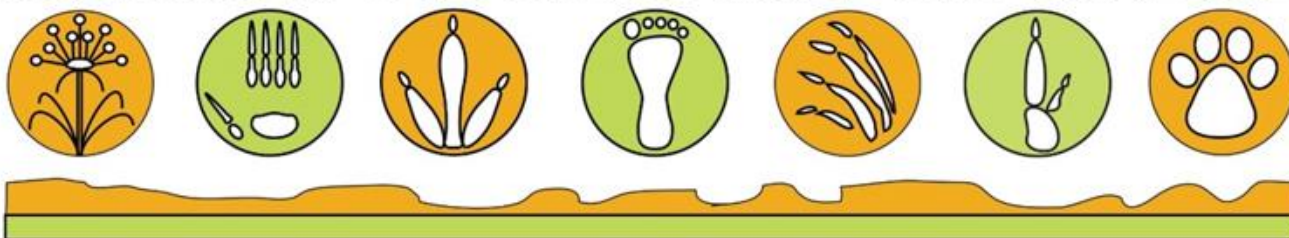


# BARKLY REGIONAL COUNCIL



## **AGENDA**

### **ORDINARY COUNCIL MEETING**

#### **Wednesday 27 March 2024**

Barkly Regional Council's Ordinary Council Meeting will be held in Council Chambers, 41 Peko Road, Tennant Creek on Wednesday 27 March 2024 at 8:30 am.

Jeff MacLeod  
A/Chief Executive Officer

#### **OUR VISION**

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

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

**We will make it happen!**

**We will be engaged and have regular opportunities to listen.**

**We will have strong policies and budgets to ensure our programs and services are progressive and sustainable.**

**Respect is shown in everything we do, and we have acceptance of all cultures in the Barkly Region and their practices through a culturally competent Council.**

**We are a responsible Council. We will be a responsive Council.**

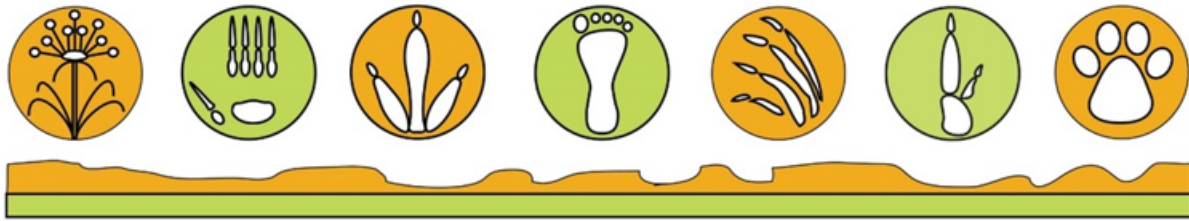
**We want to empower local decision making.**

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

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

**We will aggressively pursue additional funding from both levels of government to improve the standard of living of people across the region. We need to be realistic, transparent, and accountable.**

# BARKLY REGIONAL COUNCIL



## ACKNOWLEDGEMENT TO COUNTRY

We acknowledge the Traditional Owners of 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

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## 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

---

#### 2.1 Confirmation of previous minutes

**Author** Emmanuel Okumu (Governance Manager)

#### **RECOMMENDATION**

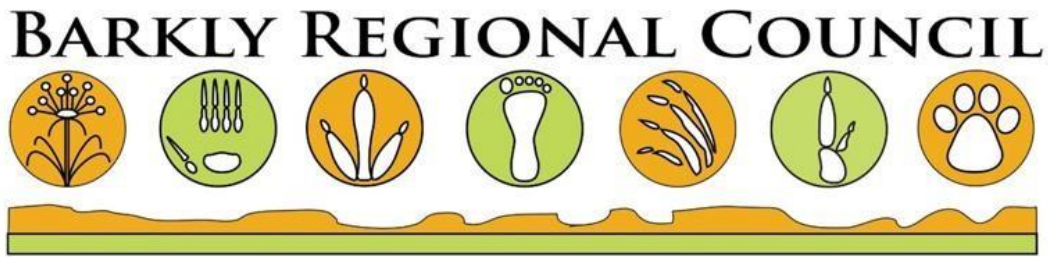
That Council receives and confirms the minutes of the Special Meeting of Council held on 06 March 2024 as true and accurate record of the meeting.

#### **SUMMARY**

It is a requirement under s 101(3) of the Local Government Act for the minutes of the previous meeting to be confirmed.

#### **ATTACHMENTS:**

- 1. 1 special 6-03-2024 [2.1.1 - 8 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 Wednesday 6 March 2024 at 2:00 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.**

Special Council Meeting 6 March 2024



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

## **1 OPENING AND ATTENDANCE**

### **1.1 Elected Members Present**

Meeting commenced at 2pm with Official Manager Peter Holt as Chair

#### **Elected Members Present**

- Official Manager - Peter Holt

### **1.2 Staff Members Present**

- Ian Bodill – Chief Executive Officer
- Murray Davies – Director Corporate Services
- Sagar Chand -Regional Manager Safe Houses & Youth Recreation
- Paul Hyde Kaduru – LA Coordinator
- Emmanuel Okumu – Governance Manager
- Lauren McDonnell– Acting Executive Manager
- Romeo Mutsago - CFO

### **1.3 Visitors Present**

Nil

### **1.4 Apologies**

- Brody Moore
- Gillian Molloy

### **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 March 2024



**That Council receives and notes the Minutes of the 23 February 2024 Ordinary Meeting of Council as a true and accurate record on that Meeting.**

**RESOLVED**

**Moved: Peter Holt**

**Seconded: Peter Holt**

**CARRIED UNANIMOUSLY**

*Resolved SCM-24/24*

### **3 ACTIONS FROM PREVIOUS MINUTES**

*Nil*

### **4 ADDRESSING THE MEETING**

*Nil*

### **5 OFFICIAL MANAGER'S REPORT**

*Nil*

### **6 CHIEF EXECUTIVE OFFICERS REPORTS**

*Nil*

### **7 CORPORATE SERVICES DIRECTORATE REPORTS**

*Nil*

### **8 TENNANT CREEK DIRECTORATE REPORTS**

*Nil*

### **9 COMMUNITY DEVELOPMENT DIRECTORATE REPORTS**

## **Community Development Directorate Reports**

---

Special Council Meeting 6 March 2024



## 9.1 change of position request: Zone Manager, Youth, Sport and Recreation

### MOTION

That Council receives, notes and actions this report to create the new role of Regional Youth, Sport & Recreation Coordinator, within the Safe Houses & Youth Recreation team

### RESOLVED

Moved: Peter Holt

Seconded: Peter Holt

### CARRIED UNANIMOUSLY

*Resolved SCM-24/25*

The Official Manager asked whether the funding also covers Tennant Creek Youth Centre.

Sagar Chand: this is separate to Tennant Creek Youth Centre. Current funding agreement due to end in June 2025, negotiation for new funding agreement to start soon. Funding assistance to support this new role to come from additional funds from NIAA, \$40,000 for this financial year and \$80,000 for 24/25 financial year. New role is to address the gap and allow coordination with all parties to be more effective.

## Community Development Directorate Reports

---

### 9.2 International Women's Day Celebration in Elliott

### MOTION

That Council receives and notes this report of International Women's Day celebration in Elliott on 08/03/2024

### RESOLVED

Moved: Peter Holt

Seconded: Peter Holt

### CARRIED UNANIMOUSLY

*Resolved SCM-24/26*

The Official Manager asked whether Elliott Local Authority were informed and made part of this program since its in their community.



Sagar Chand: Elliott Authority meeting was postponed so we had no way to inform them. We have coordinated with Elliott Elders and Traditional Owners for the event. Event is being presented with Department of Health, NTG, the School, the Clinic, and the Police. There will be information sessions by NT Health. Live band will be Harold Dalywaters and local Elliott band. There will be a BBQ and event will be held at Elliott playground. A report on the event will be submitted to the next Elliott Local Authority Meeting.

## 10 OPERATIONS DIRECTORATE REPORTS

### Operations Directorate Reports

---

#### 10.1 Termination of Local Authority Membership - Tennant Creek

**MOTION**

That Council accepts and endorses to revoke the membership of Deborah Cain due to absence without permission from two consecutive Tennant Creek Local Authority meetings and residing outside of the Barkly LGA.

**RESOLVED**

**Moved: Peter Holt**

**Seconded: Peter**

**CARRIED UNANIMOUSLY**

*Resolved SCM-24/27*

### Operations Directorate Reports

---

#### 10.2 Local Authority Minutes and Actions - Tennant Creek

**MOTION**

That Council;

1. Notes and accepts the minutes of the Tennant Creek Local Authority, conducted 20<sup>th</sup> February 2024.
2. Notes and accepts the Tennant Creek Local Authority Actions including;
  - a) Tennant Creek Local Authority motion to donate \$25,000 LAPF for the Barkly Region Desexing Program.
  - b) Tennant Creek Local Authority motion to allocate \$50,000 for the Tennant Creek Swimming Pool proposed upgrade.
  - c) Added motion. Notes and accepts the verbal resignation of Tennant Creek Local Authority Member, Rosemary Plummer.

Special Council Meeting 6 March 2024



**RESOLVED**

**Moved: Peter Holt**

**Seconded: Peter Holt**

**CARRIED UNANIMOUSLY**

*Resolved SCM-24/28*

Action required.

Romeo Mutsago to send a letter back to Marree Delacey – for an update to include the spending of fundings from previous years

Barkly Vet to provide for separate program for funding that Council is providing to Tennant Creek Area.

## Operations Directorate Reports

---

### 10.3 Local Authority Minutes and Actions - Ampilatwatja

**MOTION**

That Council;

1. Notes and accepts the Ampilatwatja Local Authority Minutes, conducted on 20<sup>th</sup> February 2024.
2. Notes and accepts the Ampilatwatja Local Authority Actions;
  - a) Seek quotes to install new washing machines in community laundry
  - b) Seek quotes to install fencing around laundry and ablution block
  - c) Investigate water and mitigation strategies for wild animals within community boundaries.

**RESOLVED**

**Moved: Peter Holt**

**Seconded: Peter Holt**

**CARRIED UNANIMOUSLY**

*Resolved SCM-24/29*

Action required

Colin Baker was to provide list of recommendations from LA members for Regional Plan.  
Paul Hyde Kaduru to follow up and get the list for Peter Holt.

## Finance Directorate Reports

---





### 11.1 Immediate Priority Grant 2022-23

11.1 Finance Report: Immediate Priority Grant 2022-23
<p><b>MOTION</b></p> <p>That the Council receives and notes the acquittal report for Immediate Priority Grant 2022-223 (Project Title: Animal Management Program and Vehicle Lift for Manual Handling Safety).</p> <p><b>RESOLVED</b> <b>Moved: Peter Holt</b> <b>Seconded: Peter Holt</b></p> <p style="text-align: right;"><b>CARRIED UNANIMOUSLY</b> Resolved SCM - 24/30</p> <p><i>The Official Manager asked whether animal management programs receives recurrent funding, and out of the \$150,000 received, how much was spent and what happened to the balance.</i> <i>Romeo Mutsago: Animal management program needs more funding, the grant doesn't include wages for staff.</i></p> <p>Vehicle lifts have been delivered. However, Council had to top up the money to cover other operational costs.</p>

### 12 COMMITTEE REPORTS

Nil

### 13 CORRESPONDENCE

Nil

### 14 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: -

#### 14.1 REASONS FOR CONFIDENTIALITY- CEO RECRUITMENT

*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



Special Council Meeting 6 March 2024



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.

**MOTION**

**That Council moves into Confidential Session**

**RESOLVED**

**Moved: Peter Holt**

**Seconded: Peter Holt**

**CARRIED UNANIMOUSLY**

**SCM-24/31**

*The meeting moved into confidential session at 2:40pm.*

14.2 Resumption of Meeting
<p><b>MOTION</b></p> <p>That the meeting be moved back to the public session.</p> <p><b>RESOLVED</b></p> <p><b>Moved: Peter Holt</b></p> <p><b>Seconded: Peter Holt</b></p> <p style="text-align: right;"><b>CARRIED UNANIMOUSLY</b></p> <p style="text-align: right;">Resolved SCM - 24/32</p> <p style="text-align: right;">The meeting moved back to public session at 2:50pm.</p>

**15 GENERAL BUSINESS**

Nil

**16 MEETING CLOSE**

The meeting terminated at 2:53pm.

THIS PAGE AND THE PRECEDING PAGES ARE THE MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON 06 MARCH 2024 AND ARE UNCONFIRMED.



### 3 ACTIONS FROM PREVIOUS MINUTES

#### **Actions from previous Minutes**

---

##### **3.1 Actions register.**

**Author** Emmanuel Okumu (Governance Manager)

##### **RECOMMENDATION**

That Council receives and notes the items in the action register and resolves to make any other decision in relation to the actions in the register.

##### **SUMMARY**

After every council meeting, the office of the CEO assigns council resolutions that require action to respective staff members. The action register shows the action that was required, the staff member responsible and the action taken.

##### **BACKGROUND**

Nil

##### **ORGANISATIONAL RISK ASSESSMENT**

The risk would result from non-action where the council makes a resolution, and nothing is done to implement it.

##### **BUDGET IMPLICATION**

Nil

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

The issue is some actions are marked as complete yet in the explanation on action taken, it's indicating as ongoing.

The option would be for the Council to seek for update and explanation regarding the information in the action register or make any other direction.

##### **CONSULTATION & TIMING**

Nil

##### **ATTACHMENTS:**

1. Action Register [3.1.1 - 7 pages]

# Action Register

Search Criteria

**Showing Completed Items:** No

Applied Filters

**Meeting Types:** Audit and Risk Committee, Audit and risk Committee, Ordinary Council Meeting, Purkiss Committee, Special Council Meeting

**Generated By:** Emmanuel Okumu

**Generated On:** 19/03/2024 at 6:53am

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken	Due Date	Completed (Overdue)
13/10/2023	Purkiss Committee Meeting 13 10 2023	6.1	Select Chair & Other Matters	In Progress	<p>Please action as per resolution.</p> <p>Murray to provide Clarification on DIPL Meeting Participation(all members or only chair):</p> <p>Provide updates from DIPL regarding the revised scope of works have been received to date. Ask the priority going forward to establish DIPLs scheduled priorities.</p> <p>Requested DIPL to provide clarity to Council and Committee before any further changes to the proposed scope of work.</p> <p>Follow up with Dipl on the proposed use of the Youthlinx Building and seek clarification.</p> <p>Explore additional funding options to address any shortfalls in delivery by reaching out to the Australian Sports Foundation and seeking tax deductible donations. Also consider potential interest from larger organisations like NIIA in contributing to upgrades such as scoreboards.</p>	Murray Davies	<p><b>21/02/2024 Murray Davies</b></p> <p>This is an ongoing working group regularly liaising with DIPL &amp; contractors - will remain open until the project is delivered</p>	30/01/2024	Overdue by: 49 days
07/12/2023	Ordinary Meeting of Council 07 December 2023	6.2	The Common Seal	Completed	<p>Please action</p> <p>Enter in common seal register.</p>	Faye Jennings, Lauren McDonnell	<p><b>15/03/2024 Lauren McDonnell</b></p>	15/03/2024	Overdue by: 4 days
11/01/2024	Ordinary Meeting of Council - 11 January 2024	9.1	Community Development Directorate Report	Completed	<p>Please action as per resolution.</p> <p>Director of Corporate Services to review lease renewals on all BRC leases plus ensure that all</p>	Gillian Molloy, Murray Davies	<p><b>21/02/2024 Murray Davies</b></p> <p>on going lease renewal: consultation in progress with CLC - leases due</p>	16/02/2024	Overdue by: 31 days

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignees	Action Taken	Due Date	Completed (Overdue)
					<p>insurances are current and up to date.</p> <p>Director of Community Development to provide clarity around the amount and rate of food being purchased by the community development directorate as shown in the PO list.</p>		<p>30/5/24 need to investigate whether there also renewals due northern end</p> <p><b>15/03/2024 Gillian Molloy</b></p> <p>Prior to the wet season, Comm Dev increases purchases of food and inventory due to unreliability of food deliveries.</p>		
11/01/2024	Ordinary Meeting of Council - 11 January 2024	10.1	Tennant Creek Report	Completed	<p>Please action as per resolution.</p> <p>Ryan to follow-up and provide update.</p> <p>Brody to provide update on machinery and plant acquisition.</p>	Brody Moore, Ryan Francis	<p><b>18/01/2024 Ryan Francis</b></p> <p>Have made contact with designer and awaiting conformation of meeting</p>	16/02/2024	Overdue by: 31 days
06/02/2024	Special Meeting of Council 6 February 2024	10.1	Operations Directorate Report	Not yet started	<p>Please action as per resolution.</p> <p>Council Approved the Actions below from Elliot Local Authority meeting;</p> <p>3.1 - Purchase of ATV for Elliot – To assist in the delivery of Municipal Services</p> <p>3.2 - To seek funding for a shade structure and toilet facilities at the Elliot Cemetery</p> <p>3.3 - To approve the use of BRC Projects Drone to complete aerial mapping of Elliot</p> <p>3.4 - Approve and draft correspondence to Anyinginyi Health seeking an update on the proposed Elliot Sobering Up Shelter.</p> <p>3.5 - Accepts and releases \$1000 of Elliot LA Funds to Elliot and Newcastle Waters Sport and Rec. Association for the Anzac Day Barbeque.</p> <p>Director of Operations and Remote Communities</p>	Brody Moore		15/03/2024	Overdue by: 4 days



Meeting Date	Document	Item No.	Item	Status	Action Required	Assignees	Action Taken	Due Date	Completed (Overdue)
					to write a report back to the Elliot LA on the Councils decision.				
22/02/2024	Audit & Risk Committee Meeting - 22 February 2024	6.3	Variations Under BRD	In Progress	<p>Please action as per resolution.</p> <p>Ian to provide to Audit Committee team a copy of the document signed by CEO Steve Moore and Mayor Jeffrey McLaughlin in relation to Councils commitment to the \$3M.</p> <p>write letter to Aust. Govt and NT Govt. requesting change to BRD and change to contract.</p> <p>investigate use of Buy Local – to not have to reinvent the wheel.</p> <p>CEO Authority                      Contract process review                      Write to NTG and Commonwealth advising current situation on in-kind agreements notifying them of variations to the contract                      Legal issues updates                      Ali curung                      Elliot land issue                      Procedure legal review of contracts                      Council develop policy for reviewing contracts before execution and due diligence/detailed operation report from CEO before the contract is approved.</p> <p>provide what Insurance policies BRC have in place?                      Number of current claims                      Number of incidents which could result in a claim</p>	Ian Bodill, Romeo Mutsago	<p><b>15/03/2024 Romeo Mutsago</b></p> <p>15/03/2024 Romeo MUTSAGO</p> <p>Contract was shared with ARC at 08/03/2024 meeting.</p> <p>Ongoing discussion at GT</p> <p>Ongoing exercise</p> <p>Ongoing discussions with GT members – pending Investigator’s Report</p> <p>Furnished to ARC at 08/03/2024 meeting</p> <p>Ongoing</p>	22/03/2024	

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignees	Action Taken	Due Date	Completed (Overdue)
					<p>Number of Active Worker's Compensation Claims                      Worker's Compensation Premium Percentage</p> <p>Romeo to review Grants report.</p>				
23/02/2024	Confidential Meeting of Council - 23 February 2024	15.1	Alpurrrurul am fuel supply lease	Not yet started	Please enter in common seal register.	Faye Jennings, Lauren McDonnell		24/03/2024	
23/02/2024	Confidential Meeting of Council - 23 February 2024	15.2	Common seal ratification: lease	Not yet started	Please enter in the common seal register.	Faye Jennings, Lauren McDonnell		22/03/2024	
23/02/2024	Ordinary Meeting of Council - 23 February 2024	6.1	Reviewed Vehicle Use Policy	In Progress	<p>Please action as per resolution.</p> <p>Further changes be made to the policy to include the following requirements.</p> <ul style="list-style-type: none"> <li>• Logbooks</li> <li>• Satellite phone</li> <li>• remote travel in pairs</li> <li>• pre-approval vehicle checks</li> <li>• meal breaks</li> <li>• fatigue management</li> </ul> <p>Official Manager would also like the following question answered before the policy can be approved.</p> <ul style="list-style-type: none"> <li>• Does private use include unlimited trips, could for example a staff member travel to Alice Springs every weekend to play</li> </ul>	Emmanuel Okumu, Murray Davies	<p><b>15/03/2024 Emmanuel Okumu</b></p> <p>The Official Manager raised questions around unrestricted personal use, fuel card entitlement and Full licence vs P plate CEO authorisation. Approval of the policy is pending.</p>	15/03/2024	Overdue by: 4 days

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignees	Action Taken	Due Date	Completed (Overdue)
					<p>football or go shopping at council expense? Eg a staff travelling almost daily to a pub etc.</p> <ul style="list-style-type: none"> <li>• 2.2.(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." seems to contradict 1.3 Approved Drivers which allows CEO permission.</li> <li>• 2.2 (a) 4WD training, is this in the annual budget?</li> <li>• 2.8 Are fuel cards 'tied' to a particular vehicle or to a particular person?</li> </ul>				
23/02/2024	Ordinary Meeting of Council - 23 February 2024	6.2	NT Remuneration Tribunal Report	Not yet started	<p>Please action as per resolution.</p> <p>Send a copy of the determination to each Local Authority member whose entitlements are affected.</p>	Paul Hyde Kaduru		15/03/2024	Overdue by: 4 days
23/02/2024	Ordinary Meeting of Council - 23 February 2024	8.3	HR report: Workforce Profile Report	Not yet started	<p>Please action as per resolution.</p> <p>ACTION: Director Operations/Director Corporate investigate Smart Sheet as a user friendly alternative for capturing action from meetings.</p>	Murray Davies		15/03/2024	Overdue by: 4 days
23/02/2024	Ordinary Meeting of Council - 23 February 2024	11.1	Ali Curung - LA Minutes and Action Tracker	Not yet started	<p>Please action as per resolution.</p> <p>ACTION: Director of Operations to draft correspondence for the CEO's approval.</p> <p>Draft correspondence to;</p> <ol style="list-style-type: none"> <li>a. Power and Water – Inviting them to Ali Curung to address on-going service issues.</li> <li>b. Northern Territory Government regarding the</li> </ol>	Brody Moore, Ian Bodill		15/03/2024	Overdue by: 4 days

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignees	Action Taken	Due Date	Completed (Overdue)
					<p>allocation of funds for the proposed Airstrip Project.</p> <p>c. Northern Territory Health seeking clarification on the protocol and policies for the treatment of injured community members and after-hours call-outs.</p> <p>d. Northern Territory Health to request an update on the proposal of the Renal Health Clinic in Ali Curung community.</p> <p>e. Department of the Chief Minister to advocate for reliable back-up generator and systems to address on-going power issues in community.</p>				
23/02/2024	Ordinary Meeting of Council - 23 February 2024	11.2	Plant and Machinery Report	Not yet started	<p>Please action as per resolution.</p> <p>The Director of Operations and Remote Communities to follow up and update Council on status of seeking external funding to purchase priority plant required; Excavator, Loader and Backhoe.</p>	Brody Moore		15/03/2024	Overdue by: 4 days
06/03/2024	Special Meeting of Council - 6 March 2024	9.2	International Women's Day Celebration in Elliott	Not yet started	<p>Action required.</p> <p>A report on the event be submitted to the next Elliott Local Authority Meeting.</p>	Sagar Chand		05/04/2024	
06/03/2024	Special Meeting of Council - 6 March 2024	10.3	Local Authority Minutes and Actions - Ampilatwatja	Not yet started	<p>Action required</p> <p>Colin Baker was to provide list of recommendations from LA members for Regional Plan. Paul Hyde Kaduru and Brody Boore to follow up and get the list for Peter Holt.</p>	Paul Hyde Kaduru		24/03/2024	

## 4 ADDRESSING THE MEETING

*Nil*

## 5 OFFICIAL MANAGER'S REPORT

### Official Manager's Report

---

#### 5.1 Official Manager's Report

**Author** Peter Holt (Official Manager)

#### **RECOMMENDATION**

That Council receives and notes the Official Manager's report.

#### **SUMMARY**

##### Annual Regional Plan

The most critical issue for all Local Authority meetings during March and April is to provide input to the Regional Plan 2024-25 so that when the draft is presented at the next LA meeting there is clear direction from the LA members on what they want council to deliver for their community in the next financial year.

This will allow council to develop budgets which reflect your requests and for the Council to commence the process of seeking grants to address issues outside the council's immediate capacity.

##### CEO Recruitment

With Ian Bodill's resignation as of the 28th March 2024, the council has commenced recruitment for a new Chief Executive Officer. ANSON has been selected as recruitment agency and the application process will be open for the next four weeks up to the middle of April. We have been most fortunate to gain the assistance of Jeff McLeod, CEO of MacDonnell Regional Council for over a decade, and one of the most experienced and highly respected senior executives in local government in the Northern Territory.

Mr McLeod will act as the CEO for two months up to the end of May 2024.

##### Australian Citizenship

On March 21 the BRC hosted the Australian Citizenship ceremony and welcomed 12 new Australian Citizens. For a council with many highly skilled staff coming from across the world to the Barkly it is a pleasure to welcome new residents to our community.

##### Meeting with Senators Anthony Chisholm and Malarndirri McCarthy

The Council has met recently with Senator Chisholm, the Assistant Minister for Regional Development, to discuss the Barkly Regional Deal and infrastructure needs across the region and

with Senator McCarthy on the new Remote Jobs program, in which the council is keen to be involved. The program is due to start in September 2024 and BRC has submitted a formal expression of interest.

#### PowerWater

The council has commenced regular meetings with PowerWater to ensure improved collaboration across the Barkly. Some of the issues raised included the replacement of streetlights in Tennant Creek, emergency power in Ali Curung (where a 3-day power failure meant the community did not have running water), the failure of Smart Meters, issues raised by the Elliott LA including the quality of drinking water, and the possibility of a solar power project at Juno.

#### Completion of the Investigator's Report

The report on the Investigation of the Barkly Regional Council by Ruth Morley has now been presented to the Minister for Local Government, the Hon. Chaney Paech. The report was completed on time and went to the Minister on 12 March.

#### Local Authority vacancies

The departure of one member and resignation of another has created two vacancies in the Tennant Creek Local Authority and there has been a call for nominations.

#### **ATTACHMENTS:**

Nil

## 6 CHIEF EXECUTIVE OFFICERS REPORTS

### Chief Executive Officers Reports

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#### 6.1 The CEO's Report

**Author** Ian Bodill (Chief Executive Officer)

#### **RECOMMENDATION**

That Council receives and notes the CEO Report.

#### **SUMMARY**

The CEO provides the Council with a report of activities since last OCM. The Official Manager is requested to receive and note the report.

#### **BACKGROUND**

##### **JUNO**

Barkly Regional Council owns the land called Juno (Lot Description 1918).

Currently leased to the Northern Territory Government, represented by its agency the Department of Education.

Lease commencement date 25 September 2017

Lease Expiring 31 December 2027

It was brought to council's attention recently that the Department of Territory and Families has moved into Juno, where it proposes to utilise the premises as an interim facility until the completion of the Tennant Creek Youth Justice Accommodation Facility scheduled for completion in July 2024.

There has been no collaboration with Barkly Regional Council regarding this matter.

Annexure B of the lease (Terms and Conditions), section 4.1 states that there is to be no assignment of lease or subletting.

The CEO requested a briefing on Wednesday 13th March and representatives from Territories and Families provided a briefing to the Official Manager and the CEO.

The Official Manager and CEO communicated their support for the programme but advised that they were not happy with the lack of collaboration and discussion.

A copy of the presentation has been provided to council by the General Manager of the Youth Justice Division.



## **Occupational Health and Safety**

KPIs for BRC WHS 01 July 2023 to 30 June 2024

GOAL, TARGET DATE, EXPECTED OUTCOME

WHS Management Plan 2024 - 2025, 31 March 2024, ✓

100% Basic Staff Inductions, 30 April 2024, ✓

WHS Management System implemented, Commenced, To be completed by 30 June 2024

WHS Training Schedule 2024 – 2025, Commenced, To be completed by 30 June 2024

## **WHS Management Plan (WHSMP)**

Final details of the Work Health and Safety Management are nearing completion.

Given we are approaching the draft planning stage of the 2024 – 2025 Annual Regional Plan it is intended to frame the WHSMP as an element of that document however as soon as items are ready to implement, they will be actioned at the earliest opportunity.

The SafetyHub license has been re-activated and provides a suite of training videos for most if not all activities currently undertaken by BRC.

Access to communities should be possible in the next few weeks and remote delivery of basic induction sessions and skills gap analysis will be enacted.

## **Traffic Management and 2024 International Women's Day**

This event was successfully held but highlighted the organisation's vulnerability in being responsible for event management facilitation of this nature.

The BRC team were found to be considerably under resourced and not prepared for the compliance requirements of managing this type of activity in light of regulation changes introduced in the 3rd quarter of 2023 regarding the Northern Territory's (NT) transition to the National Training Framework Temporary Traffic Management (NTFTTM) framework.

The BRC has only 1 qualified operator and despite considerable planning and consultation we still did not meet the required standard of service delivery on the day.

This will be a high priority training / development agenda item in preparation for ANZAC Day Thursday 25 April 2024.

## **Remote Area Group**

The Remote Area Group (RAG) have been engaged to undertake a list of tasks on Barkly Regional Council's behalf in the following communities:

Alpurrurulam - Elliott - Canteen Creek - Epenarra (Wutunugurra) - Ali Curung - Ampilatwatja

Utopia (Arparra)

Feedback so far suggests there is considerable enthusiasm for the RAG service as some regular compliance items have not been addressed for more than 12 months i.e. test & tag, fire extinguishers and smoke alarms.

First aid kits are also reported to be in need of restocking in the majority of scheduled visit communities.

The RAG group are able to deliver First Aid Training however it is likely that this will need to be scoped on the first leg of their southern tour and if numbers are sufficient, may be deliverable on the return leg in late April.

### **Governance and Compliance Report.**

#### **Minutes on website**

Records show that confirmed minutes have not been posted on the council website since 2018. The Governance officer has been working to resolve this issue.

The process is about 70% complete. It is important to note that the process only includes minutes from around July 2023 onwards and not anything before.

#### **Action Register**

The action register was a huge challenge previously. Nearing completion, the register now shows the action required, Staff assigned, and action taken.

Reminders are being sent to respective staff members, asking them to take action. Before the following meeting, the CEO is informed of which items are still pending so he can follow up with the respective departments/directors.

### **Regional Plan 2024/2025**

The Regional Plan is on track for the completion of the first draft by the end of March.

Each LA meeting has included in the agenda, the opportunity to provide input for inclusion in the annual Regional Plan for 24/25.

### **ATTACHMENTS:**

Nil

## Chief Executive Officers Reports

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### 6.2 Petition by concerned residents.

**Author** Emmanuel Okumu (Governance Manager)

#### **RECOMMENDATION**

That Council

- A. Receives and notes the petition from the concerned residents. (Copy is attached).
- B. Resolves to make any other direction

#### **SUMMARY**

On 13 March 2024, the office of the CEO received a petition from concerned residents regarding Streetlighting on Kargaru Town Camp Road. The CEO replied and acknowledged the receipt of the petition. The Official Manager is requested to receive and note the petition.

#### **ATTACHMENTS:**

1. Petition from Concerned Residents 13.03.24 (002)22 [6.2.1 - 9 pages]
2. TC LA [6.2.2 - 2 pages]



13<sup>th</sup> of March 2024

Concerned Residents  
C/O PO BOX 935  
Tennant Creek NT 0861

To Concerned Residents,

Your petition has been received and this letter is to acknowledge the receipt of the paperwork.

We understand that the lack of lighting is a dangerous situation and Barkly Regional Council is looking into rectifying the problem. The other concerns that you have raised with the petition will also be discussed.

Barkly Regional Council thanks you for raising the issue as concerned citizens.

Yours Sincerely,



Ian Bodill  
Chief Executive Officer  
Barkly Regional Council  
13/03/2024

Barkly Regional Council  
41 Peko Road  
Tennant Creek NT 0860

PO Box 821  
Tennant Creek NT 0861

T: 08 8962 0000  
E: [reception@barkly.nt.gov.au](mailto:reception@barkly.nt.gov.au)  
[www.barkly.nt.gov.au](http://www.barkly.nt.gov.au)

Received 13/03/24

Concerned Residents  
 C/- PO Box 935  
 Tennant Creek NT 0860  
 07/03/2024

Dear Barkly Regional Council,

**Re: Streetlighting on Kargaru Town Camp Road**

Last night a lady walking to Kargaru Town Camp and was hit by a car, and now she is in ICU.  
 We need streetlights because cars can't see who is walking.

And footpath as well, because there is water on the side.

And make the road wider, cut the bush, speed humps,  
 make the road straighter.

Yours sincerely,

Name	Address
KARINA PRICE nee'	TENNANT CREEK
Sabina Hatches	Tennant Creek
CYNTHIA LAUDER	TENNANT CREEK
Maffiad Walker	Tennant creek
TAHLIA JACKSON	Tennant Creek
LEANNIE NELSON	TENNANT CREEK
Emily Bennie	Tennant Creek
Cherie Lott	Canteen Creek
Wandy Blue	Canteen Creek
Cherie Lott	Canteen Creek
Phillip Peterson	
Aileen Ward	Tennant Creek
Danielle Limerick	Tennant Creek

p1 of 7

Re: Streetlighting on Kargaru Town Camp Road

Name	Address
Maryanne Corbett	8 Boag Court T/CRK
LACHLAN CAREW	8 BOAG T/CREEK
MAGGAS chungaloo	8 Sheilite Cres .TC
Boyd Simpson	27 Whippet St - widening the road
Barry Driver	<del>3/10</del> 3/108 Stanton St.
STANLEY CLUB	10-Bornite-St
Trephing Beasley	10-Bornite-st
Maria-Beasley	10-Bornite-ST
Amos-Teague	3-Blackmore-ST
DANNIEN PETERSON	4/11 Blackmore st TC
Michelle Beasley	4 Bornite St TC
Leanne	18 Keana TC
RALPH Campbell	13 village TC
Michael Nappa	H6 Dump Camp TC
Rex Morrison	18 Ford crescent
Chris Noonan	
LENNIE BEASLEY	Epanarra
Alma Nelson	Ngunarrimini
Phyllis Murphy	Mungkarra
Breisle DEMPSEY	11 Kargaru TC
Olive Weston	7 village Camp
Anna Weston	7 village camp

12 of 7



Re: Streetlighting on Kargaru Town Camp Road

Name	Address
Kaylene Small	Al Curung
Joyleen Robertson	Ali Curung
Jeantha Brodie	10815 Stantons ST Tennant Creek
Jodie Newcastle	Tennant Creek 2/T Blackmori
Savanna Dixon	10 Ford Kres TC
Kristin Limerick	Tennant creek
PETER OVERS	TC BOAG CRT.
Chris Kidd	TC 6 VILLAGE
Zedric Dickenson	Tennant Creek WUPPAH5
Rochelle Demsey	18 scheelite street TC
Lucinda Dobbis	8 Boag CRT TC
Ainsley Corbett	8 Boag Court TC
Sabella Brown	8 Boag Court TC
Rachael Camphos	14 Mulga TC
Roy FRANK	27 Myers St TC
Fenella Haines	Tennant Creek bush
Brett Hayches	car park Blackmore TC Camp
Cheryl Kelly	- Boag CRT TC
Gilbert Ross	- 8/ <del>Blair</del> Haddock ST TC 1/10 Has
Freddie Allen	Stantons ST TC
RONALD MURPHY	IRON STONE UNIT 19 TC
Merlin Newcastle	Dump Camp H.8 TC

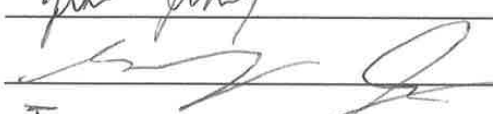
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Re: Streetlighting on Kargaru Town Camp Road

Name	Address
Alba Brockie	31 Hollis St TC
ADAM VIBAU	53 HASBROCK ST (TENNANT CREEK)
Ramola Peterson	T/Creek house 7 Kargaru
Annette Peterson	10 Martin Court TC
Gerry Price	Stirling
TONY CUTTA	1/6 Blackmore St TC
Vicky Martin	Al - Curva
Elliott Jenkins	45 Ambrose Street TC
Ashley Alum	4 Staunton St TC
Levon Dawson	3 village Camp TC
Bronwyn Rankine	7 Staunton Street TC
Wesley Cutta	1/6 Blackmore rd TC
Tim Hooker	Gumtree 69 TC
Justine Noonan	12 Bornte TC
Sherelle Noonan	H6 Mulga Camp TC
Davis Jungari	H6 TINKARLI camp TC
Heroy Carlott	8 Peach Cot TC
Nelson Casson	13 plain Street TC
Gwendolyn Casson	33 Weaber Rd
OWEN MICK	Mulga 26 TC
REBECCA CAREW	
Katrina Brown	20 Peko Road unit 8. T. Creek

## Re: Streetlighting on Kargaru Town Camp Road

Name	Address
Ben Whippy	18 Meyers St TC
Saifosi Kasele	18 Meyers St. TC
ADRIAN LOVEGROVE	1 MULGA TC
LEEANNE Tilmouth	1 Mulga TC
John John	1 Kargaru TC
	24 Wypas TC
Jocelyn Noonan	8 Scheelite TC
Sharmarhiah Noonan	12 Mulga TC
Shona Noonan	12 Mulga TC
LORNA CORBETT	Canteen Creek
WAYLIN MITCH	Canteen Creek
Melinda Flash	Ali-Curung
Edwina Williams	Ali-Curung
KRISTA PRICE	<del>Atara</del>
EARL FOSTER	ELLIOTT
Madeline Henderson	10 Casey St
Peter Foster	17 Tingkarli
DUANE FOSTER	9 TINGKARLI
ETHAN COOPER	Tennant Creek 46 Haddock
Jim Ladd	4A Kargaru (Tin Shed)
Nadia Percy	House 13 Kargaru
DOUGLAS FOSTER	KIRKLEY CAM

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Re: Streetlighting on Kargaru Town Camp Road

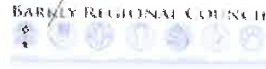
Name	Address
Andar Walk	4/105 Pink rd
Leslie Thompson	1 Kargaru TC
Stan Stokes	
SARAH DRIVER	3 Blackmore Rd TC
Jennifer Camphoo	4 Karguru TC
Neil T-P	- 11 Wolseley st TC
Carl Mohrholz	- 10/82 Schmidt St T.C.
BRUCE NELSON	4 GRAY CT T.C.
Jeremi, which whif Ambrose	109
Jordan Vartoo	Wairstcoat 3 Linnide st CT
Tray James	
GEORGE PHILOMAC	Canteen Creek
SHIRLEY O'KEEFE	1/6 BLACKMORE TC
TAM TANTOUA <del>TENNANT</del> CORBETT	TENNANT CREEK
Bobby Tracker	25 Mulga Camp TC
Cliff Wairstcoat	H1 Tingkarli Camp TC
Steven Thompson	3/11 BLACKMORE TC
Lisa DUGGIE	1 Tingkarli TC
Reanna Butler	23 Hollis TC
Tamara Andrews	39 Weaver rd TC
Whitney Roe	- Tennant Creek
Collene Bremner	Darwin - but family live here

Name	Address
Linda Chapman	Tennant Creek NT
Sarvika Mishra	Tennant Creek NT
Bonnie Campbell	5 Village TC
SALLY CORBETT	8 Borg Cr TC
JUNE DAWSON	102 Staunton St. TC
Deb Hartman	1717 Blain St, T.C.
Miriam Frank	2/14 Griggs St, T/C
Rym Geey	40 Knicker Street -
Ronalda Walker	1 Gray Court
Deja Wortley	4 Ford Cres
Elizabeth Brewer	Tennant Creek
Penelope Wicks	Tennant C.
ANGELINE TENNYSON	7/47 Haddock St TC
Christine Beasley	2 Bornite Street
Elizabeth Anderson	4 Schielite
Melalan	24 Paterson Street
Bernie Crane	810 Stuart Highway
Rebecca Beasley	4 bornite street
Jammy Betts	TCH - N Quaters.
Veronica Smith	5/23 Lecharoff St.
Bromwyn Smith	5/23 Lecharoff St
Andoni Alberdi	20 Noble St
LISA BARNES	61 Ambrose St.





MINUTES Tennant Creek LA Meeting 6 February 2024



## 8 GENERAL BUSINESS

### General Business

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#### 8.1 Installation of Murals

##### **RECOMMENDATION**

That the Local Authority note the update on the Mural project.

##### **MOTION**

That the Local Authority accepts the update on the Mural project.

##### **RESOLVED**

**Moved: LA Member Dianne Stokes**

**Seconded: LA Member Nathan Mills**

##### **CARRIED UNANIMOUSLY**

*Resolved TCLA-24/53*

- Anthony Pickel provided updates on the mural project. Power and Water have funding for this project and are working on this. TCLA have moved to close this item.

### General Business

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#### 8.2 CEO Report (Karguru Road)

##### **RECOMMENDATION**

That the Local Authority receive and note open Action Item TCLA-23/35.

##### **MOTION**

That the Local Authority notes and accepts open Action Item TCLA-23/35.

##### **RESOLVED**

**Moved: LA Member Anthony Pickel**

**Seconded: LA Member Greg Marlow**

##### **CARRIED UNANIMOUSLY**

*Resolved TCLA-24/54*

- Update from BRC - lights for Karguru Road have been funded and the installation process is ongoing. BRC to work on this in conjunction with an assessment of the black spots around Tennant Creek.
- Anthony Pickel notes that the current lighting around Tennant Creek meets the Australian Standards. New lights would have to be funded by the council.
- Item to be closed.

## General Business

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### 8.3 Footpath Project

#### **RECOMMENDATION**

That the Local Authority receive and note open Action Item TCLA-23/35.

#### **MOTION**

That the Local Authority notes and accepts open Action Item TCLA-23/35.

#### **RESOLVED**

**Moved: LA Member Len Holbrok**

**Seconded: LA Member Penelope Cowin**

#### **CARRIED UNANIMOUSLY**

*Resolved TCLA-24/55*

- Footpath project to be placed in the Regional Plan for Barkly Regional Council.
- Ruth Morley asked if the Regional Plan has been approved or if TCLA has seen a draft.
- Peter Holt notes that the consultation with TCLA and other LA's is being improved upon and they will have a chance to discuss the structure of the Regional Plan regarding the community's involvement.
- Planned first draft to be completed around mid-March.
- Darrin Whatley to discuss with Peter Holt, about ideas for the Regional Plan.
- Len Holbrok is a strong advocate for footpath improvement along Paterson Street. The path around the butcher's shop is a particular problem area with overgrown trees.
- Peter Holt has suggested a black-spot project to look at what is dangerous and fix the issues. Ryan Francis to assess the footpaths around Tennant Creek.
- Sharen Lake made note that DIPL maintain the footpaths along Paterson Street.
- Darrin Whatley mentions that the upgrade along Paterson Street is under DIPL purview, and no update has been provided to the TCLA.
- Ian Bodill suggested that a request be sent to DIPL to present it at the next TCLA meeting.
- New motion: TCLA to send a request to DIPL for a presentation at the next meeting about the Streetscape upgrade along Paterson Street, with more details about the footpaths.

## Chief Executive Officers Reports

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### 6.3 Ratification of Common Seal

**Author** Emmanuel Okumu (Governance Manager)

#### **RECOMMENDATION**

That Council resolves to ratify the execution of the documents retrospectively under the Council's Common Seal

#### **SUMMARY**

Under section 38 of the Local Government Act 2019, affixing the common seal to a document must be authorized or ratified by resolution of the Council. It must be signed by the CEO and at least one elected member.

#### **ATTACHMENTS:**

1. 2491 001 CS [6.3.1 - 12 pages]





**Australian Government**  
**National Indigenous Australians Agency**

**DEED OF VARIATION TO  
PROJECT AGREEMENT(S)**

between

**the Commonwealth of Australia as represented by the National Indigenous  
Australians Agency (ABN 30 429 895 164)**

AND

**Barkly Regional Council (ABN 32 171 281 456)**

Head Agreement reference number (system ID)	4-5OQC7B1
Project Schedule reference number(s) (system ID)	4-GSO3S9X 4-HYH5951 4-G3VOHJ1 4-H28H9O1
Provider reference number (system ID)	1-1HYJ79

Version: 22 August 2023

## DEED OF VARIATION

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### Parties

This Deed is made between and binds the following Parties:

**Commonwealth of Australia** as represented by the National Indigenous Australians Agency ABN 30 429 895 164 (**the Commonwealth**)

and

**Barkly Regional Council** ABN 32 171 281 456 41 Peko Road, TENNANT CREEK, NT, 0860 (**the Provider**)

### Context

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- A. The Parties entered into a Head Agreement for Indigenous Grants dated 23 July 2021 (**Head Agreement**).
- B. The Parties entered into one or more Project Schedule(s) (**the Project Schedule(s)**).
- C. The Head Agreement and each Project Schedule listed in the table at Annexure 1 to this Deed create a separate Project Agreement (**the Project Agreement(s)**).
- D. The Parties agree to amend the Project Agreement(s) as set out in this Deed. Specifically:
  - (a) the Head Agreement will be varied to include new clauses that will:
    - (i) allow the Commonwealth to issue notices of change to vary the Project Agreements(s) for minor and administrative changes; and
    - (ii) allow the parties to execute Project Schedules in counterpart.
  - (b) the Project Schedule(s) specified in Annexure 1 to this Deed will be varied to:
    - (i) make indexation payment/s to the Provider.

---

**IT IS AGREED as follows:**

**1. Interpretation**

- 1.1. Unless the contrary intention appears, words used in this Deed have the same meaning as in the Project Agreement(s).

**2. Commencement and Effective Date**

- 2.1. This Deed commences on the date the last Party executes this Deed.
- 2.2. This Deed takes effect from the date the last Party executes this Deed (**the Effective Date**).

**3. Variation of the Project Agreement(s)**

- 3.1. On and from the Effective Date, the Project Agreement(s) are varied in accordance with **Annexure 1** to this Deed.
- 3.2. The only variations are those set out in this Deed. In all other respects, the Project Agreement(s) remain unamended.

**4. Inconsistency**

- 4.1. If there is any conflict between the Project Agreement(s) and this Deed the terms of this Deed prevail to the extent of that inconsistency.

**5. Further Acts**

- 5.1. Each Party must promptly execute all documents and do all things that the other Party from time to time reasonably requests to give effect to this Deed and all transactions incidental to it.

**6. Costs**

- 6.1. Each Party must pay its own costs in relation to finalising and executing this Deed and in relation to effecting any other document or thing required to give effect to this Deed.

**7. Applicable law**

- 7.1. This Deed is to be construed in accordance with, and governed by, the laws of the Australian Capital Territory.

**8. Counterparts**

- 8.1. This Deed may be executed in any number of counterparts. All counterparts, taken together, constitute one instrument. A Party may execute this Deed by signing any counterpart.

**Annexure 1**

1.1 In relation to the **Head Agreement**, insert the following **new clauses**:

**135A.** *The Commonwealth may, by notice, advise the Provider of changes to a Project Agreement that are minor or of an administrative nature, such as a change of contact details, payment of indexation amounts or a change of a reporting date, provided that any such changes do not increase the Provider's obligations under the Project Agreement. Such changes, while legally binding, are not variations for the purpose of clause 139 of this Head Agreement.*

*The Provider agrees that any additional payment amount paid under a notice:*

- (a) forms part of the Grant under the relevant Project Agreement; and*
- (b) must only be spent in accordance with the relevant Project Agreement; and*
- (c) must be acquitted in accordance with the relevant Project Agreement.*

**142A. Counterparts**

*This Head Agreement, and any Project Schedules entered into between the parties in accordance with the terms and conditions of this Head Agreement, may be executed in any number of counterparts. All counterparts, taken together, constitute one instrument. A party may execute this Head Agreement, and any Project Schedules as the case may be, by signing any counterpart.*

1.2 In relation to the **Project Schedule ID 4-GSO3S9X – Barkly Aboriginal Alliance** dated 10 March 2022 delete the table at item 8.2 (Grant payments) and replace with the following table, which contains all amendments in tracked changes.

<b>Anticipated date</b>	<b>Description of event, outcome or performance target</b>	<b>Amount (excl GST)</b>	<b>SACS (if applicable)</b>	<b>GST</b>	<b>Total (incl GST)</b>
<b>25 March 2022</b>	Within 20 business days of the execution of this Project Agreement	\$147,291.67	\$0.00	\$0.00	\$147,291.67 Paid
<b>29 July 2022</b>	Submission of satisfactory Performance report by the Provider and the Commonwealth being	\$126,250.00	\$0.00	\$0.00	\$126,250.00 Paid

	satisfied with the Providers performance				
<b>30 January 2023</b>	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance	\$126,250.00	\$0.00	\$0.00	\$126,250.00 Paid
<b>28 July 2023</b>	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance	\$126,250.00	\$0.00	\$0.00	\$126,250.00 Paid
<b>29 January 2024</b>	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance	<del>\$126,250.00</del> \$108,277.84  (Offset of \$17,972.16)	\$0.00	\$0.00	<del>\$126,250.00</del>  \$108,277.84
<b>On execution</b>	Annual indexation payment	\$7,575.00	\$0.00	\$0.00	\$7,575.00
<b>29 July 2024</b>	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance	<del>\$126,250.00</del> \$130,037.50	\$0.00	\$0.00	<del>\$126,250.00</del> \$130,037.50
<b>29 January 2025</b>	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance	<del>\$126,250.00</del> \$130,037.50	\$0.00	\$0.00	<del>\$126,250.00</del> \$130,037.50
<b>Total Grant payable:</b>		<del>\$904,791.67</del> \$901,969.51	\$0.00	\$0.00	<del>\$904,791.67</del> \$919,941.67

- 1.3 In relation to the **Project Schedule** ID 4-HYH5951 – Outside School Hours Care Programme dated 6 March 2023 delete the table at item 8.2 (Grant payments) and replace with the following table, which contains all amendments in tracked changes.

<b>Anticipated date</b>	<b>Description of event, outcome or performance target</b>	<b>Amount (excl GST)</b>	<b>SACS (if applicable)</b>	<b>GST</b>	<b>Total (incl GST)</b>
<b>21 January 2023</b>	Payment within 20 days of the execution of the Project Agreement or the Project Start Date, whichever is later	\$238,014.00	\$0.00	\$0.00	\$238,014.00 Paid
<b>30 May 2023</b>	Additional Funding Payment (EC23-000232)	\$6,500.00	\$0.00	\$0.00	\$6,500.00 Paid
<b>31 July 2023</b>	Payment upon submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance	\$244,514.00	\$0.00	\$0.00	\$244,514.00 Paid
<b>05 November 2023</b>	2023-24 LGE Supplementary Payment. Payment on execution of Deed of Variation 2	\$35,702.10	\$0.00	\$0.00	\$35,702.10 Paid
<b>On execution</b>	Annual Indexation Payment	\$14,670.84	\$0.00	\$0.00	\$14,670.84
<b>31 January 2024</b>	Payment upon submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance	\$244,514.00	\$0.00	\$0.00	\$244,514.00

<b>31 July 2024</b>	Payment upon submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance	<del>\$244,514.00</del> \$251,849.42	\$0.00	\$0.00	<del>\$244,514.00</del> \$251,849.42
<b>Total Grant payable:</b>		<del>\$1,013,758.10</del> \$1,035,764.36	\$0.00	\$0.00	<del>\$1,013,758.10</del> \$1,035,764.36

1.4 In relation to the **Project Schedule** ID 4-G3VOHJ1 – Youth, Sports and Recreation dated 23 July 2021 delete the table at item 8.2 (Grant payments) and replace with the following table, which contains all amendments in tracked changes.

<b>Anticipated date</b>	<b>Description of event, outcome or performance target</b>	<b>Amount (excl GST)</b>	<b>SACS (if applicable)</b>	<b>GST</b>	<b>Total (incl GST)</b>
<b>30 July 2021</b>	Payment on Execution of Project Schedule	\$459,814.00	\$0.00	\$0.00	\$459,814.00 Paid
<b>31 January 2022</b>	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$459,814.00	\$0.00	\$0.00	\$459,814.00 Paid
<b>30 July 2022</b>	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$459,814.00	\$0.00	\$0.00	\$459,814.00 Paid
<b>30 January 2023</b>	Submission of satisfactory Performance report	\$459,814.00	\$0.00	\$0.00	\$459,814.00 Paid

	by the Provider and the Commonwealth being satisfied with the Providers performance.				
<b>30 July 2023</b>	Payment within 20 days of the execution of the Deed of Variation, or the Project Start Date, whichever is later.	\$480,814.00	\$0.00	\$0.00	\$480,814.00 Paid
<b>20 September 2023</b>	2023-24 LGE Supplementary Payment. Payment on execution of Deed Of Variation 2	\$68,972.10	\$0.00	\$0.00	\$68,972.10 Paid
<b>31 January 2024</b>	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$520,814.00	\$0.00	\$0.00	\$520,814.00
<b>On Execution</b>	Annual Indexation Payment	\$28,848.84	\$0	\$0	\$28,848.84
<b>30 July 2024</b>	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$520,814.00 \$535,238.42	\$0.00	\$0.00	\$520,814.00 \$535,238.42
<b>30 January 2025</b>	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$520,814.00 \$535,238.42	\$0.00	\$0.00	\$520,814.00 \$535,238.42



<b>Total Grant payable:</b>		<del>\$3,951,484.10</del> \$4,009,181.78	\$0.00	\$0.00	<del>\$3,951,484.10</del> \$4,009,181.78
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1.5 In relation to the **Project Schedule ID 4-H28H9O1 – Night Patrol Programme** dated 28 September 2022 delete the table at item 8.2 (Grant payments) and replace with the following table, which contains all amendments in tracked changes.

<b>Anticipated date</b>	<b>Description of event, outcome or performance target</b>	<b>Amount (excl GST)</b>	<b>SACS (if applicable)</b>	<b>GST</b>	<b>Total (incl GST)</b>
<b>17 July 2022</b>	Payment within 20 days of the execution of the Project Agreement	\$1,209,495.50	\$0.00	\$0.00	\$1,209,495.50 Paid
<b>31 January 2023</b>	Payment upon submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance	\$1,209,495.50	\$0.00	\$0.00	\$1,209,495.50 Paid
<b>31 July 2023</b>	Payment within 20 days of the execution of the Deed of Variation, or the Project Start Date, whichever is later.	\$1,209,495.50	\$0.00	\$0.00	\$1,209,495.50 Paid
<b>25 October 2023</b>	2023-24 LGE Supplementary Payment . Payment on execution of Deed of Variation 2	\$181,424.33	\$0.00	\$0.00	\$181,424.33 Paid
<b>31 January 2024</b>	Payment upon submission of satisfactory Performance Report by the Provider and the Commonwealth	\$1,209,495.50	\$0.00	\$0.00	\$1,209,495.50 Paid

	being satisfied with the Providers performance				
<b>On Execution</b>	Annual Indexation Payment	\$72,569.73	\$0	\$0	\$72,569.73
<b>31 July 2024</b>	Payment upon submission of satisfactory Performance Report by the Provider and the Commonwealth being satisfied with the Providers performance	<del>\$1,209,495.50</del> \$1,245,780.36	\$0.00	\$0.00	<del>\$1,209,495.50</del> \$1,245,780.36
<b>31 January 2025</b>	Payment upon submission of satisfactory Performance Report by the Provider and the Commonwealth being satisfied with the Providers performance	<del>\$1,209,495.50</del> \$1,245,780.37	\$0.00	\$0.00	<del>\$1,209,495.50</del> \$1,245,780.37
<b>Total Grant payable:</b>		<b>\$7,438,397.33</b> <b>\$7,583,536.79</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$7,438,397.33</b> <b>\$7,583,536.79</b>

**Executed by the parties as a deed**

**Commonwealth:**

**SIGNED, sealed and delivered for and on behalf of the Commonwealth of Australia as represented by the National Indigenous Australians Agency (ABN 30 429 895 164) by its duly authorised delegate:**

\_\_\_\_\_  
(Name of Commonwealth Representative)

\_\_\_\_\_  
(Signature of Commonwealth Representative)

\_\_\_\_\_  
(Position of Commonwealth Representative)

*[Handwritten signature]*

\_\_\_\_\_  
(Name of Witness in full)

\_\_\_\_\_  
(Signature of Witness)

**Provider:**

**SIGNED, sealed and delivered for and on behalf of (Barkly Regional Council) (ABN 32 171 281 456) in accordance with its rules:**



*[Handwritten signature: Ian Bogill]*  
\_\_\_\_\_  
(Name and position held by Signatory)

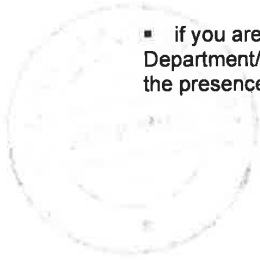
\_\_\_\_\_  
(Signature) *13/3/2024*

*[Handwritten signature: Romeo Murtaza]*  
\_\_\_\_\_  
(Name and position held by second Signatory /  
Name of Witness)

*[Handwritten signature]*  
\_\_\_\_\_  
(Signature of second Signatory / Witness) *13/3/2024*

Notes about the signature block:

- if you are an **incorporated association**, the signatories can be any two members of the governing committee of the Association or a member of the governing committee and the Public Officer. Alternatively, the Grant Agreement could be executed using the Common Seal. Associations incorporated in the **Northern Territory** must affix their **Common Seal** unless the Rules of the Association authorise a person to enter into legally binding documents.
- if you are a **company**, generally two signatories are required – the signatories can be two Directors or a Director and the Company Secretary. Affix your **Company Seal**, if required by your Constitution.
- if you are a **company with a sole Director/Secretary**, the Director/Secretary is required to be the signatory in the presence of a witness. Affix your **Company Seal**, if required by your Constitution.
- if you are a **partnership**, a partner must be a signatory in the presence of a witness.
- if you are an **individual**, you must sign in the presence of a witness.
- if you are a **university**, the signatory can be an officer authorised by the legislation creating the university to enter into legally binding documents. A witness to the signature is required.
- if you are a **State or Territory Government**, the delegate must sign for the State/Territory Department/Agency acting on behalf of the State or Territory Government. The delegate must sign in the presence of a witness.



## Chief Executive Officers Reports

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### 6.4 Work Health & Safety Policy

**Author** Barry Natrass (WHS Manager)

#### **RECOMMENDATION**

That Council

1. Receives and notes the reviewed Barkly Regional Council Work Health & Safety Policy; or
2. Recommends other changes to the policy.

#### **SUMMARY**

BRC WHS policy was overdue for review. The policy has been reviewed to better manage the risk exposure to the Council, its workers, and others. The Official Manager is requested to note the reviewed policy or recommend further changes to the policy.

#### **ATTACHMENTS:**

1. Workplace Health and Safety Policy 2024 to 2026 [6.4.1 - 4 pages]



## POLICY

<b>TITLE:</b>	Workplace Health and Safety Policy		
<b>DIRECTORATE:</b>	CEO		
<b>ADOPTED BY:</b>	Barkly Regional Council		
<b>DATE OF ADOPTION:</b>	27 March 2024	<b>DATE OF REVIEW:</b>	27 March 2026
<b>POLICY NUMBER:</b>	HR25		
<b>LEGISLATIVE REF:</b>	<ul style="list-style-type: none"> <li>• <a href="#">Work Health and Safety Act 2011</a></li> <li>• <a href="#">Work Health and Safety Regulations 2011</a></li> <li>• <a href="#">Return to Work Act 1986</a></li> <li>• <a href="#">Return to Work Regulations 1986</a></li> </ul>		

### 1. INTRODUCTION

#### 1.1. Purpose

The purpose of the Workplace Health and Safety Policy is to demonstrate the Barkly Regional Council's commitment to providing a safe, supportive, protective, and healthy working environment for our employees, contractors, volunteers, and visitors to the workplace.

#### 1.2. Scope

The Barkly Regional Council is dedicated to removing risks to the health, safety and welfare of all workers, contractors, volunteers, and authorised visitors who may be affected by our operations.

Workplace Health and Safety is considered by management to be an integral and vital part of the successful performance of any job.

#### 1.3. Policy Objectives

This policy sets out the responsibilities of the Barkly Regional Council and its stakeholders with the aim that together we can maintain a safe and productive work environment.

We believe that with this cooperation:

- all injuries will be minimised or prevented
- identify and evaluate existing hazards and implement suitable control measures to prevent injury or illness
- we will create the culture of Safety First, Work Second

- everybody will be responsible for their own health and safety and the health and the safety of others in the workplace
- working safely will be a condition of employment

#### **1.4. Management Responsibilities**

The promotion and maintenance of workplace health and safety is primarily the responsibility of management.

Management at all levels is required to contribute to the health and safety of all persons in the workplace.

To this end, it is the responsibility of management to develop, implement and keep under review, in consultation with its workers, the organisation's WHS Programs.

#### **1.5. Specific Responsibilities**

##### **1.5.1. Officers**

Officers are responsible for ensuring that this organisation meets its obligations under Work Health and Safety Legislation by using all due diligence to understand the nature of the work and associated hazards and ensuring that appropriate resources are allocated to control any identified risk.

##### **1.5.2. Senior management**

Each manager is required to ensure that this policy and any WHS Programs are developed and effectively implemented in their areas of control, and to support supervisors and hold them accountable for their specific responsibilities.

##### **1.5.3. Managers and supervisors**

Each front-line supervisor is responsible, and will be held accountable, for taking all practical measures to ensure that:

- WHS Programs are complied with in their areas of control
- Workers are supervised and trained to meet their requirements under these programs
- WHS risks are identified, and control measures implemented
- Workers are consulted on issues which affect their health and safety and any concerns they may have adequately addressed in a timely manner and/or are referred to management.

##### **1.5.4. Workers**

All workers including volunteers, agency staff and contractors are required to cooperate with the WHS Policy and Programs to ensure their own health and safety and the health and safety of others in the workplace.



All workers will receive induction training and task specific training where appropriate. All workers are expected to comply with all policies and procedures and any reasonable instructions from managers.

These requirements will be written into contractor and agency contracts.

#### **1.5.5. Clients and visitors**

All clients and visitors in our workplaces (including the client's home and community environments) have a responsibility to ensure that their actions or failure to act does not put themselves or our workers at risk and to follow any reasonable instructions that we may give including providing all relevant information and allowing for relevant risk assessments to be undertaken.

## **2. POLICY STATEMENT**

Barkly Regional Council and its senior Management Team are committed to ensuring the health and safety of our workers and others affected by our operations.

To implement this policy, a program of activities and procedures will be set up, carried out, modified and / or updated when and where appropriate.

These programs will relate to all aspects of Workplace Health and Safety including:

- Workplace consultation and participation
- Establishing a WHS framework for setting objectives
- Workplace Health and Safety (WHS) information, training, and supervision
- The risk management process and systems to eliminate hazards and reduce risks
- Roles, responsibilities, and authorities
- Safe Work Method Statements (SWMS) to eliminate hazards and reduce risks
- Review of work methods and practice when required
- Emergency procedures and drills
- Providing WHS equipment, services, and facilities, including Personal Protective Equipment (PPE)
- Workplace inspections and evaluations
- Reporting and recording of incidents and injuries
- Injury management, rehabilitation, suitable duties, and return-to-work
- Auditing and monitoring WHS systems, documenting outcomes for all workers to access and give feedback through WHS Committee meetings, Health and Safety Representatives (HSRs), newsletters and other forms of in-house communications
- Reviewing management systems to ensure compliance with current legislative requirements, National Standards, Codes of Practice, Guides etc. as part of continual improvement



- Ensure that any new or changed WHS requirements are disseminated to all company officers, supervisors, workers, contractors, and suppliers as appropriate.

### 3. RELEVANT POLICIES

Policies and procedures to be read in conjunction with this policy are:

- Human resource management policy
- Uniform and personal protective equipment policy
- Equal Opportunity: Anti-Discrimination, Anti-Harassment and Anti-Bullying Policy
- BRC Risk Management Policy

### 4. IMPLEMENTATION AND REVIEW

#### 4.1. Implementation

All staff will be trained in this policy, and it will be published on the Barkly Regional Council website at <https://www.barkly.nt.gov.au/council-documents/policies>

#### 4.2. Review

This policy will be reviewed on or before 27 March 2026.

### 5. VARIATIONS, REVOCATIONS AND/OR CHANGES

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.

Employees will be given sufficient notice of any such revocations, amendments, or changes.

### 6. APPROVAL

This policy is approved.

Ian Bodill

Chief Executive Officer

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Dated

**END**

## Chief Executive Officers Reports

### 6.5 Vehicle use policy update.

**Author** Emmanuel Okumu (Governance Manager)

#### RECOMMENDATION

That Council receives and notes a verbal update review of the vehicle use policy.

#### SUMMARY

During the December 2023 Council meeting, the Official Manager directed that the BRC vehicle use policy be reviewed as a matter of urgency. The review was carried out, but the approval has stalled as further questions were raised that require clarifications before approval can proceed.

#### BACKGROUND

Points for consideration as raised by the Official Manager:

- Does private use include unlimited trips, could for example a staff member travel to Alice Springs every weekend to play football or go shopping at council expense? The mechanic at Ali Curung travelled daily to a pub.
- 2.2.(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." seems to contradict 1.3 Approved Drivers which allows CEO permission.
- 2.2 the dot point sequence is; a, b, c, d, e, f, g, a, b
- 2.2 (a) 4WD training, is this in the annual budget?
- 2.8 Are fuel cards 'tied' to a particular vehicle or to a particular person? The reason I ask is I have been given a fuel card but there is also one in the vehicle.

Suggested solutions/Reply:

- There are only 19 designated positions with private usage of vehicles, either unlimited or commuting privileges. Planning to discuss this at the next Directors' meeting as vehicle allocation is out of hand & needs to be reviewed. Generally, the rest of the vehicles are Pool Vehicles & need to be garaged on BRC premises at night (but perhaps individual properties are more secure – one of the discussion topics).
- 1.3 still contains a previous version – suggestion that it reads:  
**a valid, full Australian class C licence or as required for the class of vehicle to be driven**
- Safe handling of 4WD vehicles was a corporate suggestion, compulsory course at a previous worksite. Needs to be scoped and budgeted with the suggestion being a requirement for staff who need to travel remote, not town-based staff.
- Fuel cards, I believe are ordered by Finance, allocated to the individual, e.g. still awaiting mine.

#### ATTACHMENTS:

Nil

## 7 FINANCE REPORTS

### Finance Reports

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#### 7.1 Finance Directorate Report

**Reference** Finance Directorate Report  
**Author** Romeo Mutsago

#### RECOMMENDATION

That Council receives and notes the Finance Report for the year-to-date 29 February 2024.

#### SUMMARY

The report summaries the Finance Directorate activities for the year-to-date 29 February 2024.

#### BACKGROUND

##### Acquittals

All FY2023 acquittals have been filed, including revised acquittals following suggested edits by funding agencies. Negotiations for funding variations where there are underspends is ongoing.

##### Staff Compliment for Finance Directorate

As of 29 February 2024, the Finance Directorate is adequately staffed to enable normal independent checks of work to enhance internal controls entity-wide.

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

As of 29 February 2024, all statutory obligations were up to date.

##### Year-to-date 29 February 2024 Financial Statements

The financials are attached, with explanatory graph analyses. Financials indicate the Council is in a healthy financial position. The year-to-date deficit reflects timing differences in receipts and payments at the 29 February 2024 reporting date.

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

##### Procurement Policy Review

The review was deferred to H2 FY2025 at the recommendation of the Audit & Risk Committee (ARC).

##### FY2025 budget consultations

A budget calendar has since been issued and consultations are ongoing.

##### ANZ Trust Account

The bank furnished BRC (Barkly Regional Council) with account details. BRC since requested ANZ to duplicate signatories on transactions account onto the Trust account.

##### ARC update

The ARC held a follow up meeting on 8 March, draft minutes are attached below.



The draft ARC works program works program is attached below.

Risk Mgmt. Function

The council directed that the Risk Mgmt. function falls under the Finance Directorate. Accordingly, risk matters will be reported in the Finance Directorate report. The draft Risk Mgmt. function works program is attached for comments and suggestions.

## **ORGANISATIONAL RISK ASSESSMENT**

<Enter Text Here>

## **BUDGET IMPLICATION**

ARC recommended BRC to note potential contingent liabilities (amount unknown at the time of this report) with respect to:

- Legal issues involving Elliot property as well as Ali Curung Youth Centre. The council will be updated with developments as the issues unfold.
- BRC obligation towards the Barkly Regional Deal (BRD) – Governance Table (GT) decision on ratifying overspend (\$2,2 million) is pending the recommendations of the just concluded Investigator’s Report into BRC affairs. The original BRC obligation towards the BRD was \$3 million.

## **ISSUE/OPTIONS/CONSEQUENCES**

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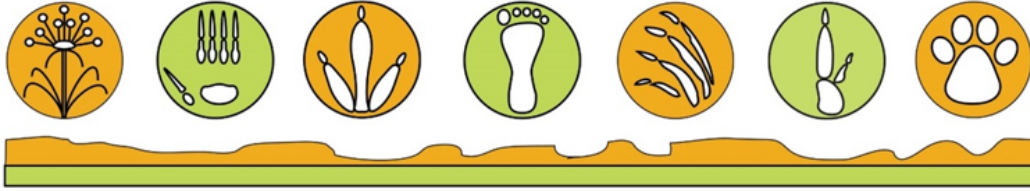
## **CONSULTATION & TIMING**

Lawyers and the insurer have since been notified of the ongoing legal matters.

## **ATTACHMENTS:**

1. Audit Risk Committee Meeting IOswg Audit [7.1.1 - 6 pages]
2. Risk Mgmt. function work program [7.1.2 - 3 pages]
3. ARC Work Program (2) [7.1.3 - 3 pages]
4. 1. Financial Report for the period ended 29 February 2024 [7.1.4 - 9 pages]
5. 3 PPT Finance Report February 2024 [7.1.5 - 10 pages]
6. 2. Barkly Regional Council\_-\_ All purchase orders summary (5) [7.1.6 - 10 pages]

# BARKLY REGIONAL COUNCIL



## MINUTES

### Audit and Risk Committee Meeting

The meeting of the Ordinary Council Meeting of the Barkly Regional Council was held in Council Chambers, 41 Peko Road, Tennant Creek on Friday 8 March 2024 at 2:00 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.**



The meeting commenced at 1405hrs with Shane Smith as Chair.

## 1 OPENING AND ATTENDANCE

### 1.1 Committee Members Present

- Shane Smith – Indp. ARC Chair
- Karen Hayward – Indep. ARC member
- Gareth Muchinguri – Indep. ARC member
- Peter Holt – Official Manager

### 1.2 Staff Members And Visitors Present

- Romeo Mutsago – Dep. CEO & CFO
- Ian Bodill - CEO
- Ruth Morley - Investigator

### 1.3 Apologies

- None

### 1.4 Absent Without Apology

- Noel Clifford – Indep. ARC member

### 1.5 Disclosure of Interest

There were no declarations of interest by ARC members at this ARC meeting.



## 2 ACTIONS FROM PREVIOUS MINUTES

### Actions from previous Minutes

#### 2.1 Update on actions items

2.1 Update on actions items
<p><b>MOTION</b></p> <p>That the Audit &amp; Risk Committee, (ARC) receives and notes information and updates on action items arising from the 22 February 2024 meeting.</p> <p><b>RESOLVED</b> <b>Moved: AC Member Shane Smith</b> <b>Seconded: Karan Hayward</b></p> <p>1. Progress report. The ARC noted the FY2024-2025 Annual Report</p> <p>3. Community Project Funds The ARC noted the report. Noted that discussion of overspend by the governance table partners, is pending the investigators report.</p> <p>4. Procurement Policy. The ARC noted that communication was relayed to Stantons to defer the review to second half of FY2025.</p> <p>7. Fair Work Matters The ARC noted there were no Fair Work matters to report.</p> <p>10. Works Compensation report The ARC noted the latest report from as of 29 Feb. 2024 from the insurer.</p> <p><b>Specific Items Raised by Ruth Morley</b> relating to 26 May 2022 minutes.</p> <p>1. Outstanding acquittals Romeo updated the ARC that the FY2021 &amp; 2022 acquittals referred to were submitted by 31 October 2022.</p> <p>The ARC requested Romeo to confirm in the next ARC agenda papers that all acquittals were submitted.</p> <p>2. That the ARC was not re-established until September 2023.</p> <p>3. Barkly Local Community Fund.</p> <p>Inquiry was whether there any outstanding projects. Peter responded none at the moment due to funding issues. Peter further explained that all projects approved by BRC - some with significant overspends without Governance Table (GT) approval.</p>



Ian explained that GT comprises NTG, Commonwealth, Aboriginal Corps., BRC and Tennant Creek members numbering 20 odd.

Audit committee requested Peter to write to GT advising that BRC should not honour its \$3 million obligation.

Ian advised that BRC will re-present its request for ratification of the overspend to the GT and advise the ARC that Lachlan Wilkins from CMDC undertook to talk to the investigator about the issue of the overspend to put the matter to rest noting that it was a legacy issue which has consumed a lot of time and of which there were no proper records/documents.

Shane Smith requested BRC to continue discussion with GT partners regarding the Barkly Local Community Project Funds.

Ruth advised the ARC that investigation report will be due on 12 March 2024. Ruth advised BRC that it needs to consider a contingent liability regarding BRC's commitment of \$3 million to the Barkly Regional Deal.

**CARRIED UNANIMOUSLY**

### 3 CONFIRMATION OF COMMITTEE MEETING MINUTES

#### Confirmation Of Committee Meeting Minutes

##### 3.1 Confirmation of Previous Minutes

###### 3.1 Confirmation of Previous Minutes

###### MOTION

That Committee receives and confirms the minutes from the Audit & Risk Committee Meeting held on 22 February 2024 as true and accurate.

###### RESOLVED

**Moved: AC Member Shane Smith**

**Seconded: Karan Hayward**

**CARRIED UNANIMOUSLY**

### 4 REGISTER OF MOTIONS

*Nil*





## 5 UPDATED COMMITTEE WORK PROGRAM REPORTS

### Updated Committee Work Program Reports

#### 5.1 Draft A&R Committee Work Program.

5.1 Draft A&R Committee Work Program.
<p><b>MOTION</b></p> <p>That the ARC receives and notes the Draft BRC Audit &amp; Risk Committee work program.</p> <p><b>RESOLVED</b> <b>Moved: Karan Hayward</b> <b>Seconded: Gareth Muchinguri</b></p> <p>The work program was noted. No comments were suggested.</p> <p style="text-align: right;"><b>CARRIED UNANIMOUSLY</b></p>

## 6 GENERAL BUSINESS

### General Business

#### 6.1 Other Matters

6.1 Other Matters
<p><b>MOTION</b></p> <p>That the Audit and Risk Committee discuss any other matters as may be relevant.</p> <p><b>RESOLVED</b> <b>Moved: AC Member Shane Smith</b> <b>Seconded: Gareth Muchinguri</b></p> <p><b>Term of reference for the ARC</b></p> <p>Ruth advised that Council focus should not be operational but strategic in relations to specific projects.</p> <p>Gareth suggested that ARC members should meet independent of the executive and map out audit committee expectations.</p> <p>Ruth suggested:</p> <ul style="list-style-type: none"><li>• a probity audit relating to Barkly Local Community Projects Fund.</li><li>• contract management process review</li><li>• that the ARC be guided by section 87 of the Act.</li></ul>

MINUTES Audit and Risk Committee 8 March 2024



Romeo clarified the distinction between the investigators work around the Barkly Local Community Projects as opposed to ARC mandate towards entity-wide risks.

**CARRIED UNANIMOUSLY**

## 7 CLOSE OF MEETING

The meeting terminated at 1448hrs.

Date of next meeting – TBC May 2024.

THIS PAGE AND THE PRECEDING PAGES ARE THE MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING HELD ON 08-03-2024 AND ARE UNCONFIRMED.

### Risk Mgmt. function Work Program FY2024 going forward

	Activity	Priority	Oversight/Review type Process Improvement or Compliance
1	<b>Procurement, Incl. Projects</b> NB. Previously flagged by stakeholders	high reason for significant overspends on projects	improvement
2	<b>Leave</b> Huge leave balances exposes BRC	low	improvement
3	<b>Community Dvpt. Reporting</b> Historical issue with performance reports	high reason cited for delayed release of funding	improvement
4	<b>Fraud</b> Timesheet fraud	medium	compliance
5	<b>HR Function Processes</b> NB. Historic issues with high staff turnover & long-term vacancies	medium	improvement
6	<b>Grants</b> Incl. exploration of new grants	high BRC has comparatively low grant funding	improvement

7	<p><b>Financial Reporting</b></p> <p>monitor compliance with relevant accounting requirements</p> <p>review high risk financial statements items</p> <p>review the robustness of management sign-offs</p> <p>follow through implementation of prior year remedial report to management items</p> <p>periodic checks to monitor progress against financial statement preparation timetable</p> <p>quality assurance reviews on interim financial statements, audit working papers</p> <p>provide assurance on effective &amp; ethical use of resources, legal compliance</p>	<p>high</p> <p>historic issues with poor reporting as flagged by NTG LGU</p>	<p><b>compliance</b></p>
8	<p><b>Accounts Receivable</b></p> <p>Consider reasonableness of impairment allowance.</p>	<p>high</p>	<p><b>improvement</b></p>
9	<p>Engagement with External Auditor during audit</p>	<p>low</p>	<p><b>improvement</b></p>
10	<p><b>Rates</b></p>	<p>medium</p> <p>historic issues with poor rates modelling</p>	<p><b>improvement</b></p>
10	<p><b>LA underspends</b></p> <p>NTG LGU historical concern</p>	<p>high</p>	<p><b>improvement</b></p>

11	<b>Payroll</b> Change process Payroll costs allocation to correct fund-program	high	<b>improvement</b>
12	<b>Accounts Payable</b> Cashflow mgmt. purposes Validity of payments	high	<b>improvement</b>
13	<b>Statutory Payments</b>	high	<b>compliance</b>

### Draft BRC Audit & Risk Committee (ARC) – work program

Charter ref TBA	Description	Action/s required	Progress to March 2024
	<b>Audit Committee Charter</b>	Discuss and agree on 2024 ARC Charter based on revised ANAO Best Practice Guideline.	TBC
	<b>Forum for communication</b> - between BRC Executive team & external auditors	Periodically meet with Executive Team to discuss ARC reports from the Executive.	Ongoing Deputy CEO & CFO assigned Risk Management responsibility. External Auditor – reappointment for FY2025 after FY2024 reporting is concluded.
	<b>Annual Financial Statements</b> - independent view	Review the annual financial statements for the FY2023 and to provide the Council with an authoritative and credible view of the financial performance of BRC.	Audited 2022-2023 financial statements and audit report provided to ARC members.
	<b>Interim Financial Statements</b> – BRC reports monthly to NTG LGU	Review interim reports and provide feedback to BRC.	Completed
	<b>Auditor’s Report</b> to Management - independent view	In conjunction with annual financial statements review.	FY2023 issues were reported and resolved.
	<b>Annual Report</b> - independent view	Review Annual Report and provide independent view of alignment of non-financial outcomes and financial performance.	FY2023 Annual Report finalised and lodged on time.
	<b>Regional Plan</b> – FY2024 approved and lodged on time with NTG LGU.	ARC awareness of the management approach being pursued for medium and longer term financial planning. Independent oversight and input to provide BRC with advice.	<ul style="list-style-type: none"> <li>Performance Information Framework will be developed through ‘dashboards’ for key performance indicators. All key metrics in the annual report to be defined.</li> <li>FY2025 Regional Plan remains work-in-progress</li> <li>Annual Performance Statement to be included in the FY2024 annual report.</li> </ul>
	<b>Long term financial plan and medium term financial framework</b> - Key aim will be to reduce funding/growth risks, and set financial targets.	ARC awareness of the management approach being pursued for medium and longer term organisation and financial planning.	LTFP updated for draft FY2025 Regional Plan.

	<b>Performance information framework</b> - annual report contains a series of performance measures, but there is no target setting or alignment to resource requirements. A PIF to be incorporated into the Regional Plan to encourage a focus on effective outputs.	ARC of the management approach being pursued for medium- and longer-term performance management.	PIF included in draft FY2025 Regional Plan.
	<b>Risk Management Plan</b> - ongoing	Consider draft RMP once its ready	Risk Management Plan update for FY2024 being drafted, including Risk Profile.
	<b>Asset Management Plan</b> – major property and fleet assets critical for operations	Review and input into the risk aspects of asset management and remote distance service delivery.	Directors Infrastructure & Operations coordinating asset management plan – to be reviewed annually. Asset condition report completed as part of the FY2023 revaluation.
	<b>Enterprise Agreement</b> – staff a critical operation input	2023 EA concluded and implementation is ongoing. 68% voted for the EA.	EA implementation is ongoing.
	<b>Internal financial controls</b> - independent view	For ARC oversight discussion.	ARC to periodically make suggestions.
	<b>Fraud control policy and plan</b>	Mandatory requirement, including annual reporting	Fraud register to be maintained on an ongoing basis and investigations will be undertaken as appropriate. Fraud Awareness e-learning package will be rolled out for all managers and staff responsible for expenditure / procurement to periodically complete.
	<b>Legislation</b>	Monitor implementation of and BRC to the LGA 2019 and applicable guidelines.	Draft ‘compliance rule’ will be produced before FY2024 Annual Report date.
	<b>Internal Audit function</b>	Discuss outsourcing Internal Audit function as needed	Engage suitable Internal Audit consultant H2 FY2025.
	<b>Risk Management Plan</b> - Business Continuity Plan	Draft BCP by FY2024 reporting date	Engage suitable consultant to coordinate the BCP.
	<b>Procurement Policy</b> - ongoing	Revised policy has been implemented.	Review deferred to H2 FY2025.

**Proposed meetings & content: 2024-2025**

	<b>Description</b>	<b>ARC Role</b>
	<b>February 2024</b>	Normal business
	<b>March 2024</b>	Follow up meeting
	<b>May 2024</b>	Review interim financial statements, work plan review/internal controls

BRC Charter categories

- Governance
- Financial reporting
- Performance reporting
- Systems of risk oversight and management
- System of internal control
- Legislative and policy compliance
- Internal audit function
- Business continuity management
- Delegations
- Ethical and lawful conduct





**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 February 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	1,534,837.32	841,994.67	692,842.65	1,262,992.00
Operating Grants and Subsidies	12,263,307.50	12,934,000.00	(670,692.50)	19,401,000.00
Interest/Investment Income	36,498.21	9,336.00	27,162.21	14,004.00
Commercial and Other Income	906,682.38	983,336.00	(76,653.62)	1,475,004.00
<b>Total Operating Income</b>	<b>18,994,288.90</b>	<b>18,914,666.67</b>	<b>79,622.23</b>	<b>26,299,000.00</b>
<b>Operating Expenditure</b>				
Employee Expenses	11,188,292.89	11,026,880.00	(161,412.89)	16,540,320.00
Materials and Contracts	8,561,974.05	6,680,205.33	(1,881,768.72)	10,020,308.00
Elected Member Allowances	78,322.00	124,520.00	46,198.00	186,780.00
Elected Member Expenses	30,944.84	32,408.00	1,463.16	48,612.00
Council Committee & LA Allowances	26,851.12	23,464.00	(3,387.12)	35,196.00
Council Committee & LA Expenses	61,552.97	61,152.00	(400.97)	91,728.00
Depreciation, Amortisation, and Impairment	1,866,669.32	1,866,666.67	(2.65)	2,800,000.00
Other Expenses	4,638.66	6,704.00	2,065.34	10,056.00
<b>Total Operating Expenditure</b>	<b>21,819,245.85</b>	<b>19,822,000.00</b>	<b>1,997,245.85</b>	<b>29,733,000.00</b>
<b>Operating Surplus/Deficit</b>	<b>(2,824,956.95)</b>	<b>(907,333.33)</b>	<b>(1,917,623.62)</b>	<b>(3,434,000.00)</b>

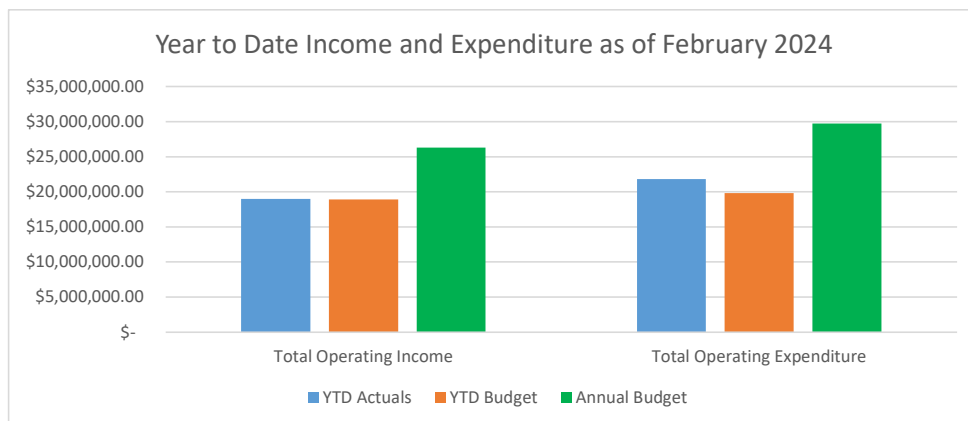
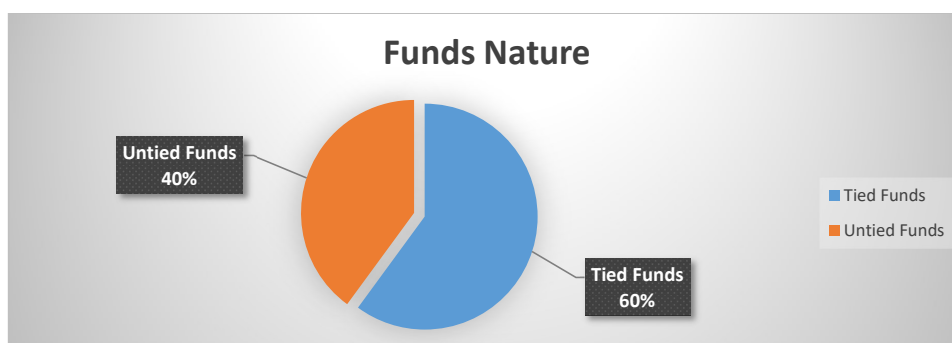




Table 1.2 Operating Position for the month of February 2024

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
<b>BUDGETED OPERATING SURPLUS/DEFICIT</b>	-2,824,956.95	-2,289,333.33	-535,623.62	-3,434,000.00
<b>Remove NON-CASH ITEMS</b>				
Less Non-Cash Income	-	-	-	-
Add Back Non-Cash Expenses	1,866,669.32	1,866,666.67	-2.65	2,800,000.00
<b>TOTAL NON-CASH ITEMS</b>	<b>1,866,669.32</b>	<b>1,866,666.67</b>	<b>-2.65</b>	<b>2,800,000.00</b>
<b>Less ADDITIONAL OUTFLOWS</b>				
Capital Expenditure/Capital Works	1,227,543.11	422,030.16	-805,512.95	588,696.83
Borrowing Repayments (Principal Only)	-	-	-	-
Transfers to Reserves	-	-	-	-
Other Outflows	-	-	-	-
<b>TOTAL ADDITIONAL OUTFLOWS</b>	<b>-1,227,543.11</b>	<b>-422,030.16</b>	<b>805,512.95</b>	<b>-588,696.83</b>
<b>Add ADDITIONAL INFLOWS</b>				
Capital Grants Income	-	-	-	-
Prior Year Carry Forward Tied Funding	3,656,810.63	1,124,371.00	2,532,439.63	1,124,371.00
Other Inflow of Funds	-	-	-	-
Transfers from Reserves	-	-	-	-
<b>TOTAL ADDITIONAL INFLOWS</b>	<b>3,656,810.63</b>	<b>1,124,371.00</b>	<b>2,532,439.63</b>	<b>1,124,371.00</b>
<b>NET BUDGETED OPERATING POSITION</b>	<b>1,470,979.89</b>	<b>279,674.17</b>	<b>2,802,326.31</b>	<b>-98,325.83</b>





**Statement 2. Capital Expenditure and Funding**

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

<b>CAPITAL EXPENDITURE</b>	<b>YTD Actuals \$</b>	<b>YTD Budget \$</b>	<b>YTD Variance \$</b>	<b>Annual Budget \$</b>
Land and Buildings	98,891.93	88,696.83	10,195.10	88,696.83
Infrastructure (including roads, footpaths, park furniture)	79,443.20	-	79,443.20	-
Plant and Machinery	636,021.00	143,333.33	492,687.67	215,000.00
Fleet	413,186.98	190,000.00	223,186.98	285,000.00
Other Assets (including furniture and office equipment)	-	-	-	-
Other Leased Assets	-	-	-	-
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>1,227,543.11</b>	<b>422,030.16</b>	<b>-805,512.95</b>	<b>588,696.83</b>
<b>TOTAL CAPITAL EXPENDITURE FUNDED BY</b>				
Operating Income (amount allocated to fund capital items)	500,000.00	333,333.33	208,333.33	500,000.00
Capital Grants	-	-	-	-
Transfers from Cash Reserves	236,189.87	-	180,880.78	-
Borrowings	-	-	-	-
Sale of Assets (including trade-ins)	102,588.59	-	102,588.59	-
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>1,227,543.11</b>	<b>422,030.16</b>	<b>-791,870.52</b>	<b>588,696.83</b>

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

<b>Class of Assets</b>	<b>By Major Capital Project *</b>	<b>Total Prior Year(s) Actuals (A)</b>	<b>YTD Actuals (B)</b>	<b>Total Actuals (C=A+B)</b>	<b>Total Planned Budget ** (D)</b>	<b>Total Yet to Spend \$ (E = D - C)</b>	<b>Expected Project Completion Date</b>
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 29<sup>th</sup> February 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
Mitsubishi 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
Skid Steer Loader - Tennant Creek	\$38,950.00
Car Trailer - Tennant Creek	\$16,359.09

**\$1,227,543.11**



Table 3. Monthly Balance Sheet

BALANCE SHEET	YTD Actuals (As of 29th February 2024)	FY2022/2023
<b>ASSETS</b>		
Cash at Bank		
Tied Funds	4,321,511.07	6,266,000.00
Unfied Funds	3,735,822.63	3,160,000.00
Accounts Receivable		
Trade Debtors	661,977.50	564,000.00
Rates & Charges Debtors	2,672,207.26	1,467,000.00
Other Current Assets	207,006.78	172,000.00
<b>TOTAL CURRENT ASSETS</b>	<b>11,598,525.24</b>	<b>11,629,000.00</b>
Non-Current Financial Assets		
Property, Plant and Equipment	59,974,726.55	38,712,000.00
<b>TOTAL NON-CURRENT ASSETS</b>	<b>59,974,726.55</b>	<b>38,712,000.00</b>
<b>TOTAL ASSETS</b>	<b>71,573,251.79</b>	<b>50,341,000.00</b>
<b>LIABILITIES</b>		
Accounts Payable	235,260.03	858,000.00
ATO & Payroll Liabilities	109,151.84	27,000.00
Current Provisions	1,187,102.67	1,127,000.00
Other Current Liabilities	36,527.49	0.00
<b>TOTAL CURRENT LIABILITIES</b>	<b>1,568,042.03</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>1,983,868.06</b>	<b>2,429,000.00</b>
<b>NET ASSETS</b>	<b>69,589,383.73</b>	<b>47,912,000.00</b>
<b>EQUITY</b>		
Reserves	44,456,801.93	23,054,010.00
Accumulated Surplus	25,132,581.80	24,857,990.00
<b>TOTAL EQUITY</b>	<b>69,589,383.73</b>	<b>47,912,000.00</b>



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

As of 29<sup>th</sup> February 2024, the Council's cash and cash equivalent balances amounted to \$8.05m. A breakdown of the Council's cash and cash equivalent balances are as follows:

**Cash in Hand and at Bank**

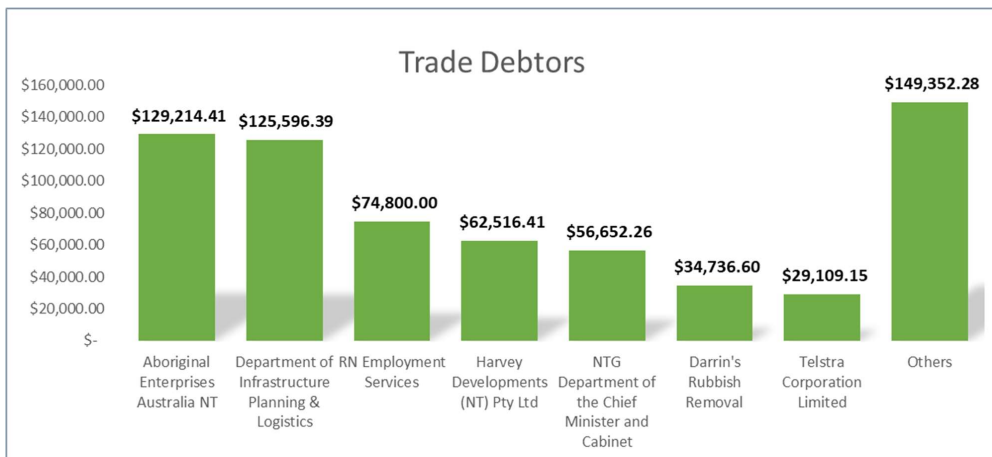
Transaction Account - ANZ			\$4,297,528.94
Trust account - WBC			\$ 263,366.68
Transaction Account - WBC			\$3,496,438.08
Petty Cash			\$ 200.00
			\$8,057,533.70

The Council has a total of \$3,496,438.08 in their Westpac transaction account and is currently negotiating with ANZ Bank for higher-yield investment options.

**Note 2. Statement of Trade Debtors**

As of 29<sup>th</sup> February 2024, the Council's trade receivables balance was \$661,977.50. 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	\$198,961.94	\$16,409.90	\$103,176.81	\$13,186.90	\$330,241.95	\$661,977.50
Percentage	30.06%	2.48%	15.59%	1.99%	49.89%	100%





**Note 3. Statement on Trade Creditors**

The Council's trade payable is \$ 235,260.03 as of 29<sup>th</sup> February 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	\$ 235,260.03	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 235,260.03
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 29<sup>th</sup> February 2024, the Council has a receivable of \$64,323.00 as a GST refund and PAYG liability of \$71,211.00

**(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 29<sup>th</sup> February 2024, Council has the super liability of amount \$33,136.08. In March 2024, the Council will remit this payment to superannuation funds.

**Note 5: Provisions**

Current Provision - LSL	\$ 154,248.84
Annual Leave (Staff) Provision	\$ 1,032,853.83
	<u><u>\$ 1,187,102.67</u></u>
 Non-Current Provision - LSL	 \$ 415,826.03
	<u><u>\$ 415,826.03</u></u>



**Note 6: Equity**

Equity	Amount in \$
Accumulated Surpluses	\$ 25,132,581.80
Asset Revaluation Reserves	\$ 44,456,801.93
<b>Total Equity</b>	<b>\$ 69,589,383.73</b>

**Table 4. Member and CEO Council Credit Card Transactions as of 29<sup>th</sup> February 2024**

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

For the month of February 2024 there was an aggregate spend of \$27,419.61

- Official Manager's Credit Card: In February 2024, the Official Manager of the Council spent \$2,883.53 on his credit card. Below is the summary of the expenditure.

Transaction Date	Supplier Name	Amount	Reason for Expenses Occurred
12/02/2024	Air North	\$1,668.15	Travel
12/02/2024	Cab Fare	\$22.05	Travel
21/02/2024	Darwin Radio	\$15.75	Media
21/02/2024	Bay Leaf Café	\$31.00	Meals
23/02/2024	Air North	\$1046.38	Travel
28/02/2024	Air North	\$100.20	Travel

\$2,883.53

- CEO's Credit card: Nil

**Key Indicators Year to Date:**

Liquidity Test (Working Capital Ratio)	Amount
Current Assets:	\$11,598,525.24
Current Liabilities:	\$1,568,042.03
<b>Current Liquidity Ratio:</b>	<b>7.40</b>
<b>Quick Asset Ratio:</b>	<b>5.13</b>
2022 Liquidity Ratio:	4.8





**Monthly Financial Report Certification:**

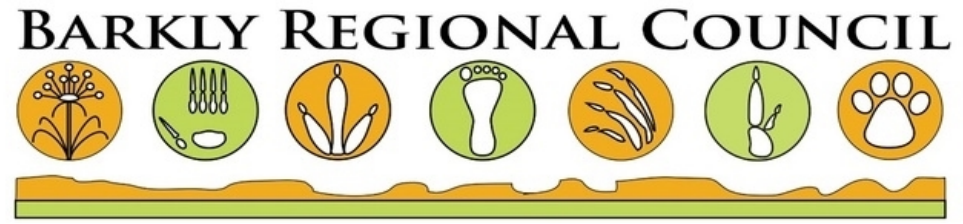
**Certification by the CEO to the Council**

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 *Jan Bodill* .....

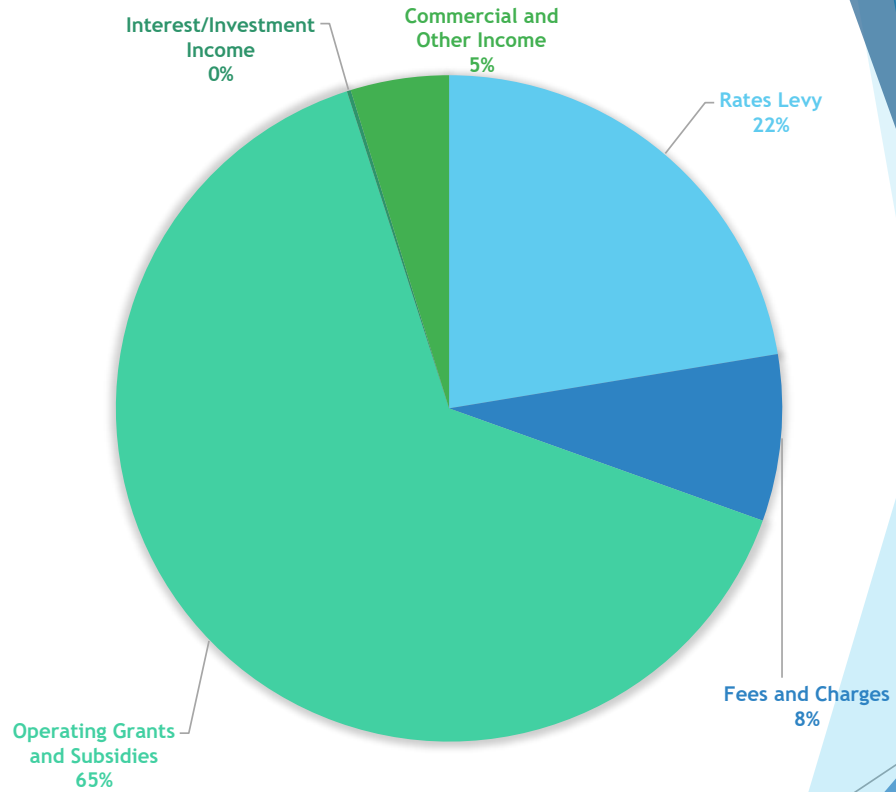
Date Signed 20.03.2024 .....



Financial Analysis for the period  
ended 29 February 2024

# Income and Expenditure Report

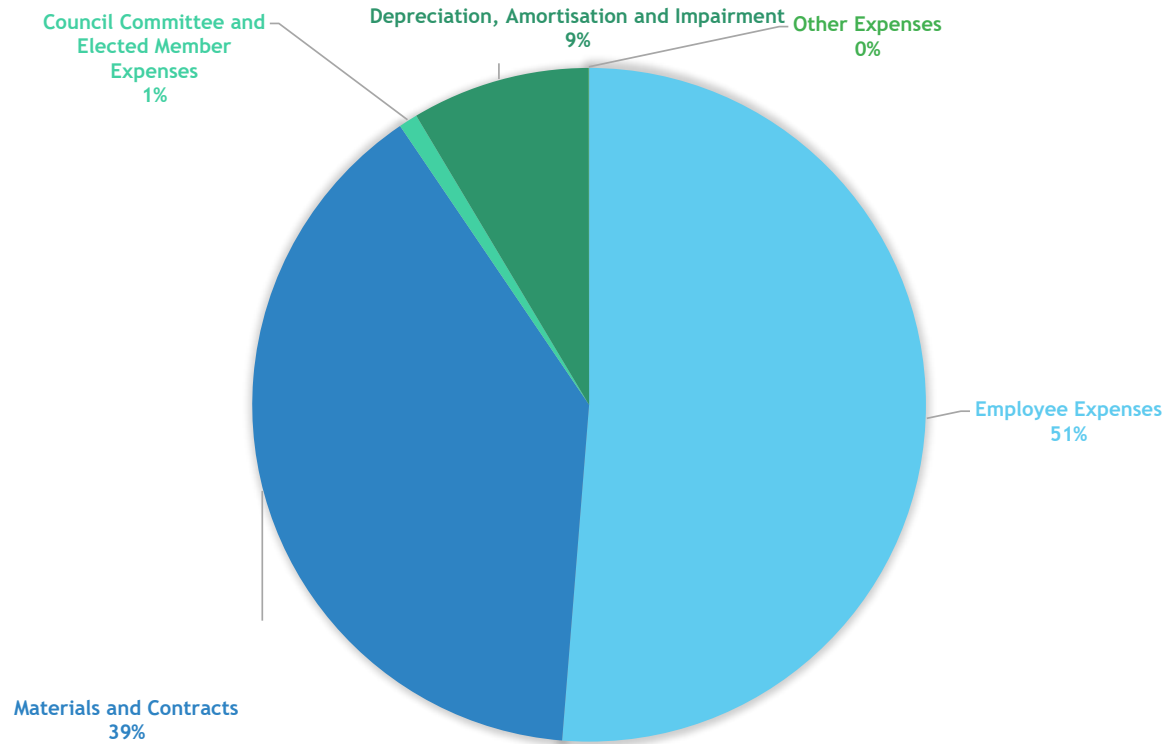
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<b>Operating Expenditure</b>				
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Other Expenses	4,638.66	6,704.00	2,065.34	10,056.00
<b>Total Operating Expenditure</b>	<b>21,819,245.85</b>	<b>19,822,000.00</b>	<b>1,997,245.85</b>	<b>29,733,000.00</b>
<b>Operating Surplus/Deficit</b>	<b>(2,824,956.95)</b>	<b>(907,333.33)</b>	<b>(1,917,623.62)</b>	<b>(3,434,000.00)</b>



# Where did the income come from?

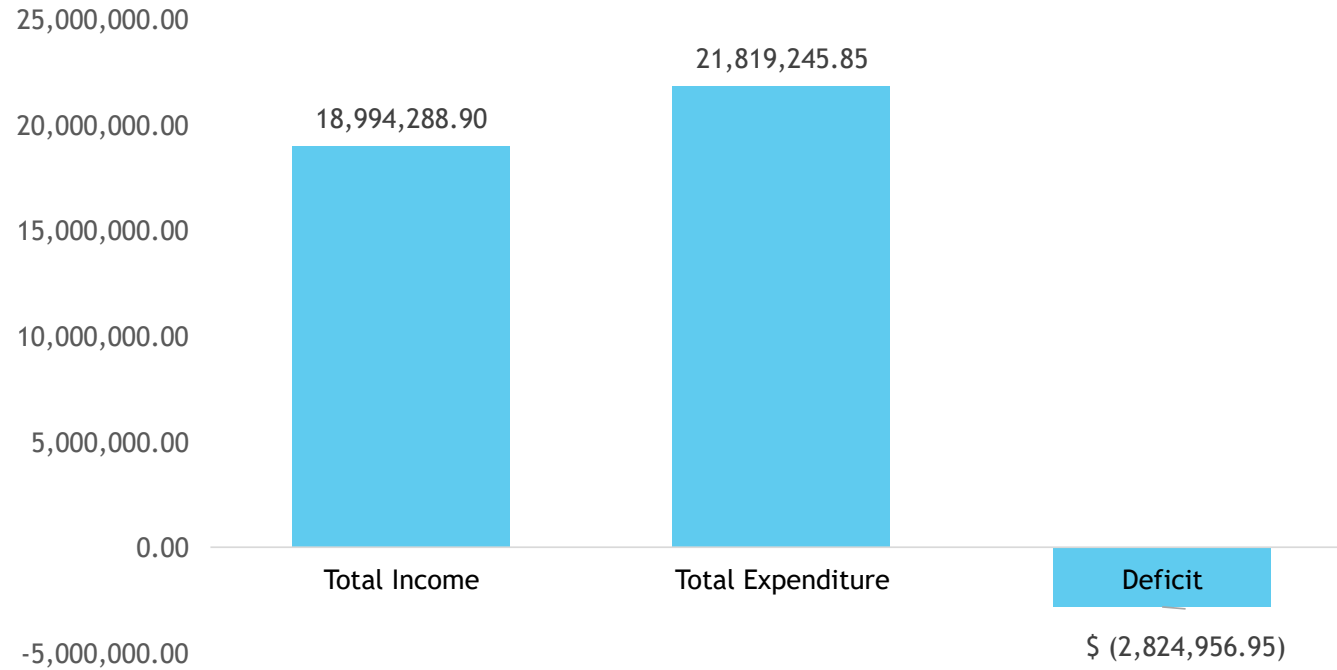
Total income = \$18,994,288.90

# What were the expenses?

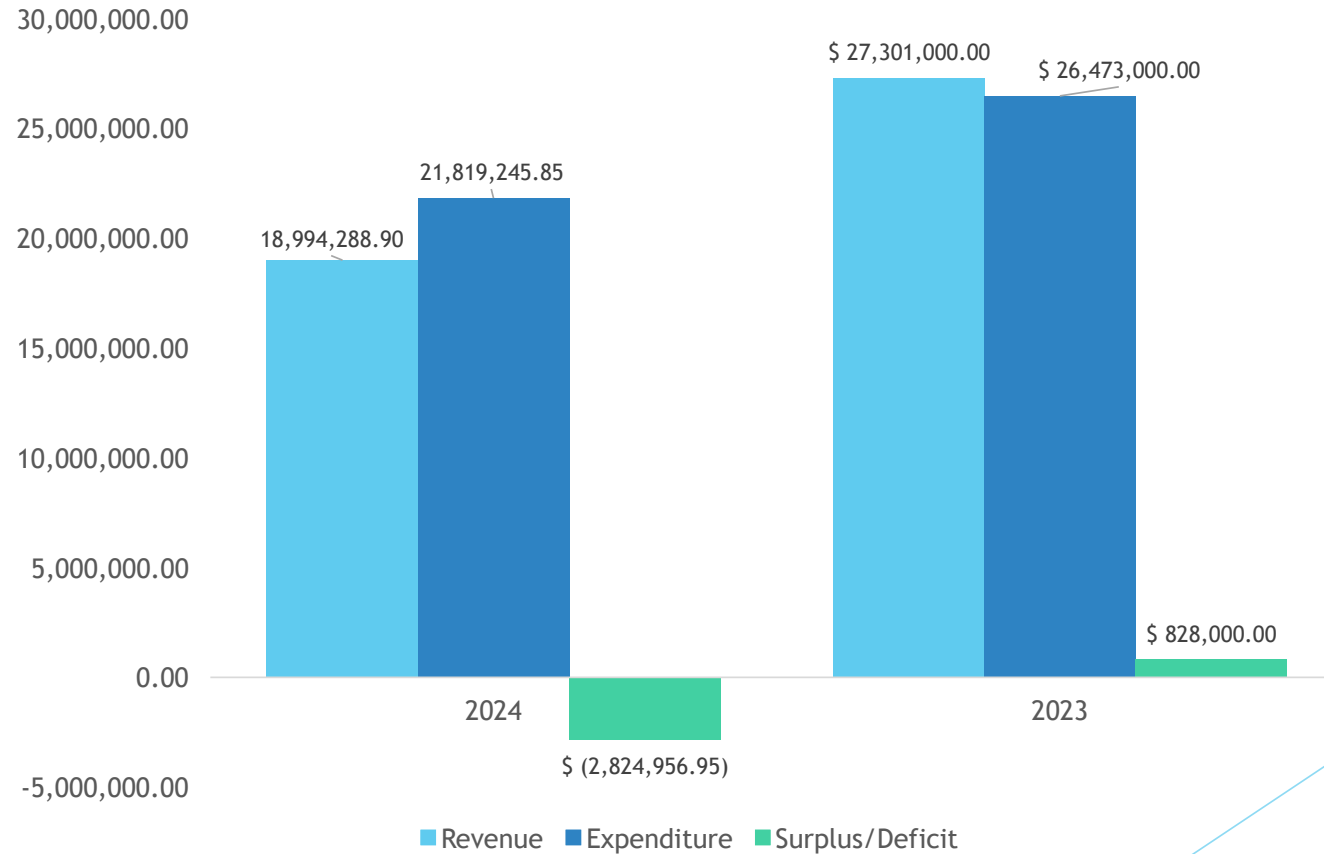


**Total expenses = \$21,819,245.85**

# Results of operation



# Income and Expenditure Trends



6

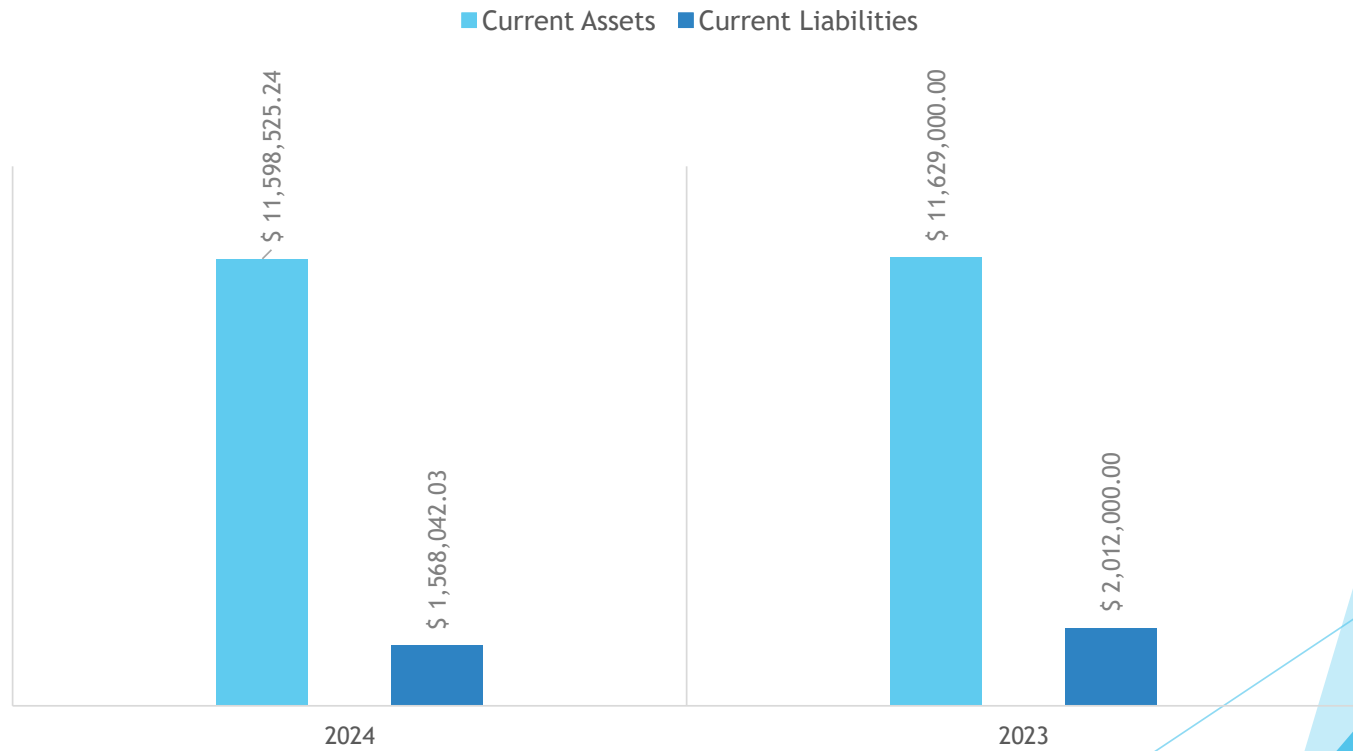
# Balance Sheet

BALANCE SHEET	YTD Actuals (As of 29th February 2024)	FY2022/2023
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Untied Funds	3,735,822.63	3,160,000.00
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Rates & Charges Debtors	2,672,207.26	1,467,000.00
Other Current Assets	207,006.78	172,000.00
<b>TOTAL CURRENT ASSETS</b>	<b>11,598,525.24</b>	<b>11,629,000.00</b>
Non-Current Financial Assets		
Property, Plant and Equipment	59,974,726.55	38,712,000.00
<b>TOTAL NON-CURRENT ASSETS</b>	<b>59,974,726.55</b>	<b>38,712,000.00</b>
<b>TOTAL ASSETS</b>	<b>71,573,251.79</b>	<b>50,341,000.00</b>
<b>LIABILITIES</b>		
Accounts Payable	235,260.03	858,000.00
ATO & Payroll Liabilities	109,151.84	27,000.00
Current Provisions	1,187,102.67	1,127,000.00
Other Current Liabilities	36,527.49	0.00
<b>TOTAL CURRENT LIABILITIES</b>	<b>1,568,042.03</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>1,983,868.06</b>	<b>2,429,000.00</b>
<b>NET ASSETS</b>	<b>69,589,383.73</b>	<b>47,912,000.00</b>
<b>EQUITY</b>		
Reserves	44,456,801.93	23,054,010.00
Accumulated Surplus	25,132,581.80	24,857,990.00
<b>TOTAL EQUITY</b>	<b>69,589,383.73</b>	<b>47,912,000.00</b>



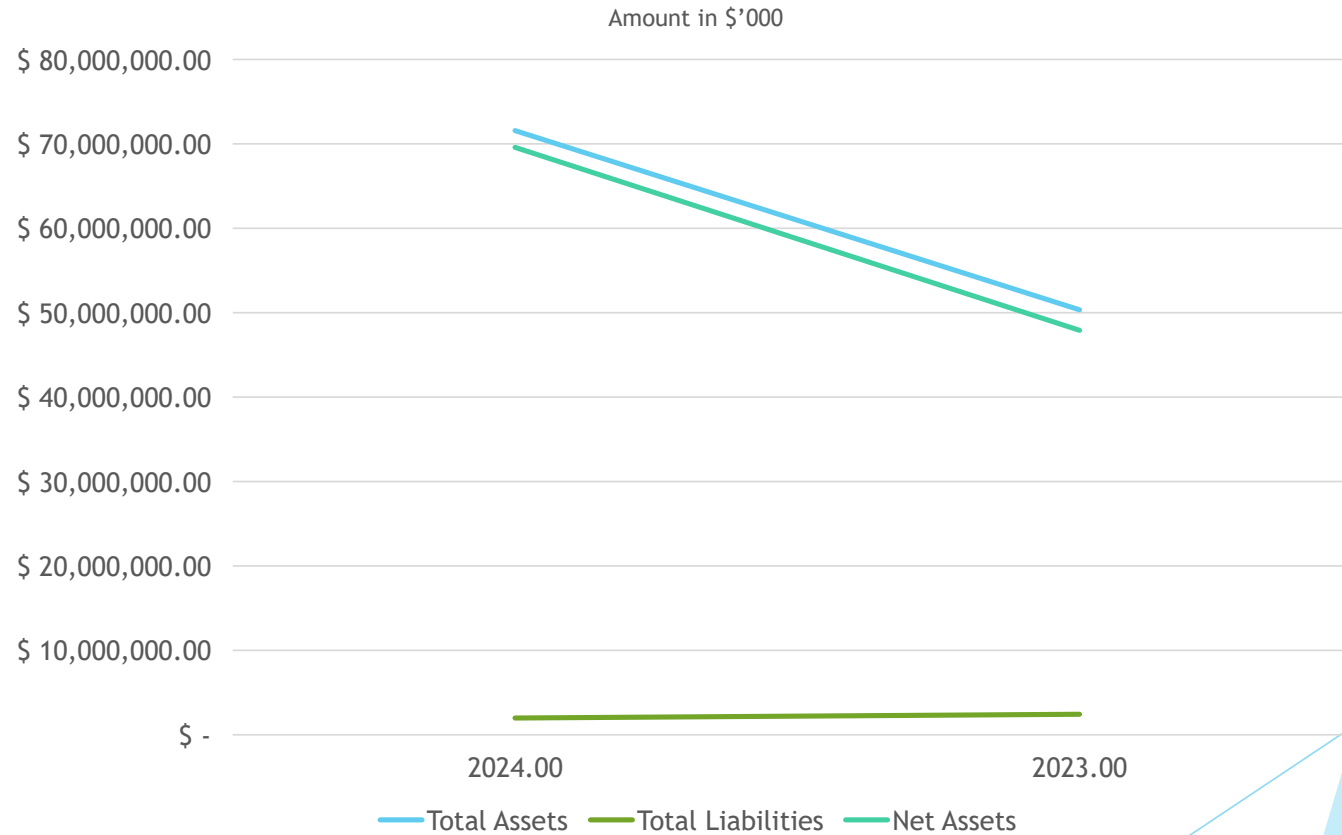


# Able to pay its debts?



8

# Balance sheet trend



# Key performance indicators

Liquidity Test (Working Capital Ratio)	Amount
Current Assets:	\$11,598,525.24
Current Liabilities:	\$1,568,042.03
<b>Current Liquidity Ratio:</b>	<b>7.40</b>
<b>Quick Asset Ratio:</b>	<b>5.13</b>
2022 Liquidity Ratio:	4.8

# All purchase orders summary

## Barkly Regional Council

### For the period 1 February 2024 to 29 February 2024

Source contains Purchase Order

ORDER NUMBER	INVOICE DATE	CONTACT	SOURCE	GROSS (AUD)	STATUS
BRC PO-1744	1 Feb 2024	Kmart Alice Springs	Purchase Order	(257.50)	Approved
BRC PO-1816	1 Feb 2024	Kmart Alice Springs	Purchase Order	(498.00)	Approved
BRC PO-1837	1 Feb 2024	Kmart Alice Springs	Purchase Order	(199.00)	Approved
BRC PO-1983	1 Feb 2024	Kmart Alice Springs	Purchase Order	(235.50)	Approved
BRC PO-2012	1 Feb 2024	HART Sport Australia Pty Ltd	Purchase Order	(3,660.70)	Approved
BRC PO-2487	1 Feb 2024	Milner Meat & Seafood	Purchase Order	(327.92)	Approved
BRC PO-2583	1 Feb 2024	Central Desert Transport	Purchase Order	(630.68)	Approved
BRC PO-2625	1 Feb 2024	Cameron/ Red Stone Plumbing & Gas	Purchase Order	(181.50)	Approved
BRC PO-2626	1 Feb 2024	Barkly Plumbing Services	Purchase Order	(523.66)	Approved
BRC PO-2627	1 Feb 2024	Bay Leaf Cafe	Purchase Order	(513.50)	Approved
BRC PO-2628	1 Feb 2024	Neil Mansell Transport Pty Ltd	Purchase Order	(290.40)	Approved
BRC PO-2629	1 Feb 2024	The Elliott Store	Purchase Order	(194.91)	Billed
BRC PO-2630	1 Feb 2024	Urapuntja Aboriginal Corporation	Purchase Order	(1,100.00)	Approved
BRC PO-2631	1 Feb 2024	BRICHE PTY LTD	Purchase Order	(500.00)	Approved
BRC PO-2632	1 Feb 2024	Bunnings - Alice Springs	Purchase Order	(1,500.00)	Approved
BRC PO-2633	1 Feb 2024	BRICHE PTY LTD	Purchase Order	(465.93)	Approved
BRC PO-2634	1 Feb 2024	Tennant Creek Tyre Centre (Bridgestone)	Purchase Order	(268.00)	Billed
BRC PO-2635	1 Feb 2024	Tennant Creek Tyre Centre (Bridgestone)	Purchase Order	(475.00)	Approved
BRC PO-2636	1 Feb 2024	BRICHE PTY LTD	Purchase Order	(401.72)	Approved
BRC PO-2637	1 Feb 2024	Lowrys Accountants	Purchase Order	(1,100.00)	Approved
BRC PO-2639	1 Feb 2024	The Personnel Risk Management Group P/L	Purchase Order	(193.60)	Approved
BRC PO-2645	1 Feb 2024	NGNY Hosting	Purchase Order	(3,168.00)	Approved
BRC PO-2646	1 Feb 2024	Phillips Earthmoving	Purchase Order	(13,750.00)	Approved
BRC PO-2779	1 Feb 2024	DERRICK'S CONTRACTING PTY LTD	Purchase Order	(11,024.35)	Approved
BRC PO-2640	2 Feb 2024	Wetenngerr Store	Purchase Order	(200.00)	Approved
BRC PO-2641	2 Feb 2024	Airpower NT Pty Ltd	Purchase Order	(1,009.13)	Approved
BRC PO-2642	2 Feb 2024	Katherine Ag	Purchase Order	(350.71)	Approved
BRC PO-2643	2 Feb 2024	MSC Freight	Purchase Order	(1,804.00)	Approved
BRC PO-2644	2 Feb 2024	Dynasdy Pty Ltd	Purchase Order	(11,048.91)	Deleted
BRC PO-2647	2 Feb 2024	JB HI-FI Commercial	Purchase Order	(117.91)	Approved
BRC PO-2648	2 Feb 2024	Territory Pest Control	Purchase Order	(353.50)	Approved
BRC PO-2649	2 Feb 2024	Central Desert Transport	Purchase Order	(192.94)	Approved
BRC PO-2654	2 Feb 2024	Dexter Barnes	Purchase Order	(1,922.21)	Approved
BRC PO-2660	2 Feb 2024	Carla Furnishers	Purchase Order	(598.00)	Approved
BRC PO-2676	2 Feb 2024	The Elliott Store	Purchase Order	(3,302.71)	Approved
BRC PO-2685	2 Feb 2024	BOC Gases	Purchase Order	(35.84)	Approved

All purchase orders summary

BRC PO-2756	2 Feb 2024	A2Z Services	Purchase Order	(2,728.00)	Approved
BRC PO-2805	2 Feb 2024	Harvey Developments (NT) Pty Ltd	Purchase Order	(4,018.60)	Approved
BRC PO-2650	3 Feb 2024	The Elliott Store	Purchase Order	(104.08)	Approved
BRC PO-2651	5 Feb 2024	WILSON DIESEL SERVICES Pty Ltd	Purchase Order	(3,355.00)	Approved
BRC PO-2652	5 Feb 2024	Mike Nash Electric P/L	Purchase Order	(675.40)	Approved
BRC PO-2655	5 Feb 2024	The Elliott Store NT	Purchase Order	(100.00)	Approved
BRC PO-2656	5 Feb 2024	Barkly Hardware JV Pty Ltd	Purchase Order	(72.80)	Approved
BRC PO-2657	5 Feb 2024	Barkly Hardware JV Pty Ltd	Purchase Order	(86.85)	Approved
BRC PO-2658	5 Feb 2024	No Worries Gardening Service Nursery	Purchase Order	(198.00)	Approved
BRC PO-2659	5 Feb 2024	Tennant Creek Tyre Centre (Bridgestone)	Purchase Order	(268.00)	Approved
BRC PO-2661	5 Feb 2024	Pluralsight LLC	Purchase Order	(2,666.06)	Approved
BRC PO-2662	5 Feb 2024	POVEY STIRK LAWYERS & NOTARIES	Purchase Order	(6,704.17)	Approved
BRC PO-2663	5 Feb 2024	Outback Outfitters	Purchase Order	(2,893.00)	Approved
BRC PO-2664	5 Feb 2024	BJ Trading & Hire	Purchase Order	(444.00)	Approved
BRC PO-2665	5 Feb 2024	BJ Trading & Hire	Purchase Order	(177.73)	Approved
BRC PO-2666	5 Feb 2024	Independent Grocers Alice Springs	Purchase Order	(1,029.40)	Approved
BRC PO-2667	5 Feb 2024	Mirrirri Store	Purchase Order	(148.63)	Approved
BRC PO-2668	5 Feb 2024	Canteen Creek Community Store	Purchase Order	(194.44)	Approved
BRC PO-2669	5 Feb 2024	Canteen Creek Owairtilla Aboriginal Corporation	Purchase Order	(2,500.00)	Approved
BRC PO-2670	5 Feb 2024	Milner Meat & Seafood	Purchase Order	(1,017.06)	Approved
BRC PO-2671	5 Feb 2024	BJ Trading & Hire	Purchase Order	(373.60)	Approved
BRC PO-2672	5 Feb 2024	BJ Trading & Hire	Purchase Order	(505.88)	Approved
BRC PO-2673	5 Feb 2024	Dexter Barnes	Purchase Order	(563.32)	Approved
BRC PO-2674	5 Feb 2024	Central Fruit & Vegetable Wholesalers	Purchase Order	(510.44)	Approved
BRC PO-2675	5 Feb 2024	Central Desert Transport	Purchase Order	(630.68)	Approved
BRC PO-2677	5 Feb 2024	Diesel Pipes Alice Springs Pty Ltd	Purchase Order	(8,455.04)	Approved
BRC PO-2678	5 Feb 2024	Neil Mansell Transport Pty Ltd	Purchase Order	(115.43)	Approved
BRC PO-2684	5 Feb 2024	Council Biz	Purchase Order	(299.70)	Approved
BRC PO-2686	5 Feb 2024	Fuji Xerox Business Centre NT	Purchase Order	(35.84)	Approved
BRC PO-2679	6 Feb 2024	Bond and Bond Sharp	Purchase Order	(800.00)	Approved
BRC PO-2680	6 Feb 2024	Warte Alparayetye Aboriginal Corporation	Purchase Order	(1,093.21)	Approved
BRC PO-2681	6 Feb 2024	Warte Alparayetye Aboriginal Corporation	Purchase Order	(198.16)	Approved
BRC PO-2682	6 Feb 2024	Outback Batteries Pty Ltd	Purchase Order	(78.00)	Approved
BRC PO-2683	6 Feb 2024	Rebecca Cambrell	Purchase Order	(2,400.00)	Approved
BRC PO-2687	6 Feb 2024	Fuji Xerox Business Centre NT	Purchase Order	(281.04)	Approved
BRC PO-2688	6 Feb 2024	Springs Cleaning Supplies	Purchase Order	(1,655.34)	Approved
BRC PO-2689	6 Feb 2024	Arlparra Aboriginal Corporation	Purchase Order	(400.00)	Approved
BRC PO-2690	6 Feb 2024	Seek Limited	Purchase Order	(401.50)	Approved

All purchase orders summary

BRC PO-2691	6 Feb 2024	Seek Limited	Purchase Order	(368.50)	Approved
BRC PO-2699	6 Feb 2024	Katherine Fresh Fruit & Veg Market	Purchase Order	(573.59)	Approved
BRC PO-2701	6 Feb 2024	Neil Mansell Transport Pty Ltd	Purchase Order	(532.46)	Approved
BRC PO-2702	6 Feb 2024	Independent Grocers Darwin1	Purchase Order	(1,358.94)	Approved
BRC PO-2703	6 Feb 2024	Peter Holt	Purchase Order	(7,733.00)	Approved
BRC PO-2704	6 Feb 2024	Jones Meat Katherine	Purchase Order	(734.44)	Approved
BRC PO-2708	6 Feb 2024	Tennant Creek Tyre Centre (Bridgestone)	Purchase Order	(570.00)	Approved
BRC PO-2746	6 Feb 2024	The Elliott Store	Purchase Order	(688.58)	Approved
BRC PO-2758	6 Feb 2024	Seek Limited	Purchase Order	(770.00)	Approved
BRC PO-2778	6 Feb 2024	DERRICK'S CONTRACTING PTY LTD	Purchase Order	(11,549.91)	Approved
BRC PO-2792	6 Feb 2024	Our Town & Country Office National	Purchase Order	(2,640.58)	Approved
BRC PO-2692	7 Feb 2024	Greyhound Australia Pty Ltd	Purchase Order	(163.68)	Approved
BRC PO-2693	7 Feb 2024	Seek Limited	Purchase Order	(401.50)	Approved
BRC PO-2694	7 Feb 2024	Harvey Developments (NT) Pty Ltd	Purchase Order	(2,875.81)	Approved
BRC PO-2695	7 Feb 2024	H & K Foley Pty Ltd T/As P & V Panel Works	Purchase Order	(500.00)	Billed
BRC PO-2696	7 Feb 2024	Wetenngerr Store	Purchase Order	(26.17)	Approved
BRC PO-2697	7 Feb 2024	Australia Post Tennant Creek	Purchase Order	(1,421.28)	Approved
BRC PO-2698	7 Feb 2024	Idealpos Solutions Pty Ltd	Purchase Order	(721.60)	Approved
BRC PO-2700	7 Feb 2024	Arlparra Aboriginal Corporation	Purchase Order	(800.00)	Approved
BRC PO-2705	7 Feb 2024	Warte Alparayetye Aboriginal Corporation	Purchase Order	(200.00)	Approved
BRC PO-2706	7 Feb 2024	Tennant and District Times	Purchase Order	(285.12)	Approved
BRC PO-2707	7 Feb 2024	Tennant and District Times	Purchase Order	(1,100.00)	Approved
BRC PO-2709	7 Feb 2024	Wetenngerr Store	Purchase Order	(41.07)	Approved
BRC PO-2710	7 Feb 2024	Bluestone Motor Inn	Purchase Order	(2,189.00)	Approved
BRC PO-2711	7 Feb 2024	Australia Day Council NT	Purchase Order	(843.70)	Approved
BRC PO-2712	7 Feb 2024	Dynasdy Pty Ltd	Purchase Order	(8,537.91)	Approved
BRC PO-2714	7 Feb 2024	Springs Cleaning Supplies	Purchase Order	(319.22)	Approved
BRC PO-2718	7 Feb 2024	Tony Michael Watson	Purchase Order	(7,237.50)	Approved
BRC PO-2744	7 Feb 2024	Council Biz	Purchase Order	(16,417.67)	Approved
BRC PO-2713	8 Feb 2024	CoolDrive Auto Parts	Purchase Order	(2,013.62)	Approved
BRC PO-2715	8 Feb 2024	Mogas Regional Pty Ltd t/a Ausfuel	Purchase Order	(8,151.11)	Approved
BRC PO-2716	8 Feb 2024	Mirrirri Store	Purchase Order	(300.00)	Approved
BRC PO-2717	8 Feb 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(352.10)	Approved
BRC PO-2719	8 Feb 2024	Harvey Developments (NT) Pty Ltd	Purchase Order	(2,681.40)	Approved
BRC PO-2720	8 Feb 2024	Harvey Developments (NT) Pty Ltd	Purchase Order	(2,681.40)	Approved
BRC PO-2721	8 Feb 2024	Mereenie H20	Purchase Order	(375.00)	Approved
BRC PO-2722	8 Feb 2024	Warte Alparayetye Aboriginal Corporation	Purchase Order	(384.00)	Approved

All purchase orders summary

BRC PO-2723	8 Feb 2024	eMerge IT Solutions	Purchase Order	(450.22)	Approved
BRC PO-2724	8 Feb 2024	Green Thumb Cleaning	Purchase Order	(300.00)	Approved
BRC PO-2733	8 Feb 2024	MinterEllison	Purchase Order	(451.55)	Approved
BRC PO-2734	8 Feb 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(243.36)	Approved
BRC PO-2773	8 Feb 2024	Territory Pest Control	Purchase Order	(3,659.76)	Approved
BRC PO-2808	8 Feb 2024	Harvey Developments (NT) Pty Ltd	Purchase Order	(9,753.04)	Approved
BRC PO-2809	8 Feb 2024	Harvey Developments (NT) Pty Ltd	Purchase Order	(9,753.04)	Approved
BRC PO-2810	8 Feb 2024	Harvey Developments (NT) Pty Ltd	Purchase Order	(8,838.58)	Approved
BRC PO-2811	8 Feb 2024	Harvey Developments (NT) Pty Ltd	Purchase Order	(9,190.19)	Approved
BRC PO-2812	8 Feb 2024	Outback Outfitters	Purchase Order	(1,058.75)	Approved
BRC PO-2738	9 Feb 2024	No Worries Gardening Service Nursery	Purchase Order	(3,795.00)	Approved
BRC PO-2725	9 Feb 2024	Peter Holt	Purchase Order	(8,506.30)	Approved
BRC PO-2726	9 Feb 2024	Peter Kittle Alice Springs	Purchase Order	(913.26)	Approved
BRC PO-2727	9 Feb 2024	REPCO Alice Springs	Purchase Order	(301.40)	Approved
BRC PO-2728	9 Feb 2024	Multispares	Purchase Order	(172.78)	Approved
BRC PO-2731	9 Feb 2024	Jacal Tint & Automotive	Purchase Order	(354.20)	Approved
BRC PO-2732	9 Feb 2024	Peter Kittle Alice Springs	Purchase Order	(99.28)	Approved
BRC PO-2736	9 Feb 2024	The Elliott Store	Purchase Order	(269.58)	Approved
BRC PO-2735	11 Feb 2024	Ronin Security Technologies	Purchase Order	(10,668.73)	Approved
BRC PO-2739	12 Feb 2024	REPCO Alice Springs	Purchase Order	(1,149.55)	Approved
BRC PO-2740	12 Feb 2024	Tennant Creek Tyre Centre (Bridgestone)	Purchase Order	(760.00)	Approved
BRC PO-2741	12 Feb 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(197.86)	Approved
BRC PO-2742	12 Feb 2024	Neil Mansell Transport Pty Ltd	Purchase Order	(297.38)	Approved
BRC PO-2747	12 Feb 2024	Greyhound Australia Pty Ltd	Purchase Order	(80.81)	Approved
BRC PO-2748	12 Feb 2024	Seton Australia	Purchase Order	(1,730.85)	Approved
BRC PO-2749	12 Feb 2024	Territory Technology Solutions	Purchase Order	(2,245.05)	Approved
BRC PO-2751	12 Feb 2024	FUJIFILM Business Innovation Australia Pty Ltd	Purchase Order	(1,959.89)	Approved
BRC PO-2752	12 Feb 2024	Central Fruit & Vegetable Wholesalers	Purchase Order	(215.09)	Approved
BRC PO-2753	12 Feb 2024	Central Desert Transport	Purchase Order	(258.00)	Approved
BRC PO-2763	12 Feb 2024	No Worries Gardening Service Nursery	Purchase Order	(693.00)	Approved
BRC PO-2774	12 Feb 2024	No Worries Gardening Service Nursery	Purchase Order	(1,317.00)	Approved
BRC PO-2775	12 Feb 2024	Mogas Regional Pty Ltd t/a Ausfuel	Purchase Order	(6,953.86)	Approved
BRC PO-2790	12 Feb 2024	Independent Grocers Alice Springs	Purchase Order	(621.65)	Approved
BRC PO-2737	12 Feb 2024	Mike Nash Electric P/L	Purchase Order	(513.70)	Approved
BRC PO-2743	12 Feb 2024	Area9 Pty Ltd	Purchase Order	(20.24)	Approved
BRC PO-2745	12 Feb 2024	Fluid Power NT Pty Ltd	Purchase Order	(500.00)	Approved
BRC PO-2762	12 Feb 2024	Kurundi Station Pty Ltd	Purchase Order	(2,093.58)	Approved

All purchase orders summary

BRC PO-2776	12 Feb 2024	Barkly Wholesales	Purchase Order	(175.00)	Billed
BRC PO-2791	12 Feb 2024	Milner Meat & Seafood	Purchase Order	(454.21)	Approved
BRC PO-2750	13 Feb 2024	The Trustee for Centralian Motors Unit Trust	Purchase Order	(342.21)	Approved
BRC PO-2754	13 Feb 2024	Tsavaris Mobile Mechanical Repairs	Purchase Order	(2,686.20)	Approved
BRC PO-2755	13 Feb 2024	Tsavaris Mobile Mechanical Repairs	Purchase Order	(1,628.00)	Approved
BRC PO-2759	13 Feb 2024	Barkly Plumbing Services	Purchase Order	(2,857.63)	Approved
BRC PO-2760	13 Feb 2024	Aviassist Pty Ltd	Purchase Order	(2,316.00)	Approved
BRC PO-2764	13 Feb 2024	JB HI-FI Commercial	Purchase Order	(889.18)	Approved
BRC PO-2771	13 Feb 2024	No Worries Gardening Service Nursery	Purchase Order	(4,933.50)	Approved
BRC PO-2772	13 Feb 2024	WILSON DIESEL SERVICES Pty Ltd	Purchase Order	(2,409.00)	Approved
BRC PO-2777	13 Feb 2024	Airpower NT Pty Ltd	Purchase Order	(3,125.67)	Approved
BRC PO-2780	13 Feb 2024	Warte Alparayetye Aboriginal Corporation	Purchase Order	(25.00)	Approved
BRC PO-2781	13 Feb 2024	Central Desert Transport	Purchase Order	(647.72)	Approved
BRC PO-2782	13 Feb 2024	Stanes Transport NT Pty Ltd	Purchase Order	(554.40)	Approved
BRC PO-2783	13 Feb 2024	Milner Meat & Seafood	Purchase Order	(553.58)	Approved
BRC PO-2784	13 Feb 2024	Milner Meat & Seafood	Purchase Order	(1,156.39)	Approved
BRC PO-2785	13 Feb 2024	Central Fruit & Vegetable Wholesalers	Purchase Order	(543.22)	Approved
BRC PO-2786	13 Feb 2024	Central Fruit & Vegetable Wholesalers	Purchase Order	(669.02)	Approved
BRC PO-2757	13 Feb 2024	Independent Grocers Alice Springs	Purchase Order	(1,061.96)	Billed
BRC PO-2761	13 Feb 2024	Bluestone Motor Inn	Purchase Order	(4,850.00)	Billed
BRC PO-2770	13 Feb 2024	No Worries Gardening Service Nursery	Purchase Order	(8,541.50)	Approved
BRC PO-2787	13 Feb 2024	Independent Grocers Alice Springs	Purchase Order	(1,290.53)	Approved
BRC PO-2788	13 Feb 2024	Independent Grocers Alice Springs	Purchase Order	(2,997.32)	Approved
BRC PO-2765	14 Feb 2024	Warte Alparayetye Aboriginal Corporation	Purchase Order	(340.20)	Approved
BRC PO-2767	14 Feb 2024	Warte Alparayetye Aboriginal Corporation	Purchase Order	(30.00)	Approved
BRC PO-2768	14 Feb 2024	Ronin Security Technologies	Purchase Order	(660.00)	Approved
BRC PO-2789	14 Feb 2024	Arlparra Aboriginal Corporation	Purchase Order	(400.00)	Approved
BRC PO-2793	14 Feb 2024	Seek Limited	Purchase Order	(357.50)	Approved
BRC PO-2794	14 Feb 2024	REPCO Alice Springs	Purchase Order	(659.90)	Approved
BRC PO-2795	14 Feb 2024	Bay Leaf Cafe	Purchase Order	(278.00)	Approved
BRC PO-2796	14 Feb 2024	Bay Leaf Cafe	Purchase Order	(334.40)	Approved
BRC PO-2797	14 Feb 2024	Dexter Barnes	Purchase Order	(1,781.18)	Approved
BRC PO-2798	14 Feb 2024	Dexter Barnes	Purchase Order	(1,745.21)	Approved
BRC PO-2800	14 Feb 2024	Jacal Tint & Automotive	Purchase Order	(500.00)	Approved
BRC PO-2801	14 Feb 2024	Barkly Hardware JV Pty Ltd	Purchase Order	(500.00)	Approved
BRC PO-2802	14 Feb 2024	Mirrirri Store	Purchase Order	(198.65)	Approved
BRC PO-2803	14 Feb 2024	Kmart Alice Springs	Purchase Order	(198.75)	Approved



All purchase orders summary

BRC PO-2804	14 Feb 2024	Bunnings - Alice Springs	Purchase Order	(500.33)	Approved
BRC PO-2806	14 Feb 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(299.50)	Approved
BRC PO-2807	14 Feb 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(489.52)	Approved
BRC PO-2813	14 Feb 2024	Warte Alparayetye Aboriginal Corporation	Purchase Order	(170.16)	Approved
BRC PO-2816	14 Feb 2024	Cameron/ Red Stone Plumbing & Gas	Purchase Order	(213.98)	Approved
BRC PO-2818	14 Feb 2024	Wetenngerr Store	Purchase Order	(52.24)	Approved
BRC PO-2819	14 Feb 2024	Barkly Hardware JV Pty Ltd	Purchase Order	(468.77)	Approved
BRC PO-2822	14 Feb 2024	Wetenngerr Store	Purchase Order	(172.53)	Approved
BRC PO-2856	14 Feb 2024	NT Trailer Pty Ltd	Purchase Order	(17,995.00)	Approved
BRC PO-2766	14 Feb 2024	Warte Alparayetye Aboriginal Corporation	Purchase Order	(40.00)	Approved
BRC PO-2769	14 Feb 2024	Tony Michael Watson	Purchase Order	(600.00)	Approved
BRC PO-2799	14 Feb 2024	Tennant Creek Tyre Centre (Bridgestone)	Purchase Order	(500.00)	Approved
BRC PO-2817	14 Feb 2024	Wetenngerr Store	Purchase Order	(13.97)	Approved
BRC PO-2835	14 Feb 2024	Barkly Hardware JV Pty Ltd	Purchase Order	(234.59)	Approved
BRC PO-2814	15 Feb 2024	Hastings Deering Australia Ltd	Purchase Order	(116.95)	Approved
BRC PO-2815	15 Feb 2024	Tennant Creek Tyre Centre (Bridgestone)	Purchase Order	(230.00)	Approved
BRC PO-2820	15 Feb 2024	Tennant Creek Tyre Centre (Bridgestone)	Purchase Order	(1,762.00)	Approved
BRC PO-2821	15 Feb 2024	REPCO Alice Springs	Purchase Order	(122.30)	Approved
BRC PO-2823	15 Feb 2024	Desert Palms Alice Springs	Purchase Order	(160.00)	Approved
BRC PO-2824	15 Feb 2024	Tsavaris Mobile Mechanical Repairs	Purchase Order	(544.50)	Approved
BRC PO-2825	15 Feb 2024	REPCO Alice Springs	Purchase Order	(1,734.49)	Approved
BRC PO-2827	15 Feb 2024	Tsavaris Mobile Mechanical Repairs	Purchase Order	(880.00)	Approved
BRC PO-2831	15 Feb 2024	Desert Therapy Pty Ltd	Purchase Order	(659.69)	Approved
BRC PO-2853	15 Feb 2024	Phillips Earthmoving	Purchase Order	(13,750.00)	Approved
BRC PO-2854	15 Feb 2024	Far Northern Contractors Pty Ltd	Purchase Order	(225.50)	Approved
BRC PO-2826	15 Feb 2024	NGNY Hosting	Purchase Order	(110.00)	Approved
BRC PO-2855	15 Feb 2024	Enterprise Electrics (NT) Pty Ltd	Purchase Order	(30.00)	Billed
BRC PO-3169	15 Feb 2024	Wetenngerr Store	Purchase Order	(74.39)	Approved
BRC PO-2828	16 Feb 2024	Barkly Hardware JV Pty Ltd	Purchase Order	(150.50)	Approved
BRC PO-2829	16 Feb 2024	Peter Holt	Purchase Order	(6,206.75)	Approved
BRC PO-2832	16 Feb 2024	Aherrenge Community Store Inc	Purchase Order	(249.79)	Approved
BRC PO-2834	16 Feb 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(123.92)	Approved
BRC PO-2836	16 Feb 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(107.00)	Approved
BRC PO-2837	16 Feb 2024	Aherrenge Community Store Inc	Purchase Order	(150.00)	Approved
BRC PO-2838	16 Feb 2024	Ronin Security Technologies	Purchase Order	(1,027.73)	Approved
BRC PO-2840	16 Feb 2024	GK Building Contractors Pty Ltd	Purchase Order	(1,405.40)	Approved

All purchase orders summary

BRC PO-2843	16 Feb 2024	Wetenngerr Store	Purchase Order	(56.00)	Approved
BRC PO-2844	16 Feb 2024	Wetenngerr Store	Purchase Order	(24.20)	Approved
BRC PO-2851	16 Feb 2024	Airpower NT Pty Ltd	Purchase Order	(3,085.15)	Approved
BRC PO-2852	16 Feb 2024	CDM Pools and Spas 1	Purchase Order	(474.50)	Approved
BRC PO-2830	16 Feb 2024	Barkly Hardware JV Pty Ltd	Purchase Order	(28.65)	Approved
BRC PO-2833	16 Feb 2024	Mirrirri Store	Purchase Order	(149.81)	Approved
BRC PO-2839	16 Feb 2024	AJ Couriers and Haulage	Purchase Order	(253.00)	Approved
BRC PO-2841	16 Feb 2024	BJ Trading & Hire	Purchase Order	(444.00)	Deleted
BRC PO-2842	16 Feb 2024	Original Power Ltd	Purchase Order	(68,000.00)	Approved
BRC PO-2845	19 Feb 2024	Independent Grocers Darwin1	Purchase Order	(468.81)	Approved
BRC PO-2846	19 Feb 2024	CDM Pools and Spas 1	Purchase Order	(6,845.17)	Approved
BRC PO-2848	19 Feb 2024	Peter Kittle Alice Springs	Purchase Order	(151.43)	Approved
BRC PO-2849	19 Feb 2024	Wetenngerr Store	Purchase Order	(37.43)	Approved
BRC PO-2850	19 Feb 2024	No Worries Gardening Service Nursery	Purchase Order	(240.00)	Approved
BRC PO-2857	19 Feb 2024	Ronin Security Technologies	Purchase Order	(660.00)	Approved
BRC PO-2858	19 Feb 2024	Safari Lodge Motel	Purchase Order	(1,980.00)	Approved
BRC PO-2859	19 Feb 2024	Samara on Ambrose	Purchase Order	(380.00)	Approved
BRC PO-2860	19 Feb 2024	Central Desert Transport	Purchase Order	(630.68)	Approved
BRC PO-2861	19 Feb 2024	Milner Meat & Seafood	Purchase Order	(711.38)	Approved
BRC PO-2862	19 Feb 2024	Central Fruit & Vegetable Wholesalers	Purchase Order	(448.10)	Approved
BRC PO-2863	19 Feb 2024	Independent Grocers Alice Springs	Purchase Order	(1,656.61)	Approved
BRC PO-2864	19 Feb 2024	Glen Arden Pastoral Company	Purchase Order	(200.00)	Approved
BRC PO-2865	19 Feb 2024	Aherrenge Community Store Inc	Purchase Order	(400.00)	Approved
BRC PO-2866	19 Feb 2024	Tenant and District Times	Purchase Order	(285.12)	Approved
BRC PO-2867	19 Feb 2024	Katherine Fresh Fruit & Veg Market	Purchase Order	(250.00)	Approved
BRC PO-2868	19 Feb 2024	Neil Mansell Transport Pty Ltd	Purchase Order	(200.00)	Approved
BRC PO-2869	19 Feb 2024	Bay Leaf Cafe	Purchase Order	(196.00)	Approved
BRC PO-2870	19 Feb 2024	Midland Caravan Park	Purchase Order	(191.67)	Approved
BRC PO-2871	19 Feb 2024	CoolDrive Auto Parts	Purchase Order	(345.10)	Approved
BRC PO-2875	19 Feb 2024	WILSON DIESEL SERVICES Pty Ltd	Purchase Order	(15,003.69)	Approved
BRC PO-2884	19 Feb 2024	Territory Pest Control	Purchase Order	(2,318.69)	Approved
BRC PO-2966	19 Feb 2024	eMerge IT Solutions	Purchase Order	(3,076.20)	Approved
BRC PO-2847	19 Feb 2024	CoolDrive Auto Parts	Purchase Order	(3,220.48)	Approved
BRC PO-2874	19 Feb 2024	RDO Equipment Pty Ltd	Purchase Order	(2,366.10)	Approved
BRC PO-2880	19 Feb 2024	Scout Talent Group	Purchase Order	(7,694.50)	Deleted
BRC PO-2881	19 Feb 2024	Scout Talent Group	Purchase Order	(7,694.50)	Deleted
BRC PO-2872	20 Feb 2024	Bell & Moir Toyota	Purchase Order	(290.00)	Approved
BRC PO-2873	20 Feb 2024	Jacal Tint & Automotive	Purchase Order	(1,130.40)	Approved
BRC PO-2877	20 Feb 2024	Our Town & Country Office National	Purchase Order	(793.64)	Approved
BRC PO-2878	20 Feb 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(497.87)	Approved

All purchase orders summary

BRC PO-2882	20 Feb 2024	Tony Michael Watson	Purchase Order	(300.00)	Approved
BRC PO-2895	20 Feb 2024	Bay Leaf Cafe	Purchase Order	(438.00)	Approved
BRC PO-2904	20 Feb 2024	DERRICK'S CONTRACTING PTY LTD	Purchase Order	(12,003.75)	Approved
BRC PO-2962	20 Feb 2024	Outback Outfitters	Purchase Order	(346.50)	Approved
BRC PO-2876	20 Feb 2024	Airpower NT Pty Ltd	Purchase Order	(3,684.39)	Approved
BRC PO-2879	20 Feb 2024	Mahuta Construction	Purchase Order	(64,350.00)	Approved
BRC PO-2883	21 Feb 2024	Warte Alparayetye Aboriginal Corporation	Purchase Order	(50.00)	Approved
BRC PO-2885	21 Feb 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(431.74)	Approved
BRC PO-2886	21 Feb 2024	Desert Palms Alice Springs	Purchase Order	(180.00)	Approved
BRC PO-2891	21 Feb 2024	Katherine Fresh Fruit & Veg Market	Purchase Order	(586.95)	Approved
BRC PO-2892	21 Feb 2024	Neil Mansell Transport Pty Ltd	Purchase Order	(454.47)	Approved
BRC PO-2930	21 Feb 2024	Our Town & Country Office National	Purchase Order	(118.12)	Approved
BRC PO-2890	21 Feb 2024	Independent Grocers Darwin1	Purchase Order	(1,772.98)	Billed
BRC PO-2893	21 Feb 2024	Jones Meat Katherine	Purchase Order	(1,001.66)	Billed
BRC PO-2887	22 Feb 2024	REPCO Alice Springs	Purchase Order	(1,792.01)	Approved
BRC PO-2888	22 Feb 2024	Tennant Creek Tyre Centre (Bridgestone)	Purchase Order	(268.00)	Approved
BRC PO-2896	22 Feb 2024	Arafura Catering Equipment	Purchase Order	(224.40)	Approved
BRC PO-2898	22 Feb 2024	Tennant Creek Tyre Centre (Bridgestone)	Purchase Order	(180.00)	Approved
BRC PO-2899	22 Feb 2024	Mahuta Construction	Purchase Order	(4,180.00)	Approved
BRC PO-2900	22 Feb 2024	Central Desert Transport	Purchase Order	(518.18)	Approved
BRC PO-2901	22 Feb 2024	Aherrenge Community Store Inc	Purchase Order	(300.00)	Approved
BRC PO-2902	22 Feb 2024	Territory Pest Control	Purchase Order	(667.00)	Approved
BRC PO-2903	22 Feb 2024	Tennant and District Times	Purchase Order	(430.00)	Approved
BRC PO-2905	22 Feb 2024	Dynasdy Pty Ltd	Purchase Order	(160.00)	Approved
BRC PO-2889	22 Feb 2024	Tennant Creek Tyre Centre (Bridgestone)	Purchase Order	(1,460.00)	Approved
BRC PO-2894	22 Feb 2024	Arlparra Aboriginal Corporation	Purchase Order	(800.00)	Approved
BRC PO-2897	22 Feb 2024	REPCO Katherine	Purchase Order	(159.02)	Approved
BRC PO-2953	22 Feb 2024	Remote Mechanical	Purchase Order	(1,000.00)	Deleted
BRC PO-2907	23 Feb 2024	Think Water Alice Springs	Purchase Order	(100.00)	Approved
BRC PO-2908	23 Feb 2024	Warte Alparayetye Aboriginal Corporation	Purchase Order	(500.00)	Approved
BRC PO-2909	23 Feb 2024	Warte Alparayetye Aboriginal Corporation	Purchase Order	(7.55)	Approved
BRC PO-2910	23 Feb 2024	Warte Alparayetye Aboriginal Corporation	Purchase Order	(168.22)	Approved
BRC PO-2911	23 Feb 2024	Tennant and District Times	Purchase Order	(600.00)	Approved
BRC PO-2912	23 Feb 2024	Tennant Creek Tyre Centre (Bridgestone)	Purchase Order	(180.00)	Approved
BRC PO-2913	23 Feb 2024	Peter Holt	Purchase Order	(8,201.05)	Approved
BRC PO-2914	23 Feb 2024	Alice City Tyrepower	Purchase Order	(1,190.00)	Approved
BRC PO-2915	23 Feb 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(150.00)	Approved

All purchase orders summary

BRC PO-2916	23 Feb 2024	Barkly Wholesales	Purchase Order	(350.00)	Approved
BRC PO-2958	23 Feb 2024	Barkly Plumbing Services	Purchase Order	(937.39)	Approved
BRC PO-2974	23 Feb 2024	Kulumindini Cleaning Services	Purchase Order	(1,870.00)	Approved
BRC PO-2906	23 Feb 2024	Bunnings - Alice Springs	Purchase Order	(362.72)	Approved
BRC PO-2917	26 Feb 2024	Jacal Tint & Automotive	Purchase Order	(1,767.60)	Approved
BRC PO-2918	26 Feb 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(500.00)	Approved
BRC PO-2919	26 Feb 2024	Fast Ass Couriers	Purchase Order	(446.80)	Approved
BRC PO-2921	26 Feb 2024	No Worries Gardening Service Nursery	Purchase Order	(420.00)	Approved
BRC PO-2922	26 Feb 2024	Mirrirri Store	Purchase Order	(499.50)	Approved
BRC PO-2923	26 Feb 2024	Independent Grocers Alice Springs	Purchase Order	(2,169.43)	Approved
BRC PO-2924	26 Feb 2024	Milner Meat & Seafood	Purchase Order	(788.91)	Approved
BRC PO-2926	26 Feb 2024	Stanes Transport NT Pty Ltd	Purchase Order	(554.40)	Approved
BRC PO-2927	26 Feb 2024	Warrabri Bakery	Purchase Order	(436.00)	Approved
BRC PO-2928	26 Feb 2024	Warte Alparayetye Aboriginal Corporation	Purchase Order	(180.41)	Approved
BRC PO-2929	26 Feb 2024	Samara on Ambrose	Purchase Order	(2,900.00)	Approved
BRC PO-2932	26 Feb 2024	Central Fruit & Vegetable Wholesalers	Purchase Order	(471.95)	Approved
BRC PO-2933	26 Feb 2024	Milner Meat & Seafood	Purchase Order	(871.03)	Approved
BRC PO-2934	26 Feb 2024	Central Desert Transport	Purchase Order	(1,036.36)	Approved
BRC PO-2935	26 Feb 2024	Wurth Australia Pty Ltd	Purchase Order	(3,203.97)	Approved
BRC PO-2938	26 Feb 2024	Julalikari Council Aboriginal Corporation	Purchase Order	(499.99)	Approved
BRC PO-2940	26 Feb 2024	Neil Mansell Transport Pty Ltd	Purchase Order	(109.20)	Approved
BRC PO-2949	26 Feb 2024	Diesel Pipes Alice Springs Pty Ltd	Purchase Order	(6,989.51)	Approved
BRC PO-2951	26 Feb 2024	F.M.A. Contracting PTY LTD	Purchase Order	(733.13)	Approved
BRC PO-2955	26 Feb 2024	Kulumindini Cleaning Services	Purchase Order	(1,100.00)	Approved
BRC PO-2920	26 Feb 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(192.61)	Billed
BRC PO-2925	26 Feb 2024	Central Fruit & Vegetable Wholesalers	Purchase Order	(382.34)	Approved
BRC PO-2931	26 Feb 2024	Independent Grocers Alice Springs	Purchase Order	(1,669.06)	Billed
BRC PO-2939	26 Feb 2024	Wetengerr Store	Purchase Order	(33.86)	Billed
BRC PO-2952	26 Feb 2024	Remote Mechanical	Purchase Order	(2,783.00)	Billed
BRC PO-2954	26 Feb 2024	Kurundi Station Pty Ltd	Purchase Order	(3,910.00)	Approved
BRC PO-2937	27 Feb 2024	BOC Gases	Purchase Order	(804.46)	Approved
BRC PO-2942	27 Feb 2024	Barkly Hardware JV Pty Ltd	Purchase Order	(239.37)	Approved
BRC PO-2944	27 Feb 2024	No Worries Gardening Service Nursery	Purchase Order	(500.00)	Approved
BRC PO-2946	27 Feb 2024	Tennant Creek Tyre Centre (Bridgestone)	Purchase Order	(365.00)	Approved
BRC PO-2947	27 Feb 2024	Barkly Hardware JV Pty Ltd	Purchase Order	(2,432.44)	Approved
BRC PO-2956	27 Feb 2024	Allan Scott Builder	Purchase Order	(2,719.85)	Approved
BRC PO-2936	27 Feb 2024	REPCO Alice Springs	Purchase Order	(125.80)	Approved

All purchase orders summary

BRC PO-2941	27 Feb 2024	Barkly Hardware JV Pty Ltd	Purchase Order	(4.40)	Approved
BRC PO-2943	27 Feb 2024	Bluestone Motor Inn	Purchase Order	(920.00)	Billed
BRC PO-2945	27 Feb 2024	Fast Ass Couriers	Purchase Order	(500.00)	Approved
BRC PO-2948	27 Feb 2024	Ronin Security Technologies	Purchase Order	(1,027.73)	Deleted
BRC PO-2950	27 Feb 2024	Seek Limited	Purchase Order	(346.50)	Approved
BRC PO-2957	27 Feb 2024	REPCO Alice Springs	Purchase Order	(304.93)	Billed
BRC PO-2960	27 Feb 2024	Bluestone Motor Inn	Purchase Order	(796.00)	Deleted
BRC PO-2963	28 Feb 2024	Hastings Deering Australia Ltd	Purchase Order	(11,228.80)	Approved
BRC PO-2964	28 Feb 2024	Cameron/ Red Stone Plumbing & Gas	Purchase Order	(527.44)	Approved
BRC PO-2965	28 Feb 2024	Dexter Barnes	Purchase Order	(750.75)	Approved
BRC PO-2973	28 Feb 2024	Dexter Barnes	Purchase Order	(496.13)	Approved
BRC PO-2975	28 Feb 2024	Kurundi Station Pty Ltd	Purchase Order	(1,125.00)	Approved
BRC PO-2978	28 Feb 2024	Tennant and District Times	Purchase Order	(950.00)	Approved
BRC PO-2979	28 Feb 2024	Tennant and District Times	Purchase Order	(700.00)	Approved
BRC PO-3252	28 Feb 2024	Our Town & Country Office National	Purchase Order	(249.98)	Approved
BRC PO-2959	28 Feb 2024	Tennant Food Barn - IGA Tennant Creek	Purchase Order	(144.24)	Billed
BRC PO-2961	28 Feb 2024	Barkly Hardware JV Pty Ltd	Purchase Order	(438.72)	Approved
BRC PO-2998	28 Feb 2024	Herron Todd White (Northern Territory) Pty Ltd	Purchase Order	(1,650.00)	Billed
BRC PO-2971	29 Feb 2024	The Elliott Store	Purchase Order	(200.00)	Approved
BRC PO-2972	29 Feb 2024	The Elliott Store	Purchase Order	(200.00)	Approved
BRC PO-2985	29 Feb 2024	Think Water Alice Springs	Purchase Order	(984.29)	Approved
BRC PO-2967	29 Feb 2024	Bay Leaf Cafe	Purchase Order	(536.00)	Billed
BRC PO-2968	29 Feb 2024	Bay Leaf Cafe	Purchase Order	(847.50)	Billed
BRC PO-2969	29 Feb 2024	The Elliott Store	Purchase Order	(89.72)	Billed
BRC PO-2970	29 Feb 2024	Leading Edge Computers Tennant Creek	Purchase Order	(330.00)	Billed
BRC PO-3140	29 Feb 2024	Iron Mountain Australia Group Pty Ltd	Purchase Order	(3,707.51)	Billed
<b>Total</b>				<b>(710,007.65)</b>	

## 8 CORPORATE SERVICES DIRECTORATE REPORTS

### Corporate Services Directorate Reports

#### 8.0 ICT Report

**Author** Nagaraju Kharra (ICT Coordinator)

#### 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 previous month.

#### BACKGROUND

Over the past one-month the ICT team have assisted Barkly staff with numerous issues via our Fresh service ticketing system, ICT on call helpdesk, Emails, and onsite visits.

#### Community Visit:

- Ali Curung
  - Ali Curung – Main Council Office: We have visited Alicurung main council office and installed the new UPS for our network server rack where the old one was broken due to power surges and out of warranty as checked with the supplier.
  - Ali Curung- Night Patrol office: We have replaced the Alicurung night patrol office monitor with a 27-inch monitor.
  - Ali Curung - Aged Care Office: We visited the Alicurung aged care office to assist the acting team leader there with printer issues and Teams issues with her laptop. We have checked the alarm system which is not working, attempted troubleshooting and came out with the outcome that the Alarm system is not communicating with the Alarm company with contractors' attendance required to setup the comms which assets and housing manager is working on that. We have found that there is no cctv monitor at the aged care centre, so we have installed one and made sure that cctv is up and running.
  - Ali Curung - Safehouse: We visited the safehouse regarding the printer issue which staff were facing there; checked the printer connections and added the printer as default, demonstrated to users with a test print. We have installed a camera and headset for the computer for the staff to attend weekly team's meetings
- Elliott
  - Elliott – Main council Office: We have visited Elliott main council office and upgraded the current two 50-inch TV screens to two 65-inch screens.
  - We have issued Sport and Rec team leader a mouse as the user didn't want the wireless one: JBL Headset and a Camera to join the weekly teams meetings.
  - Elliott – Safehouse: we have assisted Elliott safehouse coordinator by resolving the printer issues there by connecting the printer to the network via a 20-metre lead



going from the network switch to printer. The printer has been added to the network so that stakeholders will be able to print from tennant creek office.

#### Upcoming Visits :

- Wutunugurra : Video Conferencing Unit Installation with new 65-inch Displays.
- Alpururulam : Video Conference Displays upgrade to 65 inches. Unplugging the satellite-based internet connection and plugging in Direct internet connection.
- Mungkarta : Printer needs to be connected to Ethernet via a 20 metre lead and added to our network.

#### IT Projects/Works :

1. SPO Migration – MagiQ Docs yearly subscription expires June, councilbiz need to migrate our data from MagiQ Docs to Sharepoint before the magiq subscription expiry. ICT Team is actively following up with CouncilBIZ team to action this; a 90 extension of contract has been discussed with MagiQ if necessary.

2. Elliott Safehouse Starlink installation : Current network connection which is Telstra NBN at Elliott safehouse is slow. We have ordered and received the Business grade starlink which will need to be installed by an external contractor as ICT Team does not have working with heights certification. We are in talks with councilbiz and Ronin tech to action this.

3. Canteen Creek starlink installation: Currently Canteen Creek is on nbn connection which will need to be switched to Starlink – Councilbiz installed the starlink only on top of the night patrol office but have not run a wire from top of the building to network switch. ICT Team is following up with councilbiz to action this

4. IPVAS exit 30th April– CBIZ to action

Alpururulam – Network Termination device for Telstra Direct internet Adapt Service is installed. Councilbiz progressed this work but still needs to be connected to our Cisco router. **Onsite visit required but delayed due to floods.**

Ali Curung – Ampilatwatja : Councilbiz will send starlinks with their technician to install them for us.

5. Intune Deployment work is started by CouncilBIZ : This currently means our Network, Microsoft365 Administration which is currently fully councilbiz managed, which will change to BRC Managed. The deployment dates are not yet advised by the CouncilBIZ.

6. TC GYM Point to Point – Gel ethernet cable installation- old cable broken - Dexter Barns installed the cable.

7. TC Youth Centre – Point to Point Installation - External Contractor Dexter Barns has installed the point-to-point cambium link on top of the youth Centre.

8. Civic Centre Server Rack Installation - Ronin tech to install this.

9. Elliot safehouse and Alicurung Safehouse CCTV Installation – Ronin(ongoing) - Ronin is visiting Elliott safehouse 19/03/2024 and will spend four days in Elliott to do the CCTV installation. Ronin will visit Ali Curung safehouse to do the CCTV installation week starting 25/03/2024 and will spend the rest of the week there to do the CCTV installation.

10. Printers contracts ended for some printers: the ICT Team have requested NTIT to supply us with the quote for new contract printers.

11. TCYC – Computer Lab – run up - Ordered licenses from the emerge IT and applied to computers. TCYC Lab is up and running

12. Aged Care's CCTV Project for communities - Grant Hanson our ICT officer requested quotes for this



13. Asset Management – Hema, our ICT Officer, is updating assets to fresh service asset management.

### **ORGANISATIONAL RISK ASSESSMENT**

Nil

### **BUDGET IMPLICATION**

The Current Cambium Point to Point environment which transmits internet from main council office to rest of the offices which we have in Tennant Creek and all our communities is up for replacement and Councilbiz is in talks with us to replace it with Ubiquiti Point to point across all our communities and Tennant Creek. The cost of this project could be around \$150,000.

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

ICT Assets need to be procured and issued by ICT Team only. Sometimes the other departments are ordering IT equipment without the knowledge of IT department

### **CONSULTATION & TIMING**

Area managers will be informed of travel plans once finalized

### **ATTACHMENTS:**

1. brc servicedesk at a glance [**8.0.1** - 3 pages]
2. Alicurung main Council office UPS Installed [**8.0.2** - 1 page]
3. Elliott Main Council Office New 65inch Displays Installed [**8.0.3** - 1 page]



## **BRC ServiceDesk at a Glance**

Generated Date: March 15, 2024

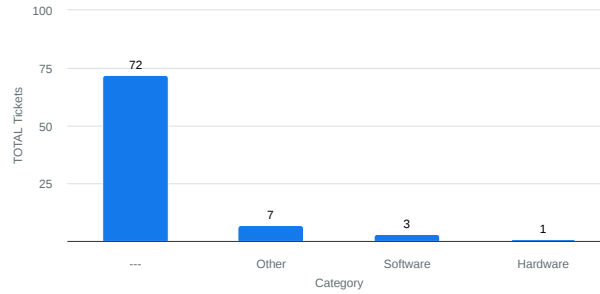
First Response Violated Tickets

TOTAL Tickets  
**8**

Average Avg Response Time in Bhrs of Tickets

AVG Avg Response Time in Bhrs  
**5h 10m 37s**

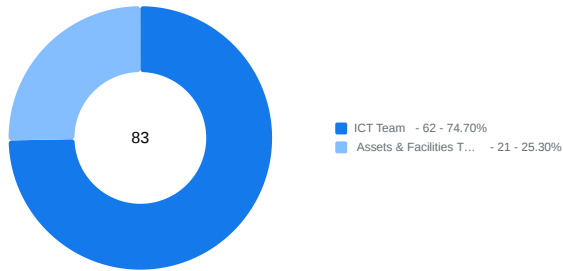
Total Tickets grouped by Category



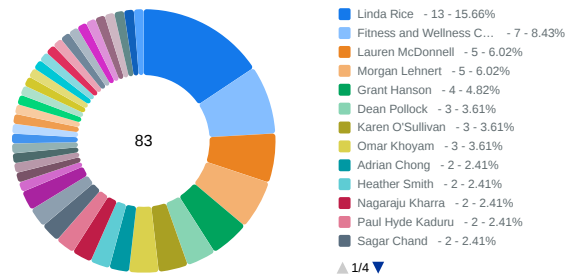
Tickets due Today

TOTAL Tickets  
**2**

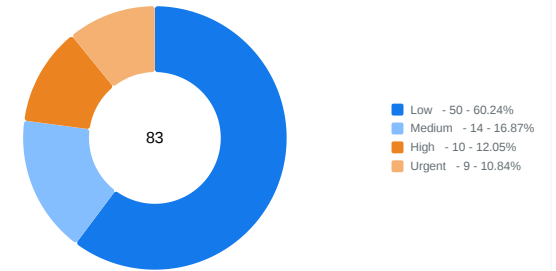
Tickets - Last 30 Days



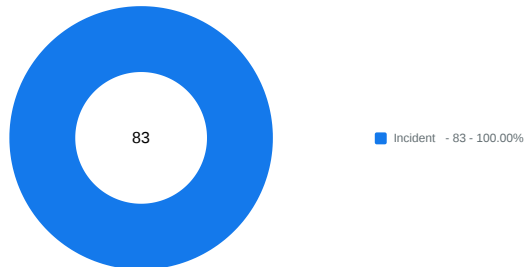
Tickets by Requester Name



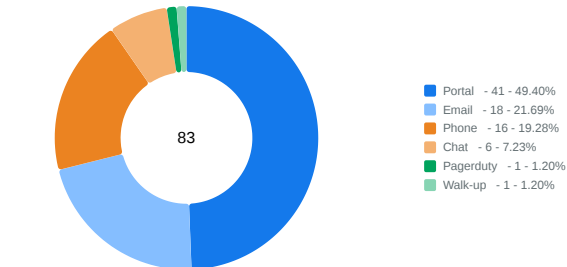
Tickets by Priority



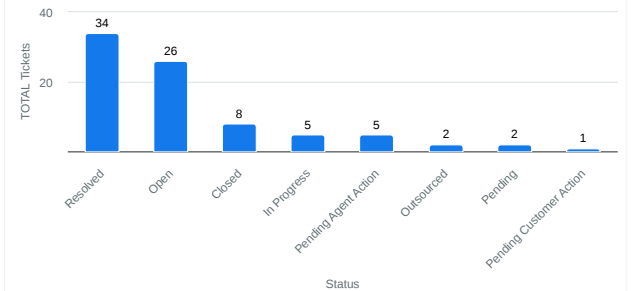
Tickets by Type



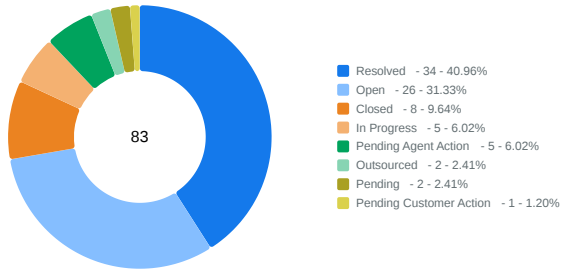
Tickets by Source



Total Tickets grouped by Status



Tickets by Status



Average Resolution Time in Bhrs of Tickets

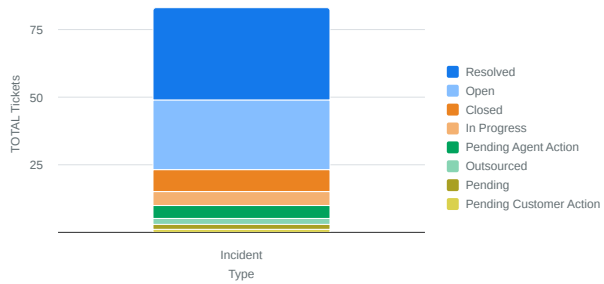
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CSAT Score by Agent Group

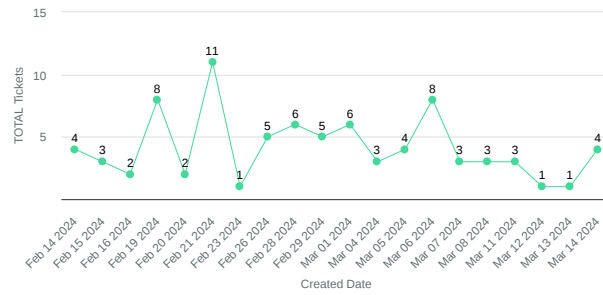


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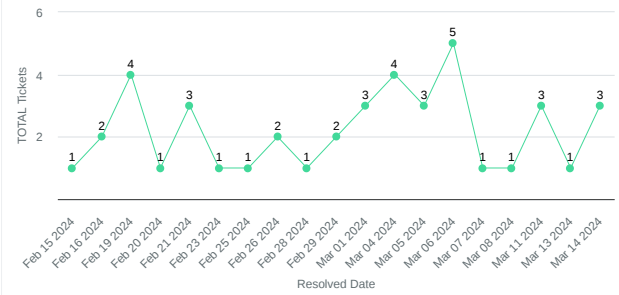
Tickets by Type and Status



Tickets by Created Date



Tickets by Resolved Date









## Corporate Services Directorate Reports

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### 8.1 Grants Report

**Author** Susan Wright

#### **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. Some projects have been further delayed due to issues with staffing in Alpurrrulam and this has been communicated to 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.

Regarding being pro-active on the grants front, I suggest that quotes be obtained for at least 3 projects for each community according to the strategic plan so that we are ready to apply when a suitable grant arises. It is easier to get a quote updated than a full quote.

### **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 March 2024 [8.1.1 - 4 pages]  
Grants Spreadsheet



**Grants Overview March 2024 Council Meeting**

**Grants Successful**

Application Number	GrantName	AgencyName	Amount
	No new notice		

**Grants Applied**

Date	GrantName/Project	AgencyName	Amount
14.3.24	Community Places – wifi hub for Alpururulam and Ampilatwatja	NTG	\$415,000.00
13.3.24	Community Places – Wutunugurra Women’s Centre upgrade	NTG	\$107,257.00
1.3.24	Healthy Lifestyles- food and drink for OSHC and S&R in community	NTG	\$35,000.00
29.2.24	Animal Welfare Fund –AMRRIC education program	NTG	\$13,120.00
20.2.24	NAIDOC	CMWTH	\$30,000.00
20.2.24	Strong and Resilient Communities – BRC & BRA music workshops through community	CMWTH	\$360,000.00

**Grants Unsuccessful**

Date	GrantName/Project	AgencyName	Amount
NA			

**Future Grants**



**Grants Overview March 2024 Council Meeting**

<b>Date Closing</b>	<b>GrantName/Project</b>	<b>AgencyName</b>	<b>Amount</b>
	NIAA New Jobs Program	NIAA	TBA
	Regional Precincts and Partnerships Program – Stream Precinct Development and Planning	Dept Infrastructure	\$500,000 minimum
	CBF Major Grant	NTG	Up to \$250,000
	CBF Minor Grant	NTG	Up to \$15,000

**Grants Reporting Outstanding**

<b>ApplicationNumber</b>	<b>GrantName</b>	<b>AgencyName</b>	<b>ReportingType</b>
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

**Grants Overview March 2024 Council Meeting**

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
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

**Grants Overview March 2024 Council Meeting**

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

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### 8.2 Monthly workforce profile report

**Author** Murray Davies (Director of Corporate Services)

#### **RECOMMENDATION**

That Council receives and notes this report

#### **SUMMARY**

The attached report summaries staff movement across BRC during the month of February

#### **BACKGROUND**

Report was generated to provide Council with a snapshot around personnel and any underlying trends

#### **ORGANISATIONAL RISK ASSESSMENT**

A significant number of casual staff were removed from employment, due to non- attendance or resignation. As there remains a gender imbalance, does this reflect more on our remote location rather than bias? BRC is committed to Diversity and Inclusion, but not reflecting yet across the workforce.

#### **BUDGET IMPLICATION**

n/a

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

n/a

#### **CONSULTATION & TIMING**

n/a

#### **ATTACHMENTS:**

1. FEBRUARY 2024 WORKFORCE PROFILE REPORT [8.2.1 - 1 page]

## FEBRUARY 2024 WORKFORCE PROFILE REPORT

### Fast Statistics

- Budgeted FTE is 186.80 which remains unchanged from January 2024
- Actual FTE is 157.94 which is ↑ 18.70 from January 2024
- Head Count is 271 people which is ↓ 4 from January 2024
- 65.9% of our workforce are Indigenous which is ↑ 1.0% from January 2024
- Females make up 37.8% of our workforce which is ↓ 0.2% from January 2024
- 57.5% of our Workforce are employed in Communities which is ↓ 0.9% from January 2023

Figure 1 Employment by Location

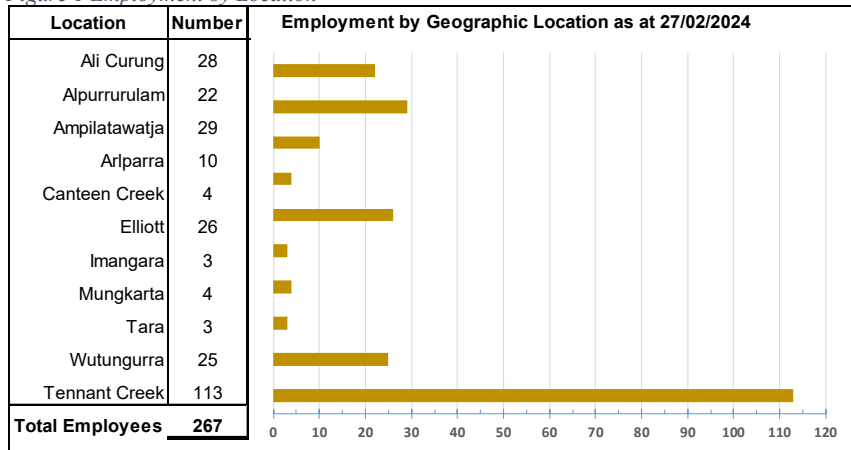


Figure 3 Workforce Gender Profile

GENDER	ATSI		Non-ATSI		TOTAL	
Trans/NB	1	0.6%	1	1.1%	2	0.7%
Female	71	40.3%	30	33.0%	101	37.8%
Male	104	59.1%	60	65.9%	164	61.4%
<b>TOTAL</b>	<b>176</b>	<b>100.0%</b>	<b>91</b>	<b>100.0%</b>	<b>267</b>	<b>100.0%</b>

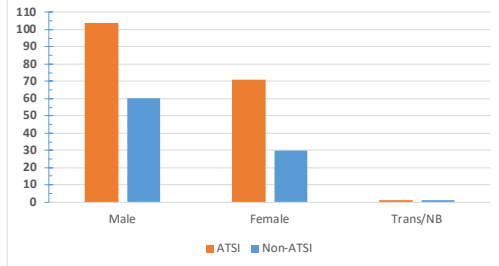
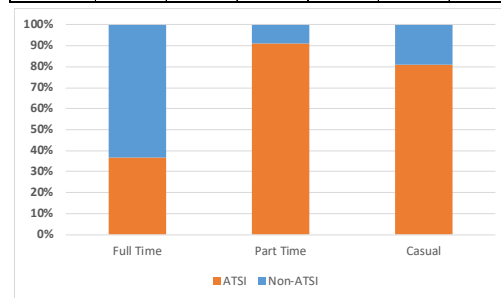


Figure 2 Workforce Employment Status

STATUS	ATSI		Non-ATSI		TOTAL	
Full Time	37	21.0%	64	70.3%	101	37.8%
Part Time	40	22.7%	4	4.4%	44	16.5%
Casual	99	56.3%	23	25.3%	122	45.7%
<b>TOTAL</b>	<b>176</b>	<b>100.0%</b>	<b>91</b>	<b>100.0%</b>	<b>267</b>	<b>100.0%</b>



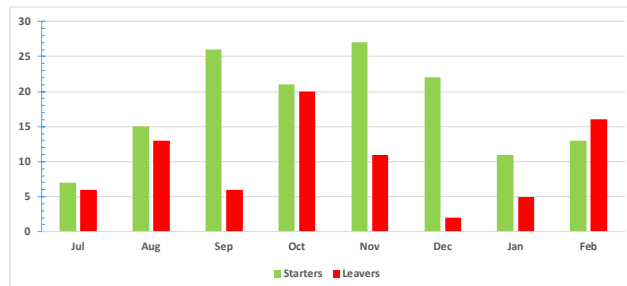
### Starters and Leavers Report

For the FYTD There has been 142 commencements. The majority of new starters who commenced in November and December was to staff the TC Youth Centre and the Tennant Creek swimming pool over the school holidays.

During the same period there has been 79 terminations. The larger number in October was terminating inactive casual employees.

Figure 4 Starters and Leavers Report

Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Total
Starters	7	15	26	21	27	22	11	13	142
Leavers	6	13	6	20	11	2	5	16	79



## 9 COMMUNITY DEVELOPMENT DIRECTORATE REPORTS

### Community Development Directorate Reports

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#### 9.1 Barkly Animal Management facility - funding options

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

#### **RECOMMENDATION**

That Council notes and accepts the report to source funding for an Animal Management Facility to be built in Tennant Creek.

#### **SUMMARY**

This report seeks council ratification to authorise the sourcing of funding for the development of an animal management facility in the Dog Dreaming cultural region of Tennant Creek. The facility aims to address the current inadequacies in veterinary services, pound area management, and community engagement regarding animal welfare. Securing funding is essential to address these issues and maximise long-term benefits for both animals and the community. This project will not only address existing challenges but also contribute to long-term improvements in animal care, community engagement, and sustainability.

#### **BACKGROUND**

The existing veterinary facility and pound area within the council municipal yard are insufficient to meet the needs of proper animal care and community engagement. This necessitates the development of a purpose-built animal management facility to provide comprehensive services and enhance the overall quality of animal management in the region.

#### **ORGANISATIONAL RISK ASSESSMENT**

The absence of a well-equipped animal management facility poses significant risks to council, including:

Decreased community satisfaction with animal care services

Operational inefficiencies in managing stray animals and providing veterinary care

Potential regulatory non-compliance regarding animal welfare standards

Negative impact on the organisation's reputation and community relations

#### **BUDGET IMPLICATION**

Nil



## **ISSUE/OPTIONS/CONSEQUENCES**

The key issues driving the need for funding and development of the animal management facility include:

Challenges in managing the available pound area and stray animals effectively

Limited opportunities for community animal adoptions due to WH&S issues at current facility

Limited community involvement and awareness regarding animal welfare

Lack of sustainable revenue streams to support animal management operational costs

## **CONSULTATION & TIMING**

Nil

## **ATTACHMENTS:**

Nil

## Community Development Directorate Reports

### 9.2 Community Development report

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

#### RECOMMENDATION

That Council <receives and accepts the Community Development February report>

#### SUMMARY

## SAFE HOUSES AND YOUTH RECREATION PROGRAMS

### 1. Program Update

#### 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 and few trying to escape to other communities. We managed to rescue 1 client and her 3 children to Alice Springs from Ali Curung.

BRC Safe house remains committed to its mission of providing essential support services to individuals in need while striving for continuous improvement and innovation.

#### YSR

The Youth, Sports, and Recreation (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 from 1:30 PM twice a week as requested by the School Principal, as the school is experiencing staff shortages. The BRC YSR is collaborating closely with TFHC to address youth issues in the Ali Curung community. 3 staff from CAYLUS will be in Ali Curung to support YSR program delivery from 19/03/2024 to 22/03/2024.

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.

#### International Women's Day Celebration in Elliott

Safe House, Aged Care and YSR conducted the International Women's Day celebration on 08/03/2024, youth and elders in the community were invited. The program was a success with around 45 community members participating including Aged Care clients and Safe house clients. To support the local community, Elliott Band were playing Live music. This program was sponsored and hosted by Barkly Regional Council and sponsored by NTG in





partnership with Department of Health. Primary and Public Health Care – Barkly, NT Health delivered health information session. (Photos of the celebration below)

## 2. Staffing Updates

The new position, Children Specialist DFSV worker which was approved by last council meeting has been advertised and the amended position Zone Manager YSR which was approved by special council meeting is advertised.

Due to recent complaint and concerns Youth Sports, and Recreation Team leader – Alpururulam Rathin Saha is relocated in Tennant Creek to support the Tennant Creek Youth Centre program until the matter is resolved. Due to this, the YSR program is operating with limited capability in Alpururulam. NIAA has been informed about this.

Ali Curung Safe house coordinator is resigned, and the position advertised.

This is the present staffing level of Safe houses and Youth Recreation Programs:

Location	Department	Staff	Vacant	Comment
Tennant Creek	Safe housed and YSR	1	2	Zone manager YSR and Children Specialist DFSV position advertised
Ali Curung	YSR	4		
Alpururulam	YSR	4		1 Staff relocated to Tennant creek
Ampilatwatja	YSR	3		
Arlparra	YSR	3		
Elliott	YSR	4		
Wutunugurra	YSR	3	1	Team leader position vacant
Ali Curung	Safe House	3	1	Coordinator position is advertised
Elliott	Safe House	4		Coordinator on maternity leave

## 3. Highlights and Achievements

- International Women's Day was celebrated in Elliott on 08/03/2024.
- YSR Officer – Arlparra Clayton Daniels was awarded the Youth Worker of the month for Central Australia. He was recommended by Barkly Regional Council. This is a concept created by CAYLUS involving BRC, Central Desert Regional Council, MacDonnell Regional Council and NGAANYATJARRA PITJANTATJARA YANKUNYTJATJARA WOMEN'S COUNCIL (NPY Women's Council).

## 4. Goals & Objectives

The last goal of training staff on Timesheet and completing reports is ongoing. It would be good to have a training and development person who can assist us with those basic training which is mandatory for each staff.



The ultimate goal is to meet the KPI as outlined in the agreement.

**5. Challenges and Issues**

- YSR program is in dire need of vehicle (Troopy) for Ampilatwatja, Alpururulam and Wutunugurra. (The discussion to obtain the vehicle is ongoing with the fleet team), this will help the YSR department deliver more effective and additional programs
- The Alpururulam is now operating without team leader, which has affected the YSR program delivery which will be noticed on upcoming performance report
- Conducting a regular program in Ampilatwatja is challenge after the recent partnership agreement with CAYLUS dropped because of the under delivery of services. However, we were able to conduct a successful school holiday program during the Christmas break with support from external youth worker.

**6. Stakeholder Engagement**

Stakeholder	Date	Location	Comment
Barkly Arts	Ongoing	Tennant Creek	<ul style="list-style-type: none"> <li>• To celebrate International Women’s Day - Elliott</li> <li>• Planning on having music program in Alpururulam in April involving MusicNT. If the road remains closed we proposed moving this to Ampilatwatja</li> </ul>
Primary and Public Health – Barkly	08/03/2024 (Ongoing)	Tennant Creek and Elliott	<ul style="list-style-type: none"> <li>• To celebrate International Women’s Day – Elliott</li> <li>• Working together for other communities as well</li> </ul>
CAYLUS	Ongoing	Online, Ali Curung	<ul style="list-style-type: none"> <li>• To support YSR program in Ali Curung 19/03/2024 to 22/03/2024</li> </ul>
Alekarenge School	13/03/2024	Ali curung	<ul style="list-style-type: none"> <li>• Discussion to support School to keep the youth engaged during school hours</li> </ul>

This is the list of the stakeholders are working with us during the school holiday program in the communities:



### 7. Resource Allocation

YSR program in Ali Curung is supporting Alekarenge School by delivering the YSR program during the school hours to keep the youth in community engaged as requested by the School Principal.

YSR Team leader – Alpurrurulam is working at the TCYC until the investigation is over.

### 8. Training

- Working together with Charles Darwin University to enrol YSR staff to Certificate level training
- Ongoing mentorship and guidance for Safe house and YSR staff.
- After the initial meeting with the Central Desert Training, we have not heard anything back, although they said they will start the program early this month

### 9. Reporting

Upcoming reporting:

Program	Report	Due Date	Responsibility	Comment
Safe House	Monthly Report (February)	End of March	Safe House Coordinator	Regional Manager to check
Safe House	Northern Territory Remote Aboriginal Investment (NTRAI)	14/03/2024	Safe House Coordinator	Regional Manager working with Territory Families, Housing and Communities on this

### 10. Feedback and Complaint

- A complaint was made by the Youth Sports and Recreation Team leader – Alpurrurulam on 16/02/2024. The matter is sitting with HR department.
- A complaint was made by a Staff member regarding a community member at Elliott on 11/03/2024, this was dealt with within 24 hrs and resolved. – **Complaint resolved and recorded**

### 11. Upcoming Activities

- Scheduled Ali Curung FUNDAY program is on hold until further notice as requested by other stakeholders.
- We are planning for music program for Alpurrurulam from 08/04/2024 till 12/04/2024 in partnership with Barkly Arts and MusicNT. If the road to Alpurrurulam is not open, then we have proposed on moving this to Ampilatwatja.

## COMMUNITY SAFETY PROGRAM

### Staffing Updates

Community Safety currently employs 33 staff members across the Barkly Region. Recruitment efforts are ongoing to fill vacancies for Community Safety Staff in certain communities. Among the current staff, there are 17 women and 15 men.

### Highlights and Achievements

- Wutunugurra: Assisted in retrieving stranded community members due to adverse weather conditions on the back road to Barkly Homestead.
- Canteen Creek: Provided support during a rollover incident involving a family with four children in the vehicle; fortunately, there were no injuries.
- Neutral Junction School: Assisted Tara Community School when their school bus broke down.
- Mungkarta: Aided a Telstra worker who was bogged along the railway track in the Mungkarta area.

### Goals & Objectives

- Implementing split shifts in Ali Curung to address Break and Enter incidents.
- Training initiatives for Community Safety Staff in 4WD operations, first aid, and computer skills.
- Conducting workshops on Suicide Prevention, Domestic Violence, and Mental Health awareness.

### Challenges and Issues

- Weather conditions impede travel and engagement with staff.
- Challenges with obtaining USI (Unique Student Identifier) for Community Safety Staff training.

### Stakeholder Engagement

- Community Safety collaborates with various stakeholders, including the Police, Area Managers, Health Department, Schools within the community, and Local Authority Members in certain communities.

### Resource Allocation

- Community Safety has delivered IT equipment to communities to enhance operational capabilities.

### Training

- Access to training through Registered Training Organizations (RTOs) is being facilitated for Community Safety Staff.

### Reporting

- Ongoing reporting is conducted using Stats sheets to monitor the effectiveness of the Community Safety Programme.

## COMMUNITY CARE PROGRAM -Ampilatwatja and Arlparra

### 1. Program Update

- Both Ampilatwatja and Arlparra aged care are operating on a regular basis.



- The team leader is working hard to fulfill the gaps due to the unauthorised absence of staff at Ampilatwatja Aged Care centres.
- Service delivery to the aged care clients at both centres as attached below.
- No incidents and complain has been received from the clients and staffs.
- Fortnightly Team leader meeting is ongoing.
- Both Zone Manager had a co-ordination meeting regarding increasing service delivery at ACPR (Barkly) with some strategies and plans.
- Team leader and staffs is checking daily with the clients If they are ok while delivering the meals and has been receiving the positive feedback from the clients.
- Sorry Business and Men's business at both Ampilatwatja and Arlparra.
- Zone Manager having Regular Co-ordination with the team member, Area Manager, and communities' officer to provide the quality services to our clients and regarding the any upcoming events.
- IEL report completed was due on 6<sup>th</sup> February.
- Zone Manager had a WHS, Code of conduct, prevention of bullying, harassment, and discrimination training with HR on 07/02/2024.
- Working with children clearance and Police check renewal process is ongoing for all the staffs.

### **Ampilatwatja Aged Care:**

- Due to heavy rain services delivery to the outstations (Irrultja and Atnwegerrpe) was bit effected by rain, but staff tried their best to delivered to their possible ways to reach out to clients.
- Team leader is on the process of updating the medical summary at Ampilatwatja Aged Care.
- Detail Cleaning of the aged care centre done by Team leader and Staffs photos attached below.
- All the staffs were on ceremonial leave on 21/02/2024 and drop off the hampers to the client's day before.
- Allied Health team visited to Arlparra aged care clients on 20/02/2024.

### **Arlparra Aged Care:**

- 1 Client discharged from Arlparra on 28/02/2024 (CHSP).
- All client's medical summary has been updated at Arlparra Aged Care.
- 1 Clients Referral to Allied health from Arlparra.
- 4 Clients Care Plan has been reviewed.
- Allied Health team visited to Arlparra aged care clients on 19/02/2024.
- 3 new Clients are on the process of paperwork to take the services from the aged care.

## **2. Staffing Updates:**

### **Arlparra Aged Care:**

- 1 Team Leader ,1 Full time Staff, 2 Part-Time Permanent Staff, 1 Casual Staff.
- Regular Fortnight team meeting with team leader is going on.
- 1 Staff is on unauthorized absence.



### **Ampilatwatja Aged Care:**

- 1 Team Leader ,2 Part-Time Permanent Staff, 3 Casual Staff.
- 1 staff resigned due to personal reason.
- Team leader and Staff have been working hard to deliver the service as 2 staff of them are on unauthorised leave.
- Regular Fortnight team meeting with team leader is going on.
- 1 new staff has been recruited at Ampilatwatja Aged Care started from 28 /02/2024.

### **3. Highlights and Achievements:**

- Staff trainings are ongoing at all levels to develop the skills.
- Team of Allied health professionals going to visit Arlparra and Ampilatwatja on Monday 19<sup>th</sup> to Thursday 22<sup>nd</sup> of February 2024.
- Had a grass cut down at Arlparra Aged Care Centre.
- The recruitment process is ongoing in different communities with some communities already having new staff.

### **4. Goals & Objectives**

#### **Goals**

Meeting and Regular evaluating and improving service delivery to clients to meet their need respecting their privacy and dignity according to the aged care standards.

#### **Objective**

To complete the aged care service delivery efficiently.

### **5. Challenges and Issues**

#### **Challenges:**

- Staffing management is the major challenge at most of the centres as they don't show up without any notifications.
- Meal delivery to outstations is a bit challenging in the rainy seasons.

#### **Issues:**

- Staff unauthorised absence which results in delay with service delivery.
- Trees need to be cut down at Arlparra Aged care need to be fixed. Informed Area manager regarding the issues and waiting for progress.

### **6. Stakeholder Engagement**

- Zone Manager has interacted with Allied health for their Visit to Ampilatwatja and Arlparra to Clients house on 19<sup>th</sup> to 22<sup>nd</sup> of February 2024.
- Has interact with central desert therapy for their service to the clients at Arlparra.
- Zone Manager had a conversation with Mellicent Omega – Case Support worker for Waltja corporation regarding services to the NDIS clients.
- Zone Manager interact with the Tennant Creek Hospital Ditecian regarding the review of the meal plans.



## 7. Resource Allocation

- 1 Clients at Arlparra receive the new wheelie walker, new bed, and mattress referred by Allied Health.

## 8. Training

- Staff trainings are ongoing at all levels to develop the skills.
- Toolbox training in the communities at all levels in ongoing, including online training. Some staff documents are also on the process of renew (WWC, Police Check, NDIS worker Screening).
- Zone Manager provided Paperwork and daily task to Team leader of Ampilatwatja and all staff regarding the workplace, service delivery to the clients.
- Encouragement to staff by Zone Manager to come to work.

## 9. Reporting

Program	Report	Due Date	Responsibility	Comment
Ampilatwatja Aged Care	Monthly Report	End of February- Completed Next Due March	Team Leader	Zone Manager to check
E-Tools Reporting	Monthly data	February - Completed. Next Due- March ( Every Second Week)	Zone Manager	Regional manager to Check
Arlparra Aged Care	Monthly Report	End of February– Completed Next Due March	Team Leader	Zone Manager to Check

## 10. Upcoming Activities

The Ampilatwatja Aged Care and Arlparra Aged Care conduct weekly open day for all the clients which delivers every Thursday is ongoing. In which they will have BBQ, Painting, Collaboration with each other, watching Tv and having meals at the centre.

## 11. Client's numbers for both CHSP and NATSIFAC Program (Ampilatwatja and Arlparra):

Ampilatwatja Aged Care	Number
CHSP	9

Arlparra Aged Care	Number	Grand Total
CHSP	13	22



NATSIFAC	6
Total	15

NATSIFAC	7	13
Total	20	35

## 12. Update on Service Delivery for both CSHP and NATSIFAC Program for January 2023(Ampilatwatja and Arlparra Aged Care):

January 2024			Service Delivery	
Service Type	Activity ID	ACPR- Aged Care Planning Region	NATSIFAC	CHSP
Centre-Based Respite	<i>Activity Total</i>	Ampilatwatja and Arlparra	42	60
	4-7W5B781			
Domestic Assistance	<i>Activity Total</i>	Ampilatwatja and Arlparra	148	147
	4-7W5G8D1			
Meals	<i>Activity Total</i>	Ampilatwatja and Arlparra	746	1260
	4-7W5G8KU			
Personal Care	<i>Activity Total</i>	Ampilatwatja and Arlparra	46	20
	4-7W5B7FN			
Social Support Group	<i>Activity Total</i>	Ampilatwatja and Arlparra	42	53
	4-7W5J1FQ			
Social Support Individual	<i>Activity Total</i>	Ampilatwatja and Arlparra	58	54
	4-7W5J23D			
Transport	<i>Activity Total</i>	Ampilatwatja and Arlparra	34	60
	4-7W5B7OK			

## COMMUNITY CARE PROGRAM -Ali Curung, Elliott Alpurrurulam

### 1. Staffing Updates



- Staffing at all 3 communities has been fluctuating with attendance.
- Reasons include illness, flooding, difficulties in returning to the community, and instances of staff not showing up for their shifts without providing reasons.

## 2. Highlights and Achievements

- Services are showing improvement across all communities.
- Team Leaders are actively collaborating with staff to ensure high-quality services for all clients.
- Elliott Team Leader organised an outing for clients to the Barkly stock route to witness the flooding, which was well-received by the clients.

## 3. Goals & Objectives

- Recruitment of new staff for Elliott and Ali Curung.
- Enhance the delivery of quality services to our clients.

## 4. Challenges and Issues

- Flooding has posed challenges for all communities this month, particularly affecting food deliveries to Alpururulam and clients on outstations.
- Attendance issues among staff remain a concern.

## 5. Stakeholder Engagement

- Elliott: Occupational Therapist, Physiotherapist, Speech Therapist, Dietician.
- Ali Curung: ACAT, Memory Services Alice Springs.
- Alpururulam: Nil stakeholders identified.

## 6. Training

- Conducting Toolbox Talks.
- Collaborating with the Training organization to deliver Certificate III in Individual Support for all staff at each Community in 2024.

## 7. Upcoming Activities

- International Women's Day celebration planned at Elliott.

# LOCAL LAWS REPORT

## 1. Highlights and Achievements

- Chewproof Dog Beds is going to be a sponsor of our dog day.

## 2. Goals & Objectives

- Successful pet adoption day.

Exploring new software system that could benefit the local laws department.

## 3. Challenges and Issues

- Finding more sponsors for the animal adoption day.
- Rehoming of dogs.
- The rehoming of the peafowl at Elliot. The peafowl can't be rehomed in the territory under legislation. The only option is for the peafowl to remain in Elliot or be euthanized.

## **BACKGROUND**

A productive month with various initiatives aimed at enhancing community well-being. Efforts include submitting partnership grants for Animal Welfare programs, proposing new job trials, and filling key managerial positions. Collaborations with stakeholders like AMRRIC and NIAA underscore our commitment to addressing community needs comprehensively.

Safe Houses and Youth Recreation Programs, celebrated International Women's Day, and addressed staffing challenges. Despite ongoing issues such as staffing fluctuations and resource needs, we remain dedicated to engaging stakeholders, delivering program services, and improving overall community welfare.

## **ORGANISATIONAL RISK ASSESSMENT**

Nil

## **BUDGET IMPLICATION**

Nil

## **ISSUE/OPTIONS/CONSEQUENCES**

Nil

## **CONSULTATION & TIMING**

Nil

## **ATTACHMENTS:**

1. Photos Community Development Council report March 2024 [9.2.1 - 4 pages]

International Women's Day celebration in Elliott on 08/03/2024

PICTURES, TABLES & ADDITIONAL INFORMATION



BRC Staff preparing food



BRC Staff preparing food



Community members attending the International Women's Day



Elliott Band



PICTURES, TABLES & ADDITIONAL INFORMATION



Elliott Aged Care Clients



Community members attending



Community members attending the International Women's Day



BRC Staff getting the meal ready for clients



**Aged Care facility photos**







## 10 TENNANT CREEK DIRECTORATE REPORTS

### Tennant Creek Directorate Reports

---

#### 10.1 Tennant Creek Directorate Report

**Author** Ryan Francis (A/Director TC)

#### **RECOMMENDATION**

That Council receives and notes the February report.

#### **SUMMARY**

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

#### **Municipal Services**

Currently, the Works 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.

The Municipal team have been challenged by weather during this reporting period, however, have acquitted themselves well. Of particular note is the dedication the team displayed in rectifying some civil related issues at the cemetery.

Additionally, it was identified that a specifically designed shoring system is required for the cemetery to ensure the stability of all open excavations.

#### **Mary Anne Dam**

The Projects Team have been undertaking regular weekly inspections of the dam structure with particular attention to the downstream embankment. During the wet period the lake filled quite rapidly reaching capacity and overflowing the spill way. As expected, the catchment area caused the lake waters to become particularly turbid. As the silt content settled out of the water column the turbidity substantially decreased.

Of particular note was that the turbidity of the seepage from the base of the embankment also approximately correlated to the conditions of the lake, which indicates that limited gravel materials making up the embankment structure are being passed/removed/scoured away via the seepage.

Understanding that this is a visual inspection only, with no scientific monitoring, it does however indicate that the situation, whilst less than ideal, has not deteriorated.

Additionally of note, there was the identification of previously undocumented area of seepage located at the northeastern corner of the embankment. This seepage coincides with a large failure in the control joint on the concrete upstream face of the embankment. Heavy vegetation along the downstream face of the embankment is making visual inspection problematic. The team have applied for a Scared Site Clearance Certificate so the vegetation can be promptly removed improving the visibility and structural integrity along this critical element.

## **Landfill Operations**

The Landfill team is currently engaged in a clearance operation to facilitate the establishment of new transitional waste stockpiles. This operation is being conducted in close collaboration with the Projects Team to ensure alignment with the agreed Environmental Management Plan.

Substantial progress has been made in raising the bench height of the tip, a crucial aspect of compliance. Daily coverage of exposed waste with soil is essential for compliance, and by increasing the bench height from 1m to 3m, we have significantly reduced the amount of material required for coverage. Additionally, the implementation of a windrow encircling the tip head has performed as per the design intent with the containment of leachate during the wet weather experienced during the period.

The project plan for reconfiguring the existing tip setup has been finalised. Works for the establishment of the transfer station are set to commence in the next few weeks. This transfer station will provide a convenient location for community members to sort and deposit waste.

Once deposited at the transfer station, waste materials will be transported to the transitional stockpiles for sorting by our team. This sorting process will include the segregation of various materials, such as wood, mattresses, furniture, and certain plastics. Following sorting, these materials will undergo processing, primarily through shredding, to prepare them for utilization as daily cover at the tip head.

The utilisation of processed materials as daily cover at the tip head represents a significant improvement in resource utilization. By reducing the need for imported materials, we aim to minimize operational costs and environmental impact while maximising resource efficiency.

The establishment of the transfer station encourages community engagement in waste management practices. By providing a platform for active participation, we aim to raise environmental awareness and promote sustainable waste management within the community.

This project is a significant step forward in our commitment to sustainable landfill management. Through collaborative efforts and innovative solutions, we continue to strive towards improving operational efficiency and minimising environmental impact.

## **ORGANISATIONAL RISK ASSESSMENT**

A comprehensive review of staffing levels is required against the organisational 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.

Ensuring public safety and structural integrity of identified significant risk infrastructure assets via regular monitoring.

Ensuring WHS obligations are met regarding excavations at the cemetery.

### **BUDGET IMPLICATION**

Training of staff for safe and efficient operation of machinery.	\$40,000.00p/a
Contractor for annual waste reduction via mobile shredding plant.	\$150,000.00p/a
Ongoing recommended maintenance of Mary Anne Dam.	\$750,000.00p/a

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

Nil

### **CONSULTATION & TIMING**

Nil

### **ATTACHMENTS:**

Nil

## Tennant Creek Directorate Reports

### 10.2 Kargaru Road Report.

**Author** Ryan Francis (A/Director TC)

#### **RECOMMENDATION**

That Council receives and notes the Street lighting to Kargaru Road report.

#### **SUMMARY**

Funding has been secured for the installation of street lighting along Kargaru Road as part of the Local Roads and Community Infrastructure program Phase 3.

Project #BRC002-24 was initiated by the projects team in February of this year. Currently, a comprehensive cost analysis is underway to ensure the project remains within budgetary constraints. We anticipate finalizing the scope of works by the end of this month, with the tendering process slated for completion by mid-April.

In addition to the street lighting installation, there is a need for stabilizing the pavement edges along the road. This task will be integrated into the streetlight installation project and executed by the BRC Municipal works team.

Furthermore, we plan to conduct a detailed survey of the roadway to facilitate future road widening projects. This survey will enable us to prepare a budget for potential widening initiatives to enhance road infrastructure at a later date.

#### **BACKGROUND**

The BRC has identified the need for installing street lighting along this road, and funding has been successfully secured through an application process.

Recent events have underscored the urgency of this initiative. Following an unfortunate accident on the road, where a resident was struck and injured, concerned residents have submitted a petition highlighting the lack of street lighting as a contributing factor to such incidents.

#### **ORGANISATIONAL RISK ASSESSMENT**

In light of this petition and the safety concerns raised by the community, the installation of street lighting has gained even greater importance. We are committed to addressing these concerns promptly and ensuring the safety of all residents who utilize this road.

#### **BUDGET IMPLICATION**

Stabilization of the pavement edges is an additional cost over and above the approved funding. Works to be completed as part of R&M by BRC works team.

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

n/a



**CONSULTATION & TIMING**

n/a

**ATTACHMENTS:**

Nil

## 11 OPERATIONS DIRECTORATE REPORTS

### Operations Directorate Reports

---

#### 11.1 New Position Proposal - Senior Regional Area Manager

**Author** Brody Moore (Director of Operations & Remote Communities)

#### RECOMMENDATION

That Council;

1. Note and accept the report proposal to amend the BRC organisational structure to create the position of Senior Regional Area Manager.
2. Approve the creation of a Senior Regional Area Manager position within the Operations Directorate due to operational need.

#### SUMMARY

Proposal for the creation of a new position within the Barkly Regional Council, Senior Regional Area Manager - communities. This proposal and position aims to address a strategic gap within Council and enhance our capacity to effectively manage regional planning, stakeholder communications, project management, and service delivery reporting across the Barkly region.

#### BACKGROUND

The Barkly region has experienced significant growth and development after a period of inactivity, leading to an increased demand for strategic planning, project management and effective communication and connections with stakeholders. However, our current structure lacks a dedicated role focused on these crucial aspects of regional governance. The creation of a Senior Regional Area Manager position will bridge this gap and ensure that we can meet the evolving needs of our communities efficiently and proactively.

This position would supervise the newly created position of Regional Area Manager, which will focus on supporting staff in community with the delivery of municipal and essential services.

#### ORGANISATIONAL RISK ASSESSMENT

This proposed position limits liability by addressing a structural gap in the supervision and management of staff and ensuring the regions identified priorities are a focus of future regional and strategic plans.

#### BUDGET IMPLICATION

Position Remuneration; \$133,350.16

Remote Locality Allowance; \$3,734.64 per annum

On-Costs (20%) = \$160,020.19 (including super and payg)

Accommodation; \$20,000 per annum



Total = \$183,754.83

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

Failure to create the position of Senior Regional Area Manager will result in continuing poor representation of community aspirations in strategic and regional plans and potential damage Council reputation and working relationships in community.

### **CONSULTATION & TIMING**

Area Managers

Director of Community Development

Chief Executive

Official Manager

### **ATTACHMENTS:**

1. PD Senior Regional Manager Remote Communities TBA [11.1.1 - 5 pages]

## BARKLY REGIONAL COUNCIL



### Senior Regional Manager Remote Communities (TBA)

#### 1. Position Objectives

The Senior Regional Area Manager is responsible for overseeing and managing the strategic and regional planning across multiple communities including active community consultation, ensuring communities aspirations are at the forefront. A strong focus in project management and reporting to multiple committees, stakeholders and government departments. Management responsibility for effective service delivery reporting across multiple communities within the Barkly region. Reporting to the Director of Operations and Remote Communities, this role plays a crucial part in ensuring effective and efficient operations and driving sustainable development in the region.

*It is a requirement of this position that the position holder is willing and able to travel and work in remote communities located within the Barkly Regional Council area; and that the position holder agrees that this requirement may, from time to time, require the position holder to stay overnight.*

#### 2. Key Responsibilities

##### Management

- Lead, inspire, and manage the Regional Area Manager and Area Manager Team to achieve the outcomes identified in the Council's Annual Regional Plan, Council's Annual Adopted Budget Plan.
- Ensure effective planning for the provision of high-quality community services having regard to Council identified priorities and community needs.
- Contribute to the preparation and review of the Annual Regional Plan, Budget Process, and other relevant strategic Corporate Plans and actively involve staff in the process.
- Manage and continuously improve the cost-effective and efficient provision of community services with a strong customer focus and in accordance with defined Council policies and government regulations and guidelines.
- Manage risk, budget, resources, and facilities associated with Council Services, including ensuring that relevant grants and subsidies are applied for, managed, and properly acquitted.
- Directly supervise the Regional Area Manager and Area Managers, setting a high standard of service delivery and the provision of technical operations advice and support.
- Assist in the management and delivery of the Local Authority committee functions across the Barkly Local Government Area.
- Ensure compliance with the Local Government Act and Regulations.

##### Community Engagement

- Develop and implement community engagement strategies.
- Engage relevant community, government, and non-government organisations in issues affecting the community.
- Communicate effectively with relevant stakeholders, including community members, government agencies, and non-government organizations.

##### Communication, Coordination, and Advice

- Represent the Council and act as liaison as required at inter-governmental and other external forums.

- Participate in and contribute to planning processes and other regional initiatives coordinated by the Council or NT Government.
- Build and maintain strong relationships with stakeholders to foster collaboration and support for regional initiatives.

#### **Remote Communities**

- Visit communities regularly to ensure effective service delivery.
- Support and assist the Regional Area Manager, Area Managers and community teams to achieve KPI's and other priorities as set by the CEO.

#### **Area Manager Relief**

- Provide support, mentor, and assistance to the Regional Area Manager and Area Managers in undertaking their assigned duties and responsibilities.
- Provide relief to Area Managers on leave by undertaking the duties and responsibilities of the Area Manager in their absence.

#### **Strategic and Regional Planning**

- Develop and implement strategic plans aligned with Council policies and regional development goals.
- Conduct regional assessments and planning to identify priorities and opportunities for growth and improvement. Collaborate with stakeholders to ensure regional plans meet community needs and align with government objectives.

#### **Other**

- Be aware of the principles of Diversity, Equity, Inclusion, and Belonging (DEIB).
- Work safely and promote a safe working environment in accordance with Work Health Safety (WHS) legislation and Barkly Regional Council's policies and procedures.
- Any other duties as requested by the Director of Operations and Remote Communities.

### **3. Key Accountabilities**

- Lead and motivate the team to deliver services effectively and efficiently.
- Develop and implement strategic plans and service strategies aligned with Council policies and procedures.
- Effectively plan, manage, and deliver projects to ensure they are on-time, within budget, and high-quality service delivery.
- Effectively communicate with and engage relevant stakeholders in the planning, development, and delivery of services while building and maintaining relationships with stakeholders.
- Develop and implement innovative tools, processes, and strategies to improve the efficiency, quality, and relevance of services while ensuring continuous improvements and adaptation to changing needs and contexts.

### **4. Organisational Relationship**

<b>Position Title:</b>	Senior Regional Manager Remote Communities (TBA)
<b>Reports to:</b>	Director of Operations and Remote Communities (TBA)
<b>Department:</b>	Operations and Remote Communities
<b>Supervises:</b>	Regional Area Manager and Area Managers Municipal Services Managers

- Internal Liaison:** Chief Executive Officer  
Director of Operations and Remote Communities  
Staff within the Directorate of Operations and Remote Communities  
Other Council Staff
- External Liaison:** Government and Non-Government Organisations  
Other External Organisations and Stakeholders  
Local Government Authority Groups  
Contractors  
Clients  
Rate Payers, Residents, and Visitors

## 5. Wages and Allowances

- Classification:** Above EBA Award Classification  
*Barkly Regional Council Enterprise Agreement 2023*
- Status:** Full Time – Permanent (38 hours per week)
- Annual Salary:** \$133,350.16 per annum (\$2,564.43 gross per week)
- Allowance:** Tennant Creek Zone Allowance \$1.8900 per ordinary week

## 6. Knowledge and Skills

### Organisational:

- Knowledge and understanding of Aboriginal Culture.
- High level of tact, diplomacy, and confidentiality.
- Highly developed computer skills with excellent time management and organisational skills.
- The ability to cope with high volumes of work, set and meet deadlines and determine priorities.
- The ability to work within a team environment whilst also producing results working independently.
- Ability to manage multiple tasks effectively with a degree of flexibility within a changing work environment.

### Interpersonal:

- Ability to work within tight timeframes and regularly monitor deliverables.
- Ability to source cooperation and assistance from other staff, management, and community members
- Exemplary ethical standards and personal integrity
- Good interpersonal skills and manner.
- A willingness to adapt to work in a challenging environment.

### Change Management:

- Ability to recognise issues and use initiative to identify and discuss proposed solutions.



- Ability to promptly respond to changed circumstances and make sound decisions to ensure the ongoing efficient and effective delivery of key deliverables within the role in the best interests of the Barkly Regional Council.
- Ensure compliance with and adherence to all legislative requirements and best practices at all times.

Commitment, Attitude, and Application to Duties:

- Provide courteous and prompt attention to requests for information.
- Demonstration of a positive and proactive attitude with strong initiative.
- Promote Barkly Regional Council in a positive manner at all times.
- Promote and encourage continuous quality improvement strategies for the delivery of accurate and timely documentation.
- Take reasonable care to ensure one's own safety at work and that of other staff within the workplace.

#### **7. Essential Criteria – Qualifications, Skills, and Experience**

1. At least 3 years of relevant experience.
2. Strong communication and organisational skills with the ability to meet deadlines.
3. Attention to detail with excellent problem-solving skills.
4. Ability to work under pressure in a fast-paced environment and be able to manage and adjust to changing situations.
5. Leadership qualities, must be able to lead and motivate a team, providing clear direction and ensuring team members are working towards common goals.

#### **8. Desirable Criteria – Qualifications, Skills, and Experience**

1. Relevant tertiary qualification – Degree/Diploma/Post Graduate level Management, Social Work, Planning or Policy or Community Welfare.
2. Strong negotiation and problem-solving skills.

#### **9. Certification**

The details contained in this document are an accurate statement of the responsibilities, accountabilities, and other requirements of the position.

\_\_\_\_\_  
Ian Bodill  
Chief Executive Officer

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date

#### **10. Acceptance**

I, \_\_\_\_\_, have read and understood the requirements of this position and hereby agree to the responsibilities as outlined above.

\_\_\_\_\_  
Signature

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date

## Operations Directorate Reports

### 11.2 Arlparra - Local Authority Minutes and Actions

**Author** Brody Moore (Director of Operations & Remote Communities)

#### RECOMMENDATION

That Council;

1. Note and accept the Arlparra Local Authority Minutes conducted on the 5<sup>th</sup> March 2024, as an accurate record of meeting.
2. Note and accept the updates to the Local Authority action list;
  - A) \$150,000 commitment of Local Authority Funds to the proposed Rest Area and Camping Ground in Arlparra community
  - B) \$50,000 commitment to upgrade the Arlparra children's playground

#### SUMMARY

The Arlparra Local Authority met in Arlparra community on the 5<sup>th</sup> March 2024.

#### BACKGROUND

N/A

#### ORGANISATIONAL RISK ASSESSMENT

N/A

#### BUDGET IMPLICATION

\$200,000 Commitment from the LAPF;

1. Visitors Park - \$150,000
2. Childrens Playground - \$50,000

#### ISSUE/OPTIONS/CONSEQUENCES

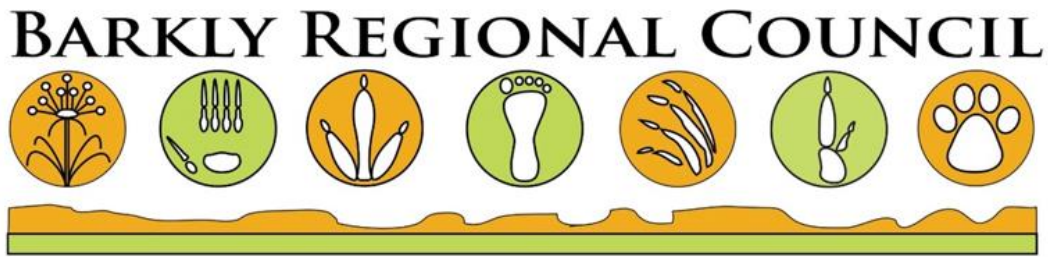
N/A

#### CONSULTATION & TIMING

N/A

#### ATTACHMENTS:

1. Arlparra Local Authority Minutes - March [11.2.1 - 10 pages]



## MINUTES Arparra LA Meeting

Barkly Regional Council's Arparra LA Meeting was held via Microsoft Teams on Tuesday 5 March 2024 at 10:09 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.**

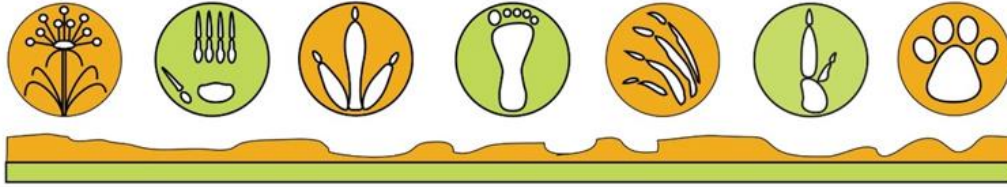
**We want to ensure that our services are sustainable and that our region has a standard consistent level of services.**

**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.**

# BARKLY REGIONAL COUNCIL



## 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

- Graham Long (Chair)
- Michelle Stacey
- Malcolm Loy
- Esau Nelson
- Kim Riley
- Allen Kunoth
- Roscoe Loy
- Valda Morton
- Shane Loy
- Jack Club

### 1.2 Staff and Visitors Present

- Ian Bodill (CEO, BRC)
- Peter Holt (Official Manager, BRC)
- Brody Moore (Director of Operations and Remote communities)
- Murray Davies (Director of Corporate Services)
- Paul Hyde Kaduru (Local Authority Coordinator)
- Jim Stacey (CEO, Urapuntja Aboriginal Corporation)
- Rebecca Moore (Department of Chief Minister and Cabinet)

### 1.3 Apologies To Be Accepted

- Joyce Jones

### 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 Arlparra LA Meeting 5 March 2024



**2 CONFIRMATION OF PREVIOUS MINUTES**

*Nil*

**3 ACTIONS FROM PREVIOUS MINUTES**

*Nil*

**4 CHIEF EXECUTIVE OFFICERS REPORTS**

**Chief Executive Officers Reports**

**4.1 Chief Executive Officers Report - Ian Bodill**

**MOTION**

That the Local Authority notes and accepts the report from the Chief Executive Officer.

**SUMMARY:**

The following issues were mentioned and discussed by LA members during the report presentation.

Item	Details	Proposed Funding Source
<b>Advocacy</b>	Review provision of Age Care services in collaboration with Health Centre  Review Night Patrol service	
<b>Roads/Plant</b>	Community needs in dire need of maintenance – grading, etc  Access Roads grading  Homelands Roads – grading  Investigate purchasing a skidsteer or tractor (slasher as an add on)	
<b>Buildings</b>	Develop a wayside rest area in between store & police station,	150K



	<p>Visitors and communal use:</p> <p>Camping ground, shade trees, bbq facilities, ablution facilities, water tank/taps (could be a pre-fit donga)</p> <p>Fencing, gates @ BB courts</p> <p>Refurbish Big Shed</p>	
Aged Care	<p>Laundromat (donga)</p> <p>Expand respite access – currently 23 funded places</p> <p>A bus would be useful</p>	
Youth, Sport, and Rec	<p>Skate park</p> <p>Shade @ park</p> <p>Upgrade existing playground</p> <p>New playground @ new estate &amp; Homelands</p> <p>New oval development – grandstand</p> <p>Resurface BB court</p>	50K
Animal Welfare	Vet visits – twice yearly BRC	
Night Patrol	Looking forward to resuming – vehicle issues	
Safe Houses	Develop one, funding application submitted, to be adjacent to Police complex	



MINUTES Arlparra LA Meeting 5 March 2024



**RESOLVED**

**Moved: LA Member Shane Loy**

**Seconded: LA Member Esau Nelson**

**CARRIED UNANIMOUSLY**

*Resolved ARLA-24/0*

**5 FINANCE REPORTS**

**Finance Reports**

---

**5.1 Finance Report**

**MOTION**

That the Local Authority notes and confirms the Finance report.

**RESOLVED**

**Moved: LA Member Shane Loy**

**Seconded: LA Member Esau Nelson**

**CARRIED UNANIMOUSLY**

*Resolved ARLA-24/1*

**6 AREA MANAGERS REPORTS**

*Nil*



## 7 GENERAL BUSINESS

### General Business

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#### 7.1 Official Manager - Peter Holt

##### **MOTION**

That the Local Authority receives and notes a verbal update from the Official Manager.

##### **SUMMARY**

1. Explanation of the role of the Official Manager appointed in place of the suspended Barkly Regional Council during an investigation into council processes and procedures from January 1, 2022, to October 16, 2023.
2. Investigation conducted by Alice Springs-based lawyer Ruth Morley, concluding on March 12, 2024. Parties mentioned in the report will have three weeks to respond. The Minister for Local Government will decide on council reinstatement or dismissal based on investigation outcomes and responses.
3. Establishment of the Barkly Regional Advisory Committee (BRAC) to engage suspended councilors during the investigation. BRAC assists in budget planning and priorities for the 2024-25 Regional Plan, with its inaugural meeting held on January 30, 2024.
4. Implementation of a register for each local authority to track meeting requests, briefings, and funding needs, promoting two-way information exchange between Local Authorities (LAs) and the Barkly Regional Council (BRC).
5. Initiation of planning for the 2024-25 Barkly Regional Council Regional Plan, seeking input from LAs on their preferred projects, priorities for BRC commitment, and funding needs or advocacy requests.
6. Identification of approximately \$800,000 of Local Authority Project Fund (LAPF) funds at risk of being returned unspent. LAs are urged to prioritize expenditure of funds received more than two years ago, unless committed to larger projects.
7. Peter mentioned he has a follow-up meeting with Jim Stacey, CEO of Urapuntja Aboriginal Corporation to discuss buildings access for the council.

##### **RESOLVED**

**Moved: LA Member Shane Loy**

**Seconded: LA Member Esau Nelson**

##### **CARRIED UNANIMOUSLY**

*Resolved ARLA-24/2*



## General Business

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### 7.2 Rest Area Upgrade

#### **MOTION**

That the Local Authority has allocated \$150,000 for the transformation of a rest area into a camping ground.

#### **SUMMARY**

The Local Authority has requested to establish a wayside area situated between store and police station, catering to both visitors and communal needs. This area would feature a camping ground, shaded by trees, equipped with barbecue facilities, ablution blocks and water tanks or taps, which could be housed in pre-fitted dongas. Additionally, fencing and gates to be installed around basketball courts, and a large shed will be refurbished.

#### **RESOLVED**

**Moved: LA Member Shane Loy**

**Seconded: LA Member Esau Nelson**

#### **CARRIED UNANIMOUSLY**

*Resolved ARLA-24/3*

## General Business

---

### 7.3 Playground upgrade

#### **MOTION**

That the Local Authority has allocated \$50,000 to upgrade the playground area.

#### **SUMMARY**

The Local Authority requested to upgrade the existing playground area which includes the shade at the park, develop the oval with a grandstand and resurface the basketball court.

#### **RESOLVED**

**Moved: LA Member Shane Loy**

**Seconded: LA Member Esau Nelson**

#### **CARRIED UNANIMOUSLY**

*Resolved ARLA-24/4*

MINUTES Arlparra LA Meeting 5 March 2024



## 8 CORRESPONDENCE

*Nil*

## 9 OTHER MATTERS FOR NOTING

### **Other Matters For Noting**

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#### **9.1 Remuneration Tribunal - Local Authorities**

##### **MOTION**

That the Local Authority receives and notes the Remuneration Tribunal – determination of allowances for the members of Local Authorities.

##### **RESOLVED**

**Moved: LA Member Shane Loy**

**Seconded: LA Member Esau Nelson**

##### **CARRIED UNANIMOUSLY**

*Resolved ARLA-24/5*

## 10 REPORTS FROM BARKLY REGIONAL COUNCIL

### **Reports from Barkly Regional Council**

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#### **10.1 Verbal report from the Director of Operations and Remote communities - Brody Moore**

##### **MOTION**

That the Local Authority notes and accepts the verbal update from the Director of Operations and Remote communities.

##### **SUMMARY**

Brody informed that he aims to meet and visit the community soon. Staff inductions are ongoing, including training on Work Health and Safety. Additionally, supporting staff will be temporarily assisting local municipal staff in the communities.

##### **RESOLVED**

**Moved: LA Member Shane Loy**

**Seconded: LA Member Esau Nelson**

##### **CARRIED UNANIMOUSLY**

*Resolved ARLA-24/6*

MINUTES Arlparra LA Meeting 5 March 2024



## 11 VISITOR PRESENTATIONS

*Nil*

## 12 OTHER BUSINESS

*Nil*

## 13 CLOSE OF MEETING

The Arlparra LA next meeting date is 23/04/2024.

Meeting Closed at 11:30 AM

THIS PAGE AND THE PRECEEDING PAGES ARE THE MINUTES OF THE ARLPARRA LOCAL AUTHORITY MEETING HELD on 05/03/2024 AND ARE UNCONFIRMED.

UNCONFIRMED



## Operations Directorate Reports

### 11.3 Alpurrrulam - Local Authority Minutes and Actions

**Author** Brody Moore (Director of Operations & Remote Communities)

#### RECOMMENDATION

That Council;

1. Note and accept the Alpurrrulam Local Authority minutes conducted on the 29<sup>th</sup> February 2024, as an accurate record of meeting.
2. Note and accept the updates to the Local Authority action list;
  - A) \$2,100 commitment of LAPF to purchase three tarpaulins currently in community for emergencies.
  - B) \$15,000 commitment of LAPF to renovate a room of the community centre for the visiting community vet service.

#### SUMMARY

The Alpurrrulam Local Authority met in Alpurrrulam community on the 29<sup>th</sup> February 2024.

#### BACKGROUND

N/A

#### ORGANISATIONAL RISK ASSESSMENT

N/A

#### BUDGET IMPLICATION

\$2,100 commitment of LAPF to purchase three tarpaulins currently in community for emergencies.  
\$15,000 commitment of LAPF to renovate a room of the community centre for the visiting community vet service.

#### ISSUE/OPTIONS/CONSEQUENCES

N/A

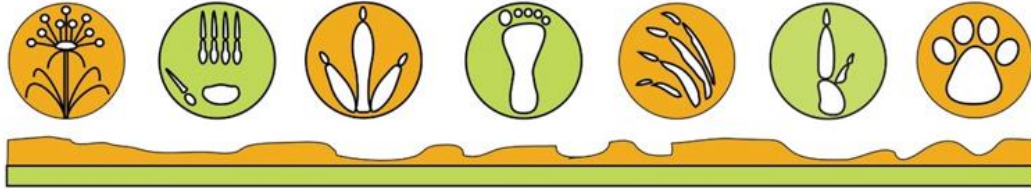
#### CONSULTATION & TIMING

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#### ATTACHMENTS:

1. Alpurrrulam Local Authority Minutes - Feb [11.3.1 - 12 pages]

# BARKLY REGIONAL COUNCIL



## MINUTES

### Alpurrurulam LA Meeting

Barkly Regional Council's Alpurrurulam LA Meeting was held via Microsoft Teams on Thursday 29 February 2024 at 1:45 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.**

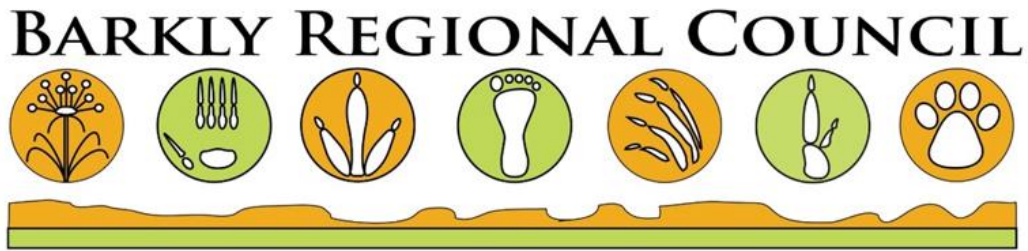
**We want to empower local decision making.**

**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

- Laney Tracker
- Pam Corbett
- Jennifer Mahoney
- Benjamin Olschewsky
- Charlie Larkins

### 1.2 Staff and Visitors Present

- Ian Bodill (CEO, BRC)
- Peter Holt (Official Manager, BRC)
- Brody Moore (Director of Operations and Remote Communities, BRC)
- Murray Davies (Director of Corporate services, BRC)
- Paul Hyde Kaduru (Local Authority Coordinator, BRC)
- Robbie Larkins (Community Care Team Leader, BRC)
- Valarie Campbell

### 1.3 Apologies to Be Accepted

- Maria Turner

### 1.4 Absent Without Apologies

Nil

### 1.5 Resignations

- David Riley
- Jackie Mahoney

### 1.6 Disclosure of Interests

Nil

### 1.7 Review of Disclosure of Interest

Nil



## 2 CONFIRMATION OF PREVIOUS MINUTES

### Confirmation of previous Minutes

---

#### 2.1 Confirmation of previous Minutes

##### MOTION

That the Local Authority notes and confirms the minutes of the previous meeting held on 16 January 2024 are correct and accurate record.

##### RESOLVED

Moved: LA Member Benjamin Olschewsky

Seconded: LA Member Charlie Larkins

##### CARRIED UNANIMOUSLY

*Resolved ALLA-24/10*

## 3 ACTIONS FROM PREVIOUS MINUTES

### Actions from previous Minutes

---

#### 3.1 Council's Regional Plan

##### MOTION

That Local Authority notes and discusses the Council' Regional Plan.

##### SUMMARY

- Peter Holt emphasized the significance of the regional plan during the meeting.
- He highlighted the importance of prioritizing services in accordance with the plan.
- He stressed the value of feedback from members, stating that only items deemed important by the members would be retained for inclusion in the next annual regional plan.
- Members were encouraged to actively participate by providing their opinions and feedback on the regional plan and service priorities.

##### RESOLVED

Moved: LA Member Benjamin Olschewsky

Seconded: LA Member Pam Corbet

##### CARRIED UNANIMOUSLY

*Resolved ALLA-24/11*





**4 CHIEF EXECUTIVE OFFICERS REPORTS**

**Chief Executive Officers Reports**

**4.1 Chief Executive Officers Report - Ian Bodill**

**MOTION**

That the Local Authority notes and accepts the report from the Chief Executive Officer.

**SUMMARY**

The following were mentioned and discussed by LA members:

Item	Details	Proposed Funding Source
Advocacy	<ul style="list-style-type: none"> <li>• Advocate for a local police station</li> <li>• Advocate for improvements to Airfield</li> <li>• Address water supply connection</li> <li>• DIPL – highway upgrades (Sandover or Austral Downs Rd) – engage TO/CLC</li> </ul>	
Roads/infrastructure	<ul style="list-style-type: none"> <li>• Install speed humps.</li> <li>• Install Give Way signs.</li> <li>• Improve drainage (P&amp;W)</li> <li>• Address sewerage overflow</li> <li>• Road maintenance</li> <li>• Provide all weather access to airstrip (address main drains; install culverts); impacts Cemetery Rd</li> <li>• Lot 64 boundary fence – relocate to correct boundary line.</li> </ul>	





Buildings	<ul style="list-style-type: none"> <li>• Demolish disused toilet block – sports ground.</li> <li>• Relocate Shiny shed toilet.</li> <li>• Install new public toilets.</li> <li>• Refurbish Vet bldg.</li> <li>• Upgrade &amp; maintain laundromat (10K)</li> <li>• Upgrade AC @ shower block</li> <li>• Investigate ferry/punt across river for Wet season usage (considerations: liability and licensing)</li> <li>• Repair/replace roofing @ Community Centre</li> </ul>	
Aged Care		
Youth, Sport, and Rec	<ul style="list-style-type: none"> <li>• Renovate change rooms @ L23 – not for public usage.</li> <li>• Clad BB court (certification to be investigated)</li> <li>• Roof new BB court L64</li> <li>• Establish waterpark.</li> <li>• Signage &amp; seating @ BB court</li> </ul>	
Animal Welfare	<ul style="list-style-type: none"> <li>• Estimate Vet service @ 15K – preference for the most recent vet to be re-engaged</li> </ul>	BRC funds one visit PA
Night Patrol	<ul style="list-style-type: none"> <li>• Training &amp; upskilling of team</li> </ul>	
Safe Houses	<ul style="list-style-type: none"> <li>• Not currently provided – requires Police presence in town.</li> <li>• Scope to establish one</li> </ul>	

**RESOLVED**

**Moved: LA Member Jennifer Mahoney**

**Seconded: LA Member Charlie Larkins**

**CARRIED UNANIMOUSLY**

*Resolved ALLA-24/12*





## 5 FINANCE REPORTS

### Finance Reports

---

#### 5.1 Finance Report

##### **MOTION**

That the Local Authority notes and confirms the Finance report.

##### **RESOLVED**

Moved: LA Member Benjamin Olschewsky

Seconded: LA Member Laney Tracker

##### **CARRIED UNANIMOUSLY**

*Resolved ALLA-24/13*

## 6 AREA MANAGERS REPORTS

### Area Managers Reports

---

#### 6.1 Acting Area Manager's Report - Robbie Larkins

##### **MOTION**

That the Local Authority notes and accepts the report from the acting Area Manager.

##### **SUMMARY**

- Alpururulam is experiencing heavy rains typical of the wet season, resulting in the community being waterlogged for several weeks.
- Despite the weather challenges, the community is in good spirits, and the community store is well-stocked to support residents and stakeholders with essential items.
- Municipal administration is actively seeking a work supervisor to lead the team and has been addressing issues such as overgrown grass and mosquito infestations caused by the rain. A recent incident involving vandalism of a municipal vehicle by a community member has been reported.
- In the sports and recreation sector, a new team leader has been appointed in December and is working on establishing programs that have been lacking leadership.
- Community care services are being managed by a team leader covering for the area manager on leave until March, with the team effectively delivering services to age and disability clients.

MINUTES Alpururulam LA Meeting 29 December 2023



- Community safety teams are conducting regular patrols but faced travel challenges due to heavy rains. They also assisted in recovering community members from a men's business ceremony.
- Following the conclusion of ceremonies, locals have returned to work, although garbage collection has been difficult due to the weather. The community is awaiting river level updates after significant rainfall over the weekend.

**RESOLVED**

**Moved: LA Member Benjamin Olschewsky**

**Seconded: LA Member Charlie Larkins**

**CARRIED UNANIMOUSLY**

*Resolved ALLA-24/14*

UNCONFIRMED





## 7 GENERAL BUSINESS

### General Business

---

#### 7.1 Report from the Official Manager - Peter Holt

##### MOTION

That the Local Authority notes and accepts the report from the Official Manager.

##### SUMMARY

- Introduction and explanation of the role of the Official Manager (in the place of the Barkly Regional Council) during the suspension of the Council pending an investigation into the councils' processes and procedures from January 1, 2022 to October 16, 2023.
- The Investigation is to be undertaken by Alice Springs based lawyer Ruth Morley, and will conclude on 12 March 2024, after which time anyone referred to in the report will be given three weeks to respond. Based on the outcome of the investigation and responses received the Minister for Local Government will determine whether to reinstate or dismiss the council.
- Through the establishment of the Barkly Regional Advisory Committee the suspended councilors will remain engaged during the investigation and will assist with budget planning and priorities for the 2024-25 Regional Plan. The first meeting of the BRAC was held on January 30, 2024.
- Regarding BRC council meetings there is concern that LA recommendations and requests for information were being put to the Barkly Regional Council (BRC) by the Local Authorities (LA) for noting but not for action. We are now developing a Register for each local authority which lists requests for meetings, briefings or funding and this action list will be presented at each LA meeting. There needs to be a two-way exchange of information, not one-way from LA to Council with no feedback.
- The BRC is commencing the planning for the development of the Barkly Regional Council Regional Plan for 2024-25. To do this we will seek input from local authorities on three matters:
  - o What do the LA wish to pursue with their own available funds?
  - o What are the priorities they want BRC to commit to in their community? and,
  - o What do you want BRC to seek funding for or to advocate on behalf of their community?
- Approximately \$800,000 of LAPF funds across the region are at risk of being returned, unspent, some dating back to 2016-17, so each LA should prioritise expenditure of any funds received more than two years ago unless they wish to commit to a more substantial project.

##### RESOLVED

**Moved: LA Member Charlie Larkins**

**Seconded: LA Member Benjamin Olschewsky**

##### CARRIED UNANIMOUSLY

*Resolved ALLA-24/15*



## General Business

---

### 7.2 Tarps

#### MOTION

The Local Authority approved the expenditure of \$2100 for the purchase of three tarps.

Moved: LA Member Charlie Larkins

Seconded: LA Member Laney Tracker

#### CARRIED UNANIMOUSLY

Resolved ALLA-24/19

## General Business

---

### 7.3 Community Centre renovation

#### MOTION

That the Local Authority has approved and allocated \$15,000 for the renovation of a room in a community center designated for use by the Veterinary program.

#### RESOLVED

Moved: LA Member Benjamin Olschewsky

Seconded: LA Member Pam Corbett

#### CARRIED UNANIMOUSLY

Resolved ALLA-24/20

## 8 CORRESPONDENCE

Nil





## 9 OTHER MATTERS FOR NOTING

### Other Matters For Noting

---

#### 9.1 Remuneration Tribunal - Local Authorities

**Author** Paul Hyde Kaduru (LA Coordinator)

#### **MOTION**

That the Local Authority receives and notes the Remuneration Tribunal - determination of allowances for the members of Local Authorities.

#### **RESOLVED**

**Moved:** LA Member Laney Tracker

**Seconded:** LA Member Jennifer Mahoney

#### **CARRIED UNANIMOUSLY**

*Resolved ALLA – 24/16*

### Other Matters For Noting

---

#### 9.2 Nomination of new LA members

#### **SUMMARY**

- The LA members were notified that the current count of Local Authority (LA) members stands at six after recent resignations, meeting the council's minimum requirement.
- The council notified that it aims to invite nominations from community members to potentially fill additional positions in the near future and informed that the advertisement was posted in the local newspaper.



## 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 accepts the verbal report from the Director of Operations and Remote Communities.

##### SUMMARY

Brody appreciated and thanked to Robbie Larkins for stepping up as acting manager role in Heather's absence. And mentioned that few people would be visiting the communities temporarily to assist the municipal staff.

##### RESOLVED

Moved: LA Member Charlie Larkins

Seconded: LA Member Jennifer Mahoney

##### CARRIED UNANIMOUSLY

*Resolved ALLA-24/17*

## 11 VISITOR PRESENTATIONS

*Nil*

## 12 CLOSE OF MEETING

The Alpururulam LA next meeting date is 19/03/2024.

Meeting Closed at 03:21 PM

THIS PAGE AND THE PRECEEDING PAGES ARE THE MINUTES OF THE ALPURRURUALM LOCAL AUTHORITY MEETING HELD on 29/02/24 AND ARE UNCONFIRMED.

## Operations Directorate Reports

### 11.4 Local Authority Resignations

---

**Author** Brody Moore (Director of Operations & Remote Communities)

#### **RECOMMENDATION**

That Council;

1. Note and accept the Director of Operations report regarding Local Authority resignations.
2. Note and accept the Local Authority resignations of;

Mr. David Riley – Alpurrrulam Local Authority

Mr. Jackie Mahoney – Alpurrrulam Local Authority

#### **SUMMARY**

Two members of the Alpurrrulam Local Authority provided their resignations due to personal and health reasons.

Mr. David Riley provided a written resignation – attached.

Mr. Jacki Mahoney provided a verbal resignation via Area Manager.

LA Nomination flyers will be placed in communities by Friday 21<sup>st</sup> March.

#### **BACKGROUND**

N/A

#### **ORGANISATIONAL RISK ASSESSMENT**

Risk not obtaining a quorum if LA members not increased.

#### **BUDGET IMPLICATION**

N/A

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

N/A

#### **CONSULTATION & TIMING**

Mr. David Riley

Mr. Jackie Mahoney

Alpurrrulam Area Manager

Local Authority Coordinator

**ATTACHMENTS:**

1. Resignation from Alpururulam LA - David Riley - 2024-01-16 [11.4.1 - 1 page]

Lot 116

Alpurrurulam

16th January 2024


Mr Brody Moore  
Director Operations & Remote Communities  
Barkly Regional Council

Dear Brody

I wish to submit my resignation from the Alpurrurulam Local Authority, effective immediately. I am in ill health and find I can no longer maintain my position on the LA.

My thanks to the LA, community and BRC for their support of me in this position over many years. Thanks also to those offering understanding and support in regard to my current health issues.

Kind regards

A handwritten signature in cursive script that reads "David Riley". The signature is written in dark ink and is positioned above a horizontal dotted line.

David Riley

A small, stylized handwritten mark or signature located in the bottom left corner of the page.

## 12 COMMITTEE REPORTS

*Nil*

## 13 GENERAL BUSINESS

*Nil*

## 14 CORRESPONDENCE

### Correspondence

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#### 14.1 Correspondence

**Author** Emmanuel Okumu (Governance Manager)

#### **RECOMMENDATION**

That Council receives and notes the BRC incoming and outgoing correspondence since the last OCM.

#### **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 correspondence.

#### **List of documents names.**

1. CoP Sharing of Working Alone Procedure – From the CEO, City of Palmerston.
2. Petition from concerned residents
3. BRC's CEO – acknowledgment letter for the receipt of the petition.

#### **ATTACHMENTS:**

1. Petition from Concerned Residents 13.03.24 (002) [**14.1.1** - 9 pages]
2. Co P Sharing of Working Alone Procedure - Barkly [**14.1.2** - 9 pages]



13<sup>th</sup> of March 2024

Concerned Residents  
C/O PO BOX 935  
Tennant Creek NT 0861

To Concerned Residents,

Your petition has been received and this letter is to acknowledge the receipt of the paperwork.

We understand that the lack of lighting is a dangerous situation and Barkly Regional Council is looking into rectifying the problem. The other concerns that you have raised with the petition will also be discussed.

Barkly Regional Council thanks you for raising the issue as concerned citizens.

Yours Sincerely,



Ian Bodill  
Chief Executive Officer  
Barkly Regional Council  
13/03/2024

Barkly Regional Council  
41 Peko Road  
Tennant Creek NT 0860

PO Box 821  
Tennant Creek NT 0861

T: 08 8962 0000  
E: [reception@barkly.nt.gov.au](mailto:reception@barkly.nt.gov.au)  
[www.barkly.nt.gov.au](http://www.barkly.nt.gov.au)

Received 13/03/24

Concerned Residents  
 C/- PO Box 935  
 Tennant Creek NT 0860  
 07/03/2024

Dear Barkly Regional Council,

**Re: Streetlighting on Kargaru Town Camp Road**

Last night a lady walking to Kargaru Town Camp and was hit by a car, and now she is in ICU. We need streetlights because cars can't see who is walking.

And footpath as well, because there is water on the side.

And make the road wider, cut the bush, speed humps, make the road straighter.

Yours sincerely,

Name	Address
KARINA PRICE nee'	TENNANT CREEK
Sabina Hatches	Tennant Creek
CYNTHIA LAUDER	TENNANT CREEK
Maffiad Walker	Tennant creek
TAHLIA JACKSON	Tennant Creek
LEANNIE NELSON	TENNANT CREEK
Emily Bennie	Tennant Creek
Cherie Lott	Canteen Creek
Wandy Blue	Canteen Creek
Cherie Lott	Canteen Creek
Phillip Peterson	
Aileen Ward	Tennant Creek
Danielle Limerick	Tennant Creek

p1 of 7



Re: Streetlighting on Kargaru Town Camp Road

Name	Address
Maryanne Corbett	8 Boag Court T/CRK
LACHLAN CAREW	8 BOAG T/CREEK
MAGGAS chungaloo	8 Sheilite Cres. TC
Boyd Simpson	27 Whippet St - widening the road
Barry Driver	<del>3/10</del> 3/108 Stanton St.
STANLEY CLUB	10-Bornite-St
Trephing Beasley	10-Bornite St
Maria-Beasley	10-Bornite-ST
Amos-Teague	3-Blackmore-ST
DANNIEN PETERSON	4/11 Blackmore st TC
Michelle Beasley	4 Bornite St TC
Leanne	11 18 Keana TC
RALPH Campbell	13 village TC
Michael Nappa	H6 Dump Camp TC
Rex Morrison	18 Ford crescent
Chris Noonan	
LENNIE BEASLEY	Epanarra
Alma Nelson	Ngunarrimini
Phyllis Murphy	Mungkarra
Breisle DEMPSEY	11 Kargaru TC
Olive Weston	7 village Camp
Anna Weston	7 village camp

12 of 7

Re: Streetlighting on Kargaru Town Camp Road

Name	Address
Kaylene Small	Al Curung
Joyleen Robertson	Ali Curung
Jeantha Brodie	10815 Stantons ST Tennant Creek
Jodie Newcastle	Tennant Creek 2/T Blackmori
Savanna Dixon	10 Ford Kres TC
Kristin Limerick	Tennant creek
PETER OVERS	TC BOAG CRT.
Chris Kidd	TC 6 VILLAGE
Zedric Dickenson	Tennant Creek WUPPAH5
Rochelle Demsey	18 scheelite street TC
Lucinda Dobbis	8 Boag CRT TC
Ainsley Corbett	8 Boag Court TC
Sabella Brown	8 Boag Court TC
Rachael Camphos	14 Mulga TC
Roy FRANK	27 Myers St TC
Fenella Haines	Tennant Creek bush
Brett Hayches	car park Blackmore TC Camp
Cheryl Kelly	- Boag CRT TC
Gilbert Ross	- 8/47 Haddock ST TC 1/10 Has
Freddie Allen	Stantons ST TC
RONALD MURPHY	IRON STONE UNIT 19 TC
Merlin Newcastle	Dump Camp H.8 TC

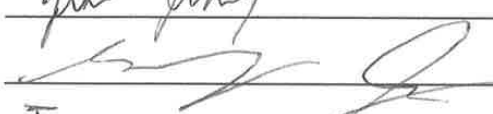
p3 of 7

Re: Streetlighting on Kargaru Town Camp Road

Name	Address
Alba Brockie	31 Hollis St TC
ADAM VIBAU	53 HASBROCK ST (TENNANT CREEK)
Romola Peterson	T/Creek house 7 Kargaru
Annette Peterson	10 Martin Court TC
Gerry Price	Stirling
TONY CUTTA	1/6 Blackmore St TC
Vicky Martin	Al - Curva
Elliott Jenkins	45 Ambrose Street TC
Ashley Alum	4 Staunton St TC
Levon Dawson	3 village Camp TC
Bronwyn Rankine	7 Staunton Street TC
Wesley Cutta	1/6 Blackmore rd TC
Tim Hooker	Gumtree 69 TC
Justine Noonan	12 Bornte TC
Sherelle Noonan	H6 Mulga Camp TC
Davis Jungari	H6 TINKARLI camp TC
Heroy Carlott	8 Peach Cot TC
Nelson Casson	13 plain Street TC
Gwendolyn Casson	33 Weaber Rd
OWEN MICK	Mulga 26 TC
REBECCA CAREW	
Katrina Brown	20 Peko Road unit 8. T. Creek

p40/7

Re: Streetlighting on Kargaru Town Camp Road

Name	Address
Ben Whippy	18 Meyers St TC
Saifosi Kasele	18 Meyers St. TC
ADRIAN LOVEGROVE	1 MULGA TC
LEEANNE Tilmouth	1 Mulga TC
John John	1 Kargaru TC
	24 Wypas TC
Jocelyn Noonan	8 Scheelite TC
Sharmarlia Noonan	12 Mulga TC
Shona Noonan	12 Mulga TC
LORNA CORBETT	Canteen Creek
WAYLIV MITCH	Canteen Creek
Melinda Flash	Ali-Curung
Edwina Williams	Ali-Curung
KRISTA PRICE	<del>Atara</del>
EARL FOSTER	ELLIOTT
Madeline Henderson	10 Casey St
Peter Foster	17 Tingkarli
DUANE FOSTER	9 TINGKARLI
ETHAN COOPER	Tennant Creek 46 Haddock
Jim Ladd	4A Kargaru (Tin Shed)
Nadia Percy	House 13 Kargaru
DOUGLAS FOSTER	KIRKLEY CAM

ps07

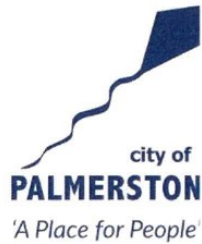


Re: Streetlighting on Kargaru Town Camp Road

Name	Address
Andar Walk	4/105 Pink rd
Leslie Thompson	1 Kargaru TC
Stan Stokes	
SARAH DRIVER	3 Blackmore Rd TC
Jennifer Camphoo	4 Karguru TC
Neil T-P	- 11 Wolseley st TC
Carl Mohrholz	- 10/82 Schmidt St T.C.
BRUCE NELSON	4 GRAY CT T.C.
Jeremi, which whif Ambrose	109
Jordan Vartoo	Wairstcoat 3 Linnide st CT
Tray James	
GEORGE PHILOMAC	Canteen Creek
SHIRLEY O'KEEFE	1/6 BLACKMORE TC
TAM TANTOUA <del>TENNANT</del> CORBETT	TENNANT CREEK
Bobby Tracker	25 Mulga Camp TC
Cliff Wairstcoat	H1 Tingkarli Camp TC
Steven Thompson	3/11 BLACKMORE TC
Lisa DUGGIE	1 Tingkarli TC
Reanna Butler	23 Hollis TC
Tamara Andrews	39 Weaver rd TC
Whitney Roe	- Tennant Creek
Collene Bremner	Darwin - but family live here

Name	Address
Linda Chapman	Tennant Creek NT
Sarvika Mishra	Tennant Creek NT
Bonnie Campbell	5 Village TC
SALLY CORBETT	8 Borg Cr TC
JUNE DAWSON	102 Staunton St. TC
Deb Hartman	1717 Blain St, T.C.
Miriam Frank	2/14 Griggs St, T/C
Rym Geey	40 Knicker Street -
Ronalda Walker	1 Gray Court
Deja Wortley	4 Ford Cres
Elizabeth Brewer	Tennant Creek
Penelope Wicks	Tennant C.
ANGELINE TENNYSON	7/47 Haddock St TC
Christine Beasley	2 Bornite Street
Elizabeth Anderson	4 Schielite
Melalan	24 Paterson Street
Bernie Crane	810 Stuart Highway
Rebecca Beasley	4 bornite street
Jammy Betts	TCH - N Quaters.
Veronica Smith	5/23 Lecharoff St.
Bromwyn Smith	5/23 Lecharoff St
Andoni Alberdi	20 Noble St
LISA BARNES	61 Ambrose St.





**Telephone**  
(08) 8935 9922

**Email**  
[palmerston@palmerston.nt.gov.au](mailto:palmerston@palmerston.nt.gov.au)

**Address**  
Civic Plaza  
1 Chung Wah Terrace  
Palmerston NT 0830

PO Box 1  
Palmerston NT 0831

ABN 42 050 176 900

[palmerston.nt.gov.au](http://palmerston.nt.gov.au)

Doc ID: 571803 – LC:kr

31 January 2024

Mr Ian Bodill  
Chief Executive Officer  
Barkly Regional Council  
41 Peko Road  
Tennant Creek NT 0860

Via email: [reception@barkly.nt.gov.au](mailto:reception@barkly.nt.gov.au)

Dear Mr <sup>Jan</sup>Bodill

### City of Palmerston – Sharing of Working Alone Procedure

I am reaching out to inform you of a new safety procedure at City of Palmerston which you may wish to consider and incorporate within your municipality.

As a result of a safety incident in 2020, City of Palmerston have introduced a Working Alone Procedure designed to enhance the safety and wellbeing of our staff who find themselves working alone.

We enclose a copy of the Working Alone Procedure for your consideration.

By way of background, in 2020 a worker at City of Palmerston was operating an amphibious weed harvester in the Palmerston lakes when it capsized and the worker was allegedly submerged in shallow water for a period of time. The worker was unable to call for assistance because his mobile phone was not working properly after being submerged in the water. Prior the incident, the amphibious weed harvester had been fitted with a steel cage around the driver's seat to protect from crocodile attacks and although this was determined not to be the cause of the incident, it was removed by Council after the incident.

The Working Alone Procedure outlines a comprehensive approach to identify, manage and mitigate risks associated with working alone and adds to the established safety framework at City of Palmerston.

We are confident that the 'Working Alone Procedure' enhances staff safety, provides clear guidelines around how staff should mitigate risk and contains detailed safety considerations for workers planning on working alone.

As part of its dealings with NT Worksafe around the incident, City of Palmerston has committed to sharing its Working Alone Procedure with all other Local Government Councils in the NT. We believe that sharing knowledge and experience around this issue will strengthen our collective ability to serve our respective communities safely.

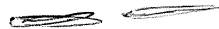


In addition, we wish to bring to your attention the risks of modifying waterborne craft (whether it's a weed harvester or boat) without seeking proper safety approvals. After the incident and the removal of the crocodile cage, City of Palmerston obtained certification and approval to operate the vessel subject to certain conditions from the Australian Marine Safety Authority.

We would be delighted to share more detailed information about the Working Alone Procedure and City of Palmerston's experiences outlined above at your request.

Please do not hesitate to contact me if you would like a Word version of the Procedure or wish to discuss the matter further.

Yours sincerely



**Luccio Cercarelli**  
Chief Executive Officer

Encl: City of Palmerston – Working Alone Procedure



# WORKING ALONE

## Procedure

Name:	Working Alone Procedure		
Type:	Workplace Health and Safety Procedure		
Owner:	Chief Executive Officer		
Responsible Officer:	General Manager People and Place		
Version Number:	2.0		
Approval Date:	23/01/2024	Next Review Date:	23/01/2026

### 1 PURPOSE

The City of Palmerston (Council) is committed to providing employees with a safe working environment.

The purpose of this procedure is to describe how council will identify, manage and reduce the risk to employees working alone as the PCBU.

### 2 SCOPE

This procedure outlines the steps required to assess and mitigate the risks of working alone.

It applies to all Council employees at workplaces under the management or control of The City of Palmerston.

### 3 DEFINITIONS

*For the purposes of this Procedure, the following definitions apply:*

Term	Definition
Assistance	Assistance refers to assistance required from other workers, or emergency services.
Hierarchy of Controls	The hierarchy of controls is a system for controlling risks in the workplace. The hierarchy of controls is a step-by-step approach to eliminating or reducing risks and it ranks risk controls from the highest level of protection and reliability through to the lowest and least reliable protection.
PCBU	A Person Conducting a Business or Undertaking, where a person may be an organisation or individual. Council is a PCBU. Other organisations or individuals may hold shared responsibilities as a PCBU depending on the arrangement with Council.
Risk	The likelihood of harm occurring from exposure to a hazard and the likely consequences of that harm.
SWMS	Safe Work Method Statement
WHS	Work Health and Safety
Worker (or Employee)	A person who carries out work in any capacity for Council. This includes an employee, contractor, subcontractor or volunteer.



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### 4 RESPONSIBILITIES

Responsibilities for managing health and safety risks and applicable to this procedure are summarised below:

Position	Responsibility
CEO and General Managers	<ul style="list-style-type: none"> <li>Maintain overall responsibility for the implementation and compliance with this procedure.</li> <li>Ensure resources are available to enable the control of risks associated with working alone.</li> </ul>
Managers and Supervisors	<ul style="list-style-type: none"> <li>Ensure the identification, assessment, control and review of hazards associated with working alone for their area of responsibility, including WHS risk assessments for new projects/works, the development of Safe Work Method Statements (SWMS), etc.;</li> <li>Ensure all persons in their area of responsibility are informed of WHS risks associated with working alone and are provided with sufficient information, instruction, training and supervision to ensure their health and safety;</li> <li>Conduct risk assessments and implement controls in consultation with workers; and</li> <li>Monitor and periodically review the implementation and effectiveness of control measures.</li> </ul>
Workers	<ul style="list-style-type: none"> <li>Follow the requirements of this procedure;</li> <li>Participate in the identification, risk assessment and identification of controls for hazards and hazardous activities;</li> <li>Report identified hazards; and</li> <li>Carry out tasks in accordance with any information, instruction and training provided.</li> </ul>

### 5 PROCEDURE

#### 5.1 Work not to be conducted alone

The risks associated with some work is such that the activity must not be undertaken alone.

These activities include:

- confined space entry;
- working at height or depth;
- live electrical work;
- the operation of high-risk equipment;
- use or disposal of hazardous substances where there is a significant risk of injury or exposure to the hazardous substance; and
- other tasks where more than one person is required to undertake the activity as determined by the requirements of the risk assessment and/or SWMS associated with the work activity.

#### 5.2 Working Alone Situations

A worker is considered to be working alone when there is no other Council employee within the vicinity of the worker.

This may include situations such as;

- working in areas of offices where no other employees are present;
- working alone at site e.g. performing site visits and inspections;



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- working at home;
- work-related travel;
- shift work or on call work, particularly nights and early mornings; and
- other field-based work.

### 5.3 Risk Assessment – Identification of Hazards

Prior to working alone, a risk assessment is to be carried out for the activity.

Dependent on the risk and the nature of the work, this may be in the form of a SWMS or other relevant procedure or documentation.

The risk assessment must consider all hazards that may be encountered whilst the employee is working alone.

The hazards may include;

- Heat stress / dehydration
- Fatigue
- Exposure to violence
- Snake / insect bite and contact with domestic / wild animals
- Activity specific hazards, such as equipment operation

This risk assessment is also to include factors specific to working alone, such as;

- Ability to communicate with other employees, supervisor(s) and emergency services
- Duration of the work and time of day
- Capabilities of the employee
- Controls available to mitigate risk (as per 5.4 Hierarchy of Controls)
- Threats to controls (ie batteries for communication going flat)

### 5.4 Hierarchy of Controls

The following Hierarchy of Control system is to be utilised for risk mitigation for employees working alone. Each situation is to be assessed for risk and the relevant control implement.

Level 1 controls (most effective, highest protection):

*Elimination* of the hazard.

In relation to working along, this may include;

- Buddy system, second worker accompanies employee as relevant to a specific hazard
- Remove a piece of hazardous equipment from operation

Level 2 controls:

*Substitution* - replace with a safer alternative.

*Isolation* - isolate the person exposed from the hazard or the hazards from the person.

*Engineering controls* - modify the equipment or system to reduce the hazard.

*Environmental design* - workplaces and their surrounds can be designed to reduce the likelihood of violence by controlling access and monitoring CCTV.



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In relation to working along, this may include;

- Installing a lifting mechanism to reduce manual lifting
- Maintaining a safe distance from a hazard

### Level 3 controls:

*Administration* - E.g. development of safe work procedures, training, limiting duration of exposure.

*Personal protective equipment (PPE)* is the least effective form of control and to be used as a last resort.

*Communication or location systems* - reliable systems that can quickly locate workers or enable quick communication will help in providing assistance. Provide and maintain communication with workers in isolated environments.

In relation to working along, this may include;

- Having a duress alarm to notify others/authorities of an emergency
- Fleet tracking
- Radios and mobile communications
- Clear communication plan of checking in with supervisors/other workers
- Training and procedures

## 5.5 Training

Supervisors will ensure that workers undertaking remote or isolated work will be trained and/or assessed as competent for the activity being undertaken.

Workers undertaking remote or isolated work will also be trained in:

- The requirements of this procedure
- First Aid and Emergency procedures
- The development of a communication plan and strategy
- Use of relevant communication and tracking devices
- Correct use of emergency equipment
- How to complete a remote and isolated worker risk assessment
- The available controls (relevant to the remote and isolated worker's hazards / risks) and how to use them

## 6 REFERENCES AND RELATED LEGISLATION

- 6.1 Work Health and Safety (National Uniform Legislation) Act 2011
- 6.2 Work Health and Safety (National Uniform Legislation) Regulations 2011
- 6.3 NT Worksafe, Code of Practice – Managing the work environment and facilities
- 6.4 NT Worksafe, Code of Practice – How to manage work health and safety risks

## 7 APPENDICES

- 7.1 Working Alone Communication Plan
- 7.2 Working Alone Risk Assessment Template



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### APPENDIX 1 WORKING ALONE COMMUNICATION PLAN

Date		Worker Name	
Vehicle		Destination/s	
Supervisor Name		Contact Number	
Secondary Contact Name		Contact Number	

Communication Equipment to be used Provided and inspected before journey	Yes ✓	No ✖	Details
Mobile phone			
UHF Radio – Distress/Duress Alarm			Channels to be used:
Vehicle - Distress/Duress Alarm			
Other –			
Emergency Preparedness	Yes ✓	No ✖	Details
Prestart Check			
Complete SWMS			
Complete/Review Risk Assessment			

**Part B** – Worker and Supervisor to keep a copy each and record communications.

Expected Contact Times						
Location	On Arrival	On Departure	Contact made		Name of person contacted	Comments
			Yes ✓	No ✖		
1						
2						
3						
4						
5						
6						



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### APPENDIX 2 WORKING ALONE RISK ASSESSMENT TEMPLATE

**Part A** – The Supervisor must use this form to identify isolated work roles where required. Where there are 2 or more ‘Yes’ answers, the work role is considered to be isolated and Part B should be completed.

Task/Activity	Y/N	Details
<b>Task or activity to be undertaken:</b>		
Is the task performed individually?		
<b>Does the task involve any of the following?</b>		
Driving long distances alone		
Operating machinery alone (except passenger vehicles)		
Working alone with members of the public		
Shift work - early in the morning, late at night or on public holidays		
Working at home		

**Part B** – To be completed by the Supervisor and Worker before working alone.

WHS Issue	Y/N	Control
<b>Nature of the work</b>		
Is it appropriate for the worker to be alone whilst carrying out work activities (e.g. high-risk work)		
Is there adequate information and instruction for the worker to be able to work alone safely?		
Is there risk of violence from other people (e.g. contractors, patients or members of the public)?		
Are there hazards associated with the machinery, tools and equipment that may be used whilst working alone?		
Is fatigue likely to increase risk (e.g. with long hours driving a vehicle or operating machinery)?		
Is the worker likely to be exposed to extreme temperatures?		
Is there risk of attack by an animal?		
Is there an effective system for checking that all protective clothing and equipment and emergency equipment is packed and in good working order?		
<b>Location of the work</b>		
Is the work in a location which increases the risk of violence to workers (e.g. from people affected by drugs or alcohol or in high crime areas)?		
Is the work in an area which has limited mobile and/or radio coverage?		
<b>First Aid and Emergencies</b>		



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Is first aid equipment available for immediate treatment (e.g. a first aid kit in the vehicle / building)?		
Is the level of first aid training required to use the first aid equipment adequate?		
If first aid equipment is vehicle-based, are there arrangements to cover the worker when they are away from the vehicle?		
Are there arrangements for dealing with a vehicle breakdown?		
Is the vehicle fitted with emergency supplies, such as adequate drinking water?		
<b>The length of time the worker may be working alone</b>		
Has a reasonable time for the worker to be alone been identified?		
Is it safe for the worker to be alone at all?		
What is the time of day when the worker will be working alone (e.g. Early hours, late night)		
Is there increased risk at certain times of day (e.g. exposure to violence may be more present evenings and night shifts)?		
<b>Communication</b>		
Does the worker have access to an appropriate communications system (e.g. mobile, satellite phones, alarm systems)?		
Has the worker been trained in the selected communication equipment?		
Will the emergency communication or alarm system work properly in all situations?		
Are there procedures for regular contact with the workers who work remotely or isolated?		
If communication systems are vehicle-based, are there arrangements to cover the worker when they are away from the vehicle?		
<b>Has the worker received training on</b>		
The work activity to be undertaken		
First aid		
Communication plan and systems		
Emergency response plan and equipment		
Vehicle breakdown plan		
Working Alone Procedure		
<b>Is there anything else that applies to this work activity that is likely to increase the risk for the worker working remotely or isolated? Please list below</b>		



## 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: -

### 15.1 Review of Enterprise Bargaining Agreement

#### REASONS FOR CONFIDENTIALITY

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

**Status 51(1)(d)** - This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1)(d) 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 subject to an obligation of confidentiality at law, or in equity.

### 15.2 Update on CEO recruitment.

#### 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.

### 15.3 Review of Housing Policy

#### REASONS FOR CONFIDENTIALITY

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

## 16 NEXT MEETING AND MEETING CLOSE

