



WEST DALY
Regional Council

AGENDA

FINANCE COMMITTEE MEETING

1 DECEMBER 2015 AT 8:30am

PALUMPA

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Glenda Teede
Chief Executive Officer

AGENDA
FINANCE COMMITTEE MEETING
TO BE HELD AT THE COUNCIL OFFICE – PALUMPA
ON 1st December 2015
COMMENCING AT 8.30m

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: | 1 December 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 notes that no apologies or requests for leave of absence for the Finance Committee Meeting held 1 December 2015 were received.

3 CONFIRMATION OF PREVIOUS MINUTES

| | |
|--------------------------|---|
| Applicant: | Finance Manager |
| Location/Address: | Darwin |
| Date: | 1st December 2015 |
| Author: | Clem Barratt |
| Attachments: | Copy of Minutes will be tabled at the meeting |

BACKGROUND

The Finance Committee last met on 6th November 2015.

RECOMMENDATION

THAT the Finance Committee receive and note the minutes of the Finance Committee Meeting held on 6th November 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) Cash and Investments Table at 31 October 2015
- b) Restricted Funds Table at 31 October 2015
- c) Community Activity Table to 31 October 2015
- d) Profit & Loss to 31 October 2015

| Item 4 b) Cash and Investments | | | | | 31 October 2015 |
|---------------------------------------|----------------|----------------|----------------|----------------|------------------------|
| Cash at Bank | | | | | |
| Cash on Hand | | | | | 2,331 |
| Cheque Account | | | | | 102,617 |
| Investment Account | | | | | 3,916,198 |
| Term Deposits | | | | | 1,750,000 |
| Total Cash at Bank | | | | | \$5,771,145 |
| | | | | | |
| Debtors | Current | 30 Days | 60 Days | 90 Days | |
| Trade | 58,052 | 54,215. | 13,445 | 72,435 | 198,147 |
| Rates | 54,647 | | | 5,317 | 59,963 |
| Other – Interest/GST/ Deposit | 294,763 | | | | 294,763 |
| Total Debtors | | | | | \$552,873 |
| | | | | | |
| Creditors | Current | 30 Days | 60 Days | 90 Days | |
| Trade | 224,831 | 12,496 | 5,255 | | 242,582 |
| Other - PAYG/GST/NLC Lease fees | 202,016 | | | | 202,016 |

| | | | | | |
|---|--|--|--|--|--------------------|
| Total Creditors | | | | | \$444,598 |
| | | | | | |
| Employee Entitlements | | | | | \$433,073 |
| | | | | | |
| Reconciliation of Funds | | | | | |
| Balance as per General Ledger | | | | | 104,948 |
| Add: Outstanding Debtors | | | | | 552,873 |
| Less: Outstanding Creditors | | | | | 444,598 |
| Less: Employee Entitlements (excludes LSL \$199,468) | | | | | 386,073 |
| Add: Investment Account | | | | | 5,666,198 |
| Total Cash & Receivables Available | | | | | \$5,493,348 |

**Unspent Grants & Subsidies as
at 31th October** **\$5,177,056**

**Unspent Grants & Subsidies as
at 30th June 2015 to be repaid** **\$138,391**

Funds Available to Council **\$177,901**

Excludes Contingent Liability Section 19 rent \$233,706

Excludes Budget Assistance Grant \$350,000 to be received in December \$700,000

Item 4 c) Restricted Cash Funds Table

31 October 2015

Please refer to appendix 1

Item 4.d) Community Activity Table

31 October 2015

| PROGRAM - Palumpa | Full Year Funding | Income Actuals | Income Budget | Expense Actuals | Expense Budget | Commitments | Net Funds | Asset Purchases |
|---|--------------------------|-----------------------|----------------------|------------------------|-----------------------|--------------------|------------------|------------------------|
| AD - Administration | 641,549.00 | 35,835.42 | 213,850.00 | 80,668.80 | 70,030.00 | 3,742.07 | 143,820.00 | 0.00 |
| AF - Asset Management | | 0.00 | 0.00 | 109.09 | 0.00 | 1,829.31 | 0.00 | 37,493.00 |
| AG - Aged & Disability Services | | 0.00 | 0.00 | 1,512.73 | 0.00 | 0.00 | 0.00 | 0.00 |
| CA - Commercial Arrangement | 204,653.00 | 82,590.16 | 68,223.00 | 67,997.66 | 61,827.00 | (1,330.53) | 6,396.00 | 0.00 |
| CM - Cemeteries | - | 0.00 | 0.00 | 1,448.26 | 1,393.00 | 0.00 | (1,393.00) | 0.00 |
| CP - Community Patrol | 256,747.00 | 158,189.88 | 85,580.00 | 58,451.07 | 90,845.00 | 0.00 | (5,265.00) | 0.00 |
| EM - Elected Members | - | 0.00 | 0.00 | 6,298.83 | 11,271.00 | 0.00 | (11,271.00) | 0.00 |
| FE - Festivals, Events & Community Programs | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| HS - Housing - Staff Housing | 2,500.00 | 1,708.00 | 832.00 | 19,669.32 | 15,681.00 | 0.00 | (14,849.00) | 0.00 |
| IN - Infrastructure | | 0.00 | 0.00 | 337.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| LA - Local Authorities | 96,272.00 | 98,161.08 | 32,092.00 | 8,866.01 | 50,255.00 | 0.00 | (18,163.00) | 0.00 |
| MB - Media and Broadcasting | 45,646.00 | 24,075.69 | 15,213.00 | 0.00 | 23,044.00 | 0.00 | (7,831.00) | 0.00 |
| OC - Outstations and Homelands | 302,027.00 | 535,774.67 | 100,676.00 | 56,001.44 | 76,701.00 | 138,336.36 | 23,975.00 | 0.00 |
| PG - Parks and Gardens | 47,500.00 | 0.00 | 15,836.00 | 24,172.65 | 47,811.00 | 101.33 | (31,975.00) | 0.00 |
| RC - Street Cleaning | - | 0.00 | 0.00 | 7,243.12 | 4,180.00 | 0.00 | (4,180.00) | 0.00 |
| RM - Roads | 384,423.00 | 214,248.25 | 128,140.00 | 20,006.16 | 128,138.00 | 8,400.00 | 2.00 | 0.00 |
| SG - Special Purpose Grants | 283,106.00 | 258,866.66 | 94,369.00 | 4,005.71 | 94,367.00 | 0.00 | 2.00 | 39,119.18 |
| SR - Sport and Rec | 112,768.00 | 41,808.88 | 37,585.00 | 51,921.43 | 50,586.00 | 431.82 | (13,001.00) | 0.00 |
| WM - Waste Management | 47,228.00 | 35,875.80 | 15,744.00 | 43,261.76 | 35,079.00 | 0.00 | (19,335.00) | 0.00 |
| WS - Work Health and Safety | | 0.00 | 0.00 | 458.78 | 0.00 | 859.09 | 0.00 | 0.00 |
| YS - Youth Services | - | 2,000.00 | 0.00 | 350.65 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL: | 2,424,419.00 | 1,489,134.49 | 808,140.00 | 452,780.47 | 761,208.00 | 152,369.45 | 46,932.00 | 76,612.18 |

| PROGRAM - Peppimenarti | Full Year Funding | Income Actuals | Income Budget | | Expense Actuals | Expense Budget | | Commitments | Net Funds | Asset Purchases |
|---------------------------------|---------------------|---------------------|-------------------|--|-------------------|-------------------|--|-------------------|------------------|------------------|
| AD - Administration | 632,444.00 | 46,206.25 | 213,850.00 | | 80,668.80 | 70,030.00 | | 3,742.07 | 143,820.00 | 0.00 |
| AF - Asset Management | | 0.00 | 0.00 | | 109.09 | 0.00 | | 1,829.31 | 0.00 | 37,493.00 |
| AG - Aged & Disability Services | 179,585.00 | 79,088.08 | 0.00 | | 1,512.73 | 0.00 | | 0.00 | 0.00 | 0.00 |
| CA - Commercial Arrangement | 161,811.00 | 73,935.11 | 68,223.00 | | 67,997.66 | 61,827.00 | | (1,330.53) | 6,396.00 | 0.00 |
| CH - Child Care Emu Point | 167,684.00 | 81,071.74 | 0.00 | | 1,448.26 | 1,393.00 | | 0.00 | (1,393.00) | 0.00 |
| CM - Cemeteries | - | 0.00 | 85,580.00 | | 58,451.07 | 90,845.00 | | 0.00 | (5,265.00) | 0.00 |
| CP - Community Patrol | 256,747.00 | 158,189.88 | 0.00 | | 6,298.83 | 11,271.00 | | 0.00 | (11,271.00) | 0.00 |
| EM - Elected Members | - | 0.00 | 0.00 | | 0.00 | 0.00 | | 0.00 | 0.00 | 0.00 |
| HS - Housing - Staff Housing | 1,250.00 | 0.00 | 832.00 | | 19,669.32 | 15,681.00 | | 0.00 | (14,849.00) | 0.00 |
| LA - Local Authorities | 30,464.00 | 28,284.00 | 0.00 | | 337.00 | 0.00 | | 0.00 | 0.00 | 0.00 |
| LI - Libraries | 30,454.00 | 36,005.20 | 32,092.00 | | 8,866.01 | 50,255.00 | | 0.00 | (18,163.00) | 0.00 |
| MB - Media and Broadcasting | 44,540.00 | 16,068.69 | 15,213.00 | | 0.00 | 23,044.00 | | 0.00 | (7,831.00) | 0.00 |
| OC - Outstations and Homelands | 138,731.00 | 184,752.20 | 100,676.00 | | 56,001.44 | 76,701.00 | | 138,336.36 | 23,975.00 | 0.00 |
| PG - Parks and Gardens | 39,000.00 | 0.00 | 15,836.00 | | 24,172.65 | 47,811.00 | | 101.33 | (31,975.00) | 0.00 |
| PL - Pools | - | 0.00 | 0.00 | | 7,243.12 | 4,180.00 | | 0.00 | (4,180.00) | 0.00 |
| RC - Street Cleaning | - | 0.00 | 128,140.00 | | 20,006.16 | 128,138.00 | | 8,400.00 | 2.00 | 0.00 |
| RM - Roads | 294,449.00 | 204,620.25 | 94,369.00 | | 4,005.71 | 94,367.00 | | 0.00 | 2.00 | 39,119.18 |
| SG - Special Purpose Grants | 283,106.00 | 257,369.30 | 37,585.00 | | 51,921.43 | 50,586.00 | | 431.82 | (13,001.00) | 0.00 |
| SR - Sport and Rec | 39,768.00 | 37,013.38 | 15,744.00 | | 43,261.76 | 35,079.00 | | 0.00 | (19,335.00) | 0.00 |
| WM - Waste Management | 38,569.00 | 99,304.80 | 0.00 | | 458.78 | 0.00 | | 859.09 | 0.00 | 0.00 |
| WS - Work Health and Safety | - | 0.00 | 0.00 | | 350.65 | 0.00 | | 0.00 | 0.00 | 0.00 |
| YS - Youth Services | | 2,000.00 | | | | | | | | |
| TOTAL: | 2,338,602.00 | 1,303,908.88 | 808,140.00 | | 452,780.47 | 761,208.00 | | 152,369.45 | 46,932.00 | 76,612.18 |

| PROGRAM - Wadeye | Full Year Funding | Income Actuals | Income Budget | Expense Actuals | Expense Budget | Commitments | Net Funds | Asset Purchases |
|---------------------------------|--------------------------|-----------------------|----------------------|------------------------|-----------------------|--------------------|-------------------|------------------------|
| AD - Administration | 2,568,937.00 | 307,014.80 | 856,316.00 | 360,830.25 | 426,809.00 | 14,970.40 | 429,507.00 | 40,105.31 |
| AE - Aerodromes | | 0.00 | 0.00 | 3,256.33 | 0.00 | 406.00 | 0.00 | 0.00 |
| AF - Asset Management | 1,713,676.00 | 0.00 | 0.00 | 3,500.00 | 0.00 | 4,919.26 | 0.00 | 77,055.88 |
| AG - Aged & Disability Services | | 1,057,224.11 | 571,229.00 | 543,906.42 | 472,325.00 | 475.45 | 98,904.00 | 6,938.00 |
| CA - Commercial Arrangement | 412,349.00 | 116,064.19 | 137,449.00 | 104,457.66 | 125,594.00 | (56,441.13) | 11,855.00 | 0.00 |
| CE - Chief Executive | - | 0.00 | 0.00 | 27,733.30 | 35,836.00 | 0.00 | (35,836.00) | 0.00 |
| CM - Cemeteries | - | 0.00 | 0.00 | 3,016.05 | 2,101.00 | 0.00 | (2,101.00) | 0.00 |
| CP - Community Patrol | 752,025.00 | 816,379.74 | 250,673.00 | 207,883.01 | 261,755.00 | 51,732.64 | (11,082.00) | 0.00 |
| CR - Community Program | - | 4,998.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| EM - Elected Members | - | 0.00 | 0.00 | 34,093.12 | 52,334.00 | 0.00 | (52,334.00) | 0.00 |
| HS - Housing - Staff Housing | 18,000.00 | 65,086.14 | 6,000.00 | 125,625.97 | 129,706.00 | 6,040.02 | (123,706.00) | 0.00 |
| IN - Infrastructure | - | 0.00 | 0.00 | 2,497.93 | 0.00 | 0.00 | 0.00 | 0.00 |
| LA - Local Authorities | 545,311.00 | 690,098.62 | 181,773.00 | 5,544.30 | 120,446.00 | 94,614.27 | 61,327.00 | 0.00 |
| LI - Libraries | 84,406.00 | 120,727.25 | 28,135.00 | 25,493.96 | 28,137.00 | 0.00 | (2.00) | 0.00 |
| MB - Media and Broadcasting | 115,888.00 | 22,692.37 | 38,632.00 | 4,087.42 | 19,806.00 | 0.00 | 18,826.00 | 0.00 |
| OC - Outstations and Homelands | 165,442.00 | 209,813.83 | 55,149.00 | 89,860.22 | 77,788.00 | 1,200.00 | (22,639.00) | 0.00 |
| PG - Parks and Gardens | 137,000.00 | 21,882.08 | 45,668.00 | 195,437.24 | 152,612.00 | 4,058.99 | (106,944.00) | 0.00 |
| PL - Pools | 75,000.00 | 9,090.91 | 25,000.00 | 51,800.43 | 51,439.00 | (6,403.64) | (26,439.00) | 0.00 |
| RC - Street Cleaning | - | 0.00 | 0.00 | 15,233.26 | 10,488.00 | 0.00 | (10,488.00) | 0.00 |
| RM - Roads | 662,777.00 | 870,959.50 | 220,927.00 | 50,269.05 | 220,929.00 | 7,780.00 | (2.00) | 0.00 |
| SG - Special Purpose Grants | - | 403,373.06 | 0.00 | 10,571.70 | 0.00 | 32,397.60 | 0.00 | 7,630.00 |
| SR - Sport and Rec | 234,822.00 | 124,559.47 | 78,277.00 | 56,949.75 | 83,506.00 | 545.46 | (5,229.00) | 4,890.00 |
| VC - Vacation Care | 41,156.00 | 9,475.26 | 13,720.00 | 18,630.30 | 13,720.00 | 0.00 | 0.00 | 0.00 |
| WM - Waste Management | 343,084.00 | 268,802.01 | 114,361.00 | 79,038.95 | 100,655.00 | 2,250.21 | 13,706.00 | 0.00 |
| WO - Women's Resources | - | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| WS - Work Health and Safety | - | 0.00 | 0.00 | 1,004.25 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL: | 7,869,873.00 | 5,118,241.34 | 2,623,309.00 | 2,020,720.87 | 2,385,986.00 | 158,545.53 | 237,323.00 | 136,619.19 |

Refer to appendix 2

RECOMMENDATION:

THAT Finance Committee receives and notes the finance report for the period 1 July to 31 October 2015.

5 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.

6 NEXT MEETING

The next Finance Committee Meeting of West Daly Regional Council will be held in Darwin on 18 January 2016.