



WEST DALY
Regional Council

MINUTES

ORDINARY COUNCIL MEETING

20 JANUARY 2016 AT 9.00AM

DARWIN OFFICE

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WEST DALY REGIONAL COUNCIL

Agenda for Ordinary Council Meeting 20 January 2016

MINUTES
ORDINARY COUNCIL MEETING
TO BE HELD AT THE DARWIN COUNCIL OFFICE
ON 20 JANUARY 2016
COMMENCING AT 9.00AM

Mayor of West Daly Regional Council, Harold Wilson declared the meeting open at 8:45am.

1 PERSONS PRESENT

ELECTED MEMBERS

Mayor	Harold Wilson
Deputy Mayor	Andrew Brown
Councillor	Wally Minjin
Councillor	Mark Martin

STAFF

Chief Executive Officer	Glenda Teede
Finance Manager	Clem Barrett
Personal Assistant to CEO	Kelli Hammermeister

GUESTS

LGANT

Chief Executive Officer	Tony Tapsell
Manager Transport & Infrastructure	Peter McLinden

HWL Ebsworth

Lawyer	Rose Watts
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HK Consultancy

Director	Kate Lee
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Local Government Compliance & Sustainability Division

Community Development Officer	Colvin Crowe
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APOLOGIES:

Councillor	Ralph Narburup
<u>Local Government Compliance & Sustainability Division</u>	
Accountant	Omor Sharif Robin

Presentation from Peter McLinden - Manager Transport & Infrastructure, LGANT

Peter provided guidance to the Council as to how to allocate the additional untied road funds. Peter discussed Roads to Recovery, NDRRA, FAGS Funding and how it operates.

2 APOLOGIES AND LEAVE OF ABSENCE

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 20 January 2016.

RESOLUTION – 20.01.001

THAT Council receive and note the apology of Councillor Ralph Narburup and grants a leave of absence for the Ordinary General Meeting held 20 January 2016.

Moved: Clr. Minjin

Seconded: Clr. Martin

Carried: Unanimously

3 PETITIONS AND DEPUTATIONS

Nil

4 CONFIRMATION OF MINUTES

4.1 AMENDMENT OF PREVIOUS MINUTES

SUMMARY

The unconfirmed Minutes of the Council Meeting held on 2 December 2015 were amended, in particular the dates noted for Finance Committee Meetings as previously tabled - Resolution 02.12.029 (b).

Amended Finance Committee Meeting Dates for 2016 are as follows:

FINANCE COMMITTEE MEETINGS – 2016			
January	18 th	Monday	Darwin
February	25 th	Thursday	Darwin
April	20 th	Wednesday	Darwin
June	22 nd	Wednesday	Darwin
August	17 th	Wednesday	Darwin
October	19 th	Wednesday	Darwin
December	7 th	Wednesday	Darwin

RESOLUTION – 20.01.002

THAT the amended minutes of Council be accepted and confirmed as a true and correct record of the meeting held on 2 December 2015.

Moved: Clr. Martin

Seconded: Clr. Minjin

Carried: Unanimously

5 DECLARATION OF INTEREST OF MEMBERS OR STAFF

RESOLUTION – 20.01.003

That Council notes there are no declarations of interest as listed for the Ordinary General Meeting 20 January 2016.

Moved: Clr. Martin

Seconded: Clr. Minjin

Carried: Unanimously

6 LOCAL AUTHORITY COORDINATOR

RESOLUTION – 20.01.004

- (a) That the number of appointed members of the Wadeye Local Authority be reduced from 12 to 6 or 7.
- (b) That a Report be submitted to the March meeting of Council on nominations received for the vacant position.

Moved: Clr. Martin

Seconded: Clr. Minjin

Carried: Unanimously

7 LOCAL AUTHORITY - WADEYE

RESOLUTION – 20.01.005

- (a) THAT Council notes and accepts the rescission of Resolution 02.12.006.
- (b) THAT Council notes and acknowledges that the Local Authority Wadeye allocates a further \$50,000 towards the irrigation for the Oval; and
- (c) THAT Council notes and acknowledges that the Local Authority allocates a further \$8,000 towards the installation of lights.

Moved: Clr. Minjin

Seconded: Clr. Martin

Carried: Unanimously

8 CHIEF EXECUTIVE OFFICER REPORT

The CEO welcomed everyone back from the Christmas / New Year break.

The CEO would like to formally acknowledge Tobias Nganbe for his positives contributions made to Council especially during the transition across from Victoria Daly Regional Council. Tobias was wished all the best with his future endeavours.

Mayor Wilson: Advised that good reports are being received from the Vet Services provided to the Communities.

RESOLUTION – 20.01.006

THAT Council receives and notes the Chief Executive Officer's report.

Moved: Clr. Martin

Seconded: Clr. Minjin

Carried: Unanimously

9 DIRECTOR OF COUNCIL SERVICES REPORTS/ITEMS

RESOLUTION – 20.01.007

THAT Council receives and notes the Director of Council Service's report.

Moved: Clr. Martin

Seconded: Clr. Minjin

Carried: Unanimously

10 REGIONAL SERVICES MANAGER'S REPORTS/ITEMS

10.1 REPORT – REGIONAL SERVICES MANAGER WADEYE

RESOLUTION – 20.01.008

THAT Council receives and notes the Regional Service Manager Wadeye report.

Moved: Clr. Brown

Seconded: Clr. Martin

Carried: Unanimously

10.2 REPORT – REGIONAL SERVICES MANAGER PALUMPA

RESOLUTION – 20.01.009

THAT Council receives and notes the Regional Service Manager Palumpa report.

Moved: Clr. Minjin

Seconded: Clr. Martin

Carried: Unanimously

10.3 REPORT – REGIONAL SERVICES MANAGER PEPPIMENARTI

MAYOR COMMENT:

The Regional Service Manager's report under the heading of **Local Authorities** incorrectly notes what was conveyed: *"Advised that Council will be writing to the Minister"*

The following resolution was passed on 2 December 2015:

RESOLUTION 02.12.008

THAT Council notes and accepts the rescinding of Resolution 15/10 LAP 006 (2) and Council acknowledges the initial request and the proposal put forth for Council. Council apologises for the delay in actioning. The proposed Local Authority Area boundary will be reviewed by Council and defined by Council, as per legislation for the Peppimenarti Area. Council will provide a copy of correspondence to the Local Authority Peppimenarti.

RESOLUTION – 20.01.010

THAT Council receives and notes the Regional Service Manager's report for Peppimenarti with the correct information noted.

Moved: Clr. Minjin
Seconded: Clr. Martin

Carried: Unanimously

11 GRANTS OFFICER'S REPORT

RESOLUTION – 20.01.011

THAT Council notes and accepts the combined Grants Officer Report.

Moved: Clr. Minjin
Seconded: Clr. Martin

Carried: Unanimously

Morning Tea Break: 10:09 am

Meeting resumed: 10:21 am

Presentation from Tony Tapsell – Chief Executive Officer, LGANT

Tony presented on by-laws, in particular dog by-laws. Council was advised as to the resources that would be required to introduce the dog by-laws into the Communities. Tony gave an overview as to where Local Government sits within the Commonwealth and how the by-laws work with legislation and regulations.

12 HUMAN RESOURCES ADVISOR'S REPORT

RESOLUTION – 20.01.012

THAT Council receives and notes the Human Resource Advisor's report.

Moved: Clr. Martin
Seconded: Clr. Minjin

Carried: Unanimously

Clr Minjin left the meeting at 11:19am

13 FINANCE

13.1 FINANCE REPORT – 01/11/2015 TO 31/12/2015

RESOLUTION – 20.01.013

THAT Council receives and notes the Financial Report for the months of November and December 2015.

Moved: Clr. Minjin

Seconded: Clr. Martin

Carried: Unanimously

14 COUNCILLOR REPORTS

Nil

15 LATE REPORTS

Nil

16 INCOMING / OUTGOING CORRESPONDENCE

RESOLUTION – 20.01.014

THAT Council receives and notes the Correspondence received and sent on behalf of Council.

Moved: Clr. Minjin

Seconded: Clr. Martin

Carried: Unanimously

Clr Minjin returned to the meeting at 11:25am

17 ACTION ITEMS ARISING FROM COUNCIL MEETINGS

Ordinary Council Meeting – 2 December 2015 (incorporating updates from 20 January 2016)

OUTSTANDING ACTION ITEMS TO BE COMPLETED FROM THE PREVIOUS COUNCIL MEETING

1.	Council policy for cultural clearances to be developed	OCM – 2 December 2015 RES 02.12.023		Item removed to be reinstated in March 2016 meeting.
2.	Palumpa LA to be advised that the WDRC will enter into discussions with NLC to seek approval for upgrade works to be carried out on the Palumpa Oval and Cemetery.	OCM – 20 January 2016 CEO to follow up lawyers for information	CEO	<p>Recent History: CEO to contact NLC to seek approval for upgrade works to be carried out on Palumpa Oval and Cemetery. Contact has been made with NLC and Council is waiting for their response to the request. FK will follow up.</p> <p>CEO is meeting with NLC Lawyer on Thursday 15th January.</p> <p>Expression of interest application for Section 19 lease has been submitted to NLC for approval.</p> <p>OCM – 17 June 2015: Correspondence has been received from NLC to say that our interest has been registered and the Proposal has now been issued a Land Information Management System Project Reference number.</p> <p>Cemetery : DDA2015CE2927</p> <p>Palumpa Oval : DDA2015MA2912</p> <p>OCM – 19 August 2015 and 15 October 2015: Awaiting final</p>

				<p>outcome from NLC.</p> <p>OCM – 2 December 2015: Should have information from our lawyers for the next Council Meeting</p> <p>Future Action/Current Position Ongoing</p>
3.	Council approve the disposal of surplus machinery and Vehicles	<p>OCM – 20 January 2016</p> <p>Unsold items to be sold through Grays online – enables Council to recoup revenue.</p>	<p>RSMs Wadeye, Palumpa and Peppimenarti</p> <p>Finance Manager</p>	<p>Recent History: Deferred until the dry season 2015. Tender notice to be developed in 2015. Interested parties to visit communities to inspect items if interested in purchasing.</p> <p>Tender notice to be developed towards the end of May 2015</p> <p>RSMs have been asked to provide a list of surplus plant.</p> <p>Received lists of surplus machinery and items to be sold, from RSMs. We are currently looking at the disposal process.</p> <p>A public tender was organised to sell each item separately with a reserve price set so as not have them sold at a ridiculously low price.</p> <p>OCM – 17 June 2015: RSMs to supply list of surplus equipment. Council has approved the sale of three vehicles from Wadeye. Information has been provided.</p> <p>OCM – 19 August 2015: Ongoing – with RSMs and Director of Council Services</p>

				<p>OCM – 15 October 2015: Tender Notice published in local paper, tender ballot opened in Council offices, PMC Representative, Jake Quinlivan announced the successful tenderers.</p> <p>Tender held on 28 October 2015 and successful tenderers subsequently advised by Tahlia Cleary, Administration Assistant, Wadeye.</p> <p>OCM – 2 December 2015: Awaiting confirmation of all payments received for items sold at Auction. RSM / Finance Manager to provide update by next Council Meeting,</p> <p>Future Action/Current Position:</p> <p>RSM Wadeye to contact Grays Online and organise for an inspection of the remaining items to go to Auction.</p> <p>RSMs Palumpa / Peppimenarti to identify any further items that could be sold at auction. Please note scrap metal can also be sold at auction.</p>
4.	Local Authorities	<p>OCM – 20 January 2016</p> <p>LA Wadeye - Nominations for vacant Chair position have been advertised throughout community</p> <p>TRAINING for all 3 Communities commences in March 2016</p>	Rodney Donne – Local Authority Coordinator	<p>Recent History: WDRC Staff have been working with LA's to review membership and membership numbers.</p> <p>OCM – 17 June 2015: LAC to provide assistance to the Local Authority Chairpersons to prepare letters to re-engage Local Authority Members. This action will be completed by the date of the Council meeting.</p>

				<p>OCM – 19 August 2015: Membership numbers have been decreased in Peppimenarti. Membership numbers in Wadeye are to be addressed at the next Local Authority Meeting.</p> <p>OCM - 15 October 2015: LA Peppimenarti is meeting regularly with LA Wadeye starting back up again in September. Council is still recruiting for Local Authority Coordinator – Position still remains vacant.</p> <p>OCM – 2 December 2015: LA Peppimenarti – potential issues noted and identified – referred to the CEO / Local Authority Coordinator.</p> <p>LA Wadeye – issued identified and actioned accordingly.</p> <p>Future Action/Current Position</p> <p>LAC to provide nominations for Chair Position in Wadeye to Council for consideration.</p>
5.	Palumpa Causeway	OCM – 20 January 2016 RES 20.01.015	RSM	Item removed to be reinstated in March 2016 meeting.
6.	Manthanthpe Crossing	OCM – 20 January 2016 Letter sent from Cardno providing an update as to current position – refer to “Correspondence In” as	RSM	Recent History: Cardno (NT) Pty Ltd report presented at meeting. Manthathpe Crossing report has been submitted to the NDRRA for their perusal. Guard rails application submitted to Black Spot grant. Risk management plan to be developed

		tabled		<p>OCM – 17 June 2015: Council has advised engaging an engineer to survey both Palumpa Causeway and Manthathpe Crossing and provide a risk assessment.</p> <p>Guard rail and lighting application through the Black Spot Funding is to be resubmitted by 31/7/15.</p> <p>Waiting on Risk Assessment from Cardno Pty Ltd.</p> <p>Manthanthpe Crossing</p> <p>Cardno (NT) Pty Ltd is project managing the rectification works at Manthanthpe Crossing and also work with AJ King & Sons. Works to be commenced before the wet season.</p> <p>OCM – 2 December 2015: Peter McLinden LGANT to provide update on status of works. Some works to secure will be completed by end of November - NDRRA Completion date will be extended until the dry season</p> <p>Future Action/Current Position: Ongoing</p>
7.	Sport and Recreation spend	<p>OCM – 16 March 2016</p> <p>It is recommended this item be removed from the Action List.</p>	RSM Wadeye / Sport and Rec	<p>Recent History: NIL</p> <p>OCM – 19 August 2015 and 15 October 2015: Report to be provided on spend by next Ordinary Council Meeting. This was not achieved nor delivered.</p> <p>OCM 2 December 2015: Finance Manager to provide detailed report at the next Finance Committee Meeting in</p>

				<p>January 2016 with a revised version to be presented to Council at the next Ordinary Council meeting to be held in January 2016.</p> <p>OCM – 20 January 2016 - Please refer to the attached report on spend.</p> <p>Future Action / Current Position It is recommended this item be removed from the Action List.</p>
8.	Palumpa costings for upgrade of meeting room.	<p>OCM – 20 January 2016:</p> <p>RSM Palumpa is obtaining updated quotes for the upgrade of the meeting room. Due to the departure of the previous RSM quotes have expired.</p>	RSM Palumpa	<p>Recent History: Quote and costing previously provided, some materials have been ordered. Job schedule/timing needed to be worked out.</p> <p>OCM – 17 June 2015: The Council would like to see what quotes were obtained. Quote and costing sheet was attached, some materials have been ordered and work needs to commence.</p> <p>OCM – 19 August 2015 and 15 October 2015: RSM Palumpa to advise that status of the upgrade of the meeting room – nothing yet received. Full update to be provided at January 2016 Ordinary Council Meeting – money was allocated to Council from LA budget - \$40K??</p> <p>OCM – 2 December 2015: RSM Palumpa to advise that status of the upgrade of the meeting room. Full update to be provided at January 2016 Ordinary Council Meeting.</p> <p>Future Action/Current Position</p>

				RSM Palumpa to obtain updated quotes for the upgrade of the meeting room prior to next Council meeting (March 2016).
9.	Signage	<p>OCM – 20 January 2016</p> <p>Signage completed and ready for packaging in Darwin. Signage to be freighted via barge to Wadeye and delivered to each Community (weather permitting).</p> <p>ALL SIGNAGE to be erected in all 3 Communities by end of January 2016.</p>	DCS / Admin Assistant Parap	<p>Recent History: Victoria Daly Shire Council signage is still erected throughout the communities. The signage needs to be replaced with West Daly Regional Council. The new signage would encourage community education and show a strong presence within the Communities as the new Council.</p> <p>OCM – 19 August and 15 October 2015: Ongoing – sign quotes to be obtained and put to CEO for approval in line with the Procurement Policy.</p> <p>OCM 2 December 2015: Quotes provided only referred to Wadeye and nothing for the other communities, the email address was incorrect and picked up in the Darwin office prior to printing. Further funding may be required to finalise quote - Finance Manager to be consulted.</p> <p>Revised quotes for signs being obtained and all three (3) communities to receive signage from the one quote rather than separate quoting. Approval to be provided by the CEO for approval in line with the Procurement Policy.</p> <p>Future Action / Current Position</p> <p>Signage has been delivered to the Murin Barge for shipping</p>

				to Wadeye. RSMs once received will commence the erection of the signs throughout the communities.
10.	Mortuary - SPG	OCM – 20 January 2016 Ongoing	Grant Officer/DCS Colvin Crowe (external)	<p>Recent History: To assist with the respect due to our passed members of community, it has been suggested that a mortuary be built to assist with the housing of deceased persons until transport is available.</p> <p>OCM - 15 October 2015: Research grant opportunities</p> <p>OCM – 2 December 2015: Research grant opportunities and report back the progress / status at the next Council Meeting to be held in January 2016.</p> <p>Future Action / Current Position: Colvin Crowe, Department of Local Government, Community Development Officer advised that he would follow up the relevant department and advise the CEO as to the status.</p>
11.	Dog By-Laws	OCM – 20 January 2016 Ongoing	Chief Executive Officer	<p>OCM - 15 October 2015: Council recommended that the CEO work with Tony Tapsell, LGANT CEO to assist in drafting by laws for Council consideration.</p> <p>OCM 2 December 2015: CEO recommends the CEO of LGANT, Tony Tapsell attend the next Ordinary Council Meeting to discuss</p> <p>Future Action / Current Position Ongoing - Council agreed to hold off until Central Desert Dog By-</p>

				Laws have been finalised.
12.	AMRRIC (Animal Management)	<p>OCM – 20 January 2016</p> <p>The Mayor requested the CEO make contact with Peppimenarti RSM and AMRRIC to establish who made the decision to allow AMRRIC to proceed. The CEO is to advise Council at the next Council meeting.</p> <p>A letter is to be sent to AMRRIC regarding the report and training.</p>	Chief Executive Officer	<p>Recent History - AMRRIC (Animal Management in Rural and Remote Indigenous Communities) a non-profit body part funded by the Department of Prime Minister and Cabinet approached Council proposing to deliver community and school based education components of its One Health Program to complement the current veterinary program established by Council last year.</p> <p>OCM 20 May 2015: Council – Resolution 20/5 024 – THAT Council seek a written report from AMRRIC including costings on proposed program outcomes.</p> <p>EMAIL FROM AMRRIC – 16 October 2015: Report attached from their veterinary visit to Emu Point, Woodcupildiya, Peppimenarti, Wudapuli, Nganmarriyanga, Merrepen, Nama and Nemarkluk in July 2015.</p> <p>Future Action / Current Position The Mayor requested the CEO make contact with Peppimenarti RSM and AMRRIC to establish who made the decision to allow AMRRIC to proceed. The CEO is to advise Council at the next Council meeting.</p>
13.	Local Authority Meetings	OCM – 20 January 2016	Chief Executive Officer / LAC / Finance Manager	<p>Future Action / Current Position CEO to establish how many meetings are going to be held for 2016 – the budget needs to ensure the actual number of meetings to be held is noted.</p>

RESOLUTION – 20.01.015

THAT Council receives and notes the updated Action List Items from the previous Council Meeting held 2 December 2015 and incorporating updates as discussed and minuted on 20 January 2016.

Moved: Clr. Brown

Seconded: Clr. Martin

Carried: Unanimously

Presentation from Rose Watts – Lawyer, HWL Ebsworth

Rose provided an update to Council on the current status of the section 19 leases.

18 GENERAL BUSINESS

18.1 ANIMAL MANAGEMENT

BACKGROUND

AMRRIC (Animal Management in Rural and Remote Indigenous Communities) a non-profit body part funded by the Department of Prime Minister and Cabinet has approached the Council proposing to deliver community and school based education components of its One Health Program to complement the current veterinary program established by Council last year.

Attachment

AMMRIC Report .- July 2015

ITEMS TO NOTE:

Council – Resolution 20/5 024 – THAT Council seek a written report from AMRRIC including costings on proposed program outcomes.

EMAIL FROM AMRIC – 16 October 2015: Report attached from their veterinary visit to Emu Point, Woodcupildiya, Peppimenarti, Wudapuli, Nganmarriyanga, Merrepen, Nama and Namarluk in July 2015.

ACTION ITEM:

The Mayor requested the CEO make contact with Peppimenarti RSM and AMRRIC to establish who made the decision to allow AMRRIC to proceed. The CEO is to advise Council at the next Council meeting.

RESOLUTION – 20.01.016

THAT Council acknowledge and note the report.

Moved: Clr. Martin

Seconded: Clr. Brown

Carried: Unanimously

18.2 NORTHERN TERRITORY GRANTS COMMISSION – UNALLOCATED FUNDS

RESOLUTION – 20.01.017

THAT Council decided that quotes are to be obtained for:

- (1) Emu Point Road
- (2) Peppimenarti Cemetary Road (culvert)
- (3) Peppimenarti Access Road
- (4) Widen Peppimenarti Community Roads

Moved: Clr. Martin

Seconded: Clr. Minjin

Carried: Unanimously

18.3 MORGUE FACILITIES - WADEYE

RESOLUTION – 20.01.018

THAT Council receive and note the update provided on the upgrade to the Morgue Facilities.

Moved: Clr. Martin

Seconded: Clr. Minjin

Carried: Unanimously

18.4 NOMINATED REPRESENTATIVE - COUNCILBIZ

SUMMARY

CouncilBIZ is a Local Government Subsidiary defined by section 27 of the *Local Government Act* and a constitution signed by the Minister in 2008.

Rule 10.1(b) of the CouncilBiz Constitution states each Member has to *nominate in writing one person, being the Chief Executive Officer or other senior officer employed by the Member, to be their Nominated Representative from time to time.*

RECOMMENDATION:

The Finance Committee recommends to Council that the Chief Executive Officer be reappointed as the Nominated Representative to sit on the CouncilBiz Board.

RESOLUTION – 20.01.019

THAT Council approve the recommendation put forth by the Finance Committee for the Chief Executive Officer be reappointed as the Nominated Representative to sit on the CouncilBiz Board.

Moved: Clr. Martin

Seconded: Clr. Minjin

Carried: Unanimously

SUPPLEMENTARY GENERAL BUSINESS

18.5 AGED CARE SERVICES – HK CONSULTING

Kate Lee from HK Consulting provided an update to the Council as to the Aged Care Services currently being provided and various issues that have arisen from the previous operators. Kate informed the Council as to the options available going forward.

General discussions were held with Council.

Clr Brown: Requested a confidential discussion with Council through the Chair.

Mayor Wilson: Declined the request.

Clr Martin: Mentioned he would like to see an expansion to Aged Care to also incorporate the male elders.

Mayor Wilson: Advised was all for taking it on – lets grow as a Council.

Clr Martin: Agreed with Mayor Wilson noting that elders come first.

Clr Minjin: Agreed with Mayor Wilson.

Clr Brown: Advised he was not in favour.

RECOMMENDATION:

Council to decide to:

- (a) take on board the delivery of service - internally; or
- (b) go to tender and outsource the delivery of service.

RESOLUTION – 20.01.020

THAT Council decided it will proceed with providing the Aged Care Services to the Communities.

Moved: Clr. Minjin

Seconded: Clr. Martin

Carried: 3 FOR
1 AGAINST

19 CLOSE OF MEETING

Time: 11:32am

20 NEXT MEETING

The next Ordinary General Meeting of West Daly Regional Council will be held in Darwin on Wednesday, 16 March 2016 with a briefing meeting held on Tuesday, 15 March 2016.