

MINUTES OF THE BULMAN LOCAL AUTHORITY MEETING OF THE ROPER GULF REGIONAL COUNCIL MEETING HELD AT THE CONFERENCE ROOM, COUNCIL SERVICE DELIVERY CENTRE, BULMAN ON WEDNESDAY, 27 SEPTEMBER 2017 AT 1 PM

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**1. PRESENT/STAFF/GUESTS**

**1.1 Elected Members**

Mayor Judith MacFarlane  
Deputy Mayor Helen Lee  
Councillor Wayne Runyu

**1.2 Local Authority Members**

Peter Apaak Jupurrula Miller (Chairperson)  
John Dalywater  
Annunciata Bradshaw  
Annette Miller  
Darilyn Martin

**1.3 Staff**

Michael Berto, CEO  
Sharon Hillen, Director of Council and Community Services  
Nathan McIvor, Area Manager Central Arnhem Land  
Justin Pedersen, Council Services Coordinator  
Velonia Dalywater, Senior Admin Support Officer (Minute Taker)  
Chantal Binding, Local Authority Support Coordinator (Minute Taker)

**1.4 Guests**

Nathan Rosas, GEC, Department of Prime Minister & Cabinet  
Sharon MacMillan, AIS  
Tom Girdler, Housing BRR  
Nic Sharah, DHCD  
Jason Ramsamy, DHCD  
Stephanie Hawkins, DHCD  
Jenny Henwood, DHCD

**2. MEETING OPENED**

Meeting opened at 1pm and was brought forward from original meeting time of 3pm.

**2.1 REMOTE HOUSING PROGRAMS AND FUTURE HOUSING PLANS FOR THE COMMUNITY - DEPARTMENT OF HOUSING & COMMUNITY DEVELOPMENT**

**Information was presented by DHCD and discussed with the LA Members on:**

- 1) Two new builds for Bulman and the leasing of Lot 29 and 66
- 2) Removing Lots 10 and 3 Bulman from leasing arrangements
- 3) Room To Breathe Housing Programs for the next 10 years - working with community

- for a three year plan on Room to Breathe, Repair and Maintenance, New Builds
- 4) Working with community members/LA for new build design as part of the home builds program over the next 10 years

**Key Messages:**

- Local Organisations involved and individual skills in the community
- Opportunity for employment skills
- Long term employment opportunities
- Most important message is community engagement and conversations with people
- Set up program teams and training
- Labour hire type
- CDP participants training in community instead of sending away to Katherine - in process for this to happen

**Room to Breathe Housing Program:**

- Plan forward for the next 3 years
- Ask for local Aboriginal contract as a sole trader, train them in the process

**There were general discussions regarding:**

- Big bedrooms required if there are several family members having to occupy each of the 3 bedrooms due to the overcrowding situation.
- 3 year plan – large amount of funding should spend it all to upgrade houses
- In near future, build houses strong and cyclone proof
- Housing program certified
- Overcrowded housing a big issue

**LA members were asked about:**

- New builds at Lot 29 to build 3 duplex houses, Lot 66 for 3 bedroom duplex and about colour choices for the houses; and
- Removing Lots 10 and 3 Bulman from leasing arrangements.

The LA Members present approved these actions.

Also housing issues at Weemol were discussed including concerns with Lot 29 water drainage issues, to follow up.

**33/2017 RESOLVED (Wayne Runyu/Annette Miller)**

*The following people from DHCD departed the meeting at 2.30pm - Nic Sharah, Jason Ramsamy, Stephanie Hawkins and Jenny Henwood.*

*Meeting resumed at 2.42pm*

**3. WELCOME TO COUNTRY**

Chairperson Peter Miller welcomed members, staff and visitors and the Roper Gulf Regional Council Pledge was read.

**4. APOLOGIES AND LEAVE OF ABSENCE**

**4.1 APOLOGIES AND LEAVE OF ABSENCE**

**34/2017 RESOLVED (John Dalywater/Darilyn Martin)**

**(a) That the Bulman Local Authority accept the apologies of Margaret Lindsay,**

**5. CONFIRMATION OF PREVIOUS MINUTES**

**5.1 PREVIOUS MINUTES**

35/2017 RESOLVED (Darilyn Martin/John Dalywater)

- (a) That the Bulman Local Authority approve the minutes as a true and accurate record of the Bulman Local Authority’s Meeting held on Monday, April 3, 2017.

**6. CALL FOR ITEMS OF OTHER BUSINESS**

1. Issues in Community
2. Update from Nathan Rosas, GEC Department of Prime Minister and Cabinet

**7. DISCLOSURES OF INTEREST**

There were no declarations of interest at this Bulman Local Authority.

**8. BUSINESS ARISING FROM PREVIOUS MINUTES**

**8.1 ACTION LIST**

36/2017 RESOLVED (Judith MacFarlane/John Dalywater)

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

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments – Completion Date
28.08.15		Follow up with RGRC Contracts Manager and find out about procedure for 24 hour access to landing at the airstrip at Bulman and report it to Next Local Authority Meeting	Area Manager	Complete	28.08.2015: CSM to work with Sunrise Health to collate data to present to DOI and CASA. 18.05.2016: Waiting for feedback from DOI and CASA 21.11.16 Info received indicated a repeater light be installed on one of the nearby hills before any night time flights would be expected. As above still waiting on advice from DOI. 03.04.17 Waiting on lights to be delivered then ready for night landing 07.07.17 Solar lights, gate not locked, CASA not doing anything. Care Flight are able to land.
18.05.16	8.3 Naming of Streets and Park areas	Follow up with NT Place Names Committee	Area Manager	Complete	18.05.16: CSM presented the list and location of proposed new street names. These largely reflect significant previous residents and common usage names. There was discussion and general agreement on the proposed names. Motion Moved.

					24.11.2016 Collate and contact Place Name Committee 03.04.17 Sharon to chase up where signs are. 07.07.17 Part of Operational Plan: Order & install - Nathan to follow up.
18.05.16	8.4 Local Authority Member	Advertise for nominations to the Bulman Local Authority	Area Manager	<b>Complete</b>	10.08.16: LA Coordinator sent information to SASO & Area Manager 24.11.2016 Advertisements required for 2 vacant member positions. 07.07.17: 1x position

LA members have concerns about emergency medical flights not landing at night.

**ACTION:** Council to write letter to CASA, Care Flight, NT and Federal Government requesting support, assistance and advice on access to Bulman Airstrip.

**ACTION:** Advocate to write to Government concerning a light to be installed at the hill so emergency medical flights will service Bulman (Nathan from PM&C to follow up as well).

## 9. INCOMING CORRESPONDENCE

Nil

## 10. OUTGOING CORRESPONDENCE

### 10.1 OUTGOING CORRESPONDENCE

37/2017 RESOLVED (John Dalywater/Wayne Runyu)

- (a) That the Bulman Local Authority receive and note the Outgoing Correspondence.

Moira McCreesh at NTG Alcohol Action Initiative is asking for LA's and communities for activities and program ideas to help deal with some of the issues, and to put forward for the next round of grant applications.

## 11. GENERAL BUSINESS

### 11.1 ELECTED MEMBER REPORT

The following update from last OCM on 14<sup>th</sup> September 2017, regarding the new elected Council Members and LA Membership:

- **Never Never Ward** – Judy MacFarlane, Annabelle Daylight and Ossie Daylight
- **Numbulwar Numburindi Ward** – Edwin Nunggumajbarr and David Murrungun
- **Nyirranggulung Ward** – Helen Lee, Selina Ashley and Wayne Runyu
- **South West Gulf Ward** – Samuel Evans, Don Garner and Keith Rory
- **Yugul Mangi Ward** – Eric Yelawarra Roberts and Owen Turner

- Judy MacFarlane our Mayor and Councillor Helen Lee our Deputy Mayor.
- All current Bulman LA Members have been re-appointed, accept Garret Lofty and Kenneth Bununjoa; and new Bulman LA Members John Dalywater, Jill Curtis, Peter

Apaak Jupurrula Miller and Annette Miller have been appointed by Council.

**38/2017 RESOLVED (Judith MacFarlane/John Dalywater)**

- (a) That the Bulman Local Authority receive and note the Elected Member report.

## **11.2 COUNCIL SERVICES REPORT**

**39/2017 RESOLVED (John Dalywater/Annette Miller)**

- (a) That the Bulman Local Authority receive and note the Council Services Report.

## **11.3 COUNCIL FINANCIAL REPORT**

**40/2017 RESOLVED (Wayne Runyu/Darilyn Martin)**

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

*Annunciata Bradshaw left the meeting, the time being 3:15pm*

*Annunciata Bradshaw returned to the meeting, the time being 3:18pm*

## **11.4 GOVERNANCE REPORT - LOCAL AUTHORITIES UPDATE**

After various discussions regarding the current meeting time of 3pm, particularly that if there are other stakeholders that also need to present, the meeting requires more time and can become too late for both members and staff, including flying back to Katherine.

Unanimously carried by LA Members present to change the meeting time to 10am instead.

**41/2017 RESOLVED (John Dalywater/Wayne Runyu)**

- (a) That Bulman Local Authority receive and note the update of Local Authorities in relation to Caretaker Mode and the new term of Council.
- (b) That Bulma Local Authority meet bi monthly, on the third Wednesday of the month at 10 am.

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

**42/2017 RESOLVED (Annunciata Bradshaw/Annette Miller)**

- (a) That the Bulman 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 Bulman 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)

The following reviewed policies were also presented to the Borroloola Local Authority:

(a) That the Borroloola 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

## **11.6 GOVERNANCE REPORT - COMPLAINTS REGISTER**

### **RECOMMENDATION**

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

**No registered complaints**

## **11.7 GOVERNANCE REPORT - LOCAL AUTHORITY PROJECT FUNDING UPDATE**

**43/2017 RESOLVED (Judith MacFarlane/Wayne Runyu)**

- (a) That the Bulman Local Authority receive and note the report on the Bulman Local Authority Project funding.

## **11.8 2018-2021 STRATEGIC PLAN**

**44/2017 RESOLVED (Wayne Runyu/Darilyn Martin)**

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

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

**45/2017 RESOLVED (Annunciata Bradshaw/Helen Lee)**

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

## **11.10 COMMUNITY SERVICES REPORT**

**46/2017 RESOLVED (Judith MacFarlane/John Dalywater)**

- (a) That the Bulman Local Authority receive and note the Community Services Report

## **11.11 COMMUNITY SERVICES REPORT - NIGHT PATROL**

**47/2017 RESOLVED (John Dalywater/Wayne Runyu)**

- (a) That the Bulman Local Authority receive and note the Night Patrol Report

## **12. OTHER BUSINESS**

### **12.1 TOWARDS ZERO ROAD SAFETY**

**48/2017 RESOLVED (John Dalywater/Judith MacFarlane)**

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

### **12.2 ISSUES IN THE COMMUNITY**

#### **School children eating area**

- Concerns about the health issues of the kids at the school as area is outside where there is dust and dogs getting in there and being a nuisance.
- There is a fence but dogs getting in.
- Justin (CSC) is going to talk to Jill at the school.

#### **Dust issues in the community and surrounding roads**

- The dust in the community is a big issue especially in the dry season.
- Kids and babies breathing dust, not good for health.
- Dust coming from roads, stock yard area, including from cattle moving vehicles.
- Water truck needed to control dust.
- RGRC working on irrigation system, green areas irrigate and can put in trees strategically to catch dust.
- Try to keep vehicles on roads.
- Also back roads are supposed to be cut off (with large rocks) to reduce dust and allow vegetation to grow back.

- Back roads are being used for funerals as other roads are blocked off for funerals/sorry business for extended periods (several weeks), which has been affecting service delivery, i.e. rubbish collection.
- It was suggested that the Elders need to come up with solutions regarding the road closures for funerals/sorry business; and possibly put up a request to Council if roads need to be closed.

**ACTION: CEO to advocate to NTG for the Central Arnhem Highway to reduce the dust issues and to seal and upgrade from bridge to Weemol turnoff, including Weemol Road.**

**ACTION: Dust issues road to stockyard and vicinity of yard - Contact Gulin Gulin Buffalo Company to suppress dust with a water truck.**

49/2017 RESOLVED (John Dalywater/Darilyn Martin)

(a) That the Bulma Local Authority receive and note the verbal report on Issues in Community.

### **12.3 UPDATE FROM NATHAN ROSAS, GEC, DEPARTMENT OF PRIME MINISTER AND CABINET (PMC)**

- Went to stakeholder meeting yesterday and a number of issues raised:
  - Flights not landing at night.
  - Road to airstrip is an issue, going back to PMC regarding funding for safety issues.
  - Scams being targeted at people especially via mobiles and social media (Information leaflet provided to community)
  - Community engagement meeting 9<sup>th</sup> October at Police Station regarding cyber bullying.
  - Police needed to be based here, community need to report any issues to the hotline which then records statistics that police service is required here.
  - Going back to PMC to try and get fuel tanks relocated back to store.

### **NT Government Remote Fund for Aboriginal Entrepreneurs**

- Funding was explained and Information leaflet was provided to LA members and has been emailed to all Council Offices.

### **CLOSE OF MEETING**

The meeting terminated at 4.30pm.

THIS PAGE AND THE PRECEDING 8 PAGES ARE THE MINUTES OF THE Bulman Local Authority Meeting HELD ON Wednesday, 27 September 2017 AND CONFIRMED Wednesday, 15 November 2017.

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Chairperson