MEETING OF COUNCIL

THURSDAY, 15 DECEMBER 2022

10:00 AM
Held at the West Daly Regional Council Chambers
WINNELLIE NT
This meeting is open to the public excluding confidential Council business.
Agenda available online and if any queries please contact Governance and Quality Assurance Officer on
info@westdaly.nt.gov.au
or phone: 08 7922 6403

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AGENDA

West Daly Regional Council
Council Meeting

THURSDAY, 15 DECEMBER 2022

WEST DALY REGIONAL COUNCIL CHAMBERS,
WINNELLIE NT

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.

PRESENT APOLOGY AND LEAVE OF ABSENCE

Elected Members:

Name	Title	Present	Apology	Absent
Ralph Narburup	Mayor			
Wilfred Harris	Deputy Mayor			
Mark Tunmuck-Smith	Councillor			
John Wilson	Councillor			
Terry Sams	Councillor			
Jake Clark	Councillor			

Staff:

Name	Title	Present	Apology	Absent
Matthew Eastham	Chief Executive Officer			
Andrew Everingham	Chief Operations Officer			
James Cartwright	Chief Financial Officer			
Sharon Binns	Governance			
Julieanne Wylie	EA to CEO and Mayor			

CONFIRMATION OF MINUTES

1 Confirmation of previous minutes 4

DISCLOSURES OF INTEREST – COUNCILLORS AND STAFF

Are there any disclosures of interests to declare from the agenda?

GENERAL BUSINESS

Does anyone have any general business to discuss that is not on the agenda?

REPORTS

2 Local Authority and Councillor attendance 14
3 Meeting dates from 16 December 2022 to 18 January 2024 23
4 Finance Report - November 2022 28
5 Council Fees & Charges 44
6 2022-23 Draft Budget 50
7 LGANT 2021 2022 Member Value Proposition Report 62
8 National Aquatics and Recreation networking committee 76

CONFIDENTIAL

The meeting will be closed in order to deal with confidential matters.

9 Confirmation of previous confidential minutes

The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(e) of the Local Government (General) Regulations 2021. 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. (Confidential matters).

10 Elected member movements

The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(c)(iv) (d) (e) of the Local Government (General) Regulations 2021. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.; AND information subject to an obligation of confidentiality at law, or in equity.; AND 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. (Confidential).

11 LGANT Board

The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(c)(iv) of the Local Government (General) Regulations 2021. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person. (Confidential matter).

WEST DALY REGIONAL COUNCIL

FOR THE COUNCIL MEETING OF 15 DECEMBER 2022

Report for Agenda Item No 1

Prepared by **Sharon Binns, Governance & Quality Assurance Officer**

Confirmation of previous minutes

Purpose

To ensure Elected Members of Council have read and understood the minutes of previous meetings when making decisions for the West Daly region.

Background

Minutes of the 24 November 2022, Ordinary Council meeting with Elected Members in attendance in order to discuss business of Council.

These meeting minutes are submitted to Council for confirmation that those minutes are a true and correct record of the meeting for those in attendance.

The meetings held confidentiality will be provided in the Confidential Agenda of Council.

Statutory Environment

Local Government Act 2019 (NT) ss 101 and 102.
Code of Conduct

Impact for Council

Respect for confidences, being accountable and making decisions of paramount importance with transparency in the best interests for the West Daly region.

Strategic Alignment

This report is aligned to the West Daly Regional Plan 2022-23:

Focus 1 - Strengthen our Organisation	
1.2 Governance	
Journey 1.2.2	Continued development of the compliance framework
Journey 1.2.3	Continue to strengthen the governance framework and encourage active contribution at all meetings

Recommendation

1. **That Council approve the Ordinary Council Meeting Minutes of 24 November 2022 as a true and correct record of the meeting.**

Attachments

1 OCM Minutes 24 November 2022

MINUTES OF THE COUNCIL MEETING
HELD IN THE WEST DALY REGIONAL COUNCIL CHAMBERS
WINNELLIE NT
ON THURSDAY, 24 NOVEMBER 2022
AT 10:00 AM

Meeting opened by Mayor Narburup 10:10am

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.

PRESENT APOLOGY AND LEAVE OF ABSENCE

Elected Members:

Name	Title	Present	Apology	Absent
Ralph Narburup	Mayor	X		
Wilfred Harris	Deputy Mayor	X		
Mark Tunmuck-Smith	Councillor	X via Teams		
John Wilson	Councillor	X		
Terry Sams	Councillor		X Running late due to medical emergency	
Jake Clark	Councillor	X via Teams		

Staff:

Name	Title	Present	Apology	Absent
Matthew Eastham	Chief Executive Officer	X		
Andrew Everingham	Chief Operations Officer	X		
James Cartwright	Chief Financial Officer		X	
Renae McGarvie	Chief People and Strategy Officer		X	
Migari Wijayasekara	Senior Accountant	X		
Sharon Binns	Governance	X		
Julieanne Wylie	EA to CEO and Mayor	X		

Unconfirmed

DISCLOSURES OF INTEREST – COUNCILLORS AND STAFF

There were no declarations of interest at this Council Meeting.

CONFIRMATION OF MINUTES

1) Confirmation of previous minutes

042/2022 Sharon spoke to the report.

Motion:

1. **That Council approve the Ordinary Council Meeting Minutes of 21 September 2022 as a true and correct record of the meeting.**

Moved: Cr. Harris
Seconded: Cr. Tunmuck-Smith
Resolution: Unanimously

2) Action items of Council

043/2022 Sharon spoke to the report.

Motion:

1. **That Council notes and accepts the Action items of Council report.**

Moved: Cr. Wilson
Seconded: Cr. Harris
Resolution: Unanimously

REPORTS

3) Finance Committee minutes

044/2022

Motion:

1. **That Council note the Finance Committee meeting minutes for 26 October 2022.**

Moved: Cr. Wilson
Seconded: Cr. Harris
Resolution: Unanimously

4) Local Authority Minutes and Recommendations

045/2022 Sharon spoke to the report.

Motion:

1. **That Council notes the minutes of the Wadeye Local Authority meeting 19 October 2022.**
2. **The Council approves for the Wadeye Local Authority to commit $50,000 towards veterinary and education programs provided by AMRRIC in partnership with Council.**
3. **That Council notes the cancellation of the Palumpa Local Authority meeting scheduled for 20 October 2022.**
4. **That Council notes the cancellation of the Peppimenarti Local Authority meeting scheduled for 21 October 2022.**

Moved: Cr. Harris
Seconded: Cr. Wilson
Resolution: Unanimously

5) Policy Approval

046/2022 Sharon spoke to the report.

Motion:

1. **That Council approves the following policies that have been endorsed by the CEO pending formatting amendments:**
    a) **GOV14 Circular resolution policy**
    b) **GOV13 Use of Common Seal policy**

Moved: Cr. Harris
Seconded: Cr. Tunmuck-Smith
Resolution: Unanimously

6) Finance Report - October 2022

047/2022 Migari spoke to the report.

Motion:

1. **That Council notes and approves the Finance report for October 2022.**

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

7) Audit Financial Statements

048/2022 Matthew spoke to the report.

Motion:

1. **That Council notes the Audited Financial Statements.**

Moved: Cr. Tunmuck-Smith
Seconded: Cr. Harris
Resolution: Unanimously

8) Chief People and Strategy Report

049/2022 Matthew spoke to the report on behalf of Renae.

Motion:

1. **That Council notes the information contained in the report titled Chief People and Strategy Report.**

Moved: Cr. Harris
Seconded: Cr. Wilson
Resolution: Unanimously

9) Service Delivery

050/2022 Andrew spoke to the report.

Deputy Mayor Harris asked about the Port Keats road. There is a meeting next week to see what the project would look like with expected completion over a number of dry seasons.

Cr Clark stated that the road out to Nhiln gets covered in rocks when raining and is noted.

Motion:

1. **That Council receive and note the Service Delivery report.**

Moved: Cr. Harris
Seconded: Cr. Tunmuck-Smith
Resolution: Unanimously

10) LGANT CEO Annual Performance and Remuneration Review

051/2022 Sharon spoke to the report.

Motion:

1. **That Council note the CEO provided feedback on the LGANT CEO Annual Performance and Remuneration Review.**

Moved: Cr. Harris
Seconded: Cr. Tunmuck-Smith
Resolution: Unanimously

11) Nominations from Councillors Neighbourhood Watch NT

052/2022 Sharon spoke to report.

Motion:

1. **That Council note the Neighbourhood Watch NT invitation.**

2. **That Council wishes to not nominate for a position on the Neighbourhood Watch Board of Directors.**

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

12) Chief Executive Officer Report

053/2022 Matt spoke to the report.

Deputy Mayor Harris asked about teaming up with other Shires. Matt stated there are areas that we can collaborate such as four wheel drive training and accounting system process.

Motion:

1. **That Council notes and accepts the CEO report and acknowledges the invitation for Councillors to ask questions of the CEO regarding the report.**

Moved: Cr. Wilson
Seconded: Cr. Harris
Resolution: Unanimously

CORRESPONDENCE IN & OUT

13) Correspondence Report

054/2022

Julieanne spoke to the report.

Motion:

1. **That Council notes and accepts the Correspondence Report for period September through to October 2022.**

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

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 99(2) of the *Local Government Act* as the items lists come within the following provisions:-

14 **Confirmation of previous minutes -** *The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(e) of the Local Government (General) Regulations 2021. 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. (Confidential matters).*

15 **Audit and Risk Management Committee Confidential Minutes -** *The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(s99(4) of the Local Government (General) Regulations 2021. It contains information of auditing nature and is to be conducted in private. (Private meeting).*

16 **Finance Committee minutes - Confidential -** *The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(c)(iii) of the Local Government (General) Regulations 2021. It contains information that would, if publicly disclosed, be likely to prejudice the security of the council, its members or staff. (Confidential).*

17 **Peppimenarti Library Upgrade -** *The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(c)(i) (d) of the Local Government (General) Regulations 2021. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person.; AND information subject to an obligation of confidentiality at law, or in equity. (Commercial in confidence).*

18 **Aerodrome Inspection and Maintenance contract -** *The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(c)(i) of the Local Government (General) Regulations 2021. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person. (Commercial in confidence).*

19 **Conference - National Local Roads and Transport Congress -** *The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(c)(iv) of the Local Government (General) Regulations 2021. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person. (Internal Business).*

20 **CEO Annual Leave -** *The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(a) of the Local Government (General) Regulations 2021. 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 (Employment in confidence).*

LATE AGENDA ITEM

21 **Executive Staff Member – Resignation -** *The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(a) of the Local Government (General) Regulations 2021. 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 (Employment in confidence).*

The meeting was closed at 12:14 PM

Unconfirmed

WEST DALY REGIONAL COUNCIL

FOR THE COUNCIL MEETING OF 15 DECEMBER 2022

Report for Agenda Item No 2

Prepared by **Sharon Binns, Governance & Quality Assurance Officer**

Local Authority and Councillor attendance

Purpose

To report to West Daly Regional Council Elected Members on their attendance at meetings of their Local Authority community, recorded over a 12 month period from October 2021 to October 2022 which was the last meeting scheduled for the year.

Background

It is understood that all Elected Members are required to attend Ordinary Council meetings and Special Council meetings. If an Elected Member cannot attend these meetings they will need to submit an apology. This also extends to apologies for Local Authority and Committee meetings.

West Daly Regional Council decided by resolution that Local Authorities will meet every 2 months in order to coordinate information back to Council.

Elected Members are automatically members of Local Authorities within their Ward and are counted towards the Local Authority quorum.

Elected Members should provide information to the community about the policies and decisions of Council, hearing from what the community relays its desires, concerns, and opinions to the Council through you, the Elected Members. To represent both electors and the Council effectively, a good communicator, who is in touch with the local community are our best resource.

On review of the Local Authority meetings in community the following information is provided:

The Wadeye Local Authority:

- Scheduled **9 meetings** from 13 October 2021 to 19 October 2022.
- 2 meetings had a quorum,
- 2 meetings were provisional,
- 3 meetings couldn't go ahead due to the lack of community members,
- 1 meeting was cancelled due to COVID and
- 1 meeting cancelled due to community unrest.

The next meeting is scheduled **8 February 2023**.

The Palumpa Local Authority:

- Scheduled **9 meetings** from 14 October 2021 to 20 October 2022.
- 3 meetings had a quorum,
- 2 meetings were provisional,
- 1 meeting couldn't go ahead due to lack of community members,
- 1 meeting was cancelled due to COVID and
- 2 meetings cancelled due to community unrest.

The next meeting is scheduled **9 February 2023.**

The Peppimenarti Local Authority:

- Scheduled **9 meetings** from 14 October 2021 to 21 October 2022.
- 1 meeting had a quorum,
- 2 meetings were provisional,
- 1 meeting was cancelled due to COVID,
- 1 meeting cancelled due to a funeral and
- 3 meetings cancelled due to community unrest.

The next meeting is scheduled **10 February 2023**.

The *Local Government Act* stipulates that a Local Authority consists of at least one member of Council appointed by the Council, by resolution.

It is a requirement that the Mayor and Deputy Mayor attend all meetings.

Statutory Environment

Local Government Act
Ministerial Guideline 1

Impact for Council

To engage with constituents to attend Local Authority meetings.

Strategic Alignment

This report is aligned to the West Daly Regional Plan 2022-23:

Focus 1 - Strengthen our Organisation	
1.2 Governance	
Journey 1.2.3	Continue to strengthen the governance framework and encourage active contribution at all meetings
1.5 Local Decision Making	
Journey 1.5.1	Support Local Authority
Focus 5 - Building our Region	

5.3 Local Authority projects	
Journey 5.3.2	Provide milestone achievements for Local Authority
Journey 5.3.4	Identify through Local Authority future community improvement projects

Recommendation

1. **That Council note the attendance report for each Local Authority Ward.**

Attachments

1 Wadeye Local Authority Elected Members attendance
2 Palumpa Local Authority Elected Member attendance
3 Peppimenarti Local Authority Elected Member attendance

LOCAL AUTHORITY ATTENDANCE REPORT FOR RECORDS

WADEYE LOCAL AUTHORITY		13 OCT 21	11 NOV 21	8 DEC 21	9 FEB 22	30 MAR 22	21 APR 22	28 JUNE 22
Comments →		Cancelled due to not enough people	Provisional meeting	Quorum	Cancelled due to COVID	Cancelled due to unrest	Quorum	Cancelled due to not enough people
NAME		Attendance						
		Councillors						
1	Deputy Mayor Wilfred Harris	Absent	Yes	Apology			Yes	Apology
2	Mayor Ralph Narburup	Absent	Yes	Yes		Elected Mayor	Apology	Yes
3	Cr. Jake Clark	Apology	Yes	Yes			Yes	Yes
4	Cr. Tunmuck-Smith	Yes	Absent	Yes			Apology	Yes
		Community members						
	Leon Melpi (Chairperson)	Yes	Apology	Yes			Resigned	Vacancy
5	Damien Tunmuck	Absent	Apology	Yes			Apology	Absent
6	Ken James	Apology	Yes	Apology			Yes	Absent
7	Mark Ninnal	Absent	Apology	Yes			Absent	Absent
8	Timothy Dumoo	Yes	Yes	Apology			Absent	Absent
9	Cyril Ninal	Absent	Yes	Apology			Absent	Absent
10	Basil Parmbuk	Vacancy	Vacancy	Apology			Yes	Absent
11	Margaret Perdjert	Vacancy	Vacancy	Yes			Yes	Absent
12	Anne Marie Nudjulu	Vacancy	Vacancy	Yes			Yes	Absent
13	Gregory Munar	Vacancy	Vacancy	Apology			Yes	Absent
14	Steven Pultchen	Vacancy	Vacancy	Yes			Yes	Absent
Quorum needs 8		**3**	**5**	**9**	**0**	**0**	**8**	**3**

Attachment 1

LOCAL AUTHORITY ATTENDANCE REPORT FOR RECORDS

WADEYE LOCAL AUTHORITY		17 AUG 22	19 OCT 2022					
Comments →		Cancelled due to no LA members	Provisional					
NAME		Attendance						
Councillors								
1	Deputy Mayor Wilfred Harris		Apology					
2	Mayor Ralph Narburup		Yes via teams					
3	Cr. Jake Clark		Yes					
4	Cr. Tunmuck-Smith		Apology					
Community members								
	(Chairperson)		Vacancy					
5	Damien Tunmuck		Yes					
6	Ken James		Apology					
7	Mark Ninnal		Absent					
8	Timothy Dumoo		Absent					
9	Cyril Ninnal		Absent					
10	Basil Parmbuk		Yes					
11	Margaret Perdjert		Apology					
12	Anne Marie Nudjulu		Absent					
13	Gregory Munar		Yes					
14	Steven Pultchen		Yes					
Quorum needs 8		**Nil**	**6**					

LOCAL AUTHORITY ATTENDANCE REPORT FOR RECORDS

PALUMPA LOCAL AUTHORITY		19 Jul 2021	11 Aug 2021	September 2021		14 Oct 21	11 Nov 21	9 Dec 21	9 Feb 22	31 Mar 22	22 Apr 22
Comments →		Quorum	Election new Councillors	Election changed Councillors		Quorum	Cancelled due to unrest	No Quorum Provisional	Cancelled due to COVID	Cancelled due to unrest	No Quorum Provisional
NAME											
Councillors											
1	Ralph Narburup	Yes	Apology	Cr Ralph Narburup relocated to Wadeye LA						1 Mayor Ralph Narburup	Yes
2	Mayor John Wilson	Yes	Apology	Cr. John Wilson no longer Mayor. Council member for Peppimenarti							
				1	Deputy Mayor Wilfred Harris					No longer member as not Principle member	
										2 Cr. Terry Sams elected	Yes by phone
Community members											
3	Amy Narburup Chairperson	Yes	Apology	2	Amy Narburup Chairperson	Yes		Yes		3	Yes
4	Jack Wodidj	Yes	Yes	3	Jack Wodidj	Yes		Apology		4	Absent
5	Lorraine Keringbo	Apology	Yes	4	Lorraine Keringbo	Yes		Yes		5	Absent
6	Jimmy Murielle	Apology	Yes	5	Jimmy Murielle	Yes		Yes		6	Yes
7	Moses Wodidj	Yes	Yes	6	Moses Wodidj	Yes		Yes		7	Apology
8	Jeff Wodidj	Apology	Absent	7	Jeff Wodidj	Yes		Apology		8	Absent
9	Roger Wodidj	Yes	Yes	8	Roger Wodidj	Yes		Apology		9	Absent
10	John Paul Wodidj	Apology	Absent	9	John Paul Wodidj	Yes		Apology		10	Absent
11	Warren Wodidj	Yes	Yes	10	Warren Wodidj	Yes		Yes		11	Yes
12	Alex Jacky	Apology	Absent	11	Alex Jacky	Apology		Apology		12	Absent
13	Sandra Jacky	Apology	Yes	12	Sandra Jacky	Apology		Apology		13	Absent
14	Mary Wodidj	Yes	Apology	13	Mary Wodidj	Apology		Apology		14	Absent
Quorum needs 8		8	7	Quorum needs 7		9	0	5	Quorum needs 8	0	5

LOCAL AUTHORITY ATTENDANCE REPORT FOR RECORDS

PALUMPA LOCAL AUTHORITY		29 June 2022	18 August 2022	20 October 2022						
Comments →		Quorum	Quorum	Cancelled due to no community members						
	NAME									
	Councillors									
1	Ralph Narburup	Present	Present							
2	Cr. Terry Sams	Present	Present							
	Community members									
3	Amy Narburup Chairperson	Present	Present							
4	Jack Wodidj	Apology	Present							
5	Lorraine Keringbo	Present	Apology							
6	Jimmy Murielle	Present	Present							
7	Moses Wodidj	Present	Present							
8	Jeff Wodidj	Apology	Present							
9	Roger Wodidj	Apology	Present							
10	John Paul Wodidj	Apology	Present							
11	Warren Wodidj	Present	Absent							
12	Alex Jacky	Apology	Present							
13	Sandra Jacky	Apology	Absent							
14	Mary Wodidj	Present	Apology							
	Quorum needs 8	8	10							

LOCAL AUTHORITY ATTENDANCE RECORDS

	PEPPIMENARTI LOCAL AUTHORITY	19 Jul 2021	11 Aug 2021	3 Sept 2021	14 Oct 21	12 Nov 21	9 Dec 21	11 Feb 22	1 Apr 22	20 Apr 22
	Comments →	Cancelled due to unrest	Cancelled due to unrest	Quorum	Cancelled due to unrest	Cancelled due to unrest	No Quorum Provisional	Cancelled due to COVID	Cancelled due to Funeral	Cancelled due to unrest
	NAME	ATTENDANCE								
	Councillors									
1	Deputy Mayor Wilfred Harris			Apology			Apology			
2	Cr. John Wilson			Apology			Apology			
3	Mayor Ralph Narburup			Not elected Mayor until March 2022.						
	Community members									
4	Karl Lukonavic			Yes			Yes			
5	Henry Wilson			Yes			Apology			
6	Annunciata Wilson			Yes			Yes			
7	Joanne Kerr			Absent			Apology			
8	Leaya Smith			Yes			Yes			
9	Nathan Wilson			Yes			Yes			
10	Anastasia Wilson			Yes			Apology			
11	Kim Phipat			Apology			Absent			
12	Vacancy									
13	Vacancy									
14	Vacancy									
	Quorum needs 6	0	0	6	0	0	4	0	0	0

LOCAL AUTHORITY ATTENDANCE RECORDS

	PEPPIMENARTI LOCAL AUTHORITY								
Dates →	30 June 2022	19 August 2022	21 October 2022						
	ATTENDANCE								
NAME									
Councillors									
1 Mayor Ralph Narburup	Apology	Meeting cancelled due to LA members unable to attend	Meeting cancelled due to LA members unable to attend						
2 Deputy Mayor Wilfred Harris	Apology								
3 Cr. John Wilson	Apology								
Community members									
4 Karl Lukonavic	Present								
5 Henry Wilson	Apology								
6 Annunciata Wilson	Present								
7 Leaya Smith	Present								
8 Nathan Wilson	Present								
9 Anastasia Wilson	Present								
10 Vacancy									
11 Vacancy									
12 Vacancy									
13 Vacancy									
14 Vacancy									
Quorum needs 6	0	0	6	0	0	4	0	0	0

WEST DALY REGIONAL COUNCIL

FOR THE COUNCIL MEETING OF 15 DECEMBER 2022

Report for Agenda Item No 3

Prepared by **Sharon Binns, Governance & Quality Assurance Officer**

Meeting dates from 16 December 2022 to 18 January 2024

Purpose

To provide Elected Members with a calendar of scheduled meetings for the year.

Background

A schedule of meetings allows Elected Members to be able to plan for their attendance in advance.

In order to coordinate administrative support for the meetings scheduled, an apology notice must be **given 3 days in advance** of an Ordinary Council, Special Council, Local Authority or Committee meeting, otherwise an absence will be recorded at the discretion of the Council or Committee Chairperson. This decision cannot rest with the Mayor or CEO as it is the Council or Committee that makes the resolution to accept or deny an apology.

This will also allow for Council to cancel arrangements for travel or accommodation that has been paid, without seeking reimbursement from Councillors for non-attendance.

Council meetings will be cycled through the communities to allow for public attendance.

Statutory Environment

The *Local Government Act*

Impact for Council

To ensure Elected Members attend all meetings scheduled.

Strategic Alignment

This report is aligned to the West Daly Regional Plan 2022-23:

Focus 1 - Strengthen our Organisation	
1.2 Governance	
Journey 1.2.3	Continue to strengthen the governance framework and encourage active contribution at all meetings

Recommendation

1. **That Council note and approve the meeting schedule for Elected Members to attend meetings for the 2023 year.**

2. **The Council notes and accepts that as the year progresses the meetings dates may change due to circumstances beyond Councils control.**

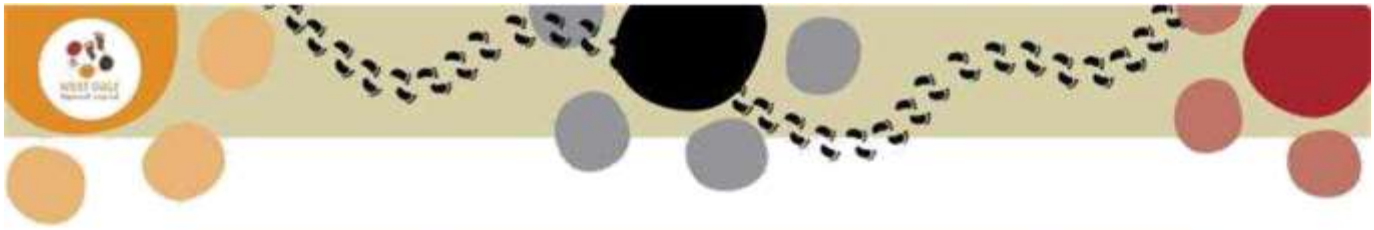
3. **Elected Members note that an apology for non-attendance at any meeting is with three (3) days-notice to the CEO or Mayor otherwise recorded as absent.**

Attachments

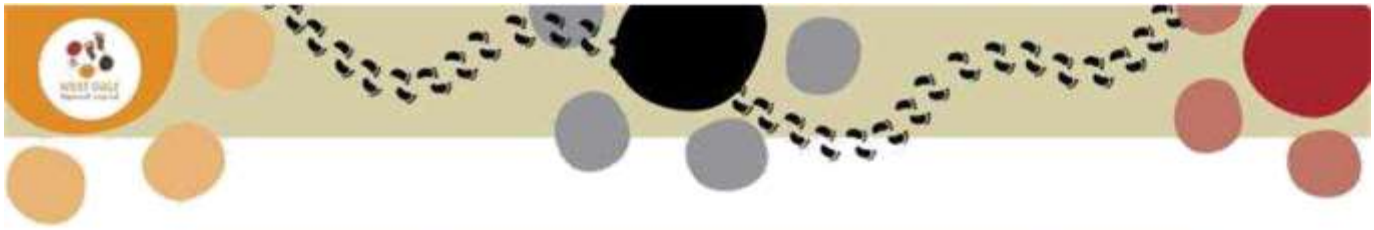
1 Meeting dates for 2023

WEST DALY REGIONAL COUNCIL
MEETING DATES

Meeting date	Meeting	Elected Members required	Location
DECEMBER 2022			
16 December 2022	OCM	Mayor Narburup Deputy Mayor Harris Cr Jake Clark Cr John Wilson Cr Terry Sams Cr Mark Tunmuck-Smith	Darwin
JANUARY 2023			
31 January 2023	OCM	Mayor Narburup Deputy Mayor Harris Cr Jake Clark Cr John Wilson Cr Terry Sams Cr Mark Tunmuck-Smith	Darwin
FEBRUARY 2023			
8 February 2023	Wadeye LA	Mayor Narburup Deputy Mayor Harris Cr Jake Clark Cr Mark Tunmuck-Smith	Wadeye
9 February 2023	Palumpa LA	Mayor Narburup Deputy Mayor Harris Cr Terry Sams	Palumpa
10 February 2023	Peppimenarti LA	Mayor Narburup Deputy Mayor Harris Cr John Wilson	Peppimenarti
22 February 2023	Finance Committee	Mayor Narburup Deputy Mayor Harris Cr Jake Clark	Darwin and video conference
MARCH 2023			
29 March 2023	Pre-OCM	Mayor Narburup Deputy Mayor Harris Cr Jake Clark Cr John Wilson Cr Terry Sams Cr Mark Tunmuck-Smith	Darwin
30 March 2023	OCM		
APRIL 2023			
12 April 2023	Wadeye LA	Mayor Narburup Deputy Mayor Harris Cr Jake Clark Cr Mark Tunmuck-Smith	Wadeye
13 April 2023	Palumpa LA	Mayor Narburup Deputy Mayor Harris Cr Terry Sams	Palumpa
14 April 2023	Peppimenarti LA	Mayor Narburup Deputy Mayor Harris Cr John Wilson	Peppimenarti
27 April 2023	Finance Committee	Mayor Narburup Deputy Mayor Harris Cr Jake Clark	Darwin



Meeting date	Meeting	Elected Members required	Location
MAY 2023			
25 May 2023	OCM	Mayor Narburup Deputy Mayor Harris Cr Jake Clark Cr John Wilson Cr Terry Sams Cr Mark Tunmuck-Smith	Palumpa
JUNE 2023			
14 June 2023	Wadeye LA	Mayor Narburup Deputy Mayor Harris Cr Jake Clark Cr Mark Tunmuck-Smith	Wadeye
15 June 2023	Palumpa LA	Mayor Narburup Deputy Mayor Harris Cr Terry Sams	Palumpa
16 June 2023	Peppimenarti LA	Mayor Narburup Deputy Mayor Harris Cr John Wilson	Peppimenarti
21 June 2023	Finance Committee	Mayor Narburup Deputy Mayor Harris Cr Jake Clark	Darwin and video conference
JULY 2023			
19 July 2023	OCM	Mayor Narburup Deputy Mayor Harris Cr Jake Clark Cr John Wilson Cr Terry Sams Cr Mark Tunmuck-Smith	Wadeye
AUGUST 2023			
16 August 2023	Wadeye LA	Mayor Narburup Deputy Mayor Harris Cr Jake Clark Cr Mark Tunmuck-Smith	Wadeye
17 August 2023	Palumpa LA	Mayor Narburup Deputy Mayor Harris Cr Terry Sams	Palumpa
18 August 2023	Peppimenarti LA	Mayor Narburup Deputy Mayor Harris Cr John Wilson	Peppimenarti
23 August 2023	Finance Committee	Mayor Narburup Deputy Mayor Harris Cr Jake Clark	Darwin and video conference
SEPTEMBER 2023			
20 September 2023	Pre-OCM	Mayor Narburup Deputy Mayor Harris Cr Jake Clark Cr John Wilson Cr Terry Sams Cr Mark Tunmuck-Smith	Darwin
21 September 2023	OCM		



Meeting date	Meeting	Elected Members required	Location
OCTOBER 2023			
18 October 2023	Wadeye LA	Mayor Narburup Deputy Mayor Harris Cr Jake Clark Cr Mark Tunmuck-Smith	Wadeye
19 October 2023	Palumpa LA	Mayor Narburup Deputy Mayor Harris Cr Terry Sams	Palumpa
20 October 2023	Peppimenarti LA	Mayor Narburup Deputy Mayor Harris Cr John Wilson	Peppimenarti
25 October 2023	Finance Committee	Mayor Narburup Deputy Mayor Harris Cr Jake Clark	Darwin and video conference
NOVEMBER 2023			
22 November 2023	Pre-OCM	Mayor Narburup Deputy Mayor Harris Cr Jake Clark Cr John Wilson Cr Terry Sams Cr Mark Tunmuck-Smith	Darwin
23 November 2023	OCM		
DECEMBER 2023			
13 December 2023	Wadeye LA	Mayor Narburup Deputy Mayor Harris Cr Jake Clark Cr Mark Tunmuck-Smith	Wadeye
14 December 2023	Palumpa LA	Mayor Narburup Deputy Mayor Harris Cr Terry Sams	Palumpa
15 December 2023	Peppimenarti LA	Mayor Narburup Deputy Mayor Harris Cr John Wilson	Peppimenarti
20 December 2023	Finance Committee	Mayor Narburup Deputy Mayor Harris Cr Jake Clark	Darwin and video conference
JANUARY 2024			
17 January 2024	Pre-OCM	Mayor Narburup Deputy Mayor Harris Cr Jake Clark Cr John Wilson Cr Terry Sams Cr Mark Tunmuck-Smith	Darwin
18 January 2024	OCM		

WEST DALY REGIONAL COUNCIL

FOR THE COUNCIL MEETING OF 15 DECEMBER 2022

Report for Agenda Item No 4

Prepared by **James Cartwright, Chief Financial Officer**

Finance Report - November 2022

Purpose

To provide the Finance Committee the Financial Management Reports for the period ended 30 November 2022.

Background

The *Local Government (General) Regulations* 2021, Division 7, require that Council receive a report setting out:

(a) the actual income and expenditure of the council for the period from the commencement of the financial year up to the end of the previous month; and
(b) the most recently adopted annual budget; and
(c) details of any material variances between the most recent actual income and expenditure of the council and the most recently adopted annual budget.

Council has continued to meet its financial obligations for the period, as per the attached report

Statutory Environment

Regulation 17 of the *Local Government (General) Regulations 2021.*

Impact for Council

Under Regulation 17 of the *Local Government (General) Regulations 2021* Council must receive the Financial Report.

Strategic Alignment

This report is aligned to the West Daly Regional Plan 2022-23:

Focus 1 - Strengthen our Organisation	
1.2 Governance	
Journey 1.2.3	Continue to strengthen the governance framework and encourage active contribution at all meetings

Recommendation

1. **That Council notes and the Finance report for November 2022.**

Attachments

1 Finance Report - November 2022

WEST DALY
Regional Council

FINANCIAL MANAGEMENT REPORT

For the period ended 30 November 2022

Attachment 1

Certification by the Council CEO

Council Name: **WEST DALY REGIONAL COUNCIL**
Reporting Period Ended: 30 November 2022

To the best of the CEO's knowledge, information and belief:
(1) the internal controls implemented by the council are appropriate; and
(2) the monthly reports best reflects the financial affairs of the council.

Matthew Eastham ASM
CEO

Date: 9/12/22

Attachment 1

Snapshot - Financial Report

Revenue $ 7.81M	**Current Ratio** 1.69	**Cash at Bank** $ 10.29M
Expenditures $ 6.76M	**Unspent Tied Funds** $ 900K (including commitments of $866K)	**Net Current Assets** $ 4.50M
Operating Result $ 1.04M (including tied grants)	**Local Authority** $ 478K	**Capital Expenditures** $ 1.55M

Attachment 1

Income and Expense Statement - Actual v Budget

INCOME AND EXPENSE STATEMENT FOR THE PERIOD ENDING AS AT 30 NOVEMBER 2022	YTD Actuals $	YTD Budget $	YTD Variance $	YTD Variance %	Annual Budget $	Note Reference
OPERATING INCOME						
Rates	1,412,131	1,353,338	58,793	0%	1,353,338	
Charges	755,267	764,939	(9,672)	0%	764,939	
Fees and Charges	328,814	152,967	175,847	115%	367,121	(1)
Operating Grants and Subsidies	4,548,687	3,639,164	909,523	25%	6,417,340	(2)
Capital Grants	73,923	167,500	(93,577)	-56%	402,000	(3)
Interest / Investment Income	73,790	7,939	65,851	829%	19,054	(4)
Commercial and Other Income	618,153	888,882	(270,729)	-30%	1,933,033	(5)
TOTAL OPERATING INCOME	**7,810,765**	**6,974,729**	**836,036**		**11,256,825**	
OPERATING EXPENDITURE						
Employee Benefit Expenses	2,553,183	2,555,783	2,600	0%	6,133,878	
Operational Expenses	2,182,812	1,418,352	(764,460)	-54%	3,394,445	(6)
Elected Member Allowances	85,677	118,120	32,443	27%	283,489	(7)
Elected Member Expenses	13,078	25,000	11,922	48%	60,000	
Council Committee & LA Allowances	2,932	3,542	610	17%	8,500	
Council Committee & LA Expenses	710	2,000	1,290	64%	12,000	
Interest Expense	6,628	94,357	87,729	93%	226,456	(8)
Repair and Maintenance	423,097	245,833	(177,264)	-72%	590,000	(9)
Contractors Materials and Labour	1,125,498	442,307	(683,191)	-154%	1,061,538	(10)
TOTAL OPERATING EXPENDITURE	**6,393,615**	**4,905,294**	**(1,488,321)**		**11,770,305**	
OPERATING SURPLUS / (DEFICIT)	**1,417,150**	**2,069,435**	**(652,285)**		**(513,481)**	
Depreciation	371,410	390,740	19,330	5%	937,776	
SURPLUS / (DEFICIT) INCLUDING DEPRECIATION	**1,045,740**	**1,678,695**	**(632,955)**		**(1,451,256)**	

Attachment 1

Income and Expense Statement - Variance Analysis

Income / Expense Item	Note Refernce	Comments
Fees and Charges	(1)	Council has done a large amount of unbudgeted work for our tied programs, particularly homelands.
Operating Grants and Subsidies	(2)	Unbudgeted revenue due to additional homelands grant funding.
Capital Grants	(3)	Delays in Road to Recovery works as a result of contractor unavailability.
Interest / Investment Income	(4)	Interest rates have increased significantly from when the budget was prepared, resulting in increased interest revenue.
Commercial and Other Income	(5)	TDC leases signed and charged for July and August in August and $300k in LA funding moved to Wadeye Pool Fund.
Operational Expenses	(6)	Variance due to insurance premiums paid in August and higher than budgeted fuel and materials costs.
Elected Member Allowances	(7)	Variance due to budget including all professional development and extra meeting allowances
Interest Expense	(8)	Variance due to S19 lease interest expenditure not yet applied
Repair and Maintenance	(9)	Variance due to recognition of $300k LA contribution to Wadeye Pool project
Contractors Materials and Labour	(10)	Variance due to an increase in budgeted tied grant funds, pariticularly those linked to homelands. Approximately $40k of this balance is made up of untied expenditure.

Attachment 1

Monthly Balance Sheet Report

BALANCE SHEET AS AT 30 NOVEMBER 2022	YTD Actuals $	Note Reference*
ASSETS		
Cash at Bank	10,299,889	(1)
Tied Funds	900,029	
Untied Funds	9,399,860	
Accounts Receivable		
Trade Debtors	126,752	(2)
Rates & Charges Debtors	592,574	
Other Current Assets	721,025	
TOTAL CURRENT ASSETS	**11,740,240**	
Non-Current Financial Assets	0	
Right-of-Use Assets	5,103,005	
Property, Plant and Equipment	4,652,587	
TOTAL NON-CURRENT ASSETS	**9,755,592**	
TOTAL ASSETS	**21,495,832**	

BALANCE SHEET AS AT 30 NOVEMBER 2022	YTD Actuals $	Note Reference*
LIABILITIES		
Accounts Payable	54,666	(4)
ATO & Payroll Liabilities	71,886	(5)
Current Provisions	479,544	
Accruals	83,987	
Other Current Liabilities	4,748,438	
TOTAL CURRENT LIABILITIES	**5,438,521**	
Non-Current Provisions	27,448	
Other Non-Current Liabilities	5,508,473	
TOTAL NON-CURRENT LIABILITIES	**5,535,921**	
TOTAL LIABILITIES	**10,974,442**	
NET ASSETS	**10,521,390**	
EQUITY		
Asset Revaluation Reserve	0	
Reserves	0	
Accumulated Surplus	10,521,390	
TOTAL EQUITY	**10,521,390**	

Attachment 1

Monthly Balance Sheet Report

Note 1. Details of Cash and Investments Held

Details of Cash and Investments Held	$
Cash at Bank Operational	323,096
Cash at Bank Trust	4,975,880
Cash Investment - Fixed Term	5,000,000
Cash on Hand Petty Cash	913
	10,299,889

	Amount
Tied Funds	900,029
Untied Funds	9,399,860
	10,299,889

Details of Cash Investment - Fixed Term

Product	Actual Balance	Available Balance	Interest Rate	Maturity
Fixed Term Deposit	$1,000,000.00	$0.00	4.06%	6/06/2023
Fixed Term Deposit	$1,000,000.00	$0.00	4.06%	6/06/2023
Fixed Term Deposit	$1,000,000.00	$0.00	4.01%	27/03/2023
Fixed Term Deposit	$1,000,000.00	$0.00	3.36%	4/01/2023
Fixed Term Deposit	$1,000,000.00	$0.00	3.32%	6/01/2023

Attachment 1

Current Ratio

"How many dollars do we have for every dollar we owe?"

The Current Ratio is the amount of current assets (cash or assets that are readily convertible to cash), divided by the amount of liabilities (debts that will be due within a year).

Current Assets		Current Liabilities	
Cash in Bank	10,299,889	Accounts Payable	54,666
Less: Grants to be refunded	0	Other Current Liabilities	4,820,324
	10,299,889	Grants in advance	
Trade and Rates Debtors	719,326	Commitments	866,834
Other Current Assets	721,025		
Less:		Unspent Grants	900,029
Staff Liability	506,992	(Agency & Core)	
	11,233,248		6,641,853

Current Ratio for FY2022/23

FY 22/2023

Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23
1.50	1.72	2.07	1.77	1.69							

FY 21/2022

Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22
1.36	1.63	1.91	1.78	1.74	1.69	1.83	1.63	1.87	1.65	1.57	1.49

Attachment 1

Monthly Balance Sheet Report

Note 2. Statement on Debts Owed to Council (Accounts Receivable)

Trade Debtor's Account - Age Analysis	Current / Unapplied	Past Due 1 – 30 Days	Past Due 31 – 60 Days	Past Due 61-90 Days	Past Due* 90+ Days	Total
Trade Debtors	-3,457	89,949	6,678	16,668	16,913	**126,751**

Note 3. Rates

WDRC has raised $2.17 million in rates for FY23, which includes $1.41 million in Rates and $755k in Refuse/Garbage charges.

Attachment 1

Monthly Balance Sheet Report

Note 4. Statement on Debts Owed by Council (Accounts Payable)

Creditor's Account - Age Analysis	Current / Unapplied	Past Due 1 – 30 Days	Past Due 31 – 60 Days	Past Due 61-90 Days	Past Due 90+ Days	Total
Trade Creditors	-27,286	76,093	1,075	0	4,785	**54,667**
Other Creditors	-					-
Total Accounts Payable	**-27,286**	**76,093**	**1,075**	**0**	**4,785**	**54,667**

Note 5. Statement on Australian Tax Office (ATO) and Payroll Obligations

As of 30 November 2022, Council has net PAYG and GST payable amount $58,162.00. All FBT and superannuation obligations have been paid to date. All insurance premiums including Workers Compensation, Directors and Office Holders cover have been paid to date.

GST & PAYG	NOVEMBER 2022	
13240	GST Rec	137,366
22240	GST Pay	-13,724
22230	PAYG	-58,162
		65,480

Attachment 1

Monthly Financial Report for Each Local Authority Area

	NOTES	Regional Office / Unallocated - Darwin			LA 1 - Nganmarriyanga		
		YTD Actuals $	YTD Budget $	YTD Variance $	YTD Actuals $	YTD Budget $	YTD Variance $
OPERATING INCOME							
Rates		0	0	0	106,776	106,696	80
Charges		0	0	0	71,055	75,338	(4,283)
Fees and Charges		6	0	6	21,301	426	20,875
Operating Grants and Subsidies		0	0	0	813,192	287,965	525,227
Capital Grants		0	0	0	0	0	0
Interest / Investment Income		0	0	0	0	0	0
Commercial and Other Income		450	599	(149)	120,034	130,885	(10,851)
TOTAL OPERATING INCOME		456	599	(143)	1,132,358	601,311	531,047
OPERATING EXPENDITURE							
Employee Benefit Expenses		581,901	639,041	57,140	313,595	317,276	3,681
Operational Expenses		355,892	201,426	(154,466)	182,573	117,415	(65,158)
Elected Member Allowances		0	0	0	1,710	7,689	5,979
Elected Member Expenses		0	0	0	5,082	3,125	(1,957)
Council Committee & LA Allowances		0	0	0	1,963	1,458	(505)
Council Committee & LA Expenses		0	0	0	0	0	0
Interest Expenses		0	0	0	0	0	0
Repair and Maintenance		0	0	0	82,779	43,750	(39,029)
Contractors Materials and Labour		7,005	0	(7,005)	54,607	142,462	87,855
TOTAL OPERATING EXPENDITURE		944,798	840,467	(104,331)	642,309	633,176	(9,133)
OPERATING SURPLUS / (DEFICIT)		(944,342)	(839,868)	104,188	490,049	(31,865)	540,180
Depreciation		0	0	0	0	0	0
SURPLUS / (DEFICIT) INCLUDING DEPRECIATION		(944,342)	(839,868)	104,188	490,049	(31,865)	540,180

Monthly Financial Report for Each Local Authority Area

	NOTES	LA 2 - Peppimenarti			LA 2 - Wadeye			Total		
		YTD Actuals $	YTD Budget $	YTD Variance $	YTD Actuals $	YTD Budget $	YTD Variance $	YTD Actuals $	YTD Budget $	YTD Variance
OPERATING INCOME										
Rates		120,256	119,483	773	1,185,098	1,127,159	57,939	1,412,130	1,353,338	58,792
Charges		71,143	73,498	(2,355)	613,069	616,102	(3,033)	755,267	764,939	-9,672
Fees and Charges		67,413	71	67,342	240,096	152,470	87,626	328,816	152,967	175,849
Operating Grants and Subsidies		702,318	247,673	454,645	3,033,177	3,105,403	(72,226)	4,548,687	3,639,164	909,523
Capital Grants		67,413	0	67,413	6,510	167,500	(160,990)	73,923	167,500	-93,577
Interest / Investment Income		0	0	0	73,790	7,939	65,851	73,790	7,939	65,851
Commercial and Other Income		114,421	107,284	7,137	383,248	650,114	(266,866)	618,153	888,882	-270,729
TOTAL OPERATING INCOME		1,142,964	548,010	594,954	5,534,988	5,826,688	(291,700)	7,810,766	6,974,729	836,037
OPERATING EXPENDITURE										
Employee Benefit Expenses		386,709	326,807	(59,902)	1,270,978	1,272,659	1,681	2,553,183	2,555,782	2,599
Operational Expenses		219,261	117,778	(101,483)	1,425,086	981,732	(443,354)	2,182,812	1,418,352	-764,460
Elected Member Allowances		14,195	7,689	(6,506)	69,772	102,742	32,970	85,677	118,120	32,443
Elected Member Expenses		2,902	3,125	223	5,094	18,750	13,656	13,078	25,000	11,922
Council Committee & LA Allowances		705	1,042	337	264	1,042	778	2,932	3,542	610
Council Committee & LA Expenses		0	0	0	710	2,000	1,290	710	2,000	1,290
Interest Expenses		0	0	0	6,628	94,357	87,729	6,628	94,357	87,729
Repair and Maintenance		96,542	35,417	(61,125)	243,776	166,667	(77,109)	423,097	245,833	-177,264
Contractors Materials and Labour		6,768	77,156	70,388	1,057,118	222,689	(834,429)	1,125,498	442,307	-683,191
TOTAL OPERATING EXPENDITURE		727,082	569,014	(158,068)	4,079,426	2,862,637	(1,216,789)	6,393,615	4,905,294	-1,488,321
OPERATING SURPLUS / (DEFICIT)		415,882	(21,004)	753,022	1,455,562	2,964,051	925,090	1,417,151	2,069,435	2,324,358
Depreciation		0	0	0	371,410	390,740	19,330	371,410	390,740	19,330
SURPLUS / (DEFICIT) INCLUDING DEPRECIATION		415,882	(21,004)	753,022	1,084,152	2,573,311	905,760	1,045,741	1,678,695	2,305,028

Attachment 1

Monthly Balance Sheet Report

Highest 10 Contractor Payments/ Items paid in the month

	Supplier Name	Territory enterprise or industry supplier $	Interstate / overseas enterprise or industry supplier $
13332	Scope Building Nt Pty Ltd	214,389	
10106	Hastings Deering (Australia) Ltd	200,770	
10081	AP Motors Pty Ltd T/A Bridge Toyota	197,435	
13038	EP Draffin Manufacturing Pty Ltd	97,576	
13337	Inland Electrical Pty Ltd	90,915	
13431	Shane Liam Hitchcock T/A -Scc Carpentry Constr	77,897	
10376	Councilbiz	77,496	
13450	ID Group T/A Id Fabrication Pty Ltd	52,073	
13446	Hames Sharley NT	46,364	
10034	Airpower (NT) Pty Ltd	37,951	
TOTAL		**1,092,864**	-

Attachment 1

Member and CEO Council Credit Card Transactions for the Month

Where a council credit card has been issued to an Elected Member and/or the CEO, a list per cardholder of all credit card transactions in the month is to be published including the name of the supplier, the amount for each transaction and the reason for the transaction.

Cardholder Name M Eastham

Transaction Date	Amount $	Supplier's Name	Reason for the Transaction
1/11/2022	57.28	GM Cabs PTY LTD	Taxi Fare - ALGA Conference Hobart
7/11/2022	16.00	News Limited Surry Hills	News Paper Subscription
8/11/2022	29.59	BP Hobart Airport TAS	Fuel Charges - Hire Car - ALGA Conference Hobart
10/11/2022	1,010.18	Crowne Plaza Hobart TAS	Accommodation Charges - ALGA Conference Hobart
Total	**1,113.05**		

Attachment 1

WEST DALY REGIONAL COUNCIL

FOR THE COUNCIL MEETING OF 15 DECEMBER 2022

Report for Agenda Item No 5

Prepared by **James Cartwright, Chief Financial Officer**

Council Fees & Charges

Purpose

To present an update to Council's Fees and Charges schedule for 2022-23 to Council.

Background

Council charges a variety of Fees and Charges for services we provide in addition to what we are required by law to provide. Council charges a fee for these activities and they are an important part of our financial sustainability.

The Fees and Charges are set after considering the economic cost of providing the services, commercial considerations, the social utility of providing the services and the legislative requirement to be competitively neutral.

Unlike Rates, Council can update our Fees and Charges throughout the year as new amounts or services are required to be added or removed.

This update has made changes to our mechanic rates and workshop charges.

Statutory Environment

Council must list their Fees and Charges for the financial year in each annual budget and Regional Plan under the *Local Government Act 2019.*

Impact for Council

Council will charge the fees and charges as per the attached Schedule

Strategic Alignment

This report is aligned to the West Daly Regional Plan 2022-23:

Focus 4 - Growing our Services	
4.1 Commercial Services	
Journey 4.1.2	Continue to investigate new commercial opportunities

Recommendation

1. **That Council approves the updated Schedule of Fees and Charges for the 2022-23 financial year.**

Attachments

1 Fees and Charges FY23

SCHEDULE OF FEES AND CHARGES	Each/Per	FEES/CHARGES FOR FY 2022-23
ADMINISTRATION		
Rate & Property Services		
Change of Ownership Advices - Rates	Advice	$50.00
Rates Search	Property	$50.00
Copies of Rates Notices	Notice	$40.00
Late Payment Fees		
Late fees on Invoice Payment (>30 days)	Month	$50.00
Documentation Assistance		
Completing forms, application, etc.	Hour	$60.00
Printing	Page	$2.00
Photocopying	Page	$2.00
Scanning	Page	$2.00
Laminating		
A4	Page	$5.00
A3	Page	$10.00
Internet Access Library - Wadeye Only		
Computer hire	Hour	Free
ACCOMMODATION - Visitor's Quarters (VOQ)*		
Nganmarriyanga		
VOQ	Night	$240.00
Peppimenarti		
VOQ - 2 Bedroom	Night	$350.00
VOQ - 1 Bedroom	Night	$240.00
Wadeye		
VOQ Unit	Night	$300.00
VOQ single person accommodation	Night	$240.00
Long term accommodation bookings (subject to availability) will be discounted as follows; Booking more than 2 weeks less than 4 weeks - 15% Booking more than 4 weeks less than 6 weeks - 20% Booking more than 6 weeks - 25% *rate is per person, per night		
CONFERENCE ROOM HIRE		
Winnellie	Full Day	$800.00
	Half day	$400.00
Wadeye	Full Day	$450.00
	Half day	$250.00
Nganmarriyanga	Full Day	$450.00
	Half Day	$250.00
Peppimenarti	Full Day	$200.00
	Half Day	$125.00

PLANNING		
Temporary Road Closure		
	Per Occasion	$300.00
ECONOMIC SERVICES		
Lawn Mowing (minimum charges)		
Domestic		
Lawn	Hour	$110.00
Whipper Snipper	Hour	$110.00
Commercial		
Lawn	Hour	$170.00
Whipper Snipper	Hour	$170.00
Vehicle Hire - Wadeye Only		
Toyota Prado Wagon 4 x4 (or similar)	Day	$300.00
	Hour	$65.00
Toyota Dual Cab Utility 4 x2 (or similar)	Day	$250.00
	Hour	$55.00
Airport Pickup/Drop-off to Council VOQ	Trip	$50.00
Airport Pickup/Drop-off (min 1 Hour)	Hour	$115.00
Cleaning Charge	Hire	$100.00
Equipment Hire		
LED Screen on Trailer	Hour	$75.00
	Day	$500.00
BBQ Trailer	Day	$100.00
Mobilisation/Set-up/Return	Occasion	$75.00
Swimming Pool		
Out of Hours Hire	Hour	$100.00
Waste Management Fees		
Municipal Solid Waste (non-commercial)	**Unit**	**Fee (GST inc)**
Clean Fill	m3	No Charge
General Waste	m3	No Charge
Green Waste	m3	No Charge
Bins (non-commercial)	**Unit**	**Fee (GST inc)**
Replacement 240 litre Wheelie Bin	Each	$145.00
Commercial and Industrial	**Unit**	**Fee (GST inc)**
Unsorted Waste will be charged at m3 rate	m3	$360.00
Animal Carcasses	Each	$50.00
Batteries	Each	$20.00
Car/vehicle bodies dumping only	Each	$220.00
Car/vehicle bodies removal and dumping	Each	$380.00
Concrete/Rubble	m3	$200.00
General Waste	m3	$55.00
Green Waste	m3	$55.00
Metal Uncontaminated	m3	$55.00
Mixed Fill (soil, rock, rubbish)	m3	$55.00

Solar Hot Water Systems	Each	$68.00
Timber (untreated)	m3	$55.00
Timber (treated) includes pallets	m3	$55.00
Tyre - Vehicle	Each	$22.00
Tyre – Light Truck 16"	Each	$40.00
Tyre – Truck Heavy Vehicle	Each	$80.00
Tyre – Tractor	Each	$195.00
Industrial Vehicle White Goods	Each	$22.00
TRADES CHARGES		
Labour (within Community)*		
Unskilled / Semi Skilled Labour	Hour	$80.00
Skilled Labour	Hour	$120.00
Supervisor	Hour	$220.00
Administration Services	Hour	$100.00
Cleaner	Hour	$100.00
Trades*		
Mechanic	Hour	$170.00
Carpenter	Hour	$160.00
Builder	Hour	$180.00
Trades Assistant	Hour	$120.00
Travel	KM	$3.00
**Minimum charge is 1 hour; 50% rate increase after 4:30PM and 100% rate increase for weekends.*		
Others		
Workshop Materials	Per	Cost + 30%
Mobilisation/Demobilisation charges	Occasion	Actual cost + 15% admin fee
Workshop Consumables	Per	$35.00
Key Cutting	Key	$20.00
Vehicle Inspection – not exceeding 4.5 tonnes	Per	$59.40
Trailer - not exceeding 4.5 tonnes (Aggregate trailer mass)	Per	$59.40
Vehicle Inspection - Over 4.5 tonnes	Per	$136.40
AIRPORT CHARGES		
<9,000kg	Landing	$25.19/t
≥9,000kg	Landing	$34.65/t
Heli<2,500 kg	Landing	$25.19/t
Heli≥2,500 kg	Landing	$34.65/t
minimum	Landing	$25.19/t
PLANT HIRE*		
Description	***Rate per Hour***	***Rate per Day # (7 hours)***
Grader	$270.00	$1,700.00
Loader	$270.00	$1,700.00
Volvo Flat Top Truck (tilt tray)**	$200.00	$1,400.00
Caterpillar Skid Steer Loader	$200.00	$1,400.00
John Deere Tractor 5093E inc slasher	$200.00	$1,400.00
Hino Tip Truck	$200.00	$1,400.00

Roller	$200.00	$1,400.00
Backhoe	$220.00	$1,400.00
Bobcat	$200.00	$1,400.00
Excavator 2.5 Tonne	$220.00	$1,540.00
Trailer Tandem Wheels	NA	$120.00
8FT Slasher	$40.00	NA
6FT Slasher	$25.00	NA
Forklift	$180.00	NA
Ride on Mower	$160.00	NA
**All on a wet hire basis - must include WDRC employee as Driver, with operator and fuel; A mobilisation/set-up/return fee of $75 per occasion is charged if plant hire is required outside the Community.* ***Volvo Flat top truck (tilt tray) can also be hired per kilometre basis at $3.50/KM. Minimum charge $500 for out-of-community collection.* *# Day rate is from 8 am to 4 pm (7 hours maximum)*		

Terms, Payments & Recourse

1. All fees are inclusive of GST.

2. All accounts for the purchase of goods or services, provided by the West Daly Regional Council (WDRC) are to be settled in full within 30 days from date of Invoice.

3. Should the Customer default in the payment of any monies due under this Agreement, then all monies due to WDRC shall immediately become due and payable, and will be paid by the Customer within fourteen (14) days of the date of written demand from WDRC.

4. In the event an account is not settled, WDRC reserves the right to withhold any further supply of goods and services and shall be entitled to charge interest on all amounts not paid by the due date for payment and the Customer undertakes to pay any interest so charged. Such interest will be calculated on a daily basis from the due date for payment until the date that WDRC receives payment with 10.0% per annum. Late payment processing fees of $35.00 will be charged on top of interest.

5. Any expenses, costs or disbursements whatsoever incurred by WDRC in recovering any outstanding monies, including debt collection agency fees and legal costs, shall be added to the original monies owed and will be paid by the Customer on an indemnity basis and all such costs shall be recoverable as a liquidated debt.

6. For Fees & Charges not mention in above list, Council authorised CEO to determine reasonable fees & Charges and inform council with updated Fees and Charges table.

7. These fees & Charges are for short-term (daily / weekly) purpose and for any long term and commercial activities, separated fees & charges will be negotiated with each client.

8. Debit card and Credit card (MasterCard / Visa) attracts 1.0% Surcharge.

9. Staff and councillors are entitled to 35% discount on listed labour rage.

WEST DALY REGIONAL COUNCIL

FOR THE COUNCIL MEETING OF 15 DECEMBER 2022

Report for Agenda Item No 6

Prepared by **James Cartwright, Chief Financial Officer**

2022-23 Draft Budget

Purpose

To provide Council with a budget update that reforecasts Council's 2023 financial year operating budget.

Background

Council is required to adopt an annual budget every financial year. Under the *Local Government Act 2019* and the Australian Accounting Standards, this budget is required to be reviewed at least annually.

Management have undertaken a thorough review of Council's expenditure to date and analysed current and anticipated revenue and expenditure streams to adjust the budget as necessary. As a result of this review – Council has forecast a deficit of $1,288,603, inclusive of a depreciation expense of $1,043,991.

Revised budget highlights

- Large increase in tied funding spend driven by increase in on-off homelands projects and road construction contract and other civil works:
    - $1.5 million upgrade to emu point road
    - $1 million in one-off homelands projects
    - Phase three LRCI funding of $800,000
    - $138,000 solar lighting projects for Peppimenarti and Palumpa
    - $900,000 Wadeye and Peppimenarti tip upgrades
    - $400,000 disaster recovery

As our tied funding is expended against matching revenue, our final result is reflective of our untied position, which has improved from a deficit of $513,481 to $244,612. This result has been driven by an increase in our revenues across the following areas:

- Increase in administration fees from $322,270 to $1,104,204 driven by increases in one-off homelands projects and the emu point road construction project

- Forecast increase in Trade Services revenue from our Wadeye and Peppimenarti Mechanics and Builders
- Wadeye security patrol revenue
- Increase in interest revenue from $19,504 to $129,441

These increases have been off-set by increases in expenditures forecast in the following areas:

- Increase in repairs and maintenance from $608,000 to $924,314
- Employee expenses increase from $6,203,117 to $6,801,060 driven by the following positions:
    - Additional mechanics in Wadeye and Peppimenarti
    - Forecast addition of a Council Operations Manager and Finance Manager in the second half of FY23
    - Technical Services Manager
    - Housing Maintenance Officer
    - Business Support Officer
- Interest expenses related to our right of use assets (leased vehicles)

The budget also requests Council approve the use of our reserves for the following projects:

- $200,000 to fund the replacement of our finance system
- $100,000 to fund our co-contribution to the disaster recovery works
- $50,000 to fund our white fleet replacement (majority of costs off-set by disposing of our current vehicles)

An allocation of $244,612 from our reserves is required to balance our untied result.

The attached budget has not assumed an increase in current funding levels. Depreciation has not been funded. This means Council is reliant on NTG grant funding to acquire replacement capital assets, which is increasingly required as our fleet and yellow plant approach the end of their useful lives. Many of our highly utilised assets were transferred from Victoria Daly council in 2014 and require high maintenance and repair expenditure.

Statutory Environment

Council is required to present a balanced budget to the Minister by 30 June 2022 under the *Local Government Act 2019.*

Impact for Council

Compliance with the Act.

Strategic Alignment

This report is aligned to the West Daly Regional Plan 2021-22.

Focus 1 - Strengthen our Organisation	
1.2 Governance	
Journey 1.2.3	Continue to strengthen the governance framework and encourage active contribution at all meetings

Recommendation

1. **That Council approves and adopts the attached revised 2023 Financial Year budget.**

Attachments

1 FY23 Revised Budget December 2022

Revised Budget December 2022/23 – *Operating Statement*

	Description	Revised FY2022/23 $
Income	Rates	1,412,131
	Charges	755,267
	Fees and Charges	1,986,417
	Operating Grants and Subsidies	10,523,265
	Interest / Investment Income	129,441
	Commercial and Other Income	1,341,192
Total Operating Income		**16,147,713**
Expenditure	Employee Expenses	6,801,060
	Materials and Contracts	3,855,295
	Elected Member Allowances	283,924
	Elected Member Expenses	60,000
	Council Committee & LA Allowances	9,000
	Council Committee & LA Expenses	12,000
	Interest Expenses	233,824
	Operational Expenses	4,212,908
	Repairs and Maintenance	924,314
Total Operating Expenditure		**16,392,325**
Operating Surplus/(Deficit) before depreciation		**(244,612)**
Depreciation, Amortisation and Impairment		1,043,991
Budgeted Surplus/(Deficit)		**(1,288,603)**

Revised Budget December 2022/23 – *Operating Position*

	Revised Budget $
Budgeted Operating Surplus/(Deficit)	**(1,288,603)**
***Remove* Non-Cash Items**	
Less Non-Cash Income	0
Add Back Non-Cash Expenses	0
Total Non-Cash Items	**0**
***Less* Additional Outflows**	
Capital Expenditure	4,593,721
Borrowing Repayments (Principal Only)	0
Transfer to Reserves	0
Other Outflows	0
Total Additional Outflows	**(4,593,721)**
***Add* Additional Inflows**	
Capital Grants Income	3,572,721
Prior Year Carry Forward Tied Funding	671,000
Transfer from Reserves - Capital Projects	350,000
Transfer From Reserves - Operational Deficit	244,612
Total Additional Inflows	**4,838,333**
Net Budgeted Operating Position	**(1,043,991)**

Revised Budget December 2022/23 – *Capital Expenditure*

Capital Expenditure	Revised Budget $
LRCI	737,561
Roads to Recovery	777,000
Peppimenarti Library and Conference Centre upgrade	449,419
Manthape Walkway	1,452,644
WaRM Project - Compactor Truck	236,500
WaRM Project - FY23	119,000
ERP Replacement Project	200,000
Disaster Recovery Funding	571,597
White Fleet Replacement	50,000
Total Capital Expenditure	**4,593,721**
Total Capital Expenditure Funded By	
Tied Funding	
Capital Grants - Current Year	3,572,721
Prior Year Carry Forward Tied Funding	671,000
Transfer from Reserves	
ERP Replacement Project	200,000
Disaster Recovery Funding	100,000
White Fleet Replacement	50,000
Total Capital Expenditure Funding	**4,593,721**

Account Description	Darwin	Peppimenarti	Nganmarriyanga	Wadeye	Grand Total
INCOME					
Admin Fees				-$147,759	-$147,759
Admin Fees All		$0		-$1,104,204	-$1,104,204
Aus Post Income		-$7,875	-$7,403		-$15,278
Aust Gov - OPG		-$311,704	-$311,704	-$2,523,056	-$3,146,464
Builder Third Party Revenue				-$50,000	-$50,000
Commercial Serv		-$50,000	-$25,000	-$80,000	-$155,000
Contractor M&L				-$18,182	-$18,182
Council Rates		-$120,256	-$106,776	-$1,185,098	-$1,412,131
Employee Housin		-$2,625	-$1,890	-$16,695	-$21,210
Freight Expense				-$190,147	-$190,147
Fuel Rebate Inc				-$7,600	-$7,600
Garbage Fee Ser		-$10,000	-$13,160	-$110,217	-$133,378
Garbage General		-$71,143	-$71,055	-$613,069	-$755,267
H & P Cost Reco			-$50,000	-$100,000	-$150,000
Hire of Council			-$4,364	-$39,559	-$43,923
Inc - AirportTr				-$7,528	-$7,528
Insurance Claim				-$106,153	-$106,153
Interest Receiv				-$129,441	-$129,441
Landing Fee Inc		-$15,322	-$14,907	-$132,448	-$162,677
MSR Builder				-$2,248	-$2,248
MSR Others				-$20,000	-$20,000
MSR Workshop		-$50,000		-$73,482	-$123,482
NTG - Opera Gr		-$25,800	-$56,700	-$3,166,495	-$3,248,995
NTG SPG Ops		-$177,918	-$356,952	-3,236,848	-$3,771,718

Other C Income		-$1,500					
Pd Cont Airport			-$64,047	-$37,435	-$73,328	-$6,996	-$128,390	-$32,531	-$265,765	-$78,462
Pd Cont Others			-$85,888		-$97,410		$0		-$183,299	
Period Contract - Other			-$164,000						-$164,000	
Rent and Leases			-$3,992		-$35,004		-$363,601		-$402,596	
Workshop Inc 3P			-$20,000				-$110,807		-$130,807	
Income Total		**-$1,500**	**-$1,218,005**	**-$1,232,649**	**-$13,695,559**		**-$16,147,713**			

Account Description	Darwin	Nganmarriyanga	Peppimenarti	Wadeye	Grand Total
EXPENDITURE – Tied & Untied					
Accommodation	$3,000	$6,472	$4,008	$19,513	$32,993
Administration Fees		$138,461	$129,247	$321,388	$589,096
Advertising	$14,000			$1,560	$15,560
Annual Leave	$221,606	$106,087	$77,029	$343,751	$748,474
Audit and Risk Committee				$840	$840
Audit Expenses (external)	$60,000				$60,000
Catering - Council, Committees, Seminars	$500	$956	$500	$3,453	$5,409
Cleaning Products and Contractors	$4,500			$20,000	$24,500
Committee Sitting Fees		$2,000	$6,000	$792	$8,792
Conferences Exp	$100				$100
Consulting Fees	$200,000			$62,467	$262,467
Consumable Items	$50	$2,778	$12,680	$12,974	$28,482
Contractor Materials and Labour	$7,005	$138,914	$209,925	$2,829,748	$3,375,592
Contractors Pest Control		$5,025	$4,140	$6,668	$15,833
Cont Electrical		$4,401	$729	-$4,256	$874
Councillors - Fares Air / Road		$900	$6,000	$1,800	$8,700
Councillors Accommodation		$3,000	$3,000	$10,000	$16,000
Councillors Electoral Allowances		$36,908		$202,091	$238,999
Councillors Extra Meeting Allowances				$44,925	$44,925
Councillors Travel Allowance - Meals and Incidentals				-$226	-$226
Counselling and Rehabilitation				$7,761	$7,761
Doubtful Debts				$3,000	$3,000
Fares - Air/Road	$30,000	$1,000	$1,000	$22,980	$54,980
Freight Expenses	$100	$11,440	$4,472	$29,059	$45,071

Account Description	Darwin	Nganmarriyanga	Peppimenarti	Wadeye	Grand Total
EXPENDITURE – Tied & Untied					
Fringe Benefits Tax	$4,500		$13,000	$15,000	$32,500
Fuel Diesel /ULP	$8,500	$52,957	$38,222	$109,918	$209,597
General Expenses	$3,000	$5,353	$1,200	$9,154	$18,707
Health and Safety Expenses	$1,000	$98	$12,014	$1,128	$14,239
Hire of Plant, Equipment and Motor Vehicles			$12,058	$135,092	$147,150
ICT - Consultants / Service Providers					$250,000
ICT - Phone/Fax/Internet	$79,591	$50,100	$50,000	$82,435	$262,126
ICT Hardware < $5,000	$5,000	$5,463		$2,175	$12,638
ICT Mobile/ Modem Telephone	$2,313	$3,231	$2,141	$13,831	$21,516
ICT Satellite Telephone		$1,682	$1,180	$15,124	$17,987
Insurance Premiums				$716,588	$716,588
Interest - Lease Liability				$233,824	$233,824
Legal Fees	$40,000				$40,000
Levy, Fees and Charges	$2,000	$1,375	$1,098	$9,514	$13,987
Licenses and Registrations - MV & PE			$1,729	$31,718	$33,447
Long Service Leave	$20,368	$9,744	$7,352	$31,724	$69,188
Materials - Furniture & Office Equipment	$3,300	$1,000		$71	$4,371
Materials - Tools		$16,009	$2,500	$53,179	$71,688
Materials Minor Assets < $5,000				$611,576	$611,576
MSR Others				$300,000	$300,000
Office Amenities	$2,165	$1,546	$1,500	$8,436	$13,647
Office Uniforms	$10,000	$500		$5,764	$16,264
Operating Leases Office Equipment	$10,000				$10,000
Operating Leases		$4,263			$4,263

Account Description	Darwin	Nganmarriyanga	Peppimenarti	Wadeye	Grand Total
EXPENDITURE – Tied & Untied					
Other Leave	$14,390	$2,555	$2,596	$9,514	$29,054
Outsourced Services	$40,000				$40,000
OutStation P&E			$64,118	-$745	$63,373
Police Check	$300	$415		$67	$782
Personal Protective Equipment					$10,000
Recruitment & Relocation	$15,257	$2,000		$2,223	$19,479
Recruitment Adv	$15,000				$15,000
Repairs & Maint MV & PE - Others		$59,963	$29,944	$263,127	$353,034
Repairs & Maint MV & PE - Servicing		$15,392	$2,146	$20,000	$37,538
Repairs & Maint MV & PE - Tyre		$295	$2,082	$43,174	$45,552
Repairs & Maintenance Buildings		$41,183	$50,000	$116,283	$207,466
Repairs & Maintenance Plant (Small Plant Items)		$2,664	$3,262	$442	$6,368
Repairs & Maintenance Roads		$81,355	$33,001	$100,000	$214,355
Salary Allowances	$1,500	$60,800	$55,600	$100,770	$218,670
Salary Normal	$1,442,667	$690,348	$520,488	$2,236,908	$4,890,411
Salary Overtime	$1,500	$1,754	$5,751	$27,687	$36,692
Sick Leave	$23,854	$1,453	$1,541	$39,706	$66,553
Small Bal WOff	$100				$100
Stationery Post	$15,000	$4,000	$1,500	$5,737	$26,237
Street Light Electricity Payments		$17,663	$8,000	$60,940	$86,604
Street Light Ma			$60,000		$60,000
Subscriptions and Memberships	$15,000			$20,297	$35,297
Superannuation	$166,354	$79,581	$60,000	$258,989	$564,924
Taxi/Hire Car Fares	$500			$1,194	$1,694

Account Description	Darwin	Nganmarriyanga	Peppimenarti	Wadeye	Grand Total
EXPENDITURE – Tied & Untied					
Tender N Quotes				$788	$788
TOIL			$1,000	$7,473	$8,473
Training	$60,000	$6,000	$4,000	$10,000	$80,000
Travel Allowance - Meals and Incidentals	$20,000	$5,000	$5,000	$20,000	$50,000
Travel Allowance - Mileage				$900	$900
Utilities - Electricity	$13,500		$1,200	$10,415	$25,115
Utilities - Water & Sewerage		$15,230	$11,771	$77,585	$104,586
WIP Plant & Equ				$50,000	$50,000
Workers Compensation	$48,722	$24,011	$18,117	$77,769	$168,620
Lease Cost All				$113,398	$113,398
Expenditure Total	**$2,621,742**	**$1,723,327**	**$1,529,112**	**$10,518,144**	**$16,392,325**
Account Description	**Darwin**	**Nganmarriyanga**	**Peppimenarti**	**Wadeye**	**Grand Total**
Depreciation					
Dep MV				$212,754	$212,754
Dep P & E				$361,620	$361,620
Dep Road Ins				$100,376	$100,376
Dep Site Imp				$17,253	$17,253
Dep Structures				$11,228	$11,228
Depn ROU Asset					$0
ROU Depreciation				$340,761	$340,761
Depreciation Total	**$0**	**$0**	**$0**	**$1,043,991**	**$1,043,991**

WEST DALY REGIONAL COUNCIL

FOR THE COUNCIL MEETING OF 15 DECEMBER 2022

Report for Agenda Item No 7

Prepared by **Sharon Binns, Governance & Quality Assurance Officer**

LGANT 2021 2022 Member Value Proposition Report

Purpose

LGANT is the peak body for Local Government in the Northern Territory. They state their main job is to advocate on behalf of its members, including West Daly Regional Council.

This report is to inform Councillors what our LGANT membership provides West Daly Regional Council with the following report answering the question "What LGANT does for us?"

Background

LGANT conducted a member satisfaction survey in December 2021 and 79% of Councils indicated LGANT was meeting or exceeding expectations. The survey informed that the key challenges Councils predicted facing for the next 1-3 years, align with the LGANT Strategic Plan 2021/2024 which is:

- Financial sustainability and compliance;
- Capable and consistent governance and leadership;
- Maintaining a skilled workforce;
- Navigating COVID-19 ;
- Remaining relevant despite structural or policy changes; and
- Delivering services in remote areas.

The Member Value Proposition report that is attached for Councils information and is broken into three parts:

1. What we have done for the sector in 2021/2022
2. What we have done for West Daly Regional Council in 2021/2022
3. What we are going to do for the sector in 2022/2023

Statutory Environment

N/A

Impact for Council

For information

Strategic Alignment

This report is aligned to the West Daly Regional Plan 2022-23:

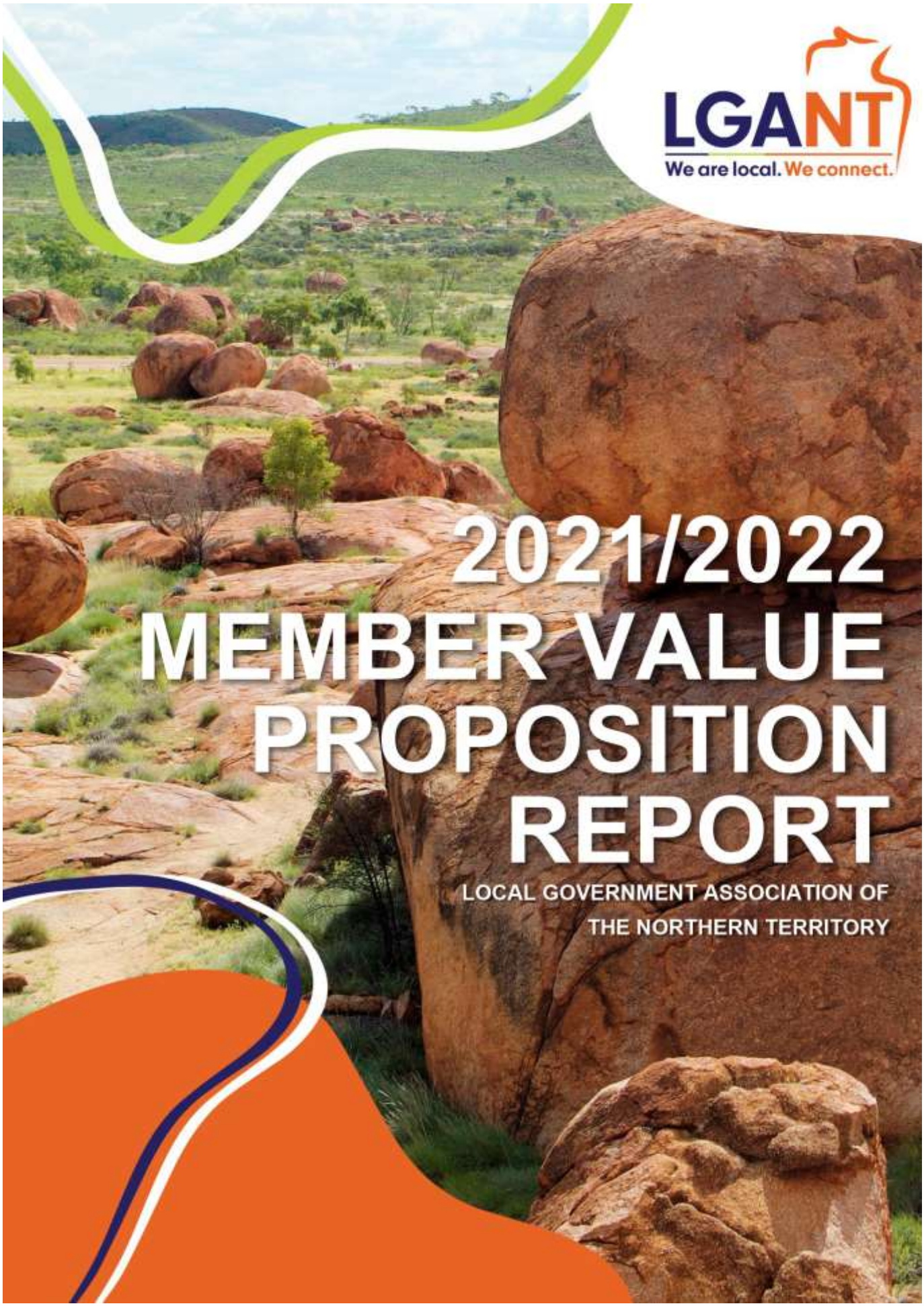
Focus 1 - Strengthen our Organisation	
1.2 Governance	
Journey 1.2.2	Continued development of the compliance framework
Journey 1.2.3	Continue to strengthen the governance framework and encourage active contribution at all meetings
Focus 5 - Building our Region	
5.4 Regional Analysis	
Journey 5.4.4	Strengthen key relationships to maximise economic data for the benefit of communities

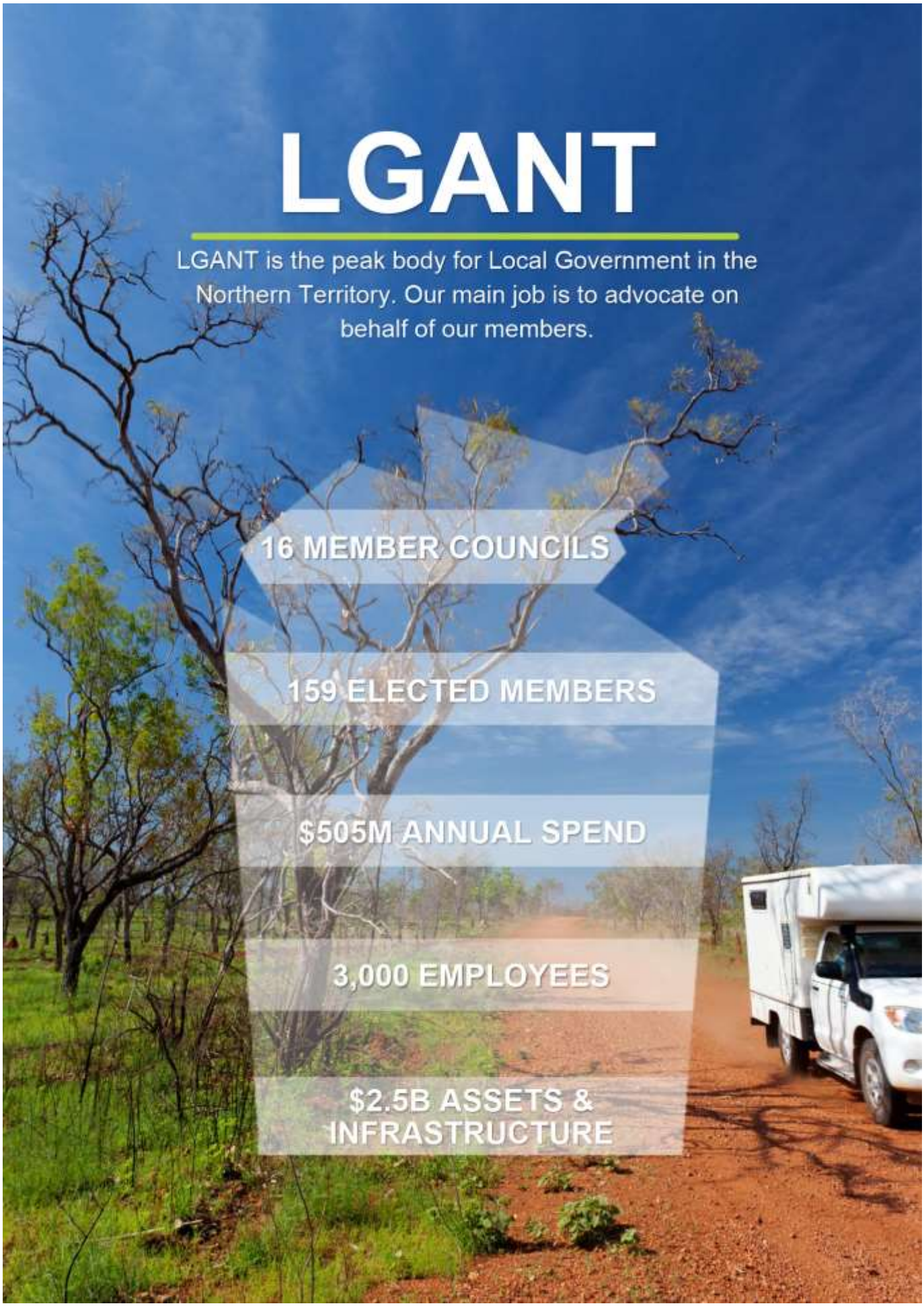
Recommendation

1. **That Council note the LGANT 2021 – 2022 Member Value Proposition report.**

Attachments

1 LGANT 2021 – 2022 WDRC member value proposition report


LGANT
We are local. We connect.
2021/2022
MEMBER VALUE
PROPOSITION
REPORT
LOCAL GOVERNMENT ASSOCIATION OF
THE NORTHERN TERRITORY


LGANT
LGANT is the peak body for Local Government in the Northern Territory. Our main job is to advocate on behalf of our members.
16 MEMBER COUNCILS
159 ELECTED MEMBERS
$505M ANNUAL SPEND
3,000 EMPLOYEES
$2.5B ASSETS & INFRASTRUCTURE

2021/2022 LGANT MEMBER ANNUAL SUBSCRIPTION & VALUE PROPOSITION REPORT

Welcome to your 2021/2022 LGANT Member Value Proposition Report.

If the local government sector is better respected, trusted and understood and that we are more than "roads, rates and rubbish" we have greater bargaining power.

We can do this in many ways and one of them is to demonstrate our value to the other levels of government through working together on projects, programs, initiatives, reforms, and legislative requirements.

To better demonstrate the value of your LGANT membership, we have prepared the following report to answer the question "What does LGANT do for us?"

We conducted a Member Satisfaction Survey in December 2021 and 79% of you indicated LGANT was meeting or exceeding expectations. You told us the key challenges councils predicted you are facing for the next 1-3 years, and they align with the LGANT Strategic Plan 2021/2024:

- Financial sustainability and compliance
- Capable and consistent governance and leadership
- Maintaining a skilled workforce
- Navigating COVID-19
- Remaining relevant despite structural or policy changes
- Delivering services in remote areas.

This Member Value Proposition Report is broken into three parts:

- What we have done for the sector in 2021/2022
- What we have done for West Daly Regional Council in 2021/2022
- What we are going to do for the sector in 2022/2023

WHAT WE DID FOR THE SECTOR IN 2021/2022

Strong, responsive, well governed local governments have an essential role to play as the third sphere of government in building resilient, engaged, and sustainable communities. The existence of a peak local government body which is able to effectively engage in advocacy and policy debate can also lead to better, more community-responsive policy in the three spheres of government.

LGANT works to the five-way play of:

1. Being Solvent
2. Being Compliant with relevant legislation
3. Achieving the goals and objectives of the strategic plan
4. Representing and servicing our members
5. Creating a positive culture of mutual respect

2021/2022 Highlights include:

- Rebranded LGANT to better position the local government sector in the policy and advocacy marketplace
- Represented the sector on the NT COVID-19 Regional and Remote Taskforce
- Completed the Local Government 2030 Strategy in partnership with the Northern Territory Government
- Implemented the new NT Local Government Act 2019, associated regulations, and guidelines
- Coordinated the promotion of the NT local government elections
- Held the *Elected Member Symposium* with 16 of the 17 member councils represented (108 of the 158 Councillors)
- Prepared the first NT Closing the Gap implementation plan in collaboration with the NT Government and Aboriginal peak bodies
- Maintained over 1,880 kilometres of regional and remote roads
- Successfully advocated for councils to be able to continue rating community and social housing
- Collaborated with Tyre Stewardship Australia, DIPL and City of Palmerston to finalise the Business Case for Processing End of Life Tyres in the NT
- Funded a conditional rating report that assisted LGANT and members in the successful advocacy to the Minister for Local Government resulting in the Conditional Rate being increased by 151% over three years
- Conditional endorsement of the LGANT Reflect Reconciliation Action Plan
- Completion of new LGANT Constitution and Incorporation into a company limited by guarantee
- Local Buy NT Preferred Panel Active Arrangements changed with panels now open for local NT business participation every three months
- NT Councils Discretionary Trust producing a $1M dividend

LGANT's purpose:

As per the Strategic Plan 2021/2025, LGANT supports and represents member councils to drive economic and social development for NT communities by providing:

- Advocacy and representation
- Capacity building
- Promotion of the sector
- Governance development
- Service delivery and infrastructure

The following captures activities in each area.

WHAT WE DID FOR THE SECTOR IN 2021/2022

Advocacy and Representation

Our advocacy activities include:

- Development of working relationships with key stakeholders on shared issues
- Serving on multi-stakeholder committees
- Making submissions on NT and Commonwealth Government legislation, policy and programs impacting the local government sector
- Lobbying Commonwealth and NT Government agencies and Ministers

Examples of advocacy efforts in 2021/2022 include:

- Advocating for fair remuneration and superannuation for Mayors, Presidents, Aldermen and Councillors
- Prevention of illegal dumping in remote communities by NT Government contractors
- Reduction of antisocial behaviour and crime - community safety
- Liaison with the National Resilience and Recovery Agency on cyclone evacuation centres and emergency management
- Implementation of the NT Land Development Process Review including Development Subdivision Guidelines
- Continuing advocacy to NT Minister for Health for greater numbers of vaccination of countrymen and interstate tourists
- Ongoing advocacy for continuation of the NT Operational Subsidy
- Coordinated meetings with new federal ministers to continue advocacy efforts
- Supported the LGANT President and Vice President in their membership on the ALGA Board including analysis of the National General Assembly motions
- Advocacy for the inclusion of local government in mining, oil and gas project consultations

Submissions

- Product Stewardship Scheme for Consumer and Other Electrical and Electronic Products
- NT Circular Economy Strategy discussion paper
- Incorporation of Unincorporated Areas discussion paper
- National Data Security Action Plan discussion paper
- Collaboration with State Associations submission to the Fair Work Commission Family and Domestic Violence Leave Review
- Joint ALGA Submission on the draft National Plan to End Violence against Women and Children 2022/2023
- NT Strategic Water Plan – Directions Paper
- ALGA Productivity enquiry

WHAT WE DID FOR THE SECTOR IN 2021/2022

External Committee Participation

- Cattle Grazing on Road Reserves Working Group
- Fatal and Serious Crash Review Working Group
- NT Suicide Prevention Coordination Committee
- Place Names Engagement and Consultation Working Group
- COVID-19 Regional and Remote Taskforce
- Local Government Training and Learning Steering Committee
- Local Government Skills and Capability Working Group
- Closing the Gap Implementation Plan Partnership Working Group
- TERC implementation Regional Prioritisation Steering Group
- Drive Tourism Strategy Project Implementation Team
- Burial and Cremation Bill Steering Group
- Regional Development Australia NT Committee

Capacity Building

Examples of LGANT's capacity building efforts in 2021/2022:

- October 2021 Elected member Symposium – 105 participants
- November 2021 Essential Skills Training for council administration officers – 86 participants underwent Minute Taking/Business Writing Essentials and Chairing meetings.
- March 2022 Rates Workshop – 30 participants
- March and April 2022 Smart Cities Information Group sessions
- June 2022 Environment and Waste Management Forum and Symposium – 70 participants
- June 2022 Social Media Training – 30 participants
- Rollout of Australian Regional Tourism Local Government Professional Development Program

Promotion of the Sector

Examples of LGANT's promotional efforts in 2021/2022 include:

- Distribution of newsletters and media releases
- Growing social media profiles e.g. tripled LinkedIn followers
- Conducted a Member Satisfaction Survey and implementing actions
- Employed a Marketing and Communications Officer to implement the first LGANT Marketing and Communications Plan
- Local government election resources and collateral
- Coordinated the promotion of 2021 NT local government elections
- LGANT rebrand soft launch April 2022
- Launched the inaugural LGANT Photo Competition
- Delivery of 10 LGANT Elected Members Service Awards, 128 LGANT Council Officers Service Awards and the LGANT Public Service Officer Award
- Federal and NTG Budget and federal election advocacy campaign including a Sunday Territorian Opinion Piece and ABC Radio

WHAT WE DID FOR THE SECTOR IN 2021/2022

Governance Development

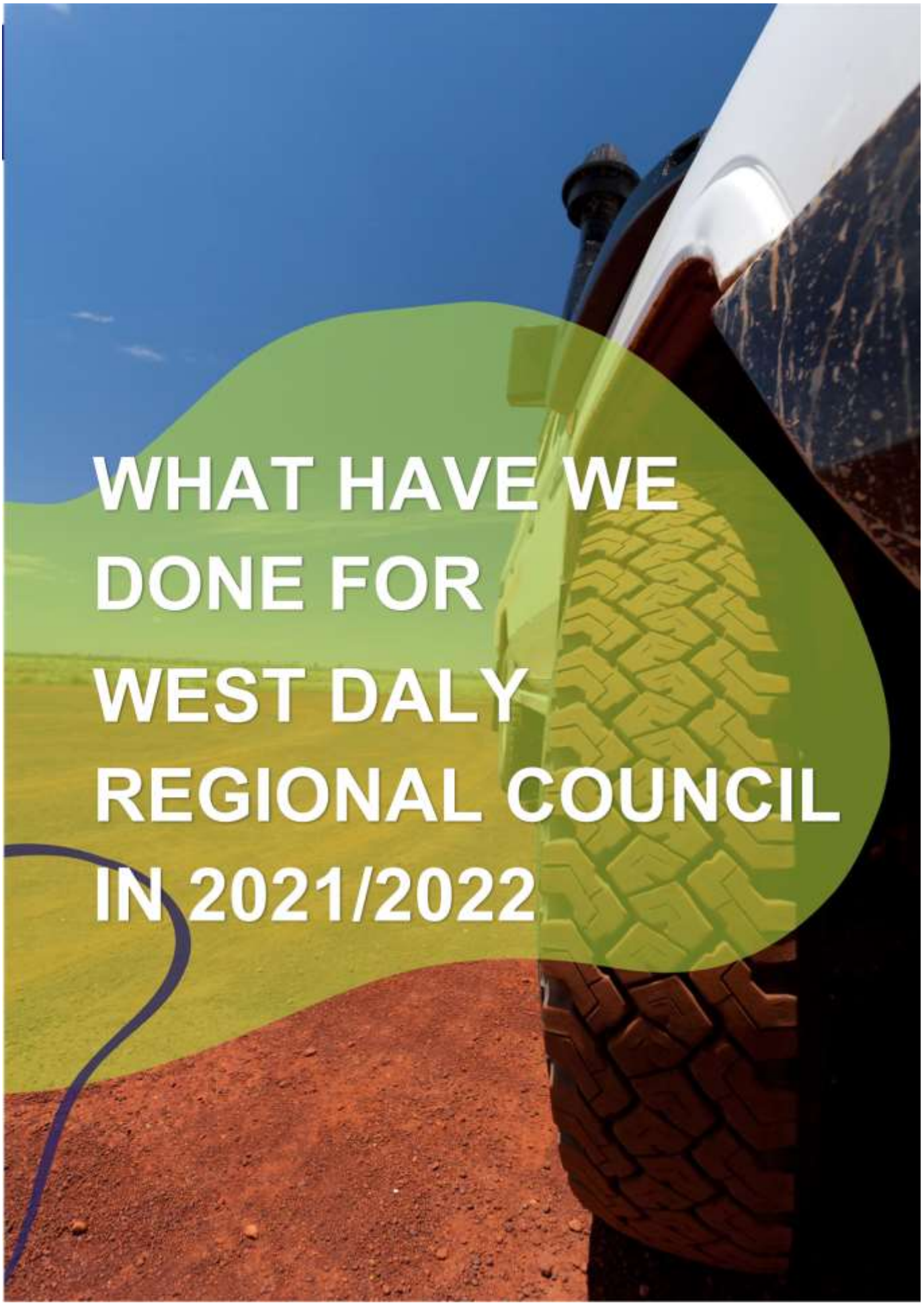
Examples of LGANT's governance development efforts in 2021/2022:

- Continued exploration and implementation of product stewardship programs
- Held General and Annual General Meetings including the Mayors and Presidents Forum, CEO Forum, Regional and Shires Forum and Municipals Forum
- Monthly Executive meetings
- Production of the 2020/2021 Annual Report
- Received an unqualified auditor's report for 2020/2021
- Promotion of the JLT (NT Councils) Discretionary Trust, the sector wide insurance scheme
- Review of the LGANT Strategic Plan 2021/2024 which identified LGANT's 6th priority (SP3: Infrastructure)
- October 2021 Elected members symposium
- Appointed a Senior Governance Advisor
- Administration of a new Prescribed Corporations Panel to review Code of Conduct breaches
- Convened Reference Group meetings
- Held a Special General meeting on member subscription
- Appointed a Corporate Services Manager
- Completion of new LGANT Constitution and Incorporation into a company limited by guarantee
- Implementing the recommendations of an independent review of our human resource process and audit review conducted in June 2021.

Service Delivery and Infrastructure

Examples of LGANT's service delivery and infrastructure efforts 2021/2022:

- Project managed over 1,880 kilometres of road works on local government roads managed by LGANT through the Roads to Recovery and Local Roads and Community Infrastructure Grants
- Partnered with ALGA to extend the COVID-19 response stimulus initiative Local Road and Community Infrastructure Grant (LRCI) 2021/2022 and 2022/2023. The Northern Territory allocations of the LRCI in 2021/2022 were $27,520,000
- Participated in "Local Buy Active Arrangements" which promotes and supports regional businesses and contractors to be on preferred panel contracts which provides efficiencies and exposure for all parties
- Provide HR and IR services to member councils through a service level agreement with WALGA
- In partnership with the Local Government Workforce Development Group and LGNSW, developed a local government careers platform, "Careers at Council" to:
  - promote local government as a preferred career path
  - provide a one stop platform for careers in local government.


WHAT HAVE WE DONE FOR WEST DALY REGIONAL COUNCIL IN 2021/2022

Value Summary

What we have done for West Daly Regional Council in 2021/2022	
Advocacy/Funding/Agreements	**Value**
Roads managed on behalf of local government councils by LGANT	n/a
LGANT managed road Length (km)	n/a
West Daly Regional Council allocation Local Roads and Community Infrastructure Grants Phase 3	$636,486.00
West Daly Regional Council allocation Local Roads and Community Infrastructure Grants Phase 3 for 2022/2023 (Extension)	$402,007.00
West Daly Regional Council allocation Roads 2 Recovery (R2R)	$402,007.00
LGANT Federal Road Safety Black Spot Consultative Committee	n/a
Saved West Daly Regional Council in tendering costs by utilising Local Buy procurement services	$5,000.00
Increased revenue from Conditional Rating Advocacy (Mining) 2022/2023	n/a
Increased revenue from Conditional Rating Advocacy (Pastoral) 2022/2023	n/a
Subtotal:	**$1,447,062.00**

Group savings because of LGANT negotiated supplier agreements	**Value**
HR/IR services Potential savings in using the HR/IR Service Agreement available e.g., HR/IR Manager = FTE $120,000 per annum	$120,696.00
AusRoads membership	$322.00
Local government elections – material and resources	$1,562.00
Subtotal:	**$122,580.00**

Total:	**$1,569,642.00**

We are local. We connect.

WHAT WE ARE DOING FOR THE SECTOR IN 2022/2023

In February 2022, the LGANT Executive reviewed the LGANT Strategic Plan and set the top six priorities for the next three years. Our Annual Plan aligns staff position descriptions with the LGANT Strategic Plan.

Our vision is for LGANT to help local government councils create the most valued, culturally diverse, sustainable, and liveable communities in Australia. Our strategic priorities are to support member councils.

Key activities for 2022/2023 include:

SP1. Aboriginal Outcomes

Assisting Aboriginal people to have a greater voice to achieve better social, cultural, and economic outcomes

- *Implement and review LGANT Reconciliation Action Plan*
- *Establish partnership with the Torres & Cape Indigenous Councils Alliance (T&CICA) based in Cairns QLD*
- *Establish partnerships with Northern Queensland and West Australian ROCs*
- *Develop Closing the Gap Implementation Plan 2 in partnership with other signatories*
- *Work with Australian Government on Uluru Statement of the Heart initiatives for local government*

SP2. Finance, Governance and Workforce

Strengthening financial sustainability and governance, and developing the workforce

- *Develop LGANT Governance Training packages including Training and professional development for nominated persons on the Prescribed Corporation Panel/Code of Conduct, CEOs Performance Review and CEOs Recruitment and Contract Management*
- *Conduct 2023 Member Satisfaction Survey*
- *Implementation of NEW LGANT Constitution*
- *Implementation of the Local Government 2030 Strategy including Principles and Protocols*
- *GM and AGM and Conference 16-18 November 2022*
- *GM and Conference April 2023*
- *Sourcing external funding for FIVE new positions to service our members: Emergency Management Project Officer, Domestic/Family Prevention Project Officer, Closing the Gap Implementation Officer, Road Safety Officer and a Procurement and Business Development Officer*
- *Review Rates Officers Manual with CouncilBiz*
- *Implementing Local Government Cost Index*
- *Assist in the outcomes of the NT Government's incorporation of unincorporated area's initiative*
- *Continuing Smart Councils Information Share events*

WHAT WE ARE DOING FOR THE SECTOR IN 2022/2023

SP3. Infrastructure

Maintaining and constructing over 2,500kms of regional and remote roads, providing road and other infrastructure advice

- *Maintain over 1,880 Kilometres of regional and remote roads*
- *Develop project management services support for member councils*
- *Review of local government infrastructure priorities*
- *Advocate for $5 million for regional and remote roads*

SP4. Climate, Waste and Environment

Adapting to the effects of climate change, managing waste, and preserving the natural environment

- *Delivering Environment and Waste Management Forum and Symposium June 2023*
- *Partner with the NTG to develop the local government sector Circular Economy Strategy*
- *Advocate funding for climate adaptation plans for member councils*

SP5. Economic Development

Taking a leading role in economic development

- *Deliver Procurement Symposium*
- *Deliver LGANT buyer and supplier directory*
- *Convene the Sport, Arts and Culture Symposium*
- *Form new Economic Development Reference Group*
- *Launch of LocalBuy NT*
- *Assist in the implementation of the Bringing Land to Market Report*
- *Deliver the Northern Territory local government sector workforce development plan*

SP6. Profile and Reputation

Building the profile and reputation of the local government sector

- *Develop Federal Budget and NT Budget advocacy platform*
- *Celebrate LGANT 30-year anniversary November 2022*
- *Deliver Northern Australia Local Government Summit*
- *Develop and implement LGANT Marketing and Communications Plan*
- *Develop and implement LGANT Advocacy Plan*
- *Review of the 2021 local government council election campaign*

CEO STATEMENT

Later in 2022, we will launch the LGANT Rebrand, including a new logo, new website, and for the first time a marketing and communications plan and advocacy plan.

The Annual General Meeting and Conference theme will focus on SP6: *Profile and Reputation*, developing and telling the local government story. The conference dinner will observe and celebrate 30 Years of LGANT.

The LGANT President and I plan to visit all of you again this year. In addition, LGANT will be increasing member services that will include LGANT delivering elected member governance training to make decision making easier, timely and legislatively compliant.

Please find attached the Annual LGANT Membership Subscriptions as per the Resolution from the General Meeting, 7 April 2022. This Member Value Proposition Report shows what your member subscriptions got you and gets you.

Just a reminder that, in accordance with the LGANT Constitution, to nominate for the LGANT Executive and vote at the two General Meetings and the Annual General Meeting in November, West Daly Regional Council must be a current Financial Member.

We are stronger together. We have shown the value of unity through the COVID-19 pandemic, the buying power of sixteen councils, the advocacy bargaining power and collective policy positions.

I wish you well and look forward to seeing you all again in person at our next meeting or event.

Yours sincerely,

Sean G Holden
Chief Executive Officer

WEST DALY REGIONAL COUNCIL

FOR THE COUNCIL MEETING OF 15 DECEMBER 2022

Report for Agenda Item No 8

Prepared by **Sharon Binns, Governance & Quality Assurance Officer**

National Aquatics and Recreation networking committee

Purpose

The Aquatics and Recreation Network Australia (ARNA) are seeking a new representative from the Northern Territory to join their networking committee and represent the Northern Territory aquatic and recreation industry.

Background

The purpose of this Networking Committee is to provide information sharing, networking, collaboration between state peak associations and representatives and deliver Aquatic and Recreation Industry project support and advocacy at a national level.

The Committee acts in an advisory capacity only and has no delegated authority to make decisions on behalf of the Aquatic and Recreation Industry.

The Committee will meet on a bi-monthly basis and an annual schedule of meetings will be agreed upon at the first meeting of the Committee in each year. The Committee is not required to give public notice of its meetings and its meetings are not open to the public.

Statutory Environment

N/A

Impact for Council

For information purposes

Strategic Alignment

This report is aligned to the West Daly Regional Plan 2022-23:

Focus 1 - Strengthen our Organisation	
1.2 Governance	
Journey 1.2.3	Continue to strengthen the governance framework and encourage active contribution at all meetings

Recommendation

1. **That Council note the opportunity for an appropriate staff member to join the networking committee for the CEO to determine.**

2. **That Council not the National Aquatics and Recreation Networking committee Terms of Reference.**

Attachments

1 ARNA Terms of Reference

Aquatic Recreation Network Australia

Terms of Reference

Approval by:	ALFA networking committee	Responsible person	CEO Aquatics and Recreation Victoria
Approval Date:	TBD	Version Number:	1
Review Date:	March 2022		

1. Introduction

The Australian Leisure Facilities Association was established as the peak representative body for the aquatics, recreation, and leisure facilities industry in Australia. ALFA was an alliance of Regional Bodies, which had been representing the industry for more than 75 years. It formed out of a strong industry need for a national organisation to represent its interests.

ALFA's vision was to raise the quality, increase usage and improve the customer experience relating to Aquatics and Recreation facilities in Australia.

In 2018 ALFA determined with few financial and human resources at its disposal, ALFA's ability to be fully effective in its current format was and will remain severely limited. It was unable to fully fulfil its role, meet industry expectations or realise its potential as a national peak body within its current format and determined to cease the ALFA organisation and transition to a networking committee.

In 2019 ALFA determined to cease its operation as an Incorporated Association and transition into a networking Committee. ALFA would provide information sharing, networking, collaboration and project support for the state bodies and produce advocacy opportunities at a national level. ALFA aims to structure the Networking Committee so that there is no ongoing financial contribution required by individual state associations to operate ALFA. The structure would see a transition away from the current national trade sponsorship income model which would then remove another major barrier for each state association's involvement.

2.Purpose

The purpose of this Networking Committee is to:

- provide information sharing, networking, collaboration between state peak associations and representatives and deliver Aquatic and Recreation Industry project support and advocacy at a national level.

3. Objectives

- To provide a forum for cooperation between State Peak Associations and representatives involved in the industry in Australia
- To discuss and advocate on behalf of the National Aquatic and Recreation Industry for positive change to on the national stage.
- To provide input and advice on issues related to Aquatics and Recreation Industry to Government departments and relevant Australian Aquatics and Recreation Industry committees to enhance the National Aquatics and Recreation Industry
- To identify funding sources and opportunities available for advancing the Australian Aquatics and Recreation Industry
- To deliver national projects/initiatives that provide benefits to state bodies as determined eg

  - ALFA national awards
  - ALFA national state of the sector report
  - Benchmarking
  - National study tours
  - Mentor project
  - Digital/online national seminars and workshops
  - Leadership Program - Advancing Women in the Aquatic & Leisure Industry

4. Membership, Period of Membership and Method of Appointment

4.1 Membership

The Aquatic Recreation Network Australia Committee shall comprise the following:

- A maximum of 9 positions are available for State-wide Aquatics and Recreation peak associations and representatives
- Representatives will include:
  - Aquatics and Recreation Victoria
  - Life Saving South Australia
  - Leisure Institute Western Australia Aquatics
  - Aquatics Recreation Institute
  - CEO ALFA Qld
  - State Representative Northern Territory

- State Representative Tasmania

4.21 Selection and Recruitment of Representative Members Period of Membership[JA1]

Each State organisation or State representative will nominate a member to the Australian Leisure Facilities Networking Committee. Membership will be for an annual basis and will advise the chair in February each year of nominations.

4.3 Method of Appointment

The process to appoint committee members will be through State Peak Associations[JA2][JA3] or equivalent. Expression of interest processes will be encouraged to ensure best fit for membership.

The Committee may invite observers to meetings from time to time. This is at the discretion of the Committee.
Guests may also be invited to attend and participate at meetings, this would generally for a specific purpose and/or specified period. This is at the discretion of the Committee.

Membership will be approved by each State or equivalent

54. Delegated Authority and Decision Making

The Committee acts in an advisory capacity only and has no delegated authority to make decisions on behalf of the Aquatic and Recreation Industry.

65. Meeting Procedures

The Committee will meet on a bi-monthly basis and an annual schedule of meetings will be agreed upon at the first meeting of the Committee in each year.

The Committee is not required to give public notice of its meetings and its meetings are not open to the public.

Meetings will follow standard meeting procedure protocols, which are in summary:

- Commence on time and conclude by the stated completion time;
- Be scheduled and confirmed in advance with all relevant papers distributed (as appropriate) to each member.
- Encourage fair and reasonable discussion, participation and respect for each other's views;
- Focus on the relevant issues at hand; and
- Provide advice as far as possible on a consensus basis.

76. Chair

The position of Chairperson shall be held by the CEO Aquatics and Recreation Victoria and shall be reviewed annually. The position of Chairperson is to be agreed upon between Committee members.

If the Chairperson is not present at a meeting, any other member who has been appointed to the Committee shall be appointed Chairperson.

87. Agendas and Minutes

Agendas and meeting notes will be prepared for each meeting by Aquatics and Recreation Victoria (ARV).

The Agenda will be provided to members of the Committee five (5) days before the time set for the holding of the meeting.

ARV will ensure minutes are taken and circulated following the meeting.

98. Voting

As this is a networking Committee, voting on issues is not required. Any recommendations will generally be developed through consensus. Each State will have one representatives views provided.

109. Conflict and Interest Provisions

In performing the role of networking Committee member, a person

must:

- Act with integrity;
- Impartially exercise his or her responsibilities in the interests of the local community;
- Not improperly seek to confer an advantage or disadvantage on any person;
- Treat all persons with respect and have due regard to the opinions, beliefs, rights and responsibilities of other persons;
- Commit to regular attendance at meetings; and
- Not make improper use of information acquired because of their position or release information that the member knows, or should reasonably know, is confidential information.

Where a community member has a Conflict of Interest or perceived conflict of interest in relation to a matter before the Committee, the community member must disclose the matter to the group before the matter is considered or discussed. Disclosure must include the nature of the interest and be recorded in the meeting notes. It will be at the discretion of the Chairperson if the community member remains or leaves the room whilst the matter is discussed, and this must also be recorded in the notes of the meeting.

11. Administration Support

Administration support will be provided by Aquatics and Recreation Victoria.

A Centralised online portal will be used to house meeting agenda's, minutes and other relevant ALFA documentation with access to be made available to all state representatives.

12. Contact with the Media

Committee members should defer any media enquiries to the Chairperson in the first instance and should take care not to respond as a representative of the Committee.

13. Review Date

A review of the Committee's Terms of Reference will occur on an annual basis.

14 Funding and revenue

Special project activities will be funded on a project-by-project basis at the discretion of the state representatives and would call upon individual project/program sponsorship as well as utilising in-kind service from state body representatives.

15 Other Related Committees

The ALFA networking committee will inform and advise the following National committees as required and provide representation as required. These include:

- CS-034 - Standards Australia Committee on Pool and Spa Fencing
- AWSC - Australian Water Safety Council
- NAISC - National Aquatic Industry Committee