

MINUTES OF THE HODGSON DOWNS LOCAL AUTHORITY MEETING OF THE  
ROPER GULF REGIONAL COUNCIL HELD AT THE ALAWA BOARD ROOM ON  
THURSDAY, 10 AUGUST 2017 AT 11:00AM

---

**1. PRESENT/STAFF/GUESTS**

**1.1 Elected Members**

Deputy Mayor, Judy MacFarlane

**1.2 Local Authority Members**

Samuel Daylight (Chair)

Johnathon Walla

Ken Muggeridge

Samuel Swanson

**1.3 Staff**

Marc Gardner – Director of Commercial Services

Amanda Haigh – Manager Governance and Corporate Planning

Chantal Binding – Local Authority Support Coordinator (Minute Taker)

Lyndon Keane – Governance Communications Officer

**1.4 Guests**

Kristy Bennett – Department Housing & Community Development

**2. MEETING OPENED**

Meeting opened at 11:26am

**3. WELCOME TO COUNTRY**

The Chair Samuel Daylight welcomed 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**

Local Authority Member, James Nugget apologies for not being able to attend the Hodgson Downs Meeting on 10<sup>th</sup> August 2017.

**33/2017 RESOLVED (Judy MacFarlane/Ken Muggeridge)**

- (a) That the Hodgson Downs Local Authority accept the apologies of James Nugget.

**5. CONFIRMATION OF PREVIOUS MINUTES**

## 5.1 PREVIOUS MINUTES

34/2017 RESOLVED (Judy MacFarlane/Jonathon Walla)

- (a) That the Hodgson Downs Local Authority approve the minutes as a true and accurate record of the Hodgson Downs Local Authority's Meetings held on Wednesday 1<sup>st</sup> February and 12<sup>th</sup> April 2017 (Provisional).

## 6. CALL FOR ITEMS OF GENERAL BUSINESS

1. 2017 NT Council Election Remote Voting Schedule
2. Local Authority Meetings and Times 2018

## 7. DISCLOSURES OF INTEREST

There were no declarations of interest at this Hodgson Downs Local Authority.

## 8. BUSINESS ARISING FROM PREVIOUS MINUTES

### 8.1 ACTION LIST

35/2017 RESOLVED (Samuel Swanson/Jonathon Walla)

- (a) That the Hodgson Downs Local Authority receive, and note the Action List.  
 (b) That the Hodgson Downs Local Authority accept completed actions and remove from the list.

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
01.03.16	8.0 Other Business	Roper Gulf Regional Council to provide a solution that is suitable to the Hodgson Downs Local Authority that potentially employs a Housing Maintenance Officer and Community Housing Officer on site.	RGRC	Complete	12.05.2016 Currently no presence in Minyerri to employ directly. Looking at alternate arrangements including weekly back up from Jilkminggan HMO. 11.08.2016 Follow up 16.11.16 The CHO (Community Housing Officer) is attending from Jilkminggan 2days/week. 2 HMO from Ngukurr were unable to attend this week due to sick leave and will be attending Minyerri next week. 01.02.2017 Marc Gardner has contacted Territory Housing and has requested that Roper Gulf Regional Council be informed of all contractors plans to visit Hodgson Downs so that the Community can be informed. There are plans to install a direct phone line at the ALAWA office to make communication between residents and Roper Gulf Housing Maintenance staff easier. 12.04.2017: Scheduled installation date 27 April 2017. 07.07.17 Alex went but unable to

					<p>get in and no one there. Dedicated phone line for Territory Housing. Marc to chase up phone line and report back to LA Meeting.</p> <p><b>10.08.17 Phone installed but able to ring anywhere, hand piece taken off. Marc investigate so only ring Territory Housing.</b></p>
11.08.16	7.7 Alcohol Management Plan	Request update from Barry Clarke, GEC, for November Local Authority meeting	CEO ALAWA	Ongoing	<p>16.11.16 ALAWA CEO to contact GEC.</p> <p>Jo to contact Office of Alcohol Policy re: AMP and grants for community projects.</p> <p>12.04.2017: A request is to be made to the Department of Prime Minister and Cabinet (PMC) for a formal statement outlining the Federal and Northern Territory Governments' stance on an Alcohol Management Plan. Ken Muggeridge to write to the Mayor.</p> <p><b>10.08.17 Request Barry Clarke to attend next meeting.</b></p>
11.08.16	8.1 New Housing	Contact Big Rivers Region Waste Management Consultant to advise on the Dump.	Trevor Troy	<b>Complete</b>	<p>01.02.2017 Liam Heart has been in contact with Ken Muggeridge and has informed that he has plans to visit the community.</p> <p>12.04.2017: Waste Management Consultant to advise on tip location. Further consultation on Waste Collection and Fees required. Community input sought on fee structure and collection method.</p> <p>07.07.17 Completed</p>
14.05.15/ 12.04.17		Kewulyi Outstation Cemetery needs to be fenced to protect the integrity of the Grave sited and markers erected.	CDP Regional Manager	Ongoing	<p>24.06.2015: Pending Cemetery ACT Review.</p> <p>13.08.15: Marc to follow up</p> <p>01.03.2016: Marc to follow up for next LA meeting</p> <p>12.05.16: Application to SPG for mesh fence.</p> <p>07.07.16: Funding received, Outstations to complete fencing soon</p> <p>16.11.16-Materials have been purchased but due to sandy site other options for fence are being explored.</p> <p>12.04.2017: New Action: A new fence is to be erected. Sandy ground and drilling holes for posts are issues for post and fence stability. 07.07.17 Part of Operational Plan.</p> <p><b>10.08.17 Number of works: Solar lights; New Septic; Sewerage; &amp; New water line. contractor to do all works, seeking quotes.</b></p>

15.10.15		Ask PMC for a formal statement for Council outlining both Federal and NT Governments positions on AMPs.	DCCS	Complete	
16.11.16	11.2 Services Report	Write to RGRC CEO and Mayor to ask that Minyerri roads be considered as part of RGRC for any future funding opportunities.	Greg Arnott DCG/ Ken Muggeridge	Ongoing	01.02.2017 letter not sent yet. 12.04.2017: Costs Assessment – Further Capital Works are in progress. Await further decision on how to allocate funding. 07.07.17 Send Ken Muggeridge Roads Audit. <b>10.08.17 Ken to send out letter &amp; include his roads in it.</b>
16.11.16	9.1 Incoming correspondence	Follow up with Greg Arnott Re: Night Patrol Memorandum Of Understanding.	Greg Arnott	Complete	12.04.2017: Memorandum of Understanding (MOU) regarding of commencement of Community Night Patrol from 1st May 2017.
16.11.16	11.7 Regional Plan 2016-2017 Quarterly Report	Request quote from Greg Arnott, Director of Governance, for RGRC work with Alawa on their Business plan.	CEO ALAWA	Ongoing	01.02.2017 Ken Muggeridge has written to Ken Orwell. An application has been completed and a quote from Delloite Private has been sent through from Suzan Archibald. 12.04.2017: No discussion regarding 2016-17 Regional Plan. Noted that Alawa Aboriginal Corporation to await outcome of funding for 2017-18. <b>10.08.17 Ken Orwell back on Agenda &amp; should get funding this year.</b>
16.11.16	11.4 Governance Report - Policy Update	Follow up on how the Animal Management and Rubbish Collection Fee can be incorporated into the Minyerri Rates Schedule for 2017/2018	Marc Gardner / Greg Arnott	Ongoing	01.02.2017 Fees for rubbish collection and animal management have been incorporated into the Borroloola and Mataranka rates program. Marc to report on their progress at next Local Authority Meeting 12.04.2017: Nat Knapp advised that the Local Authority will be able to access vet upon implementation of fees as part of rates. Vet visit due in April, further details to be obtained. <b>10.08.17 ALAWA do waste &amp; charge TH, Sunrise, etc. Deputy Mayor to table at Financial Committee Meeting Aug &amp; in Budget Review October.</b>
9.11.15		Local Authority Members recommend Nathanael Knapp find out the current Lease Status at Minyerri	NLC & Federal Govt.	Complete	Lease Agreement delivered at Cattle Management Meeting by NLC & Federal Government- More information has been requested. 01.02.2017 Marc Gardner to follow up with Nat Knapp. 12.04.2017: Nat Knapp advised that the lease has been completed and boundaries have been drawn.

01.02.17	12.2 Other Business - Pests and Vermin	Marc Gardner to contact Territory Housing and report back to next Local Authority Meeting.	Marc Gardner	Complete	12.04.2017: Marc Gardner advised that he will follow up on pests and vermin and update. <b>10.08.17 Done but didn't work well – Marc will chase up again.</b>
01.02.17	12.2 Other Business - Pests and Vermin	Samuel Daylight to raise issue with Sunrise Health and report back to next Local Authority Meeting.	Samuel Daylight	Complete	12.04.2017: Samuel Daylight advised that the project is near completion and clinic is expected to open in the next few months.
01.02.17	12.3 Other Business - Hodgson Downs Sport and Recreation Program	Ken Muggeridge and Sharon Hillen to look into who is responsible for Sport and Recreation in Hodgson Downs	Sharon Hillen / Ken Muggeridge	Ongoing	12.04.2017: Marc Gardner advised that Sharon Hillen is to report back to next Local Authority Meeting regarding funding. <b>10.08.17 Include in next RGRC funding submission on ALAWA's behalf.</b>

## **9. INCOMING CORRESPONDENCE**

NIL

## **10. OUTGOING CORRESPONDENCE**

### **10.1 OUTGOING CORRESPONDENCE**

**36/2017 RESOLVED (Judy MacFarlane/Ken Muggeridge)**

- (a) **That the Hodgson Downs Local Authority receive and note the Outgoing Correspondence.**

## **11. GENERAL BUSINESS**

### **11.1 ELECTED MEMBER REPORT**

Amanda will get Surinder Crichton from the Department of Health's Alcohol Action Initiative to contact Ken to come out to speak to the community regarding the funding that could be available for items such as playground equipment.

**37/2017 RESOLVED (Judy MacFarlane/Ken Muggeridge)**

- (a) **That the Hodgson Downs Local Authority receive and note the Elected Member report.**

### **11.2 COUNCIL SERVICES REPORT - KEN MUGGERIDGE**

- ALAWA contract - Pulling down 7 houses for new ones.
- Binjari doing 22 renovations and another 7 new houses.
- Office upgrades, should finish in about 2 weeks.
- Men's Shed up and running a lot of boys up there and very successful.
- 20 White Cards.
- Employed 6 new employees for working on construction sites.
- 50 Indigenous now employed with ALAWA.
- Contracts, grading roads.
- Mobile service mid September
- 3 roads need repairs but need major works.

**38/2017 RESOLVED (Judy MacFarlane/Samuel Daylight)**

- (a) That the Hodgson Downs Local Authority receive and note the verbal report on Hodgson Downs Council Services.

### **11.3 COUNCIL FINANCIAL REPORT**

**39/2017 RESOLVED (Samuel Swanson/Jonathon Walla)**

- (a) That the Hodgson Downs Local Authority receive and note the Hodgson Downs financial report for the fourth quarter of 2016-17.

### **11.4 GOVERNANCE REPORT - NEW AND REVIEWED POLICIES**

**40/2017 RESOLVED (Ken Muggeridge/Jonathon Walla)**

- (a) That the Hodgson Downs Local Authority receive and note the following new policies of Council:
1. ADM025 Conflict of Interest – Staff Policy
  2. ADM011 Conflict of Interest – Members Policy
  3. HR035 – Relocation Assistance Policy
  4. CTS002 - Commercial Commitments Policy
- (b) That the Hodgson Downs Local Authority receive and note the following reviewed policies of Council:
1. ASS002 – Asset Management Policy
  2. HR014 – Employee Training and Development Policy
  3. ADM001 – Policy Framework
  4. GOV012 - Organisational Delegations Manual (non-financial)

### **11.5 GOVERNANCE REPORT - COMPLAINTS REGISTER**

**41/2017 RESOLVED (Judy MacFarlane/Ken Muggeridge)**

- (a) That the Hodgson Downs Local Authority receive and note the Complaints Register.

### **11.6 2018-2021 STRATEGIC PLAN**

**42/2017 RESOLVED (Ken Muggeridge/Jonathon Walla)**

- (a) That the Hodgson Downs Local Authority receives and notes the report about proposed planning and consultation for the 2018-2021 Strategic Plan.

### **11.7 GRANTS: ROUND 1 2017-18 ROPER GULF REGIONAL COUNCIL COMMUNITY GRANTS PROGRAM**

There are Community Benefit Grants (i.e. gambling) also available. NT Sports & Rec Quick Access Grants for items like footballs and water bottles. Through RGRC Minor and Major Grants Programs.

**43/2017 RESOLVED (Judy MacFarlane/Samuel Daylight)**

- (a) That the Hodgson Downs Local Authority receive and note commencement of Round 1 of the 2017-18 Community Grants Program.

## **11.8 TOWARDS ZERO ROAD SAFETY**

**44/2017 RESOLVED (Ken Muggeridge/Samuel Swanson)**

- (a) That the Hodgson Downs Local Authority receive and note the Towards Zero Road Safety discussion paper.

## **12. OTHER BUSINESS**

### **12.1 2017 NT COUNCIL ELECTION REMOTE VOTING SCHEDULE**

It is hoped the dates will change for voting here due to a funeral here. There will also be voting booths in Jilkminggan, Mataranka and Katherine.

**45/2017 RESOLVED (Judy MacFarlane/Ken Muggeridge)**

- (a) That the Hodgson Downs Local Authority receive and note the correspondents regarding the 2017 NT Council Election Remote Voting Dates and Locations.

### **12.2 LOCAL AUTHORITY MEETING ANDTIMES 2018**

Council are currently in caretaker mode until the election is finalised. New Council first meeting will be on 14<sup>th</sup> September 2017 and a report will be presented to accept current Hodgson Downs Local Authority members, if not you are able to nominate again.

For the 2018 calendar, proposing scheduling in 6 x Hodgson Downs LA meetings a year instead of 4 just in case any meetings get cancelled/postponed and keep current day (second Thursday of the month) and time (11am) if that is suitable, but changes can be made if needed. There was a consensus from the LA members present for this schedule.

### **CLOSE OF MEETING**

The meeting terminated at 12:45 pm.

THIS PAGE AND THE PRECEEDING 6 PAGES ARE THE MINUTES OF THE Hodgson Downs Local Authority Meeting HELD ON Thursday, 10 August 2017 AND CONFIRMED Thursday, 23 November 2017.

---

Chairperson