes.

#### **ORGANISATIONAL RISK ASSESSMENT**

NIL

#### **BUDGET IMPLICATION**

NIL

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

NIL

#### **CONSULTATION & TIMING**

NIL

#### **ATTACHMENTS:**

1. Regional Advisory Committee Terms of Reference. [6.5.1 - 5 pages]

<b>TITLE:</b>	Regional Advisory Committee Terms of Reference		
<b>DIRECTORATE:</b>	Council		
<b>ADOPTED BY:</b>	Council Resolution: SCM-23/12		
<b>DATE OF ADOPTION:</b>	December 2023	<b>DATE OF REVIEW:</b>	December 2024
<b>POLICY NUMBER:</b>	A&G03		
<b>LEGISLATIVE REF:</b>	Local Government Act 2019 Part 5.2		

## 1. INTRODUCTION

Barkly Regional Council encourages input from the community about its services, operations, and facilities. Regional Advisory Committee has been established as a way for the community to provide input or advice the Official Manager on a specific topic or the strategic management of a facilities and services in their community.

### 1.1. Purpose

The purpose of this policy is to ensure consistency across the formation and operation of the Regional Advisory Committees.

### 1.2. Scope

This policy applies to all elected members, employees and community members who are appointed to or involved in the Regional Advisory Committee.

### 1.3. Objective

The Committee is established with the objective of enabling advice and information flow to the Official Manager on issues of interest to the community and be a channel for feedback from Council to the community.

## 2. DEFINITIONS

**Regional Advisory Committee** means a group of persons appointed per Official Managers direction and s 82 of the Act to give considered advice and recommendations to the Official Manager for the period of administration.

**Committee Member** means an individual or organisation represented by a delegated person who is appointed for the term of the Regional Advisory Committee.

## 3. ESTABLISHMENT

Regional Advisory Committee and its membership has been established per Official Managers direction and s 82 of the Act to give considered advice and recommendations to the Official Manager for the period of administration.

## 4. MEMBERSHIP

Membership of the Regional Advisory Committee shall consist of two members from each of the council's wards.

Official Manager has made special invite to all the community elected members who are on suspension to be part of the Regional Advisory Committee and will be paid attendance fees as extra meeting allowance.

Official Manager has made special invite to all the Tennant Creek elected members who are on suspension to be part of the Tennant Creek Local Authority and will be paid attendance fees as extra meeting allowance.

Tennant Creek Local Authority have the delegated additional function of Advisory Committee for Tennant Creek for the period of administration.

Members may also include delegate from relevant State or Commonwealth Government agencies, other organisations. The delegate must show proof that they are nominated to represent the position of that organisation in advising the Council.

## 5. AUTHORITY

The Regional Advisory Committee is a consultative Committee established to discuss key issues affecting the communities, engage with the community, and make recommendations to the Official Manager. The committee does not hold decision making powers concerning the operations of Council, nor can it commit Council resources on behalf of the Official Manager.

## 6. MEMBERS ROLES AND RESPONSIBILITIES.

The following roles and responsibilities are conferred to each member of the Regional Advisory Committee:

Advise the Official Manager on issues of interest to their respective communities.

Consult the community and advise Official Manager on services offered or need to be offered by Council in their communities.

Provide necessary suggestions towards the development of 2024-2025 regional plan.

Act as a link and feedback channel between the Official Manager and the community.

Discuss any other matter as may be directed by the Official Manager.

Ensure there is no conflict or possible conflict between the member's private interests and the honest performance of the member's role of advising or making a recommendation to Council.

A members further responsibility includes making sure that the member does not:

- improperly use information acquired as a member of the Advisory Committee to gain, directly or indirectly, a financial advantage for that person or someone else
- improperly use information acquired as a member of the Advisory Committee to damage Council's reputation.
- release information that the member knows or should reasonably know is information that is confidential to Council.
- release information that the member knows or should reasonably know is information that Council wishes to keep confidential.
- make public or media comment on behalf of Council, unless the Member is authorised in accordance with Council's media policy.

## 7. ADMINISTRATION

The CEO will delegate one staff to provide the secretarial support to the Regional Advisory Committee to meet their obligations.

The secretary's role includes but not limited to coordinating with the CEO and the chair to receive the matters to be included in the agenda, draft the agenda paper and distribute to members and post on Council website as per the legislative requirement, take minutes during meetings and publish it as per the legislative requirement.

Provide the committee report to the governance office in time to be included in the next ordinary meeting of Council agenda.

Do all other things as may be guided by the CEO, Official Manager or under legislation in relation to the Council Committees.

## 8. MEETING PROCEDURE

The Regional Advisory Committee will meet four times during its term. Additional meeting may be called as may be directed by the Official Manager.

The Chairperson of the committee will be the Official Manager, or a person appointed by the Official Manager for the period of Administration.

Meetings for the Regional Advisory Committee will be in accordance with the requirements under Part 6.2 of the Local Government Act 2019 and Local Government (General) Regulation 2021.

The following key meeting protocols must be adhered to during Regional Advisory Committee meeting:

- a quorum for an Advisory Committee meeting shall be by the majority of members present.
- the Chairperson will preside at an Advisory Committee meeting. However, if the Chairperson is absent or unavailable to preside, a member of the Advisory Committee chosen by the members present at the Regional Advisory Committee meeting will preside.
- a non-member may attend the Regional Advisory Committee meeting as an observer only
- recommendations of Advisory Committees will be by majority voting of members present.
- The secretary to the Regional Advisory Committee will by email send the committee report to the governance office to be included in the next Ordinary Council meeting agenda.
- If any committee member is absent for three (3) consecutive meetings without sending apology or reasonable excuse, the member's continued membership will be referred to the Official Manager for determination.

## 9. REMUNERATION

Eligible Advisory Committee Members may receive attendance of meeting allowance as determined by the Council resolution following the NTG Statutory bodies classified remuneration structure.



## 10. CALLING FOR NOMINATIONS

Council will seek nominations by;

- a. Posting the call for nominations on Councils website,
- b. Posting notice on community notice board
- c. Writing to various organisations and Government bodies requesting them to nominate a delegate,
- d. At the special invite by the Official Manager, all elected members on suspension are encouraged to join the Regional Advisory Committees and continue to contribute towards the development of their communities.

## 11. REVIEW

**The terms of reference will be reviewed in December 2024**

## 12. ASSOCIATED POLICIES

Council Code of conduct Policy

Privacy Policy

Media Policy

Confidentiality Policy

## 13. Approval

This policy is approved

Ian Bodill

**Chief Executive Officer**



Signature

21.12.2023

Dated

END

## 7 CHIEF FINANCE OFFICER REPORTS

### Chief Finance Officer Reports

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#### 7.1 Finance Directorate Report

**Reference** <enter ref here>  
**Author** Romeo Mutsago

#### RECOMMENDATION

That Council receives and notes the finance report for the year-to-date 31 January 2024.

#### SUMMARY

The report summaries the Finance Directorate activities for the year-to-date 31 January 2024.

#### BACKGROUND

##### Acquittals

All FY2023 acquittals have been filed, including revised acquittals following suggested edits by funding agencies.

##### Staff Compliment for Finance Directorate

As of 31 January 2024, the Finance Directorate is staffed to enable normal independent checks of work to enhance internal controls entity-wide.

##### ATO (Australian Taxation Office) Lodgments

As of 31 January 2024, all statutory obligations were up to date.

##### Year-to-date 31 January Financial Statements

The financials are attached, with explanatory graph analyses.  
Financials indicate the Council is in a healthy financial position.

The Council can meet its contractual obligations for the rest of FY2024 as and when they fall due and payable.

##### Procurement Policy Review

The revised terms of reference are attached.  
The terms of reference were revised to consider contract variations.

##### FY2025 budget consultations

A budget calendar has since been issued and consultations will begin in earnest immediately after the council meeting.

##### ANZ Trust Account

We have since submitted relevant forms to ANZ to open a trust account as approved by the council.

#### ORGANISATIONAL RISK ASSESSMENT



Nil.

#### **BUDGET IMPLICATION**

Nil.

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

Nil.

#### **CONSULTATION & TIMING**

Nil.

#### **ATTACHMENTS:**

1. ToR procurement policy review revised [7.1.1 - 1 page]
2. finance report 31- January-2024 [7.1.2 - 31 pages]

### **Terms of Reference for BRC Procurement Policy Review**

#### **A. Objective**

1. Review of the existing procurement policy against any best practice to ensure value-for-money outcomes.

The Procurement Consultant will have full and free access to all relevant documentation and information required to perform the review within the scope requirements.

#### **B. Scope**

3. The Procurement Consultant will undertake the following, but not limited to, the tasks:

1. Review our procurement policy in line with best practice procurement and relevant legislation to ensure BRC derives value for money for \$ spent on procurement, considering the following:

- Review of the policy against applicable NTG LGA 2019 requirements around procurement as well as any established Local, State and Federal Government best-practice guidance;
- Review of the policy against any best practice guidance established by Audit Agencies and Crime/Corruption Agencies;
- Review of the effectiveness of application of the policy to achieve value-for-money outcomes;
- Review integrity of the process around approval of project contract variations.

2. Review should further consider that the procurement policy ensures:

- Enhancement of local businesses and capabilities including regional opportunities;
- Employment of local people within the regions, value add Indigenous Employment Outcomes;
- Harm minimisation and sustainable outcomes including cultural, economic, social and looking after country principals.

3. Documentation and reporting to the BRC

- Prepare a report of the procurement process, describing BRC's performance against best practice when conducting procurement;
- The Report should suggest how the procurement policy could be enhanced;
- The report should highlight significant findings and recommendations.



**BARKLY REGIONAL COUNCIL**  
ABN 32 171 281 456

**Statement 1. Comparison of Actual Performance against Budget**

**Table 1.1 Income and Expenditure Statement for the month of January 2024**

Account	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
<b>Operating Income</b>				
Rates	4,252,963.49	4,146,000.00	106,963.49	4,146,000.00
Fees and Charges	1,483,312.13	736,745.33	746,566.80	1,262,992.00
Operating Grants and Subsidies	9,798,179.08	11,317,250.00	(1,519,070.92)	19,401,000.00
Interest/Investment Income	35,685.92	8,169.00	27,516.92	14,004.00
Commercial and Other Income	832,554.37	860,419.00	(27,864.63)	1,475,004.00
<b>Total Operating Income</b>	<b>16,402,694.99</b>	<b>17,068,583.33</b>	<b>(665,888.34)</b>	<b>26,299,000.00</b>
<b>Operating Expenditure</b>				
Employee Expenses	9,389,809.74	9,648,520.00	258,710.26	16,540,320.00
Materials and Contracts	7,500,418.40	5,845,179.67	(1,655,238.73)	10,020,308.00
Elected Member Allowances	78,322.00	108,955.00	30,633.00	186,780.00
Elected Member Expenses	26,486.66	28,357.00	1,870.34	48,612.00
Council Committee & LA Allowances	17,013.12	20,531.00	3,517.88	35,196.00
Council Committee & LA Expenses	58,565.24	53,508.00	(5,057.24)	91,728.00
Depreciation, Amortisation and Impairment	1,633,338.15	1,633,331.00	(7.15)	2,800,000.00
Other Expenses	4,188.94	5,866.00	1,677.06	10,056.00
<b>Total Operating Expenditure</b>	<b>18,708,142.25</b>	<b>17,344,247.67</b>	<b>1,363,894.58</b>	<b>29,733,000.00</b>
<b>Operating Surplus/Deficit</b>	<b>(2,305,447.26)</b>	<b>(275,664.33)</b>	<b>(2,029,782.93)</b>	<b>(3,434,000.00)</b>

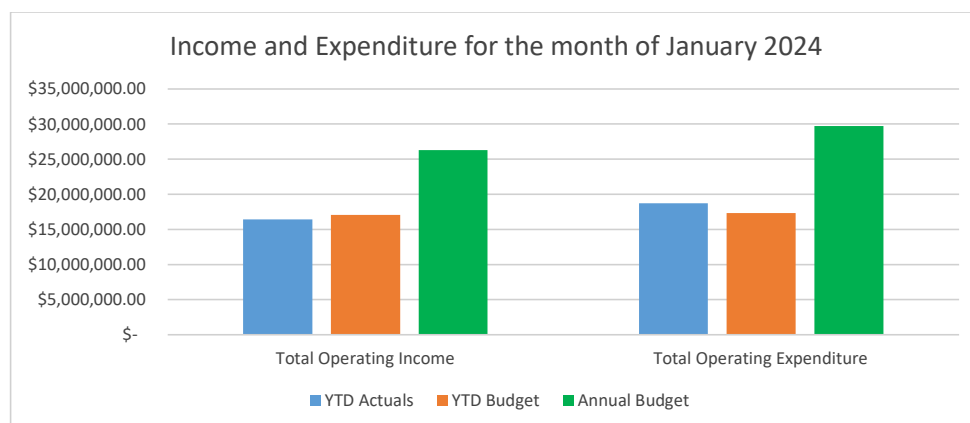
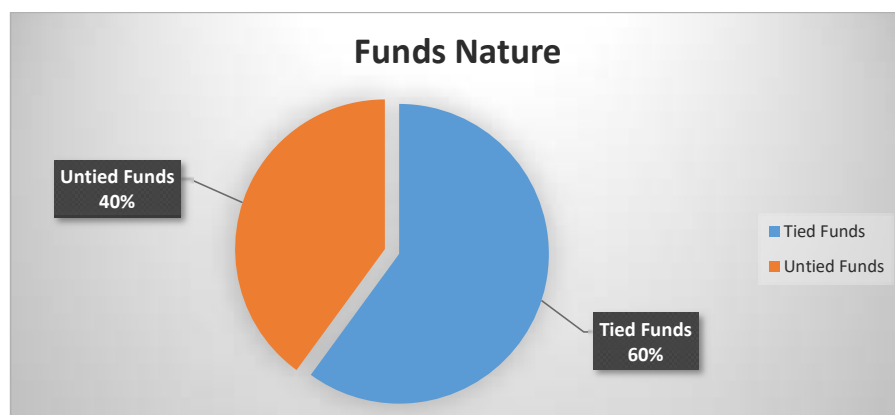




Table 1.2 Operating Position for the month of January 2024

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
<b>BUDGETED OPERATING SURPLUS/DEFICIT</b>	-2,305,447.26	-270,969.67	-2,034,477.59	-3,425,948.00
<b>Remove NON-CASH ITEMS</b>				
Less Non-Cash Income	0.00	0.00	0.00	0.00
Add Back Non-Cash Expenses	1,633,338.15	1,633,331.00	-7.15	2,799,996.00
<b>TOTAL NON-CASH ITEMS</b>	<b>1,633,338.15</b>	<b>1,633,331.00</b>	<b>-7.15</b>	<b>2,799,996.00</b>
<b>Less ADDITIONAL OUTFLOWS</b>				
Capital Expenditure/Capital Works	1,172,234.02	291,666.67	-880,567.35	500,000.00
Borrowing Repayments (Principal Only)	0.00	0.00	0.00	0.00
Transfers to Reserves	0.00	0.00	0.00	0.00
Other Outflows	0.00	0.00	0.00	0.00
<b>TOTAL ADDITIONAL OUTFLOWS</b>	<b>-1,172,234.02</b>	<b>-291,666.67</b>	<b>880,567.35</b>	<b>-500,000.00</b>
<b>Add ADDITIONAL INFLOWS</b>				
Capital Grants Income	0.00	0.00	0.00	0.00
Prior Year Carry Forward Tied Funding	3,656,810.63	0.00	0.00	1,124,371.00
Other Inflow of Funds	0.00	0.00	0.00	0.00
Transfers from Reserves	0.00	0.00	0.00	0.00
<b>TOTAL ADDITIONAL INFLOWS</b>	<b>3,656,810.63</b>	<b>-</b>	<b>-</b>	<b>1,124,371.00</b>
<b>NET BUDGETED OPERATING POSITION</b>	<b>1,812,467.50</b>	<b>1,070,694.67</b>	<b>-1,153,917.39</b>	<b>-1,581.00</b>





## Statement 2. Capital Expenditure and Funding

Table 2.1 By class of infrastructure, property, plant, and equipment.

CAPITAL EXPENDITURE	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
Land and Buildings	98,891.93	88,696.83	-10,195.10	88,696.83
Infrastructure (including roads, footpaths, park furniture)	79,443.20	0.00	-79,443.20	0.00
Plant and Machinery	580,711.91	125,416.67	-455,295.24	215,000.00
Fleet	413,186.98	118,750.00	-294,436.98	285,000.00
Other Assets (including furniture and office equipment)	0.00	0.00	0.00	0.00
Other Leased Assets	0.00	0.00	0.00	0.00
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>1,172,234.02</b>	<b>332,863.50</b>	<b>-839,370.52</b>	<b>588,696.83</b>
<b>TOTAL CAPITAL EXPENDITURE FUNDED BY</b>				
Operating Income (amount allocated to fund capital items)	500,000.00	291,666.67	-208,333.33	500,000.00
Capital Grants	0.00	0.00	0.00	0.00
Transfers from Cash Reserves	180,880.78	0.00	-180,880.78	0.00
Borrowings	0.00	0.00	0.00	0.00
Sale of Assets (including trade-ins)	102,588.59	0.00	-102,588.59	0.00
Other Funding (Community Benefits Funds + BBRF Funding for Tennant Creek Youth Centre)	388,764.65	88,696.83	-300,067.82	88,696.83
<b>TOTAL CAPITAL EXPENDITURE FUNDING</b>	<b>1,172,234.02</b>	<b>380,363.50</b>	<b>-791,870.52</b>	<b>588,696.83</b>

Table 2.2 Report on Planned Major Capital Works for the month of January 2024

Class of Assets	By Major Capital Project *	Total Prior Year(s) Actuals (A)	YTD Actuals (B)	Total Actuals (C=A+B)	Total Planned Budget ** (D)	Total Yet to Spend \$ (E = D - C)	Expected Project Completion Date
Nil						0	
						0	
						0	
						0	
						0	
<b>TOTAL ***</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	





The table below shows the capital expenditure as of 31/01/2024. These expenses are funded by Barkly Local Community Projects Fund, Local Authority Fund, Grants and Council's Reserves.

Classifications	Amount Expended
BBQ Trailer - Alpururulam	\$ 24,131.82
Bin Lifter tipper	\$ 35,990.00
Huski Skid Steer Loader - Tennant Creek	\$ 38,950.00
Kube Twin Compartment (Animal Lifter)	\$ 57,630.00
Mitubishi Triton Ute	\$ 31,872.48
Skid Steer Loader and Excavator - Barkly Regional Deal	\$ 77,877.00
Station Tractor - Barkly Regional Deal	\$ 289,872.72
Structures - Construction of Dog Run Area (Tennant Creek - Dog Pound)	\$ 25,749.88
Structures - Containers for Tennant Creek Swimming Pool	\$ 51,012.32
Structures - Demountable Office (Tennant Creek Landfill)	\$ 10,195.10
Structures - Softball Pitch Construction (Alpururulam)	\$ 2,681.00
Structures - Tennant Creek Youth Centre	\$ 88,696.83
Toyota Hilux	\$ 73,830.67
Toyota Hilux VIN No: MR0KA3CD901289705	\$ 73,830.67
Toyota Hilux VIN No: MR0KA3CD501289703	\$ 73,830.67
Toyota Hilux VIN No: MR0KA3CD701289699	\$ 73,830.67
Toyota Landcruiser Prado	\$ 85,991.82
Zero Turn Mower - Wutungurra	\$ 19,872.73
Rubbish Trailer - Ali Curung	\$ 36,387.64
	<b>\$ 1,172,234.02</b>



Table 3. Monthly Balance Sheet

BALANCE SHEET	YTD Actuals (As of 31st January 2024)	FY 2022/2023
<b>ASSETS</b>		
Cash at Bank		
Tied Funds	4,892,432.03	6,266,000.00
Untied Funds	3,253,806.40	3,160,000.00
Accounts Receivable		
Trade Debtors	599,342.84	564,000.00
Rates & Charges Debtors	2,873,125.20	1,467,000.00
Other Current Assets	194,256.78	172,000.00
<b>TOTAL CURRENT ASSETS</b>	<b>11,812,963.25</b>	<b>11,629,000.00</b>
Non-Current Financial Assets		
Property, Plant and Equipment	61,841,395.87	38,712,000.00
<b>TOTAL NON-CURRENT ASSETS</b>	<b>61,841,395.87</b>	<b>38,712,000.00</b>
<b>TOTAL ASSETS</b>	<b>73,654,359.12</b>	<b>50,341,000.00</b>
<b>LIABILITIES</b>		
Accounts Payable	224,180.90	858,000.00
ATO & Payroll Liabilities	107,292.59	27,000.00
Current Provisions	1,105,752.33	1,127,000.00
Other Current Liabilities	18,880.32	0.00
<b>TOTAL CURRENT LIABILITIES</b>	<b>1,456,106.14</b>	<b>2,012,000.00</b>
Non-Current Provisions	415,826.03	417,000.00
Other Non-Current Liabilities	0.00	0.00
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>415,826.03</b>	<b>417,000.00</b>
<b>TOTAL LIABILITIES</b>	<b>1,871,932.17</b>	<b>2,429,000.00</b>
<b>NET ASSETS</b>	<b>71,782,426.95</b>	<b>47,912,000.00</b>
<b>EQUITY</b>		
Reserves	46,649,845.15	23,054,010.00
Accumulated Surplus	25,132,581.80	24,857,990.00
<b>TOTAL EQUITY</b>	<b>71,782,426.95</b>	<b>47,912,000.00</b>



#### Note 1. Details of Cash and Investment Held

As of 31<sup>st</sup> January 2024, the Council's cash and cash equivalent balances amounted to \$8.14m. A breakdown of the Council's cash and cash equivalent balances are as follows:

##### Cash in Hand and at Bank

Transaction Account - ANZ				\$4,396,001.92
Trust account - WBC				\$253,940.34
Transaction Account - WBC				\$3,496,096.17
Petty Cash				\$200.00
				<u>\$8,146,038.43</u>

\$3,181,465.34 Term Deposit matured on 20<sup>th</sup> January 2024. This amount has been withdrawal to WBC Transaction Account. Council will soon transfer this money to ANZ Trust Account and will present report for best investing options with ANZ.

#### Note 2. Statement of Trade Debtors

As of 31<sup>st</sup> January 2024, the Council's trade receivables balance was \$599,342.84. Finance teams are continuously following up for overdue invoices.

	Current	Past Due 1-30 Days	Past Due 31-60 Days	Past Due 61-90 Days	Past Due 90+ Days	Total
Trade Debtors	\$106,467.93	\$106,179.33	\$13,729.62	\$57,391.26	\$315,574.70	\$599,342.84
Percentage	17.76%	17.72%	2.29%	9.58%	52.65%	100%



**Note 3. Statement on Trade Creditors**

The Council's trade payable is \$ 224,180.90 as of 31<sup>st</sup> January 2024. The Council typically settles its trade payables within 30 days. There are no trade payables that the Council considers as non-current, i.e., not payable within 12 months.

	Current	Past Due 1-30 Days	Past Due 31-60 Days	Past Due 61-90 Days	Past Due 90+ Days	Total
Trade Debtors	\$ 224,180.90	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 224,180.90
Percentage	100 %	0.00 %	0.00 %	0.00 %	0.00 %	100 %

**Note 4. Statement on Australian Tax Office, Payroll, and Insurance Obligations****(a) Australian Taxation Office**

The Council has the following reporting and payment obligations with the Australian Taxation Office:

- (i) Goods and Services Tax – Amounts are reported and remitted monthly.
- (ii) PAYG Income Tax Withheld – Amounts are reported and remitted monthly as part of Single Touch Payroll (STP) arrangements; and
- (iii) Fringe Benefits Tax – Instalment amounts are paid quarterly with an FBT return for the 12-month period ended 31 March required to be lodged each year.

As of 31<sup>st</sup> January 2024, the Council has a receivable of \$47,346 as a GST refund and PAYG liability of \$69,687.

**(b) Superannuation**

In accordance to the superannuation legislation framework, employees receive defined superannuation contributions. Superannuation contributions are made to either the employee's choice of complying fund or the Council's default fund. The Council deposits 11% of an employee's ordinary time earnings into their chosen super account. Some Council employees have an additional superannuation contribution included in their agreed-upon compensation plan. Payments for superannuation are made on a weekly basis. As of January 31, 2024, Council has the super liability of amount \$32,759. In February 2024, the Council will remit this payment to superannuation funds.

**Note 5: Provisions**

Current Provision - LSL	\$ 126,040.38
Annual Leave (Staff) Provision	\$ 979,711.95
	<b>\$ 1,105,752.33</b>

Non-Current Provision - LSL	\$ 415,826.03
	<b>\$ 415,826.03</b>

**Note 6: Equity**

Equity	Amount in \$
Accumulated Surpluses	\$ 25,132,581.80
Asset Revaluation Reserves	\$ 46,649,845.15
<b>Total Equity</b>	<b>\$ 71,782,426.95</b>

**Table 4. Member and CEO Council Credit Card Transactions as of 31<sup>st</sup> January 2024**

The Council has a credit card facility of \$47,000 credit limit.

For the month of January 2024 there was an aggregate spend of \$30,100.57

- Official Manager's Credit Card: In January 2024, the Official Manager of the Council spent \$1,626.27 on his credit card. Below is the summary of the expenditure.

Transaction Date	Supplier Name	Amount	Reason for Expenses Occurred
31/01/2024	Cab Fare	\$ 15.75	Travel
17/01/2024	Cab Fare	\$ 21.00	Travel
12/01/2024	Air North	\$1,575.14	Travel
5/01/2024	Cab Fare	\$ 14.38	Travel

\$1,626.27

- CEO's Credit card: Nil

**Key Indicators Year to Date:**

Liquidity Test (Working Capital Ratio)	Amount
Current Assets:	\$11,812,963.25
Current Liabilities:	\$1,456,106.14
<b>Current Liquidity Ratio:</b>	<b>8.11</b>
<b>Quick Asset Ratio:</b>	<b>5.59</b>
2022 Liquidity Ratio:	4.8



Monthly Financial Report Certification:

**Certification by the CEO to the Council**

That, to the best of the CEO's knowledge, information and belief:

- (1) The internal controls implemented by the council are appropriate; and
- (2) The council's financial report best reflects the financial affairs of the council.

CEO Signed \_\_\_\_\_

Date Signed \_\_\_\_\_

19/2/2024

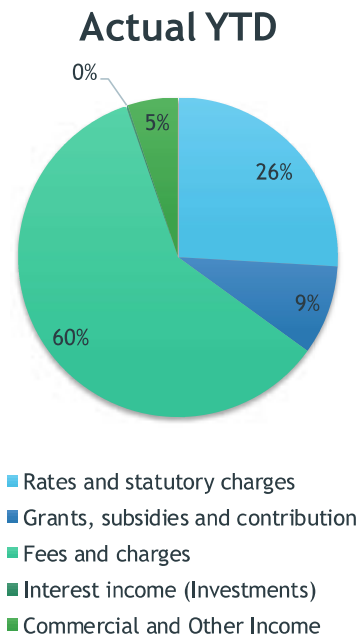




Financial Analysis for the period  
ended 31<sup>st</sup> January 2024

# Income and Expenditure Report

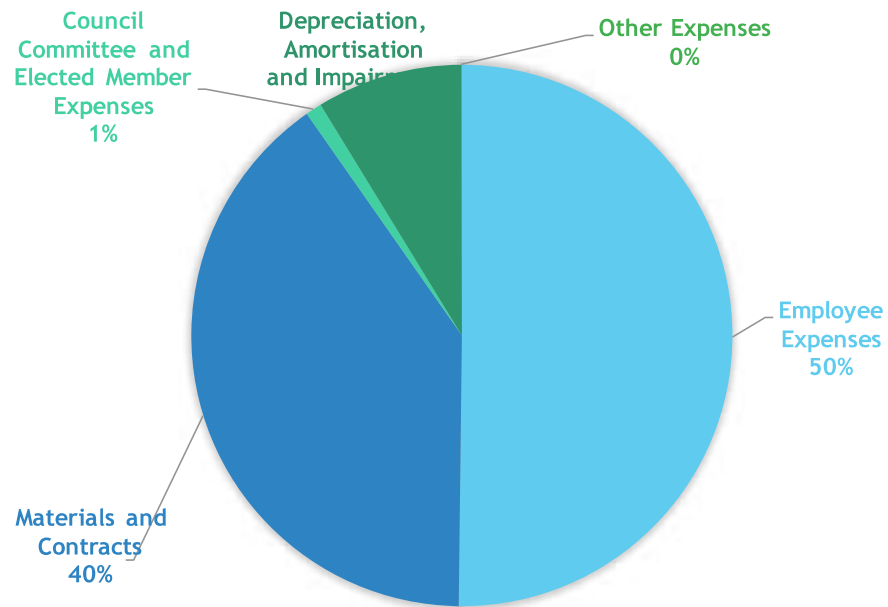
Account	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
<b>Operating Income</b>				
Rates	4,252,963.49	4,146,000.00	106,963.49	4,146,000.00
Fees and Charges	1,483,312.13	736,745.33	746,566.80	1,262,992.00
Operating Grants and Subsidies	9,798,179.08	11,317,250.00	(1,519,070.92)	19,401,000.00
Interest/Investment Income	35,685.92	8,169.00	27,516.92	14,004.00
Commercial and Other Income	832,554.37	860,419.00	(27,864.63)	1,475,004.00
<b>Total Operating Income</b>	<b>16,402,694.99</b>	<b>17,068,583.33</b>	<b>(665,888.34)</b>	<b>26,299,000.00</b>
<b>Operating Expenditure</b>				
Employee Expenses	9,389,809.74	9,648,520.00	258,710.26	16,540,320.00
Materials and Contracts	7,500,418.40	5,845,179.67	(1,655,238.73)	10,020,308.00
Elected Member Allowances	78,322.00	108,955.00	30,633.00	186,780.00
Elected Member Expenses	26,486.66	28,357.00	1,870.34	48,612.00
Council Committee & LA Allowances	17,013.12	20,531.00	3,517.88	35,196.00
Council Committee & LA Expenses	58,565.24	53,508.00	(5,057.24)	91,728.00
Depreciation, Amortisation and Impairment	1,633,338.15	1,633,331.00	(7.15)	2,800,000.00
Other Expenses	4,188.94	5,866.00	1,677.06	10,056.00
<b>Total Operating Expenditure</b>	<b>18,708,142.25</b>	<b>17,344,247.67</b>	<b>1,363,894.58</b>	<b>29,733,000.00</b>
<b>Operating Surplus/Deficit</b>	<b>(2,305,447.26)</b>	<b>(275,664.33)</b>	<b>(2,029,782.93)</b>	<b>(3,434,000.00)</b>



## Where did the income come from?

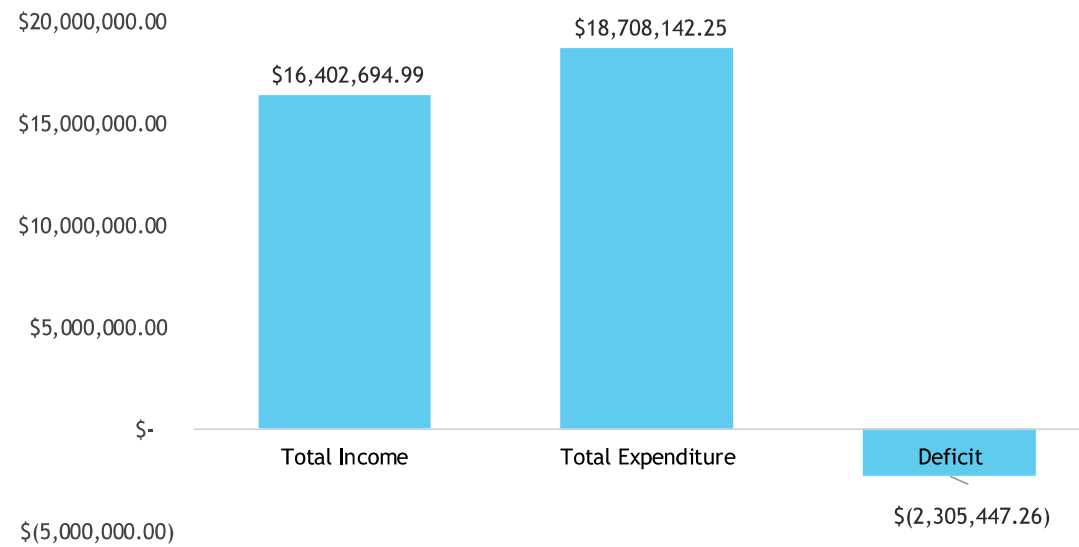
Total income = \$16,402,694.99

## What were the expenses?

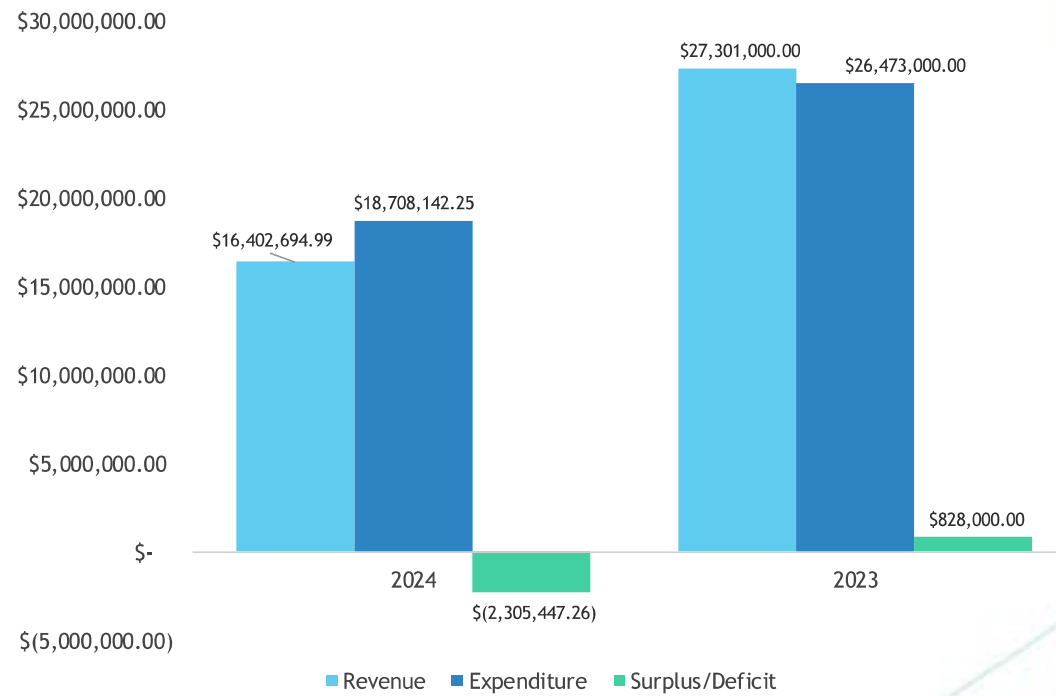


Total expenses = \$18,708,142.25

## Results of operation



## Income and Expenditure Trends



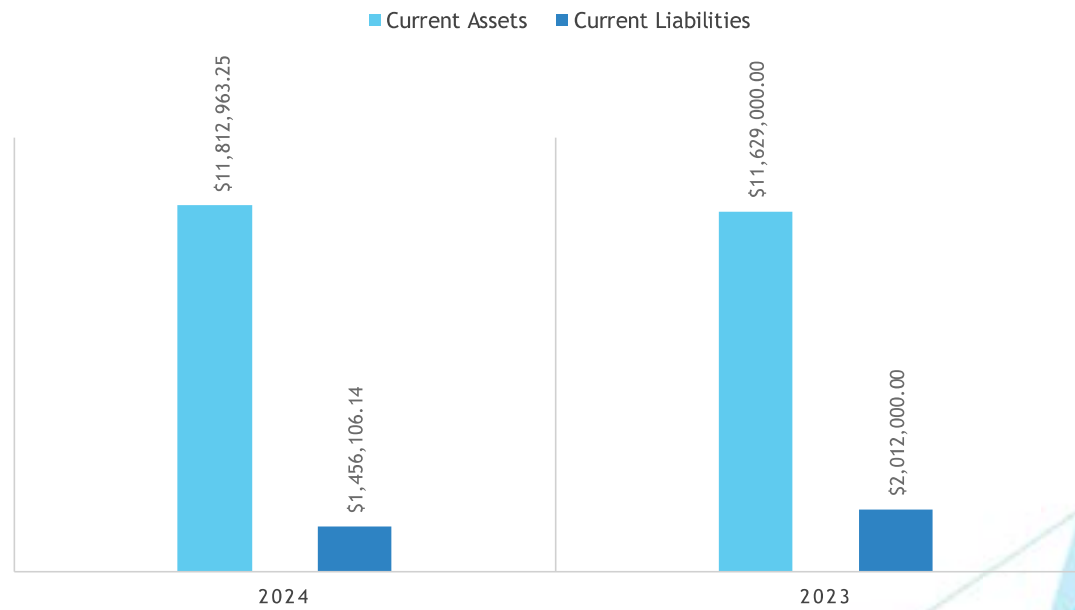
# Balance Sheet

BALANCE SHEET	YTD Actuals (As of 31st January 2024)	FY 2022/2023
<b>ASSETS</b>		
Cash at Bank		
Tied Funds	4,892,432.03	6,266,000.00
Untied Funds	3,253,806.40	3,160,000.00
Accounts Receivable		
Trade Debtors	599,342.84	564,000.00
Rates & Charges Debtors	2,873,125.20	1,467,000.00
Other Current Assets	194,256.78	172,000.00
<b>TOTAL CURRENT ASSETS</b>	<b>11,812,963.25</b>	<b>11,629,000.00</b>
Non-Current Financial Assets		
Property, Plant and Equipment	61,841,395.87	38,712,000.00
<b>TOTAL NON-CURRENT ASSETS</b>	<b>61,841,395.87</b>	<b>38,712,000.00</b>
<b>TOTAL ASSETS</b>	<b>73,654,359.12</b>	<b>50,341,000.00</b>
<b>LIABILITIES</b>		
Accounts Payable	224,180.90	858,000.00
ATO & Payroll Liabilities	107,292.59	27,000.00
Current Provisions	1,105,752.33	1,127,000.00
Other Current Liabilities	18,880.32	0.00
<b>TOTAL CURRENT LIABILITIES</b>	<b>1,456,106.14</b>	<b>2,012,000.00</b>
Non-Current Provisions	415,826.03	417,000.00
Other Non-Current Liabilities	0.00	0.00
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>415,826.03</b>	<b>417,000.00</b>
<b>TOTAL LIABILITIES</b>	<b>1,871,932.17</b>	<b>2,429,000.00</b>
<b>NET ASSETS</b>	<b>71,782,426.95</b>	<b>47,912,000.00</b>
<b>EQUITY</b>		
Reserves	46,649,845.15	23,054,010.00
Accumulated Surplus	25,132,581.80	24,857,990.00
<b>TOTAL EQUITY</b>	<b>71,782,426.95</b>	<b>47,912,000.00</b>



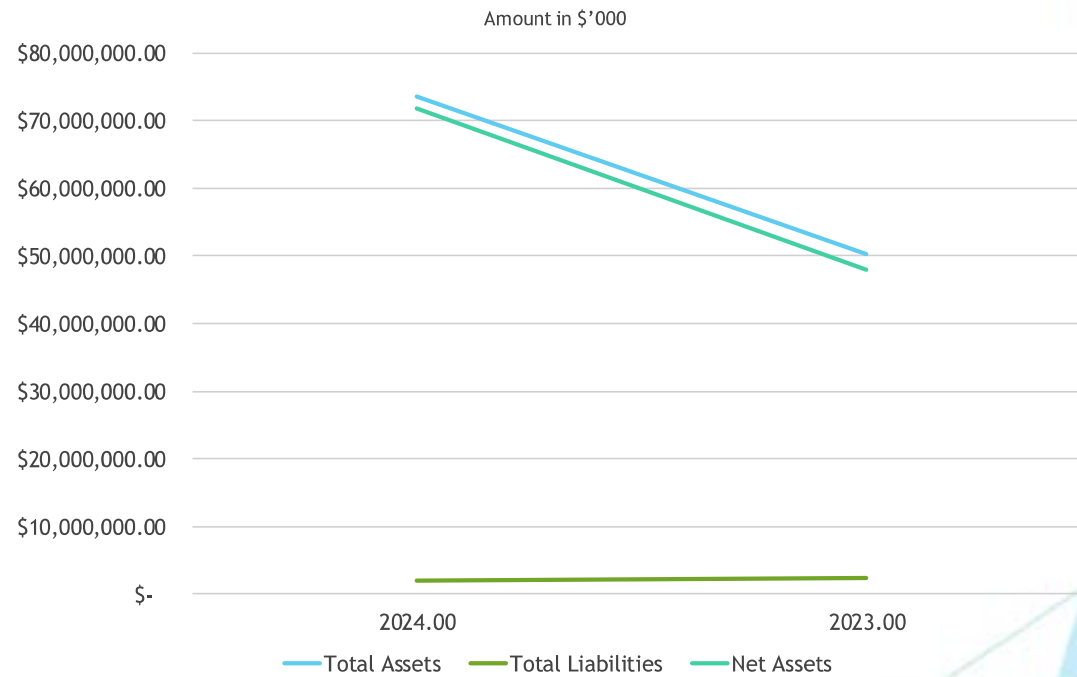


## Able to pay its debts?



8

## Balance sheet trend



## Key performance indicators

Liquidity Test (Working Capital Ratio)	Amount
Current Assets:	\$11,812,963.25
Current Liabilities:	\$1,456,106.14
<b>Current Liquidity Ratio:</b>	<b>8.11</b>
<b>Quick Asset Ratio:</b>	<b>5.59</b>
2022 Liquidity Ratio:	4.8

# All purchase orders summary

## Barkly Regional Council

### For the period 1 January 2024 to 31 January 2024

Source contains Purchase Order

ORDER NUMBER	INVOICE DATE	CONTACT	SOURCE	GROSS (AUD)	STATUS
BRC PO-2204	2 Jan 2024	MaxiPARTS Operations	Purchase Order	(517.74)	Approved
BRC PO-2205	2 Jan 2024	Zeneisha Maller	Purchase Order	(9,955.00)	Approved
BRC PO-2206	2 Jan 2024	Tennant Creek Tyre Centre (Bridgestone)	Purchase Order	(870.00)	Approved
BRC PO-2207	2 Jan 2024	Bond and Bond Sharp	Purchase Order	(800.00)	Approved
BRC PO-2208	2 Jan 2024	Independent Grocers Alice Springs	Purchase Order	(709.43)	Approved
BRC PO-2209	2 Jan 2024	Milner Meat & Seafood	Purchase Order	(239.15)	Approved
BRC PO-2210	2 Jan 2024	Warte Alparayetye Aboriginal Corporation	Purchase Order	(900.00)	Approved
BRC PO-2211	2 Jan 2024	Central Fruit & Vegetable Wholesalers	Purchase Order	(400.73)	Approved
BRC PO-2212	2 Jan 2024	The Personnel Risk Management Group P/L	Purchase Order	(96.80)	Approved
BRC PO-2213	2 Jan 2024	Urapuntja Aboriginal Corporation	Purchase Order	(1,100.00)	Approved
BRC PO-2214	2 Jan 2024	Independent Grocers Darwin1	Purchase Order	(1,457.08)	Approved
BRC PO-2215	2 Jan 2024	Mirrirri Store	Purchase Order	(199.61)	Approved
BRC PO-2216	2 Jan 2024	Council Biz	Purchase Order	(299.70)	Approved
BRC PO-2217	2 Jan 2024	ALICE CENTA NO 2 TRUST HARVEY NORMAN AV/IT ALICESPRINGS (Computer & Electrical)	Purchase Order	(1,479.00)	Approved
BRC PO-2218	2 Jan 2024	Ronin Security Technologies	Purchase Order	(247.50)	Approved
BRC PO-2219	2 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(500.00)	Approved
BRC PO-2220	2 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(1,454.69)	Approved
BRC PO-2221	2 Jan 2024	PFD Food Services Pty Ltd	Purchase Order	(433.55)	Approved
BRC PO-2222	2 Jan 2024	PFD Food Services Pty Ltd	Purchase Order	(50.20)	Approved
BRC PO-2223	2 Jan 2024	PFD Food Services Pty Ltd	Purchase Order	(18,831.60)	Approved
BRC PO-2224	2 Jan 2024	Davit Pty. Ltd. t/a Aquatune	Purchase Order	(1,920.00)	Approved
BRC PO-2225	2 Jan 2024	Neil Mansell Transport Pty Ltd	Purchase Order	(265.44)	Approved
BRC PO-2226	2 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(429.30)	Approved
BRC PO-2227	2 Jan 2024	Tsavaris Mobile Mechanical Repairs	Purchase Order	(1,047.20)	Approved
BRC PO-2228	2 Jan 2024	Barkly Hardware JV Pty Ltd	Purchase Order	(500.00)	Approved
BRC PO-2230	2 Jan 2024	Barkly Hardware JV Pty Ltd	Purchase Order	(500.00)	Approved
BRC PO-2231	2 Jan 2024	Fluid Power NT Pty Ltd	Purchase Order	(500.00)	Approved
BRC PO-2232	2 Jan 2024	BJ Trading & Hire	Purchase Order	(500.00)	Approved
BRC PO-2233	2 Jan 2024	BRICHE PTY LTD	Purchase Order	(500.00)	Approved
BRC PO-2234	2 Jan 2024	BJ Trading & Hire	Purchase Order	(500.00)	Approved

## All purchase orders summary

BRC PO-2235	2 Jan 2024	Jacal Tint & Automotive	Purchase Order	(500.00)	Approved
BRC PO-2236	2 Jan 2024	BRICHE PTY LTD	Purchase Order	(500.00)	Approved
BRC PO-2237	2 Jan 2024	Tennant Creek Tyre Centre (Bridgestone)	Purchase Order	(500.00)	Approved
BRC PO-2238	2 Jan 2024	No Worries Gardening Service Nursery	Purchase Order	(500.00)	Approved
BRC PO-2239	2 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(429.30)	Deleted
BRC PO-2240	2 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(12.60)	Approved
BRC PO-2249	2 Jan 2024	F.M.A. Contracting PTY LTD	Purchase Order	(2,511.30)	Approved
BRC PO-2267	2 Jan 2024	Bagnall Agencies	Purchase Order	(330.00)	Approved
BRC PO-2433	2 Jan 2024	John King	Purchase Order	(6,424.00)	Approved
BRC PO-2229	3 Jan 2024	BOC Gases	Purchase Order	(895.77)	Approved
BRC PO-2241	3 Jan 2024	Jalbu Service Pty Ltd	Purchase Order	(702.24)	Approved
BRC PO-2242	3 Jan 2024	Barkly Plumbing Services	Purchase Order	(641.00)	Approved
BRC PO-2243	3 Jan 2024	Central Desert Transport	Purchase Order	(315.34)	Approved
BRC PO-2244	3 Jan 2024	Central Desert Transport	Purchase Order	(185.00)	Approved
BRC PO-2245	3 Jan 2024	Warte Alparayetye Aboriginal Corporation	Purchase Order	(17.55)	Approved
BRC PO-2246	3 Jan 2024	Tennant Creek Tyre Centre (Bridgestone)	Purchase Order	(1,520.00)	Approved
BRC PO-2247	3 Jan 2024	Arlparra Aboriginal Corporation	Purchase Order	(500.00)	Deleted
BRC PO-2248	3 Jan 2024	Arlparra Aboriginal Corporation	Purchase Order	(800.00)	Approved
BRC PO-2251	3 Jan 2024	ChewProof Pty Ltd	Purchase Order	(2,822.69)	Approved
BRC PO-2252	3 Jan 2024	Neil Mansell Transport Pty Ltd	Purchase Order	(471.46)	Approved
BRC PO-2253	3 Jan 2024	Jones Meat Katherine	Purchase Order	(1,080.38)	Approved
BRC PO-2254	3 Jan 2024	Katherine Fresh Fruit & Veg Market	Purchase Order	(500.82)	Approved
BRC PO-2255	3 Jan 2024	Independent Grocers Darwin1	Purchase Order	(1,823.85)	Approved
BRC PO-2256	3 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(1,246.58)	Approved
BRC PO-2265	3 Jan 2024	Green Thumb Cleaning	Purchase Order	(300.00)	Approved
BRC PO-2268	3 Jan 2024	RDO Equipment Pty Ltd	Purchase Order	(929.21)	Approved
BRC PO-2275	3 Jan 2024	Freshworks Inc.	Purchase Order	(8,808.00)	Approved
BRC PO-2257	4 Jan 2024	Peter Kittle Alice Springs	Purchase Order	(2,261.60)	Approved
BRC PO-2260	4 Jan 2024	Wetenngerr Store	Purchase Order	(188.28)	Approved
BRC PO-2261	4 Jan 2024	Wetenngerr Store	Purchase Order	(6.79)	Approved
BRC PO-2262	4 Jan 2024	Wetenngerr Store	Purchase Order	(261.93)	Approved
BRC PO-2263	4 Jan 2024	Wetenngerr Store	Purchase Order	(21.09)	Approved
BRC PO-2264	4 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(92.20)	Approved
BRC PO-2266	4 Jan 2024	Neil Mansell Transport Pty Ltd	Purchase Order	(263.14)	Approved
BRC PO-2269	4 Jan 2024	Bass Cattle Company Pty Ltd	Purchase Order	(141.01)	Billed
BRC PO-2270	4 Jan 2024	Bass Cattle Company Pty Ltd	Purchase Order	(145.71)	Approved
BRC PO-2271	4 Jan 2024	Tennant Creek Tyre Centre (Bridgestone)	Purchase Order	(4,548.00)	Approved
BRC PO-2272	4 Jan 2024	GK Building Contractors Pty Ltd	Purchase Order	(6,794.00)	Approved

All purchase orders summary

BRC PO-2273	4 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(200.65)	Approved
BRC PO-2274	4 Jan 2024	Bunnings - Alice Springs	Purchase Order	(851.78)	Approved
BRC PO-2277	4 Jan 2024	Dynasdy Pty Ltd	Purchase Order	(11,048.91)	Approved
BRC PO-2280	4 Jan 2024	DERRICK'S CONTRACTING PTY LTD	Purchase Order	(13,021.80)	Approved
BRC PO-2287	4 Jan 2024	The Elliott Store	Purchase Order	(643.59)	Approved
BRC PO-2289	4 Jan 2024	Warrabri Bakery	Purchase Order	(168.00)	Approved
BRC PO-2276	5 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(173.08)	Approved
BRC PO-2278	5 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(131.94)	Approved
BRC PO-2279	5 Jan 2024	REPCO Alice Springs	Purchase Order	(416.17)	Approved
BRC PO-2281	5 Jan 2024	Isentia Pty Ltd	Purchase Order	(935.00)	Approved
BRC PO-2331	5 Jan 2024	Area9 Pty Ltd	Purchase Order	(3,507.06)	Approved
BRC PO-2282	7 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(344.77)	Approved
BRC PO-2283	7 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(496.10)	Approved
BRC PO-2284	8 Jan 2024	Bluestone Motor Inn	Purchase Order	(796.00)	Approved
BRC PO-2285	8 Jan 2024	The Elliott Store	Purchase Order	(1,239.15)	Approved
BRC PO-2286	8 Jan 2024	Adobe Systems Software Ireland LTD	Purchase Order	(299.18)	Approved
BRC PO-2288	8 Jan 2024	Barkly Plumbing Services	Purchase Order	(1,666.59)	Approved
BRC PO-2290	8 Jan 2024	Australia Post Tennant Creek	Purchase Order	(1,351.70)	Approved
BRC PO-2291	8 Jan 2024	F.M.A. Contracting PTY LTD	Purchase Order	(17,857.51)	Approved
BRC PO-2292	8 Jan 2024	The Elliott Store	Purchase Order	(185.00)	Approved
BRC PO-2293	8 Jan 2024	Canteen Creek Community Store	Purchase Order	(447.56)	Approved
BRC PO-2297	8 Jan 2024	Darryl John South T/A Darwin Plant Wholesalers	Purchase Order	(8,596.50)	Approved
BRC PO-2309	8 Jan 2024	Principal Products	Purchase Order	(552.22)	Approved
BRC PO-2310	8 Jan 2024	Arlparra Aboriginal Corporation	Purchase Order	(400.00)	Approved
BRC PO-2322	8 Jan 2024	Kym Lenoble	Purchase Order	(2,781.90)	Approved
BRC PO-2365	8 Jan 2024	Glen Arden Pastoral Company	Purchase Order	(250.00)	Approved
BRC PO-2638	8 Jan 2024	Australian Green Properties Pty Ltd - Murray Downs	Purchase Order	(814.40)	Approved
BRC PO-2308	9 Jan 2024	eMerge IT Solutions	Purchase Order	(1,392.00)	Approved
BRC PO-2314	9 Jan 2024	Milner Meat & Seafood	Purchase Order	(686.31)	Approved
BRC PO-2317	9 Jan 2024	Central Fruit & Vegetable Wholesalers	Purchase Order	(674.40)	Approved
BRC PO-2318	9 Jan 2024	Milner Meat & Seafood	Purchase Order	(1,188.90)	Approved
BRC PO-2320	9 Jan 2024	Barkly Hardware JV Pty Ltd	Purchase Order	(122.10)	Approved
BRC PO-2323	9 Jan 2024	Barkly Hardware JV Pty Ltd	Purchase Order	(25.70)	Approved
BRC PO-2294	9 Jan 2024	REPCO Alice Springs	Purchase Order	(148.90)	Approved
BRC PO-2295	9 Jan 2024	Neil Mansell Transport Pty Ltd	Purchase Order	(92.10)	Approved
BRC PO-2296	9 Jan 2024	CEA	Purchase Order	(1,194.90)	Approved
BRC PO-2298	9 Jan 2024	Peter Kittle Alice Springs	Purchase Order	(996.70)	Approved

All purchase orders summary

BRC PO-2299	9 Jan 2024	Mogas Regional Pty Ltd t/a Ausfuel	Purchase Order	(7,376.78)	Approved
BRC PO-2300	9 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(200.00)	Approved
BRC PO-2301	9 Jan 2024	No Worries Gardening Service Nursery	Purchase Order	(90.00)	Approved
BRC PO-2302	9 Jan 2024	CDM Pools and Spas (Feendee Pty Ltd)	Purchase Order	(1,110.00)	Approved
BRC PO-2303	9 Jan 2024	Fast Ass Couriers	Purchase Order	(66.00)	Approved
BRC PO-2304	9 Jan 2024	DERRICK'S CONTRACTING PTY LTD	Purchase Order	(13,936.72)	Approved
BRC PO-2305	9 Jan 2024	L&V Nominees Pty Ltd	Purchase Order	(864.00)	Approved
BRC PO-2306	9 Jan 2024	Wetenngerr Store	Purchase Order	(146.74)	Approved
BRC PO-2307	9 Jan 2024	Leading Edge Computers Tennant Creek	Purchase Order	(400.00)	Approved
BRC PO-2312	9 Jan 2024	Central Desert Transport	Purchase Order	(630.68)	Approved
BRC PO-2313	9 Jan 2024	Central Fruit & Vegetable Wholesalers	Purchase Order	(238.85)	Approved
BRC PO-2315	9 Jan 2024	Independent Grocers Alice Springs	Purchase Order	(2,987.62)	Approved
BRC PO-2316	9 Jan 2024	Central Desert Transport	Purchase Order	(777.27)	Approved
BRC PO-2319	9 Jan 2024	Independent Grocers Alice Springs	Purchase Order	(3,021.35)	Approved
BRC PO-2390	9 Jan 2024	Dynasdy Pty Ltd	Purchase Order	(1,149.50)	Approved
BRC PO-2321	10 Jan 2024	Bunnings - Alice Springs	Purchase Order	(349.00)	Approved
BRC PO-2325	10 Jan 2024	Mirrirri Store	Purchase Order	(200.00)	Approved
BRC PO-2326	10 Jan 2024	Junction 8 pty ltd / Lone Star Service Station	Purchase Order	(400.00)	Approved
BRC PO-2330	10 Jan 2024	Canteen Creek Owairtilla Aboriginal Corporation	Purchase Order	(2,500.00)	Approved
BRC PO-2332	10 Jan 2024	Diesel Pipes Alice Springs Pty Ltd	Purchase Order	(8,389.04)	Approved
BRC PO-2340	10 Jan 2024	Barkly Wholesales	Purchase Order	(175.00)	Approved
BRC PO-2352	10 Jan 2024	Peter Kittle Alice Springs	Purchase Order	(486.57)	Approved
BRC PO-2353	10 Jan 2024	CoolDrive Auto Parts	Purchase Order	(121.73)	Approved
BRC PO-2354	10 Jan 2024	Peter Kittle Alice Springs	Purchase Order	(938.39)	Approved
BRC PO-2364	10 Jan 2024	Bennally Pty Ltd	Purchase Order	(56,804.00)	Approved
BRC PO-2373	10 Jan 2024	Tony Michael Watson	Purchase Order	(825.00)	Approved
BRC PO-2374	10 Jan 2024	Tony Michael Watson	Purchase Order	(1,479.50)	Approved
BRC PO-2491	10 Jan 2024	The Elliott Store	Purchase Order	(1,692.18)	Approved
BRC PO-2311	10 Jan 2024	Bond and Bond Sharp	Purchase Order	(81.30)	Approved
BRC PO-2324	10 Jan 2024	St John Ambulance Australia (NT) Inc	Purchase Order	(3,120.00)	Approved
BRC PO-2327	10 Jan 2024	Barkly Hardware JV Pty Ltd	Purchase Order	(23.80)	Approved
BRC PO-2328	10 Jan 2024	Outback Caravan Park Tennant Creek	Purchase Order	(676.00)	Deleted
BRC PO-2329	10 Jan 2024	Wetenngerr Store	Purchase Order	(197.60)	Approved
BRC PO-2339	10 Jan 2024	World Welding and Transport Service Pty Ltd	Purchase Order	(640.20)	Approved
BRC PO-2355	10 Jan 2024	Tennant Creek Tyre Centre (Bridgestone)	Purchase Order	(210.00)	Approved
BRC PO-2369	10 Jan 2024	eMerge IT Solutions	Purchase Order	(450.22)	Approved
BRC PO-2335	11 Jan 2024	Barkly Hardware JV Pty Ltd	Purchase Order	(20.50)	Approved
BRC PO-2338	11 Jan 2024	Warte Alparayetye Aboriginal Corporation	Purchase Order	(75.90)	Approved



All purchase orders summary

BRC PO-2342	11 Jan 2024	REPCO Alice Springs	Purchase Order	(3,059.60)	Approved
BRC PO-2343	11 Jan 2024	Wetenngerr Store	Purchase Order	(29.80)	Approved
BRC PO-2344	11 Jan 2024	Wetenngerr Store	Purchase Order	(36.18)	Approved
BRC PO-2348	11 Jan 2024	REPCO Alice Springs	Purchase Order	(385.95)	Approved
BRC PO-2350	11 Jan 2024	BP Complex Tennant Creek	Purchase Order	(101.28)	Approved
BRC PO-2358	11 Jan 2024	Barkly Hardware JV Pty Ltd	Purchase Order	(11.90)	Approved
BRC PO-2359	11 Jan 2024	Wetenngerr Store	Purchase Order	(86.52)	Approved
BRC PO-2360	11 Jan 2024	Barkly Hardware JV Pty Ltd	Purchase Order	(51.40)	Approved
BRC PO-2368	11 Jan 2024	BP Complex Tennant Creek	Purchase Order	(204.33)	Approved
BRC PO-2393	11 Jan 2024	Barkly Hardware JV Pty Ltd	Purchase Order	(151.15)	Approved
BRC PO-2333	11 Jan 2024	Fuji Xerox Business Centre NT	Purchase Order	(303.33)	Approved
BRC PO-2334	11 Jan 2024	Fuji Xerox Business Centre NT	Purchase Order	(273.71)	Approved
BRC PO-2336	11 Jan 2024	Bluestone Motor Inn	Purchase Order	(1,791.00)	Approved
BRC PO-2337	11 Jan 2024	Devils Marbles Hotel	Purchase Order	(242.00)	Approved
BRC PO-2341	11 Jan 2024	Dexter Barnes	Purchase Order	(305.55)	Approved
BRC PO-2346	11 Jan 2024	AJ Couriers and Haulage	Purchase Order	(1,293.60)	Approved
BRC PO-2349	11 Jan 2024	Tsavaris Mobile Mechanical Repairs	Purchase Order	(3,573.10)	Approved
BRC PO-2351	11 Jan 2024	Hastings Deering Australia Ltd	Purchase Order	(1,221.58)	Approved
BRC PO-2417	11 Jan 2024	The Big Mower (NT) Pty Ltd	Purchase Order	(218.13)	Approved
BRC PO-2347	12 Jan 2024	REPCO Alice Springs	Purchase Order	(243.52)	Approved
BRC PO-2357	12 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(288.20)	Approved
BRC PO-2361	12 Jan 2024	Scintex Pty Ltd	Purchase Order	(15,472.00)	Approved
BRC PO-2363	12 Jan 2024	Council Biz	Purchase Order	(8,382.17)	Approved
BRC PO-2366	12 Jan 2024	Wetenngerr Store	Purchase Order	(500.00)	Approved
BRC PO-2367	12 Jan 2024	FUJIFILM Business Innovation Australia Pty Ltd	Purchase Order	(1,959.89)	Approved
BRC PO-2371	12 Jan 2024	Council Biz	Purchase Order	(6,336.00)	Approved
BRC PO-2437	12 Jan 2024	Leading Edge Computers Tennant Creek	Purchase Order	(975.50)	Approved
BRC PO-2457	12 Jan 2024	IRIS Consulting Group Pty Ltd	Purchase Order	(132.00)	Approved
BRC PO-2345	12 Jan 2024	Butterworth Brood Pty Ltd	Purchase Order	(2,077.73)	Approved
BRC PO-2356	12 Jan 2024	Barkly Hardware JV Pty Ltd	Purchase Order	(300.00)	Approved
BRC PO-2362	12 Jan 2024	Barkly Hardware JV Pty Ltd	Purchase Order	(355.80)	Approved
BRC PO-2370	12 Jan 2024	Area9 Pty Ltd	Purchase Order	(19.36)	Approved
BRC PO-2372	12 Jan 2024	Council Biz	Purchase Order	(16,417.67)	Approved
BRC PO-2376	15 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(495.79)	Approved
BRC PO-2379	15 Jan 2024	Gidgee Group Consulting and Partnerships Pty Ltd	Purchase Order	(15,000.00)	Approved
BRC PO-2380	15 Jan 2024	Safari Lodge Motel	Purchase Order	(2,110.00)	Approved
BRC PO-2382	15 Jan 2024	Collar Talent Group Pty Ltd	Purchase Order	(4,180.00)	Approved

All purchase orders summary

BRC PO-2383	15 Jan 2024	Seek Limited	Purchase Order	(368.50)	Approved
BRC PO-2386	15 Jan 2024	Barkly Hardware JV Pty Ltd	Purchase Order	(21.00)	Approved
BRC PO-2387	15 Jan 2024	Isentia Pty Ltd	Purchase Order	(11,220.00)	Approved
BRC PO-2394	15 Jan 2024	Kurundi Station Pty Ltd	Purchase Order	(537.50)	Approved
BRC PO-2401	15 Jan 2024	Independent Grocers Alice Springs	Purchase Order	(3,209.50)	Approved
BRC PO-2410	15 Jan 2024	Neil Mansell Transport Pty Ltd	Purchase Order	(367.87)	Approved
BRC PO-2414	15 Jan 2024	Tennant Creek Tyre Centre (Bridgestone)	Purchase Order	(165.00)	Approved
BRC PO-2418	15 Jan 2024	Central Communications (Alice Springs) Pty Ltd	Purchase Order	(4,308.00)	Approved
BRC PO-2375	15 Jan 2024	Leading Edge Computers Tennant Creek	Purchase Order	(1,000.00)	Approved
BRC PO-2377	15 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(98.30)	Approved
BRC PO-2378	15 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(389.20)	Approved
BRC PO-2381	15 Jan 2024	Collar Talent Group Pty Ltd	Purchase Order	(8,882.50)	Approved
BRC PO-2384	15 Jan 2024	Seek Limited	Purchase Order	(368.50)	Approved
BRC PO-2385	15 Jan 2024	Seek Limited	Purchase Order	(357.50)	Approved
BRC PO-2391	15 Jan 2024	Enterprise Electrics (NT) Pty Ltd	Purchase Order	(1,058.42)	Approved
BRC PO-2392	15 Jan 2024	Butterworth Brood Pty Ltd	Purchase Order	(1,500.00)	Approved
BRC PO-2395	15 Jan 2024	Dexter Barnes	Purchase Order	(3,490.72)	Approved
BRC PO-2397	15 Jan 2024	REPCO Alice Springs	Purchase Order	(167.50)	Approved
BRC PO-2404	15 Jan 2024	Independent Grocers Alice Springs	Purchase Order	(1,254.97)	Deleted
BRC PO-2405	15 Jan 2024	Independent Grocers Alice Springs	Purchase Order	(594.55)	Approved
BRC PO-2411	15 Jan 2024	Tennant Creek Tyre Centre (Bridgestone)	Purchase Order	(850.00)	Approved
BRC PO-2466	15 Jan 2024	Lombarde Builders Pty Ltd	Purchase Order	(396.00)	Approved
BRC PO-2396	16 Jan 2024	Central Communications (Alice Springs) Pty Ltd	Purchase Order	(398.00)	Approved
BRC PO-2398	16 Jan 2024	Milner Meat & Seafood	Purchase Order	(681.23)	Approved
BRC PO-2400	16 Jan 2024	Central Fruit & Vegetable Wholesalers	Purchase Order	(345.15)	Approved
BRC PO-2403	16 Jan 2024	Central Fruit & Vegetable Wholesalers	Purchase Order	(522.38)	Approved
BRC PO-2406	16 Jan 2024	Central Desert Transport	Purchase Order	(647.72)	Approved
BRC PO-2407	16 Jan 2024	Stanes Transport NT Pty Ltd	Purchase Order	(610.16)	Approved
BRC PO-2408	16 Jan 2024	Warte Alparayetye Aboriginal Corporation	Purchase Order	(900.00)	Approved
BRC PO-2409	16 Jan 2024	Milner Meat & Seafood	Purchase Order	(248.99)	Approved
BRC PO-2412	16 Jan 2024	Barkly Hardware JV Pty Ltd	Purchase Order	(184.90)	Approved
BRC PO-2415	16 Jan 2024	Warte Alparayetye Aboriginal Corporation	Purchase Order	(105.50)	Approved
BRC PO-2416	16 Jan 2024	Warte Alparayetye Aboriginal Corporation	Purchase Order	(214.23)	Approved
BRC PO-2419	16 Jan 2024	Tennant Creek Tyre Centre (Bridgestone)	Purchase Order	(2,024.00)	Approved
BRC PO-2422	16 Jan 2024	Peter Kittle Alice Springs	Purchase Order	(766.69)	Approved
BRC PO-2423	16 Jan 2024	Local Locksmiths NT	Purchase Order	(2,457.93)	Approved

All purchase orders summary

BRC PO-2451	16 Jan 2024	BP Complex Tennant Creek	Purchase Order	(130.81)	Approved
BRC PO-2399	16 Jan 2024	Central Fruit & Vegetable Wholesalers	Purchase Order	(701.04)	Approved
BRC PO-2402	16 Jan 2024	Milner Meat & Seafood	Purchase Order	(1,149.70)	Approved
BRC PO-2413	16 Jan 2024	Barber Hire	Purchase Order	(627.00)	Approved
BRC PO-2420	16 Jan 2024	Dexter Barnes	Purchase Order	(727.44)	Approved
BRC PO-2421	16 Jan 2024	Mirrirri Store	Purchase Order	(200.00)	Approved
BRC PO-2653	16 Jan 2024	GK Building Contractors Pty Ltd	Purchase Order	(2,945.00)	Approved
BRC PO-2424	17 Jan 2024	Wetenngerr Store	Purchase Order	(193.70)	Approved
BRC PO-2426	17 Jan 2024	Independent Grocers Alice Springs	Purchase Order	(2,089.64)	Approved
BRC PO-2427	17 Jan 2024	Jones Meat Katherine	Purchase Order	(644.50)	Approved
BRC PO-2428	17 Jan 2024	Katherine Fresh Fruit & Veg Market	Purchase Order	(525.46)	Approved
BRC PO-2429	17 Jan 2024	Neil Mansell Transport Pty Ltd	Purchase Order	(454.47)	Approved
BRC PO-2430	17 Jan 2024	Tennant Creek Tyre Centre (Bridgestone)	Purchase Order	(265.00)	Approved
BRC PO-2432	17 Jan 2024	Aherrenge Community Store Inc	Purchase Order	(300.00)	Approved
BRC PO-2434	17 Jan 2024	NGNY Hosting	Purchase Order	(891.00)	Approved
BRC PO-2436	17 Jan 2024	Tennant Creek Tyre Centre (Bridgestone)	Purchase Order	(394.63)	Approved
BRC PO-2438	17 Jan 2024	IRRIGATION WORKS	Purchase Order	(1,090.00)	Approved
BRC PO-2441	17 Jan 2024	Barkly Quality Butchers	Purchase Order	(320.00)	Approved
BRC PO-2442	17 Jan 2024	Allan Scott Builder	Purchase Order	(366.63)	Approved
BRC PO-2443	17 Jan 2024	Allan Scott Builder	Purchase Order	(2,104.43)	Approved
BRC PO-2444	17 Jan 2024	Allan Scott Builder	Purchase Order	(3,640.91)	Approved
BRC PO-2445	17 Jan 2024	GK Building Contractors Pty Ltd	Purchase Order	(1,026.00)	Approved
BRC PO-2449	17 Jan 2024	DERRICK'S CONTRACTING PTY LTD	Purchase Order	(9,757.00)	Approved
BRC PO-2425	17 Jan 2024	Independent Grocers Darwin1	Purchase Order	(1,633.33)	Approved
BRC PO-2431	17 Jan 2024	REPCO Alice Springs	Purchase Order	(124.40)	Approved
BRC PO-2435	17 Jan 2024	Colemans Printing - Darwin	Purchase Order	(429.00)	Approved
BRC PO-2450	17 Jan 2024	Wurth Australia Pty Ltd	Purchase Order	(903.39)	Approved
BRC PO-2439	18 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(500.00)	Approved
BRC PO-2440	18 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(500.00)	Approved
BRC PO-2452	18 Jan 2024	Dexter Barnes	Purchase Order	(3,094.31)	Approved
BRC PO-2455	18 Jan 2024	Bunnings - Alice Springs	Purchase Order	(350.00)	Approved
BRC PO-2456	18 Jan 2024	REPCO Alice Springs	Purchase Order	(125.72)	Approved
BRC PO-2459	18 Jan 2024	Peter Kittle Alice Springs	Purchase Order	(790.00)	Approved
BRC PO-2462	18 Jan 2024	Barkly Hardware JV Pty Ltd	Purchase Order	(75.00)	Approved
BRC PO-2464	18 Jan 2024	John King	Purchase Order	(6,424.00)	Approved
BRC PO-2465	18 Jan 2024	St John Ambulance Australia (NT) Inc	Purchase Order	(260.00)	Approved
BRC PO-2469	18 Jan 2024	Kym Lenoble	Purchase Order	(2,845.04)	Approved
BRC PO-2446	18 Jan 2024	Warte Alparayetye Aboriginal Corporation	Purchase Order	(79.33)	Approved

## All purchase orders summary

BRC PO-2448	18 Jan 2024	eMerge IT Solutions	Purchase Order	(1,398.90)	Approved
BRC PO-2458	18 Jan 2024	Bagnall Agencies	Purchase Order	(410.00)	Approved
BRC PO-2460	18 Jan 2024	Peter Holt	Purchase Order	(3,500.20)	Approved
BRC PO-2461	18 Jan 2024	REPCO Katherine	Purchase Order	(2,346.70)	Approved
BRC PO-2463	18 Jan 2024	Leading Edge Computers Tennant Creek	Purchase Order	(356.40)	Approved
BRC PO-2468	18 Jan 2024	Zeneisha Maller	Purchase Order	(9,595.00)	Approved
BRC PO-2453	19 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(499.02)	Approved
BRC PO-2470	19 Jan 2024	The Elliott Store	Purchase Order	(28.00)	Approved
BRC PO-2471	19 Jan 2024	Bunnings - Alice Springs	Purchase Order	(1,200.00)	Approved
BRC PO-2472	19 Jan 2024	Mirrirri Store	Purchase Order	(199.54)	Approved
BRC PO-2477	19 Jan 2024	Kulumindini Cleaning Services	Purchase Order	(1,250.00)	Approved
BRC PO-2478	19 Jan 2024	Idealpos Solutions Pty Ltd	Purchase Order	(3,863.51)	Approved
BRC PO-2479	19 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(221.55)	Approved
BRC PO-2480	19 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(561.30)	Approved
BRC PO-2482	19 Jan 2024	Tennant and District Times	Purchase Order	(2,500.00)	Approved
BRC PO-2454	19 Jan 2024	United Chemists Tennant Creek	Purchase Order	(495.24)	Approved
BRC PO-2467	19 Jan 2024	Greyhound Australia Pty Ltd	Purchase Order	(68.94)	Approved
BRC PO-2473	19 Jan 2024	Ronin Security Technologies	Purchase Order	(2,359.59)	Approved
BRC PO-2474	19 Jan 2024	The Elliott Store	Purchase Order	(307.41)	Approved
BRC PO-2475	19 Jan 2024	Barkly Plumbing Services	Purchase Order	(541.56)	Approved
BRC PO-2476	19 Jan 2024	Kulumindini Cleaning Services	Purchase Order	(935.00)	Approved
BRC PO-2481	19 Jan 2024	Tennant Creek Tyre Centre (Bridgestone)	Purchase Order	(650.00)	Approved
BRC PO-2496	19 Jan 2024	Fulton Hogan Industries	Purchase Order	(19,525.00)	Approved
BRC PO-2483	22 Jan 2024	Central Fruit & Vegetable Wholesalers	Purchase Order	(210.73)	Approved
BRC PO-2484	22 Jan 2024	Arparra Aboriginal Corporation	Purchase Order	(400.00)	Approved
BRC PO-2485	22 Jan 2024	Central Desert Transport	Purchase Order	(258.00)	Approved
BRC PO-2486	22 Jan 2024	Independent Grocers Alice Springs	Purchase Order	(765.30)	Approved
BRC PO-2488	22 Jan 2024	Barkly Hardware JV Pty Ltd	Purchase Order	(54.95)	Approved
BRC PO-2493	22 Jan 2024	Wetenngerr Store	Purchase Order	(44.66)	Approved
BRC PO-2494	22 Jan 2024	Butterworth Brood Pty Ltd	Purchase Order	(599.00)	Approved
BRC PO-2497	22 Jan 2024	Desert Palms Alice Springs	Purchase Order	(300.00)	Approved
BRC PO-2498	22 Jan 2024	Desert Palms Alice Springs	Purchase Order	(300.00)	Approved
BRC PO-2499	22 Jan 2024	Desert Palms Alice Springs	Purchase Order	(150.00)	Approved
BRC PO-2502	22 Jan 2024	Central Fruit & Vegetable Wholesalers	Purchase Order	(296.05)	Approved
BRC PO-2503	22 Jan 2024	Independent Grocers Alice Springs	Purchase Order	(1,716.50)	Approved
BRC PO-2514	22 Jan 2024	Dexter Barnes	Purchase Order	(215.25)	Approved

## All purchase orders summary

BRC PO-2519	22 Jan 2024	F.M.A. Contracting PTY LTD	Purchase Order	(3,515.94)	Approved
BRC PO-2522	22 Jan 2024	Astech Group	Purchase Order	(37,798.04)	Approved
BRC PO-2489	22 Jan 2024	Anyinginyi Health Aboriginal Corporation	Purchase Order	(250.00)	Approved
BRC PO-2490	22 Jan 2024	NATIONAL SAFETY SOLUTIONS	Purchase Order	(2,993.21)	Approved
BRC PO-2492	22 Jan 2024	No Worries Gardening Service Nursery	Purchase Order	(200.00)	Approved
BRC PO-2495	22 Jan 2024	Bass Cattle Company Pty Ltd	Purchase Order	(783.75)	Approved
BRC PO-2500	22 Jan 2024	Desert Palms Alice Springs	Purchase Order	(150.00)	Approved
BRC PO-2501	22 Jan 2024	Warrabri Bakery	Purchase Order	(252.00)	Approved
BRC PO-2506	22 Jan 2024	Area9 Pty Ltd	Purchase Order	(3,047.00)	Approved
BRC PO-2507	22 Jan 2024	Milner Meat & Seafood	Purchase Order	(980.44)	Approved
BRC PO-2526	22 Jan 2024	Allan Scott Builder	Purchase Order	(1,606.19)	Approved
BRC PO-2504	23 Jan 2024	Intersport Alice Springs	Purchase Order	(400.00)	Approved
BRC PO-2509	23 Jan 2024	Independent Grocers Darwin1	Purchase Order	(2,120.43)	Approved
BRC PO-2511	23 Jan 2024	Ronin Security Technologies	Purchase Order	(5,764.36)	Approved
BRC PO-2505	23 Jan 2024	Central Desert Transport	Purchase Order	(946.02)	Approved
BRC PO-2508	23 Jan 2024	Collaboration for Impact	Purchase Order	(38,709.78)	Approved
BRC PO-2512	23 Jan 2024	Bike & Rider Pty Ltd	Purchase Order	(2,472.00)	Approved
BRC PO-2513	23 Jan 2024	Tsavaris Mobile Mechanical Repairs	Purchase Order	(990.00)	Approved
BRC PO-2538	23 Jan 2024	Barkly Hardware JV Pty Ltd	Purchase Order	(28.65)	Approved
BRC PO-2539	23 Jan 2024	Lombarde Builders Pty Ltd	Purchase Order	(851.40)	Approved
BRC PO-2540	23 Jan 2024	Cameron/ Red Stone Plumbing & Gas	Purchase Order	(220.15)	Approved
BRC PO-2523	24 Jan 2024	Territory Bandag Pty Ltd	Purchase Order	(2,970.00)	Approved
BRC PO-2528	24 Jan 2024	Harvey Developments (NT) Pty Ltd	Purchase Order	(3,716.61)	Approved
BRC PO-2530	24 Jan 2024	Peter Kittle Alice Springs	Purchase Order	(838.42)	Approved
BRC PO-2532	24 Jan 2024	Neil Mansell Transport Pty Ltd	Purchase Order	(306.94)	Approved
BRC PO-2533	24 Jan 2024	Barkly Quality Butchers	Purchase Order	(500.00)	Approved
BRC PO-2543	24 Jan 2024	Jones Meat Katherine	Purchase Order	(490.00)	Approved
BRC PO-2551	24 Jan 2024	PFD Food Services Pty Ltd	Purchase Order	(11,911.30)	Approved
BRC PO-2552	24 Jan 2024	PFD Food Services Pty Ltd	Purchase Order	(1,324.90)	Approved
BRC PO-2510	24 Jan 2024	Jacal Tint & Automotive	Purchase Order	(145.20)	Approved
BRC PO-2515	24 Jan 2024	Arlparra Aboriginal Corporation	Purchase Order	(800.00)	Approved
BRC PO-2516	24 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(480.57)	Approved
BRC PO-2517	24 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(406.62)	Approved
BRC PO-2518	24 Jan 2024	Bluestone Motor Inn	Purchase Order	(796.00)	Approved
BRC PO-2520	24 Jan 2024	Akolade Pty Ltd	Purchase Order	(3,957.80)	Approved
BRC PO-2521	24 Jan 2024	Aherrenge Community Store Inc	Purchase Order	(155.15)	Approved
BRC PO-2524	24 Jan 2024	Butterworth Brood Pty Ltd	Purchase Order	(949.00)	Approved

All purchase orders summary

BRC PO-2525	24 Jan 2024	Fast Ass Couriers	Purchase Order	(611.95)	Approved
BRC PO-2527	24 Jan 2024	Harvey Developments (NT) Pty Ltd	Purchase Order	(9,980.30)	Approved
BRC PO-2529	24 Jan 2024	Mirrirri Store	Purchase Order	(150.00)	Approved
BRC PO-2531	24 Jan 2024	Wetenngerr Store	Purchase Order	(195.05)	Approved
BRC PO-2534	24 Jan 2024	Royal Life Saving Society of Australia NT Branch	Purchase Order	(6,880.00)	Approved
BRC PO-2535	24 Jan 2024	Mahuta Construction	Purchase Order	(385.00)	Approved
BRC PO-2536	24 Jan 2024	Wetenngerr Store	Purchase Order	(62.36)	Approved
BRC PO-2537	24 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(838.96)	Approved
BRC PO-2544	24 Jan 2024	Midland Caravan Park	Purchase Order	(99.00)	Approved
BRC PO-2545	24 Jan 2024	Midland Caravan Park	Purchase Order	(352.83)	Approved
BRC PO-2550	24 Jan 2024	PFD Food Services Pty Ltd	Purchase Order	(243.05)	Approved
BRC PO-2558	24 Jan 2024	Midland Caravan Park	Purchase Order	(1,693.78)	Approved
BRC PO-2546	25 Jan 2024	SBA Distributors Pty Ltd	Purchase Order	(468.26)	Approved
BRC PO-2549	25 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(498.63)	Approved
BRC PO-2553	25 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(393.81)	Approved
BRC PO-2554	25 Jan 2024	Tony Michael Watson	Purchase Order	(350.00)	Approved
BRC PO-2557	25 Jan 2024	Barkly Plumbing Services	Purchase Order	(352.29)	Approved
BRC PO-2559	25 Jan 2024	BP Complex Tennant Creek	Purchase Order	(134.27)	Approved
BRC PO-2560	25 Jan 2024	Area9 Pty Ltd	Purchase Order	(1,017.20)	Approved
BRC PO-2568	25 Jan 2024	Peter Holt	Purchase Order	(1,831.50)	Approved
BRC PO-2541	25 Jan 2024	No Worries Gardening Service Nursery	Purchase Order	(110.00)	Approved
BRC PO-2542	25 Jan 2024	Peter Kittle Alice Springs	Purchase Order	(164.81)	Approved
BRC PO-2547	25 Jan 2024	Bluestone Motor Inn	Purchase Order	(2,344.00)	Approved
BRC PO-2548	25 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(419.25)	Approved
BRC PO-2555	25 Jan 2024	Bluestone Motor Inn	Purchase Order	(199.00)	Approved
BRC PO-2556	25 Jan 2024	Neil Mansell Transport Pty Ltd	Purchase Order	(208.81)	Approved
BRC PO-2561	29 Jan 2024	Ross Engineering Pty Ltd	Purchase Order	(187.00)	Approved
BRC PO-2567	29 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(321.43)	Approved
BRC PO-2569	29 Jan 2024	The Trustee for Centralian Motors Unit Trust	Purchase Order	(4,276.92)	Approved
BRC PO-2575	29 Jan 2024	Bunnings - Alice Springs	Purchase Order	(1,032.60)	Approved
BRC PO-2576	29 Jan 2024	Mahuta Construction	Purchase Order	(1,100.00)	Approved
BRC PO-2577	29 Jan 2024	Mirrirri Store	Purchase Order	(196.18)	Approved
BRC PO-2578	29 Jan 2024	Central Fruit & Vegetable Wholesalers	Purchase Order	(666.16)	Approved
BRC PO-2579	29 Jan 2024	Milner Meat & Seafood	Purchase Order	(1,111.17)	Approved
BRC PO-2580	29 Jan 2024	Independent Grocers Alice Springs	Purchase Order	(3,110.38)	Approved
BRC PO-2582	29 Jan 2024	Tennant Creek Tyre Centre (Bridgestone)	Purchase Order	(365.00)	Approved
BRC PO-2583	29 Jan 2024	Central Desert Transport	Purchase Order	(630.68)	Approved
BRC PO-2585	29 Jan 2024	Employment Office Australia Pty Ltd	Purchase Order	(7,694.50)	Approved

## All purchase orders summary

BRC PO-2586	29 Jan 2024	NGNY Hosting	Purchase Order	(40.70)	Approved
BRC PO-2589	29 Jan 2024	Jalbu Service Pty Ltd	Purchase Order	(702.24)	Approved
BRC PO-2593	29 Jan 2024	Think Water Alice Springs	Purchase Order	(178.54)	Approved
BRC PO-2594	29 Jan 2024	CKS Electrical	Purchase Order	(3,000.00)	Approved
BRC PO-2600	29 Jan 2024	Central Fruit & Vegetable Wholesalers	Purchase Order	(609.05)	Approved
BRC PO-2601	29 Jan 2024	Milner Meat & Seafood	Purchase Order	(282.77)	Approved
BRC PO-2562	29 Jan 2024	Jacal Tint & Automotive	Purchase Order	(191.40)	Approved
BRC PO-2563	29 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(94.63)	Approved
BRC PO-2564	29 Jan 2024	Barkly Wholesales	Purchase Order	(175.00)	Approved
BRC PO-2565	29 Jan 2024	Desert Palms Alice Springs	Purchase Order	(150.00)	Approved
BRC PO-2566	29 Jan 2024	Zeneisha Maller	Purchase Order	(11,041.00)	Approved
BRC PO-2570	29 Jan 2024	The Trustee for Centralian Motors Unit Trust	Purchase Order	(384.11)	Approved
BRC PO-2571	29 Jan 2024	The Trustee for Centralian Motors Unit Trust	Purchase Order	(369.70)	Approved
BRC PO-2572	29 Jan 2024	The Trustee for Centralian Motors Unit Trust	Purchase Order	(2,117.94)	Approved
BRC PO-2573	29 Jan 2024	BOC Gases	Purchase Order	(859.93)	Approved
BRC PO-2574	29 Jan 2024	Bunnings - Alice Springs	Purchase Order	(2,000.00)	Approved
BRC PO-2581	29 Jan 2024	Tennant Creek Tyre Centre (Bridgestone)	Purchase Order	(434.00)	Approved
BRC PO-2584	29 Jan 2024	Red Centre Cafe & Takeaway	Purchase Order	(200.00)	Approved
BRC PO-2587	29 Jan 2024	Employment Office Australia Pty Ltd	Purchase Order	(7,694.50)	Approved
BRC PO-2588	29 Jan 2024	Cameron/ Red Stone Plumbing & Gas	Purchase Order	(1,389.31)	Approved
BRC PO-2599	29 Jan 2024	Independent Grocers Alice Springs	Purchase Order	(720.26)	Approved
BRC PO-2590	30 Jan 2024	The Trustee for Centralian Motors Unit Trust	Purchase Order	(551.24)	Approved
BRC PO-2591	30 Jan 2024	Fast Ass Couriers	Purchase Order	(500.00)	Approved
BRC PO-2592	30 Jan 2024	BRICHE PTY LTD	Purchase Order	(204.48)	Approved
BRC PO-2595	30 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(197.23)	Approved
BRC PO-2596	30 Jan 2024	Glen Arden Pastoral Company	Purchase Order	(250.00)	Approved
BRC PO-2597	30 Jan 2024	eMerge IT Solutions	Purchase Order	(4,380.00)	Approved
BRC PO-2598	30 Jan 2024	KPS & Associates Pty Ltd	Purchase Order	(1,800.00)	Approved
BRC PO-2602	30 Jan 2024	The Elliott Store	Purchase Order	(150.00)	Approved
BRC PO-2603	30 Jan 2024	Kym Lenoble	Purchase Order	(3,344.00)	Approved
BRC PO-2606	30 Jan 2024	REPCO Alice Springs	Purchase Order	(161.33)	Approved
BRC PO-2608	30 Jan 2024	Lombarde Builders Pty Ltd	Purchase Order	(2,944.08)	Approved
BRC PO-2609	30 Jan 2024	ESEL PTY LTD T/A MWAVE	Purchase Order	(219.90)	Approved
BRC PO-2611	30 Jan 2024	Dexter Barnes	Purchase Order	(2,785.65)	Approved
BRC PO-2604	30 Jan 2024	Hastings Deering Australia Ltd	Purchase Order	(11,228.80)	Approved
BRC PO-2605	30 Jan 2024	Airpower NT Pty Ltd	Purchase Order	(3,241.79)	Approved



## All purchase orders summary

BRC PO-2607	30 Jan 2024	CDM Pools and Spas 1	Purchase Order	(1,142.00)	Approved
BRC PO-2610	30 Jan 2024	Cameron/ Red Stone Plumbing & Gas	Purchase Order	(507.10)	Approved
BRC PO-2612	30 Jan 2024	Territory Pest Control	Purchase Order	(621.30)	Approved
BRC PO-2613	31 Jan 2024	Cozzies Cleaning CO.	Purchase Order	(2,700.00)	Approved
BRC PO-2615	31 Jan 2024	Stanes Transport NT Pty Ltd	Purchase Order	(610.16)	Approved
BRC PO-2616	31 Jan 2024	Mirrirri Store	Purchase Order	(25.38)	Approved
BRC PO-2618	31 Jan 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(488.11)	Approved
BRC PO-2620	31 Jan 2024	Neil Mansell Transport Pty Ltd	Purchase Order	(454.47)	Approved
BRC PO-2623	31 Jan 2024	eMerge IT Solutions	Purchase Order	(421.00)	Approved
BRC PO-2729	31 Jan 2024	Dynasdy Pty Ltd	Purchase Order	(876.00)	Approved
BRC PO-2730	31 Jan 2024	Iron Mountain Australia Group Pty Ltd	Purchase Order	(1,047.35)	Approved
BRC PO-2614	31 Jan 2024	4Cabling Pty Ltd	Purchase Order	(1,896.33)	Approved
BRC PO-2617	31 Jan 2024	Tennant Creek Tyre Centre (Bridgestone)	Purchase Order	(780.00)	Approved
BRC PO-2619	31 Jan 2024	Patta Aboriginal Corporation	Purchase Order	(165.00)	Approved
BRC PO-2621	31 Jan 2024	Jones Meat Katherine	Purchase Order	(476.90)	Approved
BRC PO-2622	31 Jan 2024	Katherine Fresh Fruit & Veg Market	Purchase Order	(228.70)	Approved
BRC PO-2624	31 Jan 2024	The Elliott Store	Purchase Order	(200.00)	Approved
<b>Total</b>				<b>(793,581.28)</b>	

## 8 CORPORATE SERVICES DIRECTORATE REPORTS

### Grants Report

#### 8.1 Grants Report

**Reference** <Enter Ref here>  
**Author** Susan Wright, Grants Manager

#### RECOMMENDATION

That Council notes and accepts the Grants Report.

#### SUMMARY

This report presents an overview of the status of Grants applications, reporting and acquittals for the Barkly Regional Council. The report aims to provide a comprehensive understanding of the current Grants landscape and relays what grants have been applied for in the reporting period, what grants are currently opening and opening soon, what current opportunities are in progress and what previously applied for grants have been successful (or unsuccessful). In addition, reporting requirements for grants in progress is also noted.

#### BACKGROUND

Barkly Regional Council receives around 80% of its revenue from Grants. This Council Grants Report serves as a tool for transparency, community engagement, evaluation, strategic planning, and accountability. It can play a crucial role in the effective management of public funds and contributes to the overall well-being and development of the community.

Due to various circumstances, such as COVID, change-over of staff and staff vacancies across the Barkly Regional Council communities and towns, there have been several grant programs that have not begun, been completed and/or been reported on or acquitted. Over the last 3 months outstanding reporting has been drastically reduced through diligent communication and meetings between council staff and funding bodies. A few remain outstanding and I have made notes on these outstanding issues. There is ongoing communication between staff and funding bodies. Outstanding reporting to date is inherited.

#### ORGANISATIONAL RISK ASSESSMENT

This Grant Report should be used to inform future strategic planning to alleviate any financial risk. By analyzing the types of projects that receive funding and their outcomes. BRC can adjust their priorities and focus on areas that align with community needs and goals. This report helps demonstrate how funds are utilized, ensuring accountability to the entities providing the grants.

Forward planning is essential for submitting a strong, well-prepared grant application that not only meets the criteria but also maximizes the chances of securing funding for a worthwhile project.

Reporting is a vital part of the grant's lifecycle and overdue reporting impacts accountability, transparency, and the council's ability to evaluate the effectiveness of the grants. It also outlines the potential risks to the council's reputation, relationships with grant recipients, and compliance with legal and regulatory requirements.



## BUDGET IMPLICATION

Without grant funding, BRC will experience a financial shortfall, especially as it heavily relies on external funding for specific projects and programs. This can impact on the council's ability to implement planned initiatives and meet community needs. The budget implications of outstanding council grants reporting can vary. Risks include monetary loss, unforeseen expenses, penalties, legal consequences, loss of future funding, and administrative costs. Timely and accurate reporting is crucial to allocate funds effectively. Clear requirements, support, and monitoring can minimise these risks.

## ISSUE/OPTIONS/CONSEQUENCES

All outstanding AAI or Alcohol Action Initiative reporting (NTG Department of Health funded) is due to projects not being completed during COVID shutdowns and staff issues. There is ongoing communication with the funding body. These projects will be completed by March according to the communication with the department.

Other outstanding youth services reporting is due to either my inability to upload the report due to system constraints or a request for more information that I did not receive until recently. There is an issue with the GrantsNT System where I do not receive notification when more information is requested. This is only in the portal and I do not look at past uploaded reporting as there are many reports that are in the system. I have requested that I be emailed to be requested to submit more information.

## CONSULTATION & TIMING

At this time, all outstanding reporting is being worked through and progress communicated to the funding bodies in a timely manner.

## ATTACHMENTS:

1. Grants Overview February 2024 [8.1.1 - 4 pages]  
Grants Spreadsheet



### Grants Overview February 2024 Council Meeting

#### Grants Successful

ApplicationNumber	GrantName	AgencyName	Amount
	International Women's Day	NTG Gender Equity	\$1,500.00
	Alpurrurulam Basketball Court Cover	Dept of Infrastructure (Cmnth)	\$315,000.00

#### Grants Applied

Date	GrantName/Project	AgencyName	Amount
1.2.24	Gift Vehicles	NTG CBF Gift Vehicle	Minibus previously used
12.01.24	Aged Care Capital Assistance – Equipment – NATSIFAC - Arlparra	DOH & Aged Care (CMNTH)	\$125,756.00
12.01.24	Aged Care Capital Assistance – Equipment – NATSIFAC - Alpurrurulam	DOH & Aged Care (CMNTH)	\$125,756.00
12.01.24	Aged Care Capital Assistance – Equipment – NATSIFAC – Ali Curung	DOH & Aged Care (CMNTH)	\$125,756.00
12.01.24	Aged Care Capital Assistance – Equipment – NATSIFAC - Elliott	DOH & Aged Care (CMNTH)	\$125,756.00
12.01.24	Aged Care Capital Assistance – Equipment - NATSIFAC	DOH & Aged Care (CMNTH)	\$125,756.00
12.01.24	Aged Care Capital Assistance Stream 2B: Upgrades, Extensions and New Builds, Ampilatwatja Aged Care demountable building	DOH & Aged Care (CMNTH)	\$791,300
13.11.23	Safe Places Inclusion – Ali Curung Safe House demountable and staff quarters	DSS	\$784,188

## Grants Overview February 2024 Council Meeting

### Grants Unsuccessful

Date	GrantName/Project	AgencyName	Amount
NA			

### Future Grants

Date Closing	GrantName/Project	AgencyName	Amount
1.3.24	Healthy Lifestyles- food and drink for OSHC and S&R in community	NTG	35,000.00
23.2.24	Play Well – Peak body sport into community	ASC Cmnth	30,000.00
	Regional Precincts and Partnerships Program – Stream Precinct Development and Planning	Dept Infrastructure	\$500,000 minimum
	Families and Communities Program – Strong and Resilient Communities Activity (SARC): Inclusive Communities Grants	DSS	\$180,000 per year two years
28.2.24	CBF Major Grant	NTG	Up to \$250,000
25.2.24	CBF Minor Grant	NTG	Up to \$15,000

### Grants Reporting Outstanding

ApplicationNumber	GrantName	AgencyName	ReportingType
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**Grants Overview February 2024 Council Meeting**

AAI13100001	AAI 131 - Barkly Regional Council - AOD Diversion - Alpururulam - No Alcohol Drive in Movie Nights	Department of Health	Progress Report
AAI13100001	AAI 131 - Barkly Regional Council - AOD Diversion - Alpururulam - No Alcohol Drive in Movie Nights	Department of Health	Performance Report
2021PW00006	Alcohol Action Initiatives 2021 Program of Works	Department of Health	Progress Report
2020PW00017	Alcohol Action Initiatives 2020 Program of Works	Department of Health	Performance Report
2021PW00006	Alcohol Action Initiatives 2021 Program of Works	Department of Health	Progress Report
2021PW00017	Alcohol Action Initiatives 2021 Program of Works	Department of Health	Progress Report
2021PW00017	Alcohol Action Initiatives 2021 Program of Works	Department of Health	Progress Report
2021PW00006	Alcohol Action Initiatives 2021 Program of Works	Department of Health	Performance Report
2021PW00017	Alcohol Action Initiatives 2021 Program of Works	Department of Health	Performance Report
SARC00008	Capital - Sub Programs - Remote Community Sports Infrastructure Program	Department of Territory Families, Housing and Communities	Delivery Materials
2021PW00033	Alcohol Action Initiatives 2021 Program of Works	Department of Health	Progress Report
2021PW00033	Alcohol Action Initiatives 2021 Program of Works	Department of Health	Progress Report
AAI20400001	AAI 204 – Barkly Regional Council - Alpururulam School Holiday Programs	Department of Health	Progress Report
AAI12600001	AAI 126 - Barkly Regional Council - AOD Diversion - Alpururulam Music Project	Department of Health	Performance Report

**Grants Overview February 2024 Council Meeting**

AAI20600001	AAI 206 - Barkly Regional Council - Multimedia and Music Workshops	Department of Health	Performance Report
2021PW00033	Alcohol Action Initiatives 2021 Program of Works	Department of Health	Performance Report
AAI12800001	AAI 128 - Barkly Regional Council - Alpururulam - Traditional AOD Youth Diversion Culture Camps	Department of Health	Performance Report
2021PW00038	Alcohol Action Initiatives 2021 Program of Works	Department of Health	Performance Report
NTSPCG00065	Northern Territory Suicide Prevention Community Grants 2022/23	Department of Health	Performance Report
AAI13100001	AAI 131 - Barkly Regional Council - AOD Diversion - Alpururulam - No Alcohol Drive in Movie Nights	Department of Health	Progress Report
AAI12600001	AAI 126 - Barkly Regional Council - AOD Diversion - Alpururulam Music Project	Department of Health	Progress Report
AAI12700001	AAI 127 - Barkly Regional Council - AOD Diversion - Alpururulam Bush Tucker Project	Department of Health	Progress Report
2020PW00017	Alcohol Action Initiatives 2020 Program of Works	Department of Health	Progress Report
2021PW00006	Alcohol Action Initiatives 2021 Program of Works	Department of Health	Progress Report
AAI12900001	AAI 129 - Barkly Regional Council - AOD Diversion - Alpururulam - No Grog No Violence Softball Project	Department of Health	Performance Report
PW202300037	Alcohol Action Initiatives 2023 Program of Works	Department of Health	Progress Report

Financial Acquittals for the AAI's are also outstanding due to the projects not being completed.

## Corporate Services Directorate Reports

### 8.2 ICT Report

**Reference** <Enter Ref here>  
**Author** Murray Davies (Director of Corporate Services)

#### RECOMMENDATION

That Council < Receives and notes the report >

#### SUMMARY

< This report is to provide information to the council executives and Official Manager in relation to ICT Service delivery to BRC over the Month January 2024 >

#### BACKGROUND

<Over the past one month, ICT Team have travelled to five communities to facilitate the Video conferencing upgrades, Computer and network installations and addressing other hardware requirements

- Ampilatwatja

We have travelled to Ampilatwatja and upgraded the video conferencing displays with 65 inch ones and also resolved Teams and satellite phone issues area manager facing.

Business Critical: Starlink installation as a backup is pending at this site due 31<sup>st</sup> march, CouncilBIZ have ordered starlink's from Telstra which is lesser monthly ongoing price compared to other suppliers which we will receive equipment by end of this month

Installed Computer and printer at Ampilatwatja Night Patrol Office.

- Alicurung

We have installed new 65-inch displays replacing 40-inch displays in video conference room in alicurung.

Alicurung Previous Area Manager has mentioned that UPS backup for our network in alicurung has failed which IT had troubleshooted and replacement UPS ordered

- Arlparra

Network Switch removed from employee house in arlparra which previously has been used as relay/bouncing point for connection to Sport/Rec Site from Aged Care Site.

Assisted Sports and Rec with network connection at Arlparra sport and rec.

We have travelled to this community without being aware of an covid outbreak being there in the community and have been isolated for a week as per directions from my director.

- Elliot

We have travelled twice to the Elliott over the last month. We have addressed the business-critical issue at the Elliott safehouse which Network/ Internet was not working – have resolved it and added another portable netgear as backup internet for that site. Networks



speeds are very slow at this site, Starlink was ordered which is delivered to Elliott safehouse which is pending installation.

On our second trip to Elliott, we installed a computer at Sport and rec Team Leader. Assisted Area manager with video conferencing issues, Replaced faulty data point at main council office Elliott. Installed replacement printer at Elliott Safehouse as old printer is not working and end of life. Replaced Safehouse coordinator mobile phones as old one is broken and provided another mobile phone for staff member as requested.

- Mungkarta

We have installed a Meraki network switch, Router, Accesspoint at this site for network connection, which is online now, desktop computer, Yealink business phone and printer at this site have been installed.

Trained Night Patrol Team leader with Microsoft office, teams, Printing/scanning

#### UPCOMING VISITS

- Alpururulam
  - Installation of Video Conferencing replacement displays and mounts
- Ali Curung
  - UPS Installation
- Wutunugurra
  - Pending Video Conferencing upgrade
- Canteen Creek and Elliott
  - CouncilBIZ contractor scott is pending visit to these sites to install the starlinks on top of the roofs. (ICT team does not have working with heights certificate)

#### PROJECTS

The below represents the current and future ICT projects (at time of this report). This will provide reports to council on how current projects are progressing and to advise council about any upcoming ICT Projects, their expected commencement dates and expected completion timeframes and dates, if available.

<u>Project Title</u>	<u>Commencement Date</u>	<u>Expected Completion Date</u>	<u>Actual Completion Date</u>	<u>Status</u>	<u>Comments</u>
Replace Point to Point Infrastructure	April 2024	June 2024	TBA	<b><u>Not Commenced</u></b>	Planning continues, timeline to be advised.
Sharepoint Migration	June 2023	April 2024	TBA	<b>Delayed</b>	The ICT Team has been communicating with the CouncilBIZ to start migration as soon as possible as the current EDRMS Platform MagiQ Docs is expiring End of June.
Digitization Project	2022	2024	TBA	<b><u>In Progress</u></b>	Work is still progressing on digitizing our paper-based forms. Docs on tap implementation are scheduled for the March Council Meeting. Testing so far

					has been good with no significant issues reported so far.
<b>Phase-out of Citrix</b>	Immediate Commencement	July 2024	TBA	<b><u>In Progress</u></b>	Staff have been actively using the Microsoft 365 product on their computers, which is particularly good news. The Phase-out of Citrix remains an ongoing challenge, CBIZ will advise BRC on further steps. The ICT team are investigating ways to mitigate the impact of this issue across the organization.
<b>Rollout of Microsoft Intune</b>	1 <sup>st</sup> October 2023	1 <sup>st</sup> November 2023	TBA	<b><u>Project Completed</u></b>	Work has commenced to move all of Councils ICT Systems over to Microsoft Intune. The biggest difference that users will notice is that they will login with their email addresses, rather than their user ID. All other details will remain the same.

#### ICT HELPDESK

The Monthly system report for Council is attached to this report.

#### FUTURE PROJECTS

- Elliott Council Office CCTV Replacement
- Elliott Safehouse CCTV installation
- Ali Curung Safehouse CCTV installation
- Ali Curung Community Care CCTV Replacement
- Elliott Community Care CCTV Replacement
- Alpururulam Community Care CCTV installation & Alarm installation
- Ampilatwatja Community Care CCTV installation & Alarm installation
- Arlparra Community Care CCTV installation & Alarm installation>

#### **ORGANISATIONAL RISK ASSESSMENT**

<ICT is an essential tool within any organization, but even more critical when operating across Remote communities. ICT team comprises three staff members, within the Corporate Services directorate>

#### **BUDGET IMPLICATION**

<ICT regularly ensures a supply of standard equipment is kept at Tennant Creek as special orders may have a long delivery. Finance is notified each time equipment is issued, to enable charging to relevant cost centres>

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

<SharePoint migration was scheduled to occur by April. The current MagiQ license expires at the end of June. It is not the intention of Corporate to renew that. In regular communication with Council Biz to ensure that it occurs in time.

Current Telstra remote services expire in March. Implementing Star Link as its replacement, roll out being organised by Council Biz; ICT coordinator monitoring the timeliness of this.>

## **CONSULTATION & TIMING**

<Area Managers will be advised of travel plans once finalized>

### **ATTACHMENTS:**

1. brc servicedesk at a \_glance [8.2.1 - 3 pages]
2. Elliott Safehouse Access Point Installed [8.2.2 - 1 page]
3. Elliott Sport and rec computer installation [8.2.3 - 1 page]
4. Elliott Safehouse printer installation [8.2.4 - 1 page]
5. Ampilatwatja Computer Installation [8.2.5 - 1 page]
6. Ali Curung Vedio Conference Upgrade [8.2.6 - 1 page]
7. Mungkarta Desktop and Printer installed [8.2.7 - 1 page]
8. Mungkarta Night patrol office network installation [8.2.8 - 1 page]

## BRC ServiceDesk at a Glance

Generated Date: February 20, 2024

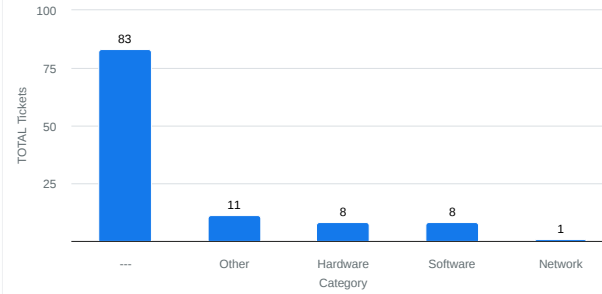
#### First Response Violated Tickets

TOTAL Tickets  
**15**

#### Average Avg Response Time in Bhrs of Tickets

AVG Avg Response Time in Bhrs  
**5h 54m 31s**

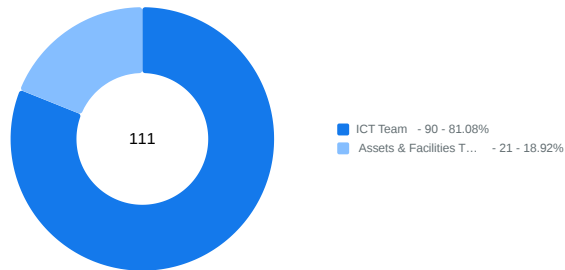
#### Total Tickets grouped by Category



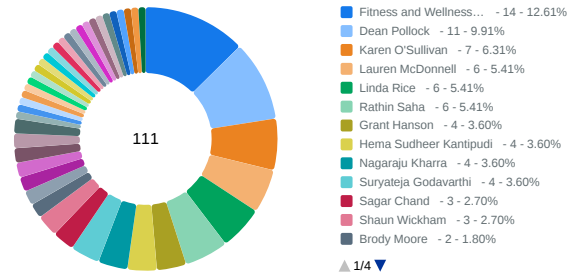
#### Tickets due Today

TOTAL Tickets  
**7**

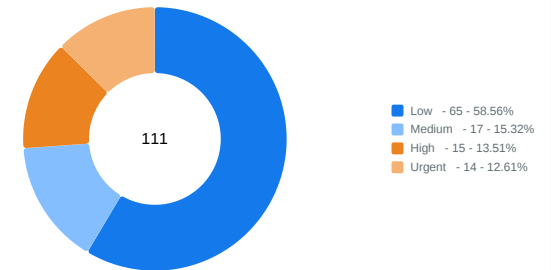
#### Tickets - Last 30 Days



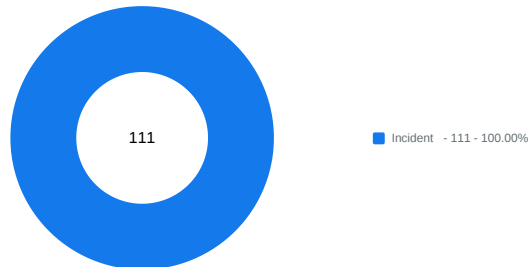
#### Tickets by Requester Name



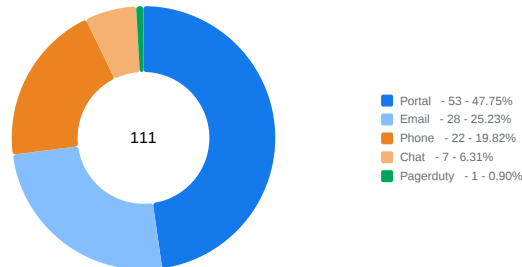
#### Tickets by Priority



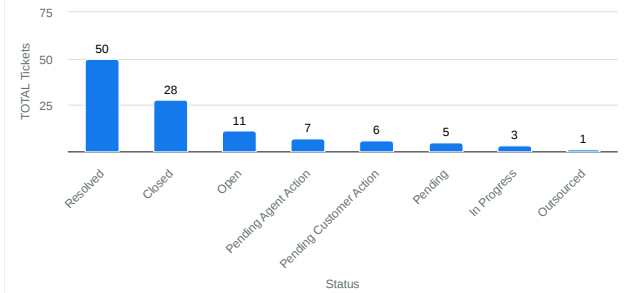
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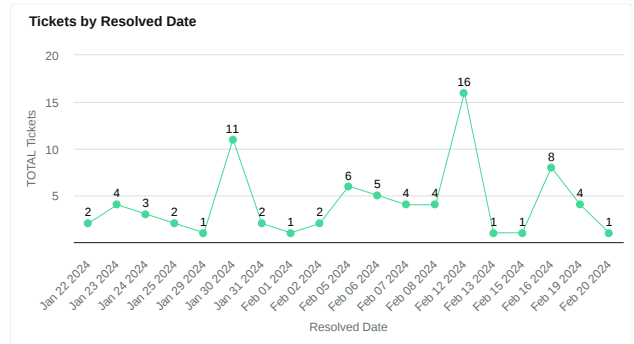
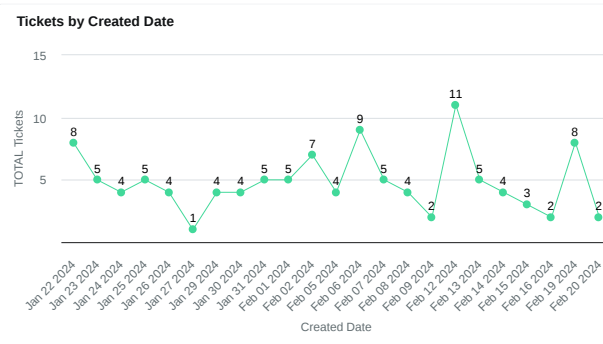
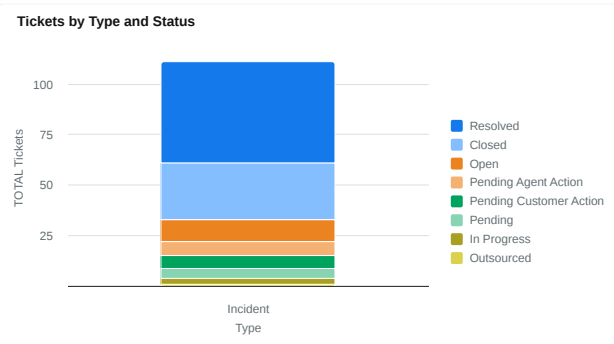
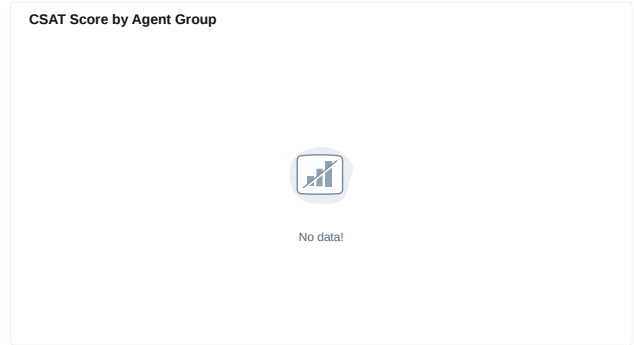
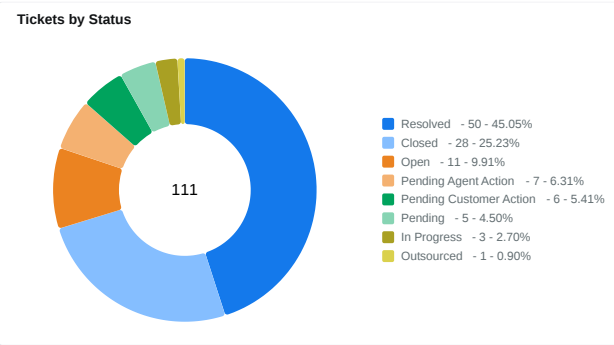


#### Tickets by Source



#### Total Tickets grouped by Status



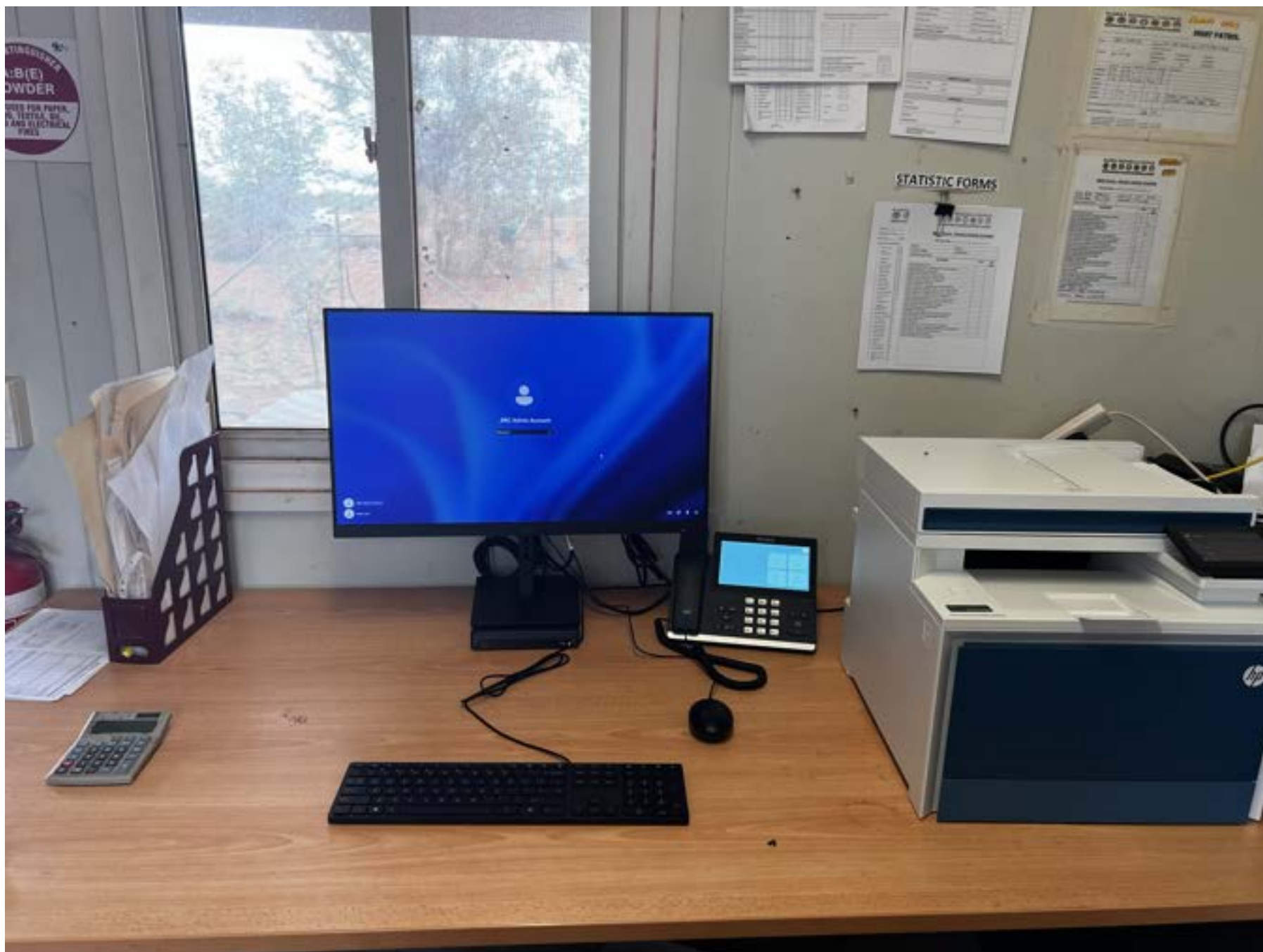


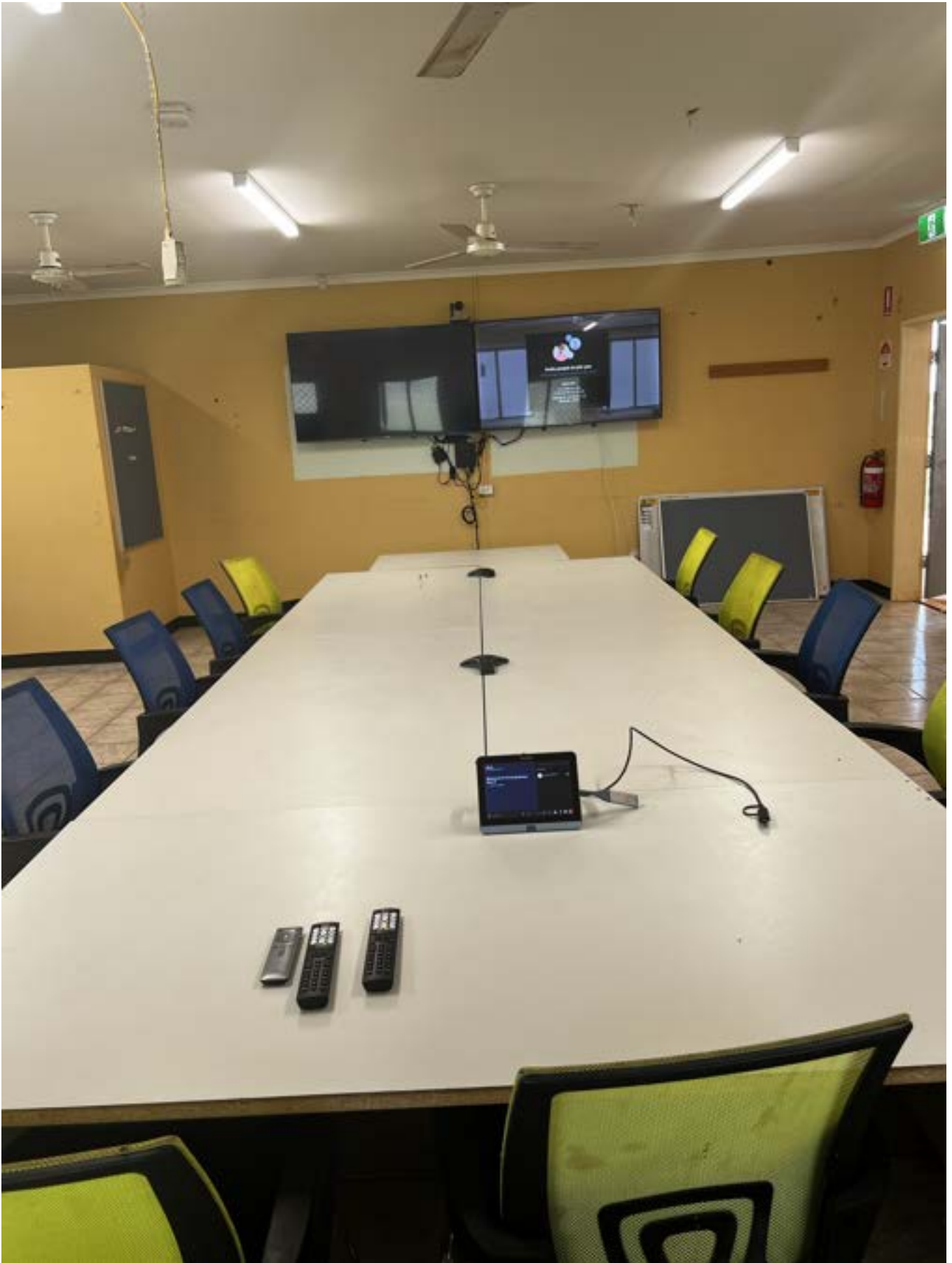




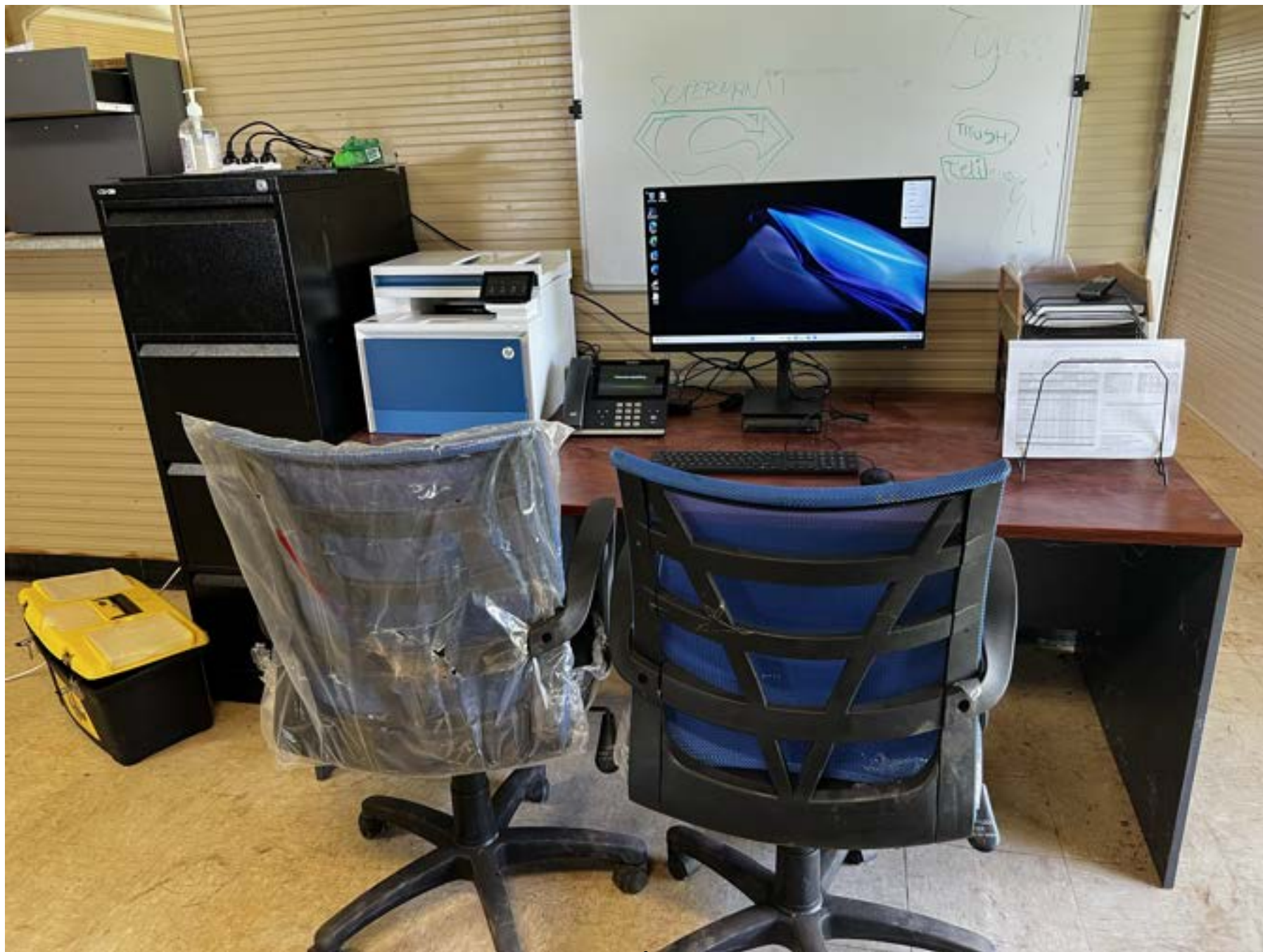














## Corporate Services Directorate Reports

### 8.3 HR report: Workforce Profile Report

---

**Reference** <Enter Ref here>  
**Author** Murray Davies (Director of Corporate Services)

#### **RECOMMENDATION**

That Council <receives and notes the attached report>

#### **SUMMARY**

<January Workforce Profile provides valuable information regarding staffing placements; please see attachment>

#### **BACKGROUND**

<Outlining current workforce placements and key senior staff movements>

#### **ORGANISATIONAL RISK ASSESSMENT**

<This report read together with the Critical Position report, provides an update on BRC's personnel profile>

#### **BUDGET IMPLICATION**

<Staffing costs to be offset from Cost centres>

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

<Council is in the process of recruitment for the position of CEO. A casual replacement has been secured for April/May>

#### **CONSULTATION & TIMING**

<CEO vacancy to be advertised within six weeks>

#### **ATTACHMENTS:**

1. JANUARY 2024 WORKFORCE PROFILE REPORT [8.3.1 - 1 page]
2. Critical Position Recruitment Report - WE 16.02.2024 [8.3.2 - 3 pages]



## JANUARY 2024 WORKFORCE PROFILE REPORT

### Fast Statistics

- Budgeted FTE is 186.80 which remains unchanged from December 2023
- Actual FTE is 139.24.75 which is ↑ 7.51 from December 2023 ↑
- Head Count is 271 people which is ↑ 4 from December 2023
- 64.9% of our workforce are Indigenous which is ↓ 1.0% from December 2023
- Females make up 38.0% of our workforce which is ↓ 1.0% from December 2023
- 58.4% of our Workforce are employed in Communities which is ↓ 1.6% from December 2023

Figure 1 Employment by Location

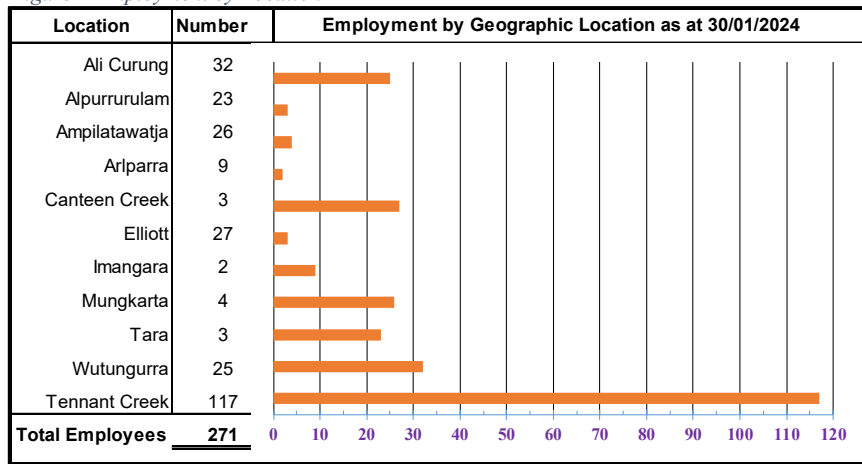


Figure 3 Workforce Gender Profile

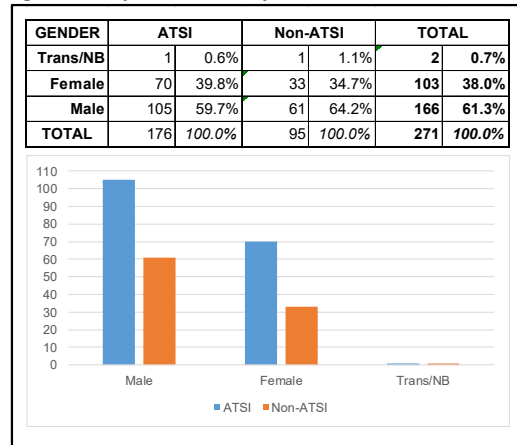
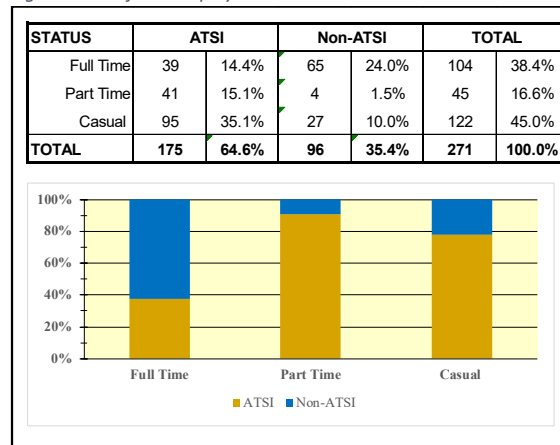


Figure 2 Workforce Employment Status



### Senior Staff Movements

In January 2024 the Chief Executive Officer, Ian Bodill, announced his resignation. Local As per section 174(1) of the Local Government Act 2019 (NT) a council must, by resolution adopt an Allowances and Other Benefits Policy for the CEO. This policy is submitted at this meeting.

As per Guideline 2: Appointing a CEO as approved by the Minister, Corporate Services is following the recommended Recruitment Process as per Part 6, and are currently seeking quotations a professional recruitment agency.

**Critical Position Recruitment Report  
Week Ending 16/02/2024**

Number	Position Title	Employee Name	Comment
<b>10000</b>	<b>Chief Executive Officer</b>	<b>Ian Bodill</b>	<b>Reviewing Remuneration Policy</b>
90009	Audit and Governance Manager	Emmanuel Okumu	
10001	Executive Manager	Faye Jennings	
TBA	Project Manager WHS	Barry Natrass	
<b>10470</b>	<b>Chief Finance Officer</b>	<b>Romeo Mutsago</b>	
<b>TBA</b>	<b>IT Implementation &amp; Training</b>	<b>VACANT</b>	<b>No current recruitment process</b>
10256	Grants Manager	Susan Wright	
<b>10012</b>	<b>Finance Manager</b>	<b>VACANT - Sunil Neupane</b>	<b>No current recruitment process</b>
10020	Accountant	Sunil Neupane	
10014	Senior Finance Officer	Leonard Moyo	
10015	Senior Finance Officer	Rasanjali Weerasekara	
<b>10013</b>	<b>Procurement Manager</b>	<b>VACANT</b>	<b>No current recruitment process</b>
<b>10156</b>	<b>Director of Operations and Remote Communities</b>	<b>Brody Moore</b>	
<b>10370</b>	<b>Operational (Executive) Administration Officer</b>	<b>VACANT</b>	<b>No current recruitment process</b>
TBA	Local Authority Coordinator	Paul Hyde Kaduru	
<b>TBA</b>	<b>Regional Manager Remote Communities</b>	<b>VACANT</b>	<b>Advertising Commenced</b>
10183	Area Manager - Elliott	Chris Neade	
10187	Work Staff Supervisor - Elliott	Kevin Neade	
10235	Area Manager - Wutunugurra	Kelly White	
<b>10237</b>	<b>Work Staff Supervisor - Wutunugurra</b>	<b>VACANT</b>	<b>No current recruitment process</b>
<b>10200</b>	<b>Area Manager - Ali Curung</b>	<b>VACANT - Michael Stanley-Hunt</b>	<b>Advertising Commenced</b>
10203	Work Staff Supervisor - Ali Curung	Terry James	
10212	Area Manager - Ampilatwatja	Colin Baker	
<b>10216</b>	<b>Work Staff Supervisor - Ampilatwatja</b>	<b>VACANT</b>	<b>Short Listing Completed</b>
10224	Area Manager - Alpururulam	Heather Smith	
<b>10228</b>	<b>Work Staff Supervisor - Alpururulam</b>	<b>VACANT</b>	<b>Position Description Approved</b>
TBA	Manager Projects/Contracts	Ryan Francis	
TBA	Project Manager Contracts	Peter Tarca	
TBA	Project Manager Infrastructure	Suryateja Godavarthi	
TBA	Project Manager Assets	Nanda Uppalapati	
TBA	Fleet Manager	Peter Molloy	
<b>10177</b>	<b>Remote Mechanic</b>	<b>VACANT</b>	<b>Compliance Checking Completed</b>
<b>TBA</b>	<b>TC Community Services Manager</b>	<b>VACANT</b>	<b>Short Listing Completed</b>
10161	Swimming Pool Coordinitor	Morgan Lehnert	
10260	Youth Centre Coordinator	Ade Rizal	



Number	Position Title	Employee Name	Comment
<b>10030</b>	<b>Director of Community Development</b>	<b>Gillan Molloy</b>	
TBA	Senior Administration Officer - Community Development	Karen O'Sullivan	
<b>10031</b>	<b>Regional Manager Safe Houses and Youth Recreation Programs</b>	<b>Sagar Chand</b>	
10085	Youth Sport and Recreation Team Leader - Elliott	Wade Nash	
<b>10268</b>	<b>Youth Sport and Recreation Team Leader - Wutunugurra</b>	<b>VACANT - Caliph Peterson</b>	<b>No current recruitment process</b>
10093	Youth Sport and Recreation Team Leader - Ali Curung	Jack Alridge	
10099	Youth Sport and Recreation Team Leader - Ampilatwatja	Elizabeth McDonald	
10108	Youth Sport and Recreation Team Leader - Arlparra	Andrew Rae	
10102	Youth Sport and Recreation Team Leader - Alpururulam	Rathin Saha	
10041	Safe House Coordinator - Elliott	Bonita Farrall	
10054	Safe House Coordinator - Ali Curung	Kristen Hayward	
<b>10283</b>	<b>Regional Manager Community Care</b>	<b>VACANT</b>	<b>Long Listing Completed</b>
<b>10032</b>	<b>NDIS Coordinator</b>	<b>VACANT</b>	<b>Advertising Commenced</b>
10004	Zone Manager (North) - (Community Care)	Kim Stewart	
10035	Elliott Team Leader - (Community Care)	Simon Mullan	
10066	Alpururulam Team Leader (Community Care)	Robbie Larkins	
10372	Zone Manager (South) - (Community Care)	Rajib Thapa	
10047	Ali Curung Team Leader - (Community Care)	Aaron McDonnell	
10060	Ampilatwatja Team Leader - (Community Care)	Shardia Holmes	
10075	Arlparra Team Leader - (Community Care)	Shirley Kunoth	
<b>10113</b>	<b>Regional Manager Night Patrol</b>	<b>Adrian Chong</b>	
<b>10116</b>	<b>Administration Officer - (Community Safety)</b>	<b>VACANT</b>	<b>Position Description Approved</b>
<b>10114</b>	<b>Zone Manager (North) - (Community Safety)</b>	<b>Lauchlan Lake</b>	<b>New Starter Commencing</b>
<b>10139</b>	<b>Alpururulam Team Leader - (Community Safety)</b>	<b>VACANT (Acting) Deanne Teague</b>	<b>No current recruitment process</b>
10120	Canteen Creek Team Leader - (Community Safety)	Allan Dempsey	
10147	Wutunugurra Team Leader - (Community Safety)	Camus Campbell	
10117	Mungkarta Team Leader - (Community Safety)	Virgil Downs	
10115	Zone Manager (South) - (Community Safety)	Shaun Wickham	
10124	Elliott Team Leader - (Community Safety)	Lora Jackson	
10135	Ampilatwatja Team Leader - (Community Safety)	Daylene Woodman	
10128	Ali Curung Team Leader - (Community Safety)	Damien Brown	
10143	Tara Team Leader - (Community Safety)	Timothy Price	
TBA	Murray Downs Team Leader - (Community Safety)	Nathan Campbell	

Number	Position Title	Employee Name	Comment
<b>TBA</b>	<b>Director of Tennant Creek</b>	<b>Troy Koch</b>	
10282	Senior Administration Officer	Lauren McDonnell	
<b>TBA</b>	<b>Administration Officer - Tennant Creek</b>	<b>HOLD</b>	<b>No current recruitment process</b>
<b>TBA</b>	<b>Housing and Assets Manager</b>	<b>VACANT - Surya Godavarthi</b>	<b>Positon Description First Draft Commenced</b>
<b>20257</b>	<b>Repair Technician</b>	<b>VACANT</b>	<b>Position Description Approved</b>
<b>10164</b>	<b>Municipal Services Manager</b>	<b>VACANT - David Reed</b>	<b>Advertising Commenced</b>
10165	Works Supervisor	David Reed	
10169	Waste Management Supervisor	Jaxon Ryder	
TBA	Caretaker Tingkarli	Michael Branson	
<b>10259</b>	<b>Local Laws Manager</b>	<b>Dean Pollock</b>	
10007	Library Coordinator	Linda Rice	
<b>10473</b>	<b>Director of Corporate Services</b>	<b>Murray Davies</b>	
TBA	Customer Service/Reception/Administrative Assistant	Rampranay Reddy Bhumireddy	
<b>10027</b>	<b>Staff Training and Development Coordinator</b>	<b>Samantha Nguyen</b>	<b>Offer Made To Preferred Applicant</b>
10022	HR Manager	Emily Wells	
10024	Senior Payroll/HR Cooridnator		
<b>TBA</b>	<b>HR Assistant</b>	<b>HOLD</b>	<b>No current recruitment process</b>
10024	Recruitment Cooridnator	Hayley Sandstrom	
TBA	Records Management Officer	Raxit Upadhyay	
<b>TBA</b>	<b>Records Management</b>	<b>HOLD</b>	<b>No current recruitment process</b>
10028	IT Coordinator	Nagaraju Kharra	

## 9 COMMUNITY DEVELOPMENT DIRECTORATE REPORTS

### Children Specialist DFSV worker for Safe Houses

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#### 9.1 Children Specialist DFSV worker for Safe Houses

**Reference** <Enter Ref here>

**Author** Sagar Chand (Regional Manager Safe Houses and Youth Recreation Programs)

#### **RECOMMENDATION**

That Council receives and approves the new position, Children Specialist DFSV worker for safe house.

#### **SUMMARY**

In October 2023 the Office of Domestic, Family and Sexual Violence Reduction presented the opportunity of funding to the BRC safe house to have Children and Young People Specialist DFSV Workers. The proposal to have the position was presented to the NTG. Which was accepted and the fund was released in January 2024.

Alongside the clients (adults), we get lots of children at Safe Houses, who need tailored support as they will be affected by the violence that occurs at home or in the community. This position can help and assist the children and young people who are in desperate need of support.

#### **BACKGROUND**

As part of the Safe house, we provide support and assistance to our clients. Those support will include financial assistance, temporary shelter, immediate rescue from communities, referrals to other specialised organisations relating to legal advice or counselling. There are lots of children who will be attending the safe house along with their parents. Those children and young people often miss proper support needed to deal with the mental and physical effect of the incidents.

Children specialist domestic family and sexual violence (DFSV) will be able close this gap which has been identified. The Children's Specialist DFSV Worker role aims to provide specialized care and support to children who have experienced or been exposed to domestic and family violence. This role focuses on the unique needs and challenges faced by children in such situations and is crucial for their well-being and recovery.

#### **ORGANISATIONAL RISK ASSESSMENT**

Finding a qualified staff might be a challenge for Council as this position needs some specialised skills.

#### **BUDGET IMPLICATION**



This position is fully funded \$ 132,883 per year (Total fund \$362,409). This agreement will end in June 2026. The remuneration package will be covered by the fund provided.

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

NIL

### **CONSULTATION & TIMING**

NIL

### **ATTACHMENTS:**

1. Signed variation DFV
2. Job role



Department of TERRITORY  
FAMILIES, HOUSING AND  
COMMUNITIES

Level 6 Power House  
41 Smith St Mall Darwin NT 0800

Postal address  
PO Box 37037  
Winnellie NT0820

E [HC.officeofCEO@nt.gov.au](mailto:HC.officeofCEO@nt.gov.au)

22 November 2023

T 08 8999 2750

Gillian Molloy  
Director of Community Development  
Barkly Regional Council  
via: [gillian.molloy@barkly.nt.gov.au](mailto:gillian.molloy@barkly.nt.gov.au)

File reference  
HCD2023/02091

Dear Ms Molloy,

On 28 June 2023, the Northern Territory of Australia through its agency the Department of Territory Families, Housing and Communities (us, we) and Barkly Regional Council (you, your) entered into an agreement for Specialist Domestic and Family Violence Services (the Funding Agreement).

As per your Variation Request, received 24 October 2023, the Northern Territory has agreed to fund you an additional \$362,409 excluding GST (the Additional Funding) to enhance your ability to support children and young people as victim survivors of domestic, family and sexual violence that access your service.

The parties now agree to vary the Funding Agreement as follows:

1. The Additional Funding must be used to employ one worker.
2. The Additional Funding will be paid to you in accordance with the following payment schedule:

Funding Period	Approx Payment Date	Funding Amount (excl GST)	GST Amount (if any)	Total (incl GST)
1 January 2024 – 30 June 2024	Within 10 Business Days of the Date of Agreement	\$120,803	\$12,080	\$132,883
1 July 2024 – 30 June 2025	October 2024	\$120,803	\$12,080	\$132,883
1 July 2025 – 30 June 2026	October 2025	\$120,803	\$12,080	\$132,883

3. In line with the additional reporting requirements at Item 10, the following Performance Measures are added to Item 7:
  - Estimated hours of worker provided support to priority cohort/s;
  - Role of worker;
  - Location of worker;
  - Worker gender; and
  - Worker level of education.
4. In addition to the Reports at Item 10, a progress update on recruitment is required to be emailed to [dfv@nt.gov.au](mailto:dfv@nt.gov.au) by 5 July 2024 with the additional Performance Measures in 3.

The date on which this variation will take effect is the date on which you sign this letter agreeing to the variation.

Except to the extent set out in this letter, all of the terms and conditions of the Funding Agreement will continue to apply to the Additional Funding.

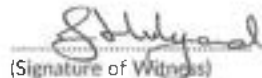
Please execute the letter below and return it to us to indicate your agreement to these terms.

SIGNED by Emma White (name of delegate) for and on behalf of the **NORTHERN TERRITORY OF AUSTRALIA** pursuant to a delegation under the Contracts Act 1978 in the presence of:



(Signature of Delegate)

Date: 6 / 12 / 2023



(Signature of Witness)

Jenny Hilyard  
(Name of Witness)

EXECUTED by an officer or person authorised to act on behalf of

BARKLY REGIONAL COUNCIL

in accordance with section 38 of the Local Government Act 2019

on the

Seventh  
(Print Day in Words)

day of

December 23  
(Print Month and year)

in the presence of

IAN BOYLE  
(Print Name of Authorised Officer)

(Signature of Authorised Officer)

and

GILLIAN MOLLAY  
(Print Name of Authorised Officer)

(Signature of Authorised Officer)

## Children Specialist DVSV worker role

The Children's Specialist DFSV Worker role will be implemented in the service through accessibility at the Safe House in Elliott and Ali Curung and will be in Tennant Creek. The Children's Specialist DFSV (Domestic and Family Violence) Worker role aims to provide specialized care and support to children who have experienced or been exposed to domestic and family violence. This role focuses on the unique needs and challenges faced by children in such situations and is crucial for their well-being and recovery.

Key responsibilities and implementation into a safe house service include:

**Assessment and Support:** The worker will assess the specific needs of children staying at the safe house and provide individualized support plans. This may involve understanding the emotional and psychological impact of violence on children, and tailoring interventions accordingly.

**Child-Centred Approach:** The Children's Specialist DFSV Worker will adopt a child-centred approach, ensuring that the safety and well-being of children are paramount. They will work with children to build trust and rapport and provide them with a safe and supportive environment.

**Trauma-Informed Care:** The worker will be trained in trauma-informed care and will apply this knowledge to help children cope with the trauma they have experienced. This may involve therapeutic activities, counselling, or referrals to mental health professionals.

**Education and Empowerment:** The worker will provide age-appropriate information and support to children to help them understand the dynamics of domestic violence and empower them to develop healthy coping mechanisms.

**Collaboration:** They will collaborate closely with other professionals and agencies, such as child protection services, therapists, and schools, to ensure a holistic approach to the child's well-being.

**Qualifications and experience** expected from the Children's Specialist DFSV Worker in Elliott/Ali Curung include:

**Educational Background:** A relevant degree in social work, child psychology, counselling, or a related field.

**Experience:** Prior experience in working with children who have experienced trauma or domestic violence is essential. This may include work in child protection, counselling, or similar roles.

**Knowledge:** A strong understanding of the impact of domestic and family violence on children, as well as knowledge of trauma-informed care and child development.

**Communication Skills:** Effective communication and active listening skills are crucial to building trust with children and their families.

**Empathy and Compassion:** The worker should be compassionate and empathetic, able to connect with children and provide emotional support.

**Cultural Sensitivity:** Awareness of and sensitivity to the cultural and diversity aspects of the children and families they serve.

**Crisis Intervention Skills:** The ability to respond to crisis situations and ensure the safety of children and families is vital



## Community Development Directorate Reports

### 9.2 Community Development Council Report

**Reference** <Enter Ref here>

**Author** Gillian Molloy (Director of Community Development)

#### RECOMMENDATION

That Council receives and accepts the Community Development January report

#### SUMMARY

##### Community Development

Due to non-workplace injuries, staff absences have created a gap in Community Care services in the Tennant Creek office and Ali Curung Aged Care facility, with no current timeline for their return. The recently re-advertised position for Regional Manager Community Care has attracted limited suitable applications and is under review. A successful visit by the Director of Community Development and representatives from the Department of Territory Families, Housing, and Communities to Ali Curung addressed concerns about youth antisocial behaviour and outreach options, involving stakeholders such as the Police, Clinic, and Youth Sport and Recreation Team Leader. Positive outcomes have resulted from this visit, with identified issues being addressed. Regular meetings with the Grants Manager are ongoing to discuss priority initiatives and explore available and upcoming grant opportunities for submission.

##### Safe House

Both the Safe Houses are operating regularly; emergency accommodation services were provided to individuals facing unforeseen circumstances, reflecting the ongoing need for support within the communities served. Most of the clients were looking for emergency accommodation due to some unexpected circumstances. We have been getting some new clients who permanently reside outside the communities we look after.

In January, Ali Curung Safe House accommodated 7 clients, while Elliott Safe House accommodated 6 clients seeking short-term accommodation and support services. 3 clients from Elliott Safe House were evacuated to Katherine in coordination with the Elliott Police station. The evacuation process was conducted efficiently to ensure the safety and well-being of the clients. 1 male client referred to Alcohol and other drugs, 2 clients referred to Department of Territory Families, Housing and Communities (TFHC). BRC Safe house remains committed to its mission of providing essential support services to individuals in need while striving for continuous improvement and innovation.

##### Community Youth, Sports, and Recreation (YSR)

As the school holiday program ends, youth are returning to their communities. However, the YSR program in some communities is facing challenges due to ongoing cultural activities. The number of participants is increasing steadily, leading to adjustments in program schedules.

In Ali Curung, the YSR program is now operating in the mornings at the request of the Department of Education (DoE), as the school is experiencing staffing shortages and has

now welcomed a new Principal. The BRC YSR is collaborating closely with TFHC to address youth issues in the Ali Curung community.

While the YSR program faces challenges related to increased participation and cultural activities, collaborative efforts with stakeholders and flexibility in program scheduling has helped overcome these obstacles and ensure the continued success of the program in serving youth within the communities.

### **Community Safety**

Night Patrol Staff have played a crucial role in supporting the Safe House Program in Elliott whenever staffing assistance was required. Additionally, they have been working closer with Youth Programs and engaging with youth as needed. Concerns about Domestic Violence were raised at the Arlparra Community Meeting, where victims expressed fear in seeking help. Break-ins have also occurred, with Night Patrol being previous victims. Ongoing training is being provided to ensure staff are proficient in their roles. Efforts are being made to recruit additional male and female staff to consider cultural needs.

### **Community Care**

Both Ampilatwatja and Arlparra Aged Care facilities are functioning smoothly, with dedicated efforts to address staff absences and uphold service standards. Ali Curung is addressing staffing issues with additional BRC staff assistance while the Team Leader is on extended leave. Despite weather-related obstacles affecting outstation service delivery, staff are persistently finding ways to reach clients. Zone Managers remain actively engaged in coordinating efforts for quality service provision and staying abreast of community events. Recent fixes have resolved issues with service tools, and comprehensive updates have been made to clients' medical records at Arlparra. Additionally, Alpurrurulam is grappling with food delivery challenges due to adverse road conditions.

### **Local Laws & Animal Management**

Local Laws efforts are ongoing to tackle abandoned vehicles in the community, and discussions have been held with Julalikari regarding properties in need of cleanup. Local Laws is working on developing an Animal Management Policy and the introduction of Standard Operating Procedures (SOPs). Additionally, efforts are underway to identify an Animal Management System suitable for use in the council pound and for local laws enforcement. Several letters have been sent out regarding Flammable Undergrowth By-Laws. In a bid to promote adoption, dogs are being advertised on PetRescue, leading to increased enquiries.

### **Staffing Updates**

#### **Safe Houses & Youth Recreation Programs**

- Youth workers who were supported by CAYLUS throughout the school holiday have now departed. They aided us in implementing and delivering organised school holiday program.
- We have received funding from THFC for a new FT Children Specialist DVSF role. The position will work across both Safe Houses with an objective to address existing gaps by offering support and aid to children staying at safe houses with their parents or caregivers.

#### **Community Safety**

- Community Safety North Zone Manager has been recruited and due to start Mid-March.
- Actively recruiting suitable staff to fill current vacancies in communities.



- Community Safety Zone Manager attended Wutungurra and spoke with Team Leader to arrange suitable interview for potential Night Patrol Staff.

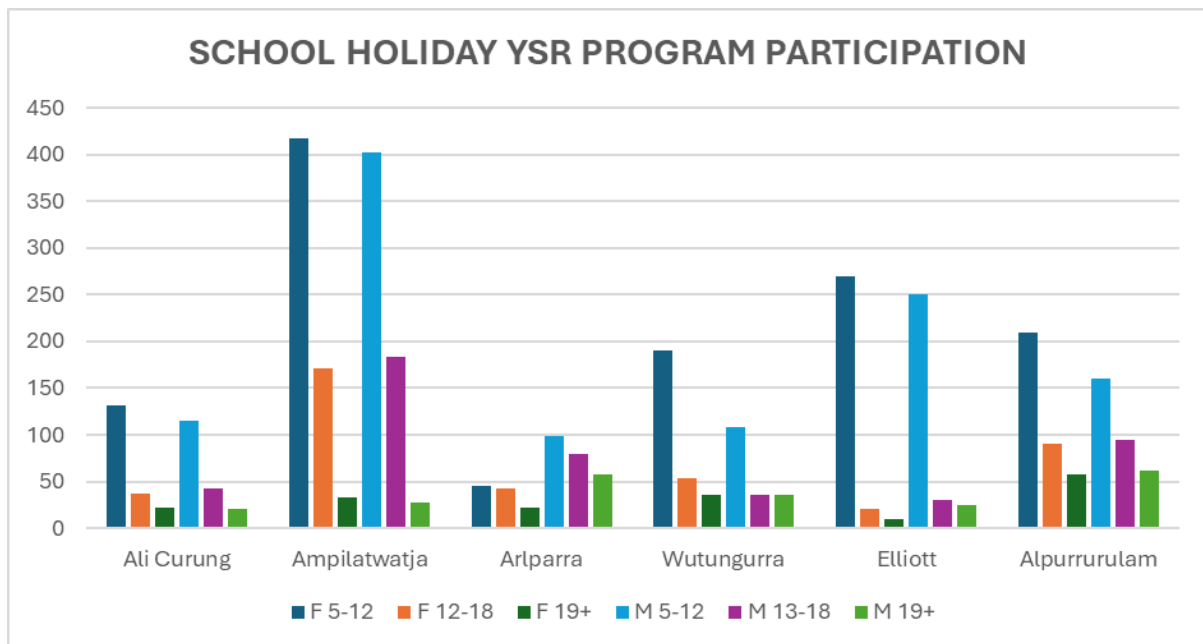
### Community Care

- A new staff member recruited for Ampilatwatja commenced 31<sup>st</sup> January.
- Unauthorised absence of staff at Ali Curung Aged Care. Mainly due to extended leave of Team Leader.
- The NDIS Coordinator position has been readvertised.

### Highlights and Achievements

#### Community Youth, Sports, and Recreation (YSR)

- School holiday programs at the communities were effective.



To some extent the issue that was in Ali Curung has been resolved with coordination with TFHC, Bush Mob, CAYLUS and other stakeholders. The coordination to address the issue with external stakeholders is ongoing, with plans to organise a fun day on 15/03/2024.

### Community Safety

- Community Staff are actively individually upskilling to aid in increasing productivity and compliance across the roles in Night Patrol.
- Night Patrol Staff often, at very short notice, have aided other Council Community Programs and are to be commended for being willing to assist when required.
- Staff in the South Zone have been consistent with delivering programs.

### Community Care

- Team Leaders are seeking feedback on supplied meals with positive responses.
- Ampilatwatja Aged Care & Arlparra Aged Care has launched a weekly open day for all the clients every Thursday. Activities include a BBQ lunch, painting, client engagement and watching TV.
- Issues on E-Tools and DEX regarding the service discrepancy have been fixed.
- All client's medical summaries have been updated at Arlparra Aged Care.

### Local Laws & Animal Management

- Three dogs adopted.

## Goals & Objectives

### Community Youth, Sports, and Recreation (YSR)

- The objective of running an effective school holiday program has been achieved.
- The current objective is to train team leaders in concerns that are ongoing i.e., completing the timesheet and completing the reports. The goal is to meet the KPI as outlined in the agreement.

### Community Safety

Ensuring Night Patrol programs are delivered in accordance with funding requirements. Staff understand the importance of work hours for program delivery being adhered to and reporting immediately if they are unable to undertake their duties.

### Community Care

- Regularly meeting, evaluating and improving service delivery to clients.
- Adhere to Aged Care standards in meeting their needs and respecting their privacy and dignity.

### Local Laws & Animal Management

- The immediate goal is to get the town cleaned up of abandoned cars.

## Challenges and Issues

### Safe Houses & Youth Recreation Programs

Some of the staff have been inconsistent in showing up to work. Team leaders and coordinators are discussing absenteeism with each staff member. The Human Resources Manager attended 2 X YSR team meetings to address this issue with the staff.

Opportunities exist to expand outreach efforts and strengthen partnerships with community stakeholders to enhance service delivery and address emerging needs. This opportunity might be well utilised if a new position request gets approved.

### Community Safety

Support needs to be given to staff in relation to Literacy and Numeracy skills which for some staff are extremely limited. On-going training in relation to IT matters, Microsoft Office and other programs and workshops on Domestic Violence, Mental First Aid and Suicide prevention.

### Community Care

- Staffing management is the major challenge at most of the centers with unauthorised absenteeism.
- Meal delivery to outstations is challenging during the wet season.

### Local Laws & Animal Management

- The number of unregistered dogs in Tennant Creek with only 27 registered.
- Wandering dogs around Tennant Creek.
- Limited kennel space at pound facility.



## Stakeholder Engagement

### Community Youth, Sports, and Recreation (YSR)

Stakeholder	Date	Location
Rayne Aldridge (CAYLUS)	6/12/2023 – 06/02/2024	Ali Curung
Jamie Millier	08/01/2024-19/01/2024	Ampilatwatja
John Moriarty Foundation	Ali Curung every Friday Elliott every Tuesday	Elliott Ali Curung

### Community Safety

- Regional Manager attended Ampilatwatja and Arlparra to attend Community Safety Committee meetings. In attendance - Department of Health, Department of Education, Northern Territory Police, community members and interested stakeholders. Discussions around addressing matters such as Domestic Violence reduction, Substance Abuse, and Break and Enters in the communities.

### Community Care

- Zone Manager has interacted with Allied health for their Visit to Ampilatwatja and Arlparra to Clients house on 19th to 22nd of February 2024.
- Visit of Health Professionals – Dental Service at Arlparra Aged Care.
- Zone Manager has interacted with Mellicent Omega – Case Support worker for Waltja corporation.

### Local Laws & Animal Management

- Met with Julalikari and Department of Territory Families, Housing and Communities to discuss properties requiring mowing and clean up.

## Resource Allocation

### Community Youth, Sports, and Recreation (YSR)

YSR program in Ali Curung is supporting the DoE by delivering the program during the school hours to keep the youth in community engaged.

To fulfil the gap at Elliott YSR created by staff being away from community, Community Safety and Safe House staff supported the YSR program.

## Training & Development

### Community Safety

- Mungkarta staff training in completing timesheets, rosters, and mandatory reporting requirements.

### Safe Houses & Youth Recreation Programs

- Safe house staff participating in Basic SHIP reporting training.
- Ongoing mentorship and guidance for Safe house and YSR staff.
- Initial meeting with the Central Desert Training was promising as they have added some new programs which can help our staff in the communities. We look forward to this program's start.

### Community Care

- Staff training is ongoing at all levels to develop the skills.
- Toolbox training in the communities at all levels is ongoing, including online training.
- Zone Manager provided online training to Team Leader and staff of Ampilatwatja regarding the workplace standards, attendance, service delivery and required paperwork.

### Local Laws & Animal Management

- Local Laws Ranger is enrolled in Cert 4 in Government Investigations PSP40416 (Regulatory Compliance).

## Reporting

### Safe Houses & Youth Recreation Programs

The pending Performance report and Operational & Budget plan for the safe House was submitted to the NTG.

The pending Site visit report for Youth Sports and Recreation is also submitted to the NIAA.

Upcoming reporting:

Program	Report	Due Date	Responsibility	Comment
Safe House	SHIP to SHORE	15/02/2024	Safe house coordinator and Regional Manager	Due to some error in the previous report. Request has been raised to SHS data collection to delete previous report to enter new data
Safe House	Monthly Report (January)	End of February	Safe House Coordinator	Regional Manager to check

### Community Safety

- Community Safety program budget has been provided by Finance and will now be tracked ensuring funds are being utilised appropriately and effectively and within budget.
- Planning for Budget 2024/2025 has commenced with a view to seeking extra funding for areas which have extended current budget allocations.

### Community Care

Program	Report	Due Date
Ampilatwatja Aged Care	Monthly Report	End of January- Completed Next Due February
E-Tools Reporting	Monthly data	Due Second week of every month
Arlparra Aged Care	Monthly Report	End of January-Completed Next Due February
SARS Report	6 Months Report	26/01/2024 - Completed
CSHP Report	July to December 2023	End of January -Completed



Alpururulam Aged Care	Monthly Report	End of January- Completed Next Due February
Elliott Aged Care	Monthly Report	End of January- Completed Next Due February
Ali Curung Aged Care	Monthly Report	End of January- team leader currently on leave Next Due February

## Upcoming Activities

### Safe Houses & Youth Recreation Programs

- Ali Curung YSR is planning a fun day on 15/03/2024, for the community in partnership with School, TFHC and other organisations.
- Elliott Safe house will be conducting a program for the upcoming International Women's Day.

### Community Safety

- Invitation extended to Aboriginal Policing Liaison Officers and the Local Aboriginal Police Liaison Officer to attend the communities with Regional Night Patrol Manager to engage with communities to address any matters of concern.

### Community Care

- Ampilatwatja Aged Care & Arlparra Aged Care has launched a weekly open day for all the clients every Thursday. Activities include a BBQ lunch, painting, client engagement and watching TV.

### Local Laws & Animal Management

- Planning has commenced for a community Adopt a Dog Day.

## BACKGROUND

January was busy for the Community Development directorate, marked by school holiday programs, employee vacations, and operational hurdles. The Youth Sport and Recreation program thrived across all communities. At the same time, efforts to address anti-social behaviour in Ali Curung saw some success through outreach support from the Department of Territory Families and Housing in collaboration with the Youth Sport and Recreation Team Leader. The Safe Houses provided vital support to women and children during the holidays, providing emergency accommodation needs stemming from intensified domestic violence situations fuelled by increased alcohol consumption. Night Patrol assisted Youth Sport and Recreation and Safe Houses during incidents or staff shortages. Vacancies in Community Care are adding strain to the team, yet efforts persist to enhance unmet aged care standards following a recent audit. Additionally, the Local Laws team has actively addressed issues like abandoned vehicles, overgrown allotments, and wandering dogs within the community.

## ORGANISATIONAL RISK ASSESSMENT

Nil

## BUDGET IMPLICATION

Nil

## ISSUE/OPTIONS/CONSEQUENCES

Nil

## CONSULTATION & TIMING

Nil

## ATTACHMENTS:

Nil



## Community Development Directorate Reports

### 9.3 Animal Management Advisory Committee Terms of Reference

**Reference** <Enter Ref here>  
**Author** Gillian Molloy (Director of Community Development)

#### RECOMMENDATION

That Council;

1. notes and accepts the proposed Animal Management Advisory Committee Terms of Reference
2. Appoints Animal Management Advisory Committee members

#### SUMMARY

The Animal Management Advisory Committee Terms of Reference have been reviewed and updated to better align with current needs and practices. This ensures the committee can effectively contribute to addressing animal management issues across the Barkly region, reflecting its commitment to improving animal welfare.

The reformation of the Animal Management Advisory Committee prompted a review and update of the membership stakeholders.

#### BACKGROUND

Nil

#### ORGANISATIONAL RISK ASSESSMENT

Nil

#### BUDGET IMPLICATION

Nil

#### ISSUE/OPTIONS/CONSEQUENCES

Nil

#### CONSULTATION & TIMING

Nil

#### ATTACHMENTS:

1. Animal Management Advisory Committee Terms of Reference February [9.3.1 - 5 pages]



**Barkly Regional Council Terms of Reference - Animal Management Advisory Committee**

<b>TITLE:</b>	Animal Management Advisory Committee: Terms of Reference		
<b>DIVISION:</b>	Community Development		
<b>ADOPTED BY:</b>	Council		
<b>DATE OF ADOPTION:</b>	February 2024	<b>DATE OF REVIEW:</b>	February 2025
<b>MOTION NUMBER:</b>			
<b>POLICY NUMBER:</b>	NA		
<b>AUTHORISED:</b>	Chief Executive Officer		

**INTRODUCTION**

The Animal Management Advisory Committee of the Barkly Regional Council has been reinstated following a hiatus. Its reconvening signifies a commitment to addressing animal management issues across the region. The committee will remain active until the development and adoption of the 2024-27 Barkly Region Animal Management Plan by the Council, after a period of community consultations.

**PURPOSE**

The primary objective of the committee is to devise a comprehensive strategy for animal management across the Barkly Regional Council area. This strategy will encompass a specific focus on the delivery of veterinary services along with the provision of community information and education programs. Furthermore, the committee will initiate community consultations for feedback on the proposed strategy. Concurrently, an evaluation of the current animal management program will be conducted to inform future operational decisions and allocation of resources.

Additionally, the committee is tasked with developing an Animal Management Plan specifically tailored for Tennant Creek and the surrounding town camps (urban community living areas). Upon completion, this plan will undergo extensive community consultation to ensure inclusivity and effectiveness in addressing local needs and concerns.

**LEGISLATION**

The formation of an Animal Management Advisory Committee acknowledges the significant impact of animal management issues across the Barkly region and the need to monitor animal health and populations. Therefore, the Council is committed to establishing a structured mechanism that incorporates stakeholder perspectives in the planning, implementation, and oversight of its animal management efforts. This will be guided by the following regulatory framework.

- NT Animal Protection Regulations 2022
- NT Animal Protection Act 2018
- NT Tennant Creek (Control of Dogs) By-Laws 1992

## **Barkly Regional Council Terms of Reference - Animal Management Advisory Committee**

### **MEMBERSHIP**

AMAC membership will comprise:

- BRC Mayor or elected delegate
- BRC CEO or delegate/s
- BRC Director Community Development
- BRC Local Laws Ranger Manager
- NT Government (Barkly Region representative)
- AMRRIC (Animal Management in Rural & Remote Indigenous Communities)
- Animal Welfare organisations representative
- Barkly Veterinary Service representative
- Urban and remote community representative/s

### **Community CONSULTATION**

- Patta Traditional Owners
- Local Authority representatives – representatives through Local Authority meetings
- Julalikari Council Aboriginal Corporation
- Anyinginyi Health Aboriginal Corporation
- NT Government representatives (Health, Education, Chief Minister and Cabinet)

### **Chairperson**

A member appointed by Barkly Regional Council will Chair Advisory Committee Meetings.

New members and participants on the Advisory Committee will be provided with this Terms of Reference to assist them to understand their role and meet their committee responsibilities.

## **Barkly Regional Council Terms of Reference - Animal Management Advisory Committee**

### **AUTHORITY**

The Animal Management Advisory Committee has no delegated authority to make decisions on behalf of Council.

The Committee's role is to provide advice that will assist Council in its decision-making processes.

### **ROLES AND RESPONSIBILITIES**

#### *Planning*

The Committee plays a central role in assisting the Council in effectively planning animal management activities throughout the Barkly region. Responsibilities entail sharing up-to-date information from professional members and from community members own animal management experiences to inform planning processes.

#### *Resourcing*

The Committee contributes to helping the Council prioritise the allocation of available resources to best support the achievement of animal management objectives across the Barkly region. Members may propose ideas to enhance resource availability for consideration by the Committee.

BRC Terms of Reference -Animal Management Advisory Committee

Review due date: February 2025

Page 2 of 5

#### *Implementation*

The Committee is responsible for identifying and securing the involvement of external stakeholders in collaborating with the Council to implement agreed-upon animal management activities outlined in the Council's adopted Animal Management Plan. Responsibilities include active participation in collaborations and contributing associated resources in accordance with any agreed Memoranda of Understanding and the Council's adopted Animal Management Plan.

#### *Review*

The Committee plays a significant role in supporting the Council's review of the progress and performance of its adopted Animal Management Plan in achieving objectives across the Barkly region. Responsibilities encompass sharing contemporary information from members' own animal management activities within the Barkly to inform review and reporting processes. Additionally, the Committee facilitates the process for community consultation, ensuring that stakeholders' voices are heard and considered in the evaluation of the Animal Management Plan's effectiveness.

### **Barkly Regional Council Terms of Reference - Animal Management Advisory Committee**

#### **MEETINGS**

The Animal Management Advisory Committee will meet at least four times each year.

From time-to-time additional meetings may be called to support particular animal management activities.

Meetings will be primarily held in Tennant Creek as face-to-face meetings, with the option of video-conference attendance for those who require it.

All members of the Advisory Committee are entitled to equal participation in meetings, with decisions to be made by consensus wherever possible.

Two weeks' notice will be given for each meeting wherever possible.

Agendas and associated reading material will be circulated to Committee Members at least one week prior to the scheduled meeting date.

A record of each meeting will be prepared and circulated to participants within one week of the meeting date.

The committee will remain current for a period of 18 months.

#### **QUORUM**

A quorum for this Advisory Committee is having a majority of members present and must include the Chair or their delegate.

#### **ABSENCES/APOLOGIES**

Advisory Committee members should advise Council if they are unable to attend a scheduled meeting.

Advisory Committee members are encouraged to submit in writing any feedback or other contributions they would like considered by the meeting in relation to the circulated agenda discussion.

#### **ADMINISTRATIVE SUPPORT**

The Chief Executive Officer will ensure a BRC officer is available to provide administrative support to the Advisory Committee.

#### **REPORTING**

BRC Terms of Reference -Animal Management Advisory Committee

Review due date: February 2025

Page 3 of 5

Following each meeting of the Advisory Committee, the meeting minutes will be provided to Council providing information on the meeting and its outcomes and recommendations.

The Chairperson of the Advisory Committee (or their delegate) shall prepare and provide an annual report on the Committee's activities to Council, which may also be included in Council's Annual Report to the community.

## **Barkly Regional Council Terms of Reference - Animal Management Advisory Committee**

### **CONFLICT OF INTEREST**

In accordance with s115(1) of the *Local Government Act*, Committee members will be required to disclose conflicts of interest at the commencement of each meeting.

Where members at Committee meetings are deemed to have a real or perceived conflict of interest, they will be excused from Committee discussions on the issue where a conflict of interest exists.

### **MEETING SITTING FEE**

Sitting fees will be payable to eligible Advisory Committee members.

### **COMMITTEE REVIEW**

Council will review (with the Advisory Committee) this Terms of Reference and the Committee's activities on an annual basis to confirm the Committee is continuing to serve its primary objective of supporting Council to achieve effective animal management across the Barkly region.

The review may be conducted as a self-assessment and will be coordinated by the Chairperson. The assessment may also seek input from other animal management stakeholders.

## 10 TENNANT CREEK DIRECTORATE REPORTS

### Tennant Creek Directorate Reports

#### 10.1 Tennant Creek Project's Report

**Reference** <Enter Ref here>  
**Author** Ryan Francis (Acting Director - Tennant Creek)

#### RECOMMENDATION

That Council receives and notes the January report from the Projects Team

#### SUMMARY

The January report for the Projects Team identifies issues and achievements experienced during the period.

#### BACKGROUND

**BRC004-23 Ali Curung Women's Shelter Laundry** – Existing laundry is too small to undertake works as per the grant conditions. Project is on hold as grant application has been made to demolish and reconstruct the shelter.

**BRC005-23 Epenarra Men's Shed**- RFQ was prepared after site visit. Unfortunately, there are significant defects within the structure that need to be dealt with prior to project delivery. An application has been made for a variation to the grant so works can proceed. Approval Pending.

**BRC006-23 Ampilatwatja Sports Hall Kitchen Upgrade**- RFQ was prepared and issued to 5 local contractors with none returning a valid bid. Feedback was the project value was too small to warrant multiple trades attending a remote site with the risk of pending wet season. One contractor did return a valid bid post tender closing, and subsequent project plan was approved by the funding agency. Approval Pending.

**BRC007 -23 Ali Curung Youth Centre**- Unfortunately this project is delayed and on hold.

**BRC008-23 Tennant Creek Landfill Consolidation** – A project plan is currently being prepared for the Landfill. This document will outline how changes in operational use will prolong the life of the landfill and deliver a more efficient customer focused environment based on recycling and safety.

**BRC009-23 Tennant Creek Wi-Fi Hot Spots** – Third party inspection of the site for equipment supply is complete and final pricing has been received. Advice is being sought as the project plan contravenes BRC procurement policy. Approval Pending.

**BRC010-23 RPA implementation** – The RPA has been delivered and initial test flights have been extremely successful. Software integration has also been successful, and the data capture and quality has exceeded expectations. Operator is booked for advanced training early March. Flight plans for all communities are being developed with data capture planned for March and April.

**BRC011-23 Ali Curung Road Repair** – The HD45 road repair unit has been serviced with new tyres fitted. Additional plant, being a road cutting saw and roller, arrived mid-January. There has been a delay with the supply of asphalt for the planned works which is causing a delay. Works are planned to be completed by early March.

**BRC012-23 Lake Mary Anne Dam Structural Report-** GHD has completed an initial assessment of the dam structure, and the final report has been issued. A scared site clearance certificate has been applied for so the vegetation can be removed from the down stream face of the embankment.

**BRC001-24 Weigh Bridge Tennant Creek Landfill** – Scope of works has been defined with budget estimates being sought from specialist contractors which will allow the project plan and RFQ to be completed. Procurement planned for April 24

**BRC002-24 Street Lighting to Kargaru Camp Road** – Scope of works has been defined with budget estimates being sought from specialist contractors which will allow the project plan and RFQ to be completed. Procurement planned for April 24

**BRC003-24 Street Lighting to Kooringa Street** - Scope of works has been defined with budget estimates being sought from specialist contractors which will allow the project plan and RFQ to be completed. Procurement planned for April 24

#### **ORGANISATIONAL RISK ASSESSMENT**

NIL

#### **BUDGET IMPLICATION**

With the exception of BRC008-23, all projects are within their allocated budgets and funding with no variations recorded.

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

NIL

#### **CONSULTATION & TIMING**

Projects Team Managers

#### **ATTACHMENTS:**

Nil





## Tennant Creek Directorate Report

### Recommendation

That Council receives and notes the January report.

### Summary

The January report for the Tennant Creek Directorate identifies issues and achievements experienced by the team.

### Municipal Services

#### Works Team

Currently, the team lacks a Municipal Services Manager to oversee the delivery of this critical service. We are collaborating with Human Resources to address this vacancy and anticipate welcoming a successful candidate on board in the coming months.

We have established a comprehensive training and competency register for the entire team. This enables us to pinpoint training deficiencies, allowing us to bridge gaps and cultivate the team for the future.

The Depot is presently undergoing a thorough clean-out process. Over the years, there has been significant accumulation of materials, reducing the operational area. The team is dedicating resources during quieter periods to facilitate the cleanup. Once the fence line is exposed, we will conduct a site survey and devise a master plan for optimizing operational space going forward.

We have identified that the sheds protecting our plant and equipment are in a state of disrepair and have been poorly positioned around the site. A budget estimate will be prepared, so funding can be sort for additional sheds.

#### Landfill

The Landfill team is currently collaborating with the Projects team to realign operations according to the agreed Environmental Management Plan. Substantial progress has been achieved in raising the bench height of the tip. Compliance requires us to daily cover the exposed waste with soil. By elevating the bench height from 1m to 3m, we significantly reduce the amount of material needed to cover the waste. Additionally, we've implemented a windrow encircling the tip head. This serves two purposes: containing leachate materials and providing operators with a visual height guide to maintain the bench height.

Furthermore, a project plan is underway to reconfigure the tip's current setup. Drawing inspiration from Alice Springs Landfill, where the public is encouraged to sort and deliver waste to receptacles at a transfer station. This waste is then transported to a holding point for further sorting by the team, to be processed later. This processing typically involves shredding wood, mattresses, furniture, and certain plastics, all usable as daily cover at the tip head, further minimizing the need for imported material.

Allowing public access to a hazardous environment poses significant WHS risks to the Council. We are confident that by implementing globally recognized systems, we can extend the landfill's lifespan, improve service delivery to the community, and reduce organizational costs.



During this period, a deliberate fire was ignited shortly after the new year. Due to past poor waste covering practices, the fire spread underground but was successfully contained and extinguished.

### **Additional Items**

A detailed review of the January accounts from Power and Water revealed a significant leak at the Landfill. The leak was promptly addressed on the same day it was identified. Given the aggregate spend for water and sewerage across TC assets, we have initiated a review of the integrity of the potable supply to ensure there are no additional leaks.

### **Background**

Nil

### **Organizational Risk Assessment**

- Comprehensive review of staffing levels required against organizational chart to ensure adequate levels of staff are maintained to deliver critical services.
- Training and upskilling of staff to ensure compliance with WHS obligations.
- Reduction in public access to hazardous areas of the Landfill.

### **Budget Implications**

- Training of staff for safe and efficient operation of machinery.

### **Issues/options/consequences**

n/a

### **Consultation & Timing**

5mins

### **Attachments**

n/a

## **Tennant Creek Directorate Mary Anne Dam Report**

### **Recommendation**

That Council receives and notes the Mary Anne Dam report.

### **Summary**

Following an inspection by Council staff, the footbridge was closed due to the discovery of an exposed and unsupported foundation. Additionally, engineering firm GHD was contracted to conduct a structural review of the dam. A final report has been issued to the council, and we are currently in the process of implementing required action items.

- Stage 1 Maintenance Works: Removal of the vegetation to the down stream embankment. Application for Sacred Site Clearance Certificate is recommended by Central Land Council and is underway. Scope of works will be developed for the



crack repairs to the upstream face. Works to be undertaken when lake levels have reduced.

- Stage 2 Dam Safety Management and Surveillance and Monitoring program
- Stage 3 Dam Safety Review.

### **Background**

BRC received information from a member of the public regarding a significant amount of water seeping from the base of Mary Anne Dam.

### **Organizational Risk Assessment**

Initial assessment by GHD for a “Sunny day failure” has been categorised as Significant. A sunny day failure assessment is based on the consequences of the dam break flood with initial dam water level at full supply level and no concurrent rainfall.

### **Budget Implications**

Budget estimates for the implementation of the three stages are as follows.

- Stage 1 \$300,000.00
- Stage 2 \$200,000.00
- Stage 3 \$250,000.00

### **Issues/options/consequences**

n/a

### **Consultation & Timing**

n/a

### **Attachments**

n/a





# Lake Mary Ann Dam

## Special Inspection Report

Barkly Regional Council

01 February 2024

→ The Power of Commitment



<b>Project name</b>		Lake Mary Anne Dam Special Inspection					
<b>Document title</b>		Lake Mary Ann Dam   Special Inspection Report					
<b>Project number</b>		12629475					
<b>File name</b>		12629475-REP_Lake Mary Ann Dam, December 2023 Special Inspection Report.docx					
Status Code	Revision	Author	Reviewer		Approved for issue		
			Name	Signature	Name	Signature	Date
S3	A	T. Gersekowski	N. Thomas-Kinsella		N. Thomas-Kinsella		24-Jan-2024
S4	0	T. Gersekowski	N. Thomas-Kinsella	<i>N. Thomas-Kinsella*</i>	N. Thomas-Kinsella	<i>N. Thomas-Kinsella*</i>	01-Feb-2024

*\*Denotes approval on-file.*

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 **The Power of Commitment**

# Contents

<b>1.</b>	<b>Introduction</b>	<b>1</b>
1.1	Background	1
1.2	Purpose of this report	1
1.3	Scope and limitations	1
1.4	Assumptions	2
1.5	Abbreviations	2
<b>2.</b>	<b>Physical details of the dam</b>	<b>3</b>
2.1	General description of the dam	3
2.2	Review of information about the dam	4
2.3	Dam overview	4
2.4	Dam details	4
<b>3.</b>	<b>Inspection observations and comments</b>	<b>6</b>
3.1	General	6
3.2	Condition rating	7
3.3	Inspection observations	7
3.4	Upstream face	7
3.5	Dam crest	8
3.6	Downstream face	8
3.7	Abutments	9
3.8	Downstream area and downstream toe	9
3.9	Instrumentation	9
3.10	Spillway	10
3.11	Reservoir rim	11
3.12	Pedestrian bridge	11
<b>4.</b>	<b>Dam safety management</b>	<b>13</b>
4.1	Background	13
4.2	Consequence Category	13
4.3	Types of dam safety inspections	14
4.4	Surveillance and monitoring	16
4.5	Documentation	16
4.5.1	Operations and maintenance	16
4.5.2	Dam safety emergency planning	17
4.5.3	Summary	17
4.6	Summary of dam safety management	17
<b>5.</b>	<b>Inferred performance of the dam</b>	<b>18</b>
5.1.1	General	18
5.1.2	Embankment	18
5.1.2.1	General	18
5.1.2.2	Embankment zoning	18
5.1.2.3	Rockfill	19
5.1.2.4	Concrete facing	19
5.1.2.5	Plinth and perimetric joint	20

	5.1.2.6	Vertical joint at right abutment	21
	5.1.2.7	Embankment arrangement and dam details	21
	5.1.2.8	Recommendations	21
	5.1.3	Spillway	21
	5.1.3.1	Structure	21
	5.1.3.2	Spill events	22
	5.1.3.3	Flood handling capacity	22
	5.1.3.4	Recommendations	22
	5.2	Performance summary	22
<b>6.</b>		<b>Conclusion and recommendations</b>	<b>23</b>
6.1		Conclusion	23
6.2		Recommendations	24
	6.2.1	General	24
	6.2.2	Stage 1 – maintenance works	24
	6.2.3	Stage 2 - dam safety management	24
	6.2.4	Stage 3 – Dam Safety Review	25
<b>7.</b>		<b>References</b>	<b>26</b>

## Table index

Table 1.1	Abbreviations	2
Table 2.1	Information review	4
Table 2.2	Dam overview	4
Table 2.3	Dam technical summary	4
Table 3.1	Inspection attendees	6
Table 3.2	Climatic conditions during the inspection	6
Table 3.3	Operational status of the dam during the inspection	6
Table 4.1	Consequence category classification based on PAR (ANCOLD, 2012)	13
Table 4.2	Types of dam inspections (ANCOLD, 2003)	14
Table 4.3	Recommended frequency of inspections for lake Mary Ann Dam	15
Table 4.4	Recommended monitoring frequencies (ANCOLD, 2003)	16
Table 6.1	Recommended interim dam safety management program	25

## Figure index

Figure 2-1	Lake Mary Ann Dam (Google Earth, 2023), annotated by GHD	3
Figure 4-1	Area downstream of the dam (Google Earth, 2023) annotated by GHD	14
Figure 5-1	Typical CFRD configuration (GHD, 1978)	18
Figure 5-2	Visible rockfill on the downstream face (images by GHD during the field inspection)	19
Figure 5-3	Historical photo of Lake Mary Ann Dam (Lake Mary Ann Dam 1980, 2023) with GHD annotations	20
Figure 5-4	Images of Lake Mary Ann Dam spilling (BRC, n.d.)	22

## Appendices

Appendix A      Site photos



# 1. Introduction

## 1.1 Background

Lake Mary Ann Dam was constructed in 1980, and since then, there have been few dam safety inspections and/or dam safety management practices undertaken. In December 2023, Barkly Regional Council (BRC) advised GHD Pty Ltd (GHD) of concerns about dam safety due to the quantity of seepage from the downstream toe of the dam and the integrity of the spillway. In response to these concerns, BRC engaged GHD to undertake a Special Inspection of Lake Mary Ann Dam and provide comment on the status of the dam.

This is the first formal dam safety inspection undertaken by a suitably qualified person of the dam since 1983 which there are records of.

Northern Territory (NT) does not have a regulatory agency that legislates dam safety. Therefore, the Australian National Committee On Large Dams (ANCOLD) Guideline for Dam Safety Management (2003) is put forward as an advisory document for promoting appropriate dam safety management practices in Australia. It is understood that BRC has elected to undertake this Special Inspection of Lake Mary Ann Dam as part of good engineering practice to fulfil its due diligence obligations, in part, as a responsible dam owner.

This report is subject to, and must be read in conjunction with, the limitations set out in Section 1.2, Section 1.3, and the assumptions and qualifications contained throughout the report.

## 1.2 Purpose of this report

The purpose of this report is to provide a Special Inspection Report to document the of the dam safety status of Lake Mary Anne Dam located near Tennant Creek and provide a set of recommended actions for the dam.

## 1.3 Scope and limitations

### General

This report has been prepared by GHD for Barkly Regional Council and may only be used and relied on by Barkly Regional Council for the purpose agreed between GHD and Barkly Regional Council as set out in section 1.2 of this report.

GHD otherwise disclaims responsibility to any person other than Barkly Regional Council arising in connection with this report. GHD also excludes implied warranties and conditions, to the extent legally permissible.

The services undertaken by GHD in connection with preparing this report were limited to those specifically detailed in the report and are subject to the scope limitations set out in the report.

The opinions, conclusions and any recommendations in this report are based on conditions encountered and information reviewed at the date of preparation of the report. GHD has no responsibility or obligation to update this report to account for events or changes occurring subsequent to the date that the report was prepared.

The opinions, conclusions and any recommendations in this report are based on assumptions made by GHD described in this report (refer section(s) 1.2 of this report). GHD disclaims liability arising from any of the assumptions being incorrect.

### Accessibility of documents

If this report is required to be accessible in any other format, this can be provided by GHD upon request and at an additional cost if necessary.

### Field observations

The opinions, conclusions and any recommendations in this report are based on information obtained from the field inspection undertaken 13 December 2023. Site conditions at other parts of the site may be different from the site conditions found at the specific observation's points.

The field inspection undertaken in respect of this report is constrained by the particular site conditions, such as the location of buildings, services and vegetation. As a result, not all relevant site features and conditions may have been identified in this report.

#### Information reliance

GHD has prepared this report on the basis of information provided by Barkly Regional Council and others who provided information to GHD which GHD has not independently verified or checked beyond the agreed scope of work. GHD does not accept liability in connection with such unverified information, including errors and omissions in the report which were caused by errors or omissions in that information.

## 1.4 Assumptions

The following assumptions and qualifications apply to this report:

- A surface inspection only has been conducted of the dam.
- No subsurface investigations or testing was undertaken in assessing the condition of the dams.
- Detailed defect/crack mapping is beyond the scope of this engagement.

## 1.5 Abbreviations

The abbreviations used throughout this report are summarised in Table 1.1.

**Table 1.1**      *Abbreviations*

Item	Description
AEP	Annual Exceedance Probability
AFC	Acceptable Flood Capacity
ANCOLD	Australian National Committee on Large Dam
BoM	Bureau of Meteorology
BRC	Barkly Regional Council
CCA	Consequence Category Assessment
CFRD	Concrete Faced Rockfill Dam
DCL	Dam Crest Level
DIPL	Department of Infrastructure, Planning, and Logistics (NT)
FSL	Full Supply Level
PAR	Population at risk
PLL	Potential loss of life
NT	Northern Territory
SES	State Emergency Service

## 2. Physical details of the dam

### 2.1 General description of the dam

A request for design tenders was issued by the NT department of Transport and Works in 1978 to undertake feasibility studies for a proposed dam near Tennant Creek. A feasibility study for dam sites near Tennant Creek was completed by GHD (GHD, 1978). Subsequently, construction of Lake Mary Ann Dam was completed in April 1980 and first filling occurred in January 1981. However, there are no records of the final design, design reports, and/or issued for construction / as-constructed drawings beyond the feasibility study report.

The following provides a synopsis of Lake Mary Ann Dam based on a review of the available information:

- The dam is located approximately 6 km north of Tennant Creek. The reservoir is used only for recreation and supply of water for watering of BRC garden areas.
- The dam is a 15 m high Concrete Faced Rock Fill Dam (CFRD) with an approximate storage capacity of 450 ML.
- The embankment zoning is unknown.
- The dam and appurtenant structures consist of a 160 m long embankment and a 50 m wide concrete weir spillway at the right abutment (D & Townsend, n.d.). There are no outlet works.
- The primary spillway is an unlined rock channel located on the right abutment of the dam, with a sharp-crested weir which provides the hydraulic control.

The only other known dam safety inspection was a field inspection to investigate potentially anomalous seepage observed from the dam completed by GHD in 1983. The report suggested poor construction practices led to cracking of the upstream face and that that water stops may not be operating as intended.

An aerial image of the dam is provided as Figure 2-1.

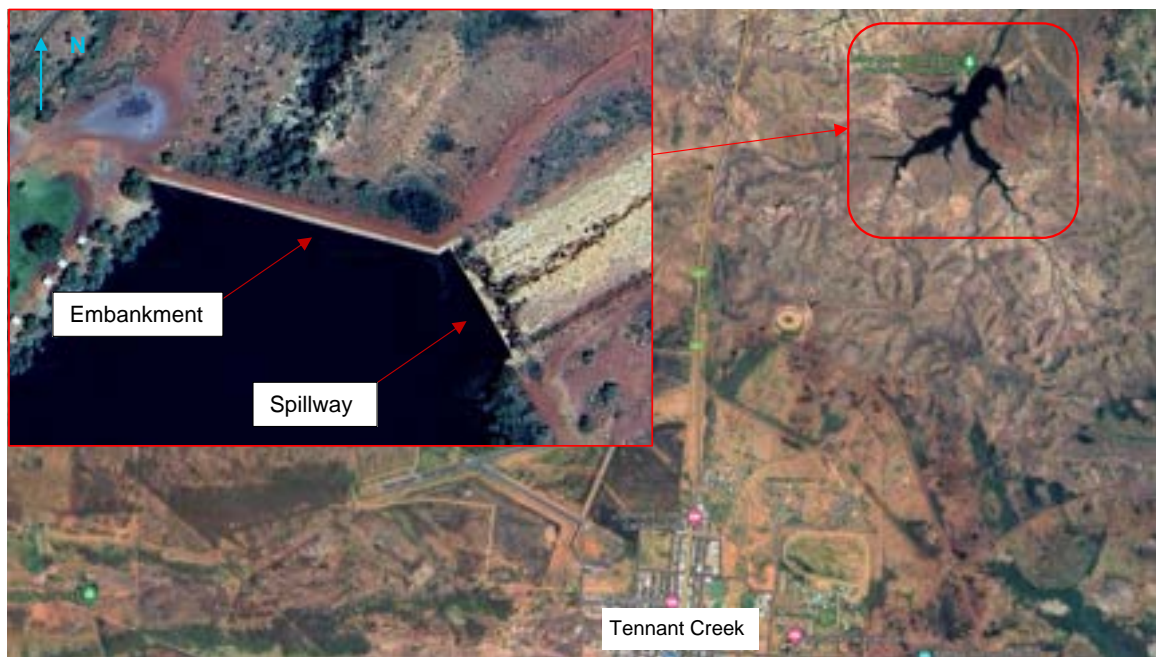


Figure 2-1 Lake Mary Ann Dam (Google Earth, 2023), annotated by GHD

## 2.2 Review of information about the dam

There is limited information pertaining to Lake Mary Ann Dam. For this report, some information was provided to GHD by BRC and GHD also sourced information from an internet search. Table 2.1 provides a summary of the information review.

Table 2.1 Information review

Name of information	Comments	Reference
Mary Ann Dam – Tennant Creek: Report on Seepage	Provides a synopsis of the dam's history from construction, review of construction practices, and preliminary review of seepage based on recorded flow after first filling.	GHD (1983)
Water quality of Mary Ann Dam	Report that primary focuses on the water quality and ecology at the dam. There is some information is provided about the catchment hydrology.	Lloyd and Townsend (n.d.)
Feasibility Study of Mary Anne Dam	Provides a summary of the feasibility study of several potential dam sites for a proposed dam. The report refers to considerations for and feasibility designs of a dam located on Mary Ann Creek, 5 km north of Tennant Creek. There is no map to confirm if the described location is the same location that as the as-constructed Lake Mary Ann Dam.	GHD (1978)
ANCOLD register of large dams	The ANCOLD register of large dams, available on the ANCOLD website. This provides details of the dam.	ANCOLD (2022)

## 2.3 Dam overview

A summary of the ownership, operation, and construction period of Lake Mary Ann Dam is provided as Table 2.2.

Table 2.2 Dam overview

Item	Detail	Reference
Name of dam	Lake Mary Ann Dam	
Owner of dam	Barkly Regional Council	
Dam operator	Barkly Regional Council	
Status of dam	Operational	
Design consultant	GHD Pty Ltd	ANCOLD (2022)
Construction Contractor	Macmahon Constructions	ANCOLD (2022)
Construction period	Completed in April 1980	Lloyd and Townsend (n.d.)
Remedial works / events	Nil known.	

## 2.4 Dam details

A technical summary of Lake Mary Ann Dam is provided in Table 2.3 based on the reference information available. Dam characteristics from reference documentation have not been independently verified within the scope of this report.

Table 2.3 Dam technical summary

Characteristic	Description/value	Reference
<b>General</b>		
Dam type	Concrete faced rockfill dam (CFRD)	ANCOLD (2022)
Location	19°36'27.1"S   134°12'47.2"E	-
Purpose	Recreation.	Discussion with BRC
Consequence category	Unknown.	

Characteristic	Description/value	Reference
Storage details		
Storage capacity	450 ML	ANCOLD (2022)
Full Supply Level (FSL)	Unknown.	
Total freeboard	Unknown.	
Catchment	Approximately 9 km <sup>2</sup>	ANCOLD (2022)
Catchment type	Onstream	Observation
Reservoir area at FSL	270 ha	ANCOLD (2022)
Dam details		
Height of dam	15 m	ANCOLD (2022)
Dam Crest Level (DCL)	Unknown.	
Crest length	160 m	ANCOLD (2022)
Crest width	Approximately 5 m	Observation
Upstream slope	Not specified.	
Downstream slope		
Spillway		
Spillway type	Uncontrolled sharp-crested concrete weir to unlined rock channel.	Observation
Crest level	Unknown.	
Spillway width	50 m	Measured using satellite imagery
Spillway capacity	220 m <sup>3</sup> /s (design event and freeboard not specified)	ANCOLD (2022)
Inlet		
Inlet	Nil. Onstream catchment with no supplemental inflow.	Observation
Outlet		
Outlet	Nil.	Observation

## 3. Inspection observations and comments

### 3.1 General

The inspection of Lake Mary Ann Dam was completed on 13 December 2023, from 0700 – 0930.

The observations made during the inspection have been summarised in the subsequent subsections, and photos pertaining to the inspection comments have been cross-referenced and are attached as Appendix A.

The inspection team is summarised in Table 3.1, climatic conditions during the inspection are summarised in Table 3.2, and operational status at the time of the inspection is summarised as Table 3.3.

Where noted in this summary of inspection, the left and right abutments are denoted by facing downstream.

**Table 3.1** *Inspection attendees*

Inspector	Affiliation	Position, qualifications, and relevant experience	Comment
Ryan Francis	BRC	Manager - Projects and Contracts	In attendance for prestart discussions.
Suryateja Godavarthi	BRC	Project Manager - Infrastructure	Full attendance.
Nanda Uppalapati	BRC	Project Manager - Assets	In attendance for the inspection of the downstream area and pedestrian bridge.
-	SES	-	Two representatives from the SES who provided a boat for inspecting the upstream face.
Tom Gersekowski	GHD	Engineer – Dams BEng MEng CPEng RPEQ 7 years	Full attendance.

**Table 3.2** *Climatic conditions during the inspection*

Item	Comment
General	Fine <input checked="" type="checkbox"/> Overcast <input type="checkbox"/> Light rain <input type="checkbox"/> Heavy rain <input type="checkbox"/> Other <input type="checkbox"/>
Weather station	Observations were drawn from Tennant Creek Airport, BoM station 015135.
Temperature	32 - 35°C.
Wind	SE, generally 30 km/hr.
Site conditions	Dry.
Inclement weather	Nil.
Recent rainfall	7.4 mm in the past 7 days – 1.8 mm on 11/12/2023 and 5.8 mm on 07/12/2023.

**Table 3.3** *Operational status of the dam during the inspection*

Item	Comment
Inflow	Nil.
Outflow	Nil. There are no outlet works at the dam. There was no flow over the spillway.
Storage level	There are no gauge boards at the dam. Site photos (Appendix A) provide an indication of the reservoir level. Estimated to be 2-3 m below the spillway sill.
Storage volume	Unknown.

## 3.2 Condition rating

The following consistent description terms have been used throughout this report to describe the conditions of the various features or components of the dam, as observed during the inspection. This condition rating has been developed by GHD for dams inspections to provide consistency in deliverables and a repeatable basis for the provision of dam inspection reports.

<b>Excellent</b>	Expected to fulfil its intended function and presents 'like new' or 'near new'.
<b>Satisfactory</b>	Expected to fulfil its intended function, and/or shows signs of operational minor wear. Minor adjustments to inspection and maintenance program may be required. Minor repairs may be required.
<b>Fair</b>	May not fulfil its intended function; maintenance is necessary and/or further investigations are required to determine the extent of the potential issue.
<b>Poor</b>	Not expected to fulfil its intended function; repair, partial replacement, or modification is necessary.
<b>Unsatisfactory / defective</b>	A full replacement of the feature is required as soon as practicable and there is potential for failure of the component/structure. Potential to compromise dam safety, personnel safety, or pose an imminent risk to environmental harm.

## 3.3 Inspection observations

A description of the condition of each component that was inspected is provided in the following sections.

## 3.4 Upstream face

<b>General</b>	The upstream face is in fair condition. Refer Photo 1. Staining on the wall shows a historic operating water level.
<b>Alignment</b>	There appeared to be minimal misalignment or bulging. Refer Photo 2. The alignment of the wave wall near the crest was straight. Refer Photo 3 - Photo 4.
<b>Cracking</b>	<p>Vertical cracking was observed across the upstream face; with vertical cracking being more concentrated toward the mid-span of the dam. Access directly onto the upstream face was not practicable, therefore accurate measurement of crack widths could not be made. However, they appeared to be at least 10 mm wide, with isolated wider areas because of spalling. Refer Photo 5 - Photo 12.</p> <p>There appears to have been attempted repairs / injection of sealant to many of the vertical cracks, both above and below the historic water line. This is evident by the light coloured staining adjacent to the cracks (e.g. Photo 8). These repair attempts continued to below the water level as observed during the inspection.</p> <p>Many significant cracks extended from the dam crest and past the horizontal joint. See Photo 9.</p> <p>Cracking appeared wider toward the crest of the dam and above the historical water line (i.e. the cracks were narrower toward the water line at the time of the inspection). Most cracks extended from the base of the wave wall (i.e. dam crest level), past the observed horizontal joint, and below the water level at the time of the inspection. The extent of cracking toward the toe of the dam (i.e. plinth) could not be verified because this area was submerged.</p> <p>Refer Photo 11 &amp; Photo 12 – a significant repair attempt seems to have occurred at a crack which extends from the dam crest to past the water level at the time of the inspection. This repair was located approximately one-third the length of the dam, from the right abutment. The major repair was limited to the upper (approx.) 3 m of the crack (near the crest). The repair patch has since cracked and spalled. Resultant gaps are more than 10 mm wide. Sealant has also been injected into the crack. The patch repair concrete has since cracked. The repair is above the regular high-water mark (as indicated by staining on the concrete).</p>

<b>Joints</b>	<p><u>Horizontal joint on the concrete facing</u></p> <p>A single horizontal joint was observed that spanned the full width of the upstream face. The joint appeared to have been grouted / patched in the past. Refer Photo 11. The joint was cracked across the full width of the dam. This is likely a construction joint from placement of the concrete facing. Details of the construction joint and reinforcement are unknown.</p> <p><u>Horizontal joint at the toe</u></p> <p>The plinth on the upstream toe of the dam appeared in satisfactory condition (where observed above water level at the time of the inspection), though the fines on the surface concrete appeared to have deteriorated. Refer Photo 13.</p> <p>The horizontal joint along the toe of the dam (as observed at the right abutment) is likely the perimetric joint. It is unknown if a water stop has been installed in at the perimetric joint. No cracking was observed on the concrete facing adjacent to the joint. The joint appeared to have been infilled with either a bituminous filler or epoxy filler though it was difficult to confirm because of the degradation of the filler material. However, due to the observed deterioration the joint filler is unlikely providing a seal across the perimetric joint. Refer Photo 14.</p> <p>PVC pipes were observed at regular intervals in the plinth. These are likely the grout caps, which lead to deeper grouting inlets. Refer Photo 14.</p> <p><u>Vertical joint</u></p> <p>The dam has one vertical joint, at the location where the upstream face turns approximately 45° toward the spillway. It appeared that there have been historical attempts to repair the joint, which is also described by GHD (1983). The joint was open, sealant has been forced out of the joint, and is in poor condition. Refer Photo 15 - Photo 16.</p> <p>No regularly spaced vertical joints were observed. Vertical joints in CRFDs are often used for expansion/contraction control.</p> <p><u>Summary</u></p> <p><b>R 2023(3.4)(a) It is recommended to infill the open joints with sealant, or similar, to reduce the potential for seepage.</b></p>
<b>Debris</b>	Minor accumulation of rocks on the perimetric joint.
<b>Vegetation</b>	<p>Vegetation was observed in the perimetric joint at the toe of the dam. Refer Photo 13 - Photo 14. Vegetation growth in the joint may compromise the joint integrity.</p> <p><b>R 2023(3.4)(b) It is recommended to remove all vegetation from the upstream face and from the perimetric joint.</b></p>

### 3.5 Dam crest

<b>General</b>	The dam crest is in satisfactory condition.
<b>Surfacing material</b>	<p>A gravel road base (or similar) has been placed over the crest. Refer Photo 17 - Photo 18. No wheel rutting or evidence of ponded water was observed.</p> <p>A small 'notch' was missing in the upstream edge of the crest. The reason is unknown. Refer Photo 19. This did not appear to have been cast into the concrete form as the edges were frayed.</p> <p>The crest cross-fall is upstream to downstream, refer Photo 20.</p> <p>No erosion or rilling at the shoulder was observed.</p>
<b>Vegetation</b>	Nil.

### 3.6 Downstream face

<b>General</b>	The downstream face is in fair condition. The risk presented by the dense vegetation all over the embankment should be assessed and vegetation removed in the interim.
<b>Erosion</b>	Nil observed.
<b>Vegetation</b>	Dense vegetation was observed through-out the downstream face. Established trees (>100 mm in diameter) were observed toward the maximum section, near the original creek alignment. At this stage, those trees and rootballs are considered too large to be removed without having detrimental effects on the embankment relative to assumed risk profile that they present. Notwithstanding this, all trees less than 100 mm in diameter should be removed and trees greater than 100 mm in diameter should cut (stumps retained) and treated to restrict



	<p>further growth. The resultant reduction in vegetation, and increased visibility of the downstream face, would contribute to a reduction in residual risk to the dam.</p> <p><b>R 2023(3.6)(a) All trees on the embankment less than 100 mm in diameter should be removed and trees greater than 100 mm in diameter should be cut (stumps retained) and treated to restrict further growth.</b></p> <p>Fewer trees were observed away from the maximum section and embankment. Refer Photo 21 - Photo 22.</p>
<b>Movement</b>	Nil.
<b>Surface material</b>	The rockfill could be seen in some locations. It appeared to have a high fines content near the surface. It is uncertain if the observed fines content is representative of material within the embankment. Refer Photo 23 - Photo 24.

### 3.7 Abutments

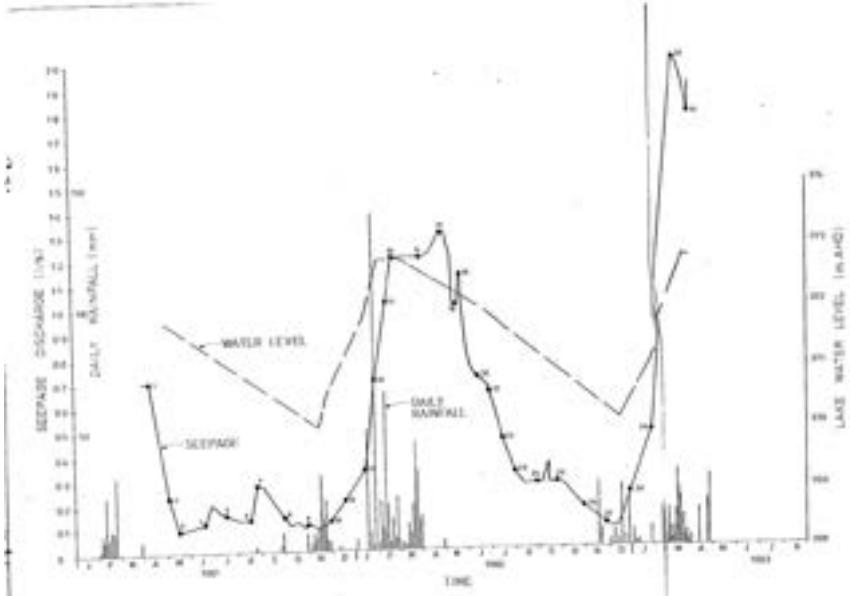
<b>Left abutment</b>	<p><u>Upstream</u></p> <p>The upstream left abutment contact is in satisfactory condition. However, the plinth could not be seen. This may be due to deposited sediment. Refer Photo 25.</p> <p>Vehicle access to the dam crest at the left abutment is unrestricted. There is a locked gate on the crest, but vehicles can readily bypass the gate. Refer Photo 26.</p> <p>At the left abutment, a wave wall continues in the upstream direction. Refer Photo 27. The wave wall does not 'tie-in' with the natural surface.</p> <p><u>Downstream</u></p> <p>The left abutment downstream abutment is heavily vegetated. It is difficult to differentiate the abutment contact from the natural surface. Refer Photo 21. Due to vegetation, and potential risk of internal erosion/piping, the abutment is in fair condition.</p>
<b>Right abutment</b>	<p><u>Upstream</u></p> <p>The upstream right abutment contact is the spillway approach.</p> <p><u>Downstream</u></p> <p>The downstream right abutment showed a localised area of denser vegetation. Refer Photo 28. It is postulated this could be from seepage through the embankment entering at the open joints / cracks on the upstream face, or through the foundation near this area.</p>

### 3.8 Downstream area and downstream toe

<b>General</b>	<p>The general area downstream of the dam is shown in Photo 29 - Photo 32. The area is heavily vegetated.</p> <p>An area of ponded water has formed just downstream of the seepage weir. Based on advice from BRC, It is understood this is of cultural significance to local persons.</p>
<b>Seepage at downstream toe</b>	<p>Ponded water was observed near the downstream toe of the maximum section near the seepage weir. Refer Section 3.9 (<i>Seepage</i>) for photos and further description.</p> <p>During the inspection, the area between the embankment and seepage weir was damp.</p>

### 3.9 Instrumentation

<b>Reservoir level</b>	<p>There are no methods to monitor the reservoir level. Gauge boards can be installed on the reservoir rim.</p> <p>The pool of record is unknown.</p> <p><b>R 2023(3.9)(a) It is recommended to install a method to monitor the reservoir level &amp; rainfall and commence weekly records of the reservoir level. Telemetry methods (i.e. remote monitoring of the reservoir level) are recommended.</b></p>
<b>Survey markers</b>	<p>Three survey markers were observed on the dam crest. Refer Photo 33 - Photo 34. The markers appeared to comprise a star picket embedded into the embankment, with a concrete capping. It is unknown if these markers have been surveyed.</p> <p><b>R 2023(3.9)(b) It is recommended to commence annual surveys of the crest markers to monitor the movement trends of the dam.</b></p>

<b>Seepage</b>	<p>A seepage weir is located downstream of the dam. The seepage weir collects water from the downstream toe.</p> <p>The seepage weir is in poor condition, considering the accumulation of sediment and rust on the v-notch plate resulting in the plate being partially blocked. Refer Photo 35 - Photo 36. The staining on the v-notch plate suggests seepage has been ongoing for many years.</p> <p>The turbidity of the seepage could not be clearly distinguished as the seepage was 'trickling' along a natural unlined channel though seepage directly over the v-notch plate appeared clear. The depth of flow over the seepage weir was estimated to be &lt; 10 mm (Photo 35). However, the depth of flow may be impacted by the / partial blockage of the v-notch plate. Notwithstanding this, the observed seepage rate alone is not of concern for a dam of this age and type of construction.</p> <p>The approach to the seepage weir, and seepage collection pool was significantly obstructed. Collating seepage records can help with early identification of potential deficiencies with the dam.</p> <p><b>R 2023(3.9)(c) It is recommended to commence routine weekly recordings of seepage flow. Automated methods with a new seepage weir (i.e. remote and continuous monitoring of seepage flow rates) are recommended.</b></p>
<b>Historical seepage</b>	<p>An approximately 2-year record historical of seepage recordings was identified in the GHD (1983) report, which has been copied below. The data shows an increase / decrease in seepage commensurate to changes in the reservoir level, as would be expected. There is no other data available to GHD regarding the seepage.</p> 

### 3.10 Spillway

<b>General</b>	The general arrangement of the spillway, with respect to the embankment, is shown in Photo 37. Based on the visual observation, it is considered to be in fair condition.
<b>Approach</b>	<p>The spillway approach is unlined. It appears to be deposited sediment. Refer Photo 38.</p> <p>The right-side approach apron wall is shown in Photo 39. The concrete appeared in satisfactory condition, with only minor cracking observed.</p> <p>The left-side approach apron wall is shown in Photo 40, which appears to be the concrete facing of the upstream face of the embankment. The concrete is considered in fair condition due to vertical cracking which has been observed, and some isolated delaminated sections. Pressurised water into open cracks during flood events may damage the concrete facing.</p>
<b>Control structure</b>	The control sill is in poor condition. Several areas of spalled concrete and open joints were observed.

	<p>The weir crest is 250 mm wide, and approximately 2 m tall. The upstream and downstream face is vertical. The stability of the slender concrete structure is unknown. Details of the reinforcement are also unknown.</p> <p>Minor concrete degradation (loss of cement fines) and small voids were observed on the upstream face. See Photo 41.</p> <p>The alignment is straight. No horizontal deviations observed. The weir was lower toward the centre. Refer Photo 42.</p> <p>There appeared to be grout caps along the upstream edge of the control weir, indicating that foundation grouting occurring during construction of the spillway. Refer Photo 43.</p> <p>Typical, open joints and concrete spalling were observed on the control weir. Refer Photo 44 - Photo 46. The open joints have allowed water to leak through the concrete.</p> <p>Several joints showed significant spalling and evidence of historical seepage. Refer Photo 47 - Photo 49. Water stops could be seen in the spalled / open joints. However, considering the observed efflorescence / calcium carbonate staining, it is apparent the water stops are not effective, and water is leaking through the joints.</p> <p><b>R 2023(3.10)(a) It is recommended to review the stability of the control weir and determine the extent of repair works, if required.</b></p>
<b>Downstream apron</b>	<p>The apron extends approximately 2.5 m downstream of the spillway control. Refer Photo 50 - Photo 51. It is in fair condition.</p> <p>Isolated areas of unformed concrete appear to have been placed at the downstream edge of the apron. This appears to be dental concrete placed in a previous attempt to minimise the progression of erosion which may have been undermining the apron. Refer Photo 52 - Photo 53.</p> <p>Several concrete blocks were observed downstream in the unlined channel, indicating portions of the apron has failed and washed downstream. This dislodged concrete may be dental concrete that has separated from the apron, as the formed apron did not appear to have suffered major structural failure.</p> <p>Several established trees were observed near the downstream edge of the apron. The downstream edge of the apron is undermined due to scour / erosion, and established trees are growing at the interface of the apron and unlined chute. Progression of roots under the apron may damage the concrete.</p>
<b>Unlined channel</b>	<p>The unlined channel was observed from the spillway crest. There is potential for 'plucking' or 'block' failure of rock if water is pressured into geological features. However, this is low risk to dam safety as the channel is separated from the embankment, refer Photo 54 - Photo 55. The observed extent of erosion observed is limited.</p> <p>There was no erosion that appeared to be an immediate risk to the embankment.</p>

### 3.11 Reservoir rim

<b>General</b>	No signs of instability were observed. The reservoir rim is gently sloping. Refer Photo 56.
<b>Perimeter embankment</b>	An approximately 2 m high embankment was observed extending from the right side of the spillway. This embankment appears to be forming a saddle dam. The embankment was heavily vegetated. Refer Photo 57. The embankment is considered in fair condition as its performance history and material are unknown.

### 3.12 Pedestrian bridge

<b>General</b>	<p>Although not pertinent to dam safety, BRC also requested GHD to inspect the pedestrian bridge located on the western rim of the reservoir. The bridge provides access to a recreational walking trail.</p> <p>The bridge has been closed by BRC due to safety concerns because of undermining of one of the bridge abutments.</p> <p>Based on visual observations, it appears that wind/wave driven erosion has scoured the foundation material under the concrete abutment which has left a gap between the concrete abutment and underlying foundation. The eroded site has a fetch of approximately 250 m, compared to the other side of the abutment with a fetch of less than 50 m. This further suggests the erosion is due to wind/wave action. There were no observed drainage paths leading to the abutment which would suggest the erosion could be resultant from nearby</p>
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	<p>surface drainage. It is postulated the original construction may have been founded on soil, rather than sound rock. Refer Photo 58 - Photo 62.</p> <p>Assuming there is no piled foundation, the loss of contact between the abutment and foundation results in a loss of bearing to transfer load into the foundation.</p> <p>Preparation / cleaning of the foundation to rock and low-pressure grouting under the abutment may be appropriate to restore the functionality of the abutment footing.</p> <p><b>R 2023(3.12)(a) It is recommended to investigate options to remediate the pedestrian bridge.</b></p>
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## 4. Dam safety management

### 4.1 Background

A regular program of dam safety inspections and routine performance monitoring is important to help in identifying deficiencies and deterioration of a dam. The following sections provide BRC with a synopsis of these inspections and dams surveillance / monitoring practices, and recommended actions relevant to Lake Mary Ann Dam.

### 4.2 Consequence Category

The frequency, type, and level of detail of dam safety management is commensurate to the expected consequences in the event of a dam breach. That is, an increased frequency and scrutiny for dam safety management would typically be expected for dams with more severe consequences in the event of a dam breach.

The ANCOLD Guidelines on the Consequence Categories for Dams (ANCOLD, 2012) define the consequences of dam failure as *'the outcome or result of a dam failure in terms of loss of life and damage to property and/or services, as well as environmental damage'*.

An ANCOLD consequence category is the classification of adverse consequences resulting from a dam failure and is defined in terms of population at risk (PAR) (or in more advanced studies, the potential loss of life) together with a tangible assessment of the severity of damage and loss (which assesses infrastructure damage costs, impact to the dam owner's business, community health/social impacts, and environmental/cultural impacts). The PAR includes all people who would be directed exposed to flood waters, assuming they took no action to evacuate (ANCOLD, 2012).

The consequence category is qualified as being for "sunny day" failure conditions or for "flood" failure conditions. A sunny day failure assessment is based on the consequences of the dam break flood with initial dam water level at full supply level and no concurrent rainfall. A flood failure assessment examines the difference between the consequences of a natural flood event without dam break compared to the increase in consequences of the dam break flood compared to the concurrent natural flood event (i.e. the incremental increase in consequences due to the dam break in a flood event compared to consequences which occur in the natural flood event, only).

The matrix to determine the consequence category using PAR is summarised as Table 4.1.

**Table 4.1** Consequence category classification based on PAR (ANCOLD, 2012)

Population at risk	Severity of damage and loss			
	Minor	Medium	Major	Catastrophic
< 1	Very low	Low	Significant	High C
≥ 1 to < 10	Significant (Note 2)	Significant (Note 2)	High C	High B
≥ 10 to < 100	High C	High C	High B	High A
≥ 100 to < 1000	(Note 1)	High B	High A	Extreme
≥ 1000		(Note 1)	Extreme	Extreme

There is currently no consequence category assigned to Lake Mary Ann Dam to set the basis for a dam safety management program. Therefore, GHD has undertaken a preliminary review of the downstream area for points of interest which may be impacted in the event of a breach of Lake Mary Ann Dam, refer Figure 4-1. Potentially impacted areas include, but may not be limited to:

- Buildings located approximately 5 km downstream, potentially rural residential properties.
- Stuart Highway at the confluence of Seven Mile Creek, 6 km downstream.
- Culturally significant areas near the dam.

The depth of inundation through any of these areas is unknown. A dam breach event which occurs concurrently with a natural flood event may result in an incremental increase in the water level near these areas. Notwithstanding the preliminary nature of the assessment, a consequence category of 'Significant' is considered

appropriate, assuming a PAR of  $\geq 1$  to  $< 10$  and a minor-medium severity of damage and loss, in the absence of a site-specific consequence category assessment.

A formal consequence category assessment should be undertaken to verify this assumption, and inform future decision making on dam safety for the dam including current hydrologic and hydraulic modelling for the assessment of spillway capacity and PAR. This should be completed as part of a Dam Safety Review, which is further discussed in Section 4.3.

**R 2023(4)(a) It is recommended to complete a hydrology, dambreak, and consequence category assessment of the dam, as part of a safety review.**

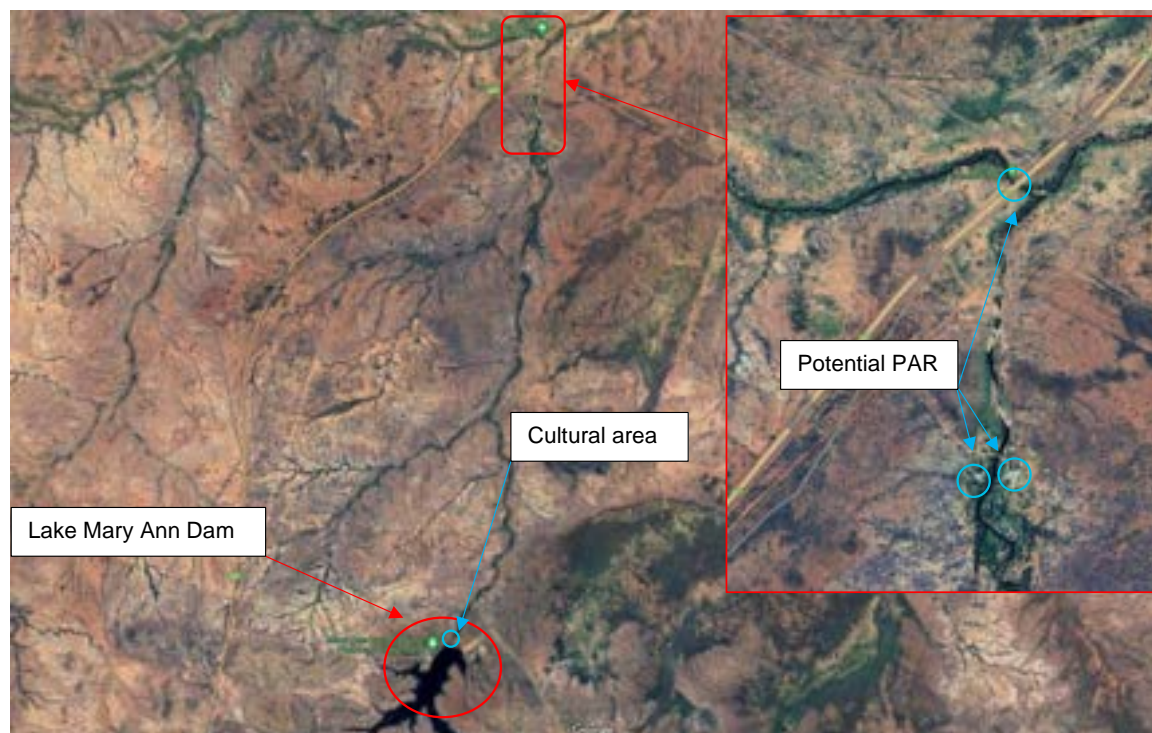


Figure 4-1 Area downstream of the dam (Google Earth, 2023) annotated by GHD

## 4.3 Types of dam safety inspections

The ANCOLD guidelines on dam safety management (2003) provides guidance on the types of inspections recommended for dams. The inspections comprise visual inspection of the dam and its appurtenant features to assess the condition of these elements and to identify any changes that indicate deterioration or potential failure.

A summary of the recommended inspections is provided in Table 4.2.

Table 4.2 Types of dam inspections (ANCOLD, 2003)

Inspection	Personnel	Purpose
Routine visual	Operations personnel	To identify and report on deficiencies by visual observation of the dam by operating personnel as part of their duties at the dam.
Intermediate	Dams engineer	To identify deficiencies by visual examination of the dam and review of recent surveillance data, with recommendations for corrective actions. Typically, equipment is inspected and preferably test operated.
Comprehensive	Dams engineer and specialists (where relevant)	To identify deficiencies through an onsite inspection; by evaluating surveillance data; and by applying current criteria and prevailing knowledge. Equipment should be test operated to identify deficiencies.



Inspection	Personnel	Purpose
		In addition, a safety review should consider: <ul style="list-style-type: none"> <li>- Draining of the outlet works for internal inspection.</li> <li>- Diver inspection of submerged structures.</li> </ul>
Special / emergency	Dams engineer and specialists	To examine a particular feature of a dam for some special reason to determine the need for potential pre-emptive or corrective actions. Reasons for the special / emergency inspection may include: after earthquakes, large floods, emergency/rapid drawdown, an emergency situation.
Safety Review	Dams engineer and specialists	<p>A Safety Review is a procedure for assessing the safety of a dam, and comprises, where relevant, a detailed study of structural, hydraulic, hydrologic and geotechnical design aspects and of the records and reports from surveillance activities.</p> <p>A Safety Review should assess the integrity of a dam against known failure modes and mechanisms for the various types of dams in terms of safe acceptance criteria (engineering standards, dam safety guidelines) or risk management criteria.</p> <p>A report is produced to document the Safety Review and to recommend remedial or maintenance work. Dam owners may use risk assessment techniques with Safety Reviews to determine the urgency and extent of works and to prioritise remedial works within their portfolio of dams.</p>

ANCOLD (2003) provides guidance on the recommended frequencies for the inspections listed in Table 4.2. The guidelines make provision for a greater or lesser inspection frequency based on the nature and condition of the dam and prevailing circumstances, subject to the review of a suitably skilled and qualified dams engineer. Table 4.3 summarises the current inspection frequency at Lake Mary Ann Dam and a comparison with the recommended frequency based on a “significant” Consequence Category dam.

Table 4.3 Recommended frequency of inspections for lake Mary Ann Dam

Inspection Type	Current frequency	ANCOLD (2003) recommendation for a Significant Consequence Category dam	GHD's recommended frequency of inspection
Routine visual	Nil	Twice weekly – weekly.	Weekly
Intermediate	Nil	Annual to 2-yearly.	2-yearly.
Comprehensive	Nil	On first filling, then five-yearly	Five-yearly.
Special / emergency	As required (no records)	As required.	As required.
Safety Review	Nil	10-20 yearly, or when there is a significant change to the dam.	10 to 20-yearly, and the first Safety Review commenced as soon as practicable.

It is understood there is currently no formalised and regular dam safety inspection program for Lake Mary Ann Dam.

**R 2023(4)(b) It is recommended that BRC commences routine visual inspections at a weekly frequency and plan for ongoing intermediate, comprehensive, and special inspections.**

As has been noted in this report, there is limited information about final design, design reports, and/or issued for construction / as-constructed drawings for the dam. Considering it has been more than 40 years since construction, and dams design standards have been revised and updated since that time, it is recommended that BRC completes a dam safety review of Lake Mary Ann Dam, as soon as practicable. The DSR would be used to inform development of the Dam Safety Management Program and any further actions to evaluate the safety of the dam.

**R 2023(4)(c) It is recommended that BRC completes a Dam Safety Review for Lake Mary Ann Dam, as soon as practicable.**

## 4.4 Surveillance and monitoring

Dam monitoring programs are an important part of a dam owner's dam safety management for the ongoing monitoring of performance of the dam and possible detection of deterioration or early signs of possible failure. An appropriate standard of monitoring equipment is recommended based on the dam's consequence category.

ANCOLD (2003) provides guidance on recommended monitoring frequencies. Table 4.4 summarises the monitoring frequencies based on an "Significant" consequence category dam.

**Table 4.4** Recommended monitoring frequencies (ANCOLD, 2003)

Monitoring	ANCOLD (2003) recommended frequency	Comments	GHD's recommended frequency
Rainfall	Twice weekly - weekly	There is currently no onsite gauge. Rainfall can be sourced from the Tennant Creek BoM station.	Weekly.
Storage level	Twice weekly - weekly	No gauge boards are currently installed. Refer Section 3.9.	Weekly.
Seepage	Twice weekly - weekly	A seepage weir is installed downstream of the dam. Refer Section 3.9.	Weekly.
Pore pressure	3-monthly to 6-monthly	There is no porewater pressure monitoring equipment installed at the dam.	Not applicable.
Surface movement	Consider	Three survey markers are installed, and it is recommended to monitor their positions annually. The reservoir level should be noted at the same time.	Annually.

As discussed in Section 3, BRC should commence monitoring of the surveillance equipment and logging of the respective data at the recommended frequency.

**R 2023(4)(d) It is recommended that BRC commences monitoring of the dam safety surveillance equipment and logging of the respective data at the recommended frequency.**

## 4.5 Documentation

### 4.5.1 Operations and maintenance

The ANCOLD Guidelines on Dam Safety Management (2003) state that an Operations and Maintenance Manual for a dam should be prepared in order to collect in one document, with possible associated supporting documents or other information, the complete, accurate and up-to-date operating, maintenance and overhaul instructions for the dam and its appurtenant structures. Its purpose is to ensure adherence to approved operating procedures regardless of the passing of time and changes in operating personnel. The instructions also enable responsible persons unfamiliar with conditions at the particular dam to operate the dam during an emergency situation, or at such other times as may be necessary.

The Manual is prepared primarily for the dam operations staff and their supervisors who are assigned the responsibility for the physical operations and maintenance of the dam. It should contain, as a minimum, all information and instructions necessary for them to perform their allotted tasks. In addition to instructions for dam operations staff, the Manual should include all necessary instructions for other staff with a direct or indirect interest in operating and maintaining the dam.

ANCOLD (2003) recommends that the manual should include:

- General information (such as background, administration responsibilities and supporting documentation)
- Operating procedures and maintenance procedures
- Reservoir and spillway operations
- Dam safety and surveillance
- Responsibility, accounting, and reporting.



It is understood that an Operations and Maintenance Manual does not currently exist for Lake Mary Ann Dam.

#### 4.5.2 Dam safety emergency planning

ANCOLD (2003) recommends that Dam Safety Emergency Plans should exist for all dams where there is the potential for loss of life in the event of dam failure.

It is understood that a Dam Safety Emergency Plan (DSEP) does not exist for Lake Mary Ann Dam. However, it is uncertain if there is potential loss of life in the event of a dam failure which would necessitate the need for a DSEP. Notwithstanding this, BRC should develop a DSEP to document actions and procedures to take in the event of a dam failure, which may be of particular interest to BRC considering the reservoir is open to the public for recreational use. The DSEP would include dam break maps, key contacts (and contacts of selected persons/communities at risk), and a series of triggers which identify if the emergency response should be escalated or deselected.

#### 4.5.3 Summary

**R 2023(4)(e) It is recommended to prepare dam safety documentation for the dam including an OMM and DSEP.**

### 4.6 Summary of dam safety management

It is recommended that BRC develops and implements a dam safety management program for Lake Mary Ann Dam.

It is recommended that BRC completes a Dam Safety Review of Lake Mary Ann Dam, as soon as practicable. Further details for the reasoning for a Dam Safety Review and suggested scope of a Dam Safety Review, is discussed in Section 5.

A summary of the recommended plan is provided in Section 6 of this report.

## 5. Inferred performance of the dam

### 5.1.1 General

This section provides a qualitative review of the performance of the dam based on the visual observations from the field inspection and data.

### 5.1.2 Embankment

#### 5.1.2.1 General

Based on the visual inspection, the embankment is a CFRD. CFRDs are often adopted where there is a significant volume of appropriate rockfill that can be imported for a relatively lesser cost, compared to importing fill for other dam types like earth fill. For Lake Mary Ann Dam, the rockfill that forms the dam was potentially sourced from the excavation of the spillway channel.

A well designed and constructed CFRD is considered a robust dam type. The only known failure of a modern (post 1960s) CFRD occurred at an apparently small leakage, but the zoning of that dam was poor, with the fill being silty sandy gravel without high permeability drainage zones (Fell, MacGregor, Stapledon, Bell, & M., 2015).

As has been noted, there is no design or construction information pertaining to Lake Mary Ann Dam to allow an interpretation of the dam's zoning or drainage.

#### 5.1.2.2 Embankment zoning

The feasibility study of various dam sites near Tennant Creek (GHD, 1978) put forward several dam types, including a CFRD. GHD (1978) recommended a CFRD for a proposed dam site located 5 km north of Tennant Creek, which is potentially the same location the current dam has been constructed. At this site, a CFRD was recommended because rock excavated from the spillway could be utilised for the embankment. GHD (1978) provided an illustration of a typical CFRD as part of the feasibility study, refer Figure 5-1.

GHD (1983) refers to at least three zones within the dam (Zone 1 silty sandy gravels, Zone 2 open gravel, and Zone 3A open rockfill) though the zonation of the dam is not shown as the design drawings are not available. It is likely the as-constructed Lake Mary Ann Dam has a similar cross section to that shown in Figure 5-1. Further, the details shown in Figure 5-1 are similar to the construction placement methods and suggested rockfill zoning for CFRDs post 1960s by Fell et. al., (2015).

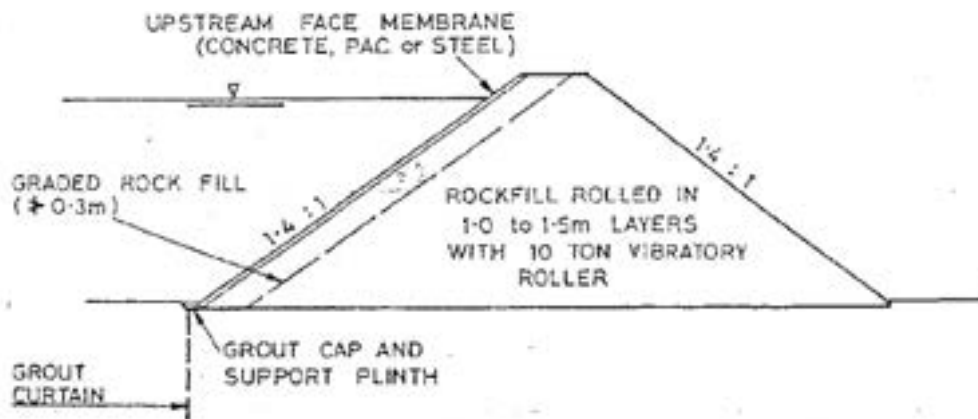


Figure 5-1 Typical CFRD configuration (GHD, 1978)

### 5.1.2.3 Rockfill

The downstream face of the embankment shows a high proportion of fines, based on the visual inspection. It would be prudent to 'scrape' surface material to expose the underling rockfill to confirm the composition of the rock fill. In addition, the properties of the rockfill are unknown (e.g. rock fill grading, durability, compaction etc.).

Geotechnical field investigations (e.g. test pitting) should be undertaken to expose the inner material and assess the rockfill. Testing locations would include multiple locations, including the crest and downstream toe. The scope should include material sampling for testing. Geotechnical field investigations at / near the dam should be supervised by a suitably qualified dams engineer.

If the fine material continues deeper into the embankment, the embankment may be at a higher risk of piping and internal erosion. Further, several mature trees were observed near the maximum section though there were fewer trees observed away from the dam, where only shallow bush shrubs were observed. This may infer that there is an elevated moisture content through the embankment (likely due to seepage) which is supporting tree growth. An increased moisture content, combined with the presence of mature trees and the potentially high fines content of the rockfill will increase the propensity for piping and internal erosion. Figure 5-2 shows the downstream face.



Figure 5-2 Visible rockfill on the downstream face (images by GHD during the field inspection)

### 5.1.2.4 Concrete facing

The concrete facing of the dam was inspected via boat access and from the abutments. It is understood the facing was constructed in three continuous horizontal 'runs' (GHD, 1983), each divided by a horizontal construction joint that is continuous throughout. It is unusual to construct the concrete facing in horizontal runs. When using horizontal construction joints (i.e. horizontal placement), it can be difficult to obtain good quality concrete around the water stop and some joints have experienced spalling under compression (Fell, MacGregor, Stapledon, Bell, & M., 2015). Rather, concrete facing for CFRDs is typically placed in vertical runs, separated by construction joints with water stops.

GHD (1983) suggested that there was a delay between the placement of concrete between each horizontal run and there was no specific treatment / preparation of the interface with the underlying concrete which has resulted in a poor bond between concrete lifts, likely contributing to the identified seepage. One of the joints is shown in Figure 5-3.

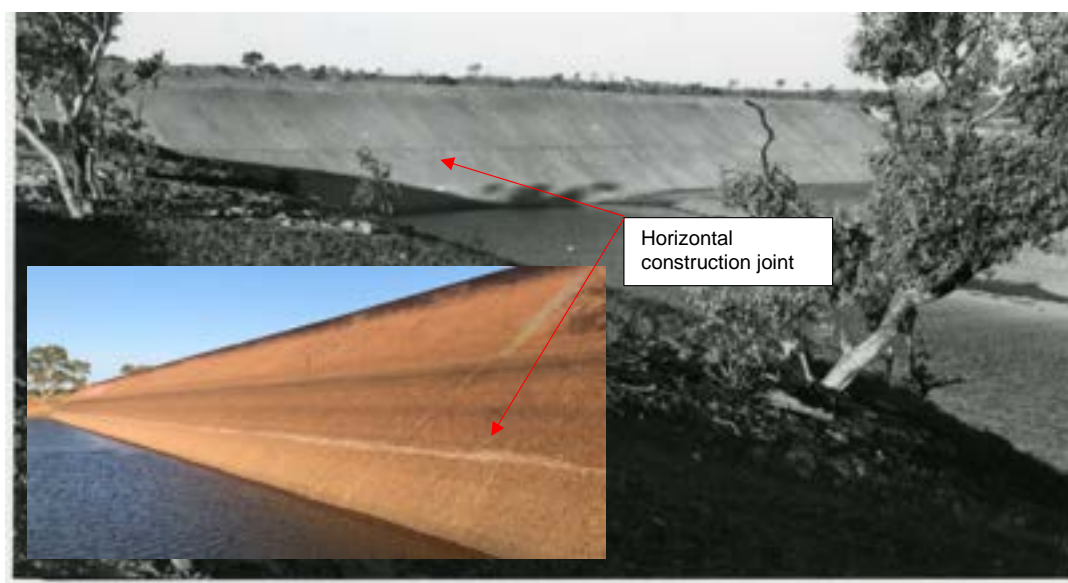


Figure 5-3 Historical photo of Lake Mary Ann Dam (Lake Mary Ann Dam 1980, 2023) with GHD annotations

The facing of CFRD structures is often susceptible to high tensile stresses developing near the abutments because of the centrally located compressive stresses that form due to settlement of the rockfill toward the valley centre. This effect is more pronounced where the valley sides are steep. Contemporary CFRD structures are designed with contraction joints to facilitate compressive forces toward the maximum section and expandable tension joints toward the abutments. No such joints were observed at Lake Mary Ann Dam across the upstream face.

As has been noted, the cracking at Lake Mary Ann Dam was more pronounced toward the centre of the dam, where higher compressive stresses would be expected. Therefore, it is unlikely the observed cracking is due to tensile stresses in the face of the dam. As was postulated by GHD (1983), it is more likely that these cracks originated as minor thermal shrinkage cracking, associated with high temperature concrete placement, too high of a cement content at placement, and absence of vertical contraction joints to provide stress relief for thermal movement. Overtime, the cracks have likely widened due to the seasonal fluctuations in temperature which results in expansion and contraction of the concrete face. It is noted that the cracks may appear wider at the surface due to rounded edges from water erosion. The cracking is a likely contributor to the observed seepage.

#### 5.1.2.5 Plinth and perimetric joint

The principal purpose of the plinth (or 'toe-slab') and perimetric joint is to provide a 'watertight' connection between the face slab and the dam foundation (Fell, MacGregor, Stapledon, Bell, & M., 2015).

The concrete plinth along the upstream toe was also inspected by GHD. There was no cracking observed in the direct vicinity of the plinth. As noted, higher tensile stresses are expected at the abutments, therefore it is possible that much of the perimetric joint has cracked (opened) and provided a stress relief zone for the upstream face. As noted in Section 3, sealant was observed at the perimetric joint, which suggests there has been previous efforts to infill the joint.

Fell et. al. (2015)., notes that:

- Historical instrumentation records of CFRDs indicated that compressive strains develop in more than 90% of the face slab due to settlement of the rockfill.
- When the reservoir is filled there is further displacement of the face slab, which leads to closing of vertical joints over most of the slab and opening of the perimetric joint and those joints near the abutments.
- The face slab also pulls away from the plinth, and offsets normal to the face slab, and parallel to the joint due to shear movement of the face.

- The open perimetric joint is a common cause of leakage if not well designed, constructed and inspected.

There may be seasonal movement along the perimetric joint. Considering flexible PVC water stops have been observed in the spillway joints, it is likely that a similar water stop was installed along the perimetric joint. The condition of any potential water stop could not be seen. If there is a water stop, and it remains functional, the potentially cracked joint is of low risk to dam safety, provided seepage is controlled by the water stop. However, the aforementioned sealant on the joints suggests a precedence of uncertainty about the condition of the joint.

Grouting caps were also observed, suggesting that foundation grouting likely occurred, though the details are unknown. Notwithstanding this, the seepage observed at the toe may be occurring through the foundation.

#### **5.1.2.6 Vertical joint at right abutment**

GHD (1978) inspected the vertical joint near the right abutment of the dam and identified it to be in poor condition. This is postulated to be an expansion joint. As noted in Section 3, the joint remains in poor condition. Based on the 2023 inspection, it appears that joint repairs have been previously attempted. The sealant has been forced out of the joint and is unlikely to be performing its design intent. Therefore, seepage is also likely occurring through this joint. Most of the joint appeared to be below FSL, and when the reservoir is at or near FSL, seepage through this joint could be contributing the comparatively denser vegetation observed on the downstream side of the right abutment.

#### **5.1.2.7 Embankment arrangement and dam details**

Considering the uncertainties in the dam configuration, it is recommended to undertake field works to document the dam details. This is recommended to include:

- a detailed topographic survey of the dam.
- bathymetric survey and sonar-based methods to map the upstream face (below water level) and confirm the level of accumulated silt.

Although this will not confirm the internal zonation of the dam, a survey would allow for confirmation key levels of the dam to facilitate a future hydrologic and hydraulic assessment.

The field survey should include crack/defect mapping.

#### **5.1.2.8 Recommendations**

**R 2023(5)(a) It is recommended to undertake a topographic survey of the dam to identify the key features and levels, including the upstream face below the water level (bathymetry survey / sonar methods may be required). This could be completed as part of a safety review.**

**R 2023(5)(b) it is recommended to undertake a geotechnical and geological investigation of the dam to facilitate a better understand the embankment material, as part of a safety review.**

The findings from these recommendations should be used to guide any subsequent investigation / analyses.

### **5.1.3 Spillway**

#### **5.1.3.1 Structure**

Similar to the embankment, there are limited details regarding the spillway construction.

As noted in Section 3, the condition of the spillway control sill is poor due to open construction joints, concrete spalling, and evidence of seepage through the concrete. The apron also appears to have been damaged and is at risk of further undermining due to head cutting erosion.

The stability of the spillway control sill should be investigated given its cantilever design which may not provide adequate strength or stability in accordance with contemporary design standards.



### 5.1.3.2 Spill events

BRC suggested the spillway flows at least once annually, though the pool of record is unknown. Images of the spillway flowing are provided as Figure 5-4. This shows that the spillway weir is not horizontal, but rather the minimum spill level is centrally located.



Figure 5-4 Images of Lake Mary Ann Dam spilling (BRC, n.d.)

### 5.1.3.3 Flood handling capacity

ANCOLD (2022) states that the dam has a spillway capacity of 220 m<sup>3</sup>/s but this does not specify the respective flood event Annual Exceedance Period (AEP) nor the freeboard allowance at that spillway discharge. Therefore, the flood handling capacity of the dam is unknown.

Without the basis of a quantitative risk assessment, ANCOLD (2000) provides a 'fall back' method for determining the Acceptable Flood Capacity (AFC) of a dam, based on its consequence category. ANCOLD (2000) defines the AFC as "the overall flood capacity, including freeboard as relevant, which provides an appropriate level of safety against a flood initiated dam failure, to protect the community and environment to acceptable risk levels, within the total context of overall dam safety from all load cases". As described in Section 4.2, it has been assumed that Lake Mary Ann Dam has a consequence category of 'significant' (subject to verification). Therefore, the AFC is the 1 in 1000-year AEP to the 1 in 10,000-year AEP (ANCOLD 2000), depending on the evaluated PAR between 1 and 10.

To demonstrate the safety of the dam, BRC should show that the dam can safely pass the AFC (with adequate freeboard). This will likely necessitate hydrologic and hydraulic modelling and confirmation of the PAR, and would form part of the recommended Dam Safety Review.

### 5.1.3.4 Recommendations

**R 2023(5)(c) It is recommended to assess the flood handling capacity of the dam, as part of a safety review.**

## 5.2 Performance summary

The performance and composition of the dam remains largely unknown, due to the limited information that is available. The absence of as-constructed data is a significant limitation for the progression of subsequent analyses to understand the performance of the dam.

Several recommendations have been made in Section 3 to address identified defines. Developing a better understanding of the dam's performance aims to work toward the development of a long-term strategy to demonstrate the safety of the dam and understand the risk position of the dam.

It has been recommended that BRC completes a Dam Safety Review which will include further analysis of the performance of the dam.

## 6. Conclusion and recommendations

### 6.1 Conclusion

The dam and its appurtenant components were visual inspected by GHD with BRC on 13 December 2023. The items inspected included:

- The dam embankment (upstream face above water, downstream face, abutments, and crest).
- The spillway.
- Downstream seepage weir.

The following summarises the findings from the visual observations:

- Concrete facing
  - Vertical cracking was observed in the concrete facing, particularly toward the mid-span of the embankment. Several cracks are considered significant and estimated to be at least 10 mm wide. Spalling was also observed at several cracks.
  - The plinth and perimetric joint appeared in satisfactory condition (based on aspects which could be observed), though vegetation should be removed. Grouting pipes were observed, though the details of foundation grouting are unknown.
  - A vertical joint at the right abutment is in poor condition and is open.
  - The horizontal joint across the face of the dam appeared cracked.
  - The extent of cracking should be investigated and significant cracks repaired.
  - Overall, the upstream face is considered in fair condition.
- The crest was in satisfactory condition.
- The downstream face is covered by dense vegetation, including many mature trees. The presence of any trees and vegetation suggests ongoing moisture through the embankment to facilitate the vegetation growth. At this stage, it is recommended that trees of greater than 100 mm in diameter be cut down, stumps left in place (and treated) and smaller vegetation fully removed.
- Seepage was observed at the downstream toe. It is conveyed to a v-notch weir. Improved monitoring methods of seepage should be implemented.
- The spillway is located at the right abutment. It is generally considered in poor condition:
  - There is evidence of ongoing seepage through construction joints.
  - Many joints have spalled, and the water stop is visible.
  - The apron appears to have failed and is at risk of being undermined.
  - The stability of the control weir is unknown.

Based on a preliminary review of aerial imagery and the postulated flow path of a dam breach, a preliminary consequence category of 'significant' was assigned and a dam safety management program was proposed.

A qualitative review of the dam was completed, based on the industry prevailing knowledge of CFRDs, commentary in historical documentation, and the visual observations. The following summarises the qualitative performance review:

- The surface of the downstream face shows a high proportion of fines. The inferred increased moisture content, combined with the presence of mature trees and the potential high fines content will increase the propensity for piping and internal erosion.
- Cracking in the upstream face is likely due to poor construction practices. The horizontal joints that span between each abutment could be poorly bonded and allow seepage to propagate through the embankment. Further, vertical cracks on the upstream face are likely contributing to the observed seepage. There also potential for seepage through the foundation, though details of the foundation are not known.
- Considering the zoning of the embankment is unknown, the risk of piping from seepage is not known.

- No cracking is observed at the abutments. It is postulated the perimetric joint is cracked, providing stress relief. If there is a water stop, and it remains functional, the potentially cracked joint is of low risk to dam safety.
- The flood handling capacity of the spillway should be evaluated.

In summary, the dam is considered in fair condition as can be observed from visual inspection and inferred performance. However, there are significant data gaps which could impact upon the evaluation of the safety of the dam. Additional investigations are required to determine the extent of any potential issues and to close significant data gaps. Given the age of the structure, lack of documentation and changes in design standards since the dam's construction, a Dam Safety Review should be undertaken to satisfy ANCOLD Guidelines. The Dam Safety Review should include:

- Summary of the dam features, based on additional survey.
- Geotechnical and geological investigation, and characterisation of the embankment and foundation material.
- Embankment stability design review based on the additional data and current standards.
- Hydrology, dam break, and consequence category assessment.
- Spillway assessment to verify the dam's flood handling capacity and spillway integrity.
- Revision of the dam safety management program.
- Review of the failure modes for the dam.
- A summary of the risk position of the dam.

## 6.2 Recommendations

### 6.2.1 General

A multi-stage approach is recommended for Lake Mary Ann Dam:

- Stage 1: maintenance works.
- Stage 2: implementation of a dam safety management program.
- Stage 3: completion of a Dam Safety Review and implementation of a long-term strategy to demonstrate the safety of the dam and understand the risk position of the dam.

Considering the nature of these actions, and the significant data gaps about the dam's performance, it is recommended they be implemented within 18 months.

Though not relevant to dam safety, works to address the pedestrian bridge abutment erosion should also be undertaken, per **R 2023(3.12)(a)**, assuming BRC intends to reopen the bridge for public use.

### 6.2.2 Stage 1 – maintenance works

The first stage of works is the undertake maintenance at the dam. Of note, this includes:

- Repair of significant cracks on the upstream face of the dam, which may include patch replacement and sealant, **R 2023(3.4)(a)**.
- Removing vegetation from the perimetric joint, per **R 2023(3.4)(b)**.
- Removing vegetation from the downstream face, per **R 2023(3.6)(a)**.

### 6.2.3 Stage 2 - dam safety management

Table 6.1 summaries the recommended dam safety surveillance and monitoring program for implementation at Lake Mary Ann Dam, subject to future confirmation of the consequence category. The dam safety program should be supported by an Operations and Maintenance Manual which documents how to deliver the dam safety program, as per **R 2023(4)(e)**.

The dam safety program should be updated after confirmation of the consequence category, as part of a Dam Safety Review.



Table 6.1 Recommended interim dam safety management program

Action	Recommended frequency
<b>Dam safety inspections <sup>1</sup> - R 2023(4)(b)</b>	
Routine visual	Weekly
Intermediate	2-yearly.
Comprehensive	Five-yearly
Special / emergency	As required.
Safety Review	20 yearly <b>The first safety review should be completed as soon as practicable.</b>
<b>Dam surveillance and monitoring <sup>1</sup></b>	<b>R 2023(4)(d)</b>
Rainfall - <b>R 2023(3.9)(a)</b>	Weekly.
Storage level – <b>R 2023(3.9)(a)</b>	Weekly.
Seepage - <b>R 2023(3.9)(c)</b>	Weekly.
Surface movement - <b>R 2023(3.9)(b)</b>	Annually.

Note:

1 Refer ANCOLD (2003) for definition and scope description of the various inspection types and monitoring methods.

## 6.2.4 Stage 3 – Dam Safety Review

It is recommended to complete a Dam Safety Review of Lake Mary Ann Dam as soon as practicable, per **R 2023(4)(c)**.

The development of a Dam Safety Review should be completed as per the guidance in ANCOLD (2003). A Dam Safety Review would work toward demonstrating the safety of the dam and understand the risk position of the dam. The Dam Safety Review should include additional studies and field work to close data gaps about the dam.

Several supplemental studies to support the dam safety review have been recommended, including:

- **R 2023(5)(a)** topographic survey of the dam to identify the key features and levels, including the upstream face below the water level (bathymetry survey / sonar methods may be required). This could be completed as part of a safety review.
- **R 2023(5)(b)** geotechnical and geological investigation of the dam to facilitate a better understand the embankment material, as part of a safety review.
- **R 2023(4)(a)** complete a hydrology, dambreak, and consequence category assessment of the dam, as part of a safety review.
- **R 2023(3.10)(a)** review the stability of the control weir and determine the extent of repair works, if required.
- **R 2023(5)(c)** assess the flood handling capacity of the dam.

## 7. References

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# Appendices

# Appendix A

## Site photos



Photo 1 – Typical, condition of the upstream face.



Photo 2 – Alignment of the upstream face.



Photo 3 – Alignment of the upstream face at crest level.



Photo 4 – Upstream face crest detail (wave wall).





Photo 5 – Typical, cracking on the upstream face, viewed facing downstream from the boat.



Photo 6 – Typical, cracking on the upstream face, viewed facing upstream.



Photo 7 – Typical, cracking on the upstream face, viewed facing upstream. There is evidence of historical repairs being undertaken on the joints.



Photo 8 – Typical, cracking on the upstream face, viewed from the crest.



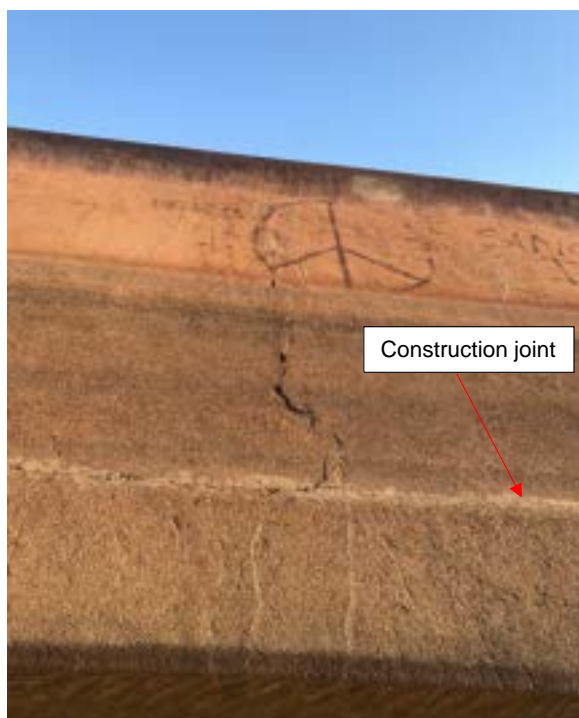


Photo 9 – Typical, cracking & spalling on the upstream face, viewed facing downstream.

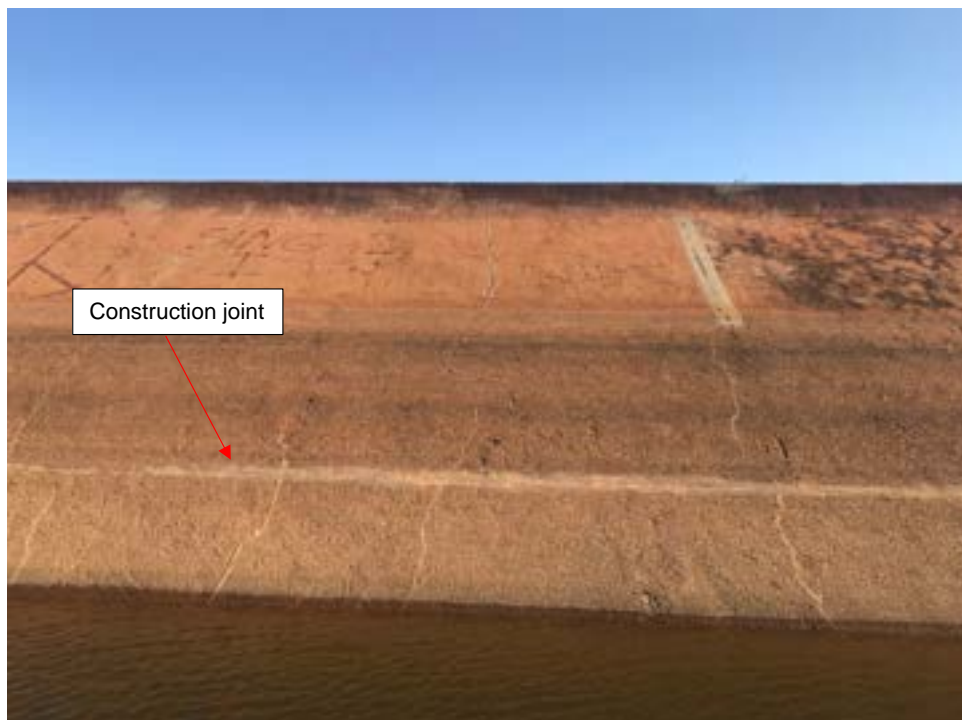


Photo 10 – Typical, cracking on the upstream face, viewed facing downstream.



Photo 11 – Typical, cracking on the upstream face, viewed facing upstream. Joint repairs evident.



Photo 12 – Typical, cracking on the upstream face, viewed facing downstream. A repair attempt appears to have occurred.

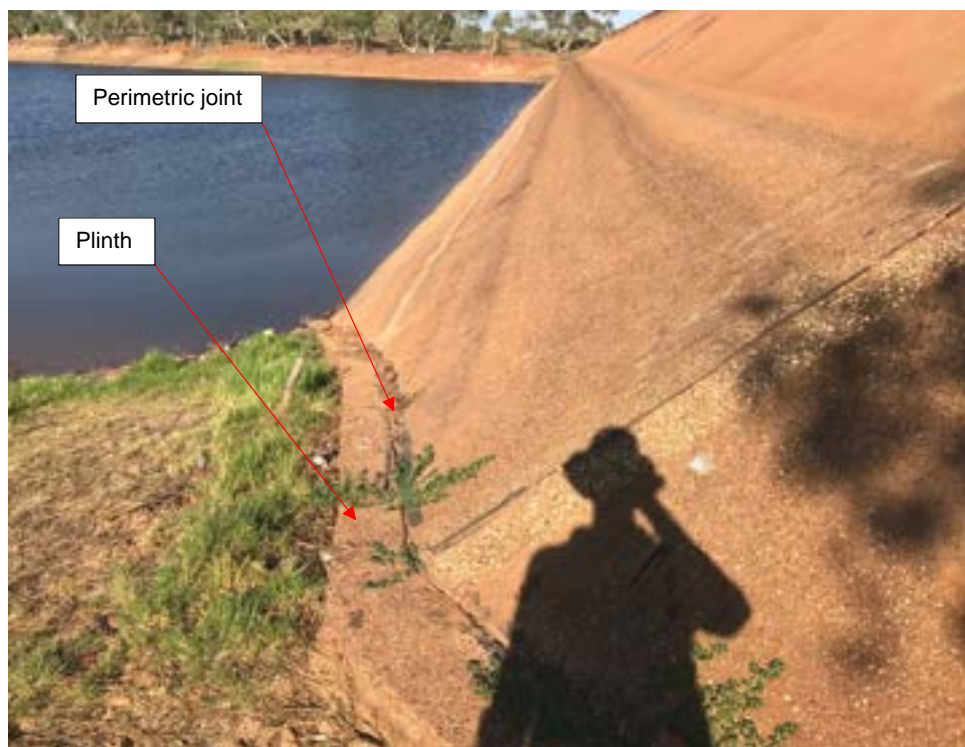


Photo 13 – Upstream toe plinth and perimetric joint observed at the right abutment.

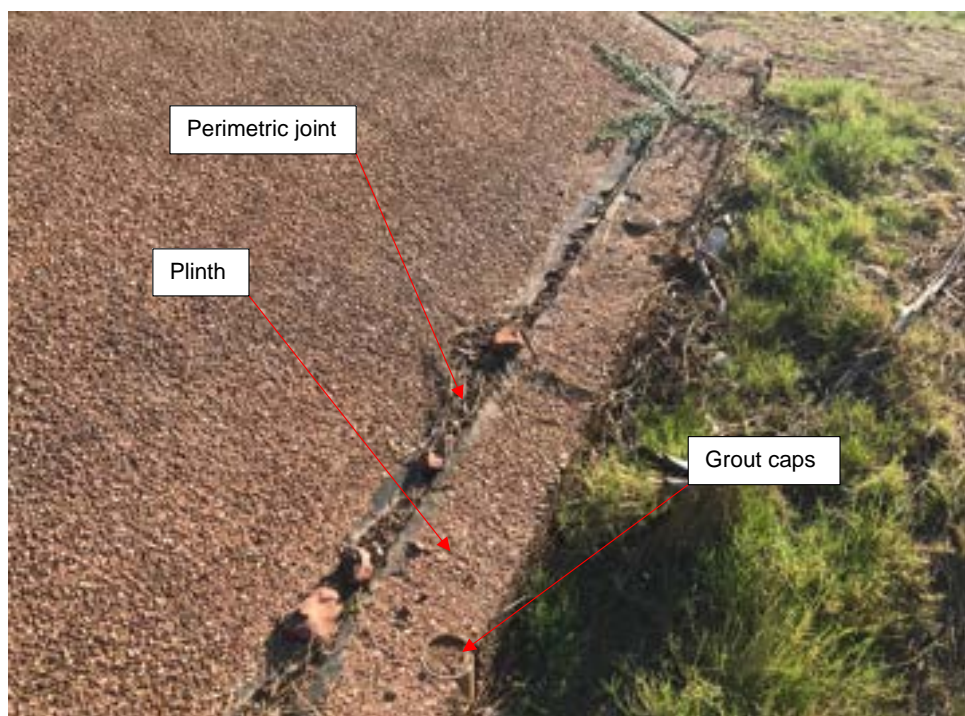


Photo 14 – Plinth and perimetric joint. There is evidence of a bituminous sealant applied to the external face of the joint.





Photo 15 – Construction joint with filler at the right abutment.

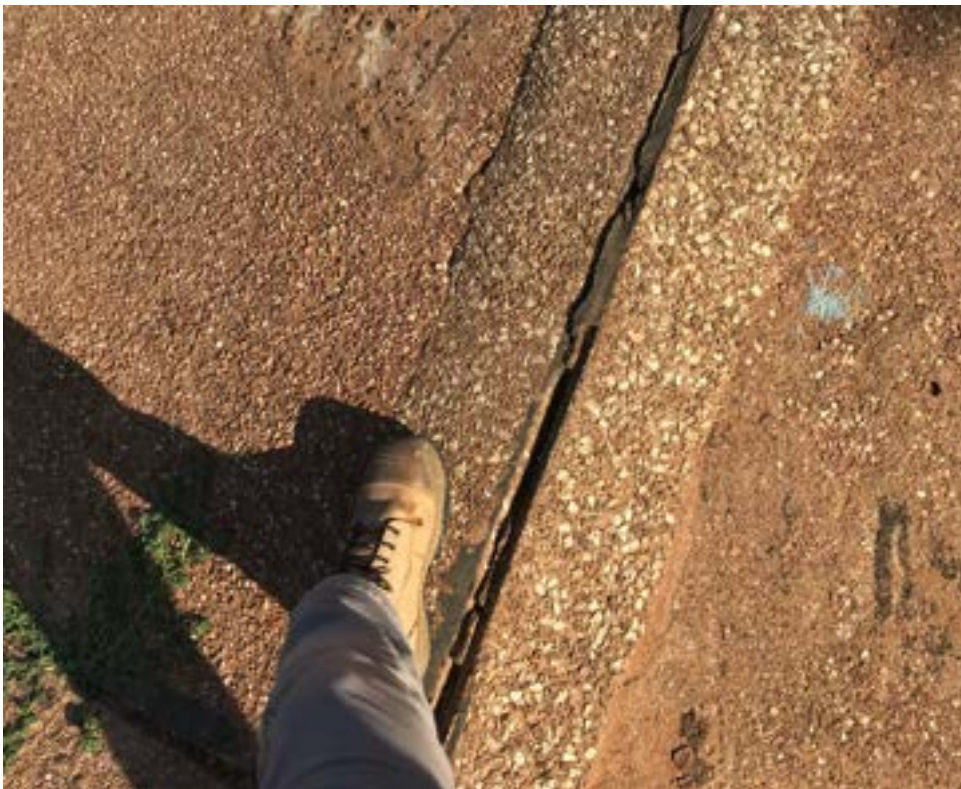


Photo 16 – Construction joint with filler at the right abutment (detail).



Photo 17 – Typical, dam crest facing left.



Photo 18 - Typical, dam crest facing right.





Photo 19 - Notch missing in the crest / wave wall.



Photo 20 – Observed cross-fall of crest (facing left).



Photo 21 – Typical, vegetation on the downstream slope (facing right).



Photo 22 – Typical, vegetation on the downstream slope (facing left).





Photo 23 – Typical, close view of the downstream face near the maximum section.



Photo 24 – Typical, exposed rockfill on the downstream face near the maximum section.



Photo 25 – Upstream left abutment, facing left.



Photo 26 – Left abutment crest, facing left.





Photo 27 – Upstream left abutment, facing right.



Photo 28 – Downstream right abutment, facing right.



Photo 29 – Typical, area downstream of the dam at the seepage weir, facing upstream.



Photo 30 – Typical, seepage from the dam flowing toward the seepage weir (facing downstream).





Photo 31 – Typical, area downstream of the dam (facing upstream).



Photo 32 – Typical, area downstream of the dam and pooled water away from the dam (facing downstream).



Photo 33 – Crest marker, typical.



Photo 34 – Close view of the crest marker.





Photo 35 – Seepage weir current condition.



Photo 36 – Overview of the seepage weir.





Photo 37 – Arrangement of the spillway to the embankment.



Photo 38 – Overview of the spillway control weir (upstream side).



Photo 39 – Right abutment approach for the spillway.



Photo 40 – Left abutment spillway approach (upstream face of the embankment).



Photo 41 – Typical, upstream face of the spillway control weir.



Photo 42 – Alignment of the spillway control weir (facing left).





Photo 43 – Assumed grout cap on the upstream side of the spillway control weir.



Photo 44 – Open joint on the upstream side of the spillway control weir, near the left abutment.



Photo 45 – Typical, spalled concrete on the upstream face of the spillway control weir.



Photo 46 – Downstream apron and weir interface, right side.





Photo 47 -Open and spalled joint on the downstream side of the spillway, right side.



Photo 48 -Spalled joint as shown in Photo 47. Water stop could be seen in the joint.





Photo 49 – Additional damaged joints on the downstream side of the spillway control weir, facing right.



Photo 50 – Typical, concrete condition of the downstream side of the spillway and apron interface, facing right.



Photo 51 – Interface of the spillway apron and downstream unlined chute, facing left



Photo 52 – Typical, vegetation at the interface of the unlined channel downstream of the spillway, facing right.





Photo 53 – Typical, sections of damaged concrete downstream of the apron, facing left.



Photo 54 – Typical, unlined channel downstream of the spillway weir (facing left/downstream).



Photo 55 – Typical, rock in the unlined channel (facing left).



Photo 56 – Typical, reservoir rim.





Photo 57 – Typical, embankment right of the spillway.



Photo 58 – Pedestrian bridge.



Photo 59 – Undermining of the pedestrian bridge abutment (1).



Photo 60 – Undermining of the pedestrian bridge abutment (2).





Photo 61 – Undermining of the pedestrian bridge abutment (3).



Photo 62 – Undermining of the pedestrian bridge abutment (4).



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## Tennant Creek Directorate Library Report

### Recommendation

That Council receives and notes the library report.

### Summary

The January report for the Tennant Creek Directorate identifies issues and achievements experienced by Library team in Tennant creek and Elliot.

#### **Advancing Collection Development:**

The library's book collection undergoes continuous weeding, maintenance, and repairs to ensure quality and relevance.

Two large boxes of audio books were generously donated; after careful review, appropriate items have been integrated into our collection.

The rearrangement of books on shelves provides ample breathing space and enhances accessibility for patrons.

#### **Highlights of Recent Achievements:**

The successful delivery of January's library programs exceeded attendance expectations, reflecting a positive response from the community.

We welcomed 367 patrons to the library this month, marking the highest visitor count of the fiscal year and an increase of 274 visitors compared to 2023.

Our efforts in community networking, essential for meeting funding requirements, are progressing positively.

#### **Enhancements to Library Services:**

To improve visibility, we have separated the Junior Non-Fiction from the adult collections.

Our Learner Readers Collection has been strategically positioned in the family reading lounge for enhanced accessibility.

The introduction of a new Facebook promotional campaign, titled "Book of the Week," has already proven successful, with the first three featured books quickly being loaned out.

These initiatives reflect our commitment to providing a dynamic and engaging library experience for our community members.

### Background

n/a

### Organizational Risk Assessment

n/a

### Budget Implications

n/a

### Issues/options/consequences

n/a

### Consultation & Timing

n/a

### Attachments



n/a



## Tennant Creek Public Library Monthly Report

(Report submitted before the 10<sup>th</sup> of every month)

<b>Month</b>	January 2024		
<b>Report Completed by</b>	Linda Rice (Library Coordinator)		
<b>Total number of library patrons</b>	367 Library was closed for Australia Day (PH)  <b>(In January 2023 a total of 93 patrons accessed the library.)</b>		
<b>Total number of hours the library was open</b>	148.5 hrs Library was closed for Australia Day (PH)		
<b>Total number of library members</b>	496		
<b>Total number of new library members</b> (Permanent & Temporary)	3		
<b>Monthly Circulation Statistics Report</b> Including books, audio books and DVD's	<b>ITEMS CHECKED OUT</b> 175	<b>ITEMS CHECKED IN</b> 174	<b>ITEMS RENEWED</b> 7
<b>Online loans: Borrow Box</b> .i.e. eBooks, eAudio & ePress (Magazines)	No, NT Library can obtain individual online, loan data regarding Borrow Box.		
<b>Public Computer Access x 3</b> <ul style="list-style-type: none"> <li>- Number of Sessions</li> <li>- Hours of use</li> </ul>	<b>Correction to the Dec 2023 totals</b> <ul style="list-style-type: none"> <li>- 24 Sessions - 28.3hrs</li> </ul> <b>Jan 2024</b> <ul style="list-style-type: none"> <li>- 68 Sessions - 76hrs</li> </ul>		
<b>Wi-Fi Access</b>	<p><b>(ONGOING)</b> Public Wi-Fi is in the process of being installed at the library; I haven't been advised when it will be completed.</p> <p><b>(ONGOING)</b> We are currently not meeting our funding requirements &amp; are disadvantaging our community. As I understand; the library hasn't had Wi-Fi for 1 ½ years now.</p>		

<p><b>Newsletter</b></p>	<ul style="list-style-type: none"> <li>The January 2024, TCPL Newsletter was sent via Mailchimp on the (15/1/24) and we currently have 204 subscribers.</li> </ul>						
<p><b>SERVICE DELIVERY FEEDBACK</b></p>							
<p><b>Impacts on Service Delivery &amp; Challenges</b></p>	<ul style="list-style-type: none"> <li><b>(ONGOING)</b> The TCPL has no budget for advertising in 2024. Therefore we are no longer in a position to advertise in the Tennant &amp; District Times.</li> <li><b>(ONGOING)</b> As of (28/9/2023) it has become apparent that the libraries budget for (Tennant Creek &amp; Elliott) will not be enough to meet operational and funding requirements. Therefore general library operations and the delivery of our public library programs will be restricted by our tight budget, while we seek additional funding.</li> <li><b>(ONGOING) Management of the Elliott Community Library</b> It is part of the TCPL Coordinators job description to support the Elliott Community Library but I'm not the Elliott's Library's Coordinator team leader. The Elliott Community Library and its Coordinator has been neglected and it needs Senior Management to advocate on its behalf; to ensure its future prosperity. <b>The Management of the Elliott Community Library needs to be clarified ASAP.</b></li> <li><b>(ONGOING)</b> No public Wi-Fi at the library; we are not meeting our funding requirements and we are turning away patrons. <b><u>We are disadvantaging our community and reducing our patronage!</u></b></li> <li><b>(RESOLVED)</b> Not having enough gate remotes for staff.</li> <li><b>(ONGOING)</b> BRC high public printing fees. We are funded to provide printing facilities to our community but we are losing patrons because our fees are too high. Our labour is funded; we just need to cover costs e.g.   <table> <tr> <td><b>Last Financial Year</b></td><td><b>This Financial Year</b></td></tr> <tr> <td>(A4) B&amp;W: 25c</td><td>\$1.00</td></tr> <tr> <td>(A4) Colour: 55c</td><td>\$2.00</td></tr> </table> <b>Leading Edge Computers (TC) currently charge 20c per B/W (A4) print; we are again disadvantaging our community and reducing patronage.</b></li> <li><b>(ONGOING)</b> The current library photocopy does not met the library's public printing requirements .e.g. it can't scan doubled side documents, we can't print (A3), we can't enlarge or reduce images and the photocopy option crops images therefore we have to scan (A4) pages first and then print them out.</li> <li><b>(ONGOING) Conflict between what we are funded to do and BRC Fees.</b> The library is funded to provide free access to computers with internet access &amp; Wi-Fi to all members of the general public; including non-</li> </ul>	<b>Last Financial Year</b>	<b>This Financial Year</b>	(A4) B&W: 25c	\$1.00	(A4) Colour: 55c	\$2.00
<b>Last Financial Year</b>	<b>This Financial Year</b>						
(A4) B&W: 25c	\$1.00						
(A4) Colour: 55c	\$2.00						



	<p>members. However the Council requires non-members accessing computers &amp; Wi-Fi, to pay fee for service. I have advised my inline team leaders of this issue and am waiting for this issue to be resolved.</p> <ul style="list-style-type: none"> <li>• Staff had to do, additional cleaning of the library's public areas until the permanent BRC cleaner returned from leave.</li> <li>• High levels of BRC staff turnover. Poor communication and consultation between staff. (INPROVING)</li> <li>• Staff having to placate patrons who are extremely unhappy with the fact that the library doesn't Wi-Fi.</li> <li>• We had to call ICT four times this month regarding the public PCs; the main issue being that the internet wasn't available - ICT assisted quickly.</li> <li>• Losing Citrix and access to my P Drive - temporarily.</li> <li>• We had to appropriate the NEW BOOK library shelf to improve the visibility of the Junior Non-Fiction books. Therefore the NEW BOOKS are now presented on a fold-up table until we are able to purchase a new book display shelf.</li> <li>• <b>(RESOLVED &amp; MONITORING)</b> Leaking library ceiling and air-con.</li> </ul>
<b>Achievements</b>	<p><b>Achievements</b></p> <ul style="list-style-type: none"> <li>• Progressing collection development: <ul style="list-style-type: none"> <li>- Weeding, maintenance and repairs of the library's book collection continues.</li> <li>- Two large boxes of audio books were donated; their contents have been reviewed and appropriate items added to our collection.</li> <li>- Books have been rearranged on the shelves to enable breathing space and easier accessibility.</li> </ul> </li> <li>• The delivery of the January library programs was an achievement and they were more highly attended than expected.</li> <li>• We had <b>367</b> patrons visit the library this month; this is the highest total of visitors we have had this financial year and it is <b>274 more visitors than the library had in 2023.</b></li> <li>• Community networking required to meet our funding requirements is progressing well.</li> <li>• We have separated the <u>Junior Non-Fiction</u> from the adult collections to improve its visibility; including represented and positioned our <u>Learner Readers Collection</u> to make them more accessible in the family reading lounge.</li> <li>• We have started a new FB promo campaign, called <b>BOOK OF THE WEEK</b> and so far the first three BOOKS OF THE WEEK have been loaned out.</li> </ul>

	<ul style="list-style-type: none"> <li>Staff took the covers of our 4 cloud seats, home to wash.</li> </ul>
<b>Staffing Levels &amp; Concerns</b>	<ul style="list-style-type: none"> <li>Library Officer Chris Kinross returned to work on the 8/1/24.</li> <li>To support the diversity of future library staff members; I believe that we need to focus on initiating regular career days, work in collaboration with the high school to support work experience/high school apprentices and the CDEP program via RN to enhance local recruitment. Feedback has been passed onto HR.</li> </ul>
<b>Training delivered External provider</b>	Support has been provide by the Libraries NT Service desk regarding the TCPL Standing Authors List and the Book Acquisitions Budget.
<b>Training delivered Internal provider</b>	None
<b>Community Networks &amp; Partnerships</b>	<ul style="list-style-type: none"> <li>2024 reconnecting email was sent to Ade Rizal (Julalikari); resulting in the meeting with the Coordinators of the Pikka Pikka Playgroup and Hippy Program (Julalikari) on the 30/1/24 to discuss future visits to the library.</li> <li>2024 reconnecting email was sent to Lily Bhavna Kauler &amp; Rosemary Plummer (Connected Beginnings, Anyinginyi) and Catherine Stillwell (Connected Beginnings, Education Department) regarding Rosemary Plummer facilitating Warumungu sessions at the library on Tues when the Julalikari Playgroup visit. Resulted in a meeting with Lily Bhavna Kauler on the 29/1/24.</li> <li>Introduction meeting at the Barkly Business Hub with Natalie McCabe (Regional Manager) &amp; Lisa Johnston to talk about what services both our programs offer the Barkly. A research trip for the TCPL Coordinator because we report on <b>'Economic and workforce development'</b> in our monthly Collect Connect reports and the library has assisted solo contractors in the past.</li> <li>2024 reconnecting email was sent to Patricia Stout (RN Employment Services); regard there women's group visiting the library again this year – no response so far.</li> <li>2024 reconnecting email was sent to Alera Foster (Literacy for Life); resulting in an appointment to meet on 5/2/24 to discuss our future collaborations.</li> <li>2024 reconnecting emails sent to Kevin Cummins (Wellbeing Treatment Manager, BRADAAG); resulting in an appointment to meet 9/2/24 to discuss our future collaborations.</li> </ul>
<b>LIBRARY PROMOTION</b>	<ul style="list-style-type: none"> <li>TCP Library can no longer advertise in the Tennant &amp; District Times due to no budget for advertising.</li> <li>The February 2024 Library Program was uploaded to the BRC Website on the 22/1/24.</li> <li>Facebook <u>BOOK OF THE WEEK</u> ads posted on the BRC page: <ul style="list-style-type: none"> <li>- 'Larrimah' on the 16/1/24</li> <li>- 'Jimmy Little' on the 22/1/24</li> </ul> </li> </ul>

	<div>- 'Mark Colvin' on the 30/1/24</div> <div><div><div>Facebook <u>LIBRARY PROGRAM</u> ads posted on BRC &amp; TC Events pages:</div><div><div>- Chess Promo &amp; Australia Day closure notice on the 22/1/24</div><div>- After School: Arts &amp; Crafts on the 30/1/24</div><div>- Computer Assistance Tuition on the 30/1/24</div></div></div><div><div>February 2024 Library Programs information was posted on the BRC &amp; TC Events Facebook pages on the 22/1/24.</div></div></div>																																																																																																						
<div>LIBRARY PROGRAMS</div> <div>Monthly program statistics that I include into the monthly Collect Connect Report for Libraries NT.</div>	<table><tr><th>DATE</th><th>PROGRAMED &amp; SPONTANCIES LIBRARY WORKSHOPS</th><th>No. Participants</th></tr><tr><td>02/01/2024</td><td>Family Play Arts &amp; Craft - Lego</td><td>5</td></tr><tr><td>03/01/2024</td><td>Family Play Drawing - Lego</td><td>6</td></tr><tr><td>03/01/2024</td><td>Family Colouring In</td><td>4</td></tr><tr><td>04/01/2024</td><td>Fun with Modelling Clay</td><td>5</td></tr><tr><td>02/01/2024</td><td>Computer Assistance</td><td>6</td></tr><tr><td>04/01/2024</td><td>Fun with Modelling Clay</td><td>4</td></tr><tr><td>05/01/2024</td><td>Rhyming &amp; Story Time</td><td>5</td></tr><tr><td>05/01/2024</td><td>Crafty Critters (Arts &amp; Crafts)</td><td>6</td></tr><tr><td>05/01/2024</td><td>Chess</td><td>4</td></tr><tr><td>06/01/2024</td><td>Chess &amp; Kids Card Game</td><td>5</td></tr><tr><td>08/01/2024</td><td>Lego &amp; Arts /Craft</td><td>6</td></tr><tr><td>08/01/2024</td><td>After Work Chill-Out : Hand Sewing</td><td>4</td></tr><tr><td>08/01/2024</td><td>Lego Play</td><td>5</td></tr><tr><td>09/01/2024</td><td>Lego Play</td><td>6</td></tr><tr><td>10/01/2024</td><td>Bulky Beading</td><td>4</td></tr><tr><td>10/01/2024</td><td>Lego Play</td><td>5</td></tr><tr><td>10/01/2024</td><td>Assistance with Funeral Notice</td><td>6</td></tr><tr><td>11/01/2023</td><td>Hand Sewing for Children</td><td>4</td></tr><tr><td>12/01/2023</td><td>Rhyming &amp; Story Time</td><td>5</td></tr><tr><td>12/01/2023</td><td>Arts &amp; Craft</td><td>6</td></tr><tr><td>15/01/2023</td><td>After Work Chill-Out : Hand sewing</td><td>4</td></tr><tr><td>15/01/2023</td><td>Colouring In</td><td>5</td></tr><tr><td>15/01/2023</td><td>LEGO Play</td><td>6</td></tr><tr><td>17/01/2023</td><td>Modelling with Air Dry Clay</td><td>4</td></tr><tr><td>18/01/2023</td><td>Paper Craft</td><td>5</td></tr><tr><td>19/01/2023</td><td>Rhyming &amp; Story Time / Art &amp; Craft</td><td>6</td></tr><tr><td>20/01/2023</td><td>Chess</td><td>4</td></tr><tr><td>23/01/2024</td><td>Computer Assistance</td><td>5</td></tr><tr><td>23/01/2024</td><td>Computer Assistance</td><td>6</td></tr><tr><td>25/01/2024</td><td>Paper Craft - Lego Play</td><td>4</td></tr><tr><td>29/01/2024</td><td>Computer Assistance</td><td>5</td></tr><tr><td>27/01/2024</td><td>Lego Club</td><td>6</td></tr><tr><td>29/01/2024</td><td>After Work Chill-Out: Hand Sewing</td><td>4</td></tr></table>	DATE	PROGRAMED & SPONTANCIES LIBRARY WORKSHOPS	No. Participants	02/01/2024	Family Play Arts & Craft - Lego	5	03/01/2024	Family Play Drawing - Lego	6	03/01/2024	Family Colouring In	4	04/01/2024	Fun with Modelling Clay	5	02/01/2024	Computer Assistance	6	04/01/2024	Fun with Modelling Clay	4	05/01/2024	Rhyming & Story Time	5	05/01/2024	Crafty Critters (Arts & Crafts)	6	05/01/2024	Chess	4	06/01/2024	Chess & Kids Card Game	5	08/01/2024	Lego & Arts /Craft	6	08/01/2024	After Work Chill-Out : Hand Sewing	4	08/01/2024	Lego Play	5	09/01/2024	Lego Play	6	10/01/2024	Bulky Beading	4	10/01/2024	Lego Play	5	10/01/2024	Assistance with Funeral Notice	6	11/01/2023	Hand Sewing for Children	4	12/01/2023	Rhyming & Story Time	5	12/01/2023	Arts & Craft	6	15/01/2023	After Work Chill-Out : Hand sewing	4	15/01/2023	Colouring In	5	15/01/2023	LEGO Play	6	17/01/2023	Modelling with Air Dry Clay	4	18/01/2023	Paper Craft	5	19/01/2023	Rhyming & Story Time / Art & Craft	6	20/01/2023	Chess	4	23/01/2024	Computer Assistance	5	23/01/2024	Computer Assistance	6	25/01/2024	Paper Craft - Lego Play	4	29/01/2024	Computer Assistance	5	27/01/2024	Lego Club	6	29/01/2024	After Work Chill-Out: Hand Sewing	4
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Fun with Modelling Clay on the (4/1/24).



Crafty Critters Workshop on the (5/1/24); consent provided.



Crafty Critters Workshop on the (5/1/24); consent provided.



After Work Chill-Out : Hand Sewing (Bush Food embroidery) on the (8/1/24)



Bulky Beading on the (10/1/24); consent provided.



Bulky Beading on the (10/1/24); consent provided.



Rhyming & Story Time (12/1/24); consent provided.



Modelling with Air Dry Clay on the (17/1/24); consent provided.





Rhyming & Story Time / Art & Craft on the (19/1/24); consent provided.



Paper Craft on the (25/1/24); consent provided.

WHS, INFRASTRUCTURE & IMPROVEMENTS	
Resources & Infrastructure Maintenance Required	<ul style="list-style-type: none"> <li>• <b>(ONGOING)</b> 3 smashed windows in need of repair.</li> <li>• <b>(ONGOING)</b> I found out that the library's carpet didn't get cleaned last Christmas holidays due to wet weather and they weren't able to be cleaned these holidays either because we didn't have the budget to get them cleaned.</li> <li>• <b>(RESOLVED &amp; MONITORING)</b> The roof was leaking including an air-conditioner.</li> </ul>
Requests for Improvements	<p><b>Long-Term facility improvements</b></p> <ul style="list-style-type: none"> <li>• All library windows need to be tinted because our book collection is fading.</li> <li>• The water damaged, library ceiling needs to be repaired.</li> <li>• The old, worn out, stained and damaged carpet needs to be replaced.</li> <li>• Interior walls need to be cleaned, repaired and repainted.</li> <li>• Automatic doors need to be installed in our main entrance; to enable ease of access to disabled patrons.</li> <li>• The library needs a bigger room to house the TC Reference Book Collection &amp; Historic Archives; the current storage room is completely inadequate and has no room to expand the collection</li> </ul> <p><b>Short-Term Goals</b></p> <ul style="list-style-type: none"> <li>• <b>(RESOLVED)</b> The modifications to the library's public toilet have been completed; families with babies and disabled patrons will find the toilet more accessible. THANK YOU!</li> <li>• The outside storage room needs to be cleared out and made usable.</li> </ul>
WHS	<ul style="list-style-type: none"> <li>• <b>(RESOLVED)</b> The emergency exit door in the staff reception area can now be opened from the inside without a key to exit the building; this issues is resolved.</li> <li>• Security cameras need to be installed to improve staff and building security as well as enable staff to monitor all library areas from reception.</li> <li>• We don't have a heart defibrillator at the library and we are open at different times to BRC reception; where one is located.</li> <li>• The TCP Library Coordinator alerted the Barry Natrass to a potential WHS issue on the (1/2/24) at the Elliott Community Library regarding ceiling mould. Senior Staff where Cc into this email. <b>UPDATE: (6/2/24) Barry has cleaned off the mould &amp; the library can reopen.</b></li> <li>• The <u>Fire Hose</u> in the library's foyer is out of date and <u>OUT OF SREVICE</u>.</li> </ul>



## Elliott Community Library Monthly Report

(Report submitted before the 10<sup>th</sup> of every month)

<b>Month</b>	January
<b>Report Completed by</b>	Billy Robinson
<b>Total number of library patrons</b>	NIL
<b>Total number of hours the library was open</b>	•
<b>Total number of library members</b>	NIL
<b>Total number of new library members</b> (Permanent & Temporary)	NIL
<b>Total number of cancelled memberships</b> (Permanent & Temporary)	NIL
<b>Loans:</b> Monthly Circulation Statistics, including books, audio books and DVD's	NIL  The Elliott library is used like a community lounge and patrons are afraid that if they take books home that they would be lost or damaged due to poor living and social conditions.
<b>Online loans: Borrow Box</b> .i.e. eBooks, eAudio & ePress (Magazines)	No, NT Library can obtain individual online, loan data regarding Borrow Box.
<b>Public Computer Access</b> - Number of Sessions - Hours of use	sessions of computer use. hours of use on computers.
<b>Wi-Fi Access</b>	Wi-Fi is managed by NT Libraries.

SERVICE DELIVERY FEEDBACK	
Impacts on service delivery	I recently returned from leave to hear that the Library had flooded due to a burst hot water system. Around 20-25 books had water damage but locals members of the community had assisted in the clean up before my return. This did entail that the library had to be shut for the first week of my return (29 <sup>th</sup> Jan- 2 <sup>nd</sup> Feb) due to cleaning and finding what books had damage and had to be thrown out.
Staffing levels & concerns	
Training delivered External provider	NIL
Training delivered Internal provider	
Achievements / Challenges	<p><b>Challenges</b></p> <p><b>Achievements</b></p>
Community Networks and Partnerships	
WHS, INFRASTRUCTURE & IMPROVEMENTS	
Resources & infrastructure maintenance required	<p>Due to heavy rain recently experienced here at Elliott, there is a large amount of black mould in the roof in the corner of the building. There is a big crack in the wall and you can visibly see where the water has come in from the roof.</p> <p>The water leak around the side of the building has been repaired, but we now believe that it was a pressure release for the hot water service because after the leak was repaired, that's when the hot water system burst, flooding the library.</p>
Requests for improvements	The only improvements desperately needed at the moment is the roof with black mould and finding where the water leak through the roof is coming from. Possible repair on the wall where the crack is also.
WHS	Black mould in the roof.



## 11 OPERATIONS DIRECTORATE REPORTS

### Operations Directorate Reports

#### 11.1 Ali Curung - LA Minutes and Action Tracker

**Reference** <enter ref here>

**Author** Brody Moore (Director of Operations & Remote Communities)

{custom-field-confidential-reason}

#### RECOMMENDATION

That Council;

- A. Accepts and confirms the Minutes of the Ali Curung Local Authority Meeting, conducted on 5th February 2024 including updated Action Tracker as an accurate record of meeting.
- B. Notes and decides on the Local Authorities request for the purchase of a new Fire Fighting Trailer.
- C. Accepts and decides on the Ali Curung Local Authorities request to draft correspondence to;
  - a. Power and Water – Inviting them to Ali Curung to address on-going service issues.
  - b. Northern Territory Government regarding the allocation of funds for the prosed Airstrip Project.
  - c. Northern Territory Health seeking clarification on the protocol and policies for the treatment of injured community members and after-hours call-outs.
  - d. Northern Territory Health to raise the proposal for a Renal Clinic in Ali Curung community.
  - e. Department of the Chief Minister to advocate for reliable back-up generator and systems to address on-going power issues in community.

#### SUMMARY

The Ali Curung Local Authority met in Ali Curung on the 5<sup>th</sup> February, with a quorum. The attached Minutes represent the contents of the meeting as an accurate record. Attached updated Action Tracker included, with quote for Fire Fighting Trailer for use in Ali Curung community. The Official Manager is requested to decide on and report back to the Ali Curung local authority on its response to the meeting minutes and items raised in the minute section 9.1 - 9.5 for attention.

#### BACKGROUND

Aged and non-functioning Fire Fighting Trailer in Ali Curung requires replacement with a fit-for-purpose trailer to assist in localised firefighting in order to protect Council and community assets from regular fire risks.

Multiple quotes requested, however due to specialised fabrication – only one NT provider supplied a quote for the supply. (Quote attached)

#### ORGANISATIONAL RISK ASSESSMENT



N/A

### **BUDGET IMPLICATION**

\$21,818.18 quote attached for the trailer purchase.

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

Limited suppliers for Firefighting trailers in the Northern Territory, resulting in one quote.

### **CONSULTATION & TIMING**

Area Manager – Ali Curung

Local Authority – Ali Curung

### **ATTACHMENTS:**

1. Fire Management Trailer [**11.1.1** - 9 pages]
2. Ali Curung Local Authority Meeting- Minutes [**11.1.2** - 13 pages]
3. LAPF Income and Expenditure Report - Ali Curung (1) [**11.1.3** - 1 page]



# STUART HIGHWAY AUTOS CO. PTY. LTD.

MECHANICAL REPAIRS & USED CAR SALES LMWD 066

25 Stuart Highway, PO Box 272 Alice Springs NT 0871  
Ph: (08) 8952 3525 Fax: (08) 8953 0692 Mobile: 0411 876 880  
Email: shautos@bigpond.net.au  
ABN 66 009 610 253

*Because we care*

## Quote

**00027004**

Bill To: BARKLY Regional Council  
Po Box 821  
Tennant Creek NT 0861

Date 9/01/2024

Customer

Terms C.O.D. Page 1 of 1

1	9900000	Fire Management Trailer	\$21,818.18	\$21,818.18	GST
---	---------	-------------------------	-------------	-------------	-----

<b>Thank you for choosing us</b>	COI	RATE	GST	SALE AMOUNT	\$21,818.18	
<b>If you are happy with our</b>	G	10%	\$2,181.82	\$21,818.18	\$2,181.82	GST
<b>service please tell</b>	S				\$24,000.00	Due
<b>if you are not, please tell us</b>	T				\$0.00	Paid

(Prompt payment of this invoice would be appreciated)  
Direct Deposit Details - ANZ Bank Alice Springs  
BSB: 015881 Account number 410086468

Balance **\$24,000.00**



## Remote Area Fire Management Trailer

### Specifications with Reason

#### 2.5ton Tregonning Poly Block Over Ride Brake Hitch

REASON: a)Over ride braking legal requirement and tow vehicle versatility. b)SAFETY 1}Hitch design has 360 degree horizontal and 225 degree vertical resistance free towing angle versatility. 2}Anchoring pin design omits accidental separation. 3}Poly block pin insulator reduces impact damage for both trailer and tow vehicle. 4}2.5ton tow capacity for remote area terrain impact tolerance to minimise damage and wear potential. c)Part of our impact management system to be explained later.

#### Strapped "A" Frame to Front Suspension Mount

REASON: a)Strapping increases structural integrity weight efficiently. b)Front suspension mount fixing part of our impact management system design to be explained later.

#### Shackled 2.5 Ton leaf suspension

REASON: a)Reliability. b)Impact tolerance. c)Part of our impact management system.

#### 3 Ton Hydraulic Brake Axle

REASON: a)3Ton load capacity axle for impact tolerance. b)Minimise maintenance requirement. c)Braking for safety. d)Another part of our impact management system.

#### Duragal Structural Material

REASON: a)Light weight without sacrificing structural integrity. b)Reduced cosmetic maintenance.

#### Galvanised Panel Material

REASON: Reduced cosmetic maintenance.

#### Multi Volt LED Lighting

REASON: a)Tow vehicle versatility. b)Robust, sealed construction reduces maintenance.

#### Ball Baffle Squat Poly 1000ltr Water Storage Tank

REASON: a)SAFETY 1}Ball baffles maximise fluid cartage stability. 2}Squat tank lowers centre of gravity. 3}Poly tank has superior fatigue minimising qualities. 4}Poly tank is light weight without sacrificing structural integrity.

#### Commercial Quality Manual Hose Reel

REASON: a)Robust. b)Features: 1}Reel lock, 2}Adjustable Reel Rotation Resistance, 3}Removable crank handle. 4}Up down left and right roller hose guide. 5}Nozzle storage. 6}Rotating greased and sealed water feed.

#### Petrol or Diesel Powered Pump

REASON: Electric not a feasible option in remote area at present.

Continued page 2



### Tooling

- A} 4 x mounted Rakhoe. REASON: 1}Safety. Ease of access and storage. 2}Secure in transit.
- B} 4 x mounted Fire Bugs. REASON: 1}Safety. Ease of access and storage. 2}Secure in transit.
- C} 3 x mounted Jerry cans. 2Red 1Yellow. REASON: 1}Colour identifies pump engine fuel and Fire Bug fluid. 2}Safety. Ease of access and storage. 3}Secure in transit.
- D} Over Tank mounted water recovery hose. REASON: 1} Mounting location. a}Ease of access and storage. 2}Safety: Hose creates extra water recovery options.
- E} Under chassis "A" Frame, chain winch mounted spare wheel. REASON: 1}Safety. Added mobility option. 2} Storage location easy access and economical space use.
- F} Stored Remote Winch Crank. REASON: 1}Safety: a}Winch crank doubles as wheel brace. b}Stored inside Fire Bug storage box.
- G} Flick Up Dolly Wheel "A" Frame mounted. REASON: 1}Safety. a}Operator controlled height adjustment and mobility. b}Storage economical.

### Chassis Features

- 1} Tank mounted flush with lower face of, and within side rails. REASON: Safety: Lower centre of gravity.
- 2} Front of trailer spear shaped. REASON: Safety: Shape creates obstacle clearance when mobile.
- 3} Jerry can storage steel framed full height with hold down ratchet strap located front of trailer for Fire Bug fuel and rear for pump fuel. REASON: Steel framed storage for jerry can protection. Ratchet straps secure jerry cans and reduce wear potential.
- 4} Pump mounted using heavy duty insulating engine mounts located right rear corner of trailer incorporating hose guard. REASON: Insulated mounts reduce frequency metal fatigue. Hose guard allows hose operator to drag hose forward over engine without heat damage to hose. Mounted right side for greater visibility by vehicle driver of hose location.
- 5} Hose reel left rear mounted offset toward trailer centre. REASON: Offset locates reel crank handle within trailer width when in use reducing damage potential when mobile.
- 6} All wiring steel conduit protected. REASON: Impact protection to reduce maintenance.
- 7} Twin Security Chains. REASON: Increased Safety.
- 8} Fire Bug insulated storage box mounted front of trailer. REASON: Access & Secure storage.
- 9} Pump Engine oil drain gutter: REASON: Omit oil spillage when servicing engine.
- 10} Rakhoe Mounts insulated to reduce wear and located to allow storage tank removal.

### IMPACT MANAGEMENT SYSTEM DESCRIPTION

Impact caused by corrugation or irregular road surface is first felt by the tyre which consumes some impact if inflated to suit the load and more if under inflated which decreases safety and increases the possibility of tyre failure. To maintain safety, (and negate the structural fatigue deflating tyres is done for), we designed the trailer to transfer the impact from tyre to axle to suspension to "A" frame to Tregonning Poly Block Hitch, which, consumes the impact frequency causing the structural fatigue.

Our remote area equipment is designed specifically to the customer requirements. Considerations when designing are: a}Safety, b}Ease of operation, c}Minimise maintenance requirements, d}Maximise operating life, e}Customer satisfaction.

We achieve these requirements by using the best quality materials and support equipment and design to maximise trailer stability, safety and strength yet minimise weight.

Signed: .....  
A.G.Thorp {Managing Director}





















## MINUTES

### Ali Curung LA Meeting

Barkly Regional Council's Ali Curung LA Meeting was held in the Conference Room on Monday 5 February 2024 at 12:42 pm.

**Ian Bodill**

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.





### ACKNOWLEDGEMENT TO COUNTRY

We acknowledge the Traditional Owners of 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.

### 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. 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





## 1 OPENING AND ATTENDANCE

### 1.1 Authority Members Present

Noel Hayes (Chair)  
Andrew Tsavaris  
Peter Corbett  
Ned Kelly  
Desmarie Dobbs  
Jerry Rice  
Lucy Jackson

### 1.2 Staff and Visitors Present

Peter Holt (Official Manager, BRC)  
Ian Bodill (CEO), BRC  
Brody Moore (Director of Operations and Remote Communities, BRC)  
Gillian Molloy (Director of Community development, BRC)  
Micheal Stanley-Hunt (Area Manager, BRC)  
Barry Natrass (WHS Manager, BRC)  
Susan Grant (Grants Manager, BRC)  
Paul Hyde Kaduru (LA Coordinator, BRC)  
Steve Edgington (MLA)  
Louise Beilby (Department of Chief Minister and Cabinet)  
Lucy McGarry (Barkly Backbone Team)  
Trude Blizzard (Power and Water Corporation)  
Jane O'Keefe (Aboriginal Interpreting Service)  
Heather Rosas (Aboriginal Interpreting Service)  
Kirsten Haywood  
Sullin Sallik  
Ian Heale  
Jack Aldridge  
Sharlene Stanley-Hunt  
Keith Noodford  
Sabrina Kelly  
Gabriella Beasley  
Tisha Corbett  
Cyril Franey  
Merv Franey

MINUTES Ali Curung LA Meeting 5 February 2024



1.3 Apologies To Be Accepted

Nil

1.4 Absent Without Apologies

Nil

1.5 Resignations

Nil

1.6 Disclosure of Interests

Nil

1.7 Review of Disclosure of Interest

Nil

MINUTES Ali Curung LA Meeting 5 February 2024



## 2 CONFIRMATION OF PREVIOUS MINUTES

### Confirmation of previous Minutes

---

#### 2.1 Confirmation of previous Minutes

##### **MOTION**

That the Local Authority notes and confirm the minutes of the previous meeting held in Ali Curung on 27 November 2023.

##### **RESOLVED**

**Moved:** LA Member Andrew Tsavaris

**Seconded:** LA Member Peter Corbett

##### **CARRIED UNANIMOUSLY**

*Resolved ACLA-24/14*

## 3 ACTIONS FROM PREVIOUS MINUTES

### Actions from previous Minutes

---

#### 3.1 Fire management trailer procurement

##### **MOTION**

That the Local Authority receives and accepts the quote on the Fire management trailer procurement.

##### **RESOLVED**

**Moved:** LA Member Ned Kelly

**Seconded:** LA Member Andrew Tsavaris

##### **CARRIED UNANIMOUSLY**

*Resolved ACLA-24/24*

MINUTES Ali Curung LA Meeting 5 February 2024



## Actions from previous Minutes

---

### 3.2 Shade shelters for Community meetings

#### MOTION

That the local authority receives an update on the Shade shelter for community meetings.

#### SUMMARY:

The Local Authority has requested to get the quote for one more shelter and Area manager informed that quotes for both the shelters will be submitted in the next LA meeting for the approval.

## Actions from previous Minutes

---

### 3.3 Updated LA Tracker

#### MOTION

That the Local Authority notes and confirms the updated LA tracker.

#### RESOLVED

Moved: LA Member Ned Kelly

Seconded: LA Member Peter Corbett

#### CARRIED UNANIMOUSLY

*Resolved ACLA-24/16*

## 4 CHIEF EXECUTIVE OFFICERS REPORTS

### Chief Executive Officers Reports

---

#### 4.1 Report from the Chief Executive Officer - Ian Bodill

#### MOTION

That the Local Authority receives and notes the report from the Chief Executive Officer.

#### SUMMARY

- CEO reaffirmed Barkly Regional Council's commitment to ensuring safe and healthy working conditions for all staff members.
- Barry Nattrass, WHS Manager, is tasked with overseeing WHS-related trainings. It's expected that all staff will undergo some form of WHS training by the end of the financial year.
- Input from communities is encouraged for the upcoming regional plan, emphasising the importance of their role in planning and preparation.
- An update was provided on Risk and Audit management initiatives.



MINUTES Ali Curung LA Meeting 5 February 2024



- Plans are underway to update the council website and several policies.
- Emphasis was placed on budget preparedness for each directorate and Local Authority.
- Ensuring smooth preparedness for LA meetings was highlighted as a priority.

**RESOLVED**

**Moved: LA Member Jerry Rice**

**Seconded: LA Member Andrew Tsavaris**

**CARRIED UNANIMOUSLY**

*Resolved ACLA-24/17*

## 5 FINANCE REPORTS

### Finance Reports

---

#### 5.1 Finance Report

**MOTION**

That the Local Authority notes and confirms the Finance report from 01/07/2023 to 31/12/2023.

**RESOLVED**

**Moved: LA Member Andrew Tsavaris**

**Seconded: LA Member Ned Kelly**

**CARRIED UNANIMOUSLY**

*Resolved ACLA-24/18*

MINUTES Ali Curung LA Meeting 5 February 2024



## 6 AREA MANAGERS REPORTS

### Area Managers Reports

---

#### 6.1 Area Manager's Report

##### **MOTION**

That the Local Authority receives and notes the verbal report from Area Manager – Micheal Stanley Hunt.

##### **SUMMARY**

- Area Manager Micheal Stanley-Hunt announced his resignation to the LA members, stating that his last day in the current position will be on February 20, 2024.
- He provided an update on ongoing community works below and detailed the costs of repairs and losses incurred by council assets and vehicles.
- A new rubbish trailer has been purchased, and staff members are satisfied with its performance.
- Caylus is supporting school programs.
- The air strip has been graded and rolled for improved functionality.
- He also expressed the concerns on the ongoing crime within the community.

##### **RESOLVED**

**Moved: LA Member Andrew Tsavaris**

**Seconded: LA Member Jerry Rice**

##### **CARRIED UNANIMOUSLY**

*Resolved ACLA-24/19*

## 7 GENERAL BUSINESS

### General Business

---

#### 7.1 Report from the Official Manager - Peter Holt

##### **MOTION**

That the Local Authority receives and notes the report from the Official Manager.

##### **RESOLVED**

**Moved: LA Member Peter Corbett**

**Seconded: LA Member Andrew Tsavaris**

##### **CARRIED UNANIMOUSLY**

*Resolved ACLA-24/20*





MINUTES Ali Curung LA Meeting 5 February 2024



## 8 CORRESPONDENCE

*Nil*

## 9 OTHER MATTERS FOR NOTING

---

### 9.1 Request to write a letter to Power and Water Corporation

#### **MOTION**

The Local Authority requests Brody Moore (Director of Operations and Remote Community, BRC) to write a letter urging Power and Water Corporation representatives to visit the community, addressing ongoing utility issues.

#### **RESOLVED**

**Moved: LA Member Andrew Tsavaris**

**Seconded: LA Member Peter Corbett**

#### **CARRIED UNANIMOUSLY**

*Resolved ACLA-24/25*

---

### Other Matters For Noting

### 9.2 Request to Department of Chief Minister and Cabinet

#### **MOTION**

The Local Authority requests the Department of Chief Minister and Cabinet to engage in discussions with senior management at the Power and Water Corporation regarding generator and power issues affecting the community.

#### **RESOLVED**

**Moved: LA Member Peter Corbett**

**Seconded: LA Member Andrew Tsavaris**

#### **CARRIED UNANIMOUSLY**

*Resolved ACLA-24/26*

MINUTES Ali Curung LA Meeting 5 February 2024



## Other Matters For Noting

---

### 9.3 Request to write a letter to NT Government

#### **MOTION**

The Local Authority requests the Council to write a letter addressed to the Northern Territory Government concerning the allocation of funds for the Airstrip project.

#### **RESOLVED**

**Moved:** LA Member Andrew Tsavaris

**Seconded:** LA Member Noel Hayes

#### **CARRIED UNANIMOUSLY**

*Resolved ACLA-24/27*

## Other Matters For Noting

---

### 9.4 Request to write a letter to NT Health

#### **MOTION**

The Local Authority requests the Council to write a letter to NT Health concerning the protocols for the treatment of injured personnel.

#### **RESOLVED**

**Moved:** LA Member Ned Kelly

**Seconded:** LA Member Andrew Tsavaris

#### **CARRIED UNANIMOUSLY**

*Resolved ACLA-24/28*



MINUTES Ali Curung LA Meeting 5 February 2024



## Other Matters For Noting

---

### 9.5 Request to write a letter to NT Government - Renal Clinic

#### MOTION

That the Local Authority requests the council to write a letter to NT government regarding the establishment of a Renal Clinic in the community.

#### RESOLVED

Moved: LA Member Noel Hayes

Seconded: LA Member Andrew Tsavaris

#### CARRIED UNANIMOUSLY

*Resolved ACLA-24/29*

## 10 REPORTS FROM BARKLY REGIONAL COUNCIL

### Reports from Barkly Regional Council

---

#### 10.1 Report from the Director of Operations and Remote Communities - Brody Moore

#### MOTION

That the Local Authority receives and notes the report from the Director of Operations and Remote communities.

#### RESOLVED

Moved: LA Member Peter Corbett

Seconded: LA Member Andrew Tsavaris

#### CARRIED UNANIMOUSLY

*Resolved ACLA-24/21*

MINUTES Ali Curung LA Meeting 5 February 2024



## 11 VISITOR PRESENTATIONS

### Visitor Presentations

---

#### 11.1 Presentation from Trude Blizzard, Power and Water Corporation

##### **MOTION**

That the Local Authority receives and notes the presentation from Power and Water Corporation.

##### **SUMMARY**

- Trude Blizzard, representing Power and Water joined the meeting online, reported on the recent visit of their staff to the community
- She engaged in a question-and-answer session with the LA members.
- LA members expressed a need for assistance from Power and Water in the community regarding the utilization and reading of newly installed meters.
- They also requested the circulation of explanatory videos, particularly through local Facebook groups and shops.
- Trude agreed to these requests, committing to sending someone to assist in-person and to distribute relevant videos for community understanding.

##### **RESOLVED**

**Moved: LA Member Andrew Tsavaris**

**Seconded: LA Member Peter Corbett**

##### **CARRIED UNANIMOUSLY**

*Resolved ACLA-24/22*

### Visitor Presentations

---

#### 11.2 Presentation from RN Employment Services

##### **MOTION**

That the Local Authority receives and notes a presentation from RN Employment Services.

##### **RESOLVED**

**Moved: LA Member Andrew Tsavaris**

**Seconded: LA Member Ned Kelly**

##### **CARRIED UNANIMOUSLY**

*Resolved ACLA-24/23*



## 12 OTHER BUSINESS

### **Night Patrol:**

The Local Authority raised concerns about the effectiveness of the night patrol in addressing ongoing crime and explored potential ways to optimize its utilization. They also inquired about the possibility of extending staff hours and installing vehicle trackers. In response, Gillian Molloy stated that vehicle trackers have already been installed and clarified that the night patrol's role is to support, rather than replace, police efforts. She further stated the patrol's responsibility of ensuring the safe return of children found on the streets to their homes. Additionally, she committed to providing further details on these matters in the upcoming meeting.

### **Updates from Barkly Backbone team:**

Lucy McGarry from the backbone team delivered verbal updates, including progress on the boarding facility in Tennant Creek. She informed the Local Authority members that the backbone team would liaise with the council regarding the Youth, Sports, and Recreation Center in the community. Additionally, she mentioned plans to engage the youth in discussions regarding the Sports center and community activities and introduced other team members from the backbone team.

### **Updates regarding the School:**

The school has reopened with temporary teachers available for two weeks, but there is still a shortage of regular teachers and a principal. Despite this, the school will operate during regular hours. A team from Trinity College, Sydney, will be visiting the school for a few weeks this month. They previously visited last year and established positive connections with the community.

### **Verbal presentation from Member for Barkly - Steve Edgington**

Steve Edgington conveyed that government-promised airstrip funding, committed three years ago, remains undelivered. He emphasized his ongoing efforts to encourage the government to fulfill this commitment. Additionally, he stated that the Sports and Recreation facility, signed under the 2019 regional deal, has not been delivered. Expressed concerns about ongoing crime, he stated his focus on reinstating community council governance. Furthermore, he provided an update on the discussions regarding renal dialysis services in the community, indicating that while conversations have been ongoing, there is still no clear resolution at present.

## 13 CLOSE OF MEETING

The Ali Curung LA next meeting date is 04/03/2024.

Meeting Closed at 03:11 PM

THIS PAGE AND THE PRECEEDING PAGES ARE THE MINUTES OF THE Ali Curung Local Authority meeting HELD on 05/02/2024 AND ARE UNCONFIRMED.



DefnSheetName=_defntmp_		
<b>ALI CURUNG: LOCAL AUTHORITY PROJECT FUNDING</b>		
<b>Income and Expenditure Statement</b>		
<b>Barkly Regional Council</b>		
<b>From 01/07/2023 to 31/12/2023</b>		
<b>Program Description</b>		<b>YTD Actual</b>
<b>Income</b>		
60000	Other Income/Carried Forward Balance from 2021-2022	\$ 8,451.00
60000	Other Income/Carried Forward Balance from 2022-2023	\$ 83,500.00
64110	LAPF Grant 2023-2024	\$ -
<b>Total Income</b>		<b>\$ 91,951.00</b>
<b>Expenditure and Committed Funds</b>		
69999	Capital Expenses - Playground	\$ -
69999	Capital Expenses - Chilled Outdoor Drinking Fountain	\$ -
69999	Capital Expenses - Cemetery Survey	\$ -
<b>Total Expenditure and Committed Funds</b>		<b>\$ -</b>
<b>Total Available Funding</b>		<b>\$ 91,951.00</b>



## Operations Directorate Reports

### 11.2 Plant and Machinery Report

**Reference** <Enter Ref here>  
**Author** Emmanuel Okumu (Governance Manager)

#### RECOMMENDATION

That Council

- A) Notes and accepts the report on the current condition of Council plant and machinery
- B) Accepts and approve the plant repair and maintenance approximate costs
- C) Seek external funding to purchase priority plant required; Excavator, Loader and Backhoe

#### SUMMARY

Due to ageing and unmaintained plant and machinery, considerable investment is required in the repair, maintenance and replacement of plant required to deliver services to Tennant Creek and Barkly region.

##### Approximate repair costs;

Prime Mover - \$20,000 – Currently being repaired.

Rubbish Truck - \$55,000

Street Sweeper - \$20,000

##### Additional Plant Requirements for purchase / hire-purchase;

Excavator - \$220,000 (Approximate)

Loader - \$250,000 (Approximate)

Backhoe - \$200,000 (Approximate)

Total = \$765,000 funding to seek for plant replacement.

#### BACKGROUND

##### Background

Both Tennant Creek and our regions communities lack the appropriate, maintained plant and machinery to deliver acceptable municipal and essential services.

A recent audit completed by the Director of Tennant Creek, Director of Operations and Fleet Manager identified salvageable plant for repairs – Prime Mover, and plant requiring replacement.

The above list of plant requirements ensures service deliver continues uninterrupted.

#### ORGANISATIONAL RISK ASSESSMENT



NIL

### **BUDGET IMPLICATION**

Repairs to Prime Mover - \$20,000

Repairs to Rubbish Truck - \$55,000

Repairs to Street Sweeper - \$20,000

Purchase / Hire-Purchase;

Excavator, loader, Backhoe - \$765,000 (Approximate)

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

#### **Options:**

Purchase or Hire-Purchase

### **CONSULTATION & TIMING**

Director of Tennant Creek

Director of Operations and Remote Communities

CEO – Barkly Regional Council

Fleet Manager – Barkly Regional Council

Area Managers – Barkly Regional Council.

### **ATTACHMENTS:**

Nil

## **12 COMMITTEE REPORTS**

*Nil*

## **13 GENERAL BUSINESS**

*Nil*

## **14 CORRESPONDENCE**

### **Correspondence**

---

#### **14.1 Correspondence register**

**Reference** <Enter Ref here>  
**Author** Emmanuel Okumu (Governance Manager)

### **RECOMMENDATION**

That Council receives and notes the register of BRC incoming and outgoing correspondence.

### **SUMMARY**

Under s 55 (2) of the LG (general regulation) 2011, the Council must keep a correspondence register referencing all correspondence addressed to or sent by, the Council or its principal member. The Official Manager is requested to note the listed BRC incoming and outgoing correspondence. In the future, the incoming and outgoing correspondence received in one month will be provided to the following ordinary council meeting.

### **ATTACHMENTS:**

1. Register 1 Correspondence 2024 [**14.1.1** - 1 page]
2. corres 2 ltr holt [**14.1.2** - 2 pages]
3. corres 5 Fwd\_ Councillor allowances during suspension [**14.1.3** - 4 pages]
4. Remuneration Tribunal's Reports and Determination No.1 of 2024 for Local Council and Local Authority [**14.1.4** - 4 pages]



## REGISTER OF CORRESPONDENCE

### Outgoing Correspondence

Item No.	Date Sent	Sender	Sent To	Correspondence details
Email	12.02.2024	Chansey Peach MLA	Mr Peter Holt	Charity and Public Benevolent occupied land
Email	12.02.2024	Chansey Peach MLA	Mr Peter Holt	Councillor Allowances during suspension
Email	15.02.2024	Ben Nguyen	Mr Peter Holt	<b>Remuneration Tribunal Determination Report</b>



DEPUTY CHIEF MINISTER  
MINISTER FOR LOCAL GOVERNMENT

Parliament House  
State Square  
Darwin NT 0800  
[minister.paechi@nt.gov.au](mailto:minister.paechi@nt.gov.au)

GPO Box 3146  
Darwin NT 0801  
Telephone: 08 8936 5688

Mr Peter Holt  
Official Manager  
Barkly Regional Council  
PO Box 821  
TENNANT CREEK NT 0861

Via email: [peter.holt@barkly.nt.gov.au](mailto:peter.holt@barkly.nt.gov.au)

Dear Official Manager

I am writing to you regarding the rateability of land occupied by charities and public benevolent institutions (PBIs) in the Northern Territory. Following my letter to you dated 27 November 2023 expressing the Government's consideration of proposed legislative change to section 222(1)(g) of the *Local Government Act 2019*, I received a number of submissions from municipal, regional and shire councils, along with the Local Government Association of the Northern Territory (LGANT).

It is clear from these submissions that there is still work to be done before legislative change is warranted. I understand many of the affected charities and PBIs are working through rates concessions with relevant councils directly, and I am also aware there is at least one current matter before the Northern Territory Civil and Administrative Tribunal regarding the applicability of the exemption.

In light of this, the Northern Territory Government will not be proceeding with any amendment to the Act in this term. The Territory Labor Government remains committed to the strength and sustainability of the local government sector, as well as the continued operation of our hardworking community, multicultural and charitable groups.

The Local Government Unit in the Department of the Chief Minister and Cabinet will continue to explore potential policy alternatives, looking more broadly at the exemption and concessions provisions in the Act, in close consultation with the sector and based on appropriate data. I encourage you to continue your dialogue with officials in the coming months. They can be contacted at [LGLaw.CMC@nt.gov.au](mailto:LGLaw.CMC@nt.gov.au) or on (08) 8999 8405.



- 2 -

I extend my sincere appreciation to those councils and advocacy bodies which took the time to prepare submissions, and for working in good faith to achieve our mutual goal of protecting not-for-profit groups while ensuring the financial sustainability of our councils.

Yours sincerely



CHANSEY PAECH

12/02/2024

CC: Mr Ian Bodill  
Chief Executive Officer  
[ian.bodill@barkly.nt.gov.au](mailto:ian.bodill@barkly.nt.gov.au)



**From:** [Peter Holt](#)  
**To:** [Faye Jennings](#)  
**Subject:** Fwd: Councillor allowances during suspension  
**Date:** Friday, 16 February 2024 10:56:47 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)

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For correspondence

Peter Holt  
Official Manager  
Barkly Regional Council  
T: 08 8962 0000  
M: 0461 403 361  
E: [peter.holt@barkly.nt.gov.au](mailto:peter.holt@barkly.nt.gov.au)

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---

**From:** Peter Holt  
**Sent:** Friday, December 15, 2023 11:30:22 AM  
**To:** Faye Jennings <[faye.jennings@barkly.nt.gov.au](mailto:faye.jennings@barkly.nt.gov.au)>  
**Subject:** FW: Councillor allowances during suspension

Peter Holt | Official Manager  
Barkly Regional Council  
t: 08 8962 0000 | d: 08 8962 0048  
m: 0461 403 361  
e: [peter.holt@barkly.nt.gov.au](mailto:peter.holt@barkly.nt.gov.au)  
w: [www.barkly.nt.gov.au](http://www.barkly.nt.gov.au)



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**From:** Kate Malik <Kate.Malik@nt.gov.au> **On Behalf Of** Minister Paech

**Sent:** Thursday, November 16, 2023 3:50 PM

**To:** Peter Holt <peter.holt@barkly.nt.gov.au>

**Subject:** RE: Councillor allowances during suspension

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Good afternoon

On behalf of the Hon Chansey Paech MLA, I acknowledge receipt of your email dated 16/11/23.

Thank you for writing to Minister Paech regarding this matter.

Yours sincerely,

**Office of the Hon. Chansey Paech MLA**

Attorney-General and Minister for Justice

Leader of Government Business

Aboriginal Affairs and Treaty

Local Government

Arts, Culture and Heritage

Northern Territory Government

Level 5, Parliament House, Darwin NT

GPO Box 3146, Darwin NT 0801, Australia

t. 08 8936 5688 | e. [minister.paech@nt.gov.au](mailto:minister.paech@nt.gov.au)



[boundlesspossible.com.au](http://boundlesspossible.com.au)



*I/We acknowledge the Traditional Owners of Country throughout Australia and recognise their continuing connection to land, waters and culture. We pay our respects to their Elders past, present and emerging.*

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**From:** Peter Holt <[peter.holt@barkly.nt.gov.au](mailto:peter.holt@barkly.nt.gov.au)>  
**Sent:** Thursday, 16 November 2023 3:44 PM  
**To:** Minister Paech <[Minister.Paech@nt.gov.au](mailto:Minister.Paech@nt.gov.au)>  
**Cc:** Ian Bodill <[ian.bodill@barkly.nt.gov.au](mailto:ian.bodill@barkly.nt.gov.au)>; Faye Jennings <[faye.jennings@barkly.nt.gov.au](mailto:faye.jennings@barkly.nt.gov.au)>  
**Subject:** Councillor allowances during suspension

To: The Hon. Minister Chansey Paech MLA  
Minister for Local Government

Good afternoon Minister,

My personal thanks for the opportunity to return to the Barkly as the Official Manager of the Barkly Regional Council.

To date, while there are a number of outstanding issues, I am working very constructively with the new Chief Executive, Mr Ian Bodill and it appears we can systematically address some of the historical weaknesses of the council. I would say though, that the increase of staffing from 104 to 221 during the last financial year, including 80 new Aboriginal staff, is making a significant impact on the return of services to the bush. Our next priority will be to ensure they, along with new head office staff, are appropriately trained and supported. In addition, we have received an unqualified audit for the financial year 2022-23 and been able to complete our Annual Report in time to meet the compliance deadline. The auditor complimented our Chief Financial Officer, Mr Romeo Mutsago, on his responsiveness during the audit and the smooth transition to the new financial system software.

One issue which concerns me is the abrupt cessation of all payments to the Mayor and Councillors while the investigation is underway. While some members are able to return to their businesses with little financial impact, for many of our remote community council members their allowance was their primary source of income and this could now be suspended for a period of six or seven months. I have written letters to CentreLink for each of the councillors and trust they will be able to receive some benefits during the interim but some, like the Mayor, will basically be ineligible for any payments for six to eight weeks.

When parliamentarians and public servants are suspended or stood down it has generally been with full pay until the result of the investigation is known and it seems anomalous that councillors are penalised before the outcome is known. The other question this raises is the issue of backpay should the investigation find no fault among the elected members. Would councillors be eligible for any for of compensation in that case?

One other matter I have raised with the Department is the lack of capacity in the Local Government branch's compliance unit. Since the removal of 'field staff' from Local Government to work in the Local Decision Making team there are fewer Northern Territory Government staff with knowledge of regulatory responsibilities of the NTG under the Local Government Act (2019) and fewer staff available to attend council meetings. It appears that much of the disruption which has affected the operation of the Barkly Regional Council actually occurred during 2022, before even some of the current suspended councillors were elected, but for various reasons the action could not be taken until you intervened in October 2023. It is a vital source of information for elected

members to have departmental staff available for reference and advice, especially for new council members, and where the problematic actions of a limited number of CEOs goes beyond the proper exercise of their responsibilities..

Kind regards

Peter

Peter Holt | Official Manager  
Barkly Regional Council  
t: 08 8962 0000 m: 0461 403 361  
e: [peter.holt@barkly.nt.gov.au](mailto:peter.holt@barkly.nt.gov.au)

**From:** Ian Bodill  
**Sent:** Thu, 15 Feb 2024 01:42:51 +0000  
**To:** Emmanuel Okumu  
**Cc:** Paul Hyde Kaduru; Brody Moore  
**Subject:** FW: EMBARGOED LIFTED: Northern Territory Remuneration Tribunal's Reports and Determination No.1 of 2024 for Local Council and Local Authority members  
**Attachments:** tabled paper 1074 - northern territory of australia remuneration tribunal report on determination no.1 of 2024 allowances for members of local councils.pdf, tabled paper 1076 - northern territory of australia remuneration tribunal report on determination no.1 of 2024 allowances for members of local authorities.pdf

Hi Emmanuel

Please look at Peters request below.

Can you discuss with Mary regarding the best way to prepare the information for the next council meeting.

Paul, Brody, please do the same for the LA meetings.

Thanks

Ian Bodill | Chief Executive Officer  
Barkly Regional Council  
d: 08 8962 0020  
m: 0448 051 384  
e: [ian.bodill@barkly.nt.gov.au](mailto:ian.bodill@barkly.nt.gov.au)



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**From:** Peter Holt <peter.holt@barkly.nt.gov.au>  
**Sent:** Thursday, February 15, 2024 10:54 AM  
**To:** Ian Bodill <ian.bodill@barkly.nt.gov.au>  
**Subject:** Fwd: EMBARGOED LIFTED: Northern Territory Remuneration Tribunal's Reports and Determination No.1 of 2024 for Local Council and Local Authority members

Hi Ian

These need to be tabled at the next council meeting and then at local authority meetings.

Could you arrange with Emmanuel to discuss the motion with Mary so they can be addressed at the upcoming OCM.

Once this is done Brody and Paul should include in all local authority agendas.

Regards  
Peter

Peter Holt  
Official Manager  
Barkly Regional Council  
T: 08 8962 0000  
M: 0461 403 361  
E: [peter.holt@barkly.Nt.gov.au](mailto:peter.holt@barkly.Nt.gov.au)

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**From:** Ben Nguyen <[Ben.Nguyen@nt.gov.au](mailto:Ben.Nguyen@nt.gov.au)> on behalf of NT Remunerationtribunal <[NTRemunerationTribunal@nt.gov.au](mailto:NTRemunerationTribunal@nt.gov.au)>  
**Sent:** Thursday, February 15, 2024 10:47:38 AM  
**Cc:** NT Remunerationtribunal <[NTRemunerationTribunal@nt.gov.au](mailto:NTRemunerationTribunal@nt.gov.au)>  
**Subject:** EMBARGOED LIFTED: Northern Territory Remuneration Tribunal's Reports and Determination No.1 of 2024 for Local Council and Local Authority members

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**THIS CORRESPONDENCE IS SENT ON BEHALF OF THE NORTHERN TERRITORY REMUNERATION TRIBUNAL**

Good morning

Please note that the Remuneration Tribunal's Report and Determination No. 1 of 2024 – Allowances for Members of Local Councils was deemed tabled in the Northern Territory Legislative Assembly Sittings on 14 February 2024 (Tabled Paper Number **1074**).

As such, this document is no longer embargoed. This link provides a copy of the document that was tabled [Territory Stories - Northern Territory of Australia Remuneration Tribunal Report on Determination No.1 of 2024 Allowances for Members of Local Councils](#)

Additionally, the Tribunal's Report and Determination No. 1 of 2024 – Allowance for Members of Local Authorities was deemed tabled in the Northern Territory Legislative Assembly Sittings on 14 February 2024 (Tabled Paper Number **1076**).

As such, this document is no longer embargoed. This link provides a copy of the document that was tabled [Territory Stories - Northern Territory of Australia Remuneration Tribunal Report on Determination No.1 of 2024 Allowances for Members of Local Authorities](#)

The Tribunal requests that a copy of each Determinations to be forwarded to each person in your Council whose entitlements are affected and to be tabled in the next available Council Meeting.

Please contact Milly Rushwaya on (08) 8999 8861 or at [Millicent.Rushwaya@nt.gov.au](mailto:Millicent.Rushwaya@nt.gov.au) should you have any questions.

Kind regards,  
Ben

**Ben Nguyen**  
**Remuneration Tribunal Secretariat**

Department of the Chief Minister and Cabinet  
Northern Territory Government  
Level 14 NT House, 22 Mitchell Street Darwin  
GPO Box 4396, Darwin NT 0801

**t. +61 (0)8 8999 6539**  
**w. [cmc.nt.gov.au](http://cmc.nt.gov.au)**

The Department of the Chief Minister and Cabinet acknowledges the Aboriginal people and cultures of the land and country on which we work and live. We acknowledge the ongoing connection to culture, land, sea and community and pay our respects to Elders past and present and to emerging leaders.

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## 15 DECISION TO MOVE INTO CONFIDENTIAL SESSION

Members of the press and public be excluded from the meeting of the Closed Session and access to the correspondence and reports relating to the items considered during the course of the Closed Session be withheld. This action is taken in accordance with *Section 99(2) of the Local Government Act 2019* and *Regulation 51 of the Local Government (General) Regulations 2021* as the items listed to be discussed come within the following provisions: -

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;

information about the personal circumstances of a resident or ratepayer;

information that would, if publicly disclosed, be likely to:  
cause commercial prejudice to, or confer an unfair commercial advantage on, any person; or

prejudice the maintenance or administration of the law; or

prejudice the security of the council, its members or staff; or

subject to subregulation (3) – prejudice the interests of the council or some other person;

information subject to an obligation of confidentiality at law, or in equity;

subject to subregulation (3) – information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest;

subject to subregulation (2) – information in relation to a complaint of a contravention of the code of conduct.

### 15.1 Alpurururam Fuel Supply Lease.

#### REASONS FOR CONFIDENTIALITY

**Status 51(1)(c)(i)** - This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1)(c)(i) 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: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

### 15.2 Common seal ratification: lease

#### REASONS FOR CONFIDENTIALITY

**Status 51(1)(c)(i)** - This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1)(c)(i) 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: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.*

### **15.3 Barkly Regional Deal Lease.**

#### **REASONS FOR CONFIDENTIALITY**

**Status 51(1)(c)(i)** - *This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(i) 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: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.*

### **15.4 Regional Municipal Services Support**

#### **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.*

### **16 NEXT MEETING AND MEETING CLOSE**