



## AGENDA

### LOCAL AUTHORITY MEETING

**21 June 2017**

**at**

**9.00am**

### **WDRC Conference Room**

#### **WEST DALY REGIONAL COUNCIL DISCLAIMER**

No responsibility is implied or accepted by the West Daly Regional Council for any act, omission or statement or intimation occurring during Council or committee meetings.

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In particular and without detracting in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or officer of the West Daly Regional Council during the course of any meeting is not intended to be and is not taken as notice of approval from the West Daly Regional Council.

The West Daly Regional Council advises that anyone who has any application lodged with the West Daly Regional Council shall obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the West Daly Regional Council in respect of the application.

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## 1 WELCOME AND MEETING ARRANGEMENTS

The Chairperson, \_\_\_\_\_ welcomed all in attendance and declared the meeting open at \_\_\_\_\_.

## 2 ATTENDANCE

Present:

Staff:

Guests:

## 3 APOLOGIES / ABSENT

### SUMMARY

This report is to table, for Council's record, any apologies and requests for leave of absence received from Elected Members for the Local Authority Meeting held 21 June 2017.

### COMMENT

Local Authority 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 Local Authority 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 meetings of the council.

### VOTING REQUIREMENT

Simple majority

### RECOMMENDATION

That Local Authority receives and notes apologies from \_\_\_\_\_ and [does/does not] grant a leave of absence for the Local Authority Meeting held 21 June 2017.

**Moved:**

**Second:**

**Carried:**

#### 4 DISCLOSURE OF INTEREST – MEMBERS OF STAFF

##### SUMMARY

Local Authority Members are required to disclose an interest in a matter under consideration at a meeting of the Local Authority by:

- (1) In the case of a matter featured in an officer's report or written agenda item, by disclosing the interest to the Local Authority 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 Local Authority, by disclosure as soon as possible after the matter is raised. Under disclosure, the Member must abide by the decision of Local Authority on whether he/she shall remain in the Chambers and/or take part in the vote on the issue. The Local Authority 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 Local Authority 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 Local Authority receives and notes that there are \_\_\_\_\_ declarations of interest as listed for the Wadeye Local Authority Meeting held 21 June 2017.

**Moved:**

**Seconded:**

**Carried:**

#### 5 INVITATION FOR DELEGATIONS TO SPEAK

**6 CONFIRMATION OF PREVIOUS MINUTES**

The Minutes of the meeting held on 3<sup>rd</sup> April 2017 are submitted to the Local Authority for their confirmation that they are a true and correct record of the meeting.



**MINUTES**

**LOCAL AUTHORITY  
MEETING**

**03 April 2017  
at  
10.00am**

**WADEYE Office**

**WEST DALY REGIONAL COUNCIL DISCLAIMER**

No responsibility is implied or accepted by the West Daly Regional Council for any act, omission or statement or intimation occurring during Council or committee meetings.

The West Daly Regional Council disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or committee meetings.

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The West Daly Regional Council advises that anyone who has any application lodged with the West Daly Regional Council shall obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the West Daly Regional Council in respect of the application.

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**1 WELCOME AND MEETING ARRANGEMENTS**

Chairperson Jeffery Pultchen welcomed all in attendance and declared the meeting open at 10.50am.

**2 ATTENDANCE**

**Present:**

Jeffery Pultchen  
Matthew Bunduck  
Alphonsus Kungal  
Romelo Tchernia  
Bridget Mardigan  
Samantha Kauri

**Officers:**

Michael Fitisemanu – Community Services Manager  
Scott Page – Acting Community Operations Manager  
Tahlia – Administration Assistant (Minute taker)

**Guests:**

Nathanael Knapp – Regional Director, Department of Housing and Community Development (Phone conference)

**3 APOLOGIES / ABSENT**

**Apologies:**

Mark Ninnal  
Cr Mark Martin  
Cr Wally Minjin  
Deputy Mayor Andrew Brown  
Mayor Harold Wilson

**RECOMMENDATION**

That Local Authority receives and notes apologies from Mark Ninnal, Cr Mark Martin, Cr Wally Minjin, Deputy Mayor Andrew Brown and Mayor Harold Wilson and grants a leave of absence for the Local Authority Meeting held 3 April 2017.

Moved: Alphonsus Kungal  
Second: Romelo Tchernia  
Carried: Unanimously



**4 DISCLOSURE OF INTEREST – MEMBERS OF STAFF**

Nil

**RECOMMENDATION**

That Local Authority receives and notes that there are no declarations of interest as listed for the Wadeye Local Authority Meeting held 3 April 2017.

Moved: Romelo Tchernia  
Seconded: Matthew Bunduck  
Carried: Unanimously

**5 INVITATION FOR DELGATIONS TO SPEAK**

Nil

**6 CONFIRMATION OF PREVIOUS MINUTES**

Minutes from the Local Authority meeting held on 2 March 2017 were submitted to the Local Authority for Approval.

**RECOMMENDATION**

That Local Authority receives and notes the minutes from the meeting held on 2 March 2017 and confirms that they are a true and correct record.

Moved: Alphonsus Kungal  
Seconded: Romelo Tchernia  
Carried: Unanimously

**7 BUSINESS ARISING FROM THE PREVIOUS MINUTES**

COUNCIL approved the following Local Authority recommendations and the CSM has provided an update regarding same:

- \* \$4,605.05 for CCTV for the Civil Yard. We are currently waiting for the delivery of the cameras and upon receipt of same, installation will proceed.

- \* \$2,475.00 for mature shade trees for main Oval. At this stage, we are currently waiting for information from the Rangers as to the expected date of delivery.
- \* \$13,790.00 for seating at the main Oval. Grandstand seating parts have been ordered from QLD and we are currently waiting for delivery.
- \* \$25,000.00 for Children's playground equipment. The contractor for the playground will commence upon delivery of the equipment.
- \* The appointment of Mathew Bunduck, Romelo Tchernia, Bridget Mardigan and Samantha Kauri as Local Authority Members for Wadeye.

In regards to the street lighting for Wadeye and Manthathpe, we have been advised that the lights should arrive in Wadeye on 31<sup>st</sup> March 2017. Installation will proceed thereafter.

#### 8 CORRESPONDENCE IN AND OUT

Nil

#### 9 CHAIRPERSON'S REPORT

Nil report

#### RECOMMENDATION

THAT the Local Authority receives and notes that there is no Chairperson's Report

Moved: Matthew Bunduck  
Seconded: Romelo Tchernia  
Carried: Unanimously

#### 10 COMMUNITY SERVICES MANAGERS REPORT

#### RECOMMENDATION

THAT the Local Authority receives and notes the CSM's Report

Moved: Matthew Bunduck  
Seconded: Alphonsus Kungal  
Carried: Unanimously

**11 ACTING CHIEF EXECUTIVE OFFICER'S REPORT**

**RECOMMENDATION**

THAT the Local Authority receives and notes the Acting CEO Report

Moved: Alphonsus Kungal  
Seconded: Romelo Tchernia  
Carried: Unanimously

**12 FINANCIAL REPORT**

Due to the absence of the Senior Financial Consultant, the finance report will be presented at the next Local Authority Meeting.

**13 ACTION ITEMS/PROJECTS LIST UPDATE**

- CCTV to be installed at Swimming Pool – Acting Community Operations Manager to obtain quotes
- Additional playgrounds at Manthathpe and Nilinh – Acting Community Operations Manager to obtain quotes

**RECOMMENDATION**

THAT the Local Authority receives and notes the action items/projects list update.

Moved: Romelo Tchernia  
Seconded: Jeffery Pultchen  
Carried:

**14 GENERAL BUSINESS**

Nil

**15 ANY OTHER BUSINESS**

Nil

**16 NEXT MEETING**

Monday 9<sup>th</sup> May 2017.

**17 MEETING CLOSED AT**

Chair person closed the meeting at 11.20am

**RECOMMENDATION**

That Local Authority receives and notes the minutes of the meeting held on 3 April 2017 as a true and correct record.

**Moved:**

**Seconded:**

**Carried:**

**7 CHAIRPERSON'S REPORT**

Verbal report will be presented at the meeting.

**8 REGIONAL SERVICE MANAGER'S REPORT**

Sector.	Difficulties, Issues Raised, complaints	Outcome	Further details and recommendations to resolve issues
<b>Customer Service:</b>	One Customer Service front desk for two weeks in April 2017. As one staff member was on Annual Leave  NIL complaints received regarding staff  Admin continues to assist Civil on Mo-We-Fr mornings	Work has been constant and relatively busy. Staff have been coping well.	Accommodation bookings occupancy rate has been close to 90% for the month of April.  Admin performs this regularly throughout the day. Includes banking from the accommodation, swimming pool Kiosk takings and over the counter sales etc
<b>Banking</b>			

Sector	Number of people assisted / referred to other agencies	Difficulties / incidents reported (Job Number)	Further details and recommendations.
<b>Night Patrol</b>	Persons continue to be assisted in areas of Safehouse, clinic, police, children reunited with families  There is First Aid Training planned for mid May 2017	No major incidents to report.	Night patrol continue to assist at AgedCare in providing night patrol drive by whilst on the evening shift.

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>Civil Services</b>	Work is continuous in	There is ongoing	

Rubbish Dump	the clean up of the dump. People continue to dump where ever and not in the places allocated for different materials.	discussion on alternative waste management sites, the disposal of metal waste.	Deliberations are happening with interested businesses in the removal of vehicles from the waste site
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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>NT Softball representatives are in Wadeye to assist in the promotion of the programme. They will leave Friday 12 May 2017</p> <p>NT Swimming left mid April 2017</p>	<p>Rec Hall – Basketball/soccer/ gymnastics/ M-W-F, numbers of participants remain high with average of approximately 26 kids</p> <p>Boys and Girls footy at Oval from 3.30pm-7.00pm. average overall attendance for girls 35 and boys 40</p>	<p>April 2017</p> <p>-NT Softball staff arriving to assist with organising the season, fixtures and training for staff, umpires, teams</p> <p>-NT AFL. Staff arriving to organise the season, umpiring, training and youth footy – Yet to arrive</p> <p>-Cricket NT scheduled for May 2017 – Yet to receive information on their arrival and programme</p> <p>Sport and Recreation team leader has resigned.</p>
<b><u>Pool</u></b>	The pool is experiencing some maintenance issues currently – however, the school is still able to use the pool		Pool has now reopened. School attend the pool regularly throughout the week completely supervised by school staff.

Sector	Actions implemented	Outcome	Explain progress towards establishment or reason behind lack of progress
<b><u>Library</u></b>	Nil to Report		Community Services Manager [Fiti] emphasised to Library staff the need to keep the library clean and presentable and that charge for using the phone there be implemented and maintained on a regular basis - ONGOING

Sector	Number of Clients	Difficulties experienced	What actions or strategies have been implemented to overcome difficulties
<b><u>Aged Care:</u></b>	6 clients	A Manager has been appointed and started Monday 27.02.2017.	Constant attention, with much success, has been dedicated to compliance issues regarding the audit conducted by the Department of Health. A rostering change to add a Wake Up shift during the night will be introduced.  Currently in the process of employing a Clinical Community Coordinator.

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
<b><u>Assets:</u></b> Motor Vehicle & Plant and Equipment	Ongoing with vehicle repairs, maintenance and servicing		A feasibility study regarding mechanical services provision is currently occurring. This is ongoing and a decision is pending
<b><u>Housing:</u></b>	An independent consultant was appointed and arrived in Wadeye 27.03.2017.	Audit has been completed. Awaiting outcome	General maintenance of the accommodation units remains ongoing
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>	With the onset of the Dry season there are efforts commencing for grading of the access roads to the outstations. Grading of the road from Daly River to Port Keats has commenced.	Most of these major works won't start until after the wet season. Quotes are still being received for the other works.	Dry season has now started and backlog of work will commence

Sector	Attendance & Productivity. Names of staff members	Names of new staff members recruited and	Issues experienced and how can these issues be resolved?

	and when discussions occurred.	names of those terminated or resigned.	
<b><u>Staff Issues.</u></b>	Nil to report	Civil Team Leader resigned  Recreation and Sports Coordinator has resigned	A new Civil Team Leader started on May 08 2017

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>	Nil	Nil	Several First Aid Wall units and vehicle first aid pouches Have arrived and will distributed

**RECOMMENDATION**

That Local Authority receives and notes the Regional Services Manager's report.

**Moved:**

**Seconded:**

**Carried:**



## 9 CHIEF EXECUTIVE OFFICER'S REPORT

I am delighted to have commenced in my role as the Chief Executive Officer of the West Daly Regional Council and reconnect with the many people from the region that I have been involved with in the past.

Having met with quite a number of Council staff, stakeholders and community members across most of our communities, I am very thankful for the warm welcome and really encouraged by the aspirations to improve service delivery and opportunities in our region.

It is a very busy time for Council at the moment in preparing our draft Regional Plan and Budget, which sets out our goals and the strategies for what we want to achieve across our communities during the 2017-18 financial year.

The draft Regional Plan and Budget presents an opportunity to bring together the priorities for local service delivery, local infrastructure and local project priorities and Local Authority members play a very big part in delivering this local voice to Council.

Of course, all local priorities must be balanced across budget constraints and competing priorities but wherever possible, local priorities, as determined by Local Authorities in consultation with Council and stakeholders, will be delivered.

In addition to the draft Regional Plan and Budget, I would like to take this opportunity to raise awareness about the next local government general elections, which will be held in August 2017 across the Northern Territory including the West Daly Regional Council.

In the first instance, for all residents over the age of 18, I encourage you to enrol to vote or if you have previously done so, make sure that your enrolment details are up to date. Enrolment closes on 25 July 2017.

Secondly, if you are interested in nominating to be a member of Council, I encourage you to read through and discuss the information for candidates and election process details. Nominations close on 3 August 2017. All relevant details are provided on the NT Electoral Commission's website at [www.ntec.nt.gov.au](http://www.ntec.nt.gov.au) , or alternatively talk to the Council Services Manager in your community.

I look forward to hearing from you and working with you to assist Council deliver high quality services and support development and employment opportunities for the West Daly region.

### RECOMMENDATION

That Local Authority receives and notes the Chief Executive Officer's Report.

**Moved:**

**Seconded:**

**Carried:**

### 10 FINANCIAL REPORTS



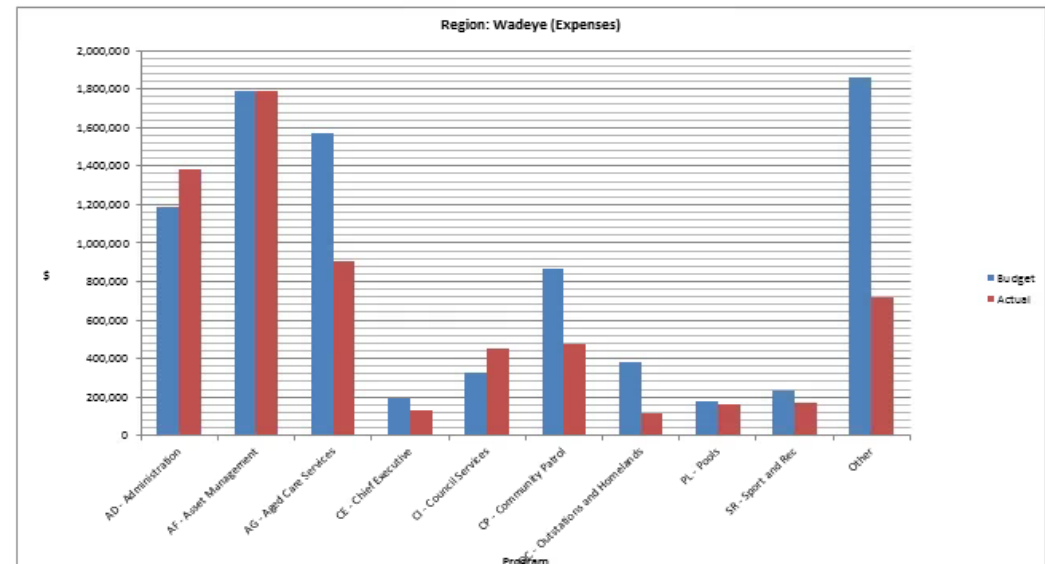
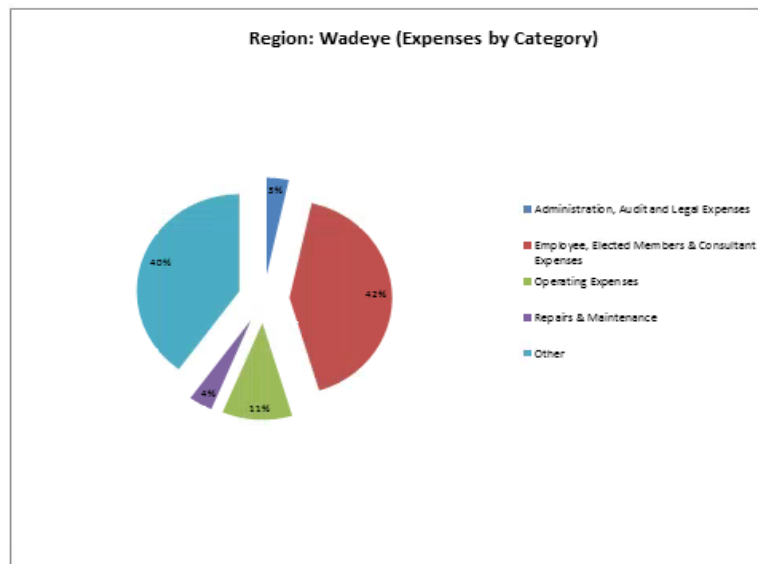
**Ledgers:** 17GLACT and 17GLBUD  
**From period:** 1 to period 9

### Budget Management Report

Local Authority Region/ Office : Wadeye

Run by: PUDASAINIRI on 7-Apr-2017 15:58:57

Income							Expenses										
Local Authority Region & Programs	Program Code	Income (excluding internal sources)	Internal Income	Total Income	Budgeted Income (including internal)	Income Variance	Administrat ion, Audit and Legal Expenses	Employee, Elected Members & Consultant	Operating Expenses	Repairs & Maintenance	Other	Expenditure Total (excluding internal)	Internal Expenses	Total Expenses	Budgeted Expenses (including internal)	Expense Variance	Program Expense Position
<b>Region: Wadeye</b>																	
AD - Administration	AD	(2,274,860)	0	(2,274,860)	(2,667,619)	(392,759)	3,144	783,417	311,486	17,266	560,682	1,681,935	(301,290)	1,380,705	1,186,738	193,907	Over Budget
AF - Asset Management	AF	0	0	0	0	0	0	0	0	0	1,788,588	1,788,588	0	1,788,588	1,793,018	(4,430)	Under budget
AG - Aged Care Services	AG	(2,630,347)	0	(2,630,347)	(2,332,125)	298,222	160,050	547,406	143,424	16,812	23,786	903,479	0	303,479	1,569,256	(665,777)	Under budget
CE - Chief Executive	CE	0	0	0	0	0	0	121,080	4,778	514	3,868	130,240	0	130,240	193,474	(63,234)	Under budget
CI - Council Services	CI	0	0	0	0	0	0	450,926	0	0	0	450,926	0	450,926	326,673	124,253	Over Budget
CP - Community Patrol	CP	(860,138)	0	(860,138)	(1,133,000)	(272,862)	23,728	406,781	19,673	15,436	3,519	475,138	0	475,138	863,503	(388,371)	Under budget
OC - Outstations and Homelands	OC	(459,425)	0	(459,425)	(523,256)	(63,831)	11,489	3,190	366	51,289	51,887	118,821	0	118,821	384,390	(265,569)	Under budget
PL - Pools	PL	(21,806)	0	(21,806)	(55,308)	(34,102)	0	85,042	27,790	12,078	33,652	158,562	0	158,562	176,251	(17,689)	Under budget
SR - Sport and Rec	SR	(135,807)	0	(135,807)	(294,104)	(158,297)	5,506	116,185	8,418	4,663	38,813	173,591	0	173,591	232,548	(58,957)	Under budget
Other		1,286,894	0	1,286,894	(3,532,904)	(4,819,798)	18,933	245,311	205,319	127,772	116,783	714,719	0	714,719	1,857,129	(1,142,410)	Under budget
<b>Total</b>		<b>(5,095,488)</b>	<b>0</b>	<b>(5,095,488)</b>	<b>(10,538,916)</b>	<b>(5,443,428)</b>	<b>228,851</b>	<b>2,759,939</b>	<b>727,854</b>	<b>245,837</b>	<b>2,633,578</b>	<b>6,596,058</b>	<b>(301,290)</b>	<b>6,294,768</b>	<b>8,583,046</b>	<b>(2,288,278)</b>	
LA - Local Authorities	LA	(676,647)	0	(676,647)	(676,648)	(1)	0	0	6,554	0	34,675	41,228	0	41,228	512,091	(470,863)	Under budget



**Top 5 Expenses Variance (Overspends)**

<i>Local Authority Region &amp; Programs</i>	<i>Program Code</i>	<i>Administration, Audit and Legal Expenses</i>	<i>Community Grants</i>	<i>Depreciation</i>	<i>Employee, Elected Members &amp; Consultant</i>	<i>Operating Expenses</i>	<i>Repairs &amp; Maintenance</i>	<i>Other</i>	<i>Expenditure Total (excluding internal)</i>	<i>Internal Expenses</i>	<i>Total Expenses</i>	<i>Budgeted Expenses</i>	<i>Expense Variance</i>
<i>Region: Wadeye</i>													
AD - Administration	AD	3,144	0	0	(1,033,960)	0	17,266	2,689,545	1,681,935	(281,593)	1,400,401	1,186,798	213,603
CI - Council Services	CI	0	0	0	0	0	0	450,926	450,926	0	450,926	326,673	124,253
LI - Libraries	LI	11,604	0	0	(50,439)	0	0	146,680	107,785	0	107,785	93,876	13,909
EH - Environmental	EH	0	0	0	0	0	0	11,649	11,649	0	11,649	0	11,649
CR - Community Program	CR	5,108	0	0	0	0	14,614	18,331	38,052	0	38,052	29,295	8,757

**Top 5 Expenses Variance (Underspends)**

<i>Local Authority Region &amp; Programs</i>	<i>Program Code</i>	<i>Administration, Audit and Legal Expenses</i>	<i>Community Grants</i>	<i>Depreciation</i>	<i>Employee, Elected Members &amp; Consultant</i>	<i>Operating Expenses</i>	<i>Repairs &amp; Maintenance</i>	<i>Other</i>	<i>Expenditure Total (excluding internal)</i>	<i>Internal Expenses</i>	<i>Total Expenses</i>	<i>Budgeted Expenses</i>	<i>Expense Variance</i>
<i>Region: Wadeye</i>													
AG - Aged Care Services	AG	160,050	0	0	(10,881)	0	16,812	737,497	903,479	0	903,479	1,569,256	(665,777)
LA - Local Authorities	LA	0	0	0	(462,105)	0	0	503,333	41,228	0	41,228	512,091	(470,863)
CP - Community Patrol	CP	23,728	0	0	109,784	0	15,436	326,190	475,138	0	475,138	863,509	(388,371)
OC - Outstations and Homelands	OC	11,489	0	0	(104,476)	0	51,289	160,518	118,821	0	118,821	384,390	(265,569)
SG - Special Purpose Grants	SG	0	0	0	0	0	8,478	25,814	34,292	0	34,292	252,519	(218,227)

**RECOMMENDATION**

That the Local Authority receives and notes the finance report.


Moved:

Seconded:

Carried:

**11 CCTV FOR POOL**

Quote for installation for CCTV for be installed at the Wadeye pool has been received.

<p><b>DJ Air &amp; Electrical Services Pty Ltd</b></p> <p>A.B.N: 28 160 855 809  <a href="mailto:admin@djair.com.au">admin@djair.com.au</a>          Phone: 0408 361 693          PO Box 27, Wadeye NT 0822          Electrical Contractors License: C2899          Arctic Authorisation Number: AU32755</p>		<p style="text-align: right;"><b>QUOTATION</b></p> <p style="text-align: right;"><b>Invoice #:</b> QU-0001282</p> <p style="text-align: right;"><b>Date:</b> 13 Mar 2017</p>																				
<p><b>Bill To:</b></p> <p style="margin-left: 40px;">West Daly Regional Council          GPO Box 2047          DARWIN NT 0804          AUSTRALIA</p>																						
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<hr/> <p><b>Quote Number:</b> QU-0001282  <b>Customer:</b> West Daly Regional Council</p> <p style="font-size: small;">Quote valid for 30 days. Please contact Caitie 0427104991 / <a href="mailto:admin@djair.com.au">admin@djair.com.au</a> should you have any queries.          Thank you for the opportunity to quote</p>																						

**RECOMMENDATION**

That the Local Authority allocates an amount of \$3,944.05 including GST for CCTV at the Pool and recommends this to Council.

**Moved:**

**Seconded:**

**Carried:**



# WEST DALY REGIONAL COUNCIL Agenda for Local Authority Meeting 21 June 2017

## **12 GENERAL BUSINESS**

## **13 ANY OTHER BUSINESS**

## **14 NEXT MEETING**

Monday 5 June 2017.

## **15 MEETING CLOSED AT**