



MINUTES OF THE HODGSON DOWNS LOCAL AUTHORITY MEETING OF THE
ROPER GULF REGIONAL COUNCIL MEETING HELD AT THE ALAWA BOARD
ROOM ON THURSDAY, 23 NOVEMBER 2017 AT 11:00AM

1. PRESENT/STAFF/GUESTS

1.1 Elected Members

Mayor Judy MacFarlane

Councillor Ossie Daylight

1.2 Local Authority Members

Samuel Daylight (Chair)

Johnathon Walla

Ken Muggeridge

1.3 Staff

Marc Gardner – Director of Commercial Services

Chantal Binding – Local Authority Support Coordinator (Minute Taker)

1.4 Guests

Barry Clarke – GEC

Fin Jensen – Essential Services Officer

Quylen Hua – Hodgson Downs Shop

Chantal Bramley - Power & Water Corporation

Jo Nicol, Office of Warren Snowden MP

Gary Hillen, Office of Warren Snowden MP

2. MEETING OPENED

Meeting opened at 11:29am

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

Kallum Peckham-McKenzie , DHCD and Tom Girdler, DHCD sent their apologies for the meeting.

37/2017 RESOLVED (Jonathon Walla/Ken Muggeridge)

(a) **That the Hodgson Downs Local Authority accept the apologies of James Nugget,**

Samuel Swanson and Clive Roberts.

5. CONFIRMATION OF PREVIOUS MINUTES

5.1 PREVIOUS MINUTES

38/2017 RESOLVED (Ken Muggeridge/Judy MacFarlane)

- (a) That the Hodgson Downs Local Authority approve the minutes as a true and accurate record of the Hodgson Downs Local Authority Meeting held on Thursday 10th August 2017.

Ken Muggeridge left the meeting, the time being 11:40 AM

Ken Muggeridge returned to the meeting, the time being 11:42 AM

6. CALL FOR ITEMS OF GENERAL BUSINESS

Nil

7. DISCLOSURES OF INTEREST

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

Mayor Judy MacFarlane arrived at 11:45 AM due to being unwell.

NOTE: Previous Minutes were presented again to allow the Mayor to also approve in order that a Quorum was met.

BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION LIST

39/2017 RESOLVED (Jonathon Walla/Judy MacFarlane)

- (a) That the Hodgson Downs Local Authority receive, and note the Action 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	Ongoing	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

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
					<p>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.</p> <p>12.04.2017: Scheduled installation date 27 April 2017.</p> <p>07.07.17 Alex went but unable to 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>10.08.17 Phone installed but able to ring anywhere, hand piece taken off. Marc investigate so only ring Territory Housing.</p> <p>23.11.17 Telstra have not been out to fix this issue. GEC will chase up and cc Ken into any correspondence.</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 Mugeridge to write to the Mayor.</p> <p>10.08.17 Request Barry Clarke to attend next meeting.</p> <p>31.10.17 Sharon Hillen sending a generic letter to all GEC's to regularly attend LA Meetings.</p> <p>23.11.17 Barry attended the meeting and provided an update that there are limited resources. He will email NTG to follow up.</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.	Contracts 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</p>

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
					<p>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>10.08.17 Number of works: Solar lights; New Septic; Sewerage; & New water line. Get contractor to do all works, seeking quotes.</p> <p>31.10.17 Marc Gardner dealing with. 23.11.17 Aiming to be undertaken before Christmas.</p>
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.	Ken Muggeridge	Ongoing	<p>01.02.2017 letter not sent yet.</p> <p>12.04.2017: Costs Assessment – Further Capital Works are in progress. Await further decision on how to allocate funding.</p> <p>07.07.17 Send Ken Muggeridge Roads Audit.</p> <p>10.08.17 Ken to send out letter & include his roads in it.</p> <p>23.11.17 No update.</p>
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	<p>01.02.2017 Ken Muggeridge has written to Ken Orwell. An application has been completed and a quote from Deloitte Private has been sent through from Suzan Archibald.</p> <p>12.04.2017: No discussion regarding 2016-17 Regional Plan. Noted that Alawa Aboriginal Corporation to await outcome of funding for 2017-18.</p> <p>10.08.17 Ken Orwell back to Agenda & should get funding this year.</p> <p>23.11.17 Did not qualify for grant, Suzan at Deloitte working on a new grant application and governance trying for new board.</p>
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	<p>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</p> <p>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.</p> <p>10.08.17 ALAWA do waste & charge TH, Sunrise, etc. Deputy</p>

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
					Mayor table at Financial Committee Meeting & in Budget Review October. 31.10.17 Finance – in budget review. 23.11.17 Marc to get update from Finance and provide to Ken.
01.02.17	12.3 Other Business - Hodgson Downs Sport and Recreation Program	Ken Mugeridge and Sharon Hillen to look into who is responsible for Sport and Recreation in Hodgson Downs	Sharon Hillen / Ken Mugeridge	Ongoing	12.04.2017: Marc Gardner advised that Sharon Hillen is to report back to next Local Authority Meeting regarding funding. 10.08.17 Include in ours on ALAWA's behalf put in a funding submission. 31.10.17 Include in negotiations new contract June 2018. 23.11.17 Include in RGRC funding application next year.

9. INCOMING CORRESPONDENCE

Nil

10. OUTGOING CORRESPONDENCE

Nil

11. GENERAL BUSINESS

11.1 ELECTED MEMBER REPORT

40/2017 RESOLVED (Judy MacFarlane/Ossie Daylight)

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

11.2 COUNCIL SERVICES REPORT - KEN MUGGERIDGE

- NTG brought in 6 transient demountable houses for the housing crisis, with 4 being used for the residents of 4 houses that have been demolished, and 2 being used for transitional residents while 2 houses at a time are being renovated with 8 – 10 days change over. ALAWA has the contract to clean and maintain these demountable houses.
- Binjari has 20 houses to renovate, almost completed 10, other 10 to start next week.
- Morrow Houses has 22 houses to renovate.
- R1-Con Building Contractors and currently demolishing and rebuilding 2 new houses and employing CDP participants in the community.
- CDP is going well and keeping on top of projects.
- Night Patrol going okay, but hard to deal with issues late at night. One Patroller has resigned and been advertised with a bit of interest from community.

41/2017 RESOLVED (Johnathon Walla/Ossie Daylight)

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

11.3 HODGSON DOWNS LOCAL AUTHORITY QUARTERLY EXPENDITURE REPORT

42/2017 RESOLVED (Ossie Daylight/Samuel Daylight)

- (a) That the Hodgson Downs Local Authority receive and note the expenditure report for the First quarter of 2017-18.

11.4 GOVERNANCE REPORT - REVIEWED POLICIES

43/2017 RESOLVED (Judy MacFarlane/Ossie Daylight)

- (a) That the Hodgson Downs 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 Hodgson Downs Local Authority receive and note the following reviewed Policies:

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

11.5 GOVERNANCE REPORT - COMPLAINTS REGISTER

RECOMMENDATION

- (a) That the Hodgson Downs Local Authority receive and note the Complaints Register – No registered complaints within reportable timeframe.

11.6 HODGSON DOWNS LOCAL AUTHORITY PROJECT EXPENDITURE UPDATE

44/2017 RESOLVED (Ossie Daylight/Jonathon Walla)

- (a) That the Hodgson Downs Local Authority receive and note the report on the Local Authority Project funding for First Quarter of 2017-18.

11.7 ROPER GULF REGIONAL COUNCIL 2018 MEETING CALENDAR

45/2017 RESOLVED (Samuel Daylight/Ken Muggeridge)

- (a) That the Hodgson Downs Local Authority receive and note the Roper Gulf Regional Council 2018 Meeting Calendar.

12. OTHER BUSINESS

12.1 REMOTE FUNDING FOR ABORIGINAL ENTREPRENEURS

46/2017 RESOLVED (Ossie Daylight/Samuel Daylight)

- (a) That the Hodgson Downs Local Authority receive and note the Information on Remote Funding for Aboriginal Entrepreneurs.

12.2 UPDATE OF THE SOLAR SETUP PROGRAM

MagiQ ID: 726128

A handout was presented including additional information regarding the Solar Setup Program.

- 11 sites already built this year with a lot of success.
- The site here is 2 hectares and will be a 225 kw site to be located at the centre of the block, with 800 glass top solar panels to be installed with new technology.
- With a saving of 120,000 litres of diesel a year.
- At the moment will be no battery system to store energy due to high costs of batteries and associated maintenance issues, but looking at this in the future when the cost of batteries come down and technology.
- The solar system will generate 60% of the power in the community.
- When spike in electricity load or not enough sun the diesel will ramp up.
- Will be a staged construction process 1) Civil – frames build; and 2) Electrical works and panels
- We would like to engage CDP with white cards here next year approximately June – August for the construction of 4 – 8 weeks.
- The community will be notified a month in advance before installation of new solar

system.

- The tariff for electricity will not change and is a set uniform amount by NT Government across the NT.
- Posters will be displayed around the community regarding the new Solar Setup Program.
- P&WC will come back to provide updates and will also be speaking to the school regarding the glass panels and educating the kids in relation to not damaging the panels with the use of a demo kit. So far very minimal vandalism in other communities with the new solar set up.
- We have got posters to put around the community to let people know.

47/2017 RESOLVED (Judy MacFarlane/Samuel Daylight)

- (a) That the Hodgson Downs Local Authority receive and note the verbal report on the Solar Setup Program.**

CLOSE OF MEETING

The meeting terminated at 13:05 pm.

THIS PAGE AND THE PRECEEDING 7 PAGES ARE THE MINUTES OF THE Hodgson Downs Local Authority Meeting HELD ON Thursday, 23 November 2017 AND CONFIRMED Thursday, 15 February 2018.

Chairperson