



MINUTES OF THE ORDINARY COUNCIL MEETING
HELD AT Council Chambers Winnellie NT
ON Wednesday 27 March 2024
AT 10:00 am

Meeting opens at 10:00 am

1 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

West Daly Regional Council acknowledges the Traditional Owners and custodians of the lands on which we live and work, paying our respect to Elders past, present and in the future.

2 PRESENT APOLOGY AND LEAVE OF ABSENCE

Elected Members

Name	Title	Present	Apology	Absent
Ralph Naburup	Mayor	✓		
Wilfred Harris	Deputy Mayor		✓	
Mark Tunmuck-Smith	Councillor	via phone (joined at 10:13 am)		
John Wilson	Councillor	✓		
Terry Sams	Councillor	✓		

Staff

- Mark Blackburn
- Lemaki Curulala
- David Glover Executive
- Dorothea Janczewska
- Tinos Rushwaya
- Renjith Kollakkombil Jose

Position

- A/Chief Executive Officer
- A/Chief Operations Officer (present from 11:30 am)
- Executive Director, Corporate Services
- People and Culture Manager
- Senior Accountant
- Governance Officer (minute taker)

3 DISCLOSURE OF INTEREST - COUNCILLORS AND STAFF

There were no declarations of interest at this Meeting.

4 CONFIRMATION OF MINUTES

4.1 Ordinary Council Meeting held on 01 March 2024

Resolution: **OCM-2024/38**

1. That the Council confirms the minutes of the Ordinary Council Meeting held on 01 March 2024 as a true and accurate record of the meeting.

Moved: *Councillor Terry Sams*

Seconded: *Councillor John Wilson*

Carried 3 / 0

5 CEO REPORT

5.1 A/CEO Report March 2024

Resolution: **OCM-2024/23**

1. That the Council receives and notes the A/CEO report for the period 19 February 2024 until 15 March 2024.

Moved: *Councillor John Wilson*

Seconded: *Councillor Terry Sams*

Carried 3 / 0

6 REPORTS FOR DECISION

6.1 Finance Report for the period ended 29 February 2024

Resolution: **OCM-2024/24**

That the Council receives and approves the report entitled '*Financial Report for the period ended 29 February 2024*'.

Moved: *Councillor Terry Sams*

Seconded: *Councillor Mark Tunmuck-Smith*

Carried 4 / 0

Cr Mark Tunmuck-Smith Joined via teams at 10:13 am.

6.2 Revised Budget for 2023-24

Resolution: **OCM-2024/25**

1. That the Council approves and adopts the revised Operating and Capital Budget for 2023-2024 as presented in accordance with Section 230 (2) of the *Local Government Act 2019*.

Moved: *Councillor Mark Tunmuck-Smith*

Seconded: *Councillor John Wilson*

Carried 4 / 0

6.3 Delegations Manual

Resolution: **OCM-2024/26**

1. That the Council approves the review of the Delegations Manual.

Moved: *Mayor Ralph Narburup*

Seconded: *Councillor Terry Sams*

Carried 4 / 0

Councillor Terry Sams left the meeting at 10:41 am.

Councillor Terry Sams returned to the meeting at 10:43 am.

6.4 Repeal of Policies - Corporate Services

Resolution: **OCM-2024/27**

1. That the Council approve the repeal of:
 - **FIN02 Annual Financial Statement Policy;**
 - **FIN12 Internal Controls policy; and**
 - **FIN22 Vehicle Hire policy.**

Moved: *Mayor Ralph Narburup*

Seconded: *Councillor John Wilson*

Carried 4 / 0

6.5 Policy Approval - Corporate Services

Resolution: **OCM-2024/28**

1. That the Council approves the review of:
 - **FIN03 Borrowings Policy;**
 - **FIN26 Personal Tax Liability Policy; and**
 - **GOV10 Procurement Policy.**
2. That the Council receives and notes the **FIN06 Credit Cards (staff) Policy.**
3. That the Council approves the removal of its operational policies from the Council's website as it is not a requirement under the *Local Government Act 2019* to have them made publicly available.

Moved: *Councillor Terry Sams*

Seconded: *Councillor Mark Tunmuck-Smith*

Carried 4 / 0

6.6 Repeal of Policies - People and Culture

Resolution: **OCM-2024/29**

1. That the Council approves the repeal of:

- **HR01 Absences/Abandonment of Employment policy;**
- **HR03 Children in the Workplace Policy;**
- **HR05 Conferences and Seminars policy;**
- **HR10 Equal Employment Opportunity policy;**
- **HR14 Organisational Chart;**
- **HR17 Redeployment and Redundancy Policy; and**
- **HR22 Staff Travel Policy.**

Moved: *Mayor Ralph Narburup*

Seconded: *Councillor Terry Sams*

Carried 4 / 0

6.7 Policy Approval - People and Culture

Resolution: **OCM-2024/30**

1. That the Council receives and notes the review of:

- **HR27 Workplace Bullying and Harrasment Policy;**
- **HR16 Plane Charters Policy; and**
- **HR07 Discipline Policy.**

Moved: *Councillor John Wilson*

Seconded: *Mayor Ralph Narburup*

Carried 4 / 0

6.8 Attendance at LGANT Conference

Resolution: **OCM-2024/31**

- 1. That the Council approves the Mayor, the A/CEO, Councillor John Wilson and Councillor Mark Tunmuck-Smith to attend the LGANT's bi-annual conference and convention to be held in Darwin on 18-19 April 2024.**

Moved: *Councillor Terry Sams*

Seconded: *Councillor Mark Tunmuck-Smith*

Carried 4 / 0

7 REPORTS FOR INFORMATION

7.1 Thamarrurr/Pindi Pindi Ward failed by-election

Resolution: **OCM-2024/32**

- 1. That the Council receives and notes the Thamarrurr / Pindi Pindi failed by-election report.**

Moved: Councillor Terry Sams

Seconded: *Councillor John Wilson*

Carried 4 / 0

7.2 People & Culture Report

Resolution: **OCM-2024/33**

- 1. That the Council receives and notes the People and Culture Report for March 2024.**

Moved: *Councillor John Wilson*

Seconded: *Councillor Terry Sams*

Carried 4 / 0

7.3 Service Delivery Report

Resolution: **OCM-2024/34**

- 1. That the Council receives and notes the Service Delivery report.**
 - Council officers to make sure the Peppimenarti Centerlink office is open and staffed throughout the open hours.**
 - Council officers to assess road works required on the gravel road from the end-of-seal to the aerodrome.**

Moved: *Councillor Terry Sams*

Seconded: *Councillor John Wilson*

Carried 4 / 0

7.4 Australian Local Government Association (ALGA) National General Assembly 2024

Resolution: **OCM-2024/35**

- 1. That the Council receives the report and notes that a subsequent report for decision will be submitted at a future Council meeting to ascertain the attendance at the ALGA NGA and ACLG in July 2024.**

Moved: *Councillor John Wilson*

Seconded: *Councillor Terry Sams*

Carried 4 / 0

8 REPORTS OF LOCAL AUTHORITY

8.1 Wadeye Local Authority meeting held on 19 March 2024

Resolution: **OCM-2024/36**

1. That the Council receives and notes the minutes of the Wadeye Local Authority meeting held on 19 March 2024; and
2. That the Council approves resolution **WLA-2024/2** for the re-allocation of \$280,000 funds from the 2020/2021 and 2021/2022 budgets to enable the Council to award a contract to YMCA for the Wadeye Swimming Pool operations.

Moved: *Councillor Mark Tunmuck-Smith*

Seconded: *Councillor Terry Sams*

Carried 4 / 0

9 CORRESPONDENCE

9.1 Correspondence Report

Resolution: **OCM-2024/37**

1. That the Council receives and notes the correspondence.

Moved: *Councillor John Wilson*

Seconded: *Councillor Terry Sams*

Carried 4 / 0

10 GENERAL BUSINESS – Nil

Lunch Break at 11:45 am

Resolution:

1. That the Council meeting will take a 20-minutes break at 11:45 am.

Moved: *Councillor Terry Sams*

Seconded: *Councillor Mark Tunmuck-Smith*

Carried 4 / 0

Meeting resumed after lunch break at 12:05 am

Move into Closed Session

That pursuant to section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1)(a) of the *Local Government (General) Regulations 2021* the meeting be closed to the public to consider the Confidential items of the Agenda:-

Moved: *Councillor John Wilson*

Seconded: *Councillor Terry Sams*

Carried 4 / 0

The meeting moved to closed session at 12:05 pm.

11 CONFIDENTIAL ITEMS

11.1 Confirmation of Confidential Minutes

11.1.1 Confidential session of the Ordinary Council Meeting held on 01 March 2024

Regulation 51(1)(e) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(e). It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

11.2 Confidential Reports for Decision

11.2.1 West Daly Regional Council Representative at CouncilBIZ Board meetings

Regulation 51(1)(c)(iv) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(iv). It contains information that would, if publicly disclosed, be likely to: prejudice the interests of the council or some other person.

11.2.1 West Daly Regional Council Representative at CouncilBIZ Board meetings

Resolution: **COCM-2024/10**

1. That the Council nominates the position of Chief Executive Officer as the West Daly Regional Council representative at CouncilBIZ board meetings.
2. That the Council note Mr. Mark Blackburn will represent the West Daly Regional Council at the planned 3 April 2024 Board meeting.
3. That the Council approve that the resolution be moved to the open minutes.

Moved: *Councillor John Wilson*

Seconded: *Councillor Mark Tunmuck-Smith*

Carried 4 / 0

11.2.2 Ratification of the Common Seal document - Project agreement for Library upgrade infrastructure - Stage 2 IASG

Regulation 51(1)(e) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(e). It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

11.3 Restricted Confidential

11.3.1 Restricted Confidential Special Council Meeting held on 8 March 2024

Regulation 51(1)(a) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(a). 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.

Move out of Closed Session

That pursuant to section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1)(a) of the *Local Government (General) Regulations 2021* the meeting be re-opened to the public.

Moved: *Councillor John Wilson*

Seconded: *Mayor Ralph Narburup*

Carried 4 /

0

The meeting returned to open session at 12:30 pm.

12 NEXT MEETING

Next meeting of the Ordinary council will be held on 30 May 2024.

13 MEETING CLOSE

13.1 Meeting close

That the Council close the Ordinary Council Meeting at 12:30 pm.

Moved: *Mayor Ralph Naburup*

Seconded: *Councillor Terry Sams*

Carried 4 / 0

This page and the preceding 7 pages are the unconfirmed minutes of the Ordinary Council held on Wednesday 27 March 2024.

Mayor Ralph Narburup