



MEETING OF COUNCIL

THURSDAY, 27 JULY 2023

09:00 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
or phone: 08 7922 6403

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AGENDA

West Daly Regional Council Council Meeting

27 July 2023

WEST DALY REGIONAL COUNCIL CHAMBERS,
WINNELLIE NT

ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

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

PRESENT APOLOGY AND LEAVE OF ABSENCE

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

Staff:

Name	Title	Present	Apology	Absent
Matthew Eastham	Chief Executive Officer			
Andrew Everingham	Chief Operations Officer			
David Glover	Executive Director Corporate Services			
Julianne Wylie	EA to CEO and Mayor			

CONFIRMATION OF MINUTES

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

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?

GENERAL BUSINESS

Are there any matters of General Business that is not on this agenda?

REPORTS

- 2 Annual return of interests 17
3 The voice to Parliament..... 26
4 Service Delivery 52
5 Finance Report - June 2023..... 57
6 Waste Management Plan 74
7 Chief Executive Officer Report..... 127

CORRESPONDENCE IN AND OUT

- 8 Correspondence Report..... 130

CONFIDENTIAL

- 9 Confirmation of previous confidential minutes

The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(e) of the Local Government (General) Regulations 2021. It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest. (Confidential matters).

- 10 Variation to Homelands Capital Grant Agreement 2022-23

The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(d) of the Local Government (General) Regulations 2021. It contains information subject to an obligation of confidentiality at law, or in equity. (Confidential grant documents).

- 11 Mayors Motor Vehicle entitlement

The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(c)(iv) (d) (a) of the Local Government (General) Regulations 2021. It contains information that

would, if publicly disclosed, be likely to prejudice the interests of council or some other person.; AND information subject to an obligation of confidentiality at law, or in equity.; 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 (Mayors Personal Circumstances / Legal Matter with Council).

12 CEO - Key Result Areas (KRA)

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

13 CEO Annual Leave

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

14 Enterprise Resource Planning Software

The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(c)(i) (d) 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 subject to an obligation of confidentiality at law, or in equity. (New ERP System - Update).



WEST DALY REGIONAL COUNCIL

FOR THE COUNCIL MEETING OF 27 JULY 2023

Report for Agenda Item No 1

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

Confirmation of previous minutes

Purpose

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

Background

The Ordinary Council meeting of Elected Members held on the **28 June 2023** are provided for your decision as a true record of the meeting.

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

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

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

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

Statutory Environment

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

Impact for Council

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

Strategic Alignment

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

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

Recommendation

1. That Council approve the Ordinary Council Meeting Minutes of 28 June 2023 as a true and correct record of the meeting.

Attachments

- 1 Ordinary Council Meeting Minutes - 28 June 2023



MINUTES OF THE COUNCIL
HELD IN THE WEST DALY

MEETING
REGIONAL COUNCIL

CHAMBERS
WINNELLIE NT
ON WEDNESDAY, 28 JUNE 2023
AT 10:00 AM

Due to Elected Members advising they will be late, the Mayor determined that the meeting will be delayed for another 45 minutes to allow attendance in accordance with the *Local Government Act* s100.

Meeting opened by Mayor Narburup at 10:36am

PRESENT APOLOGY AND LEAVE OF ABSENCE

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

Staff:

Name	Title	Present	Apology	Absent
Matthew Eastham	Chief Executive Officer	X		
Andrew Everingham	Chief Operations Officer		X	
David Glover	Executive Director Corporate Services	X		
Sharon Binns	Governance	X		
Julianne Wylie	EA to CEO and Mayor	X		
Dorothea Janczewska	People and Culture Manager	X		

Guest:

Colvin Crowe – Department of Chief Minister and Cabinet

DISCLOSURES OF INTEREST – COUNCILLORS AND STAFF

There were no declarations of interest at this Council Meeting.

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

Cr Mark Tunmuck-Smith – Homelands issues as grievances that they are not visited. Fossil Head traditional owners not approached and Homelands staff are speaking to the wrong people there. Recommends advertising for a local person to work beside.

The CEO informed that by agreement with traditional owners there is a plan for each Homelands that has been signed off. The Works program is what is worked on throughout the year. Feedback is taken on.

Action: CEO will speak to the team regarding traditional owners to be identified and spoken to regarding activities on Homelands.

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

045/2023 Sharon read to the report.

Motion:

- 1. That Council approve the Ordinary Council Meeting Minutes of 25 May 2023 as a true and correct record of the meeting.**

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

REPORTS**2) CEO Rates Certification 2023**

046/2023 Matt spoke to the report.

Motion:

- 1. That Council receives and accepts the attached signed CEO Rates Certification.**

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

3) Declaration of Rates and Charges 2023/34

047/2023

David spoke to the report. Rates notices will be going on in the next month or so and will need to be paid by September 2023.

Motion:

- 1. That Council notes and approves the attached West Daly Regional Council Declaration of Rates and Charges 2023/24.**
- 2. That Council approves for the Rates and Charges to be included in the West Daly Regional Council Regional Plan 2023/24.**

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

4) 2023 - 2024 Budget

048/2023

David spoke to the report.

Cr Tunmuck-Smith asked how many full time employees at the Civil Yard. Cr Wilson stated that there are employees there that have been there for 15 years and still on the same pay as always.

The CEO advised that we are to comply with the *Fair Work Act* and our Enterprise Agreement which covers recruitment and wages. The CEO explained that employees on beginning a role will start out at a level and the lowest increment. Every year until they reach the capped increment level, the wages will stay the same, other than CPI increase. Employees do accrue long service leave and other entitlements.

Action: CEO to discuss with elected members the Enterprise Agreement at the next Pre-OCM.

Action: Good things that happen in West Daly should go into TDC Newsletter which should be started again.

Motion:

- 1. Following the conclusion of the 21 day consultation period that Council resolves to approve this 2023-24 Budget for inclusion in the West Daly Regional Council Regional Plan 2023-24.**
- 2. That Council approves the transfer of \$381,110 from reserves to balance the budget.**

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

Resolution: Unanimously

5) **Regional Plan and Budget 2023-24**

049/2023 Julieanne spoke to the report.

We have received valuable input into the Regional Plan. Directing Elected Members to the Commitment Statement and the Vision and Mission of Council.

The CEO advised that Julieanne has worked extremely hard to compile this and job well done.

Action: CEO to provide Regional Plan to the Minister of Local Government.

Motion:

1. **That Council approves and adopts the West Daly Regional Council – Regional Plan 2023-24 and all contents contained therein in accordance with section 35(1) of the *Local Government Act 2019* (the Act) and its statutory instruments including:**
 - a. **Elected Member Allowances in accordance with clause 7 of Ministerial Guideline 2A;**
 - b. **Declared Rates in accordance with sections 237 and 238 of the Act;**
 - c. **Schedule of fees and charges;**
 - d. **Budget for Financial Year 2023-2024 in accordance with section 203 of the Act.**

2. **That Council authorises the Chief Executive Officer to submit the approved and adopted version of the West Daly regional Council - Regional Plan 2023-24 to the Minister for Local Government.**

Cr Mark Tunmuck-Smith left the meeting, the time being 11:32 AM

Cr Mark Tunmuck-Smith returned to the meeting, the time being 11:34 AM

Moved: Cr. Tunmuck-Smith

Seconded: Cr. Wilson

Resolution: Unanimously

6) Finance Report - May 2023

050/2023 David spoke to the report.

Cr Tunmuck-Smith asked if Council was financially well off. The CEO confirmed that we are doing well with the new team.

Motion:

- 1. That Council notes and approves the Finance report for month ending May 2023.**

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

7) Policy approval

051/2023 Sharon spoke to the report.

Motion:

- 1. That Council approves GOV07 Mayor Work Entitlement Policy which will come into effect from 1 July 2023.**

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

8) Councillors attendance at conferences

052/2023 Sharon spoke.

Motion:

- 1. That Council approve the requirement for Elected Members to provide a report on conferences and activities performed as part of their duties as representatives of the West Daly region.**

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

9) Local Authority - What are Elected Members to do?

053/2023 Sharon spoke to the report.

Cr Clark advised that Stephen Pultchen is spelt Steven. Amendment will be made.

Motion:

- 1. That Council note the attendance report for all Local Authorities**
- 2. That Councils elected members will promote Local Authorities to the community so their voice is heard**

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

10) Do's and Dont's on Social Media

054/2023 Sharon spoke to the report.

Motion:

- 1. That Council note the information provided regarding Social Media usage.**
- 3. That each Elected Member understands their behavioural obligations in order to protect themselves from unavoidable risks associated with the use of Social Media.**

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

11) The voice to Parliament

Sharon spoke to the report.

The CEO advised that at the event in Canberra Linda Burnie asked all Councils how much interest there is in the Northern Territory.

Action: Defer this motion until next meeting when all elected members are present.

Motion:

- 1. That Council agrees / does not agree with the First Nations Voice to Parliament and the proposed law to alter the Constitution to recognise the First Peoples of Australia.**
- 2. That Council supports / does not support the active engagement of Council, Local Authorities and Communities for a better understanding of the Referendum and the Voice to Parliament.**

12) Chief Executive Officer Report

055/2023 The CEO spoke to his report.

Action: The CEO will update Council on CouncilBiz activities and Enterprise Resource Platform system at the next Pre-OCM.

Motion:

- 1. That Council notes and accepts the CEO report and acknowledges the invitation for Councillors to ask questions of the CEO regarding the report.**
- 2. That Council notes the serious issues regarding the safety and wellbeing of WDRC staff and the health and wellbeing impacts the ongoing environmental situation in the West Daly communities is having on staff.**
- 3. That Council agrees and accepts that stronger leadership for the West Daly Regional Council from Elected Members is required relating to all matters affecting the West Daly region.**

Moved: Cr. Tunmuck-Smith

Seconded: Cr. Wilson

Resolution: Unanimously

MEETING PAUSED AT 12:35PM FOR LUNCH

MEETING RE-OPENED 12:42PM

CORRESPONDENCE IN & OUT

13) Correspondence Report

056/2023 Julieanne spoke to the report.

Motion:

- 1. That Council notes and accepts the correspondence report for the period May-June 2023.**

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

GENERAL BUSINESS

To be discussed in the Confidential session.

DECISION TO MOVE TO CLOSED SESSION

RECOMMENDATION:

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

- 14 Confirmation of previous confidential minutes** - *The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(e) of the Local Government (General) Regulations 2021. It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest. (Confidential matters).*
- 15 Confidential Council business** - *The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(c)(iii) of the Local Government (General) Regulations 2021. It contains information that would, if publicly disclosed, be likely to prejudice the security of the council, its members or staff. (Confidentiality breach).*
- 16 Wadeye Homelands Emergency Capital Grant Program 2022-23** - *The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(d) of the Local Government (General) Regulations 2021. It contains information subject to an obligation of confidentiality at law, or in equity. (Confidential grant documents).*
- 17 Update Councils current Grants situation** - *The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(d) of the Local Government (General) Regulations 2021. It contains information subject to an obligation of confidentiality at law, or in equity. (Confidential Grants).*

- 18 Urgent - Peppimenarti Office** - *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).*
- 19 Elected member movements** - *The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(c)(iv) (d) (e) of the Local Government (General) Regulations 2021. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.; AND information subject to an obligation of confidentiality at law, or in equity.; AND information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest. (Confidential).*
- 20 ALGA Attendance** - *The report will be dealt with under Section 99(2) of the Local Government Act 2019 and Regulation 51(1)(d) of the Local Government (General) Regulations 2021. It contains information subject to an obligation of confidentiality at law, or in equity. (Elected Member confidential matter).*



WEST DALY REGIONAL COUNCIL

FOR THE COUNCIL MEETING OF 27 JULY 2023

Report for Agenda Item No 2

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

Annual return of interests

Purpose

To inform Elected Members of the requirement to submit an Annual return of interest which is a requirement of legislation.

Background

Every year, Elected Members must complete an Annual Return of Interests which is to contain the details prescribed by the *Local Government (General) Regulations 2021* (General Regulations).

The CEO must record this information in a *register of annual returns of interests* (register) and publish this information on the council's website.

The Annual Return of Interest policy is attached to provide clarification for Elected Members in order to complete the form.

Statutory Environment

Local Government Act 2019
Local Government (General) Regulations 2021

Impact for Council

To ensure compliance with legislation.

Strategic Alignment

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

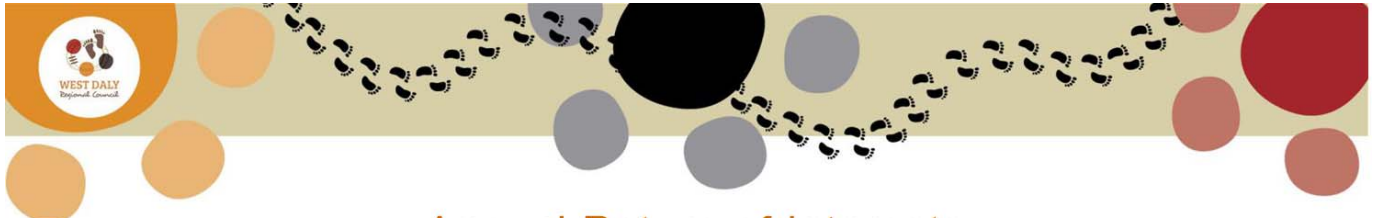
Focus 1 - Strengthen our Organisation	
1.2 Governance	
Journey 1.2.3	Continue to strengthen the governance framework and encourage active contribution at all meetings

Recommendation

- 1. That Council receives and understands Elected Members obligations in relation to Annual Return of Interests.**
- 2. That all Elected Members fill in the attached Annual Return of Interest form.**

Attachments

- 1 Annual Return of Interest Elected Members
- 2 Annual Return of Interest policy



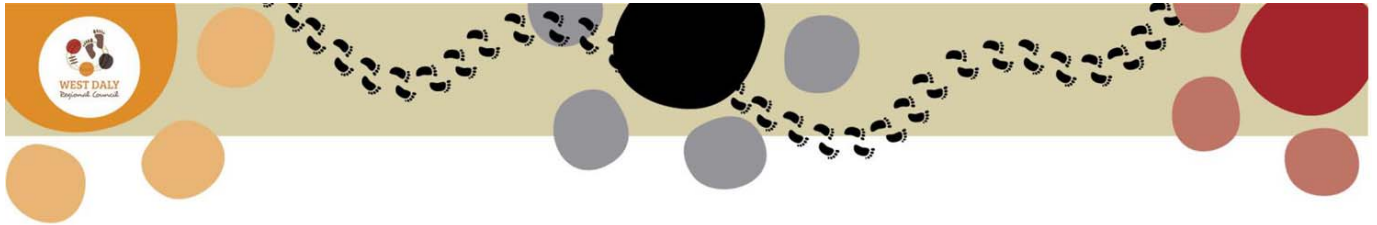
Annual Return of Interests for Elected Members

Name: _____ Initials: _____

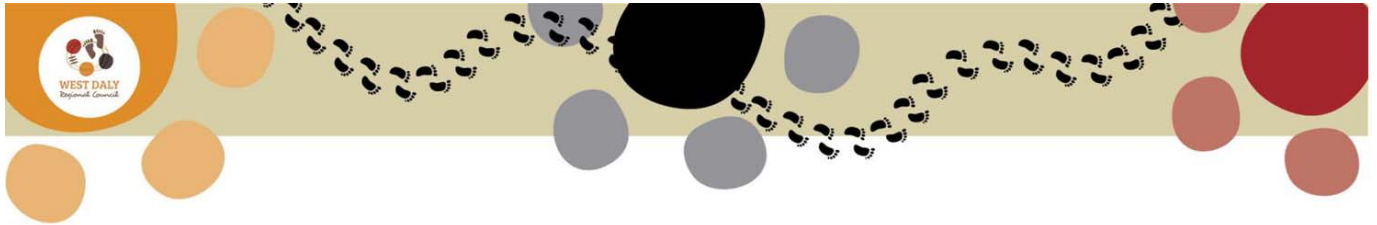
An elected member must give the details required for each type of interest that the elected member holds.

If extra pages are needed, each extra page must be numbered and identified as part of this form and must include the name of the elected member, the name of the council and initials of the council member.

(a) Shareholding in a public or private company (including a holding company)		
Name of the company		
(b) Interest as trustee or beneficiary in a family or business trust (excluding: an interest as a trustee in a trust where neither the member or any associate of the member is a beneficiary; or an interest in a land trust under the Aboriginal Land Rights (Northern Territory) Act 1976 (Cth))		
Name of the trust	Nature of the trust's operation	Nature of the interest



(c) Interest as owner of real estate		
Location (suburb or area only)	Purpose for which it is owned	
(d) Registered company directorship		
Name of the company		
(e) Interest in partnership		
Name of the partnership	Activities of the partnership	Nature of the interest
(f) Political membership		
Name of the political party or body		
(g) Membership in an organisation where a conflict of interest with the member's public duties could foreseeably arise or be seen to arise		
Name of the organisation		



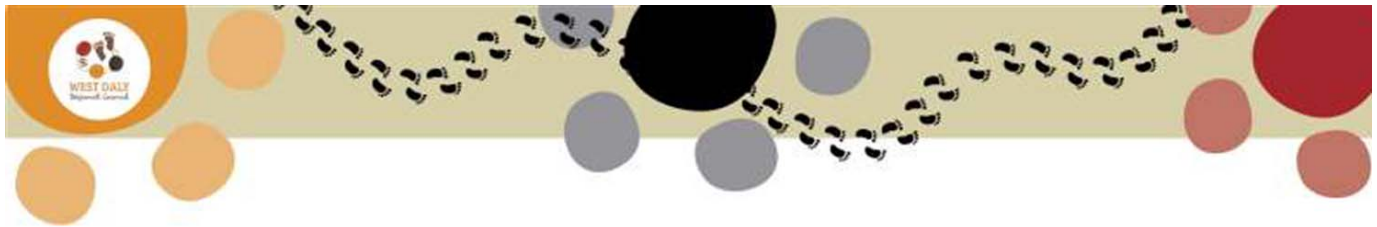
(h) Any other interest where a conflict of interest with a staff member's public duties could foreseeably arise or be seen to arise
Nature of the interest
(i) Any other substantial source of income <i>Note: The general rule is income of over \$1 000 per annum might be notifiable.</i>
Nature of the income

I confirm that the information provided in this form reflects all the interests I should declare under section 110 of the *Local Government Act 2019* and regulation 106(2) of the *Local Government (General) Regulations 2021*.

Elected members signature: _____ Date: _____

I, (full name of witness) _____
witnessed the above signature as signed before me.

Witness signature: _____ Date: _____



GOV14	Annual return of interests policy
Approval Date:	27 April 2023
Policy Type:	Governance
Policy Custodian:	Chief Executive Officer
Review Date:	27 April 2025
Version (Revision Number):	1.0

Purpose

The Local Government Act and Regulations sets out requirements for Elected Members, the CEO and the Council's Senior Leadership Team (Members) to ensure transparency and accountability in decision-making. Members are required to make decisions in the best interests of the community and free from bias.

An Annual Return retrospectively discloses any changes to the information previously disclosed or new interests accumulated for the period since completing the last annual return. The Annual Return must be lodged within 14 days of commencement of employment and no later than 30 September in any given year.

Scope

This policy applies to the CEO, Senior Leadership Team and each Elected Member of Council.

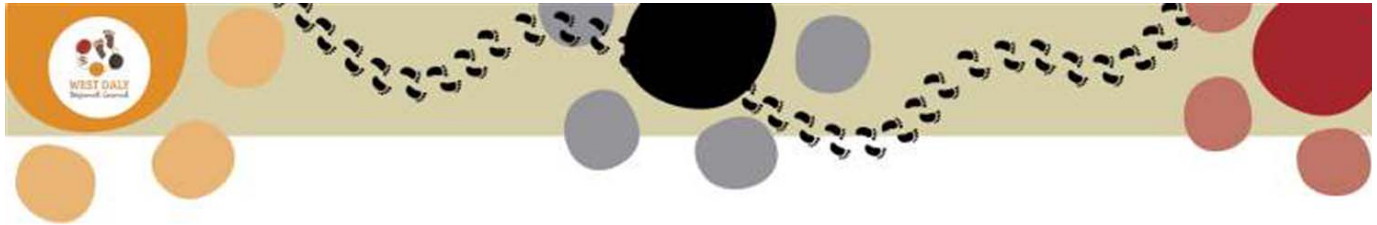
Policy Statement

1. Responsibility

- 1.1. Members should at all times avoid situations in which private interest's clash or might reasonably be deemed to have the potential to clash, with their Council duties.
- 1.2. Members should not participate in any action or matter associated with the arrangement of a contract (i.e. evaluation, negotiation, recommendation, or approval), where that person or any member of their immediate family has a direct or indirect interest or holds a position of influence or power in a business undertaking tendering for the work.

2. What information should be disclosed in Annual Returns?

- 2.1. The information you must disclose in Annual Returns relates to you personally. You do not have to disclose any information relating to your spouse, children or any other person.
- 2.2. The value, amount or extent of any asset, income, debt or disposition does not have to be disclosed.



3. Shareholding in a public or private company (including a holding company)

- 3.1 Notify any relevant interest in any shares (as defined in *Corporations Act*) including equitable as well as legal interest, whether held directly or indirectly, which enables a Member, the Member's spouse or dependants to exercise control over the right to vote or dispose of those shares.
- 3.2 Where interests are held in a private holding company (i.e. a proprietary company formed for the purpose of investing in subsidiary companies) all such subsidiary companies, and any subsidiary companies held by those subsidiary companies, should be named.

4. Interest as owner of real estate

- 4.1 Real estate refers to land or things attached to land. For example, a house, shed or jetty. An interest includes, but is not limited to, a financial interest, a right to occupation, a right or power of attorney for someone who is elderly or if you hold shares in the property.
- 4.2 You do not however, need to disclose your interest in real property if you are the executor of a deceased estate or a trustee as part of your occupation or by way of security for a debt
- 4.3 You are required to disclose the street address or the particulars of title of each parcel of real property in which you had an interest and the nature of that interest.

5. Registered company directorship

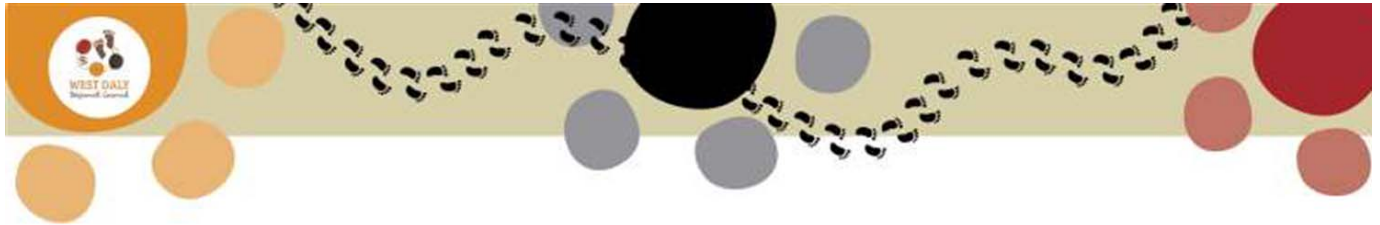
- 5.1 Company directors have duties under the *Corporations Act 2001 (Cth)*. In making decisions for Council, Members may have a conflict if their decisions are to benefit the company in contractual relations.
- 5.2 You are required to indicate the name of the company and the activities conducted.

6. Interest in partnership

- 6.1 A partnership is defined as the relationship which exists between persons carrying on a business in common with a view to profit. It involves two or more people entering into a contractual agreement amongst themselves.
- 6.2 These details are required as Council procures goods and services from organisations outside of Council and if there is a partnership this needs to be declared.

7. Political membership

- 7.1 Wearing or displaying political material by a Member is generally inappropriate. It may give the impression that the Council endorses the political material or supports a particular government party.
- 7.2 In some circumstances, it may create doubts in the minds of clients as to whether their queries or applications will be handled impartially.



7.3 Members should take care when considering, or commenting on, political or social issues related to their local government role, to ensure it does not conflict with their official duties.

8. Membership in an organisation where an interest with the member's public duties could foreseeably arise or be seen to arise

8.1 A conflict occurs when a person's personal interests conflict with their responsibility to act in the best interests of the Council.

8.2 Personal interests include direct interests, as well as those of family, friends, or other organisations a person may be involved with or have an interest in.

9. Any other interest where an interest with public duties could foreseeably arise or be seen to arise

9.1 For a material interest, there must be a potential benefit or loss to the relevant person or someone who has a relationship with them.

Examples of relationships are:

- family members;
- employers;
- business partners;
- where the relevant person acted as a consultant, contractor or agent;
- a beneficiary of a trust;
- a person who gave a disclosable gift to the Member.

9.2 The benefit or loss can be direct or indirect, pecuniary or non-pecuniary.

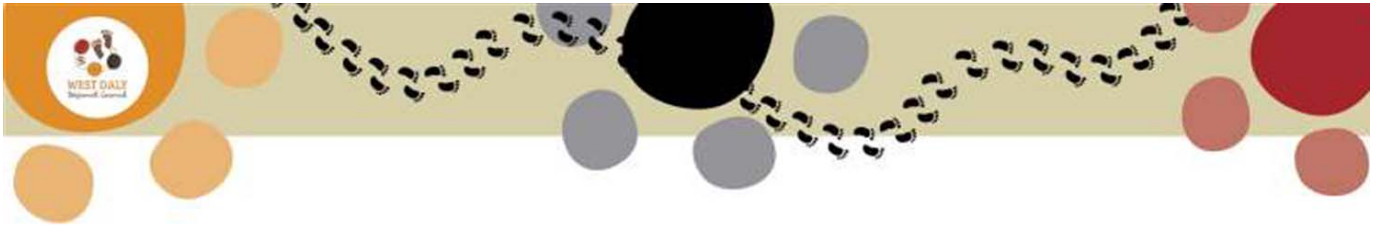
9.3 *Pecuniary interests* are interests that involve an actual or potential financial gain or loss. They may result from the Members or a related party owning property, holding shares or a position in a company bidding for Council work, accepting gifts or hospitality, or receiving income from a second job. Money does not need to actually change hands for an interest to be pecuniary.

9.4 *Non-pecuniary interests* do not have a financial component but may arise from personal or family relationships or involvement in sporting, social or cultural activities. They include any factor which would predispose the Member towards favour or prejudice resulting from friendship, animosity or other personal involvement that could bias the Members judgement or decisions.

10. Any other substantial source of income

10.1 Where a reference is made to a disclosure concerning any income, it includes but is not limited to any income received from rental properties, employers, partnerships and interest accrued from corporate shares – even income derived from outside of the Northern Territory.

10.2 In an annual return you must disclose each source from which income was received any time during the return period (usually previous 12 months).




- 10.3 Income from a source that must be disclosed is income within the meaning of the Income Tax Assessment Act 1936 (Cth); that is, income you would disclose in an income tax return.
- 10.4 As a general rule of thumb, income over \$5,000 per annum might be notifiable but smaller amounts from sources which might, in the judgement of the Member, involve sensitivity or be capable of misunderstanding should be included.

References

Local Government (General) Regulations 106, 107.

For more information, contact the Policy Custodian.

Approval Signature:	
Name:	Matthew Eastham
Position:	Chief Executive Officer



WEST DALY REGIONAL COUNCIL

FOR THE COUNCIL MEETING OF 27 JULY 2023

Report for Agenda Item No 3

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

The voice to Parliament

Purpose

In the Ordinary Council meeting held on the 28 June 2023, this topic was raised with those Elected Members in attendance who decided it would be best to present this topic when all are present to enable debate and discussion. This report is to seek Council's position on the Indigenous Voice to Parliament.

Background

In 2023, Australians will have their say in a referendum on whether to update the Constitution to include an Aboriginal and Torres Strait Islander Voice to Parliament. The request for creating the Indigenous Voice to Parliament was a result of the **Uluru Statement from the Heart**, delivered by the First Nations National Constitutional Convention which met at Uluru in May 2017.

The structure and role of the Voice would be decided by Parliament through legislation, with members to be chosen by First Nations people.

The referendum is part of the Australian Government's commitment to implementing the Uluru Statement from the Heart in full.

The Voice will not have a program delivery function, or a veto power.

In an act of support, 38 Australian Local Government Mayors came together to make a joint statement in support of the Uluru Statement from the Heart and the upcoming referendum on the Voice to Parliament - to build the referendum from the grassroots up.

The signing mayors are now equipped to inform and educate the communities about the Uluru Statement of the Heart and create conversations about the referendum in communities, towns and suburbs throughout the country.

A First Nations community toolkit is provided to assist Elected Members to be more informed in order to assist their constituents in an unbiased manner.

Statutory Environment

The Australian Constitution
Uluru Statement from the Heart

Impact for Council

For information only

Strategic Alignment

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

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

Recommendation

- 1. That Council agrees / does not agree with the First Nations Voice to Parliament and the proposed law to alter the Constitution to recognise the First Peoples of Australia.**
- 2. That Council supports / does not support the active engagement of Council, Local Authorities and Communities for a better understanding of the Referendum and the Voice to Parliament.**

Attachments

- 1 First Nations Community toolkit
- 2 The Voice



Recognition through an Aboriginal and Torres Strait Islander Voice

First Nations community toolkit

Get informed.
[Voice.gov.au](https://www.voice.gov.au)



Australian Government

Get informed.
Voice.gov.au

Recognition through an Aboriginal
and Torres Strait Islander Voice

This toolkit is to support First Nations communities. In it you'll find information to share with your networks about the upcoming referendum.

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Recognition through an Aboriginal
and Torres Strait Islander Voice



Introduction

This toolkit is to support First Nations communities. In it you'll find factual information to share with your networks about the upcoming referendum.

Australia is having a conversation about the Voice referendum being held later this year.

It's about whether we should change the Constitution to recognise the First Peoples of Australia by establishing a body called the Aboriginal and Torres Strait Islander Voice.

This toolkit is not about a Yes or No decision. It is about:

- why we are having a referendum
- what the Voice is about
- how to share information.

First Nations community networks and organisations are key to sharing this important information so people can make an informed decision. You can help make sure people receive the information they need to make their decision.

Get informed.
Voice.gov.au

Recognition through an Aboriginal
and Torres Strait Islander Voice

Actions you can take to help inform people

You can help people be informed about the facts of the Voice referendum.

- **Share the facts** about the Voice and the referendum from this kit with your communities. Use the channels and methods you know will reach them best.
- **Download and share** the written, audio and visual materials from this kit with your networks.
- **Print materials** so people can take them away to read in their own time.
- Use the materials to **guide a conversation with your community** about the facts.
- **Encourage people to be ready** for the conversation about the Voice referendum and get informed at [Voice.gov.au/community-toolkit/first-nations](https://voice.gov.au/community-toolkit/first-nations).

Background information

Australia's Constitution

A referendum is when Australian citizens who are 18 or older, vote on whether to change something in Australia's Constitution.

The Constitution is a document that outlines the rules for governing Australia. The only way to change it is through a referendum.

Uluru Statement from the Heart

Australia has been talking about recognising First Nations peoples in the Constitution for more than a decade.

The Uluru Statement from the Heart has informed the referendum to:

- recognise Aboriginal and Torres Strait Islander people as the First Peoples of Australia
- establish a Voice to Parliament.

More than 1,200 Aboriginal and Torres Strait Islander people informed the Uluru Statement during a series of regional dialogues.

On 26 May 2017, 250 Aboriginal and Torres Strait Islander people presented the Uluru Statement at the First Nations National Constitutional Convention at Uluru.

Get informed.
Voice.gov.au

Recognition through an Aboriginal
and Torres Strait Islander Voice

The Uluru Statement

We, gathered at the 2017 National Constitutional Convention, coming from all points of the southern sky, make this statement from the heart:

Our Aboriginal and Torres Strait Islander tribes were the first sovereign Nations of the Australian continent and its adjacent islands and possessed it under our own laws and customs. This our ancestors did, according to the reckoning of our culture, from the Creation, according to the common law from 'time immemorial', and according to science more than 60,000 years ago.

This sovereignty is a *spiritual notion: the ancestral tie between the land, or 'mother nature', and the Aboriginal and Torres Strait Islander peoples who were born therefrom, remain attached thereto, and must one day return thither to be united with our ancestors. This link is the basis of the ownership of the soil, or better, of sovereignty.* It has never been ceded or extinguished, and co-exists with the sovereignty of the Crown.

How could it be otherwise? That peoples possessed a land for sixty millennia and this sacred link disappears from world history in merely the last two hundred years?

With substantive constitutional change and structural reform, we believe this ancient sovereignty can shine through as a fuller expression of Australia's nationhood.

Proportionally, we are the most incarcerated people on the planet.

We are not an innately criminal people. Our children are alienated from their families at unprecedented rates. This cannot be because we have no love for them. And our youth languish in detention in obscene numbers. They should be our hope for the future.

These dimensions of our crisis tell plainly the structural nature of our problem. This is the *torment of our powerlessness.*

We seek constitutional reforms to empower our people and take a *rightful place* in our own country. When we have power over our destiny our children will flourish. They will walk in two worlds and their culture will be a gift to their country.

We call for the establishment of a First Nations Voice enshrined in the Constitution.

Makarrata is the culmination of our agenda: *the coming together after a struggle.* It captures our aspirations for a fair and truthful relationship with the people of Australia and a better future for our children based on justice and self-determination.

We seek a Makarrata Commission to supervise a process of agreement-making between governments and First Nations and truth-telling about our history.

In 1967 we were counted, in 2017 we seek to be heard. We leave base camp and start our trek across this vast country. We invite you to walk with us in a movement of the Australian people for a better future.

Get informed.
Voice.gov.au

Recognition through an Aboriginal
and Torres Strait Islander Voice



Conversation guide

People will be talking about the Voice and what it means for them, their families and their communities.

There are different ways to have **conversations** about the Voice.

- **Ask** people what they know about the referendum and the Voice.
- **Give** the toolkit materials to people and yarn about them.
- **Discuss** the facts through some key questions.

Get informed.
Voice.gov.au

Recognition through an Aboriginal
and Torres Strait Islander Voice

Key questions – About the referendum

What is the referendum?

The referendum is an Australia-wide voting process. It will happen in late 2023.

All Australian citizens aged 18 years and older must vote in the referendum. You must be enrolled to vote.

The Australian Electoral Commission will manage the referendum. Visit aec.gov.au to enrol or update your details.

Why do we need a referendum?

Only a vote by the people – a referendum – can change the Constitution.

This makes it Australia's choice to add some words to the Constitution about:

- Aboriginal and Torres Strait Islander people being the First Peoples of Australia
- setting up an Aboriginal and Torres Strait Islander Voice.

When will the referendum be held?

The Government has said the referendum will be held in late 2023. We don't know the exact date yet, but the Prime Minister has said it will be between October and December.

What will we vote about?

You will be asked to vote either 'yes' or 'no' to a single question.

The referendum will pass if:

- most voters in at least 4 out of 6 states vote yes, and
- most voters in Australia vote yes.

Subject to the Parliaments approval, the question Australian people will be asked to vote on at the 2023 referendum will be:



“A Proposed Law: to alter the Constitution to recognise the First Peoples of Australia by establishing an Aboriginal and Torres Strait Islander Voice.

Do you approve this proposed alteration?”

Get informed.
Voice.gov.au

Recognition through an Aboriginal and Torres Strait Islander Voice

This proposed law would add a new section into the Constitution.

The new section would say:

'Chapter IX Recognition of Aboriginal and Torres Strait Islander Peoples

129 Aboriginal and Torres Strait Islander Voice

In recognition of Aboriginal and Torres Strait Islander peoples as the First Peoples of Australia:

- i. there shall be a body, to be called the Aboriginal and Torres Strait Islander Voice;*
- ii. the Aboriginal and Torres Strait Islander Voice may make representations to the Parliament and the Executive Government of the Commonwealth on matters relating to Aboriginal and Torres Strait Islander peoples;*
- iii. the Parliament shall, subject to this Constitution, have power to make laws with respect to matters relating to the Aboriginal and Torres Strait Islander Voice, including its composition, functions, powers and procedures.'*

What happens if the referendum passes?

After the referendum, the government will consult with Aboriginal and Torres Strait Islander communities and the broader public to design the Voice. The Government will then introduce legislation to Parliament to establish the Voice. Once Parliament approves the legislation to establish the Voice, the legislation comes into effect and the work to set up the Voice begins.

What would happen if the referendum does not pass?

If the referendum does not pass, the Australian Constitution will not be changed to recognise Aboriginal and Torres Strait Islander peoples through a Voice.

Key questions – About the Voice

How would we choose who's in the Voice?

Aboriginal and Torres Strait Islander people would choose who is in the Voice.

Their choice would be based on what they want for their communities.

The members of the Voice would not be appointed by the Government.

Members would be from a mix of genders, places and Aboriginal and Torres Strait Islander cultures.

Get informed.
Voice.gov.au

Recognition through an Aboriginal and Torres Strait Islander Voice

What would the Voice do?

Some principles were already developed by a First Nations Referendum Working Group, made up of First Nations leaders from across Australia. The Government agreed these principles would underpin the shape and function of the Voice.

You can read the design principles in full on the [Voice.gov.au](https://www.voice.gov.au) website.

The principles include that the Voice would be separate to the Government. But it would give important advice to the Government and the Parliament on issues that affect the lives of Aboriginal and Torres Strait Islander people.

And the Voice would:

- empower Aboriginal and Torres Strait Islander community voices
- be led by Aboriginal and Torres Strait Islander communities
- value all views and voices
- be informed by culture
- include young people.

The Voice would not:

- make policies or laws
- stop policies and laws being made.

How would the Voice work with existing governance and community structures?

- Meaningful connections at the local level would be a key feature of discussions about the Voice model if the referendum passes, however the detail is yet to be determined.
- There is scope for the design of the Voice to align and connect with existing and emerging arrangements currently supported by states, territories and the Commonwealth.
- Regional connections in each jurisdiction may be different, reflecting the different needs of First Nations communities, states and territories instead of a one-size-fits all approach.
- The Voice would be representative of First Nations peoples and local communities.
- Members of the Voice would be expected to connect with – and reflect the wishes of – their communities.

Get informed.
Voice.gov.au

Recognition through an Aboriginal
and Torres Strait Islander Voice

Resources

These resources are to help share the facts about the Voice and referendum so your community can make an informed vote later this year.

The National Indigenous Australians Agency developed the resources. New resources, including translations will be added to the website.

Key messages

- Australia is having a conversation about the Voice referendum being held later this year.
- It's about whether we should change the Constitution to recognise the First Peoples of Australia by establishing a body called the Aboriginal and Torres Strait Islander Voice.
- The Voice would be an independent and permanent advisory body for Aboriginal and Torres Strait Islander peoples.
- The Voice would provide advice to the Australian Parliament and Government on matters that affect Aboriginal and Torres Strait Islander people's lives.
- The Voice referendum will be held in late 2023. All Australian citizens aged 18 years and older must vote.
- Be ready for the conversation, get informed at [Voice.gov.au](https://voice.gov.au).



You can use this QR code with your phone to access the First Nations resources on the [Voice.gov.au](https://voice.gov.au) website.

Information booklet, poster/s and factsheet

You can download the:

- [information booklet](#)
- [posters](#)
- [factsheets](#).

You can print and share these with your networks.

Get informed.
Voice.gov.au

Recognition through an Aboriginal and Torres Strait Islander Voice

Videos

Animations are an engaging way to explain the referendum process.

There are 3 videos:

1. What is the Voice referendum?
2. Why is the Voice referendum happening now?
3. When is the Voice referendum?

Translated content

Access content in language with translated audio and documents. A plain English factsheet has been developed and recorded in audio. Translated audio will be added to the website over the coming weeks.

Website banners and email signature

You can use the website banner and signature in your emails to share the Voice website with people you communicate with.







Social media files

You can download the social media files and share them on your organisation or community Facebook pages to reach people with key information.

TOPIC	IMAGE	SUGGEST POSTS
Referendum date	 A social media banner with a dark blue background. It features a photo of three people looking at a laptop. Text reads: 'There will be a referendum this year. Your vote will decide if some words will be added to the Australian Constitution.' At the bottom, it says 'Get informed. voice.gov.au' and has the Australian Government logo.	Australia will decide later this year if we'll recognise First Peoples of Australia in the Constitution by setting up an Aboriginal and Torres Strait Islander Voice. Find out more at Voice.gov.au
Referendum words explained	 A social media banner with a dark blue background. It features a graphic of a ballot box with a hand putting a ballot in. Text reads: 'At the referendum, you will be asked to vote either 'yes' or 'no' to adding the words to the Constitution.' At the bottom, it says 'Get informed. voice.gov.au' and has the Australian Government logo.	The words would recognise Aboriginal and Torres Strait Islander peoples as the first peoples of Australia and set up a body called the 'Aboriginal and Torres Strait Islander Voice'. The Voice would be a group of Aboriginal and Torres Strait Islander people who represent First Nations communities across Australia. Find out more at Voice.gov.au

Get informed.
Voice.gov.au

Recognition through an Aboriginal and Torres Strait Islander Voice

TOPIC	IMAGE	SUGGEST POSTS
Referendum words explained		The Voice would be separate to government, but give advice to the government and Parliament on issues that affect the lives of Aboriginal and Torres Strait Islander people. Find out more at Voice.gov.au
Referendum passes		If the referendum is passed, the next step is to talk with Aboriginal and Torres Strait Islander communities, and the broader public about how the Voice would work. The Parliament would then make a law to set up the Voice. Find out more at Voice.gov.au
Voice principles: accountability		Being accountable and transparent is one of the principles of the Voice. The Voice would have standard procedures and ways of working so Voice members will be clear about their roles. Find out more at Voice.gov.au
Voice principles: existing structures		Working with existing organisations and traditional structures is one of the principles of the Voice. Find out more at Voice.gov.au
Voice principles: Independent to government		The Voice would be separate to the Government. The Voice would give independent advice to the government and Parliament about issues affecting Aboriginal and Torres Strait Islander people. Find out more at Voice.gov.au
Voice principles		First Nations Aboriginal and Torres Strait Islander people will choose members of the Voice based on the wishes of their communities. The government will not choose who's in the Voice. Find out more at Voice.gov.au

Get informed.
Voice.gov.au

Recognition through an Aboriginal and Torres Strait Islander Voice

TOPIC	IMAGE	SUGGEST POSTS
<p>Voice principles: Balanced representation</p>		<p>Members of the Voice would be from a mix of genders, places, and Aboriginal and Torres Strait Islander cultures, and include youth.</p> <p>Find out more at Voice.gov.au</p>
<p>Voice principles: Empowering and inclusive</p>		<p>The Voice would empower Aboriginal and Torres Strait Islander community voices, be led by community, be inclusive and be informed by culture.</p> <p>Voice.gov.au</p>

Newsletter copy

You can share these words in your organisation or community newsletter:

Later this year, Australia will have a referendum. It's about whether we should change the Constitution to recognise the First Peoples of Australia by establishing a body called the Aboriginal and Torres Strait Islander Voice.

The Voice would be an independent and permanent advisory body for Aboriginal and Torres Strait Islander peoples. It would give advice to the Australian Parliament and Government on matters that affect their lives.

You can find out more at [Voice.gov.au](https://voice.gov.au).

Voting in the referendum is compulsory for all eligible Australian citizens aged 18 years and over.

It's important that everyone is enrolled to vote to have a say.

Find out more about enrolling to vote at aec.gov.au/indigenous.

Get informed.
Voice.gov.au

Recognition through an Aboriginal
and Torres Strait Islander Voice

Looking after wellbeing

The referendum is a hard conversation. It can affect people in different ways.

Seeing, hearing or talking about the referendum may be triggering for some people.

It's important to look after our own mental health and support community wellbeing and safety.

Places to go for help

Office of the eSafety Commissioner

The eSafety Commission has tips and resources to help connect with each other safely online.

There are **things you can do** if someone's sharing harmful content on the internet.

You can visit [eSafety.gov.au](https://www.esafety.gov.au).

13 YARN

This line is for confidential, culturally safe crisis support for Aboriginal and Torres Strait Islander people. Available all day, every day. **Call 13 92 76.**

Wellmob

Wellmob is a social, emotional and cultural wellbeing online resources for Aboriginal and Torres Strait Islander People. **You can visit [wellmob.org.au](https://www.wellmob.org.au).**

More info on enrolling to vote and how to vote

The AEC has a range of **resources and materials** for Aboriginal and Torres Strait Islander people and communities about enrolling to vote.

Or you can call the general enquiries line on **13 23 26**.

If you require assistance in a language other than English please call **1300 720 153**.

Get informed.
Voice.gov.au

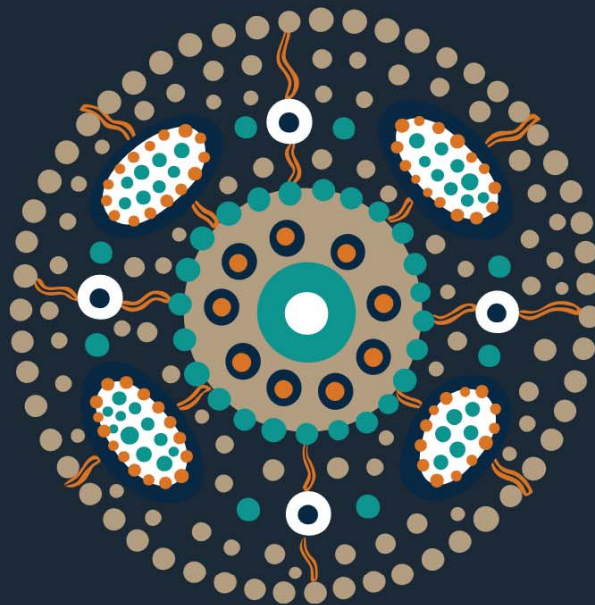


Australian Government



Australian Government

Recognising Aboriginal and Torres Strait Islander peoples through a Voice



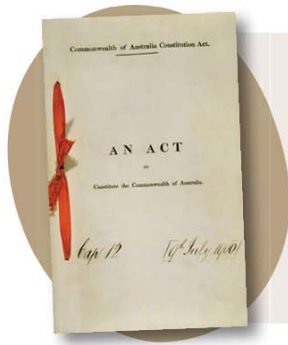
Information Booklet

We acknowledge the Traditional Owners and Custodians of Country throughout Australia and acknowledge their continuing connection to land, waters and community.

We pay our respects to the people, the cultures and the Elders past and present.

Referendum to enshrine a Voice

In late 2023, Australians will have their say in a referendum to recognise Aboriginal and Torres Strait Islander peoples as the First Peoples of Australia through an Aboriginal and Torres Strait Islander Voice enshrined in our Constitution.



What is the Constitution?

The Australian Constitution is the set of rules by which Australia is governed.

The only way to change the Constitution is by holding a referendum. It is up to the Australian people to decide if the Constitution should change.

What is a referendum?

A federal referendum is a national vote on a question about whether part of the Constitution should change.

Just like a federal election, all Australian citizens aged 18 and over must vote.

Did you know?

To be eligible to vote you must be enrolled with the AEC. Enrol here: www.aec.gov.au/referendums/enrolling.htm

How is the result decided?

For a referendum to pass, a majority of voters need to vote 'yes' nationally, plus a majority of voters in at least 4 out of 6 states. This is known as a double majority.



Referendum question and constitutional amendment

On 30 March 2023, the referendum question and constitutional amendment were introduced into Parliament through the Constitution Alteration Bill.

Both the question and terms of the constitutional amendment may change as a result of consideration in Parliament.

Referendum question

On referendum day, voters will be asked to vote 'yes' or 'no' on a single question. Subject to the Parliament's approval, the question on the ballot paper will be:

"A Proposed Law: to alter the Constitution to recognise the First Peoples of Australia by establishing an Aboriginal and Torres Strait Islander Voice.
Do you approve this proposed alteration?"

Constitutional amendment

The 'Proposed Law' that Australians are being asked to vote upon is set out in the Constitution Alteration Bill and is subject to Parliament's approval. If approved at the referendum, the Bill would add the following words to the Constitution:

Chapter IX Recognition of Aboriginal and Torres Strait Islander Peoples

129 Aboriginal and Torres Strait Islander Voice

In recognition of Aboriginal and Torres Strait Islander peoples as the First Peoples of Australia:

- i. there shall be a body, to be called the Aboriginal and Torres Strait Islander Voice;
- ii. the Aboriginal and Torres Strait Islander Voice may make representations to the Parliament and the Executive Government of the Commonwealth on matters relating to Aboriginal and Torres Strait Islander peoples;
- iii. the Parliament shall, subject to this Constitution, have power to make laws with respect to matters relating to the Aboriginal and Torres Strait Islander Voice, including its composition, functions, powers and procedures.



What is the Voice and what would it do?

There has been a lot of work over many years to define what a Voice could look like. The following Voice design principles were agreed by the First Nations Referendum Working Group and were drawn from this work.

The Voice will give independent advice to the Parliament and Government



- The Voice would make representations to the Parliament and the Executive Government on matters relating to Aboriginal and Torres Strait Islander peoples.
- The Voice would be able to make representations proactively.
- The Voice would be able to respond to requests for representations from the Parliament and the Executive Government.
- The Voice would have its own resources to allow it to research, develop and make representations.
- The Parliament and Executive Government should seek representations in writing from the Voice early in the development of proposed laws and policies.

The Voice will be chosen by Aboriginal and Torres Strait Islander people based on the wishes of local communities



- Members of the Voice would be selected by Aboriginal and Torres Strait Islander communities, not appointed by the Executive Government.
- Members would serve on the Voice for a fixed period of time, to ensure regular accountability to their communities.
- To ensure cultural legitimacy, the way that members of the Voice would be chosen would suit the wishes of local communities and would be determined through the post-referendum process.

The Voice will be representative of Aboriginal and Torres Strait Islander communities, gender balanced and include youth

- Members of the Voice would be Aboriginal and/or Torres Strait Islander, according to the standard three part test.
- Members would be chosen from each of the states, territories and the Torres Strait Islands.
- The Voice would have specific remote representatives as well as representation for the mainland Torres Strait Islander population.
- The Voice would have balanced gender representation at the national level.



The Voice will be empowering, community-led, inclusive, respectful and culturally informed

- Members of the Voice would be expected to connect with – and reflect the wishes of – their communities.
- The Voice would consult with grassroots communities and regional entities to ensure its representations are informed by their experience, including the experience of those who have been historically excluded from participation.



The Voice will be accountable and transparent

- The Voice would be subject to standard governance and reporting requirements to ensure transparency and accountability.
- Voice members would fall within the scope of the National Anti-Corruption Commission.
- Voice members would be able to be sanctioned or removed for serious misconduct.



The Voice will work alongside existing organisations and traditional structures

- The Voice would respect the work of existing organisations.



The Voice will not have a program delivery function

- The Voice would be able to make representations about improving programs and services, but it would not manage money or deliver services.

The Voice will not have a veto power

What happens if the referendum passes?

Did you know?

If the referendum passes, the Voice won't exist until legislation is enacted. There would be a process to consult on and finalise the Voice with the steps outlined below.



Referendum

In late 2023, Australians will have their say in a referendum on whether to recognise Aboriginal and Torres Strait Islander peoples as the First Peoples of Australia in the Constitution through an Aboriginal and Torres Strait Islander Voice.



Consultation

If the referendum passes, there will be a process with Aboriginal and Torres Strait Islander communities and the broader public to design the Voice.



Introduce Voice establishment legislation to Parliament

A bill will then be developed to establish the Voice. This would be introduced to Parliament and may be referred to a parliamentary committee to suggest ways to improve it. Parliament decides if it becomes law.



Implementation

Once Parliament approves the legislation to establish the Voice, the legislation comes into effect and the work to set up the Voice begins.





About the artist and cover artwork

The Voice logo is a section of the artwork 'Working together for a future of equality' by Jordana Angus for the Australian Government Department of the Prime Minister & Cabinet – Indigenous Affairs. This section of the work represents the well-being of Indigenous and non-Indigenous people being equal.

Get informed.
Voice.gov.au



Mayors for the Voice to Parliament Public Statement

We the undersigned endorse the Uluru Statement from the Heart and support constitutional recognition for Aboriginal and Torres Strait Islander people through a Voice to Parliament.

As local leaders, we are committed to building awareness in our communities about the upcoming referendum.

Our citizens should be informed about what constitutional recognition through a Voice to Parliament will mean for Indigenous people and Australian society as a whole.

Local government must play an important role in holding civic forums, promoting dialogue, and providing a platform for Indigenous voices to be heard in the debate.

We believe that a successful referendum can be a unifying achievement for Australia.

We are ready to work with all levels of government to educate and inform our communities about why this referendum is such an important moment for our nation.

Signed by the following mayors:

Heather Holmes-Ross - City of Mitcham (SA)	Dylan Parker - Randwick City Council (NSW)
Dr Mary Duniam - Waratah-Wynyard Council (Tas)	Maree Statham - Lithgow City Council (NSW)
Chris Homer - Shellharbour Council (NSW)	Tony Bleasdale OAM- Blacktown City Council (NSW)
Anna Reynolds - Hobart City Council (Tas)	Peter Castaldo - Banyule City Council (Vic)
Ben Ramcharan - Nillumbik Shire Council (Vic)	Zoe Baker - North Sydney Council (NSW)
Lisa Lake - Cumberland Council (NSW)	Donna Davis - City of Parramatta (NSW)
Kenrick Winchester - Queanbeyan-Palerang Regional Council (NSW)	Michael Kerr - Douglas Shire Council (Qld)
Danny Gibson - City of Launceston (Tas)	Andrew Zbik - Lane Cove Council (NSW)
Isabelle Tolhurst - Borough of Queenscliffe (Vic)	Tony Jack - Roper Gulf Regional Council (NT)
Rhys Williams - City of Mandurah (WA)	Nuatali Nelmes - City of Newcastle (NSW)
Keri Tamwoy - Aurukun Shire Council (Qld)	Mark Greenhill - Blue Mountains City Council (NSW)
Charlie Sheahan - Cootamundra-Gundagai Regional Council (NSW)	Des Hudson - City of Ballarat (Vic)
Christina Curry - Bayside Council (NSW)	Jay Suvaal - Cessnock City Council (NSW)
Nick Katris - Georges River Council (NSW)	Stephen Allan - Bellingen Shire Council (NSW)
Michael Whelan - Bass Coast Shire Council (Vic)	Sarah Carter - Maribyrnong City Council (Vic)
Clover Moore - City of Sydney (NSW)	Kevin Beatty - Cabonne Council (NSW)
Paula Masselos - Waverley Council (NSW)	Jason Hamling - Orange City Council (NSW)
Peter Scott - Cook Shire Council (Qld)	Hon George Gear JP - City of Melville (WA)
Darcy Byrne - Inner West Council (NSW)	Khal Asfour - Canterbury Bankstown (NSW)

WEST DALY REGIONAL COUNCIL

FOR THE COUNCIL MEETING OF 27 JULY 2023

Report for Agenda Item No 4

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

Service Delivery

Purpose

The purpose of this report is to inform the 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 implementation of structured work programs.

Waste Management

Additional works have been completed at the Wadeye landfill site, including:

- Installation of demountable office
- CCTV
- Shipping containers for bulk storage of recyclable materials
- Fencing of the site completed
- Rehab completed of legacy concrete slurry
- Further sorting and separation of metal legacy waste
- Landfill signage designs completed awaiting fabrication/installation

We have also successfully recruited a Team Leader Waste who will be based at the landfill site and coordinate our landfill and waste management activities.



Roads

Our grader crews have completed a number of maintenance grades across the following Homeland access roads:

- Kuy Access Road
- Wudapuli>Nama Access Road
- Emu Point Access Road
- Woodycupaldiya Access Road
- Nemarluk/Merrepen Access Road –Temporary crossing installed to allow heavy vehicle access

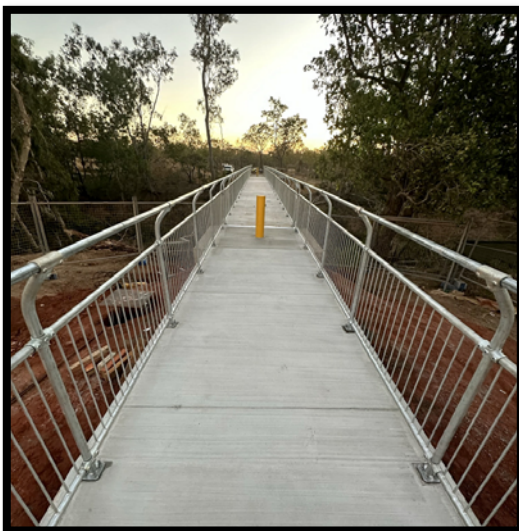
Road teams have also continued to fill potholes across Wadeye and Palumpa.



Major Projects and Capital Works

Manthathpe Walkway

Construction has progressed well, and the project is due for completion on 21/7/23. The Technical Services team will conduct a final inspection to ensure build compliance against scope. The contractors did report some damage to trucks via rocks thrown by individuals, but no other issues during construction were reported. A formal walkway opening is planned for the week of 7th August.



Wadeye Swimming pool

Construction is due to commence on the 14th August. Interim Construction milestones are as follows:

- Completion of the installation of new Office Building: 31/08/2023
- Completion of Works to Shade Structures: 18/09/2023
- Completion of installation of new storage/chemical shed: 3/10/2023
- Completion of works to the Plant Room: 16/10/2023
- Completion of works to the Ablutions Block: 19/10/2023
- Completion of works to the Pool: 25/10/2023
- Completion and Handover: 08/11/2023

Staffing

Council has recently successfully recruited the following positions:

- Replacement Bus Driver
- New Team Leader - Landfill
- Community Service Manager – Wadeye
- Carpenter
- Project Manager

Current outstanding vacancies in Community

- Community Service Manager- Palumpa
- Homelands Maintenance Officer
- Community Safety Patrol Manager

Training

Emergency Life Support and CPR training is now scheduled and approved for July/August. This training is for non-supervisory staff and will be up to 25 trainees. Additionally, plant and equipment competency training has received funding approval, and scheduling is now being planned for all communities, commencing in July.

Homelands

The Homelands team have been busy with the dry weather completing a number of seasonal work programs:

- First Grass cuts have been completed across all Homelands
- Pest control in dwellings and outside areas has been done at all Homelands
- \$1.339m of funding distributed over 61 projects including \$809K in extra grant funding obtained from NTG Homelands. Projects consist of:
 - machinery sheds
 - playground shelters
 - shade sheds
 - seating, fencing
 - water storage
 - tank stands

- Merrepen solar battery bank and generator upgrade to be completed this year
- Temporary roadworks have been completed for access for Merrepen battery bank upgrade
- Papangala supply and installation of stand-alone power system to be completed in coming month
- Fossil head shelter upgrades to be completed by end of august
- Ongoing Maintenance to bores and housing
- New SDP's have been started for homelands
- Completions of historical acquittal's



Peppimenarti Office

The dilapidation report for the Peppimenarti office was received and has been reviewed. The condition of the building is such that Council is progressing with the relocation of the office to an alternative location. The new office will be located in the existing VOQ complex, with ongoing work to make the new location suitable. The dilapidation report has recommended that the existing office be demolished due to extensive structural concerns, with the cost of repairs prohibitive. Council is working on a grant application to fund a replacement community hub, including a new council office.



Statutory Environment

Nil

Impact for Council

For reporting purposes only.

Strategic Alignment

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

Focus 1 - Strengthen our Organisation	
1.2 Governance	
Journey 1.2.3	Continue to strengthen the governance framework and encourage active contribution at all meetings
Focus 5 - Building our Region	
5.1 Major Projects	
Journey 5.1.1	Complete the Manthathpe walkway

Recommendation

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

Attachments

There are no attachments for this report.



WEST DALY REGIONAL COUNCIL

FOR THE COUNCIL MEETING OF 27 JULY 2023

Report for Agenda Item No 5

Prepared by **David Glover, Executive Director Corporate Services**

Finance Report - June 2023

Purpose

To provide the Financial Management Reports for the period ended 30 June 2023.

Background

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

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

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

CouncilBIZ has assisted WDRC in the preparation of this finance report.

WDRC continued its transition of financial responsibilities from CouncilBIZ back to the WDRC which initially concluded on 14 July 2023. Some assistance was then requested in the week commencing 17 July 2023 in finalising the practical work, the preparing the monthly report itself. This is due to our Senior Accountant needing to suddenly take leave due to serious illness in his family.

Internal financial audits continue to be conducted across WDRC financial accounts and grant accounts.

The interim section of the external audit was conducted over two weeks between 19th -30th June by Nexia Edwards Marshall NT. The final external audit is scheduled for the two week period 11th – 29th September 2023.

One of the largest expenses each year after employment costs are the costs of insurance. Council is a part of the NT Councils Discretionary Trust. There are two components, a Discretionary Trust, and insurance cover as provided through our broker, JLT Risk Solutions.

The costs for insurance ex gst are:
Last year 2022-23 \$756,852

This new year 2023-24 \$850,659.

An increase of approximately \$41,212

Statutory Environment

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

Impact for Council

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

Strategic Alignment

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

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

Recommendation
1. That Council notes and approves the Finance report for the month ending 30 June 2023.

Attachments

- 1 Finance Report June 2023



FINANCIAL MANAGEMENT REPORT

For the period ended 30 June 2023

Certification by the Council CEO

Council Name: **WEST DALY REGIONAL COUNCIL**
Reporting Period Ended: 30 June 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, which appears to be 'Matthew Eastham', is written over a horizontal line.

Matthew Eastham ASM
CEO

Date: 23/7/23

Snapshot - Financial Report for June 2023

Revenue \$ 15.63 M 	Current Ratio 1.46 	Cash at Bank \$ 11.68 M 
Expenditures \$ 15.28 M 	Unspent Tied Funds \$8.031 M 	Net Current Assets \$3.98 M 
Operating Result \$0.352M <small>(Including tied grants)</small> 	Local Authority \$1.031 M 	Capital Expenditures \$ 2.67 M 

Income and Expense Statement - Actual v Budget

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$	Note Reference
OPERATING INCOME					
Rates	1,411,366	1,439,297	(27,931)	1,439,297	
Charges	969,712	972,294	(2,581)	972,294	
Fees and Charges	486,279	522,849	(36,569)	522,849	
Operating Grants and Subsidies	11,421,980	10,152,134	1,269,845	10,152,134	
Interest / Investment Income	249,856	257,888	(8,032)	257,888	
Commercial and Other Income	1,091,826	1,422,302	(330,476)	1,422,302	
TOTAL OPERATING INCOME	15,631,019	14,766,763	864,256	14,766,763	(1)
OPERATING EXPENDITURE					
Employee Expenses	6,518,737	6,223,450	(295,287)	6,223,450	
Operational & Other Expenses	2,832,564	3,218,940	386,376	3,218,940	
Elected Member Allowances	218,932	225,840	6,908	225,840	
Elected Member Expenses	75,850	39,292	(36,558)	39,292	
Council Committee & LA Allowances	4,518	9,233	4,715	9,233	
Council Committee & LA Expenses	8,424	11,685	3,260	11,685	
Interest Expenses	246,767	222,389	(24,378)	222,389	
Repair and Maintenance	713,273	894,765	181,491	894,765	
Materials and Contracts	3,592,185	2,715,561	(876,623)	2,715,561	
TOTAL OPERATING EXPENDITURE	14,211,251	13,561,155	(650,095)	13,561,155	(2)
OPERATING SURPLUS / DEFICIT	1,419,768	1,205,608	214,160	1,205,608	(3)
Depreciation, Amortisation and Impairment	1,067,783	1,137,985	70,203	1,137,985	
SURPLUS / (DEFICIT) INCLUDING DEPRECIATION	351,986	67,623	284,363	67,623	

WDRC Financial Management Report June 2023

Monthly Balance Sheet Report

BALANCE SHEET AS AT 30 JUNE 2023		YTD Actuals	Note
		\$	Reference
ASSETS			
Cash at Bank		11,684,832	
Tied Funds		8,030,746	
Untied Funds		3,654,085	
Accounts Receivable		633,577	
Trade Debtors		345,529	
Rates & Charges Debtors		288,048	
Other Current Assets		313,939	
TOTAL CURRENT ASSETS		12,632,347	(4)
Non-Current Financial Assets			
Right-of-Use Assets		5,292,684	
Property, Plant and Equipment		2,908,854	
Other Non-current Assets		1,842,095	
TOTAL NON-CURRENT ASSETS		10,043,634	
TOTAL ASSETS		22,675,981	(5)
LIABILITIES			
Accounts Payable		114,526	
ATO & Payroll Liabilities		80,065	
Current Provisions		469,833	
Accruals		0	
Other Current Liabilities		7,992,186	
TOTAL CURRENT LIABILITIES		8,656,610	
Non-Current Provisions		27,448	
Other Non-Current Liabilities		5,740,306	
TOTAL NON-CURRENT LIABILITIES		5,767,754	
TOTAL LIABILITIES		14,424,364	
NET ASSETS		8,251,617	
EQUITY			
Asset Revaluation Reserve			(6)
Reserves			
Accumulated Surplus		8,251,617	(7)
TOTAL EQUITY		8,251,617	

Variance Analysis June 2023

Income/Expense or Balance Sheet Item	Note Ref	Comments
Total Operating Income	(1)	Total Operating Income significantly exceeds Forecast due to higher than forecast restricted Grant income
Expense	(2)	Expenses are higher than Forecast driven by additional grant activity
Operating Surplus	(3)	Higher than Forecast Grant income driving Operating result
Cash at Bank	(4)	Cash position significantly improved due inflow Grant funding Fourth Quarter
Non-current Assets	(5)	Non-current Assets will vary materially after the Audit due to asset revaluation project currently in progress
Asset Revaluation Reserve	(6)	Reserve figure will also vary due to asset revaluation
Accumulated Surplus	(7)	Accumulated Surplus may be adjusted from prior periods due to additional income from grants

Monthly Balance Sheet Report Details of Cash and Investments Held

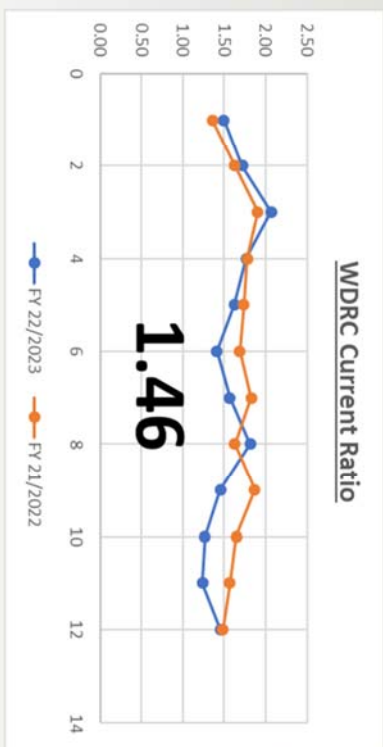
Cash and Investments Held	Jun-23
11110 - Bank Operational	2,920,994
11130 - Bank High Interest	2,763,338
11210 - Petty Cash	500
12110 - Term Deposit	6,000,000
TOTAL CASH	11,684,832
Cash and Investments Held	Jun-23
Tied Funds	8,030,746
Untied Funds	3,654,085
CASH AT BANK	11,684,832

Product	Actual Balance	Available Balance	Interest Rate	Maturity
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%	27/12/2024
Fixed Term Deposit	\$500,000	\$0	5.01%	24/11/2023
Fixed Term Deposit	\$500,000	\$0	4.93%	25/10/2023
Fixed Term Deposit	\$1,000,000	\$0	4.61%	12/09/2023
Fixed Term Deposit	\$500,000	\$0	4.46%	22/08/2023
Fixed Term Deposit	\$500,000	\$0	4.33%	8/08/2023
Total	\$6,000,000	\$0		

Current Ratio as at June 2023

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

Current Assets		Current Liabilities	
Cash in Bank	11,684,832	Accounts Payable	194,590
Trade and Rates Debtors	633,577	Other Current Liabilities	431,273
Other Current Assets	313,939	Unspent Grants (Agency & Core)	8,030,746
	12,632,347		8,656,610



Current Ratio for FY2022/23

PERIOD	July	August	September	October	November	December	January	February	March	April	May	June
FY22/2023	1.50	1.72	2.07	1.77	1.63	1.41	1.57	1.82	1.46	1.27	1.24	1.46
FY21/2022	1.36	1.63	1.91	1.78	1.74	1.69	1.83	1.63	1.87	1.65	1.57	1.49

June - 1.46

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

Trade Debtors Ageing Analysis	
Current	87,132
Unapplied	-6,430
Over 30 days	8,563
Over 60 days	11,707
Over 90 days	167,249
Total	268,220

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

Trade Creditors Ageing Analysis	
Current	97,414
Unapplied	-8,583
Over 30 days	5,003
Over 60 days	3,537
Over 90 days	57
Total	97,427

Monthly Balance Sheet Report
Highest 10 Contractor Payments/ Items paid in the month

Supplier	Territory	Interstate
TITAN PLANT HIRE	105,186	
TOA Construction	81,919	
QUICKSUPER		58,793
COUNCILBIZ	46,860	
HAYS SPECIALIST	44,297	
SITZLER PTY LTD	33,997	
DJ AIR & ELECTRICAL	19,886	
ROAD SOLUTIONS	19,140	
NT-IT	14,265	
MURIN TRAVEL	13,383	
Total	378,931	58,793

Financial Report for each Local Authority Area

	Regional Office - Winnellie (for all locations) 200			LA1 Nganmarrinyanga 300		
	YTD Actuals \$	YTD Budget * \$	YTD Variance \$	YTD Actuals \$	YTD Budget \$	YTD Variance \$
OPERATING INCOME						
Rates	0	0	0	106,776	113,473	(6,696)
Charges	0	0	0	86,979	97,059	(10,080)
Fees and Charges	0	0	0	39,131	24,368	14,763
Operating Grants and Subsidies	0	0	0	1,253,112	2,022,829	(769,716)
Interest / Investment Income	0	0	0	0	0	0
Commercial and Other Income	832	1,364	(532)	256,740	365,055	(108,316)
TOTAL OPERATING INCOME	832	1,364	(532)	1,742,738	2,622,784	(880,046)
OPERATING EXPENDITURE						
Employee Expenses	1,935,600	1,600,706	(334,894)	612,782	862,930	250,148
Operational & Other Expenses	357,942	346,929	(11,013)	175,891	446,719	270,828
Elected Member Allowances	0	0	0	15,929	14,284	(1,645)
Elected Member Expenses	0	0	0	15,647	1,564	(14,083)
Council Committee & LA Allowances	0	0	0	1,963	4,609	2,646
Council Committee & LA Expenses	2,378	2,310	(68)	42	1,610	1,568
Interest Expenses	0	0	0	0	0	0
Repair and Maintenance	4,553	130	(4,422)	106,814	133,611	26,797
Materials and Contracts	335,516	78,802	(256,714)	299,676	837,093	537,417
TOTAL OPERATING EXPENDITURE	2,635,988	2,028,877	(607,111)	1,228,743	2,302,419	1,073,677
OPERATING SURPLUS / DEFICIT	(2,635,156)	(2,027,513)	(607,644)	513,995	320,364	193,631
Depreciation, Amortisation and Impairment	0	(75,948)	(75,948)	0	0	0
SURPLUS / (DEFICIT) INCLUDING DEPRECIATION	(2,635,156)	(2,103,460)	(531,696)	513,995	320,364	193,631

WDRC Financial Management Report June 2023

Income and Expense Statement - Actual v Budget

	LA2 Peppinmanti 400			LA3 Wadeye 700			TOTAL -All West Daly Regional Council		
	YTD Actuals \$	YTD Budget \$	YTD Variance \$	YTD Actuals \$	YTD Budget \$	YTD Variance \$	YTD Actuals \$	YTD Budget \$	YTD Variance \$
OPERATING INCOME									
Rates	120,256	127,072	(6,815)	1,184,333	1,198,752	(14,419)	1,411,366	1,439,297	(27,931)
Charges	136,911	78,167	58,744	745,823	797,068	(51,245)	969,712	972,294	(2,581)
Fees and Charges	4,521	28,422	(23,901)	442,627	470,059	(27,431)	486,279	522,849	(36,569)
Operating Grants and Subsidies	1,802,999	1,633,043	169,957	8,365,868	6,496,263	1,869,605	11,421,980	10,152,134	1,269,845
Interest / Investment Income	0	0	0	249,856	257,888	(8,032)	249,856	257,888	(8,032)
Commercial and Other Income	255,823	378,470	(122,647)	578,430	677,412	(98,982)	1,091,826	1,422,302	(330,476)
TOTAL OPERATING INCOME	2,320,511	2,245,173	75,338	11,566,938	9,897,442	1,669,496	15,631,019	14,766,763	864,256
OPERATING EXPENDITURE									
Employee Expenses	872,097	803,183	(68,914)	3,098,258	2,956,631	(141,627)	6,518,737	6,223,450	(295,287)
Operational & Other Expenses	192,974	359,806	166,832	2,106,280	2,065,485	(40,795)	2,832,564	3,218,940	386,376
Elected Member Allowances	28,657	48,185	19,528	174,346	163,371	(10,975)	218,932	225,840	6,908
Elected Member Expenses	11,629	5,821	(5,808)	48,575	31,907	(16,668)	75,850	39,292	(36,558)
Council Committee & LA Allowances	1,430	1,622	191	1,125	3,003	1,878	4,518	9,233	4,715
Council Committee & LA Expenses	319	1,658	1,340	5,686	6,107	421	8,424	11,685	3,260
Interest Expenses	0	0	0	246,767	222,389	(24,378)	246,767	222,389	(24,378)
Repair and Maintenance	160,623	131,060	(29,563)	441,284	629,964	188,680	713,273	894,765	181,491
Materials and Contracts	126,032	232,474	106,441	2,830,960	1,567,193	(1,263,767)	3,592,185	2,715,561	(876,623)
TOTAL OPERATING EXPENDITURE	1,393,761	1,583,809	190,048	8,953,281	7,646,050	(1,307,231)	14,211,250	13,561,155	(650,095)
OPERATING SURPLUS / DEFICIT	926,750	661,364	265,385	2,613,657	2,251,392	362,265	1,419,769	1,205,608	214,160
Depreciation, Amortisation and Impairment	0	0	0	1,067,783	1,213,933	146,150	1,067,783	1,137,985	70,203
SURPLUS / (DEFICIT) INCLUDING DEPRECIATION	926,750	661,364	265,385	1,545,874	1,037,459	508,415	351,986	67,623	284,363

WDRC Financial Management Report June 2023

Member and CEO Council Credit Card Transactions

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

Cardholder Name Matthew Eastham

Transaction Date	Amount	Supplier's Name	Reasons for the Transaction
13/06/2023	\$36	ACT CABS 0261030882	ACT CABS 0261030882 FYSHWICK AUS AUS
15/06/2023	\$16	NEWS LIMITED	NEWS LIMITED SURRY HILLS UNK AUS
18/06/2023	\$18	ARLO	ARLO 408-638-3750 IRL IRL
26/06/2023	\$15	WILSON PARKING MELOBS	WILSON PARKING MELOBS MELBOURNE VIC AUS
26/06/2023	\$580	The Como Melbourne OPI	The Como Melbourne OPI South Yarra VIC AUS
27/06/2023	\$15	WILSON PARKING MELOBS	WILSON PARKING MELOBS MELBOURNE VIC AUS
TOTAL	\$680		

End of June 2023 Report

Discussion



WEST DALY REGIONAL COUNCIL

FOR THE COUNCIL MEETING OF 27 JULY 2023

Report for Agenda Item No 6

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

Waste Management Plan

Purpose

To inform Council regarding the new Waste Management Strategy Draft.

Background

Council has completed our first Waste Management Strategy, developed in collaboration with Tonkin Consulting and Council's Technical Services Team. The formal waste management strategy is a comprehensive plan to guide our waste management efforts in the coming years.

The Waste Management Strategy represents a significant milestone in our commitment to sustainable and responsible waste management practices. With the expert assistance of Tonkin Consulting, we have crafted a strategy that addresses the unique challenges and opportunities faced by our communities and aligns with our organisational goals.

The strategy encompasses a range of objectives and action plans designed to enhance waste reduction, recycling, and resource recovery within our communities. It emphasises a holistic approach that takes into account environmental considerations, community engagement, technological advancements, and regulatory compliance.

Key highlights of the Waste Management Strategy include:

1. Clear objectives:
 - The strategy outlines specific goals and targets to reduce waste generation, increase recycling rates, and enhance overall waste management practices. These objectives are designed to be measurable and achievable within defined timelines.
2. Community engagement:
 - The strategy emphasises the importance of education and awareness campaigns to foster behaviour change and promote sustainable waste management practices.

3. Recycling Enhancement:
 - Expanding and improving recycling infrastructure and services to promote a culture of recycling within the communities.
4. Resource Recovery:
 - Exploring innovative solutions for the recovery of valuable resources from waste streams and maximising their reuse and repurposing.
5. Education and Awareness:
 - Developing comprehensive educational campaigns to increase awareness about waste management practices, promote responsible consumption, and improve waste sorting behaviours.
6. Waste Minimisation:
 - Implementing measures to reduce waste generation at the source and encouraging behavioural changes among residents and businesses.
7. Collaboration and partnerships:
 - The strategy emphasises the need for collaboration with local businesses, community organisations, and government agencies to create a unified approach towards waste management. It outlines potential partnership opportunities and encourages joint initiatives to maximise efficiency and resource sharing.
8. Continuous improvement:
 - Our strategy adopts a cyclical approach, emphasising the importance of regular evaluation, monitoring, and adjustment of waste management practices. This allows us to adapt to evolving circumstances, embrace emerging technologies, and continuously improve our waste management efforts.

To ensure the successful implementation of the Waste Management Strategy, we have devised a detailed action plan with measurable targets and timelines. Regular monitoring and reporting mechanisms will be put in place to track progress, evaluate the effectiveness of initiatives, and identify areas for improvement.

In terms of the release plan, we propose the following steps:

1. Internal dissemination: We will distribute the Waste Management Strategy to all council departments and staff members, ensuring that everyone is familiar with its contents and objectives. This will help create a cohesive approach to waste management across all departments and facilitate cross-functional collaboration.

2. Public release: We will distribute to our key stakeholders and announce the release of the Waste Management Strategy on Council’s website and on local newsletters in our communities. This will provide an opportunity to highlight key aspects of the strategy, answer questions, and generate public interest and support.
3. Online publication: We will publish the strategy document on the Council's website, making it easily accessible to the public. This online presence will enable ongoing engagement and feedback from community members.
4. Stakeholder engagement: We will proactively engage with key stakeholders, such as local businesses, environmental groups, and community organisations, to seek their feedback, encourage their participation in waste management initiatives, and explore potential partnerships for implementation.

Statutory Environment

Nil

Impact for Council

For reporting purposing only.

Strategic Alignment

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

Focus 3 - Developing our Community	
3.2 Improved Infrastructure	
Journey 3.2.2	Develop West Daly Regional Council community infrastructure plans and identify priority works
Focus 4 - Growing our Services	
4.4 Environmental Health Services	
Journey 4.4.3	Investigate waste management solutions to improve sustainable and economic options

Recommendation

1. That Council receive and note the Waste Management Strategy Draft.

Attachments

1 Waste Management Strategy

West Daly Regional Council Local Government Area

Waste Management Strategy

West Daly Regional Council

14 July 2023

Ref: 20191623R02



Building exceptional
outcomes together



Document History and Status

Rev	Description	Author	Reviewed	Approved	Date
A	Issue For Client Review	DZD	SJM	SJM	23/12/2022
B	Update For Client Review	DZD			
0	Update as per Client's Comments	DZD	MI	MI	14/07/2023

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20191623R02 West Daly Regional Council Local Government Area | Waste Management Strategy

2



Contents

Project: West Daly Regional Council Local Government Area | Waste Management Strategy
Client: West Daly Regional Council
Ref: 20191623R02

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1 Introduction

West Daly Regional Council (Council) in conjunction with the Big River Waste Management Coordinator completed a desktop study and prepared the Wadeye Landfill Project Plan (March 2019) that set out a work plan to develop the new waste infrastructure to services for the townships of Wadeye and Peppimenarti.

The Project Plan identified that a Waste Management Strategy is required to improve waste management within the Local Government Area (LGA) of the West Daly region.

Tonkin Consulting (Tonkin) was engaged by Council to prepare a Waste Management Strategy on behalf of Council. Tonkin undertook a one-day site visit across three landfill sites (Wadeye, Palumpa, and Peppimenarti) in the West Daly region on December 9, 2022. A Site Observation Assessment Report and a Waste Assessment Report have been prepared and presented in Appendix A and Appendix B, respectively.

This Waste Management Strategy (the Strategy) identifies the waste management priorities (focus areas) and provides an integrated and pragmatic approach to achieve the focus areas across the West Daly communities and outstations, while delivering Council's overall strategy for a cost-effective waste management service to the communities.

This Strategy sets out the current waste management situation, the challenges Council faces, the strategic context, and the focus areas that Council will concentrate on for actions over the next five to ten years.

Council has identified the following key objectives of this Strategy which include:

- Improving waste management practices at the landfills
- Upgrade the waste management facilities at Wadeye and Peppimenarti
- Greater control over waste streams accepted at the landfills
- Better recycling/recovery of waste materials disposed
- Improve the environmental outcome to minimise environmental impacts with an aim to improve compliance



2 Current Situation

2.1 Setting the Waste Management Direction for Council

In 2022, Council started the planning and development for a waste strategy for the communities within their local government area.

Council in its 2021-2022 Strategic Plan identified the development of a waste management strategy as a key tool to that could help improve sustainable waste management practices to support the community's population, which now exceeds 5,000.

This Strategy outlines Council's plans to improve the way waste is managed within the West Daly Region, and particularly in the communities of Wadeye, Peppimenarti and Palumpa.

It identifies focus areas to achieve the objectives of the Strategy within the broader regional context, while delivering Council's overall strategy for a cost-effective waste management service to each of the communities.

2.2 Current Waste Services

Council's waste management service includes collection, diversion, recycle and disposal across three communities including Wadeye, Peppimenarti and Palumpa.

The waste brought to these waste management facilities is mostly placed in the landfill areas with only minor recycling of metal materials transported to Darwin for resale.

The following list outlines the type of waste material received at Council's waste management facilities in Wadeye, Peppimenarti and Palumpa.

At the time of preparing this Waste Management Strategy Council had limited waste records and data to verify actual waste tonnages received and processed at the three existing waste management facilities.

Waste products to be processed at the Wadeye and Peppimenarti Waste Transfer Stations:

- Municipal comingled product – including all plastics 1, 2, 5, paper, card, tins, and cans
- Municipal and commercial glass
- Commercial comingled product
- Commercial OCC
- Scrap metal
- Whiteware
- Waste oils
- Automotive batteries
- Drycell batteries
- Lithium-ion batteries
- Fluorescent light bulbs
- Limited volume asbestos
- Gas cylinders
- Limited volume hazardous waste
- Green waste
- Cleanfill
- Tyres
- E-waste



- Baby car seats
- Agricultural chemicals and their containers
- Refrigerants
- Farm plastics
- Mattresses
- Soft plastics
- Car bodies
- Furniture

2.3 Key Challenges

Council faces the following key challenges in waste management across all three communities of Wadeye, Peppimenarti, and Palumpa as outlined in Table 2.1.

Table 2.1 Key Challenges

Key Challenges	Description of Key Challenges
Cost pressures from increasing fees for waste disposal at the three existing landfills	Having to operate and maintain three landfills within the LGA
Community expectations for a clean, efficient, and cost-effective waste service and to improve water management at the facilities to prevent environmental pollution	Difficulties in waste management practices at the landfills
Growth of the town and building and construction	Future residential development in Wadeye and Peppimenarti may require different services and contracts with contractors undertaking building work may need to incorporate requirements to encourage better waste management and recovery practices.
The need to gather more data to complete the picture	We need to gain a greater understanding of the composition of loads that enter the landfills to identify where our efforts are best targeted.
Low recycling rates i.e., household and construction of waste transfer stations to improve waste diversion and dumping management	Diversion of recyclable waste from landfill is currently unknown. Other jurisdictions such as the ACT, NSW, SA, and VIC all average over 60%. It is challenging to recycle without waste facilities.



3 Strategic Context

3.1 The Waste Management Hierarchy

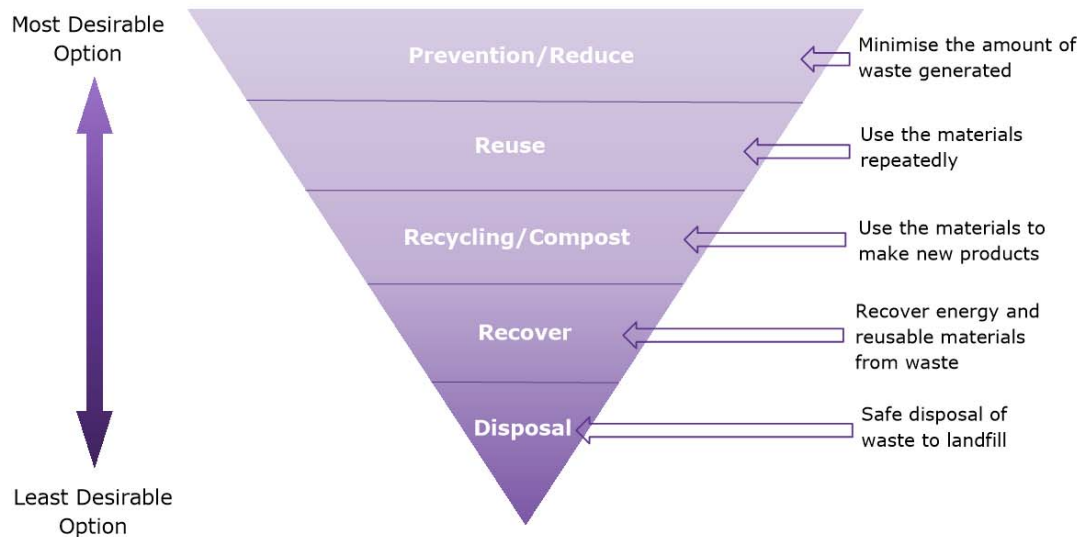


Figure 3.1 Waste Management Hierarchy

Error! Reference source not found. The waste management hierarchy shown in Figure 3.1 is included in the Environment Protection Act 1970 and is one of the guiding principles of waste management policies in Australia. It shows the preferred approaches to manage waste and provides a tool for understanding waste management. The waste management hierarchy has been adopted for assessing the waste control measures in this Waste Management Strategy.

3.2 Legislation Framework

Table 3.1 below outlines the legislation framework considered in developing this Waste Management Strategy.

Table 3.1 Legislation Framework

Policy	Key Targets
2019 National Waste Action Plan	Seven targets including: <ul style="list-style-type: none"> • regulate waste exports • reduce total waste generated by 10% per person by 2030 • recover 80% of all waste by 2030 • significantly increase the use of recycled content by government and industry • phase out problematic and unnecessary plastics by 2025 • Halve the amount of organic waste sent to landfill by 2030 • Provide data to support better decisions



Policy	Key Targets
2018 National Waste Policy	<p>Five principles underpinning waste management in a circular economy, including:</p> <ul style="list-style-type: none"> • avoid waste • improve resource recovery • increase use of recycled material and build demand and markets for recycled products • better manage material flows to benefit human health, the environment and the economy • improve information to support innovation guide investment and enable informed consumer decisions
Northern Territory Circular Economy Strategy 2022-2027	<p>Three key priorities:</p> <ul style="list-style-type: none"> • modernising the regulatory framework to protect the environment and create the right regulatory settings for growing the circular economy • transitioning the Territory to a circular economy • establishing the waste industry as a contributor to the Territory's \$40 billion by 2030 vision. <p>Also aims to:</p> <ul style="list-style-type: none"> • encourage investment and business creation in resource, reuse, and recycling • phase out and ban problematic single use plastics by 2025 • encourage innovation and adoption of resource recovery and recycling technology through partnerships and collaborations with research institutions and industry • strengthen the NT's procurement framework to incentivise use of recycled materials in government funded projects and investigate achievable and cost-effective targets for use of recycled content in building and civil construction.
West Daly Regional Council Regional Plan 2021-2022	<p>Focus 4 include:</p> <ul style="list-style-type: none"> • In line with funding investigate waste management practices • Identify a location for new Wadeye waste management facility • Seek to improve waste collection services • Upgrade the waste management facilities at Wadeye and Peppimenarti



4 Council's Priorities and Requirements

The following priorities and requirements have been collectively defined by Council and the West Daly Communities to improve waste management across all West Daly Communities:

- Waste to landfill is to be minimised, along with disposal costs to residents, through a combination of incentives, improved and/or redesigned waste transfer processes, and community education.
- Better control of contractors disposing waste products, such as glass, steel, and green waste when undertaking works and servicing the West Daly townships and communities.
- Littering and dumping is to be reduced and enforcement methods investigated.
- The location and function of a new waste transfer facility to meet the future needs of the communities of Wadeye and Peppimenarti. In particular, the construction of new waste transfer station in the towns of Wadeye and Peppimenarti will have a great benefit to Council and the communities as well as the broader region. New waste transfer stations will provide two strategic opportunities: it provides an opportunity to divert waste materials away from landfilling and will provide for more materials to be recovered from the waste streams with the potential for some recovered materials to be reused in Council and community projects. At this point in time, the need for a waste disposal site at Wadeye is the greatest priority.



5 Our Action Plan (Strategy) Explained

Considering waste management hierarchy and the strategies as outlined above, Council has proposed the following action plan as outlined in Table 5.1 to address the key priorities (focus areas) to improve the waste management within the West Daly communities.

Table 5.1 High Level Action Plan (Strategy)

Priorities (Strategy Focus Areas)	Applicable to Wadeye	Applicable to Peppimenarti	Applicable to Palumpa	Description of Focus Area
1 Reduce waste to landfill	Y	Y	Y	Reducing waste to landfill is an opportunity to: <ul style="list-style-type: none"> • Minimise environmental impacts associated with landfilling • Relieve pressure on extraction of raw materials and energy • Can promote employment opportunities in the waste industry. Materials recovered from diversion from the construction and building waste materials could be used in some of Council's local community projects (i.e., steel, roofing materials, wash down concrete waste etc.). Having waste facilities to reduce waste to landfill and achieve better diversion is paramount. This includes constructing/ new waste transfer stations at Wadeye and Peppimenarti.
2 Reduce incidence of dumped rubbish and litter	Y	Y	Y	The West Daly Region is renowned for its natural beauty and the presence of litter and illegal dumping affects the visual amenity for residents and visitors.
3 Continuous improvement in waste management practices at the landfills	Y	Y	Y	Council manages the operations at the landfills that is a cost of the service paid by ratepayers through an annual charge. Efficient operational landfilling and good waste management practices is critical to minimize waste air space and to control costs while maintaining a consistent level of service.
4 Community education and awareness.	Y	Y	Y	Council is committed to advocating to government and stakeholders on a broad range of waste issues on behalf of the community. This includes improving community awareness of the harm of inappropriate



Priorities (Strategy Focus Areas)	Applicable to Wadeye	Applicable to Peppimenarti	Applicable to Palumpa	Description of Focus Area
				dumping actions to human health and the environment, i.e., waste incineration, illegal car body's dumping

The detailed action plan for each focus area is outlined in Table 5.2.

Table 5.2 Detailed Action Plan (Strategy)

Action and Tasks	Applicable to Wadeye	Applicable to Peppimenarti	Applicable to Palumpa	Description of Actions	Timeframe Estimates	CAPEX Estimates	OPEX Estimates	
1. Reduce waste to landfill								
1.1 Construct new waste transfer stations	Y	Y	N	Construction of new waste transfer facilities at existing landfill facilities ay Wadeye and Peppimenarti.	Year 1 to 2	\$300,000 (for both facilities)	\$80,000 for staff and materials	
1.2 Conduct waste audits	Y	Y	Y	Waste audits are the first step necessary for Council to quantify the number of recyclables and food waste being sent to landfill. At all three landfills this would be achieved by diverting randomly selected vehicles to a separate tipping area where the loads can be visually inspected.	Year 1 and 4	NIL	\$15 000 per audit (contractor)	
1.3 Implement incentives to improve recycling at the new Waste Transfer Stations	Y	Y	Y	Council will aim to improve recycling once the new waste transfer facilities are constructed at Wadeye and Peppimenarti. The waste audits will provide some information on how materials are arriving at the new waste transfer stations and whether Council	Year 2 to 3	\$20 000	\$30,000 for staff and materials	



Action and Tasks	Applicable to Wadeye	Applicable to Peppimemarti	Applicable to Palumpa	Description of Actions	Timeframe Estimates	CAPEX Estimates	OPEX Estimates
1.4 Support separation of recyclables at home	Y	Y	Y	<p>can add additional infrastructure to encourage recycling (additional sheds, laydown yards etc). Council will aim to trial a mixture of incentives over a 12-month period once these new waste transfer stations have been constructed to determine which incentives provide the best greatest increase waste diversion and in recycling. Additional facilities can be implemented if it be shown that waste diversion and recycling have significantly improved by providing these facilities.</p> <p>Council requires two critical pieces of information from the waste audits to support residents and communities. This information includes the recyclable type(s) going to landfill and how the recyclables are being delivered to the waste transfer stations. For example, as in waste in bags mixed in with waste or separated in plastic containers. The audits will be used to inform the best approach and way forward and Council will develop education material based on the information from the audits.</p>	Year 2	NIL	\$20,000 for educational materials and recycling bins
1.5 Support food waste management at home	Y	Y	Y	<p>Council will first determine the amount of food present in household waste using the audits. Any further action</p>	Year 2	NIL	\$10,000 for development of

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Action and Tasks	Applicable to Wadeye	Applicable to Peppimenarti	Applicable to Palumpa	Description of Actions	Timeframe Estimates	CAPEX Estimates	OPEX Estimates
1.6 Investigate potential for a rummage shop set up by community groups	Y	Y	Y	Council takes will be informed by the audit results. If the audit finds large amounts of food waste, then Council will investigate the benefits of providing information about home composting kits A good way to help reduce and divert waste to landfill is to provide a system for the public to recover usable materials and items at a "rummage shop". Council will investigate the potential for a rummage shop set up by community groups in Wadeye, Peppimenarti, and Palumpa including potential funding for any required capital works.	Year 3	NIL	\$20,000 for business care
2. Reduce incidence of dumped rubbish and litter							
2.1 Establish and engage with the community action group	Y	Y	Y	Council has witnessed an increase in community and roadside littering. There is the potential for littering to increase as the population of the community's increases. Council will establish a stakeholder working group within each community to identify measures to reduce the incidence of littering.	Year 1	NIL	\$15,000 allowance
2.2 Investigate implementing new container deposit	Y	Y	Y	There are currently no drop-off facilities in the communities where residents can claim a rebate from a Container Deposit	Year 1	NIL	dependent on option selected



Action and Tasks	Applicable to Wadeye	Applicable to Peppimenarti	Applicable to Palumpa	Description of Actions	Timeframe Estimates	CAPEX Estimates	OPEX Estimates
drop-off points within the communities and/or (or both) at the new waste transfer stations				<p>Scheme (CDS). Council currently accepts (at no charge) at the landfills containers usually included in commingled waste. The revenue potential from this practice at this stage is currently unknown. It is acknowledged that revenue collected and generated through a CDS could be returned to the community through Council's Community Grants Scheme.</p> <p>Two common CDS options undertaken in other communities across Australia include:</p> <p>Option 1 - continue to receive complying containers for free at a new waste transfer stations/facility, with residents using a one-stop drop off for all wastes at the transfer station. The benefit of this option could be enhanced with educational material about the benefits of a CDS to the community.</p> <p>Option 2 - develop a nominated drop-off point/facility at the new waste transfer stations and offer the CDS to residents and/or a community group to manage and operate.</p> <p>There are advantages and disadvantages with each option. For option 1, Council is likely to receive a</p>			



Action and Tasks	Applicable to Wadeye	Applicable to Peppimenarti	Applicable to Palumpa	Description of Actions	Timeframe Estimates	CAPEX Estimates	OPEX Estimates
2.3 Investigate product stewardship schemes	Y	Y	Y	<p>lower number of containers, but Council will be able to retain the revenue generated. And Option 2 is likely to more viable for Council and beneficial for residents.</p> <p>In other parts of Australia industry-led product stewardship schemes (PSS) are gaining momentum and acceptance and can aid in the diversion of waste materials and products from landfill. Such schemes can include e-waste, tyres, batteries.</p> <p>Council will investigate the potential to implement a PSS for Wadeye, Peppimenarti, and Palumpa. It is acknowledged that a PDS would need support from the waste industry in Darwin. It is also understood that due to the lack of economies of scale, these types of schemes are generally not as available in the Territory and remote communities.</p>	Year 1	NIL	\$15,000 allowance
3. Continuous improvement in waste management practices							
3.1 New construction contracts with specific procurement and waste management contracts	Y	Y	Y	<p>Council's building contracts for the construction of residential homes in the townships does not cover waste management for the building contractors. Council will begin to include</p>	By 2024	Depends on tender process	To be determined with tender process



Action and Tasks	Applicable to Wadeye	Applicable to Peppimbariti	Applicable to Palumpa	Description of Actions	Timeframe Estimates	CAPEX Estimates	OPEX Estimates
3.2 Develop waste management plans and procedures for each landfill including final capping and remediation plans	Y	Y	Y	At present, the sites have an interim cap of soil in place, and at some point in time, landfill remediation will be needed. Council has considered this liability and determined that Council will first need to develop a landfill closure plan that estimates the capital costs associated with remediation, followed by investigation of funding options for implementation. Council will develop waste management plans and procedures for each landfill including final capping and remediation plans.	Year 2	Cost or capping and remediation works to be determined once engineering studies completed.	\$50,000 for management plans
3.3 Develop systems to capture and record waste data at the landfills and at the point of collection	Y	Y	Y	Council to develop simple systems as part of the waste management plans to improve waste data capturing and recording at the landfills and at the point of collection.	Start year 1 and ongoing	NIL	Allow \$5,000 per year

4. Community education and awareness



Action and Tasks	Applicable to Wadeye	Applicable to Peppimbari	Applicable to Palumpa	Description of Actions	Timeframe Estimates	CAPEX Estimates	OPEX Estimates
4.1 Invest in waste education	Y	Y	Y	Planned changes arising from this Strategy will require the allocation of additional education resources beyond the capacity of existing staff. Council is to organise awareness sessions in schools, churches and community meetings or assemblies. Council will investigate external funding options such as through the NT EPA (grants up to \$20,000); however this funding is project based and not recurrent.	Year 3	NIL	\$5000 allowance
4.2 Open dialogue with businesses in the communities	Y	Y	Y	Increasing numbers of local businesses and construction companies which generate commercial and construction waste in the West Daly region present littering and recycling challenges. Council will work with the businesses representatives to find out what current limitations exist around recycling.	Ongoing	NIL	NIL



6 Measuring Success

This Strategy includes flexibility to respond to changing waste disposal trends, and other matters not fully seen or understood at this point.

Council reviews their Strategic Plan regularly and each year prepares its new Strategic Plan. Given this Strategy will work in alignment with the Strategic Plan, any significant changes in Council's strategic direction may trigger a review of the Waste Management Strategy.

On an annual basis, Council will undertake the following to measure the success of this Strategy:

- Consider any changes to external funding programs or improved alignment of Council's waste management activities to funding programs.
- Review the results of the actions undertaken the previous year in the effectiveness against the focus areas.
- Review the new waste data collected to consider any regional or national waste data that may point to a shift in waste management habits, changes in waste treatment technologies or changes to operational costs and external fee structures.
- Develop a series of detailed measures and performance indicators to monitor the progress of the proposed waste management actions and outcomes and report yearly on the progress of achieving the aims and objectives of the Waste Management Strategy.



7 Implementation of the Waste Management Strategy

Council is keen for the community to see this Strategy in action, so Council will be providing regular updates on the Council website and through social media of key actions and achievements.

Any key changes on the ground will be explained to the community ahead of time.



Appendix A – Site Observation Assessment Report

West Daly Regional Council Local Government Area

Site Observation Assessment for Waste Management Strategy

West Daly Regional Council

13 July 2023

Ref: 20191623R03



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20191623R03 West Daly Regional Council Local Government Area | Site Observation Assessment for Waste Management Strategy 2



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Project: West Daly Regional Council Local Government Area | Site Observation Assessment for Waste Management Strategy
Client: West Daly Regional Council
Ref: 20191623R03

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1 Introduction

Tonkin was engaged by West Daly Regional Council (Council) to prepare a Waste Management Strategy on behalf of Council.

Council acknowledges there are several legacy issues with the existing waste facilities and as part of a Waste Management Strategy, Council requested a high-level qualitative assessment to understand the extent of potential environmental impacts associated with the existing waste facilities located at Wadeye, Palumpa, and Peppimenarti.

This is a very important task and a high priority for Council given that the local people's connection to the land and environment must be addressed.

The information from the site observation assessment will be used where practical to inform and develop the focus areas and targets for the Waste Management Strategy.

The site observation and review undertaken by Tonkin was limited to a one-day site visit across all three sites (Wadeye, Peppimenarti and Palumpa) and was based on available information provided by Council at the time of the site visit. Section 3 provides the results of the site observation assessment. Photos of the three sites from Tonkin's site visit on 9 December 2022 have been included in Section 4.

2 Sites Descriptions

Table 1 Site Details of Wadeye Landfill

Site Location and Description	
Site Name	Wadeye Landfill
Address	Wadeye Township
Certificate of Title	To be provided by Council
Size of the Site	To be provided by Council
Site Licence	To be provided by Council
Environmental Authority (EA) for Wadeye Site	To be provided by Council
Surrounding Land Use	North – Existing remnant vegetation
	South – Power and water authority
	East – Existing remnant vegetation
	West – Existing remnant vegetation



Table 2 Site Details of Peppimenarti Landfill

Site Location and Description	
Site Name	Peppimenarti Landfill
Address	Peppimenarti Township
Certificate of Title	To be provided by Council
Size of the Site	To be provided by Council
Site Licence	To be provided by Council
Environmental Authority (EA) for Wadeye Site	To be provided by Council
Surrounding Land Use	North – Existing remnant vegetation
	South – Existing remnant vegetation
	East – Existing remnant vegetation
	West – Existing remnant vegetation

Table 3 Site Details of Palumpa Landfill

Site Location and Description	
Site Name	Palumpa Landfill
Address	Palumpa Township
Certificate of Title	To be provided by Council
Size of the Site	To be provided by Council
Site Licence	To be provided by Council
Environmental Authority (EA) for Wadeye Site	To be provided by Council



Site Location and Description

Surrounding Land Use

North – Existing remnant vegetation

South – Existing remnant vegetation

East – Existing remnant vegetation

West – Palumpa Airport

3 Site Observation Assessment

Table 4 Site Observation Assessment

Aspect Reviewed	Site	Site Observation	Comment
Operational and General Environmental Observation			
Records	Wadeye	No record or monitoring data/results were available at the time of the site visits.	No further comment.
	Peppimenarti		
	Palumpa		
Site Based Management Plans	Wadeye	No site-based management plans (SBMP) for the sites were available at time of the visits. Simple SBMP can provide an overall guide to help Council with the management of the landfill sites to achieve good environmental compliance.	No further comment.
	Peppimenarti		
	Palumpa		
Leachate Management System	Wadeye	Council confirmed none of the existing landfills and/or temporary waste storage areas located across each of the sites are lined and there are no leachate management systems in place.	No further comment.
	Peppimenarti		
	Palumpa		
Site Ponds and Dams	Wadeye	There were no ponds or dams at the existing landfills and or temporary waste storage areas for the storage or treatment of surface water. Council has undertaken measures to minimize the release of surface stormwater with the provision of some bunding in the active landfill around the low area of the Wadeye site.	No further comment.
	Peppimenarti	There was no bunding at Peppimenarti and Palumpa observed.	
	Palumpa		
Groundwater Management System	Wadeye	Council confirmed there are no groundwater management systems at the existing landfills and or temporary waste storage areas.	No further comment.
	Peppimenarti		
	Palumpa		





Aspect Reviewed	Site	Site Observation	Comment
Contaminant Releases	Wadeye	At the Wadeye site there were significant releases of liquid waste streams that appears to have migrated off site and into the surrounding and adjacent bushlands. Some of these liquid waste streams looked to be wash down containing concrete.	No further comment.
Waste Management Practices	Wadeye	Council at all three sites has undertaken some measures to manage and improve the storage of waste streams including set up of separate areas to store the different waste streams and materials on the ground.	No further comment.
	Peppimenarti		
	Paluma	All three sites still have active open waste pits. Council advised that they have waste collection operations that service the three communities, and the waste is then transported from the three communities to the respective waste facilities (landfills). At the Wadeye site Council advised that it accepts construction and building wastes from building contractors undertaking works in Wadeye. The quantity of construction and building waste materials advised by Council is significant. Council is unable to confirm the tonnages or volumes of construction and building waste materials received. It was observed that many of the construction and building wastes were dropped off through and across the site. There were gates at all three sites, but Council confirmed that the gates remain open at the Wadeye Facility. As such there was limited site security at the Wadeye site. At all sites there were significant areas with car bodies. Council advised that they were waiting for a Darwin based waste management contractor to crush, remove and transport the car bodies back to Darwin for resale.	
Closure and Post-Closure Care	Wadeye	Council confirmed that there were closed areas for each landfill but advised there were no records available to confirm the extent of existing capping or records to confirm the extent of existing landfill operations or waste pit locations. No records were available to confirm what areas had been capped or covered including depth of material.	No further comment.
	Peppimenarti		
	Paluma		



Aspect Reviewed	Site	Site Observation	Comment
Monitoring Systems (groundwater, leachate quality, surface water, air quality)	Wadeye	Council confirmed that there were no monitoring systems at any of the sites or records available.	No further comment.
	Peppimenarti		
Erosion and Sediment Control	Paluma	During the site visit there were areas of minor erosion and sediment loss observed within and surrounding the sites. There has been temporary erosion control measured implemented at various areas around the sites.	No further comment.
	Wadeye		
	Peppimenarti		
Odour, Air and Noise	Paluma	No issues were observed and there is no record of complaints available.	No further comment.
	Wadeye		
	Peppimenarti		
Sensitive Receptors	Paluma	At Wadeye the nearest sensitive receptors are the power station and the water supply facility located to the south of the site approximately 100 m from the boundary. The Wadeye township is approximately 2 km from the boundary. Council indicated that they were not aware of any records of complaints from the nearest sensitive receptors.	No further comment.
	Wadeye		
	Peppimenarti		
Landfill Gas	Paluma	Council confirmed that there are no landfill gas collection or treatment systems at any of the three sites. No odours or landfill gas was observed during the site inspection.	No further comment.
	Wadeye		
	Peppimenarti		
Regulatory Review			
Environmental Authority/Site Licence	Wadeye Peppimenarti	A review of EA conditions and Site Based Management Plan, procedures were not undertaken and didn't form part of the site observation scope of service.	No further comment.



Aspect Reviewed	Site	Site Observation	Comment
EPA Compliance and Environmental Assessment	Paluma		
	Wadeye	Council advised that the NT Environmental Protection Authority completed a compliance assessment in 2022. Council was waiting for the EPA Compliance Report and were unable to provide the EPA Compliance Report to Tonkin for review.	No further comment.
	Peppimenarti		
Site Layout and Infrastructure	Paluma		
	Wadeye	There was limited site infrastructure at each site. There are no buildings or significant structures present at the sites.	No further comment.
Buildings and Infrastructure	Peppimenarti	Council has started construction of a storage facility (shed with bays) within the proposed laydown (waste transfer station) at the Wadeye site. It is understood that this facility will be used to store some of the materials collected and dropped at the proposed waste transfer station at Wadeye. The balance of the proposed waste transfer station facility/site is to be designed as part of the Tonkin concept design scope of service.	
	Paluma		



4 Site Visit Photos

This section presents the field photos of Wadeye Waste Management Facility, Peppimenarti Waste Management Facility and Palumpa Waste Management Facility from Tonkin’s site visit on 9 December 2022.

4.1 Wadeye Waste Management Facility



Figure 4.1 Waste Bunker Shed in Wadeye Waste Management Facility



Figure 4.2 Car Bodies Waste in Wadeye Waste Management Facility



Figure 4.3 Concrete Wash Down Area in Wadeye Waste Management Facility



Figure 4.4 Landfill Operation in Wadeye Waste Management Facility



Figure 4.5 Site Fence in Wadeye Waste Management Facility



Figure 4.6 Uncontrolled Waste Dumping Area in Wadeye Waste Management Facility



Figure 4.7 Uncontrolled Waste Dumping Area in Wadeye Waste Management Facility



Figure 4.8 Uncontrolled Waste Dumping Area in Wadeye Waste Management Facility



4.2 Peppimenarti Waste Management Facility



Figure 4.9 Metal and Tyre Waste Storage Area in Peppimenarti Waste Management Facility



Figure 4.10 Car Bodies Waste in Peppimenarti Waste Management Facility



Figure 4.11 Waste Dumping Area in Peppimenarti Waste Management Facility



Figure 4.12 White Good and Car Bodies Waste Area in Peppimenarti Waste Management Facility



Figure 4.13 Metal Waste Storage Area in Peppimenarti Waste Management Facility

4.3 Palumpa Waste Management Facility



Figure 4.14 Uncontrolled Waste Dumping Area in Palumpa Waste Management Facility



Figure 4.15 Car Bodies Waste Storage Area in Palumpa Waste Management Facility



Figure 4.16 Car Bodies Waste Storage Area in Palumpa Waste Management Facility



Figure 4.17 Bare Land in Palumpa Waste Management Facility



Appendix B – Waste Assessment Report

West Daly Regional Council Local Government Area

Waste Assessment for Waste Management Strategy

West Daly Regional Council

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20191623R04 West Daly Regional Council Local Government Area | Waste Assessment for Waste Management Strategy

2



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Client: West Daly Regional Council
Ref: 20191623R04

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1 Introduction

Tonkin Consulting (Tonkin) was engaged by West Daly Regional Council (Council) to prepare a Waste Management Strategy.

Council currently collects and transfers the waste from three communities of Wadeye, Peppimenarti, and Palumpato to the landfills.

As part of the scope Tonkin prepared this Waste Characterization Assessment report (WCA) to assess the current waste and future stream projections for a 5 to 10-year design horizon period.

The purpose of this WCA is to:

- Review and assess the current and future waste streams to be processed through the landfills at Wadeye, Peppimenarti.

- Define and confirm Council requirements relating to what waste streams are to be processed in the new Waste Transfer Stations (Wadeye, Peppimenarti) and diversion of residual waste to the at Wadeye and Peppimenarti landfills.

- Confirm Council proposed waste/material diversion rates (targets).

- Nominate the adopted waste stream tonnages for a 5-year design horizon so that it can be used in the concept designs for the new waste transfer stations.

- Highlight and understand the risks/issues/factors that could potentially impact on the concept design process.



2 Waste Stream Analysis and Projection

2.1 Waste Stream Overview

Tonkin requested the waste data and records from Council so that a waste stream prediction model could be developed for each of three sites. Council confirmed that they didn't have any waste records or data available.

2.2 West Daly Region Population and Waste Growth Rates

Council confirmed that population for each of the communities is unlikely to significantly increase and hence waste type, volumes and tonnages are unlikely to change or increase.

2.3 West Daly Waste and Product Processing Requirements Summary

In December 2022 Council confirmed the following waste materials are currently landfilled at the Wadeye, Peppimenarti, and Palumpa landfills during the Tonkin site visit to Wadeye. Council confirmed that these waste materials will need to be processed at the proposed waste transfer stations at Wadeye and Peppimenarti.

The list below will be included in the project Basis of Design Register and will be used to inform the concept designs for the proposed waste transfer stations.

Waste products to be processed at the Wadeye and Peppimenarti Waste Transfer Stations:

- Municipal comingled product – including all plastics 1, 2, 5, paper, card, tins and cans
- Municipal and commercial glass
- Commercial comingled product
- Commercial OCC
- Scrap metal
- Whiteware
- Waste oils
- Automotive batteries
- Dry cell batteries
- Lithium-ion batteries
- Fluorescent light bulbs
- Limited volume asbestos
- Gas cylinders
- Limited volume hazardous waste
- Green waste
- Clean fill
- Tyres
- E-waste
- Baby car seats
- Agricultural chemicals and their containers
- Refrigerants
- Farm plastics
- Mattresses

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Soft plastics
Car bodies
Furniture



3 Waste Diversion Rate (Targets)

Council did not confirm any specific waste diversion rates but advised that waste minimisation and waste diversion/reduction to landfills is a key focus area for the waste management strategy.



4 Risks Impacting Future Waste Tonnages And Materials To Be Recovered

Tonkin will base the concept design for Wadeye and Peppimenarti on the table of waste products provided by Council and will presume that there are no specific waste and population growth rates, and/or waste diversion targets/rates.

Tonkin considers that having no specific rates will not significantly influence the concept designs for the new waste transfer stations at Wadeye and Peppimenarti. However, Tonkin cannot guarantee this assumption will not change in the future.

Tonkin has identified several risks and issues that could potentially impact the sizing of the waste transfer stations. These risks and issues include the following:

- Commercial viability to collect, sort and process the waste streams (e.g. cardboard and plastics to acceptable standards that can ensure the products produced are commercially viable).

- Increases Council and the Northern Territory waste levy(s).

- The success of introducing a container deposit scheme.

- Introduction of product stewardship schemes.

Tonkin does acknowledge that it cannot quantify the impacts these factors/risk will have on the waste streams/material streams. But given this high level of uncertainty and expected level of change of the next 10 years within the waste industry, Tonkin will endeavour to develop the concept design for the waste transfer stations to provide as much flexibility and redundancy so Council can make modifications to the layouts in the future.



5 Conclusion

There is limited waste data and records available to undertake a quantitative waste assessment to support the Waste Management Strategy and concept design process for the proposed Waste Transfer Stations.

Several risks and factors that could potentially impact the concept design process were highlighted.

Given the risks and a high level of uncertainty in waste processing and recovery, Tonkin will endeavour develop concept designs with as much flexibility and redundancy as possible.



WEST DALY REGIONAL COUNCIL

FOR THE COUNCIL MEETING OF 27 JULY 2023

Report for Agenda Item No 7

Prepared by **Matthew Eastham, CEO**

Chief Executive Officer Report

Purpose

To update Council on matters related to governance and management.

Background

Our focus for Council is:

1. A strong Council
2. Strong safe and healthy people
3. Developing Council for community
4. Delivering on our promises

Our top 7 risks for Council are:

1. Mental health and wellbeing
2. Assets and infrastructure
3. Service delivery continuity
4. Environmental impact
5. Financial sustainability
6. Regulatory and statutory requirements
7. Cybersecurity

Welfare of staff continues to be one of the highest priority for Council. Further steps have been taken to support staff, provide access to services and review personal safety and evacuation procedures. Environmental factors leading to mental health and wellbeing is concerning and further support is under consideration. Security upgrades a Peppimenarti have commenced and further works are programmed across the Region.

With the approval and introduction of a new Regional Plan the administration of Council is using the new focus areas and risks to assist with planning and the delivery of projects and services. The Regional Plan 2023/24 is a major achievement and credit to Council. It is now time for Council to look towards the Strategic Planning project and Annual Reporting.

Leadership development continues with two weeks of dedicated frontline leadership seminars being held to support existing and new staff, emerging leaders and to check in on staff. Operational leadership groups will be supported through workshopping their progress as a team, service delivery prioritisation and project delivery.

Service delivery and project management continues to increase with the dry season upon us and the grading/opening of roads.

ERP choice and progress on the ERP project has been provided in a separate report to Council.

Recovery post flood at Nganmariyanga continues. Insurance claims are moving towards closure and the purchasing of new equipment.

Audit of Council's finances continues.

Meetings of note include:

Department of Chief Minister
Department of Chief Minister - Wadeye Taskforce
Vic Daly Regional Council
Katherine Town Council
Roper Gulf Council
CouncilBiz

Statutory Environment

Nil

Impact for Council

Information purposes only.

Strategic Alignment

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

Recommendation

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

Attachments



WEST DALY REGIONAL COUNCIL

FOR THE COUNCIL MEETING OF 27 JULY 2023

Report for Agenda Item No 8

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

Correspondence Report

Purpose

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

Background

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

Statutory Environment

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

Impact for Council

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

Strategic Alignment

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

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

Recommendation

- 1. That Council notes and accepts the correspondence report for July 2023.**

Attachments