



# **MEETING OF COUNCIL**

**WEDNESDAY, 20 JUNE 2018**

10:00am till 5:00pm

Held at the Wadeye Council Office

This meeting is open to the public excluding confidential Council business.

Agenda available by the 15 June 2018, please contact Manager Corporate on <mailto:info@westdaly.nt.gov.au> or phone: 08 7922 6401

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## AGENDA

### West Daly Regional Council Meeting

10:00AM Wednesday 20 June 2018

#### WEST DALY REGIONAL COUNCIL WADEYE MEETING ROOM

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Present

Apologies

Disclosure of interest – Councillors and Staff

Confirmation of Minutes

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Call for Items of General Business

Reports to Council

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## General Business

### Confidential

- 20 Request for Exemption from Local Government (Accounting) Regulations  
*The report will be dealt with under Section 65(2) (f) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains Under Part 4 of the Local Government Regulations 8 (c) (i) "cause commercial prejudice to or confer an unfair commercial advantage on any person".*
- 21 CouncilBIZ Services for 2018/19  
*The report will be dealt with under Section 65(2) (f) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains Under Part 4 of the Local Government Regulations 8 (c) (i) "cause commercial prejudice to or confer an unfair commercial advantage on any person".*

## MINUTES OF THE COUNCIL MEETING HELD IN THE DARWIN ON FRIDAY, 18 MAY 2018 AT 10:00AM

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Mayor Wilson welcomed all in attendance and declared the meeting open at 10:37am

### **PRESENT**

Mayor	John Wilson
Deputy Mayor	Terry Sams
Elected Member	Ralph Narburup
Elected Member	Wally Minjin (joined the meeting at 11:26am)
Elected Member	Mark Tunmuck-Smith
Elected Member	Mark Martin

Staff	
Chief Executive Officer	Shaun Hardy
Director of Council and Community Services	Steve Horton
Senior Financial Consultant (CouncilBiz)	Ramesh Pudasaini
Manager Corporate	Rebecca Purser

Guests	
Department of Housing and Community Services	Amanda Haigh (Regional Manager Big Rivers Region)
Department of Housing and Community Services	Steven Kubasiewicz (Senior Planners Land Tenure Unit)
Local Government Association Of Northern Territory	Tony Tapsell (CEO)

### **APOLOGIES AND LEAVE OF ABSENCE**

Nil apologies.

### **DISCLOSURES OF INTEREST – COUNCILLORS AND STAFF**

There were no declarations of interest at this Council Meeting.

### **CONFIRMATION OF MINUTES**

#### **Minutes of the Council Meeting held on 28 March 2018**

The venue for the meeting in June has been changed from Emu Point to Wadeye.

Contact details for residents of Nadirri are required so that the Department of Housing and Community Development can make contact and confirm number of residents.

The Regional Plan will include Woodycupildya, Emu Point and Peppimenarti access roads as priority roads.

#### **053/2018RECOMMENDATION:**

**That** the minutes be taken as read and be accepted as a true record of the Meeting.

Moved: Cr. Narburup  
Seconded: Cr. Martin  
Resolution: Unanimously

### **CALL FOR ITEMS OF GENERAL BUSINESS**

1. Cemeteries – raised by Councillor Mark Tunmuck-Smith;
2. Payment of Allowance for Elected Members – raised by Mayor Wilson
3. Sponsorship for Barunga Festival – raised by Mayor Wilson

### **REPORTS TO COUNCIL**

#### **1) Delegating functions to Local Authorities and Shared Services**

Amanda Haigh conducted a presentation regarding delegation to Local Authorities and Shared Services. Any delegation given to Local Authorities is required to have a Council resolution and register of delegations must be maintained. Reference should be made to s.32 of the *Local Government Act*.

05 **Motion:**  
4/2

- 01  
8 **1. That Council receives and notes the information presented from the Department of Housing and Community Development.**

Moved: Cr. Martin  
Seconded: Cr. Narburup  
Resolution: Unanimously

#### **2) Presentation from NT Police and Department of Chief Minister - Community Safety Action Plan**

NT Police and Department of Chief Minister did not attend for presentation.

**Motion:**

- 1. That Council receives and notes the information presented from the Department of Chief Minister.**

#### **3) Presentation from Department of Housing and Community Development regarding Remote Aboriginal Planning Framework**

Steven Kubasiewicz conducted a presentation regarding Community Land Use Plans.

05 **Motion:**  
5/2

- 01  
8 **1. That Council receives and notes the information from the Department of Housing and Community Development**

Moved: Deputy Mayor Sams  
Seconded: Cr. Martin  
Resolution: Unanimously

Steven Kubasiewicz left the meeting at the conclusion of his presentation.

**4) Presentation from LGANT | Elected Members Roles and Responsibilities and Code of Conduct**

Tony Tapsell conducted a presentation regarding Elected Members Roles and Responsibilities and Code of Conduct.

**05 Motion:**

**6/2**

**01**

**8**

**1. That Council receives and notes the information from LGANT regarding Elected Members Roles and Responsibilities**

Moved: Cr. Sams

Seconded: Cr. Martin

Resolution: Unanimously

Tony Tapsell left the meeting at the conclusion of his presentation.

**5) Chief Executive Officer's report**

Chief Executive Officer spoke to his written report.

Matters to note:

- Stakeholders meeting with Chief Minister in Wadeye on 1 June 2018.
- Special Purpose Grant as been approved for trailer with LED Screen for use during emergencies and special events.
- Wadeye Basketball Court – Bollards and seatings quotes will be presented at the next local authority meeting for consideration.
- Project Sea Dragon Sea Farms Tour was a great success.

**05 Motion:**

**7/2**

**01**

**8**

**1. That Council note the Chief Executive Officer's report**

Moved: Cr. Tunmuck-Smith

Seconded: Deputy Mayor Sams

Resolution: Unanimously

11:00am – Ramesh Pudasaini left the meeting

11:16am – Ramesh Pudasaini returned to the meeting

**6) Homelands Report**

Director of Council and Community Services spoke to his written report.

Matters to note:

- Homelands officer is out slashing firebreaks around the outstations as a priority as it is burn off season.
- Johnathan McLeod, Manager Regional Development North, Northern Land Council will be consulting prioritised homeland communities and complete funding submissions in Early June to Late August 2018.

**05 Motion:**

**8/2**

**01**

**8**

**1. That Council receives and notes the information regarding**

## Homelands

Moved: Cr. Martin  
Seconded: Cr. Minjin  
Resolution: Unanimously

11:30am – Councillor Minjin joined the meeting

### 7) Aged Care Report

Director of Council and Community Services spoke to his written report.  
Consideration regarding the liability around continuation of running the aged care facility is required.

#### 05 Motion:

9/2

01

8

#### 1. That Council receives and notes the information regarding Thamarrurr Aged Care Services

Moved: Cr. Tunmuck-Smith  
Seconded: Cr. Narburup  
Resolution: Unanimously

12:06pm – Councillor Narburup left the meeting

12:17pm – Ralph Narburup returned to the meeting

### 8) Financial Report - March 2018

Senior Financial Consultant (CouncilBiz) spoke to his written report.

#### 06 Motion:

0/2

01

8

#### 1. That Council receives the Financial Report for March 2018.

Moved: Cr. Tunmuck-Smith  
Seconded: Deputy Mayor Sams  
Resolution: Unanimously

12:19pm – Deputy Sams left the meeting

12:21pm – Deputy Sams returned to the meeting

### 9) Financial Report - April 2018

Senior Financial Consultant (CouncilBiz) spoke to his written report.

#### 06 Motion:

1/2

01

8

#### 1. That Council receives and notes the Financial report for April 2018.

Moved: Cr. Martin  
Seconded: Cr. Tunmuck-Smith  
Resolution: Unanimously

### 10) 2018/19 BUDGET - PROCESS AND TIMETABLE

Senior Financial Consultant (CouncilBiz) spoke to his written report.

#### 06 Motion:

2/2

01 **That Council receives and notes the draft budget, process and time table for**  
8 **2018/19. Draft Budget will be the part of draft regional plan.**

Moved: Cr. Tunmuck-Smith  
Seconded: Cr. Narburup  
Resolution: Unanimously

12:30pm – Mayor Wilson closed the meeting for lunch

1:04pm – Mayor Wilson reopened the meeting

**11) CEO Certificate - Regulation 24(1) of Local Government (Accounting) Regulation for FY2018-19**

06 **Motion:**

3/2

01 **1. That Council receives the report.**

8

Moved: Cr. Narburup  
Seconded: Deputy Mayor Sams  
Resolution: Unanimously

**12) Rates Declaration - 2018/19**

Councillors acknowledged the previously agreed 15% increase in line with the comparatively lower base of West Daly Regional Council's rates. Rates will be declared in June.

06 **Motion:**

4/2

01 **1. That Council receives and notes the Rates Declaration 2018/19 as**  
8 **part of draft Regional Plan.**

Moved: Deputy Mayor Sams  
Seconded: Cr. Martin  
Resolution: Unanimously

**13) Fees & Charges - 2018/19**

Terms and conditions to include staff and elected member discount of 35% for tilt tray hire as per resolution 157/2017 on 25 October 2017.

06 **Motion:**

5/2

01 **1. That Council receives and notes the Schedule of Fees and Charges**  
8 **for the 2018/19 as part of draft Regional Plan.**

Moved: Cr. Martin  
Seconded: Cr. Tunmuck-Smith  
Resolution: Unanimously

**14) Elected members Allowances 2018/19**

06 **Motion:**

6/2

- 01  
8      **1. That Council receives the draft Elected Members Allowance for 2018/19 for the Regional Plan.**

Moved: Cr. Narburup  
Seconded: Cr. Tunmuck-Smith  
Resolution: Unanimously

**15) Local Authority Allowances 2018/19**

06  
7/2      **Motion:**

- 01  
8      **1. That Council receives and notes the Local Authority allowance for 2018/19**  
**2. That Council receives and notes the Local Authority members allowance set by Guideline 8 for the 2018-19 financial year as:**  
**Chair: \$164 per meeting; Eligible member: \$123 per meeting**

Moved: Cr. Martin  
Seconded: Cr. Tunmuck-Smith  
Resolution: Unanimously

**16) Debt Policy**

06  
8/2      **Motion:**

- 01  
8      **1. That Council adopt the revised policy on Debt management.**

Moved: Cr. Sams  
Seconded: Cr. Narburup  
Resolution: Unanimously

**17) Policy Approval - Computer, Email, Internet and Telephone Usage Policy**

06  
9/2      **Motion:**

- 01  
8      **1. That Council approves the adoption of Computer, Email, Internet and Telephone Usage Policy.**

Moved: Cr. Martin  
Seconded: Deputy Mayor Sams  
Resolution: Unanimously

**18) Mineral Extraction Agreement**

07  
0/2      **Motion:**

- 01  
8      **1. That Council approves the use of the Common Seal for the s.19 Mineral Extraction Lease from the Department of Infrastructure, Planning and Logistics.**

Moved: Cr. Narburup

Seconded: Cr. Sams  
Resolution: Unanimously

**19) Variation No.2 of 2017-18 Municipal and Essential Services Special Purpose Grant Funding Agreement - Round 4**

07 **Motion:**

1/2

01  
8

- 1. That Council approves the use of the common seal on Funding Agreement Variation No.2 of 2017-18 Municipal and Essential Services Special Purpose Grant Funding Agreement – Round 4 from Department of Housing and Community Development**

Moved: Cr. Martin  
Seconded: Cr. Tunmuck-Smith  
Resolution: Unanimously

**20) 2018-2019 Standard Grant Agreement - Commonwealth and Home Support Programme (CHSP)**

07 **Motion:**

2/2

01  
8

- 1. That Council approves the use of the common seal on 2018-2019 Funding Agreement for Commonwealth and Home Support Programme (CHSP) from Department of Health.**

Moved: Cr. Narburup  
Seconded: Cr. Sams  
Resolution: Unanimously

**21) Northern Territory Natural Disaster Resilience Program Funding Agreement**

07 **Motion:**

3/2

01  
8

- 1. That Council approves the use of the common seal on Funding Agreement for Northern Territory Natural Disaster Resilience Program (NTNDRP) – Portable LED Screens project from Department of the Chief Minister.**

Moved: Cr. Narburup  
Seconded: Cr. Tunmuck-Smith  
Resolution: Unanimously

**22) Local Authority - Nganmarriyanga**

07 **Motion:**

4/2

01  
8

- 1. That Council approves the recommendation from the Local Authority for the sponsorship request of \$17,707 for Education Digital Development for Nganmarriyanga School from Local Authority Funds.**



- 2. That Council approves the recommendation from the Local Authority for the sponsorship request of \$13,600 for Michael Long Learning and Leadership Centre from Local Authority Funds.**

Moved: Cr. Martin  
Seconded: Cr. Narburup  
Resolution: Unanimously

**23) Local Authority - Peppimenarti**

**07 Motion:**

**5/2**

**01**

**8**

- 1. That Council approves the Local Authority recommendation that 50% of the invoice from Nth Degree Engineers be allocated for the scoping study for the walkway and elevated footbridge between the village and the shop.**

Moved: Cr. Martin  
Seconded: Cr. Tunmuck-Smith  
Resolution: Unanimously

**24) Local Authority - Wadeye**

**07 Motion:**

**6/2**

**01**

**8**

- 1. That Council approves the recommendations from the Local Authority that the amount of \$28,992.70 be allocated for the Wadeye Softball Oval Drainage works.**
- 2. That Council approves the recommendations from the Local Authority that 50% of the invoice from Nth Degree Engineers be allocated for the Scoping Study for the walkway and elevated footbridge between Manthathpe and Wadeye.**
- 3. That Council approves the recommendations from the Local Authority that an amount of \$50,000 be allocated for the purchase and installation of water bubblers along the main street and around the main oval.**
- 4. That Council approves the recommendations from the Local Authority that an amount of \$6,297.50 be allocated for the purchase of 20 aluminium bench seats around the main oval with an additional \$1,000 to be allocated for concrete for installation purposes.**
- 5. That Council approves the recommendations from the Local Authority that an amount of \$2,475 be allocated for the purchase of shade trees around the main oval and the community.**
- 6. That Council approves the recommendations from the Local Authority that an amount of \$50,000 be allocated for the installation**

**of concrete speed humps around Manthathpe, Nilinh, Creek Camp, Bem Street and Banthan Street.**

Moved: Deputy Mayor Sams  
Seconded: Cr. Martin  
Resolution: Unanimously

**25) Local Authority Membership Nomination**

07 **Motion:**  
7/2

- 01 **1. That Council accepts the nomination form from John Paul Wodidj**  
8 **seeking Local Authority membership for Nganmarriyanga.**

Moved: Cr. Narburup  
Seconded: Cr. Minjin  
Resolution: Unanimously

**26) Community Night Patrol Manager's Report**

Community Night Patrol Manager spoke to his written report.

07 **Motion:**  
8/2

- 01 **1. That Council receives and notes the Community Night Patrol**  
8 **Manager's report.**

Moved: Cr. Narburup  
Seconded: Cr. Tunmuck-Smith  
Resolution: Unanimously

**COMMUNITY REPORTS**

**27) Wadeye Community Services Manager's Report**

Wadeye Community Services Manager spoke to his written report. It was noted that there is a need to identify a weekly rubbish schedule regarding rubbish as it is not being regularly collected.

07 **Motion:**  
9/2

- 01 **1. That Council receives and notes the Wadeye Community Services**  
8 **Manager's Report**

Moved: Cr. Sams  
Seconded: Cr. Narburup  
Resolution: Unanimously

**28) Nganmarriyanga Community Services Manager's Report (Acting)**

Acting Community Services Manager spoke to his written report.

08 **Motion:**  
0/2

01

8            **1. That Council receives and notes the Nganmarriyanga Community Services Manager's Report (Acting)**

Moved: Cr. Narburup  
Seconded: Cr. Martin  
Resolution: Unanimously

**29) Peppimenarti Community Services Manager's Report (Acting)**

Acting Community Services Manager spoke to his written report.

08        **Motion:**

1/2

01            **1. That Council receives and notes the Community Services**  
8                **Manager's Report for Peppimenarti.**

Moved: Cr. Martin  
Seconded: Cr. Tunmuck-Smith  
Resolution: Unanimously

**CORRESPONDENCE IN & OUT**

**30) Incoming and Outgoing Correspondence**

08        **Motion:**

2/2

01            **1. That Council accept the correspondence**  
8

Moved: Deputy Mayor Sams  
Seconded: Cr. Martin  
Resolution: Unanimously

**GENERAL BUSINESS**

1. Cemeteries – raised by Councillor Tunmuck-Smith

- Councillor Tunmuck-Smith advised that
  - Grave sites are too close and there is a lack of space available;
  - We need to start planning for a better future;
- CEO advised that
  - 1.2 meters apart is the standard requirement;
  - Council can investigate the possibilities of expanding the s.19 lease;
  - Council will liaise with Traditional Owners regarding expansion.
  - The proposed Cemeteries Act will have new reporting requirements;
  - Strategic Local Government Infrastructure Fund includes scope for cemetery upgrades which include fencing, water supply and shade structures.

2. Payment of Allowance for Elected Members – raised by Mayor Wilson

Mayor Wilson requested that payment of allowances be processed on the same week that any travel is required.

3. Sponsorship for Barunga Festival – raised by Mayor Wilson

Mayor Wilson asked if Council could sponsor Peppimenarti Bulldogs to go to Barunga Festival. Senior Financial Consultant advised him that Sport and Recreation Money was transferred to Deewin Kirim and Mutchirr Association who should be the appropriate contacts for sponsorship.

## **DECISION TO MOVE TO CLOSED SESSION**

### **RECOMMENDATION:**

Members of the press and public be excluded from the meeting of the Closed Session and access to the correspondence and reports relating to the items considered during the course of the Closed Session be withheld. This action is taken in accordance with Section 65(2) of the *Local Government Act* as the items lists come within the following provisions:-

- 31 Palumpa Airport Road Repairs, Upgrade & Sealing - Contract Variation** - *The report will be dealt with under Section 65(2) (ci) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person.*
- 32 Staff and Accommodation Matters** - *The report will be dealt with under Section 65(2) (a) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.*
- 33 Tenancy Sublease** - *The report will be dealt with under Section 65(2) (ci) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person.*
- 34 CCTV Licence Deed** - *The report will be dealt with under Section 65(2) (e) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information provided to the council on condition that it be kept confidential.*

The meeting closed at 4:05pm.

THIS PAGE AND THE PRECEEDING 10 PAGES ARE THE MINUTES OF THE Meeting of Council HELD ON Friday, 18 May 2018 AND CONFIRMED \_\_\_\_\_.



## **WEST DALY REGIONAL COUNCIL**

### **FOR THE COUNCIL MEETING OF 20 JUNE 2018**

#### **Report for Agenda Item No 1**

**Prepared by**                **Rebecca Purser, Manager Corporate**

#### **Presentation - Department of Health**

Department of Health will be conducting a presentation regarding Thamarrurr Aged Care.

#### **Recommendation**

- 1. That Council receives and notes the information regarding Aged Care.**

#### **Attachments**

There are no attachments for this report.



## WEST DALY REGIONAL COUNCIL

### FOR THE COUNCIL MEETING OF 20 JUNE 2018

#### Report for Agenda Item No 2

Prepared by            Rebecca Purser, Manager Corporate

#### **Presentation - Northern Land Council (ABA Homelands Projects)**

Northern Land Council will be conducting a presentation regarding ABA Homelands Projects.

#### **Recommendation**

- 1. That Council receives and notes the information presented by Northern Land Council.**

#### **Attachments**

- 1** 05. Eligible\_Activity\_Guide\_Homelands\_Project V2
- 2** NLC Regional Development\_ ABA Homelands Project\_20th May 2018

### ABA HOMELANDS PROJECT ELIGIBLE ACTIVITY GUIDE

This table provides some examples to support discussion with homelands residents, including some potential alternative funding sources for out-of-scope activities. For guidance on activities, funding and scope please contact [ABAHomelands@network.pmc.gov.au](mailto:ABAHomelands@network.pmc.gov.au)

#### SCOPE OF PROJECT

In scope	What does this mean?	Some examples	Tips
New and upgraded essential services infrastructure to provide safe and reliable electricity, water and sewerage supply, reticulation and storage	Homelands have either communal (several houses/users) and standalone (one house/user) systems for power, water and sewer.  The Project can upgrade or replace these as well as deliver new ones.  What is delivered will be the responsibility/liability of the homelands. The maintenance may be supported by the NTG MES programme under their shared responsibility policy.	<ul style="list-style-type: none"> <li>Replacing pit toilets with eco-composting or an ablation block with septic system.</li> <li>Replacing a 30,000L storage tank with 50,000L.</li> <li>Building an elevated tank and connecting it to the water system to increase pressure.</li> <li>Sinking and equipping a new bore.</li> <li>Replacing the fuel generator with a hybrid generator.</li> <li>Replace the reticulation of power.</li> <li>Connection of a homeland to mains power.</li> </ul>	<ul style="list-style-type: none"> <li>A longer list of examples can be found with the cost estimates.</li> <li>Scopes developed using cost estimates will be checked and refined by providers prior to entering into a funding agreement with the Department.</li> <li>Building new community infrastructure can result in new or upgrading of essential services being required. Check the information on the homeland provided by the Department to see if any systems need upgrades.</li> <li>Think of the system when planning works. If a new tank is installed then a pressure pump and reticulation will be needed.</li> <li>Maintenance is not an upgrade. See out of scope for examples.</li> <li>To be eligible for the MES programme a homelands must have access to potable (drinking) water. If a homeland doesn't have access to potable water, this could be a priority.</li> </ul>
Upgrade and repairs to infrastructure that supports access to a homeland (e.g. roads, bridges, cross-overs, airstrips,	There are some airstrips, roads bridges and barge landings (access infrastructure) that are the responsibility of Regional Councils, the NTG or Australian Government. These are ineligible.  All other access infrastructure is eligible, providing it exists, as the Project is not	<ul style="list-style-type: none"> <li>Grade an access road.</li> <li>Seal an unsealed barge landing.</li> <li>Develop road side drainage within a homeland.</li> <li>Repair a crossing over a creek.</li> </ul>	<ul style="list-style-type: none"> <li>Existing access infrastructure can be upgraded; the Project will not create new roads etc.</li> <li>Cost estimates are provided in distances, e.g. per kilometre to upgrade roads.</li> <li>Care will be needed for homelands close to communities to ensure works</li> </ul>

In scope	What does this mean?	Some examples	Tips
barge landings) but do not or are not eligible to receive funding from other sources	developing new access infrastructure. Note – sealing gravel roads or airstrips is not in scope.	<ul style="list-style-type: none"> <li>Replace a culvert bridge.</li> <li>Cap an airstrip with loose gravel with compacted gravel.</li> </ul>	aren't proposed for access infrastructure that is managed by government.
New or upgrade radio/telephony infrastructure to improve amenity of a homeland (including mobile phone coverage)	There is a limited scope of pragmatic works that can be applied.  2 way radio communication, such as an antenna.  Internet connection where it isn't available, such as satellite connection.  Access to a mobile network, such as a hotspot.	<ul style="list-style-type: none"> <li>Mobile phone hotspot within 40km of a tower</li> <li>Satellite internet connection.</li> <li>Connection of a land line to a service provision office.</li> <li>Installation of two-way radio communication.</li> </ul>	<ul style="list-style-type: none"> <li>The scope is limited to several pragmatic items that can improve the safety and viability of a homeland.</li> <li>Proposals are based on benefit, so satellite internet connection without a clear case of benefit being outlined does not have a strong case and may be seen by the delegate as unworthy of funding.</li> <li>The recurrent costs (paying monthly bills) for communication must be outlined when explaining capability to the delegate.</li> </ul>
New and upgrade of community infrastructure to improve the amenity of a homeland (e.g. meeting facility, ablution blocks and fencing)	Community infrastructure can be fixed (buildings) and portable assets (machinery). Community infrastructure can be controlled by an external entity, such as the MIES provider, for example a grader or shed that is used for service provision. External entities can only control the asset whilst providing for the residents of the homeland. The conditions of a purposes deed or funding agreement will outline that, should the service provision for the homeland move to another entity, control of the assets will transfer.  Fixed community infrastructure costed at up to \$150,000 and which will be managed by residents may not need a lease. However a purposes deed will be required.	<ul style="list-style-type: none"> <li>Communal kitchens or ablution blocks.</li> <li>Shade structures.</li> <li>Sheds with covered parking, bathroom and office for service provision.</li> <li>Plant and equipment like graders and slashers.</li> <li>Solar street lights.</li> <li>Stock and chain fencing to protect infrastructure.</li> <li>Fire breaks.</li> <li>Install a landfill trench and fence.</li> </ul>	<ul style="list-style-type: none"> <li>Be aware that new structures that connect to communal power, water and sewer may trigger the need for upgrades, like a bigger generator. Check the Department's brief on the homeland.</li> <li>Use the cost estimates to add the cost of connecting fixed assets to utilities.</li> <li>Advise residents that sheds are not to be used for permanent habitation.</li> <li>Ensure the benefit of portable assets is explained so the delegate understands the value for money, e.g. a grader will be based at the homeland and will service the network of roads for the surrounding homelands.</li> <li>Look for commitment from residents to maintain.</li> </ul>



In scope	What does this mean?	Some examples	Tips
New infrastructure to support access to a homeland (e.g. roads, bridges, cross-overs, airstrips, barge landing)	The Project will only focus on upgrading the existing network of access infrastructure.	Out of scope: <ul style="list-style-type: none"><li>• New roads.</li><li>• New barge landing.</li><li>• New bridges.</li><li>• New airstrips.</li><li>• New crossings.</li><li>• New cross overs.</li></ul>	If residents can demonstrate a road was in existence and has fallen into disrepair, this can be considered. This may be particularly important for accessing cultural sites.

Out of scope	What does this mean?	Some examples	Tips
Creation of new homelands	Only existing homelands can be considered for support under the Project.  Homelands that are regularly used and maintained for habitation or cultural purposes are eligible for consideration under the Project.  Homelands that are less regularly used and/or occupied (and therefore not registered on the NT Government Bushtel site) are potentially eligible for consideration under the Project, but a case will need to be made for their inclusion.  The 57 homelands the Indigenous Essential Services (IES) arm of the Power and Water Corporation provides power/water to are eligible for consideration for activities that are not the responsibility of IES, or that are power/water related but not currently supported by IES. Funding is not available for repairing or upgrading existing IES assets.  Town camps are excluded from the Project.	<ul style="list-style-type: none"> <li>Homelands that have people living in them on a permanent or semi-permanent basis are able to be considered under the Project.</li> <li>Homelands that have never been occupied can be considered if ongoing cultural use is able to be demonstrated.</li> <li>Homelands that are not covered by the MIES programme are eligible but will need to be involved with a CDP provider/activities, or be able to demonstrate the potential to become involved with CDP activities.</li> <li>The specified 73 remote communities supported by government are ineligible for consideration under the Project.</li> <li>Large homelands with services and developed infrastructure can be considered.</li> </ul>	<ul style="list-style-type: none"> <li>Homelands registered with the NT Government can be found on the Bushtel site: (<a href="http://www.bushtel.nt.gov.au">http://www.bushtel.nt.gov.au</a>)</li> </ul>
New housing or major house upgrade/repairs, except where this is required for an activity (e.g. rewiring an existing house in connection with	The Project does not build houses. Houses are class 1 under the National Construction Code (NCC) and are for domestic or residential nature.  The NTG is developing an approach to developing housing.  The Project can construct structures such	<ul style="list-style-type: none"> <li>Houses are for permanent habitation. Sheds can have toilets and kitchenettes for amenity but are not purposed for permanent habitation.</li> <li>Houses may need power boards rewired or solar</li> </ul>	<ul style="list-style-type: none"> <li>Advise residents that sheds are not to be used for permanent habitation.</li> <li>New standalone ablution blocks are lower risk than installing toilets in existing dwellings.</li> <li>The NTG new housing programme is in design.</li> <li>MIES providers are the contact point</li> </ul>

the installation of a new solar system)	as sheds and car port/shade structures (class 10 under the NCC).  The Project will not upgrade/repair houses; this is part of the NTG's current programme.  The Project will do works to houses to support infrastructure works, such as replacing a pit toilet with a septic tanks and flushing toilet in an existing bathroom.	panels placed on the roof as a result of upgrading a generation and reticulation system.  • Pipe connecting a house may need replacing as a result of upgrading sewer or water reticulation.	for housing upgrades.
New building or upgrades to support an existing community function or enterprise( e.g. schools, clinic, churches, art centres, stores, ranger stations) that receives or is eligible to receive funding from other sources of this purpose	Buildings that receive support for recurrent and capital costs from other sources include schools (Department of Education) and Rangers (IAS).  The Project criteria are clear in that the aim of funding is not to release existing government or non-government programmes of their funding and ongoing support responsibilities.	<ul style="list-style-type: none"> <li>Examples of out of scope: <ul style="list-style-type: none"> <li>Upgrading the store.</li> <li>Building a school.</li> <li>Extending the clinic.</li> <li>Constructing an arts centre manager's accommodation.</li> </ul> </li> <li>The Project can help by: <ul style="list-style-type: none"> <li>Replacing the bore or running new water reticulation to the buildings mentioned above.</li> <li>Grading the road to the buildings mentioned above.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Look at the other options for support. The service providers should be working with their funding source.</li> <li>A MIES provider can receive a new depot or depot upgrade for a homeland as long as this is requested by the homeland residents.</li> <li>Although some programmes, such as education, may require a school to be independently built for education to be provided, this is beyond the scope of the Project.</li> </ul>
Vehicles and machinery for personal non-commercial use	Project funding is available only for vehicles or machinery required for non-personal activity in the homeland. The registered owner of the vehicle or machinery will be the MIES provider or an appropriate Indigenous organisation and the assets will be based in the homeland. The funding agreement will ensure the Commonwealth's interest is registered through the Personal Properties Securities Register (PPSR).	<ul style="list-style-type: none"> <li>Examples of out of scope: <ul style="list-style-type: none"> <li>Grader for a community that is registered to an individual.</li> <li>A troop carrier to convey children to school that is owned by an individual.</li> </ul> </li> <li>Examples of in scope: <ul style="list-style-type: none"> <li>Grader registered to the MIES provider.</li> <li>School bus registered to a local organisation.</li> <li>Fire fighting trailer for</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>The MIES provider or an Indigenous organisation will be responsible for acquiring the vehicle or machinery for homeland use. If the provider or organisation ceases its relationship with the homeland the vehicle or machinery will be transferred to the new provider and remain based in the homeland.</li> </ul>

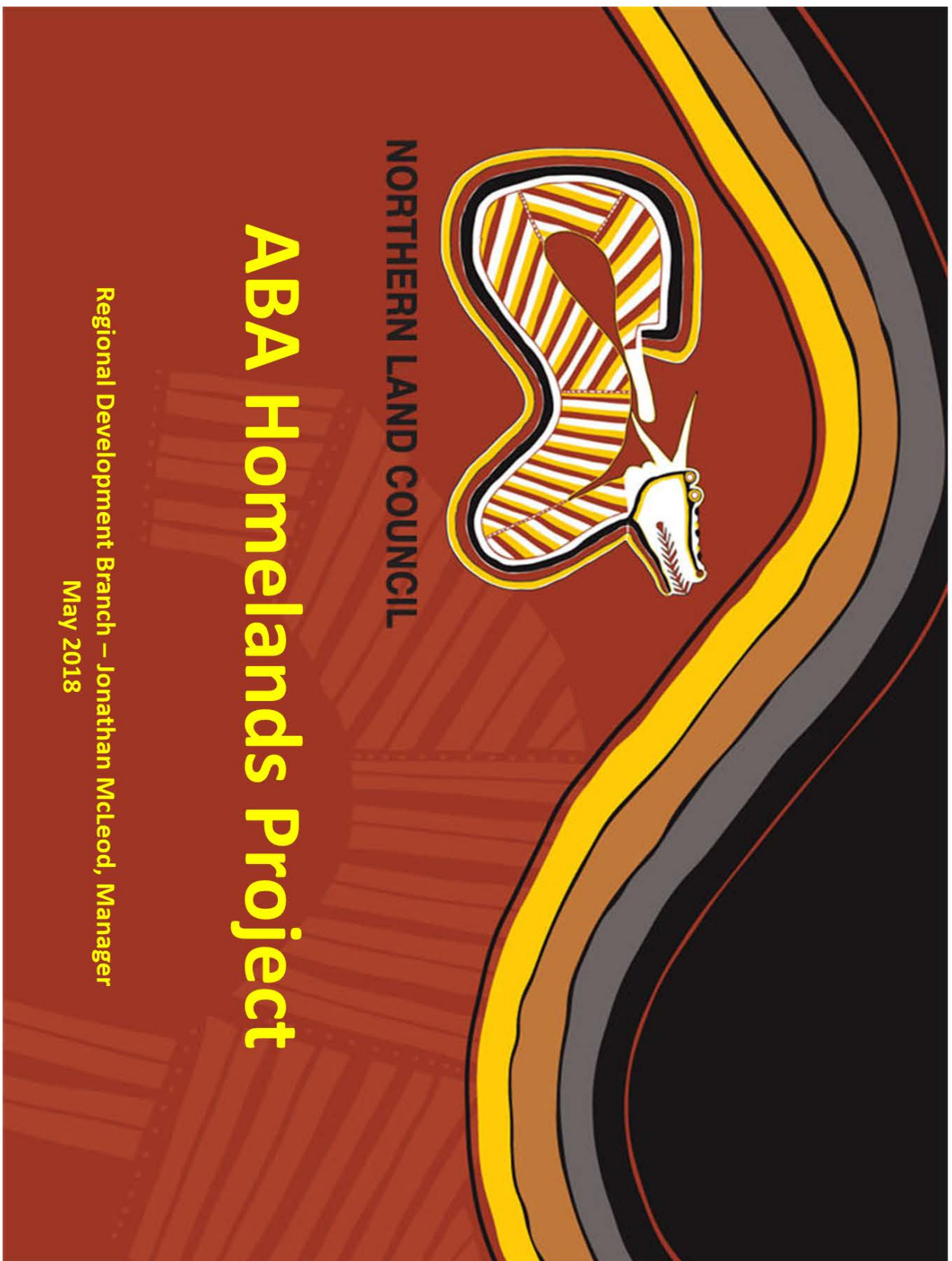
Ongoing operational costs for newly installed infrastructure, including repairs and maintenance	The Project is a "one off" capital investment that will complement the MES programme. The MES programme is a source of on-going operational costs for some infrastructure, but the programme's concept of shared responsibility must be considered. The only repairs the Project will fund are faulty installation or products during the defects period.	homeland use secured by a purposes deed with a Rangers group.	<ul style="list-style-type: none"> <li>Examples of out of scope: <ul style="list-style-type: none"> <li>Fuel and maintenance of generators.</li> <li>Replacing batteries of hybrid power systems at the end of their use life.</li> <li>Ongoing repair to roads upgraded under the Project.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Ensure homeland residents understand the MES programme and how they and the MES programme can work to upkeep assets.</li> <li>Ensure residents are aware the MES provider is not necessarily responsible for ongoing maintenance. Remind residents that CDP activities can support basic ongoing maintenance of infrastructure.</li> </ul>
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## OTHER OPTIONS FOR SUPPORT

Option	What does it do?	Details	Who can help
Aboriginals Benefit Account (ABA) Grant Funding	<b>For Aboriginal Benefit</b> <ul style="list-style-type: none"> <li>The grant funding option is particularly useful for options that cannot access mainstream or government funding.</li> </ul>	<ul style="list-style-type: none"> <li>Two rounds of grant funding per year (February and August).</li> <li>Applications need to fit with the Guidelines.</li> <li>Communal benefit for Aboriginal people is a criteria, NT specific.</li> <li>Applications reviewed by the ABA Advisory Committee (ABAAC) before the Minister reviews.</li> <li>Published on PM&amp;C website.</li> </ul>	<ul style="list-style-type: none"> <li>PM&amp;C staff</li> <li>Land Council Staff</li> <li>ABAAC Members</li> </ul>
Community Development Programme (CDP)	Supports job seekers in remote Australia	<ul style="list-style-type: none"> <li>Providers funded to build job seeker skills, address barriers and manage participation in a range of flexible activities that contribute to the job seeker's community.</li> </ul>	<ul style="list-style-type: none"> <li>PM&amp;C staff</li> <li>Local CDP provider</li> </ul>
Indigenous Advancement Strategy (IAS) Grant Funding	Supports local solutions to Government priorities: <ul style="list-style-type: none"> <li>education</li> <li>employment, economic development and social participation</li> <li>healthy and safe homes and communities</li> </ul>	\$4.9 billion from 15/16 – 18/19 Current opportunities: <ul style="list-style-type: none"> <li>Community led grants.</li> <li>NAIDOC week funding.</li> <li>PBC Capacity Building Funding.</li> <li>Tailored Assistance Employment Grants.</li> </ul>	<ul style="list-style-type: none"> <li>PM&amp;C staff</li> </ul>

Option	What does it do?	Details	Who can help
NTG Homelands jobs programme	Provides opportunities for training and local employment through local service providers	<ul style="list-style-type: none"> <li>Funds salaries/wages to employ local Aboriginal staff for municipal, essential services and housing maintenance; MES special purpose (e.g. fencing, new infrastructure).</li> </ul>	<ul style="list-style-type: none"> <li>Local MES provider</li> </ul>
NTG Homelands Extra Allowance	Provides up to \$6000 /year per home owner/home for repairs or upgrades	<ul style="list-style-type: none"> <li>Must be main residence; eligibility requirements apply including engagement in work/training, school attendance and contribution to home upkeep.</li> </ul>	<ul style="list-style-type: none"> <li>Local MES provider</li> </ul>
NTG Remote Public Housing	Provides rental housing in communities and town camps across the NT	<ul style="list-style-type: none"> <li>Requires registration on public housing waiting list.</li> </ul>	<ul style="list-style-type: none"> <li>Remote public housing contacts  <a href="https://nt.gov.au/property/public-housing/contact-you-local-housing-office">https://nt.gov.au/property/public-housing/contact-you-local-housing-office</a> </li> </ul>
Indigenous Business Australia (IBA)	Housing loans and advice  Business loans and support  Leasing programme for renewable energy technologies	<ul style="list-style-type: none"> <li>Remote Indigenous Housing Loans available for Tennant Creek and Timber Creek – grants available for establishment costs and repairs &amp; maintenance.</li> <li>Business support includes workshops, information sessions, online tools, etc.).</li> <li>5-10 year finance leases for solar PV systems and energy storage technologies, with ownership transferred at the end of the lease.</li> </ul>	<ul style="list-style-type: none"> <li>IBA 1800 107 107  <a href="http://www.iba.gov.au/">http://www.iba.gov.au/</a> </li> </ul>
Indigenous Land Corporation (ILC)	Helps Indigenous people to acquire and manage land for economic, environmental, social and cultural benefits	<ul style="list-style-type: none"> <li>Funding of up to \$100,000 for Indigenous land-based projects, including property management planning, buying plant and equipment, or developing infrastructure.</li> </ul>	<ul style="list-style-type: none"> <li>1800 818 490 to speak with Land Management Project Advisor  <a href="http://www.ilc.gov.au/Home/Partners-With-Us/Small-Projects">http://www.ilc.gov.au/Home/Partners-With-Us/Small-Projects</a> </li> </ul>
NT Department of Trade Business and Innovation – start.run.grow	Provides business support	<ul style="list-style-type: none"> <li>Tailored programmes of training and support to suit individual need to start, develop or market a business</li> </ul>	<ul style="list-style-type: none"> <li>NTG regional offices            E: <a href="mailto:businessinfo@nt.gov.au">businessinfo@nt.gov.au</a>            Enquire NTDBI start.run.grow via NT switch 8999 5511         </li> </ul>





## NT Homelands - Key Facts

- There are around 630 homeland (outstations) communities in the NT.
- Approximately 400 homelands are regularly occupied on a permanent or semi-permanent basis.
- There are **up to 10,000 Aboriginal people living in homelands**. Populations in homelands can fluctuate depending on season, cultural issues and access.
- There are approximately 200 homelands that are regularly occupied in the NLC Region.
- NT Homeland Infrastructure needs are significant.



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## ABA Homelands Project Summary

- \$40 million has been directed from the Aboriginals Benefit Account (ABA) for the Homelands Project as it is a priority for the ABA Committee.
- Department of Prime Minister & Cabinet (PM&C) administer ABA grants.
- Homelands Project will complement the NT Government's Homelands Program.
- Project will offer one-off investment in targeted homelands.
- Projects if successful will be delivered by Aboriginal Homeland services providers; it aims to achieve 100 per cent local Indigenous employment, unless technical skills or other factors preclude the achievement of this target.
- Funding will not be available for the ongoing maintenance of assets.





## Role of the Land Councils

- Engaged by PM&C to apply their knowledge and networks to assist homelands to identify and seek support for activities under the project.
- May seek advice from key stakeholders prior to undertaking consultation with homelands. NLC are here to talk to the Aboriginal Homelands Service Providers Board of Management, as we need your expertise and advice to assist determine what Homelands have the highest need and are a priority for this project.
- Develop a list of homelands to be consulted and identifying the anticipated package of assistance to be offered to each homeland.
- Consults with each homeland to verify potential activities and nominate homeland funding packages of up to \$150,000, \$500,000 or \$1 million.



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## Role of the Land Councils (continued)

- Determine the timing and frequency of homeland consultations.
- Assists homelands to prepare and submit a proposal for identified activities. This will include a written agreement that homeland residents agree to the application.
- Submit proposals to PM&C to be reviewed by the ABA Advisory Committee and the Minister.



## Project Outputs

- Project provides a **one-off investment** that improves the capacity of homelands to self-manage basic living requirements and maintain and develop meaningful activities on country, including participating in economic enterprise and education and training.



- Investment in infrastructure will be identified by homeland residents and this will complement the NT Government's homelands programmes.



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## Project Outcomes

- Support for local Indigenous organisations to develop local employment and training.
- Improved health, safety and wellbeing of homelands residents.
- Increased opportunities for people living on homelands to access services, including education and training.
- Increased capacity for people to live on homelands or access regularly to engage with culture and care for country.



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## Money Story

- ABA Homelands Project value is \$40 million.
- \$35.5 million will be allocated up front for the delivery of activities in homelands across the 4 Aboriginal Land Council regions in the NT.
- Budget Break up across Land Council Regions are;
  - Northern Land Council - \$15.75 million
  - Central Land Council - \$15.75 million
  - Tiwi Land Council - \$2 million
  - Andiliyakwa Land Council - \$2 million
- \$4.5 million will be kept for contingency and the engagement of technical specialists, as required. Any remaining funds to be re-invested in the Project.



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## Difference in the Application Process with the NTG one

- **NT Government Homelands program** – Homelands Service Providers apply for grant funds.
- **ABA Homelands Project** – Homeland communities apply for the grant funds. NLC staff will consult homeland communities and assist them with their priorities under the project.
- **NLC are seeking the assistance of Homeland Service Providers to help identify the Need and Priorities** in their area of operation.
- The information Homeland Service Providers share with NLC will provide guidance on what Homelands will be consulted and potential funding packages that could be offered.



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## What is in it for Homelands

- Investment will be tailored to improve living conditions and enhance business and other opportunities in homelands, while not duplicating investment available from other sources.
- Each eligible homeland will have an opportunity to be considered for funding allocations of up to;
  - \$150,000
  - \$500,000
  - \$1,000,000

- Homeland residents will identify and prioritise activities for potential funding.



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## Homeland Eligibility

- Existing homelands that are regularly used and maintained for residential or cultural purposes will be eligible to apply for funding.
- Homelands will need to demonstrate involvement with a CDP provider and/or activities, or the potential to become involved in CDP activities.
- Homelands connected to Power and Water Corporation's Indigenous Essential Services network will not be eligible for funding for these services under this project. These homelands identify as minor communities and receive funding for those services and support for other infrastructure.
- Meeting these criteria will not automatically qualify for inclusion in this Project. Eligible homelands will be identified by the relevant Land Council and invited to submit proposals. Proposals to be considered on merit and the available funding.



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## What can be Funded

- **New and upgraded essential services infrastructure** to provide safe and reliable electricity and water and sewerage supply, reticulation and storage.
- **Upgrades and repairs to infrastructure that supports access to a homeland** (e.g. roads, bridges, cross-overs, airstrips, barge landings) but do not or are not eligible to receive funding from other sources.
- **New or upgraded radio/telephony infrastructure** (including mobile phone coverage).



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## What can be Funded (continued..)

- New and upgraded community infrastructure to improve the amenity of a homeland (e.g. meeting facilities, ablution blocks and fencing).
- Training and capacity development for Indigenous organisations and residents to use and maintain infrastructure.



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## What will not be Funded



### **No creation of new homelands**

*However - Existing homelands that are less regularly used and/or occupied (and therefore not registered on the NT Government Bushtel site) are potentially eligible for consideration but a special case will need to be made for their inclusion. For example, an unoccupied homeland that is recognised as an important place for ceremony but used only occasionally might be eligible.*



### **No new housing or major house upgrades/repairs**

Except where this is required for an activity (e.g. rewiring an existing house in connection with the installation of a new solar system).



### **No new infrastructure to support access to a homeland**

(e.g. roads, bridges, cross-overs, airstrips, barge landings).



Please refer to: ABA Homelands Project – Eligible Activity Guide  
(Which have been provided)

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## What will not be Funded (continued..)

- **No new buildings or building upgrades to support an existing community function or enterprise** (e.g. schools, clinics, churches, art centres, stores, Ranger stations) that receives or is eligible to receive funding from other sources for this purpose.
- **No vehicles and machinery** for personal non-commercial use.
- **No direct support for existing local enterprises** where alternative funding sources are available.
- **No ongoing operational costs for newly installed infrastructure**, including for repairs and maintenance.



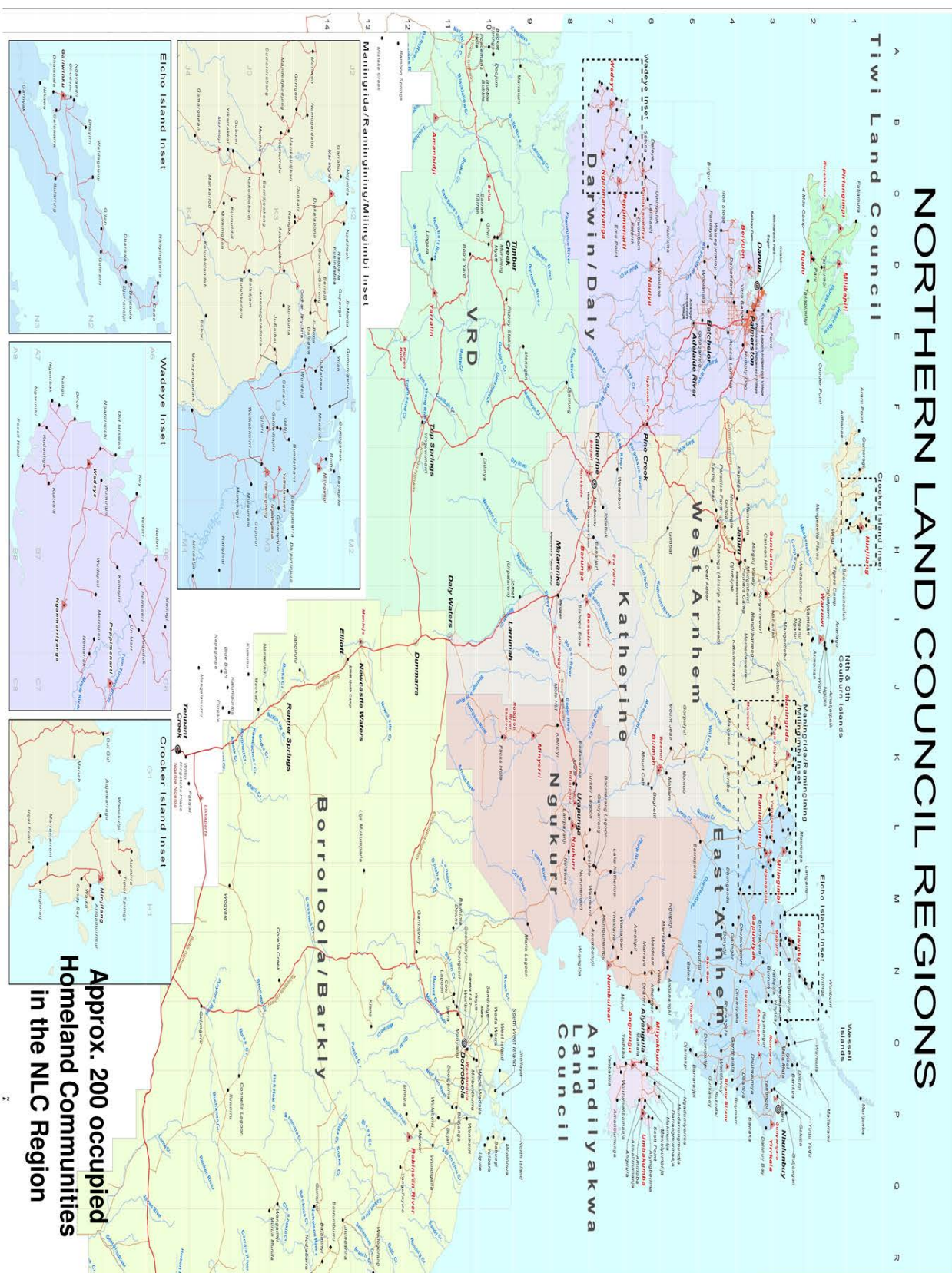
## Prioritising ABA Homelands Investment

- \$15.75 million is available for the NLC region
- 200 occupied homeland communities
- On average that is \$78,750 per occupied homeland community (That doesn't buy very much for a Homeland)
- Overall homelands essential and municipal services infrastructure need is estimated to cost in the tens of millions of dollars in the NLC region alone, so need is significantly higher than what funds are available.
- NLC will consult Aboriginal Homeland Service Providers and other key stakeholders to assist identify the homelands with the highest need and priority. A consultation schedule will be determined after reviewing priorities.

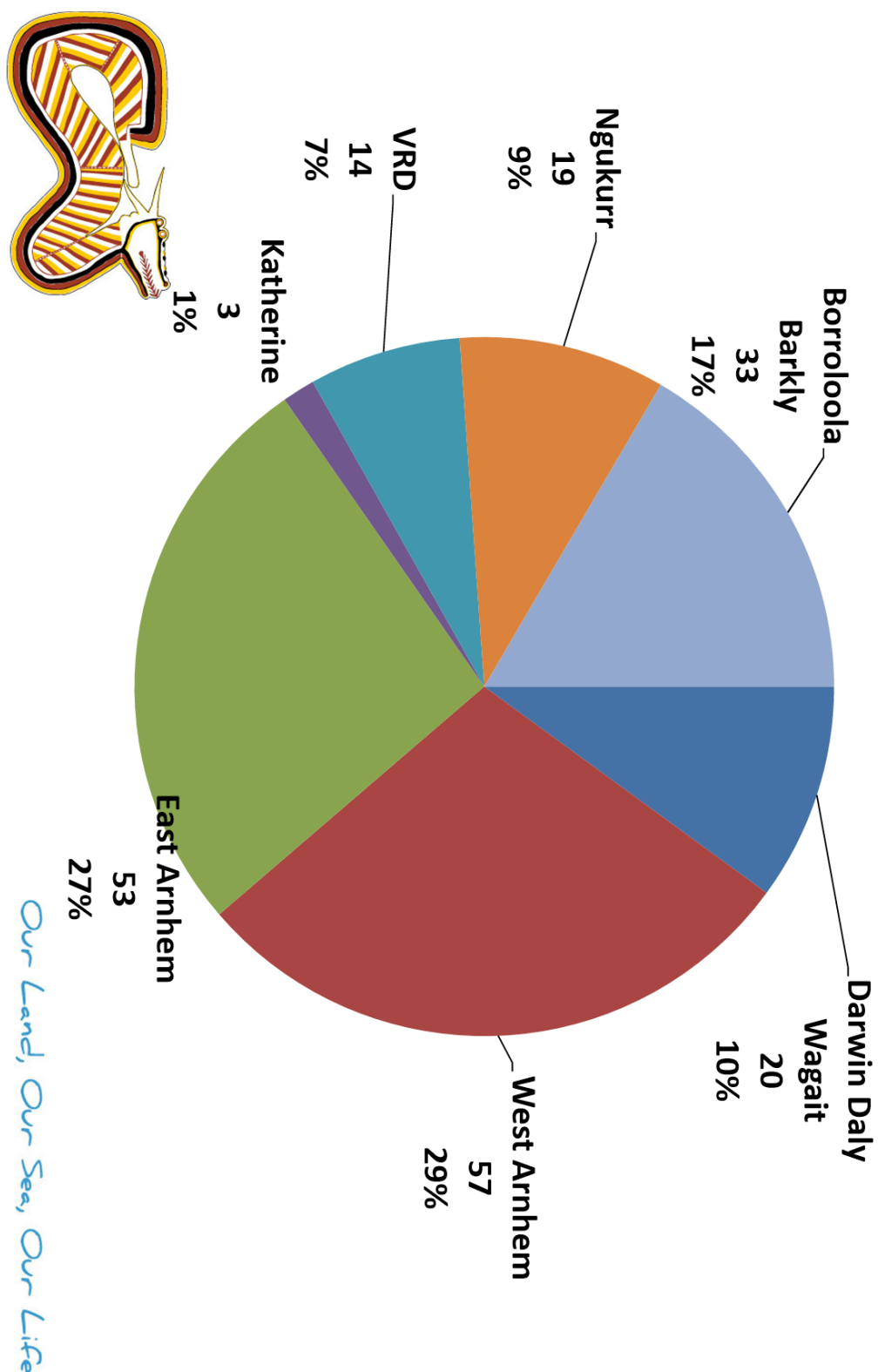


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## Occupied Homelands by NLC Region



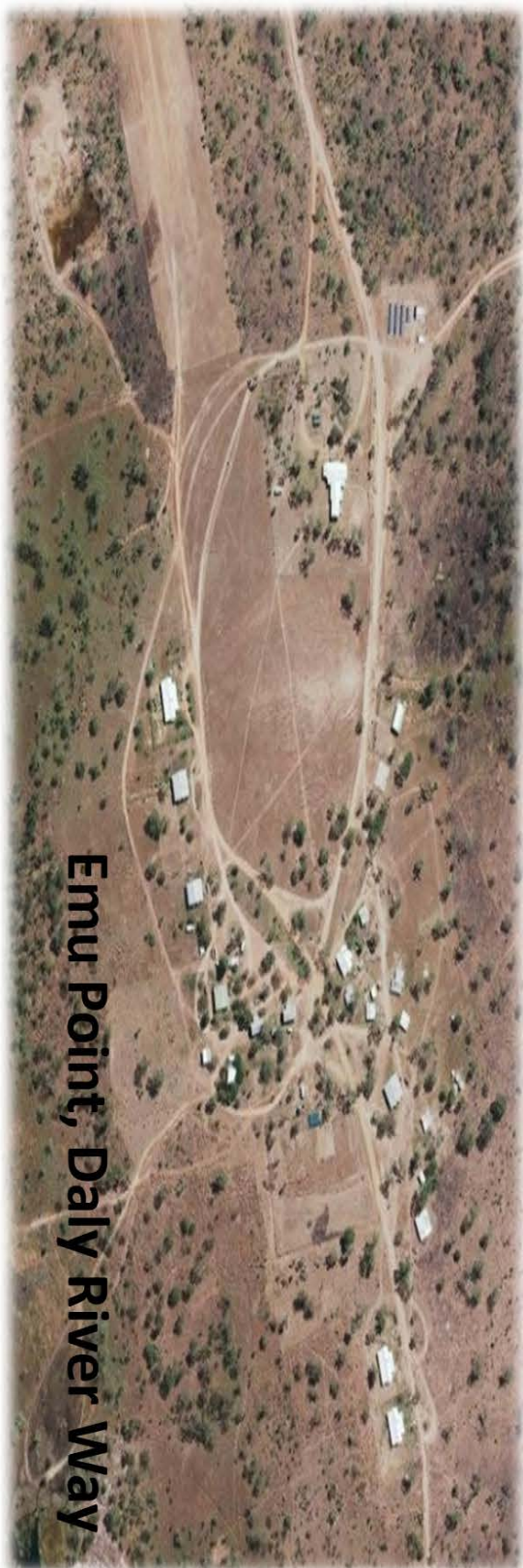


## Two larger Homelands in the NLC Region

Baniyala, East Arnhem



Emu Point, Daly River Way





## **NLC needs assistance to understand Priority & Need**

- NLC see it critically important that we consult Aboriginal Homeland Service Providers as they have the strongest relationships with homelands and are the experts in understanding need and priority in this field.
- NLC will also engage other Stakeholders to assist identify priority and need. NLC estimate up to 100 homeland community projects might be considered for the project depending on need, priority and funding availability.
- Once a list of homelands to consult is established, PM&C will put together an information package to help Land Councils with their consultations.
- Packages will detail previous and planned Government investment in each homeland (to avoid duplication of support); information on infrastructure need; and information from the existing homelands service provider.



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## Project Implementation – Staged Approach

### ✓ Land Councils engaged to develop schedules of homelands to be consulted.

**NOTE:** funding for Land Councils to do this project is sourced separately. It doesn't come out of the \$40 million.

- ☐ NLC will initially consult with homeland service providers and key stakeholders to help determine priority homelands, potential need and benefit.
- ☐ Land Councils will consult homeland residents and assist residents to prepare proposals.



Bawinanga Aboriginal Corporation Board Meeting – 16 May 2018  
Maningrida area; 32 Homeland communities



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## Project Implementation – Staged Approach (Continued..)

- ☐ PM&C will assist Land Councils by providing an information package on each homeland.
- ☐ Land Councils submit applications to PM&C for assessment. PM&C will seek advice from the NT Government in undertaking this assessment.
- ☐ ABA Advisory Committee reviews proposals and provide recommendations; and the Minister for Indigenous Affairs provides the final approval.
- ☐ PM&C enters discussion with providers over proposed funding agreement schedules to deliver works.

The project will have a Coordination Group overlooking its delivery, this is made up of the ABAAC Sub-Committee, Land Councils, PM&C and NT Government.



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## Project Timeline

- **Delivered over next 2 years; between May 2018 and July 2020.**
- Consultations with homeland service providers will start mid-May 2018 and continue until late June / early July.
- A homeland consultation schedule will be progressively put in place. NLC estimate homeland consultations will commence sometime in July 2018 and carry through up until at least December; and may extend through to mid-2019.
- Potentially there could be 3 rounds of assessment of proposals; the first of which will need to be prepared by early September 2018, the second one is early 2019.
- **Estimated project delivery on the ground – Start around the 2019 Dry Season.**



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## What NLC aims to get from this meeting

- Assistance from the Service Provider with establishing what Homelands are the **highest priority to consult**; and identify what eligible infrastructure or works is required for that homeland, detail potential costs (if known) and what are the priority activities.
- **NLC would like to get this information from the service provider in 2 to 3 weeks**; this is critical so that we can work out a proposed consult schedule for the homelands in your area this dry season.
- **NLC want to work closely with the Service Providers throughout the Project.**



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## Selection Criteria applied to Proposals


- **Benefit:** strong focus on showing linkages/outcomes in relation to Australian Government priorities for Indigenous communities, including employment, education, safety and wellbeing.
- **Need:** demonstrated need for a proposed activity, assessed against existing knowledge of homelands.
- **Capacity:** ability of a homeland to support an activity, including contributing to an activity and committing to maintaining any funded assets.



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## Example of Information NLC will need from Providers

Homeland Name		Houses		Population		Resource Centre Priority	
Gaubuth		5		20		1	
Overall Need	Water concerns as the infrastructure is highly likely to fail in next 2 years – so its critical that the water issues are resolved otherwise residents will have to move.						
Priority	Proposed Works	Cost \$	Need	Benefit	Capacity		
1	New bore – solar pump and back up generator. Provide 1 km of water piping to connect into existing line and potentially a new tank.	\$75,000	Existing bore is 40 years old, production is low so it is not producing enough water. Bore casing is corroded and will collapse soon. The bore pump is 15 years old and due for replacement. People need water it's a Health Issue.	Employment outcomes as CDEP participants will work on the installation and maintenance of it. Health & Wellbeing as the community needs water.	There are two CDEP participants on the Homeland that would work on the project and maintain it.		
2	New Elevated Tank stand with 20,000L tank	\$45,000	Old water tank is only 5,000L which is insufficient for the community, the tank is too low causing pressure problems.	As Above	There are two CDEP participants on the Homeland that would work on the project and maintain it.		
3	Replacement Solar Panels for 2 houses	\$27,500	2 houses require an upgrade; existing units 12 years old and are due to be replaced.	Employment outcomes as CDEP participants will work on the installation and maintain it. Health & Wellbeing as the community needs water.	There are two CDEP participants on the Homeland that would work on the project and maintain it.		
Total \$		\$147,500					



**NORTHERN LAND COUNCIL**

**Are there any Questions?**

Any further inquiries about the ABA Homelands project please touch base with **Jonathan McLeod**  
phone: 89205186 or email: [jonathan.mcleod@nlc.org.au](mailto:jonathan.mcleod@nlc.org.au)

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## WEST DALY REGIONAL COUNCIL

### FOR THE COUNCIL MEETING OF 20 JUNE 2018

#### Report for Agenda Item No 3

Prepared by **Shaun Hardy, Chief Executive Officer**

#### **Chief Executive Officer's Report**

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##### **Purpose**

The purpose of this report is to update progress on Council activities and inform about issues relevant to the governance and management of Council.

##### **Background**

###### Regional Plan and Budget

Council's Regional Plan and Budget sets out the goals and strategies for what we want to achieve during the financial year. For 2018-19, a draft Regional Plan and Budget has been prepared in order to invite public submissions for a period of 21 days, as required by the *Local Government Act*.

Local priorities were discussed in earlier Council meetings and Local Authority meetings in April 2018. Program budgets were discussed internally in Council. The Regional Plan and Budget is the subject of a separate Agenda Item.

###### Community Development

Meetings have been continuing with several stakeholders regarding the Wadeye Festival 2018, which Council and Palngun Wurnagat Aboriginal Corporation are taking the lead on. Wadeye Festival (incorporating NAIDOC) will commence on Friday 10 August with a parade from the School to the Cultural Precinct, and main activities will be held over Saturday and Sunday 11-12 August including a sporting carnival.

Council continues to seek drivers for the Community Bus in Wadeye, which will operate as a free community service.

For Sport and Recreation facilities in Wadeye:

- works are currently being quoted for bollards and seating, and re-connection of lighting, at the resurfaced outdoor Basketball Court;
- works on the Softball Oval at Wadeye to re-align the fence have been completed and resurfacing of the field will soon commence;
- vandalism has occurred at both the Swimming Pool and the AFL Main Oval, which affects community use of these facilities.

## Aged Care

AACQA assessors visited the Thamurrurr Aged Care facility in Wadeye on 15 June 2018 and the preliminary findings discussed with staff were positive regarding noticeable improvements. Council is continuing to work through Continuous Improvement Plan actions for both NATSIFACP and CHSP.

Following discussions with residents and care recipients, the trial outsourcing of Aged Care meals preparations to the Palngun Wurnangat Aboriginal Corporation will not be continuing.

The positions of Aged Care manager, nurses and cook have been advertised. The Department of Health is presenting to Council on Aged Care, which is the subject of a separate Agenda Item.

## Homelands

The results of the Homelands assessments visits were collated into a consolidated report with recommended works. There has been significant work undertaken over recent months sourcing quotations and rolling out Homelands projects. Roads maintenance grading has recommenced.

Responses to a tender advertised for four Ablution Blocks at Fossil Head, Old Mission, Delye and Mulingi did not meet Council's requirements as far as suitable specifications and price. Council's consideration of next steps is the subject of a separate Agenda Item.

## Roads

Works on local internal roads damaged during the wet season have been progressing with many potholes and washouts fixed, particularly Wadeye. Discussions have commenced regarding the best approach to seek Government assistance for Council's roads priorities: Emu Point Access Road; Peppimenarti Access Road; and Woodycupildya Access Road.

Following lengthy delays, Allan King and Sons have now mobilised on site to commence the Nganmarriyanga Airport Road Upgrade project. This project is scheduled for completion by end-August 2018, which will be a great outcome for the community improving year-round access.

## Waste Management

Sims Metal scrap metal collection of car bodies and other hard waste across the West Daly region is planned to commence as soon as possible and a scoping visit was conducted in early June 2018.

Council is raising the issue of upgrades required for waste management sites at Wadeye (new site required), Nganmarriyanga and Peppimenarti at this week's Big Rivers Waste Management Working Group meeting.

## Animal Management

The first visit to Wadeye by AMRRIC and The Ark veterinarians held from 4-8 June 2018 was very successful with over 80 animals desexed, and a range of vaccinations and other treatments provided.

Visits to our broader region by the University of Melbourne, including Woodycupildiya, Emu Point, Peppimenarti, Nganmarriyanga and some homelands, is scheduled for early to mid July 2018. Notice of the visits schedule will be provided in communities and homelands.

## Staffing

Community Services Managers – Nganmarriyanga and Peppimenarti have been finalised with Scott Page and Steve Loring the successful applicants.

The recruitment of a second Mechanic, to be based at Peppimenarti, has been completed with Peter Balasopoulos the successful applicant.

## Stakeholder Meetings

For the period early May to mid June 2018, I have undertaken external stakeholder meetings as follows:

Australian Aged Care Quality Agency  
AG – Health– Aged Care  
AG – Prime Minister and Cabinet – Night Patrol  
AMRRIC – Animal Management  
CouncilBiz  
Murin Association  
NTG – Chief Minister – Regional Network  
NTG – Housing and Community Development  
NTG – Trade, Business and Innovation  
Palngun Wurnagat Aboriginal Corporation  
SeaFarms – Project Sea Dragon  
Thamurrurr Development Corporation  
West Daly Stakeholders

## **Impact for Council**

For information.

## **Recommendation**

- 1. That Council note the Chief Executive Officer's report.**

## **Attachments**

There are no attachments for this report.



## WEST DALY REGIONAL COUNCIL

### FOR THE COUNCIL MEETING OF 20 JUNE 2018

#### Report for Agenda Item No 4

Prepared by **Shaun Hardy, Chief Executive Officer**

#### **Draft Regional Plan and Budget 2018-19**

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##### **Purpose**

Council's draft Regional Plan and Budget 2018-19 (as tabled) be authorised for release for public consultation.

##### **Background**

In line with the requirements of the *Local Government Act* (Act), Council's draft Regional Plan and Budget must be released for public consultation for a period of 21 days.

The Act also requires that a notice inviting written submissions on the draft Regional Plan and Budget be published on Council's website and in a newspaper circulating in Council's area.

It is also a requirement of the Act that Council's draft Regional Plan and Budget be formally adopted by Council and forwarded to the Department of Housing and Community Development by 31 July 2017.

##### **Impact for Council**

For information and decisions.

##### **Recommendation**

- 1. That Council authorises the release of the draft Regional Plan and Budget 2018-19 (as tabled) for public consultation.**
- 2. That Council authorises the publishing of a notice on its website and in the NT News inviting written submissions on the draft Regional Plan and Budget 2018-19 for a period of 21 days.**

##### **Attachments**

There are no attachments for this report.

## **WEST DALY REGIONAL COUNCIL**

### **FOR THE COUNCIL MEETING OF 20 JUNE 2018**

#### **Report for Agenda Item No 5**

**Prepared by**                      **Steve Horton, Director of Council and Community Services**

#### **Homelands Report**

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##### **Homelands – HEA, MES and HMS**

A report received from the Department of Housing and Community Development on the annual Homelands assessments for 2017-18 identified works that could or should be completed as soon as possible. Council has held meetings with various stakeholders and sought quotations to have funded project works completed by the end of the financial year.

Quotes have been received; Purchase Orders raised and various contractors appointed to commence works in several communities. This Financial Year to date approx. 176 Purchase Orders have been raised to the value of \$618,219 for works in the Homelands.

In addition with the recent approval of the construction of Ablution Blocks in 4 Homelands with an approx. value of \$200K after installation, coupled with Quotes and Purchase Orders for road maintenance and housing maintenance currently being pursued for this financial year, will see WDRC commit to over \$1m in funds spent on Homelands this FY.

However despite this concerted effort by Council staff there will still be a small underspend which may require WDRC to apply to carry over, hand back unspent funds to the Department or receive a reduced amount in the next round of Funding.

Contractors are currently in various Outstations commencing on works and Council staff are actively monitoring Contractors to ensure that the works are being done to the satisfaction of the residents.

WDRC had a visit from the Department of Housing and Community Development last week and were pleased with the progress of WDRC so far.

##### **MESSPG**

Council is still waiting on a decision from the Department on the success of their MESSPG applications for the purchase of Tractors, Slashers, Mowers etc. Advice so far received from the Department is that they are working on them and should have an answer soon.

The Department, as recent as last week, released additional funding for HEA for six additional houses in the Homelands.

### **Homelands Jobs Program**

Council are currently seeking interest from Homelands residents to fulfil maintenance roles in Homelands under the Jobs Program funding. Residents are assisted to apply for their own ABN so that they can undertake works on behalf of Council. Council have received invoices from some residents who are undertaking works under the Homelands Job Program and have commenced payment action.

Council is mindful that the Homelands Jobs Program funding is limited and therefore Jobs Funding must be spread more fairly across Homelands based on size and occupancy levels.

### **Recommendation**

- 1. That Council receives and notes the information regarding Homelands**

### **Attachments**

There are no attachments for this report.





## **WEST DALY REGIONAL COUNCIL**

### **FOR THE COUNCIL MEETING OF 20 JUNE 2018**

#### **Report for Agenda Item No 6**

**Prepared by**                      **Steve Horton, Director of Council and Community Services**

#### **Aged Care Report**

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##### **Purpose**

To advise Council of the current situation within the Aged Care facility.

##### **Background**

Continuing staff issues and records management was identified in the audit conducted by the Australian Aged Care Quality Agency (AACQA) on 8<sup>th</sup> May 2018.

AACQA identified several areas in their report around the recording of Progress Notes, Care Plans and other legislative requirements relating to care for residents and recipients of Aged Care Services. A Nursing Advisor has been appointed by the Department of Health to help WDRC comply with the legislative requirements for Aged Care and oversee the operations on the Aged Care Facility.

An audit of the WDRC Community Homes Support Programme was conducted on the 14<sup>th</sup> June 2018 and results from that audit will be forthcoming within the next week.

Council has been granted an extension to deliver Aged Care programs in our region until end-June 2019, which is one year less than most other providers' extensions.

We are effectively 'on notice' over the next 6-9 months to demonstrate improvements that our Aged Care service is sustainable (particularly Care Planning; Clinical Care; Reporting; and Staffing).

The Department of Health has requested that WDRC return approx. \$756,000 in unspent funds from the NATSIFLEX programme, these were funds that were carried over and not spent from previous years.

WDRC receives some of its Funding through Fees charged for Aged Care Services. The Aged Care Act 1997 states that fees must be charged for aged care services.

The West Daly Regional Council Aged Care Fees Guideline is based on the guidelines set out in the Aged Care Act for Flexible Care, Client Contribution Framework for Commonwealth Home Support Program and the Home Care Packages Programme Operational Manual.

Fees are charged to help pay for aged care services so that more people can be helped. West Daly Regional Council Aged Care decides what fees will be charged. These fees will be reviewed every 6 months to 1 year on a need base. The guidelines recognise that many Aged Care clients do not have much money and this should be taken into account when deciding how much people should pay.

West Daly regional Council supports the payment of fees by people who are able to pay and are currently reviewing their Fees to align with the increase awarded on the 20th March 2018

Staffing continues to be of a concern for Council; the use of Agency Staff to run the Aged Care Centre is a huge drain on funding and contributes to the majority of expenses incurred in the Facility.

WDRC has reviewed the staffing structure required to run the Aged Care Facility effectively and have developed a structure that should ensure that WDRC are compliant and meet its obligations under our Funding Agreements, additional Agency Staff have been engaged and professional services have improved.

Council reviewed its trial of the Catering Services from PWAC and have decided not proceed with PWAC providing meals. This decision was based around the resident's requirements, Health and Safety in food delivery and preparation, quality and nutritional value of the meals.

An Agency cook has been employed from Hays Recruitment to take over the Food preparation in the Aged Care Facility.

An existing Agency RN has been secured on a long term basis (6 months) to provide continuity until permanent replacement can be found

Council are actively seeking and securing additional support workers and Aged Care Staff.

Current advertisements for staff include the following:

Aged Care Manager,  
Registered Nurse,  
Enrolled Nurse,  
Assistant in Nursing,  
Cook.

WDRC recently introduced Employee of the Month to encourage support workers to regularly turn up for work as an incentive programme. May 2018

saw the first of the Employee of the Month being awarded with Store vouchers as a reward.

The recording of data into the Governments Data Exchange historically has not been done correctly by past staff thus resulting in the incorrect information being recorded or in some case no records at all. It has been found that entries into the DEX system were incorrect and did not reflect the services that WDRC were doing and or providing.

Staff in all communities have been advised to complete and send data recording sheets daily for input into the Data Exchange data base.

Council has recently sourced quotes for new Kitchen equipment including new ovens and food preparation equipment. Due to the cost of some of these items we are currently waiting on Department approval to purchase items from our CHSP funding.

It is anticipated that with the additional Agency staff, the recruitment of an Aged Care Manager, enticements introduced for local staff, new procedures introduced for recording data and the extra effort put in by current Council staff, that we will see an increased mark in improvement in data recording, procedures, and services provided to our Aged Care.

### **Impact for Council**

- Continued negative AACQA reports may impact on the continued service of the Aged Care Facility by WDRC with possible funding cuts or alternative service delivery.
- Revised structure of Aged Care Staff will require a commitment from Local Support Staff to support the operation of the facility.
- Incentive programmes for Staff will incur additional costs to council.
- Increased numbers of Nursing Staff and Cook will require the use of Council staff housing to accommodate, currently very little housing available requiring a commitment from Council to construct more.
- Increased use of Agency Staff increases the costs of service delivery and does not provide the continuity required to run the Aged Care Facility.
- The additional burden of Agency Staff charges coupled with the lack of continuity in administrative and legislative requirements may result in negative future assessments and may put the continuation of the Aged Care Services provided by WDRC at jeopardy.

**Recommendation**

- 1. That Council That Council receives and notes the information regarding Thamarrurr Aged Care Services**

**Attachments**

There are no attachments for this report.



## **WEST DALY REGIONAL COUNCIL**

### **FOR THE COUNCIL MEETING OF 20 JUNE 2018**

#### **Report for Agenda Item No 7**

**Prepared by                      Ramesh Pudasaini, Senior Financial Consultant**

#### **Financial Report - May 2018**

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##### **Purpose**

To provide financial information for the month of May 2018 by providing information on issues related to cash ratio, cash and bank balance, income and expenses of Core and Agency funded programs, variance analysis and information on large debtors and creditors.

##### **Background**

In conjunction with WDRC, CouncilBiz is responsible for preparing the council's budget and overseeing all accounting procedures including accounts payable, accounts receivable and rates receivable, cash and bank administration, procurement, grants supervision, budget monitoring and all other necessary functions to run day to day financial activities of the council.

##### **Financial Overview**

The financial report for the period shows that WDRC has met its financial obligations for the period.

Bank Balance – \$5m is in short term deposit and \$4.6m in operating account.

Accounts Payable – \$760k (Trade – \$331k) and Accounts Receivable - \$443k (\$141k) are regularly monitored for timely payment and collection.

The cash ratio is 1.35 for May 2018, small drop from April 2018 as per our expectation.

Unspent grant in cash ratio is \$6.6m.

Tied Income is \$11.1m and Untied Income is \$5.9m, total Income is \$17m.

Total expenditure is \$11.3m, includes employee expense of \$5.3m, Councillor's expense of \$232k, Operating expense of \$3.6m and unfunded depreciation of \$2.1m.

## **Cash and Short Term Deposits**

	May-18	Apr-18	Variance
Cash & Bank	9,684,508	10,174,387	(489,879)

Cash on hand at the end of May 2018 was \$9,684,508 and is the equivalent of 11 months cash capacity based on average year to date payments of \$832k to suppliers, councillors and employees (excluding average depreciation of \$194k).

Out of total cash & bank, \$5m deposited in short term deposit for higher interest rate.

Product	Actual Balance	Available Balance	Interest Rate	Maturity
Fixed Term Deposit	\$1,011,568.22	\$0.00	2.37%	13/08/2018
Fixed Term Deposit	\$1,000,000.00	\$0.00	2.50%	10/07/2018
Fixed Term Deposit	\$500,000.00	\$0.00	2.50%	5/07/2018
Fixed Term Deposit	\$1,000,000.00	\$0.00	2.52%	1/08/2018
Fixed Term Deposit	\$500,000.00	\$0.00	2.32%	18/06/2018
Fixed Term Deposit	\$1,000,000.00	\$0.00	2.40%	26/06/2018

## **Assets & Liabilities**

	May-18	Apr-18	Variance
<b><u>Current Assets</u></b>			
Cash & Bank	9,684,508	10,174,387	(489,879) Decreased
Receivable	443,003	321,662	121,341 Increased
<b><u>Current Liabilities</u></b>			
Staff Liability	401,519	378,264	23,255 Increased
Trade & Other Liability	359,008	153,311	205,697 Increased
Unspent Grants (tied fund)	6,621,316	6,413,320	207,996 Increased
PO Commitment (tied fund)	250,218	395,531	(145,313) Decreased

## **Revenue & Expenditure**

Financial Snapshot	May-18	Monthly Average	Apr-18	Monthly Average	Variance
Income	17,429,940	1,584,540	16,609,772	1,660,977	820,169 Increased
<b><u>Expenses</u></b>					
Expenses - Staff	5,304,192	482,199	4,706,998	470,700	597,194 Increased
Expenses - Councillors	232,273	21,116	205,220	20,522	27,053 Increased
Expenses - Others	5,764,059	524,005	5,077,749	507,775	686,311 Increased



## **Non Current Assets**

<b><u>Non Current Assets</u></b>	<b><u>Fair Value</u></b>	<b><u>Acc. Dep</u></b>	<b><u>Net Value</u></b>
Buildings	21,056,213	4,973,645	16,082,568
Road Infrastructures	3,377,270	1,568,791	1,808,479
Plant & Equipment	1,494,210	959,936	534,274
Structures	412,156	204,556	207,600
Furniture & Fittings	85,213	72,999	12,214
Motor Vehicle	1,610,640	935,256	675,384
Site Improvements	1,750,853	789,712	961,141
<b>Total</b>	<b>29,786,555</b>	<b>9,504,895</b>	<b>20,281,660</b>

## **Current Ratio**

The current ratio identifies the Council's ability to meet short term financial obligation.

<b>Current Ratio - May 2018</b>		<b>1.35</b>	
<b>Current Assets</b>		<b>Current Liabilities</b>	
Cash & Bank	9,684,508	Payables - Trades	331,052
Receivable	394,078	Payables - Others	27,956
Prepayments	48,925	Payable Funding Agency	
Less:		Add:	
Staff Liability	401,519	Unspent Tied Grants (Agency & Core)	6,621,316
		Commitment Amounts	250,218
	<b>9,725,992</b>		<b>7,230,542</b>

<b>Current Ratio - April 2018</b>		<b>1.45</b>	
<b>Current Assets</b>		<b>Current Liabilities</b>	
Cash & Bank	10,174,387	Payables - Trades	146,233
Receivable	268,474	Payables - Others	7,078
Prepayments	53,188	Payable Funding Agency	
Less:		Add:	
Staff Liability	378,264	Unspent Tied Grants (Agency & Core)	6,413,320
		Commitment Amounts	395,531
	<b>10,117,785</b>		<b>6,962,162</b>

Unspent grants at the end of the month are \$6.6m and all related to various tied funds.

Note: While calculating current ratio; unspent grant (tied only) and commitment amount has been add back as liability.

## **Receivables**

Total receivable amount at the month end of May 2018 is \$443k.

<b>Receivable</b>	<b>May-18</b>	<b>Apr-18</b>
Receivables P & R Rates	1,637	3,394
Receivables Trade	212,970	141,296
Accrued Income	8,750	20,318
Inventory	67,202	53,623
Receivables Others	103,519	49,843
Prepayments General	48,925	53,188
<b>Total</b>	<b>443,003</b>	<b>321,662</b>

Trade receivable -\$212k, accrued income (interest) – \$9k and receivable others -\$49k which is related to rental bond deposit and GST. Inventory related to fuel and other items.

## **Trade Receivables Age Analysis**

The table below compares aged analysis of current, 30 days, 60 days and 90 days for the month of May 2018.

<b>Trade Debtor's Account - Age Analysis</b>	<b>May-18</b>	<b>Apr-18</b>
Current	83,186	24,433
Over 30 days	14,221	8,231
Over 60 days	6,931	1,486
Over 90 days	108,632	107,146
<b>Total</b>	<b>212,970</b>	<b>141,296</b>

90 days and above trade relates to TDC - \$63k (total – \$81k) and Department of Infrastructure -\$44k.

## **Payables**

As at end of May 2018, total payable amount outstanding is \$760k, the detail break down is listed below;

<b>Payables</b>	<b>May-18</b>	<b>Apr-18</b>
Payables - Employees (Leave Provision)	401,519	378,264
Payables - Trades	331,052	146,233
Payables - Others	27,956	7,078
<b>Total</b>	<b>760,527</b>	<b>531,575</b>

Payable Employees figure is made of provision for Annual Leave and Long Service Leave.

## **Trade Payables Age Analysis**

The table below compares aged analysis of current, 30 days, 60 days and 90 days for the month of May 2018.

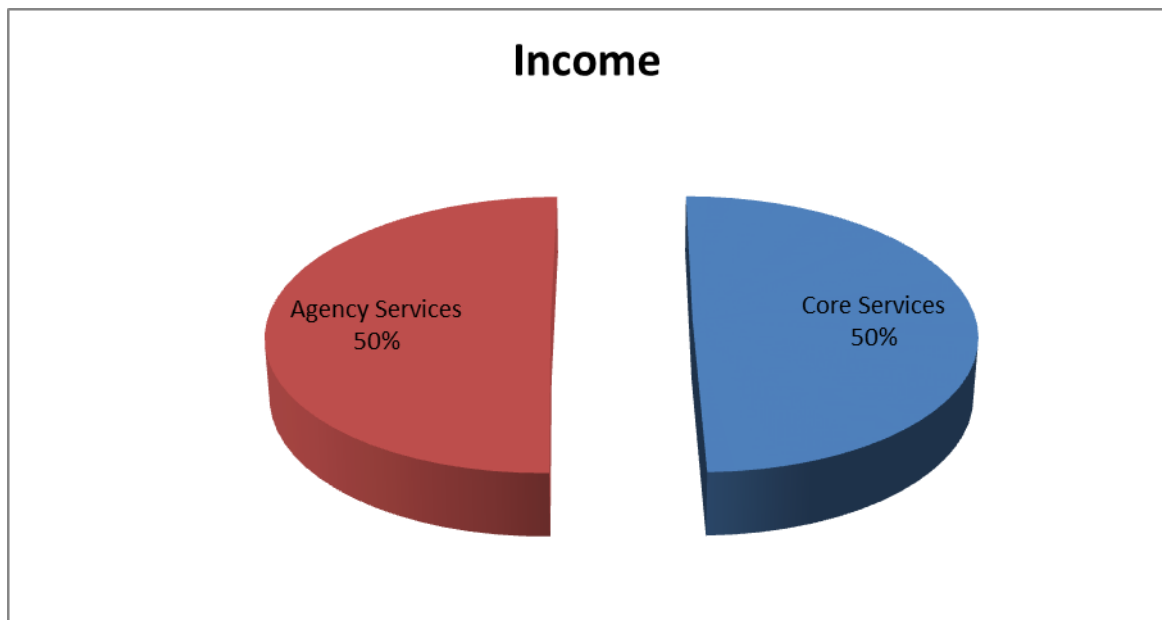
<b>Creditor's Account - Age Analysis</b>	<b>May-18</b>	<b>Apr-18</b>
Current	198,796	77,602
Over 30 days	83,078	53,002
Over 60 days	30,832	389
Over 90 days	18,347	15,241
<b>Total</b>	<b>331,052</b>	<b>146,233</b>

## **Summary of Revenue & Expenditure**

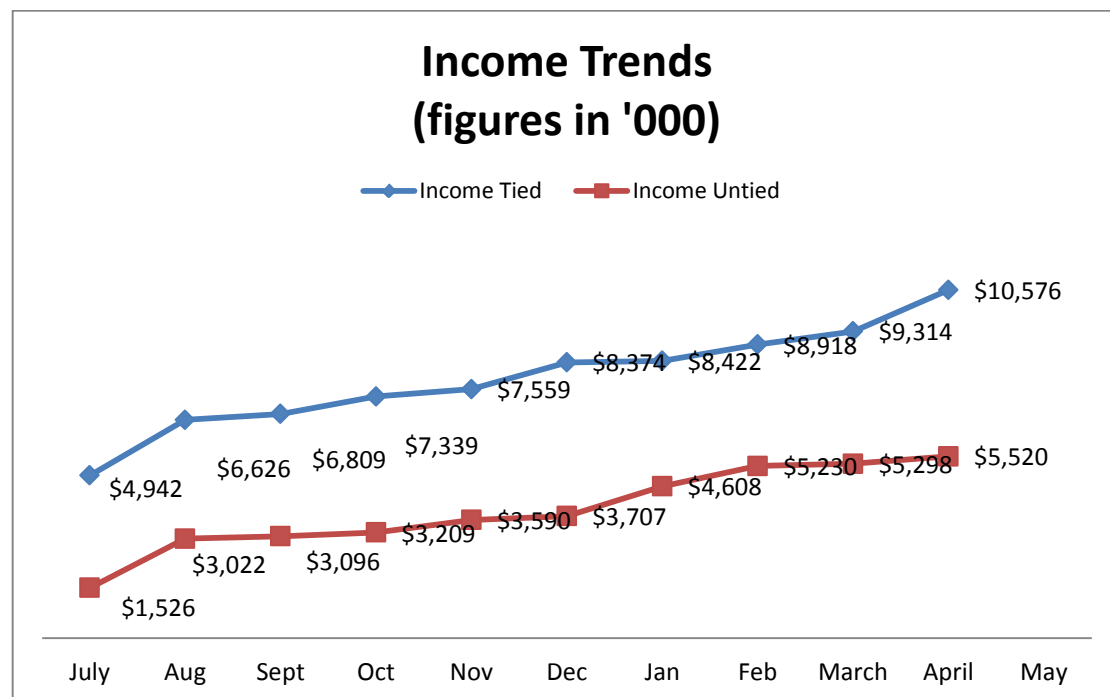
### **Revenue**

Council received \$17m in revenue. Core (Council) revenue is \$8m and Agency revenue is 8m.

### **Core vs Agency**

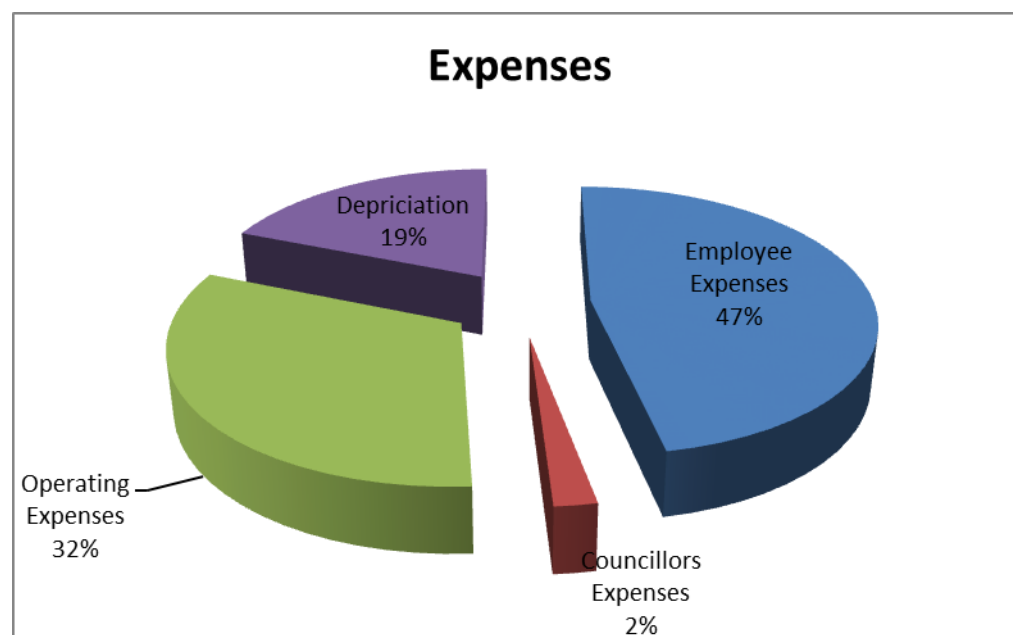


## Untied vs Tied

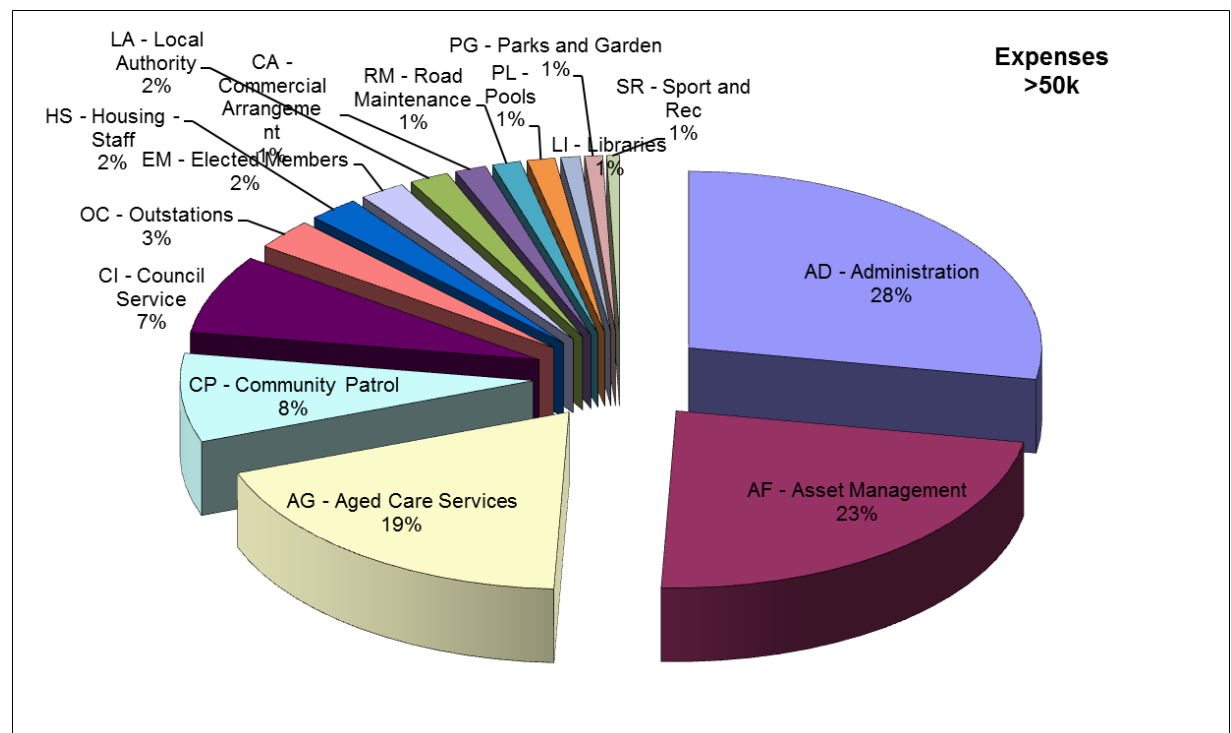


## Expenses

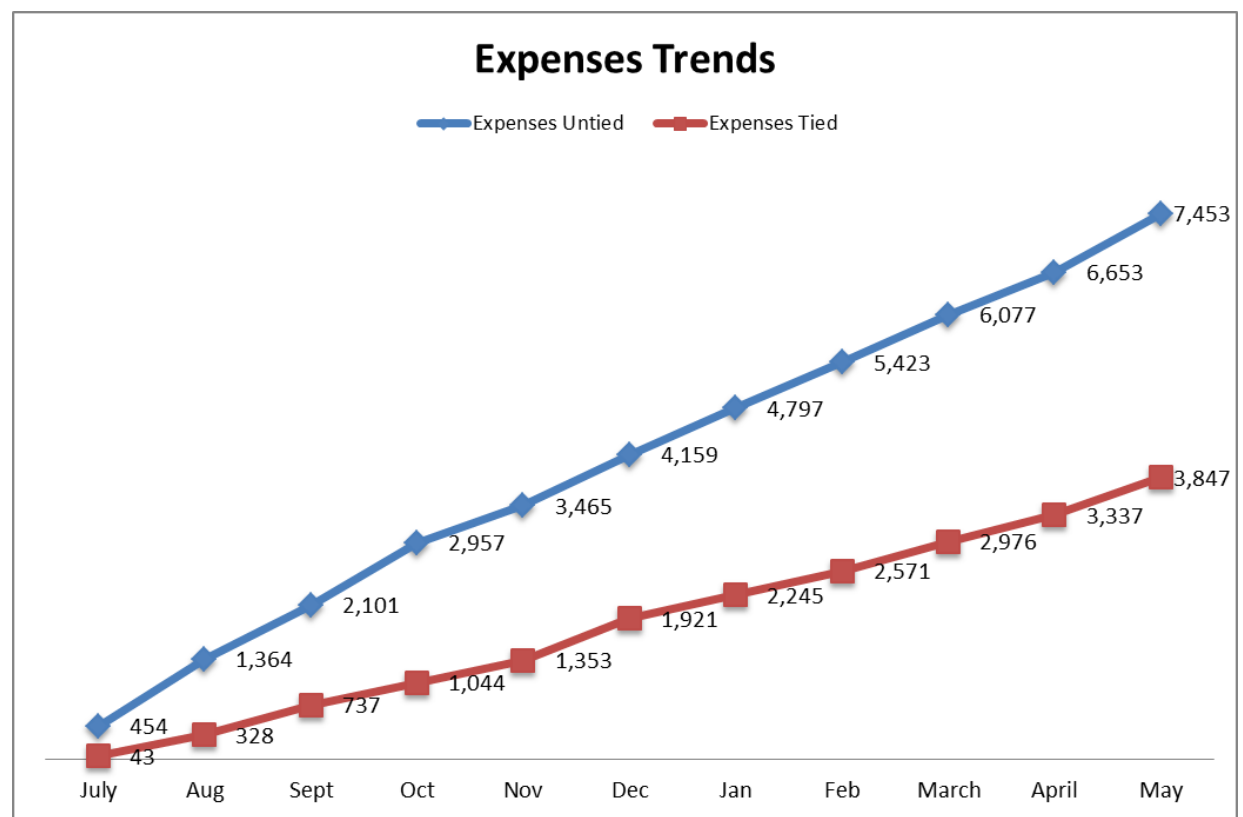
Council spent \$9.2m in operating expenses and \$2.1m as unfunded depreciation expenses. In total, Council spent \$11.3m till May 2018.



## Expenses – Program



## Expenses Untied & Tied



## **Local Authority**

Location	Actual	Commitments	Total Actual	Annual Budget	Funds Available
<a href="#">300 - Nganmariyanga</a>	(62,226)	15,378	(46,848)	0	46,848
<a href="#">400 - Peppimenarti</a>	(42,474)	16,795	(25,679)	6	25,685
<a href="#">700 - Wadeye</a>	(541,264)	63,711	(477,553)	(1)	477,552

## **Outstations**

Fund	Actual	Commitments	Total Actual	Annual Budget	Funds Available
<a href="#">704 - NTG MES Funding</a>	(689,501)	0	(689,501)	1	689,502
<a href="#">705 - NTG Outstn Main</a>	(270,517)	0	(270,517)	(5)	270,512
<a href="#">725 - Homelands extra</a>	(239,916)	0	(239,916)	(5)	239,911
<a href="#">738 - NTG - SPG Outst</a>	(382)	0	(382)	0	382
<a href="#">743 - Fossil Head Pow</a>	(18,666)	0	(18,666)	(4)	18,662
<a href="#">744 - Fossil Head Sol</a>	(59,809)	0	(59,809)	(1)	59,808
<a href="#">745 - Uminyuluk Sewer</a>	(1,500)	0	(1,500)	0	1,500
<a href="#">746 - Ablution Block</a>	(179,019)	0	(179,019)	0	179,019
<a href="#">747 - Grading of inte</a>	(22,334)	0	(22,334)	4	22,338
<a href="#">748 - Kuy New Water T</a>	1,594	0	1,594	(4)	(1,598)
<a href="#">749 - Namarluk Water</a>	0	0	0	(4)	(4)
<a href="#">750 - Fossil Head Abl</a>	(20,000)	0	(20,000)	4	20,004
<a href="#">762 - Mob Booster Sys</a>	(1,232)	0	(1,232)	0	1,232
<a href="#">763 - Deleye New Ablu</a>	(75,000)	0	(75,000)	0	75,000
<a href="#">764 - Mulingi New Abl</a>	(75,000)	0	(75,000)	0	75,000
	(1,651,281)	0	(1,651,281)	(14)	1,651,267

## **Impact for Council**

Compliance with Local Government Act.

## **Recommendation**

- 1. That Council receives and notes the Financial Report for May 2018.**

## **Attachments**

- 1 Trial Balance - May 2018.pdf
- 2 Finance Report - additional information.pdf





## West Daly Regional Council

### Trial Balance

As at 31st May 2018

Description	Closing Balances 31st May 2018
<b>BALANCE SHEET</b>	
<b>Current Assets</b>	
11110 - Cash at Bank Operational	189,394
11130 - Cash at Bank High Interest Savings	4,481,946
11210 - Petty Cash- Cash on Hand	1,600
12110 - Cash & BankTerm Deposit	5,011,568
13110 - Receivables P&R Rates General	911
13140 - Receivables P&R Waste Collection General	726
13210 - Receivables CONTROL ACCOUNT	212,970
13230 - Receivables Accrued Income	8,750
13240 - Receivables GST PAID	95,519
13270 - Receivable - Rental Bond	8,000
14120 - Inventory Fuel and Oil General	23,565
14125 - Inventory - Workshop	43,637
15100 - Prepayments General	27,193
15180 - Prepayment - Fringe Benefits Tax	21,732
<b>Total Current Assets</b>	<b>10,127,511</b>
<b>Non Current Assets</b>	
36210 - Acquisition of Buildings	21,056,213
36220 - Accumulated Depreciation of Buildings	(4,973,645)
36310 - Acquisition of Road Infrastructure	3,377,270
36320 - Accumulated Depreciation of Road Infrastructure	(1,568,791)
36410 - Acquisition of Plant & Equipment	1,444,755
36420 - Accumulated Depreciation of Plant & Equipment	(959,936)
36510 - Acquisition of Structures	412,156
36520 - Accumulated Depreciation of Structures	(204,556)
36610 - Acquisition of Furniture, Fittings & Office Equip	85,213
36620 - Accum Depreciation of Furniture, Fittings & Office Equip	(72,999)
36710 - Acquisition of Motor Vehicles	1,610,640
36720 - Accumulated Depreciation of Motor Vehicles	(935,256)
36810 - Acquisition of Site Improvements	1,750,853
36820 - Accumulated Depreciation of Site Improvements	(789,712)
37410 - WIP Plant & Equipment - Additions Current year	49,455
<b>Total Non Current Assets</b>	<b>20,281,659</b>
<b>TOTAL ASSETS</b>	<b>30,409,170</b>
<b>Current Liabilities</b>	
22210 - Payables CONTROL ACCOUNT	(331,052)
22230 - Payables PAYG WITHHELD	(196)
22240 - Payables GST COLLECTED	(30,013)
22280 - Payables Others	(299)
22285 - Credit Card Clearing Account	2,786
23120 - Current Provisions Employees Annual Leave	(221,914)
23130 - Current Provisions Employees Long Service Leave	(133,392)



## West Daly Regional Council

### Trial Balance

As at 31st May 2018

Description	Closing Balances 31st May 2018
<b>BALANCE SHEET</b>	
23131 - Current Provisions Time Off in Lieu	(234)
<b>Total Current Liabilities</b>	<b>(714,312)</b>
<b>Non Current Liabilities</b>	
43130 - Non-Current Provision Employee Long Service Leave	(46,213)
<b>Total Non Current Liabilities</b>	<b>(46,213)</b>
<b>TOTAL LIABILITIES</b>	<b>(760,526)</b>
<b>NET ASSETS</b>	<b>29,648,644</b>
<b>Equity</b>	
51110 - Accumulated Surplus Deficit	(28,738,816)
Accumulated Surplus Deficit - 16/17 c/f	5,219,587
Unspend Grants - FY17/18	(6,129,415)
<b>Total Equity</b>	<b>(29,648,644)</b>
<b>TOTAL EQUITY</b>	<b>(29,648,644)</b>
<b>CHECK</b>	<b>0</b>

## PROFIT AND LOSS

### Income

61110 - Garbage General	(454,358)
61115 - Waste Dump Fees	(8,640)
61130 - Agency Income	(14,097)
61140 - Council Rates	(754,470)
61160 - Rent Employee Housing	(20,285)
61170 - Rent and Leases Property	(132,441)
61180 - Fuel Rebate Income	(10,483)
61200 - Hire of Council Assets	(27,177)
61210 - Interest Received	(116,155)
62100 - NTG - Operational Grants	(3,698,117)
62110 - NTG Special Purpose Grants (Operational)	(984,484)
62200 - Aust Gov - Operational Grants	(4,365,432)
62210 - Aust Gov - Capital Grants	(457,044)
62400 - Grant Income Other	(15,000)
62500 - Income - Contribution	(207,146)
62900 - Grant Income Adjustment	42,463
63100 - Period Contracts - Airports	(319,921)
63110 - Period Contracts Other	(164,568)
63200 - Commercial Services Income	(125,635)
63300 - Fuel Sales - Diesel / ULP (to 3rd party customers)	(1,556)
63500 - Other Current Income	(42,203)
67140 - Profit / Loss on Disposal of Plant & Equipment	(27)

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## West Daly Regional Council

### Trial Balance

As at 31st May 2018

Description	Closing Balances 31st May 2018
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### BALANCE SHEET

67160 - Profit / Loss on Disposal of Motor Vehicles	(40,400)
68940 - Grant Income Opening Balance Brought Forward (Cr)	(4,998,165)

<b>TOTAL REVENUE</b>	<b>(16,915,340)</b>
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### Expenditure

71110 - Salary Normal	2,985,350
71120 - Salary Overtime	210,787
71130 - Salary Allowances	184,460
71140 - Sick Leave	40,761
71150 - Other Leave	18,645
71170 - Workers Compensation	47,804
71210 - Travel Allowance - Meals and Incidentals	19,999
71220 - Travel Allowance - Mileage	1,842
71230 - Accommodation	11,033
71240 - Fares - Air/Road	15,353
71250 - Taxi/Hire Car Fares	2,045
71410 - Superannuation	314,979
71510 - Annual Leave	285,659
71520 - Long Service Leave	39,459
71531 - TOIL	2,540
71540 - Office Uniforms	11,502
71550 - Personal Protective Equipment	5,418
71560 - Recruitment & Relocation	15,005
71570 - Training	73,302
71571 - Employee Travel & Accom	79
71575 - Screening and License Checks	647
71580 - Professional Development	68
71600 - Office Amenities	4,283
71601 - Outsourced Services	1,013,172
72100 - Councillors Electoral Allowances	158,664
72110 - Councillors Extra Meeting Allowances	2,035
72210 - Councillors Travel Allowance - Meals and Incidentals	12,397
72230 - Councillors Accommodation	9,362
72240 - Councillors - Fares Air / Road	17,613
72540 - Councillors Uniform	1,259
72580 - Councillors Professional Development	136
73115 - Administration Fees	446,820
73120 - Advertising	6,155
73125 - Calling of tenders & quotes, analysis, evaln & award	157
73130 - Audit Expenses (external)	48,747
73140 - Levy, Fees and Charges	31,159
73150 - Cleaning Products and Contractors	38,573
73160 - Conferences, Seminars and Ceremonies	6,340
73200 - Consulting Fees	70,797
73230 - Utilities - Electricity	139,938

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## West Daly Regional Council

### Trial Balance

As at 31st May 2018

Description	Closing Balances 31st May 2018
<b>BALANCE SHEET</b>	
73240 - Utilities - Water & Sewerage	123,964
73260 - Hire of Plant, Equipment and Motor Vehicles	33,158
73290 - Licenses and Registrations - MV & PE	23,711
73321 - Health and Safety Expenses	12,114
73330 - Catering - Council, Committees, Seminars	5,081
73332 - Consumable Items	197,815
73343 - Operating Leases Office Equipment	6,825
73344 - Operating Leases Property	330,839
73350 - Printing, Postage (stamps) & Stationery	21,759
73400 - Subscriptions and Memberships	21,165
73420 - Accommodation (not employees or councillors)	880
73430 - Airfares (not employees or councillors)	10,530
73450 - Street Light Maintenance	26,005
73460 - Street Light Electricity Payments	15,098
73511 - Freight Expenses	92,844
73531 - Fuel Diesel /ULP	141,756
73540 - Insurance Premiums	322,807
73542 - Insurance Excess/ Payout Expense - MV/ P&E	1,455
73800 - Contractor Materials and Labour	306,118
73830 - Repairs & Maintenance Plant (Small Plant Items)	38,213
73831 - Repairs & Maint MV & PE - Tyres	31,812
73832 - Repairs & Maint MV & PE - Servicing	42,898
73833 - Repairs & Maint MV & PE - Others	174,038
73834 - Repairs & Maintenance Roads	65,335
73836 - Repairs & Maintenance Buildings	254,922
73841 - Contractors Electrical	2,300
74110 - Depreciation - Building	1,173,497
74120 - Depreciation - Road Infrastructure	302,307
74130 - Depreciation - Plant & Equipment	167,868
74140 - Depreciation - Structures	51,436
74150 - Depreciation - Furniture, Fittings & Office Equip	25,327
74160 - Depreciation - Motor Vehicles	240,301
74170 - Depreciation - Site Improvements	179,077
74330 - Asset Write Off - Plant & Equipment	14,900
74600 - ICT - Phone/Fax/Internet	53,014
74610 - ICT Satellite Telephone	47,289
74620 - ICT Mobile/ Modem Telephone	28,721
74630 - ICT - Consultants / Service Providers	238,378
74640 - ICT Software	4,037
74650 - ICT Hardware < \$5,000	8,750
74760 - Materials - Furniture & Office Equipment	21,221
74770 - Materials - Tools	42,875
74780 - Materials Minor Assets < \$5,000	94,318
74790 - Sports Equipment - Inc Uniforms, trophys etc	815
79020 - Committee Sitting Fees	8,610



# West Daly Regional Council

## Trial Balance

As at 31st May 2018

Description	Closing Balances 31st May 2018
<b>BALANCE SHEET</b>	
<b>TOTAL EXPENDITURE</b>	<b>11,300,524</b>
<b>ReAllocations</b>	
91140 - Materials & Services Recovery	(26,092)
91210 - Plant and Vehicle Cost Alloc	952,554
91220 - Property Lease Cost Allocation	619,987
91500 - Insurance Cost Recovery	(41,701)
91510 - Plant & Vehicle Cost Recovery	(952,554)
91520 - Property Lease Cost Recovery	(619,987)
91910 - Administration Fees Cost Allocation	(446,807)
<b>TOTAL REALLOCATIONS</b>	<b>(514,600)</b>
<b>NET Surplus</b>	<b>(6,129,416)</b>



## Finance Report – May 2018 - Other Details

### Income – Location

Location	Actual	Commitments	Total Actual	Annual Budget	Funds Available
<a href="#">200 - Darwin</a>	(9,995)	0	(9,995)	0	9,995
<a href="#">300 - Nganmanyanqa</a>	(4,351,325)	(11,250)	(4,362,575)	(4,576,921)	(214,346)
<a href="#">400 - Peppimenarti</a>	(2,295,387)	(727)	(2,296,114)	(2,119,586)	176,528
<a href="#">700 - Wadeye</a>	(10,268,988)	(7,429)	(10,276,417)	(10,202,614)	73,803

### Untied Income – Program

Program	Actual	Commitments	Total Actual	Annual Budget	Funds Available
<a href="#">AD - Administration</a>	(2,762,070)	(3,750)	(2,765,820)	(2,901,929)	(136,109)
<a href="#">AF - Asset Managemen</a>	(50,596)	0	(50,596)	(75,288)	(24,692)
<a href="#">CA - Commercial Arra</a>	(596,823)	(8,156)	(604,980)	(530,772)	74,208
<a href="#">CF - Council Fund</a>	(754,470)	0	(754,470)	(806,685)	(52,215)
<a href="#">CG - NTG Budget Assi</a>	(300,000)	0	(300,000)	(300,000)	
<a href="#">HS - Housing - Staff</a>	(20,285)	0	(20,285)	(23,860)	(3,575)
<a href="#">PG - Parks and Garde</a>	(2,500)	0	(2,500)	0	2,500
<a href="#">PL - Pools</a>	(20,000)	0	(20,000)	(23,640)	(3,640)
<a href="#">RM - Road Maintenanc</a>	(859,779)	0	(859,779)	(859,780)	(1)
<a href="#">WM - Waste Managemen</a>	(464,852)	0	(464,852)	(492,684)	(27,832)

### Tied Income – Program

Program	Actual	Commitments	Total Actual	Annual Budget	Funds Available
<a href="#">AG - Aged Care Serv</a>	(3,801,965)	0	(3,801,965)	(3,804,546)	(2,581)
<a href="#">OC - Outstations and</a>	(1,962,241)	0	(1,962,241)	(1,681,274)	280,967
<a href="#">RM - Road Maintenanc</a>	(1,810,385)	0	(1,810,385)	(1,986,225)	(175,840)
<a href="#">CP - Community Patro</a>	(1,430,350)	(7,500)	(1,437,850)	(1,499,444)	(61,594)
<a href="#">LA - Local Authoriti</a>	(879,627)	0	(879,627)	(879,631)	(4)
<a href="#">SG - Special Purpose</a>	(406,017)	0	(406,017)	(141,383)	264,634
<a href="#">HS - Housing - Staff</a>	(201,350)	0	(201,350)	(201,350)	
<a href="#">CA - Commercial Arra</a>	(162,095)	0	(162,095)	(176,832)	(14,737)
<a href="#">LI - Libraries</a>	(133,430)	0	(133,430)	(133,432)	(2)
<a href="#">ES - Essential Servi</a>	(123,450)	0	(123,450)	(123,452)	(2)
<a href="#">CZ - Capital P/P</a>	(91,279)	0	(91,279)	(91,279)	
<a href="#">VC - Vacation Care</a>	(67,924)	0	(67,924)	(100,012)	(32,088)
<a href="#">SR - Sport and Rec</a>	(23,160)	0	(23,160)	(65,623)	(42,463)
<a href="#">CR - Community Progr</a>	(1,048)	0	(1,048)	0	1,048

**Untied Income – Fund**

Fund	Actual $\Delta$	Commitments	Total Actual	Annual Budget	Funds Available
<a href="#">101 - Gen Operating</a>	(3,392,918)	(3,750)	(3,396,668)	(3,486,557)	(89,889)
<a href="#">719 - NTG – FAA Gener</a>	(1,405,307)	0	(1,405,307)	(1,405,309)	(2)
<a href="#">703 - NTG Ind Dev Job</a>	(436,327)	0	(436,327)	(592,000)	(155,673)
<a href="#">201 - Airport Maint</a>	(320,085)	(3,720)	(323,805)	(362,700)	(38,895)
<a href="#">207 - Comm Buildings</a>	(141,423)	0	(141,423)	0	141,423
<a href="#">206 - Accomodation</a>	(121,218)	(4,436)	(125,655)	(152,380)	(26,725)
<a href="#">203 - Aust Post</a>	(14,097)	0	(14,097)	(15,692)	(1,595)

**Tied Income – Fund**

Fund	Actual $\Delta$	Commitments	Total Actual	Annual Budget	Funds Available
<a href="#">741 - ISLRF Palumpa R</a>	(824,225)	0	(824,225)	(824,225)	
<a href="#">705 - NTG Outstn Main</a>	(304,693)	0	(304,693)	(289,349)	15,344
<a href="#">725 - Homelands extra</a>	(276,988)	0	(276,988)	(198,989)	77,999
<a href="#">807 - AuGov NT Jobs</a>	(253,717)	0	(253,717)	(253,717)	
<a href="#">390 - Strategic Local</a>	(201,350)	0	(201,350)	(201,350)	
<a href="#">746 - Ablution Block</a>	(180,000)	0	(180,000)	(180,000)	
<a href="#">737 - NTG - Mantha Cr</a>	(166,375)	0	(166,375)	0	166,375
<a href="#">204 - Centrelink</a>	(162,095)	0	(162,095)	(176,832)	(14,737)
<a href="#">709 - NTG Libraries</a>	(133,430)	0	(133,430)	(133,432)	(2)
<a href="#">720 - NT Jobs Package</a>	(123,450)	0	(123,450)	(123,452)	(2)
<a href="#">736 - Township Bus Se</a>	(109,883)	0	(109,883)	(109,883)	
<a href="#">385 - Animal Manageme</a>	(82,920)	0	(82,920)	0	82,920
<a href="#">763 - Deleve New Ablu</a>	(75,000)	0	(75,000)	0	75,000
<a href="#">764 - Mulinqi New Abl</a>	(75,000)	0	(75,000)	0	75,000
<a href="#">805 - AuGov Emu Point</a>	(67,924)	0	(67,924)	(100,012)	(32,088)
<a href="#">761 - SPG Road Roller</a>	(65,855)	0	(65,855)	(65,855)	
<a href="#">744 - Fossil Head Sol</a>	(59,809)	0	(59,809)	(59,809)	
<a href="#">747 - Grading of inte</a>	(46,544)	0	(46,544)	(46,544)	
<a href="#">760 - Refurb bskb Crt</a>	(40,386)	0	(40,386)	(40,386)	
<a href="#">821 - AG Nght Pat Bui</a>	(30,375)	0	(30,375)	(30,375)	
<a href="#">755 - Merrepen Solar</a>	(25,424)	0	(25,424)	(25,424)	
<a href="#">822 - AG - IAS S&amp;R</a>	(25,237)	0	(25,237)	(25,237)	
<a href="#">750 - Fossil Head Abl</a>	(20,000)	0	(20,000)	(20,000)	
<a href="#">743 - Fossil Head Pow</a>	(18,688)	0	(18,688)	(18,688)	
<a href="#">392 - LED Screens Pro</a>	(16,839)	0	(16,839)	0	16,839
<a href="#">386 - Safety Projects</a>	(15,000)	0	(15,000)	(16,500)	(1,500)
<a href="#">419 - Upgrade S/B Fie</a>	(15,000)	0	(15,000)	(15,000)	
<a href="#">762 - Mob Booster Sys</a>	(12,000)	0	(12,000)	(12,000)	
<a href="#">748 - Kuy New Water T</a>	(10,000)	0	(10,000)	(10,000)	
<a href="#">749 - Namarluk Water</a>	(10,000)	0	(10,000)	(10,000)	
<a href="#">745 - Uminyuluk Sewer</a>	(1,500)	0	(1,500)	(1,500)	
<a href="#">418 - Wadeye Festival</a>	(1,048)	0	(1,048)	0	1,048
<a href="#">738 - NTG - SPG Outst</a>	(382)	0	(382)	0	382



**Location – Expenses**

Location	Actual	Commitments	Total Actual	Annual Budget	Funds Available
<a href="#">200 - Darwin</a>	405,117	4,202	409,320	469,572	60,252
<a href="#">300 - Nganmamiyanga</a>	1,155,347	84,522	1,239,868	4,486,964	3,247,096
<a href="#">400 - Peppimenarti</a>	1,258,723	36,430	1,295,153	1,971,584	676,431
<a href="#">700 - Wadeye</a>	8,481,338	294,877	8,776,215	12,619,945	3,843,730

**Untied Expenses – Program**

Program	Actual ▾	Commitments	Total Actual	Annual Budget	Funds Available
<a href="#">AD - Administration</a>	2,871,736	68,860	2,940,596	3,253,314	312,718
<a href="#">AF - Asset Managemen</a>	2,553,534	9,247	2,562,782	2,988,984	426,202
<a href="#">CI - Council Service</a>	812,396	0	812,396	1,110,670	298,274
<a href="#">HS - Housing - Staff</a>	259,819	2,131	261,950	366,228	104,278
<a href="#">CE - Chief Executive</a>	244,933	709	245,642	284,234	38,592
<a href="#">EM - Elected Members</a>	232,273	809	233,082	350,736	117,654
<a href="#">PL - Pools</a>	142,485	480	142,965	120,426	(22,539)
<a href="#">RM - Road Maintenan</a>	104,324	12,858	117,182	359,195	242,013
<a href="#">PG - Parks and Garde</a>	91,440	20,710	112,151	98,652	(13,499)
<a href="#">CA - Commercial Ara</a>	86,638	40,298	126,936	132,372	5,436
<a href="#">WM - Waste Managemen</a>	29,054	97	29,152	16,596	(12,556)
<a href="#">WS - Work Health and</a>	12,853	291	13,144	5,004	(8,140)
<a href="#">LA - Local Authoriti</a>	8,934	0	8,934	12,288	3,354
<a href="#">TR - Training &amp; Devp</a>	2,820	12,681	15,501	12,480	(3,021)

**Tied Expenses – Program**

Program	Actual ▾	Commitments	Total Actual	Annual Budget	Funds Available
<a href="#">AG - Aged Care Serv</a>	2,093,077	64,285	2,157,362	3,443,348	1,285,986
<a href="#">CP - Community Patro</a>	906,137	49,464	955,601	1,443,074	487,473
<a href="#">OC - Outstations and</a>	310,959	0	310,959	1,681,260	1,370,301
<a href="#">LA - Local Authoriti</a>	194,036	87,642	281,678	879,636	597,958
<a href="#">LI - Libraries</a>	97,686	0	97,686	133,428	35,742
<a href="#">CA - Commercial Ara</a>	73,729	0	73,729	146,832	73,103
<a href="#">SR - Sport and Rec</a>	64,982	3,019	68,001	65,628	(2,373)
<a href="#">RM - Road Maintenan</a>	39,936	38,720	78,657	1,986,216	1,907,559
<a href="#">ES - Essential Servi</a>	32,375	0	32,375	123,442	91,067
<a href="#">SG - Special Purpose</a>	22,037	0	22,037	141,380	119,343
<a href="#">CZ - Capital P/P</a>	12,332	7,730	20,062	91,284	71,222
<a href="#">VC - Vacation Care</a>	0	0	0	100,008	100,008
<a href="#">HS - Housing - Staff</a>	0	0	0	201,350	201,350

**Untied Expenses – Fund**

Fund	Actual ▾	Commitments	Total Actual	Annual Budget	Funds Available
<a href="#">101 - Gen Operating</a>	7,366,602	128,874	7,495,475	8,978,807	1,483,332
<a href="#">207 - Comm Buildings</a>	46,600	0	46,600	0	(46,600)
<a href="#">206 - Accomodation</a>	29,601	197	29,798	57,372	27,574
<a href="#">201 - Airport Maint</a>	10,437	40,101	50,538	75,000	24,462

**Tied Expenses – Fund**

Fund	Actual ▾	Commitments	Total Actual	Annual Budget	Funds Available
<a href="#">806 - AuGov Night Pat</a>	906,137	41,816	947,953	1,412,702	464,749
<a href="#">711 - Age Care - CHSP</a>	277,841	13,118	290,959	757,506	466,547
<a href="#">722 - NTG Local Autho</a>	194,036	87,642	281,678	879,636	597,958
<a href="#">704 - NTG MES Funding</a>	182,135	0	182,135	834,396	652,261
<a href="#">807 - AuGov NT Jobs</a>	116,417	0	116,417	253,718	137,301
<a href="#">709 - NTG Libraries</a>	97,686	0	97,686	133,428	35,742
<a href="#">204 - Centrelink</a>	73,729	0	73,729	146,832	73,103
<a href="#">760 - Refurb bskb Crt</a>	40,386	0	40,386	40,392	6
<a href="#">741 - ISLRF Palumpa R</a>	39,936	38,720	78,657	824,220	745,563
<a href="#">725 - Homelands extra</a>	37,073	0	37,073	198,984	161,911
<a href="#">705 - NTG Outstrn Main</a>	34,177	0	34,177	289,344	255,167
<a href="#">720 - NT Jobs Package</a>	32,375	0	32,375	123,442	91,067
<a href="#">747 - Grading of inte</a>	24,210	0	24,210	46,548	22,338
<a href="#">822 - AG - IAS S&amp;R</a>	21,496	3,019	24,515	25,236	721
<a href="#">419 - Upgrade S/B Fie</a>	15,000	0	15,000	15,000	
<a href="#">755 - Merrepen Solar</a>	12,332	7,730	20,062	25,428	5,366
<a href="#">748 - Kuy New Water T</a>	11,594	0	11,594	9,996	(1,598)
<a href="#">762 - Mob Booster Sys</a>	10,768	0	10,768	12,000	1,232
<a href="#">749 - Namarluk Water</a>	10,000	0	10,000	9,996	(4)
<a href="#">736 - Township Bus Se</a>	7,037	0	7,037	109,880	102,843
<a href="#">707 - NTG Sports Rec</a>	3,100	0	3,100	0	(3,100)
<a href="#">746 - Ablution Block</a>	981	0	981	180,000	179,019
<a href="#">743 - Fossil Head Pow</a>	22	0	22	18,684	18,662
<a href="#">821 - AG Ngght Pat Bui</a>	0	7,648	7,648	30,372	22,724
<a href="#">811 - AG Roads to Rec</a>	0	0	0	986,160	986,160
<a href="#">805 - AuGov Emu Point</a>	0	0	0	100,008	100,008
<a href="#">761 - SPG Road Roller</a>	0	0	0	65,856	65,856
<a href="#">750 - Fossil Head Abl</a>	0	0	0	20,004	20,004
<a href="#">745 - Uminyuluk Sewer</a>	0	0	0	1,500	1,500
<a href="#">744 - Fossil Head Sol</a>	0	0	0	59,808	59,808
<a href="#">737 - NTG - Mantha Cr</a>	0	0	0	0	
<a href="#">392 - LED Screens Pro</a>	0	0	0	0	
<a href="#">390 - Strategic Local</a>	0	0	0	201,350	201,350
<a href="#">389 - Pal Communi Cro</a>	0	0	0	175,836	175,836
<a href="#">386 - Safety Projects</a>	0	0	0	16,500	16,500
	3,847,285	250,860	4,098,145	10,436,886	6,338,741

**Variance – Income**

Fund Source/ Program	Program Description	Total Actual Income	Total Budgeted Income	Income Variance	% Variance	Explanation
<b>Council Funds</b>						
<b>Untied</b>						
AD	Administration	2,751,715	2,889,383	(137,668)	-5%	timing difference, NTG Indigenous Dev Jobs
AF	Asset Management	50,596	69,014	(18,418)	-27%	timing difference
CA	Commercial Arrangement	596,823	500,547	96,276	19%	leasing of assets
CF	Council Fund	754,470	806,685	(52,215)	-6%	timing difference
CG	NTG Budget Assistant	300,000	300,000	0	0%	
HS	Housing - Staff	20,285	23,860	(3,575)	-15%	rental amount, some houses are vacant
PG	Parks and Garden	2,500	0	2,500	100%	additional income
PL	Pools	20,000	21,670	(1,670)	-8%	
RM	Road Maintenance	859,779	859,780	(1)	0%	
WM	Waste Management	464,852	451,627	13,225	3%	Waste charges income
	<b>Council funds untied sub-total</b>	<b>5,821,020</b>	<b>5,922,566</b>			

Fund Source/ Program	Program Description	Total Actual Income	Total Budgeted Income	Income Variance	% Variance	Explanation
<b>Council Funds</b>						
<b>Tied</b>						
CA	Commercial Arrangement	162,095	162,096	(1)	0%	
HS	Housing - Staff	201,350	201,350	0	0%	
RM	Road Maintenance	1,810,385	1,986,225	(175,840)	-9%	Reimbursement on project completion
SG	Special Purpose	406,017	141,383	264,634	187%	Animal Management - 83k, 166k - reimbursement from FY16/17, Led Screen - 17k
	<b>Council funds tied sub-total</b>	<b>2,579,847</b>	<b>2,491,054</b>			

Fund Source/ Program	Program Description	Total Actual Income	Total Budgeted Income	Income Variance	% Variance	Explanation
<b>Agency Funds</b>						
<b>Tied</b>						
AG	Aged Care Services	3,801,965	3,785,740	16,225	0%	
CP	Community Patrol	1,430,350	1,499,444	(69,094)	-5%	
CR	Community Program	1,048	0	1,048	0%	
CZ	Capital P/P	91,279	91,279	(0)	0%	
ES	Essential Services	123,450	123,452	(2)	0%	
LA	Local Authority	879,627	879,631	(4)	0%	
LI	Libraries	133,430	133,432	(2)	0%	
OC	Outstations	1,962,241	1,681,274	280,967	17%	received more projects
SR	Sport and Rec	23,160	65,623	(42,463)	-65%	42k refunded
VC	Vacation Care	67,924	100,012	(32,088)	-32%	Program yet to start
	<b>Agency funds tied sub-total</b>	<b>8,514,473</b>	<b>8,359,887</b>			



## Variance – Expenses

Fund Source/ Program	Program Description	Total Actual Expenses	Total Budgeted Expenses	Expenses Variance	% Variance	Explanation
<b>Council Funds</b>						
<b>Untied</b>						
AD	Administration	2,871,736	2,990,644	118,908	4%	
AF	Asset Management	2,553,534	2,739,902	186,368	7%	
CA	Commercial Arrangement	86,638	121,822	35,184	29%	saving from Salary allowance, saving from repair and maintenance of VOQ
CI	Council Service	812,396	1,025,230	212,834	21%	saving in other expenses
EM	Elected Members	232,273	321,508	89,235	28%	saving in other expenses
HS	Housing - Staff	259,819	335,709	75,890	23%	saving in repair expenses
PG	Parks and Garden	91,440	90,431	(1,009)	-1%	
PL	Pools	142,485	110,856	(31,629)	-29%	Overtime expenditure
RM	Road Maintenance	104,324	329,262	224,938	68%	under spent in other expenses
TR	Training & Devp	2,820	11,440	8,620	75%	additional expenditure
WM	Waste Management	29,054	15,213	(13,841)	-91%	over spent in other expenses
WS	Work Health and Safety	12,853	4,587	(8,266)	-180%	over spent in staff PPE
	<b>Council funds untied sub-total</b>	<b>7,444,305</b>	<b>8,358,683</b>			

Fund Source/ Program	Program Description	Total Actual Expenses	Total Budgeted Expenses	Expenses Variance	% Variance	Explanation
<b>Agency Funds</b>						
<b>Untied</b>						
LA	Local Authority	8,934	11,264	2,330	21%	timing effect
	<b>Agency funds untied sub-total</b>	<b>8,934</b>	<b>11,264</b>			

Fund Source/ Program	Program Description	Total Actual Expenses	Total Budgeted Expenses	Expenses Variance	% Variance	Explanation
<b>Council Funds</b>						
<b>Tied</b>						
CA	Commercial Arrangement	73,729	135,533	61,804	46%	Saving from Centrelink
RM	Road Maintenance	39,936	1,820,698	1,780,762	98%	road work yet to start, due to weather
SG	Special Purpose	22,037	129,870	107,833	83%	Public bus it out of operation
	<b>Council funds tied sub-total</b>	<b>135,702</b>	<b>2,086,101</b>			

Fund Source/ Program	Program Description	Total Actual Expenses	Total Budgeted Expenses	Expenses Variance	% Variance	Explanation
<b>Agency Funds</b>						
<b>Tied</b>						
AG	Aged Care Services	2,093,077	3,167,314	1,074,237	34%	under spent in HR and other expenses
CP	Community Patrol	906,137	1,329,010	422,873	32%	under spent in RM and other expenses
CZ	Capital P/P	12,332	83,677	71,345	85%	Yet to spend
ES	Essential Services	32,375	113,940	81,565	72%	saving from staff cost and other cost
LA	Local Authority	194,036	806,333	612,298	76%	many project yet to decide
LI	Libraries	97,686	122,809	25,123	20%	under spent in HR and other expenses
OC	Outstations	310,959	1,541,155	1,230,196	80%	under spent in many programs
SR	Sport and Rec	64,982	60,159	(4,823)	-8%	over expenditure in Contractor Material & Labour
VC	Vacation Care	0	91,674	91,674	100%	sub contract under negotiation

**Outstations Fund Report**

<b>704 - NTG - Municipal and Essential Services Funding (MES)</b>					
Row Labels	Sum of Debit	Sum of Credit	Commitments	Balance	Location Name
310	97,168.61	225,346.91	772.73	127,405.57	Nama
320	155,835.84	328,350.96	772.73	171,742.39	Wudapuli
330	159,625.79	259,432.89	51,584.73	48,222.37	Nemarluk
340	157,228.44	216,804.26	18,909.09	40,666.73	Merrepen
410	64,085.20	99,214.90	1,153.29	33,976.41	Deleye
420	54,305.65	72,269.90	14,772.73	3,191.52	Uminyuluk
430	82,465.09	90,437.79	141.68	7,831.02	Mulingi
450	7,932.92	36,064.00	4,227.27	23,903.81	Perreder
460	1,352.40	9,016.00	-	7,663.60	Sabina
470	6,804.80	18,032.00	3,600.00	7,627.20	Wudaduk
710	108,453.37	149,720.73	-	41,267.36	Fossil Head
720	107,896.17	144,535.54	-	36,639.37	Kuy
730	111,121.37	144,536.34	24,574.93	8,840.04	Old Mission
740	7,914.63	17,929.00	7,909.09	2,105.28	Redcliffe
<b>Grand Total</b>	<b>1,122,190.28</b>	<b>1,811,691.22</b>	<b>128,418.27</b>	<b>561,082.67</b>	

<b>705 - NTG - Housing Maintenance Services (HMS)</b>					
Row Labels	Sum of Debit	Sum of Credit	Commitments	Balance	Location Name
310	9,852.08	10,465.05	148.53	464.44	Nama
320	30,789.67	54,688.81	593.13	23,306.01	Wudapuli
330	40,657.92	89,075.79	889.69	47,528.18	Nemarluk
340	43,479.86	89,075.27	1,758.17	43,837.24	Merrepen
410	22,182.04	42,784.87	3,292.72	17,310.11	Deleye
415	28,175.00	28,175.00	-	-	Deleye House 5
420	23,243.43	31,449.19	296.56	7,909.20	Uminyuluk
430	16,454.97	35,519.60	12,589.60	6,475.03	Mulingi
450	2,229.00	14,860.00	296.56	12,334.44	Perreder
460	557.25	3,715.00	148.28	3,009.47	Sabina
470	1,114.50	7,430.00	148.28	6,167.22	Wudaduk
710	37,076.01	59,383.91	593.13	21,714.77	Fossil Head
720	36,431.56	59,280.58	444.85	22,404.17	Kuy
730	32,384.74	63,001.47	18,952.50	11,664.23	Old Mission
740	1,327.85	7,568.00	3,611.92	2,628.23	Redcliffe
<b>Grand Total</b>	<b>325,955.88</b>	<b>596,472.54</b>	<b>43,763.92</b>	<b>226,752.74</b>	

<b>725 - NTG - Homelands Extra Allowance (HEA)</b>					
Row Labels	Sum of Debit	Sum of Credit	Commitments	Balance	Location Name
<b>330</b>	-	3,358.42		3,358.42	<b>Nemarluk</b>
331	17,200.00	31,600.00	11,453.54	2,946.46	Nemarluk House 1
332	15,600.00	15,600.00		-	Nemarluk House 2
333	15,600.00	15,600.00		-	Nemarluk House 3
334	6,800.00	21,200.00	13,860.67	539.33	Nemarluk House 4
335	6,800.00	21,200.00	9,059.55	5,340.45	Nemarluk House 5
336	16,540.45	25,600.00	9,059.55	-	Nemarluk House 6
<b>340</b>	-	3,358.42		3,358.42	<b>Merrepen</b>
341	15,600.00	15,600.00		0.00	Merrepen House 1
342	15,600.00	25,600.00		10,000.00	Merrepen House 2
343	15,600.00	15,600.00		-	Merrepen House 3
344	15,600.00	25,600.00	7,445.91	2,554.09	Merrepen House 4
345	-	10,000.00	8,891.36	1,108.64	Merrepen House 5
346	15,600.00	25,600.00	9,086.82	913.18	Merrepen House 6
347	15,600.00	25,600.00	9,086.82	913.18	Merrepen House 7
<b>410</b>	-	559.74	559.77	- 0.03	<b>Deleye</b>
412	-	10,000.00	7,780.00	2,220.00	Deleye House 2
413	600.00	6,000.00		5,400.00	Deleye House 3
414	17,500.00	25,600.00	8,100.00	-	Deleye House 4
415	5,005.00	10,000.00	4,995.00	-	Deleye House 5
420	-	1,119.48	88.28	1,031.20	<b>Uminyuluk</b>
421	24,700.00	31,600.00	-	6,900.00	Uminyuluk House 1
422	16,600.00	25,600.00	9,000.00	-	Uminyuluk House 2
<b>430</b>	-	1,119.48		1,119.48	<b>Mulingi</b>
431	17,200.00	31,600.00	9,084.67	5,315.33	Mulingi House 1
432	17,200.00	31,600.00	12,800.00	1,600.00	Mulingi House 2
<b>450</b>	-	-		-	<b>Perrederr</b>
454	600.00	6,000.00		5,400.00	Perrederr House 4
456	600.00	6,000.00		5,400.00	Perrederr House 6
<b>710</b>	-	2,238.94		2,238.94	<b>Fossil Head</b>
711	15,600.00	15,600.00		-	Fossil Head House 1
712	15,600.00	15,600.00		-	Fossil Head House 2
713	16,200.00	21,600.00		5,400.00	Fossil Head House 3
714	15,600.00	15,600.00		- 0.00	Fossil Head House 4
719				-	Fossil Head House 9
<b>720</b>	-	1,119.48		1,119.48	<b>Kuy</b>
721	15,600.00	15,600.00		-	Kuy House 1
727	15,600.00	15,600.00		-	Kuy House 7
<b>730</b>	-	1,119.48	-	1,119.48	<b>Old Mission</b>
731	1,600.00	16,000.00	12,074.00	2,326.00	Old Mission House 1
732	17,200.00	31,600.00	12,692.18	1,707.82	Old Mission House 2
733	-	-	-	-	Old Mission House 3
734	26,132.27	31,600.00	5,448.24	19.49	Old Mission House 4
<b>740</b>	-	-	-	-	<b>Redcliffe</b>
<b>Grand Total</b>	<b>411,277.72</b>	<b>651,193.44</b>	<b>160,566.36</b>	<b>79,349.36</b>	

OC 747 - Grading of Internal Roads					
GL Balance as of 31 May 2018					
Row Labels	Sum of Debit	Sum of Credit	Sum of Commitments	Balance	Name of Location
Grants		100,000.00		100,000.00	
310	10,000.00		-	- 10,000.00	Nama
320	10,010.55		-	- 10,010.55	Wudapuli
330	-		10,000.00	- 10,000.00	Nemarluk
340	4,500.00		5,500.00	- 10,000.00	Merrepen
410	4,982.86		-	- 4,982.86	Deleye
420	6,056.37		-	- 6,056.37	Uminyuluk
430	4,566.36		-	- 4,566.36	Mulingi
710	11,270.00		-	- 11,270.00	Fossil Head
720	19,059.86		-	- 19,059.86	Kuy
730	7,220.00		-	- 7,220.00	Old Mission
Grand Total	77,666.00	100,000.00	15,500.00	6,834.00	

LA 722 - Local Authority Project					
Row Labels	Sum of Debit	Sum of Credit	Sum of Commitments	Balance	Location Name
300	41,703.37	103,929.70	15,378.37	46,847.96	Palumpa
400	21,662.68	64,136.24	10,040.00	32,433.56	Peppimenarti
700	174,906.95	716,171.05	56,683.49	484,580.61	Wadeye
Grand Total	238,273.00	884,236.99	82,101.86	563,862.13	



## WEST DALY REGIONAL COUNCIL

### FOR THE COUNCIL MEETING OF 20 JUNE 2018

#### Report for Agenda Item No 8

Prepared by **Ramesh Pudasaini, Senior Financial Consultant**

#### **Travel Policy for Council Members and Employees**

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##### **Purpose**

Policy 2.1.04, Travel Policy for Council Members and Employees has been updated.

##### **Background**

Some part of the policy was not clear and still referencing to manual form submission and manual authorisation. Updated policy allows online travel & claim from submission and approval.

##### **Impact for Council**

In line with current working practice

##### **Recommendation**

- 1. That Council adopt the revised policy on “ Travel Policy for Council Members and Employees”**

##### **Attachments**

- 1 2 1 40\_travel policy- updated.pdf**





## 2.1.40

### Travel Policy for Council Members and Employees

This policy outlines a set of guiding principles for West Daly Regional Council (WDRC) employees and Council Members to consider when arranging and undertaking official work-related travel, including airline travel that will require employees and Council Members to overnight stay in a location other than their primary residence.

This policy applies to all Employees and Council Members of WDRC.

#### **POLICY STATEMENT**

All travel made by employees or Council Members of WDRC for official business purpose must be approved in advance and Travel Allowance Claim should be completed **online** using TechOne.

In case of staff member without online access, admin staff will fill up information on behalf of that staff member and will be approved by respective manager.

For Council Members, staff members will process travel allowance in system online (in techOne)

An Employee or Council Members who is required to be absent overnight from their usual place of work on official work travel will be paid an entitlement for incidentals and meal expenses (as per the ATO travel allowance) occurring during the period while undertaking official work travel. Overnight travel expenses are currently not subject to tax instalment deductions, and will not be unless required by taxation legislation. Employees who travel on official work travel for a day trip (7.6 hours) are not entitled to claim travel allowance.

While undertaking official travel, no employee or Council Members will be out of pocket for reasonable expenses. However, no employee or Council Members shall gain a financial advantage through the travelling allowance arrangement.

#### **DEFINITIONS**

Official business

Business conducted on behalf of, and approved by WDRC, either to fulfil a legislative requirement or to achieve a benefit for WDRC. This may include an employee's or Council Member's attendance at external courses, conferences, seminars or workshops.

Travel Allowance

A travel allowance is a sum of money paid to you, generally before you start travelling. It gives you funds to pay for your travel costs.

## USE OF PRIVATE VEHICLE

If you are required to travel on behalf of the Council, or to travel away from your usual place of work to cover for another team member, or to undertake special duties, and use your own vehicle it will be paid at the relevant ATO rates per kilometer. Any uses of private vehicle (for employee) needs pre approval from CEO. In case of Council Members, members shall inform Council (Governance Department) regarding their intention of using private vehicle.

## LIMITS ON MEALS

The advance or reimbursement per meal is limited to the maximum of the approved ATO rate. You are not entitled to expenses or meal allowance for meals that are provided at Council's expense or as part of a seminar or a fare, such as meals on a plane. You will not be reimbursed for alcoholic beverages or items from a mini bar.

## INCIDENTAL EXPENSES

Official telephone calls, faxes, internet access and postage costs will be paid by Council.

Other incidental expenses such as newspapers, magazines, coffee etc., private telephone calls or personal items necessary for travel will be covered through payment of the incidental allowance at ATO rates. This amount is payable in respect of any day on which you travel as part of your work.

## EXPENSES AND TRAVEL ALLOWANCE FORMS

You must claim reimbursement of expenses using an Expenses Form Online and attach copies of any receipts. In some instance it may not be possible to obtain a receipt, in which case a statutory declaration needs to be completed with the details and the nature of the expenditure. The statutory declaration must be signed and submitted with the reimbursement claim. You must claim Travel Allowance using a Travel Allowance Form online (TechOne).

## PAYMENTS

Payments for allowance will be paid to staff and Council Members into their bank account of their choice in the earliest pay run from submission of Travel Allowance Claim online.

Where an employee or Council Member does not attend the required course or meeting for which travel allowance has been provided will refund the payment to WDRC from their next available wage or allowance.

Regarding Accommodation; where an employee or Council Member does not attend the required course or meeting for which accommodation has been provided without appropriate justification to the CEO or relevant Director, the employee or elected member will reimburse the payment made by WDRC from their next available wage or allowance.

Payment run will be on **Monday** (transaction approved in system till Friday or before payment process) and **Thursday** (transaction approved in system till Wednesday or before payment process).

## APPROVALS

All travel must be approved before commencement of travel.

All travel applications and claim forms required to be submitted online ( in techOne) and approved in system by your Reporting Manager, or in the case of Directors, by the Chief Executive Officer.

Incase of CEO's travel, staff member will process and approve travel allowance in system after receiving email confirmation from Mayor/Council member and recorded email as supporting document in system.

For Council Members, CEO sends email to staff members authorizing the process and approval for travel allowance in online (in techOne)

#### REFERENCES

*Local Government Industry Award 2010*

*Local Government Act*

*Australian Taxation Office*

#### FURTHER INFORMATION:

WDRC

Approved by:	Council
Approval Date:	
Review Authority:	Chief Executive Officer
Applicable to:	All Council employees
Version No:	3

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## WEST DALY REGIONAL COUNCIL

### FOR THE COUNCIL MEETING OF 20 JUNE 2018

#### Report for Agenda Item No 9

**Prepared by** Ramesh Pudasaini, Senior Financial Consultant

#### **Local Authority Allowances 2018/19**

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##### **Purpose**

In Council meeting dated 18 May Council to resolve allowance rates payable for the appointed members of Local Authorities for the financial year 2018-2019 with value of revenue units of \$1.15, since then the value has been changed from \$1.15 to \$1.18

##### **Background**

Local Authority Allowances - As per the Northern Territory Ministerial Guideline 8: Regional Councils and Local Authorities clause 19, members of local authorities receive an allowance for attending a local authority meeting.

The allowances for Local Authorities based on revenue units as follows:

Chair, if eligible, 143 revenue units @\$1.18 = \$168 per meeting

other eligible members 107 revenue units @ \$1.18 = \$126 per meeting

If the fee is not a multiple of \$1, the amount is rounded down to the nearest dollar. The Department of Treasury and Finance has established the value of each revenue unit for the period.

Date	Value of revenue unit
1 July 2018 to 30 June 2019	\$1.18
1 July 2017 to June 2018	\$1.15
1 July 2016 to June 2017	\$1.15
1 July 2015 to June 2016	\$1.15
1 July 2014 to June 2015	\$1.11
1 July 2013 to June 2014	\$1.07
1 July 2012 to 30 June 2013	\$1.05
1 July 2011 to 30 June 2012	\$1.02
1 January 2010 to 30 June 2011	\$1.00

### **Impact for Council**

The council will be in compliance with act.

### **Recommendation**

- 1. That Council receives and notes the Local Authority allowance for 2018/19**
- 2. Council set the allowance payable to Local Authority members for the 2018-19 financial year as:  
Chair: \$168 per meeting; Eligible member: \$126 per meeting**

### **Attachments**

- 1 guideline-8-regional-councils-local-authorities.pdf**

Effective 29 January 2016

# GUIDELINE 8

## Regional Councils and Local Authorities

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# GUIDELINE 8

## Regional Councils and Local Authorities

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These guidelines are made by the Minister under sections 53E(2) and 258(1) of the *Local Government Act*.

### 1. Title

- 1.1. These Guidelines may be referred to as “*Guideline 8 Regional Councils and Local Authorities*”.

### 2. Commencement

- 2.1. These guidelines commence on the date they are made by the Minister.

### 3. Revocation of previous guidelines

- 3.1. All previous issues of Ministerial Guideline 8 relating to Regional Councils and Local Authorities are revoked.
- 3.2. Revocation of previous guidelines does not detract from the mandatory nature and effect of previous guidelines on dates when they were in effect and applicable.

### 4. Definitions

In these guidelines:

**appointed member** means a local authority member who has been appointed pursuant to section 53C(1)(b) of the Act.

**members** includes appointed members and non-appointed members.

**non-appointed member** means a person who is local authority member by virtue of section 53C(1)(a) or (2) of the *Local Government Act*.

**provisional meeting** means, at the time and place set for a local authority meeting when a quorum has not been established, a majority of appointed members.

*Note: A provisional meeting is able to make recommendations to council pursuant to clause 13 (Provisional meeting where quorum not present). There must be more than half of the appointed members present.*

### 5. Where local authorities are to be established and maintained

- 5.1. A regional council must maintain a local authority at the towns and communities listed in the Schedule which are within the regional council area.

## 6. Area of a local authority

- 6.1. A regional council must determine the area for each local authority and ensure that a list of local authorities and their respective areas is available on the regional council website.

## 7. Number of members

- 7.1. Subject to clause 11 (Request to have more than 14 members), a local authority is to have a minimum of six and a maximum of 14 members.
- 7.2. Subject to clause 7.1 (minimum and maximum number of members) a regional council may, by resolution, change the number of member positions that a local authority is to have.

*Note: The regional council may decide different membership numbers for different local authorities.*

## 8. Nomination and appointment process

- 8.1. As soon as practicable after a vacancy arises, a regional council must call for nominations and allow 28 days for nominations to be received.
- 8.2. The call for nominations must be advertised and promoted in a manner that ensures that residents of the relevant area are aware of it.
- 8.3. Nominations are to be returnable to a named regional council employee working in the relevant town or community.
- 8.4. The list of nominations received and consideration regarding the filling of positions for which nominations have been received, must be an agenda item at the first ordinary regional council meeting after nominations have closed.

## 9. Revocation of appointment

- 9.1. Regional councils must have a policy regarding how, and in what circumstances, appointments of members may be revoked. The policy could include, for example, a requirement that the regional council give consideration to revoking an appointment where a member is absent, without permission of the local authority, from two consecutive meetings of the local authority.

## 10. Appointed member vacancies

- 10.1. A local authority appointed member position becomes vacant when a member resigns in writing or the appointment is revoked by the regional council in accordance with council policy.

## 11. Request to have more than 14 members

- 11.1. If the regional council resolves to request the Minister to allow a particular local authority to have more than 14 members, the regional council may defer appointments until the next available regional council meeting for the purpose of making a request to the Minister.
- 11.2. The CEO must advise the Minister of the request in writing detailing:
  - 11.2.1. the name of the local authority;
  - 11.2.2. the current membership number;
  - 11.2.3. the preferred membership number;
  - 11.2.4. the reasons for seeking an increase in the allowed maximum membership; and
  - 11.2.5. the projected annual impact on council's budget and resources.
- 11.3. Despite other provisions in these guidelines, the Minister may allow, subject to any conditions specified, a specific maximum number of members for a particular local authority.
- 11.4. Where there is a request to have more than 14 members, the regional council must proceed to fill the extra positions via the nomination and appointment process described in clause 8, but only after Ministerial approval for those positions has been received.

## 12. No proxies

- 12.1. A member of a local authority may not be represented by a proxy (substitute) during a meeting or provisional meeting.

## 13. Provisional meeting where quorum not present

- 13.1. In the event that a quorum is not present for a meeting, but the majority of appointed members are present, the members that are in attendance may hold a provisional meeting.
- 13.2. During a provisional meeting, all agenda items may be discussed and minutes must be kept.
- 13.3. Members at the provisional meeting may, by majority vote, make recommendations to the regional council, including local authority projects, provided any such recommendation is specifically qualified as being a recommendation of a provisional meeting, rather than the local authority.
- 13.4. A provisional meeting may not approve the minutes of a local authority meeting but a local authority may approve the minutes of a provisional meeting.
- 13.5. A provisional meeting does not have the powers or functions which a council may have delegated to a local authority.

## 14. Administrative support and secretariat

- 14.1. The CEO must ensure there is secretariat support for the local authority.
- 14.2. The CEO is to notify all members of the local authority of the contact person, or any changes to the contact person, for secretariat and administrative matters in relation to the particular local authority.
- 14.3. For the purpose of section 63(3) of the Act, a reasonable time for provision of notice convening a local authority meeting is at least three days prior to the proposed meeting date.
- 14.4. The CEO must ensure that a current copy of the regional council's policy on delegation of powers and functions to a local authority (or to local authorities generally) is made available to all members of the local authority within the first three months of each financial year.

## 15. Minimum number of meetings or provisional meetings

- 15.1. Subject to clause 15.2 and the relevant Ministerial approval, the CEO must ensure a minimum of four meetings or provisional meetings for each local authority are held in each financial year.

*Note: Either a meeting or a provisional meeting can be counted in reaching the minimum total of four. For example, three provisional meetings and one meeting would make up the required minimum number of four.*

- 15.2. If the majority of members of a local authority agree, the Chair may make a written request to the Minister to reduce the minimum number of meetings or provisional meetings in each financial year. The Minister will consult with the regional council before making a decision.

*Note: Ministerial approval is not required for a local authority to have more than the minimum number of meetings per financial year.*

## 16. Agenda and minutes

- 16.1. The agenda for each local authority meeting is to be prepared by the secretariat in consultation with the Chair.
- 16.2. The agenda of each meeting must include but is not limited to:
  - 16.2.1. the regional council's response to local authority issues raised;
  - 16.2.2. local authority action items;
  - 16.2.3. CEO report on current regional council services in the local authority area;
  - 16.2.4. reports on other service delivery issues in the local authority area;
  - 16.2.5. visitor presentations;
  - 16.2.6. the latest quarterly report as required by clause 20.4; and

- 16.2.7. a report on complaints received by the regional council concerning service delivery in the local authority area and the regional council's response.

- 16.3. Each financial year a local authority agenda must include a review of:

- 16.3.1. the regional council's annual report for the previous financial year;
- 16.3.2. any relevant community plan of the regional council or local authority;
- 16.3.3. the regional council's policy on delegation of powers and functions;
- 16.3.4. the regional council's proposed regional plan; and
- 16.3.5. the regional council's proposed budget priorities for the local authority area for the next financial year.

## 17. Regional council consideration of minutes

- 17.1. A regional council must consider the minutes of each local authority meeting or provisional meeting (these will normally be the unconfirmed minutes) at the next ordinary council meeting after the local authority meeting or provisional meeting. The council's response to any matters raised by the local authority or provisional meeting must be recorded in the minutes of the council meeting.
- 17.2. A copy of the regional council's unconfirmed minutes must be provided to each local authority member by the secretariat within 10 business days after the council meeting.

## 18. Functions of a local authority

- 18.1. In addition to the functions specified at section 53D of the *Local Government Act*, it is a function of a local authority to provide a representative of the local authority for employment selection advisory panels in relation to senior positions in the local authority area.
- 18.2. It is also a function of a local authority to determine local authority projects for recommendation to the regional council.

## 19. Local authority member allowances

- 19.1. Subject to clause 19.2, the allowance to be paid by a regional council to an eligible member after having attended a local authority meeting or provisional meeting is as set out below:

- 19.1.1. Chair, if eligible, 143 revenue units
- 19.1.2. other eligible members 107 revenue units

*Note: The value of a revenue unit may be found on the Department of Treasury and Finance website: [www.treasury.nt.gov.au](http://www.treasury.nt.gov.au). Enter 'revenue units' in the search box on the home page.*

- 19.2. The following members of a local authority are not eligible to be paid a local authority member allowance by the regional council:

- 19.2.1. elected members – as council members claim their allowance according to the relevant Ministerial guideline and general instruction on council member allowances; and
- 19.2.2. regional council staff – as they are being paid by their employer (although a council may choose to remunerate a staff member for attending a local authority meeting where they are not already being paid by council).

## 20. Regional council budgets and financial reports

- 20.1. A regional council must take the priorities of its local authorities or provisional meetings, whether submitted to council or recorded in minutes, into consideration as part of the overall budget development process.
- 20.2. After the regional council meeting where local authority and provisional meeting priorities are considered as required in 20.1, and prior to the next scheduled meeting of the relevant local authority, the CEO must inform the local authority in writing of the reason(s) for not incorporating any such priority into the budget.
- 20.3. The adopted budget of a regional council must include a separate budget for each local authority area detailing expenditure by:
  - 20.3.1. program (for example, library services, rubbish collection, waste management, public safety lighting, child care, aged care, roads maintenance); and
  - 20.3.2. account category (for example, employee costs, materials and services, finance costs, depreciation and capital expenditure).
- 20.4. Each quarter, the regional council must prepare a financial report setting out:
  - 20.4.1. the quarterly and year to date budget and expenditure, by program and account category, in relation to the local authority area;
  - 20.4.2. the forecast expenditure in relation to the local authority area for the whole of the financial year; and
  - 20.4.3. explanations of variations greater than ten per cent or \$10,000 (whichever is higher) between actual and budgeted amounts.

## 21. Regional council annual report

- 21.1. The annual report of a regional council must include information on the performance of the council in relation to service delivery and planned projects in the local authority area.
- 21.2. The annual report of a regional council must include information regarding any delegations made to a local authority.



## SCHEDULE

Where local authorities are to be established and maintained.

Barkly Region
Ali Curung
Arlparra
Alpururulam
Ampilatwatja
Elliott
Tennant Creek
Wutunugurra

Central Desert Region
Anmatjere (Nturiya, Pmara Jutunta, Wilora, Ti Tree)
Atitjere
Engawala
Lajamanu
Laramba
Nyirripi
Willowra
Yuelamu
Yuendumu

East Arnhem Region
Angurugu
Galiwin'ku
Gapuwiyak
Gunyangara
Milingimbi
Milyakburra
Ramingining
Umbakumba
Yirrkala

MacDonnell Region
Amoonguna
Apatula
Areyonga
Haasts Bluff (Ikuntji)
Imanpa
Kaltukatjara
Kintore (Walungurru)
Ltyentye Apurte
Mt Liebig (Amundurrngu)
Ntaria
Papunya
Titjikala
Wallace Rockhole

Roper Gulf Region
Barunga
Borrooloola
Bulman
Jilkminggan
Manyallaluk
Mataranka
Hodgson Downs
Ngukurr
Numbulwar
Wugularr

Victoria Daly Region
Daly River
Kalkaringi/Dagaragu
Pine Creek
Timber Creek
Yarralin

West Daly Region
Palumpa
Peppimenarti
Wadeye

West Arnhem Region
Gunbalanya
Maningrida
Minjilang
Warruwi

Tiwi Islands Region
Milikapiti
Pirlangimpi
Wurrumiyanga



## WEST DALY REGIONAL COUNCIL

### FOR THE COUNCIL MEETING OF 20 JUNE 2018

#### Report for Agenda Item No 10

Prepared by **Kristine Matienzo, Grants Manager**

**Deed of Variation No. 1 between the Commonwealth of Australia as represented by the Department of Health and West Daly Regional Council for the National Aboriginal and Torres Strait Islander Flexible Aged Care Program (NATSIFACP)**

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#### **Purpose**

To seek Council's approval to apply the common seal to the Deed of Variation No. 1 between the Commonwealth of Australia as represented by the Department of Health and West Daly Regional Council.

- A. The parties wish to vary the agreement relating to Standard Funding Agreement dated 4 August 2017, (Agreement ID 4-5A5D2J0) for the National Aboriginal and Torres Strait Islander Flexible Aged Care Program ('the Principal Agreement').
- B. Clause 11.1.5 of the Principal Agreement states that no variation is binding unless it is agreed in writing between the parties.
- C. The parties wish to vary the Principal Agreement on the terms and conditions set out as follows:
  - Delete Schedule completion date: 31 December 2018 and replace with the following: **Schedule completion date; 31 December 2019**
  - Delete Item C.1 and C.2 of the Schedule and replace with the following:  
**Funding for Financial Year 2018-2019 - \$1,212,435.10**  
**Flexible Aged Care Places: High Care Residential – 8, Home Care - 30**

#### **Recommendation**

1. That Council approves the use of the common seal on Deed of Variation No. 1 between the Commonwealth of Australia as represented by the Department of Health and West Daly Regional Council for the National Aboriginal and Torres Strait Islander Flexible Aged Care Program (NATSIFACP).

**Attachments**

- 1 Letter of Offer
- 2 Deed of Variation No. 1

**Australian Government****Department of Health**

Mr Shaun Hardy  
Chief Executive Officer  
West Daly Regional Council  
Main Street  
WADEYE NT 0822

Sent via email to: [shaun.hardy@westdaly.nt.gov.au](mailto:shaun.hardy@westdaly.nt.gov.au)

Dear Mr Hardy

**DEED OF VARIATION: NATIONAL ABORIGINAL AND TORRES STRAIT ISLANDER FLEXIBLE AGED CARE PROGRAM**

On behalf of the Commonwealth, I am authorised to offer the enclosed Deed of Variation to the Standard Funding Agreement dated 4 August 2017 (Agreement ID 4-5A5D2J0) for the National Aboriginal and Torres Strait Islander Flexible Aged Care Program.

This variation extends the Standard Funding Agreement to 30 June 2019 and amends the places and funding to better align with the services currently being delivered.

To accept this offer and enter into an agreement with the Commonwealth represented by the Department of Health, ABN: 83 605 426 759, please sign the attached Deed of Variation and email a scanned copy to [NATSIFACP@health.gov.au](mailto:NATSIFACP@health.gov.au) by 22 June 2018.

Once the signed copy of the Deed of Variation is received by the Commonwealth, this letter and Deed of Variation will form a legally enforceable agreement in relation to the Grant.

If you have any questions about this offer, please contact Jennifer Brockwell on (02) 6289 1531 or email [jennifer.brockwell@health.gov.au](mailto:jennifer.brockwell@health.gov.au).

Yours sincerely

A handwritten signature in black ink, appearing to read 'Margaret Hayes', with a large, stylized flourish at the end.

Margaret Hayes  
Director  
Remote, Indigenous & Multi-Purpose Services Section  
Residential and Flexible Care Branch  
Department of Health

31 May 2018

GPO Box 9848, Canberra ACT 2601  
ABN 83 605 426 759



**Australian Government**

**Department of Health**

**DEED OF VARIATION No. 1**

Between the

**COMMONWEALTH OF AUSTRALIA**

as represented by the  
Department of Health  
ABN 83 605 426 759

and

***West Daly Regional Council***

ABN 25 966 579 574



**DEED OF VARIATION No. 1**

Between

**The Commonwealth of Australia** as represented by the Department of Health  
(**“the Commonwealth”**)  
ABN: 83 605 426 759

and

**West Daly Regional Council of Main Street Wadeye, Northern Territory** (**“the Grantee”**)  
ABN 25 966 579 574

**RECITALS:**

- A. The parties wish to vary the agreement relating to Standard Funding Agreement dated **4 August 2017**, (**Agreement ID 4-5A5D2J0**) for the National Aboriginal and Torres Strait Islander Flexible Aged Care Program (**“the principal Agreement”**).
- B. Clause **11.1.5** of the Principal Agreement states that no variation is binding unless it is agreed in writing between the parties.
- C. The parties wish to vary the Principal Agreement on the terms and conditions set out as follows.

**OPERATIVE PART:**

1. Unless the context indicates otherwise, capitalised words in this Deed of Variation have the same meaning as is given to those terms in the Principal Agreement.
2. The parties vary the Principal Agreement as follows:
  - (a) **Delete** Schedule completion date: 31 December 2018 **and replace with the following:** Schedule completion date; 31 December 2019
  - (b) **Delete Item C.1 and C.2** of the Schedule **and replace with the following:**

<b>Item C</b>	<b>FUNDING AND PAYMENT</b> (see also clause 3 [Financial provisions] of the Terms and Conditions)	
<b>C.1</b>	<b>Activity Name:</b> The National Aboriginal and Torres Strait Islander Flexible Aged Care Program	
	<b>Financial Year</b>	<b>Total Funding Amount** (GST exclusive)</b>
	2017 - 2018	\$1,633,860.45
	2018 – 2019	\$1,212,435.10
	<b>** Note</b> – GST is “out of Scope” for the Funding	
<b>C.2</b>	<b>Flexible Aged Care Places</b>	
	<b>Type of Aged Care Places***</b>	<b>Number of Aged Care Places 2017 - 2018</b>
	High Care Residential	8
	Low Care Residential	16
	Home Care	20
	<b>Type of Aged Care Places***</b>	<b>Number of Aged Care Places 2018 - 2019</b>
	High Care Residential	8
	Low Care Residential	
	Home Care	30
	<b>*** Note</b> – The Funding is calculated as a fixed amount based on the number and type of Flexible Aged Care Places	

(c) Delete Item F of the Schedule and replace with the following:

**Item F MILESTONES / REPORTING REQUIREMENTS / PAYMENT SCHEDULE**

The following table combines all of Your Organisation's Reporting and other Milestones for all Activities under this Agreement.

Milestones and Reports		Activity (if Applicable)	Information to be included and requirements	Due Date	Payment Amount (GSTexcl)	GST
F.1	Payment 1	National Aboriginal and Torres Strait Islander Flexible Aged Care Activity	Payment will be made on execution of the Grant Agreement. The payment period is 1 July 2017 – 30 September 2017.	Execution	\$411,822.36	\$0.00
F.2	Payment 2	As Above	The payment period is 1 October 2017 – 31 December 2017.	2 October 2017	\$411,822.36	\$0.00
F.3	Activity Continuity Plan	As Above	Submit an Activity Continuity Plan, in a format agreed by the Department.	10 October 2017	N/A	N/A
F.4	Payment 3	As Above	The payment period is 1 January 2018 – 31 March 2018.	2 January 2018	\$402,869.70	\$0.00
F.5	Activity Continuity Plan Progress Report 1	As Above	Activity Continuity Plan Progress Report 1	19 January 2018	N/A	N/A
F.6	Payment 4	As Above	The payment period is 1 April 2018 – 30 June 2018.	2 April 2018	\$407,346.03	\$0.00
F.7	Activity Continuity Plan Progress Report 2	As Above	Activity Continuity Plan Progress Report 2	10 April 2018	N/A	N/A
F.8	Audited Financial Report for 2017-18	As Above	Refer Item E.4	31 October 2018	N/A	N/A

Milestones and Reports	Activity (if Applicable)	Information to be included and requirements	Due Date	Payment Amount (GSTexcl)	GST
F.9	Payment 5	National Aboriginal and Torres Strait Islander Flexible Aged Care Activity	Payment will be made on execution of the Deed of Variation. The payment period is 1 July 2018 to 30 September 2018.	Execution \$305,600.08	\$0.00
F.10	Payment 6	As Above	The payment period is 1 October 2018 – 31 December 2018.	2 October 2018 \$305,600.08	\$0.00
F.11	Payment 7	As Above	The payment period is 1 January 2019 – 31 March 2019.	2 January 2019 \$298,956.60	\$0.00
F.12	Performance Report 3	As Above	For the period 1 July 2018 – 1 December 2018 in accordance with Item E.1.	29 January 2019 N/A	N/A
F.13	Payment 8	As Above	The payment period is 1 April 2019 – 30 June 2019	2 April 2019 \$302,278.34	\$0.00
F.14	Performance Report 4	As Above	For the period 1 January 2019 to 30 June 2019 in accordance with Item E.1.	27 July 2019 N/A	N/A
F.15	Audited Financial Report for 2018-19	As Above	Refer Item E.4	31 October 2019 N/A	N/A

3. This Deed of Variation takes effect on and from the date it is signed by the last party to do so.
4. The Principal Agreement, as amended by this Deed of Variation, constitutes the entire agreement between the parties.
5. The interpretation provisions in the Principal Agreement apply to this Deed of Variation.
6. This Deed of Variation may be signed in a number of counterparts and each counterpart shall, upon the last party signing, constitute one signed document.

This Deed of Variation is EXECUTED as a Deed.

**SIGNED, SEALED AND DELIVERED** for and on behalf of the  
**COMMONWEALTH OF AUSTRALIA** as represented by the Department of Health,  
ABN 83 605 426 759, on:

\_\_\_\_\_  
*Date*

by:

\_\_\_\_\_  
*Printed name of signatory*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Position of signatory*

in the presence of:

\_\_\_\_\_  
*Printed name of witness*

\_\_\_\_\_  
*Signature of witness*

**SIGNED, SEALED AND DELIVERED** for and on behalf of ***West Daly Regional  
Council***

ABN: 25 966 579 574 on:

\_\_\_\_\_  
*Date*

by:

\_\_\_\_\_  
*Printed name of Signatory*

\_\_\_\_\_  
*Signature*

who warrants that they have authority to bind in this regard, in the presence of:

\_\_\_\_\_  
*Printed name of witness*

\_\_\_\_\_  
*Signature of witness*





## **WEST DALY REGIONAL COUNCIL**

### **FOR THE COUNCIL MEETING OF 20 JUNE 2018**

#### **Report for Agenda Item No 11**

**Prepared by Kristine Matienzo, Grants Manager**

#### **Variation No.2 of 2017-2018 Homelands Extra Allowance Funding Agreement - Round 7**

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##### **Purpose**

To present to Council Variation No.2 of 2017-2018 Homelands Extra Allowance Funding Agreement – Round 7 from Department of Housing and Community Development.

The funding agreement is being varied:

The Department has assessed a further six (6) dwellings to be eligible and is pleased to offer West Daly Regional Council an additional \$39,600 (GST Inclusive) under the 2017-18 Homelands Extra Allowance Program.

Grants under this program are to improve and upgrade dwellings in homelands. An allocation of \$6,600 (GST Inclusive) is available for this funding round only, for each eligible dwelling. The cost of works cannot exceed the amount of funds available per dwelling.

##### **Recommendation**

- 1. That Council receives and notes the Variation No.2 of 2017-2018 Homelands Extra Allowance Funding Agreement – Round 7 from Department of Housing and Community Development.**

##### **Attachments**

- 1 Signed Variation No.2 of 2017-2018 Homelands Extra Allowance Funding Agreement - Round 7**



DEPARTMENT OF  
HOUSING AND COMMUNITY  
DEVELOPMENT

Homelands Services  
Level 2, RCG House  
83-85 Smith Street  
DARWIN NT 0800

Postal address  
GPO Box 4621  
DARWIN NT 0801  
Tel: 08 8999 8328

Mr Shaun Hardy  
Chief Executive Officer  
West Daly Regional Council  
Unit 3/21 Parap Road  
PARAP NT 0804

File Ref: TRIM No. HCD2017/01301-3-005

Dear Mr Hardy

**Variation No.2 of 2017-2018 Homelands Extra Allowance Funding Agreement – Round 7**

I refer to the Homelands Extra Allowance Funding Agreement between the Northern Territory of Australia care of its agency, the Department of Housing and Community Development (the department) and West Daly Regional Council (the Agreement).

The department has assessed a further six (6) dwellings to be eligible and is pleased to offer your organisation an additional \$39,600 (GST Inclusive) under the 2017-18 Homelands Extra Allowance program.

Grants under this program are to improve and upgrade dwellings in homelands. An allocation of \$6 600.00 (GST Inclusive) is available for this funding round only, for each eligible dwelling. The cost of works cannot exceed the amount of funds available per dwelling.

You are required to report on the additional funds as part of your half-yearly performance reports and annual audited reports.

Attached to this letter is a grant variation amending the funding schedule under the Agreement. Please indicate your acceptance by signing the variation and send back to the Grants Management Unit's generic email address at: [Grants.DHCD@nt.gov.au](mailto:Grants.DHCD@nt.gov.au) as soon as possible.

For operational or program queries, please contact the Homelands Program on 1800 031 648 or email [Homelands.Program@nt.gov.au](mailto:Homelands.Program@nt.gov.au)

Yours sincerely

STEPHEN HAYES  
Senior Director Homelands Services  
June 2018

[nt.gov.au](http://nt.gov.au)

**VARIATION NO. 2 OF 2017-2018 HOMELANDS EXTRA ALLOWANCE FUNDING AGREEMENT  
WEST DALY REGIONAL COUNCIL**

Delete details at Schedule 2 of the Funding Agreement dated 16 August 2017 and varied on 22 February 2018, and replace with:

Funding Round	Approved Applications	Funding Amount (GST Exclusive)	Funding Amount (GST Inclusive)			
2017-18 Round 1	11	\$110,000	\$121,000			
2017-18 Round 4	13	\$78,000	\$85,800			
2017-18 Round 7	6	\$36,000	\$39,600			
Total	30	\$224,000	\$246,400			
Round 1 Approved Applicants						
	Applicant	Comm. ID	Homeland	House ID	Works Requested	Value (GST Excl)
1.	Estelle Pangquee	884	Mulingi	1	Screen doors for 1A, need to paint walls upstairs, paint external frame Cementing under house, wall fan on back veranda upstairs and on house 1B out the front outside external power point upstairs and down, awning over kitchen window up and down stairs	\$10,000
2.	Graham Pangquee	884	Mulingi	2	Restore outdoor kitchen next to my house, inside of main house gets very hot and unbearable, need concrete floor, closed in and weatherproofed, Need pressure pump to clean and maintain around dwelling	\$10,000
3.	Caroline Jimarin	716	Nemarluk	1	Install cage across front of building	\$10,000

**VARIATION NO. 2 OF 2017-2018 HOMELANDS EXTRA ALLOWANCE FUNDING AGREEMENT  
WEST DALY REGIONAL COUNCIL**

4.	Basil Jimarin	716	Nemarluk	4	Install cage front and rear of house, kitchen and bathroom repaired	\$10,000
5.	Linda OR Ludi Jimarin	716	Nemarluk	5	Install age front and rear of house, kitchen and bathroom repaired	\$10,000
6.	Dwayne Jimarin	716	Nemarluk	6	Install cage front and rear of house, fix kitchen	\$10,000
7.	Agnes Nganlu	914	Old Mission	1	Replace damaged cleats, clean and paint rafters, replace doors and frames, construct a mesh cage around verandah	\$10,000
8.	Noelene Dooling	914	Old Mission	2	Install cage in front and rear of house for security	\$10,000
9.	Anthony Dooling	914	Old Mission	4	Install cage in front and rear of house for security	\$10,000
10.	Thomas James Liddy	962	Uminyuluk	1	Replace all windows and galleries, repair all fly screen, paint internal walls, replace roofing iron 6mx16	\$10,000
11.	Gayle Zammit	962	Uminyuluk	2	Vinyl kitchen/ lounge room floor, vinyl office room floor, paint internal office walls/door, paint external veranda rails	\$10,000
<b>TOTAL FUNDING ROUND 1</b>						<b>\$110,000</b>

**VARIATION NO. 2 OF 2017-2018 HOMELANDS EXTRA ALLOWANCE FUNDING AGREEMENT  
WEST DALY REGIONAL COUNCIL**

<b>Round 4 Approved Applicants</b>						
	<b>Applicant</b>	<b>Comm. ID</b>	<b>Homeland</b>	<b>House ID</b>	<b>Works Requested</b>	<b>Value (GST Excl)</b>
<b>12.</b>	Agnes Nganbe	914	Old Mission	1	New shade awning and pest control	\$6,000
<b>13.</b>	Anthony Dooling	914	Old Mission	4	Pest control and upgrade dwelling	\$6,000
<b>14.</b>	Basil Jimarin	716	Nemarluk	4	Outside wood stove with shelter- tenants don't like gas, pest spray for cockroaches, ants and rats, replace plumbing with copper. Rats have eaten pipes and fix roof leaks	\$6,000
<b>15.</b>	Caroline jimarín	716	Nemarluk	1	Repair window louvres, water leak in ceiling and rat damage, pest control for cockroaches ,white ants, ants and rats	\$6,000
<b>16.</b>	Dianne Michelle Hewitt	775	Deleye	3	Upgrade dwelling to create more living space	\$6,000
<b>17.</b>	Estelle Panquee	884	Mulingi	1	New window galleries, new screen door and door frame and pest control	\$6,000
<b>18.</b>	Graham Panquee	884	Mulingi	2	Vanity in bathroom, new sink taps, new toilet system, pressure pump, pest control for all creatures big and small	\$6,000



**VARIATION NO. 2 OF 2017-2018 HOMELANDS EXTRA ALLOWANCE FUNDING AGREEMENT  
WEST DALY REGIONAL COUNCIL**

19.	Ludi Jimarín	716	Nemarluk	5	Outside wood stove with shelter- tenants don't like gas, pest spray for cockroaches, ants and rats	\$6,000
20.	Marcellino Dartinga	911	Fossil Head	3	Repair flyscreens and door fixtures, kitchen sink and pest control	\$6,000
21.	Noelene Dooling (Moreen)	914	Old Mission	2	Awnings and pest control	\$6,000
22.	Peter John Dumoo	406	Perederr	6	Repair screens, window, holes in wall, door handles, electricals, pest control for cockroaches, ants and rats	\$6,000
23.	Thomas James Liddy	962	Uminyuluk	1	Paint dwelling and deck - provide paint, thinners brushes and decking oil and resident will do works	\$6,000
24.	Timothy R Dumoo	406	Perederr	4	Repair screens, paint, minor repairs and pest control for cockroaches, ants and rats	\$6,000
<b>TOTAL FUNDING ROUND 4</b>						<b>\$78,000</b>
<b>Round 7 Approved Applicants</b>						
	Applicant	Community ID	Homeland	House ID	Works Requested	Value (GST Excl)
25.	Robert John Hewitt	775	Deleye	4	Complete work to end bedroom to add sliding door and floor boards	\$6,000



**VARIATION NO. 2 OF 2017-2018 HOMELANDS EXTRA ALLOWANCE FUNDING AGREEMENT  
WEST DALY REGIONAL COUNCIL**

26.	Andrew George Hewitt	775	Deleye	5	supply and install aircons, stainless steel kitchen bench, cool room panelling, concreting to both verandahs	\$6,000
27.	Josephine Minjin	717	Merrepen	2	Awning on front verandah & fire pit	\$6,000
28.	Dwayne Jimarin	716	Nemarluk	6	Replace door in shower, Outside wood stove with shelter-tenants don't like gas - Pest spay- cockroaches ants and rats	\$6,000
29.	Raphael Tunmuck	NolD18	Redcliffe	1	Replace flyscreens, louvre blades galleries replace and paint 2 doors - ( R&M funds to fix water leak and septic tank lid)	\$6,000
30.	Andrew James Liddy	962	Uminyuluk	2	Paint dwelling and deck-provide paint, thinners brushes and decking oil and resident will do works	\$6,000
<b>TOTAL FUNDING ROUND 7 (GST EXCLUSIVE)</b>						<b>\$36,000</b>
<b>TOTAL FUNDING ROUND 1, 4 &amp; 7 (GST EXCLUSIVE)</b>						<b>\$224,000</b>
<b>TOTAL FUNDING ROUND 1, 4 &amp; 7 (GST INCLUSIVE)</b>						<b>\$246,400</b>

**VARIATION NO. 2 OF 2017-2018 HOMELANDS EXTRA ALLOWANCE  
FUNDING AGREEMENT  
WEST DALY REGIONAL COUNCIL**

**EXECUTED** by the Parties as an Agreement.

**SIGNED** by **JAMIE CHALKER** for and on behalf )  
of the **NORTHERN TERRITORY OF** )  
**AUSTRALIA** care of its agency the Department )  
of Housing and Community Development )  
pursuant to a delegation under the *Contracts Act* )  
on )


the ..... day of ..... 2018 in the )  
presence of: )

.....  
Signature of Delegate


.....  
Signature of Witness

.....  
Name of Witness

**SIGNED** by the **WEST DALY REGIONAL** )  
**COUNCIL** pursuant to a delegation under the )  
*Local Government Act 2008* on )  
the 8 day of June 2018 in the )  
presence of: )

  
Signature of Chief Executive Officer

SHAUN HARDY  
Print Name of Chief Executive Officer

  
Signature of witness **MANAGER GRANTS**

KRISTINE MATIENZO  
Print Name of witness



## **WEST DALY REGIONAL COUNCIL**

### **FOR THE COUNCIL MEETING OF 20 JUNE 2018**

#### **Report for Agenda Item No 12**

**Prepared by** Kristine Matienzo, Grants Manager

#### **Department of Human Services Agent and Access Point Program Invitation**

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##### **Purpose**

To present to Council Department of Human Services Agent and Access Point Program Invitation.

The Department of Human Services is pleased to invite West Daly Regional Council to be a provider of Agent Services, for the period commencing 1 July 2018 and ending on 30 June 2019.

Schedule of Contract Payments between the Department of Human Services and West Daly Regional Council for Provision of Agent Services amounts to \$194,514.36 (GST Inclusive).

Contract was signed by Shaun Hardy, CEO and returned to the Department on 08 June 2018.

##### **Recommendation**

- 1. That Council receives and notes the Department of Human Services Agent and Access Point Program's signed contract.**

##### **Attachments**

- 1 Signed Contract - Department of Human Services Agent and Access Point Program**



Australian Government  
Department of Human Services

Ref No: 2010/22679

West Daly Regional Council  
GPO Box 3775  
DARWIN NT 0801

**DEPARTMENT OF HUMAN SERVICES  
AGENT AND ACCESS POINT PROGRAM INVITATION**

Dear Sir/Madam,

The Department of Human Services ('Department') is pleased to invite West Daly Regional Council to be a provider of Agent Services, for the period commencing 1 July 2018 and ending on 30 June 2019.

If your organisation wishes to offer to provide these services, please:

- Read the Department of Human Services Agent and Access Point Program General Terms & Conditions ('T&Cs') and Schedule 1 Agent Services. The T&Cs and Schedule are available at [humanservices.gov.au](http://humanservices.gov.au); and
- Complete, sign and return the attached Offer to the Department via the 'Document Upload' function in the Agent Portal. If you are unable to return via this method, please contact your Agent Coordinator to discuss an alternate method of return.

**Your organisation's Offer remains valid until close of business 30 June 2019. If the Department does not receive a signed Offer by this date, the Department reserves the right to withdraw or vary this invitation or the attached Offer unconditionally.**

The Department will notify you whether your Offer has been accepted.

More information about Agent Services is available at [humanservices.gov.au](http://humanservices.gov.au)

If you have any enquiries in regard to this letter, please do not hesitate to call your local Contact Officer.

**Please Note:** Your organisation should seek independent legal advice if it has any queries or concerns about the terms of the Offer, the T&Cs or Schedule 1.

Yours sincerely

National Agents & Access Points Team  
Department of Human Services  
Level 2, Naylor House  
191 Pulteney Street  
Adelaide SA 5000  
[naapt@humanservices.gov.au](mailto:naapt@humanservices.gov.au)





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Department of Human Services

## DEPARTMENT OF HUMAN SERVICES AGENT SERVICES OFFER

### 1 SERVICES

- 1.1 West Daly Regional Council ('Contractor') offers to the Department to provide Agent Services ('services') for the period of 1 July 2018 - 30 June 2019 in accordance with the Department's Agent and Access Point Program General Terms & Conditions ('T&Cs'), including Schedule 1 Services (both available at [humanservices.gov.au](http://humanservices.gov.au)).
- 1.2 Services comprise the provision of self-service facilities for customers to access the Department's services and information as well as on-site support. A detailed description of Agent Services is contained in Appendix 1, Schedule 1 to the 'T&Cs'.
- 1.3 In this Offer, unless the contrary intention appears, capitalised terms (not defined in this Offer), have the meaning set out in the T&Cs.

### 2 CONTRACT

- 2.1 Upon the acceptance of this Offer, by the Department issuing a Letter of Acceptance to the Contractor, a Contract is formed. The Contract will comprise:
- (a) this Offer;
  - (b) any Special Conditions attached to this Offer;
  - (c) the T&Cs including Schedule 1 Agent Services (both available at [humanservices.gov.au](http://humanservices.gov.au)); and
  - (d) the Letter of Acceptance.
- 2.2 The Contract will take effect from the date of the Letter of Acceptance.

### 3 REMUNERATION

- 3.1 The Contractor will be paid for the services in the manner specified in the attached Tax Invoice/Invoice.
- 3.2 The Hourly Rate includes a rent component.
- 3.3 If the Contractor is not registered for GST, the Contract price and the invoice will be the GST exclusive amount and the Contractor will not be entitled to recover any additional amount on account of GST from the Department. Otherwise, the GST inclusive amount applies.
- 3.4 The Contract price is calculated based on the number of weeks in the period to which the payment relates.
- 3.5 For the purposes of this calculation, a week will be considered as the period from Monday to Friday to a calculation based on a maximum of 52 weeks per financial year.
- 3.6 Where Services under the Contract commence on a day other than a Monday, or cease on a day other than a Friday, the week in which the commencement or cessation occurs will be considered as a full week for the purpose of calculating the total amount payable.





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Department of Human Services

3.7 Payment of the Contract price will accrue from 1 July 2018 (or date at which Services commence) and any adjustment would be reflected in the first payment made to the Contractor after the Contract takes effect.

4 **CONTRACTOR WARRANTIES**

4.1 The Contractor warrants that, in relation to employee entitlements, the Contractor does not have a settled judicial decision that is against the Contractor and which has not been paid.







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## OFFEROR DETAILS

## 5 DETAILS

- 5.1 Please check **all** details are correct and **all** blank fields are completed.
- 5.2 If any changes are required to the details below please action as follows:
- (a) cross out the incorrect information;
  - (b) legibly print in the correction; and
  - (c) **initial** the correction.

Host Details					
Item 1	Name of Contractor (Insert full name of legal entity)		West Daly Regional Council		
Item 2	Email Address		ceo@westdaly.nt.gov.au		
Item 3	ABN		25 966 579 574		
Item 4	GST Status		Registered		
Item 5	Address		GPO Box 3775 DARWIN NT 0801		
Item 6	Host Signatory		<del>Michael Freeman</del> <b>Shawn Hardy</b> (clw)		
Item 7	Business Phone		<del>08 8901 3920</del> <b>08 7922 6400</b> (clw)		
Item 8	After Hours Emergency Phone		<b>0400 862 067</b> (clw)		
Item 9	Fax No		<del>08 8978 2589</del> (clw)		
Contract Details					
Item 10	Commencement Date		1 July 2018		
Item 11	Completion Date		30 June 2019		
Item 12	Host Contact		Specified Personnel		
	<b>Scott Page - Palumpa Community Service Manager</b> (clw)		<del>Michael Freeman</del> <b>Leonie Martin</b> (clw)		
	<b>Steve Loring - Pempinarti Community Service Manager</b> (clw)		<del>Tara Black</del> <b>Miriam Byrnes</b> (clw)		
Department of Human Services Details					
Item 13	Address for Notices		naapt@humanservices.gov.au		
Agent Services					
Site Name	The Services are to be provided at the following addresses	Standard Weekly Contract Hours	NTER Weekly Supplement Hours	Total Weekly Hours	The daily operating hours within which the Contractor must perform the Services are





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<b>Palumpa</b>	Palumpa Station Lot 27 WINNELLIE NT 0822	15	20 21	25 36	8.00am - 4.30pm (Closed 12.00pm – 1.00pm) Monday to Friday
<b>Peppimenarti</b>	Lot 26 Peppimenarti Community WINNELLIE NT 0820	15	15 21	25 36	8.00am - 4.30pm (Closed 12.00pm – 1.00pm) Monday to Friday

Note: The Department reserves the right to accept or reject any proposed changes.





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Department of Human Services

THE SIGNATORY REPRESENTS AND WARRANTS THAT HE/SHE IS AUTHORISED TO SIGN THIS OFFER ON BEHALF OF THE CONTRACTOR, ON THE BASIS THAT IF IT IS ACCEPTED BY THE DEPARTMENT A BINDING CONTRACT WILL BE FORMED.

#### WHERE THE CONTRACTOR IS A COMPANY

Executed by West Daly Regional Council  
ABN: 25 966 579 574 in accordance with section  
127 (1) of the Corporations Act 2001 (Cth)

\_\_\_\_\_  
(Please Print Name)

\_\_\_\_\_  
(Signature/Date)

\_\_\_\_\_  
Position: Director or Authorised Officer

\_\_\_\_\_  
(Please Print Name)

\_\_\_\_\_  
(Signature/Date)

\_\_\_\_\_  
Position: Director or Authorised Officer

#### WHERE THE CONTRACTOR IS A LOCAL GOVERNMENT BODY OR OTHER INCORPORATED ENTITY

Executed by West Daly Regional Council  
ABN: 25 966 579 574 its duly authorised  
representative:

\_\_\_\_\_  
SHAUN HARDY

\_\_\_\_\_  
(Please Print Name)

\_\_\_\_\_  
(Signature/Date)

8/6/18

\_\_\_\_\_  
CEO

\_\_\_\_\_  
Title/Authorised Position

In the presence of:

\_\_\_\_\_  
KRISTINE MATIENZO

\_\_\_\_\_  
Witness (Print Name)

\_\_\_\_\_  
1/70 Cavenagh Street  
Darwin, NT, 0800  
Address

\_\_\_\_\_  
(Signature/Date)

8/6/18

\_\_\_\_\_  
MANAGER GRANTS





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**WHERE THE CONTRACTOR IS A NATURAL PERSON OR SOLE TRADER**

Executed by West Daly Regional Council  
ABN: 25 966 579 574:

\_\_\_\_\_  
(Please Print Name)

\_\_\_\_\_  
(Signature/Date)

In the presence of:

\_\_\_\_\_  
Witness (Print Name)

\_\_\_\_\_  
(Signature/Date)

\_\_\_\_\_  
Address







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DEPARTMENT OF HUMAN SERVICES  
AGENT SERVICES TAX INVOICE

Date: 1 July 2018

**Schedule of Contract Payments between the Department of Human Services and West Daly Regional Council for Provision of Agent Services.**

West Daly Regional Council  
ABN: 25 966 579 574  
GPO Box 3775  
DARWIN NT 0801

Department of Human Services  
ABN: 90 794 605 008  
33 Stuart Highway  
ALICE SPRINGS NT 0870

**Schedule of payments:**

To be paid on: (or as soon as possible after the Contract takes effect, whichever occurs later)		GST Exclusive	GST	Total to be paid (GST inclusive where applicable)
Payment 1	15 July 2018	\$14,735.94	\$1,473.59	\$16,209.53
Payment 2	15 August 2018	\$14,735.94	\$1,473.59	\$16,209.53
Payment 3	15 September 2018	\$14,735.94	\$1,473.59	\$16,209.53
Payment 4	15 October 2018	\$14,735.94	\$1,473.59	\$16,209.53
Payment 5	15 November 2018	\$14,735.94	\$1,473.59	\$16,209.53
Payment 6	15 December 2018	\$14,735.94	\$1,473.59	\$16,209.53
Payment 7	15 January 2019	\$14,735.94	\$1,473.59	\$16,209.53
Payment 8	15 February 2019	\$14,735.94	\$1,473.59	\$16,209.53
Payment 9	15 March 2019	\$14,735.94	\$1,473.59	\$16,209.53
Payment 10	15 April 2019	\$14,735.94	\$1,473.59	\$16,209.53
Payment 11	15 May 2019	\$14,735.94	\$1,473.59	\$16,209.53
Payment 12	15 June 2019	\$14,735.94	\$1,473.59	\$16,209.53
<b>Total Contract</b>		<b>\$176,831.28</b>	<b>\$17,683.08</b>	<b>\$194,514.36</b>

FOR DEPARTMENT OFFICE USE ONLY			
Contract executed on ____/____/____			
Cost Centre:	1101463	WBS Element:	P/S-1018-2AC
Vendor Number:	1040637	G/L Code:	47312
Goods Received:	____/____/____	Signed:	_____
Name:	_____	Position:	_____
Recorded on	_____	Contract Number:	D157_____
ESSentials:	____/____/____		





## **WEST DALY REGIONAL COUNCIL**

### **FOR THE COUNCIL MEETING OF 20 JUNE 2018**

#### **Report for Agenda Item No 13**

**Prepared by** Kristine Matienzo, Grants Manager

#### **Indigenous Advancement Strategy Programme - NAIDOC Week Funding**

##### **Purpose**

To present to Council NAIDOC Week Funding from Department of Prime Minister and Cabinet.

The Department of Prime Minister and Cabinet is pleased to offer West Daly Regional Council, \$3,300 (incl GST) for NAIDOC Week under the Indigenous Advancement Strategy Programme.

The objective of the Programme is to support Indigenous Australians to maintain their culture, participate equally in the economic and social life of the nations as well as to ensure Indigenous corporations are capable of delivering quality services to clients.

Project agreement was accepted by Shaun Hardy, CEO via e-mail to the Department on 08 June 2018.

##### **Recommendation**

- 1. That Council receives and notes NAIDOC Week Funding from Department of Prime Minister and Cabinet.**

##### **Attachments**

- 1** Letter of Offer
- 2** Project Agreement - Schedule
- 3** Funding Acceptance



**WDRC Grants**

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**From:** West Daly CEO  
**Sent:** Wednesday, 6 June 2018 11:39 AM  
**To:** WDRC Grants  
**Cc:** Ramesh Pudasaini; Steve Horton; Rebecca Purser; Tracey Clarke  
**Subject:** FW: NAIDOC Week Letter of Offer [SEC=UNCLASSIFIED]  
**Attachments:** NAIDOCLetterofOffer\_4-8BBT7AD\_05-06-2018\_115758.doc

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Hi Kristine

Another successful grant application.

Tracey, can we please add for incoming correspondence.

Thanks

**Shaun Hardy**  
Chief Executive Officer



Lot 463 Perdjert Street, Wadeye  
1/70 Cavenagh Street, Darwin  
PO Box 3775, Darwin, NT, 0801  
Mobile: 0400 862 067  
Email: [shaun.hardy@westdaly.nt.gov.au](mailto:shaun.hardy@westdaly.nt.gov.au)  
Website: [www.westdaly.nt.gov.au](http://www.westdaly.nt.gov.au)

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**From:** NaidocGrants [<mailto:NaidocGrants@pmc.gov.au>]  
**Sent:** Wednesday, 6 June 2018 11:13 AM  
**To:** West Daly CEO  
**Subject:** NAIDOC Week Letter of Offer [SEC=UNCLASSIFIED]

Dear Applicant

I am pleased to offer your organisation NAIDOC Week Funding as set out in this email and the attached Schedule and Terms and Conditions. This email and the attached Schedule and Terms and Conditions form the Project Agreement between your organisation and the Department of the Prime Minister and Cabinet (the Department).

The Department encourages you upload your event details to the NAIDOC website [www.naidoc.org.au](http://www.naidoc.org.au). There is an online form where you can enter information about your event and include an image of your choice. You are also able to freely search the calendar for events near you!

To accept the Project Agreement, you must:

1. Forward this email to [NAIDOCGrants@pmc.gov.au](mailto:NAIDOCGrants@pmc.gov.au) with the attached Schedule and Terms and Conditions.

2. In the body of the email, complete and include the details below:

Please complete to accept the Project Agreement.

I [your name], [your position] have the authority to accept NAIDOC Week Funding and to bind the [organisation name] to the Project Agreement with the Department of the Prime Minister and Cabinet. I have read and understand the Terms and Conditions of the Project Agreement and accept them on behalf of the organisation.

Please return the email acceptance as soon as possible to allow release of funds prior to NAIDOC Week. The offer will lapse, unless agreed with us, within 14 business days of receipt of this email.

If you have any questions about this offer, please contact us using the details below.

Yours sincerely

NAIDOC Grants Team  
[NAIDOCGrants@pmc.gov.au](mailto:NAIDOCGrants@pmc.gov.au)

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IMPORTANT: This message, and any attachments to it, contains information that is confidential and may also be the subject of legal professional or other privilege. If you are not the intended recipient of this message, you must not review, copy, disseminate or disclose its contents to any other party or take action in reliance of any material contained within it. If you have received this message in error, please notify the sender immediately by return email informing them of the mistake and delete all copies of the message from your computer system.

---

## Project Agreement – Schedule

**Organisation Id: 4-16Q6B6**

**Agreement Id: 4-8BBT7AD**

### Item A Programme Information

Programme name	Indigenous Advancement Strategy
Programme objectives	Support Indigenous Australians to maintain their culture, participate equally in the economic and social life of the nation.  Ensure Indigenous corporations are capable of delivering quality services to their clients.

### Item B Your Information

Organisation name	<b>West Daly Regional Council</b>
ABN	<b>25 966 579 574</b>

### Item C Grant Information

Total Grant amount	Grant Amount (excl. GST)	GST (if applicable)	Total (incl. GST)
	\$3,000.00	\$300.00	\$3,300.00
Payment will be made upon execution of the Project Agreement or as otherwise agreed by both parties.			
Your bank account details	BSB	065-901	
	Account Number	11026791	
	Account Name	West Daly Regional Council	

### Item D Activity Information

Activity name	West Daly Regional Council's NAIDOC 2018 Celebrations
Activity start date	1 June 2018
Activity end date	31 July 2018 or earlier termination date.

Activity details (what you must do)	Contribute to West Daly Regional Council's NAIDOC 2018 Celebrations, including planned activities such as sporting events, community parade and bbq,
--	--

**Item E Location information**

You have advised that all or part of the Activity will be delivered from the location(s) specified below:

**Delivery Location**

Outlet Name	Address 1	Address 2	Suburb/Town	State/ Territory	Post Code
West Daly Regional Council		1/70 Cavenagh Street	DARWIN	NT	0800

**Item F Deliverables**

Description of deliverable	Due Date
Acquittal Documentation	The Commonwealth may request receipts and/or a statutory declaration to account for the expenditure of the Grant at any time up to five years after the Agreement completion date.

**Item G Agreement completion date**

30 November 2018 or earlier termination date.

## Project Agreement – Terms and Conditions

### 1. Payment and Australian Business Number

---

- 1.1 The Grant will be paid into the bank account specified in the Schedule within forty (40) Business Days<sup>1</sup> of the commencement of the Project Agreement (the Agreement).
- 1.2 The payment of the Grant to you is dependent upon you providing your Australian Business Number<sup>2</sup> ('ABN') or a statement explaining why you are not required to provide an ABN. If you do not meet these requirements then we will apply withholding tax to any payments made under the Agreement.

### 2. GST

---

- 2.1 If you are registered for GST, you allow us to issue you with a Recipient Created Tax Invoice for any Taxable Supplies you make under the Agreement. You agree that you will not send us a Tax Invoice, and agree that you will notify us in writing of any changes to your GST status that occur during the term of the Agreement.
- 2.2 The terms '**GST**', '**Recipient Created Tax Invoice**', '**Taxable Supplies**' and '**Tax Invoice**' have any of the meanings used in the GST requirements, including any relevant legislation, regulations, or applicable rulings by the Australian Taxation Office.

### 3. Privacy

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- 3.1 You agree, in conducting the Activity:
- (a) not to do anything which, if done by the Commonwealth, would be a breach of the requirements of Division 2 of Part III of the *Privacy Act 1988* (Cth); and
  - (b) to comply with any of our directions, guidelines, determinations or recommendations, to the extent that they are consistent with your obligations referred to in 3.1(a); and
  - (c) you must notify us in writing of any breach or possible breach of this clause 3.

### 4. Indemnity

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- 4.1 You agree to indemnify (and keep indemnified) us (including our officers, employees and agents) against any loss or liability incurred by us (including any loss or damage to our property, or loss or expense incurred by us in dealing with any claim against us) arising from any acts or omissions done by you, or your employees or agents in connection with the Agreement.

### 5. Termination

---

- 5.1 Although you are not in default, we can terminate the Agreement, or reduce its scope, at any time by giving you written notice.
- 5.2 We can immediately terminate or reduce the scope of the Agreement by giving you a written notice if: any of the following occur:
- (a) you commit a breach of any of your obligations under the Agreement and we consider that the breach cannot be rectified or you fail to rectify to our satisfaction, and within a reasonable time, a breach which we consider is capable of remedy; or

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<sup>1</sup> Business Day means any day other than a Saturday, Sunday, public or bank holiday in the place where the relevant act is to be done

<sup>2</sup> For a list of situations where an ABN is not required, refer to the Australian Taxation Office website. The website also contains a 'Statement by a Supplier' form that you can use to set out the reason for not providing your ABN.

- (b) you have come under external administration, you have become bankrupt, insolvent, or we in our sole discretion form the view that you are, or may become, insolvent or are suffering financial difficulty which we consider is affecting or may affect, your ability to perform the Activity or meet your obligations under the Agreement.

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## 6. Reporting and Record Keeping

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- 6.1 You must provide the reports (if any) set out at Item F of the Schedule.
- 6.2 You give us or our representatives the right to inspect your records relating to the Grant at any time we request to do so up to five (5) years after the Agreement completion date or earlier termination of the Agreement.
- 6.3 At any time up to five (5) years after the expiry or earlier termination of the Agreement, if we request, you must send us:

- (a) a financial declaration; and/or
- (b) original receipts or other documents which account for the expenditure of the Grant.

You must comply with a request made under 6.3 within the timeframe specified in the request otherwise we may require you to repay the Grant within twenty (20) Business Days of us giving you notice to do so.

- 6.4 Where the report specified at Item F of the Schedule is a financial declaration, you must:
  - (a) verify you have spent the Grant on the Activity in accordance with the Agreement; and
  - (b) specify the amount, if any, of the Grant that remains unspent.
- 6.5 Where the report specified at Item F of the Schedule is a non-audited financial acquittal, you must provide an income and expenditure statement in relation to the Grant that:
  - (a) is based on proper accounts and records; and
  - (b) verifies that you have spent the Grant on the Activity in accordance with the Agreement; and
  - (c) specifies the amount, if any, of the Grant that remains unspent; and
  - (d) complies with the applicable Australian Accounting Standards<sup>3</sup>.
- 6.6 Any financial report or declaration must be certified by:

- (a) your board; or
- (b) your chief executive officer; or
- (c) an officer with authority to do so.

- 6.7 You acknowledge that giving false or misleading information to the Department is a serious offence under section 137.1 of the *Criminal Code Act 1995* (Cth).

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## 7. Repaying the Grant

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- 7.1 You must repay the Grant (or the relevant part of it) to us in any of the circumstances set out below:
    - (a) we overpay you; or
    - (b) we pay you an amount that you incorrectly claim; or
-



- (c) an amount of the Grant is unspent at the Agreement completion date; or
- (d) we pay you an amount that you are unable to spend in accordance with the Agreement; or
- (e) you spend an amount other than in accordance with the Agreement.

7.2 If you must repay an amount under clause 7.1:

- (a) you must do so within twenty (20) Business Days after we give you a notice in writing; and
- (b) you must pay interest on the amount from the end of the twenty (20) Business Days until the date of repayment (and interest is calculated at the general interest charge rate as specified in section 8AAD of the Taxation Administration Act 1953 (Cth) on a daily compounding basis); and
- (c) we may recover the amount and any interest as a debt due to the Commonwealth.

7.3 We can recover all or any of the amount and interest by deducting it from subsequent amounts we pay you under the Agreement or any other agreement we have with you.

## **8. Complaints**

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8.1 You must establish and publicise the existence of a documented complaints process which you must use to deal with any complaints by your clients unless otherwise required by another part of the Agreement. If clients are unsatisfied with how their complaint was handled by you then you must refer the client to our complaints service (details on our website) for further investigation of the complaint.

**WDRC Grants**

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**From:** West Daly CEO  
**Sent:** Friday, 8 June 2018 2:19 PM  
**To:** 'TopEndTiwiIslands@network.pmc.gov.au'  
**Cc:** WDRC Grants; Tracey Clarke; Rebecca Purser  
**Subject:** NAIDOC Week Funding  
**Attachments:** NAIDOCLetterofOffer\_4-8BBT7AD\_05-06-2018\_115758.doc

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

To Whom it May Concern

I, Shaun Hardy, CEO of the West Daly Regional Council, have the authority to accept NAIDOC Week Funding and to bind the West Daly Regional Council to the Project Agreement with the Department of the Prime Minister and Cabinet.

I have read and understand the Terms and Conditions of the Project Agreement and accept them on behalf of the organisation.

Kind Regards

**Shaun Hardy**  
**Chief Executive Officer**



Lot 463 Perdjert Street, Wadeye  
1/70 Cavenagh Street, Darwin  
PO Box 3775, Darwin, NT, 0801  
Mobile: 0400 862 067  
Email: [shaun.hardy@westdaly.nt.gov.au](mailto:shaun.hardy@westdaly.nt.gov.au)  
Website: [www.westdaly.nt.gov.au](http://www.westdaly.nt.gov.au)



## **WEST DALY REGIONAL COUNCIL**

### **FOR THE COUNCIL MEETING OF 20 JUNE 2018**

#### **Report for Agenda Item No 14**

**Prepared by**                **Rebecca Purser, Manager Corporate**

#### **Wadeye Local Authority Nomination**

##### **Purpose**

Council approval of Local Authority Membership nomination.

##### **Background**

A Local Authority Nomination Form has been received from Wilfred Harris for Wadeye Local Authority.

All nominations for Local Authority membership appointment must be approved by Council.

##### **Impact for Council**

Compliance with legislation.

##### **Recommendation**

- 1. That Council appoints Wilfred Harris as a Local Authority member for Wadeye.**

##### **Attachments**

- 1 Nomination Form - Wilfred Harris**

**LOCAL AUTHORITY NOMINATION FORM**

Community: Wadeye Date: 28/05/18

Name of Nominee: Wilfred Harris

**Contact Information:**

Landline: 0889782953

Mobile: 049879305

Email:

cptl.wadeye@westdaly.nt.gov.au

Postal Address:

C/O post office Wadeye community NT  
0822

Please explain why you would be a good candidate for your Local Authority:

I believe being part of the Local authority will enable me to contribute valuable insight of community safety and awareness.

I'm also passionate about making a change where, people in the community can benefit from and grow strong.

Other information relevant to my nomination:

I have served as a board member in my local community Daly River, I have experience on how it works and of my duty and responsibility



## **WEST DALY REGIONAL COUNCIL**

### **FOR THE COUNCIL MEETING OF 20 JUNE 2018**

#### **Report for Agenda Item No 15**

**Prepared by**                      **Glenn Parker , Community Services Manager**

#### **Wadeye Community Services Manager's Report**

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##### **Public and Street Lighting**

2 solar lights are being installed at the airport entrance. The culverts are difficult to see at night and a vehicle recently hit the left-hand side.

2 of 3 quotes attached to repair/replace street lights.  
Seeking approval from council to proceed. If the 3<sup>rd</sup> quote comes in cheaper I will get authorisation of CEO to use.

##### **Animal Welfare and Control**

Vet programme was well received.  
Over 80 animals desexed and a number.  
AMRRIC to forward full report to CEO in the near future.

##### **Local Road Maintenance**

Ongoing pothole repairs. So far 8 tonne of bitumen has been used which is about half of the holes fixed.

##### **Waste Management And Litter Control**

A big effort by the civil crew to clean up street and nature strip rubbish. 2 new quad bikes will arrive in the next week to assist in keeping on top of street rubbish.

##### **Plant And Equipment**

See attached list of vehicle update:  
5 to be repaired for continued use.  
9 vehicles for disposal  
1 vehicle to be purchased.

Peppi grader has a "knock" in the engine. Mechanic to evaluate and give estimation of repair cost.

Tilt tray truck has had extensive work done to brakes and injectors. Noe running very well at long last.

Caterpillar loader has had all hydraulic hoses replaced and is fit for work once again.

### **Airport Maintenance**

Maintenance good, little or no vandalism for the past few weeks.  
Major works taking place repainting the runway and apron area.  
GP on night shift during the works period 18<sup>th</sup> to 24<sup>th</sup> June.

### **Recommendation**

- 1. That Council accepts CSM's report with the recommendation of vehicles disposal.**

### **Attachments**

- 1 attachments csm wadeye





## QUOTE

West Daly Regional Council

**Date**  
16 Mar 2018

**Expiry**  
15 Apr 2018

**Quote Number**  
QU-4500

**Reference**  
SLR-01

**ABN**  
21 155 865 320

Callum Payne Pty Ltd  
T/a Espec - Electrical  
Specialists  
PO Box 143  
Berry Springs, NT, 0838  
Mobile: 0439 39 0770  
Office: 0437 467 646  
Email:  
admin@espec.com.au

Description	Quantity	Unit Price	GST	Amount AUD
Mobilise to Wadeye	1.00	3,504.00	10%	3,504.00
Remove existing HPS Roadster Street Lights.	64.00	254.25	10%	16,272.00
Supply and install 40 Watt LED Gecko Street Light.	64.00	568.50	10%	36,384.00
Accommodation	5.00	340.00	10%	1,700.00
Demobilise from Site	1.00	3,504.00	10%	3,504.00
Subtotal				61,364.00
TOTAL GST 10%				6,136.40
TOTAL AUD				67,500.40

### Terms

30 Days Date Issued

**DJ Air & Electrical Services Pty Ltd**

A.B.N: 28 160 855 809  
[admin@djair.com.au](mailto:admin@djair.com.au)  
 Phone: 0408 361 693  
 PO Box 27, Wadeye NT 0822  
 Electrical Contractors License: C2899  
 Arctic Authorisation Number: AU32755

**QUOTATION**

Invoice #: QU-0001510

Date: 05 Mar 2018

**Bill To:**

West Daly Regional Council  
 GPO Box 2047  
 DARWIN NT 0804  
 AUSTRALIA

**Description****Amount EX GST**

Street lighting Wadeye as per locations provided.

Supply and install sixty four (64), forty (40) watt LED Gecko street light fittings and remove existing light.

Replace non compliant mounting brackets with new

Replace all faulty fuse holders and damaged cables with new.

Bucket Truck Hire

Includes all materials and safety equipment needed to complete the installation of the LED 40watt gecko street lights

69,236.36

Subtotal

69,236.36

Total GST 10%

6,923.64

Invoice Total AUD

76,160.00

**Amount Due AUD****76,160.00**


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**Quote Number: QU-0001510**
**Customer: West Daly Regional Council**

Quote valid for 30 days. Please contact Caitie 0427104991 / [admin@djair.com.au](mailto:admin@djair.com.au) should you have any queries.

Thank you for the opportunity to quote

Job Description	DRIVER	COMMENT	Description
MV000001 - Toyota Hilux - CC65PS	NP Employees	Keep - repair	Dual Cab 4WD with cage
MV000008 - Toyota Landcruiser - CA20OG	Previously RSM Palumpa	Keep - repair	Single cab ute
MV000037 - Toyota Hilux - CC44JV	Peppi - Gary Day	Keep - repair	Civil
MV000019 - Toyota Hilux - CA37NQ	Palumpa Civil/ various Drivers	Keep - repair	Dual cab ute
MV000014 - Toyota Landcruiser - CA88BW	Wadeye - Ian Wogas	Keep - repair	Ute White
MV000029 - Toyota landcruiser - 930050	Aged care	Keep - Transfer to Civil (staff transport)	Troop Carrier White
MV000034 - Toyota Landcruiser - CC97VE	Wadeye admin	keep - Transfer to aged care	Troop Carrier White
MV000033 - Toyota Landcruiser - CB60TE	Keep - Damian Oppel	Keep - Transfer from Peppi to Wadeye	Utility (RSM Peppi)
MV-000051 Toyota Hilux 4x2 Toyota Hilux KUN26R MY14 SR	CNP MANAGER	Keep	KUN26R MY14 Dual Cab
MV000042 - Hino 300 - CB67NC Twin cab tip truck	Palumpa - Civil Employees	Keep	Twin cab tip truck
MV-000052 Toyota Hilux 932947 Dual cab 2WD ute - white	CNP day shift	Keep	Dual Cab ute white
MV000006 - Toyota Hilux - CA88JK	Peppi - NP Employees	Keep	Dual Cab White
MV000005 - Toyota Hiace - CA98MG	Peppi - Donna Liddy	Keep	Van
MV000017 - Toyota Hilux - CA41II	Age Care Employees	Keep	Dual Cab 4x4 white
MV000035 - Toyota Hilux - CB54DQ	NP Officers/On Duty Staff	Keep	Dual Cab ute white
MV000044 - Toyota Hilux ute - CA37CI	June Albe	Keep	Single cab ute
MV000046 - Hino Bus. 2000	Bus Driver	Keep	Bus
MV000047 - Toyota Landcruiser - CC02UQ	Aaron Healey	Keep	Workmate Ute
Toyota Hilux twin-cab drop-side 4WD	Wadeye - Mick Vella	purchase to replace silver Hilux	
MV000013 - Toyota Landcruiser - 742014	Civil Employees	Auction	Ute (ex palumpa)
MV000036 - Toyota Hilux - CA37UH	Gary Ariuu/ Various Civil	Auction	Dual cab 4x4 ute
MV000015 - Troop Carrier Wagon - CA83PV	Spare Vehicle (bought via SR 822)	Auction	Troop Carrier White
MV000021 - Toyota Hilux - 975564	Spare ??	Auction	Silver
MV000022 - Toyota Landcruiser - 981191	Parked at Civil Yard	Auction	79 series ute
MV000024 - Toyota Hilux - CA23PO	Civil Employees	Auction	Dual cab 4x4 ute
MV000040 - Toyota Hilux - CB62KW	Night Patrol TL	Auction	Dual Cab ute white
MV000043 - Mitsubishi Canter - 711732	Civil Employees	Auction	Bitumen Sprayer
Toyota Landcruiser - CC48LT	Damien (civil)	Auction	Single cab ute 4wd
MV000010 - Toyota Hilux - CA60WJ	Civil Employees	Scrap	2wd
MV-000050 2016 Toyota Hilux 4x2 Workmate 2.4L T Diesel N	Admin	Trade-in - upgrade to auto 4WD	4x2 Ute
MV000048 - Toyota Hilux D/Cab - CC09IP	Mayor John Wilson	TBA - CEO	Dual cab
MV000039 - Toyota Prado GXL - CB62MZ	Shaun Hardy	TBA - CEO	Prado GXL CEO

Vehicles with rego 981-191 and 742-814 have previously been approved including the drowned Landcruiser wagon.



## **WEST DALY REGIONAL COUNCIL**

### **FOR THE COUNCIL MEETING OF 20 JUNE 2018**

#### **Report for Agenda Item No 16**

**Prepared by                      Scott Page, Community Night Patrol Manager**

#### **Nganmarriyanga Community Services Manager's Report**

##### **Events And Activities**

Several AFL games have been held at Nganmarriyanga recently with most of the Community attending games.

WDRC sponsored a Community clean up day in Nganmarriyanga several weeks ago, Council supplied food and water for a BBQ that was held in front of the Council office, also supplying 2 childrens pushbikes and store vouchers as prizes to children and families who had neat and clean house yards and also as part of a poster competition. Photos will be uploaded to the WDRC web site as soon as they are available.

##### **Meetings**

CSM has met with NT Police several times during May to discuss various topics including, un-roadworthy vehicles, and alcohol coming into the Community.

##### **Community Issues**

As part of a broader Community program WDRC Civil staff have been working alongside Job find participants in cleaning up old car bodies around the Community and also mowing and whipper snipping house yards.

The problem being that now all the car bodies have been removed more old cars are just left around town again causing the same problems (hazards for community members and children).

Community members need to be instructed to take their broken down motor vehicles to the car dump and not in their house yards or outside their house yards. The Community looks nice and tidy with the car bodies removed.

##### **Staffing**

Our new Civil Team Leader Damian Blair commenced work in earl May, so I would just like to welcome Damian on board, and he is fitting in quiet well with the Community.

## **Core/Infrastructure Services**

### **Public And Street Lighting**

All street lights have been repaired and are now operational.

### **Maintenance Buildings And Fixed Assets**

Damian and the Civil crew have tidied up the workshop compound and storage shed, and now the whole area looks very neat and tidy.

### **Cemetery Assistance**

I am still working on a cemetery plan with senior community members, this report should be finalised shortly.

### **Swimming Pool**

N/A

### **Animal Welfare And Control**

Vets are due to visit Nganmarriyanga and surrounding outstations in early July.

### **Local Road Maintenance**

Alan King & Sons visited Nganmarriyanga on Wednesday 30/05/18 and met with WDRC Director of Council Services and other Government bodies regarding the Airport road re-sealing.

### **Traffic Management On Local Roads**

Large potholes around the Community are being filled with gravel by the Civil team.

A quote has been obtained and submitted for the repairs and maintenance grade of the Wudupulli / Nama road.

### **Waste Management And Litter Control**

Civil staff and Job find have been collecting steel and other rubbish throughout the Community on a regular basis.

### **Plant And Equipment**

2 new whipper snippers and 1 new push mower have been purchased. Currently only have 1 small ride-on mower operational. Our backhoe is a very old machine and needs to be replaced as soon as funds become available.

Nganmarriyanga CSM has taken delivery of a new Toyota 4wd trayback utility, current CSM Toyota 4wd has been transferred to Civil Team Leader Damian Blair.

### **Airport Maintenance**

Burning off around the airstrip has been completed.

#### **Recommendation**

- 1. That Council receives and notes the Nganmarriyanga Community Services Managers "report.**
- 2. That Council approve for the old demountable located on lot 79 be removed from the Assets Register. This demountable is old and full of white ants and needs to be demolished.**

#### **Attachments**

There are no attachments for this report.





## **WEST DALY REGIONAL COUNCIL**

### **FOR THE COUNCIL MEETING OF 20 JUNE 2018**

#### **Report for Agenda Item No 17**

**Prepared by Gary Day, Community Services Manager**

#### **Peppimenarti Community Services Manager's Report (Acting)**

##### **Events And Activities**

None to report.

##### **Meetings**

July 25<sup>th</sup> OCM.

##### **Community Issues**

None to report

##### **Staffing**

Staff not coming to work continues to be a problem in all areas, Office, Civil, Aged Care and Night Patrol.

##### **Core/Infrastructure Services**

The proposed walkway is progressing and will soon be started.  
Council is looking at cleaning up the rubbish tip and removing old car and other scrap metal.

##### **Public And Street Lighting**

We are still waiting on Alenco for a quote on a solar light in front of the clinic and repair of one street light.

##### **Maintenance Buildings And Fixed Assets**

Lot 14 has a new kitchen going to be installed starting 13th June  
Also quotes for painting inside the house and new outside window awnings are being sorted.

##### **Cemetery Assistance**

N/A

### **Swimming Pool**

Nothing to report.

### **Animal Welfare And Control**

July dates for visiting Peppimenarti to be confirmed.

### **Local Road Maintenance**

Still waiting for the Peppi grader repairs to be completed.  
Waiting on quotes from Yantjaru to grade Mulingi and Delye outstation roads.

### **Traffic Management On Local Roads**

Speed humps are going to be installed starting the week of 18<sup>th</sup> -22<sup>nd</sup> according to Deewin Kurim scheduling

### **Waste Management And Litter Control**

As above.

### **Plant And Equipment**

Servicing and repairs needed on most pieces of plant

### **Airport Maintenance**

Weekly inspections have been carried out, the signal circles have been blackened again and fencing is in good condition. Fire breaks around the perimeter have been cut.

### **Recommendation**

- 1. That Council receives and notes the Peppimenarti Community Services Manager's (Acting) report.**

### **Attachments**

There are no attachments for this report.



## WEST DALY REGIONAL COUNCIL

### FOR THE COUNCIL MEETING OF 20 JUNE 2018

#### Report for Agenda Item No 18

Prepared by **Wilfred Harris, Mr**

#### **Community Night Patrol Senior Team Leader's Report**

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##### **Meetings**

N.T AFL, Yellow Shirts, N.T Police, Truancy Officers.

##### **Strategic Issues**

N.T AFL introducing junior competition into the Wadeye Football.

Objectives:

- Curving youth antisocial behaviour.
- Family support development.

Yellow Shirts: supporting yellow shirts with picking up kids in the morning.

Developing Day patrol program:

- In assisting families building trust,
- networking,
- Family strength base approach in school attendance.

N.T Police:

Reporting:

- Domestic violence
- Assisting people at high risk.
- Drunk drivers
- Anti social behaviours.

##### **Community Issues**

- Youth anti social behaviours
- Drunk drivers

There are number of issues concerning West Daly regional communities.

- lack of support for man programs
- No Diversion programs for youth
- Basic card reforms, we are seeing Money spend on Phones credit, not much on food.

- Drug and Alcohol abuse
- Low attendance rate (Wadeye)
- Mental health issues
- Repeat offenders ( Domestic Violence)

### **Staffing**

All community safety patrol officers started our cert 3 in community service.

### **Wadeye**

We have 11 community safety members,

### **Nganmarriyanga**

There is 4 staff at Nganmarriyanga.

### **Peppimenarti**

There is 3 staff at Peppimenarti:

### **Recommendation**

- 1. That Council receives and notes the Senior Night Patrol Team Leader's report.**

### **Attachments**

- 1 Daily reporting stats

Monthly Summary		January						2018			
Wadeve	0 to 12	13 to 17	18 to 25	26 to 44	45 +	Safetouse	Clinic	Police	Children Reunited	Children NOT Reunited	Weekly Totals
	M F	M F	M F	M F	M F				2	2	133
Week 1	23 29	5 9	11 20	9 22	12 5				8		199
Week 2	38 44	15 13	10 16	22 13	7				8		155
Week 3	38 44	15 13	10 16	22 13	7				8		155
Week 4	37 28	17 23	15 25	14 15	3 5				12		182
Week 5											0
Palumpa	0 to 12	13 to 17	18 to 25	26 to 44	45 +	Safetouse	Clinic	Police	Children Reunited	Children NOT Reunited	Weekly Totals
	M F	M F	M F	M F	M F				12		43
Week 1	4 6	1 3	1 6	8 4	10		1		7		39
Week 2	3 3	2 2	5 5	1 12	4 9		1		11		36
Week 3	1 7	2 2	1 1	10 2	9			1	10		37
Week 4	5 2	1 4	2 4	1 6	1 11						0
Week 5											0
Peppimanti	0 to 12	13 to 17	18 to 25	26 to 44	45 +	Safetouse	Clinic	Police	Children Reunited	Children NOT Reunited	Weekly Totals
	M F	M F	M F	M F	M F				12		46
Week 1	5 4	1 4	8 8	2 9	5 8		1		10		51
Week 2	4 2	1 3	2 10	11 6	12			1	9		33
Week 3	1 3	8 8	5 5	1 10				1	7		40
Week 4	4 1	1 2	2 7	1 7	3 12						0
Week 5											0
Operating hrs.		13 to 17	18 to 25	26 to 44	45 +				Children Reunited	Children NOT Reunited	Assisted
Wadeve	M F	M F	M F	M F	M F	Safetouse	Clinic	Police	Children Reunited	Children NOT Reunited	Assisted
Wadeve	126 133	47 53	54 85	51 63	33 24	0	0	0	30	2	669
Palumpa	13 18	4 11	4 16	3 36	11 39	0	3	1	40	0	155
Peppimanti	14 10	3 17	4 30	3 32	15 42	1	1	2	38	2	170
Night Patrol Officers		10am - 6pm	6pm - 12am	12am - 4am	4am - 12am	12			Children Reunited	Children NOT Reunited	Assisted
Wadeve	5	5	6	3	3				994	108	4
Palumpa	5	5	3	3	3						
Peppimanti	5	5	3	3	3						
Monthly Summary		February						2018			
Wadeve	0 to 12	13 to 17	18 to 25	26 to 44	45 +	Safetouse	Clinic	Police	Children Reunited	Children NOT Reunited	Weekly Totals
	M F	M F	M F	M F	M F				3		199
Week 1	42 44	3 16	11 14	24 30	6 9				1		164
Week 2	30 29	7 14	5 18	13 20	8 20				5		202
Week 3	29 43	8 20	15 18	7 23	18 21				12		217
Week 4	35 39	16 19	24 31	10 20	9 14						0
Week 5											0
Palumpa	0 to 12	13 to 17	18 to 25	26 to 44	45 +	Safetouse	Clinic	Police	Children Reunited	Children NOT Reunited	Weekly Totals
	M F	M F	M F	M F	M F				70		131
Week 1	26 21	8 15	13 29	3 6	2 8				58		111
Week 2	32 40	4 5	12 16	2 2			1		7		127
Week 3	30 27	9 12	15 24	1 7	2 7				40		91
Week 4	18 23	11 3	9 15	7 7	5		2		24		163
Week 5	43 10	31 15	8 31	1 5	7 12						0
Peppimanti	0 to 12	13 to 17	18 to 25	26 to 44	45 +	Safetouse	Clinic	Police	Children Reunited	Children NOT Reunited	Weekly Totals
	M F	M F	M F	M F	M F				36		129
Week 1	12 16	4 7	1 9	14 15	21 30			1	30		117
Week 2	8 17	1 8	10 13	16 27	17		1		61		167
Week 3	20 28	6 9	6 16	19 29	34			2	27		94
Week 4	16 11	3 3	4 4	15 12	14						0
Week 5											0
Children Reunited Age Groups		0 to 12	13 to 17	18 to 25	26 to 44	45 +	Children NOT Reunited Age Groups				
Children Reunited Age Groups		0-5	6-10	11-16	TOTAL	TOTAL	0-5	6-10	11-16	TOTAL	TOTAL
Children Reunited Age Groups		1	1	1	3	0					0
Children Reunited Age Groups		1	1	1	3	0					0
Children Reunited Age Groups		5	5	5	15	0					0
Children Reunited Age Groups		5	7	12	24	0					0
Children Reunited Age Groups		0	0	0	0	0					0
Children NOT Reunited Age Groups		0-5	6-10	11-16	TOTAL	TOTAL	0-5	6-10	11-16	TOTAL	TOTAL
Children NOT Reunited Age Groups		20	30	20	70	0					0
Children NOT Reunited Age Groups		24	34	58	116	0					0
Children NOT Reunited Age Groups		18	22	40	80	0					0
Children NOT Reunited Age Groups		0	0	0	0	0					0
Children NOT Reunited Age Groups		0-5	6-10	11-16	TOTAL	TOTAL	0-5	6-10	11-16	TOTAL	TOTAL
Children NOT Reunited Age Groups		10	26	36	72	3					3
Children NOT Reunited Age Groups		8	22	30	60	2					4
Children NOT Reunited Age Groups		5	22	34	61	0					0
Children NOT Reunited Age Groups		15	12	27	54	2					2
Children NOT Reunited Age Groups		0	0	0	0	0					0
Children Reunited Age Groups		0-5	6-10	11-16	TOTAL	TOTAL	Children NOT Reunited Age Groups				
Children Reunited Age Groups		0-5	6-10	11-16	TOTAL	TOTAL	0-5	6-10	11-16	TOTAL	TOTAL
Children Reunited Age Groups		1	1	1	3	0					0
Children Reunited Age Groups		1	1	1	3	0					0
Children Reunited Age Groups		5	5	5	15	0					0
Children Reunited Age Groups		5	7	12	24	0					0
Children Reunited Age Groups		0	0	0	0	0					0
Children NOT Reunited Age Groups		0-5	6-10	11-16	TOTAL	TOTAL	0-5	6-10	11-16	TOTAL	TOTAL
Children NOT Reunited Age Groups		20	30	20	70	0					0
Children NOT Reunited Age Groups		24	34	58	116	0					0
Children NOT Reunited Age Groups		18	22	40	80	0					0
Children NOT Reunited Age Groups		0	0	0	0	0					0
Children NOT Reunited Age Groups		0-5	6-10	11-16	TOTAL	TOTAL	0-5	6-10	11-16	TOTAL	TOTAL
Children NOT Reunited Age Groups		10	26	36	72	3					3
Children NOT Reunited Age Groups		8	22	30	60	2					4
Children NOT Reunited Age Groups		5	22	34	61	0					0
Children NOT Reunited Age Groups		15	12	27	54	2					2
Children NOT Reunited Age Groups		0	0	0	0	0					0
Children Reunited Age Groups		0-5	6-10	11-16	TOTAL	TOTAL	Children NOT Reunited Age Groups				
Children Reunited Age Groups		0-5	6-10	11-16	TOTAL	TOTAL	0-5	6-10	11-16	TOTAL	TOTAL
Children Reunited Age Groups		1	1	1	3	0					0
Children Reunited Age Groups		1	1	1	3	0					0
Children Reunited Age Groups		5	5	5	15	0					0
Children Reunited Age Groups		5	7	12	24	0					0
Children Reunited Age Groups		0	0	0	0	0					0
Children NOT Reunited Age Groups		0-5	6-10	11-16	TOTAL	TOTAL	0-5	6-10	11-16	TOTAL	TOTAL
Children NOT Reunited Age Groups		20	30	20	70	0					0
Children NOT Reunited Age Groups		24	34	58	116	0					0
Children NOT Reunited Age Groups		18	22	40	80	0					0
Children NOT Reunited Age Groups		0	0	0	0	0					0
Children NOT Reunited Age Groups		0-5	6-10	11-16	TOTAL	TOTAL	0-5	6-10	11-16	TOTAL	TOTAL
Children NOT Reunited Age Groups		10	26	36	72	3					3
Children NOT Reunited Age Groups		8	22	30	60	2					4
Children NOT Reunited Age Groups		5	22	34	61	0					0
Children NOT Reunited Age Groups		15	12	27	54	2					2
Children NOT Reunited Age Groups		0	0	0	0	0					0







	June										2018							
	0 to 12		13 to 17		18 to 25		26 to 44		45 +		Safehouse	Clinic	Police	Children Reunited	Children NOT Reunited	Weekly Totals		
Monthly Summary	Wadeye	M	F	M	F	M	F	M	F	M	F						0	
	Week 1																0	
	Week 2																0	
	Week 3																0	
	Week 4																0	
Palumpa	0 to 12	13 to 17		18 to 25		26 to 44		45 +		Safehouse	Clinic	Police	Children Reunited	Children NOT Reunited	Weekly Totals			
	Week 1	0	0	0	0	0	0	1	2	4	0	0	0	0	7			
	Week 2														0			
	Week 3														0			
	Week 4														0			
Week 5															0			
	Peppimenarti	0 to 12		13 to 17		18 to 25		26 to 44		45 +		Safehouse	Clinic	Police	Children Reunited	Children NOT Reunited	Weekly Totals	
	Week 1	M	F	M	F	M	F	M	F	M	F					0		
	Week 2															0		
	Week 3															0		
Week 4															0			
	Week 5														0			
															0			
	Peppimenarti	0 to 12		13 to 17		18 to 25		26 to 44		45 +		Safehouse	Clinic	Police	Children Reunited	Children NOT Reunited	Weekly Totals	
	Week 1	M	F	M	F	M	F	M	F	M	F					0		
Week 2															0			
	Week 3														0			
	Week 4														0			
	Week 5														0			
															0			
0 to 12															0			
	Wadeye	M	F	M	F	M	F	M	F	M	F					0		
	Palumpa	0	0	0	0	0	0	1	2	4	0	0	0	0	7			
	Peppimenarti	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
	Community	Patrols per week		Operating Hrs.		Night Patrol Officers		Night Patrol Officers		Night Patrol Officers		Total Number		Children Reunited		Children NOT Reunited		
Wadeye			10am - 6pm										Assisted			Children NOT Reunited		
	Wadeye			6pm - 2am										7			0	
	Palumpa			4pm - 12am													0	
	Peppimenarti			4pm - 12am													0	
																	0	
Quarterly Report April to June 2018																		
	0 to 12		13 to 17		18 to 25		26 to 44		45+		Safehouse	Clinic	Police	Children Reunited	Children NOT Reunited	Total Assisted		
Wadeye	M	F	M	F	M	F	M	F	M	F						704	0	2231
Palumpa	131	107	26	36	34	68	23	22	46	80	0	2	0	114	41	573		573
Peppimenarti	46	59	29	74	21	61	12	76	78	97	0	4	2	157	0	553		553
All Community's	505	518	261	384	216	382	202	300	247	342	4	11	6	975	41	3357		3357

Children Reunited Age Groups					Children NOT Reunited Age Groups				
0-5	6-10	11-16	TOTAL		0-5	6-10	11-16	TOTAL	
58	194	166	418	0	0	0	0	0	0
3	22	9	34	0	10	22	32	32	0
10	49	39	98	0	0	0	0	0	0

Children Reunited Age Groups					Children NOT Reunited Age Groups				
0-5	6-10	11-16	TOTAL		0-5	6-10	11-16	TOTAL	
			0	0				0	0
			0	0				0	0
			0	0				0	0
			0	0				0	0
			0	0				0	0

Children Reunited Age Groups					Children NOT Reunited Age Groups				
0-5	6-10	11-16	TOTAL		0-5	6-10	11-16	TOTAL	
0	0	0	0	0				0	0
			0	0				0	0
			0	0				0	0
			0	0				0	0
			0	0				0	0

Children Reunited Age Groups					Children NOT Reunited Age Groups				
0-5	6-10	11-16	TOTAL		0-5	6-10	11-16	TOTAL	
0	0	0	0	0				0	0
0	0	0	0	0				0	0
0	0	0	0	0				0	0
0	0	0	0	0				0	0
0	0	0	0	0				0	0

Children Reunited Age Groups					Children NOT Reunited Age Groups				
0-5	6-10	11-16	TOTAL		0-5	6-10	11-16	TOTAL	
80	388	236	704	0	0	0	0	0	0
19	50	45	114	0	13	28	41	41	0
18	92	47	157	0	0	0	0	0	0
117	530	328	975	0	13	28	41	41	0

Monthly Summary										July										2018																			
Wadeye		0 to 12		13 to 17		18 to 25		26 to 44		45 +		Safetehouse	Clinic	Police	Children Reunited	Children NOT Reunited	Weekly Totals	Wadeye		0 to 12		13 to 17		18 to 25		26 to 44		45 +		Safetehouse	Clinic	Police	Children Reunited	Children NOT Reunited	Weekly Totals				
Week 1																	0																0						
Week 2																	0																0						
Week 3																	0																0						
Week 4																	0																0						
Week 5																	0																0						
Palumpa		0 to 12		13 to 17		18 to 25		26 to 44		45 +		Safetehouse	Clinic	Police	Children Reunited	Children NOT Reunited	Weekly Totals	Palumpa		0 to 12		13 to 17		18 to 25		26 to 44		45 +		Safetehouse	Clinic	Police	Children Reunited	Children NOT Reunited	Weekly Totals				
Week 1																	0																0						
Week 2																	0																0						
Week 3																	0																0						
Week 4																	0																0						
Week 5																	0																0						
Peppimenarti		0 to 12		13 to 17		18 to 25		26 to 44		45 +		Safetehouse	Clinic	Police	Children Reunited	Children NOT Reunited	Weekly Totals	Peppimenarti		0 to 12		13 to 17		18 to 25		26 to 44		45 +		Safetehouse	Clinic	Police	Children Reunited	Children NOT Reunited	Weekly Totals				
Week 1																	0																0						
Week 2																	0																0						
Week 3																	0																0						
Week 4																	0																0						
Week 5																	0																0						
Community		Patrols per week		Operating Hrs.		Night Patrol Officers				Night Patrol Officers Employed				Total Number Assisted		Children Reunited	Children NOT Reunited	Weekly Totals	Community		Patrols per week		Operating Hrs.		Night Patrol Officers				Night Patrol Officers Employed				Total Number Assisted		Children Reunited	Children NOT Reunited	Weekly Totals		
Wadeye				10am - 6pm												0	0	0	Wadeye			10am - 6pm												0	0	0			
Wadeye				4pm - 12am												0	0	0	Palumpa			4pm - 12am												0	0	0			
Palumpa				4pm - 12am												0	0	0	Peppimenarti			4pm - 12am												0	0	0			
Peppimenarti				4pm - 12am												0	0	0											0	0	0								
Monthly Summary										August										2018																			
Wadeye		0 to 12		13 to 17		18 to 25		26 to 44		45 +		Safetehouse	Clinic	Police	Children Reunited	Children NOT Reunited	Weekly Totals	Wadeye		0 to 12		13 to 17		18 to 25		26 to 44		45 +		Safetehouse	Clinic	Police	Children Reunited	Children NOT Reunited	Weekly Totals				
Week 1																	0																0						
Week 2																	0																0						
Week 3																	0																0						
Week 4																	0																0						
Week 5																	0																0						
Palumpa		0 to 12		13 to 17		18 to 25		26 to 44		45 +		Safetehouse	Clinic	Police	Children Reunited	Children NOT Reunited	Weekly Totals	Palumpa		0 to 12		13 to 17		18 to 25		26 to 44		45 +		Safetehouse	Clinic	Police	Children Reunited	Children NOT Reunited	Weekly Totals				
Week 1																	0																0						
Week 2																	0																0						
Week 3																	0																0						
Week 4																	0																0						
Week 5																	0																0						
Peppimenarti		0 to 12		13 to 17		18 to 25		26 to 44		45 +		Safetehouse	Clinic	Police	Children Reunited	Children NOT Reunited	Weekly Totals	Peppimenarti		0 to 12		13 to 17		18 to 25		26 to 44		45 +		Safetehouse	Clinic	Police	Children Reunited	Children NOT Reunited	Weekly Totals				
Week 1																	0																0						
Week 2																	0																0						
Week 3																	0																0						
Week 4																	0																0						
Week 5																	0																0						
Children Reunited Age Groups		0-5		6-10		11-16		TOTAL		Children NOT Reunited Age Groups		0-5		6-10		11-16		TOTAL		Children Reunited Age Groups		0-5		6-10		11-16		TOTAL		Children NOT Reunited Age Groups		0-5		6-10		11-16		TOTAL	
0-5																	0																0					0	
6-10																	0																0					0	
11-16																	0																0					0	
TOTAL																	0																0					0	
0-5																	0																0					0	
6-10																	0																0					0	
11-16																	0																0					0	
TOTAL																	0																0					0	
0-5																	0																0					0	
6-10																	0																0					0	
11-16																	0																0					0	
TOTAL																	0																0					0	
0-5																	0																0					0	
6-10																	0																0					0	
11-16																	0																0					0	
TOTAL																	0																0					0	

Monthly Summary											
September				2018							
Wadeye	0 to12	13 to 17	18 to 25	26 to 44	45 +	Safetehouse	Clinic	Police	Children Reunited	Children NOT Reunited	Weekly Totals
Week 1	M	F	M	F	M	F	M	F	M	F	0
Week 2											0
Week 3											0
Week 4											0
Week 5											0
Palumpa	0 to12	13 to 17	18 to 25	26 to 44	45 +	Safetehouse	Clinic	Police	Children Reunited	Children NOT Reunited	Weekly Totals
Week 1	M	F	M	F	M	F	M	F	M	F	0
Week 2											0
Week 3											0
Week 4											0
Week 5											0
Peppimenarti	0 to12	13 to 17	18 to 25	26 to 44	45 +	Safetehouse	Clinic	Police	Children Reunited	Children NOT Reunited	Weekly Totals
Week 1	M	F	M	F	M	F	M	F	M	F	0
Week 2											0
Week 3											0
Week 4											0
Week 5											0
0 to12	13 to 17	18 to 25	26 to 44	45 +	Safetehouse	Clinic	Police	Children Reunited	Children NOT Reunited	Total	0
M	F	M	F	M	F	M	F	M	F	Total	0
Wadeye	0	0	0	0	0	0	0	0	0	0	0
Palumpa	0	0	0	0	0	0	0	0	0	0	0
Peppimenarti	0	0	0	0	0	0	0	0	0	0	0
Community	Parols per week	Operating Hrs.	Night Patrol Officers	Night Patrol Officers	Night Patrol Officers	Night Patrol Officers	Night Patrol Officers	Night Patrol Officers	Night Patrol Officers	Night Patrol Officers	0
Wadeye	10am - 6pm	4pm - 12am	4pm - 12am	4pm - 12am	4pm - 12am	4pm - 12am	4pm - 12am	4pm - 12am	4pm - 12am	4pm - 12am	0
Peppimenarti	4pm - 12am	4pm - 12am	4pm - 12am	4pm - 12am	4pm - 12am	4pm - 12am	4pm - 12am	4pm - 12am	4pm - 12am	4pm - 12am	0
Quarterly Report July to September 2018											
0 to 12	13 to 17	18 to 25	26 to 44	45 +	Safetehouse	Clinic	Police	Children Reunited	Children NOT Reunited	Total	0
M	F	M	F	M	F	M	F	M	F	Total	0
Wadeye	0	0	0	0	0	0	0	0	0	0	0
Palumpa	0	0	0	0	0	0	0	0	0	0	0
Peppimenarti	0	0	0	0	0	0	0	0	0	0	0
Community	Parols per week	Operating Hrs.	Night Patrol Officers	Night Patrol Officers	Night Patrol Officers	Night Patrol Officers	Night Patrol Officers	Night Patrol Officers	Night Patrol Officers	Night Patrol Officers	0
Wadeye	10am - 6pm	4pm - 12am	4pm - 12am	4pm - 12am	4pm - 12am	4pm - 12am	4pm - 12am	4pm - 12am	4pm - 12am	4pm - 12am	0
Peppimenarti	4pm - 12am	4pm - 12am	4pm - 12am	4pm - 12am	4pm - 12am	4pm - 12am	4pm - 12am	4pm - 12am	4pm - 12am	4pm - 12am	0
All Communities's											

Children Reunited Age Groups					Children NOT Reunited Age Groups				
0-5	6-10	11-16	TOTAL	0	0-5	6-10	11-16	TOTAL	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
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0	0	0	0	0	0	0	0	0	0
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0	0	0	0	0	0	0	0	0	0
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0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
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0	0	0	0	0	0	0	0	0	0
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0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
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0	0	0	0	0	0	0			

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## WEST DALY REGIONAL COUNCIL

### FOR THE COUNCIL MEETING OF 20 JUNE 2018

#### Report for Agenda Item No 19

Prepared by Tracey Clarke, Administration Officer

#### Incoming and Outgoing Correspondence

##### 1. Correspondence Register – Incoming Mail OCM June 2018

Date	Addressed to	Correspondence from	Letter, Report, Email etc.	Title/Content	Date received / forwarded	Forwarded to
28/5/18	Mayor/CEO & Councillors	Australian Bureau of Statistics	Email	Seeking input to 2021 Census	28/5/18	CEO
6/6/18	CEO	NAIDOC	Email	NAIDOC Letter of Offer	6/6/18	Grants
14/6/18	CEO	Department of Health	Letter	National Aboriginal and Torres Strait Islander Aged Care Program	14/6/18	Grants/ Finance
13/6/18	CEO	Department of Infrastructure and Planning	Letter	Invitation to Extend	13/6/18	CEO

##### 2. Correspondence Register – Outgoing Mail OCM June 2018

Date Sent	Addressed to	Address	Letter, Report, Email etc.	Title/Content	Sent from
22/5/18	Nganmarriyanga School	PMB 85 Winnellie, NT	Letter	Request for Sponsorship	CEO
14/6/18	Ogden Power	PO Box 4211, Alice Springs <a href="mailto:Admin@ogdenpower.com.au">Admin@ogdenpower.com.au</a>	Email	Merrepen Solar Power Project – Partial completion and defects period	CEO

#### Recommendation

1. That Council accept the correspondence

#### Attachments

There are no attachments for this report.