



Victoria Daly
REGIONAL COUNCIL

AGENDA

**ORDINARY MEETING OF COUNCIL
TO BE HELD ON WEDNESDAY 27 APRIL 2022
AT 9:00 AM**

**AT THE TEAMS ON-LINE MEETINGS OR KATHERINE REGIONAL OFFICE
TEAM INVITE WILL BE SENT**

COUNCILLORS

Mayor Brian Pedwell - Walangeri Ward
Deputy Mayor Shirley Garlett - Timber Creek Ward
Councillor Yvette Williams - Pine Creek Ward
Councillor Georgina Macleod - Daguragu Ward
Councillor Andrew McTaggart – Milngin Ward

Chief Executive Officer

Russell Anderson



Our Vision

Council's vision for the Victoria Daly region is ***"Moving Forward Together"***, becoming a well respected and recognised leader within Australia's Local Government. Council aims to work towards developing a broad range of strategies that will help shape its vision for the region through excellent service delivery and community engagement; assisting to build one of the most sustainable, vibrant and diverse regions in Australia. The Council strives to form partnerships that ensure strategic goals are met.

Our Values

The key core values and principles that are integral in achieving our vision are Respect, Integrity, Honesty, Openness and Equality

Our Goals

The Council aims toward ensuring all communities are strong, safe and healthy; abundant with respect for culture and heritage. The Council aspires to provide good governance, leadership and advocacy and work towards building a strong regional economy by promoting local employment and high quality services within financial resources. The Council is also striving towards maintaining and developing Council assets, natural resources and country.



The Council strives to foster partnerships that will deliver our strategic goals. Council's goals for 2020-2021 are –

- **Quality Leadership**

Provide proactive leadership with transparent and accountable governance

- **Financial Sustainability**

Enhance the Council's financial sustainability to enable quality services and assets across the region

- **Invest in our people**

Grow our people through investment in training, skills recognition and developing regional opportunities for employment

- **Infrastructure**

Continually improve Council's assets and infrastructure through good forward planning

- **Systems**

Improve the operating systems, policies and procedures

- **Liveability**

Enhance the liveability of our communities and our regional lifestyle



Code of conduct

Local Government Act 2019 (Schedule 1)

1 Honesty and integrity

A member must act honestly and with integrity in performing official functions.

2 Care and diligence

A member must act with reasonable care and diligence in performing official functions.

3 Courtesy

A member must act with courtesy towards other members, council staff, electors and members of the public.

4 Prohibition on bullying

A member must not bully another person in the course of performing official functions.

5 Conduct towards council staff

A member must not direct, reprimand, or interfere in the management of, council staff.

6 Respect for cultural diversity and culture

6.1 A member must respect cultural diversity and must not therefore discriminate against others, or the opinions of others, on the ground of their cultural background.

6.2 A member must act with respect for cultural beliefs and practices in relation to other members, council staff, electors and members of the public.

7 Conflict of interest

7.1 A member must avoid any conflict of interest, whether actual or perceived, when undertaking official functions and responsibilities.

7.2 If a conflict of interest exists, the member must comply with any statutory obligations of disclosure.



8 Respect for confidences

- 8.1 A member must respect the confidentiality of information obtained in confidence in the member's official capacity.
- 8.2 A member must not make improper use of confidential information obtained in an official capacity to gain a private benefit or to cause harm to another.

9 Gifts

- 9.1 A member must not solicit, encourage or accept gifts or private benefits from any person who might have an interest in obtaining a benefit from the council.
- 9.2 A member must not accept a gift from a person that is given in relation to the person's interest in obtaining a benefit from the council.

10 Accountability

A member must be prepared at all times to account for the member's performance as a member and the member's use of council resources.

11 Interests of municipality, region or shire to be paramount

- 11.1 A member must act in what the member genuinely believes to be the best interests of the municipality, region or shire.
- 11.2 In particular, a member must seek to ensure that the member's decisions and actions are based on an honest, reasonable and properly informed judgment about what best advances the best interests of the municipality, region or shire.

12 Training

A member must undertake relevant training in good faith.



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A handwritten signature in black ink, appearing to read 'Russell Anderson', written in a cursive style.

Russell Anderson
Chief Executive Officer



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1. Present

2. Apologies

3. Presentations - Deputations - Petitions

3.1. Land Release Petition - Timber Creek

Summary

Petition containing fifty-eight (58) signatures regarding land availability in Timber Creek, submitted by Coralie Myers, Chairperson of the VDRC Timber Creek Local Authority.

Recommendation

That the Land Release Petition - Timber Creek be noted.

Attachments

1. Land release supporting letter [3.1.1 - 1 page]
2. CONFIDENTIAL REDACTED - 20220420161607 [3.1.2 - 6 pages]

20th of April 2022

Dear Councillors,

According to the 2016 census, the population of Timber Creek is 249. The Local Authority have decided to request that the Council address a letter to Hon Eva Lawler, highlighting the desperate need for housing and land availability in Timber Creek.

We created a petition and have gathered a total of 58 signatures in a short amount of time, most being from people who reside here in Timber Creek. There is nowhere to rent here, and majority of the houses are staff accommodation for government agencies, that are already occupied. There is always an abundance of jobs available in Timber Creek, but with the lack of accommodation, many are not able to be filled.

As stated in our petition, we need the Council to urge the NT Government to commence headworks required for the land subdivision to go ahead. According to sources, the main problem is sewerage. In this case, septic tanks would be unsuitable, and a sewerage farm/pond would need to be built. This issue has been unresolved for years and we hope the petition brings to your attention, the need for further development in this town.

Kind regards,

The Timber Creek Local Authority



4. Disclosure of Interest - Councillors and Staff



5. Confirmation of Minutes

5.1. Ordinary Council Meeting held on 31 March 2022

Recommendation

That the minutes of the Ordinary Council Meeting held on 31 March 2022 be taken as read and be accepted as a true record of the meeting.

Attachments

1. 2022-03-31 Ordinary Council Meeting Minutes [5.1.1 - 10 pages]



Victoria Daly
REGIONAL COUNCIL

MINUTES

ORDINARY MEETING OF COUNCIL

THURSDAY, 31 MARCH 2022

09:00AM

**Katherine Regional Office
29 Crawford Street, Katherine**



VICTORIA DALY REGIONAL COUNCIL
Minutes for ORDINARY MEETING OF COUNCIL
THURSDAY, 31 MARCH 2022

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A handwritten signature in black ink, appearing to read "Russell Anderson".

Russell Anderson
Chief Executive Officer



VICTORIA DALY REGIONAL COUNCIL
Minutes for ORDINARY MEETING OF COUNCIL
THURSDAY, 31 MARCH 2022

MINUTES
ORDINARY MEETING OF COUNCIL
THURSDAY, 31 MARCH 2022
09:00AM

MEETING OPENED

The meeting was opened by the Mayor, the time being 09:01 am

PERSONS PRESENT

ELECTED MEMBERS PRESENT

Mayor (Chair)	Brian Pedwell
Deputy Mayor	Shirley Garlett
Councillor	Georgina Macleod
Councillor	Yvette Williams
Councillor	Andrew McTaggart

STAFF PRESENT

A/Director of Council Operations	Jocelyn Moir
Director of Corporate Services	Trudy Braun
Manager of Executive Services	Michelle Will (minute taker)
Chief Executive Officer	Russell Anderson
Senior Accountant	Jackson Bernard

GUESTS

Amanda Haigh The Department of the Chief Minister and Cabinet

APOLOGIES AND LEAVE OF ABSENCE

Director of Operations Matthew Cheminant

DISCLOSURES OF INTEREST – COUNCILLORS AND STAFF

Deputy Mayor Shirley Garlett declared a conflict of interest in regard to a Timber Creek Local Authority nomination as the nominee is a family member.

CONFIRMATION OF MINUTES

Minutes of the Ordinary Council Meeting held on 22 February 2022

RECOMMENDATION:

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

Moved: Cr Macleod

Seconded: Deputy Mayor Garlett

Resolution: Carried



VICTORIA DALY REGIONAL COUNCIL
Minutes for ORDINARY MEETING OF COUNCIL
THURSDAY, 31 MARCH 2022

Minutes of the Special Ordinary Council Meeting held on 7 March 2022

RECOMMENDATION:

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

Moved: Deputy Mayor Garlett

Seconded: Cr Macleod

Resolution: Carried

Minutes of the Special Ordinary Council Meeting held on 11 March 2022

RECOMMENDATION:

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

Moved: Cr McTaggart

Seconded: Cr Macleod

Resolution: Carried

CALL FOR ITEMS OF GENERAL BUSINESS

DEPUTY MAYOR – REPORT TO COUNCIL ON CONFERENCE

DEPUTY MAYOR – MASTER PLAN (NORTH AUST. REGIONAL GROWTH)

CR MACLEOD – KALKARINDJI UPDATE

MAYORAL Report

Mayor Pedwell provided a verbal update to Councillors regarding meetings attended since the last Council meeting.

- Discussion on remote outstations have taken place internally with the Contracts Manager. Further discussions must take place soon to progress Homelands works to improve infrastructure and living standards.
- Mayor attended a meeting regarding funding for telecommunications (ABA). Mayor Pedwell is disappointed that the ABA Committee did not support Council's request for ABA to cover upgrades in Gilwi, Myatt, Pigeon Hole, Amanbidji, Fitzroy Station, and Menngen.

Mayor Pedwell and family thanked Council office and aged care staff at Yarralin for their support in the recent weeks.

Mayor Pedwell left the meeting, the time being 09:21am

The meeting was adjourned for sorry business, the time being 09:22am

The meeting resumed, the time being 09:30am

- Council is waiting for a response from Member for Daly, Dheran Young, regarding Lot 2 Wooliana Road.
- Mr Young and Minister Paech have been invited to the next NLC meeting.

Motion:

A. That the Mayoral Report be received and noted

Moved: Cr McTaggart



VICTORIA DALY REGIONAL COUNCIL
Minutes for ORDINARY MEETING OF COUNCIL
THURSDAY, 31 MARCH 2022

Seconded: Cr Macleod
Resolution: Carried

CEO Report

Motion:

A. That the CEO Report be received and noted

Moved: Cr Macleod

Seconded: Cr McTaggart

Resolution: Carried

Deputy Mayor Shirley Garlett declared a conflict of interest in relation to Item 11.1 Local Authority Nomination, the time being 09:51am

Disposal of gym equipment - Timber Creek

A/Director of Operations updated Council on the disposal of gym equipment recommendations.

Motion:

A. That the report Disposal of gym equipment - Timber Creek is received and noted

B. That Council approve the disposal of the six pieces of Timber Creek gym equipment in as is where is condition

Moved: Cr McTaggart

Seconded: Cr Macleod

Resolution: Carried

The meeting adjourned for morning tea, the time being 09:54am

The meeting resumed, the time being 10:29am

Amanda Haigh joined the meeting, the time being 10:29am

GENERAL BUSINESS

Mayor Pedwell invited Mrs Haigh to address Council regarding road lengths.

CEO: Council is required to provide a report on roads lengths by COB today.

Difficulties may arise as community members may have a perception that Council is responsible for all roads in their community.

- Liability issues may arise in regard to ungazetted roads.
- Loss of funding due to 200km of road being removed, will impact council.
- Investigations on what roads are gazetted must take place to move forward informatively.



VICTORIA DALY REGIONAL COUNCIL
Minutes for ORDINARY MEETING OF COUNCIL
THURSDAY, 31 MARCH 2022

The next Roads Committee meeting will take place on 5 May 2022. Officers can share minutes from the meeting with Council for information.

Action: minutes of Roads Committee to be distributed to Council for information.

Amanda Haigh left the meeting, the time being 10:54am.

General Business – VDRC Road Lengths

Motion: That the existing Council road report (2021/2022) be submitted to the Grants Commission, with an accompanying letter pointing out that the Big Rivers Roads Committee (NTG) is auditing all roads and will update Council's responsibility.

Moved: Cr McTaggart
Seconded: Cr Macleod
Resolution: Carried

Corporate Services Quarterly Report

Director of Corporate Services provided a verbal update to Council to accompany the Quarterly Report.

Motion:
A. That the Corporate Services Quarterly Report is received and noted

Moved: Deputy Mayor Shirley Garlett
Seconded: Cr McTaggart
Resolution: Carried

Finance Report for month ended February 2022

Motion:
A. That the Finance Report for month ended February 2022 is received and noted

Moved: Cr McTaggart
Seconded: Deputy Mayor Shirley Garlett
Resolution: Carried

Pine Creek Community Report

Motion:
A. That the Pine Creek Community Report is received and noted

Moved: Deputy Mayor Shirley Garlett
Seconded: Cr McTaggart



VICTORIA DALY REGIONAL COUNCIL
Minutes for ORDINARY MEETING OF COUNCIL
THURSDAY, 31 MARCH 2022

Resolution: Carried

Timber Creek Community Report

Motion:

- A. That the Timber Creek Community Report is received and noted

Moved: Deputy Mayor Shirley Garlett

Seconded: Cr McTaggart

Resolution: Carried

Naiyu Community Report

Motion:

- A. That the Naiyu Community Report is received and noted

Moved: Deputy Mayor Shirley Garlett

Seconded: Cr McTaggart

Resolution: Carried

Yarralin Community Report

Motion:

- A. That the Yarralin Community Report is received and noted

Moved: Deputy Mayor Shirley Garlett

Seconded: Cr McTaggart

Resolution: Carried

Deputy Mayor left the meeting due to a conflict of interest, the time being 11:36am.

Nomination of Felicity McLaughlin for Timber Creek Local Authority

Motion:

- A. That the Nomination of Felicity McLaughlin for Timber Creek Local Authority is received and accepted

Moved: Cr McTaggart

Seconded: Cr Macleod

Resolution: Carried

Deputy Mayor returned to the meeting, the time being 11:37am.

Action Items as at 24 March 2022

Motion:



VICTORIA DALY REGIONAL COUNCIL
Minutes for ORDINARY MEETING OF COUNCIL
THURSDAY, 31 MARCH 2022

- A. That the Action Items as at 24 March 2022 report is received and noted

Moved: Cr McTaggart

Seconded: Deputy Mayor Shirley Garlett

Resolution: Carried

Correspondence as at March 2022

Motion:

- A. That the Correspondence as at March 2022 is received and noted

- B. That the Correspondence LGL Amendment (Remuneration) Bill is received and noted

Moved: Deputy Mayor Shirley Garlett

Seconded: Cr Macleod

Resolution: Carried

Grants Applications

Motion:

- A. That the Grants Applications report be received and noted.

Moved: Cr McTaggart

Seconded: Cr Macleod

Resolution: Carried

GENERAL BUSINESS

GB1 REPORT TO COUNCIL ALGWA CONFERENCE

Deputy Mayor provided an update to Council on her attendance at the recent ALGWA conference.

Motion:

- A. That Council receive and note the ALGWA Conference update provided by Deputy Mayor Shirley Garlett.

Moved: Cr McTaggart

Seconded: Cr Williams

Resolution: Carried

GB2 MASTER PLAN (NORTH AUST. REGIONAL GROWTH)

Deputy Mayor Shirley Garlett provided an update to Council on the



VICTORIA DALY REGIONAL COUNCIL
Minutes for ORDINARY MEETING OF COUNCIL
THURSDAY, 31 MARCH 2022

Cotton Industry presentation she attended in early March.

Motion:

- A. That Council receive and note the update provided by Deputy Mayor Shirley Garlett on the Nth Aust. Regional Growth Master Plan.

Moved: Cr McTaggart

Seconded: Cr Williams

Resolution: Carried

Cr Macleod left the meeting, the time being 12:40pm

Cr Macleod returned to the meeting, the time being 12:42pm

GB3 KALKARINDJI UPDATE

Cr Macleod provided a verbal update to Council.

Members of the Kalkarindji community have expressed concern and sadness that the Kalkarindji Council Operations Manager has handed in his resignation.

Kalkarindji Council Office is functioning on minimal staff currently. Cr Macleod is glad to see that staff are stepping up to cover the positions.

Cr Macleod expressed gratitude for the hard work and dedication of Rob Drew throughout his tenure with Victoria Daly Regional Council.

Motion:

- A. That the Kalkarindji update presented by Councillor Macleod be received and noted.

Moved: Cr Williams

Seconded: Cr McTaggart

Resolution: Carried

The meeting adjourned for lunch, the time being 12:54pm

The meeting resumed, the time being 02:00pm

CLOSE OF ORDINARY COUNCIL MEETING – MOVE TO CONFIDENTIAL

RECOMMENDATION:

Members of the press and public to be excluded from the meeting of the Closed Session and access to the correspondence and reports relating to the items considered during the course of the Closed Session be withheld. This action is taken in accordance with Section 99(2) of the *Local Government Act, 2019* as the items listed come within the following provisions:-

Moved: Cr McTaggart

Seconded: Deputy Mayor Shirley Garlett

Resolution: Carried



VICTORIA DALY REGIONAL COUNCIL
Minutes for ORDINARY MEETING OF COUNCIL
THURSDAY, 31 MARCH 2022

The Ordinary meeting of Council was closed by the Mayor at 4:35PM
The Ordinary meeting of Council was terminated at 4:36PM

NEXT MEETING

The next Ordinary General Meeting of Victoria Daly Regional Council will be held 29 April 2022.

This page and the preceding 9 pages are the minutes of the Meeting of Ordinary Council held on Thursday, 31 March 2022.

Mayor Brian Pedwell



5.2. Special Council Meeting held on 14 April 2022

Recommendation

That the minutes of the Special Council Meeting held on 14 April 2022 be taken as read and be accepted as a true record of the meeting.

Attachments

1. 2022-04-14 Special Meeting of Council Unconfirmed Minutes [**5.2.1** - 5 pages]



Victoria Daly
REGIONAL COUNCIL

MINUTES

**SPECIAL MEETING OF COUNCIL
HELD ON THURSDAY 14 APRIL 2022
AT 12:30 PM
AT THE TEAMS ON-LINE MEETINGS
OR KATHERINE REGIONAL OFFICE**
Team Invite will be sent



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A handwritten signature in black ink, appearing to read 'Russell Anderson', written over a large, light grey 'DRAFT' watermark.

Russell Anderson
Chief Executive Officer



The meeting was opened by the Mayor, the time being 12:34pm.

1. Present

Elected Members Present

Mayor (Chair)

Deputy Mayor

Elected Member

Elected Member

Elected Member

Brian Pedwell (via Teams)

Shirley Garlett

Georgina Macleod (via Teams)

Andrew McTaggart (via Teams)

Yvette Williams (via Teams)

Staff Present

Chief Executive Officer

Director of Corporate Services

A/Director of Operations

Manager of Executive Services

Executive Services Officer

Contracts Manager

Russell Anderson

Trudy Braun

Jocelyn Moir

Michelle Will (minute taker)

Rupak Halwai

Keira Townsend

Guests

Nil

2. Apologies

3. Disclosure of Interest - Councillors and Staff

There were no declarations of interest at this meeting.

4. Reports to Council

4.1. Reports for Council Decision

4.1.1. Award of Tender PO-01-2022

Contracts Manager spoke to the report.

- Four responses were received for the Tender.
- The assessment panel received and reviewed the tender applications.
- The assessment panel unanimously agreed to recommend the tender to LAW Rural based on the assessments made.



Motion

- A. That this report is received
- B. That Council notes and accepts the Tender Recommendation Report for tender PO-01-2022
- C. That Council approves the award of tender PO-01-2022 Supply and Install Security Fencing to Waste Site at Pine Creek NT to LAW Rural as recommended.

Mover: Cr Andrew McTaggart

Second: Deputy Mayor
Shirley Garlett

Resolution:OCM-2022/22: Carried 5 / 0

4.1.2. Duplex Construction at Yarralin

CEO Russell Anderson spoke to the report.

Motion

- 1. That this report be received and noted.
- 2. Instruct the CEO to provide the following to CMD Big Rivers
- 3. Council will not request any further funds from CMD Local Government Division to complete the \$700,000 Duplex build and the \$130,000 to redirect the water pipe under Lot 55 Yarralin.

Mover: Cr Andrew McTaggart

Second: Cr Georgina
Macleod

Resolution:OCM-2022/23: Carried 5 / 0

4.1.3. Amanbidji Local Authority Nominations

Motion

- A. That the report Amanbidji Local Authority Nominations is received and noted
- B. In accordance with provision 2.2.7 of the Local Authority Policy (LGP026), Council appoints the following members to the Amanbidji Local Authority pending receipt of Covid-19 vaccination certificates.
 - 1. Joy Mikamon
 - 2. June Lurda
 - 3. Sharon Lurda
 - 4. Ross Roberts
 - 5. Cassandra Ahwon
 - 6. Raylene Raymond
 - 7. (*Rupert) Aldus
 - 8. Toni Maree Waterloo
 - 9. Rhonda Lurda

Mover: Deputy Mayor Shirley Garlett

Second: Cr Andrew
McTaggart

Resolution:OCM-2022/24: Carried 5 / 0



5. Next Meeting

The meeting closed, the time being 12:49pm.

The next Ordinary General Meeting of Victoria Daly Regional Council will be held on 28 April 2022.

This page and the preceding pages are the minutes of the meeting of Special Ordinary Council held on Thursday, 14 April 2022.

unconfirmed



6. Call for Items of General Business

7. Mayoral Report

Meeting attended by the Mayor since the last Ordinary Council Meeting:

- RDANT - Remote Wireless Presentation, along with CEO Russell Anderson and Keria Townsend Grants Manager/Contracts Manager in DWN.
- Meeting with CEO Greg Troughton – Councilbiz.
- LGANT Mayor's and Presidents Fourm, Regional and Shires also the Combined Forum.
- LGANT General Meeting - along with Deputy Mayor S.Garlett, Cr G.Macloed and CEO R.Anderson.
- Met with Maree De Lacey, Executive Director Local Government and Regional, DCM&C, along with CEO R.Anderson.
- Teleconference CouncilBIZ board meeting.
- Special Council meeting.



8. CEO Update

8.1. CEO Update

Report Type Report for Information

Prepared by Chief Executive Officer

Purpose

Information to Council of the CEO's activities since Council's last meeting.

Recommendations

- A. That the CEO Update be received and noted.

Key Issues:

- Tender let for security fencing Pine Creek waste site.
- Tenders called for waste transfer stations at Pine Creek and Timber Creek.
- Risk Matrix workshop completed.

Meetings:

- Audit & Risk meeting.
- Special Council meeting. (Appointment of LA members)
- Interview panels for various future staff positions.
- Big Rivers Regional Economic Growth Plan 2022- 2030
- CouncilBIZ
- Regional Development Australia Northern Territory
- Department of Local Government CMD.
- LGANT meetings.
- Deloitte re Katherine Town Council planning.
- Walangeri / Ngumpinku re shop exit.
- DIPL update.
- Keogh Bay Consulting Age Care audit and training.

Discussion:

- Boundary Changes to attach the unincorporated areas.
- Need for May LA meetings.
- Members visit to ALGA meetings

Council officer conflict of interest declaration

We the Author and Approving Officer declare we do not have a conflict of interest in relation to this matter.

Attachments

Nil



9. Reports to Council

9.1. Reports for Council Decision

9.1.1. Finance Report for month ended March 2022

Report Type Report for Decision
Department Financial Services, Corporate Services
Prepared by Senior Accountant

Purpose

For Council to receive and note the monthly finance report

Recommendations

- A. That the Finance Report for month ended March 2022 is received and noted

Regional Plan

Goal 1: Quality Leadership

Goal 2: Financial Sustainability

Council officer conflict of interest declaration

We the Author and Approving Officer declare we do not have a conflict of interest in relation to this matter.

Attachments

1. CEO Certification [9.1.1.1 - 1 page]
2. Finance report for the month ended March 22 (003) [9.1.1.2 - 11 pages]



VICTORIA DALY REGIONAL COUNCIL
ABN 66 931 675 319

MONTHLY FINANCE REPORT FOR THE MONTH OF MARCH 2022

CHIEF EXECUTIVE OFFICER'S CERTIFICATION

To the Councillors,

I, Russell Anderson, Chief Executive Officer of Victoria Daly Regional Council ('the Council'),
certify that to the best of my knowledge, information and belief:

- (i) The internal controls implemented by the Council are appropriate; and
- (ii) The accompanying finance report best reflects the financial affairs of Council.

Signed

A handwritten signature in black ink, appearing to read "Russell Anderson". The signature is fluid and cursive, with the first name "Russell" and last name "Anderson" clearly distinguishable.

Russell Anderson
Chief Executive Officer

Dated this 24TH day of April 2022



Victoria Daly
REGIONAL COUNCIL

VICTORIA DALY REGIONAL COUNCIL
ABN 66 931 675 319

MONTHLY FINANCE REPORT FOR THE MONTH OF MARCH 2022
STATEMENT OF FINANCIAL POSITION (UNAUDITED)

	31-Mar-22	28-Feb-22	Movement
	\$	\$	\$
Cash and cash equivalents	6,192,339	4,908,110	1,284,229
Term deposits	11,900,000	11,900,000	-
Receivables:			-
- Rates & charges	772,011	797,492	-25,481
- Accounts receivable	200,830	239,270	-38,440
- Provision for doubtful debts	-271,878	-271,878	-
- Bonds receivable	8,276	6,440	1,836
- Amount receivable from ATO	62,129	27,632	34,496
- Clearing accounts	128,261	115,385	12,876
Prepayments	162,496	166,599	-4,102
Total Current Assets	19,154,465	17,889,051	1,265,414
Property, plant and equipment:			
- Land	3,860,228	3,860,228	0
- Buildings	13,400,957	13,510,082	-109,125
- Road infrastructure	10,085,020	10,126,625	-41,604
- Plant and equipment	1,394,900	1,412,826	-17,926
- Structures	1,927,176	1,946,573	-19,397
- Motor vehicles	1,544,540	1,587,348	-42,808
Right to use Assets	150,189	150,189	0
Works in Progress	-	-	-
Total Non-Current Assets	32,363,010	32,593,870	-230,860
Total Assets	51,517,475	50,482,921	1,034,554

VICTORIA DALY REGIONAL COUNCIL
ABN 66 931 675 319

MONTHLY FINANCE REPORT FOR THE MONTH OF MARCH 2022
STATEMENT OF FINANCIAL POSITION (UNAUDITED)

	31-Mar-22	28-Feb-22	Movement
Payables:			
- Deposits held	13,523	13,552	-29
- Amounts payable to the ATO	125,657	59,125	66,532
- Trade payables	0	0	0
- Sundry payables	91,577	91,577	0
- Income in advance (rates & charges)	34,418	33,704	714
- Other liabilities	76,885	76,885	0
Employee provisions	1,114,178	1,136,545	-22,366
Lease liabilities	89,129	89,129	0
Contract liabilities	1,767,547	1,767,547	0
Total Current Liabilities	3,312,914	3,268,065	44,850
Employee provisions	151,871	151,871	-
Lease liabilities	94,920	94,920	-
Total Non-Current Liabilities	246,791	246,791	-
Total Liabilities	3,559,705	3,514,856	44,850
Net asset (total Asset -total Liabilities)	47,957,770	46,968,066	989,704
	31-Mar-22	28-Feb-22	
	\$	\$	
Equity			
Accumulated surplus	15,881,538	15,881,538	-
Surplus (Deficit) during the period	2,183,939	1,194,235	989,704
Reserves:			-
- Asset revaluation reserve	27,100,631	27,100,631	-
- Asset replacement reserve	442,365	442,365	-
- Unexpended grant liability reserve	2,349,297	2,349,297	-
Total Equity	47,957,770	46,968,066	989,704
	-		
Current Ratio	5.78	5.47	

VICTORIA DALY REGIONAL COUNCIL
ABN 66 931 675 319

MONTHLY FINANCE REPORT FOR THE MONTH OF MARCH 2022
STATEMENT OF FINANCIAL PERFORMANCE (UNAUDITED)

	Actual YTD	Budget YTD	Variance	Annual Budget
Rates and statutory changes	1,664,344	1,633,485	30,859	1,690,447
Grants and subsidies	8,776,603	10,186,368	-1,409,765	10,186,368
Contract income	5,486,903	4,935,000	551,903	6,580,000
Fees and charges	231,437	306,158	-74,721	408,210
Interest income	20,234	35,000	-14,766	35,000
Other income	579,466	864,000	-284,534	1,152,000
Reclass Unexpended Grant	156,947	-	-	0
Total income	16,915,934	17,960,011	-1,201,023	20,052,025
Employee benefits expense	7,148,170	9,694,598	2,546,428	12,926,131
Other employee expenses	294,650	314,839	20,189	419,785
Councillor and LA expenses	273,142	279,840	6,698	373,120
Materials and contracts	1,984,283	3,726,971	1,742,688	4,969,295
Fleet and plant expenses	487,231	488,123	891	650,830
Utility and ICT expenses	1,178,445	1,102,563	-75,882	1,470,084
Other expenses	1,205,369	1,189,154	-16,215	1,585,039
Depreciation	2,160,704	2,160,400	-304	2,880,534
Total expenditure	14,731,995	18,956,487.51	4,224,493	25,274,818
Surplus/(Deficit)	2,183,940			-5,222,793
Add:				
Capital Exp				2,419,150
Transfers from Reserves for ERP				227,700
Depreciation	2,160,704			2,880,534
Net surplus / (Deficit)*	4,344,644.30			304,590.69

VICTORIA DALY REGIONAL COUNCIL
ABN 66 931 675 319

MONTHLY FINANCE REPORT FOR THE MONTH OF MARCH 2022
NOTES TO THE FINANCE REPORT

*Excludes brought forward grant funding and CAPEX program. In March, council spent \$104,213.68 on capital asset and capital works. Total expenditure to date of \$529,322.80 capital works have been charged to Income and expenditure. The amount will be transferred to fixed asset register upon completion of the project.

Capital works/Motor Vehicles/plants and Equipments	Budgeted amount	Expenditure Incurred in Feb	Expenditure to date	Status
Pine Creek waste management facility	1,300,000.00	-	155,543.75	Out to tender
Other waste management facility upgrades	300,000.00	-	8,696.60	Out to tender
Install led streetlights in Pigeon Hole & Yarralin	52,950.00	-	52,950.00	Completed
Libanagu Road Drainage	194,000.00	-	-	Retention monies
Yarralin Fencing and lighting	254,200.00	-	177,629.77	Completed
Duplex - Yarralin	700,000.00	-	-	Tender preparation stage
Upgrade sewerage and small cell Mobile Booster-Lingara	168,000.00	-	-	Small cell to be installed by 31 May 2022
Demountables (2x)	320,000.00	2,213.68	129,522.68	Kalkarindji demountable delivered and installed
Motor vehicles (x)	560,556.30	-	441,606.27	Two vehicles to be delivered by June 30th
Zero turn mowers (2x)	60,000.00	-	20,137.00	Purchased one Zero turn Mower. Second mower on Order
Pine Creek Dump-Fencing	150,000.00	-	4,990.00	Tender awarded
Garbage Compact-Isuzu	181,446.87	-	181,446.87	Completed
Cab tractor(2x)	320,000.00	102,000.00	102,000.00	Purchased one Cab tractor. Second Tractor on order

<u>4,561,153.17</u>	<u>104,213.68</u>	<u>1,274,522.94</u>
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Commentary on Actual vs Budget

In March, council received \$2,486,757 in revenue and spent \$1,454,396.51. Accumulated surplus as of 31 March was \$ 2,183,940.

Operating revenue

Council has accounted 84% (16.916m) of its annual budgeted revenue. Commentary on each revenue category is provided below.

Category	Summary	Comments
Rates and statutory changes	<ul style="list-style-type: none"> 1.66m (98%) of annual budget of 1.690 has been earned. 	<ul style="list-style-type: none"> Rates of \$941,410 was levied General waste charges of \$726,409 was levied Council has given \$28,723 discount to rates payer as of March 2022
Grants and subsidies	<ul style="list-style-type: none"> 8.776m (86%) of annual budget of \$10.186 has been received 	<ul style="list-style-type: none"> In March, Council received \$1,784,523
Contract income	<ul style="list-style-type: none"> 5.486 (83%) of annual budget of \$6.580 has been received 	<ul style="list-style-type: none"> In March, Council received \$609,466
Fees and charges	<ul style="list-style-type: none"> 0.231m of annual budget of \$0.408 has been received 	<ul style="list-style-type: none"> In March, Council received \$11,621
Interest income	<ul style="list-style-type: none"> 0.0209m of annual budget of \$0.035 has been received 	<ul style="list-style-type: none"> In March, Council received \$414
Other income	<ul style="list-style-type: none"> 0.579m of annual budget of \$1.152 have been received 	<ul style="list-style-type: none"> In March, Council received \$66,512

Operating revenue for the month of March 2022

Rates and statutory changes	14,221
Grants and subsidies	1,784,523
Contract income	609,466
Fees and charges	11,621
Interest income	414
Other income	66,512
	<hr/>
	<u>2,486,757</u>

Operating expenditure

Actual operating expenditure is currently 58% (\$ 14.731m)) compared to annual budget expenditure of \$25.275m.

Commentary on each revenue category is provided below.

Category	Summary	Comments
Employee benefits expense	<ul style="list-style-type: none"> 55% of annual budget has been expended. 	<ul style="list-style-type: none"> Expenditure is on track. \$782,446 was paid in March
Other employee expenses	<ul style="list-style-type: none"> 70% of annual budget has been expended 	<ul style="list-style-type: none"> \$91,579 was incurred in March
Councilors and LA expenses	<ul style="list-style-type: none"> 73% of annual budget has been expended 	<ul style="list-style-type: none"> Expenditure is on track. \$29,598.86 was paid in March
Materials and contracts	<ul style="list-style-type: none"> 40% of annual budget has been expended 	<ul style="list-style-type: none"> \$126,659.70 was incurred in March
Fleet and plant expenses	<ul style="list-style-type: none"> 75% of annual budget has been expended 	<ul style="list-style-type: none"> Expenditure is on track. \$87,875 was paid in March
Utility and ICT expenses	<ul style="list-style-type: none"> 80% of annual budget has been expended 	<ul style="list-style-type: none"> Expenditure is on track. \$61,565.28 was paid in March
Other expenses	<ul style="list-style-type: none"> 73% of annual budget has been expended 	<ul style="list-style-type: none"> \$43,811.26 was incurred in March.
Depreciation	<ul style="list-style-type: none"> 76% of annual budget has been expended 	<ul style="list-style-type: none"> \$230,860.34 was incurred in March

Operating Expenditure for the month of March 2022

Employee benefits expense	782,446.74
Other employee expenses	91,579.01
Councillor and LA expenses	29,598.86
Materials and contracts	126,659.70
Fleet and plant expenses	87,875.32
Utility and ICT expenses	61,565.28
Other expenses	43,811.26
Depreciation	230,860.34
	<hr/>
	1,454,396.51
	<hr/>

Note 1: Cash and cash equivalents

As of 31 March, the Council's cash and cash equivalent balances (excluding term deposits) amounted to \$6.1924m. A breakdown of the Council's cash and cash equivalent balances and whether these funds are tied and/or untied, including a comparison to February 2022 and June 2021 is as follows:

	Mar-22	Feb-22	Jun-21
Transaction Account	457,399	622,459	231,052.00
Trust account	3,034,379	1,585,504	443,515.00
Business Saver	2,698,861	2,698,447	2,593,038.00
Petty Cash	1,700	1,700	1,200.00
	<u>6,192,339</u>	<u>4,908,110</u>	<u>3,268,805</u>

Term deposits	11,900,000	11,900,000	11,900,000
Tied Funds	4,688,712	4,341,740	2,340,062
Untied funds	13,403,627	12,466,370	12,828,743

Note 2: Term Deposits

As of 31 March, the Council held \$11.9M in term deposits with the Commonwealth Bank of Australia.

Deposit Amount	Interest Rate	Maturing date	Mature term
3,000,000.00	0.30%	01-Jun-22	6 months
600,000.00	0.30%	01-Jun-22	6 months
1,500,000.00	0.30%	15-Aug-22	6 months
1,500,000.00	0.30%	16-May-22	9 months
2,300,000.00	0.30%	28-Jul-22	12 months
3,000,000.00	0.28%	19-Aug-22	12 months

11,900,000.00

Note 3: Accounts and Other Receivables

The Council's trade receivables balance at 31 March was \$200,830 of which \$136,258 or approximately 68% per cent was more than 90 days old. In general, the trade receivable has decrease from \$230,270 to \$200,830

Trade Debtors Age Analysis		
	Current Month	
	Amount	%
Current	22,226	11%
30 Days	36,250	18%
60 Days	6,096	3%
90 Days	136,258	68%
Total Receivable	200,830	100%

The Council's rates and charges balance at 31 March 2022 was \$772,011 of which \$476,121 or approximately 55% per cent was older than 1 year. In March, Council collected \$25,481 in rates and waste charges.

Outstanding Rates Age Analysis		
	Amount	%
2021/22	295,890	34%
2020/21	102,937	12%
2019/20	177,901	20%
2018/19	76,732	9%
2017/18	41,891	5%
2016/17	20,115	2%
Prior	56,545	6%
Total rates outstanding	<u>772,011</u>	

Note 4: Accounts and Other Payables

The Council's trade payables balance at 31 March was nil. All bills were paid before the end of month.

Settlement of the Council's trade payables is generally within 30 days.

The Council does not have any trade payables for which it classifies as non-current i.e. not payable within 12 months.

Trade Creditors Age Analysis		
	Current Month	
	Amount	%
Current	-	0%
30 Days	-	0%
60 Days	-	0%
90 Days	-	0%
Total Payable	-	100%
Less: Unapplied Debits *	\$ -	
Net Outstanding	<u>\$ -</u>	

Note 5: Corporate credit cards

The Council has a credit card facility of \$200,000 of which \$68,500 of that has been allocated to a total of 13 cardholders.

For the month of March 2022 there was an aggregate spend of \$8,996.19.

Note 6: Reporting and payment obligations with the Australian Taxation Office

The Council has the following reporting and payment obligations with the Australian Taxation Office:

- (i) Goods and Services Tax – Amounts are reported and remitted monthly;
- (ii) PAYG Income Tax Withheld – Amounts are reported and remitted fortnightly as part of Single Touch Payroll (STP) arrangements; and
- (iii) Fringe Benefits Tax – Instalment amounts are paid quarterly with an FBT return for the 12-month period ended 31 March required to be lodged each year.

As at the date of this report, February BAS is outstanding, and payment will be made before 21st April 2022.

Note 7: Superannuation

Employees are paid defined superannuation contributions in accordance with the superannuation legislative framework. Superannuation contributions are paid to either an employee's choice of complying fund or the Council's default fund, which is currently Statewide Super.

Council contributes 10 per cent of employees' ordinary time earnings into their selected/default super account. Some employees of the Council receive an additional superannuation contribution as part of their agreed remuneration package.

Superannuation payments are due to be remitted on the 28th of the month following the previous quarter, however the Council elects to remit superannuation accrued on a fortnightly basis in line with its Single Touch Payroll process.

As at the date of this report, super accrued in month of March and still outstanding was \$2,335. This super liability will be clear in April to employees' respective superannuation funds.

Note 8: Other operating expenses.

Below is breakdown of expenses categorized in Income and expenses as other operating expenses

Other Operating Expenses

Insurance Premium Exp Industrial Special Risk	(683,104)
Insurance Premium Exp General	(17,752)
Insurance Premium Exp Public Liability	0
Travel Allowance	(58,927)
Accommodation	(30,388)
Road/Air Fares	(1,912)
Training / Seminar and Professional Development	(50,614)
Staff Relocation Expenses	(12,416)
Employee Amenities	(6,709)
Licence and Registration - Other than MV & PE	(4,620)
Subscriptions and Memberships	(51,511)
Publications and Information Resources	(7,671)
Printing, Postage (stamps) & Stationery	(26,164)
Venue Hire	0
Equipment and Vehicle Hire	(1,428)
Catering - Council, Committees, Seminars	(4,562)
Fee and Charges	(65,685)
Audit Expenses - Other	(46,500)
Advertising	(108,272)
Legal Fees & Charges	(12,000)
Other Sundry Expenses	(195)
Bank Fee and Charges	(4,667)
Interest Loans/Borrowings	(10,273)
	(1,205,370)

Insurance for financial year 2021/22

Details of the Council's current insurance arrangements for the 2021/22 financial year are as follows:

	Amount \$	GST	Net	Date paid	Due
Workers' Compensation	\$ 100,415.40	\$ 91,286.72	\$ 9,128.68	23/07/2021	
Workers' Compensation	\$ 1,971.38	\$ 174.46	\$ 1,796.92	6/08/2021	
Personal Accident - CDP	\$ 907.50	\$ 75.00	\$ 832.50	23/07/2021	
Travel	\$ 907.50	\$ 75.00	\$ 832.50	23/07/2021	
Fee	\$ 12,234.06	\$ 1,112.18	\$ 11,121.88	23/07/2021	
Motor vehicle	\$ 67,345.14	\$ 5,565.71	\$ 61,779.43	23/07/2021	
Councillors and Officers	\$ 14,117.22	\$ 1,166.71	\$ 12,950.51	6/08/2021	
Personal Accident	\$ 2,226.62	\$ 184.02	\$ 2,042.60	23/07/2021	
Public and products liability	\$ 57,237.92	\$ 2,481.96	\$ 54,237.92	17/08/2021	
Property	\$ 683,341.74	\$ 57,475.36	\$625,866.38	01/09/2021	
	<u>\$ 940,704.48</u>	<u>\$159,597.12</u>	<u>\$781,107.36</u>		

Period of cover is for the financial year 1 July 2021 to 30 June 2022.

Note 10: Contract liabilities.

Contract liabilities are Unspent grants brought forward from financial year 2021. Specific conditions have not be met and the grants is treated as liabilities.

Grants for	Amount
Grant to improve waste management facility at Timber creek. Out to tender	1,148,179.00
Construction of a building to house aged care activities in Yarralin	79,599.41
Demolition and replacement of staff house at lot 55 Yarralin. VDRC will contribute \$350,000 to fund replacement of a dwelling in Yarralin with a duplex. Tender preparation stage.	344,696.00
Funding for specific construction of shady communal meeting place for Lingarra.	42.66
ABA homeland project- upgrade sewerage system and installation of telecommunications- Lingarra.	102,554.00
Provide a sport and recreation program to encourages community members for all age group to participate in activities that promote a healthy active lifestyle	92,475.58

Total

1,767,546.65



9.1.2. Budget Review

Report Type Report for Decision

Department Financial Services Corporate Services

Prepared by Senior Accountant

Purpose

For Council to receive and adopt the amended budget.

Recommendations

- A. That the Budget Review report is received and noted
- B. That Council note that the budget has been reviewed in accordance with Regulation 9(1)(b) of the *Local Government (General) Regulations 2021*
- C. That Council adopt the amended budget as a result of the review

Regional Plan

Goal 1: Quality Leadership

Goal 2: Financial Sustainability

Council officer conflict of interest declaration

We the Author and Approving Officer declare we do not have a conflict of interest in relation to this matter.

Attachments

1. Revised budget2 2021 22 [9.1.2.1 - 7 pages]
2. 2021-22 Final revised budget [9.1.2.2 - 1 page]

The revised budget is based on same assumptions as the original budget. Revised budget 2 forecasts a decrease in the operating surplus from \$1,307,818 to 1,269,290 compared to the revised Budget 1 adopted in December 2021. Operating Revenue is forecasted to increase by \$1,618,002 and operating expenditure to increase by \$689,791. Council have revised its planned capital expenditure from \$4,561,153 to \$5,887,625 this budget year.

	Actual YTD	Revised Budget 1	Variance	Revised Budget 2
Rates and statutory changes	1,664,344	1,690,447	-15,089	1,675,359
Grants and subsidies	8,776,603	10,186,368	407,239	10,593,607
Contract income	4,788,657	6,580,000	1,450,264	8,030,264
Fees and charges	929,683	408,210	-83,964	324,246
Interest income	20,234	35,000	2,493	37,493
Other income	579,466	1,152,000	-142,942	1,009,058
Total income	16,758,987	20,052,025	1,618,002	21,670,027
Employee benefits expense	7,148,171	12,926,131	0	12,926,131
Other employee expenses	294,650	419,785	6,817	426,602
Councillor and LA expenses	273,142	383,610	28,707	412,317
Materials and contracts	1,984,282	2,671,485	-29,201	2,642,284
Fleet and plant expenses	487,231	650,830	97,835	748,665
Utility and ICT expenses	1,178,445	1,344,792	139,962	1,484,754
Other expenses	1,205,370	1,578,998	426,641	2,005,639
Depreciation	2,160,704	2,880,534	19,029	2,899,563
Total expenditure	14,731,995	22,856,164	689,791	23,545,955
Operating Surplus/(Deficit)	2,026,992	-2,804,139	928,210	-1,875,929
Capital grants received during the year (anticipated)		500,000	89,505	589,505
Capital Grants (b/f)		572,679	1,173,898	1,746,577
Capital Grant Income		1,072,679	1,263,403	2,336,082

Capital expenditure	623,053	4,561,153	1,326,472	5,887,625	
Surplus/Deficit	1,403,939	-6,292,613	865,141	-5,427,472	
Transfer to Reserves	0	0	0	0	
Less Non-Cash Income	0	0	0	0	
Add Back Depreciation	1,181,057	2,880,534	19,029	2,899,563	
Net Budgeted Surplus/Deficit	2,584,996	-3,412,079	884,171	-2,527,909	
Estimated additional inflows to be funded by:					
Operational grants b/f		3,172,197	-1,173,898	1,998,299	
Pine Creek Waste Facility		650,000	0	650,000	50% of cost of works required
Duplex - Yarralin		350,000	0	350,000	As per Council resolution
New ERP system implementation		227,700	0	227,700	As per Council resolution
Staff housing upgrades		320,000	0	320,000	As per Council resolution
Additional fund for Pine Creek waste Facility		0	251,200	251,200	Requires Council resolution
Transfers from Reserves		1,547,700	251,200	1,798,900	
Net Budgeted operation Position		1,307,818	-38,527	1,269,290	

Key points

Revenue

Council has received/expected to receive additional revenue amounting to
\$1,618,002

- Council is expected to receive additional 1.128m from CDP than budgeted amount. Monthly revenue from CDP has been revised from \$450K to \$545k based on actuals.
- Council received additional \$220k from Flexible aged care program
- Revenue from accommodations has been revised from \$138k to 0.38K
- Council received \$11.8k from Community Organisation Grant program
- \$Council received \$109.43 grant for Homeland project-Lingara

Expenditure

Expenses is expected to increase by \$689,791. Increase or decrease in expenses is summarised as follow

- **Councillor and LA expenses**

Increase in Councillor and LA expenses is attributed to Council election expenses (\$28,110).

- **Materials and contracts**

Expenses	Revised budget 1	Variance	Revised budget 2	Comment
Animal / Veterinary expenses	21,700	2,688	24,388	
Cleaning	125,687	31,248	156,936	No provision was made in last budget for waste collection in Naviyu (\$25k)
Programs & Events	15,157	7,289	22,446	Sport and recreations and RSAS programs have assigned more funds on events & programs
Professional fees and consulting	201,462	86,490	287,952	Cost of outsourcing sport and rec program in Naviyu and

				consulting fees for waste management capital works
Tools & equipment	17,515	-1,145	16,370	
Minor assets	89,501	11,736	101,236	
Materials WHS	82,649	1,841	84,490	
Sports equipment	9,264	7,223	16,487	Sport and recreations program planned to purchase more equipment than planned
Client purchases	12,460	5,547	18,007	Relate to flexible aged care programs
Materials and consumables	163,405	-1,790	161,615	
Food expenses	143,800	25,235	169,035	Relate to flexible aged care programs
Operating leases - office equipment	3,510	7,466	10,976	
Rent expenses - facilities	420,280	-27,357	392,923	Due to lease payments for lots in Nauiyu capitalised and depreciated
Electricity - street lights	32,594	-11,080	21,514	
Freight	59,500	6,786	66,286	
Pest Control	46,000	42	46,042	
R&M Program - Staff housing	200,000	-72,070	127,930	Restriction to travel to communities has resulted less work done than planned
Contractors	1,027,000	-109,350	917,650	Restriction to travel to communities has resulted less work done than planned
Materials and contracts	2,671,485	-29,201	2,642,284	

- Fleet and plant**

Expenses	Revised budget 1	Variance	Revised budget 2	Comment
Repair and maintenance	266,230	46,855	313,086	
				Increase due to additional plant and vehicles purchased
Registrations	103,020	5,237	108,257	
Insurance	65,779	-672	65,107	
				Increase is due to high fuel costs
Fuel	215,800	46,415	262,215	
Fleet and plant	650,830	97,835	748,665	

- Utility and ICT expenses**

Expenses	Revised budget 1	Variance	Revised budget 2	Comments
				Part bills paid this budget year belong previous financial yrs
Utilities - Electricity	187,653	51,930	239,583	
				Part bills paid this budget year belong previous financial yrs
Utilities - Water & sewerage	133,260	32,504	165,764	
Utilities - Gas	3,850	641	4,491	
ICT - phone	253,000	30,709	283,709	
ICT-Minor R&M	8,100	1,711	9,811	
ICT - Consultants	390,740	-8,948	381,792	
				Purchased and renewed software licences for Flexible Aged care programs
ICT - Software & licences	228,790	14,066	242,855	
				Council spent more than budgeted on IT hardware.
ICT - Hardware < \$5,000	147,500	9,249	156,749	
Utilities and ICT	1,352,892	131,862	1,484,754	

• **Other expenses**

Expenses	Revised budget	Variance	Revised budget 2	Comments
Insurance	700,856	5,120	705,976	
Accommodation	63,300	4,550	67,850	
Travel	112,100	-862	111,238	
Training and professional development	250,000	380,665	630,665	Indigenous employment initiative has assigned \$418,842 for training.
Rad/airfares	7,900	-463	7,437	
Publication	-	19,697	19,697	No provision for publication cost was made in last budget
Relocation	25,000	-1,947	23,053	
Employee amenities	14,000	-75	13,925	
Licence and registration	11,810	380	12,190	
Subscriptions and memberships	54,475	-6,421	48,054	
Venue hire	3,200	380	3,580	
Printing, postage and stationery	47,040	-1,571	45,469	
Fees and charges	56,450	23,694	80,144	Insurance fee is expected to be more than Budgeted.
Audit expenses	53,500	0	53,500	
Advertising	129,500	9,942	139,442	More adverts placed for vacant positions than planned
Legal fee	20,000	-3,400	16,600	
Finance charges and other Sundry expenses	21,766	5,053	26,819	

Depreciation

- Depreciation is forecasted to increase by \$19,029. This attributed to additional assets expected to be purchased this budget year

Capital expenditure

Council revised it planned capital expenditure from \$4,561,153 to \$5,887,625 this fiscal year. Additional expenditure is for Timber creek waste management facility (\$1,148,179) and Solar Streetlights (\$168,293)

Pine Creek waste management facility	\$	1,300,000
Timber Creek waste management facility	\$	1,148,179
Other waste management facility upgrades	\$	300,000
Install led streetlights in Pigeon Hole &Yarralin	\$	52,950
Libanagu Road Drainage	\$	194,000
Solar Streelights	\$	168,293
Yarralin Fencing and lighting	\$	254,200
Duplex - Yarralin	\$	700,000
Upgrade sewerage/Small cell Booster-Lingara	\$	168,000
Demountables (2x)	\$	320,000
Motor vehicles (x)	\$	560,556
Zero turn mowers (2x)	\$	60,000
Pine Creek Dump-Fencing	\$	160,000
Garbage Compact-Isuzu	\$	181,447
Cab tractor(2x)	\$	320,000
Capital Expenses	\$	5,887,625

Revised Budget for Financial year 2021/22

Income	Total	Regional office	Kalkarindji	Nauiyu	Pine Creek	Timber Creek	Yarralin
Rates and Statutory charges	1,675,359	1,675,359					
Fees and Charges	8,354,510	359,611	5,198,714	88,469	4,138	1,506,398	1,197,181
Grant Income	10,593,607	3,947,666	1,985,011	1,129,243	579,134	1,368,977	1,583,575
Interest income	37,493	37,493					
Other Income	1,009,058	142,352	232,668	237,207	24,467	110,746	261,618
Total income	21,670,027	6,162,480	7,416,394	1,454,919	607,739	2,986,121	3,042,374
Expenses							
Employes expenses	(13,352,733)	(2,902,713)	(3,548,865)	(1,410,903)	(985,892)	(1,951,453)	(2,552,906)
Material and Contracts	(6,854,523)	(3,455,483)	(951,355)	(637,639)	(486,479)	(660,721)	(662,845)
Elected Members, Committee and Local Authority Allowances and Expenses	(412,317)	(369,758)	(6,420)	(4,756)	(8,109)	(13,331)	(9,943)
Depreciation,Amortisation and impairment	(2,899,563)	(2,776,067)	(72,720)	(3,432)	(2,904)	(8,198)	(36,242)
Finance charges and other expenses	(26,819)	(14,738)	(7,502)	(143)	(627)	(585)	(3,224)
Total Expenses	(23,545,955)	(9,518,760)	(4,586,862)	(2,056,873)	(1,484,012)	(2,634,288)	(3,265,160)
Budgeted Operating Surplus/(deficit)	(1,875,929)	(3,356,280)	2,829,532	(601,954)	(876,273)	351,833	(222,786)
Capital Grants b/f	2,336,082	25,719	125,429		398,800	1,148,179	637,955
Capital expenditure	(5,887,625)	(560,556)	(1,008,740)	(100,000)	(1,650,000)	(1,393,179)	(1,175,150)
BUDGETED SURPLUS / DEFICIT	(5,427,472)						
Add back non-cash expenses	2,899,563						
Transfer from Reserves	1,798,900						
Operation grants brought forward	1,998,299						
Net Budgeted Operating Position	1,269,290						



9.1.3. Policy for adoption - LGP012 Investment Policy, LGP018 Borrowing Policy & LGP021 Procurement Policy

Report Type Report for Decision

Department Governance Services Corporate Services

Prepared by Governance Manager

Purpose

Policy for Adoption – LGP012 Investment Policy, LGP018 Borrowing Policy LGP021 Procurement Policy

Recommendations

- A. That the report Policy for adoption - LGP012 Investment Policy, LGP018 Borrowing Policy & LGP021 Procurement Policy is received and noted
- B. That Council adopts policy LGP012 Investment Policy
- C. The Council adopts policy LGP018 Borrowing Policy
- D. The Council adopts policy LGP021 Procurement Policy

Regional Plan

6.1 Review all policies and procedures to ensure compliance and consistency of implementation within 12 months

Key Issues

In line with the new Local Government Act 2019.

Background

In line with the new *Local Government Act 2019*, the Council needs to adopt new policies to be compliant.

- New policy LGP012 Investment Policy for adoption, previous Investment policy 3.2.09 has been altered to meet the new guidelines.
- New Policy LGP018 Borrowing Policy for adoption, previously Borrowing policy 3.2.04. Even though the Borrowing policy falls under operational, after discussion with the CEO and the department it is felt this policy should be a Council approved policy.
- New Policy LGP021 Procurement Policy for adoption, previously Procurement policy 3.2.11. This policy has been rewritten to align with not only the *Local Government Act 2019* but also the *Local Government (General) Regulations 2021* and general instruction – 1 Procurement



All policies have been sent off to the department for checking but so far have not received any feedback, if feedback is received later where amendments are required, the policy will come back before Council.

Risk statement

No risk assessment has been carried out at this stage.

Council officer conflict of interest declaration

We, the Author and Approving Officer, declare we do not have a conflict of interest in relation to this matter.

Attachments

1. 21 LGP012 Investment Policy [**9.1.3.1** - 5 pages]
2. 29 LGP018 Borrowing Policy [**9.1.3.2** - 5 pages]
3. 43 LGP021 Procurement Policy [**9.1.3.3** - 7 pages]



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1. INTRODUCTION

1.1. Purpose

The policy sets forth the particular circumstances under which Council may invest surplus funds and the principles involved in the investments.

1.2. Scope

This policy applies across all of Council.

1.3. Policy Objectives

To invest Council's surplus funds, with consideration of risk and at the most favourable rate of interest available at the time for that investment type, while ensuring that Council's liquidity requirements are being met. While exercising the power to invest, consideration is to be given to preservation of capital, liquidity, and the return of investment.

- Preservation of capital is the principal objective of the investment portfolio. Investments are to be made in a manner that seeks to ensure the security and safeguarding of the investment portfolio. This includes managing credit and interest rate risk within identified thresholds and parameters.
- The investment portfolio must ensure there is sufficient liquidity to meet all reasonable anticipated cash flow requirements, as and when they fall due, without incurring significant costs due to the unanticipated sale of an investment.
- The investment is expected to achieve a predetermined market average rate of return that takes into account the Council's risk tolerance. Any additional return target set by Council must also consider the risk limitation and prudent investment principles.

2. POLICY STATEMENT

2.1. Policy Outline

2.1.1. The investment shall be managed with the care, diligence and skill that a prudent person would exercise. Employees are to manage the investment portfolios to safeguard the portfolios in accordance with the spirit of this Investment Policy, and not for speculative purposes.



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- 2.1.2. Staff shall refrain from personal activities that would conflict with the proper execution and management of Council's investment portfolio. Any conflict of interest must be disclosed to the Chief Executive Officer.
- 2.1.3. Consideration should be given to applying any funds that are not immediately required to meet approved expenditure to reduce Council's level of borrowings or to defer and or reduce the level of new borrowings that would otherwise be required.
- 2.1.4. Funds should be invested in a manner which allows those funds to maximise interest earned for as long as possible but retain flexibility in accessing the funds for Council purposes.
- 2.1.5. Consideration should be given to retaining a buffer of funds in an interest bearing at call account to ensure sufficient funds are available to meet Council's commitments.
- 2.1.6. Unless Council by resolution determines differently, investments are limited to:
- State/Commonwealth Government Bonds;
 - interest bearing deposits such as bank accounts and term deposits, including the Territory Insurance Office;
 - bank accepted/endorsed bank bills;
 - commercial paper (a loan of less than 270 days backed by assets such as loans or mortgages;
 - bank negotiable Certificate of Deposits; and
 - managed funds with a minimum long term Standard & Poor (S&P) rating of "A" and short term rating of "A2".
 - All investments are to be made in Australian dollars and in Australia.
- 2.1.7. This policy prohibits any investment carried out for speculative purposes including:
- derivative based instruments;
 - principal only investments or securities that provide potentially nil or negative cash flow; and
 - stand-alone securities issued that have underlying futures, option, forwards contracts and swaps of any kind,

The use if leveraging (borrowing to invest) is also prohibited.

LGP012 Investment Policy
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2.1.8. Investments obtained must comply with key criteria as indicated in sections 2.2 to 2.4 below:

2.2. Overall Portfolio Limits

2.2.1. To control the credit quality on the entire portfolio, the following credit framework limits the percentage of the portfolio exposed to any particular credit rating category.

S&P Long Term Rating	S&P Short Term Rating	Direct Investment Maximum %	Managed Fund Maximum %
AAA	A-1+	100%	100%
AA	A-1	100%	100%
A	A-2	60%	80%

2.3. Counterparty Credit Framework

2.3.1. Exposure to an individual counterparty/institution will be restricted by its credit rating so that single entity exposure is limited, as detailed in the table below:

S&P Long Term Rating	S&P Short Term Rating	Direct Investment Maximum %	Managed Fund Maximum %
AAA	A-1+	45%	50%
AA	A-1	35%	45%
A	A-2	20%	40%

2.3.2. If any of Council's approved investments are downgraded such that they no longer fall within approved credit rating category documented within the investment policy, they must be divested as soon as practicable. Investments fixed for greater than 12 months are to be approved by Council and reviewed on a regular term and invested for no longer than 5 years.



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2.4. Term to Maturity Framework

2.4.1. The investment portfolio is to be invested within the following maturity constraints:

Overall Portfolio Term to Maturity Limits	
Portfolio % < 1 year	100% Max; 40% Min
Portfolio % < 1 year	60%
Portfolio % < 3 years	35%
Portfolio % < 5 years	25%
Individual Investment Maturity Limits	
ADI	5 years
Non ADI	3 years

2.4.2. Council's investment advisor, if one is to be appointed, must hold an Australian Financial Securities Licence issued by the Australian Securities and Investment Commission and their appointment as an advisor must be approved by resolution of Council. The advisor approved by Council resolution must be an independent person who has no actual or potential conflict of interest in relation to investment products being recommended and is free to choose the most appropriate product within the terms and conditions of the investment policy. The advisor must be representative of a recognised reputable firm of investment advisors.

2.4.3. The investment return for the portfolio is to be annually reviewed by an independent financial advisor by assessing the market value of the portfolio. The market value is to be assessed by Council at least once a month to coincide with monthly reporting.



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2.4.4. Performance benchmarks are to include:

Investment	Performance Benchmark
Cash	Cash Rate
Enhanced/Direct Investments	UBSWA Bank Bill
Diversified	CPI + appropriate margin over rolling 3 year periods (depending upon composition of fund)

2.4.5. A monthly report must be provided to Council and to the Audit and Risk Management Committee on each alternative month when Council does not usually sit. The report must detail the investment portfolio in terms of performance, percentage exposure of the total portfolio, maturity date and changes in market value.

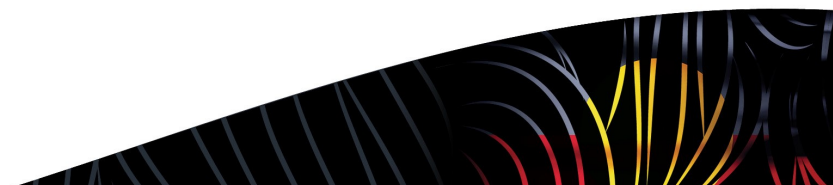
2.4.6. An Investment Strategy should be reviewed at least six monthly by an independent investment advisor with a more formal view annually. The Strategy should outline:

- Council's cash flow expectations;
- optimal target allocation of investment types, credit rating exposure and term to maturity exposure and;
- appropriateness of overall investment types for Council's portfolio.

2.4.7. Documentary evidence must be held for each investment and details thereof maintained in an Investment Register. Certificates must be obtained from the financial institutions confirming the amounts of investments held on Council's behalf as at 30th June each year and reconciled to the Investment Register.

Policy Number	LGP012 previously 3.2.09
Reference	Part 10.2, 192 Local Government Act 2019
Version	2.1
Approved by	Council 072/2018
Adopted Date	
Revision	3 years
Amendments	
Next Revision Due	

LGP012 Investment Policy
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1. INTRODUCTION

1.1. Purpose

This policy sets forth the circumstances under which Council might use debt as a source of funds and principles to be applied in relation to borrowing.

Debt funding may be appropriate in the following circumstances:

- Fund the acquisition, construction, expansion or refurbishment of a major capital asset or other expansion in capital works; or
- To upgrade obsolete technology; or
- To intensify the capital base of Council to reduce the ongoing cost of operating programs
- There are no other available sources of funding
- The Council is satisfied it can manage the risk and meet the debt repayments in the context of long-term financial planning and financial sustainability.

Debt will not be used to cover recurrent operating expenses. Council prefers to minimise debt and financial risk; however, debt funding is not precluded as a tool to assist management within the context of financial prudence, long term planning and sustainability.

1.2. Scope

This policy applies to all staff and relevant function across the Victoria Daly Regional council.

1.3. Policy Objectives

This policy provides a framework for the management of Council's debt to:

- ensure the sound management of Council's existing and future debt in the context of long-term financial planning and financial sustainability
- minimise the cost of borrowing
- Compliance with legislation including regulations and any Ministerial directions or guidelines
- ensure funds are available as required to meet approved capital outlays
- provide guidance as to the information that must be taken into consideration when Council is considering the use of debt.



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2. RELEVANT TO ACT

Section 197(2)(b) of the Act states that the Minister's approval is not required for a transaction classified as a minor Transaction under the guidelines issued by the Minister.

3 GENERAL PRINCIPLES

- 3.1 Council must exercise reasonable care and diligence that a prudent person would exercise when borrowing funds.
- 3.2 Council must consider;
 - (a) the type of borrowing it wishes to take out, namely;
 - (i) short term – less than 18 months; or
 - (ii) medium term – between 18 months and 5 years; or
 - (iii) long term – more than 5 years; and
 - (b) the type of interest rate it wishes to consider for the borrowing (fixed, variable or a combination of both)
 - (c) if it will approve an overdraft facility for day-to-day transactions, and if so, the amount of such a facility.
- 3.3 It is the duty of each Council Member to understand the impact of the terms and conditions of the borrowing arrangements and the risk before the Council enters the borrowing contract.

4. POLICY STATEMENT

4.1 Policy Outline

- 4.1.1 External borrowings will be limited to the funding of significant items of capital expenditure:
 - the life of which is expected to exceed the term of any funds borrowed
 - that cannot be funded from other sources
 - that are within the bounds of affordability, risk and financial sustainability
- 4.1.2 Any projected borrowings must be outlined in the Regional Council Regional Plan including the purpose of the projected borrowing and the type of borrowing under clause 7.2(a) of the Local Government Guidelines No.3 for
- 4.1.3 the year in which the funds are proposed to be borrowed.

LGP018 Borrowing Policy
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This allows for a period of public consultation during the draft Regional Plan (This condition may be waived in circumstances where an emergency or urgent situation requires the use of borrowings, and those borrowings comply with all other policy and legal requirements such as Ministerial consent).

- 4.1.4 As soon as borrowing is approved and obtained, the borrowing must be reflected in the next budget review under regulations 9 of the Local Government (General) Regulations 2021.
- 4.1.5 The decision to seek approval from the Minister to borrow money is one that requires a Council Resolution regulation 197(3)(a).
- 4.1.6 For external financial reporting purposes, debt will be carried in the accounts in accordance with generally accepted accounting practice.
- 4.1.7 Council will decide whether the funding of capital expenditure should be by way of a loan (internal or external) or by utilisation of available funds after considering long term financial planning and sustainability.
- 4.1.8 If the Minister grants approval to borrow the money, a fresh approval from the minister must be sought before any decision to:
 - (a) Increase the borrowing amount; or
 - (b) Change the approved purpose.
- 4.1.9 Unexpended loan funds will be placed in a reserve until such time as a suitable use of the funds can be identified and approved by Council.
- 4.1.10 Where a loan was raised by Council to obtain an asset and the loan has not been repaid when the asset is sold or otherwise disposed of, the Council will consider, based on costs and benefits, first applying any proceeds of the sale or disposal to the repayment of the loan source.
- 4.1.11 Additional factors to be considered when Council is considering new borrowings include:
 - obtaining funds on a competitive basis to minimise costs associated with borrowing



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- consideration of the structure of any proposed loan (e.g., fixed or variable interest)
- interest rate and other risks (e.g., liquidity risks and investment credit risks)
- repayment of debt period to be no longer than the weighted average estimated useful life of the related asset purchased or 20 years, whichever is the lesser
- repayment of borrowings to occur at least bi-annually
- repayments will be met from project income or other untied income of Council
- alternatives to debt
- where the borrowings are for commercial purposes, consideration will be given as to whether the return on the investment can service the debt (after consideration of community service obligations and any other objectives)

4.2 Debt Servicing Ratio

- 4.2.1 The debt service ratio is to be the key indicator of Council's ability to sustain its level of debt.
- 4.2.2 The Debt Servicing Ratio at any time will be dependent on whether Council at that time is:
- adopting a strategy of growth with its supporting infrastructure, technological upgrade or capital intensification of services, or;
 - maintaining the status quo in the provision of services to the community.

An increasing Debt Servicing Ratio should be demonstrated to be financially sustainable (e.g., through the long-term financial plan).

- 4.2.3 The Debt Servicing Ratio should not exceed 5% of untied revenue as identified in the most current audited Annual Financial Report (principal plus
- 4.2.4 interest repayments as a percentage of revenue which is not tied to the provision of a service or program).
- 4.2.5 The Chief Executive Officer shall report to Council on an annual basis detailing the loan portfolio.



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4.3 Legislation, terminology and references

4.3.1 Before any borrowing refer to:

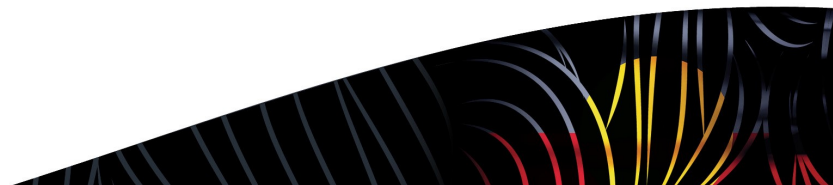
- Local Government Guidelines No 3.
- Local Government (General) Regulations 2021
- The Local Government Act 2019.

Approved/Not Approved

Russell Anderson
Chief Executive Officer

/ /

Policy Number	FIN009 Replacing 3.2.04
Reference	<i>Local Government Act 2019, Local Government (General) Regulations and Local Government Guidelines No.3</i>
Version	3
Approved by	Council
Adopted Date	12 April 2022
Revision	4 Years
Amendments	
Next Revision Due	12 April 2026





1.0 SUMMARY

1. Introduction

This policy is to outline the requirement of Victoria Daly Regional Council (VDRC) regarding Procurement, under Subdivision 1 and 2 of the *Local Government (General) Regulation 2021*.

1.1. Purpose

The Council purchases goods and services as part of its normal operations. *The Local Government (General) Regulation 2021 and General Instruction 1: Procurement*. There are a set of procurement principles that must be applied in every procurement activity.

1.1.2 Enhancement of the capabilities of local enterprises and industries.

Procurement activities support the growth, development and sustainability of local enterprises and industries, including the advancement of local communities.

1.1.3 Employment of Aboriginal people

Procurement activities increase and encourage Aboriginal employment, participation and capability in the local government area and in the Northern Territory, acknowledging the importance of diversity, representation, and the improved social and economic outcomes that result from employment.

1.1.4 Ethical behaviour and fair dealings

Procurement activities instil confidence in business, industry and the public as the probity, accountability and efficacy of the procurement policy framework, including demonstrating high standards of ethical conduct.

1.1.5 Environmental protection and sustainability

Procurement activities promotes the protection of the environment through harm minimisation and sustainable practices, including a proper emphasis on environmentally sustainable development and a proper balance between economic, social, environmental and cultural considerations.

1.1.6 Open and effective competition

Procurement activities foster a competitive and innovative business environment to drive opportunities in the local government area and in the Northern Territory.

1.1.7 Value for money

Procurement expenditure that delivers procurement outcomes, while meeting the objects of the council or local government subsidiary to promote the social, economic, environmental and cultural well-being of their local communities.

1.2. Policy Objectives

To ensure that Victoria Daly Regional Council complies with the *Local Government (General) Regulations*, and to establish principles to guide the administration in the procurement of goods and services.



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2. GENERAL REQUIREMENTS

Council purchasing officers are required to adhere to the following:

- Authorised limits as per the Delegation Manual.
- Any purchase over \$10,000 require a purchasing checklist be completed and approval required.

Purchase Cost (excl. GST)	Procedure
Up to \$10,000	Direct procurement through a quotation
Over \$10,001 but less than \$100,000	Three written quotations to be obtained. If it is not practicable to obtain quotations from 3 possible suppliers, obtain as many as practicable and must record in writing its reasons for not obtaining the 3 quotations
Over \$100,001 but less than \$150,000	Public quotation
Over \$150,000	Tenders are to be obtained through open tender

Under no circumstances are orders to be split so that the total value of the order falls under the amount of the individual's delegated authority or reduce the value of the purchase to a level where written quotations are not mandatory. This would be considered as violating Council's Fraud Protection Plan Policy and could result in deferment of the purchase until an investigation can be completed.

2.1 Good Practices – Obtaining Quotations (regulation 34)

- For quotations between \$10 000 and \$100 000 – the responsible officer should endeavour to seek the greatest number of quotations to properly test the market and to be able to select best supplier for council.
- Where it is not practicable to obtain the required written quotations from 3 potential suppliers, then the responsible officer must obtain as many quotations as possible and must record in writing the reasons for not obtaining the required 3 quotations.
- Where reasons in writing are recorded, the follow details are required:
 - the attempts made to obtain the minimum 3 quotations;
 - why there was no further attempt to obtain the minimum quotations.

2.2 Good and Services over \$100,000 but less than \$150,000 (regulation 35)

- 2.2.1 Where the value of supplies is expected to exceed \$100,000 but less than \$150,000 public quotation can occur instead of Tender.



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With Public Quotation, it must be called through public notices in local newspapers, i.e. *Katherine Times* or the *NT News*, and a further notice placed on Council's website.

- 2.2.2 The notice must contain a statement of the successful quotation will be published on the Council's website.
- 2.2.3 The Council must allow at least 5 business days for receipt of quotations after giving notice.
- 2.2.4 The Council must only accept a quotation for the provision of supplies from among those that submitted quotations and must record the reason in for accepting the quotation in writing.
- 2.2.5 If Council accepts a quotation it must accept by written notice to the supplier who submitted the successful quotation and contact each other supplier that submitted a quotation, along with publishing the notice on the Council website. Notice on the website must include the supplier who submitted the successful quotation, the supplies to be provided and the quoted price.

2.3 Good Practices - Weightings

- i. For supplies at a cost of more than \$100 000 – the scope of works documentation must include the predetermined weightings to be applied for the assessment of the public quotations or tenders.
- ii. Providing potential suppliers with predetermined weightings assists suppliers in providing quality and competitive public quotations or tenders and ensures that decision-making criteria is transparent.

2.4 Good Practices – Open Period

In determining the length of the open period of public quotations or tenders, past the required 5 business days, the responsible officer should consider:

- (a) the complexity of the supplies being sought – the more complex the scope of works or service, the more time should be given for applicants to provide a public quotation or tender; and
- (b) the ability for potential suppliers to respond within the time desired – the aim is to seek as many quality public quotations or tenders as possible; and
- (c) the timeframe of the project that is being undertaken.

2.4 Tenders by Council (regulation 36)

Council can opt to go to tender for supplies if the amount is over \$100,000, Tender is the only option for supplies that cost more than \$150,000.



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- 2.4.1 Council must call for tenders by public notices in local newspapers, i.e. *Katherine Times* or the *NT News*, and a further notice placed on Council's website.
This notice will include:
- a) a description of the goods or services required;
 - b) how a prospective tenderer can source specific details of the goods or services required including contact details of the employee handling the tender process;
 - c) how tenders should be lodged; and
 - d) the tender closing date and time.

All tenders shall be kept confidential until their official opening and marked accordingly.

- 2.4.2 Council must allow 5 business days for the receipt of tenders after giving the notice.
- 2.4.3 Tenders received in response to the notice must be assessed, the tender panel must include at least 3 Council Staff members.
- 2.4.4 The panel is to be convened by the CEO and has the following functions to consider the tenders received in response to the notice and to provide a report in writing, to the CEO in relation to the tenders.
- 2.4.5 The CEO is not to be a panel member.
- 2.4.6 The CEO must provide the report provided by the panel to the Council.
- 2.4.7 The Council may only accept tender for the provisions of supplies from the submitted tenders and after receiving the report from the CEO.
- 2.4.8 If Council accepts the tender for the provision of supplies, Council must:
- a) accept the tender by written notice to the person who submitted the successful tender; and
 - b) give notice of the successful tender:
 - (i) in writing to each other person who submitted a tender; and
 - (ii) by publishing the notice on the Council's website including who submitted the successful tender, the supplies to be provided and the price.

(For full tender requirements please refer to Local Government (General) Regulations 2021, 36-43.)

2.5 Good practice considerations – tender panels

- I. Depending on the complexity of the supplies being sought, the council CEO may seek the assistance or participation of experts in a tender panel, in addition to the minimum 3 council staff members who must constitute the tender panel.
- II. Conflicts of interests in relation to tender panel members need to be declared, with additional processes put in place to ensure conflicts can be identified for



Victoria Daly
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external tender panel members. External parties with a perceived or actual conflict of interest are not to provide advice or be involved as a panel member.

- III. Conflicts of interest held by a potential supplier are to be identified during the tender panel assessment process. If a conflict of interest is identified for a supplier
- IV. whose tender is recommended, the council (or the authorised delegate) must give due consideration as to how the conflict of interest will be managed.

3. CONTRACTS FOR MORE THAN 5 YEARS

- 3.1** In relation to procurement, Council must not enter into a contract for supply that is for a period of more than 5 years, including any option to extend the contract, other than contracts for :
- a) A lease or licence of land; or
 - b) Waste management, including the collection or transportation of waste; or
 - c) A particular supply approved by the CEO of the Agency under *clause 4.4 of the General Instruction 1: Procurement*.
- 3.2** A contract under *clause 4.1(b) of the General Instruction 1: Procurement*, must not be for a period of more than 10 years.

4. LOCAL BUY

Under Approval of Procurement Entity, Quotations and tenders are not required for a supply if the supply is facilitated through the procurement entity's arrangement with Local Buy Pty Ltd.

Policy Number	LGP021 Replaced 3.2.11
Reference	<i>Local Government (General) Regulations 2021, General Instruction 1: Procurement</i>
Version	1
Approved by	Council
Adopted Date	12 April 2022
Revision	4 Years
Amendments	
Next Revision Due	12 April 2026



Victoria Daly
REGIONAL COUNCIL

Vendor's Name: Requisition No:

Name of Requesting Officer: Signature of Officer:

Please ensure that you complete this checklist and attach it to your Purchase Order.
Please read VDRC Policy LGP021 Procurement and Delegations Manual before raising your requisition.

Purchase Cost (excl. GST)	Procedure
Up to \$10,000	Direct Procurement
Over \$10,001 but less than \$100,000	Three written quotes to be obtained
Over \$100,000 but less than \$150,000	Public Quotation
Over \$150,000	Tenders to be obtained through open tender

For Purchases over \$10,001 but less than \$100,000 (excl. GST):	Signature
<p>You must obtain 3 written quotations.</p> <p>List the Vendor name and Price below of the three quotations obtained:</p> <p>1. \$</p> <p>2. \$</p> <p>3. \$</p> <p>You MUST attach the quotes to your purchase order.</p>	

For Purchases over \$100,000 (excl. GST):	Signature
<p>You must call a Public Quotation or Tender by public notice.</p> <p>Advertising Details: Date Published:</p> <p>Public Quotation /Tender Number:</p> <p>Published at:</p> <p>Awarded price: \$</p>	



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Victoria Daly
REGIONAL COUNCIL

You MUST attach the evaluation report to your purchase order.

- The successful quotation /tenderer and price must be displayed on Councils website.
- Unsuccessful quoters /tenderers must be notified, in writing, noting the successful quoter/tenderer and price

If it is not practicable to obtain quotations from 3 possible suppliers, the Council must obtain as many as practicable and must record in writing its reasons for not obtaining the 3 quotations:

.....

.....

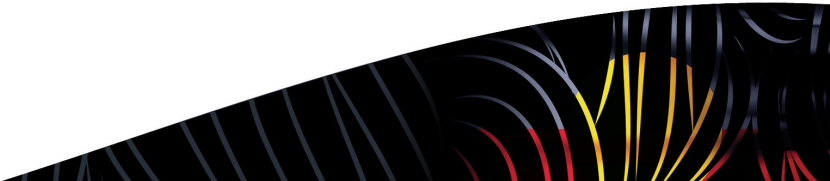
.....

.....

Director/CEO Name:

Signature:

Date:.....





9.2. Reports for Information

9.2.1. Grants Report

Report Type Report for Information

Department Council Operations

Prepared by Contracts Manager

Purpose

To present Council a progress report on grant applications for noting.

Recommendations

- A. That the Grants Report is received and noted

Regional Plan

Goal 1: Proactive Leadership

Goal 2: Financial Sustainability

Goal 3: Enhance Liveability

Background

Council has requested regular updates on grant applications

Discussion

Grant applications are submitted by Council to various funding bodies in support of Council activities and strategic direction. Current applications awaiting a response include:

- CBF (Major) – Upgrades and repairs to playground at Pine Creek
- Tourism Asset Grant – Pine Creek Signage
- NAIDOC Event – Nauiyu
- Remote Roads Upgrade Pilot Program – Amanbidji Access Road

Policy implications

Nil implications regarding policies

Budget implications

The success of the grant applications will impact, to varying degrees, on Council's ability to implement defined projects and activities.

Risk statement

Risks are not directly associated with the grant applications beyond the ability to implement projects, but tied to the projects that they seek to fund.

Council officer conflict of interest declaration



We the Author and Approving Officer declare we do not have a conflict of interest in relation to this matter.

Attachments

1. Current Grant Applications as at 21 April 2022 [**9.2.1.1** - 1 page]



Report to Council - Grant Applications as at 21st April 2022

Grant Applications (submitted)

Grant name	Project description	Govt / Agency	Date Submitted	Outcome	Total Value Ex GST
Aboriginal Benefit Account	Supply and installation of Telstra 4G Small Cell Satellite at Amanbidji, Nitjpurru, Myatt, Gilwi, Fitzroy Station & Menngen	NIAA	4/01/2022	Unsuccessful	\$ 1,241,857.00
Tourism Town Assett Program	Construction of 2 x interpretive signs at Pine Creek	NTG	11/02/2022	Awaiting Response	\$ 64,487.50
NAIDOC Nauiyu	Funding contribution to Nauiyu NAIDOC event	NIAA	21/02/2022	Awaiting Response	\$ 3,000.00
Remote Roads Pilot Program	Amanbidji Remote Indigenous Community Access Road Upgrades	Federal	2/03/2022	Awaiting Response	\$ 9,183,786.00



9.2.2. Operations Update

Report Type Report for Information

Department Community Council Operations Council Operations

Prepared by Council Operations Manager, Timber Creek

Purpose

To inform Council on A/Director of Operations and Operations team activities for the last month

Recommendations

- A. That the Operations Update is received and noted

Key Issues

- Tender contract awarded for the fencing of the Pine Creek Waste Facility
- Tenders open for the waste transfer stations at Pine Creek and Timber Creek
- Review of the contract for Nauiyu Airstrip (Report for Council included)
- Review of the repairs and maintenance contract for Lingara (Report for Council included)
- Review of fees and charges (relating to Operations) underway
- Vehicle Maintenance procedure for communities written and implemented
- Local Authority procedure for communities written and implemented
- Asset Management procedure for communities still underway
- Provided support to Executive Services team at Regional Plan workshops in Kalkarindji, Yarralin, Nauiyu
- Scheduled to attend Bulla, Amanbidji, Timber Creek and Pine Creek Regional Plan workshops April /May
- Welcome and induction for Paul Buckley, Council Operations Manager, Timber Creek
- Attended the Big Rivers Region, Destination Management Plan, Project Implementation Team meeting held at the Katherine Research Farm.

Council officer conflict of interest declaration

We the Author and Approving Officer declare we do not have a conflict of interest in relation to this matter.

Attachments

Nil



9.2.3. CDP Update

Report Type Report for Information

Department Community Development Program Programs

Prepared by Regional Manager, Community Development Program

Purpose

This report provides Council with an update on the Community Development Program (CDP) for noting.

Recommendations

- A. That the CDP Update is received and noted

Regional Plan

Goal 1 – Quality Leadership

Goal 3 – Incest in our people

Goal 4- Infrastructure

Key Issues

Update on the CDP Program

Background

- CDP have now completed their PPR13 audit and it has now been sent to NIAA. PPR14 has now started from 1st April to 30th September 2022.
- CDP are looking at restarting their wfd activities back again with full attendance, keeping in mind that covid is still around. All sites are looking at booking training in when they can.
- CDP Office in Timber Creek will be relocating to the old Gym space in the basketball shed from the Silver Bullets Office complex. This will be a bit a work to move, but CDP can handle it.
- Wirib Supermarket have donated old beds and mattresses to CDP to be handed out to the community. These will only be given to participants that are attending work or activities.
- All CDP staff who require access to the CDP System, have now transferred over to MYGOVID. We are now in the process of working on the other new programs that are changing within Council.

Kalkarindji

- Activities will be commencing back again fulltime with the ease of Covid 19 in community.
- Recruitment for 2 Activity Supervisor Liaison positions in Kalkarindj and 1 in Pigeon Hole.



- Currently working on a demountable to be placed in Pigeon Hole for CDP, to ensure activities are run daily and communication to the community is possible.
- Training is booked with Batchelor with possibly white card, welding and chainsaw courses, in June. TBC

Lajamanu

- Activity Supervisor from Kalkarindji is currently acting in Site Senior role until recruitment is finalised. Applications have now closed and interviews will be happening soon.
- Activities have low with attendance at the moment. With covid19 clearing up in the community, CDP can start working on starting fresh again with their activities.
- Lajamanu have had training with a drink drive course and are currently training in Certificate 2 in Civil Construction.
- Employment opportunities are knocking on the door with projects commencing around the community.

Yarralin

- Yarralin have continued with their wfd activities with covid slowing down in community.
- Employment for Job Seekers has been slowly returning. Site Senior will be taking two job seekers to Katherine on 26th April to meet with The Cattleman's Association to take them to the Station they will be placed in.
- Recruitment for the Employment Consultant position to be finalised shortly and hopefully the position is filled.

Timber Creek

- Recruitment happening with Activity Supervisor for Bulla and Activity Liaison Positions.
- Employment for participants has picked up with placements in Timber Creek and Stations in the Northern Territory.
- Batchelor Trainer has come out to Timber Creek to drop off supplies to commence training in Timber Creek in May. This will be a mixture of training to engage participants back again to get ready for employment opportunities.

Council officer conflict of interest declaration

We the Author and Approving Officer declare we do not have a conflict of interest in relation to this matter.

Attachments

Nil



10. Local Authority

10.1. Local Authority Minutes

10.1.1. Pine Creek Local Authority meeting held on 8 March 2022

Recommendation

That the minutes of the Pine Creek Local Authority meeting held on 8 March 2022 be adopted as a resolution of Ordinary Council.

Attachments

1. 2022-03-08 PCLA Unconfirmed Minutes (1) [**10.1.1.1** - 6 pages]



DRAFT MINUTES

Pine Creek Local Authority

Tuesday 8th March 2022

12.30PM

Pine Creek Multi Resource Centre

1. MEETING OPENING

CEO of Victoria Daly Regional Council Russell Anderson opened the Meeting at 12.30pm

2. WELCOME AND MEETING ARRANGEMENTS

3. ATTENDANCE.

PRESENT: Councillor Yvette William, Alan (Bunny) Fountain, Alain Denouel, Juliet Mills, Karen Giumelli, Gaye Lawrence, Sam Forwood, Pat Cummins, John Roberts, Tom Pfennig.

Officers: Christy Colling VDRC Council Service Manager, Russell Anderson – VDRC CEO, Michelle Will - VDRC Manager of Executive Services, Matthew Cheminant - VDRC Director of Council Operations, Rupak Helwai – VDRC Executive Services Officer

Visitors: Amanda Haigh – Regional Manager, Local Government – Big Rivers Region, Duminda Jayaweera LGANT - Big Rivers Region
Dheran Young – Member for Daly, Kristy Sayers-Hunt Electorate Officer
Ian Gudgeon, Bronwyn Barrow, Jodie Stanley – Katherine High School Reps
Sue Evans, Ruby Liddy, Elizabeth Sullivan - Community Members
Mark Asendorf, Managing Director – Marmel Enterprises

Minute Taker: Christy Colling.

APOLOGIES: : Eddie Ah Toy, David Paddy

ABSENT:

4. DISCLOSURE OF INTEREST (MEMBERS AND STAFF)

Nil

5. RESIGNATIONS, TERMINATIONS AND NOMINATIONS

Resignations - N/A

Terminations - Nil

Nominations - Alan (Bunny) Fountain, Alain Denouel, Juliet Mills, Karen Giumelli, Gaye Lawrence, Sam Forwood, Pat Cummins, John Roberts, Tom Pfennig, Eddie Ah Toy.

As Local Authority Members are all new and a Chair and Deputy Chair are still to be determined this meeting was chaired by Russell Anderson CEO of VDRC. The Chair formally welcomed the

members of Pine Creek Local Authority and advised that later in the proceedings a vote would need to take place to elect a Chairperson and Deputy Chairperson.

6. INVITATION FOR DUPUTATIONS TO PRESENT/SPEAK

6.1 Dheran Young- Member for Daly

- Dheran did a general welcome to the LA members and advised that he would like to do a mobile office around every 2 months so he can communicate more effectively.

6.2 Presentation from Michelle Will – Power Point Presentation - Local Authority's and the New Guidelines

Michelle explained that all future nominations for a position on a Local Authority will come to the Local Authority first for approval and then go to Council. Michelle also explained the process of electing a Chair and a Deputy Chair.

6.3 Russell asked all to introduce themselves as there were many new faces on the Local Authority and a few visitors to the meeting.

6.4 Nominations for the Chair were called.

Nominations were:

- Eddie Ah Toy, - Nominated by Gaye Lawrence 2nded by Tom Pfennig
- Sam Forwood – Nominated by Bunny Fountain and 2nded by Karen Giumelli
- John Roberts – Nominated by Eileen Juliet Mills and 2nded Gaye Lawrence.

Scrutineers – Michelle Will and Tom Pfennig

Sam Forwood was elected as Chair.

Nominations for the position of Deputy Chair was called.

Nominations were:

- Tom Pfennig - Nominated Karen Giumelli and 2nded by Sam Forwood
- John Roberts – Juliet Mills and 2nded Pat Cummins

Scrutineers – Michelle Will and Bunny Fountain

Tom Pfennig was elected Deputy Chair.

*Ian Gudgeon and Katherine High Representatives left the meeting.

CEO Russell Anderson stepped down from being Chairperson and the Nominated Chairperson Sam Forwood took the Chair.

Sam thanked Russell Anderson for Chairing and Michelle Will for the Presentation.

6.5 Presentation – Mark Asendorf, Managing Director, Marmel Enterprise.

Mark delivered a PowerPoint presentation for the Miners Park and town surrounds to create a Geo Trail.

During the presentation, Mark informed Local Authority that Peter Waggitt- AusIMM, and himself had been working together updating the signs throughout Miners Park.

A discussion about the Geo Trail and the signs followed.

Mark in partnership with Peter Waggitt would like Local Authority to endorse the proposal.

Resolution

Motion: That Local Authority endorse the proposal of a GeoTrail being built in Pine Creek.

Moved: Gaye Lawrence

Seconded: John Roberts **Carried:** All

7. CONFIRMATION OF PREVIOUS MINUTES

Minutes of Meeting held 2nd November 2021

7.1 Gaye Lawrence questioned if the motion from the previous minutes 10.1) had been completed. COM response was yes, an invitation was sent, Telstra had not responded.

7.2 Discussion: Telstra Services. LA members and MLP Dheran Young about the lack of Telstra Services in Pine Creek.

7.3 Dheran Young, Kirsty Sayers – Hunt and Mark Asendorf left the meeting.

7.4 Discussion: Rate rises and the responses from VDRC. CEO Russell Anderson tabled Budget figure.

7.5 Discussion: Rates and Waste Management. CEO Russell Anderson and Operations Director Matt Cheminant responded explaining about the proposed transfer station, EPA, Funding and installing the security fencing.

7.6 Discussion: Planters on Main Tce. Juliet Mills voiced the planters should have a different type of plant in them.

Resolution - 2022.03.08-2

Motion That the Minutes of the Pine Creek Local Authority Meeting held on Tuesday 2nd November 2021 be accepted as a true record.

Moved: Gaye Lawrence

Seconded: Alain Denouel **Carried:** All

8. BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 Discussion: Quote from TTC – Repairs Jimmy Ah Toy Oval.
COM explained TTC were the only company to quote on the proposed works.

Resolution

Motion That the quote from TTC Electrical for the Electrical Upgrade at Ah Toys Oval be accepted and approved

Motion Moved: Alan Fountain

Seconded: Tom Pfennig **Carried:** Majority

9. INCOMING AND OUTGOING CORRESPONDENCE

9.1 Letter of Complaint – Sue Evens.

Discussion: Acoustics in the MRC. Discussion involved noise reducing items e.g. Curtains, Soft wall.

Outcome: COM to look into possible items to reduce the noise in the MRC.

9.2 Letter of Complaint – Xiao Denouel.

Discussion: Trucks parking on Main Tce.

Outcome: Chairperson Sam Forwood will meet with Juliet Mills and Alain Denouel to survey the area where the trucks park.

10. REPORTS

10.1. Local Authority Reports – Nil

10.2. Finance Reports –

Resolution

Motion That the Finance report be accepted.

Motion Moved: Alain Denouel

Seconded: Sam Forwood **Carried:** All

10.3. Council Services Manager's Report

Resolution

Motion That the COM report be accepted

Motion Moved: John Roberts

Seconded: Karen Giumelli **Carried:** All

10.4. Governance Report – Nil

11. GENERAL BUSINESS

11.1 Question – Alan Fountain asked for a response to the Power and Water grant information he forwarded to Cr Williams. Cr Williams responded by explaining the process within VDRC for grant applications and that it was tabled at the last Council meeting.

COM responded that it was not applied for as there was insufficient time to have the Grant application in.

A question of open bubblers for public use was discussed

Resolution

Motion That the VDRC continue to seek funding for bubblers to be installed in the parks.

Motion Moved: Gaye Lawrence

Seconded: Alan Fountain

Carried: All

11.2 Discussion: Radio signal from TEABBA being disrupted.

11.3 Discussion: Roaming dogs

* Pat Cummins left the meeting.

11.4 Discussion Goldrush. Gaye Lawrence spoke about Cr Williams receiving council support for VDRC Staff to give "in kind" support for the Goldrush festival.

The Pine Creek Tourist Association will hold a meeting to set the date for this year's Goldrush Festival and will let the COM know of the plans

12. NEXT MEETING – Tuesday 3rd May 2022

13. APPENDIX LIST

- A. LA Electing a Chairperson.
- B. LA Project Funding
- C. LA Policy
- D. Code of Conduct
- E. Minutes PCLA 02.11.2021
- F. Quote Repairs Jimmy Ah Toy Oval
- G. Big Rivers Liveability Survey
- H. Letter of Complaint – Sue Evans
- I. Letter of Complaint – Xiao Denouel
- J. Seniors Voice Grants
- K. PC Finance Report
- L. Com Report
- M. Finance report

Meeting Closed

Meeting Closed 2.20pm

Approved by Local Authority Chairperson

Sam Forwood

Date



10.1.2. Daly River Local Authority meeting held on 9 March 2022

Recommendation

That the minutes of the Daly River Local Authority meeting held on 9 March 2022 be adopted as a resolution of Ordinary Council.

Attachments

1. 2022-03-09 DRLA unconfirmed minutes [**10.1.2.1** - 6 pages]



Victoria Daly
REGIONAL COUNCIL

MINUTES

DALY RIVER LOCAL AUTHORITY MEETING

WEDNESDAY, 9 MARCH 2022

12:30PM

VDRC BOARDROOM LOT 124

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Russell Anderson
Chief Executive Officer

MINUTES

DALY RIVER LOCAL AUTHORITY MEETING

WEDNESDAY, 9 MARCH 2022

12:30PM

VDRC BOARDROOM LOT 124

1 MEETING OPEN

The meeting commenced, the time being: **12:30pm**

2 WELCOME

Meeting Opened and welcome provided by Director of Council Operations – Matthew Cheminant.

Manager of Executive Services - Michelle Will gave a presentation regarding Local Authority overview to the new Board.

3 ATTENDANCE AND APOLOGIES

Attendance:

Members: Peter Hollowood Nadine Daly
Brian Muir Robert Austral
Mark Mullins
Wayne Buckley (arrived @ 1:00pm)

Apologies: Councillor Andrew McTaggart

VDRC Guests: Michelle Will (Manager of Executive Services)
Matthew Cheminant (Director of Council Operations)
Pat Hollowood (Council Operations Manager)
Rupak Halwai (Executive Services Officer)

Minute Taker: Ingrid Schreiner (Council Operations Assistant Manager)

Visitor: Hon. Dheran Young – Member for Daly River

4 INVITATION FOR DEPUTATIONS TO PRESENT/SPEAK

MLA Dheran Young Introduced himself as the newly elected Member for Daly and will be travelling to all Local Authority Meetings in his elected region for the same purpose.

MLA Young stated he will be implementing Mobile Offices every 2 to 3 months in various localities with intention that members of communities may have access to Mr Young to raise any issues with him. Any topics brought up he can then proceed to liaise with Ministers and advocate on behalf of the people.

Mr Young stated that he is also following up on action items i.e. such as Mental Health Services.

5 ELECTING A CHAIRPERSON

5.1 Nominations by Self for Chairperson: Peter Hollowood , Wayne Buckley

Elected : Peter Hollowood

5.2 Nomination by Peter Hollowood for Vice - Chair : Nadine Daly

Elected : Nadine Daly, elected unopposed

5 Electing a Chairperson

001/2022 **MOTION:**

1. That the Daly River Local Authority nominates a Chairperson for a period of:
B. Twelve (12) months
2. That the Daly River Local Authority undertake a secret ballot for the position of Chairperson and Deputy Chairperson
3. That the Daly River Local Authority appoint Peter Hollowood as Chairperson for a period of 12 months
4. That the Daly River Local Authority appoint Nadine Daly as Deputy Chairperson for a period of 12 months

Resolution: Carried unanimously

6 CALL FOR ITEMS OF GENERAL BUSINESS

NIL

7 CONFIRMATION OF PREVIOUS MINUTES

Minutes of the Daly River Local Authority Meeting held on 3 November 2021

002/2022 **RECOMMENDATION:**

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

Moved: Local Authority Member Brian Muir

Seconded: Local Authority Member Mark Mullins

Resolution: Carried

Discussion ensued in regards to Water Allocation Plan - Personal Letters have been written

Hon. Dheran Young spoke in regards to communication with Mitch Hart, manager of the NT Environment Centre and he will speak to Minister Lawler.

Discussion continued in regards to concerns over water usage and river health in this region.

8 BUSINESS ARISING FROM PREVIOUS MINUTES

- 8.1** Pool Shade Cover (resolution 2106-135)
Allocation of 37,000 awaiting funds From Gov.

9 INCOMING AND OUTGOING CORRESPONDENCE

- 9.1** “Rates and Waste Charges Revenue Chart “
Matthew Cheminant spoke in regards to this Report.

10 REPORTS

10.1 Local Authority Resources

MOTION:

That the Daly River Local Authority:
A. Receive and note this report.

10.2 Daly River Local Authority Financial Report

003/2022 **MOTION:S**

That the Daly River Local Authority:
A. Receive and note this report.
Moved: Local Authority Member Brian Muir
Seconded: Local Authority Member Mark Mullins
Resolution: Carried

10.3 Nauiyu Community Report

004/2022 **Motion:**

A. That this report is received and noted
Moved: Local Authority Member Wayne Buckley
Seconded: Local Authority Member Robert Austral
Resolution: Carried

11 QUESTIONS FROM THE PUBLIC

NIL

12 GENERAL BUSINESS

- 12.1** It was proposed for a Regional Planning Meeting to be held on Wednesday the 13th of April – time to be advised.

14 NEXT MEETING

Wednesday 4 May 2022 at 12:30pm

15 MEETING CLOSE

The meeting closed at **1:40 pm**.

This page and the preceding five (5) pages are the Minutes of the Meeting of Daly River Local Authority held on Wednesday, 9 March 2022.

Peter Hollowood



10.1.3. Kalkarindji - Daguragu Local Authority meeting held on 15 March 2022

Recommendation

That the minutes of the Kalkarindji - Daguragu Local Authority meeting held on 15 March 2022 be adopted as a resolution of Ordinary Council.

Attachments

1. 2022-03-15 KDLA Unconfirmed Minutes [**10.1.3.1** - 7 pages]



Victoria Daly
REGIONAL COUNCIL

MINUTES

KALKARINDJI LOCAL AUTHORITY MEETING

TUESDAY, 15 MARCH 2022

12:30PM

KALKARINDJI COURT HOUSE BUILDING



VICTORIA DALY REGIONAL COUNCIL
Minutes for KALKARINDJI LOCAL AUTHORITY MEETING
TUESDAY, 15 MARCH 2022

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A handwritten signature in black ink, appearing to read "Russell Anderson", written over a large, light grey "unconfirmed" watermark.

Russell Anderson
Chief Executive Officer



VICTORIA DALY REGIONAL COUNCIL
Minutes for KALKARINDJI LOCAL AUTHORITY MEETING
TUESDAY, 15 MARCH 2022

MINUTES
KALKARINDJI LOCAL AUTHORITY MEETING
TUESDAY, 15 MARCH 2022
12:30PM
KALKARINDJI COURT HOUSE BUILDING

1 MEETING OPEN

CEO Russell Anderson opened the meeting, the time being, 12:36pm.

2 WELCOME

CEO welcomed all to the meeting.

3 ATTENDANCE AND APOLOGIES

ATTENDANCE

Councillor Georgina Macleod
Anne Saunders
Pansy Wardle
Pamela Morris
Leah Leaman (joined the meeting at 01:07pm)

APOLOGIES

Simeon Long
Selma Smiler

ABSENT

NIL

VDRC STAFF

Chief Executive Officer	Russell Anderson
Director of Operations	Matthew Cheminant
Manager of Executive Services	Michelle Will (Minute taker)

4 DISCLOSURE OF INTEREST

NIL

5 RESIGNATIONS, TERMINATIONS AND NOMINATIONS

5.1 Resignations - NIL

5.2 Terminations – NIL

5.3 Nominations - NIL

Leah Leaman joined the meeting, the time being 1:07pm.



VICTORIA DALY REGIONAL COUNCIL
Minutes for KALKARINDJI LOCAL AUTHORITY MEETING
TUESDAY, 15 MARCH 2022

The CEO invited the Manager of Executive Services to conduct an induction presentation for the recently appointed members of the Kalkarindji – Daguragu Local Authority.

Documents tabled:

- VDRC Local Authority Information (presentation slides)
- Ministerial Guideline 1 – Local Authorities
- Code of Conduct - Schedule 1
- Breach of Code of Conduct Policy (LGP007)
- VDRC Local Authority Policy (LGP026)
- Local Authority Project Funding Guidelines
- R17 - Local Authorities under the new Act - July 2021
- R18 - Sections on Local Authorities - July 2021
- Victoria Daly Strategic Plan 2020-2024

ELECTING A CHAIRPERSON

The CEO called for nominations to the position of Chairperson.

Anne Saunders was nominated by **Councillor Georgina Macleod**

Leah Leaman seconded the nomination for **Anne Saunders**

The nomination went uncontested

The CEO called for nominations to the position of Deputy Chairperson.

Pansy Wardle was nominated by **Anne Saunders**

Councillor Georgina Macleod seconded the nomination of **Pansy Wardle**

The nomination went uncontested

11.1.1 Electing a Chairperson

RESOLUTION:

1. That the Kalkarindji Local Authority nominates a Chairperson for a period of twelve (12) months
2. That the Kalkarindji - Daguragu Local Authority appoint Anne Saunders as Chairperson for a period of 12 months.
3. That the Kalkarindji - Daguragu Local Authority appoint Pansy Wardle as Deputy Chairperson for a period of 12 months.

Carried: Unanimously

CEO handed the meeting over to newly elected Chairperson, Anne Saunders.

6 CALL FOR ITEMS OF GENERAL BUSINESS

NIL



VICTORIA DALY REGIONAL COUNCIL
Minutes for KALKARINDJI LOCAL AUTHORITY MEETING
TUESDAY, 15 MARCH 2022

7 INVITATION FOR DEPUTATIONS TO PRESENT/SPEAK

NIL

8 CONFIRMATION OF PREVIOUS MINUTES

Minutes of the Kalkarindji Local Authority Meeting held on 9 November 2021

RESOLUTION:

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

Moved: Georgina Macleod

Seconded: Leah Leaman

Carried: Unanimously

9 INCOMING AND OUTGOING CORRESPONDENCE

10.1) Liveability Survey

Motion: That the Kalkarindji-Daguragu Local Authority accept the correspondence

Moved: Cr. Georgina Macleod

Seconded:

Guest from the department of the Chief Minister and Cabinet, Mr. Hoffman, spoke to the local authority regarding the tabled email. Mr. Hoffman explained that the survey is a good catalyst for gauging how the community members in the region are feeling.

10 BUSINESS ARISING FROM PREVIOUS MINUTES

NIL

11 REPORTS

11.1.2 Local Authority Resources

MOTION:

That the Kalkarindji - Daguragu Local Authority receive and note this report.

Moved: Cr. Georgina Macleod

Seconded:

11.2.1 Kalkarindji - Daguragu Local Authority Financial Report

MOTION:

That the Kalkarindji - Daguragu Local Authority receive and note this report.

Moved: Cr. Georgina Macleod

Seconded:



VICTORIA DALY REGIONAL COUNCIL
Minutes for KALKARINDJI LOCAL AUTHORITY MEETING
TUESDAY, 15 MARCH 2022

The Director of Operations presented the finance report to the Local Authority.

- Discussions ensued regarding the commitment of funds to vet services.

Pansy Wardle left the meeting, the time being 1:30pm.

Anne Saunders left the meeting, the time being 1:39pm

Anne Saunders returned to the meeting, the time being 1:40pm

Leah Leaman left the meeting, the time being 1:40pm

Leah Leaman returned to the meeting, the time being 1:41pm

11.2.1	Rates and Waste Revenue
MOTION: That the Kalkarindji – Daguragu Local Authority: A. Receive and note the Rates and Waste Revenue Charges report. Moved: Cr. Georgina Macleod Seconded:	

11.3.1	Kalkarindji Community Report
MOTION: That the Kalkarindji – Daguragu Local Authority: A. Receive and note the Rates and Waste Revenue Charges report. Moved: Cr. Georgina Macleod Seconded:	

12 QUESTIONS FROM THE PUBLIC

NIL

13 GENERAL BUSINESS

Cr. Georgina Macleod moved the receipt of all reports.

Waste Management

The Chairperson asked VDRC staff members present for an update on the waste management projects. The CEO and the Director of Operations discussed the hub and spoke model.

Discussion also took place regarding engaging and incentivising kids.

14 CLOSED SESSION

NIL



VICTORIA DALY REGIONAL COUNCIL
Minutes for KALKARINDJI LOCAL AUTHORITY MEETING
TUESDAY, 15 MARCH 2022

15 NEXT MEETING

TUESDAY 10 MAY 2022

16 MEETING CLOSE

The meeting was closed at 1:57pm.

This page and the preceding six (6) pages are the Minutes of the Meeting of Kalkarindji-Daguragu Local Authority held on Tuesday, 15 March 2022.

Chairperson Anne Saunders requested that the sitting fee for her attendance continues to be paid to the Kalkaringi School.

Anne Saunders



10.1.4. Bulla Local Authority meeting held on 22 March 2022

Recommendation

That the minutes of the Bulla Local Authority meeting held on 22 March 2022 be adopted as a resolution of Ordinary Council.

Attachments

1. 2022-03-22 BLA unconfirmed minutes [**10.1.4.1** - 4 pages]



MEETING MINUTES

BULLA LOCAL AUTHORITY MEETING
BULLA CDP BUILDING
22ND MARCH 2022, 10.30AM

1. WELCOME TO COUNTRY/MEETING OPENING

Welcome and meeting opened by Matt Cheminant at 10:47 am

2. WELCOME INDUCTION PRESENTATION

2.1 Welcome Induction Presentation

- Michelle Will presented LA members with Induction Presentation which included: Local Authority Presentation; LA Electing a Chairperson; LA policy; Code of Conduct and Breach of Code of Conduct and Local Authority Project Funding Guidelines.
- Shadrack Retchford raised a query, if possible, could Governance Training/Workshop have more training on what can be purchased with LAPF
- LA Members requested a hard copy of Agenda to be delivered to Bulla with Aged Care 3 days prior to meeting

Appointment of Chairperson

The acting Chairperson called for nominations for the position of Chairperson of the Bulla Local Authority. One self-nomination was put forward by Shadrack Retchford, and the nomination was seconded by Duncan Bero.

Motion: That Shadrack Retchford be the new Chair for Bulla Local Authority

Moved by: Shadrack Retchford

Second by: Duncan Bero

Carried: All

Appointment of Deputy Chairperson

The acting Chairperson called for nominations for the position of Deputy Chairperson of the Bulla Local Authority. Two nominations were put forward and seconded as follows:

1. Penny Archie, **Moved:** Duncan Bero, **Seconded:** Stan Retchford
2. Duncan Bero, **Moved:** Penny Archie, **Seconded:** Shadrack Retchford

Due to two members being nominated for Deputy Chair, the Bulla Local Authority members held a secret ballot, which was conducted by Michelle Will and Stan Retchford was the scrutineer.

Duncan Bero was the successful member voted in to be the new Deputy Chair for the Bulla Local Authority.

Motion: That Duncan Bero be the new Deputy Chair for Bulla Local Authority

Moved by: Penny Archie

Second by: Shadrack Retchford

Carried: All

Motion: That the Chair and Deputy Chair hold their positions for a period of 12 months

Moved by: Shadrack Retchford

Second by: Nicholas Laurie

Carried: All

3. ATTENDANCE AND APOLOGIES

Present:

Shadrack Retchford
Duncan Bero
Stan Retchford
Nicholas Laurie
Penny Archie
Shirley Garlett

Chairperson/Member
Deputy Chairperson/Member
Member
Member
Member (entered meeting at 11:04 am)
Deputy Mayor/Member (via Microsoft Teams)

Officers of Staff:

Jocelyn Moir
Renee Croton
Rupak Halwai
Matthew Cheminant
Michelle Will

Council Operations Manager
Council Operations Assistant Manager
Executive Services Officer
Director of Operations, VDRC
Manager of Executive Services, VDRC

Guests:

Kallum Peckham-McKenzie

Department of Chief Minister and Cabinet (via Microsoft Teams)

Visitors and Community Members:

None

Apologies:

Joe Archie
Brian Pedwell
Russell Anderson

Member
Mayor
CEO, VDRC

Absent:

Nil

4. DISCLOSURE OF INTEREST

Nil

5. RESIGNATIONS, TERMINATIONS AND NOMINATIONS

Nil

6. INVITATION FOR DELEGATIONS TO SPEAK

6.1 Kallum Peckham-McKenzie Dept. CM&C

- Kallum Peckham-McKenzie from the Department of Chief Minister and Cabinet addressed the members about The Big Rivers Liveability Survey

7. CONFIRMATION OF PREVIOUS MINUTES

Motion: That the Minutes of the Bulla Local Authority meeting held on 16th November 2021

Moved by: Shadrack Retchford

Second by: Nicholas Laurie

Carried: All

8. BUSINESS ARISING FROM PREVIOUS MEETING

8.1 Wheely Bins

- Wheely bins have been replaced by NWAC - resolved

9. INCOMING AND OUTGOING CORRESPONDANCE

9.1 Email – Big Rivers Liveability Survey

- Concern was raised over no paper (hard) copy of survey available, and Michelle Will advised she will provide the contact details for Kallum Peckham-McKenzie

9.2 Letter from Deputy Mayor Shirley Garlett to NWAC

- LA Members requested NWAC response to Deputy Mayor Shirley Garlett's letter to be an item on the next Bulla Local Authority Meeting Agenda

10. REPORTS

10.1 Finance Report

- Bulla Local Authority Financial Report to be discussed at the Regional Plan meeting on Wednesday 6th April 2022 at 10:30 am

10.2 Council Operations Manager's Report

- Was read out by Council Operation Manager Jocelyn Moir

10.2 Governance Reports

- Nil

11. QUESTIONS FROM THE PUBLIC

Nil

12. GENERAL BUSINESS

12.1 Mower Invoice

- Jocelyn Moir Advised Mower Invoice was \$6,996.00

12.2 Night Patrols Duties

- Stan Retchford requested a more in-depth description of what Night Patrols duties and role are and was advised by Jocelyn Moir for them to contact John Bonson who is the new Area Manager for Night Patrol and invite him to their next meeting as an option

12.3 Damage to Poles from Slasher

- LA members requested Jocelyn Moir to speak with John Horgan regarding the damage to the poles done by NWAC slasher and Organisational Structure of NWAC so they know who they could contact about any issues/queries and to invite NWAC to the next Bulla Local Authority Meeting

13. CLOSED SESSION

Nil

14. NEXT MEETING

Tuesday 17th May 2022 at 10.30am

15. MEETING CLOSURE

Tuesday 22nd March 2022 at 12:15 pm



10.1.5. Timber Creek Local Authority meeting held on 22 March 2022

Recommendation

That the minutes of the Timber Creek Local Authority meeting held on 22 March 2022 be adopted as a resolution of Ordinary Council.

Attachments

1. 2022-03-22 TCLA Unconfirmed Minutes [**10.1.5.1** - 3 pages]



MEETING MINUTES

TIMBER CREEK LOCAL AUTHORITY MEETING
TIMBER CREEK CONFERENCE ROOM
22ND MARCH 2022, 10.30AM

1. WELCOME TO COUNTRY/MEETING OPENING

Welcome and meeting opened by Matt Cheminant at 3:03 pm

2. WELCOME INDUCTION PRESENTATION

2.1 Welcome Induction Presentation

- Michelle Will presented LA members with Induction Presentation which included: Local Authority Presentation; LA Electing a Chairperson; LA policy; Code of Conduct and Breach of Code of Conduct and Local Authority Project Funding Guidelines.

Motion: That Coralie Myers hold position of the new Chair for Timber Creek Local Authority

Moved by: Coralie Myers

Second by: Graham Watts

Carried: All

Motion: That Graham Watts hold position of the new Deputy Chair for Timber Creek Local Authority

Moved by: Graham Watts

Second by: Coralie Myers

Carried: All

Motion: That the Chair and Deputy Chair hold their positions for a period of 12 months

Moved by: John Horgan

Second by: Rebecca Myers

Carried: All

3. ATTENDANCE AND APOLOGIES

Present:

Coralie Myers
Graham Watts
Rebecca Myers
John Horgan
Cecilia McKenzie
Larry McGlaughlin
Larry Johns
Shirley Garlett

Chairperson/Member (via Microsoft Teams)
Deputy Chairperson/Member (via Microsoft Teams)
Member
Member
Member
Member
Member (via Microsoft Teams)
Deputy Mayor/Member (via Microsoft Teams)

Officers of Staff:

Jocelyn Moir
Renee Croton
Rupak Halwai

Council Operations Manager
Council Operations Assistant Manager
Executive Services Officer

Matthew Cheminant
Michelle Will

Director of Operations, VDRC
Manager of Executive Services, VDRC

Guests:

Kallum Peckham-McKenzie Department of Chief Minister and Cabinet (via Microsoft Teams)

Visitors and Community Members:

Felicity McLaughlin (nominee)

Apologies:

Elaine Watts	Member
Brian Bird	Member
Brian Pedwell	Mayor
Russell Anderson	CEO, VDRC

Absent:

4. DISCLOSURE OF INTEREST

Nil

5. RESIGNATIONS, TERMINATIONS AND NOMINATIONS

5.1 Nominations

- Felicity McLaughlin was nominated as a new Local Authority Member

Motion: That the Local Authority accepts the nomination of Felicity McLaughlin and recommends to Council that the nomination be endorsed.

Moved by: John Horgan
Second by: Graham Watts **Carried:** All

6. INVITATION FOR DELEGATIONS TO SPEAK

6.1 Kallum Peckham-McKenzie Dept. CM&C

- Kallum Peckham-McKenzie from the Department of the Chief Minister and Cabinet addressed the members about The Big Rivers Liveability Survey

7. CONFIRMATION OF PREVIOUS MINUTES

Motion: That the Minutes of the Timber Creek Local Authority meeting held on 16th November 2021

Moved by: Rebecca Myers
Second by: Coralie Myers **Carried:** All

8. BUSINESS ARISING FROM PREVIOUS MEETING

Nil

9. INCOMING AND OUTGOING CORRESPONDANCE

9.1 Email – Big Rivers Liveability Survey

10. REPORTS

10.1 Finance Report

- Timber Creek Stage to go ahead
- Regional Plan Meeting will be held on Tuesday 26 April 2022 at 3:00 pm

10.2 Council Operations Manager's Report

- Jocelyn Moir to find out off Darryl what is happening with the Police Intersection upgrade

10.2 Governance Reports

- Nil

11. QUESTIONS FROM THE PUBLIC

Nil

12. GENERAL BUSINESS

12.1 Timber Creek Land Release – Rebecca Myers

- Waiting on NTG
- Timber Creek Local Authority members request a letter to be sent from Council to the Minister
- Timber Creek Local Authority members are writing a letter with petition to the Minister Eva Lawler regarding the concerns over the sewerage and Land Release for Timber Creek, they will first send to Michelle Will for confirmation before onforwarding it to the minister

13. CLOSED SESSION

Nil

14. NEXT MEETING

Tuesday 17th May 2022 at 10.30am

15. MEETING CLOSURE

Meeting closed at 12:15 pm



10.1.6. Kalkarindji - Daguragu Regional Plan Workshop held on 11 April 2022

Recommendation

That the minutes of the Kalkarindji - Daguragu Regional Plan Workshop held on 11 April 2022 be adopted as a resolution of Ordinary Council.

Attachments

1. 2022-04-11 KDLA Regional Plan Workshop Unconfirmed Minutes [**10.1.6.1** - 5 pages]



Victoria Daly
REGIONAL COUNCIL

MINUTES

KALKARINDJI REGIONAL PLAN WORKSHOP

MONDAY, 11 APRIL 2022

12:30PM

KALKARINDJI COURT HOUSE

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Russell Anderson
Chief Executive Officer

MINUTES

KALKARINDJI / DAGURAGU REGIONAL PLAN WORKSHOP

MONDAY, 11 APRIL 2022

12:30PM

KALKARINDJI COURTHOUSE

PERSONS PRESENT

MEMBERS

Cr. Georgina Macleod	Councillor
Anne Saunders	Chairperson
Leah Leaman	Member
Simeon Long	Member

STAFF PRESENT

Rob Drew	Council Operations Manager
Jocelyn Moir	A/Director of Operations
Michelle Will	Manager of Executive Services
Rupak Halwai (minute taker)	Executive Services Officer

GUESTS

Michael George
Rob Roy
Brenton Hobart

APOLOGIES AND LEAVE OF ABSENCE

Pamela Morris	Member
Pansy Wardle	Member
Selma Smiler	Member

REGIONAL PLAN WORKSHOP

Facilitated by Executive Services Manager, Michelle Will and Executive Services Officer, Rupak Halwai and A/Director of Council Operations Jocelyn Moir, Victoria Daly Regional Council.

Community needs and ideas were noted on subject titled paper to be taken back to regional office and collated as a draft to be included in the Regional Plan for 2022-23.

Discussions

Discussions were made as follows:

- Purchased 6 rubbish bins to put in public areas – awaiting installation.
- Installed cold water drinking fountains.
- Daguragu roads need funding and engineering for upgrade.

- Led Street lights installed and received good outcome and feedback.
- Funding to receive to upgrade Daguragu Recreation Hall. Work expected to begin.
- Fundings required to upgrade new council office.
- The need and idea to build water park / water fountain for school kids was put forward.
- Daguragu playground has been successful. The need to build fencing and tap water was put forward.
- Roads being worked on Sealing of Buntine Highway and Duncan Road.
- Welcoming visitors signage needs to be installed.
- Upstream river height gauge still on going.
- Gym in Kalkarindji is on going.
- Men shed is on going.
- Funding required for Youth engagement officer.
- Suggested to install nets in courts.

Project Priorities 2022-23

Community Activities and Events

Short Term	Long Term
Water Park	Community Art Projects(Example Murals) incorporated with Kalkarindji Art Week

Sustainability recycling and land management

Short Term
Secure site for waste Management
Recycling Points

Roads and Infrastructure:

Short Term	Medium Term	Long Term	Advocacy
Cold water drinking fountains(Kalkarindji)	Daguragu Roads Upgrade	Business Hub / Community Hall	Advocacy Buntine Highway
Daguragu Rec Hall	Fencing Daguragu playground	Rectangular Sports Field	Advocacy Upstream River Gauge
Shade, trees and seats (Arts Centre)	Daguragu Bus Shelter		Advocate Regular Bus Service Kalk to Daguragu
All Road Signage			Advocate 2 x Rest Stops
			Toilets and Water Tank(between TS + HW)

			Advocate Reinstating of Water Daguragu and Central Park
--	--	--	---

Governance and leadership training

Short Term
Governance training(all)

Tourism

Short Term
Advocate 2 x Rest Shops(on RSL)

NEXT MEETING

The next Kalkarindji – Daguragu Local Authority meeting will be held 10 May 2022.

Meeting Closed at 02:40pm.

This page and the preceding four pages are the minutes of the Reginal Plan Workshop held on Monday, 11 April 2022.

Anne Saunders



10.1.7. Yarralin - Pigeon Hole Local Authority meeting and Regional Plan workshop held on 12 April 2022

Recommendation

That the minutes of the Yarralin - Pigeon Hole Local Authority meeting and Regional Plan workshop held on 12 April 2022 be adopted as a resolution of Ordinary Council.

Attachments

1. 2022-04-12 YPHLA Unconfirmed Minutes [**10.1.7.1** - 7 pages]



Victoria Daly
REGIONAL COUNCIL

MINUTES

YARRALIN LOCAL AUTHORITY MEETING
HELD ON TUESDAY 12 APRIL 2022
AT 10:30 AM
AT THE YARRALIN COUNCIL OFFICE
VDRC Office



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A handwritten signature in black ink, appearing to read 'Russell Anderson', written over a large, light grey 'Unconfirmed' watermark.

Russell Anderson
Chief Executive Officer



1. Meeting Opening

The meeting opened at 11:36am.

2. Welcome

Members and visitors were welcomed to the meeting.

3. Attendance and Apologies

MEMBERS

Brian Pedwell	Mayor
Charlie Newry	Member
Charlie James	Member
Christine Daly	Member
Elwyn Anzac	Member
Wesley Campbell	Member

STAFF

Alicia King	Council Operations Manager (Yarralin)
Jocelyn Moir	A/Director of Operations
Michelle Will	Manager of Executive Services
Rupak Halwai	Executive Services Officer

Apologies and Absentees

Apologies: Christine Daly

Leave of Absence: Nil

4. Disclosure of Interest

Wesley Campbell declared a conflict of interest in relation to RSAS item.

5. Resignations, Terminations and Nominations

5.1. Resignations – Nil

5.2. Terminations – Nil

5.3. Nominations -

5.3.1. Nomination of Simon Campbell to the Yarralin - Pigeon Hole Local Authority

Motion

That the Nomination of Simon Campbell to the Yarralin - Pigeon Hole Local Authority is received and accepted.

Mover: Wesley Campbell

Second: Charlie
Newry

Resolution: YLA-2022/0: Carried 6 / 0



6. Invitation for Deputations to Present/Speak

Regional Plan Workshop 2022-23

Discussions

- Playgrounds and family space is ongoing development
- Need to put recycle cans for school childrens. CDP can have as a project
- Septic drainage has been completed
- BMX is ongoing

Motion

Yarralin local authority ask that council investigate and approve a community accessible computer at the Yarralin council office based on data usage

Mover: Charlie James

Second: Mayor
Brian
Pedwell

Resolution: YLA-2022/1: Carried 6 / 0

Project Priorities 2022-23

Roads and Infrastructure:

Short Term	Medium Term	Long Term	Advocacy
Playgrounds	River height guage – long reach crossing	Multi- Purpose/Sports centre	Advocate Culverts/crossing from community to E-VAC Centre
Upgrade waste Infrastructure	Access road into community		Advocate small satellite cell 4G
Council office	BMX track		Advocate Small cell satellite
community relocation			
Ablution block			

Governance and Leadership Training

Short Term
Local authority governance training



Community Activities and Events

Short Term

Community Art Project – sign to Yarralin

Motion

That the Yarralin – Pigeon Hole Local Authority commit \$5,000 towards a local community art project for a sign at the Victoria River Downs gate.

Mover: Wesley Campbell

Second: Charlie
Newry

Resolution: YLA-2022/8: Carried 6 / 0

7. Confirmation of Minutes

7.1. Yarralin - Pigeon Hole Local Authority Meeting held on 11 August 2021

Motion

That the minutes of the Yarralin - Pigeon Hole Local Authority Meeting held on 11 August 2021 be taken as read and be accepted as a true record of the meeting.

Mover: Mayor Brian Pedwell

Second: Charlie
Newry

Resolution: YLA-2022/2: Carried 6 / 0

8. Business Arising from Previous Minutes

9. Correspondence

9.1. Incoming Correspondence

Motion

That the following in-coming Correspondence be noted.

1. Liveability Survey [9.1.1 - 2 pages]
2. Rates and Waste Charges Revenue - VDRC [9.1.2 - 2 pages]

Mover: Charlie James

Second: Wesley
Campbell

Resolution: YLA-2022/3: Carried 6 / 0

10. Reports

10.1. Electing a Chairperson and Deputy Chairperson



Motion

1. That the Yarralin/Pigeon Hole Local Authority appoint Charlie Newry as Chairperson.
2. That the Yarralin/Pigeon Hole Local Authority appoint Charlie James as Deputy Chairperson.
3. That the positions of Chairperson and Deputy Chairperson be for a period of:
 - A. Six (6) months

Mover: Charlie Newry

Seconded: Charlie
James

Resolution: YLA-2022/4: Carried 6 / 0

10.2. Local Authority Resources

Motion

- A. That the Local Authority Resources report is received and noted

Mover: Charlie Newry

Seconded: Charlie
James

Resolution: YLA-2022/5: Carried 6 / 0

10.3. Yarralin - Pigeon Hole Local Authority Finance Report

Motion

- A. That the Yarralin - Pigeon Hole Local Authority Finance Report report is received and noted

Mover: Mayor Brian Pedwell

Seconded: Wesley
Campbell

Resolution: YLA-2022/6: Carried 6 / 0

10.4. RSAS semester 1 activity plan

Wesley Campbell declared a conflict of interest in relation to the RSAS agenda item as he is the Yarralin RSAS Team Leader. Wesley did not take part in following decision.

Motion

- A. That the RSAS semester 1 activity plan report is received and noted
- B. That the Yarralin – Pigeon Hole Local Authority endorses the Remote School Attendance Strategy semester 1 activity plan for 2022.



Mover:	Charlie James
Seconded:	Mayor Brian Pedwell

Resolution: YLA-2022/7: Carried 6 / 0
--

11. Confidential - Nil

The meeting was closed, time being 1:14pm.

12. Next Meeting

The next Meeting of Yarralin – Pigeon Hole Local Authority will be held Wednesday, 11 May 2022.



10.1.8. Daly River Regional Plan workshop held on 13 April 2022

Recommendation

That the minutes of the Daly River Regional Plan workshop held on 13 April 2022 be adopted as a resolution of Ordinary Council.

Attachments

1. 2022-04-13 Daly River Regional Plan Workshop Unconfirmed Minutes [**10.1.8.1** - 5 pages]



Victoria Daly
REGIONAL COUNCIL

MINUTES

DALY RIVER REGIONAL PLAN WORKSHOP

TUESDAY, 13 APRIL 2022

01:00PM

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Russell Anderson
Chief Executive Officer

MINUTES

DALY RIVER REGIONAL PLAN WORKSHOP

TUESDAY, 13 APRIL 2022

01:09PM

COUNCIL OFFICE NAUIYU

PERSONS PRESENT

MEMBERS

Andrew McTaggart	Councillor (via Microsoft Teams)
Peter Hollowood	Member (Chairperson)
Nadine Daly	Member (Deputy Chairperson)
Brian Muir	Member
Mark Mullins	Member
Wayne Buckley	Member
Robert Austral	Member

STAFF PRESENT

Jocelyn Moir	A/Director of Operations
Michelle Will	Manager of Executive Services
Rupak Halwai (minute taker)	Executive Services Officer
John Bonson	A/Community Safety Manager

GUESTS

Nil

APOLOGIES AND LEAVE OF ABSENCE

Nil

REGIONAL PLAN WORKSHOP

Facilitated by Executive Services Manager, Michelle Will and Executive Services Officer, Rupak Halwai and A/Director of Council Operations Jocelyn Moir, Victoria Daly Regional Council.

Community needs and ideas were noted on subject titled paper to be taken back to regional office and collated as a draft to be included in the Regional Plan for 2022-23.

Discussions

Discussions were made as follows:

- Awaiting for quotes to proceed for funding to reseal internal Nauiyu roads.
- LED lights been installed in selected Nauiyu locations, Recommendations to install solar lights were put forward.
- Council seeking to upgrade waste facility.
- Seeking quotes to apply grants for gravelling of roads in Daly River.
- DRLA will make a recommendation at their next meeting that Council write a letter to airstrip by raising east and west ends to avoid flooding.
- DRLA will make a recommendation at their next meeting that Council write a letter to raise power lines on Wooliana road to reduce disconnection during floods.
- Roof over swimming pool is achieved.

Project Priorities 2022-23

Community Activities and Events

Short Term
Community and wellbeing engagement projects

Sustainability recycling and land management

Medium Term
Establish recycling program
Upgrade waste facility

Roads and Infrastructure:

Short Term	Medium Term	Advocacy
Reseal internal roads	Cemetery extension works	Gravelling roads
Solar lights		Upgrade to airstip (east and west)
		Power lines (Wooliana)
		Safe + Permanent river access
		Levi Bank (eastern end) to prevent water in community
		Land for future council development (Lot 2 Wooliana rd)

NEXT MEETING



The next Daly River Local Authority meeting will be held 11 May 2022.

Meeting Closed at 02:30pm.

This page and the preceding four (4) pages are the minutes of the Reginal Plan Workshop held on Tuesday, 12 April 2022.

Peter Hollowood

Unconfirmed



10.2. Local Authority Resignations/Nominations

10.2.1. Nomination of Simon Campbell to the Yarralin - Pigeon Hole Local Authority

Report Type Nomination

Prepared by Manager of Executive Services

Recommendation

That the Nomination of Simon Campbell to the Yarralin - Pigeon Hole Local Authority is received and accepted.

Attachments

1. CONFIDENTIAL REDACTED - Simon Campbell [10.2.1.1 - 1 page]



10.2.2. Nomination of Michael George to the Kalkarindji - Daguragu Local Authority

Report Type Nomination

Department Executive Services Chief Executive Office

Prepared by Manager of Executive Services

Recommendations

- A. That the report Nomination of Michael George to the Kalkarindji - Daguragu Local Authority is received and noted

Council officer conflict of interest declaration

We the Author and Approving Officer declare we do not have a conflict of interest in relation to this matter.

Attachments

Nil



11. Action Sheet

11.1. Action Items as at 22 April 2022

Report Type Report for Information

Prepared by Manager of Executive Services

Purpose

To provide an update on the status of action items since the last ordinary Council meeting.

Recommendations

A. That the Action Items as at 22 April 2022 report is received and noted

Discussion

The following actions have been removed due to their completion.

Meeting 22 February 2022				
GB-20220222-7	A paper to be circulated out of session to Council regarding the Disaster Relief Funding	CEO	Complete	<i>Paper circulated to Council</i>
Item 14)	CM&C delegates will be invited to the March Council meeting.	Manager of Executive Services	Complete	Delegates invited to Special Meeting on 7/03/22

Meeting 30 November 2021				
Item/ Resolution	Description	Reporting Officer	Status	Updates
GB 25.2	The LGANT sport and recreation presentation to be published on the website for two weeks only	Manager of Executive Services	Complete	<i>Video is published</i>

Meeting 28 September 2021				
Item/ Resolution	Description	Reporting Officer	Status	Updates
Item 16)	Check the status of the land tenure at Kalkarindji and provide an update at a future Council meeting <i>Additional 28-01-22: deed to land tenure to be investigated</i>	CEO	Complete	<i>Operations teams has provided a list. Deed to land tenure pending.</i>

Council officer conflict of interest declaration

We the Author and Approving Officer declare we do not have a conflict of interest in relation to this matter.



Attachments

1. 2022 03 31 ACTION SHEET MARCH [11.1.1 - 4 pages]



Victoria Daly REGIONAL COUNCIL

ACTION SHEET TASK LIST

AS A RESULT OF THE
COUNCIL MEETING
HELD on 31 March 2022

These Actions are a result of discussion within Council toward the operations of, to provide more information, reports, or progress to Councillors so they can deliver feedback to their constituents.

Send updates to executive@vicdaly.nt.gov.au

Meeting 31 March 2022	2
Meeting 22 February 2022	2
Meeting 28 January 2022	2
Meeting 22 October 2021	2
Meeting 28 September 2021	3
Meeting 8 July 2021	3
Meeting 28 April 2021	3
Meeting 25 th August 2020	3
Meeting 29 th January 2020	3
Meeting 24 th September 2019	4
Meeting 21 st March 2017	4

Meeting 31 March 2022				
Item/ Resolution	Description	Reporting Officer	Status	Updates
GB (pg. 6)	minutes of Roads Committee to be distributed to Council for information	CEO, Director of Operations	-	-
CGB (pg.6)	A letter be sent to Maree De Lacey from Cr Williams acknowledging Council's receipt of letter	Cr Williams	-	-

Meeting 22 February 2022				
Item/ Resolution	Description	Reporting Officer	Status	Updates
025/2022	Senior Finance Accountant to action resolution 023/2022 – allocation of \$31,762.50 from reserve funds, for March/April budget review.	Senior Accountant	In progress	Copy of council resolution sent to Senior Accountant to action.
Item 2) 027/2022	Local Authority funding to be included in Council Operations finance reports	Senior Accountant	In progress	
Item 10) 034/2022	Aged Care & NDIS Audit to be conducted every six months by external provider	Community Services Manager	-	Awaiting permanent appointment of staff
GB- 20220222- 5	Council requests a follow up on discussion with Dheran Young at previous Council meeting regarding Lot 2 Wooliana Road	Manager of Executive Services	Awaiting external response	Email sent requesting update from Mr. Young
Item 13)	Contracts Manager to obtain cost estimates for portable office options.	Contracts Manager	Awaiting external response	Awaiting external response
Item 14)	Letter to Minister Paech highlighting the issues with the draft Burial Cremation Bill (see minutes for more details)	Manager of Executive Services	On hold	Special Meeting scheduled 7/03/22 to discuss Is further action required?

Meeting 28 January 2022				
Item/ Resolution	Description	Reporting Officer	Status	Updates
Item 14)	Letter to be sent to LGANT regarding the urgent need for upstream flood notification for Upper Victoria River (above Kalkarindji) and the Humbert River (above Lingarra)	Manager of Executive Services	On hold	Motion submitted to LGANT for discussion at General Meeting in April
GB 18.6)	Wording for thank you plaques to be drafted and distributed to Council out of session.	Manager of Executive Services	Awaiting external response.	Quote requested. Awaiting response.

Meeting 22 October 2021				
Item/ Resolution	Description	Reporting Officer	Status	Comments
GB 14.1 [189/2021]	Email to be sent from CEO to Peter McLinden concerning motions from previous Council meetings in regard to advocacy for upstream notification system on Victoria River.	CEO	Ongoing	New action raised 28/01/22

Item 12 [196/2021]	An info sheet to be developed covering a breakdown of rates and charges, including use of funds across the Victoria Daly Region. Info sheet to be distributed with rates notices	Senior Accountant	In progress	Document finalised. Letters to be sent to rate payers.
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Meeting 28 September 2021

Item/ Resolution	Description	Reporting Officer	Status	Updates
31.1	Investigate the process for naming of internal streets of Bulla and Amanbidji	Timber Creek COM & DM	In progress	Signs are at the depot ready for installation
31.1	That Council write a letter to Telstra to improve mobile phone and internet coverage in the Amanbidji community	Contracts Manager	In progress	Grant has been submitted for a 4G Small Cell satellites. Awaiting outcome.
31.1	That Council endorse the request from Amanbidji Local Authority for the Mayor to write to the Ministers office requesting improvement to street lighting.	Manager of Executive Services	Awaiting external response	Requesting approval that the letter be addressed to NWA. Letter sent to NWA 25/03/2022.
31.4	That a business plan be prepared to outsource waste management at Nauiyu	Director of Operations	Requires status	GHD studies part A in draft form complete, part B will commence soon.

Meeting 8 July 2021

Item/ Resolution	Description	Reporting Officer	Status	Updates
[104/2021]	Operations team to investigate street lighting, fencing, and roads in Amanbidji	Jocelyn Moir	Re-assigned	Will follow this up with Local Authority when nomination process is complete and accessibility to Amanbidji is reliable
General Business item 21.1	Timber Creek Ward Councillor to pursue additional elected member.	Deputy Mayor	In progress	Research being conducted by DM

Meeting 28 April 2021

Item/ Resolution	Description	Reporting Officer	Status	Comments
Item 1 Resolution 044/2021	CEO to provide a plan to recover rates	CEO	Re-assigned to the CEO from former Director	Until the implementation of Councilwise, this will not proceed.

Meeting 25th August 2020

Item/ Resolution	Description	Reporting Officer	Status	Comments
374/2020	Director of Financial Services to seek additional funding for postal services across Kalkarindji, Nauiyu, Yarralin and Pigeon Hole communities	Senior Accountant	On hold	Will be investigated following budget review

Meeting 29th January 2020

Item/	Description	Reporting	Status	Comments
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Resolution	Officer
056/2020 Research on federal and state agencies for Sport and Rec funding and present to Council so that the Mayor can approach the relevant authority	Manager of Executive Services <i>In progress</i> Draft letter was recently endorsed by Mayor and Deputy Mayor. Letters and plans to be sent.

Meeting 24 th September 2019				
Item/ Resolution	Description	Reporting Officer	Status	Comments
General Business 26.1	Technical Services dept. to look in to the issue on roads and speed humps in the Pigeon Hole community	Director of Operations	Ongoing	Action item addressed in the Yarralin Community Report. Council requested to look at other sections in community where speed humps are required.

Meeting 21 st March 2017				
Item/ Resolution	Description	Reporting Officer	Status	Comments
#4 (3) Kalkarindji Landfill (052/2017)	CEO to identify ownership (through Land Council) of suitable future dump land sites. Apply for external fencing funding for Kalkarindji and Pine Creek. Civil Works to ascertain dump site requirements for inclusion of project in the community plan.	CSM Kalkarindji – Identification of land sites Grants Coordinator – Funding application	Open Open	25 June 2019 Since March 2017 a waste management strategy has been established. The only outstanding land tenure issues are at Kalkarindji. The area where the landfill is located is subject to a land title claim. CLC are investigating a way forward. Funding has been provided to develop shovel ready documentation and cost estimates for all Council landfills. Ongoing.



12. Correspondence In & Out

12.1. Incoming Correspondence

Report Type Report for Information

Prepared by Manager of Executive Services

Purpose

To present to Council a list of incoming correspondence received in the months of March and April.

Recommendations

- A. That the Incoming Correspondence is received and noted

INCOMING REGISTER

DATE	TO	FROM	REGARDING
2/3/2022	Mayor Brian Pedwell	Minister Eva Lawler Minister for Essential Services	Re Water main, Yarralin
2/3/2022	CEO, Mr Russell Anderson	Fleur Hill Regional Manager Top Ends and Tiwi National Indigenous Australians Agency	Re Variation of Project Agreement - ABA Homelands Project - Lingara ID 4- EOO2LMM
2/3/2022	CEO, Mr Russell Anderson	Fleur Hill Regional Manager Top Ends and Tiwi National Indigenous Australians Agency	Re ATTACHMENT - Variation of Project Agreement - ABA Homelands Project - Lingara ID 4- EOO2LMM
9/3/2022	CEO, Mr Russell Anderson	Jason Finlay Executive Director, Major Projects Department of the Chief Minister and Cabinet	Re Sun Cable - Australia-Asia Power Link Project - Project Legislation
21/03/2022	CEO, Mr Russell Anderson	Claire Brown Executive Director Northern Region Department of Infrastructure, Planning and Logistics	Re Consent for VDRG to sublease part of Lot 90



21/03/2022	CEO, Mr Russell Anderson	Claire Brown Executive Director Northern Region Department of Infrastructure, Planning and Logistics	Re Consent for VDRC to sublease part of Lot 97
31/03/2022	Mayor Brian Pedwell	Minister Chansey Paech Minister for Local Government	Re Extension of Project - Yarralin Duplex Lot 55
4/4/2022	CEO, Mr Russell Anderson	David Ritchie Chairperson, Northern Territory Grants Commission	Re Early Payment 2022-23 NT Financial Assistant Grants
14/04/2022	Contracts Manager Keira Townsend	David Hughs Senior Advisor, ABA and Food Security National Indigenous Australians Agency	Re Outcome of ABA Open Grant Funding Application MS22- 000133

Attachments

1. CONFIDENTIAL REDACTED - 2022-03-02 INCOMING Letter from Eva Lawler regarding water main at Yarralin [12.1.1 - 1 page]
2. CONFIDENTIAL REDACTED - 2022-03-02 INCOMING Variation Cover Letter - Victoria Daly Regional Council- ABA Homelands Project – [12.1.2 - 1 page]
3. CONFIDENTIAL REDACTED - 2022-03-02 INCOMING Attachment - Do V 1 Victoria Daly Regional Council- ABA Homelands Project – Ling [12.1.3 - 8 pages]
4. CONFIDENTIAL REDACTED - 2022-03-09 INCOMING Letter to Vic Daly RC - Sun C Able Project Legislation [12.1.4 - 1 page]
5. CONFIDENTIAL REDACTED - 2022-03-21 INCOMING RE Sublease Consent from Dept of Infrastructure - Lot 90 [12.1.5 - 1 page]
6. CONFIDENTIAL REDACTED - 2022-03-21 INCOMING RE Sublease Consent from Dept of Infrastructure - Lot 97 [12.1.6 - 1 page]
7. CONFIDENTIAL REDACTED - 2022-03-31 INCOMING Letter to Mayor from Minister Paech RE extension of project - Yarralin Duplex Lo [12.1.7 - 1 page]
8. CONFIDENTIAL REDACTED - 2022-04-04 INCOMING Letter to CEO from David Ritchie NT Grants Commission Re Early Payment 2022-23 N [12.1.8 - 2 pages]
9. CONFIDENTIAL REDACTED - 2022-04-14 INCOMING Outcome of ABA Open Grant Funding Application M S 22-000133 [12.1.9 - 1 page]



12.2. Outgoing Correspondence

Report Type Report for Information

Prepared by Manager of Executive Services

Purpose

To present to Council a list of outgoing correspondence sent and received in the months of March and April.

Recommendations

- A. That the Outgoing Correspondence is received and noted

OUTGOING REGISTER

DATE	ADDRESSEE	FROM	REGARDING
14/03/2022	Minister Paech Minister for Local Government	Mayor Brian Pedwell	Re Local Government Priority Infrastructure Fund (Lot 55 Yarralin)
25/03/2022	Ms Danyelle Jarvis Executive Director Homelands Service Group	CEO Russell Anderson	Re Request for Variation - Bore Lingara Homelands
6/4/2022	Mr John Horgan Ngaliwurru-Wuli Aboriginal Corporation	Mayor Brian Pedwell	Re Amanbidji Street Lighting
19/04/2022	Department of Infrastructure, Planning and Logistics	CEO Russell Anderson	Re Silver Bullets Timber Creek
19/04/2022	Panel assessing KWHB application	Mayor Brian Pedwell	Re Letter of Support - Major Capital Works - Kalkarindji and Yarralin staff accommodation
19/04/2022	Panel assessing KWHB application	Deputy Mayor Shirley Garlett	Re Letter of Support - Major Capital Works - Yarralin and Timber Creek
19/04/2022	Panel assessing KWHB application	Mayor Brian Pedwell	Re Letter of Support - Major Capital Works - Yarralin Health Centre Build
20/04/2022	Mr Jake Quinlivian Regional Executive Director - Big Rivers Region Department of the Chief Minister and	CEO Russell Anderson	Re Request for additional funding (Lot 55 Yarralin)



	Cabinet		
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Attachments

1. CONFIDENTIAL REDACTED - 2022-03-14 OUTGOING Letter to Minister Paech RE Local Government Priority Infrastructure Fund Projec [12.2.1 - 1 page]
2. CONFIDENTIAL REDACTED - 2022-03-25 OUTGOING RE Victoria Daly Regional Council - Request for Variation - Bore Lingara Homelan [12.2.2 - 1 page]
3. CONFIDENTIAL REDACTED - 2022-04-06 OUTGOING Letter to NWA RE Amanbidji Lighting [12.2.3 - 1 page]
4. CONFIDENTIAL REDACTED - 2022-04-19 OUTGOING VDRC Letter of support - Major Capital Works - Kalkarindji and Yarralin Staff ac [12.2.4 - 1 page]
5. CONFIDENTIAL REDACTED - 2022-04-19 OUTGOING VDRC Letter of support - Major Capital Works - Yarralin and Timber Creek [12.2.5 - 2 pages]
6. CONFIDENTIAL REDACTED - 2022-04-19 OUTGOING VDRC Letter of support - Major Capital Works - Yarralin Health Centre Build [12.2.6 - 1 page]
7. CONFIDENTIAL REDACTED - 2022-04-19 OUTGOING Letter to DIPL RE Silver Bullets Timber Creek [12.2.7 - 1 page]
8. CONFIDENTIAL REDACTED - 2022-04-20 OUTGOING Letter to Mr Jake Quinlivan - Request for additional funding (Lot 55 Yarralin) [12.2.8 - 2 pages]



13. General Business

15. Confidential

Members of the press and public to 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, 2008 as the items listed come within the following provisions: