



WEST DALY
Regional Council

AGENDA

**LOCAL AUTHORITY
COUNCIL MEETING**

26 OCTOBER 2016

at

9:00AM

PEPPIMENARTI OFFICE

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WEST DALY REGIONAL COUNCIL

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Glenda Teede
Chief Executive Officer



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AGENDA
LOCAL AUTHORITY COUNCIL MEETING
TO BE HELD AT THE PALUMPA COUNCIL OFFICE
ON 26 October 2016
COMMENCING AT 9:00AM

1 WELCOME AND MEETING ARRANGEMENTS

2 ATTENDANCE

Present:

Officers:

Guests:

3 APOLOGIES / ABSENT

Applicant:	N/A
Location/ Address:	Darwin
Date:	26 October 2016
Author:	Chief Executive Officer, Glenda Teede

SUMMARY

This report is to table, for Council's record, any apologies and requests for leave of absence received from Elected Members for the Local Authority Meeting held 26 October 2016.

COMMENT

Council can choose to accept the apologies or requests for leave of absence as presented, or not accept them. Apologies or requests for leave of absence that are not accepted by Council will be recorded as absence without notice.

STATUTORY ENVIRONMENT

As per the Local Government Act s.39 (1), a person ceases to hold office as a member of a council if the person:

(d) is absent, without permission of the council, from 2 consecutive ordinary meetings of the council.

VOTING REQUIREMENT



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Simple majority

RECOMMENDATION

THAT Council receive and notes apologies and grants a leave of absence for the Local Authority Meeting held 26 October 2016.

Moved: Clr.

Seconded: Clr.

4 DISCLOSURE OF INTEREST – MEMBERS OF STAFF

Applicant: Chief Executive Officer

Location/Address: Darwin

Date: 26 October 2016

Author: Glenda Teede

SUMMARY

Elected members are required to disclose an interest in a matter under consideration by Council at a meeting of the Council or a meeting of a Council committee by:

- (1) In the case of a matter featured in an officer's report or written agenda item, by disclosing the interest to the Council by disclosure as soon as possible after the matter is raised.
- (2) In the case of a matter raised in general debate or by any means other than the printed agenda of the Council, by disclosure as soon as possible after the matter is raised. Under disclosure, the Member must abide by the decision of Council on whether he/she shall remain in the Chambers and/or take part in the vote on the issue. The council may elect to allow the Member to provide further and better particulars of the interest prior to requesting him/her to leave the Chambers.

Staff members of the Council are required to disclose an interest in a matter at any time at which they are required to act or exercise their delegate authority in relation to the matter.

Upon disclosure, the staff member is not to act or exercise his or her delegated authority unless the Council expressly directs him or her to do so.

STATUTORY ENVIRONMENT

Local Government Act Section 73 & Section 74 (Elected Members).

Local Government Act (2008) Section 107 Conflict of interest (Staff Members).

POLICY IMPLICATIONS



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Conflict of Interest – Code of Conduct.

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That Council receives the declarations of interest as listed for the Local Authority Meeting held 26 October 2016

Moved: **Clr.**

Seconded: **Clr.**

5 INVITATION FOR DELGATIONS TO SPEAK

No delegations

6 CONFIRMATION OF PREVIOUS MINUTES

Applicant:	Chief Executive Officer
Location/Address:	Darwin
Date:	26 October 2016
Author:	Glenda Teede
Attachment:	"A" - Copy of Minutes from the Local Authority Meeting 5 th May 2016

SUMMARY

Minutes of the Local Authority Meeting held on 5th May 2016 are attached for acceptance by Council.

STATUTORY ENVIRONMENT

The minutes as submitted must comply with part section 67(2) Local Government Act 2011 and that confirmation of minutes is compliant with section 67(3) of the Local Government Act 2011.

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That the Minutes of the Local Authority Meeting held on 5th May 2016 be confirmed as a true and correct record of the meeting held on 5th May 2016.



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Moved: Clr.

Seconded: Clr.

7 BUSINESS ARISING FROM THE PREVIOUS MINUTES

8 CORRESPONDENCE IN AND OUT

Nil

9 REGIONAL SERVICE MANAGER'S REPORT
REGIONAL SERVICES MANAGER REPORT

Applicant:	Regional Service Manager
Location/Address:	Peppimenarti
Date:	10/10/2016
Author:	Glenn Parker

Sector.	Meetings held	Outcome	Issues raised / further Details
<u>Local Authorities</u>	Nil	Nil	3 new nominee's to be sought as 3 members have left their positions. Meeting will go ahead on the 26 th of October.

Sector.	Difficulties, Issues Raised, complaints	Outcome	Further details and recommendations to resolve issues
<u>Customer Service:</u>	VOQ booking requires written procedure to ensure all charges are captured	RSM to complete	Training to be undertaken on procedure for service centre staff
<u>Service Agencies:</u> Centrelink	Officer AWOL 1 week before ceremony and week of ceremony so only operated on	RSM to discuss with officer upon return	If no interest in position a new officer will be sought

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Post Office	as needed basis		
	No issues		
Banking	High activity of money transfers during ceremony		

Sector	Number of people assisted / referred to other agencies	Difficulties / incidents reported (Job Number)	Further details and recommendations.
<u>Night Patrol</u>	Numbers not available at time of report will have for discussion at meeting.		

Sector	Works commenced	Works expected to be completed by.	Issues / difficulties in completion of works. How have the difficulties been resolved? If not resolved provide recommendations.
<u>Civil Services</u>	Very little work carried out due to ceremony		Employees have been instructed to return to work 18 th Oct. This is being handled on a part time basis as employees have duties to the community ceremony. Rubbish and urgent items are being attended to.

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Sector	Activities held for the month	Number of people participating	Difficulties experienced and resolution to how difficulties will be overcome.
<u>Sport and Recreation</u>	Nil	Nil	Currently sourcing employee to run activities after ceremony finishes

Sector	Inspections and Reports	Services & Inspections Scheduled for MV & P&E Repairs or Maintenance on Housing	Explain progress towards establishment or reason behind lack of progress
<u>Assets:</u> Motor Vehicle & Plant and Equipment Housing:	<p>Multiple toilet and drain blockages due to high volume during ceremony.</p>	<p>3 callouts to date by plumbers. 1 toilet replaced due to major blockage by tree root</p>	<p>Community members had a meeting and advised no children without parent present to use toilets and toilet paper must be used not cardboard or newspaper.</p>



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Sector	Works commenced in each homeland of RSM's area of responsibility	Works completed or due date for completion	Reason(s) why work has not been completed and recommendations for completion
<u>Homelands</u>			

Sector	Attendance & Productivity. Names of staff members and when discussions occurred.	Names of new staff members recruited and names of those terminated or resigned.	Issues experienced and how can these issues be resolved?
<u>Staff Issues.</u>	Majority of staff on leave for ceremony which is in its 3 rd week		

Sector	Names of Attendees to WH&S Meetings and dates held	Number of toolbox meeting held in the month.	Are there any issues around WH&S, if so what are they and can they be resolved?
<u>WH&S</u>	As above		

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Sector	Schedule of works	Achievements or difficulties experienced	Has recognition of achievements been acknowledged? Have strategies been put in place to overcome difficulties?
<u>Environmental Health Worker</u>	N/a		

Sector	Actions implemented	Outcome	Explain progress towards establishment or reason behind lack of progress
<u>Library</u>	Building to be renovated	Scope of works to be drawn-up	Firstly all materials owned by council to be identified so the scope of works can be actioned. I believe council has a great deal of material that can be used for this building and need not be purchased externally.

Sector	Number of Clients	Difficulties experienced	What actions or strategies have been implemented to overcome difficulties
<u>Aged Care:</u>	Majority of aged care clients are camping in the park with the rest of the community and being fed there.		



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RSM Comments

As obvious due to the lack of content above there has been little work carried out over the last 3 weeks of ceremony, plus a week of preparation. I'm pleased the Mayor has returned to the community and held a meeting 17th Oct to tell people that have jobs to return to work. Ceremony will continue for the next few weeks but should be with less disruption to council services.

RECOMMENDATION

That Council receives and notes the Regional Services Manager Report for the Local Authority Meeting held 26 October 2016

Moved: Clr.

Seconded: Clr.



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10 CHIEF EXECUTIVE OFFICER'S REPORT

Due to the CEO being on annual leave, there will be no report from the CEO.

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11 FINANCIAL REPORTS

get Management Report

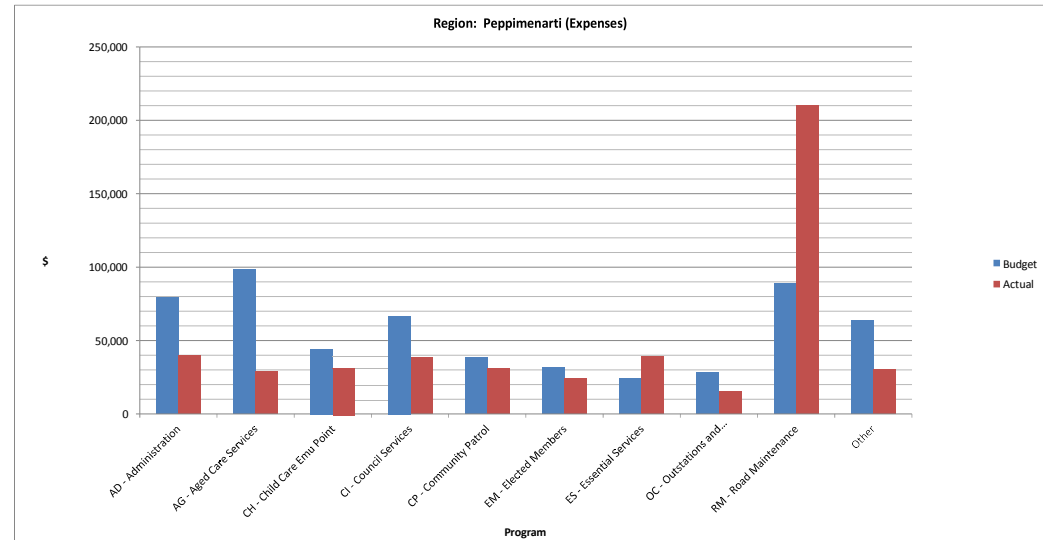
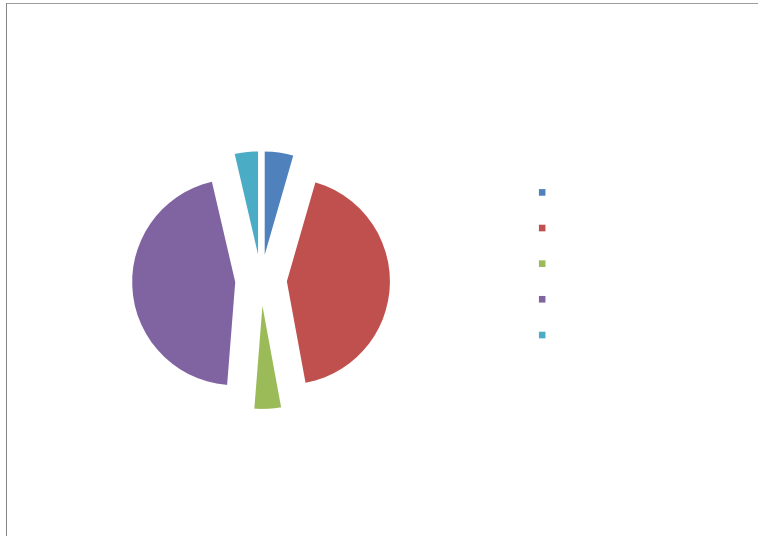
Local Authority Region/ Office : Peppimenarti



Ledgers: 17GLACT and 17GLBUD
From period: 1 to period 3

Run by: PUDASANIRI on 13-Oct-2016 09:23:40

Income							Expenses										
Local Authority Region & Programs	Program Code	Income (excluding internal sources)	Internal Income	Total Income	Budgeted Income (including internal sources)	Income Variance	Administration, Audit and Legal Expenses	Employee, Elected Members & Consultant Expenses	Operating Expenses	Repairs & Maintenance	Other	Expenditure Total (excluding internal expenses)	Internal Expenses	Total Expenses	Budgeted Expenses (including internal charges)	Expense Variance	Program Expense Position
Region: Peppimenarti																	
AD - Administration	AD	(203)	0	(203)	(875)	(672)	0	28,665	2,256	818	8,406	40,145	0	40,145	79,042	(38,897)	Under budget
AG - Aged Care Services	AG	(67,575)	0	(67,575)	(12,250)	55,325	4,877	16,015	4,488	0	3,277	28,658	0	28,658	98,374	(69,716)	Under budget
CH - Child Care Emu Point	CH	(33,345)	0	(33,345)	(42,500)	(9,155)	5,002	25,722	2,268	0	691	33,683	0	33,683	44,512	(10,829)	Under budget
CI - Council Services	CI	0	0	0	0	0	0	38,252	0	0	0	38,252	0	38,252	67,378	(29,126)	Under budget
CP - Community Patrol	CP	0	0	0	(79,000)	(79,000)	0	29,853	659	65	373	30,950	0	30,950	38,554	(7,603)	Under budget
EM - Elected Members	EM	0	0	0	0	0	0	21,889	1,000	0	1,416	24,305	0	24,305	31,713	(7,408)	Under budget
ES - Essential Services	ES	0	0	0	(30,250)	(30,250)	0	38,948	0	0	0	38,948	0	38,948	24,148	14,800	Over budget
OC - Outstations and Homelands	OC	(44,680)	0	(44,680)	(41,000)	3,680	6,702	(3,436)	3,493	7,257	1,309	15,325	0	15,325	28,243	(12,918)	Under budget
RM - Road Maintenance	RM	(52,387)	0	(52,387)	(116,293)	(63,906)	0	(887)	59	210,949	0	210,121	0	210,121	88,672	121,449	Over budget
Other		(206,213)	0	(206,213)	(124,150)	82,063	5,400	13,979	6,221	2,147	2,410	30,158	0	30,158	63,532	(33,374)	Under budget
Total		(404,403)	0	(404,403)	(446,318)	(41,915)	21,981	208,999	20,444	221,237	17,883	490,544	0	490,544	564,166	(73,622)	
LA - Local Authorities	LA	(25,935)	0	(25,935)	0	25,935	0	0	0	0	230	230	0	230	1,533	(1,303)	Under budget



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11.1 TOP 5 EXPENSES VARIANCE (OVERSPENDS)

Local Authority Region & Programs	Program Code	Administration, Audit and Legal Expenses	Community Grants	Depreciation	Employee, Elected Members & Consultant Expenses	Operating Expenses	Repairs & Maintenance	Other	Expenditure Total (excluding internal expenses)	Internal Expenses	Total Expenses	Budgeted Expenses	Expense Variance
Region: Peppimenarti													
RM - Roads	RM	0	0	0	(28,592)	0	210,949	27,764	210,121	0	210,121	88,672	121,449
ES - Essential Services	ES	0	0	0	0	0	0	38,948	38,948	0	38,948	24,148	14,800
AC - Across Council Grants	AC	0	0	0	0	0	0	0	0	0	0	0	0
AE - Aerodromes	AE	0	0	0	0	0	0	0	0	0	0	0	0
AF - Asset Management	AF	0	0	0	(166,662)	0	0	166,662	0	0	0	0	0

11.2 TOP 5 EXPENSES VARIANCE (UNDERSPENDS)

Local Authority Region & Programs	Program Code	Administration, Audit and Legal Expenses	Community Grants	Depreciation	Employee, Elected Members & Consultant Expenses	Operating Expenses	Repairs & Maintenance	Other	Expenditure Total (excluding internal expenses)	Internal Expenses	Total Expenses	Budgeted Expenses	Expense Variance
Region: Peppimenarti													
AG - Aged Care Services	AG	4,877	0	0	(11,682)	0	0	35,462	28,658	0	28,658	98,374	(69,716)
AD - Administration	AD	0	0	0	(92,646)	0	818	131,973	40,145	0	40,145	79,042	(38,897)
CI - Council Services	CI	0	0	0	0	0	0	38,252	38,252	0	38,252	67,378	(29,126)
PG - Parks and Gardens	PG	0	0	0	(13,990)	0	1,747	12,395	152	0	152	13,115	(12,963)
OC - Outstations and Homelands	OC	6,702	0	0	19,257	0	7,257	(17,891)	15,325	0	15,325	28,243	(12,918)

Statement of Financial Performance (Expenses Only)

Please refer to attachment "B"

RECOMMENDATION

That Council receives and notes the Financial Report for the Local Authority Meeting held 26 October 2016

Moved: Clr.

Seconded: Clr.

12 ACTION ITEMS / PROJECTS LIST UPDATE

Item	Description	Quote	Status
1.	Street Light Audit	RSM	Ongoing
2.	Homelands Extra Program audit	Customer Services Team Leader (assisted by Nicholas Sarah)	Ongoing
3.	Irrigation System for Oval	Quote received from Deewin Kirim - \$9680.00	Completed
4.	Solar Lights x2	Quote received from Deewin Kirim - \$9,220.00	50% completed
5.	Local Authority Member shirts	Territory Uniforms - \$930.06	Received and will be handed out at the meeting
6.	Street Name Signs	Draft Proposal was accepted at last LA Meeting	RSM to provide quotes
7.	Foggers for Mosquitoes	Quotes to be provided to outsource and have qualified person treat 3 to 4 times per year.	

RECOMMENDATION

That Council receives and notes the Action Items for the Local Authority Meeting held 26 October 2016

Moved: Clr.

Seconded: Clr.



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13 GENERAL BUSINESS

14 ANY OTHER BUSINESS

15 NEXT MEETING

To be advised.

16 MEETING CLOSED AT