



MINUTES OF THE TITJIKALA LOCAL AUTHORITY MEETING HELD IN THE  
TITJIKALA COUNCIL OFFICE ON FRIDAY 13 JUNE 2025 AT 10:30 AM

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**1 MEETING OPENING**

The meeting was declared open at 10.49AM

**1.1 NOMINATION OF ACTING CHAIRPERSON**

**TLA2025-018 RESOLVED (Debra Claude/Lena Campbell)**

**That members nominated Lisa Sharman as Acting Chair of the Local Authority Meeting.**

**2 WELCOME**

2.1 Welcome to Country – Lisa Sharman

**3 ATTENDANCE / APOLOGIES / RESIGNATIONS / TERMINATIONS /  
NOMINATIONS**

**3.1 Attendance**

Local Authority Members:

Member Debra Claude, Member Terry Simmons, Member Geoffrey Campbell, Member Lena Campbell and Member Janie Campbell.

Councillors:

Councillor Andrew Davis and Councillor Lisa Sharman.

Via Teams: Councillor Patrick Allen

Council Employees:

CEO Belinda Urquhart, James Walsh – Manager Project Management Office, Ryan Rosenberg – Project Administration Officer, Libby Taylor Manager Contracts and Projects, Caitlyn Palmer – Council Services Coordinator Titjikala, Shae Millar – Governance Coordinator.

Via Teams: Victor Morgan – Area Manager Finke and Santa Teresa

Guests:

Tomas King – Department of Housing, Community Development and Local Government

### **3.2 Apologies/Absentees**

Apologies:

President Roxanne Kenny

Absentees:

Nil

### **3.1 & 3.2 ATTENDANCE / APOLOGIES / ABSENTEES**

**TLA2025-019 RESOLVED (Terry Simmons/Andrew Davis)**

**That members:**

- a) noted the attendance;
- b) noted and accepted the apology from President Roxanne Kenny; and
- c) noted that there were no absences for this meeting.

### **3.3 Resignations**

**NIL**

### **3.4 Terminations**

**NIL**

### **3.5 Nominations**

#### **3.5.1 MEMBERSHIP OF THE LOCAL AUTHORITY**

**EXECUTIVE SUMMARY:**

This purpose of this paper is to highlight the vacancies on the Local Authority (the Authority) and to apprise the Local Authority of any legislative changes to appointments introduced in the Local Government Act 2019 (the Act).

**TLA2025-020 RESOLVED (Lena Campbell/Lisa Sharman)**

**That the Local Authority:**

- a) noted the resignation received from the Chair Greg Sharman,
- b) thanked Mr Sharman for his contribution to the community;
- c) nominated Geffery Campbel as Chairperson of the Authority for 12 months;
- d) noted the two vacancies available on the Local Authority; and
- e) called for community nominations to fill these vacancies.

## **4 COUNCIL CODE OF CONDUCT**

### **4.1 CODE OF CONDUCT**

**TLA2025-021 RESOLVED (Geoffrey Campbell/Debra Claude)**

**That the Titjikala Local Authority noted the Council Code of Conduct.**

## **5 CONFIRMATION OF PREVIOUS MINUTES**

### **5.1 CONFIRMATION OF PREVIOUS MINUTES**

**TLA2025-022 RESOLVED (Geoffrey Campbell/Terry Simmons)**

That the Titjikala Local Authority accepted the unconfirmed minutes of the meeting held 27<sup>th</sup> of March 2025 as an accurate record of the proceedings.

## **6 ACCEPTANCE OF THE AGENDA AND NOTIFICATIONS OF GENERAL BUSINESS AND NON-COUNCIL BUSINESS ITEMS**

### **6.1 PAPERS CIRCULATED AND RECEIVED**

**TLA2025-023 RESOLVED (Lena Campbell/Geoffrey Campbell)**

That the Titjikala Local Authority noted the that the papers circulated were received for consideration at the meeting.

## **7 CONFLICT OF INTEREST**

### **7.1 CONFLICT OF INTERESTS**

**TLA2025-024 RESOLVED (Debra Claude/Geoffrey Campbell)**

That the Titjikala Local Authority noted the Conflict of Interest policy.

### **7.2 MEMBERS DECLARATION**

**TLA2025-025 RESOLVED (Debra Claude/Geoffrey Campbell)**

That the Titjikala Local Authority declared no conflict of interest with the meeting agenda.

## **8 DEPUTATIONS / GUEST SPEAKERS**

### **8.1 REMOTE HOUSING - REPAIRS, MAINTENANCE AND TENANCY TEAM**

#### **EXECUTIVE SUMMARY:**

This section provides an opportunity for representatives from the Department of Housing, Local Government and Community Development to provide the Local Authority with updates regarding Remote Housing programs, repairs, maintenance and tenancy.

#### **RECOMMENDATION**

That the Local Authority:

- a) accepts the updates from Remote Housing representatives; and
- b) raises matters relating to housing repairs, maintenance and tenancy within the community.

**Minute note: No representative attended the meeting**

### **8.2 2025 LOCAL GOVERNMENT ELECTIONS**

#### **EXECUTIVE SUMMARY:**

Every four years, people living in the Northern Territory elect representatives to serve on their Local Government Council. Local Government is the level of government most connected to your community, and the 2025 Local Government Elections will be your chance to stand up and represent your local area.

**TLA2025-026 RESOLVED (Andrew Davis/Geoffrey Campbell)**

**That the Local Authority:**

- a) urged all eligible residents to ensure they are enrolled to vote;
- b) encouraged community members to consider nominating as candidates; and
- c) noted that nominations are open from Friday 11 July to Thursday 31 July.

## **9 LOCAL AUTHORITY REPORTS AND CORRESPONDENCE**

### **9.1 ACTION REGISTER**

**EXECUTIVE SUMMARY:**

This report provides a running list of Local Authority action items as reported in previous meetings.

**TLA2025-027 RESOLVED (Terry Simmons/Andrew Davis)**

**That the Local Authority noted and accepted the progress on the action items as follows:**

- a) noted that there was no update on the action item 'Sealing Maryvale Road and kept this item open;
- b) noted that Human Resources has provided laminated job posters that can be permanently displayed at numerous locations within the community and closed this item;
- c) noted the update from Libby Taylor – manager contracts and projects, regarding street lights and agreed to discuss this during the Local Authority Projects Report and closed this item;
- d) noted that the signs discouraging motorbike riding within the community had been ordered and closed this item;
- e) noted that no additional speed humps can be placed near the rec-hall as the speed humps that are already there are at the limit of those that can be installed according to legislation. These will be repainted to improve functionality;
- f) noted that the Manager of Transport Infrastructure and Fleet will come out to Titjikala and develop a plan for road furniture to improve safety in the community; and
- g) noted that Libby Taylor has applied for grant funding to provide additional training for MRC employees in Titjikala and closed this item.

### **9.2 COMMUNITY INFRASTRUCTURE PLANNING**

**EXECUTIVE SUMMARY:**

The MacDonnell Regional Council develops Community Infrastructure plans for each community every five years. These plans are created in consultation with the Local Authority to record the community's priorities for the future development of their Infrastructure.

The Local Authority is asked to guide and support MRC staff in the development of the of the community and planning in relation to the community's infrastructure.

*Priority projects discussed at the previous meeting included a motorbike track and a community laundry.*

## **TLA2025-028 RESOLVED (Andrew Davis/Terry Simmons)**

**That the Local Authority**

- a) received updates on the major projects as follows:
  - The pump track – the intention is that it will go beside the rec hall, down the side of the basketball court – the PMO is awaiting approval for this area – the design will go ahead once the location is approved as the design will depend on the location. The best option will be an asphalt surface as this will last longer but getting a supply of asphalt is logistically difficult and expensive. The polymer surface option will only last 5 years and will require funding to resurface after this time. The budget and quotes will determine which surface will be used.
  - The Football Lights - MG electrical will begin the process of installing the football lights early in July to be operational by early September.
  - The Rec-Hall Refurbishment - The PMO is waiting for approval to work on the lot 109 which is to the left of the rec-hall and would provide the greatest benefit. If the approvals are unsuccessful the refurbishment will have to be made to the Lot 59 side of the Rec-Hall. Once approvals have been received, the design stage can begin. The plan is that refurbished demountables will be installed and the old ones will be taken away to be refitted by the contractors. This will reduce the cost of the project; and
- b) will meet after today's meeting to generate priorities to add to the community's infrastructure plan.

### **9.3 LOCAL AUTHORITY PROJECT REGISTER**

#### **EXECUTIVE SUMMARY:**

Funding for Local Authority projects is part of a grant received from The Northern Territory Government (NTG) and invested in projects and development to benefit and improve the community.

#### **Examples of acceptable purposes for expenditure include:**

- Repairs and maintenance of community assets controlled or owned by the council. e.g. park fencing, solar lighting, road repairs and ablution facilities.
- Acquisition of plant and equipment directly related to local government service delivery. e.g. trailers, graders, garden maintenance equipment such as brush cutters, lawn mowers and pressure cleaners, rubbish bin enclosures/stands.
- Upgrade/enhancement of community facilities, e.g. sporting venues, upgrade of community ovals, basketball courts and playgrounds, shade structures, picnic areas, seating and park furniture, tree planting and irrigation; upgrade of women's or men's sheds /shelters.
- Festivals or other events – to be conducted only within the Local Authority area LAPF has been provided for.
- Community based programs – including music, art or dance; uniforms for sporting events; or preservation of culture or traditions.

*At risk funds'* are funds that may include unallocated funds and/or funds that have been allocated but remains unspent.

## **TLA2025-029 RESOLVED (Lena Campbell/Janie Campbell)**

**That the Local Authority:**

- a) accepted the 2024/25 Local Authority Project funding allocation of \$35,900.00
- b) noted that \$17,644.86 are funds *at risk* of being returned to NTG;
- c) noted the progress on their current projects as follows:

- 2214 Outdoor Dining Area – the items cannot be installed in the requested area as this is privately leased by the store. These items will be held until the Local Authority can make a decision about where they would like them installed.
  - 2215 Bin Trailer – is expected to be delivered in August.
  - 2400 Solar Light at Entrance – This will be installed by the civil team in conjunction with training in July.
  - New Project Cemetery Upgrades – The PMO has developed a plan with some preliminary costings for the Local Authority to consider. Libby Taylor has applied for grant money to establish new cemeteries that comply with the new regulations from the Northern Territory Government. This will require the site to be surveyed. Once the grant parameters have been received and the site has been surveyed, the Local Authority will revisit this project to decide what funds need to be allocated.
- d) created a new project Solar Lights near lots 62 & 78 and allocated \$10,000.00 to this project.
- e) closed the wishlist item as a corresponding project has been created.

#### **9.4 LOCAL AUTHORITY DISCRETIONARY FUNDS**

##### **EXECUTIVE SUMMARY:**

Each financial year, MacDonnell Regional Council grants a discretionary fund allocation of \$4,000.00 to the Local Authority. These funds cannot be carried over from year to year and must be spent (with goods received) between 1 July and 30 June.

##### **TLA2025-030 RESOLVED (Lena Campbell/Terry Simmons)**

That the Titjikala Local Authority:

- a) noted the spending on their 2024/2025 Discretionary funds;
- b) noted the update on the purchase of outdoor yard equipment;
- c) noted that there are no unallocated discretionary funds; and
- d) did not allocate any of the \$4,000.00 donated funds from the insurance company; and
- e) requested that the CEO sponsor the AFL team by providing 30 Guernseys and pairs of socks for the Titjikala Team.

#### **9.5 MRC POSITION VACANCIES REPORT**

##### **EXECUTIVE SUMMARY:**

The attached list of vacancies are opportunities for community members to contribute to the community needs, and the People and Capabilities team asks those present at the Local Authority meeting to encourage community members to apply.

Active open positions in the MRC Org Structure as approved by Managers – 16 May 2025.

##### **RECOMMENDATION**

That the Local Authority accepts the list of vacant positions available with MacDonnell Regional Council in Titjikala.

**Minute Note:** Incorrect information provided in the agenda. The correct report will be made available through the Council Services Coordinator Caitlyn Palmer.

## **10 COUNCIL MANAGED SERVICES REPORTS**

## **10.1 COUNCIL SERVICES LA REPORT**

### **EXECUTIVE SUMMARY:**

This report is an update of Council Delivered Services in Titjikala across the area of Local Government Council Services.

**TLA2025-031 RESOLVED (Andrew Davis/Janie Campbell)**

**That the Local Authority of Titjikala:**

- a) noted and accepted the Council services report;
- b) requested that the civil team ensure that all bins are collected on rubbish days; and
- c) were advised that the bins must be put out the front of houses on collection days which are Mondays and Thursdays and hard rubbish is collected on Fridays.

## **10.2 COMMUNITY SERVICES REPORT**

### **EXECUTIVE SUMMARY:**

This report provides an update on the delivery of services for Community Safety, Children's Services, Youth Services and Aged & Disability Services for Titjikala.

**TLA2025-032 RESOLVED (Lena Campbell/Lisa Sharman)**

**That the Local Authority:**

- a) noted and accepted the Community Services report; and
- b) expressed concern that a member of the public had engaged in threatening behavior on one occasion in the aged care facility.

## **11 INCOME AND EXPENDITURE REPORT**

*Nil*

## **12 GENERAL BUSINESS**

### **12.1 GENERAL COUNCIL BUSINESS**

#### **EXECUTIVE SUMMARY:**

Members of the Authority have an opportunity to provide feedback on matters relating to General Council Business.

**TLA2025-033 RESOLVED (Andrew Davis/Terry Simmons)**

**That the Local Authority did not raise any matters of General Council Business.**

## **13 NON-COUNCIL BUSINESS**

### **13.1 GENERAL NON-COUNCIL BUSINESS**

#### **EXECUTIVE SUMMARY:**

The purpose of this report is to provide feedback on matters that members may have regarding Non-Council services.

**TLA2025-034 RESOLVED (Andrew Davis/Terry Simmons)**

**That the Local Authority discussed the following matters of General Non-Council**

**Business:**

- a) was advised by Tomas King that lot 91 is under construction for a 4 bedroom house;
- b) was advised that at the next Housing Reference Group meeting there will be consultation about the size of the next lot of dwellings to be constructed and also about what rooms will be added to current dwellings under the room to breathe project;
- c) raised that members would like a representative from DLI to attend the HRG meeting;
- d) raised that members would like the government to consider people as homeless when they are staying in other people's houses rather than listing them as living in overcrowded houses;
- e) raised that DLI has not listened when the community has requested that more smaller dwellings be built to house homeless people in the place of larger houses. These people cannot afford the rent for larger houses as the rent is calculated by number of bedrooms. It is sometimes culturally inappropriate for people to be living together in one house. Also, it is difficult for people to care for their house when they live with a lot of other people and there is an issue with getting household members to contribute to the purchasing of food and with individuals being able to store food securely;
- f) was advised by Tomas King that the manager DLI Tony O'Donoghue would be invited to attend the next HRG meeting; and
- g) raised that the Local Authority would like the road graded as it is in poor condition.

**14 DATE OF NEXT MEETING - THURSDAY 4 SEPTEMBER, 2025**

**15 MEETING CLOSED**

The meeting terminated at 1:00 pm.

This page and the preceding 8 pages are the minutes of the Titjikala Local Authority Meeting held on Friday 13 June 2025 and are UNCONFIRMED.