



WEST DALY
Regional Council

MINUTES

ORDINARY COUNCIL MEETING

10:00 AM

18th MAY 2016

PEPPIMENARTI COUNCIL OFFICE

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Glenda Teede
Chief Executive Officer

WEST DALY REGIONAL COUNCIL

Minutes for Council Meeting 18th May 2016

MINUTES
ORDINARY COUNCIL MEETING
PEPPIMENART COUNCIL OFFICE
ON 18th MAY 2016
COMMENCING AT 10:00AM

PERSONS PRESENT

ELECTED MEMBERS PRESENT:

| | |
|--------------|--------------------------------------|
| Mayor | Harold Wilson (Chair) |
| Deputy Mayor | Andrew Brown |
| Councillor | Mark Martin |
| Councillor | Ralph Narburup |
| Councillor | Leon Melpi (entered 10:15AM) |

STAFF PRESENT:

| | |
|-----------------------------------|-------------------|
| Chief Executive Officer | Glenda Teede |
| Compliance Officer (Minute taker) | Michael Tomlinson |

GUESTS:

Ramesh Pudasaini – Senior Finance officer CouncilBIZ
Peter Anderson – Contractor Auditor
Ken Satour – Northern Territory Geological Survey (Dept. Mines and Energy)
Peter Campbell – Northern Territory Geological Survey (Dept. Mines and Energy)
Nathanael Knapp – Northern Territory Government – Dept. Local Government and Communities

COMMENCEMENT

The Mayor of the West Daly Regional Council declared the meeting open at **10:10am** and called for apologies.

APOLOGIES AND LEAVE OF ABSENCE

General discussion on why Cr Minjin was not in attendance.

MOTION:

THAT Council receive and notes apologies and grants a leave of absence for the Ordinary Council meeting held 18th May 2016 for Councillor Wally Minjin

Moved: Cr Narburup

Seconded: Cr Melpi

Carried: Unanimously

PETITIONS AND DELEGATIONS

The Chair invited representatives of the Northern territory Geological Survey to present to Council:

Peter Campbell tabled an information pamphlet regarding an upcoming geological survey to be conducted in the West Daly region. Gave an overview of how the survey would be conducted via helicopter and the process of obtaining data. This is an annual survey conducted by the Department of Mines and Energy.

A geological survey map was tabled. The survey assists in the identification of underwater rivers and identifies different gradients of rocks and soil types.

Mayor Wilson: will the survey require digging to be carried out? Mr Campbell: No. It is all via helicopter and does not disturb the ground.

Cr brown: can you determine the quality of the water? Mr Campbell: No. We would need to obtain a sample to do that. General discussion on the benefit of the information the survey will obtain.

Mr Campbell: the presentation is to inform stakeholders that there are no mining interests etc. associated with the survey. The helicopter will be surveying for three-weeks and will stay away from communities and important cultural sites. We would like to work closely with communities and would be happy to offer a helicopter ride to a few community members, perhaps school children.

The Mayor thanked the delegation for there presentation to Council.

FINANCE REPORT

Ramesh Pudasaini spoke to the report.

An overview was given of Council's financial position regarding assets, including 'plant and equipment'.

The current cash ratio is 1/1.5. General discussion regarding the cash ratio and Council's financial position. Ramesh stated that the ratio is what is to be expected from a Local Government organisation. A 1/1 ratio at the end of a financial year would be considered very sound.

Cr Brown left the room at 10:15AM. Returned at 10:23AM.

\$65K is owed to Council and is past 90-days overdue. This is due mainly to one debtor and it is expected they will have paid fully by the next Council meeting.

General discussion on the situation of program expenses and core-services funding. Consensus that if Council is required to deliver programs they must be funded to cover the full cost of the program. Core-services funding cannot be used on funded program delivery. Core-services funding is untied.

Cr Brown: should we be spending less of untied funding? Ramesh: Yes. If it is associated with agency program delivery it would be better to cost out a percentage of staff time to the program. This would identify the true cost of the program. General discussion on tied and un-tied funding.

Peter Anderson: Agency funding usually comes with a budget component for staff wages. Council needs to be mindful of this before allocating staff time to a program that already has time allocated.

In the next financial year Council will not receive financial assistance from the Department of Local Government and Community services. The two-year agreement to fund Council is coming to an end.

Mayor Wilson left the room at 11:04AM. Returned at 11:05AM.

General discussion on how Council can deliver a range of Core-services without financial assistance from the Northern Territory Government. There is no rates base to generate income.

MOTION:

THAT the Finance report be accepted.

Moved: Cr Narburup

Seconded: Cr Martin

Carried: Unanimously

The Chief Executive Officer invited Peter Anderson to address Council.

Peter Anderson:

In 2015 Deloitte's completed an independent audit of West Daly Regional Council. I will be conducting an audit of aspects of Council.

Matters that were raised at Council's Audit Committee on 12th May 2016:

Peter Anderson requested that Council pass the following resolution:

THAT the minutes from the meeting of March 2nd 2016 be confirmed;

THAT matters arising from the previous minutes be noted for action as appropriate;

THAT documents tabled at the meeting be accepted;

THAT the schedule of issues identified in the Deloitte Audit Management letter be presented to Council on 18th May 2016 with a recommendation that the issues marked as 'critical' be addressed first (document tabled);

THAT the CEO be directed to write to Mr Tranter advising that Council has decided to seek expressions of interest from other suitably qualified candidates.

THAT a draft letter be presented to the Commonwealth Department of Health and Aging re: use of surplus funds be presented to Council at it's 18th May 2016 meeting (no letter tabled).

MOTION:

THAT the resolutions sought by Peter Anderson from the 12th May Audit Committee be passed:

Moved: Cr Brown

Seconded: Cr Narburup

Carried: Unanimously

Confirmation of Minutes

MOTION:

THAT the minutes of the Ordinary Council meeting held on 16th March 2016 be confirmed as a true and correct record;

THAT the minutes of the Finance Committee meeting held on 20th April 2016 be confirmed as a true and correct record;

THAT the minutes of the Audit Committee meeting held on 2nd March 2016 be confirmed as a true and correct record;

THAT the minutes of the Local Authority meetings:

Wadeye – 4th April
Peppimenarti – 5th April
Palumpa – 6th April

Wadeye – 3rd May
Palumpa – 4th May
Peppimenarti – 5th May

Be confirmed as a true and correct account.

Moved: Cr Brown

Seconded: Cr Martin

Carried: Unanimously

LOCAL AUTHORITY MEETINGS

The Chief Executive Officer spoke to the minutes of the meetings.

Cr Brown: in relation to the 240 ltr drums that are being placed next to the speed-humps to prevent cars driving around the humps, what is Council's liability in case of an accident involving the drums? It seems we would have some liability? CEO: they need to be a fixture, perhaps bollards. General discussion on Council's liability.

ACTION ITEM: The Chief Executive Officer to seek legal advice on Council's liability in placing the drums in the community.

Cr Brown: the \$1000 allocated by the Wadeye Local Authority for a pressure cleaner may not be enough. I would expect a decent cleaner to be more than that. General consensus that Council should increase that amount to ensure a quality fit-for-purpose pressure cleaner is purchased.

ACTION ITEM: the item to go back to the Wadeye Local Authority with a suggestion the allocation be increased to \$3000 (Local Authorities Officer to progress). Ramesh Pudasaini suggested it was urgent that Council purchased the pressure cleaner.

Manthathpe Track:

Mayor Wilson: I have some reservations about the Wadeye Local Authority allocation \$50k for the Manthathpe track. It is not a gazetted road. General discussion on what is trying to be achieved by this project.

Ramesh Pudasaini: there do not appear to be any plans or quotes for this project. Council is not in a position to allocate funding if there is not an established cost. This item perhaps should not have come to Council until proper information could be tabled.

Cr Melpi: the track needs lighting because people use it to go to the shops at night. General discussion on the impact of the wet season on any potential solar lights.

Cr Brown: if it is a safety issue perhaps a footbridge would be more appropriate? Discussion on sending the project back to the Wadeye local Authority.

Nathanael Knapp: Council needs to approve Local Authority expenditure in the near future. Projects need to be appropriately scoped and costed before Council should consider approving anything. If Council is now considering a footbridge then technical data will be required. The project does not need to go back to the Wadeye Local Authority. Council can simply direct the CEO to seek technical information etc.

ACTION ITEM: the Chief Executive Officer to seek information on the possibility of building a 'foot-bridge' on the Manthathpe track.

Local Authority Minutes:

The Mayor tabled the local Authority minutes and sought the following resolutions:

1. Wadeye:

THAT the Wadeye Local Authority Support the Wadeye Festival by allocating \$5000 from Local Authority funding to support the festival.

Moved: Cr Narburup

Seconded: Cr Melpi

Carried: Unanimously

THAT quotes be sought for the provision of solar lights for the barge landing area.

Moved: Cr Narburup

Seconded: Cr Brown

Carried: Unanimously

THAT the quote received from TDC for the provision of a shade structure for the oval at a cost of \$44,825.00.

Moved: Cr Narburup

Seconded: Cr Martin

Carried: Unanimously

THAT the Manthathpe track motion **not** be ratified at this meeting. The Chief Executive Office to investigate the possibility of a foot-bridge and solar lights for the track.

Moved: Cr Brown

Seconded: Cr Melpi

Carried: Unanimously

THAT Council accept a quote from Vanderfield Northwest for a gator and trailer for \$33,812.

Moved: Cr Brown

Seconded: Cr Narburup

Carried: Unanimously

THAT the \$9500 for the provision of a scoreboard for the oval **not** be ratified.

Moved: Cr Brown

Seconded: Cr Melpi

Carried: Unanimously

General discussion on the difficulties of maintaining a score-board in communities. Need to be mindful of security. Computerised boards may be a target (rocks etc.). Can it be removed and locked up? More information required.

Nathanael Knapp: other communities have recently upgraded oval score boards. I will forward this information to Council.

Cr Narburup left the room at 11:41AM. Returned at 11:43AM

THAT the Local Authority allocate \$50k for the remediation of the area outside the Council office.

Moved: Cr Narburup

Seconded: Cr Melpi

Carried: Unanimously

THAT \$21 000 be allocated for 4 solar lights at the Wadeye pool.

Moved: Cr Brown

Seconded: Cr Melpi

Carried: Unanimously

THAT shade trees be purchased for the oval.

Moved: Cr Narburup

Seconded: Cr Melpi

Carried: Unanimously

General discussion that the planting of trees for shade had been tried before. The purchased trees will be very 'mature' and would provide shade within a few years.

General discussion on playgrounds in communities. Cr Brown: there are very specific requirements for playgrounds. There are legal standards for the types of equipment. Playgrounds in Wadeye have been constructed from steel fabrication previously, but this would not be acceptable now.

THAT TDC be engaged to repair the football stands at the oval.

Moved: Cr Brown

Seconded: Cr Narburup

Carried: Unanimously

**The Mayor closed the meeting at 11:50AM to allow Councillors to attend a community meeting.
Reconvened at 12:16PM**

2. Peppimenarti:

THAT Council endorse the Peppimenarti street names supplied by the Peppimenarti Local Authority.

Moved: Cr Narburup

Seconded: Cr Melpi

Carried: Unanimously

Nathanael Knapp: the chosen names will still need to be endorsed by Territory Government via the Street naming Committee.

ACTION ITEM: the Chief Executive Officer to forward the names to the appropriate government agency.

3. Palumpa :

THAT Moses Wodidji's nomination to the Palumpa local Authority be accepted.

Moved: Cr Narburup

Seconded: Cr Martin

Carried: Unanimously

THAT Council endorse the priority project list as tabled by the Palumpa local Authority

Moved: Cr Narburup

Seconded: Cr Martin

Carried: Unanimously

4. 3rd May – Wadeye:

THAT the quote from DJ Air for the supply and installation of a water service at the Wadeye Cemetery be accepted (\$15, 250)

Moved: Cr Martin

Seconded: Cr Melpi

Carried: Unanimously

THAT the quote from DJ Air for the replacement of three barge landing lights (\$6,840) be accepted.

Moved: Cr Narburup

Seconded: Cr Martin

Carried: Unanimously

THAT the quote from DJ Air for the repair of street lights near the airport (\$19,008.00) be accepted.

Moved: Cr Melpi

Seconded: Cr Narburup

Carried: Unanimously

THAT Council continue to place 240 ltr drums next to speed humps to ensure cars do not drive around the humps.

Moved: Cr Martin

Seconded: Cr Narburup

Carried: Unanimously

THAT Council obtain quotes for a traffic calming 'wombat' device.

Moved: Cr Melpi

Seconded: Cr Narburup

Carried: Unanimously

THAT the RSM report be accepted.

Moved: Cr Martin

Seconded: Cr Melpi

Carried: Unanimously

THAT Council obtain a quote for the replacement / repair of the Sports and Recreation hall roller door.

Moved: Cr Narburup

Seconded: Cr Melpi

Carried: Unanimously

HUMAN RESOURCES ADVISOR REPORT

MOTION:

THAT Council notes the Human Resources report.

Moved: Cr Brown

Seconded: Cr Narburup

Carried: Unanimously

DIRECTOR OF COUNCIL SERVICES

The Chief Executive Officer tabled an MOU regarding Night Patrol.

MOTION:

THAT the Director of Council Services report be noted; and

THAT the MOU between the Police, Community Patrol and West Daly Regional Council be accepted.

Moved: Cr Brown

Seconded: Cr Narburup

Carried: Unanimously

CORRESPONDENCE IN AND OUT

MOTION:

THAT Council notes the tabled correspondence registers.

Moved: Cr Brown

Seconded: Cr Narburup

Carried: Unanimously

CHIEF EXECUTIVE OFFICER

The Chief Executive Officer gave a verbal report.

Gave an overview of the meetings attended and the progress of projects.

MOTION:

THAT Council accepts the Chief Executive Officers verbal report.

Moved: Cr Brown

Seconded: Cr Narburup

Carried: Unanimously

8. COMPLIANCE OFFICER

Michael Tomlinson outlined why new reporting templates were required. The transitioning to a new document control system (InfoExpert) will mean agendas and minutes will require templates. New templates will mean specific information can be gained from staff, as well as being easier to read for visitors to the web site.

MOTION:

THAT Council endorse the trialling of new report templates for the next Council agenda.

Moved: Cr Melpi

Seconded: Cr Narburup

Carried: Unanimously

Grants Officer Report

MOTION:

THAT Council notes the Grants Officer report.

Moved: Cr Brown

Seconded: Cr Narburup

Carried: Unanimously

GENERAL BUSINESS

1. Cr Melpi:

Can my mobile phone and other equipment be replaced? Mayor Wilson: Councillors are issued with phones and ipads so that they may conduct Council business. If Councillors lose or damage them then they are responsible for replacing them.

Agreed that Cr Melpi could request a 'deduction from pay' to cover the cost of re-issue of a mobile phone.

2. Mayor Wilson:

I have been informed that a private contractor may be interested in leasing the Wadeye pool. Council would like to talk to this person or receive further information.

ACTION ITEM: the Chief Executive Officer to investigate the possibility of leasing the pool at Wadeye.

There being no further business the Chair thanked all who attended and declared the meeting closed at 1:13PM.

NEXT MEETING: 20th July 2016 - Palumpa



WEST DALY REGIONAL COUNCIL

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