



# **MEETING OF COUNCIL**

**WEDNESDAY, 29 MARCH 2023**

10:00 AM

Held at the West Daly Regional Council Chambers  
WINNELLIE NT

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

Agenda available online and if any queries please contact  
Governance and Quality Assurance Officer on

[info@westdaly.nt.gov.au](mailto:info@westdaly.nt.gov.au)

or phone: 08 7922 6403

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## AGENDA

### West Daly Regional Council Council Meeting

**WEDNESDAY, 29 MARCH 2023**

**WEST DALY REGIONAL COUNCIL CHAMBERS,  
WINNELLIE NT**

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#### ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

West Daly Regional Council acknowledges the Traditional Owners and custodians of the lands on which we live and work, paying our respect to Elders past, present and in the future.

#### PRESENT APOLOGY AND LEAVE OF ABSENCE

##### Elected Members:

Name	Title	Present	Apology	Absent
Ralph Narburup	Mayor			
Wilfred Harris	Deputy Mayor			
Mark Tunmuck-Smith	Councillor			
John Wilson	Councillor			
Terry Sams	Councillor			
Jake Clark	Councillor			

##### Staff:

Name	Title	Present	Apology	Absent
Matthew Eastham	Chief Executive Officer			
Andrew Everingham	Chief Operations Officer			
James Cartwright	Chief Financial Officer			
Sharon Binns	Governance			
Julieanne Wylie	EA to CEO and Mayor			

## CONFIRMATION OF MINUTES

- 1 Confirmation of previous minutes..... 5

## DISCLOSURES OF INTEREST – COUNCILLORS AND STAFF

Are there members present who wish to declare any conflict or raise any concerns regarding potential conflict that have arisen or may arise in the agenda at this meeting?

## REPORTS

- 2 Local Authority Minutes and Recommendations..... 16
- 3 Finance Committee minutes..... 33
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- 5 Remuneration Tribunal Determination for Elected Members ..... 54
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- 7 Council's Pay As You Go withholding (PAYG) income tax system..... 77
- 8 Insurance premium increase by 10% for 2023/2024 budget period ..... 85
- 9 Circular Resolution Policy reversal..... 87
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- 11 Service Delivery..... 137
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## CORRESPONDENCE IN AND OUT

- 13 Correspondence Report ..... 147

## GENERAL BUSINESS

## CONFIDENTIAL

- 14 Confirmation of previous confidential minutes
- The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(e) of the Local Government (General) Regulations 2021. It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest. (Confidential matters).*
- 15 Finance Committee minutes - Confidential
- The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(c)(iii) of the Local Government (General) Regulations 2021. It contains information that would, if publicly disclosed, be likely to prejudice the security of the council, its members or staff. (Confidential).*

- 16 Elected Members absent or apology by resolution of Council  
*The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(c)(iv) (e) of the Local Government (General) Regulations 2021. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.; AND information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest. (Deputy Mayor absenteeism from Council).*
- 17 Licence to maintain - Peppimenarti Cemetary A  
*The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(e) of the Local Government (General) Regulations 2021. It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest. (Confidential).*
- 18 Mayors vehicle costs  
*The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(e) of the Local Government (General) Regulations 2021. It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest. (Confidential).*
- 19 Organisational Chart / Structure  
*The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(s99(2) of the Local Government (General) Regulations 2021. It contains the public may be excluded while business of a kind prescribed by regulation as confidential business is being considered. (Regional Planning / Confidential Draft of Organisational Structure for Discussion).*



## WEST DALY REGIONAL COUNCIL

### FOR THE COUNCIL MEETING OF 29 MARCH 2023

#### Report for Agenda Item No 1

Prepared by **Sharon Binns, Governance & Quality Assurance Officer**

#### **Confirmation of previous minutes**

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##### **Purpose**

To ensure Elected Members of Council have read and understood the minutes of previous meetings when making decisions for the West Daly region.

##### **Background**

The Ordinary Council meeting of Elected Members held on the **31 January and 16 March 2023** are provided for your decision as a true record of the meeting.

If the minutes require amendment or updates, this is the time to make those changes.

The minutes are a record of the decisions made by Elected Members through discussion and debate in order to authorise business of Council. These minutes will then be a living document and stored appropriately for the next seven (7) years then destroyed.

These meeting minutes are submitted to Council for confirmation that the minutes are a true and correct record of the meeting for those in attendance.

The meetings held confidentiality will be provided in the Confidential Agenda of Council.

##### **Statutory Environment**

*Local Government Act 2019 (NT) ss 101 and 102.  
Code of Conduct*

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

Respect for confidences, being accountable and making decisions of paramount importance with transparency in the best interests for the West Daly region.

## Strategic Alignment

This report is aligned to the West Daly Regional Plan 2022-23:

Focus 1 - Strengthen our Organisation	
1.2 Governance	
Journey 1.2.2	Continued development of the compliance framework
Journey 1.2.3	Continue to strengthen the governance framework and encourage active contribution at all meetings

### Recommendation

1. That Council approve the Ordinary Council Meeting Minutes of 31 January 2023 as a true and correct record of the meeting.
2. That Council approve the Ordinary Council Meeting Minutes of 16 March 2023 as a true and correct record of the meeting.

### Attachments

- 1 OCM Minutes 31 January 2023
- 2 OCM Minutes 16 March 2023



MINUTES OF THE COUNCIL MEETING  
HELD IN THE WEST DALY REGIONAL COUNCIL CHAMBERS  
WINNELLIE NT  
ON TUESDAY, 31 JANUARY 2023  
AT 10:00 AM

The meeting was opened at 10:07 am by Deputy Mayor Wilfred Harris due to the Mayor being delayed in arriving in Wadeye.

**PRESENT APOLOGY AND LEAVE OF ABSENCE**

**Elected Members:**

Name	Title	Present	Apology	Absent
Ralph Narburup	Mayor	X via VC arrived 10:11am		
Wilfred Harris	Deputy Mayor	X		
Mark Tunmuck-Smith	Councillor	X via VC Arrived 10:15am		
John Wilson	Councillor	X		
Terry Sams	Councillor	X		
Jake Clark	Councillor	X		

**Staff:**

Name	Title	Present	Apology	Absent
Matthew Eastham	Chief Executive Officer	X		
Andrew Everingham	Chief Operations Officer	X		
James Cartwright	Chief Financial Officer	X		
Sharon Binns	Governance	X		
Julieanne Wylie	EA to CEO and Mayor	X		

**CONFIRMATION OF PREVIOUS MINUTES****1) Confirmation of previous minutes**

001/2023 Sharon read from the report.

**Motion:**

- 1. That Council approve the Ordinary Council Meeting Minutes of 15 December 2022 as a true and correct record of the meeting.**

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

**Mayor Narburup arrived at 10:11am**

**DISCLOSURES OF INTEREST – COUNCILLORS AND STAFF**

There were no declarations of interest at this Council Meeting.

**CALL FOR ITEMS OF GENERAL BUSINESS**

Mayor Narburup – Community people to borrow lawnmower.

John Wilson – Peppimenarti Airstrip

Terry Sams and Peppimenarti – Causeway

Jules Dumoo – to speak community matters Night Patrol

Councillor Jake Clark informed Wadeye Local Authority member Margaret Perjert is away from Wadeye Local Authority until June 2023.

**Mark Tunmuck-Smith arrived at meeting 10:15am.**



**REPORTS****2) Finance Report - December 2022**

002/2023 James spoke to the report.

**Motion:**

1. That Council notes and accepts the Finance report for December 2022.
2. That Council accepts the verbal update provided by the CFO relating to the non-inclusion of the Local Authority Profit and Loss statements for the period ending December 2022 due to ongoing work related to financial audit adjustments.

Moved: Cr. Clark  
Seconded: Cr. Wilson  
Resolution: Unanimously

**3) Service Delivery**

003/2023 Andrew spoke to his report.

The swimming pool was discussed at length with regards to being prepared to go to Tender for a month. The operational costs of the pool will be significant and this is concerning for Council.

Cr Sams asked why Council has been holding onto the pool as talking about the matter for a long time. The health of the children in community is important but how long must this be on Councils agenda.

The CEO stated that the challenge may be operational costs but it is too early to determine the extent to which this may impact Council at the moment. Further discussions on a fee for the use of the Pool from third parties may be an option. There will be further discussions to see if Council will get assistance in the future for the ongoing running costs of the swimming pool.

Community Bus had rocks thrown at it and some damage so will be offline for a while.

Cr Clark suggested a local person should be on the bus to stop vandalism.

Cr Wilson suggested having CNP follow the bus around.

**Motion:**

1. That Council note the Service Delivery report.
2. That Council note and approve the updated Organisation chart for the Operations divisions.

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

**4) Guideline 7: Procedural Fairness in Deciding Code of Conduct complaints**

004/2023 Sharon read from the report.

**Motion:**

1. That Council noted the Guideline 7: Procedural Fairness in deciding Code of Conduct complaint.

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

**5) Chief Executive Officer Report**

005/2023 Matt read from the report.

Cr Tunmuck Smith voiced concerns about the community and the antisocial behaviour that is occurring.

**Motion:**

1. That Council notes and accepts the CEO report and acknowledges the invitation for Councillors to ask questions of the CEO regarding the report.
2. That Council note the CEO will provide an updated organisational chart at the next OCM for approval as part of strategic and regional planning.

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

Cr Terry Sams left the meeting, the time being 11:39 AM

Cr Mark Tunmuck-Smith left the meeting, the time being 11:40 AM

Meeting closed for 11:40am for a break.

Meeting reopened 11:53am by Deputy Mayor Harris.

**GENERAL BUSINESS****Mayor Narburup – Community people to borrow lawnmower.**

The lawns are high and need mowing. There is a schedule of fees for lawn mowing. Council is not responsible for lawn mowing inside the boundary of a property. There are organisations that can help such as health homes via TDC or CDP. This has been discussed on numerous occasions at Local Authority and with NTG Housing.

**John Wilson – Peppimenarti Airstrip**

The COO explained the rules around the airstrip and medical evacuation flights. The maintenance is done by Council but for flights, there is no requirement for ARO in community.

**John Wilson - Rubbish run**

There isn't anyone present. The COO advised that services are beginning today.

**Terry Sams and John Wilson - Causeway**

The COO responded and advised the first design was most likely under engineered. We applied for a funding to repair and DFRA funding is not used to upscale projects as such. We have put in another claim for emergency funding and will need significant funding to vary the current standard or project. The causeway is holding up and it is proposed to improve it again this dry season. The money we get from DFRA, Council needs to contribute.

Cr Wilson will contact the NLC Graham Canyon.

**Jules Dumoo – to speak community matters Night Patrol**

As Jules Dumoo has left the meeting, Councillor Tunmuck-Smith who was in location was informed to get Jules to contact Andrew Everingham to discuss.

Cr Wilson stated that the CNP goes to the school area and has been chased, had an axe thrown at and abused. The COO will speak to the CSM in Peppimenarti.

**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:-

- 6 Confirmation of previous minutes** - *The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(e) of the Local Government (General) Regulations 2021. It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest. (Confidential matters).*
- 7 Local Authority and Councillor attendance** - *The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(c)(iv) of the Local Government (General) Regulations 2021. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person. (Confidential).*
- 8 Vehicle Costs - Mayor** - *The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(c)(iv) (a) of the Local Government (General) Regulations 2021. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.; AND 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 (Mayor).*



- 9 Disposal of Assets** - The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(c)(i) of the Local Government (General) Regulations 2021. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person. (Confidential).
- 10 Draft Risk Register and Policy** - The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(s99(4) of the Local Government (General) Regulations 2021. It contains information of auditing nature and is to be conducted in private. (ARMC private meeting).
- 11 Fossil Head Road Works Grant** - The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(e) of the Local Government (General) Regulations 2021. It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest. (Grant agreement).
- 12 Executive Staff Member - Resignation** - The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(a) of the Local Government (General) Regulations 2021. 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 (Chief Financial Officer).

**The meeting closed at 12:59pm**

This page and the preceding pages are the unconfirmed Minutes of the Meeting of Council held on Tuesday, 31 January 2023 and are to be confirmed on the Thursday, 30 March 2023.



MINUTES OF THE SPECIAL COUNCIL MEETING  
HELD IN THE WEST DALY REGIONAL COUNCIL CHAMBERS  
WINNELLIE NT  
ON THURSDAY, 16 MARCH 2023  
AT 12:00 PM OR NOON

**ACKNOWLEDGEMENT OF TRADITIONAL OWNERS**

West Daly Regional Council acknowledges the Traditional Owners and custodians of the lands on which we live and work, paying our respect to Elders past, present and in the future

**PRESENT APOLOGY AND LEAVE OF ABSENCE**

**Elected Members:**

Name	Title	Present	Apology	Absent
Ralph Narburup	Mayor	X		
Wilfred Harris	Deputy Mayor			X
Mark Tunmuck-Smith	Councillor	X		
John Wilson	Councillor	X		
Terry Sams	Councillor		X	
Jake Clark	Councillor via mobile	X		

- Deputy Mayor Wilfred Harris accepted the invite to attend the Special Meeting of Council and as such travel and accommodation were booked.
- Deputy Mayor Harris was contacted numerous times before and during the meeting to ascertain his whereabouts to no avail.
- Deputy Mayor Harris was noted by those Elected Members present to be recorded as absent from the meeting, without notice.
- In accordance with section 47(1)(o) of the *Local Government Act 2021* and regulation 101 of the *Local Government (General) Regulations 2021*, an Elected Member may cease to hold office if they are absent without permission from two (2) consecutive meetings.
- Council, by resolution, reserves the right to either accept or reject Deputy Mayor Harris response as to why he was absent without notice at the next OCM with further protocols to be followed.

## PRESENT APOLOGY AND LEAVE OF ABSENCE

Staff:

Name	Title	Present	Apology	Absent
Matthew Eastham	Chief Executive Officer	X		
Andrew Everingham	Chief Operations Officer		X	
James Cartwright	Chief Financial Officer			X
Sharon Binns	Governance	X		
Julieanne Wylie	EA to CEO and Mayor	X		

## DISCLOSURES OF INTEREST – COUNCILLORS AND STAFF

There is no conflict of interest for the normal agenda.

There is a declared conflict of interest received from Chief Financial Officer James Cartwright involving himself and Councillor Jake Clark in the confidential agenda item 'Executive Staff Member – Resignation'

## GENERAL BUSINESS

Councillor Mark Tunmuck-Smith has informed that he would like the meeting to be rescheduled to the 29 March 2023. All agreed.

## REPORTS

### 1) 2022-2023 Waste and Resource Management (WaRM) Grant Program

006/2023 Matt spoke to the report.

We purchased the rubbish compactor truck for Wadeye and now we need to decide on what we wish to spend this grant on.

#### Motion:

1. That Council acknowledges 2022-23 Waste and Resource Management Grant Program funding and approves the use of WaRM funding for the projects listed, which are:

- a. Wadeye Landfill – perimeter fencing \$60,000
- b. Wadeye, Peppimenarti & Palumpa Landfill – 4 x 20 foot shipping containers \$20,000
- c. Wadeye Landfill – purchase and installation of CCTV tower remote monitoring of site \$21,000
- d. Purchase of require waste management facility signage \$18,300

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

This public meeting will now be closed to move to the confidential agenda.

**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:-

- 2 **Mayors vehicle costs** - *The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(e) of the Local Government (General) Regulations 2021. It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest. (Confidential).*
- 3 **Elected member movements** - *The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(c)(iv) (d) (e) of the Local Government (General) Regulations 2021. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.; AND information subject to an obligation of confidentiality at law, or in equity.; AND information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest. (Confidential).*
- 4 **Executive Staff Member - Resignation** - *The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(c)(iii) of the Local Government (General) Regulations 2021. It contains information that would, if publicly disclosed, be likely to prejudice the security of the council, its members or staff. (Confidential employment matter).*



## WEST DALY REGIONAL COUNCIL

### FOR THE COUNCIL MEETING OF 29 MARCH 2023

#### Report for Agenda Item No 2

Prepared by **Sharon Binns, Governance & Quality Assurance Officer**

#### Local Authority Minutes and Recommendations

##### **Purpose**

To provide the Ordinary Council Meeting members with Local Authority minutes with information and recommendations for consideration if required.

##### **Background**

The Ministerial Guideline for Local Authorities states the Local Authority minutes whether a quorum or provisional must be included in the agenda of the next Ordinary Council Meeting. The Councils response to the Local Authority minutes must be recorded in the Ordinary Council Meeting minutes and reported back to the Local Authority.

The West Daly Regional Council Local Authority meetings have been a challenge to coordinate with the last meetings convened on the following dates:

Local Authority	Last meeting Date	Chairperson	Quorum or Provisional
Wadeye	8 February 2023	Steven Pultchen	Quorum
Palumpa	<b>18 August 2022</b>	Amy Narburup	Quorum
Peppimenarti	<b>30 June 2022</b>	Karl Lukonavic	Quorum

##### **Wadeye Local Authority meeting Total funding to spend \$696,175.00**

The meeting was well attended on 8 February 2022 with a new Chairperson nominated and unanimously accepted.

The Local Authority discussed and agreed to put \$105k towards the cemetery work and the Diminin Traditional Owner proposal. This will be added to the



\$105K as co contribution to the Diminin Traditional Owner Proposal. The \$50K for WDRC project around Headstone Replacement and Grave identification at the Wadeye/Nilinh sites is submitted for approval.

Also a proposal was presented from Marda Pek Pek to the Local Authority who inform they currently receive no funding and would like assistance to purchase their own equipment and tools seeking assistance. The Local Authority discussed and agreed to assist with \$10,000 which will buy the required equipment.

The Wadeye Local Authority identified the following with expenditure not to exceed the following approved amounts:

- a. Development of Chicken Oval - \$160,000
- b. Development of the Footpath Nilinh - \$100,000
- c. Two Walkway/Path towards 100 man camp - \$160,000
- d. Playground - \$80,000
- e. Headstone replace and grave identification - \$50,000

#### **Palumpa Local Authority**

**Total funding to spend \$46,380.00**

The meeting scheduled 9 February 2023 did not go ahead due to local authority members unavailable and a quorum could not be organised.

#### **Peppimenarti Local Authority meeting**

**Total funding to spend \$66,701.00**

The meeting scheduled 10 February 2023 did not go ahead due to local authority members unavailable and a quorum could not be organised.

### **Statutory Environment**

*Local Government Act 2019 - Section 101(5) - Minutes*

### **Impact for Council**

Compliance with legislation and guidelines.

### **Strategic Alignment**

This report is aligned to the West Daly Regional Plan 2022-23:

Focus 1 - Strengthen our Organisation	
1.2 Governance	
Journey 1.2.3	Continue to strengthen the governance framework and encourage active contribution at all meetings

1.5 Local Decision Making	
<b>Journey 1.5.1</b>	Support Local Authority
<b>Focus 5 - Building our Region</b>	
5.3 Local Authority projects	
<b>Journey 5.3.4</b>	Identify through Local Authority future community improvement projects

### **Recommendation**

- 1. That Council notes the minutes of the Wadeye Local Authority meeting 8 February 2023.**
- 2. The Council approves for the Wadeye Local Authority to commit to the following projects, to progress with expenditure not to exceed the following approved amounts:**
  - a. Development of Chicken Oval - \$160,000**
  - b. Development of the Footpath Nilinh - \$100,000**
  - c. Two Walkway/Path towards 100 man camp - \$160,000**
  - d. Playground - \$80,000**
  - e. Headstone replace and grave identification - \$50,000**
- 3. That Council approves the Wadeye Local Authority to commit \$105,000 towards the Diminin Traditional Owner Proposal for Cemetary upgrade which will include seating, shelter and water.**
- 4. The Council approves the Wadeye Local Authority approves \$10,000 towards to the Marda Pek Pek project proposal.**
- 2. That Council notes the cancellation of the Palumpa Local Authority meeting scheduled for 9 February 2023.**
- 3. That Council notes the cancellation of the Peppimenarti Local Authority meeting scheduled for 10 February 2023.**

### **Attachments**

- 1** Wadeye LA Minutes
- 2** Diminin Traditional Owner proposal
- 3** Marda Pek Pek proposal



MINUTES OF THE MEETING  
HELD IN THE WADEYE COUNCIL CHAMBERS  
LOT 463 PERDJERT STREET  
WADEYE NT 0822  
ON WEDNESDAY, 8 FEBRUARY 2023  
AT 10:00AM

**Deputy Mayor Wilfred Harris opened the meeting 10:08am**

**ACKNOWLEDGEMENT OF TRADITIONAL OWNERS**

West Daly Regional Council acknowledges the Traditional Owners and custodians of the lands on which we live and work, paying our respect to Elders past, present and in the future.

**PRESENT, APOLOGIES AND ABSENCE**

	Name	Present	Apology	Absent
1	Deputy Mayor Wilfred Harris	X		
2	Mayor Ralph Narburup via Teams	X		
3	Cr. Jake Clark	X		
4	Cr. Tunmuck-Smith	X		
5	Damien Tunmuck		X	
6	Ken James	X		
7	Mark Ninnal	X		
8	Timothy Dumoo			X
9	Cyril Ninnal	X		
10	Basil Parmbuk	X		
11	Margaret Perdjert		X UNTIL JUNE 2023	
12	Anne Marie Nudjulu		X	
13	Gregory Munar	X		
14	Steven Pulchen (Chairperson)	X		
	<b>Quorum for meeting needs 8 present</b>	<b>10</b>	<b>3</b>	<b>1</b>

**GUESTS**

Kardu Diminin Cemetary working group  
Nicole Douglas – Northern Land Council  
May Bury – Northern Land Council  
Patrick Briston – Northern Land Council  
Colvin Crowe – Chief Ministers

**CONFLICT OF INTEREST ON ANY MATTERS ON AGENDA**

There were no conflicts to note at this meeting.

**CONFIRMATION OF MINUTES****1) Local Authority Meeting minutes for approval**

001/2023 **Motion:**

1. That Wadeye Local Authority members note and confirm the minutes from the meeting held on 21 April 2022 as true and correct record.
2. That Wadeye Local Authority note the minutes from the 28 June 2022 where the decision was made to postpone the meeting.
3. That Wadeye Local Authority members note that a meeting was called on 17 August 2022 and after 30 minutes the meeting was cancelled.
4. That Wadeye Local Authority note the minutes from the 19 October 2022 meeting being a provisional meeting.

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

**REPORTS****2) Member attendance and nomination for Chairperson**

002/2023 Councillor Jake Clark advised Steven Pulchen wanted to nominate as Chairperson.

There were no other nominations for Chairperson and all present unanimously voted by a show of hands that the appointment is passed.

**Motion:**

- 1. That the Local Authority receives and notes the member attendance report.**
- 2. That the Local Authority understands if the member does not submit an apology that they are absent from the meeting.**
- 3. The Local Authority accept the nomination of Steven Pulchen as Chairperson effective immediately.**

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

**3) Ordinary Council Meeting Minutes**

003/2023 **Motion:**

- 1. That the Local Authority note the minutes of the Council meeting held on 24 November 2022.**
- 2. That the Local Authority note the minutes of the Council meeting held on 15 December 2022.**
- 3. That the Local Authority note the unconfirmed minutes of the Council meeting held on 31 January 2023.**

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

**4) Finance Report**

004/2023 James spoke to the report.

**Motion:**

- 1. That the Local Authority receives and notes the financial information provided by Council for the period ending 31 January 2023.**

Moved: Cr. Clark  
Seconded: Steven Pulchen  
Resolution: Unanimously

**5) LA Project Update**

005/2023 James provided an update and Andrew went through the projects.

It was noted the damage and destruction that is being caused by children in the community who are not in the care of parents. A stance needs to be taken to make it stop.

The women were asked to leave the meeting at 10:40am for men to discuss business. The women returned 10:50am.

Andrew continued with an update of the projects.

Civil Crew a big thank you for the hard work that they have done around the community as the community looks neat.

**Motion:**

- 1. That the Local Authority receives and notes the Project Status Report.**

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



**6) Wadeye Community Report**

006/2023 Andrew and Luke spoke to the report.

**ACTION: No Dumping signs to be looked at for community so people stop dumping in zones not assigned.**

**Motion:**

- 1. That the Wadeye Local Authority note the Regional Service Manager report.**

Moved: Cr. Clark

Seconded: Deputy Mayor Harris

Resolution: Unanimously

**7) Community Projects**

007/2023 Andrew spoke to the report and asked if there was any input into the potential for further projects.

Nicole from NLC spoke advising that she was present with some Kardu Diminin Traditional Owners. Diminin has put a significant amount of funds for the community and wanted Local Authority approval to co-contribute. A proposal was presented to the Local Authority meeting. For background an RFQ was sent out and West Daly was chosen from those that applied. The project will be about \$410k. Traditional owners are wanting seating, shelter and water for the cemetery in addition to Solar power lights.

The Local Authority discussed and agreed to put \$105k towards the cemetery work and the Diminin Traditional Owner proposal. This will be added to the \$105K as co contribution to the Diminin Traditional Owner Proposal. The \$50K for WDRC project around Headstone Replacement and Grave identification at the Wadeye/Nilinh sites is submitted for approval.

Also, a proposal was presented from Marda Pek Pek to the Local Authority who inform they currently receive no funding and that they have been relying on borrowing tools and equipment from other programs. They would like to purchase their own equipment and tools seeking funding from the Local Authority.

The Local Authority discussed and agreed to assist with \$10,000 which could buy the required equipment and tools.

A question from the floor was regarding the removal of containers on Chicken Oval and was advised by Andrew (COO) that it will be part of the car removal program.

**Motion:**

1. That the Wadeye Local Authority has identified and approve the following projects to progress with expenditure not to exceed the following approved amounts:
  - a. Development of Chicken Oval - \$160,000
  - b. Development of the Footpath Nilinh - \$100,000
  - c. Two Walkway/Path towards 100 man camp - \$160,000
  - d. Playground - \$80,000
  - e. Headstone Replacement and Grave identification at the Wadeye/Nilinh sites - \$50,000
2. That the Wadeye Local Authority approves \$50,000 towards the Diminin Traditional Owner Proposal for Cemetary upgrade which will include seating, shelter and water.
3. The Wadeye Local Authority approves \$10,000 towards to the Marda Pek Pek project proposal.

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

**8) Chief Operations Officer Report**

008/2023 Andrew spoke to the report.

Homelands was discussed and requires additional funding.

**Motion:**

1. That the Local Authority acknowledges the opportunity to discuss matters with the COO and notes the information discussed with the COO.

Moved: Cr. Clark  
 Seconded: Ken James  
 Resolution: Unanimously

**9) CEO Report - Wadeye Local Authority**

009/2023 The CEO spoke the report. The CEO spoke to the upcoming consultation with LA's around the Regional Plan for 2023/24.

**Motion:**

1. That the Local Authority acknowledges the opportunity to discuss matters with the CEO and notes the information discussed with the CEO.

Moved: Cr. Clark  
 Seconded: Basil Parmbuk



Resolution: Unanimously

**10) Local Authority information session**

010/2023 Sharon presented the PowerPoint regarding Local Authority covering Code of Conduct and Conflict of Interest.

**Motion:**

- 1. That Wadeye Local Authority note the information session provided and have a better understanding of the requirements of being a member on the Local Authority.**

Moved: Cr. Clark

Seconded: Deputy Mayor Harris

Resolution: Unanimously

**MEETING CLOSED at 12:15pm**

**Diminin Traditional Owner Proposal:**  
**Request for West Daly Regional Council to co-contribute to**  
**the Upgrades at Wadeye and Nilinh Cemeteries**

Presented to the Local Authority (Wadeye)  
8 February 2023

*Prepared by the Northern Land Council on behalf of Diminin Traditional Owners*

**West Daly Regional Council:**

**Request for contribution of funds towards Wadeye and Nilinh cemetery upgrades**

Prepared by the Northern Land Council on behalf of Diminin Traditional Owners.

The Northern Land Council submits this proposal on behalf of Diminin Traditional Owners to request that West Daly Regional Council (WDRC) support a co-funding arrangement for the upgrades of the facilities at Wadeye and Nilinh cemeteries (Lot 799 & 648).

**Background**

The Diminin Traditional Owners have set aside a significant amount of their income to undertake the upgrades of Wadeye and Nilinh cemeteries. The upgrade at Wadeye cemetery will include a large shade structure and seating, a water tank and fencing. Similarly, Nilinh cemetery will replace the existing shade structure, installation of a water tank and extend and replace the fencing. Details of the quote by successful tenderer West Daly Regional Council are attached at Schedule 1<sup>1</sup>.

**Traditional Owner Views**

Diminin Traditional Owners are keen to ensure that their investment in the Wadeye cemeteries is valued and enjoyed by all in the community. Their desire to support ceremony, keep culture strong and be proud of their community is the driving point for this development. Diminin Traditional Owners are keen to see these upgrades happen soon, they are aware that WDRC aren't explicitly funded for cemeteries but at well attend TO meetings in 2022, they have asked that West Daly Regional Council consider taking on shared responsibility for developing and upgrading the infrastructure. Diminin Traditional Owners would like to have joint control over the upgrades, which is why they have decided to invest their funds into the development and are requesting a co-funding arrangement with WDRC, who hold the licence to maintain over Lots 799 & 648. Diminin will apply for matched funding through the NLC, which can offer a maximum of \$200,000 per traditional owner funded projects. Therefore Diminin request that WDRC contribute **50%** of the remaining costs (\$210,810), co-contributing a total of **\$105,405**.

**Alignment with West Daly Regional Council goals**

The proposal that WDRC co-funds the upgrades outlined in Schedule 1, of Lot 799 and 648, aligns with existing WDRC objectives in the following ways:

- **Local decision making:** WDRC's Focus 1 discusses the importance of participating in local decision making agreements. Diminin Traditional Owners have worked on their project plan and have reached a decision to go ahead with the cemetery works; Diminin are proposing a collaborative partnership with WDRC.
- **Promoting the social, economic, environmental and cultural well-being** of the residents of WDRC region: The upgrades positively contribute to resident needs and aspirations; Diminin have expressed the importance of the cemeteries and how the proposed upgrade supports their cultural well-being by adequately supporting ceremony.
- **Council maintains responsibility for managing and maintaining** cemeteries and burial sites across three communities and 14 Homelands, including Wadeye. WDRC provides regular maintenance and upgrade programs to these sacred and culturally significant areas.
- **The Local Authority's Community Enhancements** priority includes upgrading the cemetery
- **WDRC expresses that the rights and interests of all residents** within the West Daly region are at the forefront of planning and discussions.

**Additional benefits**

The additional benefits of WDRC contributing to funding the upgrade of Lot 799 and 648 include:

- Supporting cultural practices and the wellbeing of Wadeye residents and visitors by providing a safe, comfortable and practical space and amenities at the cemeteries;
- Ensuring that the considerable investment by Diminin Traditional Owners will be long-lasting and sustainable;
- Demonstrating cooperation and investing in valuable relationships between Diminin Traditional Owners and the Council; and
- Increasing community pride by supporting cultural practices, ensuring that the cemeteries (which is an essential community amenity) has adequate facilities, creating more positive impression of the community for residents

**Contacts**

Nicole Douglas, Project Officer, NLC Community Planning & Development – 0419 872 478

Jeffery Pultchen, Diminin Traditional Owner – 0473 442 935

**Clarification on the NLC's role**

The Northern Land Council (NLC) provides pro bono community planning & development assistance to groups that dedicate land use agreement income to community projects, including the Diminin Traditional Owners of Wadeye. The NLC does not receive any financial benefits from the Wadeye Cemetery Upgrade. All legal, administrative, project management and advocacy services provided on this project are funded through the NLC's operational (ABA) budget.

Schedule 1.

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<sup>1</sup> NLC has included a 25% contingency fee to the quoted costs.



Item	Amount (Excl. GST)	Amount (Incl. GST)
<b>Wadeye Cemetery</b>		
Shelter (10m x 15m) & concrete slab	\$101,800.00	
Water tank with concrete stand with anti-vandal tap	\$9,060.00	
Fence (1.8m) incl. vehicle access & personal access gates	\$77,000.00	
Survey	\$5,000.00	
<b>Sub-total</b>	<b>\$192,860.00</b>	
<b>Nilinh Cemetery (Option 1)</b>		
Shelter (6m x 6m) & concrete slab	\$39,100.00	
Water tank with concrete stand with anti-vandal tap	\$9,060.00	
Fence (1.2m) incl. with top rail, vehicle access & personal access gates	\$21,500.00	
Survey	\$5,000.00	
<b>Sub-total</b>	<b>\$74,660.00</b>	
<b>Administration Fee (15%)</b>	<b>\$40,128.00</b>	
<b>Extras:</b>		
4 x Bench seating	\$12,000	
2x Solar lighting	\$9,000	
<b>TOTAL:</b>	<b>\$328,648</b>	
Contingency 25%	\$82,162	
<b>OVERALL TOTAL (Ex. GST)</b>	<b>\$410,810</b>	

West Daly Regional Council RFQ01-2022



# Marda Pek Pek

Local Authority Project Funding Application



## About Marda Pek Pek

**"Taking back our culture and changing our lives."**

Marda Pek Pek – change your life is a community-led movement built by Kardu for Kardu to **grow strong spirits**.

With Culture the foundation MPP works to **empower people, families and community to rise up, feel good and take control of our lives**.

Thriving communities cannot be built by broken people. Marda Pek Pek is about supporting Kardu to find peace within ourselves, our families and our community and together plan for a better tomorrow.

## What we focus on

1. Building strong leaders and role models.
2. Supporting Kardu to have their voices heard and to communicate their aspirations and priorities.
3. Empowering natural peacekeepers with training and tools to help keep peace and resolve conflicts early.
4. Improving engagement and access to services for Kardu.
5. Strengthening and supporting Culture to thrive. including looking after our Elders and those who need help in our community.

| Page 1



### Activities

- Yard clean-ups for Elders in the community.
- Conflict resolution and peacekeeping.
- Sorry business support
- Assist with coordinating services and improving collaboration between local organisations to meet community needs.
- Running BBQs in clean up areas and proving resources to help clean up yards.

### Funding request

Marda Pek Pek currently receives no funding and has been relying on borrowing tools and equipment from other programs. We would like to purchase our own equipment and tools needed to assist us in our community clean-up activities. This would enable us to do more work around the community. Currently, we can only mow one lawn a day and the equipment is not appropriate for the long grass and damages easily.

### Insurance

These assets would be covered under TDC insurance. TDC will also provide appropriate storage and ongoing maintenance of the equipment.

| Page 2

Scott McIntyre | Chief Executive Officer  
P: (08) 89781305 | M: 0428793157 E: scott.mcintyre@thamarrurr.org.au





## WEST DALY REGIONAL COUNCIL

### FOR THE COUNCIL MEETING OF 29 MARCH 2023

#### Report for Agenda Item No 3

Prepared by **Sharon Binns, Governance & Quality Assurance Officer**

#### **Finance Committee minutes**

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##### **Purpose**

To ensure Council members have read and understood the minutes of the Finance Committee meeting minutes.

##### **Background**

Minutes for the Finance Committee meeting for the 22 February 2023 to be approved by Council.

##### **Statutory Environment**

*Local Government Act s101 and 102.*

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

N/A

##### **Strategic Alignment**

This report is aligned to the West Daly Regional Plan 2022-2023:

Focus 1 - Strengthen our Organisation	
1.2 Governance	
Journey 1.2.3	Continue to strengthen the governance framework and encourage active contribution at all meetings

**Recommendation**

1. That Council note the Finance Committee meeting minutes for 22 February 2023.

**Attachments**

- 1 Finance Committee meeting minutes



MINUTES OF THE FINANCE COMMITTEE MEETING  
HELD IN THE WEST DALY REGIONAL COUNCIL  
1/4 ALBATROSS STREET,  
WINNELLIE NT 0812  
ON WEDNESDAY, 22 FEBRUARY 2023  
AT 10:00 AM

**Meeting opened by Mayor Narburup at 9:58 am**

**ACKNOWLEDGEMENT OF TRADITIONAL OWNERS**

West Daly Regional Council acknowledges the Traditional Owners and custodians of the lands on which we live and work, paying our respect to Elders past, present and in the future.

**PRESENT APOLOGIES AND LEAVE OF ABSENCE**

**Finance Committee**

Title	Name	Present	Apology	Absent
Mayor	Ralph Narburup	X		
Deputy Mayor	Wilfred Harris	X VC in Wadeye		
Councillor	Jake Clark		X	

**Staff**

Title	Name	Present	Apology	Absent
CEO	Matthew Eastham	X		
COO	Andrew Everingham	X		
CFO	James Cartwright		X	
SR Accountant	Migari Wijayasekara		X	
Governance	Sharon Binns	X		

**DISCLOSURES OF INTEREST – COUNCILLORS AND STAFF**

There were no declarations of interest at this Finance Committee Meeting.

**CONFIRMATION OF PREVIOUS MINUTES****1) Confirmation of Finance Committee meeting minutes 26 October 2022**

001/2023 **Motion:**

- 1. That Finance Committee note and accept the minutes of the meeting held on 26 October 2022 as a true and correct record.**

Moved: Deputy Mayor Harris  
Seconded: Mayor Narburup  
Resolution: Unanimously

**REPORTS****2) Finance Report - January 2023**

002/2023 CEO spoke to the report.

Error noted on Monthly Balance sheet report and Note 5: Statement on ATO and Payroll obligations where it states incorrectly as at 31 January 2022, it should be 31 January 2023. Variance analysis explained by the CEO to the best of his ability.

**Motion:**

- 1. That Council receives and notes the Financial report for January 2023.**

Moved: Deputy Mayor Harris  
Seconded: Mayor Narburup  
Resolution: Unanimously

**3) Remuneration Tribunal Determination for Elected Members**

003/2023 The CEO spoke to the report.

The policy in relation to Elected Members allowances will need to change.

The Deputy Mayor asked about Professional Development and CEO explained it further from the Determination paperwork.

**Motion:**

- 1. That Finance Committee note the Remuneration Tribunal's Determination No. 1 of 2023 – Allowances for Members of Local Councils**

Moved: Deputy Mayor Harris  
Seconded: Mayor Narburup  
Resolution: Unanimously

**4) Remuneration Determination - Allowances for Members of Local Authorities.**

004/2023 The CEO spoke to the report.

**Motion:**

- 1. That Finance Committee note the Remuneration Tribunal's Determination No. 1 of 2023 of Allowances for members of Local Authorities.**

Moved: Deputy Mayor Harris  
Seconded: Mayor Narburup  
Resolution: Unanimously

**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 99(2) of the Local Government Act 2019 as the items lists come within the following provisions:-

- 5 Confirmation of Finance Committee meeting minutes 26 October 2022 -** *The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(d) of the Local Government (General) Regulations 2021. It contains information subject to an obligation of confidentiality at law, or in equity. (Confidential papers).*
- 6 Vehicle Costs - Mayor -** *The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(c)(iv) (a) of the Local Government (General) Regulations 2021. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.; AND 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 (Mayor).*
- 7 CEO Annual Leave -** *The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(a) of the Local Government (General) Regulations 2021. 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 (Employment in confidence).*



## WEST DALY REGIONAL COUNCIL

### FOR THE COUNCIL MEETING OF 29 MARCH 2023

#### Report for Agenda Item No 4

Prepared by **Matthew Eastham, CEO**

#### **Finance Report - February 2023**

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##### **Purpose**

To provide the Finance Committee the Financial Management Reports for the period ended 28 February 2023.

##### **Background**

The *Local Government (General) Regulations 2021*, Division 7, require that Council receive a report setting out:

- (a) the actual income and expenditure of the council for the period from the commencement of the financial year up to the end of the previous month; and
- (b) the most recently adopted annual budget; and
- (c) details of any material variances between the most recent actual income and expenditure of the council and the most recently adopted annual budget.

Council has continued to meet its financial obligations for the period, as per the attached report

##### **Statutory Environment**

Regulation 17 of the *Local Government (General) Regulations 2021*.

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

Under Regulation 17 of the *Local Government (General) Regulations 2021* Council must receive the Financial Report.

## Strategic Alignment

This report is aligned to the West Daly Regional Plan 2022-23:

Focus 1 - Strengthen our Organisation	
1.2 Governance	
Journey 1.2.3	Continue to strengthen the governance framework and encourage active contribution at all meetings

### Recommendation

1. That Council notes and the Finance report for month ending February 2023.

### Attachments

- 1 Finance Report February 2023





# FINANCIAL MANAGEMENT REPORT

For the period ended 28 February 2023



## Certification by the Council CEO

Council Name:  
Reporting Period Ended:

**WEST DALY REGIONAL COUNCIL**  
28 February 2023












To the best of the CEO's knowledge, information and belief:  
(1) the internal controls implemented by the council are appropriate; and  
(2) the monthly reports best reflects the financial affairs of the council.

  
~~Matthew Eastham~~ ASM  
CEO

Date: 21/3/23

## Snapshot - Financial Report

<b>Revenue</b> <b>\$ 11.287 M</b> 	<b>Current Ratio</b> <b>1.82</b> 	<b>Cash at Bank</b> <b>\$ 8.22M</b> 
<b>Expenditures</b> <b>\$ 10.368 M</b> 	<b>Unspent Tied Funds</b> <b>\$ 3.4M</b> <small>(including commitments of \$998K)</small> 	<b>Net Current Assets</b> <b>\$ 4.3 M</b> 
<b>Operating Result</b> <b>\$ 918K</b> <small>(including tied grants)</small> 	<b>Local Authority</b> <b>\$ 559 K</b> 	<b>Capital Expenditures</b> <b>\$ 2.56 M</b> 

WDRC Financial Management Report February 2023

## Income and Expense Statement - Actual v Budget

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$	Note Reference
<b>OPERATING INCOME</b>					
Rates	1,412,131	1,412,131	0	1,412,131	
Charges	755,267	755,267	0	755,267	
Fees and Charges	694,239	1,324,278	(630,039)	1,986,417	
Operating Grants and Subsidies	7,683,356	7,015,510	667,846	10,523,265	
Interest / Investment Income	157,367	86,294	71,073	129,441	
Commercial and Other Income	584,565	894,128	(309,563)	1,341,192	(1)
<b>TOTAL OPERATING INCOME</b>	<b>11,286,925</b>	<b>11,487,608</b>	<b>(200,683)</b>	<b>16,147,713</b>	(2)
<b>OPERATING EXPENDITURE</b>					
Employee Expenses	4,013,815	4,534,040	520,225	6,801,060	(3)
Operational & Other Expenses	3,211,896	2,808,605	(403,291)	4,212,908	(4)
Elected Member Allowances	137,105	189,283	52,178	283,924	
Elected Member Expenses	36,291	40,000	3,709	60,000	
Council Committee & LA Allowances	3,793	6,000	2,207	9,000	
Council Committee & LA Expenses	1,152	8,000	6,848	12,000	
Interest Expenses	23,471	155,883	132,412	233,824	
Repair and Maintenance	542,462	616,209	73,747	924,314	
Materials and Contracts	2,398,355	2,570,197	171,842	3,855,295	
<b>TOTAL OPERATING EXPENDITURE</b>	<b>10,368,340</b>	<b>10,928,217</b>	<b>559,877</b>	<b>16,392,325</b>	
<b>OPERATING SURPLUS / DEFICIT</b>	<b>918,585</b>	<b>559,391</b>	<b>359,194</b>	<b>(244,612)</b>	(5)
Depreciation, Amortisation and Impairment	591,943	695,994	(104,051)	1,043,991	
<b>SURPLUS / (DEFICIT) INCLUDING DEPRECIATION</b>	<b>326,642</b>	<b>(136,603)</b>	<b>463,245</b>	<b>(1,288,603)</b>	

WDRC Financial Management Report February 2023

## Monthly Balance Sheet Report

BALANCE SHEET AS AT 28 February 2023		
ASSETS	YTD Actuals \$	Note Reference
Cash at Bank	8,223,528	(6)
Tied Funds	4,796,401	(7)
Untied Funds	3,427,127	
Accounts Receivable	882,392	
Trade Debtors	310,388	
Rates & Charges Debtors	572,004	
Other Current Assets	405,087	
<b>TOTAL CURRENT ASSETS</b>	<b>9,601,007</b>	
Non-Current Financial Assets		
Right-of-Use Assets	5,159,808	
Property, Plant and Equipment	1,723,945	
Other Non-current Assets	3,294,746	
<b>TOTAL NON-CURRENT ASSETS</b>	<b>10,178,499</b>	
<b>TOTAL ASSETS</b>	<b>19,779,506</b>	

BALANCE SHEET AS AT 28 February 2023		
LIABILITIES	YTD Actuals \$	Note Reference
Accounts Payable	94,169	(8)
ATO & Payroll Liabilities	6,311	(9)
Current Provisions	462,039	
Accruals	0	
Other Current Liabilities	4,726,374	
<b>TOTAL CURRENT LIABILITIES</b>	<b>5,288,893</b>	
Non-Current Provisions	27,448	
Other Non-Current Liabilities	5,553,567	
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>5,581,015</b>	
<b>TOTAL LIABILITIES</b>	<b>10,869,908</b>	
<b>NET ASSETS</b>	<b>8,909,598</b>	(10)
<b>EQUITY</b>		
Asset Revaluation Reserve		
Reserves		
Accumulated Surplus	8,909,598	
<b>TOTAL EQUITY</b>	<b>8,909,598</b>	



## Variance Analysis

Income/Expense or Balance Sheet Item	Note Ref	Comments
Commercial and Other Income	(1)	Balance varies compared to previous report due mainly to reclassifying certain income sources
Total Operating Income	(2)	Operating Income varies compared to previous report. Previous amounts were varied outside financial system, income now reported from within ledger.
Employee Expenses	(3)	Underspend on Employee Expense due primarily to unfilled administrative positions and less than budgeted hours in community roles
Operational & Other Expenses	(4)	Variance to budget is less than prior periods
Operating Surplus	(5)	Operating Surplus will vary compared to previous report due to change in treatment of income.
Cash at Bank	(6)	Cash position largely unchanged from previous period
		Tied Funds amount has been re-classified to incorporate unspent grant liability. Balance varies from prior periods. Further analysis will take place on basis of 2022 Audit Report.
Tied Funds	(7)	Report.
Accounts Payable	(8)	Liability largely unchanged from previous period
ATO & Payroll Liabilities	(9)	Reduced liability from previous period
Net Current Assets	(10)	Balance varies from prior periods due to change treatment Tied Funds

WDRC Financial Management Report February 2023



## Monthly Balance Sheet Report

### Details of Cash and Investments Held

Cash and Investments Held	Feb-23
11110 - Bank Operations	177,923
11130 - Bank High Inter	3,044,783
11210 - Petty Cash	822
12110 - Term Deposit	5,000,000
<b>TOTAL CASH</b>	<b>8,223,528</b>

Cash and	Feb-23
Tied Funds	4,796,401
Untied Funds	3,427,127
<b>Cash at Bank</b>	<b>8,223,528</b>

### Details of Cash Investment - Fixed Term

Product	Actual Balance	Available Balance	Interest Rate	Maturity
Fixed Term Deposit	\$1,000,000	\$0	4.25%	19/07/2023
Fixed Term Deposit	\$1,000,000	\$0	4.25%	19/07/2023
Fixed Term Deposit	\$1,000,000	\$0	4.06%	6/06/2023
Fixed Term Deposit	\$1,000,000	\$0	4.06%	6/06/2023
Fixed Term Deposit	\$1,000,000	\$0	4.01%	27/03/2023

## Current Ratio

"How many dollars do we have for every dollar we owe?"

Current Assets		Current Liabilities	
Cash in Bank	8,223,528	Accounts Payable	94,169
Less: Grants to be refunded	0	Other Current Liabilities	462,039
	<b>8,223,528</b>	Grants in advance	
Trade and Rates Debtors	882,392	Commitments	
Other Current Assets	495,087		
Less:		Unspent Grants	4,732,685
Staff Liability		(Agency & Core)	
	<b>9,601,007</b>		<b>5,288,893</b>

1.82

### Current Ratio for FY2022/23

PERIOD	July	August	September	October	November	December	January	February
FY22/2023	1.50	1.72	2.07	1.77	1.63	1.41	1.57	1.82

**Monthly Balance Sheet Report**  
**Statement on Debts Owed to Council (Accounts Receivable)**

<b>Trade Debtors Ageing Analysis</b>	
Current	25,766
Unapplied	-7,845
Over 30 days	58,105
Over 60 days	116,136
Over 90 days	28,021
<b>Total</b>	<b>220,184</b>

**Monthly Balance Sheet Report**  
**Statement on Debts Owed by Council (Accounts Payable)**

<b>Trade Creditors Ageing Analysis</b>	
Current	125,624
Unapplied	-60,765
Over 30 days	3,331
Over 60 days	0
Over 90 days	2,569
<b>Total</b>	<b>70,759</b>

## Monthly Balance Sheet Report

### Highest 10 Contractor Payments/ Items paid in the month

	Supplier Name	Territory	Interstate
13342	Titan Plant Hite Pty Ltd	173,140.29	
13485	Telstra Limited		54,732.55
13446	Hames Sharley NT	43,135.40	
12569	Quicksuper		41,325.78
13280	The BelRose Group Pty Ltd		36,104.20
12172	DJ Air & Electrical Services Pty Ltd	33,818.91	
13478	Visual Security Pty Ltd	27,757.40	
13479	Sitzler Pty Ltd	27,735.79	
13461	TOA Construction Pty Ltd	16,871.06	
10137	Power and Water	14,432.32	
		336,891.17	132,162.53



## Financial Report for each Local Authority Area

	Regional Office/Unallocated Darwin 200			LA1 Ngamarrinyanga 300		
	YTD Actuals \$	YTD Budget \$	YTD Variance \$	YTD Actuals \$	YTD Budget \$	YTD Variance \$
<b>OPERATING INCOME</b>						
Rates				106,776	106,776	0
Charges				71,055	71,055	0
Fees and Charges	708		708	54,611	104,172	(49,561)
Operating Grants and Subsidies	-2,912			510,232	465,882	44,350
Interest / Investment Income					0	0
Commercial and Other Income	5,444			141,126	215,861	(74,735)
<b>TOTAL OPERATING INCOME</b>	<b>3,240</b>	<b>0</b>	<b>3,240</b>	<b>883,800</b>	<b>963,746</b>	<b>(79,946)</b>
<b>OPERATING EXPENDITURE</b>						
Employee Expenses	1,124,634	1,270,396	145,762	413,499	467,092	53,593
Operational & Other Expenses	(33,654)	(26,595)		259,442	226,866	(32,576)
Elected Member Allowances		(6)		7,183	9,917	2,734
Elected Member Expenses		(3)		7,514	8,282	768
Council Committee & LA Allowances				1,963	3,105	1,142
Council Committee & LA Expenses				0	0	0
Interest Expenses		(21,512)		0	0	0
Repair and Maintenance	153	181	28	0	0	0
Materials and Contracts	17,399	18,646	1,247	120,844	137,273	16,429
<b>TOTAL OPERATING EXPENDITURE</b>	<b>1,108,532</b>	<b>1,241,106</b>	<b>132,574</b>	<b>268,842</b>	<b>288,104</b>	<b>19,262</b>
<b>OPERATING SURPLUS / DEFICIT</b>	<b>(1,105,292)</b>	<b>(1,241,106)</b>	<b>135,814</b>	<b>1,079,287</b>	<b>1,140,639</b>	<b>61,352</b>
Depreciation, Amortisation and Impairment	(14,793)	70,802	0	0	0	0
<b>SURPLUS / (DEFICIT) INCLUDING DEPRECIATION</b>	<b>(1,105,292)</b>	<b>(1,241,106)</b>	<b>135,814</b>	<b>(195,487)</b>	<b>(176,893)</b>	<b>(18,594)</b>

WDRG Financial Management Report February 2023

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## Income and Expense Statement - Actual v Budget

	LA2 Peppinmanti 400			LA3 Wadeye 700			TOTAL		
	YTD Actuals \$	YTD Budget \$	YTD Variance \$	YTD Actuals \$	YTD Budget \$	YTD Variance \$	YTD Actuals \$	YTD Budget \$	YTD Variance \$
<b>OPERATING INCOME</b>									
Rates	120,256	120,256	0	1,185,098	1,185,098	0	1,412,130	1,412,130	0
Charges	71,143	71,143	0	613,069	613,069	0	755,267	755,267	0
Fees and Charges	122,946	234,523	(111,577)	515,981	984,246	(468,265)	694,246	1,322,941	(628,695)
Operating Grants and Subsidies	886,486	809,432	77,054	6,289,550	5,742,855	546,695	7,683,356	7,018,169	665,187
Interest / Investment Income	0	0	0	15,7367	86,294	71,073	157,367	86,294	71,073
Commercial and Other Income	133,440	204,105	(70,665)	304,549	472,842	(168,293)	584,559	892,807	(308,248)
<b>TOTAL OPERATING INCOME</b>	<b>1,334,271</b>	<b>1,439,458</b>	<b>(105,187)</b>	<b>9,065,614</b>	<b>9,084,404</b>	<b>(18,790)</b>	<b>11,286,925</b>	<b>11,487,608</b>	<b>(200,683)</b>
<b>OPERATING EXPENDITURE</b>									
Employee Expenses	589,559	665,971	76,412	1,886,123	2,130,581	244,458	4,013,815	4,534,040	520,225
Operational & Other Expenses	316,145	276,449	(39,696)	2,666,723	2,331,885	(334,838)	3,208,656	2,808,605	(400,051)
Elected Member Allowances	19,576	27,026	7,450	110,350	152,346	41,996	137,109	189,282	52,173
Elected Member Expenses	6,991	7,705	714	21,789	24,016	2,227	36,294	40,000	3,706
Council Committee & LA Allowances	705	1,115	410	1,125	1,780	655	3,793	6,000	2,207
Council Committee & LA Expenses	0	0	0	1152	8,000	6,848	1,152	8,000	6,848
Interest Expenses	0	0	0	26,710	177,394	150,684	26,710	155,883	129,173
Repair and Maintenance	138,199	156,987	18,788	283,260	321,769	38,509	542,456	616,209	73,753
Materials and Contracts	61,513	65,920	4,407	2,050,601	2,197,526	146,925	2,398,355	2,570,197	171,842
<b>TOTAL OPERATING EXPENDITURE</b>	<b>1,132,688</b>	<b>1,201,174</b>	<b>68,486</b>	<b>7,047,833</b>	<b>7,345,297</b>	<b>297,464</b>	<b>10,368,340</b>	<b>10,928,216</b>	<b>559,876</b>
<b>OPERATING SURPLUS / DEFICIT</b>	<b>201,583</b>	<b>238,283</b>	<b>(36,700)</b>	<b>2,017,781</b>	<b>1,739,108</b>	<b>278,673</b>	<b>918,585</b>	<b>559,392</b>	<b>359,193</b>
Depreciation, Amortisation and Impairment	0	0	0	606,736	625,192	0	591,943	695,994	0
<b>SURPLUS / (DEFICIT) INCLUDING DEPRECIATION</b>	<b>201,583</b>	<b>238,283</b>	<b>(36,700)</b>	<b>1,411,045</b>	<b>1,113,916</b>	<b>278,673</b>	<b>326,642</b>	<b>(136,602)</b>	<b>359,193</b>

WDRC Financial Management Report February 2023

Member and CEO Council Credit Card Transactions

Where a council credit card has been issued to an Elected Member and/or the CEO, a list per cardholder of all credit card transactions in the month is to be published including the name of the supplier, the amount for each transaction and the reason for the transaction.

Cardholder Name: M Eastham

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
24/02/2023	\$16.00	News Limited Surry Hills	Newspaper subscription
Total	\$16.00		



## WEST DALY REGIONAL COUNCIL

### FOR THE COUNCIL MEETING OF 29 MARCH 2023

#### Report for Agenda Item No 5

Prepared by **Sharon Binns, Governance & Quality Assurance Officer**

#### Remuneration Tribunal Determination for Elected Members

##### **Purpose**

On the 14 February 2023 the Remuneration Tribunal Determination No. 1 of 2023 was deemed tabled at the NT Legislative Assembly sittings on 14 February 2023.

##### **Background**

On 29 June 2022, the then Administrator of the Northern Territory, Her Honour the Honourable Vicki O'Halloran AO CVO, issued a request to the Remuneration Tribunal to inquire into and determine the allowance or allowances payment to a member of a local council.

The resulting report and determination was considered and it was found the existing allowance covering base, electoral allowance and extra meeting fees does not meet an equitable approach and there was inconsistency of what is paid to Councillors across the NT.

For West Daly Regional Council the following changes will take effect

**1 July 2023.**

##### **Councillor allowance**

Role	Current Base and Electoral Allowance	New Allowance	Increased by
Mayor	\$94,888	\$102,000	\$7,112
Deputy Mayor	\$32,720	\$36,000	\$3,280
Councillor	\$18,454	\$20,000	\$1,546

The Remuneration Tribunal acknowledges that it is important to clearly state what is covered by the Councillor Allowance as there is confusion among Councillors as to the purposes of Allowances.

As such, the Councillor Allowance is to cover:

- Any cost to Councillors of attending meetings and activities of Council where these costs are not reimbursed by Council;
- Contribution towards phone and internet usage;
- Contribution towards any home office and supplies;
- Allowance towards costs incurred in servicing constituents in Ward or Council Area;
  - Including, but not limited to:
    - Donations;
    - Organisations sponsorship
    - Membership fees
    - Patron expenses; and
    - Constituent support.

### **Vehicle allowance for use of private vehicle**

Councillors are eligible for a vehicle allowance if the Councillor must travel more than 50 kms from their home to attend a meeting/activity for a minimum round trip of 100 kms, and travel does not occur in a Council supplied and maintained vehicle.

The rate is calculated through the Australian Taxation Office and for 2022-23 the rate is 78 cents per kilometre.

### **Vehicle for Principal Member**

Principal Members are to be offered a Council maintained vehicle **or** a vehicle allowance of \$40,000 per financial year. This recognises the high cost of maintaining vehicles in the regional areas.

The vehicle allowance will be paid each fortnight or monthly.

### **Extra Meeting / Activity Allowance**

An Extra Meeting / Activity Allowance of up to \$10,000 per financial year. The allowance may be accessed as follows:

- Additional meetings of full Council or establishment of sub-committee of Council;
- Attendance at Local Authority meetings;
- Attendance at any functions representing the Principal Member on official Council duties;
- Attendance at functions as an invited representative of Council and with Councils approval;
- Attendance at any approved extra meetings of Council for planning, briefing or information sessions of Council meetings.



Extra meeting / Activity Allowance is paid to eligible members (not Principal members) at the rate:

- Fee if activity takes place during normal business hours as follows:
  - Up to 2 hours \$200
  - Between 2 and 4 hours \$300
  - More than 4 hours \$500

There are additional allowances which are provided in the attachment.

## **Statutory Environment**

*Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006*

## **Impact for Council**

Budgetary considerations and for information.

## **Strategic Alignment**

This report is aligned to the West Daly Regional Plan 2022-23:

Focus 1 - Strengthen our Organisation	
1.2 Governance	
<b>Journey 1.2.3</b>	Continue to strengthen the governance framework and encourage active contribution at all meetings

## **Recommendation**

- 1. That the Council note that this paper was presented to the Finance Committee on 22 February 2023.**
- 2. That the Council note the Remuneration Tribunal's Determination No. 1 of 2023 – Allowances for Members of Local Councils.**
- 3. That the Council note the changes in allowances do not come into effect until 1 July 2023.**

## **Attachments**

- 1 Determination of Allowances for members of local councils**

ORIGINAL PAPER

 No. 755  
 Laid on the Table  
14 / 2 / 2023


## NORTHERN TERRITORY OF AUSTRALIA REMUNERATION TRIBUNAL

*Assembly Members and Statutory Officers  
(Remuneration and Other Entitlements) Act 2006*

### DETERMINATION OF ALLOWANCES FOR MEMBERS OF LOCAL COUNCILS

#### REPORT ON DETERMINATION NO. 1 OF 2023

#### 1. INTRODUCTION

As a result of amendments to the *Local Government Act 2006* and the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006* (AMSORE Act), on 29 June 2022, the Administrator of the Northern Territory, Her Honour the Honourable Vicki O'Halloran AO CVO, issued a request to the Remuneration Tribunal to inquire into and determine the allowance or allowances payable to a member of a local council pursuant to section 7B(1) of the AMSORE Act.

The resulting Report and Determination must be tabled in the Legislative Assembly within six sitting days of receipt by the Minister.

Under section 7B(7) of the AMSORE Act, the allowances determined are effective from either:

- the next financial year if the report is made on or before 1 February; or
- from the financial year after the next financial year if the report is made after 1 February.

Emails were sent to all Local Councils in July 2022 advising them of the Inquiry. The Remuneration Tribunal then emailed each Council on Friday, 16 September 2022 and invited submissions and offered to hold a discussion with each Council either in person or through a video link. The Remuneration Tribunal received six submissions and met with all Councils, with the exception of two Councils.

#### 2. EQUITY

The Remuneration Tribunal considers that equity should be the major principle applied in establishing levels of remuneration for elected Councillors throughout the Territory. The Remuneration Tribunal found the existing allowance covering base, electoral allowance and extra meeting fees does not meet this principle as there is a disparity of what is paid to Councillors across the Northern Territory. This disparity has been addressed in this Inquiry and consequent Determination.

### 3. CATEGORISATION

The Remuneration Tribunal has recognised three categories of Councils being Municipal, Regional and Community Councils.

**Municipal Councils are defined as the following:**

- Alice Springs;
- Darwin;
- Katherine;
- Litchfield; and
- Palmerston.

**Regional Councils are defined as the following:**

- Barkly;
- Central Desert;
- East Arnhem;
- MacDonnell;
- Roper Gulf;
- Tiwi Islands
- West Arnhem;
- West Daly; and
- Victoria Daly.

**Community Councils are defined as the following:**

- Belyuen;
- Coomalie; and
- Wagait.

### 4. ELECTORAL ALLOWANCE

Presently there is a differential electoral allowance paid to Councillors where the larger electorates, in a geographical sense, are paid less than the three major Municipal Councils in Darwin, Alice Springs and Palmerston. It is unclear among Councillors with whom the Remuneration Tribunal met, as to the purpose of the Electoral Allowance and the Remuneration Tribunal has been advised that in some cases Councillors see this as part of their remuneration to attend statutory meetings. There is one Council that appears not to pay this allowance to its Councillors.

The Remuneration Tribunal believes the Electoral Allowance should be included with the current base amount to establish a Councillor's Allowance.

### 5. COUNCILLOR'S ALLOWANCE

The Remuneration Tribunal believes there should be a base Councillor Allowance established. The Remuneration Tribunal considers that this allowance should be lower for Community Councils based on population and geographical size.

In addition to this Allowance, a Professional Development Allowance will be maintained. However, this will now be more flexible to allow Councillors to either bring forward the allowance into a future year or roll it over from a past year.

Finally, the Remuneration Tribunal is concerned that the extra meeting allowance has been restricted and this will now be restructured and more readily accessed by Councillors and Deputy Principal Members.

## 6. BUILDING ON THE COUNCILLOR'S ALLOWANCE

The base Councillor's Allowance will be \$20,000 per year, but this will be increased based on factors including population, electors, number of wards and geographical size. The Remuneration Tribunal, taking into account these factors, has determined the following allowances:

• Darwin	\$31,000
• Alice Springs	\$22,000
• Litchfield	\$22,000
• Palmerston	\$22,000
• All other Municipal and Regional Councillors	\$20,000
• Coomalie	\$7000
• Belyuen	up to \$5000
• Wagait	up to \$5000

## 7. COVERAGE OF COUNCILLOR ALLOWANCE

The Remuneration Tribunal acknowledges that it is important to clearly state what is covered by the Councillor Allowance as there is confusion among Councillors as to the purposes of Allowances.

As such, the Councillor's Allowance is to cover:

- any cost to Councillors of attending meetings and activities of Council where these costs are not reimbursed by Council;
- contribution towards phone and internet usage;
- contribution towards any home office and supplies;
- allowance towards costs incurred in servicing constituents in Ward or Council Area;
  - including, but not limited to:
    - donations;
    - organisation sponsorship;
    - membership fees;
    - patron expenses; and
    - constituent support.

## 8. VEHICLE ALLOWANCE FOR USE OF PRIVATE VEHICLE

Councillors are entitled, in some circumstances, to Vehicle Allowance when attending statutory meetings of Councils and Council approved activities with a cap of \$5000 in a financial year.

This Vehicle Allowance recognises that there are significant travel requirements for some Regional Councillors to attend statutory meetings and it was noted that, at least one Councillor, has a 1500km round trip to attend their meetings.



The Remuneration Tribunal believes that a capped amount should be set aside, and Councillors will be eligible to apply for a vehicle allowance each time they travel to statutory meetings, local authority meetings and approved Council business up to this capped amount. It is recommended that Council staff calculate the distance of travel for Councillors to attend these meetings and use this amount for the provision of each vehicle allowance.

Councillors will be eligible for a vehicle allowance if the Councillor must travel more than 50kms from their home to attend a meeting/activity for a minimum round trip of 100kms, and travel does not occur in a Council supplied and maintained vehicle.

Vehicle Allowance will be in the form of kilometre allowance which will be paid at rates set by the Australian Tax Office each year. The current rate for 2022-23 is 78 cents per kilometre.

Vehicle Allowance will be paid in the following circumstances:

- travel to and from statutory council meetings;
- travel to and from official council approved meetings;
- travel to and from approved function representing a Principal Member;
- travel to and from Local Authority meetings;
- travel to and from all meetings of the Council or their sub-committees; and
- travel to and from any additional activity where extra meeting/activity allowance has been approved.

## 9. EXTRA MEETING / ACTIVITY ALLOWANCE

The Remuneration Tribunal is also concerned that some Councillors do not have access to funds that properly reimburse their travel time when attending extra meetings or activities of the Council.

Presently, there are three differential amounts for extra meeting allowance and the Remuneration Tribunal cannot find justification as to why one Council receives up to 50% more for this allowance than others. The Remuneration Tribunal has determined an Extra Meeting / Activity Allowance of up to \$10,000 for all Deputy Principal Members and Councillors throughout the Territory. This allowance may be accessed by Deputy Principal Members and Councillors as follows:

- additional meetings of a full Council or established sub-committees of council;
- attendance at Local Authority Meetings within the Ward that Councillors represent;
- attendance at any functions representing the Principal Member on official council duties;
- attendance at functions as an invited representative of Council and with Council's approval;
- attendance at any approved extra meetings of Council for planning, briefing or information sessions of council meeting;

Allowances to be paid to eligible members (excluding Principal Members) are:

### 1. Fee if activity takes place during normal business hours as follows:

- |                         |       |
|-------------------------|-------|
| ○ Up to 2 hours         | \$200 |
| ○ Between 2 and 4 hours | \$300 |
| ○ More than 4 hours     | \$500 |

The Remuneration Tribunal has determined an Extra Meeting / Activity allowance for Councillors of Community Councils of up to \$1000 a year, if the extra meeting / activity is approved by Council.



## 10. PROFESSIONAL DEVELOPMENT ALLOWANCE

The Professional Development Allowance is increased to \$4000 in a financial year, and will now be more flexible. The total amount claimable in a year, is the total of two years being based on the annual allowance, plus one year drawn in advance or one years remaining balance from a previous year. The maximum amount claimable by any Councillor, is the sum total of one year for each year of the elected term.

The Professional Development Activity must be specifically related to the role of a Councillor and approved by the Council. Courses to be encouraged are:

- AICD Company's Director Course; and
- Professional Activity conducted by Local Government Association Northern Territory.

Proof of completion for each stage of the course / activity is required before further payments can be claimed.

## 11. DEPUTY PRINCIPAL MEMBERS ALLOWANCE

Currently, Deputy Principal Members are paid Base and Electorate Allowance in three groups:

- Darwin;
- Alice Springs and Palmerston; and
- Others.

If the same methodology is also applied to a Deputy Principal Member's Allowance and a Councillor's Allowance is maintained, this allowance will be:

Council	Deputy Principal Member Allowance	Councillor Allowance	Total Allowances
Darwin	\$23,800	\$31,000	\$54,800
Palmerston	\$17,200	\$22,000	\$39,200
Alice Springs	\$16,500	\$22,000	\$38,500
Litchfield	\$16,000	\$22,000	\$38,000
Other Municipal and Regional	\$16,000	\$20,000	\$36,000

There is no additional Allowance for Deputy Principal Members of Community Councils.

## 12. PRINCIPAL MEMBERS ALLOWANCE

Currently, Principal Members are paid Mayoral and Electorate Allowance in three groups:

- Darwin;
- Alice Springs and Palmerston; and
- Others.

Applying the same methodology for Councillor Allowance, and building on the Councillor Allowance, the Principal Member Allowance has been calculated as follows:

Council	Principal Member Allowance	Councillor Allowance	Total Allowance
Darwin	\$127,200	\$31,000	\$158,200
Palmerston	\$92,000	\$22,000	\$114,000
Alice Springs	\$89,000	\$22,000	\$111,000
Litchfield	\$83,000	\$22,000	\$105,000
Others Town and Regional	\$82,000	\$20,000	\$102,000
Coomalie	\$18,000	\$7,000	\$25,000
Belyuen	\$20,000	\$5,000	\$25,000
Wagait	\$5,000	\$5,000	\$10,000

### 13. VEHICLES FOR PRINCIPAL MEMBERS OF TOWN AND REGIONAL COUNCILS

In discussions with Councils, the Remuneration Tribunal was advised that some Principal Members are provided with a Council maintained vehicle. It is considered that this allowance should be included in the Determination.

The Remuneration Tribunal has determined that if the Principal Members has not been given a vehicle by the council, they are entitled to an allowance. The Remuneration Tribunal has determined the vehicle allowance of \$25,000 per financial year.

Principal Members of Regional Councils are to be offered a Council maintained vehicle or a vehicle allowance of \$40,000 per financial year. This recognises the high cost of maintaining vehicles in the Regional areas.

The Vehicle Allowance will be paid each fortnight or monthly.

### 14. TRAVEL ALLOWANCE

Councillors who are required to stay away from home overnight on Council approved business will be entitled to Travel Allowance.




The applicable rates to be paid are found in Table 1 of Taxation Determination TD 2021/6 or any subsequent Taxation Determination made in substitution of that Determination.

## 15. FUTURE INQUIRIES

This is the first inquiry into Members of Local Government Council Allowances by an independent body and it would be enhanced if a follow up inquiry by the Remuneration Tribunal can be conducted in 2023, to review the impact of the allowances that have been established. Such an Inquiry will also allow Councils and Councillors to raise any issues that have resulted from the implementation of this Determination.

## 16. APPENDIX A

Appendix A provides a comparison between existing and new allowances.

 Mr Michael Martin OAM Chairperson Remuneration Tribunal	 The Hon Syd Stirling AM Member Remuneration Tribunal	 Mr Gary Higgins Member Remuneration Tribunal
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Dated 24 January 2023

## APPENDIX A to the Report on Allowances for Members of Local Councils

Comparison of Existing Allowances with New Allowances**Municipal and Regional Councils**

ALLOWANCE COUNCIL	CURRENT	NEW
Councillors Katherine & Regional	\$18,454	\$20,000
Alice Springs	\$21,430	\$22,000
Palmerston	\$21,430	\$22,000
Litchfield	\$21,430	\$22,000
Darwin	\$30,706	\$31,000

**Mayor Total Allowance**

Katherine & Regional	\$94,888	\$102,000
Litchfield	\$94,888	\$105,000
Alice Springs	\$110,704	\$111,000
Palmerston	\$110,704	\$114,000
Darwin	\$158,144	\$158,200

**Deputy Mayor Total allowance**

Katherine & Regional	\$32,720	\$36,000
Litchfield	\$32,720	\$38,000
Alice Springs	\$38,173	\$38,500
Palmerston	\$38,173	\$39,200
Darwin	\$54,531	\$54,800

**Community Councils**

Councillors Belyuen	\$4,503	\$5,000
Coomalie	\$4,000	\$7,000
Wagait	\$653	\$5,000
Mayor Belyuen	\$25,039	\$25,000
Coomalie	\$27,848	\$30,000
Wagait	\$3,631	\$10,000



**NORTHERN TERRITORY OF AUSTRALIA  
REMUNERATION TRIBUNAL**

*Assembly Members and Statutory Officers  
(Remuneration and Other Entitlements) Act 2006*

**DETERMINATION OF ALLOWANCES FOR MEMBERS OF  
LOCAL GOVERNMENT COUNCILS**

**DETERMINATION NO. 1 OF 2023**

Under section 7B of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006*, the Tribunal determines as follows:

**1. DEFINITIONS**

**Municipal Councils are the following:**

- Alice Springs;
- Darwin;
- Katherine;
- Litchfield; and
- Palmerston.

**Regional Councils are the following:**

- Barkly;
- Central Desert;
- East Arnhem;
- MacDonnell;
- Roper Gulf;
- Tiwi Islands
- West Arnhem;
- West Daly; and
- Victoria Daly.

**Community Councils are the following:**

- Belyuen.
- Coomalie; and
- Wagait.

Financial Year is the period from 1 July to the 30 June.



Councils are defined in the *Local Government Act 2019* as an area, and means the Local Council constituted for that area under section 14(b).

The role of Mayor is defined in section 58 of the *Local Government Act 2019* and is prescribed as:

- (1) The Principal Member of a municipal council is to have the title Mayor.
- (2) However:
  - (a) in the case of the council for the City of Darwin local government area – the principal member is to have the title Lord Mayor; and
  - (b) in the case of the Litchfield Council – the council may, by resolution, decide the principal member instead has the title President.
- (3) The Council may, by resolution, decide the principal member of a regional or shire council has the title Mayor or President.

Deputy Mayor is defined in the *Local Government Act 2019*.

Councillor is defined in the *Local Government Act 2019* as an elected member of a Local Council:

## 2. ALLOWANCES

The following allowances will be paid annually.

### COUNCILLORS' ALLOWANCE

Darwin	\$31,000
Palmerston	\$22,000
Alice Springs	\$22,000
Litchfield	\$22,000
Other Municipal and Regional	\$20,000

### Community Councils

Coomalie	\$7000
Belyuen	up to \$5000 as approved by Council
Wagait	up to \$5000 as approved by Council

### DEPUTY PRINCIPAL MEMBERS ADDITIONAL ALLOWANCE

Darwin	\$23,800
Palmerston	\$17,200
Alice Springs	\$16,500
Litchfield	\$16,000
Other Municipal and Regional	\$16,000

### PRINCIPAL MEMBERS ADDITIONAL ALLOWANCE

Darwin	\$127,200
Palmerston	\$92,000
Alice Springs	\$89,000
Litchfield	\$83,000
Other Municipal and Regional	\$82,000

**Community Councils**

Coomalie	\$23,000
Belyuen	up to \$20,000 as approved by Council
Wegait	up to \$5000 as approved by Council

**3. INCLUSIONS OF ALL ALLOWANCES**

The Allowances are to cover:

- any cost to Councillors of attending meetings and activities of Council where these costs are not reimbursed by Council;
- contribution towards phone and internet usage;
- contribution towards any home office and supplies;
- allowance towards costs incurred in servicing constituents in Ward or Council Area:
  - Including, but not limited to:
    - donations;
    - organization sponsorship;
    - membership fees;
    - patron expenses; and
    - constituent support.

**4. EXTRA MEETING / ACTIVITY ALLOWANCE**

- 4.1. An Extra Meeting / Activity Allowance of up to \$10,000 per financial year, may be accessed by all Municipal and Regional Councillors and Deputy Principal Members of those Councils. The allowance may be accessed as follows:

- additional meetings of full Council or established sub-committees of Council;
- attendance at Local Authority Meetings within the Ward the member represents;
- attendance at any functions representing the Principal Member on official Council duties;
- attendance at functions as an invited representative of Council and with Council's approval; and
- attendance at any approved extra meetings of Council for planning, briefing or information sessions of council meetings.

- 4.2. Allowances to be paid to eligible members (not including Principal Members) are:

- Fee if activity takes place during normal business hours as follows:
  - up to 2 hours \$200
  - between 2 and 4 hours \$300
  - more than 4 hours \$500
- An Extra Meeting / Activity Allowance of up to \$1000 per financial year, can be paid to Councillors of the Community Councils, when attending an extra meeting / activity approved by the Council.

**5. PROFESSIONAL DEVELOPMENT ALLOWANCE \$4000 PER YEAR**

- 5.1. Professional Development Allowance is \$4000 per person, per financial year and will be paid to all Principal Members, Deputy Principal Members, Councillors of Municipal and Regional Councils.
- 5.2. Professional Development Allowance up to \$1000 per financial year, may be claimed by all Principal Members and Councillors of Community Councils if approved by the Council.
- 5.3. Any course or professional development activity must be specifically related to the role of the Councillor and be approved by the Council. The AICD Company's Director Course should be encouraged, as well as professional development activity that is arranged by the Local Government Association of Northern Territory (LGANT).
- 5.4. Total amount claimable each year is the total of two years, being based on an annual allowance, plus one year drawn in advance or one year's remaining balance from a previous year. The maximum amount claimable by any Councillor is the total sum of one year for each year of the Councillor's elected term.
- 5.5. Proof of completion for each stage of the course is required before further payments can be claimed.

**6. VEHICLE ALLOWANCE**

- 6.1. Vehicle Allowance will be available for travel undertaken by all Councillors when the travel involves 50kms from home base, and is capped at \$5000 per financial year, travel does not occur in a Council supplied and maintained vehicle, and the Councillor is not in receipt of a motor vehicle provisions in Clause 7 below.
- 6.2. Vehicle Allowance will be in the form of kilometre allowance which will be paid at rates set by the Australian Taxation Office each year and is 78 cents a kilometre in 2022-23.
- 6.3. Vehicle Allowance will be available in the following circumstances:
  - travel to and from statutory Council meetings;
  - travel to and from official Council approved meeting;
  - travel to and from approved function representing the Principal Member;
  - travel to and from Local Authority Meetings;
  - travel to and from all meetings of Council or their sub-committees; and
  - travel to and from any additional activity where Extra Meeting/Activity Allowance has been approved.

**7. PROVISION OF MOTOR VEHICLE**

- 7.1. If Principal Members of Municipal and Regional Councils are not given a Council maintained vehicle they can receive a Vehicle Allowance.
- 7.2. The Vehicle Allowance, which will be paid fortnightly or monthly, will be:
  - \$25,000 per year for Municipal Principal Members; or
  - \$40,000 per year for Regional Principal Members.

## 8. TRAVEL ALLOWANCE

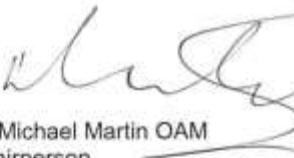
Principal Members, Deputy Principal Members and Councillors who are required to stay away from home overnight on approved Council business, will be entitled to Travel Allowance.

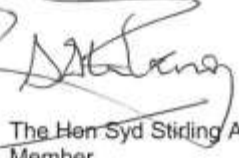
The applicable rates to be paid are found in Table 1 of Taxation Determination TD 2021/6 or any subsequent Taxation Determination made in substitution of that Determination.


## 9. GENERAL

9.1. Pursuant to section 7B(7) of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006*, the allowances determined are effective from either:

- the next financial year if the report is made on or before 1 February; or
- from the financial year after the next financial year if the report is made after 1 February.

  
Mr Michael Martin OAM  
Chairperson  
Remuneration Tribunal

  
The Hon Syd Stirling AM  
Member  
Remuneration Tribunal

  
Mr Gary Higgins  
Member  
Remuneration Tribunal

Dated 24 January 2023



## WEST DALY REGIONAL COUNCIL

### FOR THE COUNCIL MEETING OF 29 MARCH 2023

#### Report for Agenda Item No 6

**Prepared by** Sharon Binns, Governance & Quality Assurance Officer

#### **Remuneration Determination - Allowances for Members of Local Authorities.**

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##### **Purpose**

The Remuneration Tribunal has determined in a review of changes to Local Authority payments.

##### **Background**

Local Authority is defined in the *Local Government Act 2019* and viewed as a critical function of Councils by the resident in the community. The Remuneration Tribunal believes the current level of allowance is inadequate and has established the following allowances:

The Chairperson was paid approximately \$140 for attendance at a Local Authority meeting but will be paid as follows:

- |  |       |
|--|-------|
| • If the meeting is held up to 2 hours         | \$300 |
| • If the meeting is held between 2 to 4 hours  | \$450 |
| • If the meeting is held for more than 4 hours | \$600 |

A Local Authority member was paid approximately \$110 for attendance at a Local Authority meeting will be paid as follows:

- |  |       |
|--|-------|
| • If the meeting is held up to 2 hours         | \$200 |
| • If the meeting is held between 2 to 4 hours  | \$300 |
| • If the meeting is held for more than 4 hours | \$400 |

##### **Statutory Environment**

*Local Government Act 2019*  
*Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006*



## Impact for Council

Budget to be reviewed in consideration of new allowances in the financial year.

## Strategic Alignment

This report is aligned to the West Daly Regional Plan 2022-23:

Focus 1 - Strengthen our Organisation	
1.2 Governance	
Journey 1.2.3	Continue to strengthen the governance framework and encourage active contribution at all meetings

### Recommendation

1. That the Council note that this paper was presented to the Finance Committee on 22 February 2023.
2. That the Council note the Remuneration Tribunal's Determination No. 1 of 2023 of Allowances for members of Local Authorities.
3. That the Council note the changes in allowances do not come into effect until 1 July 2023.

## Attachments

- 1 Determination of Allowances for Members of Local Authorities

ORIGINAL PAPER

No. 756  
 Laid on the Table  
14 / 2 / 2023



**NORTHERN TERRITORY OF AUSTRALIA  
 REMUNERATION TRIBUNAL**

*Assembly Members and Statutory Officers  
 (Remuneration and Other Entitlements) Act 2006*

**DETERMINATION OF ALLOWANCES FOR MEMBERS OF  
 LOCAL AUTHORITIES**

**REPORT ON DETERMINATION NO. 1 OF 2023**

**1. INTRODUCTION**

As a result of amendments to the *Local Government Act 2006* and the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006* (AMSORE Act), on 29 June 2022, the Administrator of the Northern Territory, Her Honour the Honourable Vicki O'Halloran AO CVO, issued a request to the Remuneration Tribunal to inquire into and determine the allowance or allowances payable to a member of a local authority pursuant to section 7E(1) of the AMSORE Act.

The resulting Report and Determination must be tabled in the Legislative Assembly within six sitting days of receipt by the Minister.

Under section 7E(9) of the AMSORE Act, the allowances determined are effective from either:

- the next financial year if the report is made on or before 1 February; or
- from the financial year after the next financial year if the report is made after 1 February.

Emails were sent to all Local Government Councils in July 2022 advising them of the Inquiry. The Remuneration Tribunal discussed this Inquiry during meetings with Local Government Councils.

**2. CURRENT SITUATION**

There are Local Authorities within nine Regional Councils and the number of Local Authorities in these Councils range from three to thirteen. The current allowance for members to attend meetings is just over \$100 and \$140 for the Chair of a Local Authority. Many Regional Councils advised that the Local Authorities are under resourced.

The Department of the Chief Minister and Cabinet's Local Government Division is currently conducting a review of Local Authorities and confirmed that they would remain an important aspect of Local Government in Regional Councils.

### 3. IMPORTANCE OF AN ADEQUATE ALLOWANCE

It is important that Local Authorities are viewed as a critical function of Councils by the residents of Regional Councils and that the allowances paid are commensurate with payments for attending similar meetings within the community. Therefore, the Remuneration Tribunal believes that the current level of allowance is inadequate and has established the following allowances.

The Chair of a Local Authority will be paid as follows:


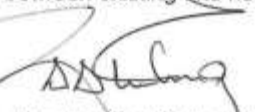

- If the meeting is held up to 2 hours \$300
- If the meeting is held between 2 to 4 hours \$450
- If the meeting is held for more than 4 hours \$600

A Member of a Local Authority will be paid as follows:

- If the meeting is held up to 2 hours \$200
- If the meeting is held between 2 to 4 hours \$300
- If the meeting is held for more than 4 hours \$400

### 4. APPENDIX A

Appendix A provides a comparison between existing and new allowances.

 Mr Michael Martin OAM Chairperson Remuneration Tribunal	 The Hon Syd Stirling AM Member Remuneration Tribunal	 Mr Gary Higgins Member Remuneration Tribunal
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Dated 24 January 2023

## APPENDIX A to the Report on Allowances for Members of Local Authorities

Comparison of Existing Allowances with New Allowances**Local Government Authorities**

POSITION	Period	CURRENT	NEW
Chair	Up to 2 hours	\$140	\$300
	2 to 4 hours	\$140	\$450
	More than 4 hours	\$140	\$600
Member	Up to 2 hours	\$110	\$200
	2 to 4 hours	\$110	\$300
	More than 4 hours	\$110	\$400



**NORTHERN TERRITORY OF AUSTRALIA  
REMUNERATION TRIBUNAL**

*Assembly Members and Statutory Officers  
(Remuneration and Other Entitlements) Act 2006*

**DETERMINATION OF ALLOWANCES FOR MEMBERS OF  
LOCAL AUTHORITIES**

**DETERMINATION NO. 1 OF 2023**

Under section 7E of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006*, the Tribunal determines as follows:

**1. DEFINITIONS**

Local Authority is defined in the *Local Government Act 2019* as established by a Council under section 76.

The Chair of a Local Authority is defined in the *Local Government Act 2019* as in section 98.

A Member of a Local Authority is defined in the *Local Government Act 2019* as a member of an audit committee, a council, a council committee of a local authority.

Financial Year is the period from 1 July to the 30 June.

**2. ALLOWANCES**

The following allowance will be paid for each meeting of a Local Authority.

The Chair of a Local Authority will be paid as follows:

If the meeting is held up to 2 hours	\$300
If the meeting is held between 2 to 4 hours	\$450
If the meeting is held for more than 4 hours	\$600

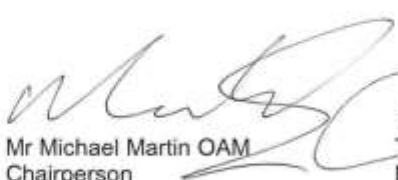
A Member of a Local Authority will be paid as follows:

If the meeting is held up to 2 hours	\$200
If the meeting is held between 2 to 4 hours	\$300
If the meeting is held for more than 4 hours	\$400




### 3. GENERAL


- a. Pursuant to section 7E(9) of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006*, the allowances determined are effective from either:
- the next financial year if the report is made on or before 1 February; or
  - from the financial year after the next financial year if the report is made after 1 February.



Mr Michael Martin OAM  
Chairperson  
Remuneration Tribunal



The Hon Syd Stirling AM  
Member  
Remuneration Tribunal



Mr Gary Higgins  
Member  
Remuneration Tribunal

Dated 24 January 2023



## WEST DALY REGIONAL COUNCIL

### FOR THE COUNCIL MEETING OF 29 MARCH 2023

#### Report for Agenda Item No 7

Prepared by **Sharon Binns, Governance & Quality Assurance Officer**

#### **Council's Pay As You Go withholding (PAYG) income tax system**

##### **Purpose**

Council will have fair and transparent processes and procedures in place for the payment of allowances and the reimbursement of expenses to Elected Members.

##### **Background**

Elected Members allowances are currently paid through our payroll system every fortnight.

Our policy GOV05 at clause 6 is attached for your information states:

*Unless otherwise negotiated with the CEO or delegate, all allowance payments will be paid at the full amount without deduction for either taxation or superannuation purposes. Elected Members are able to request that taxation be deducted and/or that superannuation contributions be paid into a nominated fund.*

Under the *Taxation Administration Act 1953* Para 12-45(1)(e) of Schedule 1 Elected Members have the option to resolve to be paid their allowances through the Council's Pay As You Go withholding (PAYG) income tax system (as if they were Council employees) or to pay their own tax and superannuation.

A unanimous resolution must first be made by the Elected Member. Once the Elected Member 'opts in' to the PAYG system, then 'opt out' again must be done through a unanimous resolution.

##### **Statutory Environment**

*Taxation Administration Act 1953* Para 12-45(1)(e) of Schedule 1  
Guideline 2A: Council Member Allowances  
*Local Government Act 2019* (NT) ss 45; 109.1, 109.2

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

To ensure consistency with the payment of allowances for Elected Members.

## Strategic Alignment

This report is aligned to the West Daly Regional Plan 2022-23:

### Focus 1 - Strengthen our Organisation

#### 1.2 Governance

##### Journey 1.2.3

Continue to strengthen the governance framework and encourage active contribution at all meetings

### Recommendation

1. That Council Elected Members will continue to be paid through the Council's Pay As You Go withholding (PAYG) income tax system.

## Attachments

- 1 Policy GOV05 Allowances and Expenses (Elected Members) Policy



GOV05	Allowances and Expenses (Elected Members) Policy
Approval Date:	17/03/2022
Council Decision Reference:	030/2022
Policy Type:	Governance
Policy Custodian:	Chief People and Strategy Officer
Review Date:	17/03/2025
Version (Revision Number):	2.0

### Purpose

West Daly Regional Council is committed to ensuring Elected Members are provided with the support they need to effectively carry out their roles, which includes the provision of allowances and the reimbursement of reasonable expenses. This policy:

- States Council's guiding principles for setting and paying allowances; and
- Clarifies points of eligibility and the requirements for payment of the Extra Meeting Allowance, Professional Development Allowance, Mayoral Allowance/s and Travel and Expenses Allowance, in accordance with the requirements of the *Local Government Act 2019* and *Local Government (General) Regulations 2021*.

This policy should be read in conjunction with the *Guideline and Procedures for Payment of Allowances and Expenses (Elected Member, Local Authority and Council Committee)*. Information on allowances available and amounts is included in the Guideline.

### Scope

This policy applies to all Elected Members of Council, and to Council staff with responsibility for implementing this policy.

### Policy Statement

#### 1. Policy Principles

- 1.1. Council will have fair and transparent processes and procedures in place for the payment of allowances and the reimbursement of expenses to Elected Members.
- 1.2. Council will resolve to fix Elected Member *Base Allowance*, *Electoral Allowance*, *Extra Meeting Allowance* and *Professional Development Allowance* for each financial year, when Council adopts its budget for the forthcoming financial year.
- 1.3. Each allowance will be determined by Council in compliance with the requirements of the *Local Government (General) Regulations 2021*, and with reference to:
  - a) Council's fiscal situation and financial risk profile;
  - b) Fair and reasonable remuneration for Elected Members; and



- c) The maximum amount determined under the legislation (see Guideline 2A: Council Member Allowances).

## **2. Extra Meeting Allowance**

- 2.1. An Extra Meeting Allowance is an additional allowance paid to Elected Members that covers attendance at those meetings or functions that are not an Ordinary Council Meeting, and that Council has resolved will be covered by this allowance. The allowance will be capped.
- 2.2. The Extra Meeting Allowance will be paid at the rate determined by Council and is only payable after an approved claim has been made.
- 2.3. The Extra Meeting Allowance may be paid in relation to attendance at the following types of meetings:
  - a) Special Council Meetings.
  - b) Special Meetings of Council Committees.
  - c) Local Authority Meetings - if the Elected Member is a Member of the Local Authority.
  - d) Meetings of external agencies or organisations to which Council has formally appointed an Elected Member to represent the Council.
  - e) Meetings of the Local Government Association of the Northern Territory (LGANT) where the Elected Member is a delegate of Council.
  - f) Inclusion in CEO selection meetings.
  - g) All other meetings prior approved by Council, for payment of this allowance.
- 2.4. Extra Meeting Allowance is not available if the annual allowance is fully spent.
- 2.5. Claims for Extra Meeting Allowance must be lodged within one month of the meeting. Where the claim is not made within one month of the meeting, the allowance for that meeting is forfeited.
- 2.6. Extra Meeting Allowances are not applicable to the Mayor or Deputy Mayor, or to an Elected Member acting in either position, as this allowance is incorporated into the Base Allowance for those positions.

## **3. Professional Development Allowance**

- 3.1. The Professional Development Allowance is an allowance payable to Elected Members to attend conferences and training courses that enable the Member to develop their capabilities in their role.
- 3.2. Only those training courses and conferences approved by the CEO under s45 (1) of the *Local Government Act 2019* will attract Professional Development Allowance.





- 3.3. Council has determined that the types of conferences or training courses which may be attended or undertaken by an Elected Member using Professional Development Allowance, include training and development in the areas of:
- a) Leadership
  - b) Governance practices
  - c) Community development and capacity building
  - d) Risk, compliance, and financial management
  - e) Strategic management
  - f) Diversity and advocacy, including skill levels and understanding in the areas of diversity and inclusive practices.
  - g) Any other course or training that is prior approved by Council and that Council considers will be of benefit to Council, Council constituents and/or the West Daly Region.
- 3.4. In the case of high-cost training courses, if an Elected Member is attending a course that exceeds the Professional Development Allowance available in the current financial year:
- a) Any remaining Professional Development Allowance in the current financial year is to be expended to partially pay for the training cost; and
  - b) The outstanding cost of the training course may be expended against the Professional Development Allowance of the Elected Member in future financial years (only within the term of the Council).
- 3.5. Expenditure of the Professional Development Allowance in future financial years will only be done on a reimbursement basis to an Elected Member who has personally paid the remaining cost of the training course.
- 3.6. Access to reimbursement is subject to:
- a) The Elected Member remaining a Council Member in the future financial year(s) when a claim for reimbursement is made; and
  - b) Any changes in the maximum amount of Professional Development Allowance available in the future financial year(s) (which may reduce the reimbursement amount available).

#### **4. Travel and Expenses Allowance**

- 4.1. On occasion, Elected Members may be required to travel away from their usual place of residence to attend official Council business.
- 4.2. Elected Members are entitled to claim eligible travel and expenses allowance for attendance at:
- a) A meeting of the Council, Council Committee, or Local Authority to which the Member belongs.
  - b) Business of the Council where there is a prior resolution of the Council that the Member will attend.



- 4.3. To be eligible for travel and expenses allowance, the meeting or event must be held outside the Member's ward.
- 4.4. The Travel and Expenses Allowance will be paid at the current Australian Taxation Office (ATO) rates applicable to Council employees.
- 4.5. In making a claim for Travel and Expenses Allowance, Elected Members must adhere to the *Travel and Accommodation (Elected Members) Policy*.

#### **5. Mobile Phones**

- 5.1. Elected members will be provided with a mobile phone and data plan, to be used for official Council business with "limited private use".
- 5.2. "Limited Private Use" means the use of the phone and data plan is predominately for work purposes only.
- 5.3. Elected members will be required to reimburse the Council for all excessive or obviously personal use (e.g., premium rate telephone calls and credit services). Reimbursement will be in accordance with the *Expenses Reimbursement Procedure*.
- 5.4. In Lieu of a mobile phone provided by Council, elected members can choose to be provided a phone allowance in accordance with Councils policy *HR24 Telephone, Internet, Computer and Social Media usage*.
- 5.5. A limit of allowances may be set by Council.

#### **6. Payment of Allowances**

- 6.1. Unless otherwise negotiated with the CEO or delegate, all allowance payments will be paid at the full amount without deduction for either taxation or superannuation purposes. Elected Members are able to request that taxation be deducted and/or that superannuation contributions be paid into a nominated fund.
- 6.2. The Base Allowance and Electoral Allowance will be automatically paid to Elected Members fortnightly, or at such frequency as resolved by Council - in arrears.
- 6.3. Subject to claim, Extra Meeting Allowances will be paid automatically in arrears.
- 6.4. Council will publish the amounts of the allowances payable by Council to its Elected Members, on its website.

#### **7. Provision of a Dedicated Email Address**

- 7.1. Elected Members will be provided with a dedicated email address for the purpose of attending to Council business and performing official duties in their role. When communicating via the Council provided email account, Elected Members must adhere to all relevant legislation and Council's policies and procedures, including the *Code of Conduct (Elected, Local Authority, and Council Committee Members)*.



## 8. Breach of Policy

- 8.1. A breach of this policy may constitute a breach of the *Code of Conduct (Elected Member, Local Authority and Council Committee)* and will be handled in accordance with the provisions of the *Code of Conduct (Elected Member, Local Authority and Council Committee) Policy*.

## 9. Responsibilities

- 9.1. All Elected Members are responsible for adhering to the provisions of this policy.
- 9.2. The Governance and Quality Assurance Officer is responsible for ensuring that the amounts of allowance/s payable to Elected Members, is published on Council's website, and for ensuring that all reporting obligations referenced in this policy are met.
- 9.3. The Executive Assistant to the CEO/Mayor is responsible for assisting Elected Members to complete their claims and for checking claims against policy.

## References

*Assembly Members and Statutory Officer (Remuneration and Other Entitlements) Act 2006 (NT)*  
 Australian Taxation Office Taxation Determination  
*Guideline 2A: Council Member Allowances*  
*Local Government Act 2019 (NT) s.45; s.109.1; s.109.2*  
*Local Government (General) Regulations 2021 (NT) Division 6: Allowances*

## Definitions

In the context of this policy the following definitions apply:

**Allowance** means remuneration provided to Elected Members.

**Council** refers to the West Daly Regional Council, a regional council that delivers essential local government services to remote communities and supports development opportunities in the region.

**Expense** means an amount incurred or required as a result of undertaking official duties.

**Elected Members** means individuals elected to Council, including the Mayor, Deputy Mayor, and Councillors.



**Related Documents**

Code of Conduct (Elected Member, Local Authority and Council Committee)

Code of Conduct (Elected Member, Local Authority and Council Committee) Policy

Mayor's Work Entitlements Policy

Travel and Accommodation (Elected Member) Policy

Guideline and Procedures for Payment of Allowances and Expenses (Elected Member, Local Authority and Council Committee)

Extra Meeting Allowance Claim form

Travel Allowance Claim form

Telephone, Internet, Computer and Social Media usage policy.

For more information, contact the Policy Custodian.

<b>Signature of Endorsement:</b>	
<b>Position:</b>	Chief Executive Officer



## WEST DALY REGIONAL COUNCIL

### FOR THE COUNCIL MEETING OF 29 MARCH 2023

#### Report for Agenda Item No 8

**Prepared by** Sharon Binns, Governance & Quality Assurance  
Officer

#### **Insurance premium increase by 10% for 2023/2024 budget period**

##### **Purpose**

To inform Council of an increase in insurance premiums which will need to be a consideration for the budget for 2023/2024.

##### **Background**

During 2022/23, NT Councils have reported a claims spike across multiple classes of cover and is reflective of a national local government trend. In the upcoming renewal period, member contributions and premiums will be impacted to reflect the changing claims performance of the sector and ensure sustainable, long term protection.

For budgeting purposes only, we are currently providing an indication of +10% on expiring contributions and premiums. Noting for specific members, variations to your declared information such as asset replacement values, number of vehicles and estimated wages may require further consideration to risk protection budgeting for 2023/24.

##### **Statutory Environment**

*Insurance Act 1973 (Cth)*  
*Insurance Regulations 2002 (Cth)*

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

Increase in 2023/234 budget for insurance premiums approved by Council.



## Strategic Alignment

This report is aligned to the West Daly Regional Plan 2022-23:

Focus 1 - Strengthen our Organisation	
1.2 Governance	
Journey 1.2.3	Continue to strengthen the governance framework and encourage active contribution at all meetings

### Recommendation

1. That Council note that there will be an increase in insurance premiums in the financial year 2023/2024 estimated to be in the vicinity of 10% as an indicator for the budget.

## Attachments

There are no attachments for this report.



## WEST DALY REGIONAL COUNCIL

### FOR THE COUNCIL MEETING OF 29 MARCH 2023

#### Report for Agenda Item No 9

Prepared by **Sharon Binns, Governance & Quality Assurance  
Officer**

#### **Circular Resolution Policy reversal**

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##### **Purpose**

The Chief Ministers and Cabinet (CMC) has informed that West Daly Regional Council (WDRC) GOV14 Circular Resolution policy is in breach of the *Local Government Act* (the Act) and strongly recommends that we rescind the policy.

##### **Background**

The purpose of the Circular Resolution policy was to assist Council to make urgent decisions without having to call a meeting.

The Chief Ministers and Cabinet compliance unit advised that under section 95(4) of the Act, a decision carried by a majority of the votes of the members present at a meeting of a council is a decision of the council. This means that for a council decision to be reached, it needs to be in during the course of a meeting, made by members present at the meeting.

In defence, WDRC argued that customary law in our region means that some elected members are difficult to track down for an urgent decision as they have other responsibilities that are governed by their own rules, conventions, habituations, social structures and organisations.

West Daly Council supports its people and their right to culture and makes every effort to understand their rights whilst balancing the requirements of the *Local Government Act*.

As part of the defence presented to the CMC, reference was made to the *United Nations Declarations on the Rights of Indigenous Peoples* (UNDRIP) and in response, the CMC advised that WDRC have:

*‘made some very relevant points about the Act not necessarily being as culturally sensitive as possible when it comes to meetings. This needs to be carefully considered when meeting provisions in the Act are next reviewed. While it is not anticipated that such a review will occur within this term of government, we would be happy to meet with the Council to*

*further discuss the meeting provisions and any possible ways to mitigate difficulties in complying with the provisions.'*

Also,

*'In the meantime, the Department of the Chief Minister and Cabinet and councils are bound by the Act in its current form.'*

Therefore until there is a reform in legislation to cater for Indigenous Rights we have to work within the scope of the Act.

## **Statutory Environment**

*Local Government Act 2019 ss 90(5); 92(d)(ii); 95(3)(c); 95(4).*

## **Impact for Council**

To comply with the *Local Government Act*.

## **Strategic Alignment**

This report is aligned to the West Daly Regional Plan 2022-23:

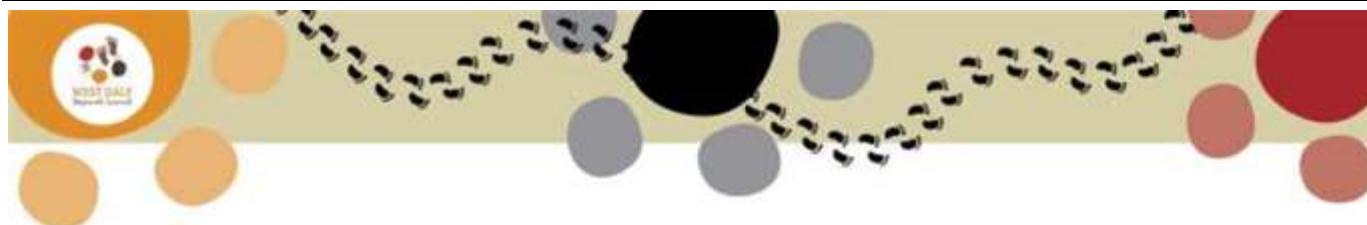
<b>Focus 1 - Strengthen our Organisation</b>	
1.2 Governance	
<b>Journey 1.2.3</b>	Continue to strengthen the governance framework and encourage active contribution at all meetings

## **Recommendation**

- 1. That Council approve to rescind the Circular Resolution policy on advice from the Chief Minister and Cabinet.**

## **Attachments**

- 1 Circular Resolution Policy



GOV14	Circular resolution policy
Approval Date:	24/11/2022
Council Decision Reference:	046/2022
Policy Type:	Governance
Policy Custodian:	CEO
Review Date:	24/11/2025
Version (Revision Number):	1.0

### Purpose

West Daly Regional Council Elected Members live in remote locations. On occasion the Chief Executive Officer (CEO) is presented with a matter of urgency requiring Council resolution that cannot wait for the next planned Ordinary Council Meeting (OCM).

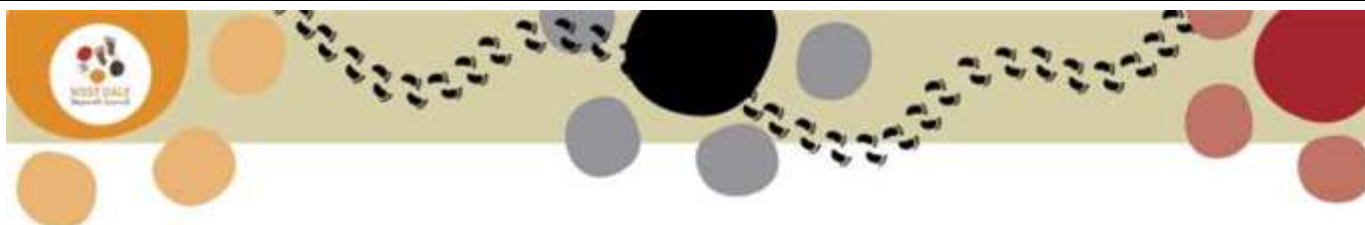
### Scope

This policy applies to Elected Members of West Daly Regional Council, and to all staff with responsibility for implementing policy.

### Policy Statement

#### 1. Policy Principles

- 1.1 Decisions requiring a resolution of Council are considered by Elected Member at OCM scheduled every two (2) months.
- 1.2 If the CEO is presented with a matter of urgency requiring Council resolution that cannot wait for the next planned OCM the decision to consider a circular resolution can be made.
- 1.3 A circular resolution can be made via various communication mediums including emails, text messages, voting platforms or any other application for engagement that is deemed acceptable and usable by the CEO and Elected Members.
- 1.4 The motion to Council is to be supported with as much information as necessary so the Elected Members can make an informed decision. This may mean the CEO contacts each Elected Member to communicate the intent and what is required.
- 1.5 Depending on the balance of votes in response, the CEO is to act and proceed when a majority vote has been communicated. This communication is done in good faith as a method for the CEO to act on behalf of Elected Members of Council. The CEO will act accordingly and is not responsible for the device security of Elected Members when that action is done on reliance on the information provided as true and correct.

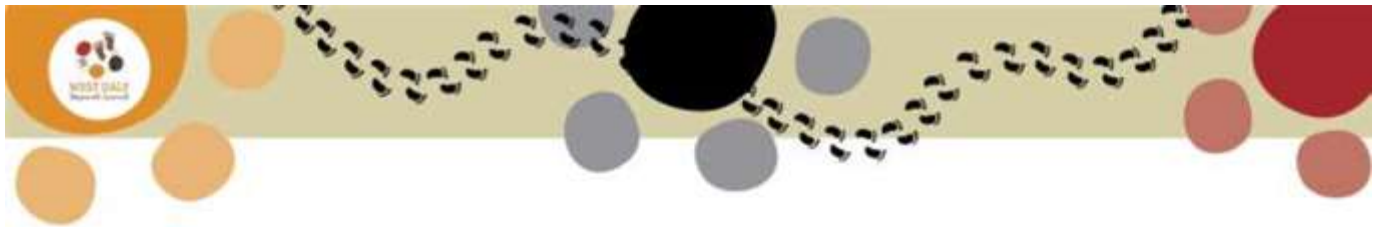


- 1.6 The CEO of West Daly Regional Council may, after discussion with the Mayor if possible, propose a motion for the circular resolution.
- 1.7 The proposed circular resolution must be circulated to all Elected Members of Council by email, text message or any other method of communication (voice)
- 1.8 As it cannot be guaranteed that any material submitted by any Elected Member would be considered by other Elected Members before they vote, no debate shall be entertained on any circular resolution.
- 1.9 No amendments can be proposed to a circular resolution.
- 1.10 Responses to a circular resolution must be made by email, by text message or confirmed verbally (noted date/time) and must, to avoid confusion, contain the text of the motion in question and the member's vote on that motion. A flexible approach is required due to the remoteness of the West Daly region and the areas in which Elected Members reside.
- 1.11 Circular resolutions must be passed by majority vote of acceptance.
- 1.12 The timeframe for Elected Members to respond must be reasonable, with regard to the decision sought, the context, and their availability. The Mayor will determine what a reasonable timeframe is at the time of the circular resolution.
- 1.13 If the majority of Elected Members oppose the circular resolution, the proposed circular resolution must be withdrawn. The proposed resolution may then only be considered at the next Ordinary Council meeting.
- 1.14 Once the CEO has been advised of the outcome of the circular resolution, it should be communicated to all Elected Members.

## **2. Chief Executive Officer responsibilities**

- 2.1 The CEO is responsible for:
  - 2.1.1 Determining whether a circular resolution is warranted and consistent with this policy;
  - 2.1.2 Attempt to seek agreement from the Mayor or Deputy Mayor that a circular resolution is warranted and consistent with this policy;
  - 2.1.3 Ensuring the circular resolution is properly drafted and circulated with any necessary supporting papers for Elected Members to review and provide an informed response;
  - 2.1.4 Circulating to Elected Members the outcomes of any circulating resolution;
  - 2.1.5 Ensuring all Elected Members have been given an appropriate opportunity to respond to the motion seeking approval;





2.1.6 Ensuring the details and outcome of the circular resolution is noted at the next council meeting.

### 3. Elected Members responsibilities

3.1 Elected members are responsible for:

3.1.1 Responding to circular resolution motions in good faith and in good time.

### 4. Recommendations by circular resolution

4.1 All recommendations of Elected Members using in a circular resolution are to be presented at the next Ordinary Council meeting for noting and ratification.

Signature of Endorsement:	
Position:	Chief Executive Officer



## WEST DALY REGIONAL COUNCIL

### FOR THE COUNCIL MEETING OF 29 MARCH 2023

#### Report for Agenda Item No 10

**Prepared by** Sharon Binns, Governance & Quality Assurance  
Officer

#### **Independent Commissioner Against Corruption - Research report**

##### **Purpose**

The Independent Commissioner Against Corruption, Michael Riches provides a report with detailed information about incidents reported to his office.

##### **Background**

The Office of the Independent Commissioner Against Corruption (ICAC) mission is to support and improve integrity in Northern Territory public administration through the discharge of statutory functions. Between 30 November 2018 and 31 December 2022 the ICAC received 1467 reports.

This report is to assist public bodies, public officers and the public to better understand the nature of reports made to ICAC. It should generate conversations about how impropriety in public administration is reported and addressed.

West Daly Regional Council is mentioned along with other local government Councils throughout the report with a specific breakdown provided on Page 37 on matters investigated.

##### **Statutory Environment**

*Independent Commissioner Against Corruption Act 2017* (the ICAC Act)

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

For information purposes.

## Strategic Alignment

This report is aligned to the West Daly Regional Plan 2022-23:

Focus 1 - Strengthen our Organisation	
1.2 Governance	
Journey 1.2.3	Continue to strengthen the governance framework and encourage active contribution at all meetings

### Recommendation

1. That Council note the Independent Commissioner Against Corruption research report being a longitudinal analysis of reports of suspected improper conduct.
2. That Council endorses the CEO to invite the Independent Commissioner Against Corruption to meet Council and provide an overview of their role and responsibilities and discuss improper conduct.

### Attachments

- 1 ICAC research report on suspected improper conduct

# Research Report

Longitudinal analysis of reports of suspected improper conduct

Michael Riches  
Independent Commissioner Against Corruption

February 2023

Office of the  
Independent  
Commissioner  
Against  
Corruption NT



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## Foreword

### What and why?

This document provides some detailed information about reports to my office. Reports of improper conduct are my single biggest information source. My ability to understand and address improper conduct is contingent upon people's willingness to bring matters to my attention.

Between 30 November 2018<sup>1</sup> and 31 December 2022, this office received 1467 reports.

Understanding the nature of reports can offer some insights as to the level of understanding of my office and perceptions of impropriety within public bodies. It also assists to identify issues and agencies for which further focus may be needed.

I hope this document assists public bodies, public officers and the public to better understand the nature of reports made to my office. It should generate conversations, particularly within public bodies, about how impropriety in public administration is reported and addressed.

Over the coming months I will publish a further report addressing the action taken by this office on the receipt of reports.

While I expect the content of this document will be useful, it must be read in light of the following limitations.

First and foremost, reports made to my office largely include allegations of improper conduct. Care must be taken not to interpret the making of an allegation as proof that improper conduct has occurred. Nevertheless, the volume and nature of reports may give some indication as to the general perception of impropriety within a public body.

For that reason, the number and nature of reports of improper conduct provide useful information to further explore a public body's corporate culture, perceived levels of impropriety, and steps taken to reduce the risk of improper conduct.

Second, this document only provides information about reports to my office. It does not include reports made within an agency, or to other integrity bodies, such as the Northern Territory Ombudsman, Auditor-General or Commonwealth agencies.

In that respect it cannot represent a complete picture of all allegations of impropriety made in respect of Northern Territory public administration.

Third, while a great deal of care has been taken to prepare this document, our analysis relies upon the accuracy of information provided by reporters.

Finally, information provided in this report is intentionally limited so as to avoid identifying individual reporters, witnesses or persons of interest.

In order to properly understand this document, there are some matters that need to be explained.

---

<sup>1</sup> The day this office commenced.

The data presented in this document is based entirely upon the information provided in a report. It has not been amended as a consequence of further information obtained by this office in the course of an assessment, investigation or referral. In other words, the data is based upon the reporter's assertions as to the type, number and nature of allegations.

The number of allegations received is higher than the number of reports received. It is common for a single report to include multiple allegations, each of which must be separately considered.

Moreover, one allegation may fit into more than one allegation category. Accordingly one allegation may be recorded in multiple allegation categories. A report, or even an individual allegation, may relate to more than one public body, which is also reflected in the statistics.

Reports about me or my office are not included in this document, because such reports are made to the Independent Inspector and are reported in the Inspector's annual report.

While I have included some observations about different data sets, the purpose of providing the raw data is to allow the reader to form their own view, bearing in mind the comments I have already made.

## Whistleblowers and anonymity

I think it important to comment about potential barriers to reporting.

A public officer who makes a report to my office in accordance with mandatory reporting directions is a protected person under the *Independent Commissioner Against Corruption Act 2017* (ICAC Act). As a protected person, that public officer has certain protections.

Persons who make non-mandatory reports to my office, or to a range of other entities, may also be protected persons.

The protections offered under the ICAC Act include immunity from civil, criminal or disciplinary action in respect of the making of a disclosure, and protection from retaliation against the whistleblower.

Nevertheless, it is not lost on me that many public officers are reluctant to report wrongdoing. For that reason, I am confident that I do not receive reports about all suspected impropriety.

Last month I announced a review of whistleblowing in the Northern Territory. That review is designed to better understand the particular risks and perceptions that arise in the Northern Territory and will, I hope, lead to the development of better and more targeted directions and guidelines.

In the meantime, I remind everyone that reports can be made anonymously. It is not necessary to identify yourself when making a report. However, making an anonymous report does carry a greater risk that action will not be taken. That is so because the reporter may not have provided sufficient information to justify the taking of action. In the absence of contact information, it is not possible to seek clarification or further information.

I encourage any person who wishes to make an anonymous report to at least provide one form of contact information. Most commonly people create a private email address using one of the many publicly available email services. In that way anonymity can be maintained, but the ability to contact a reporter to obtain additional information remains possible.

## Next steps

I encourage all public officers, and in particular public leaders, to use this document to generate discussion about risks and perceptions of impropriety in their agency. The following questions might be useful:

- Are you surprised by the number (or absence) of reports made to the OICAC?
- What do you think drives (or discourages) public officers to report?
- Does the nature of reports made align with your perception of integrity risks in your agency?
- What steps can your agency take to a) improve public officers' willingness to report and b) reduce the risks of improper conduct in the agency?

I look forward to meeting individually with heads of public bodies over the coming months to further discuss this report.

## Credits

I want to acknowledge and thank Eric Vo of my office for his significant effort in preparing the data for this report.



Michael Riches

**Independent Commissioner Against Corruption**



## Overview

Table 1: Number of reports grouped by year received and subject organisation

Sector / organisation name	Number of reports						% of total reports for each year (column)					
	2018*	2019	2020	2021	2022	Total	2018*	2019	2020	2021	2022	Total
<b>Northern Territory Government (TG) Sector</b>												
Northern Territory Police, Fire and Emergency Services	35	293	207	238	214	985	71	67	60	69	72	67
Department of Health	10	55	45	70	51	231	20	13	13	20	17	16
Department of the Attorney-General and Justice	3	47	37	42	38	167	6	11	11	12	13	11
Department of Infrastructure, Planning and Logistics	7	45	28	22	30	132	14	10	8	6	10	9
Department of Education	6	37	18	21	16	98	12	9	5	6	5	7
Department of Industry, Tourism and Trade	1	17	14	22	25	79	2	4	4	6	8	5
Department of Territory Families, Housing and Communities	1	29	8	11	10	59	2	7	2	3	3	4
Department of Corporate and Digital Development	2	14	16	11	11	54	4	3	5	3	4	4
Department of the Chief Minister and Cabinet	5	15	11	11	14	45	0	1	4	3	5	3
Power and Water Corporation	1	5	4	12	6	28	2	1	1	3	2	2
Department of Local Government, Housing and Community Development <sup>†</sup>	10	7	5	5	3	25	0	2	2	1	1	2
Department of the Legislative Assembly	1	11	4	-	-	16	2	3	1	0	0	1
Department of Environment, Parks and Water Security	5	4	4	2	3	14	0	1	1	1	1	1
Office of the Commissioner for Public Employment	4	3	2	1	5	12	0	1	1	0	2	1
Northern Territory Electoral Commission	1	3	2	1	1	8	2	1	1	0	0	1
Ombudsman NT	1	2	4	1	1	8	2	0	1	0	0	1
Territory Generation	1	2	2	2	2	7	2	0	1	1	0	0
Department of Treasury and Finance	3	2	2	1	1	6	0	1	0	1	0	0
Land Development Corporation	1	1	1	2	4	4	0	0	0	1	0	0
Auditor-General's Office	1	1	1	1	2	2	0	0	0	0	0	0
Jacana Energy	1	1	1	1	1	1	0	0	0	0	0	0
<b>Local Government Sector</b>												
City of Darwin Council	4	33	32	35	30	134	8	8	9	10	10	9
Timor Islands Regional Council	2	4	4	9	5	24	4	1	1	3	2	2
Roper Gulf Regional Council	4	13	2	3	3	22	0	1	4	1	1	1
Alice Springs Town Council	4	3	2	6	15	15	0	1	1	1	2	1
Barkly Regional Council	1	1	4	3	4	13	2	0	1	1	1	1
City of Palmerston Council	1	2	3	5	10	10	0	0	1	1	2	1
Litchfield Council	1	6	1	3	8	8	2	1	0	0	0	1
Central Desert Regional Council	2	3	3	3	3	8	0	0	0	1	1	1
West Arnhem Regional Council	5	2	2	1	7	7	0	1	0	1	0	0
East Arnhem Regional Council	1	1	5	1	7	7	0	0	0	1	0	0
West Daly Regional Council	1	1	2	1	5	5	0	0	0	1	0	0
Victoria Daly Regional Council	1	2	1	1	4	4	0	0	0	1	0	0

<sup>†</sup>This Department ceased to exist in 2020.  
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MacDonnell Regional Council	1	2		3	0	0	0	0	1	0	0	0
Katherine Town Council	2	1		3	0	0	0	0	0	0	0	0
Wagait Shire Council				1	0	0	0	0	0	0	0	0
Universities <sup>3</sup>	1	2	15	9	9	36	2	0	4	3	3	2
Member of the Legislative Assembly	1	6	15	5	6	33	2	1	4	1	2	2
Other	8	104	82	64	42	300	16	24	24	19	14	20
<b>Total</b>	<b>49</b>	<b>435</b>	<b>343</b>	<b>344</b>	<b>296</b>	<b>1467</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>

<sup>a</sup> - 2018 is part year – reports started to be received by the OICAC from 30 November 2018.

#### Observations

- Most of the reports relating to the Department of Attorney-General and Justice relate to correctional institutions.

<sup>3</sup> Universities refers to Charles Darwin University and Batchelor Indigenous Institute of Tertiary Education.  
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Table 2: Number of allegations grouped by year received and category of allegation

Allegation category	2018	2019	2020	2021	2022	Total	2018	2019	2020	2021	2022	Total
	Number of allegations						% of total allegations for each year (column)					
Inappropriate performance of functions	10	91	110	140	113	464	20	20	24	33	33	27
Conflict of interest	5	95	92	84	67	343	10	20	20	20	20	20
Breach of PSEMA <sup>1</sup> / code of conduct	4	41	76	84	82	287	8	9	17	20	24	17
Dishonesty	8	43	48	67	50	216	16	9	10	16	15	12
Misuse of resources	1	62	53	58	37	211	2	13	12	14	11	12
Recruitment	3	46	49	58	41	197	6	10	11	14	12	11
Breach of public trust	4	25	46	53	61	189	8	5	10	13	18	11
HR <sup>2</sup> / discipline	4	49	39	52	30	174	8	11	8	12	9	10
Police misconduct	8	32	44	56	17	157	16	7	10	13	5	9
Criminal conduct	2	27	36	60	31	155	4	6	8	14	9	9
Procurement	5	53	44	27	26	155	10	11	10	6	8	9
Fraud	54	23	40	34	151	151	0	12	5	9	10	9
Misuse of information	5	25	36	29	20	115	10	5	8	7	6	7
Incompetence / negligence	4	27	37	22	20	110	8	6	8	5	6	6
Misuse of grants / funding	43	24	20	20	10	97	0	9	5	5	3	6
Abuse of power	2	17	17	21	29	86	4	4	4	5	9	5
Not improper conduct	4	8	22	23	26	83	8	2	5	5	8	5
Employment dishonesty	15	26	26	25	13	79	0	3	6	6	4	5
Judicial / courts	3	14	10	1	7	35	6	3	2	0	2	2
Barbery	2	13	2	2	2	21	4	3	0	0	1	1
Anti-democratic conduct	1	6	12	3	1	17	2	0	3	1	0	1
Collusive tendering	2	9	1	5	15	15	4	1	1	1	0	1
Licence, permit or other authority application	9	1	5	5	15	15	0	2	0	1	0	1
Gifts and benefits	2	4	3	3	4	13	0	0	1	1	1	1
Outside employment	1	2	3	6	12	12	0	0	0	1	2	1
Retaliation / reprisal	1	1	2	6	1	11	2	0	0	1	0	1
Contract / civil litigation	1	1	2	6	1	11	0	0	0	0	0	0
Grand Total	49	464	459	423	338	1733	100	100	100	100	100	100

**Observations**

- The alleged inappropriate performance of functions and failure to properly manage conflicts of interest are consistently the highest categories of allegation.
- There was an increase in the volume of allegations categorised as inappropriate performance of official functions. That increase is largely attributable to reports about the Government's response to the COVID-19 pandemic.
- Inappropriate performance of official function is a broad category used to refer to allegations where a public officer's conduct is seen as contradicting public expectation or using their position inappropriately to influence a process or outcome.
- A spike in allegations of anti-democratic conduct occurred during and after the 2020 general election.

<sup>1</sup> Public Sector Employment Management Act 1993.<sup>2</sup> Human Resources.

## Northern Territory Government Agencies

Table 3: Total number of reports compared to average number of Northern Territory Public Sector (NTPS) staff employed for quarter ending June 2022

Sector / organisation name	Number of reports 2018-2022	NTPS staff employed average June quarter 2022	Reports per 1000 staff member
Northern Territory Electoral Commission	8	11	727
Ombudsman NT	7	17	412
Auditor-General's Office	1	4	250
Department of the Legislative Assembly	14	98	143
Land Development Corporation	2	18	111
Department of Infrastructure, Planning and Logistics	98	897	109
Northern Territory Police, Fire and Emergency Services	231	2261	102
Department of the Attorney-General and Justice	132	1360	97
Department of Industry, Tourism and Trade	59	740	80
Department of the Chief Minister and Cabinet (including OCPE)	36	492	73
<b>NTG Sector</b>	<b>985</b>	<b>22467</b>	<b>44</b>
Department of Territory Families, Housing and Communities	54	1272	42
Department of Corporate and Digital Development	45	1161	39
Department of Treasury and Finance	4	120	33
Territory Generation	6	183	33
Power and Water Corporation	25	815	31
Department of Environment, Parks and Water Security	12	543	22
Department of Health	167	7955	21
Department of Education	79	4413	18
Jacana Energy	1	77	13
Aboriginal Areas Protection Authority	0	30	0
Department of Local Government, Housing and Community Development <sup>6</sup>	16	N/A*	N/A

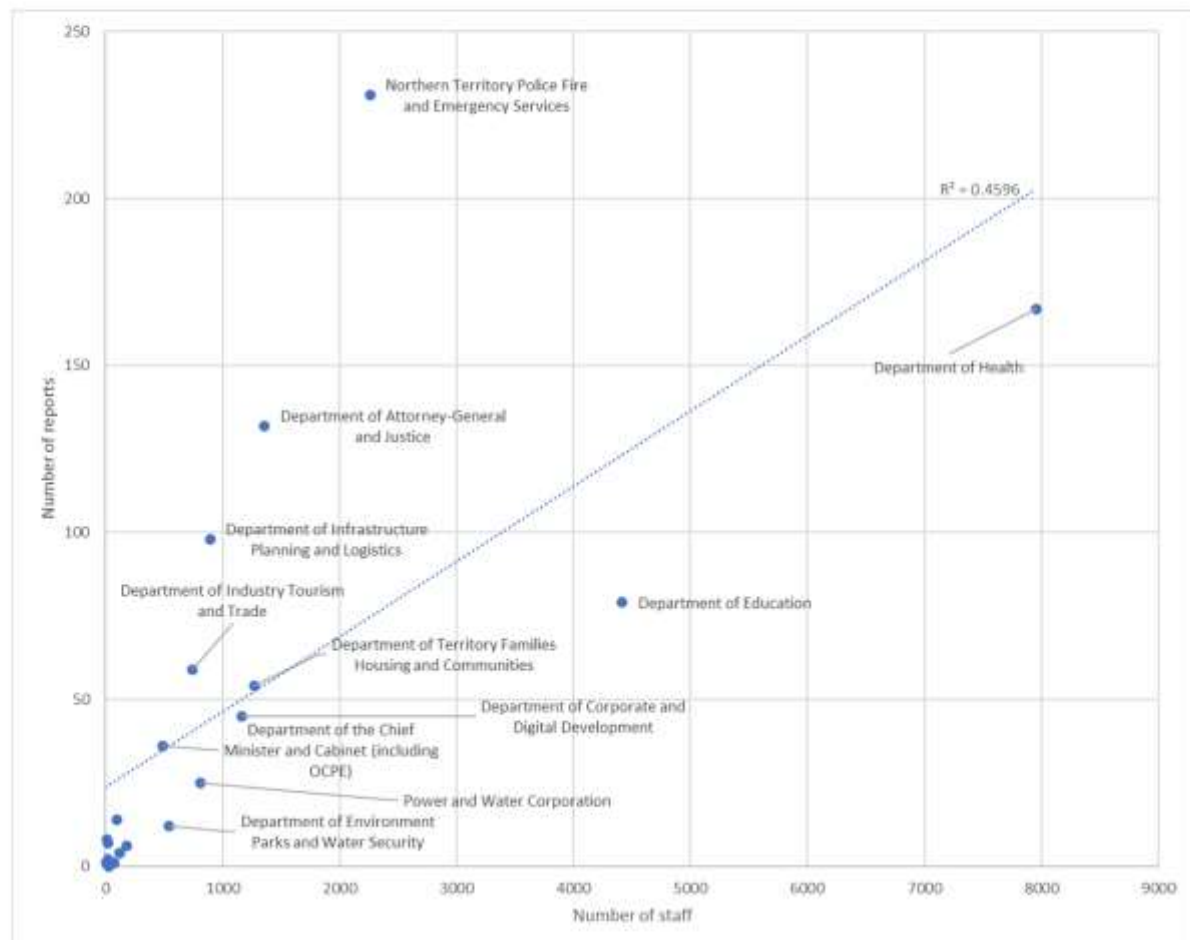
### Observations

- The average number of reports per 1000 public sector employees was 44.
- A high number of reports may be indicative of higher levels of perceived wrongdoing but that is not the only explanation. It may reflect a cultural willingness to call out poor behaviour or it may be reflective of the challenging nature of the services provided by the agency.

<sup>6</sup> Historical reports only as this agency no longer exists.

- Similarly, while low levels of reporting may indicate a public body experiences little improper conduct, it could also signify a lack of understanding about reporting, or a lack of willingness to report.
- A number of smaller agencies may appear to be over-represented in the number of reports per 1000 staff employed. Due to the small size of some agencies, a small volume of reports can have a significant impact upon these statistics.

Figure 1: Total number of reports / employed staff linear regression-NTPS Sector



### Observations

- The linear regression suggests a loose but positive correlation between number of staff employed and the number of reports of suspected improper conduct
- The two largest NTPS agencies, the Department of Health and the Department of Education appear significantly below the regression line. It is premature to draw any conclusions about why this might be the case.

Table 4: Northern Territory Police, Fire and Emergency Services (NTPFES) number of reports grouped by year received and category of allegations

	2018	2019	2020	2021	2022	Total
Police misconduct	8	32	31	49	17	137
Inappropriate performance of functions	3	4	3	26	20	56
Criminal conduct	1	6	6	20	7	40
Dishonesty	1	3	4	13	7	28
Breach of public trust		1	4	13	7	25
Conflict of interest		4	7	11	3	25
Breach of PSEMA / code of conduct		4	7	6	4	21
Abuse of power		2	4	7	6	19
Misuse of information	1	3	2	5	6	17
Recruitment		2	4	7	2	15
HR / discipline	1	4	4	3	3	15
Misuse of resources		2	5	4	1	12
Incompetence / negligence		2	3	3	2	10
Not improper conduct		1	2	1	5	9
Procurement		3	2		2	7
Fraud		1	1	1	4	7
Judicial / courts		2	1			3
Bribery		2				2
Outside employment		1			1	2
Misuse of grants / funding		1				1
Employment dishonesty				1		1
<b>Total</b>	<b>10</b>	<b>55</b>	<b>45</b>	<b>70</b>	<b>51</b>	<b>231</b>

#### Observations

- NTPFES is the subject agency with the highest number of reports over the reporting period.
- Policing agencies around the country are routinely the subject of a high number of reports.



Table 5: Department of Health (DoH) number of reports grouped by year received and category of allegations

Category (no)	2018	2019	2020	2021	2022	Total
Breach of PSEMA / code of conduct		11	7	16	12	46
Conflict of interest		16	11	6	10	43
Inappropriate performance of functions	2	5	6	17	11	41
Recruitment		9	10	11	9	39
HR / discipline		17	10	10	2	39
Employment dishonesty		6	12	7	6	31
Misuse of resources		5	3	9	6	23
Criminal conduct		4	4	7	7	22
Fraud		6	3	7	5	21
Dishonesty		1	3	9	6	19
Procurement		5	6	3	4	18
Incompetence / negligence	1	3	2	5	4	15
Breach of public trust		1	2	4	3	10
Misuse of information		2	4	1	1	8
Not improper conduct				3	2	5
Abuse of power				3	2	5
Misuse of grants / funding		1	1			2
Gifts and benefits			1		1	2
Outside employment			1		1	2
Judicial / courts	1					1
<b>Total</b>	<b>3</b>	<b>47</b>	<b>37</b>	<b>42</b>	<b>38</b>	<b>167</b>



Table 6: Department of the Attorney – General and Justice (DAGJ) number of reports grouped by year received and category of allegations

Category (no)	2018	2019	2020	2021	2022	Total
Inappropriate performance of functions	1	12	16	10	14	53
Breach of PSEMA / code of conduct	3	10	8	8	13	42
Conflict of interest		10	6	4	4	24
Breach of public trust	1	5	1	7	7	21
HR / discipline	1	7	1	5	4	18
Dishonesty	1	4	4	2	7	18
Misuse of resources		5	4	4	3	16
Incompetence / negligence	2	4	2	2	3	13
Criminal conduct		3	3	5	2	13
Abuse of power		4	4	2	2	12
Misuse of information	1	4		1	3	9
Recruitment	1	3	1	1	2	8
Judicial / courts		1	1	1	4	7
Not improper conduct			1	1	4	6
Fraud		2		1	3	6
Employment dishonesty		1	2		2	5
Bribery	1	3				4
Outside employment			1		2	3
Licence, permit or other authority application		1	1			2
Gifts and benefits		1				1
Anti-democratic conduct					1	1
Collusive tendering				1		1
<b>Total</b>	<b>7</b>	<b>45</b>	<b>28</b>	<b>22</b>	<b>30</b>	<b>132</b>

Table 7: Department of Infrastructure, Planning and Logistics (DIPL) number of reports grouped by year received and category of allegations

Category (no)	2018	2019	2020	2021	2022	Total
Procurement	5	26	7	6	5	49
Conflict of interest		7	3	7	5	22
Inappropriate performance of functions		5	3	9	4	21
Dishonesty	2	5	1	6	2	16
Misuse of resources	1	3	3	4	3	14
Breach of PSEMA / code of conduct			2	8	2	12
Breach of public trust	1		3	2	4	10
Incompetence / negligence	1	2	4	2	1	10
Misuse of grants / funding		7	2			9
HR / discipline			1	3	2	6
Licence, permit or other authority application		4		2		6
Collusive tendering	2	3		1		6
Fraud		1	1	2	2	6
Criminal conduct		2		1	2	5
Employment dishonesty			2	3		5
Bribery	1	4				5
Abuse of power		1	1	2	1	5
Not improper conduct			1	1	2	4
Recruitment		2			1	3
Misuse of information			2	1		3
Gifts and benefits				2		2
<b>Total</b>	<b>6</b>	<b>37</b>	<b>18</b>	<b>21</b>	<b>16</b>	<b>98</b>

Table 8: Department of Education (DoE) number of reports grouped by year received and category of allegations

Category (no)	2018	2019	2020	2021	2022	Total
Conflict of interest		6	5	7	8	26
Inappropriate performance of functions		7	3	7	7	24
Misuse of resources		9	5	6	4	24
Dishonesty		7	6	6	4	23
Recruitment		2	2	9	5	18
Breach of public trust		1	3	1	10	15
Breach of PSEMA / code of conduct		1		6	8	15
Fraud		3	1	2	3	9
HR / discipline		1	1	5	2	9
Procurement		3	1		3	7
Abuse of power	1	1			3	5
Misuse of information		1	2		1	4
Incompetence / negligence		1	2	1		4
Criminal conduct	1	1		2		4
Employment dishonesty		1	1	1		3
Retaliation / reprisal			1	1		2
Misuse of grants / funding		1			1	2
Not improper conduct				1		1
<b>Grand Total</b>	<b>1</b>	<b>17</b>	<b>14</b>	<b>22</b>	<b>25</b>	<b>79</b>

Table 9: Department of Industry, Tourism and Trade (DITT) number of reports grouped by year received and category of allegations

Category (no)	2018	2019	2020	2021	2022	Total
Conflict of interest		9	2	2	7	20
Inappropriate performance of functions		6	2	4	6	18
Misuse of grants / funding		5	2	1	2	10
Misuse of information		5	2		2	9
HR / discipline	1	4	1	2		8
Dishonesty		1	1	2	3	7
Breach of PSEMA / code of conduct	1	1	2	1	1	6
Procurement		1	1	2	1	5
Breach of public trust			2	1	2	5
Misuse of resources		2		2		4
Recruitment		3		1		4
Abuse of power		2			1	3
Incompetence / negligence		1	1	1		3
Fraud		1		1	1	3
Licence, permit or other authority application		1		2		3
Criminal conduct				2		2
Not improper conduct			2			2
Employment dishonesty				1		1
Retaliation / reprisal					1	1
Collusive tendering				1		1
<b>Grand Total</b>	<b>1</b>	<b>29</b>	<b>8</b>	<b>11</b>	<b>10</b>	<b>59</b>

Table 10: Department of Territory Families, Housing and Communities (DTFHC) number of reports grouped by year received and category of allegations

Category (no)	2018	2019	2020	2021	2022	Total
Breach of PSEMA / code of conduct		2	9	3	6	20
Inappropriate performance of functions	2	4	4	3	5	18
Conflict of interest		2	2	4	3	11
HR / discipline		1	6	3	1	11
Fraud		6	1	3		10
Employment dishonesty		3	2	3	1	9
Recruitment		2	1	3	1	7
Breach of public trust	1	1	2		3	7
Dishonesty			2		4	6
Misuse of information			5	1		6
Criminal conduct			3		2	5
Outside employment				3	1	4
Misuse of resources		1			2	3
Abuse of power				1	2	3
Misuse of grants / funding		2		1		3
Not improper conduct				2		2
Bribery		1				1
Procurement			1			1
Judicial / courts		1				1
Incompetence / negligence		1				1
<b>Grand Total</b>	<b>2</b>	<b>14</b>	<b>16</b>	<b>11</b>	<b>11</b>	<b>54</b>



Table 11: Department of Corporate and Digital Development (DCDD) number of reports grouped by year received and category of allegations

Category (no)	2018	2019	2020	2021	2022	Total
Dishonesty		3	4	3	4	14
Breach of PSEMA / code of conduct		1	5	3	4	13
Misuse of resources		5	3	2	2	12
Inappropriate performance of functions			5	3	2	10
Incompetence / negligence		1	4	2	1	8
Recruitment			1	4	3	8
Employment dishonesty			3	4	1	8
Misuse of information			3	2	2	7
HR / discipline			1	1	3	5
Procurement			3	1		4
Conflict of interest				3	1	4
Fraud			1	2	1	4
Misuse of grants / funding			1			1
Abuse of power					1	1
Bribery				1		1
Breach of public trust					1	1
<b>Grand Total</b>	<b>0</b>	<b>5</b>	<b>15</b>	<b>11</b>	<b>14</b>	<b>45</b>

Table 12: Department of the Chief Minister and Cabinet (DCMC) number of reports grouped by year received and category of allegations

Category (no)	2018	2019	2020	2021	2022	Total
HR / discipline			1	4	4	9
Conflict of interest	1	2	3		2	8
Inappropriate performance of functions	1	1	1	4	1	8
Breach of PSEMA / code of conduct			1	4	3	8
Breach of public trust			2	4		6
Misuse of information		1	1	3		5
Misuse of resources		1	1	1	2	5
Dishonesty			1	2	2	5
Recruitment		1	1		2	4
Procurement		1	1	1		3
Criminal conduct			1		2	3
Employment dishonesty				1	1	2
Retaliation / reprisal				1		1
Fraud					1	1
Outside employment					1	1
Misuse of grants / funding				1		1
Abuse of power				1		1
<b>Grand Total</b>	<b>1</b>	<b>5</b>	<b>4</b>	<b>12</b>	<b>6</b>	<b>28</b>

Table 13: Power and Water Corporation (PAWC) number of reports grouped by year received and category of allegations

Category (no)	2018	2019	2020	2021	2022	Total
Inappropriate performance of functions		6	2	3	1	12
Conflict of interest		5	3	1	1	10
Criminal conduct		5	2	2		9
Recruitment		4	2		2	8
HR / discipline		2		3		5
Procurement		2	2			4
Breach of PSEMA / code of conduct			1	3		4
Dishonesty		2	2			4
Fraud			1	1		2
Misuse of information				2		2
Bribery			1			1
Collusive tendering			1			1
Breach of public trust				1		1
Misuse of resources				1		1
<b>Grand Total</b>	<b>0</b>	<b>10</b>	<b>7</b>	<b>5</b>	<b>3</b>	<b>25</b>

Table 14: Previous Department of Local Government, Housing and Community Development (DLGHCD) number of reports grouped by year received and category of allegations

Category (no)	2018	2019	2020	2021	2022	Total
Recruitment		3	1			4
Inappropriate performance of functions		1	3			4
HR / discipline		1	2			3
Procurement		3				3
Incompetence / negligence		2	1			3
Fraud		2				2
Dishonesty	1	1				2
Misuse of resources		1				1
Conflict of interest		1				1
Breach of PSEMA / code of conduct			1			1
Misuse of information		1				1
<b>Grand Total</b>	<b>1</b>	<b>11</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>16</b>

#### Observations

- DLGHCD is no longer an active department. Table 14 shows historical reporting data that has not been reallocated to current agencies.

Table 15: Department of the Legislative Assembly (DLA) number of reports grouped by year received and category of allegations

Category (no)	2018	2019	2020	2021	2022	Total
Breach of public trust		1	1	1	3	6
Inappropriate performance of functions		1	1		1	3
Misuse of resources		2		1		3
HR / discipline		2				2
Criminal conduct					2	2
Conflict of interest		1		1		2
Dishonesty				1	1	2
Misuse of information			1			1
Procurement		1				1
Abuse of power					1	1
Breach of PSEMA / code of conduct			1			1
Fraud			1			1
Bribery					1	1
<b>Grand Total</b>	<b>0</b>	<b>5</b>	<b>4</b>	<b>2</b>	<b>3</b>	<b>14</b>

Table 16: Department of Environment, Parks and Water Security (DEPWS) number of reports grouped by year received and category of allegations

Category (no)	2018	2019	2020	2021	2022	Total
Inappropriate performance of functions		3	1		3	7
Breach of PSEMA / code of conduct		2			2	4
Breach of public trust					3	3
Criminal conduct		1	1			2
Misuse of grants / funding			2			2
Misuse of resources					1	1
Incompetence / negligence					1	1
Dishonesty			1			1
Procurement					1	1
Fraud		1				1
HR / discipline			1			1
<b>Grand Total</b>	<b>0</b>	<b>4</b>	<b>3</b>	<b>0</b>	<b>5</b>	<b>12</b>



## Other Northern Territory Government agencies

The remaining agencies are not tabled as they have less than 10 reports total since the office started receiving reports to date.

Table 17: Reporting by public officers – all organisation types

	Number of reports			% Public officer
	Not a public officer	Public officer	Total	
2018	46	3	49	6
2019	278	157	435	36
2020	151	192	343	56
2021	103	241	344	70
2022	78	218	296	74
<b>Grand Total</b>	<b>656</b>	<b>811</b>	<b>1467</b>	<b>55</b>

### Observations

- There has been a steady increase in the proportion of reports coming from public officers. That may reflect a greater understanding, and willingness, amongst public officers to report a matter to the Office of the Independent Commissioner Against Corruption (OICAC).

## Allegations by region

Table 18: Number of allegations grouped by year received and broad region of allegation and type of subject organisation

Sector / organisation name	Number of allegations						% of parent row total					
	2018	2019	2020	2021	2022	Total	2018	2019	2020	2021	2022	Total
<b>NTG Sector</b>	<b>35</b>	<b>308</b>	<b>283</b>	<b>284</b>	<b>244</b>	<b>1154</b>	<b>71</b>	<b>66</b>	<b>62</b>	<b>67</b>	<b>72</b>	<b>67</b>
Top End	27	225	197	194	182	825	77	73	70	68	75	71
Central Australia	3	42	63	43	38	189	9	14	22	15	16	16
Big Rivers	2	20	9	17	14	62	6	6	3	6	6	5
Barkly	1	5	5	19	6	36	3	2	2	7	2	3
East Arnhem	2	10	9	10	3	34	6	3	3	4	1	3
Not stated	6	6		1	1	8	0	2	0	0	0	1
<b>Local Government Sector</b>	<b>4</b>	<b>40</b>	<b>45</b>	<b>48</b>	<b>33</b>	<b>170</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>10</b>	<b>10</b>
Top End	3	23	27	29	17	99	75	58	60	60	52	58
Big Rivers	9	11	2	6	28	28	0	23	24	4	18	16
Central Australia	1	7	4	10	4	26	25	18	9	21	12	15
Barkly			2	4	5	11	0	0	4	8	15	6
East Arnhem	1	1	3	1	6	6	0	3	2	6	3	4
<b>Universities</b>	<b>1</b>	<b>2</b>	<b>16</b>	<b>9</b>	<b>10</b>	<b>38</b>	<b>2</b>	<b>0</b>	<b>3</b>	<b>2</b>	<b>3</b>	<b>2</b>
Top End	1	2	16	7	9	35	100	100	100	78	90	92
Big Rivers						2	0	0	0	22	0	5
Not yet classified						1	0	0	0	0	10	3
<b>Member of the Legislative Assembly</b>	<b>1</b>	<b>6</b>	<b>16</b>	<b>6</b>	<b>6</b>	<b>35</b>	<b>2</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>2</b>
Top End	1	6	11	2	6	26	100	100	69	33	100	74
Central Australia			3	4		7	0	0	19	67	0	20
Big Rivers			1			1	0	0	6	0	0	3
East Arnhem			1			1	0	0	6	0	0	3
<b>Other</b>	<b>8</b>	<b>108</b>	<b>99</b>	<b>76</b>	<b>45</b>	<b>336</b>	<b>16</b>	<b>23</b>	<b>22</b>	<b>18</b>	<b>13</b>	<b>19</b>
Top End	6	87	72	57	36	258	75	81	73	75	80	77
Central Australia	2	8	18	7	6	41	25	7	18	9	13	12
Big Rivers	3	2	2	9	1	15	0	3	2	12	2	4
Not stated		6	2		1	9	0	6	2	0	2	3
East Arnhem		4	2	1		7	0	4	2	1	0	2
Barkly			2			2	0	0	2	0	0	1
Not classified				1	1	2	0	0	0	1	2	1
Other			1	1		2	0	0	1	1	0	0
<b>Grand Total</b>	<b>49</b>	<b>464</b>	<b>459</b>	<b>423</b>	<b>338</b>	<b>1733</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>

Table 19: Percentage of allegations grouped by year received and broad region of allegation where NTG Sector organisation is the subject of the allegation

Region	2018	2019	2020	2021	2022	Total	NTPS Officers <sup>7</sup>	Comparison Total to NTPS location
Top End <sup>8</sup>	77	73	70	68	75	71.5	71.5	-0.0
Central Australia	9	14	22	15	16	16.4	16.8	-0.4
Big Rivers	6	6	3	6	6	5.4	5.8	-0.4
Barkly	3	2	2	7	2	3.1	2.1	1.0
East Arnhem	6	3	3	4	1	2.9	3.7	-0.8
Not stated	0	2	0	0	0	0.7	0.0	0.7

<sup>7</sup> Data from OCPPE State of the Service 2021-22 Report<sup>8</sup> Includes Darwin, Palmerston and Litchfield

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## Improper conduct type

Figure 2: Number of allegations grouped by initial assigned improper conduct type and year report received for all organisations

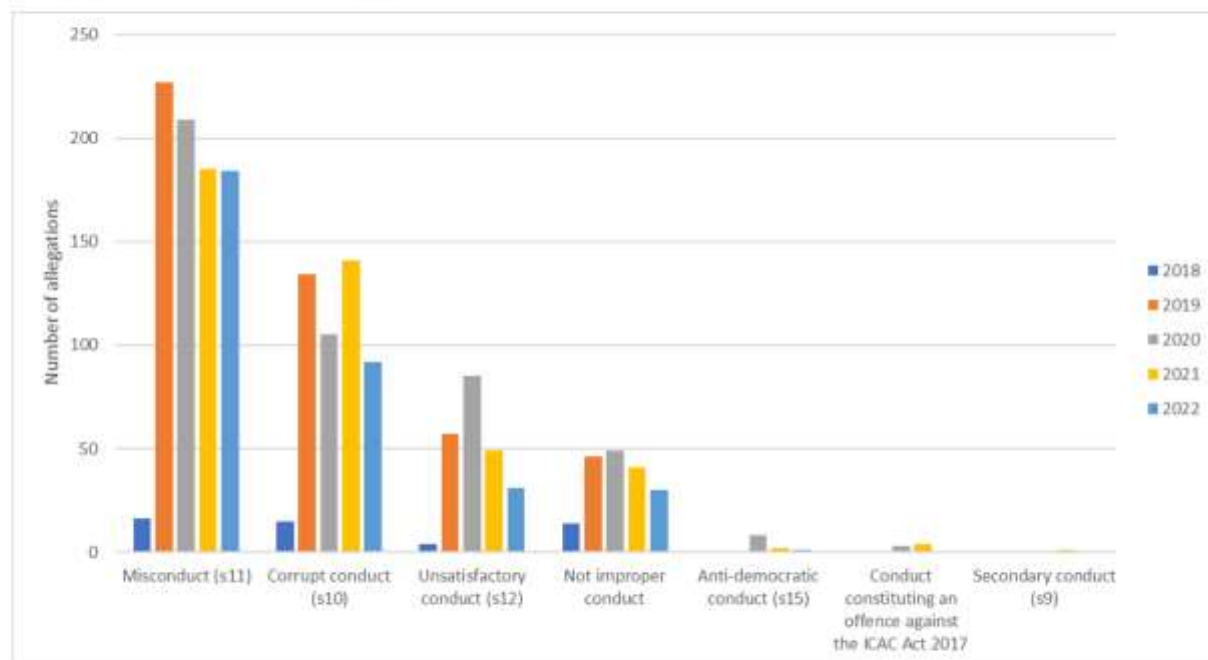


Table 20: Percentage of allegations grouped by initial assessed improper conduct type and year of date report received for all organisations

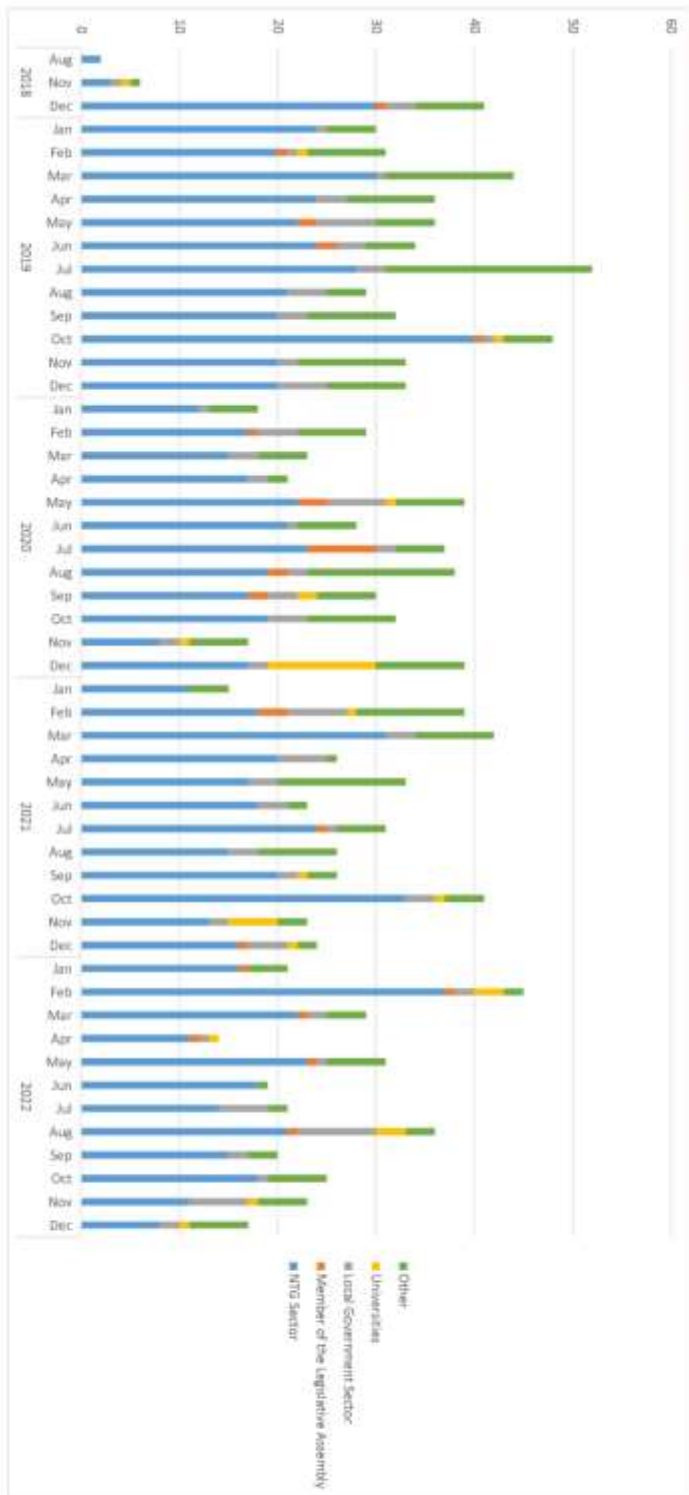
Improper conduct type (%)	2018	2019	2020	2021	2022	Total
Misconduct (s11)	33	49	46	44	54	47
Corrupt conduct (s10)	31	29	23	33	27	28
Unsatisfactory conduct (s12)	8	12	19	12	9	13
Not improper conduct	29	10	11	10	9	10
Anti-democratic conduct (s15)	0	0	2	0	0	1
Conduct constituting an offence against the ICAC Act 2017	0	0	1	1	0	0
Secondary conduct (s9)	0	0	0	0	0	0

### Observations

- The delineation between corrupt conduct, misconduct, unsatisfactory conduct and anti-democratic conduct is almost impossible to determine at the report stage. Such forms of improper conduct are often intertwined and generally do not become apparent until after further inquiry.
- Nevertheless, alleged misconduct is consistently the highest type of improper conduct reported to the office.
- There has been one allegation of secondary conduct in 2021, which is rounded down to 0 per cent in Table 20. Secondary conduct is where responsibility is extended to those who may contribute towards another engaging in improper conduct.

### Monthly time series

Figure 3: Time series of reports received grouped by month received for all organisations

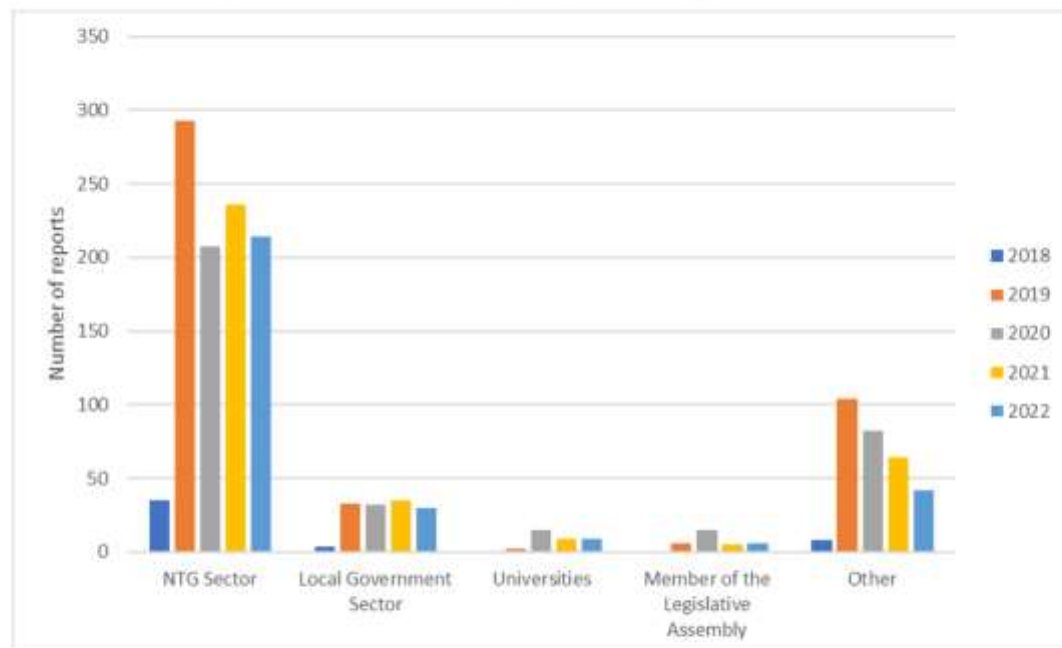


### Observations

- A small number of matters were received prior to the commencement of the office. Those reports were not actioned until the office commenced operations.
- The maximum number of reports received in a month was July 2019 with 52 reports. A number of reports were made by NT Police relating to historic matters.
- The monthly average for the full years 2019 to 2022 inclusive was just under 36 reports.
- Notable events
  - October 2019 – First Performance Report
  - June 2020 – First major investigation report – Investigation into the conduct of the Speaker of the Legislative Assembly
  - July 2021 – Commissioner Riches commences
  - October 2021 – COVID-19 vaccine mandate
  - February 2022 – Mandatory Reporting Directions and Guidelines for Public Officers updated



Figure 4: Number of reports time series by organisation type



- Reports relating to 'other' matters most frequently include allegations about people and entities outside of the ICAC's jurisdiction.
- The increase in the proportion of reports being made by public officers, combined with a gradual decrease in reports about matters outside jurisdiction, may indicate a gradual improvement in the understanding amongst public officers of the ICAC's role and reporting obligations.

## Local Government Sector

Table 21: Number of reports grouped by year received and Local Government Council

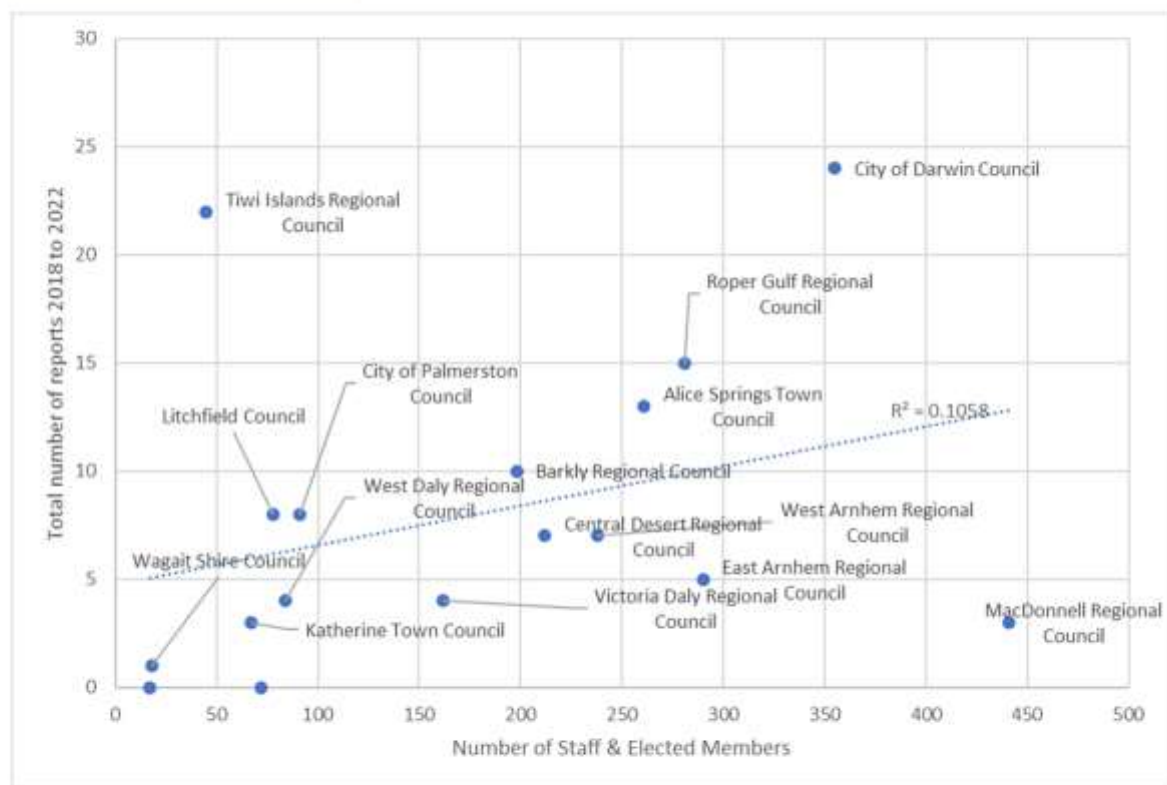
Council	2018	2019	2020	2021	2022	Grand Total
City of Darwin Council	2	4	4	9	5	24
Tiwi Islands Regional Council		4	13	2	3	22
Roper Gulf Regional Council		4	3	2	6	15
Alice Springs Town Council	1	1	4	3	4	13
Barkly Regional Council			2	3	5	10
City of Palmerston Council	1	6	1			8
Litchfield Council		2		3	3	8
Central Desert Regional Council		5		2		7
West Arnhem Regional Council			1	5	1	7
East Arnhem Regional Council		1	1	2	1	5
West Daly Regional Council		1	1	2		4
Victoria Daly Regional Council		2	1		1	4
MacDonnell Regional Council		1		2		3
Katherine Town Council		2	1			3
Wagait Shire Council					1	1
Belyuen Community Government Council	0	0	0	0	0	0
Coomalie Community Government Council	0	0	0	0	0	0
<b>Grand Total</b>	<b>4</b>	<b>33</b>	<b>32</b>	<b>35</b>	<b>30</b>	<b>134</b>

Table 22: Number of reports with Local Government Council (LGC) subject per 1000 staff / elected member in each respective Local Government Council over 2018-2022

Council	Total reports 2018-2022	Council staff and elected members	Reports per 1000 staff/members
Tiwi Islands Regional Council	22	45	489
Litchfield Council	8	78	103
City of Palmerston Council	8	91	88
City of Darwin Council	24	355	68
Wagait Shire Council	1	18	56
Roper Gulf Regional Council	15	281	53
Barkly Regional Council	10	198	51
Alice Springs Town Council	13	261	50
West Daly Regional Council	4	84	48
<b>Grand Total</b>	<b>134</b>	<b>2910</b>	<b>46</b>
Katherine Town Council	3	67	45
Central Desert Regional Council	7	212	33
West Arnhem Regional Council	7	238	29
Victoria Daly Regional Council	4	162	25
East Arnhem Regional Council	5	290	17
MacDonnell Regional Council	3	441	7
Belyuen Community Government Council	0	72	0
Coomalie Community Government Council	0	17	0

- The average number of reports per 1000 local government sector employees / members is 46, which is similar to the public sector average.
- A high number of reports may be indicative of higher levels of perceived wrong doing but that is not the only explanation. It may reflect a cultural willingness to call out poor behaviour or it may be reflective of the challenging nature of the services provided by the agency.
- Similarly, while low levels of reporting may indicate a public body which experiences little improper conduct, it could also signify a lack of understanding about reporting, or a lack of willingness to report.

Figure 5: Total reports 2018-2022 / staff & elected members linear regression for Local Government Councils (LGC)



- The linear regression suggests some positive, albeit highly variable, correlation between the volume of reports and number of staff.

Table 23: Number of reports with LGC subjects grouped by year received and category of allegation

Allegation category	2018	2019	2020	2021	2022	Grand Total
Conflict of interest	3	5	14	11	6	39
Misuse of resources		16	11	4	7	38
Inappropriate performance of functions		8	10	8	10	36
Code of conduct		2	7	6	11	26
Recruitment			10	6	4	20
Breach of public trust		5	3	7	3	18
Fraud		8	1	4	5	18
Procurement		1	7	6	3	17
HR / discipline		6	4	2	5	17
Dishonesty		4	1	8	1	14
Incompetence / negligence		2	5	1	3	11
Misuse of information	1	2	1	3	3	10
Criminal conduct		1	1	4	3	9
Abuse of power		5	1	2	1	9
Not improper conduct	1			3	1	5
Retaliation / reprisal			1	3		4
Misuse of grants / funding		2		2		4
Gifts and benefits			1	1	2	4
Employment dishonesty			1	1		2
Bribery			1			1
Anti-democratic conduct				1		1
<b>Grand Total</b>	<b>4</b>	<b>33</b>	<b>32</b>	<b>35</b>	<b>30</b>	<b>134</b>



Table 24: City of Darwin Council number of reports grouped by year received and category of allegations

City of Darwin Council	2018	2019	2020	2021	2022	Grand Total
Conflict of interest	1		2	3	3	9
Inappropriate performance of functions		2	2		1	5
Procurement			2	2	1	5
Incompetence / negligence		1	1	1	1	4
Breach of public trust				2	2	4
Abuse of power		1		1	1	3
Code of conduct			1		2	3
Fraud				1	2	3
Dishonesty				2	1	3
Misuse of resources			1		1	2
Gifts and benefits			1		1	2
Recruitment					1	1
HR / discipline					1	1
Anti-democratic conduct				1		1
Not improper conduct	1					1
<b>Total</b>	<b>2</b>	<b>4</b>	<b>4</b>	<b>9</b>	<b>5</b>	<b>24</b>

Table 25: Tiwi Islands Regional Council number of reports grouped by year received and category of allegations

Tiwi Islands Regional Council	2018	2019	2020	2021	2022	Grand Total
Recruitment			8	2		10
Inappropriate performance of functions		1	5	2	1	9
Conflict of interest			8	1		9
Misuse of resources		3	4			7
Code of conduct			4		2	6
Abuse of power		3	1	1		5
Breach of public trust			2	1		3
HR / discipline			2		1	3
Incompetence / negligence			2			2
Employment dishonesty			1	1		2
Misuse of information					1	1
Bribery			1			1
<b>Total</b>	<b>0</b>	<b>4</b>	<b>13</b>	<b>2</b>	<b>3</b>	<b>22</b>

Table 26: Roper Gulf Regional Council number of reports grouped by year received and category of allegations

Roper Gulf Regional Council	2018	2019	2020	2021	2022	Grand Total
Misuse of resources		2		1	4	7
Inappropriate performance of functions			2	1	3	6
HR / discipline		2	1		3	6
Fraud		3			2	5
Code of conduct				1	3	4
Conflict of interest			2		1	3
Criminal conduct				2	1	3
Procurement			1		1	2
Incompetence / negligence			2			2
Dishonesty				1		1
Recruitment			1			1
Misuse of information					1	1
Breach of public trust				1		1
<b>Total</b>	<b>0</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>6</b>	<b>15</b>

Table 27: Alice Springs Town Council number of reports grouped by year received and category of allegations

Alice Springs Town Council	2018	2019	2020	2021	2022	Grand Total
Code of conduct			1	2	2	5
Misuse of resources			1	1	1	3
Conflict of interest	1			2		3
Criminal conduct			1		1	2
Misuse of information		1	1			2
Incompetence / negligence					2	2
Recruitment				2		2
Inappropriate performance of functions			1	1		2
Dishonesty			1			1
Procurement			1			1
<b>Total</b>	<b>1</b>	<b>1</b>	<b>4</b>	<b>3</b>	<b>4</b>	<b>13</b>

Table 28: Barkly Regional Council number of reports grouped by year received and category of allegations

Barkly Regional Council	2018	2019	2020	2021	2022	Grand Total
Procurement			2	1		3
Inappropriate performance of functions					2	2
Code of conduct				1	1	2
Not improper conduct					1	1
Misuse of information					1	1
Criminal conduct				1		1
Fraud				1		1
Misuse of resources			1			1
Conflict of interest					1	1
Dishonesty				1		1
HR / discipline				1		1
Gifts and benefits				1		1
<b>Total</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>3</b>	<b>5</b>	<b>10</b>

Table 29: City of Palmerston number of reports grouped by year received and category of allegations

City of Palmerston Council	2018	2019	2020	2021	2022	Grand Total
Misuse of resources		4				4
Breach of public trust		3				3
Misuse of information	1	1				2
Conflict of interest	1	1				2
Inappropriate performance of functions		2				2
Fraud		1				1
Recruitment			1			1
HR / discipline		1				1
Incompetence / negligence		1				1
Code of conduct		1				1
Misuse of grants / funding		1				1
<b>Total</b>	<b>1</b>	<b>6</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>8</b>

Table 30: Litchfield Council number of reports grouped by year received and category of allegations

Litchfield Council	2018	2019	2020	2021	2022	Grand Total
Recruitment					2	2
Misuse of resources		1			1	2
Inappropriate performance of functions				1	1	2
Conflict of interest					1	1
Not improper conduct				1		1
Fraud		1				1
Breach of public trust				1		1
Gifts and benefits					1	1
<b>Total</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>3</b>	<b>3</b>	<b>8</b>

Table 31: Central Desert Regional Council number of reports grouped by year received and category of allegations

Central Desert Regional Council	2018	2019	2020	2021	2022	Grand Total
Dishonesty		1		2		3
HR / discipline		2				2
Inappropriate performance of functions		2				2
Misuse of information				1		1
Retaliation / reprisal				1		1
Procurement				1		1
Abuse of power		1				1
Conflict of interest		1				1
Misuse of grants / funding		1				1
<b>Total</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>7</b>

Table 32: West Arnhem Regional Council number of reports grouped by year received and category of allegations

West Arnhem Regional Council	2018	2019	2020	2021	2022	Grand Total
Conflict of interest			1	3		4
Code of conduct				2		2
Procurement			1	1		2
Misuse of information				1		1
Breach of public trust				1		1
Recruitment				1		1
Retaliation / reprisal				1		1
HR / discipline				1		1
Inappropriate performance of functions				1		1
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>5</b>	<b>0</b>	<b>6</b>

Table 33: East Arnhem Regional Council number of reports grouped by year received and category of allegations

East Arnhem Regional Council	2018	2019	2020	2021	2022	Grand Total
Misuse of resources			1	1		2
HR / discipline		1	1			2
Procurement				1		1
Breach of public trust			1			1
Not improper conduct				1		1
Conflict of interest			1			1
Code of conduct			1			1
Criminal conduct					1	1
<b>Total</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>5</b>



Table 34: West Daly Regional Council number of reports grouped by year received and category of allegations

West Daly Regional Council	2018	2019	2020	2021	2022	Grand Total
Misuse of resources		1	1	1		3
Fraud			1	2		3
Dishonesty				2		2
Misuse of grants / funding				2		2
Retaliation / reprisal			1	1		2
Recruitment				1		1
Misuse of information				1		1
Conflict of interest				1		1
Criminal conduct				1		1
Breach of public trust				1		1
Inappropriate performance of functions				1		1
<b>Total</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>4</b>

Table 35: Victoria Daly Regional Council number of reports grouped by year received and category of allegations

Victoria Daly Regional Council	2018	2019	2020	2021	2022	Grand Total
Misuse of resources		2	1			3
Breach of public trust		2				2
Conflict of interest		2				2
Fraud		2				2
Inappropriate performance of functions					1	1
Procurement					1	1
Dishonesty		1				1
<b>Total</b>	<b>0</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>4</b>

Table 36: MacDonnell Regional Council number of reports grouped by year received and category of allegations

MacDonnell Regional Council	2018	2019	2020	2021	2022	Grand Total
Conflict of interest				1		1
Misuse of resources		1				1
Inappropriate performance of functions				1		1
Criminal conduct		1				1
Not improper conduct				1		1
Dishonesty		1				1
Fraud		1				1
<b>Total</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>3</b>

Table 37: Katherine Town Council number of reports grouped by year received and category of allegations

Katherine Town Council	2018	2019	2020	2021	2022	Grand Total
Misuse of resources		2	1			3
Procurement		1				1
Inappropriate performance of functions		1				1
Conflict of interest		1				1
Code of conduct		1				1
Dishonesty		1				1
<b>Total</b>		<b>2</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>3</b>

Table 38: Wagait Shire Council number of reports grouped by year received and category of allegations

Wagait Shire Council	2018	2019	2020	2021	2022	Grand Total
Inappropriate performance of functions					1	1
Fraud					1	1
Code of conduct					1	1
Breach of public trust					1	1
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>

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## WEST DALY REGIONAL COUNCIL

### FOR THE COUNCIL MEETING OF 29 MARCH 2023

#### Report for Agenda Item No 11

Prepared by **Andrew Everingham, Chief Operations Officer**

#### **Service Delivery**

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##### **Purpose**

This report aims to inform the Council on matters relating to service delivery.

##### **Background**

The focus and overall aim of the service delivery arm of the Council is to deliver quality services to Communities and Homelands through planning, development and implementation of structured work programs.

##### **Planning**

In February 2023, the Operational Leadership Team (OLT) and the Frontline Leadership Team (FLT) held a two-day planning and leadership workshop in Wadeye. The workshop's purpose was to introduce the new structure, operating model and planning on delivering key operational focus areas, including Waste, Roads, Infrastructure, Council Services, Homelands and our People. The team had excellent engagement and input across the days with creating a supportive, professional and productive culture a major focus.

Recently, the CEO hosted a Q&A session to discuss current projects, plans and areas for development with some of the Wadeye team. The team shared some great discussions and ideas.



## Weather

Our region was once again subject to a significant weather and rainfall event. In late February and early March, a monsoonal trough developed into a deep tropical low and slowly moved over our region. This weather event brought significant rainfall and inclement weather lasting many days. Council (for the second time this year) activated our Incident Management Team (IMT) which allowed a coordinated approach to Council emergency management activities.

Council's mission during the severe weather event was:

- The protection of our people and the community,
- Minimise damage to Council and community assets,
- Assist with recovery actions as assigned by the LEMC Incident Controller.

While all our Communities and Homelands were affected by the severe weather, Palumpa was particularly impacted. In Palumpa, flood waters breached most Council properties and caused damage to buildings, machinery, and equipment. Despite efforts to minimise the flood damage to council assets and infrastructure, the rapidly rising waters, which increased significantly overnight, overwhelmed local preparedness activities.



The focus post the event has been supporting our people affected by the flooding and restoring service delivery as quickly as possible. While the recovery period continues, to date, we have completed the following:

- All buildings have had 'make safe' assessments to allow staff to re-enter homes and buildings;
- Contract cleaning crews have completed post-flood cleaning of all affected buildings;

- Insurances assessors and valuers have conducted assessments of all affected facilities, machinery and equipment;
- All flood-affected assets have been photographed, itemised and recorded along with registers updated;
- Civil and municipal services have been restored with equipment and workforce used from Wadeye;
- AusPost service delivery is continuing at a limited capacity;
- Centrelink remains offline due to damage to the Council building and equipment;

It is anticipated that it will be some months until all services are fully restored and equipment replaced. Council is investigating future flood mitigation options to minimise the impact on future flooding events.



## **Waste Management**

Over several months Council has been working with Northern Territory Environmental Protection Agency (NTEPA) around measures to improve our current waste management site in Wadeye. Recently, the NTEPA issued Council with a Pollution Abatement Notice (PAN). The PAN sets out several areas the Council must address over the coming months around improving the general site and management of the landfill. This work is being addressed in conjunction with our Waste Management Strategy being drafted by our waste consultants Tonkin. While issuing the PAN represents a serious and significant development, it was not unexpected by Council and provides a clear and

achievable plan to improve our waste management practices. The Waste Management Strategy will be presented to Council when finalised.

Our Community Services Managers (CSMs), Council Operations Manager (COM), Regional Services Manager (RSM) and Technical Services Manager (TSM) all attended the recent Waste Symposium in Darwin. The symposium was an opportunity for our staff to learn about current waste management practices and industry initiatives that can be applied across our region. Waste management remains a significant issue for our Council, and having skilled and knowledgeable staff is critical to improving our processes and capability in this area.

### **Project Updates**

- The Request for Tender (RFT) has closed for the Wadeye Pool project, and tender negotiations with the preferred principal contractor are ongoing.
- Wadeye landfill improvement works continue. The contractor has been onsite completing earthworks and drainage.
- Disaster Recovery Funding Arrangements (DRFA) projects are on-hold during the wet. A further DRFA submission is being developed for March 2023 flood event. Scope includes current 3 x floodway's and additional road damage.
- The Manthathpe pedestrian bridge project works are scheduled to commence in early April 2023. The Fabrication of substructure elements is complete.
- Local Roads Community Infrastructure (LRCI) and Roads to Recovery (R2R) programs planning continue, with works scheduled to commence in June 2023.
- Northern Land Council (NLC) cemetery project for Wadeye and Nilihn awarded to Council, with works scheduled to commence in May 2023.
- Homelands Municipal Essential Services (MES) project planning is in progress, and delivery is scheduled to commence in June 2023. Additional Homeland projects are also being developed, and the anticipated budget is \$800K.
- Local Authority projects are also in planning stages, with delivery to commence August 2023



## Homelands

During the recent flooding, our Homelands team was instrumental in coordinating emergency medical and food drops to affected and isolated Homelands. Working with the Local Emergency Management Committee (LEMC), our teams assisted with coordinating and managing emergency requests.



## Training and development

Later this month, 12 council staff are completing 4WD training with a training provider in Wadeye. The training aims to deliver key skills for driving a four-wheel drive vehicle and off-road defensive driving. Council aims to run additional courses over the coming months.



Council is also delivering another round of first-aid training in April.

## Security Review

The contractors engaged through a Request for Quote (RFQ) process have completed and submitted their security report. The report outlines recommendations and high-level indicative cost estimates for the proposed works. The Council is reviewing the report and developing a proposed works plan to prioritise works aligned with the available budget.

## General

The recent major weather event, the second of the wet season, has caused significant impacts on Council assets and infrastructure. Our sealed and unsealed road networks have been particularly affected, with widespread damage recorded across the region. This damage has caused increasing frustration from residents, with repairs efforts hampered by continuing lack of access due to weather, machinery damage, and vandalism. It has been a challenging wet season for all our people and residents across the region. Despite this, the team remains positive with planning and preparation underway for the dry season window of works.

Some recent Community Safety Patrol members celebrating birthdays.



## **Statutory Environment**

Nil.

## **Impact for Council**

For reporting purposes only.

## **Strategic Alignment**

This report is aligned to the West Daly Regional Plan 2022-23:

<b>Focus 1 - Strengthen our Organisation</b>	
1.2 Governance	
<b>Journey 1.2.2</b>	Continued development of the compliance framework

### **Recommendation**

- 1. That Council note the Service Delivery report.**

## **Attachments**

There are no attachments for this report.



## WEST DALY REGIONAL COUNCIL

### FOR THE COUNCIL MEETING OF 29 MARCH 2023

#### Report for Agenda Item No 12

**Prepared by**                      **Matthew Eastham, CEO**

#### **Chief Executive Officer Report**

---

##### **Purpose**

To update Council on matters related to governance and management.

##### **Background**

##### **Key goals for Council in the 2022/23 Regional Plan are:**

1. Strengthen our Organisation
2. Support our People
3. Develop our Community
4. Grow our Services
5. Build our Region

##### **Key risks identified for Council in the 2022/23 Regional Plan are:**

1. Financial Sustainability
2. Assets and Infrastructure
3. Service Delivery Continuity
4. Environmental Impact
5. Regulatory and Statutory Requirements

Council's service delivery across the West Daly region has been impacted due to the wet season and the significant weather event resulting in widespread flooding and the inundation of water into Council buildings and water damage to equipment.

As required Council has worked with NTG and other stakeholders to ensure critical supplies are available to residents throughout the West Daly region. Review of flood damage and mitigation strategies are ongoing.

Assessments of infrastructure and assets has commenced and a recover plan has been put in place.

CouncilBiz is providing financial oversight whilst the WDRC awaits the commencement of the newly appointed Executive Director of Corporate Services. CouncilBiz will provide the monthly financial reports, budget review, 2023/34 budget and a range of other support services.

A large proportion of the CEO's time has been focused on our legislative requirements under the Local Government Act 2019, WDRC finances and acquittals of programs

and grants. The WDRC continues to work with NTG on the Compliance Review currently underway.

Strategic planning has commenced with consultation conducted with Elected Members, Senior Leaders and staff. The consultation and planning will continue over the coming months. It is planned for Local Authorities to be consulted on the 12/13/14 April 2023. Feedback thus far has been positive and helpful.

Regional Planning has commenced and workshops are scheduled focusing on the WDRC Focus Areas, Destination and Journeys (KPI's).

Work continues with the NTG/DIPL around the Wadeye Swimming Pool. The priority at this time is budget review of the project with indications of increasing costs.

Workplace / strategic and legislative planning has commenced for the 2023.

The CEO is on approved annual leave 27-31 March 2023.

## **Statutory Environment**

Nil

## **Impact for Council**

Information purposes only.

## **Strategic Alignment**

This report is aligned to all areas of the West Daly Regional Plan 2022-23:

<b>Focus 1 - Strengthen our Organisation</b>	
1.2 Governance	
<b>Journey 1.2.2</b>	Continued development of the compliance framework
<b>Journey 1.2.3</b>	Continue to strengthen the governance framework and encourage active contribution at all meetings

## **Recommendation**

- 1. That Council notes and accepts the CEO report and acknowledges the invitation for Councillors to ask questions of the CEO regarding the report.**

## **Attachments**







## WEST DALY REGIONAL COUNCIL

### FOR THE COUNCIL MEETING OF 29 MARCH 2023

#### Report for Agenda Item No 13

Prepared by **Julieanne Wylie, EA to CEO and Mayor**

#### **Correspondence Report**

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##### **Purpose**

To confirm a standard administrative process and best practice for West Daly Regional Council in the management of incoming and outgoing correspondence.

##### **Background**

A list of the incoming and outgoing correspondence Council receives is reported on at each Ordinary Council Meeting to provide our Elected Members with an overview – and copies can be made available on request.

##### **Statutory Environment**

Section 94 *Local Government Act 2019* is relevant to this matter.

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

To bring Council into line with best practice amongst Northern Territory Regional Councils.

## Strategic Alignment

This report is aligned to the West Daly Regional Plan 2022-2023.

### Focus 1 - Strengthen our Organisation

#### 1.2 Governance

##### Journey 1.2.3

Continue to strengthen the governance framework and encourage active contribution at all meetings

### Recommendation

1. That Council notes and accepts the correspondence report for the period November 2022 through to March 2023.

## Attachments

- 1 Correspondence Register - November 2022 - March 2023

Correspondence Register – November 2022 – March 2023				
Type	Date	Author	Recipient	Title/Content
Incoming	8 Nov 22	LGANT	Local Government Distribution List	Local Government Council Member Allowances
Incoming	11 Nov 22	CEO – City of Brisbane	CEO	Notification of the 14 <sup>th</sup> Asia Pacific Cities Summit and Mayors Forum in Brisbane – 11-13 October 2023
Outgoing	15 Nov 22	Executive Officer on behalf of CEO	NTG & LGANT – Annual Report Distribution List	Notification to NTG & LGANT of the West Dally Regional Council Annual Report 2021-2022
Incoming	23 Nov 22	LGANT	Local Government Distribution List	Unreliability of Telecommunications and Internet Services in Regional and Remote Areas
Incoming	25 Nov 22	Darcy Byrne – Mayor of the Inner West NSW	Local Government Distribution List	Mayors for the Voice to Parliament Public Statement
Outgoing	8 Dec 22	CEO	West Dally Community Mail Out	Additional Bin Fees & Additional Collection Fees for FY 2022/23
Incoming	15 Dec 22	The Hon Linda Burney MP – Minister for Indigenous Australians	The Mayor	Thank you and acknowledgement of The Mayor's invitation to visit the region
Outgoing	15 Dec 22	CEO	The Mayor	Vehicle Use
Incoming	4 Jan 23	Ethelreda Dartinga – Thamarurr Developmetn Corporation	The Mayor	WDRC and TDC working together to help the people of the West Dally Region
Incoming	6 Jan 23	NTG – Danielle Jarvis – ED Remote Housing Reform and Programs - Homelands Program	CEO	Request to Accept - CAP222310133 - Homelands Capital Grant Program 2022-2023

Correspondence Register – November 2022 – March 2023				
Type	Date	Author	Recipient	Title/Content
Outgoing	9 Jan 23	Chief Executive Officer	NTG – Danielle Jarvis – ED Remote Housing Reform and Programs - Homelands Program	Signed Acceptance – CAP222310133 - Homelands Capital Grant Program 2022-2023
Incoming	7 Feb 23	NT Remuneration Tribunal	Local Government Distribution List	Determination of Allowance for Members of Local Councils
Incoming	20 Feb 23	Michael Riches – Independent Commissioner Against Corruption (NT)	Local Government Distribution List	Research Report – Longitudinal Analysis of Reports of Suspected Improper Conduct
Incoming	21 Feb 23	DIPL	CEO	2023 NT Infrastructure Plan and Pipeline Review
Incoming	1 Mar 23	Museum and Art Gallery of NT	Local Government Distribution List	Nominations Open to establish an Aboriginal and Torres Strait Islander Advisory Board
Incoming	2 Mar 23	Department of Chief Minister & Cabinet	CEO	NT Community Store Food Security Scheme
Incoming	20 Mar 23	Chansey Paech – Minister for Local Government	CEO	Approved Immediate Priority Grants – Tipper Truck and Backhoe Replacement & Abandoned Vehicle Removal Pilot Program