



**WEST DALY**  
*Regional Council*

AGENDA

ORDINARY COUNCIL MEETING

2 DECEMBER 2015 AT 10.00AM

PALUMPA OFFICE

# WEST DALY REGIONAL COUNCIL

## Agenda for Ordinary Council Meeting 2 December 2015

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## WEST DALY REGIONAL COUNCIL

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Glenda Teede  
Chief Executive Officer

# WEST DALY REGIONAL COUNCIL

## Agenda for Ordinary Council Meeting 2 December 2015

AGENDA  
ORDINARY COUNCIL MEETING  
TO BE HELD AT THE PALUMPA COUNCIL OFFICE  
ON 2 DECEMBER 2015  
COMMENCING AT 10.00AM

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### 1 PERSONS PRESENT

#### ELECTED MEMBERS

Mayor	Harold Wilson
Deputy Mayor	Andrew Brown
Councillor	Wally Minjin
Councillor	Tobias Nganbe
Councillor	Mark Martin
Councillor	Ralph Narburup

#### STAFF

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

#### GUESTS

##### Department of Local Government and Community Services

Director Strategic Projects and Regions	Shaun Hardy
Community Development Officer, Big Rivers Region	Nicholas Sharah
Regional Manager, Big Rivers Region	Nathanel Knapp

## WEST DALY REGIONAL COUNCIL

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#### 2 APOLOGIES AND LEAVE OF ABSENCE

Applicant:	N/A
Disclosure of Interest:	N/A
Date:	2 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 Elected Members for the Ordinary General Meeting held 2 December 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 Council will be recorded as absence without notice.

#### STATUTORY ENVIRONMENT

As per the Local Government Act s.39 (1), a person ceases to hold office as a member of a council if the person:

(d) is absent, without permission of the council, from 2 consecutive ordinary meetings of the council.

#### VOTING REQUIREMENT

Simple majority

#### RECOMMENDATION

THAT Council receive and notes apologies and grants a leave of absence for the Ordinary General Meeting held 2 December 2015.

**Moved:** Clr.

**Seconded:** Clr.

## WEST DALY REGIONAL COUNCIL

### Agenda for Ordinary Council Meeting 2 December 2015

#### **3 PETITIONS AND DEPUTATIONS**

Nil

#### **4 CONFIRMATION OF MINUTES**

##### **4.1 CONFIRMATION OF PREVIOUS MINUTES**

Applicant:	Personal Assistant
Location/Address:	Darwin
Date:	2 December 2015
Author:	Personal Assistant to CEO (Kelli Hammermeister)
Attachments:	Copy of Minutes will be tabled at the meeting

#### **SUMMARY**

Minutes of the Council Meeting held on 10 November 2015 – Special Council Meeting are tabled for acceptance by Council.

#### **STATUTORY ENVIRONMENT**

The minutes as submitted must comply with part section 67(2) Local Government Act 2011 and that confirmation of minutes is compliant with section 67(3) of the Local Government Act 2011.

#### **VOTING REQUIREMENT**

Simple majority

#### **RECOMMENDATION**

THAT the minutes of Council be confirmed as a true and correct record of the meeting held on 10 November 2015 – Special Council Meeting.

**Moved:** Clr.

**Seconded:** Clr.

**5 DECLARATION OF INTEREST OF MEMBERS OR STAFF**

Applicant:	Chief Executive Officer
Location/Address:	Wadeye
Date:	2 December
Author:	Glenda Teede

**SUMMARY**

Elected members are required to disclose an interest in a matter under consideration by Council at a meeting of the Council or a meeting of a Council committee by:

- (1) In the case of a matter featured in an officer's report or written agenda item, by disclosing the interest to the Council by disclosure as soon as possible after the matter is raised.
- (2) In the case of a matter raised in general debate or by any means other than the printed agenda of the Council, by disclosure as soon as possible after the matter is raised. Under disclosure, the Member must abide by the decision of Council on whether he/she shall remain in the Chambers and/or take part in the vote on the issue. The council may elect to allow the Member to provide further and better particulars of the interest prior to requesting him/her to leave the Chambers.

Staff members of the Council are required to disclose an interest in a matter at any time at which they are required to act or exercise their delegate authority in relation to the matter.

Upon disclosure, the staff member is not to act or exercise his or her delegated authority unless the Council expressly directs him or her to do so.

**STATUTORY ENVIRONMENT**

Local Government Act Section 73 & Section 74 (Elected Members).

Local Government Act (2008) Section 107 Conflict of interest (Staff Members).

**POLICY IMPLICATIONS**

Conflict of Interest – Code of Conduct.

**VOTING REQUIREMENT**

Simple majority

**RECOMMENDATION**

That Council receives the declarations of interest as listed for the Ordinary General Meeting held 2 December 2015.

**Moved:** Clr.

**Seconded:** Clr.

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### 6 LOCAL AUTHORITY - WADEYE

Applicant:	Local Authorities Wadeye
Location/Address:	Wadeye
Date:	2 December 2015
Author:	Tabling of LA Meeting Minutes for Wadeye

#### REPORTING

The Minutes of the last Local Authority Meeting held in Wadeye on 9 November 2015 are tabled for Council to note – no quorum.

As there was no quorum at the meeting, there are no items requiring action from Council.

#### VOTING REQUIREMENT

Simple majority

#### RECOMMENDATION

THAT Council notes and accepts the minutes as a true and correct copy of the Local Authority Meetings Minutes held in Wadeye on 9 November 2015.

**Moved:** Clr.

**Seconded:** Clr.

### 6.1 LOCAL AUTHORITY - PEPPIMENARTI

Applicant:	Local Authorities Peppimenarti
Location/Address:	Peppimenarti
Date:	2 December 2015
Author:	Tabling of LA Meeting Minutes for Peppimenarti

#### REPORTING

The Minutes of the last Local Authority Meetings held in Peppimenarti on 27 October 2015 are tabled and action items noted.

#### ITEMS TO NOTE:

The previous Resolution 15/10 LAP 006 (2) be rescinded.



## WEST DALY REGIONAL COUNCIL

### Agenda for Ordinary Council Meeting 2 December 2015

#### RESOLUTION 15/10-LAP-006

¶

THAT Council:¶

¶

(1) → Would like an updated list on street names for reviewing and consultation.¶

¶

(2) → Would like the Local Authority to provide more information on what areas they would like to include.¶

¶

Moved: → Clr Minjin¶

¶

Seconded: → → Clr Narburup¶

¶

Carried Unanimously¶

In Resolution 15/10 005 Council noted and accepted the minutes of the Local Authority Peppimenarti meeting held 26 August 2015.

#### RESOLUTION 15/10-005

¶

THAT Council notes and accepts the minutes as a true and correct copy of the Local Authority Meetings Minutes held in Peppimenarti.¶

¶

Moved: → Clr Minjin¶

¶

Seconded: → Clr Narburup → ¶

¶

Carried Unanimously¶

Such minutes defined the Local Authority Area and noted the Homeland residents to be included. The motion also requested Council write to the Minister as per Item 3 below.

#### Motion:

That the Peppimenarti Local Authority members recommend to Council that the Peppimenarti Local Authority Area be defined to include the Homeland residents of;

1. Wudicupildiyerr, Emu Point, Kelerrk, Wudaduk, Leichardt and Un-marr that are currently serviced by the Yantjarrwu Outstation Resource Centre Aboriginal Corporation;
2. That the smaller outstations of Delye, Mulingi & Uminyuluk are to also be included.
3. That Council write to the Minister for Local Government and Community Services advising of this decision of Council and request that future allocation and distribution of Local Authority Project Funding take into account the addition of these Homeland populations.
4. That this letter be signed by the Mayor, Chairperson and all members of the LA Peppimenarti.

Moved: Malcolm Wilson

Seconded: Kayla Hodgson

Resolution: Carried Unanimously

#### VOTING REQUIREMENT

Simple majority

**RECOMMENDATION**

THAT Council notes and accepts the minutes as a true and correct copy of the Local Authority Meetings Minutes held in Peppimenarti on 27 October 2015

**Moved:**            **Clr.**

**Seconded:**      **Clr.**

**RECOMMENDATION**

THAT Council notes and accepts the rescinding of Resolution 15/10 LAP 006 (2) and Council acknowledges the initial request and apologises for the delay in actioning. Council will draft a letter to the Minister requesting the Local Authority Area boundary revision for the Peppimenarti Area; Council will provide a copy of the letter to the Local Authority Peppimenarti once finalised for co-signing by the Peppimenarti Local Authority Members.

**Moved:**            **Clr.**

**Seconded:**      **Clr.**

**RECOMMENDATION**

THAT Council notes and accepts that as per Resolution 15/10 LAP 006 (1), Local Authority Peppimenarti will review and provide an updated list of street names as provided ready for consultation; Once provided Council will review and advise accordingly.

**Moved:**            **Clr.**

**Seconded:**      **Clr.**

**6.2 LOCAL AUTHORITY - PALUMPA**

Applicant:	Local Authorities Peppimenarti
Location/Address:	Palumpa
Date:	2 December 2015
Author:	Tabling of LA Meeting Minutes for Palumpa

**REPORTING**

The Minutes of the last Local Authority Meetings held in Peppimenarti on 3 November 2015 are tabled and action items noted.

**VOTING REQUIREMENT**

Simple majority

## WEST DALY REGIONAL COUNCIL

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#### RECOMMENDATION

THAT Council notes and accepts the minutes as a true and correct copy of the Local Authority Meetings Minutes held in Palumpa on 3 November 2015.

**Moved:**            **Clr.**

**Seconded:**      **Clr.**

#### 7 CHIEF EXECUTIVE OFFICER REPORT

Applicant:            Chief Executive Officer

Location/Address:    Wadeye

Date:                  2 December 2015

Author:                Glenda Teede

#### DISCUSSION:

The last West Daly Regional Council Meeting was the 15 October 2015. This current CEO Report is to inform Council as to the actions of the CEO since the last meeting.

# WEST DALY REGIONAL COUNCIL

## Agenda for Ordinary Council Meeting 2 December 2015

### 7.1 MEETINGS WITH STAKEHOLDERS

DATE	KEY STAKEHOLDER	MEETING TOPIC	ATTENDEES
19/10/2015	HWL Ebsworth	Outstanding Issues	Rose Watts, Solicitor, HWL Ebsworth Tony Morgan, Solicitor, HWL Ebsworth
19/10/2015	Bridge Toyota	New Vehicle – Mayor	Ronald Prakash, Salesman
19/10/2015	LGANT	CouncilBiz	Tony Tapsell, Chief Executive Officer, LGANT
20/10/2015	Cast Your Net Consulting	West Daly Regional Council Grants	Illana Eldridge, Director, Cast Your Net Brett Midena, Midena & Co
20/10/2015	Deloitte	Audit	Clem Barratt, Finance Manager, WDRC Lee Girolamo, Partner, Deloitte Chenoa Patterson, Auditor, Deloitte
22/10/2015	Asphalt Company Australia	Road to Cementary, Peppimenarti	Phillip McCue, Project Manager, Asphalt Company Australia
22/10/2015	Tharamarrur Development Corporation	General catch up	Kirstine Cossens, Acting Chief Executive Officer, TDC
23/10/2015	West Daly Regional Council	1. Risk Register 2. WHS – Action Plan 2015 3. WHS - Management Plan 4. Gap Analysis	Clem Barratt, Finance Manager, WDRC Jade Hamilton, HR Advisor, WDRC
23/10/2015	West Daly Regional Council	Builder Interviews x 2 (2 hours)	Jade Hamilton, HR Advisor, WDRC
26/10/2015	Deloitte	Audit	Clem Barratt, Finance Manager, WDRC Lee Girolamo, Partner, Deloitte Chenoa Patterson, Auditor, Deloitte
26/10/2015	Tharamarrur Development Corporation	General catch up	Kirstine Cossens, Acting Chief Executive Officer, TDC
27/10/2015	West Daly Regional Council	Finance	Clem Barratt, Finance Manager, WDRC
27/10/2015	West Daly Regional Council	Power and Water Invoices	Shae Reilly, Admin Assistant, WDRC Clem Barratt, Finance Manager, WDRC
28/10/2015	LGANT	CouncilBiz	Tony Tapsell, Chief Executive Officer, LGANT
29/10/2015	Grays Services	Tender Online Services	Brett Garnett, Sales Manager NT, Grays Services
02/11/2015	West Daly Regional Council	Builder Interviews x 1	Glenda Teede, CEO, WDRC
02/11/2015	Dept of Local Government and Community Services	Local Authority	Shaun Hardy, Director Strategic Projects and Regions, LGCS
03/11/2015	CouncilBiz	CouncilBiz Board Meeting	Jason De Mamiel, General Manager, CouncilBiz Tony Tapsell, Chief Executive Officer, LGANT

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DATE	KEY STAKEHOLDER	MEETING TOPIC	ATTENDEES
			Greg Arnott, Director of Corporate Services, RGRC Jeff MacLeod, MRC Various other Board Members
04/11/2015	West Daly Regional Council	Staff 1 on 1	Scott Page, Community NP Mgr, WDRC
04/11/2015	West Daly Regional Council	Staff 1 on 1	Chris Gipp, NP Team Leader, WDRC
04/11/2015	West Daly Regional Council	Staff 1 on 1	Troy Hayes, Senior Works Supervisor, WDRC
06/11/2015	West Daly Regional Council	Finance Committee Meeting	Harold Wilson, Mayor WDRC Andrew Brown, Deputy Mayor, WDRC Clem Barratt, Finance Manager, WDRC Russell Anderson, Audit Committee Chair, WDRC
06/11/2015	West Daly Regional Council	Audit Committee Meeting	Harold Wilson, Mayor WDRC Mark Martin, Councillor, WDRC Clem Barratt, Finance Manager, WDRC Russell Anderson, Audit Committee Chair
09/11/2015	Tharamarrur Development Corporation	General catch up	Terry Bullemor, TDC Carmen O'Shea, Director Council Services, WDRC
09/11/2015	West Daly Regional Council	Wadeye Local Authority Meeting	Matthew Pultchen, LA Member, Wadeye Wally Minjin, Councillor, WDRC Andrew Brown, Deputy Mayor, WDRC John Allen, RSM Wadeye, WDRC Tahlia Cleary, Administration Assistant, WDRC Nicholas Sharah, Local Govt Community Services Jake Quinlivan, Regional Director, Northern Australia Development Office NT
10/11/2015	West Daly Regional Council	Special Council Meeting	Harold Wilson, Mayor WDRC Andrew Brown, Deputy Mayor, WDRC Ralph Narburup, Councillor, WDRC Mark Martin, Councillor, WDRC Clem Barratt, Finance Manager, WDRC Lee Girolamo, Partner, Deloitte Russell Anderson, Audit Committee Chair
10/11/2015	NT Government	NT Government - Sport & Active Recreation Plan	David Mason, Strategic Leisure
11/11/2015	LGANT	CEO, Mayors and Presidents Forum	Harold Wilson, Mayor, WDRC Various attendees from various Councils across NT
12/11/2015	LGANT	General Meeting & Annual General Meeting (Day 1)	Harold Wilson, Mayor, WDRC Various attendees from various Councils across NT

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DATE	KEY STAKEHOLDER	MEETING TOPIC	ATTENDEES
13/11/2015	LGANT	General Meeting & Annual General Meeting (Day 2)	Harold Wilson, Mayor, WDRC Various attendees from various Councils across NT
13/11/2015	Deloitte	Audit	Clem Barratt, Finance Manager, WDRC Lee Girolamo, Partner, Deloitte Talia Duthie, Analyst, Deloitte
16/11/2015	West Daly Regional Council	Compliance Officer Interviews x 2	Meeta Ramkumar (FCPA), Director Sustainability and Compliance
18/11/2015	Cast Your Net Consulting	West Daly Regional Council Grants	Illana Eldridge, Director, Cast Your Net
19/11/2015	West Daly Regional Council	Audit Committee – Risk Member – Meet and Greet	Derrick Tranter, Thorak Operations Manager, Litchfield Council
20/11/2015	BCA National Training	Available Courses	Leona Oliver, BCA National Kirsty Neaylon, Manager, BCA National
20/11/2015	West Daly Regional Council	Aged Care	Kate Lee, Consultant Aged Care Clem Barratt, Finance Manager, WDRC
24/11/2015	Prime Minister and Cabinet	Community Bus	Jake Quinlivan, Regional Director, Northern Australia Development Office NT

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#### 7.2 SIGNIFICANT ISSUES

- AGED CARE - D&R Community Services have gone into receivership, WDRC has implemented the Emergency Plan to ensure the residents are continuously cared for with limited or no interruption to the residents and their needs.
- Enterprise Bargaining Agreement – working towards finalising end 2015.

##### Issues that the Council should be aware of include:

- Closure of Council offices during Xmas/New Year holidays – Council offices will be closed from 25 December and will reopen on Monday, 4 January 2016. Skeleton staff are available during this time to address any issues that arise for Council.
- Records management where WDRC is not complying with its legislative obligations – lack of resources to address.
- CEO Annual Leave notification to Elected Members – commencing Wednesday, 21/12/15 and returning to work on Monday, 4 January 2016.
- Finance Committee meeting as held on 6 November recommended the CEO Financial Delegation be increased from \$100k to \$500k, this is being presented to Council for endorsement. Please refer to Agenda Item 17.5 in General Business.

#### 7.3 MATTERS TO NOTE

- HUMAN RESOURCES
  - New commencement – Sucheta Kanagasundaram, Grants Officer (Darwin) - commenced at Council on Monday, 9 November 2015.
  - Resignation - Matt Lucas, Sport & Recreation Team Leader (Wadeye) – due to finish Friday, 27 November 2015 – position has now been filled.
  - New commencement – Sam Maccarrone, Sport & Recreation Team Leader (Wadeye) – commenced at Council on Wednesday, 25 November 2015.
  - Resignation – Jade Hamilton, Human Resource Advisor (Wadeye) – finished on Tuesday, 24 November 2015.
  - Council Resolution 15/10 007 - New Consultant appointed – Rodney Donne, Local Authority Coordinator – commenced on Tuesday, 1 December 2015.
  - New Consultant appointed – Martin Blandy, Manager Governance and Strategy – commenced on Friday, 20 November 2015.
- Jake Quinlivan, Department of Chief Minister is working with Council to establish the bus service for residents of Wadeye – Grant has been approved.
- The Audit Committee has appointed a Risk Manager, Derrick Tranter from Litchfield Council.
- Second meeting for the Audit Committee was held in November 2015.
- Roads have been resealed in Wadeye.
- Speed bumps are being installed and will be finished by the end of November 2015.
- Wadeye Oval Lighting is progressing, the Government has appointed the service provider to undertake such works – visit to Wadeye to inspect the oval occurred on Thursday, 19 November 2015.
- The Annual Report (incorporating the Audit Report also) has been submitted to the Minister for perusal – refer email of 23 November 2015 being Item 7.6 below.
- Audit Report – WDRC received a good report especially considering it was the first year of operation. Recommendations will be adopted accordingly into Council practices.
- Website compliance has improved significantly in the past month or so.

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#### 7.4 ADDITIONAL FUNDING FOR COUNCIL

Nil.

#### 7.5 OUTSTANDING ITEMS

Nil.

#### 7.6 ATTACHMENT

<b>From:</b>	Kelli Hammermeister
<b>To:</b>	Harold Wilson; Andrew Brown; Tobias Nganbe; Mark Martin; Ralph Narburup; Wally Minjin
<b>Cc:</b>	Glenda Teede; Clem Barratt
<b>Subject:</b>	West Daly Regional Council - Annual Report 2014/2015

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**Message** WDRC Annual Report - FINAL.pdf (25 MB)

Good afternoon All,

Please find attached the finalised Annual Report 2014/2015 as submitted to the Minister on Friday, 20 November 2015.

Kind regards,

**Kelli Hammermeister**  
Personal Assistant to the CEO

#### RECOMMENDATION

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

Moved:           Clr.

Seconded:       Clr.

#### 8 DIRECTOR OF COUNCIL SERVICES REPORTS/ITEMS

Applicant:	Director of Council Services
Location/Address:	Wadeye Office
Date:	2 December 2015
Author:	Carmen O'Shea
Attachments:	Aerodrome Safety Inspection and return plan of works – refer <b>ATTACHMENT NO. 1</b>

#### SUMMARY: From previous report October 2015:

Unwanted calls were temporarily ceased, however recommenced towards the end of the month.

Police advised that they could do nothing about these calls, as there was no way the person could be



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identified as the calls were from a mobile number. These calls have now become abusive and explicit in nature. If police are unable to assist in identifying the caller, alternative arrangements will need to be implemented.

ARO officers are reporting difficulties with the clinic not having the runway inspected prior to medical evacuations.

Workers Compensation claim has not been followed up by HR. This is now being addressed.

#### **Current Report November 2015:**

- Operational Plans for Peppimenarti, Palumpa and Wadeye are in progress
- RIBS training Wadeye, Peppimenarti and Palumpa
- ARO training
- Library facilities in Wadeye, Peppimenarti
- Meeting with T.O's, school, night patrol re damage to assets and safety of staff
- Additional vehicle application put forward for Night Patrol
- Aerodrome Safety Inspection. (CASA) Report and Action Plan
- Dumping Fees

#### **BACKGROUND**

**Operational Plans:** Operational Plans for Peppimenarti, Palumpa and Wadeye are still in progress. The completion of these plans have now been pushed forward to January 2016.

**RIBS Training:** Training was carried out in Peppimenarti, Palumpa and Wadeye. This training was instrumental in providing an employment opportunity to interested persons. Palumpa commenced the additional staff member immediately after the training was completed. Although 16 people attended the training in Wadeye, we still have no applications to fill the role of Broadcasting in Wadeye.

#### **ARO Training:**

ARO training is to commence in December, with training being implemented for all three (3) communities. This should ensure sufficient ARO qualified staff are available to perform the duties required of ARO officer.

**Library Facilities:** DCS is currently working with Wadeye Library staff to identify the needs of the local staff. NT library has provided \$1,000 from the Library Resource Allocation (LRA). Batchelor Press has donated resources for the Library, which should arrive in Wadeye this week. Books are in Minipunh Nhinhi health dictionary, Nhinpunh Nhinhi your body poster Marri Ngarr & Magatie Ke plants and animals as well as Murrinh Patha to English dictionary. The school has also provided a list of books which our Librarian may wish to view prior to purchase. Palumpa has no Library facility and DCS has yet to follow up with Peppimenarti regarding the use of funds and if they have also received the (LBA) grant.

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**Scheduled Meeting:** A meeting was held with the school, community night patrol and a local TO in order to request assistance from the TO's to curb the vandalism and violence in the community. The meeting and subsequent actions appear to have had a positive effect, as vandalism to both school and council's property has diminished.

**Additional Vehicle for Night Patrol:** A request has been put forward to PMC to fund an additional vehicle for community night patrol officers. This is still going through the grants approval process and I've been informed that a decision may not be made until January 2016.

**Aerodrome Safety Inspection:** An aerodrome Safety Inspection Report was carried out in early November and a report provided on 10/11/15. The report advised a response was required by early December, 2015. Urgent items on the report have already been addressed.

**Dumping Fees:** Contractors currently in Wadeye will soon be paying dumping fees. After discussions held by both the RSM, Civil Team Leader, myself and the contractor; agreement was finally reached and passed onto the CEO to ensure contractual requirements were in place. DCS is currently following up on illegal dumping in Wadeye, Peppimenarti and Wadeye. A large number of vehicles have been dumped in all 3 locations. Additional illegal dumping has occurred in Wadeye at the closed industrial dump site. RSM has followed up and the rubbish is to be removed and placed in the correct Waste Facility.

#### COMMENT:

Regular scheduled meetings will be held with RSM's on my return from Xmas break. Teleconferencing facilities now being available in both Peppimenarti and Palumpa, a physical presence isn't required, however after the wet, monthly visits will occur.

**POLICY IMPLICATIONS:** Use of WDRC Waste Facility and dumping fees as well as a by – law Which will enable WDRC to impose fines on those found to be dumping illegally.

**FINANCIAL IMPLICATIONS:** There should be no negative financial impacts on Council. RSM's are being made fully aware of their responsibilities in relation to Grant Acquittals. Regular financial updates are being implemented by the finance manager to ensure RSM's are also aware of expenditure as well. This will be instrumental in reducing the risk of over expenditure.

#### VOTING REQUIREMENT

Simple majority

#### RECOMMENDATION

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

**Moved:** Clr.

**Seconded:** Clr.

**9 REGIONAL SERVICES MANAGER'S REPORTS/ITEMS**

**9.1 REPORT – REGIONAL SERVICES MANAGER WADEYE**

Applicant:	Regional Service Manager
Location/Address:	Wadeye Office
Date:	24 November 2015 – MONTH OF NOVEMBER
Author:	John Allen

Sector.	Meetings held	Outcome	Issues raised / further Details
<u>Local Authorities</u>	Last meeting was held on the 9 <sup>th</sup> November 2015	Quorum was not reached	Please see attached minutes from the meeting.

Sector.	Difficulties, Issues Raised, complaints	Outcome	Further details and recommendations to resolve issues
<u>Customer Service:</u>  <u>Service Agencies:</u> <b>Centrelink</b>  <b>Post Office</b>	<p>Customer service has been working well. One issue we have encountered are unwelcomed calls to the Customer Service Ladies. This has made the girls very uneasy with answering the phones.</p> <p>Nil</p>	<p>Calls are getting screened and the information is going to the Police</p>	<p>The Customer Service Ladies have been asked to note the times of the calls so we can then get the phone number and pass it on to the police.</p> <p>As of the 24<sup>th</sup> of November all calls have been diverted to the Parap office till an outcome is reached.</p>

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<b>Banking</b>	Nil		
	Nil		

<b>Sector</b>	<b>Number of people assisted / referred to other agencies</b>	<b>Difficulties / incidents reported (Job Number)</b>	<b>Further details and recommendations.</b>
<b><u>Night Patrol</u></b>	76 people were assisted this month by night patrol	There has been 9 reported incidents over the last month. Ranging from assault to drunk and disorderly. Some have been quite severe with one incident involving neck injuries to the neck a woman with an axe. Further difficulties involve a lack of police resources being available at the time incidents occur.	A new Night Patrol roster has been put forward which will assist in reducing the large number of back log leave entitlements. Please see roster below.

# WEST DALY REGIONAL COUNCIL

## Agenda for Ordinary Council Meeting 2 December 2015

### Wadeye Night Patrol Roster

Current as of Sunday 15 Nov 2015

#### Night Shift Crews consist of the following

- Crew 1. NP Team Leader, + 2 X NP Officers
- Crew 2. NP Shift Supervisor, + 2 X NP Officers
- Crew 3. NP Shift Supervisor, + 2 X NP Officers

Day Shift Crew will have 2 X NP Officers on Annual Leave, until back log of leave is cleared.

Night shift Crews will patrol in two vehicles, except on Crew Rostered days of where the patrol will be 1 vehicle 3 X NP Officers.

#### Night Patrol (Day Shift) Timesheet overview

1 X NP Officer total hrs. Per week = 32.5 hrs.

Total weekly hrs. for day shift = 97.5

#### Night Patrol (Night Shift) excluding NP Team Leader Timesheet overview

1 X NP Officer total hrs. per week = 32.5 hrs.

Total weekly hrs. For night shift = 162.5

**Total weekly hrs. For entire Night Patrol (Excluding NP Team Leader) = 260 hrs.**

### Wadeye Night Patrol Roster

Current as of Sunday 15 Nov 2015

Night Patrol Roster (Day Shift)						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Crew 3	Crew 3	Crew 3	Crew 3	Crew 3	Crew 3	Crew 3
Rostered Day Off	* Start 2:00 pm Finish 9:00pm 3 X NP Officers	* Start 2:00 pm Finish 9:00pm 3 X NP Officers	* Start 2:00 pm Finish 9:00pm 3 X NP Officers	* Start 2:00 pm Finish 9:00pm 3 X NP Officers	* Start 2:00 pm Finish 9:00pm 3 X NP Officers	Rostered Day Off
Night Patrol Roster (Night Shift)						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Crew 1	Crew 1	Crew 1	Crew 1	Crew 1	Crew 1	Crew 1
Start 9:00 pm Finish 4:00am 3 X NP Officers	Rostered Day Off	Rostered Day Off	Start 9:00 pm Finish 4:00am 3 X NP Officers	Start 9:00 pm Finish 4:00am 3 X NP Officers	Start 9:00 pm Finish 4:00am 3 X NP Officers	Start 9:00 pm Finish 4:00am 3 X NP Officers
Night Patrol (Night Shift)						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Crew 2	Crew 2	Crew 2	Crew 2	Crew 2	Crew 2	Crew 2
Start 9:00 pm Finish 4:00am 3 X NP Officers	Start 9:00 pm Finish 4:00am 3 X NP Officers	Start 9:00 pm Finish 4:00am 3 X NP Officers	Rostered Day Off	Rostered Day Off	Start 9:00 pm Finish 4:00am 3 X NP Officers	Start 9:00 pm Finish 4:00am 3 X NP Officers

## WEST DALY REGIONAL COUNCIL

### Agenda for Ordinary Council Meeting 2 December 2015

Sector	Works commenced	Works expected to be completed by.	Issues / difficulties in completion of works. How have the difficulties been resolved? If not resolved provide recommendations.
<b><u>Civil Services</u></b>	Litter pick up in the main street	Ongoing	The program implemented has been working well as there has been a significant decrease on litter in the main street.
	Speed humps	Completed by mid January	Civil team was advised not to install before the roads were resealed. This has now been completed so a works plan has been put in place.
	Re structure of landfill area and new tip.	End of November 2015	Separation bays have been completed for public dumping. Separation bays have been completed with the option of more bays for industrial dumping. Roads have been improved with drainage and gravel in and around the sorting bays. New rubbish cells are in progress under the old dump drop off. Signage has been put up to identify different rubbish separation bays.
	Old industrial tip closure	1 <sup>st</sup> December 2015	Signs and fence will be finished this week to advise community members of the closure. Cars have been crushed to be taken away once murin starts there trucks again.
	Parks and Gardens	Ongoing	The team have been repairing the mowers and slashers so they can keep on top of the grass on the ovals and in the parks over the wet season. They have also persisted with the bins in the parks as this has been making a small difference in the amount of litter. A team has been put together also to mow and snip the VOQ's pool and empty council fixed assets.
	Breakdowns	Ongoing	The Grader blew a hydraulic hose, the tipper has had a broken windshield and the slasher has had the skids repaired. Ongoing maintenance and repairs have been carried out by either the Civil team or the council Mechanic.

## WEST DALY REGIONAL COUNCIL

### Agenda for Ordinary Council Meeting 2 December 2015

Sector	Activities held for the month	Number of people participating	Difficulties experienced and resolution to how difficulties will be overcome.
<b><u>Sport and Recreation</u></b>	<p>Swimming</p> <p>Football 5 nights a week</p> <p>Softball once a week</p> <p>Kids free time rec hall once a week.</p>	<p>On average 50 kids per session of all ages.</p> <p>On average 300 18+ year olds have been attending each football session. Around 40 participants for the youth football 15 to 17 years of age.</p> <p>On average 300 18+ year olds have been attending the softball each session.</p> <p>On average 20 children 5 to 12 year olds have been attending the kids free time at the rec hall.</p>	<p>The general monthly comment from the sport and rec officer is that they are struggling to promote any other sport besides AFL.</p> <p>Basketball and softball are having limited success. Suggestions will be made that the new Sport and Recreation officer target the younger kids with Basketball.</p>

Sector	Actions implemented	Outcome	Explain progress towards establishment or reason behind lack of progress
<b><u>Library</u></b>	<p>They are continually adding to the data collection on local history and culture.</p> <p>Coordinating with the university of Melbourne and Batchelor institute (Wadeye aboriginal languages centre) and OLSH school.</p>	<p>Is to provide history of Wadeye and outstations to the local people so that their history is not lost.</p>	<p>We are in the a transitional phase in moving all the data to hard drives and data sticks.</p> <p>Next plan is to upgrade our data storage.</p> <p>At present the hard drive is on the desk and is covered with dust.</p> <p>We are getting prices for a new storage system for the hard drive so it can be mounted on the wall.</p> <p>We are called upon by people when they are going bush for copies of their cultural sites and stories, maps, videos, images and audio recordings.</p>

## WEST DALY REGIONAL COUNCIL

### Agenda for Ordinary Council Meeting 2 December 2015

Sector	Works commenced in each homeland of RSM's area of responsibility	Works completed or due date for completion	Reason(s) why work has not been completed and recommendations for completion
<b><u>Homelands</u></b>	<p>24/10/2015 old mission Adjust solar bore height due to small amounts of sand in water flow . (old mission is always kept tidy)</p> <p>11/11/2015 fossil head Inspect an service Solar bore Service gen-set Replace bathroom fittings dwelling 5 General tip inspection all clear of tree branches . (Dick Parry has been very helpful and kept grounds clean )</p> <p>17/11/2015 old mission Inspect and Service solar bore (found faulty) Temporary water supply Service gen-set hrs 53770 Service tractor Replace bathroom fittings</p> <p>19/11/2015 kuy Inspect and service solar bore Service gen-set Service tractor Replace door locks dwelling 2 Replace door locks dwelling 3 Replace door locks dwelling 1 Repair ceiling in laundry dwelling 1 Replace shower fittings dwelling 4 Unblock shower drains dwelling 4</p>	<p>Completed 24/10/2015</p> <p>completed completed Dwelling 5 ,drains badly blocked in both showers 26/11/15.</p> <p>In progress 2500 ltr tank on trailer is in place. Completed Completed Completed</p> <p>completed completed completed completed completion 1/12/15 completion 1/12/15 completed completed</p>	<p>N/A</p> <p>N/A N/A Drains blocked heavily with stones and sand up to my elbow. Have now found the tip for the drain snake to continue clearing the drains .</p> <p>Technical support as contacted me .possibly a faulty pump . 25/11/15 will know if faulty or not .</p> <p>N/A N/A N/A N/A N/A N/A N/A Steel Door frame damaged relocate door lock assembly. Source materials (has smoke damage ) N/A N/A</p>



## WEST DALY REGIONAL COUNCIL

### Agenda for Ordinary Council Meeting 2 December 2015

Sector	Attendance & Productivity. Names of staff members and when discussions occurred.	Names of new staff members recruited and names of those terminated or resigned.	Issues experienced and how can these issues be resolved?
<b><u>Staff Issues.</u></b>	Overall we have had good attendance with staff over the last two months. A discussion was held with the Civil staff at the Civil yard on Tuesday the 17 <sup>th</sup> of November about start and finish times as some staff had been leaving early.	New Sport and Recreation officer Sam Maccarrone will commence on the 25 <sup>th</sup> of November.  Matt Lucas has resigned and will be leaving community on the 25 <sup>th</sup> of November.	We are still having minor issues with staff leaving work early without giving prior notice. We will always have these issues as family comes first.

Sector	Names of Attendees to WH&S Meetings and dates held	Number of toolbox meeting held in the month.	Are there any issues around WH&S, if so what are they and can they be resolved?
<b><u>WH&amp;S</u></b>	No WH&S meeting were held this month	Over the last three months 12 toolbox meeting have taken place.	Nothing to report this month.

#### RECOMMENDATION

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

**Moved:**            Clr.

**Seconded:**      Clr.

## WEST DALY REGIONAL COUNCIL

### Agenda for Ordinary Council Meeting 2 December 2015

#### 9.2 REPORT – REGIONAL SERVICES MANAGER PALUMPA

Applicant:	Regional Service Manager
Location/Address:	Palumpa
Date:	26 November 2015 - MONTH OF NOVEMBER
Author:	Megan Howlett

Sector.	Meetings held	Outcome	Issues raised / further Details
<u>Local Authorities</u>	3 <sup>rd</sup> November 2015	Positive outcome four T/O's attended plus several local community members	Please refer to the minutes tabled for Palumpa Local Authority meeting held on 3 November 2015.

Sector.	Difficulties, Issues Raised, complaints	Outcome	Further details and recommendations to resolve issues
<u>Customer Service:</u>	No issues or complaints		<p>My only recommendation would be to change the way the office is set up for all these agencies to be in the one area. It has a massive bottleneck situation. I have spoken with Glenda and Carmen and will look into a spare donga similar to Peppimenarti so we can have the separation and the room.</p> <p>This will be noted as an action item and progressed accordingly.</p>
<u>Service Agencies:</u>	No issues or complaints		
<b>Centrelink</b>	No issues or complaints		
<b>Post Office</b>	No issues or complaints		
<b>Banking</b>	No issues or complaints		

## WEST DALY REGIONAL COUNCIL

### Agenda for Ordinary Council Meeting 2 December 2015

Sector	Number of people assisted / referred to other agencies	Difficulties / incidents reported (Job Number)	Further details and recommendations.
<u>Night Patrol</u>	Matt Team leader and always one of his team members on shift is working well now that we have a pool of staff.	No Incidents	We are still having teething problems with the roster as the boys tend to rock up whether they are on shift or not... it is working as Mat either has one with him at all times or two.

Sector	Works commenced	Works expected to be completed by.	Issues / difficulties in completion of works. How have the difficulties been resolved? If not resolved provide recommendations.
<u>Civil Services</u>	<p>A great deal of work has been completed this month in preparation for the wet season.</p> <p>1.Spraying of weeds around water ways whipper snipping, 2.Mowing yards as a one off to ensure that all keep their lawns in control for snakes and the like and safety of children. 3.The entrance to Palumpa has been maintained by twenty loads of gravel being dumped and smoothed over by council workers and Paul Donald as he has the machinery to enable us to fix up. This was done as an in kind gesture.</p>	All works have been completed and for next month it is to ensure everything stays in control and touched up when required. The works that have been completed have taken weeks to complete, and the jobs have been acknowledged by the community and appreciated.	Not having the necessary machinery here in Palumpa, and having to rely on Wadeye and then being charged out of my budget is not a satisfactory way of maintaining the community. It has been a pleasure working with Paul Donald (Station) and letting us use his machinery and also assisting in the proper maintenance of Palumpa.

Sector	Activities held for the month	Number of people participating	Difficulties experienced and resolution to how difficulties will be overcome.
<u>Sport and Recreation</u>		All children of palumpa and young adults.	A troupe is definitely required for the amount of travel and work that is required as Sian also has Peppimenarti Sport and Recreation. This really is a matter of urgency especially before the xmas school break where she will be working

## WEST DALY REGIONAL COUNCIL

### Agenda for Ordinary Council Meeting 2 December 2015

			throughout the duration and having the LINKZ volunteer here.
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Sector	Number of Clients	Difficulties experienced	What actions or strategies have been implemented to overcome difficulties
<u>Aged Care:</u>	6-8		We have a process although not perfect but is working, and sport and rec picks up the aged care meals weekly from Wadeye. Night patrol picks up the ladies to go the resource centre and drops off.

Sector	Inspections and Reports	Services & Inspections Scheduled for MV & P&E Repairs or Maintenance on Housing	Explain progress towards establishment or reason behind lack of progress
<u>Assets:</u>  Motor Vehicle & Plant and Equipment   Staff Housing:	The backhoe has ceased up and now needs parts. Servicing is now required for two vehicles being Civil and RSM.   Lot 35 has been approved to fix ensuite area.	Have notified mechanic on all issues      Work to be underway in next week.	All being processed and attended to accordingly.

## WEST DALY REGIONAL COUNCIL

### Agenda for Ordinary Council Meeting 2 December 2015

Sector	Works commenced in each homeland of RSM's area of responsibility	Works completed or due date for completion	Reason(s) why work has not been completed and recommendations for completion
<b><u>Homelands</u></b>	<p>Nama – Working with John from Nama at present in organising training through CDP so they can become self sufficient.</p> <p>Woodapuli – Met with Alajoisis as Nama shares the tractor and trailer – Nama now requires the machinery to which Alojoisis is still holding on too.</p> <p>Nemerluk and Merepin, I made a visit out there two weeks ago no one was there for me to talk to will visit again in two weeks time after my training.</p>	<p>Works are currently being carried out through Homelands.</p> <p>Works are currently being carried out through Homelands.</p> <p>Works are currently being carried out through Homelands Wogas.</p>	<p>Completion dates are on track</p> <p>Completion dates are on track</p> <p>Completion dates are on track</p>

Sector	Attendance & Productivity. Names of staff members and when discussions occurred.	Names of new staff members recruited and names of those terminated or resigned.	Issues experienced and how can these issues be resolved?
<b><u>Staff Issues.</u></b>	<p>Attendance has been slightly better than last month.</p> <p>The new Centrelink officer has been spoken to at least once a week , verbal discussions have been taking place The first written warning will be issued next time an issue, of her doing, is presented.. Absences with other staff for family reasons, annual leave and being stuck in town due to impounding of vehicle.</p>	<p>New recruit for night patrol to complete the pool of staff for the team leader, Mathew Cook . This area is working very well now, as there is a consistency with attendance.</p>	<p>As mentioned we are monitoring the operational issues noted.</p>

## WEST DALY REGIONAL COUNCIL

### Agenda for Ordinary Council Meeting 2 December 2015

Sector	Names of Attendees to WH&S Meetings and dates held	Number of toolbox meeting held in the month.	Are there any issues around WH&S, if so what are they and can they be resolved?
<b><u>WH&amp;S</u></b>	Civil staff x 6, 2/11 & 16/11 Admin staff x 4, 5/11 Night Patrol x 1, 5/11	4 held this month in total	No issues at present, however, as previously mentioned it would be ideal for the WHS rep to come out on a regular basis to ensure all practices are kept up to date with staff.  RSMs have been trained up on WHS issues with the previous HR Advisor and Latitude 12. This will be added to the Action List. Online courses have

Sector	Schedule of works	Achievements or difficulties experienced	Has recognition of achievements been acknowledged? Have strategies been put in place to overcome difficulties?
<b><u>Environmental Health Worker</u></b>	Treatment of dogs with detramax	IEHW came out at the beginning of November however, I had to go and pick him up due to him having no vehicle access. He advised there were at least thirty odd more dogs than when he was last here.	The Howard Springs vet visited the community on 26 November. A fantastic outcome was achieved. The Vet had the assistance of WDRC's IEHW. There were around 100 dogs that the vet treated with detramax, there were a couple of dogs desexed and one dog euthanized. The vet is confident he does not require to come out to Palumpa unless for emergencies (to which if it's a case of destroying an animal then to notify the police) for 12 months.

RSM Comments:

- Fencing Program began 9 November
- Water connection in process to cemetery CDP have paid for the piping and this will commence perhaps after the wet season.

**RECOMMENDATION**

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

Moved: Clr.

Seconded: Clr.

### 9.3 REPORT – REGIONAL SERVICES MANAGER PEPPIMENARTI

Applicant:	Regional Service Manager
Location/Address:	Peppimenarti
Date:	2 November 2015 – MONTH OF OCTOBER
Author:	Rose Peckham

4 Positive Outcomes for the month	<ul style="list-style-type: none"> <li>• Road signage throughout the community completed</li> <li>• Pothole repairs completed</li> <li>• Re-fencing of airstrip underway</li> <li>• ESO Homelands employees re-employed</li> </ul>
4 Barriers to Positive Outcomes	<ul style="list-style-type: none"> <li>• Staff absenteeism</li> <li>• Incomplete Budget</li> <li>• P &amp; L statements</li> </ul>
How barriers will be overcome	<ul style="list-style-type: none"> <li>• Information on budgets given to RSM's</li> </ul>


#### RUBBISH COLLECTION

Bins collected as per schedule	Yes/No	Yes
Number of Wheelie Bins replaced		0
Number of cars relocated		Nil
Litter	Is litter a minor/moderate or significant problem Is litter better or worse than the preceding month	Moderate problem, Is continually being addressed through Environmental Health & the school.
Any other comments?		No

#### LANDFILL

Public Drop off areas tidy	Yes/No	Yes
Issues with users?		No
Any other comments?		Still awaiting feedback in relation to the removal of old cars from the dump.

#### CEMETERIES

Is Cemetery neat and tidy	Yes/No	Yes
Number of burials this month		Nil
Any other comments?		Upgrade to the cemetery road completed 



# WEST DALY REGIONAL COUNCIL

## Agenda for Ordinary Council Meeting 2 December 2015

### PARKS AND OVALS

Grass mowed/Surface safe	Yes/No	Yes
Existing hardware ok?		All equipment working well.
Any other comments?		Bulk ordering in process with up coming wet season.

### ROADS INTERNAL

Potholes	Are potholes a minor/moderate or significant problem Is the problem better or worse than the preceding month	All potholes throughout the community patched up.
Condition of existing signs and speed humps	Satisfactory/Unsatisfactory	Satisfactory – new signage throughout the community completed including access road.
Condition of Street lights	Satisfactory/Unsatisfactory	Satisfactory
Any other comments?		No further comments.

### ROADS EXTERNAL

Condition of main access road	Good/Acceptable/Poor	Final grade for the year to be completed in November.
WDRC Roads	Good/acceptable/poor	Acceptable
Any other comments?		No further comments.

### FIRE BREAKS AND GRASS

Fire Breaks ok?	Yes/No	Yes
Any other comments?		Fire breaks will be completed throughout the community again next dry season.

### DOGS AND ANIMALS

Next vet visit	Date	November 2015
Any other comments?		To be advised after next visit.

### EMERGENCY SERVICES

Emergencies Responded to	Number	Nil
Any other comments?		Still awaiting feedback in relation to the Emergency Plan meeting with NTES and service providers.

### AIRPORT

Airport Reports Completed	Yes/No	Yes
Maintained to standard	Yes/No	Yes
Any other comments?		Due to lack of ARO's in the community we were unable to charge the DOT for on-call and inspections this month, as well as medi-vacs. Training has been organised for RSMs and Volunteers commencing Tuesday, 1 December to Friday, 4 December.

# WEST DALY REGIONAL COUNCIL

## Agenda for Ordinary Council Meeting 2 December 2015

### VEHICLES PLANT AND EQUIPMENT

Weekly/monthly servicing completed	Yes/No	Yes
Daily pre-start checks done	Yes/No	Yes
Important spare parts present	Yes/No	Yes
Major service schedules occurring	Yes/No	As required
Is any plant not working	List	<ul style="list-style-type: none"> <li>• IEHW vehicle is currently not running, currently in the hands of Wadeye staff.</li> <li>• P &amp; G 2WD needs repairing may need a new radiator, old vehicle needs replacing.</li> <li>• Troop carrier currently running but is old and in need of replacement.</li> <li>• Loader to be taken into Darwin as Mechanic unable to fix – lack of tools.</li> </ul>
Any other comments?		No further comments.

### WORK HEALTH AND SAFETY

Notifiable Incidents occurred	Yes/No	No
Notifiable Incidents reported	Yes/No	N/A
Test and Tag	Scheduled for ...	Completed
Has progress been made this month towards completion of the WH&S Action Plan	Yes/No	Safety checks completed
Number of new Workers Compensation Cases		Nil
Any other comments?		No further comments.

### OFFICE

Clean and tidy	Yes/No	Yes
Date of last WH&S Audit		Site visit by Latitude 12 in September.
Building condition and security	Satisfactory/Unsatisfactory	Satisfactory
Any other comments?		Building requires painting inside and out

### DEPOT

Clean and tidy	Yes/No	Yes
Date of last WH&S Audit		September 2015
Building condition and security	Satisfactory/Unsatisfactory	Satisfactory
Yard Condition and Security	Satisfactory/Unsatisfactory	Unsatisfactory – fencing of depot still required.
Tool cages secure and used	Yes/No	Yes
Any other comments?		No

### VISITORS ACCOMMODATION

Clean and tidy	Yes/No	Yes
Date of last WH&S Audit		September 2015
Building condition and security	Satisfactory/Unsatisfactory	Satisfactory
Booking System and Invoicing OK	Yes/No	Yes
Any other comments?		No cleaners, current staff required to clean VQ's.

# WEST DALY REGIONAL COUNCIL

## Agenda for Ordinary Council Meeting 2 December 2015

### NIGHT PATROL

Conditions of service agreement met?	Yes/No	Yes
Number of incidents attended to		Nil
Any other comments?		Program is running well.

### LIBRARY (WADEYE AND PEPPIMENARTI ONLY)

Clean and tidy		No
Was it open for all scheduled hours?	Yes/No	No
Any other comments?		Lot 9 to be refurbished.

### AGED CARE (WADEYE AND PEPPIMENARTI ONLY)

Conditions of service agreement met?	Yes/No	No – new processes within Aged Care.
Any other comments?		Training in user admission and Medicare was cancelled, looking at other avenues to get required training.

### POSTAL SERVICES (PEPPIMENARTI AND PALUMPA ONLY)

Conditions of service agreement met?	Yes/No	No
Any other comments?		Mail delivery times have changed again without prior notification, limited information provided to Council in relation to ETA for the delivery of mail.

### CENTRELINK SERVICES (PEPPIMENARTI AND PALUMPA ONLY)

Conditions of service agreement met?	Yes/No	Yes
Any other comments?		Service affected by staff absenteeism.

### CRECHE (PEPPIMENARTI ONLY)

Conditions of service agreement met?	Yes/No	Yes
Any other comments?		Staff training held at the centre on the 21 <sup>st</sup> October with RACCSU staff.

### WDRC HOUSING

Clean and tidy	Yes/No	Yes
Date of last WH&S Audit		September 2015
Building condition and security	Satisfactory/Unsatisfactory	Satisfactory.
Tenancy Agreements up-to-date for non- Council staff	Yes?No	Yes
Tenancy changes in any houses	Reason	No
Any other comments?		No further comments.

### NON CORE SERVICES

Were significant time or resources devoted to non-core services	Yes/No	Yes – assistance provided to community members in terms of banking, housing, school enrolments and travel, etc.
Were difficulties encountered with other agencies	Yes/No	No
Any other comments?		No further comments.

**ADMINISTRATION**

Time sheets supplied on time	Yes/No	Yes
Payroll processed correctly	Yes/No	Yes
Purchase Orders Completed	Yes/No	Yes
Invoices raised as required	Yes/No	Yes
Weekly work crew plans done	Yes/No	Through Team Leaders.
Core services goals for period on track	Yes/No	Yes
Any other comments?		No further comments.

**STAFF**

HR Updates provided to Darwin Office as necessary	Yes/No	Yes – through the HR at Wadeye.
Total number of staff employed		23
Number of new staff		1 – Cleaner, but abandoned employment due to leaving the community. 3 – ESO Homelands
Induction completed for new staff	Yes/No	Yes
Number of Performance Reviews completed this month		2 Completed in September.
Number of performance reviews scheduled for next month		1 – Awaiting 1 staff member at Emu Point.
Training completed	List	<ul style="list-style-type: none"> <li>• RACSSU BBF training – Emu Point</li> <li>• IEHW – Conference &amp; Chemical Training (did not attend – TBC)</li> <li>• TEEBA training - Broadcasting</li> </ul>
Training Record updated	Yes/No	Yes
Upcoming leave that needs relief	Yes/No	Nil
Total number of person days lost due to 'sorry' or other cultural business		1
Any other comments?		No further comments.

**COMMUNITY EVENTS**

Events run by WDRC this month	List	Nil in Peppimenarti
Events held in community this month	List	NT Cricket - Milo Cricket - Schools
Upcoming events	List	Nil

**LOCAL AUTHORITY**

Next meeting scheduled	Yes/No	Yes – February 2016
Agenda: Distributed to Members; Displayed at Council Office; and Put on web at least 5 days before meeting	Yes/No	Compliant.
RSM report on WDRC Services circulated with Agenda	Yes/No	Yes.
Outstanding Action list updated and circulated with Agenda	Yes/No	Yes.
Minutes: Distributed to Members Displayed at Council Office; and Put on web Within 7 days of meeting	Yes/No	Yes
Report to Council on meeting	Yes/No	Yes – when required.

## WEST DALY REGIONAL COUNCIL

### Agenda for Ordinary Council Meeting 2 December 2015

outcomes provided to CEO within 7 days of meeting		
Any other comments?		No further comments.

#### OUTSTANDING LOCAL AUTHORITY ITEMS

- Advice given and minutes of the last meeting of Council (15<sup>th</sup> October) did not match up, Local Authority to get back to Council on Street naming and Peppimenarti LA Area. – **RESPONSE 29/11:** Council has requested an updated list of street names as per Resolution 15/10 LAP 006 (1).
- Advised that Council was to write to the Minister on the Peppimenarti LA area but minutes of meeting advised that Council would like further information on outstations. Full list of outstations named in the resolution to Council.  
**RESPONSE 29/11:** Resolution 15/10 LAP 006 (2) has been rescinded and previous outstations to be included in LA area have been provided. Council to draft letter to Minister.
- Advised that the TO will talk to other senior members of the community in relation to street names and he will get back to the Chairperson to present at the next LA Meeting in February.

#### VISITING AGENCIES

Department of Housing (including trades people)  
 Nic Sharah - DLGCS  
 NAAFLS  
 TEEBA  
 NLC  
 Department of Health – Environmental Health  
 Department of Health – CDC  
 BITE – RACCSU Staff  
 Contractors (various)

#### ANY OTHER INFORMATION

The above information is an accurate record of WDRC services in this area.

#### RECOMMENDATION

THAT Council receives and notes the Regional Service Manager's report for Peppimenarti.

Moved:           Clr.

Seconded:       Clr.

**10 GRANTS OFFICER'S REPORT**

Applicant:	Acting Grants Officer
Location/Address:	Darwin Office
Date:	2 December 2015
Author:	Fiona Kelly / Sucheta Kanagasundaram

**COMMENT:**

A successful handover occurred between the Acting Grant Officer and incumbent, Sucheta Kanagasundaram. As a result, the report is submitted to Council for perusal.

**ACTIVITY REPORT:**

Grants which have been looked into

- Women's grant – \$5000 – Not a core area for West Daly
- NIB foundation – community grants program – DGR status required – This has been submitted by Red Dust.
- Community activity grant – sprinklers for Wadeye oval, Youth Leadership
- Road Safety Community grant – up to \$5000 - potential to address local road safety concerns

Grant application submissions

- Youth week – Peppimenarti AFL carnival - \$2000
- Youth week – Palumpa dance aerobic party - \$2000
- Road Safety Community grant – \$4998 - address local road safety concerns
- NIB Community grant - working with Red Dust - DGR status and has submitted application. Three music videos created by Red Dust with local schools- presented to each community through a healthy living event which West Daly will host - \$4,500
- SPG – Tip truck grant - \$167,977
- SPG – Garbage truck - \$190,8958.58
- SPG – Upgrade of Wadeye staff housing - \$160,359
- ABA – Wadeye Multi Media Centre - \$3,500,000
- ABA – Peppimenarti Learning Centre - \$831,000

Grant variations

- SPG Staff housing – use of remaining funds for tree lopping and tree removal - successful

Grant funding money received for the grants below:

- Youth vibe Holiday grant – Palumpa cooking club – December 15 – January 16 - \$2,000
- Youth vibe Holiday grant – Peppimenarti bush flick and water fun – December 15 – January 16 - \$2,000
- Flexi aged care funding - \$394,369
- MES – SPG Mulingi generator - \$19,800 (This application was previously unsuccessful)
- Local Govt Community Services FAA- General Purpose 2015/2016 - \$64,588
- Local Govt Community Services FAA- FAA- Roads 2015/2016 - \$118,277
- Aged Care Funding CHSP first yearly payment - \$125,540.25

Unsuccessful grant application submissions

- SPG – Tip truck grant - \$167,977
- SPG – Upgrade of Wadeye staff housing - \$160,359

Reporting on the following grants has been completed

- Aged Care repair and maintenance funding – performance and financial report
- HACC – MDS report for July – September

## WEST DALY REGIONAL COUNCIL

### Agenda for Ordinary Council Meeting 2 December 2015

- Indigenous environmental health worker performance and financial acquittal
- Service System Development – Home support Age Care – summary report for DSS
- Improving Workforce Sustainability – transition to Consumer Directed - summary report for DSS

Common seal has been applied to grant items below:

- NGO grant
- MES SPG Mulingi generator grant
- Aged Care CHSP comprehensive grant agreement

Grant Acquittals – the following Grant Acquittals are noted for the attention of Council:

- SPG Staff housing – partial acquittal dated 25 June 2015;
- SPG Staff housing – partial acquittal dated 26 October 2015;
- Variation to Family Safe Environment - partial acquittal dated 25 June 2015.

#### **VOTING REQUIREMENT**

Simple majority

#### **RECOMMENDATION**

THAT Council notes and accepts the combined Grants Officer Report.

**Moved:**               Clr.

**Seconded:**       Clr.

### **11 HUMAN RESOURCES ADVISOR'S REPORT**

Applicant:	Glenda Teede, Chief Executive Officer
Location/Address:	Wadeye
Date:	2 December 2015
Author:	Glenda Teede, Chief Executive Officer

#### **SUMMARY**

PLEASE NOTE: Due to the sudden departure of the HR Advisor, the CEO will provide Council with a HR report with up to date information, to the best of her knowledge and information available for reference (albeit limited). The HR report will relate to employee relations and industrial relation matters throughout the West Daly region.

Please note: The information contained in this report has previously been provided to Council, Agenda 15 October 2015 and is available for download from the website. Amendments have been made, where required and to the best of the CEO's knowledge. A more detailed report will be provided for the next Council Meeting.

#### **Darwin Regional Office**

The Darwin Office welcomes Sucheta Kanagasundaram as the new Grants Officer. Sucheta started with West Daly on Monday, 9 November 2015 and has extensive experience in the grant research and application field. Sucheta no doubt will be an asset to the West Daly team.

### **Council Staffing Levels**

To the best of the CEO's knowledge from the information available:

#### Wadeye Head Office

- Wadeye now has 49 employees, 20 of which are full time, 14 are part time and 16 are casual.
- The Wadeye Team unfortunately received the sudden resignation of the HR Advisor.
- The Wadeye team has welcomed the following new employees:
  - Local Authority Coordinator – Wadeye – Rodney Donne (Part time)
  - Manager Governance and Strategy – Wadeye – Martin Blandy (3 month contract)
  - Sport & Recreation Team Leader – Wadeye – Sam Maccarrone (Full time)
  - Builder – Wadeye – in process of recruiting
  - Human Resource Advisor – in process of recruiting (3 month initial contract)

#### Palumpa Service Office

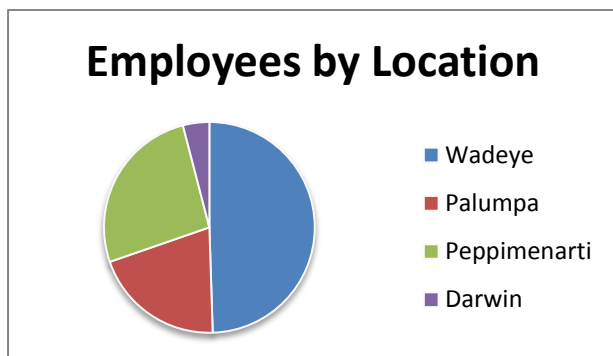
- Palumpa has a total of 20 employees, with 10 full time, 2 part time and 8 casual. Palumpa has welcomed on board the following new employees:
- Fencing grant currently employing 7 people through CDP (commencing on 10 November).
- N.B. unable to provide updated information at this time

#### Peppimenarti Service Office

- Peppimenarti currently have 26 employees, with 9 full time, 10 part time and 7 casual. Peppimenarti welcomes the following new team members:
- Fencing grant currently employing 6 people through CDP (commencing on 26 November).
- N.B. unable to provide updated information at this time

#### Darwin Regional Office

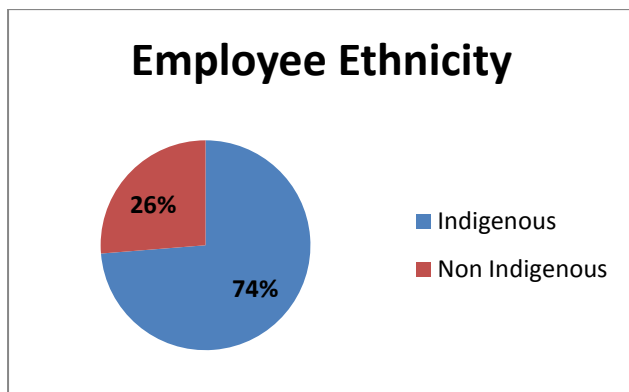
- Darwin currently consists of 3 full time and 1 part time.
- Compliance Officer – Darwin – in process of recruiting.



Please note this pie chart was correct as at 15 October 2015 and may not reflect true and accurate measurements.

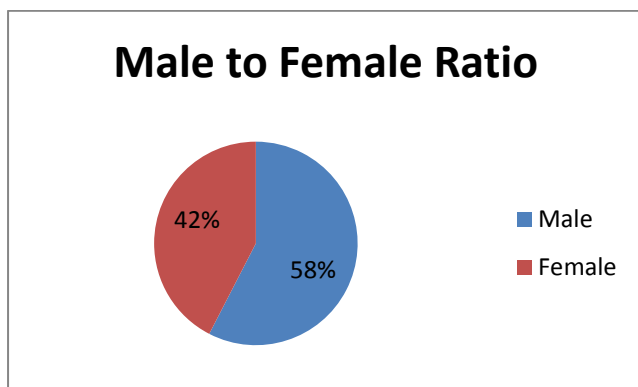
- Total staff within the Council including Darwin sits at 98, with 73 (or 74%) being of Indigenous ethnicity.





Please note this pie chart was correct as at 15 October 2015 and may not reflect true and accurate measurements.

- Male to female staff ratio sits at 57 male employees to 41 female employees.



Please note this pie chart was correct as at 15 October 2015 and may not reflect true and accurate measurements.

PLEASE NOTE: Amendments have been made to the following information, where required and to the best of the CEO's knowledge:

#### Staff Performance & Turnover

- In the period mid October to end November, there was 1 resignation.
- In the period mid October to end November, there were unable to provide at this time.
- Staff attendance continues to be an ongoing issue throughout all 3 communities.

#### Currently Recruiting – unable to provide updated information at this time

- Trainee Broadcasting Officers – Wadeye
- Cleaner – Wadeye

#### Staff Training – unable to provide updated information at this time

- Training is currently being organised for the Airport Reporting Officer qualification, to ensure the ongoing maintenance and repair of our airstrips. Names have been put forward for consideration from all 3 communities.
- A free ASIST Suicide Prevention Training course has been offered to all WDRC Indigenous staff in Wadeye, with all Sport & Rec employees and the majority of Night Patrol employees registering their interest. Interest was also registered in the communities of Palumpa and Peppimenarti.
- The Certificate III in Community Night Patrol is due to recommence the week of 19<sup>th</sup> October, involving Night Patrol employees from all 3 communities.

# WEST DALY REGIONAL COUNCIL

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- TEABBA is providing a free RIBS Broadcasting workshop in Wadeye, Palumpa and Peppimenarti, the week of 19<sup>th</sup> October, with our Broadcasting Officers signing up for this valuable workshop.

### VOTING REQUIREMENT

Simple majority

### RECOMMENDATION

THAT Council receives and notes the Human Resource Advisor's report as provided to the best of the CEO's ability and knowledge and with the information available at the time.

**Moved:**            **Clr.**

**Seconded:**      **Clr.**

## 12 FINANCE

### 12.1 FINANCE REPORT – 01/10/2015 TO 31/10/2015

Applicant:	Finance Manager
Location/Address:	Darwin
Date:	2 December 2015
Author:	Clem Barratt

### SUMMARY

To accept the finance report for the period 1 October to 31 October 2015.

The following tables are enclosed:

- Item 1 - Cash and Investments Table at 31 October 2015
- Item 2 - Restricted Funds Table at 31 October 2015
- Item 3 - Community Activity Table to 31 October 2015
- Item 4 - Profit & Loss to 31 October 2015

#### Item 1. Cash and Investments

**At 31 October 2015**

<b>Cash at Bank</b>	
Cash on Hand	2,331
Cheque Account	102,617
Investment Account	3,916,198
Term Deposits	1,750,000
<b>Total Cash at Bank</b>	<b>\$5,771,145</b>

# WEST DALY REGIONAL COUNCIL

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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					\$1,165,087
Creditors	Current	30 Days	60 Days	90 Days	
Trade					242,582
Other - PAYG/GST/NLC Lease fees					202,016
Total Creditors					\$444,598
Employee Entitlements					\$433,073
Reconciliation of Funds					
Balance as per General Ledger					104,948
Add: Outstanding Debtors					1,165,087
Less: Outstanding Creditors					444,598
Less: Employee Entitlements (incl LSL \$199,468)					585,541
Add: Investment Account					5,666,198
Total Cash & Receivables Available					\$5,906,094

**Unspent Grants & Subsidies as at  
31<sup>th</sup> October**

**\$5,177,056**

**Unspent Grants & Subsidies as at  
30<sup>th</sup> June 2015 to be repaid**

**\$138,391**

**Funds Available to Council**

**\$590,647**

Excludes Contingent Liability Section 19 rent

**\$233,706**

Item 2. Restricted Cash Funds Table

At 31 October 2015

	INCOME			EXPENSE		Budget	Net Actual Income	Commitments
	Actuals	Full Year Budget	Budget	Actuals	Asset_Expenses			
710 - NTG - Environmental Health Worker	60,544.61		0.00	24,342.32	0.00	0.00	36,202.29	453.00
711 - NTG - Health: Home & Community Care	188,498.25	77,279.00	25,760.00	46,893.85	6,938.00	29,768.00	134,666.40	2,192.22
715 - NTG - SPG Establishment Grant	57,614.06		0.00	6,136.36	53,213.15	0.00	(1,735.45)	15,895.13
718 - NTG - NDRRA - Monsoonal trough - Manthathpe Crossing	63,750.00		0.00	69,605.45	0.00	0.00	(5,855.45)	0.00
719 - NTG - FAA General Purpose	311,610.00		0.00	68,088.25	0.00	0.00	243,521.75	0.00
720 - NT Jobs Package 3 ESO	60,729.00	121,458.00	40,485.00	12,491.33	0.00	0.00	48,237.67	0.00
721 - NTG - SPG No Acquittal	0.00		0.00	2,000.00	0.00	0.00	(2,000.00)	0.00
722 - NTG Local Authority Project Funding	724,493.41	861,622.00	287,205.00	8,866.01	0.00	286,158.00	715,627.40	76,688.82
724 - NTG - SPG Staff Housing	58,397.64		0.00	36,507.23	0.00	0.00	21,890.41	0.00
725 - Homelands Extra Allowance	357,760.00	109,200.00	36,404.00	17,321.01	0.00	0.00	340,438.99	0.00
728 - Palumpa Cooking Club	2,000.00		0.00	350.65	0.00	0.00	1,649.35	0.00
729 - Flicks for the Bush	2,000.00		0.00	0.00	0.00	0.00	2,000.00	227.27
730 - Wudapuli tractor, Merrepen airstrip upgrade	33,884.27		0.00	16,326.98	0.00	0.00	17,557.29	0.00
731 - Palumpa Lights	1,497.36		0.00	0.00	0.00	0.00	1,497.36	0.00
732 - Office upgrade furniture & equipment	117,049.00	117,000.00	39,000.00	14,498.85	40,105.31	39,000.00	62,444.84	25,080.35
733 - NTG - Fencing program	514,738.60	566,212.00	188,738.00	4,688.34	140,184.63	188,734.00	369,865.63	0.00
734 - NTG - Seniors Month Pool Program	400.00		0.00	284.40	0.00	0.00	115.60	0.00
735 - NTG - Quick Response Grant	0.00		0.00	1,772.73	0.00	0.00	(1,772.73)	0.00
736 - NTG - Wadeye Township Bus Service - Pilot	154,000.00		0.00	0.00	31,472.73	0.00	122,527.27	0.00
737 - NTG - Manthape Crossing	10,560.00		0.00	0.00	0.00	0.00	10,560.00	0.00
738 - NTG - SPG Outstations 8 items	206,616.00		0.00	0.00	0.00	0.00	206,616.00	138,336.36
802 - AuGov - FAG Roads	799,050.00	605,174.00	201,720.00	92,574.09	0.00	202,062.00	706,475.91	17,580.00
804 - AuGov - Health: Flexible Aged Care	788,738.08	1,558,962.00	519,658.00	425,813.91	0.00	425,715.00	362,924.17	239.09
805 - AuGov - Education: Emu Point Creche & Wadeye VAC	90,547.00	208,840.00	69,616.00	60,494.24	0.00	69,614.00	30,052.76	5,022.01
806 - AuGov - Night Patrol	632,759.50	1,265,519.00	421,833.00	307,120.45	0.00	421,824.00	325,639.05	51,914.46
807 - AuGov - NT Jobs Transition	100,974.10	387,095.00	129,031.00	91,899.67	0.00	144,210.00	9,074.43	0.00
809 - AG - Regional Women's Program	0.00	30,000.00	10,000.00		0.00	9,995.00	0.00	0.00
810 - AG - Arts: Regional Indigenous Broadcasting Services	21,318.00	40,000.00	13,333.00	(986.95)	0.00	0.00	22,304.95	181.82
811 - AG - Roads to Recovery	494,298.00	720,000.00	240,004.00	0.00	0.00	240,003.00	494,298.00	0.00
812 - AG - Sport and Recreation: Jobs Creation	0.00		0.00	0.00	0.00	0.00	0.00	0.00
813 - AG - Sport and Rec: Indigenous Program Coordinator	0.00		0.00	2,514.37	0.00	0.00	(2,514.37)	0.00
814 - AG - Education: Vacation Care	0.00		0.00	727.28	0.00	0.00	(727.28)	0.00

# WEST DALY REGIONAL COUNCIL

## Agenda for Ordinary Council Meeting 2 December 2015

	INCOME			EXPENSE		Budget	Net Actual Income	Commitments
	Actuals	Full Year Budget	Budget	Actuals	Asset_Expenses			
710 - NTG - Environmental Health Worker	60,544.61		0.00	24,342.32	0.00	0.00	36,202.29	453.00
711 - NTG - Health: Home & Community Care	188,498.25	77,279.00	25,760.00	46,893.85	6,938.00	29,768.00	134,666.40	2,192.22
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718 - NTG - NDRRA - Monsoonal trough - Manthathpe Crossing	63,750.00		0.00	69,605.45	0.00	0.00	(5,855.45)	0.00
719 - NTG - FAA General Purpose	311,610.00		0.00	68,088.25	0.00	0.00	243,521.75	0.00
720 - NT Jobs Package 3 ESO	60,729.00	121,458.00	40,485.00	12,491.33	0.00	0.00	48,237.67	0.00
721 - NTG - SPG No Acquittal	0.00		0.00	2,000.00	0.00	0.00	(2,000.00)	0.00
722 - NTG Local Authority Project Funding	724,493.41	861,622.00	287,205.00	8,866.01	0.00	286,158.00	715,627.40	76,688.82
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725 - Homelands Extra Allowance	357,760.00	109,200.00	36,404.00	17,321.01	0.00	0.00	340,438.99	0.00
728 - Palumpa Cooking Club	2,000.00		0.00	350.65	0.00	0.00	1,649.35	0.00
729 - Flicks for the Bush	2,000.00		0.00	0.00	0.00	0.00	2,000.00	227.27
730 - Wudapuli tractor, Merrepen airstrip upgrade	33,884.27		0.00	16,326.98	0.00	0.00	17,557.29	0.00
731 - Palumpa Lights	1,497.36		0.00	0.00	0.00	0.00	1,497.36	0.00
732 - Office upgrade furniture & equipment	117,049.00	117,000.00	39,000.00	14,498.85	40,105.31	39,000.00	62,444.84	25,080.35
733 - NTG - Fencing program	514,738.60	566,212.00	188,738.00	4,688.34	140,184.63	188,734.00	369,865.63	0.00
734 - NTG - Seniors Month Pool Program	400.00		0.00	284.40	0.00	0.00	115.60	0.00
735 - NTG - Quick Response Grant	0.00		0.00	1,772.73	0.00	0.00	(1,772.73)	0.00
736 - NTG - Wadeye Township Bus Service - Pilot	154,000.00		0.00	0.00	31,472.73	0.00	122,527.27	0.00
737 - NTG - Manthape Crossing	10,560.00		0.00	0.00	0.00	0.00	10,560.00	0.00
738 - NTG - SPG Outstations 8 items	206,616.00		0.00	0.00	0.00	0.00	206,616.00	138,336.36
802 - AuGov - FAG Roads	799,050.00	605,174.00	201,720.00	92,574.09	0.00	202,062.00	706,475.91	17,580.00
804 - AuGov - Health: Flexible Aged Care	788,738.08	1,558,962.00	519,658.00	425,813.91	0.00	425,715.00	362,924.17	239.09
805 - AuGov - Education: Emu Point Creche & Wadeye VAC	90,547.00	208,840.00	69,616.00	60,494.24	0.00	69,614.00	30,052.76	5,022.01
806 - AuGov - Night Patrol	632,759.50	1,265,519.00	421,833.00	307,120.45	0.00	421,824.00	325,639.05	51,914.46
807 - AuGov - NT Jobs Transition	100,974.10	387,095.00	129,031.00	91,899.67	0.00	144,210.00	9,074.43	0.00
809 - AG - Regional Women's Program	0.00	30,000.00	10,000.00		0.00	9,995.00	0.00	0.00
810 - AG - Arts: Regional Indigenous Broadcasting Services	21,318.00	40,000.00	13,333.00	(986.95)	0.00	0.00	22,304.95	181.82
811 - AG - Roads to Recovery	494,298.00	720,000.00	240,004.00	0.00	0.00	240,003.00	494,298.00	0.00
812 - AG - Sport and Recreation: Jobs Creation	0.00		0.00	0.00	0.00	0.00	0.00	0.00
813 - AG - Sport and Rec: Indigenous Program Coordinator	0.00		0.00	2,514.37	0.00	0.00	(2,514.37)	0.00
814 - AG - Education: Vacation Care	0.00		0.00	727.28	0.00	0.00	(727.28)	0.00

# WEST DALY REGIONAL COUNCIL

## Agenda for Ordinary Council Meeting 2 December 2015

	INCOME			EXPENSE		Budget	Net Actual Income	Commitments
	Actuals	Full Year Budget	Budget	Actuals	Asset_Expenses			
816 - AG - Home Care Package	0.00	30,000.00	10,000.00	0.00	0.00	0.00	0.00	0.00
818 - Aged Care Repairs	77,624.15		0.00	38,614.78	0.00	0.00	39,009.37	0.00
819 - One-Off Funding - Thamarurr Aged Care	6,000.00		0.00	7,855.68	0.00	0.00	(1,855.68)	0.00
820 - AG - NAIDOC	4,795.50		0.00	2,779.67	0.00	0.00	2,015.83	0.00
821 - AG - Night Patrol Building Wadeye	500,000.00		0.00	0.00	0.00	0.00	500,000.00	0.00
822 - AG - IAS Sport and Recreation	148,053.50		0.00	63,686.32	0.00	0.00	84,367.18	0.00
823 - AG - IAS Kiosk	50,000.00	50,000.00	16,668.00	1,085.00	4,890.00	0.00	44,025.00	0.00
824 - AuGov - Service System Development	15,000.00		0.00	0.00	0.00	0.00	15,000.00	0.00
825 - Aged Care - transition of CDC	996.36		0.00	0.00	0.00	0.00	996.36	0.00
838 - Lighting at Peppimenarti	0.00	16,475.00	5,492.00	0.00	0.00	5,491.00	0.00	0.00
<b>Total Fund</b>	<b>7,299,569.56</b>	<b>7,928,164.00</b>	<b>2,642,720.00</b>	<b>1,845,710.05</b>	<b>276,803.82</b>	<b>2,510,578.00</b>	<b>5,177,055.69</b>	<b>352,713.26</b>

# WEST DALY REGIONAL COUNCIL

## Agenda for Ordinary Council Meeting 2 December 2015

Item 3. Community Activity Table								31 October 2015		
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	77,055.83
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



# WEST DALY REGIONAL COUNCIL

## Agenda for Ordinary Council Meeting 2 December 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
<b>TOTAL:</b>	<b>2,424,419.00</b>	<b>1,489,134.49</b>	<b>808,140.00</b>		<b>452,780.47</b>	<b>761,208.00</b>		<b>152,369.45</b>	<b>46,932.00</b>	<b>76,612.18</b>



## WEST DALY REGIONAL COUNCIL

### Agenda for Ordinary Council Meeting 2 December 2015

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								
<b>TOTAL:</b>	<b>2,338,602.00</b>	<b>1,303,908.88</b>	<b>808,140.00</b>		<b>452,780.47</b>	<b>761,208.00</b>		<b>152,369.45</b>	<b>46,932.00</b>	<b>76,612.18</b>

**Item 4. Income and Expenditure**

**West Daly Regional Council**  
**Income and Expenditure**  
**31st October, Financial Year 2016**

Description	2015/16 Budget		2015/16 Actual		2014/15 Actual	
	Dr	Cr	Dr	Cr	Dr	Cr
61110 - Garbage General	\$0.00	-\$107,465.00	\$0.00	-\$337,278.69	\$0.00	\$0.00
61130 - Agency Income	\$0.00	-\$13,332.00	\$0.00	-\$12,786.09	\$0.00	\$0.00
61140 - Council Rates	\$0.00	-\$124,745.00	\$0.00	-\$372,585.88	\$0.00	\$0.00
61160 - Rent Employee Housing	\$0.00	-\$7,249.00	\$0.00	-\$8,396.50	\$0.00	-\$7,420.00
61170 - Rent and Leases Property	\$0.00	-\$56,024.00	\$0.00	-\$50,098.02	\$0.00	-\$43,583.59
61180 - Fuel Rebate Income	\$0.00	-\$1,834.00	\$0.00	-\$3,850.78	\$0.00	-\$158.00
61200 - Hire of Council Assets	\$0.00	-\$9,172.00	\$0.00	-\$11,130.90	\$0.00	-\$11,067.27
61210 - Interest Received - Cash at Bank	\$0.00	-\$11,668.00	\$0.00	-\$28,081.90	\$0.00	-\$9,097.82
61900 - Rates and Fees CLEARING	\$0.00	\$0.00	\$0.00	-\$5.17	\$0.00	\$0.00
62100 - NTG - SPG Operational Grants	\$0.00	-\$800,453.00	\$0.00	-\$2,142,832.00	\$0.00	-\$2,010,860.76
62110 - NT Operational Grants (distributed through NT DLGH)	\$0.00	-\$1,249,915.00	\$0.00	\$0.00	\$0.00	-\$694,301.00
62200 - Aust Gov - SPG Operational Grants	\$0.00	-\$1,730,562.00	\$0.00	-\$2,015,366.44	\$0.00	-\$2,172,356.62
62210 - Aust Gov - SPG Capital Grants	\$0.00	\$0.00	\$0.00	-\$494,298.00	\$0.00	\$0.00
62400 - Grant Income Other	\$0.00	\$0.00	\$0.00	-\$12,366.27	\$0.00	-\$2,847.16
63100 - Period Contracts - Airports	\$0.00	-\$105,255.00	\$0.00	-\$74,984.60	\$0.00	-\$25,340.00
63110 - Period Contracts Other	\$0.00	-\$58,360.00	\$0.00	-\$58,235.72	\$0.00	-\$56,934.56
63200 - Commercial Services Income	\$0.00	-\$74,468.00	\$0.00	-\$77,470.62	\$0.00	-\$79,270.38
63300 - Fuel Sales - Diesel / ULP (to 3rd party customers)	\$0.00	-\$6,668.00	\$0.00	-\$7,919.66	\$0.00	-\$6,397.82
63400 - Insurance Claims	\$0.00	\$0.00	\$0.00	-\$2,418.48	\$0.00	-\$74,518.40
63500 - Other Current Income	\$0.00	-\$4,168.00	\$0.00	-\$5,828.38	\$0.00	-\$7,235.54
64100 - Reimbursement Income Employees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$2,303.19
68920 - Internal Fund - Transfer In (Cr)	\$0.00	\$0.00	\$0.00	-\$19,973.00	\$0.00	-\$20,634.00
68921 - Internal Fund - Transfer out (Dr)	\$0.00	\$0.00	\$0.00	\$19,973.00	\$0.00	\$20,634.00
68940 - Grant Income Opening Balance Brought Forward (Cr)	\$0.00	\$0.00	\$0.00	-\$2,645,287.68	\$0.00	\$0.00
71110 - Employee Salary Normal	\$1,173,724.00	\$0.00	\$1,064,562.63	\$0.00	\$942,118.83	\$0.00
71120 - Employee Salary Overtime	\$29,043.00	\$0.00	\$50,943.56	\$0.00	\$18,882.64	\$0.00
71130 - Employee Salary Allowances	\$180,509.00	\$0.00	\$142,578.30	\$0.00	\$143,791.86	\$0.00
71140 - Employee Salary Sick Leave	\$0.00	\$0.00	\$25,872.28	\$0.00	\$30,393.25	\$0.00

## WEST DALY REGIONAL COUNCIL

### Agenda for Ordinary Council Meeting 2 December 2015

71150 - Employee Salary Other Leave	\$0.00	\$0.00	\$13,013.51	\$0.00	\$8,802.84	\$0.00
71170 - Employee Salary Workers Compensation	\$42,399.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
71210 - Employee Travel Allowance - Meals and Incidentals	\$20,008.00	\$0.00	\$24,594.96	\$0.00	\$19,872.88	\$0.00
71220 - Employee Travel Allowance - Mileage	\$0.00	\$0.00	\$0.00	\$0.00	\$375.00	\$0.00
71230 - Employee Accommodation	\$19,668.00	\$0.00	\$17,455.27	\$0.00	\$7,537.05	\$0.00
71240 - Employee Fares - Air/Road	\$8,979.00	\$0.00	\$7,214.54	\$0.00	\$10,224.10	\$0.00
71250 - Employee Taxi/Hire Car Fares	\$500.00	\$0.00	\$596.74	\$0.00	\$319.34	\$0.00
71410 - Employee Superannuation	\$121,263.00	\$0.00	\$128,944.92	\$0.00	\$106,849.46	\$0.00
71510 - Employee Salary Accrued Annual Leave	\$140,154.00	\$0.00	\$146,771.53	\$0.00	\$132,194.13	\$0.00
71520 - Employee Salary Accrued Long Service Leave	\$27,247.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
71531 - Employee Salary Accrued TOIL	\$0.00	\$0.00	\$4,194.04	\$0.00	\$0.00	\$0.00
71540 - Employee Uniforms	\$9,274.00	\$0.00	\$4,383.99	\$0.00	\$0.00	\$0.00
71550 - Employee Personal Protective Equipment	\$0.00	\$0.00	\$133.64	\$0.00	\$0.00	\$0.00
71560 - Recruitment & Relocation	\$22,672.00	\$0.00	\$35,480.68	\$0.00	\$35,312.62	\$0.00
71570 - Employee Training (Mandatory)	\$60,168.00	\$0.00	\$9,236.90	\$0.00	\$1,053.19	\$0.00
71571 - Employee Travel & Accom (Training Only)	\$10,751.00	\$0.00	\$3,243.29	\$0.00	\$1,767.81	\$0.00
71575 - Employee Screening and License Checks	\$706.00	\$0.00	\$399.00	\$0.00	\$215.00	\$0.00
71585 - Employee Counselling and Rehabilitation	\$5,336.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
71600 - Employee Amenities	\$6,002.00	\$0.00	\$2,080.53	\$0.00	\$3,422.07	\$0.00
72100 - Councillors Electoral Allowances	\$66,991.00	\$0.00	\$64,408.44	\$0.00	\$61,890.50	\$0.00
72110 - Councillors Extra Meeting Allowances	\$0.00	\$0.00	\$1,903.68	\$0.00	\$1,728.54	\$0.00
72210 - Councillors Travel Allowance - Meals and Incidentals	\$2,564.00	\$0.00	\$2,148.00	\$0.00	\$2,615.88	\$0.00
72230 - Councillors Accommodation	\$2,132.00	\$0.00	\$2,742.52	\$0.00	\$2,983.71	\$0.00
72240 - Councillors - Fares Air / Road	\$15,000.00	\$0.00	\$2,918.17	\$0.00	\$3,885.96	\$0.00
72540 - Councillors Uniform	\$498.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
72580 - Councillors Professional Development	\$7,271.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
73110 - Accounting Fees	\$0.00	\$0.00	\$9,760.09	\$0.00	\$0.00	\$0.00
73115 - Administration Fees	-\$2.00	\$0.00	\$246.40	\$0.00	\$0.00	\$0.00
73120 - Advertising	\$2,664.00	\$0.00	\$4,268.22	\$0.00	\$2,394.28	\$0.00
73125 - Calling of tenders & quotes, analysis, evaln & award	\$1,336.00	\$0.00	\$5,561.82	\$0.00	\$0.00	\$0.00
73126 - Veterinary expenses	\$8,664.00	\$0.00	\$209.09	\$0.00	\$2,166.64	\$0.00
73130 - Audit Expenses (external)	\$13,856.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
73140 - Levy, Fees and Charges	\$11,896.00	\$0.00	\$1,135.43	\$0.00	\$1,051.49	\$0.00
73150 - Cleaning Products and Contractors	\$6,712.00	\$0.00	\$2,944.64	\$0.00	\$5,737.20	\$0.00
73160 - Conferences, Seminars and Ceremonies	\$10,004.00	\$0.00	\$0.00	\$0.00	\$820.74	\$0.00
73180 - Audit and Risk Committee	\$0.00	\$0.00	\$1,227.96	\$0.00	\$0.00	\$0.00

## WEST DALY REGIONAL COUNCIL

### Agenda for Ordinary Council Meeting 2 December 2015

73200 - Consulting Fees	\$63,000.00	\$0.00	\$40,266.50	\$0.00	\$31,456.36	\$0.00
73230 - Utilities - Electricity	\$46,549.00	\$0.00	\$48,685.97	\$0.00	\$20,387.82	\$0.00
73240 - Utilities - Water & Sewerage	\$45,644.00	\$0.00	\$87,589.21	\$0.00	\$17,447.34	\$0.00
73250 - Gas Industrial/Medical/Heating Etc Purposes NOT FUEL	\$600.00	\$0.00	\$62.70	\$0.00	\$86.37	\$0.00
73260 - Hire of Plant, Equipment and Motor Vehicles	\$8,323.00	\$0.00	\$3,267.00	\$0.00	\$3,267.00	\$0.00
73270 - Legal Fees	\$25,000.00	\$0.00	\$39,064.94	\$0.00	\$0.00	\$0.00
73290 - Licenses and Registrations - MV & PE	\$11,332.00	\$0.00	\$18,123.94	\$0.00	\$23,795.84	\$0.00
73295 - Licences & Registration - Other than MV and PE	\$0.00	\$0.00	-\$18.10	\$0.00	\$0.00	\$0.00
73321 - Health and Safety Expenses	\$6,998.00	\$0.00	\$14,415.75	\$0.00	\$195.24	\$0.00
73326 - Festival misc - Inc. prizes, equip hire, judges,coaching etc	\$1,664.00	\$0.00	\$1,934.82	\$0.00	\$0.00	\$0.00
73330 - Catering - Council, Committees, Seminars	\$3,039.00	\$0.00	\$632.69	\$0.00	\$2,336.54	\$0.00
73332 - Consumable Items	\$62,686.00	\$0.00	\$39,184.36	\$0.00	\$27,398.90	\$0.00
73343 - Operating Leases Office Equipment	\$6,800.00	\$0.00	\$5,558.34	\$0.00	\$13,850.00	\$0.00
73344 - Operating Leases Property	\$14,923.00	\$0.00	\$14,534.41	\$0.00	\$18,064.49	\$0.00
73350 - Printing, Postage (stamps) & Stationery	\$16,953.00	\$0.00	\$9,549.86	\$0.00	\$8,767.98	\$0.00
73370 - Rent (short term only)	\$76,693.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
73400 - Subscriptions and Memberships	\$7,500.00	\$0.00	\$18,719.57	\$0.00	\$20,799.53	\$0.00
73420 - Accommodation (not employees or councillors)	\$0.00	\$0.00	\$1,260.00	\$0.00	-\$0.54	\$0.00
73425 - Taxi/Hire Car/Bus/Coach Fares (not employees or councillors)	\$0.00	\$0.00	\$1,772.73	\$0.00	\$43.00	\$0.00
73430 - Airfares (not employees or councillors)	\$2,667.00	\$0.00	\$1,636.36	\$0.00	\$1,687.59	\$0.00
73440 - Training and Development (not employees or councillors)	\$5,486.00	\$0.00	\$1,454.55	\$0.00	\$10,000.00	\$0.00
73450 - Street Light Maintenance	\$0.00	\$0.00	\$162.90	\$0.00	\$0.00	\$0.00
73511 - Freight Expenses	\$22,027.00	\$0.00	\$44,594.68	\$0.00	\$22,186.95	\$0.00
73517 - Publications and Information Resources	\$7,332.00	\$0.00	\$0.00	\$0.00	\$463.64	\$0.00
73531 - Fuel Diesel /ULP	\$87,170.00	\$0.00	\$83,825.32	\$0.00	\$67,563.54	\$0.00
73540 - Insurance Premiums	\$93,332.00	\$0.00	\$77,883.42	\$0.00	\$224,546.97	\$0.00
73800 - Contractor Materials and Labour	\$1,140,957.00	\$0.00	\$537,415.56	\$0.00	\$481,406.37	\$0.00
73830 - Repairs & Maintenance Plant (Small Plant Items)	\$2,332.00	\$0.00	\$27,485.03	\$0.00	\$10,766.00	\$0.00
73833 - Repairs & Maintenance MV & PE	\$76,920.00	\$0.00	\$50,105.14	\$0.00	\$14,007.06	\$0.00
73834 - Repairs & Maintenance Roads	\$23,447.00	\$0.00	\$63,400.00	\$0.00	\$0.00	\$0.00
73835 - Repairs & Maintenance Airstrips	\$0.00	\$0.00	\$14,496.07	\$0.00	\$0.00	\$0.00
73836 - Repairs & Maintenance Buildings	\$115,167.00	\$0.00	\$45,818.17	\$0.00	\$16,977.72	\$0.00
73841 - Contractors Electrical	\$0.00	\$0.00	\$29,078.61	\$0.00	\$14,626.68	\$0.00
73842 - Contractors Plumbing/Gas	\$0.00	\$0.00	\$9,762.52	\$0.00	\$5,633.03	\$0.00
73843 - Contractors Carpentry	\$0.00	\$0.00	\$26,998.11	\$0.00	\$3,108.31	\$0.00

## WEST DALY REGIONAL COUNCIL

### Agenda for Ordinary Council Meeting 2 December 2015

73845 - Contractors Structural	\$51,379.00	\$0.00	\$0.00	\$0.00	\$15,480.27	\$0.00
73846 - Contractors Painting & Tiling	\$0.00	\$0.00	\$4,100.00	\$0.00	\$0.00	\$0.00
74110 - Depreciation - Building	\$0.00	\$0.00	\$422,329.28	\$0.00	\$434,110.89	\$0.00
74120 - Depreciation - Road Infrastructure	\$0.00	\$0.00	\$144,056.25	\$0.00	\$161,548.70	\$0.00
74130 - Depreciation - Plant & Equipment	\$0.00	\$0.00	\$72,669.57	\$0.00	\$119,533.47	\$0.00
74140 - Depreciation - Structures	\$0.00	\$0.00	\$13,860.41	\$0.00	\$13,898.40	\$0.00
74150 - Depreciation - Furniture, Fittings & Office Equip	\$0.00	\$0.00	\$2,635.76	\$0.00	\$408.79	\$0.00
74160 - Depreciation - Motor Vehicles	\$0.00	\$0.00	\$61,547.82	\$0.00	\$74,527.84	\$0.00
74170 - Depreciation - Site Improvements	\$0.00	\$0.00	\$58,535.57	\$0.00	\$69,425.60	\$0.00
74330 - Asset Write Off - Plant & Equipment	\$0.00	\$0.00	\$3,300.00	\$0.00	\$0.00	\$0.00
74360 - Asset Write Off - Motor Vehicles	\$0.00	\$0.00	\$22,300.00	\$0.00	\$0.00	\$0.00
74600 - ICT - Phone/Fax/Internet	\$25,539.00	\$0.00	\$37,749.67	\$0.00	\$7,777.97	\$0.00
74610 - ICT Satellite Telephone	\$668.00	\$0.00	\$8,002.02	\$0.00	\$0.00	\$0.00
74620 - ICT Mobile/ Modem Telephone	\$2,156.00	\$0.00	\$14,386.73	\$0.00	\$740.18	\$0.00
74630 - ICT - Consultants / Service Providers	\$124,308.00	\$0.00	\$70,973.81	\$0.00	\$209,267.48	\$0.00
74640 - ICT Software	\$668.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
74650 - ICT Hardware < \$5,000	\$7,496.00	\$0.00	\$4,608.74	\$0.00	\$3,057.67	\$0.00
74700 - Torches and Batteries	\$1,461.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
74740 - Materials Roadbase/Gravel	\$51,539.00	\$0.00	\$126,042.80	\$0.00	\$4,300.00	\$0.00
74750 - Materials Sand/Cement/Premix	\$0.00	\$0.00	\$691.37	\$0.00	\$0.00	\$0.00
74760 - Materials - Furniture & Office Equipment	\$11,004.00	\$0.00	\$38,977.24	\$0.00	\$7,107.74	\$0.00
74770 - Materials - Tools	\$0.00	\$0.00	\$3,582.70	\$0.00	\$22,912.22	\$0.00
74780 - Materials Minor Assets < \$5,000	\$2,000.00	\$0.00	\$37,338.17	\$0.00	\$2,679.10	\$0.00
74790 - Sports Equipment - Inc Uniforms, trophies etc	\$6,705.00	\$0.00	\$3,205.18	\$0.00	\$4,390.16	\$0.00
74800 - Musical & Sound Equipment	\$2,083.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
79000 - Small Balances Written Off	\$0.00	\$0.00	\$0.15	\$0.00	\$0.00	\$0.00
79020 - Committee Sitting Fees	\$5,132.00	\$0.00	\$1,126.00	\$0.00	\$1,786.00	\$0.00
79060 - Interest Taxation Liabilities	\$0.00	\$0.00	\$1,088.31	\$0.00	\$0.00	\$0.00
79080 - Write Off Expenses (Other than Assets)	\$0.00	\$0.00	\$164.05	\$0.00	\$0.00	\$0.00
91211 - Plant and Vehicle Cost Recovery	-\$1.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total</b>	<b>\$4,361,338.00</b>	<b>\$4,361,338.00</b>	<b>\$4,748,764.31</b>	<b>\$4,748,764.31</b>	<b>\$34,890,829.61</b>	<b>\$34,890,829.61</b>

**RECOMMENDATION**

THAT the Council approves the Finance report for the period to 31 October 2015.

**Moved:** Clr

**Seconded** Clr

# WEST DALY REGIONAL COUNCIL

## Agenda for Council Meeting 2 December 2015

### Item 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.

#### RECOMMENDATION:

The Finance Committee makes the recommendation to Council to note and accept the 2015-16 Grant allocations.

#### RECOMMENDATION:

- (a) THAT Council receives and notes the 2015-16 Grant allocations as recommended by the Finance Committee through the unconfirmed minutes from the meeting held on 6 November 2015.
- (b) Council is to discuss where the funds are to be allocated.

Moved: Clr.

Seconded: Clr.

### 13 COUNCILLOR REPORTS

Nil

### 14 LATE REPORTS

Nil

### 15 INCOMING / OUTGOING CORRESPONDENCE

Applicant:	Personal Assistant
Location/Address:	Darwin
Date:	2 December 2015
Author:	Kelli Hammermeister
Attachments:	Mail Register will be tabled at the meeting

#### SUMMARY

Mail Register and Correspondence for the Ordinary General Meeting held 2 December 2015.

#### COMMENT

Mail Register will be tabled at the meeting.

#### VOTING REQUIREMENT

Simple majority

## WEST DALY REGIONAL COUNCIL

### Agenda for Ordinary Council Meeting 2 December 2015

#### RECOMMENDATION

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

**Moved:**                      **Clr.**

**Seconded:**                **Clr.**



**16 ACTION ITEMS ARISING FROM COUNCIL MEETINGS**

WDRC General Meeting – 15 October 2015

OUTSTANDING ACTION ITEMS TO BE COMPLETED FROM THE PREVIOUS COUNCIL MEETING

ITEM	SUBJECT	DECISION / ACTION REQUIRED	ACTION OFFICER	ACTION TAKEN
1.	Council policy for cultural clearances to be developed	OCM – 2 December 2015:  Recommendation to remove item and revisit in February 2016	CEO	<p>Recent History</p> <p>Cultural clearance required for all Communities. Local Authorities to develop a cultural clearance training session.</p> <p>Local Authority Coordinator requested Council to provide clarification as to the intent of the “cultural clearance”. The request was noted and carried with no further information provided by Council.</p> <p>OCM – 17 June 2015</p> <p>Information has been provided to community stakeholders by Thamarrurr Rangers/Ranger Manager regarding the requirement of a permit under the Aboriginal Land Rights Act. It was recommended that this item be removed from the Action List. Declined.</p> <p>OCM – 19 August 2015 and 15 October 2015</p> <p>Ongoing</p> <p>Future Action/Current Position</p>

ITEM	SUBJECT	DECISION / ACTION REQUIRED	ACTION OFFICER	ACTION TAKEN
				Ongoing
2.	Palumpa LA to be advised that the WDRC will enter into discussions with NLC to seek approval for upgrade works to be carried out on the Palumpa Oval and Cemetery.	<p>OCM – 2 December 2015</p> <p>Should have information from our lawyers for the next Council Meeting.</p>	CEO	<p>Recent History</p> <p>CEO to contact NLC to seek approval for upgrade works to be carried out on Palumpa Oval and Cemetery. Contact has been made with NLC and Council is waiting for their response to the request. FK will follow up.</p> <p>CEO is meeting with NLC Lawyer on Thursday 15<sup>th</sup> January.</p> <p>Expression of interest application for Section 19 lease has been submitted to NLC for approval.</p> <p>OCM – 17 June 2015</p> <p>Correspondence has been received from NLC to say that our interest has been registered and the Proposal has now been issued a Land Information Management System Project Reference number.</p> <p>Cemetery : DDA2015CE2927</p> <p>Palumpa Oval : DDA2015MA2912</p> <p>OCM – 19 August 2015 and 15 October 2015</p> <p>Awaiting final outcome from NLC.</p> <p>Future Action/Current Position</p>

ITEM	SUBJECT	DECISION / ACTION REQUIRED	ACTION OFFICER	ACTION TAKEN
				Ongoing
3.	Council approve the disposal of surplus machinery and Vehicles	<p>OCM – 2 December 2015</p> <p>Awaiting confirmation of all payments received for items sold at Auction.</p> <p>RSM / Finance Manager to provide update by next Council Meeting,</p>	<p>RSMs Wadeye, Palumpa and Peppimenarti</p> <p>Finance Manager</p>	<p>Recent History</p> <p>Deferred until the dry season 2015. Tender notice to be developed in 2015. Interested parties to visit communities to inspect items if interested in purchasing.</p> <p>Tender notice to be developed towards the end of May 2015</p> <p>RSMs have been asked to provide a list of surplus plant.</p> <p>Received lists of surplus machinery and items to be sold, from RSMs. We are currently looking at the disposal process.</p> <p>A public tender was organised to sell each item separately with a reserve price set so as not have them sold at a ridiculously low price.</p> <p>OCM – 17 June 2015</p> <p>RSMs to supply list of surplus equipment. Council has approved the sale of three vehicles from Wadeye. Information has been provided.</p> <p>OCM – 19 August 2015</p> <p>Ongoing – with RSMs and Director of Council Services</p>

ITEM	SUBJECT	DECISION / ACTION REQUIRED	ACTION OFFICER	ACTION TAKEN
				<p>OCM – 15 October 2015</p> <p>Tender Notice published in local paper, tender ballot opened in Council offices, PMC Representative, Jake Quinlivan announced the successful tenderers.</p> <p>Tender held on 28 October 2015 and successful tenderers subsequently advised by Tahlia Cleary, Administration Assistant, Wadeye.</p> <p>Future Action/Current Position</p> <p>Awaiting confirmation of all payments received for items sold at Auction. CEO to f/up Finance Manager, once confirmation received this item can be removed for the Action List.</p>
4.	Local Authorities	<p>Meetings held on:</p> <p>Peppimenarti- 27 October 2015</p> <p>Palumpa – 3 November 2015</p> <p>Wadeye – 9 November 2015 (no quorum)</p>	Rodney Donne – Local Authority Coordinator	<p>Recent History</p> <p>WDRC Staff have been working with LA's to review membership and membership numbers.</p> <p>OCM – 17 June 2015</p> <p>LAC to provide assistance to the Local Authority Chairpersons to prepare letters to re-engage Local Authority Members.</p> <p>This action will be completed by the date of the Council</p>

ITEM	SUBJECT	DECISION / ACTION REQUIRED	ACTION OFFICER	ACTION TAKEN
				<p>meeting.</p> <p>OCM – 19 August 2015</p> <p>Membership numbers have been decreased in Peppimenarti. Membership numbers in Wadeye are to be addressed at the next Local Authority Meeting.</p> <p>OCM - 15 October 2015</p> <p>LA Peppimenarti is meeting regularly with LA Wadeye starting back up again in September. Council is still recruiting for Local Authority Coordinator – Position still remains vacant.</p> <p>Future Action/Current Position</p> <p>LA Peppimenarti – potential issued noted and identified – to be referred to the CEO / Local Authority Coordinator.</p> <p>LA Wadeye – issued identified and actioned accordingly.</p>
5.	Palumpa Causeway	<p>OCM – 2 December 2015</p> <p>No update to provide at this point – funding is with Black Spot – outcome unknown until 2016</p>	RSM	<p>OCM – 17 June 2015</p> <p>Council has advised engaging an engineer to survey both Palumpa Causeway and Manthathpe Crossing and provide a risk assessment.</p> <p>OCM – 19 August 2015</p>

ITEM	SUBJECT	DECISION / ACTION REQUIRED	ACTION OFFICER	ACTION TAKEN
				<p>Palumpa Causeway</p> <p>Risk assessment identified the installation of a grill exposes Council to a potential liability issue as rubbish can accumulate against the grill. It is a known area for kids to swim and installing the grill would be endangering the lives of the kids due to the potential of rubbish to build up against the grill and the kids not being able to get back out.</p> <p>Guard Rail and Lighting</p> <p>Guard rail and lighting application through the Black Spot Funding was resubmitted on 31/7/15 for the 2016/17 funding round.</p>
6.	Manthanthpe Crossing	<p>OCM – 2 December 2015</p> <p>Peter McLinden LGANT to provide update on status of works</p> <p>Some works to secure will be completed by end of November - NDRRA Completion date will be extended until the dry season</p>	RSM	<p>Recent History</p> <p>Cardno (NT) Pty Ltd report presented at meeting.</p> <p>Manthathpe Crossing report has been submitted to the NDRRA for their perusal.</p> <p>Guard rails application submitted to Black Spot grant.</p> <p>Risk management plan to be developed</p> <p>OCM – 17 June 2015</p> <p>Council has advised engaging an engineer to survey both Palumpa Causeway and Manthathpe Crossing and provide a</p>

ITEM	SUBJECT	DECISION / ACTION REQUIRED	ACTION OFFICER	ACTION TAKEN
				<p>risk assessment.</p> <p>Guard rail and lighting application through the Black Spot Funding is to be resubmitted by 31/7/15.</p> <p>Waiting on Risk Assessment from Cardno Pty Ltd.</p> <p>Manthanthpe Crossing</p> <p>Cardno (NT) Pty Ltd is project managing the rectification works at Manthanthpe Crossing and also work with AJ King &amp; Sons. Works to be commenced before the wet season.</p> <p>Future Action/Current Position Ongoing</p>
7.	Palumpa costings for upgrade of meeting room.	<p>OCM – 2 December 2015:</p> <p>RSM Palumpa to advise that status of the upgrade of the meeting room</p> <p>Full update to be provided at January 2016 Ordinary Council Meeting.</p>	RSM Palumpa	<p>Recent History</p> <p>Quote and costing previously provided, some materials have been ordered. Job schedule/timing needed to be worked out.</p> <p>OCM – 17 June 2015</p> <p>The Council would like to see what quotes were obtained.</p> <p>Quote and costing sheet was attached, some materials have been ordered and work needs to commence.</p> <p>OCM – 19 August 2015 and 15 October 2015</p>

ITEM	SUBJECT	DECISION / ACTION REQUIRED	ACTION OFFICER	ACTION TAKEN
				<p>RSM Palumpa to advise that status of the upgrade of the meeting room – nothing yet received.</p> <p>Future Action/Current Position Full update to be provided at January 2016 Ordinary Council Meeting – money was allocated to Council from LA budget - \$40K??</p>
8.	Wadeye Internal Roads and rehabilitation and future programs.	<p>OCM – 2 December 2015:</p> <p>Resealing works have been completed. This item is recommended for removal. Resolved.</p>	CEO	<p>Recent History</p> <p>CEO to tender for the reseal and rehabilitation of the roads listed in the Cardno report and discuss with AJ King &amp; Sons Contractors for their ability to quote on the rehabilitation of the Peppimenarti Cemetery access road.</p> <p>OCM – 17 June 2015</p> <p>That Council tender for the reseal and rehabilitation of the internal roads in Wadeye (approximately 4.2kms) and obtain quotes on the Peppimenarti Cemetery access road.</p> <p>Funding has been allocated for the grading of the Peppimenarti Cemetery access. Waiting for quote from AJ King &amp; Sons.</p> <p>OCM – 19 August 2015 AJ King &amp; Sons have not commenced works. AJ King &amp; Sons viewed the Peppimenarti Cemetery Road on 12 August</p>



ITEM	SUBJECT	DECISION / ACTION REQUIRED	ACTION OFFICER	ACTION TAKEN
				<p>2015.</p> <p>OCM – 15 October 2015. Road works have commenced in Wadeye with contractors resealing allocated roads – completion aimed for approx. 16 October 2015.</p> <p>Future Action/Current Position Resealing works have been completed. This item is recommended for removal. Resolved.</p>
9.	Sport and Recreation spend	<p>Council requested a report on spend for Sport and Recreation</p> <p>OCM 2 December 2015:</p> <p>Finance Manager to provide detailed report at the next Finance Committee Meeting in January 2016 with a revised version to be presented to Council at the next Ordinary Council meeting to be held in January 2016.</p>	RSM Wadeye / Sport and Rec	<p>Recent History NIL</p> <p>OCM – 19 August 2015 and 15 October 2015 Report to be provided on spend by next Ordinary Council Meeting. This was not achieved nor delivered.</p> <p>Future Action / Current Position Finance Manager to provide detailed report at the next Finance Committee Meeting in January 2016 with a revised version presented to the Council meeting to be held in January 2016.</p>
10.	Body Transportation Concerns for Deceased Persons within Communities	<p>OCM – 2 December 2015:</p> <p>It is recommended that this item be noted as resolved and removed as an Action Item for the next</p>	RSM Wadeye	<p>Recent History RSM Wadeye to find out who was the charter company responsible for the transportation of deceased to Darwin – Response provided by RSM Wadeye– Department of Health</p>

ITEM	SUBJECT	DECISION / ACTION REQUIRED	ACTION OFFICER	ACTION TAKEN
		Ordinary Council Meeting.		<p>/ Clinic is to advise, not the responsibility of Council.</p> <p>OCM – 19 August 2015 Council requested information on the Transportation Company responsible due to concerns that have been raised by the Communities</p> <p>OCM – 15 October 2015 RSM liaised with Department of Health / Clinic in Wadeye and advised that the body transportation was not the responsibility of Council but rather the responsibility of the Department of Health / Clinic.</p>
11.	Signage	<p>OCM 2 December 2015</p> <p>Revised quotes for signs being obtained and all three (3) communities to receive signage from the one quote rather than separate quoting. Approval to be provided by the CEO for approval in line with the Procurement Policy</p>	DCS / Admin Assistant Parap	<p>Recent History Victoria Daly Shire Council signage is still erected throughout the communities. The signage needs to be replaced with West Daly Regional Council. The new signage would encourage community education and show a strong presence within the Communities as the new Council.</p> <p>OCM – 19 August and 15 October 2015 Ongoing – sign quotes to be obtained and put to CEO for approval in line with the Procurement Policy.</p> <p>Future Action / Current Position Quotes provided only referred to Wadeye and nothing for</p>

ITEM	SUBJECT	DECISION / ACTION REQUIRED	ACTION OFFICER	ACTION TAKEN
				<p>the other communities, the email address was incorrect and picked up in the Darwin office prior to printing.</p> <p>Further funding may be required to finalise quote - Finance Manager to be consulted.</p>
12.	Mortuary - SPG	<p>OCM – 2 December 2015</p> <p>Ongoing</p>	Grant Officer/DCS	<p>Recent History</p> <p>To assist with the respect due to our passed members of community, it has been suggested that a mortuary be built to assist with the housing of deceased persons until transport is available.</p> <p>OCM - 15 October 2015</p> <p>Research grant opportunities</p> <p>Future Action / Current Position</p> <p>Research grant opportunities and report back the progress / status at the next Council Meeting to be held in January 2016. Wadeye</p>
13.	Local Authority Coordinator	<p>OCM 2 December 2015</p> <p>In accordance with Council Resolution 15/10 007 – this Action Item is completed and considered as RESOLVED.</p>	Chief Executive Officer	<p>Council Resolution 15/10 007 - New Consultant appointed – Rodney Donne, Local Authority Coordinator – commenced on Tuesday, 1 December 2015</p> <p>Future Action / Current Position</p> <p>This matter be noted as RESOLVED and removed from the Action List.</p>

<i>ITEM</i>	<i>SUBJECT</i>	<i>DECISION / ACTION REQUIRED</i>	<i>ACTION OFFICER</i>	<i>ACTION TAKEN</i>
14.	Grants Officer	OCM 2 December 2015	Chief Executive Officer & Grants Officer	Council Resolution 15/10 017 recommended that the grant's officer Report was to include more graphs.  Due to the transition of staff we will ensure the report incorporates graphs going forward. This matter be noted as RESOLVED and removed from the Action List.
15.	Dog By-Laws	OCM 2 December 2015  CEO recommends the CEO of LGANT, Tony Tapsell attend the next Ordinary Council Meeting to discuss	Chief Executive Officer	OCM - 15 October 2015 Council recommended that the CEO work with Tony Tapsell, LGANT CEO to assist in drafting by laws for Council consideration.  Future Action / Current Position CEO recommends the CEO of LGANT, Tony Tapsell attend the next Ordinary Council Meeting to discuss.

**VOTING REQUIREMENT**

Simple majority

**RECOMMENDATION**

THAT Council receives and notes the updated Action List Items from the previous Council Meeting held 15 October 2015 and incorporating updates as discussed and minuted on 2 December 2015.

**Moved:**                      **Clr.**

**Seconded:**                      **Clr.**

**17 GENERAL BUSINESS**

**17.1 SELF MANAGEMENT OF THE AGED CARE SERVICE**

Applicant:	Chief Executive Officer
Location/Address:	Darwin
Date:	2 December 2015
Author:	Glenda Teede, CEO

**SUMMARY**

The previous Service Provider went into administration on the 11 November 2015, in which Hall and Chadwick were appointed as receivers and managers. On or around the 24 November 2015 Hall & Chadwick varied their appointment to appoint Ernst & Young (**EY**) as voluntary administrators. EY is now the nominated entity which will be directly communicating with key stakeholders and making decisions regarding the on-going provision of the aged care services (the '**Services**').

Council implemented the Emergency Plan to immediately allocate resources to semi-self manage the Aged Care Services in conjunction/consultation with the appropriate departments to try to minimize interruption to the delivery of services being provided to the aged care patients. Council has now engaged lawyers to due to the legalities of contractual terms and conditions.

**Handover of Services**

WDRC has three options:

1. Take over the Services;
2. Take over the Services in the interim with the view to engage a sub-contractor as soon as possible; or
3. Engage a sub-contractor to provide the Services immediately.

**RECOMMENDATION**

WDRC will work closely with our lawyers and with the Department of Health.

**RECOMMENDATION**

THAT Council notes and acknowledges the recommendation from the Chief Executive Officer.

Moved: Clr.

Seconded: Clr.

## 17.2 WORKPLACE, HEALTH AND SAFETY REPORT

Applicant:	Latitude 12
Location/Address:	Darwin
Date:	2 December 2015
Author:	Kristen King, WHS Advisor

### SUMMARY

The WHS Advisor visited West Daly Regional Council Communities with the purpose of implementing schedules and conducting training for facilitating Safety Toolbox Meetings, Safety Inspections and Risk Assessments from 1<sup>st</sup> to 4<sup>th</sup> September 2015.

Please refer to the attached WHS Report.

### VOTING REQUIREMENTS

Simple majority

### RECOMMENDATION

THAT Council notes and acknowledges the WHS Report from Latitude 12.

Moved: Clr.

Seconded: Clr.

## 17.3 ALLOCATION OF MAYOR'S OLD VEHICLE

Applicant:	Chief Executive Officer
Location/Address:	Darwin
Date:	2 December 2015
Presenter:	CEO, Glenda Teede

### SUMMARY

The Mayor has now received the new vehicle in accordance with the terms of appointment. As a result of the upgrade there is now a vehicle available for allocation to WDRC.

### RECOMMENDATION

The Mayor has advised his recommendation is for the vehicle to be provided to the Aged Care, Peppimenarti.

### OTHER OPTIONS:

There are also other options available requiring the allocation of a vehicle:

- Palumpa sport and rec to assist with the transportation of children over the Christmas Period – troopie has been requested but due to limited funds and resourcing we are unable to provide at this time.
- Perhaps this vehicle could be a 'pool' vehicle and it could be allocated on a needs basis and on an interim measure.

### VOTING REQUIREMENT

Simple majority

### RECOMMENDATION

THAT Council delegate the decision of allocation of the vehicle to the CEO. The CEO, on an operational level can allocate either permanently or on an interim basis, as and where operationally the vehicle would be best utilised for Council and the communities we service.

Moved:           Clr.

Seconded:       Clr.

### 17.4 LEGAL SERVICES

Applicant:           Chief Executive Officer

Location/Address:   Darwin

Date:                2 December 2015

Presenter:           CEO, Glenda Teede

Attached:           **Attachment No. 2:** List of legal items for WDRC

### SUMMARY

In Attachment No. 2 a list of legal items that WDRC have undertaken this year. While most items have multiple factors and 'back and forth' communication required, this is an overall synopsis which does not include the detail of work involved.

### VOTING REQUIREMENT

Nil

### RECOMMENDATION

THAT Council accept and note the report on Legal Services as provided to WDRC from the engaged law firm.

Moved:           Clr.

Seconded:       Clr.

### **17.5 FINANCIAL DELEGATION**

<b>Applicant:</b>	Chief Executive Officer
<b>Location/Address:</b>	Wadeye Office
<b>Date:</b>	2 December 2015
<b>Author:</b>	Glenda Teede

#### **SUMMARY**

Management are seeking to increase the Chief Executive Officer's financial delegation from \$100,000.00 to \$500,000.00.

#### **BACKGROUND**

The Chief Executive Officer was previously approved to a financial delegation of \$100,000.00.

#### **CONSULTATION**

Finance Committee

#### **STATUTORY ENVIRONMENT**

The Council has a duty to ensure that effective internal controls are in place as is the CEO who is responsible for ensuring that the Council has appropriate administrative policies and procedures to ensure services are delivered with accountability and due diligence.

#### **POLICY IMPLICATIONS**

To facilitate efficient and expedient procurement by increasing the financial delegation of the Chief Executive Officer.

#### **VOTING REQUIREMENT**

Simple Majority.

#### **RECOMMENDATION**

THAT Council notes the recommendation made by the Finance Committee on 6 November 2015 to increase the Chief Executive Officer Financial Delegation to \$500,000.00.

**Moved:** Clr.

**Seconded:** Clr.

### **17.6 COUNCIL MEETING DATES**

<b>Applicant:</b>	Chief Executive Officer
<b>Location/Address:</b>	Darwin
<b>Date:</b>	2 December 2015
<b>Presenter:</b>	CEO, Glenda Teede



# WEST DALY REGIONAL COUNCIL

## Agenda for Ordinary Council Meeting 2 December 2015

### SUMMARY

A lot of preparation goes into the scheduling of meetings and workloads for staff are worked around delivery dates for reports etc to compile the Agenda.

A proposal to set the dates for the Council Meetings in the 2016 Calendar Year is tabled for discussion / confirmation.

### PROPOSED MEETING DATES

Month	Date	Day	Location
January (wet)	20 <sup>th</sup>	Wednesday	Darwin
March (wet)	15 <sup>th</sup>	Wednesday	Darwin
May	18 <sup>th</sup>	Wednesday	Wadeye / Palumpa / Peppimenarti
July	20 <sup>th</sup>	Wednesday	Wadeye / Palumpa / Peppimenarti
September	21 <sup>st</sup>	Wednesday	Wadeye / Palumpa / Peppimenarti
November	23 <sup>rd</sup>	Wednesday	Wadeye / Palumpa / Peppimenarti
January (wet)	25 <sup>th</sup>	Wednesday	Darwin
March (wet)	22 <sup>nd</sup>	Wednesday	Darwin
May	24 <sup>th</sup>	Wednesday	Wadeye / Palumpa / Peppimenarti
July – last meeting before Elections 2017	19 <sup>th</sup>	Wednesday	Wadeye / Palumpa / Peppimenarti

### FINANCE COMMITTEE MEETINGS

Meetings will be held on a monthly basis.

### VOTING REQUIREMENT

Simple majority

### RECOMMENDATION

- (a) THAT Council advise where these meeting are to take place.
- (b) THAT Council approve the proposed Council meeting dates for the 2016 Calendar Year.

Moved: Clr.

Seconded: Clr.

**18 CONFIDENTIAL ITEMS**

The Chief Executive Officer would like to discuss one (1) item identified as 'Confidential' and requiring discussion with Council in a closed meeting.

**RECOMMENDATION**

That Council close the meeting to the general public in accordance with section 65(2) of the Local Government Act to enable Council to discuss in a Confidential Session an item described under Local Government (Administration) regulations 8 (a, b, c, d or e).

Moved: Clr.

Seconded: Clr.

**19 CLOSE OF MEETING**

Time:

**20 NEXT MEETING**

The next Ordinary General Meeting of West Daly Regional Council will be held in Darwin on Wednesday, 20 January 2016 with a briefing meeting held on Tuesday, 19 January 2016.