



Victoria Daly
REGIONAL COUNCIL

AGENDA

**PINE CREEK LOCAL AUTHORITY MEETING
TO BE HELD ON TUESDAY 6 FEBRUARY 2024
AT 12:30 PM
AT THE PINE CREEK COMMUNITY HALL
55 MOULE ST, PINE CREEK NT 0847**

MEMBERS

Sam Forwood (Chairperson)
Councillor Yvette Williams
Alan Fountain
Gaye Lawrence
Edward Ah Toy
Juliatt Mills
John Roberts
Alain Denouel
David Paddy
Clare Merritt
John Lee
Lance Lawrence



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Brian Hylands
Chief Executive Officer



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1. Meeting Opening

2. Welcome

3. Attendance and Apologies

3.1. Attendees

3.2. Apologies and Absentees

4. Disclosure of Interest

5. Resignations, Terminations and Nominations

5.1. Resignations

Nil

5.2. Terminations

Nil

5.3. Nominations

Nil

6. Guests and Presentations

ITEM NUMBER 6.1.

Mark Asendorf - Managing Director, Marmel Enterprise

Peter Waggit - AusIMM



7. Confirmation of Minutes

ITEM NUMBER 7.1.

Pine Creek Local Authority meeting held on 6 November 2023

REPORT TYPE Confirmation of Minutes

PREPARED BY Executive Services Officer

Recommendation

That the minutes of the Pine Creek Local Authority meeting held on 6 November 2023 be taken as read and be accepted as a true record of the meeting.

Attachments

1. 20231106 PCLA MIN Unconfirmed [7.1.1 - 6 pages]



MINUTES

**PINE CREEK LOCAL AUTHORITY MEETING
HELD ON MONDAY 6 NOVEMBER 2023
AT 12:30 PM
AT THE PINE CREEK MULTI RESOURCE CENTRE
56 Main Tce, Pine Creek, NT 0847**



Victoria Daly
REGIONAL COUNCIL

MINUTES
Pine Creek Local Authority Meeting Monday 6 November 2023

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Brian Hylands
Chief Executive Officer



Victoria Daly
REGIONAL COUNCIL

MINUTES
Pine Creek Local Authority Meeting Monday 6 November 2023

1. Meeting Opening

The meeting opened at 12:32pm.

2. Welcome

Chairperson welcomed members and visitors to the meeting.

3. Attendance and Apologies

3.1. Attendees

1. Present

Appointed Members Present

Councillor - Pine Creek Ward	Yvette Williams
Chairperson	Sam Forwood
Member	Alan Fountain
Member	Gaye Lawrence
Member	Edward Ah Toy
Member	Juliet Mills
Member	John Roberts
Member	Alain Denouel
Member	Lance Lawrence

Staff Present

Chief Executive Officer	Brian Hylands
Executive Services Officer	Chellah Clancy
Media and Communications Officer	Kim Maskell

Guests

The Department of the Chief Minister and Cabinet	Karen Hocking
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3.2. Apologies and Absentees

Apologies:

Absent: Claire Merrit, John Lee, David Paddy

4. Disclosure of Interest

There were no declarations of interest at this meeting.

5. Resignations, Terminations and Nominations



Victoria Daly
REGIONAL COUNCIL

MINUTES
Pine Creek Local Authority Meeting Monday 6 November 2023

5.1. Resignations

5.1.1. Resignation of Clare Merritt from the Pine Creek Local Authority

PCLA-2023/31 Resolution: Carried (John Roberts/Cr Yvette Williams)

That the Resignation of Clare Merritt from the Pine Creek Local Authority is noted.

5.2. Terminations

Nil

5.3. Nominations

5.3.1. Nomination of Dianne Benson to the Pine Creek Local Authority

PCLA-2023/32 Resolution: Carried (Gaye Lawrence/Alan Fountain)

That the Nomination of Dianne Benson to the Pine Creek Local Authority is received; and
The Pine Creek Local Authority recommend that Council endorses the nomination.

6. Guests and Presentations

Nil

7. Confirmation of Minutes

ITEM NUMBER 7.1.

Pine Creek Local Authority meeting held on 1 August 2023

PCLA-2023/33 Resolution: Carried (John Roberts/Alan Fountain)

That the minutes of the Pine Creek Local Authority meeting held on 1 August 2023 be taken as read and be accepted as a true record of the meeting.

8. Council Response to Previous Minutes

ITEM NUMBER 8.1.

Feedback from Council

PCLA-2023/34 Resolution: Carried (John Roberts/Alan Fountain)

That the Feedback from Council be received and noted.



9. Correspondence

ITEM NUMBER 9.1.

Correspondence

PCLA-2023/35 Resolution: Carried (Sam Forward/John Roberts)

Attachments

1. 2023-09-18 OUTGOING Minister- Manison- Litter- National- Parks [9.1.1 - 2 pages]

10. Reports

ITEM NUMBER 10.1.1.

Community Report for PCLA

PCLA-2023/36 Resolution: Carried (John Roberts/Alan Fountain)

- A. That the Community Report for PCLA report is received and noted

ITEM NUMBER 10.2.1.

Pine Creek Finance Report for period ended 30 September 2023

PCLA-2023/37 Resolution: Carried (John Roberts/Gaye Lawrence)

- A. That the Pine Creek Finance Report for period ended 30 September 2023 report is received and noted

ITEM NUMBER 10.2.2.

Pine Creek Project Funding Update

PCLA-2023/38 Resolution: Carried (Sam Forward/John Roberts)

- A. That the Pine Creek Project Funding Update report is received and noted

ITEM NUMBER 10.3.1.

Action Items

PCLA-2023/39 Resolution: Carried (Sam Forward/Gaye Lawrence)

- A. That the Action Items report is received and noted



Victoria Daly
REGIONAL COUNCIL

MINUTES
Pine Creek Local Authority Meeting Monday 6 November 2023

11. Questions from the Public

12. General Business

12.1. Seniors Christmas Party 2023 - Cr Williams

PCLA-2023/41 Resolution: Carried (Cr Yvette Williams/John Roberts)

That PCLA donate \$1000 towards Christmas Party

12.2. Water Gardens - J. Roberts

PCLA-2023/42 Resolution: Carried (Sam Forward/Gaye Lawrence)

PCLA have agreed for member John Roberts to use blower to push the dead salvinia weed off the sides and down into the ponds to see if it can be burnt and cleared out before the wet season approaches.

12.3. Tree Planting - G. Lawrence

PCLA-2023/43 Resolution: Carried (Gaye Lawrence/Juliatt Mills)

PCLA has agreed to allocate \$1000 to have 67 Territory native trees planted around Pine Creek

13. Next Meeting

The next Meeting of Pine Creek Local Authority – date TBC

The meeting closed at 1:30pm

This page and the preceding five pages are the minutes of the Pine Creek Local Authority meeting held on 6 November 2023.



8. Council Response to Previous Minutes

ITEM NUMBER 8.1.

Feedback from Council

REPORT TYPE Local Authority Reports

PREPARED BY Executive Services Officer

Purpose

The purpose of this report is to provide feedback to the Pine Creek Local Authority from the relevant Ordinary Council meeting.

Recommendation

That the Feedback from Council be received and noted

Feedback

On Tuesday, 12 December 2023, Council received the minutes of the Pine Creek Local Authority meeting held on 6 November 2023. Council endorsed the minutes and all resolutions as per the table below:

OCM-2023/235 Resolution: Carried (Cr Yvette Williams/Deputy Mayor Georgina Macleod)

- A. That Council endorses **PCLA-2023/41 Resolution:** That PCLA donate \$1000 towards Christmas Party.
- B. That Council acknowledges **PCLA-2023/42 Resolution:** PCLA have agreed for member John Roberts to use blower to push the dead salvinia weed off the sides and down into the ponds to see if it can be burnt and cleared out before the wet season approaches.
- C. That Council endorses **PCLA-2023/43 Resolution:** PCLA has agreed to allocate \$1000 to have 67 Territory native trees planted around Pine Creek.
- D. That Council acknowledges **PCLA-2023/31 Resolution:** the Resignation of Clare Merritt from the Pine Creek Local Authority is noted.
- E. That Council endorses **PCLA-2023/32 Resolution:**
 - i. That the Nomination of Dianne Benson to the Pine Creek Local Authority is received; and
 - ii. The Pine Creek Local Authority recommend that Council endorses the nomination.



Attachments

Nil

9. Correspondence

ITEM NUMBER 9.1. Correspondence
REPORT TYPE Correspondence
PREPARED BY Executive Services Officer

Recommendation

That the correspondence be received and noted.

Attachments

Nil



10. Reports

10.1. Council Operations Manager Community Report

ITEM NUMBER 10.1.1.

Pine Creek Council Operations Manager Report

REPORT TYPE Council Operations Manager Report

PREPARED BY Council Operations Manager - Pine Creek

Purpose

To inform Local Authority members of progress and updates on progress of projects.

Recommendations

- A. That the Pine Creek Council Operations Manager Report is received and noted

Regional Plan

Goal 1: Quality Leadership

1.1 - Ensure effective community leadership and representation to Council of local issues through Local Authority Committees

Events and Activities

December- Seniors Christmas luncheon, Councilor Williams advised this all went and everyone enjoyed the event. There were 23 Pine Creek seniors who attended, S & R had a Christmas party which had 26 people from Kybrook attend; fun and games happened with prizes given to the winners. Thanks to Shane for putting on the Santa suit for the party, and also MLA Dehran Young, VDRC, FERGS and Maisyes Cafe for their donations making both these events a happy Christmas celebration for all.

Local Authority Meetings

Last LA meeting was 6th November 2023

Vacant Positions (VDRC in Community)

Community Patrol officers x1, Community Patrol Team Leader x 1

Maintenance Buildings and Fixed Assets

Broken Pine Logs on Watergardens have been replaced with new.
Due to staff shortage many things have had to wait until new staff commence.

Plant and Equipment

All vehicles and plant are up to date with servicing and equipment is being maintained/serviced by new PG staff and appropriate business able to do so.



Photos and Media

NIL

Regional Plan Project Priorities

Welcome to Pine Creek signage is still ongoing

Tropo Bird hides has been completed and extremely popular with birdwatchers and locals alike.

Orange oil used in the water gardens will be ongoing as needed.

Minor infrastructure- Grant funding for Jimmy AhToy oval lights is in progress.

Council officer conflict of interest declaration

We, the Author and Approving Officer, declare we do not have a conflict of interest in relation to this matter.

Attachments

Nil



10.2. Finance Report

ITEM NUMBER 10.2.1.

Finance Report for the period ended 31 December 2023

REPORT TYPE Local Authority Finance Report

PREPARED BY Chief Finance Officer

Recommendations

A. That the Finance Report for the period ended 31 December 2023 report is received and noted

Attachments

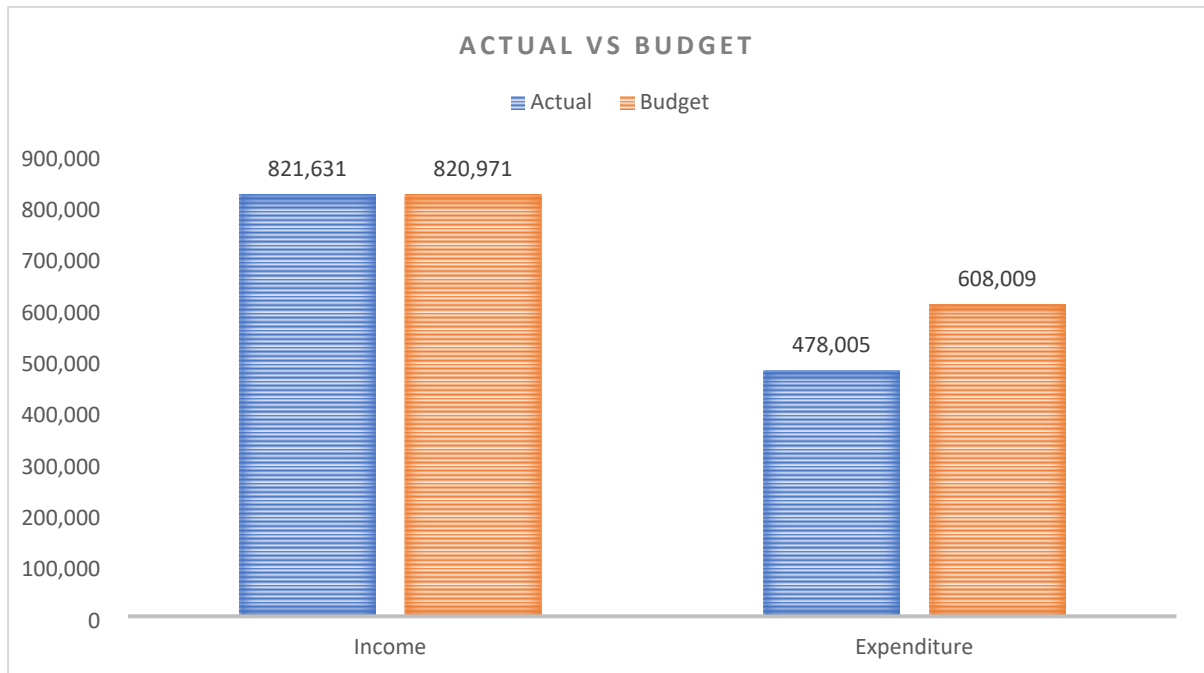
1. Pine Creek 31 12 2023 [**10.2.1.1** - 2 pages]

Actual v Budget for Pine Creek Local Authority as of 31st December 2023

OPERATING INCOME	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Comments
Rates	274,796	274,796	-	
Charges	165,694	165,694	-	
Fees and Charges	17,099	13,962	3,137	Income from hiring out the Multi Resource room and NDIS is more than budgeted.
Operating Grants and Subsidies	363,530	363,519	11	
Commercial and Other Income	512	3,000	(2,488)	other income is less than the budgeted.
TOTAL OPERATING INCOME	821,631	820,971	660	
OPERATING EXPENDITURE				
Employee Expenses	245,553	339,281	(93,727)	Underspend due to vacant positions in Pine Creek
Materials and Contracts	207,251	243,498	(36,247)	The variance is due to Underspending on material and consumables, fuel expenses, the Contractor (Streetlight), and cleaning products and contractors.
Council Committee & LA Allowances	3,400	3,500	(100)	
Council Committee & LA Expenses	471	400	71	
Allocations	21,330	21,330	-	
TOTAL OPERATING EXPENDITURE	478,005	608,009	(130,004)	
OPERATING SURPLUS / DEFICIT	343,626	212,962	130,664	

During the six months ended 31st December 2023, actual income was \$821,631, and expenditure was \$478,005 compared to budgeted income of \$820,971 and expenditure of \$608,009, respectively.

The bar graph shows actual income and expenditure vs budgets.



As of 31st December 2023, Council has spent \$122,007 on projects in Pine Creek. The Two Troppo Birds Hides project commenced in the financial year 2022-2023 and was completed in August 2023. The playground project started this financial year and is still ongoing.

Project Name		Project Status	Funded by
Two Troppo Bird Hides	5,023	Completed	Grant/Council reserves
Playground-Pine Creek	116,984	work in progress	Grant

122,007



ITEM NUMBER 10.2.2.

Project Funding Update

REPORT TYPE Finance Report

PREPARED BY Chief Finance Officer

Purpose

The purpose of this report is to provide an update on the Local Authority Project Funding (LAPF) that has been spent or committed, and to provide an overview of funds available for future projects.

Recommendations

A. That the Project Funding Update report is received and noted

Local Authority Project Funding

Funds Spent financial year

\$1,254 of LAPF has been spent this financial year

Funds Committed

\$75,000 of LAPF is committed to projects.

Funds Available

\$59,030 of LAPF is available for future projects

The Pine Creek Local Authority is encouraged to discuss and consider suitable projects to be funded with the remaining LAPF.

Attachments

1. LA projects 31 12 2023 (1) [**10.2.2.1** - 1 page]

Local Authority projects-Pine Creek

Fund Carried forward from last financial year		86,957
Grant expected to be received this financial year		46,900
Total available funds		<u>133,857</u>
Funds spent to date	1,427	
Less Amount spent previous financial year	<u>(173)</u>	
	1,254	
Amount spent on project this financial year 2023-24		<u>(1,254)</u>
Funds committed but not yet spent		<u>(73,573)</u>
Funds available for future projects		<u><u>59,030</u></u>

Project Name	Resolution passed on	Funds Committed to projects	Funds spent to date	Remaining funds available	Status
Welcome to Pine Creek Sign - Northern and Southern entrances	2-Mar-21	20,000	-	20,000	Remains open
Orange oil	PCLA-2022/12	500	173	327	Ongoing
Development of minor infrastructures	OCMC-2023/22	50,000	-	50,000	Remains open
Sign Competition	PCLA-2023/20	500	-	500	Remains open
Management of Feral cats	PCLA-2023/22	2,000	-	2,000	Remains open
Christmas Party	PCLA-2023/41	1,000	268	732	Completed
Plant 67 Territory native trees	PCLA-2023/43	1,000	986	14	Completed
		<u>75,000</u>	<u>1,427</u>	<u>73,573</u>	



10.3. Actions Report

ITEM NUMBER 10.3.1.

Action Items

REPORT TYPE Action Items

PREPARED BY Media and Communications Officer

Purpose

To provide an update on the status of action items.

Recommendations

- A. That the Action Items report is received and noted

Attachments

1. 20231106 Action Items Report PCLA 1 [10.3.1.1 - 3 pages]

ACTION REGISTER

Pine Creek Local Authority – NOVEMBER 2023



Victoria Daly
REGIONAL COUNCIL

Meeting Date	Item	Action Required	Assignee/s	Action Taken	Status
6/11/2023	Tree Planting	PCLA-2023/43 Resolution: Carried (Gaye Lawrence/Juliatt Mills) PCLA has agreed to allocate \$1000 to have 67 Territory native trees planted around Pine Creek	Tanya Brown	Trees have been received and to be planted out before end of January, weather permitting	In progress
6/11/2023	Water Gardens	PCLA-2023/42 Resolution: Carried (Sam Forward/Gaye Lawrence) PCLA have agreed for member John Roberts to use blower to push the dead salvinia weed off the sides and down into the ponds to see if it can be burnt and cleared out before the wet season approaches	Tanya Brown	JR did blow salvinia, but rainfall did not allow burning	
01/08/2023	Memorial Pine Creek Cemetery	Resolution: PCLA-2023/30 Resolution: OCM-2023 That the Pine Creek Local Authority Request Councils approval to paint and repair the memorial wall at the pine creek cemetery	Tanya Brown	PO to be raised and actioned 1.11.23	
02/05/2023	LA membership	Resolution: PCLA-2023/25 Resolution: OCM-2023/104 That the Pine Creek local authority request that council write to members who no longer reside in the area, in the letter noting their absence from Pine Creek and would they like to resign.	Michelle Griffin	Letters sent to members. Clare Merritt has resigned. Awaiting reply from other member.	In progress
02/05/2023	Management of feral cats	Resolution: PCLA-2023/22 Resolution: OCM-2023/104 The Pine Creek Local Authority request to council that \$2,000 of LAPF be committed to management of feral cats in Pine Creek.	Matthew Cheminant, Tanya Brown	Quote received and attached for PCLA to review. PCLA advised to wait for member who requested be present before actioning this request, Will be presented meeting in November. 2023	In progress
02/05/2023	Pine Creek Sign Competition	Resolution: PCLA-2023/20 Resolution: OCM-2023/104 That Pine Creek local authority request to council the allocation of \$500 towards a Pine Creek sign competition	Matthew Cheminant, Tanya Brown	VDRC CEO approved a gift card to the value of \$500.00 , need to be advised of the business to receive this.	Not yet started
07/02/2023	Pine Creek Oval Lighting	Resolution: PCLA-2023/8 Resolution: OCM-2023/28 That Council endorses resolution PCLA-2023/8 for the council to obtain quotes for lighting options for the Pine Creek oval (to include fixed and mobile options).	Matthew Cheminant, Tanya Brown	17/03/2023 Matthew Cheminant Grant application in progress 20/03/2023 Tanya Brown emailed All Regions electrical for a cost estimate on supplying and installing lighting at the oval on 7.2.2023 Grant funding has been applied, waiting on outcome 1.11.2023	In progress

07/02/2023	Election Commitment Funding Offer	Resolution PCLA-2023/7 Resolution: OCM-2023/28 That Council endorses resolution PCLA-2023/7 that the Pine Creek Local Authority have accepted the Election Commitment funding offer and commit a matching co-contribution as per the funding guidelines.	Matthew Cheminant, Tanya Brown	26/05/2023 Keira Townsend Letter of offer received, signed and submitted. Currently waiting for grant funds to be received.	In progress
02/03/2021	Signage at both entrances to Pine Creek	That the Local Authority commit \$20,000 to have signage built at both entrances to Pine Creek.	Matthew Cheminant, Tanya Brown	PCLA made a resolution to put funds towards a competition for signage COM has a quote from a Darwin contractor to present to November PCLA meeting..	In progress
02/08/2022	Orange Oil	PCLA-2022/12 That Local Authority commit \$500 to purchase Orange Oil to be trialed in one pond of the Water Gardens to combat Salvinia Weed	Matthew Cheminant, Tanya Brown	Project cost \$173 PCLA requested that the project remain ongoing.	Ongoing



10.4. General Reports

ITEM NUMBER 10.4.1.

Pine Creek Election Commitment Grant

REPORT TYPE Report for Decision

PREPARED BY Grants Manager

Purpose

To seek Pine Creel Local Authority identification and endorsement of a project to be delivered through Election Commitment funding and the required 50-50 co-contribution.

Recommendations

- A. That the Pine Creek Election Commitment Grant report is received and noted
- B. That the Pine Creek Local Authority identifies and endorses a project by resolution for funding through the Northern Territory Government's Election Commitment Funding and Pine Creek Local Authority Co-contribution

Key Issues

At the February 2023 Pine Creek Local Authority (PCLA) meeting, the PCLA agreed through resolution PCLA-2023/7 to commit the required co-contribution of \$50,000 to accept the offer of an additional \$50,000 funding through Election Commitment funds. This means that the Pine Creek Local Authority now has \$100,000 ex GST to undertake project/s supporting playgrounds, BBQ's or public fitness stations.

Background

In the 2022-23 financial year the NTG Cabinet committed to providing funding for a list of minor infrastructure projects across the Northern Territory to promote community well-being and social inclusion. As part of this commitment, Council was offered \$100,000 to contribute toward playgrounds, BBQ's and public fitness stations in the Pine Creek and Timber Creek communities (divided equally between the two communities). Under this arrangement a 50-50 funding co-contribution is required to claim the additional funds.

At the February 2023 Pine Creek Local Authority meeting, the Pine Creek Local Authority agreed through resolution PCLA-2023/7 to commit the required co-contribution of \$50,000 to accept the offer of the additional \$50,000 funding through election commitment funds.

This means that the Pine Creek Local Authority now has \$100,000 to undertake project/s supporting playgrounds, BBQ's or public fitness stations.



Considerations

As per the funding requirements, funds are to be fully expended by 30 June 2024

Attachments

Nil



11. Questions from the Public

12. General Business

13. Next Meeting

The next Meeting of Pine Creek Local Authority will be held 7 May 2024.