



WEST DALY
Regional Council

AGENDA

SPECIAL COUNCIL MEETING

10 November 2016 at 10:00am

CouncilBiz Office



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Glenda Teede
Chief Executive Officer

AGENDA
ORDINARY COUNCIL MEETING
TO BE HELD AT THE DARWIN COUNCIL OFFICE
ON 10 NOVEMBER 2016
COMMENCING AT 10.00AM

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

1 PERSONS PRESENT

ELECTED MEMBERS PRESENT

| | |
|--------------|----------------|
| Mayor | Harold Wilson |
| Deputy Mayor | Andrew Brown |
| Councillor | Wally Minjin |
| Councillor | Mark Martin |
| Councillor | Ralph Narburup |
| Councillor | Leon Melpi |

STAFF PRESENT

| | |
|--|----------------|
| Chief Executive Officer | Glenda Teede |
| Finance and Administration Team Leader | Rebecca Purser |

PERSONS PRESENT

| | |
|------------------------|-------------------|
| Team Leader Compliance | Abdus Sattar |
| Compliance Officer | Omor Sharif Robin |

2 APOLOGIES AND LEAVE OF ABSENCE

| | |
|--------------------------------|---------------------------------------|
| Applicant: | N/A |
| Disclosure of Interest: | N/A |
| Date: | 10 th November 2016 |
| 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 Special Ordinary Council Meeting held 10 November 2016.

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.



WEST DALY REGIONAL COUNCIL

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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 Special Ordinary Council Meeting held 10 November 2016.

Moved:

Seconded:

3 MANAGEMENT LETTER FROM DELOITTE TOUCHE TOHMATSU FOR THE FINANCIAL YEAR ENDING 30 JUNE 2016

Applicant: Chief Executive Officer

Location/Address: Darwin

Date: 10 November 2016

Author: Glenda Teede

SUMMARY

As part of the reporting procedures it is recommended that Council notes the Management Letter from Deloitte Touche Tohmatsu for the financial year ending 30 June 2016 submitted to council on the 31st October 2016 at the Audit Committee Meeting and tabled.

COMMENTS

A copy of the minutes from the Audit Committee meeting held on 31st October 2016 is tabled.

Recommendation:

THAT the Council receives and notes the Auditor' recommendation and the minutes from the Audit Committee Meeting held on 31st October 2016.

Moved:

Second:

Carried:



4 AUDITED FINANCIAL STATEMENT

| | |
|--------------------------|-------------------------|
| Applicant: | Chief Executive Officer |
| Location/Address: | Darwin |
| Date: | 10 November 2016 |
| Author: | Glenda Teede |

SUMMARY

As part of the reporting procedures it is recommended that Council accept the West Daly Regional Council's General Purpose Financial Statement prepared by Deloitte Touche Tohmatsu for the financial year ending 30 June 2016

COMMENTS

A copy of the General Purpose Financial Statement is tabled.

Resolution

THAT the Council receives and notes the Auditors General Purpose Financial Statement for the financial year ending 30 June 2016.

Moved:
Second:
Carried:

5 WEST DALY REGIONAL COUNCIL ANNUAL REPORT 2015/2016 FINANCIAL YEAR

| | |
|--------------------------|-------------------------|
| Applicant: | Chief Executive Officer |
| Location/Address: | Darwin |
| Date: | 10 November 2016 |
| Author: | Glenda Teede |



WEST DALY REGIONAL COUNCIL

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SUMMARY

As per the *Local Government Act*, section 199, council must submit the Annual Report each year on or before 15 November.

The report must include a copy of the council's audited financial statement for the financial year.

The report must also contain an assessment of the council's performance against the objectives stated in the relevant regional plan. Once submitted the report to minister, council must publish the report to the council's website and publish the notice in newspaper informing Annual Report can be downloaded or obtain from Council Offices.

COMMENTS

A copy of the Annual Report is tabled for Council's perusal, consideration and comment.

Resolution

THAT the Council adopt the Annual Report for the 2015/2016 Financial Year.

Moved:

Second:

Carried:

OR

THAT the Council adopt the Annual Report with identified minor changes and submit to the minister by 15th November 2016

Moved:

Second:

Carried:

OR

THAT the Council seek an extension from the Minister to the to submit the Annual Report.

Moved:

Second:

Carried:

6 DELEGATIONS REGISTER

| | |
|--------------------------|-------------------------|
| Applicant: | Chief Executive Officer |
| Location/Address: | Darwin |
| Date: | 10 November 2016 |
| Author: | Glenda Teede |

SUMMARY

Parliament has given its authority for certain acts and undertakings to the Council.

In order to provide for the expedient exercise and performance of its powers and duties and efficient management of its business the Council has delegated some of its authority to the CEO. The CEO in turn has further delegated some of these roles and responsibilities.

The following protocols govern the use of the delegated authority:-

- Any exercise of delegated authority is subject to compliance with:
 - Any relevant provisions of the Local Government Act and Regulations
 - Any other legislative requirements
 - Any application Council policy
 - The relevant provisions of any Council By-Law
- It is the responsibility of the officer exercising delegated authority to be aware of any restrictions on the exercise of that authority and to comply with the restrictions.
- Delegated authority should not be exercised where a conflict of interest exists or where it may be perceived to exist.
- Delegation by the Council to the CEO does not prevent Council itself either from acting itself or revoking or varying the delegation at any time.
- Delegation by the CEO likewise does not preclude the CEO from acting or revoking or varying the delegation at any time.
- Delegation requires judgement. It is not appropriate to exercise delegated authority in all circumstances and some decisions, which may be contentious or attract high public interest or where no clear policy guidelines exist should be referred to the CEO or Council as appropriate.
- At all times officers exercising delegated authority are required to act reasonably.



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COMMENTS

A copy of the Delegations Register is tabled.

Resolution

THAT the Council adopts the updated Delegations Register with immediate effect.

Moved:

Second:

Carried: