

MINUTES OF THE NUMBULWAR LOCAL AUTHORITY MEETING OF THE ROPER
GULF REGIONAL COUNCIL MEETING HELD AT THE COUNCIL OFFICES
TRAINING CENTRE, NUMBULWAR ON TUESDAY, 26 SEPTEMBER 2017 AT
10.30AM

1. PRESENT/STAFF/GUESTS

1.1 Elected Members

Mayor Judith MacFarlane
Councillor Edwin Nunggumajbarr
Councillor David Murrungun (Chairperson)

1.2 Local Authority Members

Ella Geia
Roland Nundhirribala
Felicity Kym Rami
Douglas Wunungmurra

1.3 Staff

Sharon Hillen, Director of Council and Community Services
Chantal Binding, Local Authority Support Coordinator (Minute Taker)
Miguel Zahoran, CDP Builder Trainer

1.4 Guests

Jacqui Lynden, NT Police

2. MEETING OPENED

Meeting opened at 10.45am

3. WELCOME TO COUNTRY

Mayor Judith MacFarlane welcomed members, staff and guests and the Roper Gulf Regional Council pledge was read.

4. APOLOGIES AND LEAVE OF ABSENCE

67/2017 RESOLVED (Felicity Kym Rami/Roland Nundhirribala)

4.1 APOLOGIES AND LEAVE OF ABSENCE

(a) That the Numbulwar Local Authority accept the apologies of Virginia Nundhirribala for the meeting 26 September 2017.

5. CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES

68/2017 RESOLVED (Douglas Wunungmurra/Roland Nundhirribala)

- (a) That the Numbulwar Local Authority approve the minutes as a true and accurate record of the Numbulwar Local Authority's Meeting held on Tuesday 23rd May 2017.

6. CALL FOR ITEMS OF OTHER BUSINESS

- 1) Old Clinic
- 2) Priorities in the Community

7. DISCLOSURES OF INTEREST

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

8. BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION LIST

69/2017 RESOLVED (Douglas Wunungmurra/Roland Nundhirribala)

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

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
10.11.15		Decide at next LA meeting if LA Funding should be made available for the Old Cemetery Memorial Project. Cost and Scope to provided.	CDP Coordinator	Complete	16.02.16 RGRC seeking funding to beautify the area. Update at next meeting. 26.05.16 Discuss with LA members, Maps distributed prior to 12.07.16 Meeting. 12.07.16 LA requested CDP Coordinator present project plan and scopes for the old and new cemetery plans at next LA Meeting 12.10.16 CDP Coordinator will present this action at next LA as she is still waiting on quotes from suppliers – to be presented with accurate quotes. 15.02.2017 – Ongoing 19.04.2017 – NTG to update members with NTG POLICY
10.11.15		Current status of the RGRC Dog By Laws for Numbulwar for next LA Meeting.	DCCS	Complete	16.02.16 Still progressing, RGRC is looking at Dog By Laws in other NT Councils to develop by Laws for RGRC. To discuss at next LA meeting. 26.05.2016 In Progress 12.07.16 By-Laws are being drafted by DLGCS 15.11.16 Currently with NT Parliamentary Secretary;

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
					<p>Dog, noise, waste management, litter. Action: Give Vet Notices to all LA members and Stakeholders. 15.11.16 Currently with NT Parliamentary Secretary; Dog, noise, waste management, litter. Action: Give Vet Notices to all LA members and Stakeholders. 15.02.2017 – Ongoing 19.02.2017 – Director of Corporate Governance finalising Drafting Instructions with NTG 18.05.17 – Report to Council for May OMC to approve drafting instructions. 07.07.17 Drafting instructions gone - completed (Marc)</p>
12.10.16	8.1 Incoming Correspondence	Follow-up on the Numbulwar morgue as per the letter from Bess Price. Members are asking where will the morgue be located.	Rose Peckham	Complete	<p>15.11.16- Nil update 06.02.17 Numbulwar, the consent to construct has been received. It goes out to tender on 08.02.17, and the tender closes on 01.03.2017 23.05.17 Morgue will be located the other side of new clinic consisting of 6 fridges</p>
12.10.16	10.10 Community Services Report	Signs to be displayed across the RGRC delivery programs and building to enforce that – 'Violence is not accepted in the RGRC Work Place'. Possibly look into workshops regarding education and impact on violence.	Area Manager	Ongoing	<p>15.11.16- Nil update 15.02.2017 – Ongoing 19.04.17 Nothing in Australia for violence in Workplace. Hoping to design our own posters and training staff when dealing with this situation. 23.05.17 WHS will design and Community Services will incorporate in the youth program if further funding received. 07.07.17 Still being investigated. 26.09.17 Still haven't found anything suitable; Sharon has asked WHS to look into it; Numbulwar Cultural & Media Project Group could make something up in short-term.</p>
12.10.16	12.3 Housing	Area Manager to coordinate with Department of Housing to organise Community Meeting to discuss rules of tenancy	Area Manager	Complete	<p>15.02.2017 – Ongoing 23.05.17 Tenancy Officers, Fran and Bulla will be in Numbulwar in a couple of weeks for tenants to ask any questions or see Jessma in the Council Office. 07.07.17 Raised with TH, Housing been out several</p>

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
		agreements.			times, referred to TH (Janeen)
12.10.16	11.5 Local Authority Project Funding Update	Email to the LA Members Basketball Court Upgrade Project Information.	Area Manager/ CSC	Complete	15.02.2017 – Ongoing - LA Members would like more time and answer from finance.
12.10.16	12.2 New Clinic	Request feedback from the Health Department on the Service Delivery Model that will be used to run Clinic and Dialysis Unit.	Area Manager	Complete	15.02.2017 – No Update
12.10.16	12.4 Safe House	GEC to provide statistics on Domestic Violence in Numbulwar to support a Safe House.	GEC	Ongoing	15.02.2017 – Safe House, GEC – Ongoing Information has to be requested through Freedom of Information and waiting for answers from the Community Sergeant. 23.05.17 Sitting with Safe Committee; the stats will provide numbers on violence to provide evidence for Safe House needed in Numbulwar; require ongoing funding for the facility. 26.09.17 Sharon to ask GEC what Government programs Safe House fits into, especially regarding the funding.
15.02.17	7.4 Policy Updates	Local Authority members to invite NT Housing to the Community Meeting once date has been set	Council Services Coordinator	Complete	26.05.16 Invite NT Housing to meeting 12.07.16 Invites sent to NT Housing – were not present- Invite for next meeting 12.10.16 Territory Housing – were not present. LA request for them to attend and hold a HRG 23.05.17 HRG meeting hasn't occurred yet. 07.07.17 Raised with TH
15.02.17	7.2 Area Managers Report	Seek funding for more speed bumps	CSC / DCCS	Complete	12.07.16 CSC to slap map the location of the needed speed bumps. DCCS to seek funding. 15.02.2017 - Ongoing 19.04.2017- ongoing 23.05.17 ordered more awaiting on arrival, continually coming off and need replacing; need 1 at Top Camp; need to educate community members; Concrete suggested as an option ACTION: Projects to present concrete speed bump options to next

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
					meeting. 07.07.17 Part of Operational Plan
23.05.17	8.1 ACTION LIST	Projects to present concrete speed bump options to next meeting	Project Manager	Complete	As above
23.05.17	11.7 COMMUNITY SERVICES REPORT - NIGHT PATROL	Invite Police to the next meeting.	Local Authority Coordinator	Ongoing	07.07.17 New Local Authority Coordinator to follow up. 26.09.17 Police attended LA meeting

ISSUES RAISED IN THE COMMUNITY

Community has concerns about the safety of children using the Sports and Rec Hall as too close to road so not many activities, and no street lights. Also safety issues with children crossing the road at the school.

ACTION: Safety signs needed for children crossing road at school and S&R Hall.

Contractors coming out to community to undertake major construction works and minor works to individual resident's houses without informing community in advance and safety issues are a concern.

ACTION: Council to write letter to PWC and other contractors, with strong message that community need to be informed in advance of contractors coming to community.

There are concerns about the kids who do not go to boarding school and that there is a need for an alternative education program.

ACTION: NT Government are funding the Alternative Education Program being trialled in Katherine. LA Members are interested in having this program in Numbulwar. Sharon to enquire about the Program.

*Police Officer left at 12:00pm
Meeting Lunch Break: 12:00pm
Meeting Resume: 12:34pm*

9. INCOMING CORRESPONDENCE

Nil

10. OUTGOING CORRESPONDENCE

10.1 OUTGOING CORRESPONDENCE

70/2017 RESOLVED (Judith MacFarlane/Roland Nundhirribala)

- (a) That the Numbulwar 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 14th 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 Numbulwar LA Members have been re-appointed by Council.

71/2017 RESOLVED (Felicity Kym Rami/Roland Nundhirribala)

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

11.2 COUNCIL FINANCIAL REPORT

72/2017 RESOLVED (Douglas Wunungmurra/Roland Nundhirribala)

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

11.3 GOVERNANCE REPORT - LOCAL AUTHORITIES UPDATE

73/2017 RESOLVED (Douglas Wunungmurra/Felicity Kym Rami)

- (a) **That Numbulwar Local Authority receive and note the update of Local Authorities in relation to Caretaker Mode and the new term of Council.**
- (b) **That Numbulwar Local Authority meet bi monthly, on the second Tuesday of the month at 10.30 am.**

11.4 GOVERNANCE REPORT - NEW AND REVIEWED POLICIES

74/2017 RESOLVED (Douglas Wunungmurra/Ella Geia)

- (a) **That the Numbulwar 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 Numbulwar 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

11.5 GOVERNANCE REPORT - COMPLAINTS REGISTER

RECOMMENDATION

(a) That the Numbulwar Local Authority receive and note NIL Complaints Register for Numbulwar.

No registered complaints

11.6 GOVERNANCE REPORT - LOCAL AUTHORITY PROJECT FUNDING UPDATE

An update was provided and issues were raised about cultural matters affecting gravel pits extraction, construction of 3 houses and the location of the proposed dump. These issues will have to be addressed with TO's/Elders and the Northern Land Council.

75/2017 RESOLVED (Felicity Kym Rami/Roland Nundhirribala)

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

11.7 2018-2021 STRATEGIC PLAN

76/2017 RESOLVED (Roland Nundhirribala/Edwin Nunggumajbarr)

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

Douglas Wunungmurra left the meeting, the time being 2:43pm

Douglas Wunungmurra returned to the meeting, the time being 2:47pm

11.8 GRANTS: ROUND 1 2017-18 ROPER GULF REGIONAL COUNCIL COMMUNITY GRANTS PROGRAM

77/2017 RESOLVED (Judith MacFarlane/Felicity Kym Rami)

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

11.9 GRANTS - REMOTE AUSTRALIA STRATEGIES PROGRAMME NUMBULWAR SPORTS AND RECREATION HALL FUNDING AGREEMENT.

78/2017 RESOLVED (Judith MacFarlane/Edwin Nunggumajbarr)

- (a) That the Numbulwar Local Authority receive and note the resolution of the Ordinary Meeting of Council on Thursday 15th June 2017 regarding the Funding Agreement from the Department of Prime Minister and Cabinet for Numbulwar Sports and Recreation Hall.

11.10 COMMUNITY DEVELOPMENT PROGRAMME

Update included an explanation regarding the 3 CDP Groups:

1) Cleaning & Maintenance; 2) Landscaping; 3) Woodwork, Renovations & Construction.

Discussion about the possibility of CDP making wooden crosses for the unmarked graves in the cemetery and coming up 3 designs and coming back to LA members.

79/2017 RESOLVED (Douglas Wunungmurra/Felicity Kym Rami)

- (a) That the Numbulwar Local Authority receive and note the Numbulwar CDP update

ACTION: Council write to Bodhi Bus to advocate to install baby/infant seats.

11.11 COMMUNITY SERVICES - AGED CARE & DISABILITY SERVICES

80/2017 RESOLVED (Felicity Kym Rami/Roland Nundhirribala)

- (a) That the Numbulwar Local Authority receive and note the Aged Care and Disability Services Report

11.12 COMMUNITY SERVICES REPORT - NIGHT PATROL

81/2017 RESOLVED (Roland Nundhirribala/Felicity Kym Rami)

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

11.13 COMMUNITY SERVICES REPORT - SAFETY REPORT

82/2017 RESOLVED (Roland Nundhirribala/Edwin Nunggumajbarr)

- (a) That the Numbulwar Local Authority receive and note the Community Safety Report

12 OTHER BUSINESS

12.1 TOWARDS ZERO ROAD SAFETY

83/2017 RESOLVED (Douglas Wunungmurra/Roland Nundhirribala)

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

Mayor Judith MacFarlane left the meeting, the time being 3:13pm

Mayor Judith MacFarlane returned to the meeting, the time being 3:18pm

12.2 OLD CLINIC

There were discussion about the idea of relocating the aged care into the old clinic and then the possibility of setting up a safe house in the old aged care facility:

- Issue raised about who would fund a safe house, on-going costs, and the specialist skills staff would need, e.g. trauma training; and what organisation can manage it.

84/2017 RESOLVED (David Murrungun/Edwin Nunggumajbarr)

ACTION: CEO to write a letter on behalf of Council and LA to put proposal up to move aged care into old clinic and;

ACTION: Further investigations into the feasibility of the old clinic housing the aged care facility and establishing a safe house in the old aged care facility.

12.3 PRIORITIES IN THE COMMUNITY

Portable Toilet Block

There were various discussions about the toilet issues in the community and the need of toilets for festivals and events that could be locked away when not in use. It could be a transportable type and stored at basketball court or some where else.

Toilet at Airport

Community in desperate need of a toilet at the airport. Would have to be a waterless type due to flood zone.

Cemetery

Urgent issue with current cemetery getting up to capacity. A new one is proposed in new subdivision, but discussion need to be held with relevant stakeholders regarding

proposed location.

Housing Crisis

The housing crisis in the community is causing overcrowding, fighting, power and rubbish issues. RGRC are aware of the issues and keep on to NT Housing.

High Fuel Costs

LA members would like this investigated.

85/2017 RESOLVED (Edwin Nunggumajbarr/Douglas Wunungmurra)

ACTION: Portable Toilet block for festivals and events - investigate options and specifics, such as pipes and connection points.

ACTION: To investigate the costs and specifics for a waterless toilet system for Numbulwar Airport.

ACTION: Cr Edwin, Cr David & Ella will have a meeting with TOs/NLC regarding the location of cemetery and report back to LA;

ACTION: Sharon to telephone NLC to help organise and get back to Councillors & Ella; and

ACTION:NTG Numbulwar Yearly Report - Get it regarding cemetery, email John & print off for Cr's & LA members.

ACTION: CEO to write letter to NTG Department of Housing about the housing crisis and associated issues.

ACTION: Do a comparison analysis of fuel prices with other locations.

CLOSE OF MEETING

The meeting terminated at 3:23 pm.

THIS PAGE AND THE PRECEEDING 10 PAGES ARE THE MINUTES OF THE Numbulwar Local Authority Meeting HELD ON Tuesday, 26 September 2017 AND CONFIRMED Tuesday, 26 September 2017.

Chairperson