

# **AGENDA**

## **ORDINARY COUNCIL MEETING**

**9.00 AM 22<sup>nd</sup> OCTOBER, 2014**

**PEPPIMENARTI COUNCIL OFFICE**

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A handwritten signature in black ink, appearing to read 'U. Tweede', is written in a cursive style.

Signed: Chief Executive Officer

# AGENDA

## ORDINARY COUNCIL MEETING

TO BE HELD AT THE PEPPIMENARTI COUNCIL OFFICE

ON 22<sup>ND</sup> OCTOBER, 2014

COMMENCING AT 9.00AM

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Mayor of the West Daly Regional Council Harold Wilson declared the meeting open at 9.00 am and welcomed all in attendance.

### **1 PERSONS PRESENT**

#### **ELECTED MEMBERS PRESENT**

Mayor	Harold Wilson
Deputy Mayor	Andrew Brown
Councillor	Wally Minjin
Councillor	Tobias Nganbe
Councillor	Mark Martin
Councillor	Gary Ariuu

#### **STAFF PRESENT**

Chief Executive Officer	Glenda Teede
Regional Service Manager Wadeye	Peter Curwen-Walker
Regional Service Manager Palumpa	Fred Graham
Regional Service Manager Peppimenarti	Rose Peckham
Executive Assistant – Wadeye	Tahlia Cleary

#### **PERSONS PRESENT**

Project Director Regional Governance	Shaun Hardy
Homelands & Outstations	Clayton McCudden

## 2 APOLOGIES AND LEAVE OF ABSENCE

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	N/A
<b>Date:</b>	22 October 2014
<b>Author:</b>	Chief Executive Officer, Glenda Teede
<b>Attachments:</b>	Nil

### SUMMARY

This report is to table, for Council's record, any apologies and requests for leave of absence received from Elected Members for the Ordinary General Meeting held 22 October, 2014.

### BACKGROUND

Not applicable.

### COMMENT

Council can choose to accept the apologies or requests for leave of absence as presented, or not accept them. Apologies or requests for leave of absence that are not accepted by Council will be recorded as absence without notice.

### CONSULTATION

Not applicable.

### STATUTORY ENVIRONMENT

As per the Local Government Act s.39 (1) A person ceases to hold office as a member of a council if the person: (d) is absent, without permission of the council, from 2 consecutive ordinary meetings of the council.

### POLICY IMPLICATIONS

Not applicable.

### FINANCIAL IMPLICATIONS

Not applicable.

## VOTING REQUIREMENT

Simple majority

### RECOMMENDATION

That Council receive and notes apologies and grants a leave of absence for the Ordinary General Meeting held 22 October, 2014.

**Moved:** Clr.

**Seconded:** Clr.

### 3 PETITIONS AND DEPUTATIONS

Nil

### 4 CONFIRMATION OF MINUTES

#### 4.1 CONFIRMATION OF PREVIOUS MINUTES FOR ORDINARY GENERAL MEETING 20<sup>TH</sup> AUGUST 2014 AND SPECIAL MEETING 11<sup>TH</sup> & 12<sup>TH</sup> SEPTEMBER 2014

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	22 October 2014
<b>Author:</b>	Executive Assistant, Jo'Anne Kinter
<b>Attachments:</b>	Copy of Minutes will be tabled at the meeting

### SUMMARY

Minutes of the Ordinary General Meeting held 20 August 2014, and the Special Meeting held 11<sup>th</sup> & 12<sup>th</sup> September 2014 are submitted to Council for confirmation that those minutes are a true and correct record of the meeting.

### BACKGROUND

Not applicable.

### COMMENT

Not applicable

### CONSULTATION

Not applicable.

### STATUTORY ENVIRONMENT

The minutes as submitted must comply with part section 67(2) Local Government Act 2011 and that confirmation of minutes is compliant with section 67(3) of the Local Government Act 2011.

## POLICY IMPLICATIONS

Not applicable.

## FINANCIAL IMPLICATIONS

Not applicable.

## VOTING REQUIREMENT

Simple majority

## RECOMMENDATION

That the minutes of the Ordinary General Meeting held 20<sup>th</sup> August 2014 and the Special Meeting held 11<sup>th</sup> & 12<sup>th</sup> September 2014 be confirmed by Council as a true and correct record of the meeting.

**Moved:** Clr.

**Seconded:** Clr.

## 5 DECLARATION OF INTEREST OF MEMBERS OR STAFF

**Applicant:** N/A

**Location/Address:** N/A

**File Ref:** N/A

### Disclosure of Interest:

**Date:** 22 October 2014

**Author:** Chief Executive Officer, Glenda Teede

**Attachments:** Nil

## SUMMARY

**Elected Members** are required to disclose an interest in a matter under consideration by Council at a meeting of the Council or a meeting of a Council committee by:

- 1) In the case of a matter featured in an officer's report or written agenda item by disclosing the interest to the Council by disclosure as soon as possible after the matter is raised
- 2) In the case of a matter raised in general debate or by any means other than the printed agenda of the Council by disclosure as soon as possible after the matter is raised. Under disclosure, the Member must abide by the decision of Council on whether he/ she shall remain in the Chambers and/ or take part in the vote on the issue. The council may elect to allow the Member to provide further and better particulars of the interest prior to requesting him/ her to leave the Chambers.

**Staff Members** of the Council are required to disclose an interest in a matter at any time at which they are required to act or exercise their delegate authority in relation to the matter. Upon disclosure the Staff Member is not to act or exercise his or her delegated authority unless the Council expressly directs him or her to do so.

## BACKGROUND

Not applicable.

**COMMENT**

Not applicable.

**CONSULTATION**

Not applicable.

**STATUTORY ENVIRONMENT**

Local Government Act s73 &s74 (Elected Members).

Local Government Act (2008) s107 Conflict of interest (Staff Members).

**POLICY IMPLICATIONS**

Conflict of Interest – Code of Conduct.

**FINANCIAL IMPLICATIONS**

Not applicable.

**VOTING REQUIREMENT**

Simple majority

**RECOMMENDATION**

That Council receives the declarations of interest as listed for the Ordinary General Meeting held 22 September 2014.

**Moved:**                      **Clr.**

**Seconded:**                **Clr.**



## 6 LOCAL AUTHORITIES

This report will be tabled at the meeting.

## 7 REGIONAL SERVICES MANAGER'S REPORTS/ITEMS

### 7.1 REPORT-REGIONAL SERVICES MANAGER WADEYE

<b>Applicant:</b>	Peter Curwen-Walker
<b>Location/Address:</b>	Wadeye Service Centre
<b>File Ref:</b>	NA
<b>Disclosure of Interest:</b>	
<b>Date:</b>	14 October 2014
<b>Author:</b>	Wadeye Regional Services Manager, Peter Curwen-Walker
<b>Attachments:</b>	Nil

### SUMMARY

#### WADEYE SERVICE DELIVERY UPDATE – 14<sup>th</sup> OCTOBER 2014

#### VISITORS

Minister for Health The Honorable Robyn Lambley and staff attended a meeting at Wadeye Council Office on 17 September 2014. Robyn Lambley has been identified as a Champion for the Wadeye Community within the Northern Territory Government. The Meeting was attended by the CEO, Mayor and other Councillors. We currently have an Asbestos Removal Team visiting Wadeye. They will be here for two months working on a number of properties, including Council properties. No other significant visits have occurred this reporting period.

#### EVENTS AND ACTIVITIES

A major clean up day was held at Wadeye on 21 August 2014. Linda Harrison at the Clinic coordinated this activity including all major service providers within the Community. Council's contribution was to distribute garbage bags throughout the Community in the morning and arrange collections of all rubbish. The Clean up was followed by a barbeque and entertainment at the Old Club site at Wadeye.

A Wadeye Festival is planned for Friday 24 October 2014 and is being coordinated by Sorrell Ashby and Aaron Nemarluk. Activity will center on the Old Club District at Wadeye as well as the Recreation Hall. An event committee meeting will be conducted at Wadeye on Wednesday 14 October 2014 and Council staff will attend to ascertain how we might contribute.

#### MEETINGS

1. Interagency meetings are held on the third Thursday of every month at Wadeye. This forum brings together all service providers within Wadeye Community to share information and address issues.

2. No Local Authority Meeting has been conducted during this reporting period. Louise Beilby has commenced in the Local Governance Coordinator position and will be liaising with Chairperson, Don Pultchen, to convene the next meeting of the Authority.

## **STRATEGIC ISSUES**

We are gradually building the information required to stabilize the day to day operations of Council. Much of the information that was previously held with Program Coordinators in Katherine is now flowing thru to Management staff within the Community. This will ultimately provide greater control of programs and spending within the Communities.

The new structure is also providing stronger on site management with the CEO working within the Communities for significant periods of time.

As financial reporting commences, areas that are not adequately funded will become apparent and Council will need to consider strategies to address short falls. One area of concern emerging is the ability to maintain fixed assets and particularly staff accommodation. Council currently provides a substantial subsidy for all staff accommodation. Unfortunately, this policy may be unsustainable. A separate paper will be prepared to provide further information to Council in relation to this matter.

## **COMMUNITY ISSUES**

There have been no significant Community issues to report.

## **STAFFING**

Recruitment for the Night Patrol Manager to be based at Wadeye has concluded with Wayne Billet commencing in this position. Recruitment for the Team Leader position vacated by Wayne Billet has now concluded with Dean Chisolm to commence in this role from 6 November 2014.

I have resigned from the Regional Service Manager position effective from 14 November 2014 and advertising to fill this position has commenced.

We have continued to pursue a policy of recording all unauthorized absences. This has led to the termination of two Civil Laborers and one Sport and Recreation Officer over the reporting period.

Overall, there has been some improvement in attendance although there is still much room for improvement.

As Council gains a greater understanding of its fiscal position, roles that may need to be considered to support current operational activity are a Building Maintenance Officer and a Business Manager or Executive Assistant to the CEO.

## **CORE/INFRASTRUCTURE SERVICES**

### **PUBLIC AND STREET LIGHTING**

Subsequent to the meeting of Council conducted on 20 August 2014, thirty four street lights were identified and recommended for replacement. The Slap Map with the recommendations highlighted was presented to the Wadeye Local Authority Chairperson, Don Pultchen and discussed in detail. Don Pultchen indicated his support for the recommendations. Quotes have been sought from three suppliers for the replacement of the

thirty four lights and one compliant quote has been received to date.

Council may consider submitting an application to the Family Safe Environment Fund for assistance to address the remaining forty five inoperative street lights.

#### **LOCAL EMERGENCY MANAGEMENT**

There are no issues outstanding for Council.

Counter Disaster meetings are convened by local Police and attended as required.

#### **MAINTENANCE BUILDINGS AND FIXED ASSETS**

The replacement roof and hot water service has been completed at Lot 391.

Lot 391 will also benefit from the replacement of ceiling sheets and battens that have suffered water damage courtesy of the Asbestos Removal Program.

Contract and Purchase Order for the replacement demountable at Lot 606/2 has been issued to TDC and this work is expected to be completed in the next six weeks.

The perimeter fence of the swimming pool is currently under construction, about 60% complete. This work is being undertaken by the Wadeye Civil Works Team.

Minor repairs and maintenance to building assets is carried out as required. Currently the majority of repair works is carried out by sub contractors as Council has no staff in this area.

#### **CEMETERY ASSISTANCE**

This is done as required.

#### **SWIMMING POOL**

Works to upgrade the pool infrastructure are largely completed. The sand filters have been repaired, the new pump and motor installed and the new backwash tank installed. Works to the perimeter fence are 60% complete.

The MOU between Council and the School has been signed of by the Mayor and the CEO and is now with the School Principal.

The Grants Coordinator has submitted applications seeking support for the operational costs of the pool.

#### **ANIMAL WELFARE AND CONTROL**

There has been no veterinary service at Wadeye for the past six months. There is a noticeable deterioration in the condition of the dog population and we need to re-establish a service as soon as practicable.

Preliminary discussions have been held with the veterinary service that has operated at Peppimenarti and Palumpa to see if this service can be extended to Wadeye. The Vet will prepare a proposal that can be put to Council for consideration.

## **LOCAL ROAD MAINTENANCE**

Local Road maintenance is on-going. The Civil crew have undertaken repairs of minor potholes around the community.

Significant supplies of cold mix bitumen products have arrived at Wadeye and the Civil Works Team are preparing a scope of works to undertake bitumen repair.

## **TRAFFIC MANAGEMENT ON LOCAL ROADS**

The Local Authority has made recommendations in relation to traffic management.

## **WASTE MANAGEMENT AND LITTER CONTROL**

Tips have been worked on and are kept neat and tidy.

Community bins are emptied every Monday and Thursday. Businesses are done each week day.

The main business district is kept tidy.

## **PLANT AND EQUIPMENT**

A body truck is still urgently required at Wadeye. We do not have the capacity to move any significant amount of material for road work repairs, landscaping etc.

We could also use a backhoe to support a number of operational activities.

There is also a need to establish a transport option within the region to move vehicles and deliver goods as required.

## **AIRPORT MAINTENANCE**

Pedestrian traffic from the New Nhilin Sub Division across the airport has been addressed with the Department funding the installation of a weld mesh fence on the northern and north eastern end of the runway. This fence has now been completed by TDC.

Periodic maintenance is carried out as required.

A number of additional staff has now been trained in the aerodrome reporting officer role. This role is now carried out on a rostered basis.

## **POWER, WATER AND SEWERAGE**

Essential Services at Wadeye are carried out by Power and Water Authority via a period contractor and do not directly involve the Shire. The Shire assists Outstations with these services.

## **COMMUNITY SERVICES**

### **NIGHT PATROL**

Night patrol continues to offer security to our community members by making sure any anti-social behaviour is reported to the Police.

The Night Patrol Team Leader at Wadeye has been directed to reduce the number of hours rostered to reflect the level of funding provided. He will need to establish a roster that will allow no more than 532 hours to be accrued by patrol officers per fortnight.

### **COMMUNITY BROADCASTING**

With the switch over to digital television we have lost the capacity to broadcast on Channel One. We have been working on establishing video material on playback at venues such as the Community Store and Clinic to disseminate some of the Archive Material. We are also concentrating on the establishment of a regular radio broadcast.

### **WOMENS AND CHILDRENS SERVICES**

NIL

### **LIBRARIES AND CULTURE**

The Wadeye library offers a terrific resource to the community. It remains a busy place with many community members purchasing copies of DVD's of local events. There are internet facilities available where community members can access the internet and, importantly, access on-line banking.

The TRAAC adult education program has recently commenced operating at the library in the afternoons; so we now have activity at the library throughout each day.

### **SPORT AND RECREATION**

#### **Sports Hall**

The Sports Hall is getting used for the After School and Vacation Care Sports as well Adult Fitness sessions. We are advertising for sports at night time for a Monday, Tuesday, Wednesday and a Thursday.

#### **Ovals**

New goal posts have been installed at the Chicken Oval. They are steel posts and we have Velcro padding stored at the Rec Hall.

#### **Gym**

The gym is being opened every afternoon Monday to Friday from 4:00pm to 7:00pm and attendance rates have been good.

A Contract and Purchase Order has been issued to DJ Electrical to replace the air conditioners in the Gym and this work is expected to be completed by next week.

### **Swimming Pool**

The swimming pool re-opened just in time for the commencement of the current school term and is back to full operation.

We are seeking funding to support day to day operations, including the recruitment of additional trainees to support the Pool Attendant. Trainees would be encouraged to obtain the Royal Life Saving Bronze Medallion qualification.

### **VOTING REQUIREMENT**

Simple majority

#### **RECOMMENDATION**

That Council receives and notes the Wadeye Regional Services Manager's Report October 2014

**Moved:** Clr.

**Seconded:** Clr.

## 8 REPORT REGIONAL SERVICES MANAGER – PALUMPA

<b>Applicant:</b>	Fred Graham
<b>Location/Address:</b>	Palumpa Service Centre
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	
<b>Date:</b>	15 <sup>th</sup> October 2014
<b>Author:</b>	Palumpa Regional Services Manager, Fred Graham
<b>Attachments:</b>	Nil

### SUMMARY

#### PALUMPA SERVICE DELIVERY UPDATE – 15<sup>TH</sup> OCTOBER 2014

#### VISITORS

Team members from regional office  
PAWA contactors  
Centrelink Team  
CEO Glenda Teede  
Lee Farrell  
Peppi Police  
Port Keats Police  
Mayor Harold Wilson  
Kirk Whelan, GEC  
Nat Knapp  
Louise Beilby

#### EVENTS AND ACTIVITIES

Community Clean up

#### MEETINGS

Counter Disaster Meeting in Wadeye  
GEC

#### STRATEGIC ISSUES

The New Council going forward.

#### COMMUNITY ISSUES

The community has been relatively calm. The men's shed was burnt to the ground by children and several education houses were seriously threatened by a grass fire.

#### STAFFING

We have had no changes to the staff.

## **PROJECTS**

### **The New Sand Pit**

The shaded sand pit for small children has been delivered and is now waiting for the local authority to decide on the sandpit's location and then the RJCP crew can begin to assemble the kit.

### **The Meeting Place Shed**

The shed for the meeting place has been delivered and is now waiting for the local authority to decide on the shed's location. RJCP crew can then begin to assemble the kit.

## **CORE/INFRASTRUCTURE SERVICES**

### **PUBLIC AND STREET LIGHTING**

There are approximately 8 street lights in need of replacement, as soon as funds are available and approved by the council the work will be done.

### **LOCAL EMERGENCY MANAGEMENT**

We have not had a counter disaster meeting in Palumpa for this period.

### **MAINTENANCE BUILDINGS AND FIXED ASSETS**

Minor electrical repair works have been carried out to council buildings.

### **CEMETERY ASSISTANCE**

We have had nil funerals this report period.

### **SWIMMING POOL**

We have no swimming pool.

### **ANIMAL WELFARE AND CONTROL**

The crocodile trap has been set, 1 x 3.2mtr croc was captured and removed, we have also captured 2 feral pigs in the trap.

### **LOCAL ROAD MAINTENANCE**

All of the other roads in the community are extremely damaged and have not been repaired.

The causeway remedial work stage 1 has been completed, stage 2 has not started.

We have received a truck load of cold mix road repair product; as soon as the additional product and tools arrive, the road patching program will begin.

Flood water depth indicator signs will be installed on the causeway and a power pole in town.

### **TRAFFIC MANAGEMENT ON LOCAL ROADS**

We are yet to install the speed and school zone signs.



## **WASTE MANAGEMENT AND LITTER CONTROL**

Rubbish collection has been reduced from 3 pick ups to 2 a week as a trial.

## **PLANT AND EQUIPMENT**

We have no new vehicles, a twin cab tipper truck and a front deck mower have been ordered for the community.

The old 950 Cat loader engine has failed and will be advertised for sale

The Kabota ride on mower is in Katherine for repairs, I have had no update on this mower from VDRC

The road conditions are having a serious effect on the vehicles.

## **AIRPORT MAINTENANCE**

We need gable markers, solar lights and cones for the airstrip. The fence electrification has not been approved by DIP; the order has not been raised.

The airstrip is to be inspected for damage.

Weed mowing has been carried out.

## **POWER, WATER AND SEWERAGE**

The ESO contractor is in town and been very busy.

## **COMMUNITY SERVICES**

### **AGED CARE**

We have no aged care, the weekly pensioner get together is up and running.

### **CDEP, MENTOR PROGRAM AND YOUTH ENGAGEMENT**

We have no CDEP mentor or youth engagement

### **NIGHT PATROL**

There has been no major activities and or issues from night patrol.

### **COMMUNITY BROADCASTING**

We now only have a male and female doing BRACS.

### **WOMENS AND CHILDRENS SERVICES**

We have no women's programs, crèche's and or day-care centres and school nutrition programs.

### **LIBRARIES AND CULTURE**

We have no library or cultural activities in the community.

### **SPORT AND RECREATION**

This program will be running at a low level as the team leader is on annual leave and the numbers are good with the local team members, the program is running well.

## VOTING REQUIREMENT

Simple majority

### RECOMMENDATION

That Council receives and notes the Palumpa Regional Services Manager's Report

**Moved:** Clr.

**Seconded:** Clr.

## 9 REPORT REGIONAL SERVICES MANAGER - PEPPIMENARTI

<b>Applicant:</b>	Rose Peckham
<b>Location/Address:</b>	Peppimenarti Service Centre
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	
<b>Date:</b>	15 <sup>th</sup> October 2014
<b>Author:</b>	Peppimenarti Regional Services Manager, Rose Peckham

## VISITORS

The visitors to the shire in our community were  
WDRC staff members  
Various contactors  
Centrelink Team  
CEO Glenda Teede  
Lee Farrell  
Kirk Whelan, GEC  
Nat Knapp

## EVENTS AND ACTIVITIES

NT Police held a Community fun day on Friday the 3<sup>rd</sup> October with a game of softball followed by a BBQ organised by the Indigenous Engagement Officer, this was well attended and received by the community and we wish to thank Jennifer, Jason and Henry.

## MEETINGS

A Counter Disaster Meeting was held in Peppi with all key stake holders, NT Police and an NTES Officer.

## STRATEGIC ISSUES

The new council going forward, we welcome the new staff on board the CEO, Glenda Teede, Director of Corporate and Finance, Peter Carter, and Local Authority Coordinator, Louise Beilby.

## COMMUNITY ISSUES

The community has been relatively calm. At present we have the construction of the new store, this has bought about local employment and training through the RJCP program & Deewin Kurim.

## **STAFFING**

Advertisement for the two Sport & Recreation Trainee positions were run and two applications received, these have been forwarded through to HR and we are just waiting on getting them endorsed. Two of our Community Patrol officers resigned due to relocation, 1 of these positions have been filled and the other is currently being advertised in the community.

## **PROJECTS**

The Department of Community Services has funded an asbestos removal project in Peppimenarti and Wadeye from the 6<sup>th</sup> October. Lot 16 and 10 are two of the buildings targeted in this project and will affect services the week of the 3<sup>rd</sup> November.

## **CORE/INFRASTRUCTURE SERVICES**

### **PUBLIC AND STREET LIGHTING**

All street lights are in need of replacement, as soon as funds are available and approved by the council the work will be done. This will also be placed on the agenda for the Local Authority meeting to be held on the 20<sup>th</sup> October.

### **LOCAL EMERGENCY MANAGEMENT**

A Counter Disaster Meeting was held in Peppi with all key stake holders, NT Police and an NTES Officer. An updated management plan has not yet been received.

### **MAINTENANCE BUILDINGS AND FIXED ASSETS**

Electrical repair works have been carried out to council buildings and housing. Plumbing works were carried out at the back of the Council Office and trees removed due to trees roots clogging the pipes in the septic line. The Department of Community Services has funded an asbestos removal project in Peppimenarti and Wadeye from the 6<sup>th</sup> October. Lot 16 and 10 are two of the buildings targeted in this project and will affect services the week of the 3<sup>rd</sup> November.

### **CEMETERY ASSISTANCE**

We have not provided any assistance this reporting period.

### **SWIMMING POOL**

Royal Lifesaving NT was in the community the week of the 6<sup>th</sup> October to conduct their Swim and Survive Active lesson through the Peppimenarti School.

### **ANIMAL WELFARE AND CONTROL**

The Rangers program is back up and running in Peppi through Deewin Kurim and take control of traps, etc. The vets visited Peppi and surrounding outstations in July this year.

### **LOCAL ROAD MAINTENANCE**

In conjunction with Palumpa we will be undertaking road repairs in both communities, bitumen has arrived this week to all three communities as per tender. Our grader is nearing completion so once this arrives back we will start to do a grade of the roads before the wet hits.

## **TRAFFIC MANAGEMENT ON LOCAL ROADS**

Speed, maintenance and school zone signs are on order and will be erected throughout the community over the wet season.

## **WASTE MANAGEMENT AND LITTER CONTROL**

Our civil crew having been busy digging up a new tip site at the dumping area.

## **PLANT AND EQUIPMENT**

A front deck mower has been ordered for the community and we are hoping that this will arrive before the wet kicks in as our current ride on mower is not operational at present.

The grader and backhoe were sent into Darwin for much needed repairs, we are expecting them back in the next 2 to 3 weeks.

The dozer is aged, repairs were done on the machine last week to get this back up and working again.

The road conditions are having a serious effect on the vehicles.

## **AIR MAINTENANCE**

All solar lights were replaced at the strip and runway and a new sock installed.

## **POWER, WATER AND SEWERAGE**

The ESO contractor is currently in Darwin undergoing training and a relief officer is in the community till he returns.

## **COMMUNITY SERVICES**

### **AGE CARE**

This program is currently running well and training should recommence next month.

### **MENTOR AND YOUTH ENGAGEMENT**

Nil

### **NIGHT PATROL**

As mentioned above, we are currently advertising for another officer due to staff resignations. The program in general is running smoothly and with the employment of a Regional Manager locally we are able to better address the needs and issues effectively.

### **COMMUNITY BROADCASTING**

This program needs to be relocated due to interior damage in their current office, the BRACCS building is currently underutilised however there is resistance to moving the program back to this building due to past events.

### **WOMENS AND CHILDRENS SERVICES**

We are still awaiting the approval to install the solar panel system near the Emu Point Crèche as the current electricity supply can not supply the new building without affecting the whole community. The installation of fax, internet and telephone is placed on hold again as trenches need to be dug and cabling laid to the new crèche.

## **LIBRARIES AND CULTURE**

The library service is still not operational at present due to the building being condemned and limited to no other infrastructure being available to run this program. Cultural awareness and advice is being run through the office.

## **SPORT AND RECREATION**

This program will be operational in the very near future with the employment of two trainee officers. Funding is trying to be sought for a Team Leader to be based in Peppimenarti.

## **VOTING REQUIREMENT**

Simple majority

## **RECOMMENDATION**

That Council receives and notes the Peppimenarti Regional Services Manager's Report for September/October

**Moved:** Clr.

**Seconded:** Clr.

## 10 ACTING CHIEF EXECUTIVE OFFICER'S REPORTS

### 10.1 INCOMING AND OUTGOING CORRESPONDENCE

<b>Applicant:</b>	Administration
<b>Location/Address:</b>	Darwin
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	
<b>Date:</b>	22 <sup>nd</sup> October 2014
<b>Author:</b>	Executive Assistant, Jo'Anne Kinter
<b>Attachments:</b>	Nil

#### SUMMARY

Council is provided with items of correspondence received in August/September 2014.

#### BACKGROUND

Hard copies are available to Council on the day of each Ordinary Council meeting for perusal, with additional copies available on request to individual Elected Members.

#### COMMENT

The correspondence inwards and outwards will be tabled at every meeting or included in agenda items as part of the background information for that particular issue.

The items of correspondence are as follows:

#### CORRESPONDENCE IN

DATE	SOURCE	SUBJECT
8/09/2014	Dept Local Government and Regions	Special Purpose Grants 2014-15
18/9/2014	Local Government Association of Northern Territory	Minutes from Environment, Transport & Infrastructure Reference Group Meeting held on 12 <sup>th</sup> September.
22/09/2014	NT Environment Protection Authority	Review of the waste management and Pollution Control Act and The Litter Act
24/09/2014	Local Government of Association of Northern Territory	Notice of Executive Meeting on 16 <sup>th</sup> September
24/09/2014	Local Government of Association of Northern Territory	Outcomes of the National Remote & Regional Transport Infrastructure and Services forum

2/10/2014	Local Government of Association of Northern Territory	Local Government of Association calls for Policy and Action Motions
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**CORRESPONDENCE OUT**

<b>DATE</b>	<b>SOURCE</b>	<b>SUBJECT</b>
12/08/2014	Mr Don Pultchen	Wadeye Local Authority
15/08/2014	Ms Amy Narburup	Palumpa Local Authority
25/08/2014	Mr John Klaas	Indigenous Development Plan
2/9/2014	Lee Farrell	Palumpa Causeway
19/9/2014	Jo'Anne Kinter	Letter of Appreciation
19/9/2014	Lee Farrell	Unsuccessful Tender for Contract 2014-002 Supply and Delivery of one Twin Cab Tipper Truck
19/9/2014	Lee Farrell	Unsuccessful Tender for Contract 2014-001 Supply and Delivery of two Ride on Mowers.

**CONSULTATION**

Not Applicable.

**STATUTORY ENVIRONMENT**

Not Applicable.

**POLICY IMPLICATIONS**

There are no specific policies that apply to this report.

**FINANCIAL IMPLICATIONS**

Nil

## VOTING REQUIREMENT

Simple majority

### RECOMMENDATION

That Council receives and notes the items of incoming and outgoing correspondence as tabled.

**Moved:** Clr.

**Seconded:** Clr.

## 10.2 JOINT SELECT COMMITTEE ON CONSTITUTIONAL RECOGNITION OF ABORIGINAL AND TORRES STRAIT ISLANDER PEOPLES

**Applicant:** Acting Chief Executive Officer

**Location/Address:** Darwin Office

**File Ref:** NA

**Disclosure of Interest:**

**Date:** 22 October 2014

**Author:** Executive Assistant

**Attachments:** Interim Report

Email in incoming correspondence

### SUMMARY

The Joint Select Committee on Constitutional Recognition of Aboriginal and Torres Strait Islander Peoples has been established to inquire into steps that can be taken to progress towards a successful referendum on Indigenous Constitutional Recognition.

The committee invites submissions by 30 September 2014. Written submission can be made online at the committee's website: <http://www.aph.gov.au/jscatsi> or you can send your written submission by e-mail to [jscatsi@aph.gov.au](mailto:jscatsi@aph.gov.au).

The committee recently tabled an interim report in the Parliament, and will be holding public hearings around Australia. You can read this report and learn more about the public hearings on the committee's website: <http://www.aph.gov.au/jscatsi>.

The committee will be holding public hearings in the Northern Territory on the following days:

- Katherine Tuesday 19 August
- Darwin Wednesday 20 August
- Alice Springs Tuesday 7 October.

To attend a hearing or give evidence to the committee please contact the secretariat on 1800 728 963 or email [jscatsi@aph.gov.au](mailto:jscatsi@aph.gov.au).

### BACKGROUND

NA



## COMMENT

Submission has been made in writing by Mayor Harold Wilson to The Joint Select Committee on Constitutional Recognition of Aboriginal and Torres Strait Islander Peoples in participating in the Consultation to be held in Alice Springs on the 7<sup>th</sup> October 2014.

## CONSULTATION

CEO - Glenda Teede  
Mayor – Harold Wilson  
Acting CEO - Lee Farrell  
Local Authority Coordinator - Louise Beilby

## STATUTORY ENVIRONMENT

Not Applicable.

## POLICY IMPLICATIONS

There are no specific policies that apply to this report.

## FINANCIAL IMPLICATIONS

Travel to and from Alice Springs  
Accommodation

## VOTING REQUIREMENT

Simple majority

## RECOMMENDATION

That Council endorse the submission of Mayor Harold Wilson to attend The Joint Select Committee on Constitutional Recognition of Aboriginal and Torres Strait Islander Peoples scheduled for 7<sup>th</sup> October, 2014 in Alice Springs and that Council approve travel to and from Alice Springs.

**Moved:** Clr.

**Seconded:** Clr.

## 10.3 REVIEW OF ACTION ITEMS LIST

<b>Applicant:</b>	Acting Chief Executive Officer
<b>Location/Address:</b>	Darwin Office
<b>File Ref:</b>	Governance/Reporting/Reports and Resolutions
<b>Disclosure of Interest:</b>	
<b>Date:</b>	16 October 2014
<b>Author:</b>	Chief Executive Officer Lee Farrell
<b>Attachments:</b>	Nil

## SUMMARY

Summary and status of actions arising

### Actions Arising from Council Meetings

DATE	RESOLUTION NO	ACTION	RESPONSIBILITY	STATUS
12 June 2014	10.1	Check with the outstations and Councillors to decide on the locations for future Council meetings.	Clr Wilson	
12 June 2014		A Council Policy for Cultural Clearances needs to be developed	Neil Murray	24/07/2014 Discussions to be held with executive of the council to identify what council wants to cover in this policy HR Officer to present Cultural Policy to Sept meeting
16 July 2014	16/07/2014/010	It is recommended Council consider the creation of a Building Maintenance Officer to carry out minor repairs and maintenance to all Council buildings and to coordinate the activities of trade qualified contractors where required.	RSM Wadeye	Waiting for all grants to be finalised to assess funding available.
		ACTION: Council noted this recommendation. The Acting Chief Executive Officer advised that the Regional Service Manager has been requested to research where funding could be obtained to fund this position.		
		ACTION: The engagement of Howard Springs Veterinary Clinic be deferred pending discussions with the University of Melbourne.	RSM Wadeye	Council will need to call for tender as Melb University have received complaints from local NT vet operators
		ACTION: Regional Service Managers have been requested to provide a report on the cost of collecting rubbish within their communities and maintenance of their waste sites.	RSM's Wadeye, Palumpa and Peppi	Information provided and will be submitted to Council for consideration.
16 July 2014	16/07/2014/	Acting CEO to follow up with VDRC re	Acting CEO	Emails sent to

DATE	RESOLUTION NO	ACTION	RESPONSIBILITY	STATUS
	011	completion of works on the Palumpa causeway		Tony Cheng 24/7 & 31/7 re response on Causeway. Advised will be completed by end of August <b>3/10 Meeting held with Tony C . only to provide all the information re the completion of these works</b>
16 July 2014	16/07/2014/012	ACTION: Acting CEO to obtain water samples and have these sent to Power and Water for assessment	Acting CEO	<b>RSM to follow up.</b>
20 August 2014	20/08/2014 004 13.1	That the CEO and RSM work with the Wadeye LA to develop a plan for the installation of speed humps within the Wadeye residential/commercial areas.	Acting CEO and Wadeye RSM	<b>RSM Wadeye working with LA to prepare an overall speed control plan</b>
	13.2	1. That the CEO be instructed to request the Night Patrol in Wadeye to increase patrols around the school teacher accommodation ,schools and all problem areas to try and reduce the amount of break-ins and vandalism within the town site areas. 2. That the Wadeye LA be advised that a Night Patrol course has been organised for the 2/3 September for all night patrol staff in the WDRC.	Acting CEO	<b>Meeting held with Night Patrol Manager and request implemented - COMPLETED</b>
	13.3	The Wadeye LA be advised that a NT special purpose grant of \$120K will be spent on the Wadeye pool to upgrade the pumping and filtration systems and the installation of new security fencing. This work will be completed during August 2014.	Acting CEO	<b>Work Progressing</b>
	5	That the Wadeye LA be advised that Council will seek costing to engage a NT Government Road Safety person to prepare plans for the installation of a pedestrian Crossing in the Main street opposite the store. Further, the RSM be instructed to inspect the items 2 to	Acting CEO	<b>Consultant engaged and meeting held with LA Wadeye on 7/10</b>

DATE	RESOLUTION NO	ACTION	RESPONSIBILITY	STATUS
		6 and submit an action report to Council's September meeting.		
	11.1	That the Wadeye LA be advised that Council supports the replacement of the air conditioning unit's in the Gym at Wadeye and the use of the NT Local Authority (Wadeye) grant funding of \$12Kto fund these works.	Acting CEO	Order issued and contract signed . <b>COMPLETED</b>
	11.2	That the Wadeye LA be advised that Council supports the replacement of every second street light in Mollinjin and Kolumboort streets and that the RSM and the Chairperson of WLA carry out an inspection to identify and replace additional street lighting in other areas of the Wadeye town site utilising the NT Local Authority (Wadeye) grant funding of \$37K to fund these works	Acting CEO, Wadeye RSM, Clr Brown and Don Pulthen	RSM Wadeye obtaining quotes for Council consideration
	10.1	That the Palumpa LA be advised that the WDRC will enter into discussions with the Northern Land Council to seek approval for upgrade works to be carried out on the Palumpa Oval and Cemetery.	Acting CEO	Discussions held with NLC – waiting response
	10.2	That the RSM – Palumpa be requested to prepare costing for the upgrade of the meeting room to enable the Palumpa LA to set a priority where NT Local Authority funding is to be spent.	Palumpa RSM	Costing's prepared by RSM
	10.3.	That the Palumpa LA be advised that all funds received by Council from the Hire of this meeting room will be reserved and used for all future LA projects including the new shade for meetings near the church in Palumpa.	Acting CEO	Policy recorded
	20/08/2014 010	<b>ACTION: Acting CEO and RSM Wadeye review the location of the containers in the workshop</b>	<b>Acting CEO, RSM Wadeye</b>	Electrical container completed.
	20/08/2014 011	That Council approve of the disposal of the machinery listed as surplus to requirements and identified below: 1 X Nova 3000 Lathe 1 X Ravinic Heavy Duty Metal Saw 1 X SCM Lívincible table saw 1 X Rigid 535 Pipe Threader 1 X Bench Plainer 1 X JET Plainer 1 X ACY Super Shearer  And  That the RSM's be requested to supply	RSM's Wadeye, Palumpa and Peppi	Auction date to be confirmed and then goods advertised

DATE	RESOLUTION NO	ACTION	RESPONSIBILITY	STATUS
		a list of other surplus plant and equipment and that these and the above items be sold by public auction in the communities of Wadeye, Palumpa and Peppimenarti on a date to be set in late September 2014.		
	20/08/2014 012	<b>ACTION: A Building Contract is to be drawn up for TDC</b>	RSM Wadeye	COMPLETED
	20/08/2014 013	<b>ACTION: Prior to the issue of an order the ACEO to prepare a contract for this work. ( Replace the air conditioners at the gym in Wadeye)</b>	Acting CEO	COMPLETED
	20/08/2014 016	That Council request through ACOM/VDRC that the Palumpa causeway road be constructed as an open road and not limited to 10 ton.	Acting CEO	Email sent to VDRC
	20/08/2014 016	<b>ACTION: Acting CEO to follow up with ACOM/VDRC re the road construction at Palumpa causeway.</b>  <b>ACTION: Acting CEO to check cost of lights on the causeway and the erection of a grate under the causeway to prevent swimming in the area.</b>	Acting CEO	Email sent to VDRC requesting information . No response to date
	20/08/2014 017	<b>ACTION: RSM's to present a report to Council re the septic situation on Homelands properties, approx. costs and possible disposal sites to deposit the effluent within the WDRC area.</b>	RSM's Wadeye, Palumpa and Peppi	
	20/08/2014 019	That Council notes the consultation to be conducted by The Joint Select Committee on Constitutional Recognition of Aboriginal and Torres Strait Islander Peoples scheduled for 7 <sup>th</sup> October, 2014 in Alice Springs. And That Council prepare a submission for the Mayor to present to The Joint Select Committee on Constitutional Recognition of Aboriginal and Torres Strait Islander Peoples on the 7 <sup>th</sup> October, 2014 in Alice Springs.	Acting CEO and Mayor	Submission prepared
	20/08/2014 020	<b>ACTION: Check on water quality at Paluma and Peppimenarti</b>	RSM Palumpa and Peppi	RSM to do water samples.
	20/08/2014 021	That Councillors and Council staff undertake the Electoral Review of Representation and Ward Boundaries of the West Daly Regional Council in accordance with the Local Government Electoral Regulations and that the Mayor and ACTING CEO prepare a discussion paper for consideration at	Acting CEO and Mayor	Information to be discussed at Oct Council meeting

DATE	RESOLUTION NO	ACTION	RESPONSIBILITY	STATUS
		the next meeting of Council.		
	20/08/2014 022	That Council staff undertake a review of the cost of waste collection and maintenance of its waste sites in the Wadeye, Palumpa and Peppimenarti communities and prepare a report to Council that will undertake this service on a cost neutral basis.	RSM's Wadeye, Palumpa and Peppi	RSM have reduced time on collection. RSM to review all Waste charges prior to rates being sent out
	20/08/2014 023	That the three Local Authority Chairpersons are invited to be on the panel for the selection of the WDRC logo along with Clr Brown and Executive Assistant J. Kinter, and that if the Local Authority Chairpersons decline then the Regional Service Managers to be on the panel.	RSM's Wadeye, Palumpa and Peppi	Logo entries sent out to all Chairpersosn
	<b>General Business</b>	<b>ACTION: Briefing Note to be added to all WDRC Contracts.</b> Clr's Wilson and Brown raised concerns in regard to contractors and Government Employees entering aboriginal land without permits. They have requested that a Briefing Note be prepared by Northern Land Council (NLC) for all contractors and Government Employees; stipulating the conditions of their access to the aboriginal land within the West Daly Regional Council Area. Contractors, visitors and Government Officials need a written permit from NLC for the hunting of animals on aboriginal land.	<b>Acting CEO</b>	<b>Policy developed</b>
	<b>11/09/2014/006</b>	That Council write to the Chief Minister seeking a meeting in Wadeye to discuss the future financial commitment by the NT Government to the WDRC in 2014/15 and beyond.	<b>CEO</b>	
	<b>11/09/2014/007</b>	That Council write to the Minister of Community Services to seek a meeting in Wadeye to discuss the 50% reduction in Homelands funding to the WDRC and what commitment the NT Government will have for this service in the future. <b>NOTE:</b> Copies of this information be sent to Hon Gary Higgins for his attention.	<b>CEO</b>	
11/09/2014		The need for Councillors to have credit cards when booking into accommodation. CEO to follow this matter up with travel agent and seek	<b>ACEO</b>	Executive Assistant has confirmed that if

DATE	RESOLUTION NO	ACTION	RESPONSIBILITY	STATUS
		waiver of the need for Councillors to have a credit card.		bookings are made through Hello World a request can be lodged with them to use their Corporate Card.

**VOTING REQUIREMENT**

Simple majority

**RECOMMENDATION**

That Council receives and notes the action items list presented to Council.

**Moved:** Clr.

**Seconded:** Clr.

**10.4 ACTING CEO ACTIVITIES REPORT SEPTEMBER/OCTOBER 2014**

**Applicant:** Acting Chief Executive Officer  
**Location/Address:** N/A  
**File Ref:** Nil  
**Disclosure of Interest:**  
**Date:** 22 September 2014  
**Author:** Chief Executive Officer, Glenda Teede  
**Attachments:** NIL

**SUMMARY**

Acting Chief Executive Officer’s report for the Ordinary General Meeting held 22 September 2014.

**ACTING CEO REPORT FROM AUGUST/SEPTEMBER/OCTOBER**

This report will be tabled at the meeting.

**VOTING REQUIREMENT**

Simple majority

**RECOMMENDATION**

That Council receives and notes the Acting CEO’s Activity Report for August, September and October 2014.

**Moved:** Clr.

**Seconded:**

**Clr.**



## 11 FINANCE REPORTS

### 11.1 PAYMENT REGISTER

<b>Applicant:</b>	Director Corporate Services
<b>Location/Address:</b>	Darwin
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	
<b>Date:</b>	15 August 2014
<b>Author:</b>	Melissa Kerr, Director Corporate Services
<b>Attachments:</b>	Nil

#### SUMMARY

This report will be tabled at the meeting.

#### VOTING REQUIREMENT

Simple majority

#### RECOMMENDATION

That Council approve and pass for payment the September/October 2014 payment register totalling

**Moved:** Clr.

**Seconded:** Clr.

### 11.2 MONTHLY FINANCE REPORTS

<b>Applicant:</b>	Director Corporate Services
<b>Location/Address:</b>	Darwin
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	
<b>Date:</b>	15 August 2014
<b>Author:</b>	Melissa Kerr, Director Corporate Services
<b>Attachments:</b>	Nil

#### SUMMARY

This report will be tabled at the meeting

#### VOTING REQUIREMENT

Simple majority

**RECOMMENDATION**

That Council receive and note the monthly finance reports for September/October 2014.

**Moved:** Clr.

**Seconded:** Clr

## 12 GRANTS OFFICER REPORT FOR OCTOBER 2014

<b>Applicant:</b>	Grants Officer
<b>Location/Address:</b>	Darwin
<b>File Ref:</b>	Grants and Subsidies
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	16 <sup>th</sup> October 2014
<b>Author:</b>	Grants Officer, Fiona Kelly,
<b>Attachments:</b>	Nil

### SUMMARY

Discussions have taken place and any remaining grants from Victoria Daly Regional Council are expected to be transferred to West Daly Regional Council by the end of October 2014. Funding through the Indigenous Advancement Strategy has been submitted. A tender for airport repair and maintenance has been submitted for consideration. The common seal has been applied to 4 grant agreements.

### BACKGROUND

Not applicable.

### COMMENT

West Daly Regional Council requires all grants to be transferred over so proper management can take place. The Indigenous Advancement Strategy grant funding is targeting particular areas such as Community Night Patrol, Broadcasting and sport and recreation. Additional areas which may be applied for are swimming pool operation, women's programme and child care. The application requires support from the indigenous community. This application must be submitted by 2pm on 17<sup>th</sup> October 2014.

A tender for repair and maintenance of Peppimenarti, Palumpa and Wadeye airports was lodged on 3 October 2014; we are now awaiting a response.

Common seal has been applied to 4 grant items below:

Aged Care Service Agreement – D&R Community Services.  
Indigenous Broadcasting Programme – Agreement.  
Asbestos Removal Programme – Agreement to building access arrangements.  
Active Remote Communities – Agreement.

### CONSULTATION

Not applicable.

### STATUTORY ENVIRONMENT

Not applicable.

### POLICY IMPLICATIONS

Not applicable.

### **FINANCIAL IMPLICATIONS**

Grant funding is required to ensure continued running of services mentioned. If funding is not received the result would be loss of services and employment in the communities.

### **VOTING REQUIREMENT**

Simple majority

### **RECOMMENDATION**

That Council receives and notes the Grant Officers Activity Report for September/October 2014

**Moved:**            **Clr.**

**Seconded:**      **Clr.**

## 13 HUMAN RESOURCE OFFICER REPORT FOR SEPTEMBER/OCTOBER 2014

<b>Applicant:</b>	Human Resource Officer
<b>Location/Address:</b>	Darwin
<b>File Ref:</b>	Corporate Management/Policies/Policy Manual/Employees
<b>Disclosure of Interest:</b>	
<b>Date:</b>	16 October 2014
<b>Author:</b>	Human Resource Officer, Jade Hamilton
<b>Attachments:</b>	17 Attachments

### SUMMARY

Human Resource Officer's report for the Ordinary General Meeting being held on Wednesday 22<sup>nd</sup> October, 2014.

### HUMAN RESOURCES REPORT 16<sup>TH</sup> OCTOBER 2014

The HR report will provide Council with up to date information relating to employee relations and industrial relations matters throughout the West Daly region.

### HEAD OFFICE

We welcome on board our new CEO, Glenda Teede, who officially commenced with WDRC on Monday 22<sup>nd</sup> September. The attachment register contains the Recruitment of the CEO Report, which outlines the recruitment campaign undertaken to recruit for the CEO position, and the Recruitment Panel's recommendations to council. In brief, it is recommended that Council:

- Notes the completion of the current CEO recruitment campaign.
- Adopts this Recruitment of the CEO report.
- Endorses the nominated candidate.
- Endorses the Employment Contract including remuneration details.
- Schedules the CEO Probation Appraisal meeting for 6 months from the employment start date.

Please refer to the attached report for further information.

We would like to welcome on board our new Director Corporate Services/Finance Manager Peter Carter, who started on Monday 29<sup>th</sup> September. We also welcome on board Louise Beilby, who is the Local Authority Coordinator and commenced at WDRC on Monday 15<sup>th</sup> September, along with our new Executive Assistant based in Darwin, Fiona Carberry, who commenced on Monday 20<sup>th</sup> October.

Unfortunately we have farewelled Jo'Anne Kinter, Executive Assistant, who resigned from her position. She was an asset to the WDRC team, particularly in Darwin. We would like to thank Tahlia Cleary for acting in the position over the past 3 weeks while we recruited a suitable candidate.

### COUNCIL STAFFING LEVELS:

- Palumpa has a total of 18 employees, with 9 full time, 1 part time, and 8 casual employees.
- Peppimenarti currently have 25 employees, with 7 full time, 11 part time and 7 casual employees.
- Wadeye has 41 staff, 19 of which are full time, 18 are part time and 4 are casual.

- Total staff within the Council including Darwin, sits at 90, with 71 (or 79%) being of Indigenous ethnicity.

#### **CURRENTLY RECRUITING**

- Regional Services Manager – Wadeye. We were saddened at the news that Peter Curwen-Walker will be leaving us in mid November, as he has resigned from his position. Peter has been an asset to the WDRC team and he will be missed.

#### **STAFF PERFORMANCE & TURNOVER**

- In the past two months, we have had 5 resignations, 3 terminations and 1 position being made redundant in November.
- Congratulations to Wayne Billett, who was promoted to Community Night Patrol Manager. We have also appointed a Night Patrol Team Leader at Wadeye, Dean Chisholm, and he is due to start on Monday 3<sup>rd</sup> November.
- We have successfully filled the 2 Sport & Recreation Trainee positions and 1 Night Patrol Officer position at Peppimenarti. A Sport & Rec Trainee position in Wadeye has also been filled.
- The WDRC team was extremely saddened at the news that one of our employees passed away. Our sincere condolences extend to all family members and friends of the employee.

#### **POLICY REVIEWS**

Policy reviews are still being undertaken, with those approved by the CEO up for review and approval by Council at this meeting. Policies to be reviewed and approved are:

- Community Permits & Clearances (NEW)
- Work Health and Safety (UPDATED)
- Equal Employment Opportunity (UPDATED)
- Conferences and Seminars (UPDATED)
- Redundancy (UPDATED)
- Official Travel (REVISED)
- Driving in Remote Areas (UPDATED)
- Overtime Payments (UPDATED)
- Relocation Assistance (UPDATED)
- Bullying & Harassment (REVISED)
- Uniforms, Protective Clothing & Personal Hygiene (REVISED)
- Discipline (REVISED)
- Attendance, Leave and Absence from Work (REVISED)
- Remote Area Allowance (REVISED)
- Recruitment & Selection (REVISED)

The above listed policies can be found in the attachment register.

#### **WORKPLACE HEALTH & SAFETY**

Workplace Health and Safety is currently being reviewed across Council, with proposals for Risk Management Services from two consultants, DRMA and Martyn Hill, being submitted for review and approval by Council. Where possible, WHS processes and plans will be created internally to try and minimise costs. Currently in place are new incident report forms, take 5's and a chemical register.

**VOTING REQUIREMENT**

Simple majority

**RECOMMENDATION**

That Council receives and notes the Human Resource Officers Activity Report for September/October 2014

**Moved:**            **Clr.**

**Seconded:**       **Clr.**

**14 LATE REPORTS**

**15 COUNCILLOR REPORTS**

**16 GENERAL BUSINESS**

**17 CONFIDENTIAL ITEMS**

**RECOMMENDATION**

That Council close the meeting to the general public in accordance with section 65(2) of the Local Government Act to enable Council to discuss in a Confidential Session an item described under Local Government (Administration) regulations 8 (a, b, c, d or e)

**Moved:** Clr.

**Seconded:** Clr.

The information is classed as confidential under Clause 9(c) of the Local Government (Administration) Regulations 2008.

**18 NEXT MEETING**

The next Ordinary General Meeting of West Daly Regional Council will be held at ..... on Wednesday 19<sup>TH</sup> November 2014