MINUTES OF THE NGUKURR LOCAL AUTHORITY MEETING OF THE ROPER GULF REGIONAL COUNCIL MEETING HELD AT THE CONFERENCE ROOM COUNCIL SERVICE DELIVERY CENTRE, NGUKURR ON MONDAY, 30 APRIL 2018 AT 10.30AM

UNCONFIRMED

1.PRESENT/STAFF/GUESTS

1.1 Elected Members

Mayor Judy MacFarlane
Councillor Owen Turner

1.2 Local authority Members

Daphne Daniels (Chairperson)
Ian Gumbula
Robin Rogers
Jerry Ashley
Bobby Nunggumajbarr

1.3 Staff

Michael Berto - CEO
Sharon Hillen – Director of Council and Community Services
Christopher Taarnby – Area Manager Roper
Christopher Riley – Council Services Coordinator Ngukurr
Patchouli Cross – Senior Administration Support Officer (Minute Taker)
Chantal Binding – Local Authority Support Coordinator
Tessa Carnegie – Governance Officer

1.4 Guests

Tom Girdler – Department of Housing and Community Development
Shelley Back - Sunrise Health

2.MEETING OPENED

Meeting opened at 10:35am

3.WELCOME TO COUNTRY

Daphne Daniels welcomed all members, staff and guests to the meeting and the Roper Gulf Regional Council pledge was read.

4. APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES AND LEAVE OF ABSENCE

Apology received from Local Authority Member Colin Hall

98/2018 **RESOLVED (Bobby Nunggumajbarr/Owen Turner)**

(a) **That the Ngukurr Local Authority accept the apology from Local Authority Member Colin Hall.**

(b) **That the Ngukurr Local Authority noted no apology given for Councillor Eric Roberts**

5.CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES

99/2018 **RESOLVED (Bobby Nunggumajbarr/Jerry Ashley)**

(a) **That the Ngukurr Local Authority approve the minutes as a true and accurate record of the Ngukurr Local Authority's Meeting (Provisional) held on Wednesday 9th August 2017.**

(b) **That the Ngukurr Local Authority approve the minutes as a true and accurate record of the Ngukurr Local Authority's Meeting held on Wednesday 14th February 2018.**

6. CALL FOR ITEMS OF OTHER BUSINESS

1. Ngukurr Oval Prickle problem
2. More Speed Bumps required
3. Community Safety/Night Patrol spotlighting
4. AFL
5. Local authority Members Attending Meetings
6. Pool Closure for Upgrades
7. Community Night Patrol Survey

7. DISCLOSURES OF INTEREST

There were no declarations of interest at this Ngukurr Local Authority Meeting.

8.BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION LIST

100/2018 **RESOLVED (Owen Turner/Robin Rogers)**

(a) That the Ngukurr Local Authority receive and note the Action List.

UNCONFIRMED

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
17.05.17	9.1 Incoming Correspondence	Write a letter back to Ngukurr Church.	LA Coordinator/ Sharon DCCS	**Complete**	09.08.17 Letter drafted. **20.11.17 Letter sent to Ngukurr Church.**
17.05.17	11.5 Governance Report – Local Authority Project Funding Update **SEE 9.1 Below**	LA to be presented with information, plans and costing at the next meeting for the projects: 1. Horse Arena 2. BMX track (Bike path to incorporate footpath?) 3. Oval drainage	DCG/Greg DCCS/Sharon	Ongoing	07.07.17 Action forwarded to Project Management - to investigate bike path. 09.08.17 All 3 added to Project List, a lot of work going on here. 31.10.17 Sharon to update LA regarding rescinding these projects and allocating money to current projects: Oval. **SEE 9.1 Below**
17.05.17	11.10 Australia Post Services	LA to be presented costing of expanding Australia Post to include outgoing mail services	DCS	**Complete (Remove)**	07.07.17 Include in Master Plan for Office Upgrade 09.08.17 Option look into if mail delivery to individual houses. 31.10.17 Marc Gardner investigating. 20.03.18 Nothing to report, include in future upgrades**.** **30.04.18 Long term plan to install private PO Boxes with Council Office Upgrades**
14.02.18	9.4 Ngukurr Local Authority Project Funding	Outdoor Stage Area – Map required of the proposed area including seating, lighting and other infrastructure needed for the festival. There was a map previously done - locate	SASO/CSC	**Complete**	**30.04.18 Stage Location Confirmed**

UNCONFIRMED

14.02.18	9.1 Ngukurr Local Authority Project Funding	**(Links to 11.5 above)**To bring back information regarding these project to next LA Meeting: 1) Outdoor Stage (Certified plans completed so far) * Stage needs to be ready for Festival by June/July* 2) Church Building and toilets - public toilets do not work and are needed if the area is to be used for camping for the festival 3) BMX Track - still scoping 4) Horse Arena - to discuss with YMCA 5) Replacement pumping and life guard stations at the pool – quote/scope to be presented 6) Fencing both cemeteries – scope and costings to be presented 7) Multipurpose Centre (feasibility study update required) **Action: To bring back information regarding these 7 project to next LA Meeting.** **Action: Local Authority Member Ian Gumbula and Patchouli Cross SASO to Map out location of stage and festival activities.**	DCG/Greg DCCS/Sharon -Yungal Mangi	Ongoing	20.03.18 Contractors have investigated the plumbing and $200K **30.04.18 1) Certified plans for stage ready waiting on approval -TO's Section 19** **2) LA Support demolition of the old toilets and stage after completion of new stage** **3) BMX Track & 4) Horse arena Keep in Regional plan as long term plan** **5) to go on Town Priority list. 6) Waiting on NLC confirmation of new site Corner of Roper Hwy & Numbulwar Road –TO's Section 19 needed; and there is $10K in new budget and LA could contribute $10K to CDP to fence cemeteries.** **7) Multi Purpose Centre Handed to Yugul Mangi, feasibility study has previously been undertaken. $66k was allocated in LA Budget for feasibility study, but got a grant. This amount to be allocated towards the oval stage.**
14.02.18	9.2 Yugul Mangi Festival	There is the need for camping area and facilities (toilets, showers). Needs to be discussed at Festival Meeting. Public toilets not working - Investigate if toilet at the old church is an option for use at the Festival.	DCCS/ Sharon	Ongoing	20.03.18 Toilets severely damaged and BER – demolition. Festival need to do. **30.04.18 Festival Camping Grounds will be at Ngukurr Oval**

UNCONFIRMED

14.02.18	9.3 Housing Issues	Issues with people living in houses and not paying rent. 1) HRG to discuss 2) Request someone from NT Housing to come out to community to discuss or next LA Meeting.	HRG/SASO	**Complete**	**30.04.18 Remove**
14.02.18	9.4 Telstra Tower needs fencing	Telstra Tower needs a fence around it to stop people climbing it. Council To write letter or telephone Telstra and Yugul Mangi	CEO	**Ongoing**	**30.04.18 Letter to be sent to Telstra & Yugul Mangi ASAP**
14.02.18	9.5 Yugul Mangi Aboriginal Corporation's Yard and Batching Centre	1) Council to write a letter to YMCA and Yugul Mangi regarding the batching compound tidy up & locking to prevent unauthorised access. 2) Council to write a letter to Yugul Mangi Rangers regarding the Rangers compound tidy up and chemical stored correctly.	CEO/DCCS	**Complete**	**30.04.18 Issue has been addressed both yards/compounds have been locked up/secured**

8.2 ACTION LIST: CHURCH BUILDING AND TOILETS (9.1)

101/2018 **RESOLVED (Bobby Nunggumajbarr/Ian Gumbula)**

(a) That the Ngukurr Local Authority supports the demolition of the old toilets and stage after new stage on the oval is completed, and for the Council to relocate the church.

9. INCOMING CORRESPONDENCE

9.1 INCOMING CORRESPONDENCE

102/2018 **RESOLVED (Judy MacFarlane/Bobby Nunggumajbarr)**

(a) **That the Ngukurr Local Authority accept the Incoming Correspondence.**

10. OUTGOING CORRESPONDENCE

10.1 OUTGOING CORRESPONDENCE

103/2018 **RESOLVED (Judy MacFarlane/Robin Rogers)**

(a) **That the Ngukurr Local Authority receives and notes the Outgoing Correspondence report.**

UNCONFIRMED

11. GENERAL BUSINESS

11.1 ELECTED MEMBER REPORT

104/2018 **RESOLVED (Bobby Nunggumajbarr/Daphne Daniels)**

(a) **That the Ngukurr Local Authority receive and note the Elected Member Report.**

11.2 ELECTED MEMBER REPORT

105/2018 **RESOLVED (Judy MacFarlane/Robin Rogers)**

(a) **That the Ngukurr Local Authority receive and note the Elected Member report.**

11.3 COUNCIL SERVICES REPORT

106/2018 **RESOLVED (Judy MacFarlane/Daphne Daniels)**

(a) **That the Ngukurr Local Authority receive and note the Council Services report.**

Jerry Ashley left the meeting, the time being 11:40 AM
Jerry Ashley returned to the meeting, the time being 11:42 AM

11.4 COUNCIL FINANCIAL REPORT - NGUKURR LOCAL AUTHORITY THIRD QUARTER REPORT

107/2018 **RESOLVED (Owen Turner/Ian Gumbula)**

(a) **That the Ngukurr Local Authority receive and note the Financial Report for the Third Quarter of 2017-18**

Robin Rogers left the meeting, the time being 11:58 AM
Robin Rogers returned to the meeting, the time being 12:01 PM
Jerry Ashley left the meeting, the time being 12:02 PM
Jerry Ashley returned to the meeting, the time being 12:04 PM

11.5 GOVERNANCE REPORT - REVIEWED POLICIES

108/2018 **RESOLVED (Bobby Nunggumajbarr/Daphne Daniels)**

(a) That the Ngukurr Local Authority receive and note the following reviewed policies:

1. **GOV014 Good Governance Policy (previously ADM014)**
2. **GOV15 Legislative and Regulatory Compliance Policy (previously ADM015)**
3. **ASS001 Fleet Procurement and Allocation Policy**
4. **CL005 Council Meeting Procedure Policy**
5. **CL006 Elected Council Member Allowance Policy,**
6. **GOV004 Cultural Business Policy (previously ADM004)**
7. **GOV009 Vehicle Use Policy (previously ADM009)**
8. **LA001 Local Authority Policy**
9. **WS002 Smoke Free Policy**
10. **WS003 Work Health and Safety Policy**
11. **WS005 PPE Policy**
12. **WS006 Firearm and Tranquiliser Policy**

13. **GOV001 – Policy Framework (previously ADM001)**
14. **GOV005 – Communication Policy (previously ADM005)**
15. **GOV012 – Organisational Delegations Manual (previously ADM012)**
16. **HR003 – Employee Discipline Policy**
17. **HR005 – Confidentiality Policy**
18. **HR008 – Off-site Workers Policy**
19. **HR009 – Volunteer Policy**
20. **HR010 – Visa Policy**
21. **HR011 – Leave Policy**
22. **HR015 – Uniform Policy**
23. **HR023 – Criminal History Check Policy**
24. **WS004 – Pool Policy**
25. **WS008 – Evacuation Policy**

(b) That the Ngukurr Local Authority receive and note the following reviewed Policy:

1. **CL009 – Elected Member Development and Support Policy**

(c) That the Ngukurr Local Authority receives and notes the following reviewed policies as adopted by Council at 25 October 2017 meeting:

1. **CL001 – Members' Code of Conduct**
2. **CL003 – Elected Member and Employee Gift Policy**
3. **CL007 – Caretaker Policy**
4. **CL009 – Elected Member Development and Support Policy**
5. **GOV008 – Travel Policy for Councillors and Employees**
6. **HR004 – Recruitment and Selection Policy**
7. **HR006 – Working With Children Policy**

11.6 GOVERNANCE REPORT - NEW POLICIES

109/2018 **RESOLVED (Jerry Ashley/Owen Turner)**

(a) **That the Ngukurr Local Authority receives the following new policies:**
- **(i) GOV027 Indigenous Procurement Policy;**
- **(ii) GOV028 Buy Local Policy;**
- **(iii) GOV029 Records Management Policy;**

(b) **That the Ngukurr Local Authority receives and notes the following new and revised policies as adopted by Council at the 15 December 2017 meeting.**
- **(i) WS009 Fatigue Management Policy;**
- **(ii) HR029 Redeployment and Redundancy Policy;**
- **(iii) GOV012 Organisational Delegations Manual (non-financial);**
- **(iv) AGE038 AGED CARE Service Referral and Coordination Policy.**

11.7 COMPLAINTS REGISTER

110/2018 **RESOLVED (Judy MacFarlane/Robin Rogers)**

(a) **That the Ngukurr Local Authority receive and note the Complaints Register.**

11.8 GOVERNANCE REPORT - NGUKURR LOCAL AUTHORITY PROJECT REGISTER UPDATE

- The Local Authority to allocate funds of $15,000 to upgrade outdoor Basket Ball Court
- The Local Authority to set aside $150,000 for new Basket Ball Court and Roof

- Council to apply for Federal Government funding to match LA contribution of $150,000.
- The Local Authority to allocate funds of $66,000 that was previously allocated for the Multipurpose Centre Feasibility Study (but a grant was received), this amount to be allocated towards the oval stage.

111/2018 **RESOLVED (Bobby Nunggumajbarr/Ian Gumbula)**

(a) **That the Ngukurr Local Authority receive and note the report on the Local Authority Project Funding.**

(b) **That the Ngukurr Local Authority to allocate funds of $15,000 to upgrade outside Basket Ball Court from the Local Authority Funding.**

(c) **That the Ngukurr Local Authority to set aside $150,000 for new Basket Ball Court and Roof from the Local Authority Funding.**

112/2018 **RESOLVED (Judy MacFarlane/Bobby Nunggumajbarr)**

(d) **That the Ngukurr Local Authority allocate funds of $66,000 towards the oval stage from the Local Authority Funding.**

11.9 NGUKURR POOL RELINING PROJECT

113/2018 **RESOLVED (Bobby Nunggumajbarr/Robin Rogers)**

(a) **That the Ngukurr Local Authority approves a cash contribution of $114,262 from its 2017-18 Local Authority Project Funding for upgrades to the Ngukurr Pool.**

11.10 GOVERNANCE REPORT - ALLOCATION OF FUNDS TO URAPUNGA

114/2018 **RESOLVED (Owen Turner/Bobby Nunggumajbarr)**

(a) **That the Ngukurr Local Authority receive and note the minutes from the Urapunga Community Meeting held Wednesday 7th March 2018.**

(b) **That the Ngukurr Local Authority approve the proposed $45,000 allocation for a toilet block and new sand for the playground area at Urapunga from the Ngukurr Local Authority Project Funding.**

11.11 COMMUNITY SAFETY REPORT - COMMUNITY SAFETY

115/2018 **RESOLVED (Owen Turner/Robin Rogers)**

(a) **That the Ngukurr Local Authority receive and note the Community Safety Report**

Mayor Judy MacFarlane left the meeting, the time being 12:37 PM
Mayor Judy MacFarlane returned to the meeting, the time being 12:42 PM

11.12 COMMUNITY SERVICES

116/2018 **RESOLVED (Daphne Daniels/Bobby Nunggumajbarr)**

(a) **That the Ngukurr Local Authority Receive and Note Report Community Services**

11.13 CHANGES TO PUBLIC LIBRARY SERVICES

117/2018 **RESOLVED (Judy MacFarlane/Robin Rogers)**

(a) **That the Ngukurr Local Authority receive and note the report relating to changes to the NT Library Service.**

11.14 NGUKURR FREIGHT HUB

118/2018 **RESOLVED (Bobby Nunggumajbarr/Jerry Ashley)**

(a) **That the Ngukurr Local Authority receives update regarding Ngukurr Freight Hub.**

11.15TOWN PRIORITIES 2018-2019

119/2018 **RESOLVED (Ian Gumbula/Robin Rogers)**

(a) **That the Ngukurr Local Authority decides on the Town Priorities that are to be included in the 2018/2019 Regional Plan.**

Ngukurr 2018-2019 Town Priorities (highlighted depicts proposed changes) :

Core Services			
Project Details	**Timeframe**	**Responsibility, Stakeholders or Partners**	**Funding Source**
Solar lighting for Policeman Lookout Park, cemetery, and barge footpath	2018-2019	DCG	To be sourced
Install bus stops through town at Top Camp, Bottom Camp and opposite the store	2018-2019	DCG	LA Funding
Commence installation of footpaths, road signs, associated landscaping and park furniture	2018-2019	DCG	To be sourced
Installation of water fountains at oval and pool	2018-2019	DCG	To be sourced
No smoking signage for public places e.g. oval	2018-2019	DCCS	To be sourced
Enclose open drains	2018-2019	DCS	To be sourced
Upgrade dump and surrounds to improve waste management	2018-2019	DCCS	To be sourced
Plan and design Police Lookout Park to include: • Solar lights • Irrigation • Furniture BBQ	2018-2019	DCG	To be sourced

Core Services			
Project Details	**Timeframe**	**Responsibility, Stakeholders or Partners**	**Funding Source**
Development of a multi-purpose centre and public toilet.	2018-2019	DCG	To be sourced
Swimming pool complex improvement: installations of shade cloths, community graffiti board, water fountains, CCTV and upgrades to shade shelter, table and seats	2018-2019	DCCS	To be sourced
Development of new lawn cemetery including fencing	2018-2019	DCCS	To be sourced
Fencing off the two current Cemetery sites	2018-2019	DCCS	To be sourced
Sports oval **To be removed:** and pool master plan for staged investment include in the overall feasibility assessment of the new multi-purpose centre to consider: • New location of multi-purpose centre adjacent to oval • Re-use old centre for other purposes versus redevelopment of the space as a rectangle field • Funding operational model for centre • Integrate pool, indoor centre and oval in a single management model • Revenue streams possible to offset operational costs • Create a precinct for sporting and major cultural events • Changes to the pool entry point and shade • Provision of flexible space for youth centre as part of centre • Oval drainage • Flood lighting for the oval	2018-2019	DCG	To be sourced
Horse Arena	2018-2019	DCG	To be sourced

Commercial Services		
Project Details	**Timeframe**	**Lead Agency**
Australia Post services to include outgoing mail services	2018-2019	Australia Post

UNCONFIRMED

Other Service or Advocacy only		
Project Details	**Timeframe**	**Lead Agency**
Development of a new stage	2018-2019	DCG
BMX Track Upgrade	2018-2019	DCG
Upgrade Barge Road and landing	2018-2019	NTG
Increase opportunity for Youth to be involved with Trade Training	2018-2019	CDP
Support Aged Care and Disability through the quality improvement process, and development of purpose built building and facility.	2018-2019	DH
Encourage government to undertake community fencing program	2018-2019	DHCD
Installation of a compost toilet at airport	2018-2019	DIPL
Development of an AMP - consult with broader community through public meetings to plan	2018-2019	Dtbi
Establishment of a Community Safety Committee to work with Ngukurr's Justice and Harmony Committee and other key stakeholders to develop place-based strategies that will address safety concerns	2018-2019	AGD
Jobs, training or further education offers guaranteed to all NTCET graduates living in Ngukurr through an organised transition to work program	2018-2019	CDP
Upgrade Roper Highway by sealing the road up to Ngukurr	2018-2019	DIPL
NT Government to establish MVR and other general front line services in Ngukurr	2018-2019	MVR
Assist stakeholders in Ngukurr to develop a subdivision project to increase general industry and residential lots available to residents and local businesses.	2018-2019	NLC/ YMAC/ RGRC
REMOVE: Upgrade water quality	2018-2019	PAWA
Advocate to upgrade Church with: • Access road • Disabled ramp • Coffin trolley	2018-2019	
Advocate for more housing	2018-2019	DoH
REMOVE: Increase access to public internet services	2018-2019	Telstra
Interagency coordination group to improve coordination of programs and activities and improve resource sharing	2018-2019	
Discussions with Yugul Mangi to develop a more “whole	2018-2019	YMAC

UNCONFIRMED

Other Service or Advocacy only		
Project Details	**Timeframe**	**Lead Agency**
community" approach to funding and managing Sport and Recreation facilities in the community		

12. OTHER BUSINESS

12.1 DEPARTMENT OF HOUSING - NGUKURR HOUSING REFERENCE GROUP

120/2018 **RESOLVED (Bobby Nunggumajbarr/Robin Rogers)**

(a) **That the Ngukurr Local Authority will not continue to be the Housing Reference Group (HRG) representative for the Ngukurr Community.**

Meeting Lunch Break 1:15 PM
Meeting Resumes 1:47 PM

12.2 NGUKURR OVAL PRICKLE PROBLEM

- Issue raised with too many Prickles on Ngukurr Oval
- Chris Reilly and Councillor Owen Turner to arrange Community Prickle Removal day

121/2018 **RESOLVED (Judy MacFarlane/Owen Turner)**

(a) **The Ngukurr Local Authority receive and note the Ngukurr Oval prickle problem**

ACTION: Chris Reilly and Councillor Owen Turner to arrange Community Prickle Removal Day

12.3 MORE SPEED BUMPS REQUIRED

- LA Member Raised Concerns Ngukurr Community needs more Speed Bumps

122/2018 **RESOLVED (Judy MacFarlane/Owen Turner)**

(a) **The Ngukurr Local Authority receive and note need for more Speed Bumps**

ACTION: Chris Reilly to meet with Councillor Owen Turner and identify the new locations for speed bumps to be installed

12.4 COMMUNITY SAFETY/NIGHT PATROL SPOTLIGHTING

- Issues Raised with Night Patrol shinning Spotlights into community houses and camps

123/2018 **RESOLVED (Judy MacFarlane/Owen Turner)**

(a) **The Ngukurr Local Authority receive and note concerns with Night Patrol Spotlighting**

ACTION: Community Safety Management to talk with Night Patrol Staff

UNCONFIRMED

12.5 Local AFL

- Big Rivers AFL Julie Hunt coming to Ngukurr May Day long weekend to talk about Coaching and Umpiring

124/2018 **RESOLVED (Judy MacFarlane/Owen Turner)**

(a) **The Ngukurr Local Authority receive and note Big Rivers AFL coming to Ngukurr**

12.6 LOCAL AUTHORITY MEMBERS ATTENDING LA MEETINGS

- Ngukurr Local authority Members need to be checking LA Calendar and prioritising LA meetings over other commitments

125/2018 **RESOLVED (Judy MacFarlane/Owen Turner)**

(a) **The Ngukurr Local authority receive and note concerns for LA Member meeting attendance**

12.7 POOL CLOSURE FOR UPGRADES

- Proposal for Ngukurr Pool to be closed over 8 week period in July/August 2018 for upgrades/works being completed

126/2018 **RESOLVED (Judy MacFarlane/Bobby Nunggumajbarr)**

(a) **The Ngukurr Local Authority agree to the Pool being closed for 8 weeks during July and August 2018 for upgrades/works**

12.8 COMMUNITY NIGHT PATROL SURVEY

MAGIQ Document no.748690

127/2018 **RESOLVED (Judy MacFarlane/Owen Turner)**

(a) **The Ngukurr Local Authority Receive and Note Community Night Patrol Survey**

CLOSE OF MEETING

The meeting terminated at 2:20 pm.

THIS PAGE AND THE PRECEEDING 13 PAGES ARE THE MINUTES OF THE Ngukurr Local Authority Meeting HELD ON Monday, 30 April 2018 AND CONFIRMED .

Chairperson