



WEST DALY
Regional Council

AGENDA

FINANCE COMMITTEE MEETING

6 NOVEMBER 2015 AT 9:00am

DARWIN OFFICE

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Glenda Teede
Chief Executive Officer

WEST DALY REGIONAL COUNCIL

Agenda for Finance Committee Meeting 6th November 2015

AGENDA
FINANCE COMMITTEE MEETING
TO BE HELD AT THE DARWIN COUNCIL OFFICE
ON 6th November 2015
COMMENCING AT 9am

Mayor of the West Daly Regional Council Harold Wilson declared the meeting open at 9am and welcomed all in attendance.

1 PERSONS PRESENT

FINANCE COMMITTEE MEMBERS PRESENT

Mayor	Harold Wilson
Deputy Mayor	Andrew Brown

STAFF PRESENT

Chief Executive Officer	Glenda Teede
Finance Manager	Clem Barrett

GUESTS INVITED

NIL

2 APOLOGIES AND LEAVE OF ABSENCE

Applicant:	N/A
Disclosure of Interest:	N/A
Date:	6 November 2015
Author:	Chief Executive Officer, Glenda Teede

SUMMARY

This report is to table, for Council's record, any apologies and requests for leave of absence received from Finance Committee Members for the Finance Committee Meeting held 6 November 2015.

COMMENT

Council can choose to accept the apologies or requests for leave of absence as presented, or not accept them. Apologies or requests for leave of absence that are not accepted by the Finance Committee will be recorded as absence without notice.

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

THAT the Finance Committee receive and notes apologies and grants a leave of absence for the Finance Committee Meeting held 6 November 2015.

3 CONFIRMATION OF PREVIOUS MINUTES

Applicant:	Finance Manager
Location/Address:	Darwin
Date:	6 th November 2015
Author:	Clem Barratt
Attachments:	Copy of Minutes will be tabled at the meeting

BACKGROUND

The Finance Committee last met on 31st August 2015.

RECOMMENDATION

THAT the Finance Committee receive and note the minutes of the Finance Committee Meeting held on 31st August 2015.

4 FINANCE REPORTS

Applicant:	Finance Manager
Location/Address:	Darwin
Date:	6 November
Author:	Clem Barratt

SUMMARY

As part of the monthly reporting procedures the finance report is submitted to the Finance Committee of the Council.

Attached are:-

- a) Payment Register for September 2015
- b) Cash and Investments Table at 30 September 2015
- c) Restricted Funds Table at 30 September 2015
- d) Community Activity Table to 30 September 2015
- e) Profit & Loss to 30 September 2015

Item 4 b) Cash and Investments

30 September 2015

Cash at Bank						
Cash on Hand						2,500
Cheque Account						456,801
Investment Account						2,413,153
Term Deposits						1,750,000
Total Cash at Bank						\$4,622,454
Debtors						
	Current	30 Days	60 Days	90 Days		
Trade	196,144	19,184	17,326	54,064		286,718
Rates	599,772			25,708		625,480
Other – Interest/GST/ Deposit	252,889					252,889
Total Debtors						\$1,165,087
Creditors						
	Current	30 Days	60 Days	90 Days		
Trade	403,979	18,233	9,299	14,933		446,444
Other - PAYG/GST/NLC Lease fees	209,147					209,147
Total Creditors						\$655,591
Employee Entitlements						
Employee Entitlements						\$436,963
Reconciliation of Funds						
Balance as per General Ledger						459,301
Add: Outstanding Debtors						1,165,087
Less: Outstanding Creditors						655,591
Less: Employee Entitlements						436,963
Add: Investment Account						4,163,153
Total Cash & Receivables Available						\$4,694,987

Unspent Grants & Subsidies as

\$4,194,103

at 30th September

Unspent Grants & Subsidies as
at 30th June 2015 to be repaid

\$138,391

Funds Available to Council

\$362,493

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Item 4 c) Restricted Cash Funds Table

30 September 2015

Please refer to appendix 1

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Item 4 d) Community Activity Table

30 September 2015

PROGRAM - Palumpa	Full Year Funding	Income Actuals	Income Budget	Expense Actuals	Expense Budget	Commitments	Net Funds	Asset Purchases
AD - Administration	641,549	36,204	160,386	61,868	52,513	5,432	(55,889)	30,225
CA - Commercial Arrangement	204,653	61,966	51,162	54,627	46,351	0	7,339	0
CM - Cemeteries	0	0	0	1,031	0	0	(1,031)	0
CP - Community Patrol	256,747	79,095	64,185	42,864	68,135	0	36,231	0
EM - Elected Members	0	0	0	4,767	8,449	0	(4,767)	0
HS - Housing - Staff Housing	2,500	1,288	627	19,103	11,758	3,756	(17,815)	0
LA - Local Authorities	96,272	45,781	24,066	777	37,690	8,088	45,003	0
MB - Media and Broadcasting	45,646	24,076	11,410		17,281	0	24,075	0
OC - Outstations and Homelands	302,027	428,841	75,501	9,148	57,522	138,336	419,693	0
PG - Parks and Gardens	47,500	0	11,871	16,303	40,037	72	(16,302)	0
RC - Street Cleaning	0	0	0	5,157	0	0	(5,157)	0
RM - Roads	384,423	217,768	96,102	14,406	96,098	8,400	203,362	0
SG - Special Purpose Grants	283,106	258,867	70,778	2,460	70,777	0	217,287	39,1190
SR - Sport and Rec	112,768	23,302	28,188	39,827	37,924	0	(16,524)	0
WM - Waste Management	47,228	35,288	11,805	19,095	26,304	0	16,194	0

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YS - Youth Services	0		0	351	0	0	(351)	0
TOTAL:	2,424,419	1,212,476	606,081	291,785	570,839	68,920	851,348	69,344

PROGRAM - Peppi	Full Year Funding	Income Actuals	Income Budget	Expense Actuals	Expense Budget	Commitments	Net Funds	Asset Purchases
AD - Administration	632,444	41,537	158,110	59,750	67,744	3,198	(18,212)	09
AG - Aged & Disability Services	179,585	77,164	44,895	37,289	44,014	1,051	39,875	0
CA - Commercial Arrangement	161,811	50,934	40,456	16,363	29,203	409	34,571	0
CH - Child Care Emu Point	167,684	38,606	41,919	32,197	41,905	3,051	6,408	0
CM - Cemeteries	0	0	0	758	0	0	(758)	0
CP - Community Patrol	256,747	79,095	64,185	35,404	51,917	508	43,691	0
EM - Elected Members	0	0	0	28,297	30,011	0	(28,296)	0
HS - Housing - Staff Housing	1,250	0	314	7,150	10,110	11,547	(7,150)	0
LA - Local Authorities	30,464	0	7,616	144	27,491	0	2,243	0
LI - Libraries	30,454	2,357	7,612	-442	7,620	0	16,447	0
MB - Media and Broadcasting	44,540	16,005	11,134	12,329	19,378	181	3,740	0
OC - Outstations and Homelands	138,731	75,307	34,678	12,566	35,680	0	62,741	0
PG - Parks and Gardens	39,000	0	9,744	33,180	35,070	2,304	(33,180)	0
PL - Pools	0	0	0	1,041	4,459	6,072	(1,041)	0

RC - Street Cleaning	0	0	0	3,796	0	0	(3,796)	0
RM - Roads	294,449	204,620	73,608	11,422	73,609	38,766	193,198	0
SG - Special Purpose Grants	283,106	257,369	70,778	1,314	70,777	0	229,976	26,079
SR - Sport and Rec	39,768	18,506	9,942	10,594	4,893	268	7,912	0
WM - Waste Management	38,569	83,952	9,643	31,306	37,631	566	52,646	0
WS - Work Health and Safety	0	0	0		0	488		0
TOTAL:	2,338,602	961,522	584,634	334,431	591,522	86,422	601,012	0

PROGRAM - Wadeye	Full Year Funding	Income Actuals	Income Budget	Expense Actuals	Expense Budget	Commitments	Net Funds	Asset Purchases
AD - Administration	2,568,937	315,558	642,229	270,860	320,094	34,159	(72,462)	117,160
AG - Aged & Disability Services	1,713,676	662,855	428,416	378,037	354,238	54,849	277,880	6,938
CA - Commercial Arrangement	412,349	90,787	103,086	83,195	94,197	(63,420)	7,592	0
CE - Chief Executive	0	0	0	15,367	26,871	545	(15,367)	0
CM - Cemeteries	0	0	0	2,104	0	0	(2,104)	0
CP - Community Patrol	752,025	658,190	188,004	160,900	196,331	51,710	497,290	0
CR-Community Program	0	141,362	0	0	0	0	141,362	0
EM - Elected Members	0	0	0	24,442	39,253	1,636	(24,442)	0
HS - Housing - Staff Housing	18,000	63,616	4,500	114,662	97,269	10,247	(51,046)	0

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LA - Local Authorities	545,311	352,120	136,326	4,895	90,326	4,327	347,224	0
LI - Libraries	84,406	26,976	21,100	19,556	21,097	252	7,419	0
MB - Media and Broadcasting	115,888	22,692	28,972	3,973	14,862	0	18,719	0
OC - Outstations and Homelands	165,442	117,584	41,357	48,839	58,352	4,991	68,744	0
PG - Parks and Gardens	137,000	1,273	34,248	139,083	123,914	9,854	(137,810)	0
PL - Pools	75,000	9,091	18,747	44,944	38,592	3,110	(35,853)	0
RC - Street Cleaning	0	0	0	10,672	0	(8,818)	(10,672)	0
RM - Roads	662,777	870,960	165,691	37,998	165,713	400	832,962	0
SG - Special Purpose Grants	0	403,373	0	9,408	0	17,049	393,365	0
SR - Sport and Rec	234,822	87,322	58,704	45,597	62,653	377	41,726	0
VC - Vacation Care	41,156	9,475	10,287	15,451	10,296	346	(5,976)	0
WM - Waste Management	343,084	302,137	85,770	57,749	75,516	5,159	244,388	0
WS - Work Health and Safety	0	0	0	545	0	0	(546)	0
TOTAL:	7,869,873	4,135,371	1,967,437	1,488,279	1,789,574	116,922	2,522,993	124,099

Refer to appendix 2

RECOMMENDATION:

THAT Finance Committee receives and notes the finance report for the period 1 July to 30 September 2015.

5 INCREASE DELEGATION LEVEL FOR CHIEF EXECUTIVE OFFICER

The procurement policy stipulates the Chief Executive Officer has authority to authorise payments up to \$100,000. Payments above this amount need to be approved by Council and this may necessitate the holding of a Special Council Meeting.

Several payments occur over \$100,000 and it will be more practical to increase the CEO authority to \$500,000.

RECOMMENDATION:

THAT the Chief Executive Officer has her delegation level increased to \$500,000.

6 REVIEW OF CURRENT OPERATING SIGNATORIES

West Daly Regional Council currently requires one signature of the CEO, Finance Manager and HR advisor.

At the Ordinary Council Meeting held on 15th October 2015, it was resolved to issue a token to the new Director of Council Services. The DCS is reluctant to accept the token and another person needs to be identified as a signatory.

RECOMMENDATION:

THAT the Finance Committee identify another person as a signatory and advise at the next Finance Committee Meeting.

7 NORTHERN TERRITORY GRANTS COMMISSION ALLOCATIONS 2015-16

The Australian Government has now approved the NT Grants Commission's recommendation in relation to the 2015-16 allocation.

The Australian Government has also advised that there was a net underpayment of \$80,506, comprising \$80,763 underpayment in the general purpose assistance and a \$257 overpayment in roads in the 2014-15 grants. The adjustment is due to the difference between the population

estimates made at the beginning of the last financial year and the actual outcome. Adjustments have been made to your 2015-16 grants and will amount to a total increase of \$2,402.

To better understand the grants allocative process used by the Commission a package is attached to the Agenda.

RECOMMENDATION:

THAT the Finance Committee receives and notes the 2015-16 Grant allocations.

8 NEXT MEETING

The next Finance Committee Meeting of West Daly Regional Council will be held at Wadeye 2nd December.