



MEETING OF COUNCIL

THURSDAY, 20 JANUARY 2022

10:00 AM

Held at the West Daly Regional Council
Council Chambers, Wadeye NT.

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

Agenda available online and if any queries please contact
Governance and Quality Assurance Officer on
info@westdaly.nt.gov.au
or phone: 08 7922 6403

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AGENDA

West Daly Regional Council Council Meeting

20 JANUARY 2022

WEST DALY REGIONAL COUNCIL CHAMBERS,
WADEYE NT

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DISCLOSURE OF INTEREST

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GENERAL BUSINESS



WEST DALY REGIONAL COUNCIL

FOR THE COUNCIL MEETING OF 20 JANUARY 2022

Report for Agenda Item No 1

Prepared by Sharon Binns, Governance & Quality Assurance Officer

Acceptance of Agenda

Purpose

Agenda papers are presented for acceptance at the Ordinary Council meeting held on 20 January 2022.

Background

The agenda assists elected members to get the most out of their meetings, enabling them to make informed decisions that come from analysis of sound advice and constructive debate.

Statutory Environment

Section 92(1) *Local Government Act 2019* is relevant to this matter.

Impact for Council

The agenda that drive Council meetings, and the minutes that record the decision making process and the actual decisions, are important records for the Council.

Strategic Alignment

Focus 1 – Enhancing our Organisations Culture

4 Destination: Strengthen Governance

Journey 4.4

Improved reporting and accountability processes

Focus 1 – Enhancing our Organisations Culture

5 Destination: Advocacy

| | |
|--------------------|---|
| Journey 5.1 | Empowerment of Elected Members |
| Journey 5.2 | Increased engagement, participation and collaboration with all levels of government, stakeholders and external organisations. |
| Journey 5.3 | Active participation in organisational development and future planning. |

Recommendation

- 1. That the agenda papers for the Ordinary Council meeting held on 20 January 2022 as circulated be received for consideration at the meeting.**

Attachments



WEST DALY REGIONAL COUNCIL

FOR THE COUNCIL MEETING OF 20 JANUARY 2022

Report for Agenda Item No 2

Prepared by Sharon Binns, Governance & Quality Assurance Officer

Councillors Absent without notice

Purpose

This report is for Council's record and approval considering any Elected Members who are absent without notice to the Ordinary Council Meeting held today.

Background

Local Government is an integral component of the Northern Territory (NT) Government structure. Elected Members are at the helm of local government, and play a key role in identifying and monitoring the changing needs of communities, and making decisions to address those needs.

Councillors must seek a leave of absence from an ordinary or committee meeting where a Councillor cannot attend a meeting due to private or business purposes.

Leave is granted at the discretion of the Council.

An application for leave of absence does not need to be made in person, and as a result, Council may grant such leave while a Councillor is absent and be recorded in the minutes.

Elected Members are expected to attend every Ordinary Council Meeting and Committee meetings for where they are members. It is incumbent on Council to record and approve any absences without permission and provide a resolution relating to the absence.

Statutory Environment

Section 47(1) (o) of the *Local Government Act 2019*
Clause 101 of the *Local Government (General) Regulations 2021*

Impact for Council

The impact for Council means that if there is not a quorum with elected members in attendance then decisions and approvals cannot be made.

The following policies are relevant to this report:

EM02 - Code of Conduct

EM04 - Council Meeting Procedures

Strategic Alignment

This report is aligned to the West Daly Regional Plan 2021-22

| Focus 1 – Enhancing our Organisations Culture | |
|---|---|
| 4 Destination: Strengthen Governance | |
| Journey 4.4 | Improved reporting and accountability processes |

| Focus 1 – Enhancing our Organisations Culture | |
|---|---|
| 5 Destination: Advocacy | |
| Journey 5.1 | Empowerment of Elected Members |
| Journey 5.2 | Increased engagement, participation and collaboration with all levels of government, stakeholders and external organisations. |
| Journey 5.3 | Active participation in organisational development and future planning. |

Recommendation

1. That Council notes the absence without notice for this meeting.

If there is an absence without notice:

2. Council directs the CEO to notify the Councillor who is recorded as absent without notice of the legislative requirements and Council policy for attendance.

Attachments

There are no attachments for this report.



MINUTES OF THE COUNCIL MEETING
HELD IN THE WEST DALY REGIONAL COUNCIL
1/4 ALBATROSS STREET WINNELLIE NT 0812
ON TUESDAY, 23 NOVEMBER 2021
AT 10:00AM

MEETING OPENED

Meeting was declared open by Acting Mayor Wilfred Harris 11:00 AM.

PERSONS PRESENT

ELECTED MEMBERS PRESENT

| | |
|--------------------|--------------|
| Wilfred HARRIS | Acting Mayor |
| Ralph NARBURUP | Councillor |
| Jake CLARK | Councillor |
| Mark TUNMUCK-SMITH | Councillor |
| John WILSON | Councillor |

STAFF PRESENT

| | |
|------------------|-------------------------------------|
| Matthew EASTHAM | Chief Executive Officer |
| James CARTWRIGHT | Chief Financial Officer |
| Nicole JOHNSTON | Chief People and Capability Officer |
| Sharon BINNS | Secretariat |

QUORUM DECLARED

GUESTS

| | |
|-----------------|----------------|
| Mr Dheran YOUNG | Member of Daly |
|-----------------|----------------|

DISCLOSURES OF INTEREST – COUNCILLORS AND STAFF

There were no declarations of interest at this Council Meeting.

REPORTS

1) Apologies and Leave of Absence

133/2021

The CEO stated that an apology for Andrew Everingham.

Motion:

- 1. That Council receives and approves Elected Member apologies and/or requests for a leave of absence for the Ordinary Council meeting held on 23 November 2021.**

Moved: Cr. Narburup

Seconded: Cr. Tunmuck-Smith

Resolution: Unanimously

2) Absent Without Notice / Permission

110/2021

Motion:

- 1. That Council records that no Councillor was absent without permission for the Ordinary Council meeting held on 23 November 2021.**

3) Acceptance of Agenda

111/2021

Motion:

- 1. That the agenda papers for the Ordinary Council meeting held on 23 November 2021 as circulated be received for consideration at the meeting.**

4) Swearing in of Elected Member

112/2021

Late – supplementary agenda item.

The CEO spoke to his report. John Wilson agreed to the declaration to be a Councillor of WDRC which was spoken to by the CEO.

A/Mayor Wilfred Harris welcomed John Wilson as a Councillor of West Daly Regional Council.

Motion:

- 1. That the Elected Member John Wilson cites his declaration and signs the Swearing in Certificate.**

Moved: Cr. Clark

Seconded: Cr. Narburup

Resolution: Unanimously

CONFIRMATION OF MINUTES

Minutes of the Council Meeting held on 29 September 2021

113/2021

CEO asked if there were any changes to the minutes from the Councillors.

Motion:

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

Moved: Cr. Clark

Seconded: Cr. Tunmuck-Smith

Resolution: Unanimously

Minutes of the Finance Committee Meeting held on 27 October 2021

114/2021

CEO informed that as Finance committee hasn't met since the meeting, therefore this paper is for information purposes only until they are confirmed.

Motion:

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

Moved: Cr. Clark

Seconded: Cr. Narburup

Resolution: Unanimously

Minutes of the Special Council Meeting held on 9 November 2021

115/2021

Motion:

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

Moved: Cr. Tunmuck-Smith

Seconded: Cr. Narburup

Resolution: Unanimously

CALL FOR ITEMS OF GENERAL BUSINESS

CEO - Confidential paper to be presented

5) Chief Executive Officer Report

116/2021

The CEO spoke to his report and matters relating to governance and management. COVID compliance is currently an active issue working with government, LGANT etc.

Thanks to Nikki Johnston for her hard work in regards to COVID.

Cr. Tunmuck-Smith asked about the location of the Pool in Wadeye as there may have been an issue with it sometime ago. CEO will speak to DIPL and get back to Council.

Action:

- **CEO to meet with DIPL about swimming pool in Wadeye.**

Motion:

- 1. That Council asks questions of the CEO and notes the CEO report.**

Moved: Cr. Clark

Seconded: Cr. Narburup

Resolution: Unanimously

6) Election of Mayor

117/2021

The CEO spoke to his report. The CEO raised concerns around the delay in electing a Mayor and spoke to Council about governance.

The CEO asked if there was any questions and discussion occurred.

Motion:

- 1. That Council agrees that elections for a new Mayor be held at the first OCM post-election results being notified for the Nganmarriyanga ward.**

7) Financial Report - October 2021

118/2021

The CFO spoke to his report referring Council to page 38 with a snap shot of year to date and explained the 'current ratio' stating 1.78 is very good. CFO referred to Income and Expense statement and discussed further stating we are tracking well. Monthly Balance Sheet report was discussed and CFO spoke to the pages presented.

Motion:

- 1. That Council receives and notes the Financial Report for October 2021.**

Moved: Cr. Clark

Seconded: Cr. Tunmuck-Smith

Resolution: Unanimously

8) Grants Acquittal Summary for the SLGIF for FY 2020-21

119/2021

CFO spoke to his report. He informed about the funds available for Wadeye and Peppimenarti rubbish tips and a report for noting.

A/Mayor asked if funds were for upgrade and is there any feedback. The advice is to move to a transfer station model.

The CEO stated we are preparing a new waste management strategy with the assistance of consultancy.

Motion:

- 1. That Council accepts and acknowledges the Acquittal of the Strategic Local Government Infrastructure Fund for Financial Year 2020-21.**

Moved: Cr. Narburup

Seconded: Cr. Tunmuck-Smith

Resolution: Unanimously

11:55 am Mr Dheran Young Member of West Daly joined the meeting.

9) S19 ALRA Licence - Licence to Maintain Public Ablution Facility

120/2021

CFO spoke to his report.

Action:

- **Common Seal was used incorrectly and to be noted on register.**

Motion:

- 1. Council ratify the signing of the Licence to Maintain Public Ablution Facility Lot 579 in Wadey.**

Moved: Cr. Clark

Seconded: Cr. Tunmuck-Smith

Resolution: Unanimously

10) Finance Committee of Council: Delegated Functions

121/2021

.

The CFO spoke to his report and noted that under the Act, a resolution of Ordinary Council Meeting is required when delegating Council functions to the Finance Committee. Without these delegations, Finance Committee is unable to carry out the necessary financial functions in the months where Council does not meet. The functions requested related to Contracts, Legal and Operational and Capital Expenditure.

Motion:

- 1. That Council delegates the above functions to the Finance Committee of Council.**

Moved: Cr. Narburup

Seconded: Cr. Tunmuck-Smith

Resolution: Unanimously

11) Rates in arrears

122/2021

The CFO spoke to his report. The WDRC does have rates in arrears for longer than 3 years. The Act allows interest to be charged for arrears.

Motion:

- 1. That Council note and accept the rates in arrears report.**

Moved: Cr. Tunmuck-Smith

Seconded: Cr. Narburup

Resolution: Unanimously

12) 2021-22 Waste and Resource Management Grant Program

123/2021

The CFO spoke to his report. The WaRM grant to combine with the LA at Wadeye to purchase a garbage truck.

Motion:

- 1. That Council acknowledges 2021-22 Waste and Resource Management Grant Program funding and approves the use of WaRM funding to purchase a side load garbage compactor truck.**

Moved: Cr. Clark

Seconded: Cr. Wilson

Resolution: Unanimously

Mr Dheran Young – Member of West Daly

Mr Young was invited to speak to Council. He informed there are a number of things on his radar, including funding for the Wadeye swimming pool. Mr Young is working through his election commitments and will be sending a letter to Ministers to ensure delivery of promises made at election. Mr Young stated he would visit the local authorities in the new year.

Meeting suspended at 12:20pm for lunch.

Meeting reconvened at 12:51pm.

13) Bad Debts

124/2021

The CFO spoke to his report. These bad debts are not recoverable as external debt collectors are more expensive.

Due to *Local Government (General) Regulations*, regulation 51 the names of the debtors have been removed as confidential.

Motion:

In compliance with Regulation 51(1)(b) the names of the debtors have been removed and replaced.

- 1. That Council approves the writing-off of the bad debts owed by Debtor 1, Debtor 2 and Debtor 3.**

Moved: Cr. Narburup

Seconded: Cr. Tunmuck-Smith

Resolution: Unanimously

14) Acceptance of Indigenous Jobs Development Funding (IJDF) 2021-22

125/2021

The CFO spoke to his report. This grant pays for 50% of wages for civil work crews, Council needs to cover the other 50%. This assists with more jobs in communities.

Motion:

- 1. That Council notes and accepts the Indigenous Jobs Development Funding (IJDF) 2021-22.**

Moved: Cr. Wilson

Seconded: Cr. Clark

Resolution: Unanimously

15) Service Delivery

126/2021

The CEO spoke to the report of the COO due to being unavailable in community. The Service Delivery Committee (SDC) forms part of Councils governance framework tasked with monitoring and reviewing all areas of operational service delivery in the West Daly region.

Cr Clark asked about the path on the Wadeye main road as people are beginning to trip up and concerned and wanted it looked at.

Action: COO to speak to CSM about what can be done.

Motion:

- 1. That Council receives and notes the Chief Operations Officer report.**

Moved: Cr. Clark

Seconded: Cr. Narburup

Resolution: Unanimously

16) Chief Performance and Capability Report

127/2021

The CPCO spoke to her report and informed that COVID certificates have been sent in except 2 people who were casual employee's, so no workers lost.

Action:

- CEO asked elected members to speak to LA chair's regarding vaccination certificates and confirmations of such by LA members before they can attend meetings**

Motion:

- 1. That Council notes the information contained in the report titled Chief Performance and Capability Report.**

Moved: Cr. Clark

Seconded: Cr. Wilson

Resolution: Unanimously

17) Acknowledgement of Traditional Owners

128/2021

The Council members agreed that something needed to be done in regards to acknowledging and welcoming to country.

It was suggested for the new year Council could ask a Larrakia person to come to the meeting in the Winnellie office to welcome members. In regards to attending a meeting in the West Daly region there are traditional owners for each area that could welcome at each meeting being:

Peppimenarti – Cr John Wilson and Henry Wilson (brother)
Palumpa – Wodidj family
Wadeye - Cr Ralph Narbarup

Motion:

1. Council does not / adopt the protocol of Acknowledging Traditional Owners or Welcoming outsiders to Country during Ordinary Council meetings beginning [insert date].
2. West Daly Regional Council emails will / will not add to the signature an Acknowledgement of Country with the wording:

“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.”

Action item:

- CEO and Governance to discuss further.

Further Amendment required

Moved: Cr. Narburup

Seconded: Cr. Tunmuck-Smith

Resolution: to come back to Council with proposal.

18) Local Authority Nominations - Wadeye

129/2021

Sharon spoke to the report. The Council spoke about members and were happy with nominations.

Motion:

1. That Council notes, accepts and adopts the five (5) nominations for becoming a Local Authority community members of Wadeye.

Moved: Cr. Tunmuck-Smith

Seconded: Cr. Clark

Resolution: Unanimously

Cr Mark Tunmuck-Smith left the meeting, the time being 1:36 PM

Cr Mark Tunmuck-Smith returned to the meeting, the time being 1:45PM

19) Local Authority Minutes and Recommendations

130/2021

Motion:

- 1. That Council receives and notes the minutes from the Wadeye Local Authority Meeting:**

Wadeye – 11 November 2021

- 2. That the Council approves the motions of the Wadeye Local Authority and approves the following recommendations:**

Minute number **033/2021 Wadeye Rubbish Compactor \$50,000**

Minute number **034/2021 Community Projects \$165,000**

- 3. That Council receives and notes the minutes from the Palumpa Local Authority Meeting:**

Palumpa – 14 October 2021

- 4. That the Council approves the motions of the Palumpa Local Authority and approves the following recommendations:**

Minute number **024/2021 - Cemetery Shade Structure \$7,116**

Action: inform Local Authorities of Councils decisions.

Moved: Cr. Harris

Seconded: Cr. Clark

Resolution: Unanimously

20) LGANT - Animal Welfare Advisory Committee (AWAC) nomination

131/2021

Council declines the invitation to nominate to represent LGANT on (AWAC).

Motion:

- 1. That Council notes the invitation to nominate to represent LGANT on the Animal Welfare Advisory Committee (AWAC).**
- 2. Council has declined the invitation to nominate;**

Moved: Cr. Harris

Seconded: Cr. Clark

Resolution: Unanimously

CORRESPONDENCE IN & OUT

21) Correspondence Report

132/2021

Motion:

1. That Council accept the correspondence

Moved: Cr. Harris

Seconded: Cr. Clark

Resolution: Unanimously

CLOSE OF ORDINARY COUNCIL MEETING – MOVE TO CONFIDENTIAL

22) Deed of Variation (no. 8) Municipal and Essential Services (MES), Housing Maintenance Services (HMS) and Homelands Jobs (HJ) Funding

The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(ci) of the Local Government (General) Regulations 2021. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person; AND information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person (Commercial in confidence.).

23) CEO Remuneration

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 that would, if publicly disclosed, be likely to cause prejudice to the individual.

Cr Ralph Narburup left the meeting, the time being 01:56 PM

Cr Ralph Narburup returned to the meeting, the time being 02:00 PM

The meeting closed at 2:02pm.

THIS PAGE AND THE PRECEEDING PAGES ARE THE MINUTES OF THE
Meeting of Council
HELD ON
Tuesday 23 November 2021
AND to be CONFIRMED
Thursday 20 January 2022.



**MINUTES
OF THE FINANCE COMMITTEE MEETING
HELD IN THE
WEST DALY REGIONAL COUNCIL
1/4 ALBATROSS STREET WINNELLIE NT 0820
ON WEDNESDAY 15 DECEMBER 2021
AT 11:00 AM**

Meeting declared opened at 11:08AM.

PRESENT

Wilfred Harris - Acting Mayor
Jake Clark – Councillor

Staff present

| | |
|---------------------|--------------------------|
| Matt Eastham | Chief Executive Officer |
| James Cartwright | Chief Finance Officer |
| Andrew Everingham | Chief Operations Officer |
| Migari Wijayasekara | Senior Accountant |
| Sharon Binns | Secretariat |

Apologies

No apologies noted

DISCLOSURES OF INTEREST – COUNCILLORS AND STAFF

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

CONFIRMATION OF MINUTES

Minutes of the Finance Committee Meeting held on 27 October 2021

006/2021 Chairperson asked if there were any questions and there were none.

Motion:

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

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

CALL FOR ITEMS OF GENERAL BUSINESS

No general business was called.

REPORTS TO FINANCE COMMITTEE

REPORTS

- 1) **James Cartwright**
Financial Report - November 2021

007/2021 James spoke to his report.

Motion:

1. **That the Finance Committee receives and notes the Financial Report for November 2021.**

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

- 2) **Finance Committee of Council: Delegated Functions**

008/2021 James spoke to his report.

Motion:

1. **The Finance Committee notes and accepts the reported functions delegated by Council.**

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

GENERAL BUSINESS

No general business

DECISION TO MOVE TO CLOSED SESSION

RECOMMENDATION:

Members of the press and public be excluded from the meeting of the Closed Session and access to the correspondence and reports relating to the items considered during the course of the Closed Session be withheld. This action is taken in accordance with Section 99(2) of the *Local Government Act* as the items lists come within the following provisions:-

- 3 **Urgent Housing Upgrades and Municipal Works at Mulyung (Emu Point).** - *The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(c)(i) of the Local Government (General) Regulations 2021. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person. (Commercial In Confidence).*

- 4 **CEO Leave** - *The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(a) of the Local Government (General) Regulations 2021. It contains information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual ((CEO Leave)).*

The meeting closed at 12:26 pm.

**THIS PAGE AND THE PRECEEDING PAGES ARE THE MINUTES OF THE
Meeting of the Finance Committee
HELD ON
Wednesday 15 December 2021
AND TO BE CONFIRMED
Wednesday 16 February 2022.**

DRAFT



WEST DALY REGIONAL COUNCIL

FOR THE COUNCIL MEETING OF 20 JANUARY 2022

Report for Agenda Item No 3

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

Service Delivery

Purpose

The purpose of this report is to inform Council on matters relating to service delivery.

Background

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

Governance

The Service Delivery Committee (SDC) held its first meeting on 14th December 2021. This meeting brought all of our Service Delivery Leadership Group (SDLG) together to monitor and review all operational service delivery areas within the West Daly Region. Several key areas for focus and development were identified during the meeting, and work is continuing to refine and develop the reporting areas for the SDLG moving forward.

Planning

Planning continues to be a key strategic focus for the Chief Operations Officer (COO). A lack of operational planning has hindered the Council's ability to deliver consistent and quality services to our Homelands and Community. Several essential plans are currently being drafted.

Workforce

We are recruiting for several positions, including Homelands Maintenance Officer, additional Carpenter, additional Mechanic, Plumber, and Electrician. Despite Territory-wide challenges with recruitment, we have been able to fill our Homelands Manager, Bus Driver-Wadeye, Carpenter, Administrative Assistance Peppimenarti and Trades Assistant-Mechanical positions. Suitable and available staff housing continues to be a challenge across all three Communities.

Work Health & Safety

Some isolated incidents of Community unrest have led to reduced service for the Community Night Patrol (CNP) teams in Palumpa and Peppimenarti. A proposal was submitted to purchase new CNP vehicles that will be better suited to the working environment.

Waste Management

The ecology survey on the proposed Waste Transfer and Landfill site for Wadeye will be completed over the 27th/28th of January. The ecologist will utilise fauna cameras and conduct the vegetation and habit assessments for both sites.

Wadeye landfill upgrade plans are being finalised with the aim to prolong the working life of the current landfill site.

Internal & Access Road Management

The contractors have advised of a delay in obtaining the sealing crew required for sealing the airport section of the road in Wadeye (Perdjert Rd). This will delay the works until the dry season allows the sealing crew to attend from Darwin.

Currently, planning works program for upgrades to internal sealed roads for the dry season. A significant focus is on internal Wadeye roads upgrades requiring substantial work based on our road engineering report.

Homelands Program

With the recent commencement of our new Homelands Manager, work has been underway onboarding the new Manager into the organisation. Our new Homelands Manager brings a wealth of experience from the Local Government sector into the Homelands role. His focus will be on compliance with performance standards and planning to deliver the four main program areas (MES, HMS, HJ & HCG).

Council recently submitted an Expression of Interest (EOI) to take over the provision of Homelands service delivery for additional Homelands within the region, including Woodikupildiya, Mulyung (Emu Point), Djudian (Kuwuma), and Leichardt Homelands. The Council awaits the outcome of this submission.

The Homelands Maintenance Officer position remains open for recruitment.

Fleet and Assets

Council was successful with its Immediate Priority Grant application for a Dual Cab Tipper Trunk and Skid Steer Loader. These are currently posted on Local Buy seeking quotes from suppliers. The Rubbish Compactor for Wadeye is

also on order and is anticipated to be received into operations by the start of the Dry Season.

Contracts

After Council was successful in tendering for the supply of Remote Tenancy Management Services for Palumpa and Peppimenarti, work is continuing around the development of Councils internal structure to support this additional contract. Council will be recruiting dedicated Community Housing Officers (CHO) to manage the service delivery of this contract within those Communities.

Training and Development

The Aerodrome Reporting Officer (ARO) training scheduled for late last year has been continually postponed due to the instructors originating from Western Australia. The WA COVID restrictions have impacted their ability to travel to Wadeye to complete the training.

Major Projects & Capital Works

The Hybrid Solar project has been delayed, and a Notice to Extend Date of Completion was agreed to between the Council and Contractor. This delay is due to supply chain issues associated with COVID for the required Energy Management Systems and access issues caused by the Wet Season. The revised completion date is the 31st May 2022, and despite these delays, required milestones have been met.

The National Indigenous Australians Agency (NIAA) has approved the budget increase for the Manthape Walkway project. The project is scheduled to commence in the Dry Season with a signed project scheduled with NIAA and Standard Form Works Agreement with the contractor still required before works can commence.

The Council is currently awaiting notification from NIAA regarding the budget increase submission for the Peppimenarti Library and Community space project.

General

The start of the new calendar year has provided the opportunity to review and re-focus for the coming year. Work is underway to ensure we are ready to deliver major works programs within the window of opportunity during the dry season.

Statutory Environment

Nil

Impact for Council

Reporting purposes only

Strategic Alignment

This report is aligned to the West Daly Regional Plan 2021-2022:

| | |
|---|--|
| Focus 1 Enhancing our Organisations Culture | |
| 4 Destination: Strengthen Governance | |
| Journey 4.4 | Improved reporting and accountability processes |
| Focus 3 Developing our Assets | |
| 1 Destination: Introduction of asset management platform | |
| Journey 1.1 | Identify funding opportunities for asset replacement |
| 2 Destination: Improved asset management practices | |
| Journey 2.5 | Consolidate internal trade positions to improve our capability and capacity to maintain current assets |
| 3 Destination: Improved road management | |
| Journey 3.1 | Access road design expertise |
| 4 Destination: Ongoing delivery of Homelands management and maintenance services | |
| Journey 4.3 | Grow Homelands workforce |
| Focus 4 Growing our Services | |
| 1 Destination: Organisational structure that supports long term sustainable organisational growth | |
| Journey 1.1 | Implement new organisational structure |
| 2 Destination: Trade services that support organisational sustainability and growth | |
| Journey 2.2 | Seek opportunities to establish trade assistant positions and support apprenticeships for local people |
| Journey 2.4 | Identify opportunities for sustainable growth of trade services |
| 6 Destination: Explore improved waste management strategy | |
| Journey 6.2 | Identify a location for new Wadeye Waste Management facility |
| Journey 6.3 | Seek to improve waste collection services |
| Journey 6.4 | Upgrade Wadeye and Peppimenarti waste facilities |

Recommendation

1. That Council receives and notes the Chief Operations Officer report.

Attachments

There are no attachments for this report.

WEST DALY REGIONAL COUNCIL

FOR THE COUNCIL MEETING OF 20 JANUARY 2022

Report for Agenda Item No 4

Prepared by **James Cartwright, Chief Financial Officer**

Financial Report - December 2021

Summary:

To provide the Finance Committee the Financial Management Reports for the period ended 31 December 2021.

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.

Comment

Council has continued to meet its financial obligations for the period, as per the attached report. Our net operating result was \$186k.

Statutory Environment

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

Impact for Council

Under Clause 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 2021-22:

Focus 1 – Enhancing our Organisations Culture

4. Destination: Strengthened Governance

| | |
|--------------------|---|
| Journey 4.2 | Establish a key focus on Policy and Governance |
| Journey 4.3 | Governance training for Elected Members |
| Journey 4.4 | Improved reporting and accountability processes |
| Journey 4.5 | Ongoing development of Policy and Procedures to support Councils activities and staff |

Recommendation

1. That the Council receives and notes the Financial Report for December 2021.

Attachments

WEST DALY REGIONAL COUNCIL

FOR THE COUNCIL MEETING OF 20 JANUARY 2022

Report for Agenda Item No 5

Prepared by **James Cartwright, Chief Financial Officer**

Financial Year 2022 - Revised Budget

Purpose

To provide Council with a budget update that reforecasts Council's 2022 financial year operating budget.

Background

Council is required to adopt an annual budget every financial year. Under the *Local Government Act 2019* and the Australian Accounting Standards, this budget is required to be reviewed at least annually.

Management have undertaken a thorough review of Council's expenditure to date and analysed current and anticipated revenue and expenditure streams to adjust the budget as necessary. As a result of this review – Council has budgeted for a loss of \$921,954, inclusive of a depreciation expense of \$944,698.

Revised Budget Highlights

- Total revenue has increased by approximately \$4 million. This is driven by the anticipated completion of four grant funded infrastructure projects: Manthape Walkway, Homelands Solar project and the NLC Homelands Stimulus package. These project will return approximately \$350,000 to Council through administration fees. There has also been significantly higher than budgeted untied revenue increases in airport landing revenue and Council's accommodation revenue streams.
- Rates revenue increased by \$111,462 on budget due to the identification of additional rateable properties. Council also charged an additional \$123,000 in fees for additional bins and bin collections that was not previously recovered by Council.
- Council's employee benefit expenses have increased from the original budget however Council has seen a significant increase in the amount of Indigenous Jobs Development Fund grant revenue as we continue to grow our indigenous workforce.
- Elected member expenditure has been below budget and this is expected to continue due to the ongoing vacancy in the Nganmarriyanga Ward, an

Acting Mayor for the majority of the financial year, less special meetings and the resumption of Finance Committee of Council meetings.

- Council continues to face challenges in maintaining aging infrastructure, with a high number of security weaknesses and break-ins increasing expenditure of preventative and reactive related works.
- Council has budgeted for an increase in right of use lease assets related expenditure. This is driven by Council signing a new 7-year lease on new administrative officers in Winnellie and leased vehicles for our Community Service Managers.

Statutory Environment

Local Government (General) Regulations 2021, Part 4, Section 9.

Impact for Council

Compliance with the *Local Government Act*.

Strategic Alignment

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

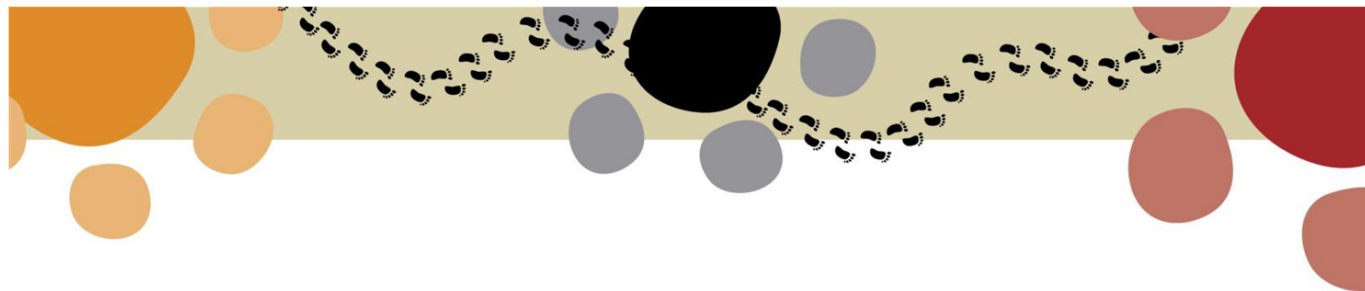
| Focus 1 – Enhancing our Organisations Culture | |
|--|---|
| 4. Destination: Strengthened Governance | |
| Journey 4.2 | Establish a key focus on Policy and Governance |
| Journey 4.3 | Governance training for Elected Members |
| Journey 4.4 | Improved reporting and accountability processes |
| Journey 4.5 | Ongoing development of Policy and Procedures to support Councils activities and staff |

Recommendation

- 1. That Council approves and adopts the attached revised 2022 Financial Year budget.**

Attachments

- 1 Revised West Daly Regional Council Budget FY22**

Revised Budget 2021/22 – **Operating Statement**

| 2021/22 | | |
|-----------------------------|---------------------------------|--------------|
| Income | Rates and annual charges | \$1,750,642 |
| | User charges and fees | \$3,154,539 |
| | Other income | \$337,577 |
| | Grants and contributions | \$10,044,204 |
| | Total | \$16,286,962 |
| Expenditure | Employee benefit expenses | \$5,343,849 |
| | Elected Member expenses | \$221,862 |
| | Repairs and maintenance | \$870,017 |
| | Contractor materials and labour | \$4,758,768 |
| | Operational expenses | \$5,069,721 |
| | Total | \$16,264,217 |
| Depreciation | | \$944,698 |
| Operating Surplus (Deficit) | | (\$921,954) |

| Income | Balance Sheet | Darwin | Nganmarrinyanga | Peppimenarti | Wadeye | Total |
|---|---------------|----------|-----------------|--------------|--------------|--------------|
| Additional Garbage Collection Fees | | | -\$13,160 | | -\$110,217 | -\$123,378 |
| Administration Fees Cost Allocation | | | | | -\$569,283 | -\$569,283 |
| Agency Income | | | -\$8,049 | -\$7,939 | | -\$15,989 |
| Airport Transfers | | | | | -\$5,727 | -\$5,727 |
| Aust Gov - Capital Grants | | | \$0 | | -\$2,418,498 | -\$2,418,498 |
| Aust Gov - Operational Grants | | | -\$932,198 | -\$525,898 | -\$2,481,151 | -\$3,939,247 |
| Commercial Services Income | | | -\$25,000 | -\$60,000 | -\$82,880 | -\$167,880 |
| Council Rates | | | -\$88,179 | -\$98,746 | -\$931,537 | -\$1,118,461 |
| Fuel Rebate Income | | | | | -\$9,604 | -\$9,604 |
| Garbage General | | | -\$62,263 | -\$60,742 | -\$509,175 | -\$632,181 |
| Grant Income Opening Balance Brought Forward (Cr) | | | -\$7,252 | -\$144,073 | -\$336,684 | -\$488,009 |
| Hire of Council Assets | | | \$545 | \$273 | -\$40,309 | -\$39,491 |
| Insurance Claim Recovery | | | | -\$1,214 | | -\$1,214 |
| Interest Received | | | | | -\$20,138 | -\$20,138 |
| Landing Fee Income | | | -\$25,872 | -\$21,498 | -\$176,268 | -\$223,638 |
| Materials & Services Recovery | | | -\$33,857 | | -\$186,698 | -\$220,554 |
| Net Proceeds/Cost of Disposal Fixed Assets | | | | | \$2,233 | \$2,233 |
| NTG - Capital Grants | | | -\$88,500 | | | -\$88,500 |
| NTG - Operational Grants | | | -\$692,603 | -\$186,660 | -\$3,205,435 | -\$4,084,698 |
| NTG Special Purpose Grants (Operational) | | | -\$2,526 | -\$2,526 | -\$4,211 | -\$9,263 |
| Other Current Income | | -\$1,359 | -\$9,127 | | -\$41,638 | -\$52,124 |
| | | | | | | |
| | | | | | | |
| Period Contracts - Airports | | | -\$60,000 | -\$50,000 | -\$100,000 | -\$210,000 |
| Period Contracts Other | | | -\$88,415 | -\$88,415 | | -\$176,830 |

| | | | | | | | |
|---|----------------------|---------------|-----------------|-----------------------|---------------------|----------------------|----------------------|
| Plant & Vehicle Cost Recovery | | | | -\$43,200 | -\$101,040 | -\$286,128 | -\$430,368 |
| Profit / Loss on Disposal of Motor Vehicles | | | | | | -\$34,455 | -\$34,455 |
| Property Lease Cost Recovery | | | | -\$163,440 | -\$222,720 | -\$517,800 | -\$903,960 |
| Rent and Leases Property | | | | \$14,352 | \$5,455 | -\$295,859 | -\$276,052 |
| Rent Employee Housing | | | | -\$3,973 | -\$1,630 | -\$15,953 | -\$21,556 |
| Repairs & Maintenance - Airports | | | | | \$1,080 | | \$1,080 |
| Third Party Workshop Revenue | | | | | | -\$9,178 | -\$9,178 |
| Total | | | -\$1,359 | -\$2,332,717 | -\$1,566,294 | -\$12,386,592 | -\$16,286,962 |
| Expenditure | Balance Sheet | Darwin | | Nganmarriyanga | Peppimenarti | Wadeye | Total |
| Accommodation | | \$15,000.00 | | \$4,028.70 | \$5,041.32 | \$9,931.77 | \$34,001.79 |
| Administration Fees | | | | \$129,247.25 | \$71,048.29 | \$486,482.74 | \$686,778.28 |
| Advertising | | | | | | \$4,339.09 | \$4,339.09 |
| Annual Leave | | \$164,883.99 | | \$84,763.85 | \$83,453.58 | \$261,765.89 | \$594,867.31 |
| Audit and Risk Committee | | | | | | \$2,499.96 | \$2,499.96 |
| Audit Expenses (external) | | \$50,000.00 | | | | \$2,740.00 | \$52,740.00 |
| Catering - Council, Committees, Seminars | | \$214.63 | | \$3,234.02 | \$1,593.26 | \$4,185.12 | \$9,227.04 |
| Cleaning Fee | | | | | | \$6,852.00 | \$6,852.00 |
| Cleaning Products and Contractors | | \$15,000.00 | | \$1,286.16 | \$7,101.58 | \$1,784.78 | \$25,172.52 |
| Committee Siting Fees | | | | \$6,868.80 | \$2,008.80 | \$2,642.40 | \$11,520.00 |
| Conferences, Seminars and Ceremonies | | \$1,203.19 | | | | \$236.37 | \$1,439.56 |
| Consulting Fees | | \$300.00 | | | | \$189,499.00 | \$189,799.00 |

| Expenditure | Balance Sheet | Darwin | Ngamarrinyanga | Peppimenarti | Wadeye | Total |
|--|----------------------|---------------|-----------------------|---------------------|----------------|----------------|
| Consumable Items | | \$28.22 | \$11,817.14 | \$5,335.94 | \$9,757.61 | \$26,938.92 |
| Contractor Materials and Labour | | | \$430,511.80 | \$230,310.49 | \$3,013,299.28 | \$3,674,121.57 |
| Contractors Electrical | | | \$472,849.74 | \$22,781.49 | \$531,270.46 | \$1,026,901.69 |
| Contractors Pest Control | | | \$2,533.20 | \$2,916.00 | \$3,914.40 | \$9,363.60 |
| Contractors Plumbing/Gas | | | \$29,116.11 | \$4,459.91 | \$24,169.20 | \$57,745.22 |
| Contributions | | | | | \$693.36 | \$693.36 |
| Councillors - Fares Air / Road | | | \$2,952.60 | \$2,692.68 | \$13,813.92 | \$19,459.20 |
| Councillors Accommodation | | | \$303.26 | \$1,040.74 | \$6,783.29 | \$8,127.29 |
| Councillors Electoral Allowances | | | \$18,226.37 | \$51,678.38 | \$102,176.57 | \$172,081.32 |
| Councillors Extra Meeting Allowances | | | \$8,314.20 | | \$3,741.34 | \$12,055.54 |
| Councillors Travel Allowance - Meals and Incidentals | | | \$376.44 | \$1,801.68 | \$7,822.12 | \$10,000.24 |
| Councillors Uniform | | | \$138.48 | | | \$138.48 |
| Counselling and Rehabilitation | | | | | \$5,000.00 | \$5,000.00 |
| Doubtful Debts | | | | | \$2,577.06 | \$2,577.06 |
| Fares - Air/Road | | \$15,000.00 | \$4,797.86 | \$3,444.60 | \$16,000.00 | \$39,242.46 |
| Freight Expenses | | | \$35,426.93 | \$3,156.29 | \$36,493.44 | \$75,076.66 |
| Fringe Benefits Tax | | \$4,589.08 | | \$13,295.83 | \$14,734.97 | \$32,619.88 |
| Fuel Diesel/ULP | | \$2,189.04 | \$11,661.24 | \$24,199.97 | \$116,683.27 | \$154,733.52 |
| General Expenses | | \$989.23 | \$4,605.05 | \$2,617.68 | \$32,114.82 | \$40,326.78 |
| Health and Safety Expenses | | \$6,081.49 | \$6,398.28 | \$5,777.45 | \$10,169.60 | \$28,426.82 |
| Hire of Plant, Equipment and Motor Vehicles | | | \$7,920.00 | | \$57,920.00 | \$65,840.00 |
| ICT - Consultants / Service Providers | | \$1,800.00 | | | \$204,999.96 | \$206,799.96 |
| ICT - Phone/Fax/Internet | | \$60,802.27 | \$50,324.52 | \$52,464.91 | \$124,723.17 | \$288,314.88 |

| Expenditure | Balance Sheet | Darwin | Ngamarrinyanga | Peppimenarti | Wadeye | Total |
|--|---------------|-------------|----------------|--------------|--------------|--------------|
| ICT Hardware < \$5,000 | | \$13,187.56 | \$109.08 | | \$324.50 | \$13,621.14 |
| ICT Mobile/ Modem Telephone | | \$2,889.58 | \$3,395.18 | \$3,204.82 | \$9,967.18 | \$19,456.75 |
| ICT Satellite Telephone | | | \$2,676.12 | \$1,888.99 | \$13,634.83 | \$18,199.94 |
| ICT Software | | \$2,400.00 | | | | \$2,400.00 |
| Insurance Excess/ Payout Expense - MV/ P&E | | | | | \$3,454.55 | \$3,454.55 |
| Insurance Premiums | | | | | \$658,059.69 | \$658,059.69 |
| Interest - Lease Liability | | | | | \$218,023.64 | \$218,023.64 |
| Legal Fees | | \$30,000.00 | | | | \$30,000.00 |
| Levy, Fees and Charges | | \$6,207.70 | \$2,720.71 | \$2,369.90 | \$21,046.22 | \$32,344.54 |
| Licenses and Registrations - MV & PE | | | | \$1,102.92 | \$33,160.45 | \$34,263.37 |
| Long Service Leave | | \$15,154.78 | \$7,790.80 | \$8,299.68 | \$24,059.36 | \$55,304.61 |
| Materials - Furniture & Office Equipment | | \$29,798.54 | \$1,420.50 | \$474.00 | \$12,038.09 | \$43,731.13 |
| Materials - Tools | | | \$10,845.28 | \$987.32 | \$9,695.52 | \$21,528.12 |
| Materials Minor Assets < \$5,000 | | \$5,000.04 | \$3,572.71 | \$2,274.48 | \$17,170.49 | \$28,017.72 |
| Materials Roadbase/Gravel | | | \$4,200.00 | \$4,729.08 | \$1,900.00 | \$10,829.08 |
| Mechanic Workshop Materials | | | | | \$4,862.18 | \$4,862.18 |
| Minor Assets Replacement <5000 | | \$999.96 | \$3,708.00 | | | \$4,707.96 |
| Office Amenities | | \$2,010.17 | \$3,074.52 | \$2,661.24 | \$1,997.11 | \$9,743.04 |
| Office Uniforms | | \$1,000.00 | \$7,145.00 | \$1,000.00 | \$1,324.75 | \$10,469.75 |
| Operating Leases - MV, Plant & Equipment | | \$9,636.00 | | | | \$9,636.00 |
| Operating Leases Office Equipment | | \$2,103.84 | \$1,426.97 | \$1,426.97 | | \$4,957.78 |

| Expenditure | Balance Sheet | Darwin | Nganmarrinyanga | Peppimenarti | Wadeye | Total |
|---|---------------|----------------|-----------------|--------------|----------------|----------------|
| Other Leave | | \$8,717.23 | | \$1,866.50 | \$3,376.68 | \$13,960.42 |
| Outsourced Services | | \$16,041.94 | | | \$89,018.36 | \$105,060.30 |
| OutStation Assets - P&E | | | | | \$4,800.00 | \$4,800.00 |
| Personal Protective Equipment | | | \$3,882.99 | \$3,000.00 | \$5,000.00 | \$11,882.99 |
| Plant and Vehicle Cost Alloc | | | \$43,200.00 | \$101,040.00 | \$297,353.00 | \$441,593.00 |
| Printing, Postage (stamps) & Stationery | | \$12,508.13 | \$3,863.69 | \$4,682.40 | \$2,863.87 | \$23,918.09 |
| Property Lease Cost Allocation | | | \$163,440.00 | \$222,720.00 | \$517,800.00 | \$903,960.00 |
| Recruitment & Relocation | | \$11,435.00 | \$750.00 | \$2,000.00 | \$20,853.36 | \$35,038.36 |
| Repairs & Maint MV & PE - Others | | \$309.84 | \$17,145.41 | \$32,353.90 | \$192,806.74 | \$242,615.88 |
| Repairs & Maint MV & PE - Servicing | | | \$1,749.00 | \$3,957.20 | \$21,475.90 | \$27,182.10 |
| Repairs & Maint MV & PE - Tyres | | | | \$1,671.00 | \$16,512.87 | \$18,183.87 |
| Repairs & Maintenance Buildings | | | \$82,415.34 | \$15,249.96 | \$117,644.44 | \$215,309.74 |
| Repairs & Maintenance Plant (Small Plant Items) | | | \$22,850.28 | \$13,508.28 | \$15,656.46 | \$52,015.02 |
| Repairs & Maintenance Roads | | | \$35,000.00 | \$14,583.35 | \$286,875.00 | \$336,458.35 |
| Salary Allowances | | \$139.87 | \$51,652.63 | \$68,690.29 | \$95,024.40 | \$215,507.19 |
| Salary Normal | | \$1,072,958.34 | \$475,789.55 | \$566,446.00 | \$1,673,649.65 | \$3,788,843.54 |
| Salary Overtime | | \$217.23 | \$4,690.41 | \$592.00 | \$13,430.31 | \$18,929.95 |
| Screening and License Checks | | \$888.60 | | | \$322.90 | \$1,211.50 |
| Sick Leave | | \$4,360.06 | \$1,000.63 | \$2,607.60 | \$28,909.44 | \$36,877.73 |
| Small Balances Written Off | | \$0.45 | | | -\$95.67 | -\$95.22 |

| Expenditure | Balance Sheet | Darwin | Nganmarriyanga | Peppimenarti | Wadeye | Total |
|--|----------------------|--------------------|-----------------------|---------------------|---------------------|---------------------|
| Street Light Electricity Payments | | | \$1,397.89 | \$1,440.13 | \$14,304.84 | \$17,142.86 |
| Street Light Maintenance | | | \$301.08 | \$2,121.60 | | \$2,422.68 |
| Subscriptions and Memberships | | \$444.86 | | | \$19,129.40 | \$19,574.26 |
| Superannuation | | \$123,687.24 | \$63,585.36 | \$67,738.63 | \$196,362.91 | \$451,374.14 |
| Taxi/Hire Car Fares | | \$1,382.71 | \$110.26 | | \$826.85 | \$2,319.82 |
| Training | | | | | \$81,685.00 | \$81,685.00 |
| Travel Allowance - Meals and Incidentals | | \$20,089.92 | \$6,368.68 | \$1,361.40 | \$20,959.27 | \$48,779.27 |
| Travel Allowance - Mileage | | \$47.14 | \$443.78 | | | \$490.92 |
| Utilities - Electricity | | \$19,207.00 | \$9,335.81 | \$24,664.25 | \$27,105.39 | \$80,312.45 |
| Utilities - Water & Sewerage | | | \$6,839.26 | \$24,625.20 | \$40,893.32 | \$72,357.78 |
| Workers Compensation | | \$36,250.23 | \$19,239.56 | \$20,516.60 | \$59,067.14 | \$135,073.54 |
| Write Off Expenses (Other than Assets) | | | | | \$50,000.00 | \$50,000.00 |
| Total | | \$1,787,155 | \$2,394,838 | \$1,826,077 | \$10,256,147 | \$16,264,217 |

| Depreciation | Balance Sheet | Darwin | Nganmarrilyanga | Peppimenarti | Wadeye | Total |
|------------------------------------|----------------------|---------------|------------------------|---------------------|---------------|-------------------|
| Depreciation - Motor Vehicles | | | | | \$ 212,664 | \$ 212,664 |
| Depreciation - Plant & Equipment | | | | | \$ 367,678 | \$ 367,678 |
| Depreciation - Road Infrastructure | | | | | \$ 101,119 | \$ 101,119 |
| Depreciation - ROU Assets | | | | | \$ 234,546 | \$ 234,546 |
| Depreciation - Site Improvements | | | | | \$ 17,381 | \$ 17,381 |
| Depreciation - Structures | | | | | \$ 11,311 | \$ 11,311 |
| | | | | | \$ 944,698 | \$ 944,698 |
| Equity | Balance Sheet | Darwin | Nganmarrilyanga | Peppimenarti | Wadeye | Total |
| Asset Replacement Reserve | -\$921,954 | | | | | -\$921,954 |
| Total | -\$921,954 | | | | | -\$921,954 |

WEST DALY REGIONAL COUNCIL

FOR THE COUNCIL MEETING OF 20 JANUARY 2022

Report for Agenda Item No 6

Prepared by **Nicole Johnston, Chief Performance & Capability
Officer**

Chief Performance and Capability Report

Purpose

To update Council in regards to people, performance and capability matters.

Background

COVID-19

- As per the NT Chief Health Officers Direction (No.55), all Council employees were required to be fully vaccinated by 25th December 2021. All Council employees have been compliant/are fully vaccinated. All employees new to Council are unable to begin employment until proof of vaccination is supplied.
- Wadeye, Nganmarriyanga and Peppimenarti are still defined by the NT Government as 'Excluded Communities', meaning only residents and essential workers are eligible to enter. Currently, all those entering our Communities must have a negative Rapid Antigen Test on the day of travel and before entering the Community.
- Regular COVID-19 Information Updates are provided to all Council employees and Elected Members.

Human Resources

- Recruitment is ongoing. In January we have six new employees commencing employment, five of whom are relocating to Community.
- Seven new staff from Community have commenced employment in Civil and Community Night Patrol positions.
- There are seven positions currently advertised, including a variety of trade's positions.

Governance and Quality Assurance

- Planning has commenced and timeline developed for Council's Regional Plan 2022-2023.
- Council are liaising with NT Electoral Commission for the Nganmarriyanga By-Election. Nominations open Friday 21 January, closing Thursday 10th February. Election Day is still scheduled for Saturday 5 March 2022.
- Elected Member Professional Development is scheduled on 16th March 2022 at the Pre OCM, and is to be delivered by the Department of Chief Ministers and Cabinet. This is a three-hour session (Stage 1) and incorporates: Introduction to Code of Conduct, Understanding Conflicts of Interest and Roles and Responsibilities of Council members.

Stage 2 will be scheduled in the coming months. Both stages require completion by August 2022 as per the *Act*.

Health, Safety and Risk

- Council's draft Occupational Violence and Aggression Policy and Procedure is soon to be finalised. The arranging of occupational violence and aggression mitigation strategies for the Community Bus in Wadeye is still underway.
- The WHS Committee met the first week in December. Although unable to reach a quorum and run a meeting, those members who did attend completed a WHS Committee Training Course, which included key WHS features and how to apply these, and the functions of a WHS Committee.

Statutory Environment

- *COVID-19 Direction (No. 55) Directions for mandatory vaccination of workers to attend the workplace.*
- *CONSOLIDATED VERSION – COVID-19 Direction (No. 3) 2022 as amended by COVID-19 Directions (No. 6) 2022 – Directions for Exclusion Zones.*
- *Local Government Act 2019*

Impact for Council

Reporting purposes only.

Strategic Alignment

This report is aligned to the West Daly Regional Plan 2021-2022

| Focus 1 – Enhancing our Organisations Culture | |
|---|--|
| 2. Destination: Knowledge growth | |
| 2.1 | Elected Member Professional Development |
| 2.3 | Health, Safety and Risk familiarisation |
| 2.5 | Communicate regularly with all staff |
| 4. Destination: Strengthened Governance | |
| 4.5 | Ongoing development of Policy and Procedures to support Council's staff and activities |
| Focus 2 – Supporting our People | |
| 4. Destination: Provision of a safe workplace | |
| 4.1 | Zero tolerance for workplace harassment, bullying and discrimination |

Recommendation

1. That Council notes the information contained in the report titled **Chief Performance and Capability Report**.

Attachments

There are no attachments for this report.

WEST DALY REGIONAL COUNCIL

FOR THE COUNCIL MEETING OF 20 JANUARY 2022

Report for Agenda Item No 7

Prepared by Sharon Binns, Governance & Quality Assurance Officer

Local Authority Minutes and Recommendations

Purpose

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

Background

Legislation states that a Local Authority must be included in the agenda of the next Ordinary Council Meeting. The Councils response to the Local Authority minutes must be recorded in the Ordinary Council Meeting minutes and reported back to the Local Authority.

The West Daly Regional Council Local Authority meetings occurred on the following dates and were chaired as noted. The table provides whether there was a quorum or if the meeting was a provisional meeting. The Minutes are provided to the Council for information.

| Local Authority | Date | Chairperson | Quorum or Provisional |
|-----------------|------------|----------------|-----------------------|
| Wadeye | 8 Dec 2021 | Leon Melpi | Quorum |
| Nganmarriyanga | 9 Dec 2021 | Amy Narburup | Provisional |
| Peppimenarti | 9 Dec 2021 | Karl Lukonavic | Provisional |

Wadeye requests to Council

- Fencing at Manthape – contribute \$5,000 to fence to go around cemetery.

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 2021-22:

| Focus 1 – Enhancing our Organisations Culture | |
|--|---|
| 1. Destination: Reviewed Vision and Values | |
| Journey 1.1 | Consultation with Council, Local Authority and all staff |
| Journey 1.3 | Develop action based Values |
| 3. Destination: Strengthening Local Authorities | |
| Journey 3.1 | Encourage local decision making to improve community engagement |
| Journey 3.3 | Improve governance and meeting support |

Recommendation

1. That Council receives and notes the minutes from the Wadeye Local Authority Meeting held on 8 December 2021.
2. That Council approves the amount of \$5,000 for fencing around the cemetery as requested in the Wadeye Local Authority meeting.
3. That Council receives and notes the minutes from the Nganmarriyanga (Palumpa) Local Authority Provisional Meeting held on 9 December 2021.
4. That Council receives and notes the minutes from the Peppimenarti Local Authority Provisional Meeting held on 9 December 2021.

Attachments

- 1 Wadeye Local Authority meeting minutes
- 2 Nganmarriyanga Local Authority PROVISIONAL meeting
- 3 Peppimenarti Local Authority PROVISIONAL meeting minuts



**MINUTES
OF THE WADEYE LOCAL AUTHORITY MEETING
HELD IN
THE WEST DALY REGIONAL COUNCIL - WADEYE
ON WEDNESDAY, 8 DECEMBER 2021
AT 10:00 AM**

WELCOME

Chairperson Melpi opened the meeting at 10:02 AM

Chairperson Melpi noted the following Local Authority members present, apologies and absents as follows:

| | Local Authority Member Name | Present | Apology | Absent |
|-------------------------|---------------------------------|----------|----------|--------|
| 1 | Chairperson Leon Melpi | X | | |
| 2 | Cyril Ninnal | | X | |
| 3 | Damien Tunmuck | X | | |
| 4 | Ken James | | X | |
| 5 | Mark Ninnal | X | | |
| 6 | Timothy Dumoo | | X | |
| 7 | Basil Parmbuk | | X | |
| 8 | Margaret Perdjert | X | | |
| 9 | Anne Marie Nudjulu | X | | |
| 10 | Gregory Munar | | X | |
| 11 | Steven Pulchen | X | | |
| 12 | Mark Tunmuck-Smith (Councillor) | X | | |
| 13 | Ralph Narburup (Councillor) | X | | |
| 14 | Jake Clark (Councillor) | X | | |
| Quorum needs 8 | | 9 | 5 | |
| Quorum confirmed | | | | |

STAFF PRESENT

Matthew Eastham
Andrew Everingham
James Cartwright
John Harper
Sharon Binns

Chief Executive Officer
Chief Operations Officer
Chief Financial Officer via ZOOM
Community Service Manager
Secretariat

CONFIRMATION OF MINUTES

**Minutes of the Wadeye Local Authority Meeting held on
11 November 2021**

035/2021 .

Motion:

The minutes of the Local Authority meeting that was held on 11 November 2021 are taken as read and accepted as a true record of the Meeting.

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

REPORTS

**1) Sharon Binns –
Local Authority Member Attendance Records**

036/2021

Sharon spoke to her report and presented the attendance records for the local authority information.

Motion:

- 1. That the Local Authority receives and notes the attendance records update.**

Moved: Cr. Jake Clark
Seconded: Cr. Ralph Narburup
Resolution: Unanimously

**2) James Cartwright -
Certification of 2020-21 Local Authority Project Funding**

037/2021

James spoke to his report.

Motion:

- 1. That the Local Authority approves the attached certification.**

Moved: Cr. Jake Clark
Seconded: A/Mayor Wilfred Harris
Resolution: Unanimously

**3) James Cartwright –
Letter of Offer 2021-22 Local Authority Project Funding**

038/2021

James spoke to his report.

Motion:

- 1. That the Local Authority notes the attached letter of offer.**

Moved: Cr. Ralph Narburup
Seconded: A/Mayor Wilfred Harris
Resolution: Unanimously

**4) Andrew Everingham –
Service Delivery update for Wadeye community**

039/2021

Andrew spoke to his report.

Motion:

- 1. That Wadeye Local Authority receives and notes the Chief Operations Officer report.**

Moved: A/Mayor Wilfred Harris
Seconded: Damien Tunmuck
Resolution: Unanimously

5) **Troy Pollard –
Community Service Managers Report, Wadeye**

040/2021 Troy Pollard spoke to his report.

Motion:

1. **That Local Authority receives the Community Services Manager's report for Wadeye.**

Moved: A/Mayor Wilfred Harris
Seconded: Damien Tunmuck
Resolution: Unanimously

6) **Matthew Eastham CEO
Report - Wadeye Local Authority**

041/2021 CEO spoke to his report.

Planning a community Christmas Barbeque – Tuesday or Wednesday night before Christmas starting about 3:30 or 4pm. Community event planned for 17 December 2021.

Motion:

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

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

Late Agenda item - Supplementary

7) **Finance report - Wadeye Local Authority**

042/2021 James spoke to the Finance report.

Motion:

1. **That the Wadeye Local Authority accept and adopt the Finance Report – November 2021.**

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

8) Sharon Binns –
Ordinary Council meeting minutes

043/2021

Motion:

1. The Wadeye Local Authority have noted the minutes from the Ordinary Council meeting held on 23 November 2021.

Moved: Cr. Narburup
Seconded: Damien Tunmuck
Resolution: Unanimously

GENERAL BUSINESS

CSM to look at funding to spend to go to Ordinary Council meeting for approval asking LA members for their ideas as follows:

- Fencing at Manthape – contribute \$5,000 to fence to go around cemetery.
- Large mature trees for oval and asked LA for comment. Quotes. Discussion.
- Funds with orange sky with washing machines. LA funds \$10,000
- Local Authority agreed for CSM to action and report back.
- AFL Competition – funds junior program not senior. Tiwi run their own and run one of the best competitions. Dry season competition in June 2022. Football important in community and worth funding and supporting.
- Basketball court – Large fan – electrician spoken to in Hall to get big ceiling fan. Could cost \$20k and installation additional. LA towards fan – see grant funding \$25,000k.
- Phone boosters – Small amount of money for housing repairs and maintenance. NLC and Commonwealth for special projects in Homelands e.g. solar panels washing machines.
- Playground – Whitehorse – playground upgrade. Playground going in at top of round. Trial to see how goes. Quotes = \$65k. Kids kicking ball on streets and dangerous. Need Park area with shade and seating including Barbeque areas.

- Barge area – DIPL spending money this year.
- When are they going to build bridge – Study done last year – to be looked at for scope.

Local Authority agreed for CSM to action and report back.

Action item:

Troy to look at quotes and prepare for Local Authority.

- Community event – LA committee may need about \$10k to plan something for community. Ngukurr Band would like to come to community. Get a quote for cost and report back to LA. Will organise and provide information.

Wilfred Harris was nominated by LA Committee to look in to and organise.

Chairperson declared meeting closed 11:26am.

NEXT MEETING

9 February 2022

MERRY CHRISTMAS AND A HAPPY NEW YEAR FROM WADEYE LOCAL
AUTHORITY



**MINUTES
NGANMARRIYANGA (PALUMPA) LOCAL AUTHORITY MEETING
HELD IN THE
WEST DALY REGIONAL COUNCIL OFFICE
NGANMARRIYANGA (PALUMPA)
ON THURSDAY 9 DECEMBER 2021
AT 10:00 AM**

WELCOME

Chairperson Amy Narburup opened the meeting at **10:31 AM**

Chairperson Amy Narburup noted the following Local Authority members present, apologies or are noted as absent:

| | Nganmarriyanga Local Authority Member Names | Present | Apology | Absent |
|--|--|----------------|----------------|---------------|
| 1 | Chairperson Amy Narburup | X | | |
| 2 | Alex Jacky | | X | |
| 3 | Sandra Jacky | | X | |
| 4 | Lorraine Kerringbo | X | | |
| 5 | Jimmy John Murielle | X | | |
| 6 | Jack Wodidj | | X | |
| 7 | Jeff Wodidj | | X | |
| 8 | John Paul Wodidj | | X | |
| 9 | Mary Wodidj | | X | |
| 10 | Moses Wodidj | X | | |
| 11 | Roger Wodidj | | X | |
| 12 | Warren Wodidj | X | | |
| 13 | Acting Mayor Wilfred Harris | | X | |
| 14 | Vacancy | | | |
| Quorum needs 7 | | 5 | 7 | |
| No Quorum = Provisional meeting | | | | |

STAFF PRESENT

Matthew Eastham
Andrew Everingham
John Harpley
Sharon Binns

Chief Executive Officer
Chief Operations Officer
Community Service Manager
Secretariat

GUESTS

Josef Kulda
Alan Moore

Aneurin Townsend
Canic Kinnane

Territory Families, Housing and Communities
Department of Infrastructure Planning &
Logistics (DIPL)
Chief Ministers Office
Chief Ministers Office

CONFIRMATION OF MINUTES**Minutes of the Palumpa Local Authority Meeting held on 14 October 2021**

As this meeting is a Provisional meeting with no quorum, the Minutes of the meeting held on 14 October 2021 are not tabled for confirmation.

REPORTS

1) **Sharon Binns –
Local Authority Members Attendance Records**

P029/2021

Sharon spoke to her report.

Motion:

- 1. That the Local Authority receives and notes the attendance records update.**

Moved: Lorraine Kerringbo
Seconded: Jimmy John Murielle
Resolution: Unanimously

2) **Sharon Binns –
Ordinary Council Meeting Report**

P030/2021

Sharon spoke to the report.

Update to report to include the Cemetery Shade Structure approved to the value of **\$7,116** by Council.

Motion:

1. **That the Local Authority notes and accepts the Ordinary Council meeting minutes Report.**

Moved: Lorraine Kerringbo
Seconded: Jimmy John Murielle
Resolution: Unanimously

3) **Andrew Everingham –
Service Delivery report**

P031/2021

Andrew spoke to the report.

Motion:

1. **That Local Authority receives and notes the Chief Operations Officer report.**

A member informed the LA that there are gravesites that have sunk in the cemetery and it needs to be looked at.

Members also informed of Power and Telstra issues that last a long time. What can be done about it.

Action item:

Andrew – to look into Local Authority issues and report back next meeting to see what can be done.

Moved: Moses Wodidj
Seconded: Lorraine Kerringbo
Resolution: Unanimously

4) **John Harpley –
Community Service Manager Report - Nganmarriyanga (Palumpa)**

P032/2021

John spoke to his report.

AMRRIC (Animal Management in Rural and Remote Indigenous Communities) has provided medication for animals in the community which is available in Council office. Local Authority members to spread the word.

CEO requested the CSM attain quotes to concrete the CNP carport and a few meters outside to avoid potential bogging issues, mud and dirt during the wet season.

Action:

John – Look into quotes to Concrete the vehicle entry into the CNP carport and entrance.

Motion:

1. That the Local Authority note the Community Service Manager Report for Nganmarriyanga (Palumpa).

Moved: Moses Wodidj

Seconded: Lorraine Kerringbo

Resolution: Unanimously

5) **James Cartwright -
Finance Report - November 2021**

P033/2021

James spoke to his report.

Motion:

1. That the Local Authority receives and notes the financial information provided by Council for period ending 30 November 2021.

Moved: Moses Wodidj

Seconded: Lorraine Kerringbo

Resolution: Unanimously

REPORTS

- 1) **James Cartwright –
Letter of Offer 2021-22 Local Authority Project Funding**

P034/2021

James spoke to his report.

Motion:

1. That the Local Authority notes the attached letter of offer.

Moved: Lorraine Kerringbo
Seconded: Jimmy John Murielle
Resolution: Unanimously

- 6) **Matthew Eastham - CEO Report –
Nganmarriyanga (Palumpa) Local Authority**

P035/2021

CEO spoke to his report and asked if anyone had any questions for the CEO.

Motion:

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

Action item:

CEO – Organised that on Monday 20 December he will come to community and speak to T.O.

Moved: Lorraine Kerringbo
Seconded: Jimmy John Murielle
Resolution: Unanimously

GUEST SPEAKERS**Josef Kulda – Territory Families, Housing and Communities**

Josef Kulda looks after West Arnhem and West Daly regions and informed the following:

- Tenancy team at Palumpa to go through houses to find out who are in houses and if any maintenance issues.
- Currently, struggles with staff to do work. Recruitment phase and in new year will have more people.
- Ten families are on the waitlist for public housing in Nganmarriyanga (Palumpa).
- Any maintenance issues please report to John the Community Services Manager.

Alan Moore – Department of Infrastructure Planning & Logistics (DIPL)

Alan Moore - Capital Works update DIPL informed the following:

- Room to breathe program allows for 29 additional bedrooms. Overcrowding to be eliminated where ever an additional bedroom is needed. DIPL use tenancy data such as how many people are living in the property to be able to do the work.
- There are issues identified where the main tenant has left the property but there are large families living in the houses.
- If the property is not a NT Government house, DIPL will look at an arrangement to cover all.
- Whilst work is being done, rent doesn't need to be paid until the work is completed.

NEXT MEETING

9 February 2022

MEETING CLOSE 11:45am



**MINUTES
OF THE
PEPPIMENARTI LOCAL AUTHORITY
HELD IN THE
WEST DALY REGIONAL COUNCIL OFFICE - PEPPIMENARTI
ON THURSDAY, 9 DECEMBER 2021
AT 1:30 PM**

WELCOME AND MEETING ARRANGEMENTS

Chairperson Lukonavic opens the meeting at **2:03PM**

Chairperson Lukonavic noted the following Local Authority members present, apologies or are noted as absent:

| | Local Authority Member Name | Present | Apology | Absent |
|--|-----------------------------------|----------|----------|----------|
| 1 | Chairperson Karl Lukonavic | X | | |
| 2 | Nathan Wilson | X | | |
| 3 | Annunciata Wilson | X | | |
| 4 | Anastasia Wilson | | X | |
| 5 | Leaya Smith | X | | |
| 6 | Kim Phipat | | | X |
| 7 | Joanne Kerr | | X | |
| 8 | Henry Wilson | | X | |
| 9 | Vacancy | | | |
| 10 | Vacancy | | | |
| 11 | Vacancy | | | |
| 12 | Vacancy | | | |
| 13 | Vacancy | | | |
| 14 | Vacancy | | | |
| Quorum needs 5 | | 4 | 4 | 0 |
| No Quorum = Provisional meeting | | | | |

STAFF PRESENT

Matthew Eastham
Andrew Everingham
James Cartwright
Chris Kassman
Sharon Binns

Chief Executive Officer
Chief Operations Officer
Chief Financial Officer via ZOOM
Community Services Manager
Secretariat

GUESTS

Aneurin Townsend

Chief Ministers Office

CONFIRMATION OF MINUTES**Minutes of the Peppimenarti Local Authority Meeting held on 3 September 2021**

As this meeting is a Provisional meeting with no quorum, the Minutes of the meeting held on 3 September 2021 are not tabled for confirmation.

REPORTS**1) Sharon Binns - Local Authority Members Attendance Records**

P015/2021

Sharon spoke to her report and asked if any questions.

Motion:

- 1. That the Local Authority receives and notes the Attendance Records update.**

Moved: Annunciata Wilson
Seconded: Nathan Wilson
Resolution: Unanimously

2) Sharon Binns
Ordinary Council Meeting Reports
29 September 2021 - Update Peppimenarti Local Authority

P016/2021

Sharon spoke to the report.

A late supplementary agenda item has been added to this recommendation being the OCM minutes from 23 November 2021.

Motion:

1. Peppimenarti Local Authority members on behalf of the community, accept the decisions made by the Elected Members of Council in the meetings held on 29 September 2021

Amendment to motion:

To include OCM minutes from 23 November 2021.

Action item:

Water pump for community to be discussed at general business.

Moved: Annunciata Wilson

Seconded: Nathan Wilson

Resolution: Unanimously

3) Chris Kassman - Community Service Manager's Report

P017/2021

Chris spoke to his report.

Motion:

1. That the Peppimenarti Local Authority receive and note the Community Service Managers report

Moved: Leaya Smith

Seconded: Annunciata Wilson

Resolution: Unanimously

4) **Andrew Everingham –
Service Delivery report for Peppimenarti**

P018/2021

Andrew spoke to his report.

Motion:

1. That Local Authority receives and notes the Chief Operations Officer report.

Action item:

Andrew to review previous correspondence to ascertain if any agreement or grant was provided for sealing the Airport road. Karl mention that this had previously spoken about in LA minutes – unknown when – some time ago.

Moved: Annunciata Wilson
Seconded: Nathan Wilson
Resolution: Unanimously

5) **James Cartwright –
Finance Report - November 2021**

P019/2021

James spoke to his report. The LA decided to keep the funds unallocated at this stage.

Motion:

1. That the Local Authority receives and notes the financial information provided by Council for period ending 30 November 2021.

Amendment to report – ‘funding available’ change from 1 July to November 2021.

Moved: Annunciata Wilson
Seconded: Nathan Wilson
Resolution: Unanimously

**6) James Cartwright –
Certification of 2020-21 Local Authority Project Funding**

P020/2021

James spoke to his report.

Motion:

- 1. That the Local Authority notes the attached certification of 2020-21 Local Authority Project Funding.**

Moved: Annunciata Wilson
Seconded: Leaya Smith
Resolution: Unanimously

**7) James Cartwright –
Letter of Offer 2021-22 Local Authority Project Funding**

P021/2021

James spoke to his report.

Motion:

- 1. That the Local Authority notes the attached letter of offer 2021-22 Local Authority Project Funding.**

Moved: Annunciata Wilson
Seconded: Nathan Wilson
Resolution: Unanimously

8) **Matthew Eastham –**
CEO report - Peppimenarti Local Authority

P022/2021

CEO spoke to his report. Community event for Christmas – Council will assist with the event.

Motion:

- 1. That the Local Authority acknowledges and notes the CEO report - Peppimenarti Local Authority and the opportunity to discuss matters with the CEO.**

Questions:

Karl –

- Funds that was for NAIDOC week to be used for Christmas presents for kids.

James informed after engagement with the school that the following was on the wish list = scooters, a BMX bike, 30 x Fidget pop and spin, and 30 x marbles. Asking if there was anything else, pool things – such as Kick Boards, Pool Noodles.

- Cemetery – need the register done properly.
- Roads to cemetery's – noted by Andrew (COO).
- By-laws – Local Authority quorum required and a bigger community to warrant it. Thinking of dog control and public safety as kids in community etc. CEO to consult with Local Authority however at this time the WDRC do not have By-Laws.
- Staff – Casual staff – question raised as to why are Civil staff not permanent employees?

Matt CEO stated there are many jobs available. The majority of staff prefer to work casually and this assists to manage individuals time off.

Action item:

- Roads to cemetery's – Andrew to look into
- Cemetery - CEO to organise a meeting with government regarding the new legislation. Invite project officer to next LA meeting to discuss new Act.

Moved: Annunciata Wilson
Seconded: Nathan Wilson
Resolution: Unanimously

GENERAL BUSINESS

1. Karl - Water pump – Council to look at cost – with irrigation hose for 6 sprinklers. Cost of ecological survey. Environmental impact and feasibility study. Further information required around this matter including reasoning, costs and impact for Council.

Chairperson declared meeting closed at 3:20PM.

NEXT MEETING

9 February 2022

MERRY CHRISTMAS AND A HAPPY NEW YEAR FROM WADEYE LOCAL AUTHORITY.



WEST DALY REGIONAL COUNCIL

FOR THE COUNCIL MEETING OF 20 JANUARY 2022

Report for Agenda Item No 8

Prepared by Sharon Binns, Staff

Acknowledgement of first nation people protocols

Purpose

To develop a standard administrative process and best practice for West Daly Regional Council in acknowledging the Traditional Owners of the land in our communications.

Background

West Daly Regional Council has offices in the Top End of the Northern Territory including Winnellie, the traditional lands of the Larrakia people and offices in Wadeye, Peppimenarti and Nganmarriyanga the traditional lands of the West Daly people.

The Council currently has no protocols for the acknowledgement of traditional owners of the West Daly or Larrakia country where the meetings are being held.

Acknowledgement of Country can be made by anyone, Aboriginal or non-Aboriginal. Acknowledging country is a way for visitors on country to offer respect for Aboriginal culture and heritage, and the ongoing connection to land and waters.

It could be part of West Daly Regional Council Ordinary Council meetings protocol as a first item. On such occasions, the Mayor who represents Council would give an Acknowledgement to Country at the start of each meeting.

Additionally, West Daly Regional Council staff do not have an Acknowledgement to Country included in communications through email signature blocks.

A statement before Council meetings and as part of employee email signatures should be:

“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”.

Statutory environment

United Nations Declaration on the Rights of Indigenous Peoples Article 15 and 25

Impact for Council

To bring the Council into line with best practice amongst Northern Territory Regional Councils in recognising the connection between the Traditional owners and the land.

Strategic Alignment

Focus 2 – Supporting our People

1. Destination – Improved systems and processes

| | |
|-----------------|---|
| Destination 1.1 | Development of standardised administrative processes. |
|-----------------|---|

Recommendation

1. That West Daly Regional Council **does not / adopt** the protocol wording of Acknowledging Country during Ordinary Council meetings.
2. That West Daly Regional Council **does not / adopt** the protocol wording of Acknowledging Country during all communications.

Protocol wording:

“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”.

Attachments