



# **WEST DALY**

*Regional Council*

## **AGENDA**

### **ORDINARY COUNCIL MEETING**

**Thursday 25 January 2024**

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  
Executive Officer on [info@westdaly.nt.gov.au](mailto:info@westdaly.nt.gov.au)  
or phone: 08 7922 6403

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**WEST DALY REGIONAL COUNCIL – “Working Together to Make a Difference”**



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## **1 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.

## **2 Present Apology and Leave of Absence**

### **ELECTED MEMBERS**

- Mayor Ralph Narburup – Thamarrurr/Pindi Pindi Ward
- Deputy Mayor Wilfred Harris - Thamarrurr/Pindi Pindi Ward
- Councillor Jake Clark - Thamarrurr/Pindi Pindi Ward
- Councillor John Wilson – Tyemirri Ward
- Council Mark Tunmuck-Smith - Thamarrurr/Pindi Pindi Ward
- Councillor Terry Sams – Nganmarriyanga Ward

### **OFFICERS**

- Mr Mark Blackburn – Chief Executive Officer
- Mr David Glover – Executive Director, Corporate Services
- Mr Lemaki Curulala – A/Chief Operating Officer
- Mrs Dorothea Janczewska – People & Culture Manager
- Mrs Michelle Griffin – Executive Officer
- Mr Renjith Kollakkombil – Governance Officer

### **3 Disclosures of Interest - Councillors and Staff**

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

## CONFIRMATION OF PREVIOUS MINUTES

**ITEM NUMBER** 4.1  
**REPORT TITLE** Ordinary Council Meeting held on 30 November 2023  
**PREPARED BY** Michelle Griffin (Executive Officer)



### Purpose

The purpose of this report is for Council to confirm the minutes of the previous meeting as a true and accurate record of the meeting.

### Background

The minutes of the Ordinary Council Meeting held on 30 November 2023 are provided for confirmation.

The minutes are a record of decisions made by elected members through discussion and debate to authorise business of Council.

If the minutes require amendments or updates, this is the time to propose amendments.

### Statutory Environment

*Local Government Act 2019 ss101 and 102*

### Impact for Council

In ensuring accountability, transparency and compliance.

### Strategic Alignment

This report is aligned to the West Daly Regional Plan 2023-2024:

#### 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 the Council confirm the minutes of the Ordinary Council Meeting held on 30 November 2023 as a true and accurate record of the meeting.**

### Attachments

- OCM 30112023 MIN [4.1.1 - 7 pages]



MINUTES OF THE COUNCIL MEETING  
HELD IN THE WEST DALY REGIONAL COUNCIL CHAMBERS  
WINNELLIE NT  
ON THURSDAY, 30 NOVEMBER 2023  
AT 10:00 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

**Deferred Meeting Time**

The meeting time was deferred to 10:20 AM due to technical difficulties.

**Meeting opened at 10:23 am.**

**PERSONS PRESENT AND APOLOGIES**

| Name               | Title        | Present                 | Apology | Absent |
|--------------------|--------------|-------------------------|---------|--------|
| Ralph Narburp      | Mayor        | X                       |         |        |
| Wilfred Harris     | Deputy Mayor | X<br>Via teleconference |         |        |
| Mark Tunmuck-Smith | Councillor   | X                       |         |        |
| John Wilson        | Councillor   | X                       |         |        |
| Terry Sams         | Councillor   | X                       |         |        |
| Jake Clark         | Councillor   |                         | X       |        |

**OFFICERS:**

| Name                | Title                                 | Present | Apology | Absent |
|---------------------|---------------------------------------|---------|---------|--------|
| Matthew Eastham     | Chief Executive Officer               |         | X       |        |
| Andrew Everingham   | Acting Chief Executive Officer        | X       |         |        |
| Lemaki Curulala     | Acting Chief Operating Officer        | X       |         |        |
| David Glover        | Executive Director Corporate Services | X       |         |        |
| Dorothea Janczewska | Manager People and Culture            | X       |         |        |



|                  |  |   |  |  |
|------------------|--|---|--|--|
| Michelle Griffin | Executive Officer to the CEO and Mayor | X |  |  |
| Caitlyn Moulds   | Corporate Services Officer             | X |  |  |

## **GUESTS**

Nil

## **APOLOGIES AND LEAVE OF ABSENCE**

### **Apologies**

111/2023 **RECOMMENDATION:**

That an apology be received and accepted for the non-attendance of Councillor Jake Clark

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

## **QUORUM**

Quorum was achieved for this meeting with 5 members present.

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

There were no declarations of interest at this Council Meeting.

## **CONFIRMATION OF PREVIOUS MINUTES**

### **Minutes of the Council Meeting held on 5 October 2023**

112/2023 **Motion:**

**That Council approve the Ordinary Council Meeting Minutes of 5 October 2023 as a true and correct record of the meeting.**

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

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

Nil

## **MAYORAL REPORT**

Nil

## **CEO REPORT**

Nil

## **REPORTS**

### **2) Capital Projects Update**

Cr. Wilson noted his disappointment with the unsatisfactory works that have been completed at the bridge sites of Peppimenarti Bridge and Emu Point. He noted that gravel was used and there is a concern that this will be washed away during the wet season and works will have to be re-done. Cr. Wilson requested these works be done using concrete.

*The Acting Chief Executive Officer took this matter on notice*

Cr Tunmuck-Smith noted that Fossil Head road has been graded incorrectly.

*Acting Chief Operating Officer, Lemaki Curulala noted that these works are ongoing.*

113/2023 **Motion:**

- 1. THAT Council receive and note the update on the delivery of the capital projects.**

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

### **3) Homelands Project Update**

114/2023 **Motion:**

- 1. THAT Council receive and note the update on the Homelands projects**

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

**4) Service Delivery**

Cr. Wilson noted in remote communities where there are no pools, locals swim in the creeks and there is no water safety knowledge or community members with water lifesaving knowledge. Cr. Wilson requested that further training occur in Palumpa and Peppimenarti to assist in keeping community members safe.

*Acting Chief Executive Officer, Andrew Everingham to action and advise the council when the training is scheduled in.*

**ACTION**

Run additional training course through Royal Life Saving NT and invite members from the surrounding communities.

115/2023 **Motion:**

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

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

**Cr John Wilson left the meeting, the time being 11:03 AM**

**Cr John Wilson returned to the meeting, the time being 11:06 AM**

**5) Finance Report - October 2023**

116/2023 **Motion:**

- 1. That Council receives and approves the West Daly Regional Council Financial report for October 2023.**

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

**6) Recruitment, Selection, and Onboarding Policy**

117/2023 **Motion:**

- 1. That Council has receive and note and approve the PC09 Recruitment, Selection, and Onboarding Policy.**

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

**Cr Terry Sams left the meeting, the time being 11:27 AM**

**Cr Terry Sams returned to the meeting, the time being 11:29 AM**

**7) Nomination of Deputy CEO**

118/2023 **Motion:**

1. **THAT Council endorses and approves the nomination of the Chief Operations Officer, as the Deputy CEO for a period not exceeding two years.**

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

**8) Acting CEO Report**

119/2023 **Motion:**

1. **That Council receives and notes the a/CEO report for the period 12/10/23 to 24/11/23.**

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

**Cr Ralph Narburup left the meeting, the time being 11:48 AM**

**Cr Ralph Narburup returned to the meeting, the time being 11:55 AM**

**7) Elected Member Vehicle Allowances**

120/2023 **Motion:**

1. **That Council note the update provided in this paper.**
2. **That Council request for a meeting with the Northern Territory Remuneration Tribunal to be provided with an update on the inquiry into its Determination of Allowances for Members of Local Government.**

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

**CORRESPONDENCE IN & OUT**

**9) Correspondence Report**

121/2023 **Motion:**

1. **That Council notes and accepts the correspondence report for the period September to November 2023.**

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

## **GENERAL BUSINESS**

Nil

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

### **RECOMMENDATION:**

**That Council breaks for 20 minutes before moving to the closed portion of the meeting. Council to reconvene at 12:30 pm.**

Moved: Deputy. Harris  
Seconded: Cr. Wilson  
Resolution: Unanimously

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:-

- 10 CEO Recruitment RFQ -** *The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(s99(2) (a) 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.; 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 (Confidential).*
- 11 Final Compliance Report -** *The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(c)(iii) (d) (e) 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.; 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).*
- 12 Deed of Termination for Duplicate Housing, Municipal and Essential Services -** *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. (Business and Financial Included).*
- 13 Proposed Appointment of Interim CEO -** *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 (Confidential Employment Information).*
- 14 Confirmation of Previous Minutes -** *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. (Confidential Minutes).*

- 15 Deed of Variation FY 2023-2025 for Safety and Wellbeing Programme** - *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. (Financials included).*
- 16 Peppimenarti Swimming Pool Closure Outcome** - *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. (Confidential Internal Business).*
- 17 Confirmation of Special Council Meeting Minutes** - *The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(s99(2) (c)(i) (a) 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.; AND information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any 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 (Confidential).*

#### **RESUMPTION OF MEETING**

#### **RECOMMENDATION:**

That the council resumes the meeting and formally closed the meeting at 1:34 pm

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

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Mayor Ralph Narbarup

## CONFIRMATION OF PREVIOUS MINUTES

**ITEM NUMBER** 4.2  
**REPORT TITLE** Special Council Meeting held on 14 December 2023  
**PREPARED BY** Michelle Griffin (Executive Officer)



### Purpose

The purpose of this report is for Council to confirm the minutes of the special meeting held November 2023 as a true and accurate record of the meeting.

### Background

The minutes of the Special Council Meeting held on 14 December 2023 are provided for confirmation.

The minutes are a record of decisions made by elected members through discussion and debate to authorise business of Council.

If the minutes require amendments or updates, this is the time to propose amendments.

### Statutory Environment

*Local Government Act 2019 ss101 and 102*

### Impact for Council

In ensuring accountability, transparency and compliance.

### Strategic Alignment

This report is aligned to the West Daly Regional Plan 2023-2024:

#### 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 the Council confirm the minutes of the Special Council Meeting held on 14 December 2023 as a true and accurate record of the meeting.

### Attachments

1. OCM 13122023 MIN EXTRA [4.2.1 - 4 pages]



**MINUTES OF THE SPECIAL COUNCIL MEETING**  
**HELD IN THE WEST DALY REGIONAL COUNCIL CHAMBERS**  
**WINNELLIE NT**  
**ON WEDNESDAY, 13 DECEMBER 2023**  
**AT 2:00PM**  
**RECONVENED ON THURSDAY, 14 DECEMBER 2023**  
**AT 10:00AM**

**MEETING OPENED**

The meeting was postponed by 10 minutes as elected members were delayed.  
 The meeting opened at 2:38pm.

**PERSONS PRESENT**

**ELECTED MEMBERS PRESENT ON WEDNESDAY, 13 DECEMBER 2023**

| <u>Name</u>        | <u>Title</u> | <u>Present</u> | <u>Apology</u> | <u>Absent</u> |
|--------------------|--------------|----------------|----------------|---------------|
| 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   |                | X              |               |

**STAFF PRESENT**

| <u>Name</u>                        | <u>Title</u>                           | <u>Present</u> | <u>Apology</u> | <u>Absent</u> |
|------------------------------------|--|----------------|----------------|---------------|
| Mark Blackburn                     | Chief Executive Officer                | X              |                |               |
| Andrew Everingham                  | Acting Chief Executive Officer         | X              |                |               |
| Michelle Griffin<br>(minute taker) | Executive Officer to the CEO and Mayor | X              |                |               |

**GUESTS**

Nil

**APOLOGIES AND LEAVE OF ABSENCE**

Councillor Jake Clark



## **QUORUM**

Quorum was not reached, with only three elected members present.

Despite there not being quorum, Mr. Nick Kelly, GEM Recruitment, was invited to attend the meeting via Teams to meet the Councillors on the CEO recruitment panel.

## **RECONVENING OF THE MEETING**

The elected members present unanimously agreed to reconvene the meeting at 10:00am on Thursday, 14 December 2023.

### **ELECTED MEMBERS PRESENT ON THURSDAY, 14 DECEMBER 2023**

| <b>Name</b>        | <b>Title</b> | <b>Present</b> | <b>Apology</b> | <b>Absent</b> |
|--------------------|--------------|----------------|----------------|---------------|
| 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   |                | X              |               |

### **STAFF PRESENT**

| <b>Name</b>      | <b>Title</b>                           | <b>Present</b> | <b>Apology</b> | <b>Absent</b> |
|------------------|--|----------------|----------------|---------------|
| Mark Blackburn   | Chief Executive Officer                | X              |                |               |
| Michelle Griffin | Executive Officer to the CEO and Mayor | X              |                |               |

### **GUESTS**

Nil

## **QUORUM**

Quorum was reached, with four elected members present. The meeting proceeded at 10:19am on Thursday, 14 December 2023.

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

There were no declarations of interest at this Special Council Meeting.

### **MINUTE SILENCE**

Elected members held a minute's silence for the late Dr. Samuel Bush-Blanasi.

## **APOLOGIES**

### **130/20231 APOLOGIES**

That the apology from Councillor Jake Clark be received and accepted.

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

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

### **131/2023RECOMMENDATION:**

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:-

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

The meeting moved to closed session at 10:32am.

## **CONFIDENTIAL ITEMS**

- 1 Rescindment of Resolution No 100/2023 Motion 5** - *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 (Confidential Employment Matter).*
- 2 Interim CEO Contract Approval** - *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 (Confidential Employment Matter).*
- 3 Chief Executive Officer Recruitment Process** - *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 (Confidential Employment Information).*
- 4 Approval additional business interest Acting CEO - Development Consent Authority - Darwin Division** - *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 (Confidential).*
- 5 Affixing Common Seal to SECTION 19 ARLA LEASE - LOT 32 - PALUMPA - STAFF ACCOMMODATION** - *The report will be dealt with under Section 99(2) of the*

- 3 -

*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 Item).*

The meeting returned to open session at 11:05am.

**CLOSE OF MEETING**

*132/2023***RECOMMENDATION:**

THAT the Special Meeting of Council be closed.

Moved: Cr. Sams

Seconded: Cr. Harris

Resolution: Unanimously

The meeting closed at 11:06am.

This page and the preceding three (3) pages are the Minutes of the Special Meeting of Council held on Wednesday, 13 December, and Thursday, 14 December 2023 and are to be confirmed on Thursday, 25 January 2024.

---

Mayor Ralph Narburup

## STANDARD REPORT

**ITEM NUMBER** 5.1  
**REPORT TITLE** CEO Report  
**PREPARED BY** Mark Blackburn (Acting CEO)

---



### Purpose

This report details organisational updates and meetings attended by the Acting CEO Mark Blackburn from 11 December 2023 until 19 January 2024

### Background

#### Wadeye Task Force Meetings – Online

- |                  |              |              |
|------------------|--------------|--------------|
| • 23 December 23 | 2 January 24 | 5 January 24 |
| • 27 December 23 | 3 January 24 |              |
| • 29 December 23 | 4 January 24 |              |

The Mayor and Councillors were informed of key issues arising from the meetings and council's actions and commitments to the community safety needs.

These included:

#### Community Service

- Council to continue work with the Thamurrurr Youth program for the pool to remain open in the afternoons.
- Council was required to close the pool due to the lack of available trained staff.
- The Department of the Chief Minister and Cabinet CM&C will work with WDRC on a longer term solution, which includes consideration of a contracted service provider similar to arrangements made by other councils. The Department is aware WDRC has very limited financial resources and may need to be supported in the way forward.

#### Council Services

- Lighting on oval – to remain on in the evenings until further notice;
- Car bodies to be removed from the streets in order of priority as agreed with police;
- Street lights to be replaced in streets in order of priority as agreed with police; and
- Slashing of verges and other council areas in order of priority as agreed by police.

#### Council Housing and Vehicles

- Housing available for additional police officers in community;
- Vehicles available if required by police;
- Council to continue to assist in providing meals for visiting police where required.

### Meeting with Mayor

- Letter of response to Minister Local Government re – rateable land.
- Update on actions from Wadeye Task Force.

## Recruitment Senior Management Position

- Advertisement for CEO position finalised.
- Recruitment for Technical Services Manager in progress.

## Presence in Wadeye

- 19 December 23 – Meeting with key Council managers Wadeye, Palumpa and Peppimentarti
- 8 January 24 – 11 January 24
  - Meeting with Erica Gibson – Police – priority areas of Council support identified
  - Meeting with Cr Mark Tunmuck- Smith – Compliance review, Task Force Requirements and meeting with planned meeting with Police Minister.
  - Meeting with John Gawn TDC – Task force priorities
  - Meeting with Andy – Thammurrurr Youth – Pool partnership
  - Meeting Amed – pool operations
  - Meeting with Murrinhpatha Nimmipa Store representatives - relationship building

## Other Meetings

- 27 December 2023 Special Service Delivery Meeting
- 10 January 2024 TFHC Catch up
- 11 January 2024 Special Service Provider Meeting
- 12 January 2024 Top End Regional Coordination Committee

## Darwin

Mr Mitchell Hardy, Sport and Recreation – update on future funding programs and areas of support the Department can provide particularly around the Wadeye pool.

Telephone meeting Deputy Mayor – Compliance Review

Telephone meetings Council solicitor – Compliance Review

## Strategic Alignment

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

| Focus 1 - Strengthen our Organisation |   |
|---------------------------------------|---|
| 1.2 Governance                        |   |
| Journey 1.2.2                         | 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 receives and notes the A/CEO report for the period 11 December 2023 until 19 January 2024

**Attachments**

Nil

## STANDARD REPORT

|                     |   |
|---------------------|---|
| <b>ITEM NUMBER</b>  | 6.1   |
| <b>REPORT TITLE</b> | Policy Approval   |
| <b>PREPARED BY</b>  | David Glover (Executive Director of Corporate Services) |

---



### **Purpose**

This report serves as a recommendation for Council to approve and adopt the GOV36 Credit Card by Chief Executive Officer (CEO) Policy and the GOV37 Gift and Benefits by Chief Executive Officer Policy, as mandated by law.

### **Background**

#### **GOV36 Credit Card by Chief Executive Officer Policy**

Council is required under Regulation 6(1)(e)(ii) of the Local Government (General) Regulations 2021 to maintain a policy, adopted by resolution, for the responsibility for and use of a council credit card by the CEO.

A Credit Card by CEO policy is a set of rules and guidelines that govern the use of a company credit card issued in the name of the CEO. The purpose of this policy is to ensure that the credit card is used appropriately for business-related expenses, to prevent fraud, and to facilitate accounting and reporting.

The policy is attached for council approval and adoption.

#### **GOV37 Gifts and Benefits by Chief Executive Officer Policy**

Council is required under Regulation 6(1)(g) of the Local Government (General) Regulations 2021 to maintain a policy, adopted by resolution, in relation to relevant gifts or benefits (including entertainment and hospitality) received by the CEO.

The Gifts and Benefits by CEO policy defines what constitutes a gift or benefit, and sets out the criteria for accepting or rejecting them. The policy also specifies the process for reporting and recording relevant gifts or benefits and supports the CEO to avoid any actual or perceived conflict of interest or improper influence that may compromise their performance or the public confidence in the Council.

The policy is attached for council approval and adoption.

The policies will not replace any existing policies; rather, they will be adopted as new, stand-alone policies.

### **Statutory Environment**

*Local Government (General) Regulations 2021*

### **Impact for Council**

By approving the GOV36 Credit Card by CEO Policy and the GOV37 Gifts and Benefits by CEO Policy, the Council is resolving a compliance matter and guaranteeing that strong policies

are in place to enhance the West Daly Regional Council's governance and compliance framework.

## Strategic Alignment

This report is aligned to the West Daly Regional Plan 2023-2024:

| 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 |

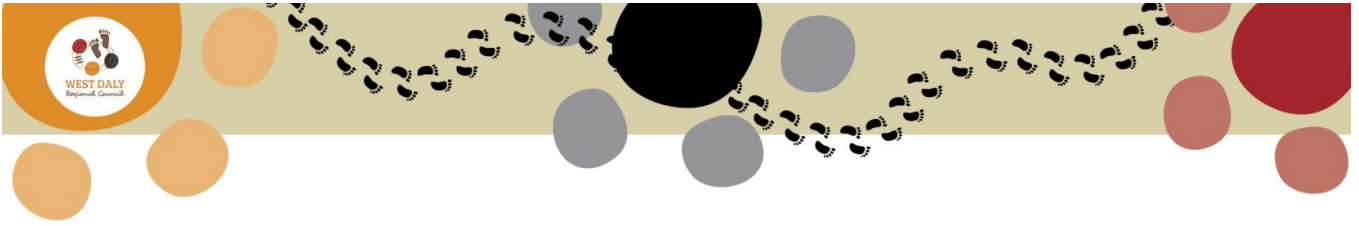
### Recommendation

1. That Council approve GOV36 Credit Card by Chief Executive Officer policy;  
and
2. That Council approve GOV37 Gifts and Benefits by Chief Executive Officer

### Attachments

1. GO V 36 - Credit Card by Chief Executive Officer 1 [6.1.1 - 2 pages]
2. GO V 37 - Gifts and Benefits by Chief Executive Officer 1 [6.1.2 - 3 pages]





| GOV36                       | Credit Card by Chief Executive Officer |
|-----------------------------|--|
| Approval Date:              | 25/01/2024                             |
| Council Decision Reference: |  |
| Policy Type:                | Governance                             |
| Policy Custodian:           | Executive Director, Corporate Services |
| Review Date:                | 25/01/2027                             |
| Version (Revision Number):  | 1.0                                    |

### Purpose

To ensure effective controls and procedures are in place with respect to the use of corporate credit card assigned to the Chief Executive Officer (CEO).

### Principles

Council is committed to sound financial management, public accountability, and transparency.

Credit cards are a valuable tool for the efficient and effective operation of Council’s daily business and not a benefit assigned to specific individuals.

Credit cards should only be used in situations where it is not reasonably possible or cost effective to go through the Council’s normal procedures for the ordering of and / or payment for goods or services.

Council will apply best practice in relation to the management, authorisation and use of credit cards.

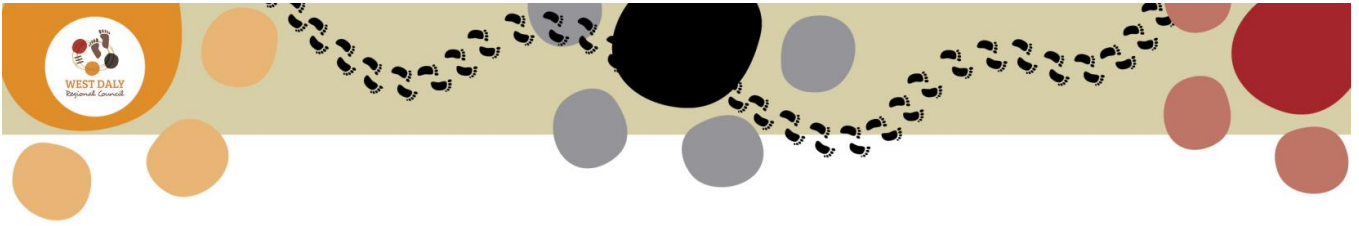
### Definitions

*For the purposes of this Policy, the following definitions apply:*

| Term         | Definition   |
|--------------|--|
| Credit cards | means corporate credit card issued in the name of the West Daly Regional Council |
| Cardholder   | refers to the Chief Executive Officer being a holder of a corporate credit card  |

### Policy Statement

- 1.1. Council will authorise the issue of a credit card setting a monthly credit limit to the CEO.
- 1.2. The authorisation by Council will be listed in the Register of Delegations.
- 1.3. In the case of an emergency situation the CEO may apply to Council to raise the delegated amount for a short period of time.



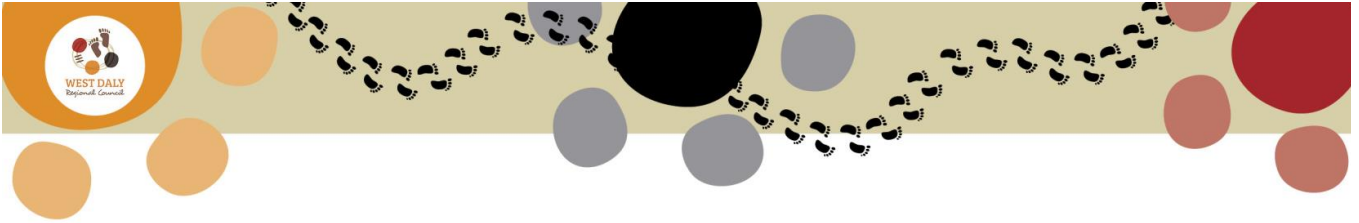
- 1.4. The credit card will have no cash advance facilities.
- 1.5. The CEO must not gain any personal benefits from being the cardholder.
- 1.6. Any expenditure must comply with legislative requirements, Council policies, delegations, Code of Conduct, finance procedures for record keeping-including statutory declaration for lost supporting documentation, and other direction.
- 1.7. Credit card reconciliation is to be completed monthly by the Executive Director, Corporate Services and subsequently noted by the Mayor.
- 1.8. The CEO is responsible for the safe custody and security of the card and liable for any misuse and associated costs.
- 1.9. The CEO is to return the credit card as soon as the card is no longer required or, if leaving the Council.

#### Associated Documents

GOV10 Procurement Policy  
GOV09 Code of Conduct (CEO) Policy  
Register of Delegations by Chief Executive Officer

#### References and Related Legislation

*Local Government Act 2019*  
*Local Government (General) Regulations 2021*



| GOV37                       | Gifts and Benefits by Chief Executive Officer |
|-----------------------------|---|
| Approval Date:              | 25/01/2024                                    |
| Council Decision Reference: |   |
| Policy Type:                | Governance                                    |
| Policy Custodian:           | Executive Director, Corporate Services        |
| Review Date:                | 25/01/2027                                    |
| Version (Revision Number):  | 1.0   |

### Purpose

The purpose of this policy is to set out the requirements for the Chief Executive Officer when receiving gifts or benefits (including entertainment, hospitality, preferential treatment, discounts) and disclosing relevant gifts or benefits.

### Principles

Council is committed to maintaining the community's confidence in the integrity of Council by acting with honesty, transparency, and accountability.

At all times, the Chief Executive Officer (CEO) must discharge their duties, responsibilities, and obligations impartially and with integrity in relation to receiving, accepting, and disclosing gifts or benefits.

The CEO must not accept a gift or benefit of any value that may be perceived by a reasonable person to improperly influence the performance or decisions of official duties, responsibilities and obligations.

### Definitions

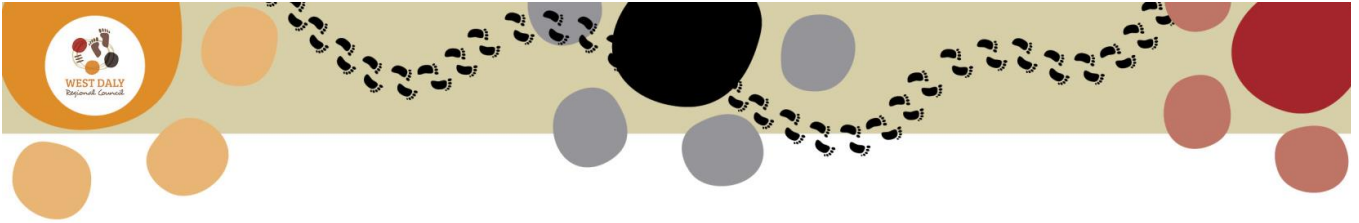
*For the purposes of this Policy, the following definitions apply:*

| Term          | Definition  |
|---------------|---|
| Nominal value | means a single gift or benefit less than \$50 in value (or multiple gifts or benefits totalling less than \$100 in value given by the same donor in a financial year).  |
| Protocol gift | means a gift or benefit given to the Chief Executive Officer for diplomatic, ceremonial or symbolic purposes that will not be sold or transferred (unless diplomatic, ceremonial or symbolic circumstances allow) |

### Policy Statement

#### 1. Relevant Gifts or Benefits

- 1.1. A relevant gift or benefit is a gift or benefit (or multiple gifts and benefits) received and accepted by the Chief Executive Officer that exceeds the nominal value and includes:



- a) Gift or benefit received for the Council and accepted by the Chief Executive Officer;  
or
- b) Gift or benefit received and accepted by the Chief Executive Officer for the Chief Executive Officer or another person.

## **2. Rejecting gifts or benefits**

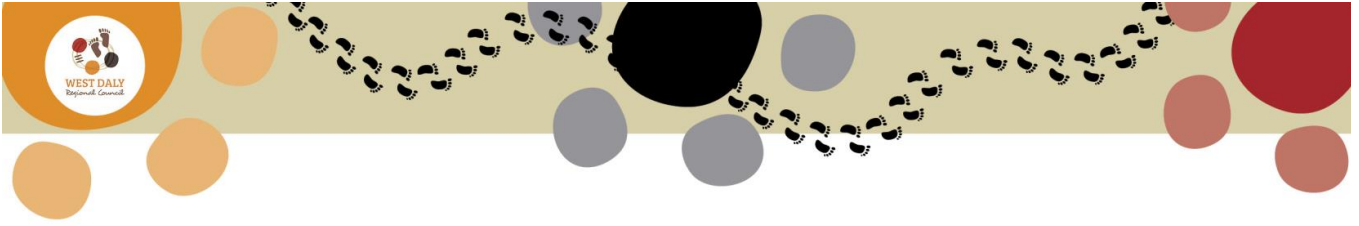
- 2.1. If the Chief Executive Officer has been offered any gift or benefit that breaches the principles of this policy, the Chief Executive Officer must reject the gift or benefit by not accepting or returning it to the donor respectfully explaining the acceptance of the gift or benefit would breach this policy, this must still be recorded on the Gifts and Benefits register.

## **3. Disclosure of relevant gifts or benefits**

- 3.1. If The Chief Executive Officer has received a relevant gift or benefit, the following information must be recorded in the Register of Declared Gifts and register:
  - a) Name of the donor (person or organisation) giving the gift or benefit;
  - b) Date the gift or benefit was received;
  - c) Description of the gift or benefit;
  - d) Whether the gift or benefit is for the Chief Executive Officer, Council, the Elected Member or another person (including full name and relationship of the person to the Elected Member, if applicable);
  - e) Value (or estimated value) of the gift or benefit;
  - f) Reason for the gift or benefit;
  - g) Intention for the gift (personal use, gifted to, donated to)
  - h) Any other relevant details.
- 3.2. The CEO will notify the Mayor of any Gifts and Benefits received and the subsequent treatment.

## **4. Exemptions for disclosure**

- 4.1. While the principles of this policy still apply, the following gifts or benefits are exempted from disclosure under this policy:
  - a) A gift or benefit given to the CEO in a private capacity for personal use by the CEO or another person
  - b) A gift or benefit given to the Chief Executive Officer by the Council;
  - c) A protocol gift given to the Chief Executive Officer for the Council; and
  - d) A gift or benefit given to the Council in relation to its status as a body corporate where no individual is considered to have accepted the gift or benefit



### Associated Documents

GOV09 Code of Conduct (CEO) Policy  
Register of Declared Gifts and Benefits

### References

*Local Government Act 2019*  
Independent Commissioner against Corruption NT (ICAC)

## STANDARD REPORT

**ITEM NUMBER** 7.1

**REPORT TITLE** Finance Report for the period ended 30 November 2023

**PREPARED BY** Tinos Rushwaya (Senior Accountant)



### Purpose

To provide the Finance Committee the Financial Management Reports for the period ended 30 November 2023. As the scheduled 21 December meeting was not held the report is held over to this 25 January 2024 Ordinary Council Meeting.

### 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.

### Tax and Insurance

Council is compliant with payment and reporting of all tax and insurance liabilities.

The last Business Activity Statement was lodged on 20th November 2023 for the month ended 31 October 2023, and the GST refund was \$427K.

### Strategic Alignment

This report is aligned to the West Daly Regional Plan 2023-24:

#### 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 receives and approves the West Daly Regional Council Financial report for November 2023.

**Attachments**

1. Finance Report November 2023 [7.1.1 - 14 pages]



# FINANCIAL MANAGEMENT REPORT

For the period ended 30 November 2023



## Certification by the Council CEO

Council Name: **WEST DALY REGIONAL COUNCIL**  
Reporting Period Ended: **30 November 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.

A handwritten signature in black ink, appearing to read "Mark Blackburn", written over a horizontal line.

Mark Blackburn  
Interim CEO

Date: 19/12/23

## Snapshot - Financial Report

|  |  |  |
|--|--|--|
| <b>Revenue</b><br><b>\$10.219m</b>    | <b>Current Ratio</b><br><b>1.06</b>           | <b>Cash at Bank</b><br><b>\$7.912m</b>            |
| <b>Expenditures</b><br><b>\$7.362m</b>    | <b>Unspent Tied Funds</b><br><b>\$5.1 M</b>   | <b>Net Current Assets</b><br><b>\$529k</b>        |
| <b>Operating Result</b><br><b>\$3.469m</b><br><small>(including tied grants)</small>  | <b>Local Authority</b><br><b>\$1.067 M</b>  | <b>Capital Expenditures</b><br><b>\$5.231m</b>  |

## Income and Expense Statement - Actual v Budget

|   | YTD Actuals<br>\$ | YTD Budget<br>\$ | YTD Variance<br>\$ | Annual<br>Budget<br>\$ | Note<br>Reference |
|---|-------------------|------------------|--------------------|------------------------|-------------------|
| <b>OPERATING INCOME</b>                           |                   |                  |                    |                        |                   |
| Rates   | 688,442           | 677,669          | 10,773             | 1,626,405              |                   |
| Charges   | 480,339           | 457,788          | 22,551             | 1,098,692              |                   |
| Fees and Charges                                  | 50,420            | 35,633           | 14,787             | 85,520                 |                   |
| Operating Grants and Subsidies                    | 8,209,024         | 4,356,963        | 3,852,061          | 10,456,712             |                   |
| Interest / Investment Income                      | 186,282           | 114,975          | 71,308             | 275,940                |                   |
| Commercial and Other Income                       | 604,567           | 853,135          | (248,568)          | 2,047,524              |                   |
| <b>TOTAL OPERATING INCOME</b>                     | <b>10,219,075</b> | <b>6,496,164</b> | <b>3,722,912</b>   | <b>15,590,793</b>      | (1)               |
| <b>OPERATING EXPENDITURE</b>                      |                   |                  |                    |                        |                   |
| Employee Expenses                                 | 2,664,066         | 2,750,156        | 86,090             | 6,600,375              |                   |
| Operational & Other Expenses                      | 2,122,606         | 1,425,606        | (697,000)          | 3,421,454              |                   |
| Elected Member Allowances                         | 109,028           | 107,131          | (1,897)            | 257,115                |                   |
| Elected Member Expenses                           | 37,635            | 18,009           | (19,626)           | 43,222                 |                   |
| Council Committee & LA Allowances                 | 7,100             | 7,694            | 594                | 18,467                 |                   |
| Council Committee & LA Expenses                   | 10,137            | 5,355            | (4,781)            | 12,853                 |                   |
| Interest Expenses                                 | 12,044            | 93,589           | 81,545             | 224,613                |                   |
| Repair and Maintenance                            | 783,551           | 417,557          | (365,994)          | 1,002,137              |                   |
| Materials and Contracts                           | 1,003,891         | 1,018,412        | 14,521             | 2,444,189              |                   |
| <b>TOTAL OPERATING EXPENDITURE</b>                | <b>6,750,058</b>  | <b>5,843,510</b> | <b>(906,548)</b>   | <b>14,024,424</b>      | (2)               |
| <b>OPERATING SURPLUS / DEFICIT</b>                | <b>3,469,018</b>  | <b>652,654</b>   | <b>2,816,364</b>   | <b>1,566,368</b>       | (3)               |
| Depreciation, Amortisation and Impairment         | 612,168           | 564,251          | (47,916)           | 1,354,202              |                   |
| <b>SURPLUS / (DEFICIT) INCLUDING DEPRECIATION</b> | <b>2,856,850</b>  | <b>88,403</b>    | <b>2,768,448</b>   | <b>212,166</b>         |                   |

## Monthly Balance Sheet Report

| BALANCE SHEET                   | YTD Actuals<br>\$ | Note<br>Reference | BALANCE SHEET                                  | YTD Actuals<br>\$ | Note<br>Reference |
|---------------------------------|-------------------|-------------------|--|-------------------|-------------------|
| <b>ASSETS</b>                   |                   |                   | <b>LIABILITIES</b>                             |                   |                   |
| Cash at Bank                    | 7,912,909         |                   | Accounts Payable                               | 185,191           |                   |
| Tied Funds                      | 7,410,197         | (4)               | ATO & Payroll Liabilities                      | 52,644            |                   |
| Untied Funds                    | 502,712           |                   | Current Provisions                             | 488,938           |                   |
| Accounts Receivable             | 829,602           |                   | Other Current Liabilities                      | 7,697,505         |                   |
| Trade Debtors                   | 105,199           |                   | <b>TOTAL CURRENT LIABILITIES</b>               | <b>8,424,278</b>  |                   |
| Rates & Charges Debtors         | 724,403           |                   |  |                   |                   |
| Other Current Assets            | 211,159           |                   | Non-Current Provisions                         | 27,268            |                   |
| <b>TOTAL CURRENT ASSETS</b>     | <b>8,953,670</b>  |                   | Other Non-Current Liabilities                  | 5,422,818         |                   |
|                                 |                   |                   | <b>TOTAL NON-CURRENT LIABILITIES</b>           | <b>5,450,086</b>  |                   |
| Right-of-Use Assets             | 5,202,220         |                   | <b>TOTAL LIABILITIES</b>                       | <b>13,874,364</b> |                   |
| Property, Plant and Equipment   | 14,430,586        |                   | <b>NET ASSETS</b>                              | <b>14,712,112</b> |                   |
| <b>TOTAL NON-CURRENT ASSETS</b> | <b>19,632,806</b> |                   | <b>EQUITY</b>                                  |                   |                   |
| <b>TOTAL ASSETS</b>             | <b>28,586,476</b> |                   | Asset Revaluation Reserve                      | 4,281,263         |                   |
|                                 |                   |                   | Accumulated Surplus                            | 7,877,916         |                   |
|                                 |                   |                   | YTD Result + Interim PY Result Carried Forward | 2,552,933         |                   |
|                                 |                   |                   | <b>TOTAL EQUITY</b>                            | <b>14,712,112</b> |                   |

## Variance Analysis

| Income/Expense or Balance Sheet Item | Note Ref | Comments   |
|--------------------------------------|----------|--|
| Total Operating Income               | (1)      | Rates, Charges and Grant funding are adjusted through the year. The balances reflect the monthly allocation income through the year. |
| Expense                              | (2)      | Operating Expenses exceeding Budget at this time.  |
| Operating Surplus                    | (3)      | Revenue amounts driving Operating result. That will even out over the year.  |
| Tied Funds                           | (4)      | Unspent Grant Liability now finalised through Audit.   |

## Monthly Balance Sheet Report

### *Details of Cash and Investments Held*

| Cash and Investments Held | Nov-23           |
|---------------------------|------------------|
| 11110 - Bank Operational  | 1,077,774        |
| 11130 - Bank High Inter   | 334,782          |
| 11210 - Petty Cash        | 353              |
| 12110 - Term Deposit      | 6,500,000        |
| <b>TOTAL CASH</b>         | <b>7,912,909</b> |

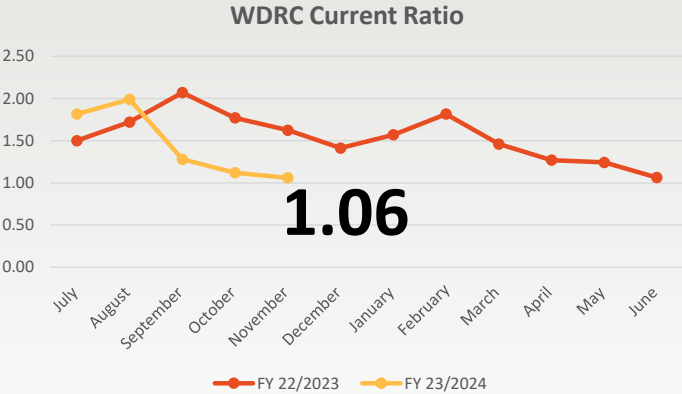
| Cash and Investments Held | Nov-23           |
|---------------------------|------------------|
| Tied Funds                | 7,410,197        |
| Untied Funds              | 502,712          |
| <b>Cash at Bank</b>       | <b>7,912,909</b> |

| Product            | Actual Balance     | Available Balance | Interest Rate | Maturity   |
|--------------------|--------------------|-------------------|---------------|------------|
| Fixed Term Deposit | \$500,000          | \$0               | 5.04%         | 22/05/2024 |
| Fixed Term Deposit | \$500,000          | \$0               | 5.00%         | 30/04/2024 |
| Fixed Term Deposit | \$500,000          | \$0               | 5.04%         | 16/04/2024 |
| Fixed Term Deposit | \$1,000,000        | \$0               | 5.21%         | 2/04/2024  |
| Fixed Term Deposit | \$1,000,000        | \$0               | 5.19%         | 15/03/2024 |
| Fixed Term Deposit | \$1,000,000        | \$0               | 5.26%         | 29/02/2024 |
| Fixed Term Deposit | \$500,000          | \$0               | 5.22%         | 30/01/2024 |
| Fixed Term Deposit | \$500,000          | \$0               | 5.17%         | 3/01/2024  |
| Fixed Term Deposit | \$1,000,000        | \$0               | 5.10%         | 27/12/2023 |
|                    | <b>\$6,500,000</b> |                   |               |            |

# Current Ratio

“How many dollars do we have for every dollar we owe?”

| Current Assets          |                  | Current Liabilities               |                  |
|-------------------------|------------------|-----------------------------------|------------------|
| Cash in Bank            | 7,912,909        | Accounts Payable                  | 185,191          |
| Trade and Rates Debtors | 829,602          | Other Current Liabilities         | 541,582          |
| Other Current Assets    | 211,159          | Unspent Grants<br>(Agency & Core) | 7,697,505        |
|                         | <b>8,953,670</b> |                                   | <b>8,424,278</b> |



## Current Ratio for FY2023/24

| PERIOD     | July | August | September | October | November | December | January | February | March | April | May  | June |
|------------|------|--------|-----------|---------|----------|----------|---------|----------|-------|-------|------|------|
| FY 22/2023 | 1.50 | 1.72   | 2.07      | 1.77    | 1.63     | 1.41     | 1.57    | 1.82     | 1.46  | 1.27  | 1.24 | 1.06 |
| FY 23/2024 | 1.82 | 1.99   | 1.28      | 1.12    | 1.06     |          |         |          |       |       |      |      |

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

**Trade Debtors Ageing Analysis**

|              |                |
|--------------|----------------|
| Current      | 37,244         |
| Over 30 days | 2,517          |
| Over 60 days | 7,111          |
| Over 90 days | 86,834         |
| <b>Total</b> | <b>133,707</b> |



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

**Trade Creditors Ageing Analysis**

|              |                |
|--------------|----------------|
| Current      | 334,089        |
| Over 30 days | 24,597         |
| Over 60 days | 392            |
| Over 90 days | 18,755         |
| <b>Total</b> | <b>377,833</b> |

## Monthly Balance Sheet Report

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

| Supplier  | Territory      | Interstate |
|---|----------------|------------|
| COUNTRYWIDE BUILDING PTY LTD                                      | \$421,633.85   |            |
| DALY RIVER/PORT KEATS ABORIGINAL LAND TRUST NORTHERN LAND COUNCIL | \$214,934.56   |            |
| TOA Construction Pty Ltd  | \$88,013.97    |            |
| MOGAS REGIONAL PTY LTD T/A AUSFUEL                                | \$62,632.33    |            |
| DJ AIR & ELECTRICAL SERVICES PTY LTD                              | \$44,626.16    |            |
| Telstra Limited   | \$22,613.99    |            |
| COUNCILBIZ  | \$19,822.46    |            |
| ELDRIDGE SERVICES AUSTRALIA                                       | \$15,305.38    |            |
| COZENS JOHANSEN LAWYERS PTY LTD                                   | \$14,229.60    |            |
| WILDMAN RIVER STOCK CONTRACTORS PTY LIMITED                       | \$13,874.28    |            |
| <b>Total</b>  | <b>917,687</b> | <b>-</b>   |

## Financial Report for each Local Authority Area

|   | Regional Office/Unallocated Darwin 200 |                        |                     |
|---|--|------------------------|---------------------|
|   | YTD Actuals                            | YTD Budget *           | YTD Variance        |
|   | \$                                     | \$                     | \$                  |
| <b>OPERATING INCOME</b>                           |  |                        |                     |
| Rates   | \$0.00                                 | \$0.00                 | \$0.00              |
| Charges   | \$0.00                                 | \$0.00                 | \$0.00              |
| Fees and Charges                                  | \$0.00                                 | \$0.00                 | \$0.00              |
| Operating Grants and Subsidies                    | \$0.00                                 | \$0.00                 | \$0.00              |
| Interest / Investment Income                      | \$0.00                                 | \$0.00                 | \$0.00              |
| Commercial and Other Income                       | \$42,195.47                            | \$593.12               | \$41,602.35         |
| <b>TOTAL OPERATING INCOME</b>                     | <b>\$42,195.47</b>                     | <b>\$593.12</b>        | <b>\$41,602.35</b>  |
| <b>OPERATING EXPENDITURE</b>                      |  |                        |                     |
| Employee Expenses                                 | \$844,633.23                           | \$796,057.92           | -\$48,575.31        |
| Operational & Other Expenses                      | \$235,383.19                           | \$156,816.65           | -\$78,566.54        |
| Elected Member Allowances                         | \$1,155.36                             | \$0.00                 | -\$1,155.36         |
| Elected Member Expenses                           | \$0.00                                 | \$0.00                 | \$0.00              |
| Council Committee & LA Allowances                 | \$0.00                                 | \$0.00                 | \$0.00              |
| Council Committee & LA Expenses                   | \$1,877.16                             | \$0.00                 | -\$1,877.16         |
| Interest Expenses                                 | \$0.00                                 | \$0.00                 | \$0.00              |
| Repair and Maintenance                            | \$2,274.86                             | \$60.85                | -\$2,214.01         |
| Materials and Contracts                           | \$194,275.09                           | \$41,023.74            | -\$153,251.35       |
| Internal Charges                                  | \$0.00                                 | \$379,265.17           | \$379,265.17        |
| <b>TOTAL OPERATING EXPENDITURE</b>                | <b>\$1,279,598.89</b>                  | <b>\$1,373,224.32</b>  | <b>\$93,625.43</b>  |
| <b>OPERATING SURPLUS / DEFICIT</b>                | <b>-\$1,237,403.42</b>                 | <b>-\$1,372,631.20</b> | <b>\$135,227.78</b> |
| Depreciation, Amortisation and Impairment         | \$0.00                                 | -\$37,657.33           | -\$37,657.33        |
| <b>SURPLUS / (DENICIT) INCLUDING DEPRECIATION</b> | <b>-\$1,237,403.42</b>                 | <b>-\$1,334,973.86</b> | <b>\$97,570.44</b>  |

WDRC Financial Management Report November 2023

12

## Financial Report for each Local Authority Area

|   | LA1 Nganmariyanga 300 |                       |                      | LA2 Peppimenarti 400  |                     |                      | LA3 Wadeye 700        |                       |                       | TOTAL                  |                       |                       |
|---|-----------------------|-----------------------|----------------------|-----------------------|---------------------|----------------------|-----------------------|-----------------------|-----------------------|------------------------|-----------------------|-----------------------|
|   | YTD Actuals<br>\$     | YTD Budget<br>\$      | YTD Variance<br>\$   | YTD Actuals<br>\$     | YTD BudOet<br>\$    | YTD Variance<br>\$   | YTD Actuals<br>\$     | YTD Budget<br>\$      | YTD Variance<br>\$    | YTD Actuals<br>\$      | YTD Budget<br>\$      | YTD Variance<br>\$    |
| <b>OPERATING INCOME</b>                           |                       |                       |                      |                       |                     |                      |                       |                       |                       |                        |                       |                       |
| Rates   | \$54,276.17           | \$53,426.83           | \$849.34             | \$60,780.83           | \$59,829.70         | \$951.13             | \$573,384.97          | \$564,412.38          | \$8,972.59            | \$688,441.97           | \$677,668.92          | \$10,773.05           |
| Charges   | \$47,949.64           | \$45,698.49           | \$2,251.15           | \$38,616.48           | \$36,803.51         | \$1,812.97           | \$393,773.22          | \$375,286.27          | \$18,486.95           | \$480,339.34           | \$457,788.27          | \$22,551.07           |
| Fees and Charges                                  | \$7,452.44            | \$8,908.32            | -\$1,455.88          | \$1,562.73            | \$8,908.32          | -\$7,345.59          | \$41,404.87           | \$17,816.64           | \$23,588.23           | \$50,420.04            | \$35,633.28           | \$14,786.76           |
| Operating Grants and Subsidies                    | \$542,628.33          | \$718,809.77          | -\$176,181.44        | \$846,659.46          | \$499,446.27        | \$347,213.19         | \$6,819,736.55        | \$3,138,706.75        | \$3,681,029.80        | \$8,209,024.34         | \$4,356,962.79        | \$3,852,061.55        |
| Interest / Investment Income                      | \$0.00                | \$0.00                | \$0.00               | \$0.00                | \$0.00              | \$0.00               | \$186,282.48          | \$114,974.96          | \$71,307.52           | \$186,282.48           | \$114,974.96          | \$71,307.52           |
| Commercial and Other Income                       | \$151,204.69          | \$213,283.78          | -\$62,079.09         | \$64,928.52           | \$212,690.78        | -\$147,762.26        | \$346,238.41          | \$426,567.55          | -\$80,329.14          | \$604,567.09           | \$853,135.23          | -\$248,568.14         |
| <b>TOTAL OPERATING INCOME</b>                     | <b>\$803,511.27</b>   | <b>\$1,040,127.19</b> | <b>-\$236,615.91</b> | <b>\$1,012,548.02</b> | <b>\$817,678.57</b> | <b>\$194,869.45</b>  | <b>\$8,360,820.49</b> | <b>\$4,637,764.56</b> | <b>\$3,723,055.94</b> | <b>\$10,219,075.26</b> | <b>\$6,496,163.44</b> | <b>\$3,722,911.82</b> |
| <b>OPERATING EXPENDITURE</b>                      |                       |                       |                      |                       |                     |                      |                       |                       |                       |                        |                       |                       |
| Employee Expenses                                 | \$182,508.77          | \$372,800.99          | \$190,292.22         | \$311,613.37          | \$348,905.14        | \$37,291.77          | \$1,325,310.98        | \$1,232,391.99        | -\$92,918.99          | \$2,664,066.35         | \$2,750,156.03        | \$86,089.68           |
| Operational & Other Expenses                      | \$135,975.11          | \$185,328.76          | \$49,353.65          | \$148,066.70          | \$156,816.65        | \$8,749.95           | \$1,603,180.68        | \$926,643.81          | -\$676,536.87         | \$2,122,605.68         | \$1,425,605.87        | -\$696,999.81         |
| Elected Member Allowances                         | \$8,382.52            | \$6,546.61            | -\$1,835.91          | \$13,311.62           | \$22,084.76         | \$8,773.14           | \$86,178.37           | \$78,499.55           | -\$7,678.82           | \$109,027.87           | \$107,130.91          | -\$1,896.96           |
| Elected Member Expenses                           | \$252.57              | \$1,454.63            | \$1,202.06           | \$9,135.80            | \$3,428.21          | -\$5,707.59          | \$28,246.92           | \$13,126.01           | -\$15,120.91          | \$37,635.29            | \$18,008.85           | -\$19,626.44          |
| Council Committee & LA Allowances                 | \$2,250.00            | \$0.00                | -\$2,250.00          | \$2,450.00            | \$0.00              | -\$2,450.00          | \$2,400.00            | \$7,694.26            | \$5,294.26            | \$7,100.00             | \$7,694.26            | \$594.26              |
| Council Committee & LA Expenses                   | \$152.73              | \$1,502.00            | \$1,349.27           | \$3,641.77            | \$1,351.25          | -\$2,290.52          | \$4,465.20            | \$2,502.21            | -\$1,962.99           | \$10,136.86            | \$5,355.46            | -\$4,781.40           |
| Interest Expenses                                 | \$0.00                | \$0.00                | \$62,351.73          | \$0.00                | \$0.00              | \$0.00               | \$12,043.82           | \$93,588.80           | \$81,544.98           | \$12,043.82            | \$93,588.80           | \$81,544.98           |
| Repair and Maintenance                            | \$95,774.57           | \$62,351.73           | \$230,111.64         | \$142,596.95          | \$61,161.15         | -\$81,435.80         | \$542,904.27          | \$293,983.20          | -\$248,921.07         | \$783,550.65           | \$417,556.92          | -\$365,993.73         |
| Materials and Contracts                           | \$119,915.31          | \$325,886.21          | -\$129,128.40        | \$161,609.08          | \$95,176.08         | -\$66,433.00         | \$528,091.70          | \$556,326.41          | \$28,234.71           | \$1,003,891.18         | \$1,018,412.44        | \$14,521.26           |
| Internal Charges                                  | \$47,520.80           | -\$9,213.09           | \$0.00               | \$36,450.40           | -\$8,960.23         | \$0.00               | -\$83,971.20          | -\$361,091.85         | -\$277,120.65         | \$0.00                 | \$0.00                | \$0.00                |
| <b>TOTAL OPERATING EXPENDITURE</b>                | <b>\$592,732.38</b>   | <b>\$946,657.83</b>   | <b>\$353,925.45</b>  | <b>\$828,875.69</b>   | <b>\$679,963.01</b> | <b>-\$148,912.68</b> | <b>\$4,048,850.74</b> | <b>\$2,843,664.38</b> | <b>\$1,205,186.36</b> | <b>\$6,750,057.70</b>  | <b>\$5,843,509.53</b> | <b>-\$906,548.17</b>  |
| <b>OPERATING SURPLUS / DEFICIT</b>                | <b>\$210,778.89</b>   | <b>\$93,469.36</b>    | <b>\$117,309.53</b>  | <b>\$183,672.33</b>   | <b>\$137,715.57</b> | <b>\$45,956.76</b>   | <b>\$4,311,969.75</b> | <b>\$1,794,100.18</b> | <b>\$2,517,869.58</b> | <b>\$3,469,017.56</b>  | <b>\$652,653.91</b>   | <b>\$2,816,363.65</b> |
| Depreciation, Amortisation and Impairment         | \$0.00                | \$0.00                | \$0.00               | \$2,182.41            | \$0.00              | -\$2,182.41          | \$609,985.09          | \$601,908.35          | -\$8,076.74           | \$612,167.50           | \$564,251.02          | -\$47,916.48          |
| <b>SURPLUS / (DENICIT) INCLUDING DEPRECIATION</b> | <b>\$210,778.89</b>   | <b>\$93,469.36</b>    | <b>\$117,309.53</b>  | <b>\$181,489.92</b>   | <b>\$137,715.57</b> | <b>\$43,774.35</b>   | <b>\$3,701,984.66</b> | <b>\$1,192,191.82</b> | <b>\$2,509,792.84</b> | <b>\$2,856,850.06</b>  | <b>\$88,402.88</b>    | <b>\$2,768,447.17</b> |

## 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 | Reasons for the Transaction |
|------------------|-------------|-----------------|-----------------------------|
| 18/11/2023       | \$18        | ARLO            | ARLO 408-638-3750IRL        |
| 30/11/2023       | \$16        | NEWS LIMITED    | NEWS LIMITED SURRY HILLS    |
|                  |             |                 |                             |
| <b>TOTAL</b>     | <b>\$34</b> |                 |                             |

## STANDARD REPORT

|                     |   |
|---------------------|---|
| <b>ITEM NUMBER</b>  | 7.2   |
| <b>REPORT TITLE</b> | Finance Report for the period ended 31 December 2023    |
| <b>PREPARED BY</b>  | David Glover (Executive Director of Corporate Services) |



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### Purpose

To provide the Finance Committee the Financial Management Reports for the period ended 31 December 2023.

### Background

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

- (1)
  - 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.*
- (2)
  - a) *details of all cash and investments held by the Council (including money held in trust); and*
  - b) *the closing cash at bank balance split between tied and untied funds; and*
  - c) *a statement on trade debtors and a general indication of the age of the debts owed to the Council; and*
  - d) *a statement on trade creditors and a general indication of the age of the debts owed by the Council; and*
  - e) *a statement in relation to Council's payment and reporting obligations for GST, fringe benefits tax, PAYG withholding tax, superannuation and insurance; and*
  - f) *other information required by the Council.*
- (5)
  - a) *a certification, in writing, by the CEO to the Council that, to the best of the CEO's knowledge, information, and belief:*
    - i. *the internal controls implemented by the Council are appropriate; and*
    - ii. *the Council's financial report best reflects the financial affairs of the Council.*

### Comment

#### Tax, Superannuation, and Insurance

##### Goods and Services Tax

Amounts are reported and remitted monthly;

##### PAYG Income Tax Withheld

Amounts are reported and remitted fortnightly as part of Single Touch Payroll (STP) arrangements; and

### Fringe Benefits Tax

Instalment amounts are paid quarterly with an FBT return for the 12 month period ended 31 March required to be lodged each year.

### Business Activity Statement

The last Business Activity Statement was lodged on 27<sup>th</sup> December 2023 for the month ended 30 November 2023, and the GST refund was \$98K. As at the date of this report all reporting and payment obligations had been met up to 31 December 2023.

### Insurance

Council has in place insurance arrangements for the 2023-24 financial year. The period of cover is 1 July 2023 to 30 June 2024. Due to the commercial in confidence nature of the Council's insurance policies, the specifics of the policies can be made available for review upon request.

### Council Grants and Projects – Tied Funding

| <b>Restricted Assets - Tied Grant Funding as at 31 December 2023</b>  | <b>Cash Balance 1 Nov 2023 plus Dec Income</b> | <b>December 23 Expenses</b> | <b>Balance as at 31 December 2023</b> |
|---|--|-----------------------------|---------------------------------------|
| CZ-210 - Upgrade Waste Management Facilities in Wadeye & Peppimenarti | (24,359)                                       | 3,028                       | (27,387)                              |
| AD-703 - Indigenous Jobs Development Funding                          | 147,500  | 147,500                     | 0                                     |
| SG-212 - Community Annual Clean up                                    | 7,578  | 0                           | 7,578                                 |
| RM-220 - Local Roads and Community Infrastructure Program (LRCI)      | 121,290  | 0                           | 121,290                               |
| SG-228 - Extend by 3 Additional Bays of Nganmarriyanga's Civil Shed   | 8,957  | 0                           | 8,957                                 |
| SG-235 - NLC - Papangala Solar Panel                                  | 1,250  | 0                           | 1,250                                 |
| SG-239 - Wadeye Pool Installation                                     | 1,094,279                                      | 982,324                     | 111,956                               |
| SG-249 - Solar Upgrade at Fossil Head                                 | 5,390  | 0                           | 5,390                                 |
| SG-250 - Diminin Cemetery Upgrade Project                             | (45,858)                                       | 0                           | (45,858)                              |
| SG-252 - Housing Works at Fossil Head                                 | 105,014  | 0                           | 105,014                               |
| SG-253 - Road works at Fossil Head                                    | 1,090,727                                      | 4,480                       | 1,086,247                             |
| SG-256 - H'lands Capital Battery Bank Replacement-Merrepen            | 35,186   | 0                           | 35,186                                |
| RM-257 - Local Roads & Comm Infrastructure LCRI-Phase 4               | 0  | 9,870                       | (9,870)                               |
| OC-379 - Water Dosing Stations  | 20,192   | 0                           | 20,192                                |
| SG-404 - Peppimenarti Softball Pitch & Football Oval Irrigation       | 120,538  | 1,120                       | 119,418                               |
| SG-765 - Ablution Blocks for Nganmarriyanga, Peppimenarti and Wadeye  | 31,499   | 1,120                       | 30,379                                |
| SG-768 ABA - Manthape Walkway Bridge                                  | 72,632   | 0                           | 72,632                                |
| SG-772 - Immediate Priority Grant Tipper Truck                        | 8,702  | 2,089                       | 6,613                                 |
| SG-776 - Peppimenarti Solar Lighting                                  | (3,990)  | 0                           | (3,990)                               |
| SG-777 - Palumpa Solar Lighting                                       | 0  | 0                           | 0                                     |

| <b>Restricted Assets - Tied Grant Funding as at 31 December 2023</b>     | <b>Cash Balance 1 Nov 2023 plus Dec Income</b> | <b>December 23 Expenses</b> | <b>Balance as at 31 December 2023</b> |
|--|--|-----------------------------|---------------------------------------|
| SG-238 - Peppimenarti Library Infrastructure Upgrade                     | (30,746)                                       | 61,492                      | (92,238)                              |
| RM-243 - LRCI Phase 3  | 313,457  | 0                           | 313,457                               |
| SG-247 - Disaster Recovery Funding 2021                                  | (453,524)                                      | 400,200                     | (853,724)                             |
| SG-248 - Shelter & ablution construction at Fossil Head                  | 0  | 0                           | 0                                     |
| LA-722 - NTG - Local Authority Project Funding                           | 1,067,711                                      | 870                         | 1,066,841                             |
| OC-767 - ABA-Solar Power Upgrade   | (169,045)                                      | 0                           | (169,045)                             |
| SG-774 - Homelands Capital Grant - New Water Tanks                       | 21,400   | 0                           | 21,400                                |
| CP-778 - New Community Night Patrol Hilux's                              | (10,952)                                       | 0                           | (10,952)                              |
| SG-779 - Emergency Infrastructure – Kudantiga                            | 5,756  | 0                           | 5,756                                 |
| SG-782 - Fossil Head Shelters Upgrades                                   | 92,452   | 0                           | 92,452                                |
| SG-783 - Supply & Install Fencing around solar skid & Generator Wadeye   | 6,116  | 0                           | 6,116                                 |
| SG-784 - Supply and Install Machinery                                    | 86,450   | 0                           | 86,450                                |
| SG-785 - Supply and Install Large Structure                              | 5,771  | 0                           | 5,771                                 |
| SG-786 - Large Shade Structure & Install Concrete floor (exst Shed)      | 62,168   | 55,859                      | 6,309                                 |
| SG-787 - Shade Structure & Steel tank stand and table seating            | 129,566  | 55,859                      | 73,707                                |
| SG-788 - Supply & Install shade table Including concrete slab            | 2,042  | 0                           | 2,042                                 |
| SG-789 - Install Machinery Shed, table seating & cemetery fencing        | 94,810   | 0                           | 94,810                                |
| SG-790 - Supply & Install Machinery shed & Playground shelter            | 150,800  | 0                           | 150,800                               |
| SG-791 - Supply fencing around water parks                               | 6,844  | 0                           | 6,844                                 |
| SG-792 - Removal of Abandoned Vehicles                                   | 49,641   | 0                           | 49,641                                |
| CZ-792 - Removal of Abandoned Vehicles                                   | 112,500  | 0                           | 112,500                               |
| SG-793 - IPG - Purchase or Tipper Truck & Backhoe Palumpa & Peppimenarti | 17,344   | 0                           | 17,344                                |
| WM-794 - Waste and Resource Management (WaRM) - 2022-2023                | 144,978  | 0                           | 144,978                               |
| RM-811 - Roads to Recovery   | 328,807  | 0                           | 328,807                               |
| <b>TOTAL CORE SERVICES-TIED</b>  | <b>4,830,873</b>                               | <b>1,725,811</b>            | <b>3,105,063</b>                      |
| SG-241 - COVID-19 Homelands Resilience Project                           | 33,535   | 0                           | 33,535                                |
| SG-242 - Community Suicide Intervention Skills Workshop                  | 5,560  | 0                           | 5,560                                 |
| SG-254 - Safer Territory Places K9 - Project completed                   | 14,903   | 0                           | 14,903                                |



| Restricted Assets - Tied Grant Funding as at 31 December 2023 | Cash Balance 1 Nov 2023 plus Dec Income | December 23 Expenses | Balance as at 31 December 2023 |
|---|---|----------------------|--------------------------------|
| ES-720 - Homelands Jobs                                       | (115,603)                               | 0                    | (115,603)                      |
| OC-704 - Municipal & Essential Services                       | 553,866                                 | 0                    | 553,866                        |
| OC-705 - Housing Maintenance Services                         | 160,948                                 | 0                    | 160,948                        |
| OC-798 - Housing Maintenance and Essential Services           | (201,471)                               | 51,147               | (252,619)                      |
| SG-736 - Wadeye Township Bus Service Pilot Project            | 165,083                                 | 9,289                | 155,793                        |
| SG-231 - NAIDOC Week  | 15,777                                  | 0                    | 15,777                         |
| SG-234 - NLC Stimulus Pandemic                                | (12,034)                                | 0                    | (12,034)                       |
| LI-709 - Public Library Services                              | 57,672                                  | 3,807                | 53,866                         |
| SG-780 - Community Placement and people                       | 370,400                                 | 0                    | 370,400                        |
| CP-806 - Community Night Patrol                               | 527,438                                 | 51,876               | 475,562                        |
| SG-827 - Australia Day  | 19,000                                  | 0                    | 19,000                         |
| <b>TOTAL COMMUNITY SERVICES</b>                               | <b>1,595,073</b>                        | <b>116,119</b>       | <b>1,478,954</b>               |
| <b>TOTAL as at 31 December 2023</b>                           | <b>6,425,946</b>                        | <b>1,841,930</b>     | <b>4,584,017</b>               |

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 2022-2023:

| 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 receives and approves the report entitled '*Financial Report for the period ended 31 December 2023*'.

### Attachments

1. Finance Report December 2023 [7.2.1 - 17 pages]



# FINANCIAL MANAGEMENT REPORT

For the period ended 31 December 2023

## Certification by the Council CEO

Council Name: **WEST DALY REGIONAL COUNCIL**  
Reporting Period Ended: 31 December 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.

A handwritten signature in black ink, appearing to read "M Blackburn", with a long horizontal line extending to the right.

Mark Blackburn  
A/CEO

Date: 18/1/24

## Snapshot - Financial Report

|   |  |   |
|---|--|---|
| <b>Revenue</b><br><b>\$13.0m</b><br>   | <b>Current Ratio</b><br><b>1.25</b><br>       | <b>Cash at Bank</b><br><b>\$6.3m</b><br>           |
| <b>Expenditures</b><br><b>\$8.5m</b><br>   | <b>Untied Funds</b><br><b>\$1.4m</b><br>      | <b>Net Current Assets</b><br><b>\$1.5m</b><br>     |
| <b>Operating Result</b><br><b>\$4.5m</b><br><small>(including tied grants)</small><br> | <b>Local Authority</b><br><b>\$1.0m</b><br> | <b>Capital Expenditures</b><br><b>\$5.8m</b><br> |

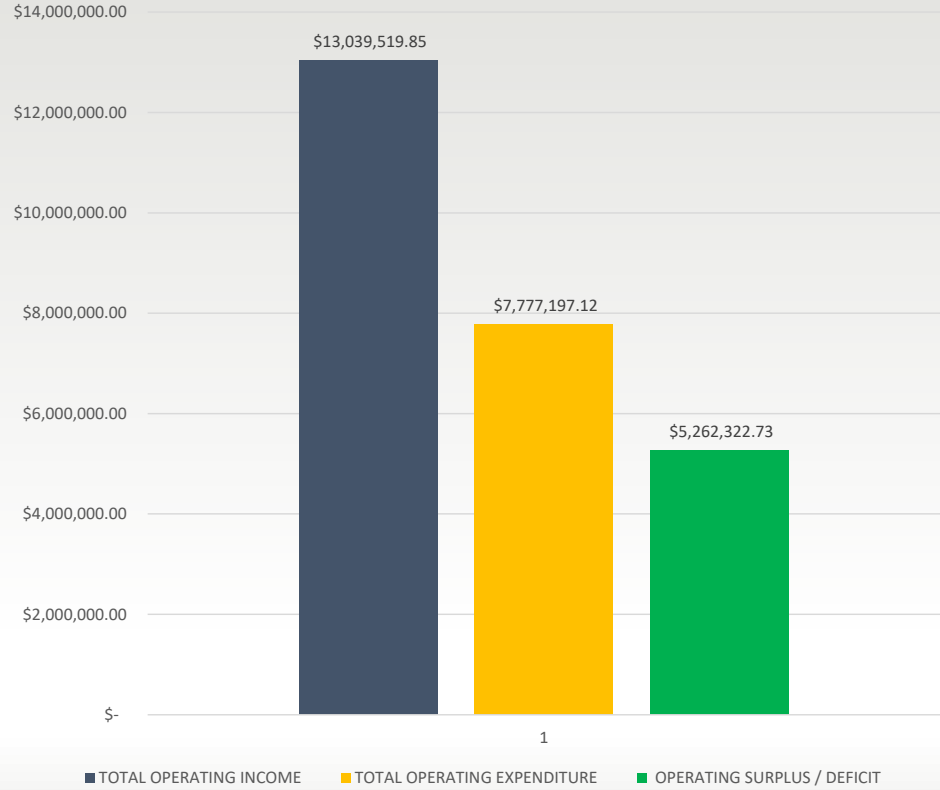
## Income and Expense Statement - Actual v Budget

|   | YTD Actuals<br>\$ | YTD Budget<br>\$ | YTD Variance<br>\$ | Annual Budget<br>\$ | Note<br>Reference |
|---|-------------------|------------------|--------------------|---------------------|-------------------|
| <b>OPERATING INCOME</b>                           |                   |                  |                    |                     |                   |
| Rates   | 826,130           | 813,203          | 12,928             | 1,626,405           |                   |
| Charges   | 576,407           | 549,346          | 27,061             | 1,098,692           |                   |
| Fees and Charges                                  | 50,428            | 42,760           | 7,668              | 85,520              |                   |
| Operating Grants and Subsidies                    | 10,761,801        | 5,228,356        | 5,533,445          | 10,456,712          |                   |
| Interest / Investment Income                      | 187,566           | 137,970          | 49,596             | 275,940             |                   |
| Commercial and Other Income                       | 637,187           | 1,023,762        | (386,575)          | 2,047,524           |                   |
| <b>TOTAL OPERATING INCOME</b>                     | <b>13,039,520</b> | <b>7,795,396</b> | <b>5,244,123</b>   | <b>15,590,793</b>   | (1)               |
| <b>OPERATING EXPENDITURE</b>                      |                   |                  |                    |                     |                   |
| Employee Expenses                                 | 3,190,343         | 3,300,188        | 109,844            | 6,600,375           |                   |
| Operational & Other Expenses                      | 2,373,273         | 1,710,727        | (662,546)          | 3,421,454           |                   |
| Elected Member Allowances                         | 127,097           | 128,557          | 1,460              | 257,115             |                   |
| Elected Member Expenses                           | 40,573            | 21,611           | (18,962)           | 43,222              |                   |
| Council Committee & LA Allowances                 | 7,100             | 9,233            | 2,133              | 18,467              |                   |
| Council Committee & LA Expenses                   | 14,409            | 6,427            | (7,982)            | 12,853              |                   |
| Interest Expenses                                 | 0                 | 112,307          | 112,307            | 224,613             |                   |
| Repair and Maintenance                            | 866,364           | 501,068          | (365,296)          | 1,002,137           |                   |
| Materials and Contracts                           | 1,158,038         | 1,222,094        | 64,056             | 2,444,189           |                   |
| <b>TOTAL OPERATING EXPENDITURE</b>                | <b>7,777,197</b>  | <b>7,012,212</b> | <b>(764,985)</b>   | <b>14,024,424</b>   | (2)               |
| <b>OPERATING SURPLUS / DEFICIT</b>                | <b>5,262,323</b>  | <b>783,184</b>   | <b>4,479,138</b>   | <b>1,566,368</b>    | (3)               |
| Depreciation, Amortisation and Impairment         | 733,967           | 677,101          | (56,865)           | 1,354,202           |                   |
| <b>SURPLUS / (DEFICIT) INCLUDING DEPRECIATION</b> | <b>4,528,356</b>  | <b>106,083</b>   | <b>4,422,273</b>   | <b>212,166</b>      |                   |

WDRC Financial Management Report December 2023

4

### Income and Expenditure



## Monthly Balance Sheet Report

| BALANCE SHEET                   | YTD Actuals<br>\$ | Note<br>Reference | BALANCE SHEET                                  | YTD Actuals<br>\$ | Note<br>Reference |
|---------------------------------|-------------------|-------------------|--|-------------------|-------------------|
| <b>ASSETS</b>                   |                   |                   | <b>LIABILITIES</b>                             |                   |                   |
| Cash at Bank                    | 6,349,215         |                   | Accounts Payable                               | 287,615           |                   |
| Tied Funds                      | 4,959,335         | (4)               | ATO & Payroll Liabilities                      | 3,003             |                   |
| Untied Funds                    | 1,389,880         |                   | Current Provisions                             | 459,857           |                   |
| Accounts Receivable             | 907,082           |                   | Other Current Liabilities                      | 5,231,635         |                   |
| Trade Debtors                   | 110,203           |                   | <b>TOTAL CURRENT LIABILITIES</b>               | <b>5,982,110</b>  |                   |
| Rates & Charges Debtors         | 796,879           |                   |  |                   |                   |
| Other Current Assets            | 228,881           |                   | Non-Current Provisions                         | 27,268            |                   |
| <b>TOTAL CURRENT ASSETS</b>     | <b>7,485,178</b>  |                   | Other Non-Current Liabilities                  | 5,422,818         |                   |
|                                 |                   |                   | <b>TOTAL NON-CURRENT LIABILITIES</b>           | <b>5,450,086</b>  |                   |
| Right-of-Use Assets             | 5,184,127         |                   | <b>TOTAL LIABILITIES</b>                       | <b>11,432,196</b> |                   |
| Property, Plant and Equipment   | 14,911,622        |                   | <b>NET ASSETS</b>                              | <b>16,148,731</b> |                   |
| <b>TOTAL NON-CURRENT ASSETS</b> | <b>20,095,749</b> |                   | <b>EQUITY</b>                                  |                   |                   |
| <b>TOTAL ASSETS</b>             | <b>27,580,927</b> |                   | Asset Revaluation Reserve                      | 4,281,263         |                   |
|                                 |                   |                   | Accumulated Surplus                            | 7,877,916         |                   |
|                                 |                   |                   | YTD Result + Interim PY Result Carried Forward | 3,989,588         |                   |
|                                 |                   |                   | Adjusting balance                              | (36)              |                   |
|                                 |                   |                   | <b>TOTAL EQUITY</b>                            | <b>16,148,731</b> |                   |



## Variance Analysis

| Income/Expense or Balance Sheet Item | Note Ref | Comments  |
|--------------------------------------|----------|---|
| Total Operating Income               | (1)      | Rates, Charges and Grant funding are all presented here unadjusted. Most of these balances reflect the full year income |
| Expense                              | (2)      | Operating Expenses exceeding Budget at this time  |
| Operating Surplus                    | (3)      | Revenue amounts driving Operating result. That will even out over the year  |
| Tied Funds                           | (4)      | Unspent Grant Liability now finalised through Audit   |

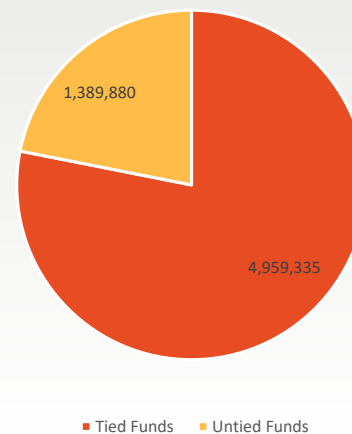
## Monthly Balance Sheet Report

### *Details of Cash and Investments Held*

| Cash and Investments Held |                  |
|---------------------------|------------------|
| 11110 - Bank Operational  | 562,797          |
| 11130 - Bank High Inter   | 286,065          |
| 11210 - Petty Cash        | 353              |
| 12110 - Term Deposit      | 5,500,000        |
| <b>TOTAL CASH</b>         | <b>6,349,215</b> |

| Cash and Investments Held |                  |
|---------------------------|------------------|
| Tied Funds                | 4,959,335        |
| Untied Funds              | 1,389,880        |
| <b>Cash at Bank</b>       | <b>6,349,215</b> |

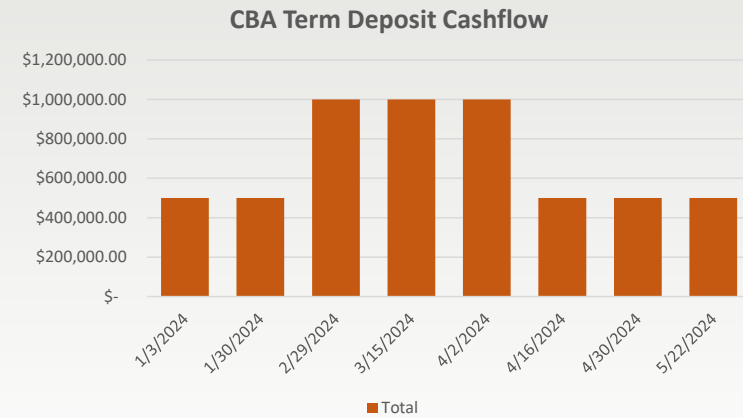
Tied and Untied Funds



## Monthly Balance Sheet Report

### Details of Cash and Investments Held

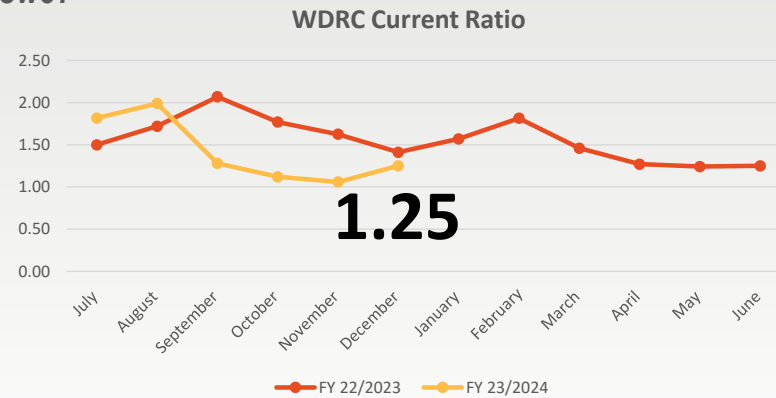
| Product            | Actual Balance     | Interest Rate | Maturity  |
|--------------------|--------------------|---------------|-----------|
| Fixed Term Deposit | \$500,000          | 5.17%         | 1/3/2024  |
| Fixed Term Deposit | 500,000            | 5.22%         | 1/30/2024 |
| Fixed Term Deposit | \$1,000,000        | 5.26%         | 2/29/2024 |
| Fixed Term Deposit | \$1,000,000        | 5.19%         | 3/15/2024 |
| Fixed Term Deposit | \$1,000,000        | 5.21%         | 4/2/2024  |
| Fixed Term Deposit | \$500,000          | 5.04%         | 4/16/2024 |
| Fixed Term Deposit | \$500,000          | 5.00%         | 4/30/2024 |
| Fixed Term Deposit | \$500,000          | 5.04%         | 5/22/2024 |
| <b>TOTAL</b>       | <b>\$5,500,000</b> |               |           |



## Current Ratio

“How many dollars do we have for every dollar we owe?”

| Current Assets          |                  | Current Liabilities               |                  |
|-------------------------|------------------|-----------------------------------|------------------|
| Cash in Bank            | 6,349,215        | Accounts Payable                  | 287,615          |
| Trade and Rates Debtors | 907,082          | Other Current Liabilities         | 462,860          |
| Other Current Assets    | 228,881          | Unspent Grants<br>(Agency & Core) | 5,231,635        |
|                         | <b>7,485,178</b> |                                   | <b>5,982,110</b> |



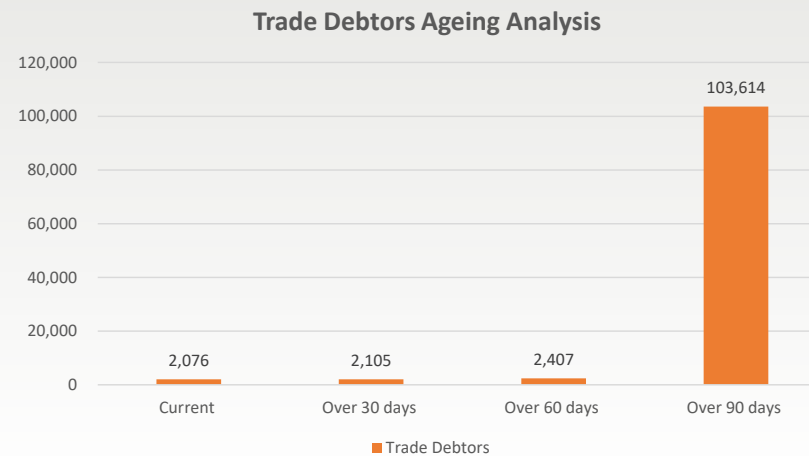
| PERIOD     | July | August | September | October | November | December | January | February | March | April | May  | June |
|------------|------|--------|-----------|---------|----------|----------|---------|----------|-------|-------|------|------|
| FY 22/2023 | 1.50 | 1.72   | 2.07      | 1.77    | 1.63     | 1.41     | 1.57    | 1.82     | 1.46  | 1.27  | 1.24 | 1.25 |
| FY 23/2024 | 1.82 | 1.99   | 1.28      | 1.12    | 1.06     | 1.25     |         |          |       |       |      |      |

## Monthly Balance Sheet Report

### Statement on Debts Owed to Council (Accounts Receivable)

#### Trade Debtors Ageing Analysis

|              |                |
|--------------|----------------|
| Current      | 2,076          |
| Over 30 days | 2,105          |
| Over 60 days | 2,407          |
| Over 90 days | 103,614        |
| <b>Total</b> | <b>110,202</b> |

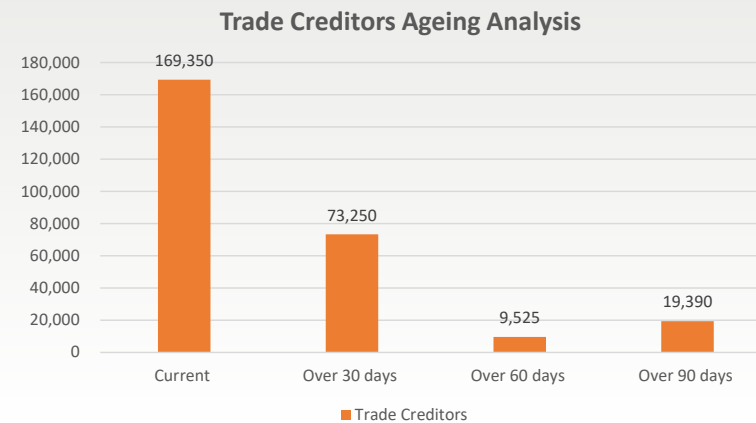


## Monthly Balance Sheet Report

### Statement on Debts Owed by Council (Accounts Payable)

#### Trade Creditors Ageing Analysis

|              |                |
|--------------|----------------|
| Current      | 169,350        |
| Over 30 days | 73,250         |
| Over 60 days | 9,525          |
| Over 90 days | 19,390         |
| <b>Total</b> | <b>271,515</b> |



## Monthly Balance Sheet Report

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

| Supplier                       | Territory      | Interstate     |
|--------------------------------|----------------|----------------|
| TOA Construction               | 442,943        |                |
| CouncilBIZ                     | 126,302        |                |
| Quicksuper                     |                | 66,709         |
| DJ Air & Electrical            | 65,601         |                |
| AusFuel                        |                | 64,447         |
| Countrywide Building           | 61,445         |                |
| SCC Carpentry and Construction | 33,821         |                |
| The BelRose Group              |                | 29,978         |
| Telstra Limited                |                | 28,708         |
| Turf NT                        | 26,050         |                |
| <b>Total</b>                   | <b>756,162</b> | <b>189,843</b> |

## Monthly Balance Sheet Report

### Contractors Payments/ Items paid in the month

| Creditor Name                  | Sum of Original Amt | Creditor Name     | Sum of Original Amt | Creditor Name       | Sum of Original Amt   |
|--------------------------------|---------------------|-------------------|---------------------|---------------------|-----------------------|
| TOA Construction               | \$442,942.72        | PUMA              | \$5,292.21          | SIMON GEORGE & SONS | \$957.50              |
| COUNCILBIZ                     | \$126,302.46        | INLAND            | \$4,774.00          | EASA                | \$916.40              |
| QUICKSUPER                     | \$66,709.28         | READYCUT (NT)     | \$4,318.70          | H HOTEL             | \$900.00              |
| DJ AIR & ELECTR                | \$65,600.92         | CHARTAIR          | \$4,054.00          | NAVMAN WIRELESS     | \$889.52              |
| AUSFUEL                        | \$64,447.33         | HEALTH MOTOR GR   | \$3,481.51          | LGANT               | \$850.00              |
| COUNTRYWIDE BUILDING           | \$61,445.00         | WSP AUSTRALIA P   | \$3,437.50          | ARCCOS Consulting   | \$836.00              |
| SCC Carpentry and Construction | \$33,820.68         | SBA Office Nati   | \$3,370.60          | HARVEY DIST         | \$811.92              |
| The BelRose Group              | \$29,978.30         | NORSIGN           | \$2,964.28          | Tyreright Darwin    | \$784.00              |
| Telstra Limited                | \$28,708.05         | BURSON AUTO       | \$2,945.58          | HARVEY NORMAN F     | \$749.00              |
| Turf NT                        | \$26,050.00         | STICKERS AND ST   | \$2,842.00          | CSE Crosscom        | \$704.00              |
| POWER AND WATER                | \$21,010.69         | TERRITORY TECHN   | \$2,640.00          | TRANSMETRO CORP     | \$674.00              |
| JLT                            | \$18,054.11         | CHILD SUPPORT     | \$2,507.85          | NGAN STORE          | \$635.49              |
| Various Creditors              | \$11,170.40         | CJD EQUIPMENT P   | \$2,298.05          | Loveridge Enter     | \$496.00              |
| De Marchi & Pol                | \$11,669.90         | NT IT             | \$2,231.41          | BOC LIMITED         | \$490.46              |
| Minter Ellison                 | \$11,355.30         | FLORANCE GROUP    | \$2,229.80          | NEWS CORP AUSTR     | \$480.00              |
| TURNER & TOWNSE                | \$11,165.00         | JACANA            | \$2,221.25          | MVR                 | \$466.00              |
| Nexia Edwards M                | \$11,000.00         | BARNYARD          | \$2,154.03          | GTNT Group          | \$420.84              |
| Bluemont Pty Lt                | \$10,857.00         | TERRITORY HOUSI   | \$1,773.00          | SPOTLIGHT PTY L     | \$330.00              |
| BS WINNELLIE                   | \$10,260.30         | Darwin cental Pty | \$1,687.00          | Kwikleen Pty Lt     | \$322.00              |
| EMPLOYMENT OFF                 | \$9,636.00          | Triple A Hoses    | \$1,610.40          | INLOGIK P/L         | \$294.25              |
| MURIN TRAVEL                   | \$8,600.32          | TONKIN CONSULTI   | \$1,586.75          | LITTLE HOTELIER     | \$186.77              |
| LEASE PLAN AUST                | \$7,750.32          | Fleet Partners    | \$1,536.82          | GREENTHEMES         | \$158.40              |
| BUNNINGS GROUP                 | \$7,298.83          | BUNNINGS          | \$1,350.05          | FUJIFILM            | \$148.50              |
| Red Appointment                | \$7,166.45          | UNITED VOICE      | \$1,312.00          | PEPPI STORE         | \$122.67              |
| Harvey Norman A                | \$6,801.00          | AIRPOWER          | \$1,274.88          | CLEANAWAY PTY L     | \$89.95               |
| SEEK LIMITED                   | \$6,600.00          | RHINO INDUSTRIA   | \$1,158.08          | NTRS                | \$62.15               |
| North Australia                | \$6,506.50          | CYCLONE CITY CL   | \$1,074.75          | Agon Environment    | \$44.00               |
| SPA                            | \$5,682.54          | BRIDGE TOYOTA     | \$1,041.64          | CABCHARGE PAYME     | \$30.27               |
|                                |                     |                   |                     |                     | <b>\$1,128,589.40</b> |



## Financial Report for each Local Authority Area

|   | LA1 Nganmarriyanga 300 |                  |                    | LA2 Peppimenarti 400 |                  |                    | LA3 Wadeye 700    |                  |                    |
|---|------------------------|------------------|--------------------|----------------------|------------------|--------------------|-------------------|------------------|--------------------|
|   | YTD Actuals<br>\$      | YTD Budget<br>\$ | YTD Variance<br>\$ | YTD Actuals<br>\$    | YTD Budget<br>\$ | YTD Variance<br>\$ | YTD Actuals<br>\$ | YTD Budget<br>\$ | YTD Variance<br>\$ |
| <b>OPERATING INCOME</b>                           |                        |                  |                    |                      |                  |                    |                   |                  |                    |
| Rates   | 57,768                 | 64,112           | (6,344)            | 69,017               | 71,796           | (2,779)            | 699,346           | 677,295          | 22,051             |
| Charges   | 50,971                 | 54,838           | (3,867)            | 60,534               | 44,164           | 16,370             | 464,902           | 450,344          | 14,558             |
| Fees and Charges                                  | 7,452                  | 643              | 6,809              | 1,571                | 10,206           | (8,635)            | 41,405            | 31,911           | 9,494              |
| Operating Grants and Subsidies                    | 855,532                | 862,227          | (6,695)            | 1,218,002            | 599,336          | 618,667            | 8,688,267         | 3,766,448        | 4,921,819          |
| Interest / Investment Income                      | -                      | -                | -                  | -                    | -                | -                  | 187,566           | 137,970          | 49,596             |
| Commercial and Other Income                       | 161,809                | 213,307          | (51,498)           | 75,089               | 213,076          | (137,987)          | 358,085           | 596,663          | (238,578)          |
| <b>TOTAL OPERATING INCOME</b>                     | <b>1,133,532</b>       | <b>1,195,128</b> | <b>(61,596)</b>    | <b>1,424,213</b>     | <b>938,577</b>   | <b>485,636</b>     | <b>10,439,570</b> | <b>5,660,630</b> | <b>4,778,940</b>   |
| <b>OPERATING EXPENDITURE</b>                      |                        |                  |                    |                      |                  |                    |                   |                  |                    |
| Employee Expenses                                 | 212,247                | 457,447          | 245,200            | 363,212              | 425,753          | 62,541             | 1,624,034         | 1,567,846        | (56,188)           |
| Operational & Other Expenses                      | 150,906                | 236,280          | 85,374             | 172,788              | 190,701          | 17,913             | 1,750,607         | 1,100,740        | (649,867)          |
| Elected Member Allowances                         | 10,621                 | 7,856            | (2,765)            | 14,850               | 26,502           | 11,652             | 100,471           | 94,200           | (6,271)            |
| Elected Member Expenses                           | 397                    | 860              | 463                | 9,334                | 3,202            | (6,132)            | 30,842            | 17,549           | (13,293)           |
| Council Committee & LA Allowances                 | 2,250                  | 4,609            | 2,359              | 2,450                | 1,622            | (829)              | 2,400             | 3,003            | 603                |
| Council Committee & LA Expenses                   | 153                    | 885              | 733                | 3,885                | 912              | (2,972)            | 8,410             | 3,359            | (5,051)            |
| Interest Expenses                                 | -                      | -                | 74,822             | -                    | -                | -                  | 12,044            | 112,307          | 100,263            |
| Repair and Maintenance                            | 106,803                | 74,822           | 269,888            | 169,184              | 73,393           | (95,790)           | 587,702           | 352,780          | (234,922)          |
| Materials and Contracts                           | 124,729                | 376,692          | (135,785)          | 170,624              | 104,705          | (65,918)           | 616,053           | 705,237          | 89,183             |
| Internal Charges                                  | 47,521                 | (11,056)         |                    | 36,450               | (10,752)         |                    | (83,971)          | (433,310)        | (349,339)          |
| <b>TOTAL OPERATING EXPENDITURE</b>                | <b>655,627</b>         | <b>1,148,396</b> | <b>492,769</b>     | <b>942,776</b>       | <b>816,037</b>   | <b>(126,739)</b>   | <b>4,648,591</b>  | <b>3,523,709</b> | <b>(1,124,882)</b> |
| <b>OPERATING SURPLUS / DEFICIT</b>                | <b>477,905</b>         | <b>46,732</b>    | <b>431,174</b>     | <b>481,437</b>       | <b>122,540</b>   | <b>358,897</b>     | <b>5,790,979</b>  | <b>2,136,921</b> | <b>3,654,058</b>   |
| Depreciation, Amortisation and Impairment         | -                      | -                |                    | 5,431                | -                | (5,431)            | 728,535           | 722,290          | (6,245)            |
| <b>SURPLUS / (DENICIT) INCLUDING DEPRECIATION</b> | <b>477,905</b>         | <b>46,732</b>    | <b>431,174</b>     | <b>476,006</b>       | <b>122,540</b>   | <b>353,466</b>     | <b>5,062,444</b>  | <b>1,414,631</b> | <b>3,647,813</b>   |

\* All Budget Figures are from FY 23 Budget approved April 23' OCM

WDRC Financial Management Report December 2023

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# Financial Report for each Local Authority Area

|   | Regional Office/Unallocated Darwin 200 |                    |                    | TOTAL             |                  |                    |
|---|--|--------------------|--------------------|-------------------|------------------|--------------------|
|   | YTD Actuals<br>\$                      | YTD Budget<br>\$   | YTD Variance<br>\$ | YTD Actuals<br>\$ | YTD Budget<br>\$ | YTD Variance<br>\$ |
| <b>OPERATING INCOME</b>                           |  |                    |                    |                   |                  |                    |
| Rates   | 0                                      | 0                  | 0                  | 826130.36         | 813,203          | 12,928             |
| Charges   | -                                      | -                  | -                  | 576,407           | 549,346          | 27,061             |
| Fees and Charges                                  | -                                      | -                  | -                  | 50,428            | 42,760           | 7,668              |
| Operating Grants and Subsidies                    | -                                      | 345                | (345)              | 10,761,801        | 5,228,356        | 5,533,445          |
| Interest / Investment Income                      | -                                      | -                  | -                  | 187,566           | 137,970          | 49,596             |
| Commercial and Other Income                       | 42,204                                 | 717                | 41,487             | 637,187           | 1,023,762        | (386,575)          |
| <b>TOTAL OPERATING INCOME</b>                     | <b>42,204</b>                          | <b>1,062</b>       | <b>41,142</b>      | <b>13,039,520</b> | <b>7,795,397</b> | <b>5,244,123</b>   |
| <b>OPERATING EXPENDITURE</b>                      |  |                    |                    |                   |                  |                    |
| Employee Expenses                                 | 990,851                                | 849,142            | (141,709)          | 3,190,343         | 3,300,188        | 109,844            |
| Operational & Other Expenses                      | 286,928                                | 183,006            | (103,921)          | 2,361,229         | 1,710,727        | (650,502)          |
| Elected Member Allowances                         | 1,155                                  | -                  | (1,155)            | 127,097           | 128,557          | 1,460              |
| Elected Member Expenses                           | -                                      | -                  | -                  | 40,573            | 21,611           | (18,962)           |
| Council Committee & LA Allowances                 | -                                      | -                  | -                  | 7,100             | 9,233            | 2,133              |
| Council Committee & LA Expenses                   | 1,962                                  | 1,270              | (691)              | 14,409            | 6,427            | (7,982)            |
| Interest Expenses                                 | -                                      | -                  | -                  | 12,044            | 112,307          | 100,263            |
| Repair and Maintenance                            | 2,675                                  | 73                 | (2,602)            | 866,364           | 501,068          | (365,296)          |
| Materials and Contracts                           | 246,632                                | 35,461             | (211,171)          | 1,158,038         | 1,222,094        | 64,056             |
| Internal Charges                                  | -                                      | 455,118            |                    | -                 | -                |                    |
| <b>TOTAL OPERATING EXPENDITURE</b>                | <b>1,530,203</b>                       | <b>1,524,071</b>   | <b>(6,132)</b>     | <b>7,777,197</b>  | <b>7,012,212</b> | <b>(764,985)</b>   |
| <b>OPERATING SURPLUS / DEFICIT</b>                | <b>(1,487,999)</b>                     | <b>(1,523,009)</b> | <b>35,010</b>      | <b>5,262,323</b>  | <b>783,184</b>   | <b>4,479,138</b>   |
| Depreciation, Amortisation and Impairment         | -                                      | (45,189)           | (45,189)           | 733,967           | 677,101          | (56,865)           |
| <b>SURPLUS / (DENICIT) INCLUDING DEPRECIATION</b> | <b>(1,487,999)</b>                     | <b>(1,477,820)</b> | <b>(10,179)</b>    | <b>4,528,356</b>  | <b>106,083</b>   | <b>4,422,273</b>   |

\* All Budget Figures are from FY 23 Budget approved April 23' OCM

WDRC Financial Management Report December 2023

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## 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                          | Reasons for the Transaction |
|------------------|--------------|--|-----------------------------|
| 12/28/2023       | \$16         | News Pty Ltd                             | Subscription                |
| 12/19/2023       | \$18         | Arlo                                     | Security subscription       |
| 12/11/2023       | \$660        | Australia Institute of Company Directors | Membership                  |
| <b>TOTAL</b>     | <b>\$694</b> |  |                             |

## LOCAL AUTHORITY REPORTS

|                     |   |
|---------------------|---|
| <b>ITEM NUMBER</b>  | 8.1   |
| <b>REPORT TITLE</b> | Peppimenarti Local Authority meeting held on 24 November 2023 |
| <b>PREPARED BY</b>  | Renjith Kollakkombil (Governance Officer)                     |



### Purpose

To provide the elected members with the minutes of the Peppimenarti Local Authority meeting held on 24 November 2023 for information and recommendations as 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.

### Meeting Schedule (Quorum, Provisional or Cancelled)

| Local Authority | Meeting 1 August    | Meeting 2 November       | Meeting 3 February | Meeting 4 May |
|-----------------|---------------------|--------------------------|--------------------|---------------|
| Peppimenarti    | 18-Aug-23<br>Quorum | 24-Nov-23<br>Provisional | 23-Feb-24          | 17-May-24     |

### 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 2023-2024:

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

**Recommendation**

- 1. That the Minutes of the Peppimenarti Local Authority meeting held on 24 November 2023 be adopted as a resolution of Ordinary Council.**
- 2. That Council endorse the nomination of Eric Barrows to become a member of the Peppimenarti Local Authority.**
- 3. That Council requests the Peppimenarti Local Authority pass formal resolutions for items:**
  - a. Item 2: Beautification Projects**
  - b. Item 9: 5 Year Infrastructure Plan**
- 4. That Council approves Resolution 012/2023 (1).**
  - 1) That the Peppimenarti Local Authority approve the identified following projects; Solar Lights around the community, Cemetery Gates and Signs, Speed Humps, and Solar Lighting and CCTV at the Clinic to progress to the Scoping, Planning and Delivery stage.**
- 5. That Council requests the Peppimenarti Local Authority provide more detail on the following item**  
**Resolution 012/2023 (2)**
  - 2) That the proposed \$57K allocated to installation of additional solar lights around the community be reduced to allow for the additional projects**

**Attachments**

1. PPLB 24112023 MIN [8.1.1 - 4 pages]



MINUTES OF THE PEPPIMENARTI LOCAL AUTHORITY  
HELD IN THE WEST DALY REGIONAL COUNCIL  
LOT 16 PEPPIMENARTI NT 0822  
ON FRIDAY, 24 NOVEMBER 2023  
AT 10:00 AM

**Karl Lukonavic opened the meeting 10:43 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 ABSENCE**

|    | Name                            | Present  | Apology  | Absent |
|----|---------------------------------|----------|----------|--------|
| 1  | Cr. John Wilson                 |          | X        |        |
| 2  | Karl Lukonavic<br>(Chairperson) | X        |          |        |
| 3  | Henry Wilson                    | X        |          |        |
| 4  | Annunciata Wilson               | X        |          |        |
| 5  | Leaya Smith                     | X        |          |        |
| 6  | Nathan Wilson                   | X        |          |        |
| 7  | Anastasia Wilson                |          | X        |        |
| 8  | Mayor Ralph Narburup            |          | X        |        |
| 9  | Vacancy                         |          |          |        |
| 10 | Vacancy                         |          |          |        |
| 11 | Vacancy                         |          |          |        |
| 12 | Vacancy                         |          |          |        |
| 13 | Vacancy                         |          |          |        |
| 14 | Vacancy                         |          |          |        |
|    | <b>Quorum requires 5</b>        | <b>5</b> | <b>3</b> |        |

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

Nil

## **CONFIRMATION OF PREVIOUS MINUTES**

### **1) Local Authority Meeting Minutes to be Confirmed**

008/2023 **Motion:**

- 1. That Peppimenarti Local Authority members note and confirm the minutes from the meeting held on 18 August 2023 as true and correct.**

Moved: Annuncitata Wilson  
Seconded: Nathan Wilson-Ahwon  
Resolution: Unanimously

## **REPORTS**

### **2) Local Authority Finance Report to 30 September & Projects Reports to 31 October 2023**

Chairperson Karl Lukonavic request that the unspent funds of \$35,993 be allocated to community beautification projects allowing for more local job opportunities.

Annuncita Wilson requested that a bike course be created

Henry Wilson requested an additional playground

Chairperson Karl Lukonavic request exercise equipment

009/2023 **Motion:**

- 1. That the Local Authority receives and notes the financial information provided for Peppimenarti for the period ending 31 October 2023.**

Moved: Nathan Wilson-Ahwon  
Seconded: Annuncitata Wilson  
Resolution: Unanimously

### **3) Peppimenarti Community Services Managers Report**

Action Item:

Before the Old Council Building is demolished Henry is to contact family members regarding advice on the poles on the building. Community Services Manager, Chis Kassman to liaise with Henry and contractors.

It was requested that CCTV and flood lights be installed at the Civic Yard.

010/2023 **Motion:**

- 1. That the Peppimenarti Local Authority Receives and Notes the**

**report.**

Moved: Nathan Wilson-Ahwon  
Seconded: Annuncitata. Wilson  
Resolution: Unanimously

**4) Community Operations Manager Report**

011/2023 **Motion:**

- 1. That the Peppimenarti Local Authority receive and note the report.**

Moved: Nathan Wilson-Ahwon  
Seconded: Henry Wilson  
Resolution: Unanimously

**5) Community Projects**

**Motion:**

1. That the Peppimenarti Local Authority approve the identified following projects Solar Lights and Cemetery Gates and Signs, to progress to the Scoping, Planning and Delivery stage.

Moved: Annuncitata Wilson  
Seconded: Leaya Smith  
Resolution: Unanimously

---

012/2023 **Amendment**

1. That the Peppimenarti Local Authority approve the identified following projects; Solar Lights around the community, Cemetery Gates and Signs, Speed Humps, and, Solar Lighting and CCTV at the Clinic to progress to the Scoping, Planning and Delivery stage.
2. That the proposed 57K allocated to installation of additional solar lights around the community be reduced to allow for the additional projects.

Moved: Cr. Wilson  
Seconded: Leaya Smith  
Resolution: Unanimously

**6) Acting CEO Report**

012/2023 **Motion:**

- 1. THAT the Local Authority acknowledges the opportunity to discuss matters with the acting CEO and notes the**

- 3 -



**information discussed with the acting CEO.**

Moved: Annuncitata Wilson  
Seconded: Nathan Wilson-Ahwon  
Resolution: Unanimously

**GENERAL BUSINESS**

**7 DEMOLITION OF OLD COUNCIL BUILDING STAFFING - Karl Lukonavic**

It is requested that for the demolition of the old council building that locals from Peppimenarti be hired to complete the works.

Very minimal outside contractors be used on the job.

**8 LOCAL AUTHORITY MEMBER ENROLMENT FORM - ERIC BARROWS**

Eric Barrows has submitted an enrolment form to become a member of the Peppimenarti Local Authority.

The committee agreed to move the enrolment to the next Ordinary Council Meeting for Confirmation and resolution.

**9 5 YEAR INFRASTRUCTURE ACTION PLAN**

That a five year infrastructure action plan for Peppimenarti be created to manage the infrastructure priorities. This is to be an item at each meeting and the first two projects to be added are Peppimenarti Waste and landfill (similar to Wadeye) and Footbridge

**10 PROGRAMS UPDATE**

That a programs update be brought to each LA meeting. This update is to include Local Authority Project Funding Allocations, progress updates for projects around the community as well as any grant funding applications through the council for specified use in Peppimenarti.

**MEETING CLOSE**

The meeting closed at 12:33 pm.

This page and the preceding three (3) pages are the unconfirmed minutes of the Peppimenarti Local Authority meeting held on Friday, 24 November 2023.

## LOCAL AUTHORITY REPORTS

|                     |   |
|---------------------|---|
| <b>ITEM NUMBER</b>  | 8.2   |
| <b>REPORT TITLE</b> | Wadeye Local Authority provisional meeting held on 22 November 2023 |
| <b>PREPARED BY</b>  | Renjith Kollakkombil (Governance Officer)                           |



### Purpose

To provide the elected members with the minutes of the Wadeye Local Authority provisional meeting held on 22 November 2023 for information and recommendations as 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.

### Meeting Schedule (Quorum, Provisional or Cancelled)

| Local Authority | Meeting 1<br>August      | Meeting 2<br>November    | Meeting 3<br>February | Meeting 4<br>May |
|-----------------|--------------------------|--------------------------|-----------------------|------------------|
| Wadeye          | 30-Aug-23<br>Provisional | 22-Nov-23<br>Provisional | 21-Feb-24             | 15-May-24        |

### 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 2023-2024:

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

**Journey 5.3.4**

Identify through Local Authority future community improvement projects

**Recommendation**

1. That the Council receive and note the minutes of the Wadeye Local Authority provisional meeting held on 22 November 2023

**Attachments**

1. WLB 22112023 MIN [8.2.1 - 3 pages]



MINUTES OF THE PROVISIONAL MEETING  
HELD IN THE WADEYE COUNCIL CHAMBERS  
ON WEDNESDAY, 22 NOVEMBER 2023  
AT 10:00 AM

**Cr. Jake Clark opened and Chaired the meeting 10:04am**

**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                          |          | 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        |          |          |
| 12 | Anne Marie Nudjulu                            |          | X        |          |
| 13 | Gregory Munar                                 | X        |          |          |
| 14 | Steven Pulchen (Chairperson)                  |          | X        |          |
|    | <b>Quorum for meeting<br/>needs 8 present</b> | <b>6</b> | <b>5</b> | <b>3</b> |

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

Nil

## **CONFIRMATION OF PREVIOUS MINUTES**

### **1) Local Authority Meeting Minutes for Approval**

011/2023 **Motion:**

- 1. That Wadeye Local Authority note and confirm the minutes from the provisional meeting held on 30 August 2023 as true and correct record.**

Moved: Mark Ninnal  
Seconded: Margaret Perdjert  
Resolution: Unanimously

## **REPORTS**

### **5) Local Authority Projects Update**

012/2023 **Motion:**

- 1. That Council Wadeye Local Authority receives and Notes the report**

Moved: Cr. Clark  
Seconded: Mark Ninnal  
Resolution: Unanimously

### **2) Local Authority Finance Report to 30 September & Projects Report to 31 October 2023**

013/2023 **Motion:**

- 1. That the Local Authority receives and notes the financial information provided for Wadeye for the period ending 31 October 2023.**

Moved: Cr. Clark  
Seconded: Mark Ninnal  
Resolution: Unanimously

### **3) Community Services Managers Report**

014/2023 **Motion:**

- 1. That the Wadeye Local Authority receives and Notes the report**

Moved: Gregory Munar  
Seconded: Basil Pambuk  
Resolution: Unanimously

**4) Community Operations Manager Report**

015/2023 **Motion:**

- 1. That the Wadeye Local Authority receive and note the report.**

Moved: Mark Ninnal  
Seconded: Gregory Munar  
Resolution: Unanimously

**5) Acting CEO Report**

016/2023 **Motion:**

- 1. THAT the Local Authority acknowledges the opportunity to discuss matters with the acting CEO and notes the information discussed with the acting CEO.**

Moved: Mark Ninnal  
Seconded: Cr. Clark  
Resolution: Unanimously

**BUSINESS ARISING FROM PREVIOUS MINUTES**

Nil

**MEETING CLOSE**

The meeting closed at 11:15 am pm.

THIS PAGE AND THE PRECEEDING TWO (2) PAGES ARE THE UNCONFIRMED MINUTES OF THE Provisional Meeting of Wadeye Local Authority HELD ON Wednesday, 22 November 2023 AND TO BE CONFIRMED Wednesday, 21 February 2024.

## LOCAL AUTHORITY REPORTS

**ITEM NUMBER** 8.3

**REPORT TITLE** Nganmariyanga Local Authority meeting scheduled on 23 November 2023 was cancelled

**PREPARED BY** Renjith Kollakkombil (Governance Officer)



### Purpose

To update the elected members that the Nganmariyanga Local Authority meeting scheduled on 23 November 2023 was cancelled.

### 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.

### Local Authority Meeting Schedule (Quorum, Provisional or Cancelled)

| Local Authority | Meeting 1<br>August | Meeting 2<br>November  | Meeting 3<br>February | Meeting 4<br>May |
|-----------------|---------------------|------------------------|-----------------------|------------------|
| Nganmariyanga   | 17-Aug-23<br>Quorum | 23-Nov-23<br>Cancelled | 22-Feb-24             | 16-May-24        |

### 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 2023-2024:

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

**Journey 5.3.4**

Identify through Local Authority future community improvement projects

**Recommendation**

- 1. That the Council note the Nganmarriyanga Local Authority meeting scheduled on 23 November 2023 was cancelled**

**Attachments**

Nil



## CORRESPONDENCE

**ITEM NUMBER** 10.1  
**REPORT TITLE** Correspondence Report  
**PREPARED BY** Michelle Griffin (Executive Officer)



### Purpose

To confirm the 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 is reported on at each ordinary council meeting to provide the elected members with an overview, and copies can be made available on request.

### Statutory Environment

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

### Impact for Council

To bring the Council into line with best practice among Northern Territory regional councils.

### Strategic Alignment

This report is aligned to the West Daly Regional Plan 2023-2024:

#### Focus 1 - Strengthen our Organisation

##### 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 |

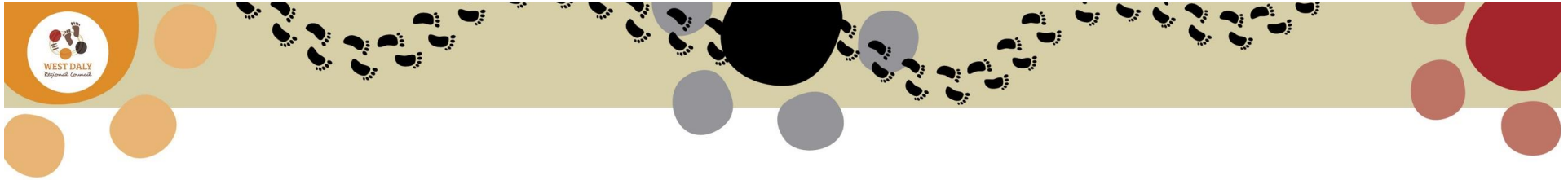
#### Recommendation

- 1. That Council notes and accepts the correspondence.**

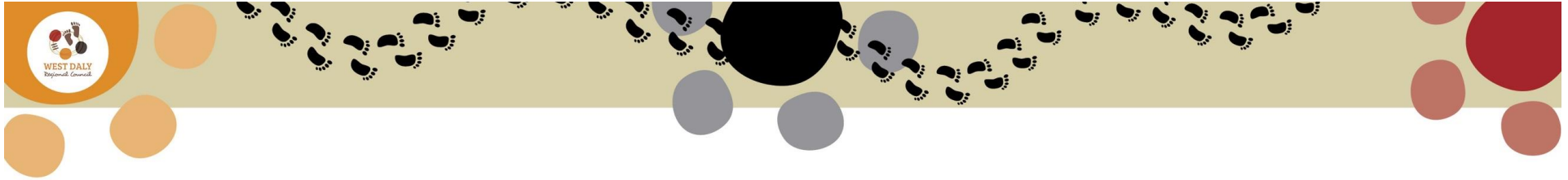
### Attachments

1. Correspondence Register - January 2024 [**10.1.1** - 2 pages]
2. 20231127- INCOMING- Minister- Paech- Rateability-of- Land- Charities- PB Is [**10.1.2** - 2 pages]
3. 20240102- OUTGOING- Minister- Paech- Rateability- Charities- PB Is [**10.1.3** - 2 pages]
4. 20231227- INCOMING- Paech- Regional-and- Remote- Burial- Areas-2023-24 [**10.1.4** - 1 page]

5. 20231214- INCOMING- Cr- Tunmuck- Smith- Update- Port- Keats- Rd- Upgrade [10.1.5 - 1 page]
6. 20231212- INCOMING- Variation- Extension-of- Tenancy- Mangement- Arafura- Cluster-3 [10.1.6 - 1 page]



| Incoming Correspondence Register – January 2024 |            |   |                                   |  |
|---|------------|---|-----------------------------------|--|
| Type  | Date       | Author  | Recipient                         | Title/Content  |
| INCOMING  | 2023-12-27 | Hon Chanston Paech<br>Minister for Local Government<br>Deputy Chief Minister of the Northern Territory  | A/CEO Mark Blackburn              | Re: Regional and remote burial areas   |
| INCOMING  | 2023-12-20 | Shaun Drabsch<br>Chief Executive Officer<br>Department of Industry, Tourism and Trade   | Mayor Ralph Narburup              | Re: Northern Territory Government Remote Power System Strategy                                       |
| INCOMING  | 2023-12-14 | Joel Bowden<br>Minister for Infrastructure, Planning and Logistics  | Councillor Tunmuck-Smith          | Re: update on Port Keats Road  |
| INCOMING  | 2023-12-12 | Emma White<br>A/ Chief Executive Officer<br>Department of Territory Families, Housing and Communities   | Mr Peter Holt (wrongly addressed) | Re: Variation and extension of tenancy management services contracts.                                |
| INCOMING  | 2023-11-27 | Hon Chanston Paech<br>Minister for Local Government<br>Deputy Chief Minister of the Northern Territory  | Mayor Ralph Narburup              | Re: Rateability of land – charities and PBIs   |
| INCOMING  | 2023-11-27 | Casey Greentree<br>Assistant Secretary<br>Office of Northern Australia  | Council                           | Re: Invite to provide input to the Australian Government’s agenda for developing Northern Australia. |
| INCOMING  | 2023-11-22 | The Hon Catherine King MP<br>Minister for Infrastructure, Transport, Regional Development and Local Government; and<br>The Hon Kristy McBain MP<br>Minister for Regional Development Local Government and Territories | Mayor Ralph Narburup              | Re: Roads to Recovery - Funding boost for local government roads.                                    |



| Incoming Correspondence Register – January 2024 |            |   |                         |   |
|---|------------|---|-------------------------|---|
| Type  | Date       | Author  | Recipient               | Title/Content   |
| INCOMING  | 2023-11-16 | Casey Greentree<br>Assistance Secretary<br>Office of Northern Australia<br>Department of Infrastructure, Transport, Regional Development, Communications and the Arts | Chief Executive Officer | Re: Stakeholder engagement for the refresh of the 'Our North, Our Future: White Paper on Developing Northern Australia'.          |
| INCOMING  | 2023-11-16 | Mr Russell Anderson<br>Chairperson<br>Northern Territory Grants Commission  | Mayor Ralph Narburup    | Re: Completion of the Northern Territory Grants Commission Annual Return  |
| INCOMING  | 2023-11-09 | Khoa (Ben) Nguyen<br>Assisting – NT Remuneration Tribunal<br>Cabinet Office and Secretariat Services<br>Department of the Chief Minister and Cabinet                  | Mayor Ralph Narburup    | Re: The Northern Territory Remuneration Tribunal's inquiries on Local Government Council and Local Authority members' allowances. |

| Outgoing Correspondence Register – January 2024 |            |                      |  |  |
|---|------------|----------------------|--|--|
| Type  | Date       | Author               | Recipient  | Title/Content                                |
| OUTGOING  | 2024-01-02 | Mayor Ralph Narburup | Hon Chanston Paech<br>Minister for Local Government<br>Deputy Chief Minister of the Northern Territory | Re: Rateability of Land – charities and PBIs |



## MINISTER FOR LOCAL GOVERNMENT

Parliament House  
State Square  
Darwin NT 0800  
minister.paech@nt.gov.au

GPO Box 3146  
Darwin NT 0801  
Telephone: 08 8936 5688

Mr Ralph Narburup  
Mayor  
West Daly Regional Council  
GPO Box 36294  
DARWIN NT 0801

Dear Mayor *Ralph,*

I am writing to you regarding the rateability of land occupied by charities and public benevolent institutions (PBIs) in the Northern Territory. I have received numerous complaints from community organisations about land which was not previously being rated but now is. This includes land that is used for animal welfare, homelessness support, domestic violence shelters, and many other services that are vital to your constituents and to the Territory community.

These types of organisations are tightly woven into the fabric of our Territory community and often rely on donations, tax exemptions, and volunteer support to survive. If and when these organisations cannot survive, communities suffer, and it is local governments and the Northern Territory Government that must then move to fill the gaps in services.

I understand there is some confusion and differing views on how the charity and PBI rates exemption provision at section 222(1)(g) of the *Local Government Act 2019* (the Act) is to be interpreted. It appears that the way it is being applied by some councils is having adverse financial effects on the charity and PBI sector. This application must be ceased immediately. I will always advocate for the local government sector, but not at the expense of our vital community services.

Therefore, the Northern Territory Government is currently considering legislative change to the Act to make it clear that any land occupied by a charity or PBI is exempt from rates unless it is only used for purposes other than the charitable purposes of the organisation.

As I committed to you all at the recent LGANT Roundtable, the Northern Territory Government will always be open, honest, and seek feedback from the sector before any change is introduced. Accordingly, I invite you to submit your Council's views on what, if any, the possible impacts of the proposed change might be to your rates base.



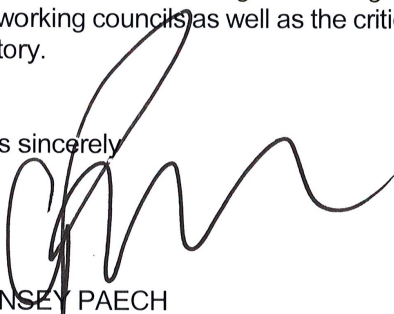
Once I have received your feedback and considered it, I will advise you of any decisions made, noting all legislative change is ultimately a matter for Government.

Please advise of the likely impact to your Council's rates base, and any other feedback or concerns, by Friday, 8 December 2023. Written submissions should be sent to [LGLaw.cmc@nt.gov.au](mailto:LGLaw.cmc@nt.gov.au). If you wish to discuss the proposed change in more detail, please contact Mr Matthew Shaw, Policy Adviser from my Office, on 0438 519 446.

In making submissions, I strongly encourage you to consider the expectation of the wider community that the charity and PBI sector is supported by all levels of government.

I look forward to continuing to work together as we protect the financial sustainability of our hardworking councils as well as the critically important role of the not-for-profit sector in the Territory.

Yours sincerely



CHANSEY PAECH

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

27 NOV 2023

2 January 2024

Hon. Chanston Paech MLA  
Minister for Local Government  
Northern Territory Government  
GPO Box 3146  
Darwin NT 0801



Via email: [Minister.Paech@nt.gov.au](mailto:Minister.Paech@nt.gov.au)

Dear Minister,

**RE: Rateability of Land (charities and PBIs)**

Thank you for your letter dated 27 November 2023 regarding the rateability of land occupied by charities and public benevolent institutions (PBIs) in the Northern Territory.

I would like to begin this letter by highlighting how fragile the financial sustainability of regional councils are in the Northern Territory. Regional councils have very limited ability to raise money through rates and are primarily reliant on grant funding from the Northern Territory and Federal governments.

Even though regional councils have a limited capacity to collect rates, this revenue is nevertheless essential for funding services and infrastructure that benefit the communities. West Daly Regional Council's ability to maintain its finances and provide local government services would deteriorate with significant reduction in rates revenue.

Examining the effects of a proposed legislative change reveals that the West Daly Regional Council would suffer nearly \$1.0M decrease in rates revenue, a terrible loss. Therefore, if the proposed legislation is approved, West Daly Regional Council will suffer greatly.

What is even more concerning is the possibility that the Northern Territory Government may give control over public housing to a Community Housing Provider in Wadeye. In the event that this came to pass, the Council might suffer a further loss of over \$1,7M in rates revenue—or 57% of council current rates.

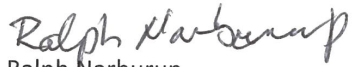
After receiving your letter, our staff looked into any complaints that PBIs or charities in the West Daly area may have filed. According to the response we received, there had not been any complaints from people in the West Daly area.

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Darwin Office  
1/4 Albatross street WINNELLIE NT 0821 | GPO Box 36294 WINNELLIE NT 0821 | Ph: 08 7922 6403  
Email [info@westdaly.nt.gov.au](mailto:info@westdaly.nt.gov.au)  
[www.westdaly.nt.gov.au](http://www.westdaly.nt.gov.au) | ABN: 2596 657 9574

I understand that the Lord Mayor, Hon Kon Vatskalis, has written to you on behalf of all LGANT member councils opposing the proposed change to the legislation. West Daly Regional Council takes the same position as LGANT and strongly opposes the proposed changes.

Yours sincerely,

  
Ralph Narburup  
Mayor  
West Daly Regional Council





## MINISTER FOR LOCAL GOVERNMENT

Parliament House  
State Square  
Darwin NT 0800  
minister.paech@nt.gov.au

GPO Box 3146  
Darwin NT 0801  
Telephone: 08 8936 5688

Mr Mark Blackburn  
Acting Chief Executive Officer  
West Daly Regional Council

Via email: [ceo@westdaly.nt.gov.au](mailto:ceo@westdaly.nt.gov.au)

Dear Mr Blackburn

Thank you for the funding application submitted for the Regional and Remote Burial Areas (RRBA) grant program for 2023-24.

I am pleased to advise that I have approved a RRBA grant to your council for the following:

- \$50 000 to upgrade community cemeteries in the West Daly Regional Council area.

Your council will receive further correspondence from the Department of the Chief Minister and Cabinet regarding payment of this grant.

Yours sincerely

CHANSEY PAECH





## MINISTER FOR INFRASTRUCTURE, PLANNING AND LOGISTICS

Parliament House  
State Square  
Darwin NT 0800  
minister.bowden@nt.gov.au

GPO Box 3146  
Darwin NT 0801  
Telephone: 08 8936 5680

Councillor Tunmuck-Smith  
West Daly Regional Council

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

Dear Councillor

I refer to your query raised at the recent Local Government Association of the Northern Territory Minister's roundtable, in relation to the Port Keats Road upgrade works.

The Port Keats Road project has an allocated budget of \$75 million, jointly funded by the Australian Government \$60 million and the Northern Territory Government \$15 million under the Roads of Strategic Importance, Adelaide River to Wadeye corridor.

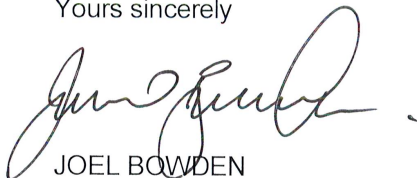
The construction of the Saddle Rail Crossing bridge along with sealing of an 11 kilometre of road was completed in October 2021, at a cost of \$15.9 million, under this program.

The section from Anopheles Creek to the intersection with Perdjert Street at Wadeye, is currently in design to upgrade the road to seal standard, including drainage works at a number of stream crossings such as Quinn's and Airforce Creeks.

Following completion of design and approval to proceed by the Australian Government, this work can go to tender. It is anticipated that this will occur by mid-2024.

Thank you for your interest and the opportunity to provide an update on these works.

Yours sincerely



JOEL BOWDEN

14 DEC 2023





Department of  
**TERRITORY FAMILIES,  
HOUSING AND COMMUNITIES**

Office of the Acting Chief Executive  
Level 7, Darwin Plaza  
41 Smith Street Mall  
DARWIN NT 0800

**Postal address**  
PO Box 37037  
WINNELLIE NT 0821

Mr Peter Holt  
West Daly Regional Council  
GPO Box 36294  
WINNELLIE NT 0821

**E** [TFHC.officeofCEO@nt.gov.au](mailto:TFHC.officeofCEO@nt.gov.au)

**T** 08 8999 2749

File reference: HCD2023/08944

Via email: [peter.holt@westdaly.nt.gov.au](mailto:peter.holt@westdaly.nt.gov.au)

Dear Mr Holt

**RE: VARIATION AND EXTENSION OF TENANCY MANAGEMENT SERVICES CONTRACTS**

**Contract Number: D21-0032**

**Contract Title: ARAFURA – CLUSTER 3 - SUPPLY OF REMOTE TENANCY  
MANAGEMENT SUPPORT SERVICES FOR A PERIOD OF 21 MONTHS**

I write to provide an update to you on the above contract, between your organisation and Department of Territory Families, Housing and Communities (the Department), for the supply of Remote Tenancy Management Support Services, which initially expired on 30 June 2023, and was, earlier this year, extended for a one year period to 30 June 2024.

The Northern Territory Government is currently negotiating with the Australian Government for the future funding of Remote Housing Property and Tenancy Management with a view to enact a new 10 year Federal Funding Agreement (FFA) (previously the National Partnership Agreement for Remote Housing NT). We expect that these negotiations will be finalised by the end of April 2024.

In anticipation of the new FFA, the Department is considering further one-year extensions to the current arrangements for remote tenancy management providers to enable these services to continue through to 30 June 2025 with a view to negotiating and procuring longer term contracts in 2024 in line with the new FFA. A representative from the remote housing team will be in contact with you to discuss the extension to your contract. Extension decisions may be subject to a performance review.

We understand that it is important for your organisation to have early notification of funding decisions, please be assured that the Department is working hard to expedite this process and ensure continuity of this vital service provision in remote communities.

Yours sincerely

Emma White  
Acting Chief Executive Officer

December 2023

## **11 General Business**

## **12 Confidential Items**

### **12.1 Confirmation of Confidential Minutes**

#### **12.1.1 Confidential Ordinary Council meeting held on 30 November 2023**

*Regulation 51(1)(e) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(e). 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.*

#### **12.1.2 Confidential Special Council meeting held on 13 December 2023**

*Regulation 51(1)(e) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(e). 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.*

### **12.2 Confidential Reports for Decision**

#### **12.2.1 Management and Operations of Wadey Pool - February 2024 Update**

*Regulation 51(1)(c)(i) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(i). It contains information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.*

#### **12.2.2 Resignation of Mr. Matthew Eastham**

*Regulation 51(1)(a) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(a). 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.*

### **12.3 Confidential Reports for Information**

#### **12.3.1 Audit and Risk Management Committee meeting held on 28 November 2023**

*Regulation 51(1)(e) - The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(e). 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.*

### **13 Next Meeting**

The next meeting of the Ordinary Council will be held on Thursday, 27 March 2024.

### **14 Meeting Close**