

**MINUTES OF THE COUNCIL MEETING HELD VIA VIDEO
CONFERENCE ON WEDNESDAY, 25 MARCH 2020 AT 9:30AM**

Mayor Wilson declared the meeting open at 9:30am and welcomed all in attendance.

PRESENT

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| John Wilson | Mayor |
| Terry Sams | Deputy Mayor |
| Ralph Narburup | Councillor (joined the meeting at 9:35am) |
| Wally Minjin | Councillor |
| Mark Martin | Councillor |
| Mark Tunmuck-Smith | Councillor |

Staff

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|------------------|---|
| Shaun Hardy | Chief Executive Officer |
| Steve Horton | Director of Council and Community Services |
| Rebecca Purser | Manager Corporate |
| Ramesh Pudasaini | Senior Financial Consultant |
| Steve Loring | Community Services Manager Peppimenarti |
| Troy Pollard | Acting Community Services Manager Wadeye |
| Deanne Nankivell | Community Services Manager Nganmariyanga (joined the meeting at 1:15pm) |

Guests

| | |
|--------------|---------------------------------------|
| Hugh King | DHLGCD (joined the meeting at 9:45am) |
| Peter Gamlin | DHLGCD (joined the meeting at 9:45am) |
| Colvin Crowe | DHLGCD (joined the meeting at 9:45am) |

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| Warren Snowdon MP | Member for Lingiari Northern Territory (joined the meeting at 10:00am) |
| Stuart McGill | Office of Warren Snowdon MP (joined the meeting at 10:00am) |

APOLOGIES AND LEAVE OF ABSENCE Nil

DISCLOSURES OF INTEREST – COUNCILLORS AND STAFF

There were no declarations of interest at this Council Meeting.

CONFIRMATION OF MINUTES

Minutes of the Council Meeting held on 26 February 2020

042/2020 **Motion:**

That the minutes be taken as read and be accepted as a true record of the Meeting.

Moved: Deputy Sams
Seconded: Cr. Martin
Resolution: Unanimously

CALL FOR ITEMS OF GENERAL BUSINESS

1. Rebecca Purser, Manager Corporate – 2020 Schedule of Meetings and Events and Meeting Arrangements.
2. Cr. Mark Tunmuck Smith – Homelands Matters

REPORTS

1) Presentation - Department of Local Government Housing and Community Development re: *Local Government Act 2019*

Hugh King from the Department of Local Government Housing and Community Development provided an overview of the proposed new Regulations and Guidelines 2019. Submissions regarding the proposed regulations and guidelines was due on 9 April 2020. The new Local Government Act 2019 will commence on 1 July 2020 and there will be a 12 month transitional phase.

An explanation regarding the new requirements regarding absences was explained to Council including follow up correspondence and tribunal considerations.

The Department will be issuing a new Code of Conduct form for complaints and this must be available on the website. Council is able to deal with the complaint in house or delegate as they need.

Hugh advised that there will be stricter checks regarding CEO recruitments.

New Electoral regulations were also explained to the council, in particular around nominations.

CEO asked if the Department will be compiling a standard set of procedures/policies? Where it is compulsory under legislation the Department is preparing a generic set of policies which will include best practice suggestions. They will not be preparing procedures.

DLGHCD left meeting at 10:08am

10:09am – Warren Snowdon and Stuart McGill joined the meeting

2) Presentation - Warren Snowdon – COVID-19

Warren Snowdon advised that he had recently met with Parliament to discuss the stimulus package regarding COVID-19. They will be meeting again in October.

Questions asked:

1. Where will West Daly residents stay for any self-isolating if they do actually leave the community area that is quarantined? (Council is encouraging them not to) eg: at Howard springs? If so, how do they do that?

2. Council wants some clear instructions on where residents can and can't go... both in terms of leaving the entire West Daly designated area, and travelling around between communities and Homelands within it.

3. The above question includes any special instruction or arrangements related to Daly River town, given it is on the edge of the communities, and is the local pub.

4. The Councillors would like more information on the criteria and process for the operations, definition, and entry of essential services people.

5. Councillors understand there is an emergency committee / plan in each major town such as Wadeye, but at the moment there not one for West Daly Homelands. Are they to be included in the overall regional plan, or should there be separate ones for the various Homelands in the West Daly region? (eg: Warren is aware there has been one plan for all the communities in Groote region, but has been told by CLC it is still being discussed by other Land Councils).

Warren advised that he will respond to the questions raised as a matter of priority.

Warren Snowdon and Stuart McGill left meeting at 10:27pm

3) Chief Executive Officer's Report

CEO Spoke to his written report.

Matters to note:

- Everyone should be adhering to the 1.5 Metre rule and sanitisation.
- WDRC will be putting in a for 20/21 SPG round for community bus.
- Swimming pool is now closed amid COVID-19 Crisis.

043/2020 **Motion:**

- 1. That Council receives and notes the Chief Executive Officer's Report.**

Moved: Deputy Sams

Seconded: Cr. Martin

Resolution: Unanimously

4) Subdivision Development Guidelines

044/2020 **Motion:**

- 1. That Council adopts the NT Subdivision Development Guidelines.**

Moved: Deputy Sams

Seconded: Cr. Narburup

Resolution: Unanimously

5) Director of Council and Community Services Report

045/2020 **Motion:**

- 1. That Council receives and notes the Director of Council and Community Services report.**

Moved: Cr. Martin

Seconded: Cr. Tunmuck-Smith

Resolution: Unanimously

Meeting paused at 11:15am for community meeting regarding COVID-19

Meeting resumed at 11:48pm

6) Tender Committee's – Solar Street Lights and Water Park and Fencing

046/2020 **Motion:**

- 1. That Council receives and notes the Director of Council and Community services Tender proposal.**
- 2. That Council approves the publication of the Tender projects of:**

- **Solar Street Lights for Wadeye; and**
- **Water Park and Fencing for Wadeye.**

3. That Council approves the recommendation to form Tender Committees to select and vet responses to the Tender and report back to Council at a date to be determined.

4. That the Committees consist of:

**Solar Street Lights;
Director of Council and Community Service Manager
Community Services Manager Wadeye
Senior Financial Consultant**

**Water Park and Fencing
Director of Council and Community Service Manager
Community Services Manager Wadeye
Manager Corporate**

Moved: Deputy Sams
Seconded: Cr. Tunmuck-Smith
Resolution: Unanimously

7) Financial Report - February 2020

047/2020 **Motion:**

1. That Council receives and notes the Financial Report - February 2020.

Moved: Deputy Sams
Seconded: Cr. Minjin
Resolution: Unanimously

8) Budget 2020-21 - Process and Timetable

048/2020 **Motion:**

1. That Council received and noted the budget process and time table for 2020/21.

Moved: Cr. Narburup
Seconded: Cr. Martin
Resolution: Unanimously

9) Human Resources Report

049/2020 **Motion:**

1. That Council that Council receives and notes the Human Resources Update.

Moved: Deputy Sams
Seconded: Cr. Martin
Resolution: Unanimously

10) Communicable Diseases Policy

050/2020 **Motion:**

- 1. That Council approves the adoption and implementation of HR29 Communicable Diseases Policy.**

Moved: Deputy Sams
Seconded: Cr. Narburup
Resolution: Unanimously

11) Professional Development Costs Analysis

051/2020 **Motion:**

- 1. That Council notes the professional development and defers making a decision regarding course attendance until a later date.**

Moved: Deputy Sams
Seconded: Cr. Minjin
Resolution: Unanimously

12) Elected Members Attendance Records

052/2020 **Motion:**

- 1. That Council receives and notes the Elected Members attendance records.**

Moved: Cr. Martin
Seconded: Cr. Narburup
Resolution: Unanimously

13) Action Items Update

053/2020 **Motion:**

- 1. That Council receives and notes the action items update.**
- 2. That Council approves the design from Top End Signs for the Community Signs.**

Moved: Deputy Sams
Seconded: Cr. Narburup
Resolution: Unanimously

14) Community Night Patrol Update

054/2020 **Motion:**

- 1. That Council receives and notes the Community Night Patrol update.**

Moved: Deputy Sams
Seconded: Cr. Martin
Resolution: Unanimously

COMMUNITY REPORTS

15) Community Services Manager's Report - Peppimenarti

055/2020 **Motion:**

- 1. That Council receives and notes the Community Services Manager's report.**

Moved: Deputy Sams
Seconded: Cr. Martin
Resolution: Unanimously

Deanne Nankivell CSM Nganmariyanga joined the meeting at 1:15pm

16) Community Services Report - Nganmariyanga

056/2020 **Motion:**

- 1. That Council receives and notes the Nganmariyanga Community Services Mangers report.**

Moved: Cr. Minjin
Seconded: Cr. Narburup
Resolution: Unanimously

CORRESPONDENCE IN & OUT

17) Incoming/Outgoing Correspondence

057/2020 **Motion:**

- 1. That Council accept the correspondence**

Moved: Cr. Sams
Seconded: Cr. Minjin
Resolution: Unanimously

GENERAL BUSINESS

1) 2020 Schedule of Meetings and Events and Meeting Arrangements re: COVID-19

058/2020 **Motion:**

- 1. That Council agrees that Local Authority meetings are to continue as scheduled noting the 1.5 metre rule and gatherings of no more than 10 people due to the COVID-19 epidemic. Should the situation change then the CEO is able to postpone the meetings at a date to be confirmed.**
- 2. That Council requests that every alternate month the Agenda is for the Finance Report and any urgent business requiring a Council resolution only and every other month the full Agenda is to be presented to Council.**

Moved: Deputy Sams
Seconded: Cr. Narburup

Resolution: Unanimously

2) Homelands Matters re: COVID-19

WDRC to host a homelands meeting at 3pm on Thursday to discuss the latest advice being that all residents of Wadeye, Peppimenarti and Nganmariyanga are encouraged to go back to their homelands.

Homelands essential services and municipal works are now priority to get local people back on their homeland.

The Community Health Clinics also need to know who has moved back to and is residing on their homeland.

DECISION TO MOVE TO CLOSED SESSION

RECOMMENDATION:

Members of the press and public be excluded from the meeting of the Closed Session and access to the correspondence and reports relating to the items considered during the course of the Closed Session be withheld. This action is taken in accordance with Section 65(2) of the *Local Government Act* as the items lists come within the following provisions:-

- 18 Tender Committee - Mechanical Services** - *The report will be dealt with under Section 65(2) (ci) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person.*
- 19 Audit and Risk Management Committee - Independent Chairperson** - *The report will be dealt with under Section 65(2) (ciii) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.*
- 20 Audit Plan & Audit Engagement - 2019/20** - *The report will be dealt with under Section 65(2) (f) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains Under Part 4 of the Local Government Regulations 8 (c) (i) "cause commercial prejudice to or confer an unfair commercial advantage on any person".*
- 21 Debts Write Off** - *The report will be dealt with under Section 65(2) (ci) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person.*
- 22 CEO Contract - Renewal** - *The report will be dealt with under Section 65(2) (a) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.*

The meeting closed at 2:40pm.

THIS PAGE AND THE PRECEEDING 6 PAGES ARE THE MINUTES OF THE Meeting of Council HELD ON Wednesday, 25 March 2020 AND CONFIRMED 22 April 2020.