



Victoria Daly
REGIONAL COUNCIL

AGENDA

**ORDINARY MEETING OF COUNCIL
TO BE HELD ON TUESDAY 29 NOVEMBER 2022
AT 9:00 AM
AT THE REGIONAL OFFICE - KATHERINE
29 CRAWFORD STREET, KATHERINE EAST NT 0850**

COUNCILLORS

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

Chief Executive Officer

Brian Hylands



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.



Code of Conduct (*Local Government Act 2019*)

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 'BH', followed by a long horizontal flourish.

Brian Hylands
Chief Executive Officer



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1. Present

2. Apologies

Deputy Mayor Andrew McTaggart

3. Presentations - Deputations - Petitions

Nil

4. Public Question Time

5. Disclosure of Interest - Councillors and Staff

- (1) As soon as practicable after a member becomes aware of a conflict of interest in a matter that has arisen or is about to arise before an audit committee, a council, a council committee or a local authority, the member must disclose the interest that gives rise to the conflict (the **relevant interest**):
 - (a) at a meeting of the audit committee, council, council committee or local authority; and
 - (b) to the CEO.
- (2) A member must not:
 - (a) be present at a meeting of the audit committee, council, council committee or local authority while a matter in which the member has a conflict of interest is under consideration; or
 - (b) participate in any decision in relation to the matter; or
 - (c) engage in behaviour that may influence the audit committee, council, council committee or local authority's consideration of or decision in relation to the matter.



6. Confirmation of Minutes

6.1. Ordinary Council Meeting held on 25 October 2022

Recommendation

That the minutes of the Ordinary Council Meeting held on 25 October 2022 be taken as read and be accepted as a true record of the meeting.

Attachments

1. 20221025 OCM MIN unconfirmed [6.1.1 - 10 pages]



MINUTES

**ORDINARY MEETING OF COUNCIL
HELD ON TUESDAY 25 OCTOBER 2022
AT 9:00 AM
AT THE REGIONAL OFFICE - KATHERINE
29 Crawford Street, Katherine East NT 0850**



Victoria Daly
REGIONAL COUNCIL

MINUTES
Ordinary Meeting of Council Tuesday 25 October 2022

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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



Victoria Daly
REGIONAL COUNCIL

MINUTES
Ordinary Meeting of Council Tuesday 25 October 2022

The meeting opened the time being 09:06AM

1. Present

Elected Members Present

Mayor (Chair)
Deputy Mayor
Councillor
Councillor
Councillor

Brian Pedwell
Andrew McTaggart
Yvette Williams
Georgina Macleod
Shirley Garlett

Staff Present

Chief Executive Officer
Director of Corporate and Community Services
Manager of Executive Services
Governance Manager

Russell Anderson
Trudy Braun
Michelle Will (minute taker)
Janelle Iszlaub

Guests

Department of the Chief Minister and Cabinet
Consultant

Amanda Haigh (until 09:30am)
Elizabeth Stubbs

2. Apologies - Nil

3. Presentations - Deputations – Petitions - Nil

4. Public Question Time - Nil

5. Disclosure of Interest - Councillors and Staff

There were no declarations of interest at this meeting.

6. Confirmation of Minutes

6.1. Ordinary Council Meeting held on 27 September 2022

Motion

That the minutes of the Ordinary Council Meeting held on 27 September 2022 be taken as read and be accepted as a true record of the meeting.

Mover: Cr Yvette Williams

Second: Cr Shirley Garlett

Resolution:OCM-2022/155: Carried 5 / 0

The following amendments are to be made:



- Page 14 - Amendment to be made to Motion B: OCM-2022/131, '*That the train, carriages, and shed be gifted to the Northern Territory National Trust for these heritage assets so they can be kept in good order for the benefit and continued enjoyment of the Pine Creek community*'
- Page 21 - Amendment to be made to OCM-2022/154 - remove '*unless by resolution of council*'

6.2. Special Council Meeting held on 15 October 2022

Motion

That the minutes of the Special Council Meeting held on 15 October 2022 be taken as read and be accepted as a true record of the meeting.

Mover: Cr Georgina Macleod

Second: Cr Yvette Williams **Resolution:OCM-2022/156:** Carried 5 / 0

7. Call for Items of General Business

8. Mayoral Report

Mayor Brian Pedwell provided a verbal update at the meeting.

- CEO and Mayor met with the Board of Gurindji Corporation.
- Special Council Meetings.
- Attended CEO interviews with panel members.
- Met with planning consultant for Pearce Street
 - Received a support letter from Jake Quinlivan.
 - Awaiting reference number to proceed with works.
- Mayor conducting research regarding action item - speed humps Nitjpurru.
- No response received from NAAJA as yet regarding Lingara Homelands.

Motion

The Mayor will circulate a Mayoral report at the meeting and provide a verbal update.

Mover: Deputy Mayor Andrew McTaggart

Second: Cr Shirley Garlett **Resolution:OCM-2022/157:** Carried 5 / 0

9. CEO Update

9.1. CEO Report

Motion

A. That the CEO Report be received and noted.

Mover: Deputy Mayor Andrew McTaggart

Second: Cr Shirley Garlett **Resolution:OCM-2022/158:** Carried 5 / 0

Discussions ensued regarding NDIS

Records Management requirements will be fulfilled with the adoption of AvePoint.



VDRC telecommunications is being reviewed.

Action item - thorough paper to next Ordinary Council Meeting regarding NDIS program and provision of services.

10. Reports to Council

10.1. Reports for Council Decision

10.1.1. Nauiyu - Boardroom costs for community meetings

Motion

- A. That the report "Nauiyu Boardroom costs for community meetings" is received and noted.
- B. Discretion be provided to Council Operations Managers to waver meeting room fees and charges to community groups.

Mover: Deputy Mayor Andrew McTaggart

Seconded: Cr Georgina Macleod **Resolution:OCM-2022/159:** Carried 5 / 0

The meeting adjourned for morning tea, the time being 10:41am.

The meeting resumed, the time being 11:00am

10.1.2. Homelands Service Provision 2023-24 and 2024-25

Director of Council Operations, Matthew Cheminant, provided an update to council regarding Homelands service provision. Grants Manager, Keira Townsend provided additional information regarding specifics of the Homelands contract.

Motion

- A. That the report Homelands Service Provision 2023-24 and 2024-25 is received and noted
- B. Without adequate funding Council will not consider the 2023-25 contract.
- C. Council received an email from Director, Homelands Services Group on 10 October 2022 pointing out that "service providers must be compliant with the terms of their current service agreement to be eligible for a new two-year service agreement", therefore council will not enter the two year service agreement (2023-25) due to insufficient funding.

Mover: Cr Georgina Macleod

Seconded: Mayor Brian Pedwell **Resolution:OCM-2022/160:** Carried 5 / 0

10.1.3. Mentor Coordinator Position

Motion

- A. That the report Mentor Coordinator Position is received and noted
- B. That Council approves the change to the current organisational structure to include an Indigenous Mentor/Support Coordinator in corporate services.



Victoria Daly
REGIONAL COUNCIL

MINUTES
Ordinary Meeting of Council Tuesday 25 October 2022

- C. That Council approves the commencement of recruitment to the Indigenous Mentor/Support Coordinator position.
- D. That Council approves the operational costs to be absorbed by Council funds.

Mover: Deputy Mayor Andrew McTaggart

Second: Cr Georgina
Macleod

Resolution:OCM-2022/161: Carried 5 / 0

10.2. Reports for Information

10.2.1. Financial Report for the month of September 2022

Motion

- A. That the Financial Report for the month of September 2022 report is received and noted

Mover: Cr Georgina Macleod

Second: Cr Yvette Williams

Resolution:OCM-2022/162: Carried 5 / 0

10.2.2. Community Safety & Wellbeing

Motion

- A. That the Community Safety & Wellbeing report is received and noted

Mover: Deputy Mayor Andrew McTaggart

Second: Cr Georgina Macleod

Resolution:OCM-2022/163: Carried 5 / 0

10.2.3. CSIRO Research - Victoria River Catchment

Motion

- A. That the CSIRO Research - Victoria River Catchment documents is received and noted

Mover: Deputy Mayor Andrew McTaggart

Second: Mayor Brian Pedwell

Resolution:OCM-2022/164: Carried 5 / 0

11. Local Authority

11.1. Local Authority Minutes - Nil

11.2. Local Authority Resignations/Nominations - Nil

12. Action Sheet

12.1. Action Sheet

The meeting adjourned for lunch, the time being 11:49am.

The meeting resumed, the time being 01:00pm



Motion

A. That the Action Sheet report is received and noted

Mover: Cr Georgina Macleod

Seconded: Cr Yvette Williams

Resolution: OCM-2022/167: Carried 5 / 0

Confidential Business was brought forward in the agenda.

The meeting moved into confidential, the time being 1:01PM

17. Confidential

THAT pursuant to section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1)(a) of the *Local Government (General) Regulations 2021* the meeting be closed to the public to consider the Confidential items of the Agenda.

Moved: Deputy Mayor McTaggart

Seconded: Councillor Shirley Garlett

17.1. CDP Report and Deed of Variation

Status 51(1)(c)(iv) - This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1)(c)(iv) of the *Local Government (General) Regulations 2021*, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, Information that would, if publicly disclosed, be likely to: subject to subregulation (3) - prejudice the interests of the council or some other person

17.2. Business Plan - Aged Care / NDIS Facility - Timber Creek

Status 51(1)(c)(iv) - This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1)(c)(iv) of the *Local Government (General) Regulations 2021*, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, Information that would, if publicly disclosed, be likely to: subject to subregulation (3) - prejudice the interests of the council or some other person

17.3. Lot 58 Bulla Community

Status 51(1)(c)(iv) - This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1)(c)(iv) of the *Local Government (General) Regulations 2021*, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, Information that would, if publicly disclosed, be likely to: subject to subregulation (3) - prejudice the interests of the council or some other person

17.4. Aerodrome Contract for the period of 36 months

Status 51(1)(c)(iv) - This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(iv) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to: subject to subregulation (3) - prejudice the interests of the council or some other person

17.5. Progress Report on Grant Applications

Status 51(1)(c)(iv) - This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(iv) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to: subject to subregulation (3) - prejudice the interests of the council or some other person

17.6. Heron Crescent

Status 51(1)(c)(i) - This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(i) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person

17.7. Information for GRAC meeting

Status 51(1)(b) - This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(b) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information about the personal circumstances of a resident or ratepayer.

Motion

- A. That the report Information for GRAC meeting is received and noted
- B. Due to Sport and Recreation and Outside of School Hours Care (OSHC) services not being provided as per the agreement with Green Rivers Aboriginal Corporation (GRAC), that all current and future funding for Nauiyu be returned to the funding provider, this being National Indigenous Australians Agency (NIAA)
- C. That the above resolution is released to the open session minutes.

Mover: Deputy Mayor Andrew McTaggart



Victoria Daly
REGIONAL COUNCIL

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Seconded: Cr Shirley
Garlett

Resolution:OCMC-2022/55: Carried 5 / 0

Motion

That the confidential session be closed, and the open session resume.

Mover: Deputy Mayor Andrew McTaggart

Seconded: Cr Yvette Williams

The open session resumed, the time being 3:29PM

13. Correspondence In & Out

13.1. Correspondence

Motion

A. That the Correspondence report is received and noted

Mover: Cr Shirley Garlett

Seconded: Cr Yvette Williams

Resolution:OCM-2022/165: Carried 5 / 0

Action Item: Letter be sent from Mayor to Ministers Lawler and Fyles with supporting attachments from TCLA regarding infrastructure in Timber Creek (copy: Dheran Young, Marion Scrymgour, Senator Malarndirri McCarthy)

14. Notices of Motion - Nil

15. General Business

13.1 Kakadu Litter

Action: Letter to DIPL requesting additional roadside stops and waste facilities on Kakadu Highway outside the National Park boundary due to parks policy "take your rubbish with you", as the rubbish comes to VDRC facilities, in particular Pine Creek.

Action: Letter to West Arnhem seeking support for councils request to DIPL for more facilities on Arnhem and Kakadu Highway due to parks policy "take your rubbish with you" as the rubbish comes to VDRC facilities, in particular Pine Creek.

13.2 Homelands Audit Report

Action: Council seek the audit report on Homelands (to be distributed to elected members)

13.3 LGANT Grants Commission and Neighborhood Watch

Nil nominations received

13.3 LGANT AGM



Victoria Daly
REGIONAL COUNCIL

MINUTES
Ordinary Meeting of Council Tuesday 25 October 2022

Motion

The following members and staff will attend the LGANT GM and AGM in Darwin from 16-18 November 2022 - Mayor Pedwell, Councillor Macleod and CEO Russell Anderson.

Mover: Cr Yvette Williams

Second: Cr Shirley Garlett

Resolution:OCM-2022/166: Carried 5 / 0

16. Supplementary Reports

The meeting was closed by the Mayor at 03:46PM

18. Next Meeting

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

This page and the preceding nine (9) pages are the minutes of the meeting of Ordinary Council held on 25 October 2022.

Mayor Brian Pedwell



6.2. Special Meeting of Council held on 8 November 2022

Recommendation

That the minutes of the Special Meeting of Council held on 8 November 2022 be taken as read and be accepted as a true record of the meeting.

Attachments

1. 20221108 OCM MIN Special unconfirmed [6.2.1 - 4 pages]



MINUTES

**SPECIAL MEETING OF COUNCIL
HELD ON TUESDAY 8 NOVEMBER 2022
AT 10:00 AM
AT THE REGIONAL OFFICE - KATHERINE
29 Crawford Street, Katherine East NT 0850**



Special Meeting of Council Tuesday 8 November 2022

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A handwritten signature in black ink, appearing to read "Russell Anderson". The signature is written in a cursive, flowing style.

Russell Anderson
Chief Executive Officer



Special Meeting of Council Tuesday 8 November 2022

The meeting opened the time being 10:09am.

1. Present

Elected Members Present

Mayor (Chair)

Deputy Mayor

Councillor

Councillor

Brian Pedwell

Andrew McTaggart

Georgina Macleod

Yvette Williams

Staff Present

Chief Executive Officer

Director of Corporate and Community Services

Manager of Executive Services

Russell Anderson

Trudy Braun

Michelle Will (minute taker)

2. Apologies

Apologies: Cr Shirley Garlett

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. 2021-22 Annual Report and Audited Financial Statement

Motion

- A. That the 2021-22 Annual Report and Audited Financial Statement report is received and noted
- B. That Council adopts the Audited Annual Financial Statement for year ending 30 June 2022; and
- C. That Council adopts the 2021/22 Annual Report; and
- D. That a copy is submitted to the Minister in accordance with Section 290(1) of the *Local Government Act 2019*.

Mover: Deputy Mayor Andrew McTaggart

Seconder: Cr Georgina
Macleod

Resolution:OCM-2022/168: Carried 4 / 0

5. Confidential



Special Meeting of Council Tuesday 8 November 2022

Nil

The meeting was closed by Mayor Pedwell, the time being 10:25am.

6. Next Meeting

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

This page and the preceding three (3) pages are the minutes of the meeting of Ordinary Council held on 8 November 2022.

unconfirmed



7. Call for Items of General Business

8. Mayoral Report

The Mayor will provide a verbal update to elected members.

9. CEO Update

Incoming CEO Brian Hylands will provide a verbal update to elected members.



10. Reports to Council

10.1. Reports for Council Decision

10.1.1. Approval of Policies LGP001, LGP002, LGP014, LGP004

Report Type Officer Report For Decision

Department Governance Services Corporate Services

Prepared by Governance Manager

Purpose

Approve Policies

Recommendations

- A. That the report Approval of Policies LGP001, LGP002, LGP014, LGP004 is received and noted
- B. Council approves the following policies;
 - *LGP001 Filling Casual Vacancies
 - *LGP002 Scheduling and Conduct of Council, Committee and LA Meetings
 - *LGP014 Shared Services
 - *LGP004 Reasonable expenses for travel and accommodation Policy (Council members)

Regional Plan

Goal 6: Systems

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

Key Issues

Policies that were introduced with the new *Local Government Act 2019*, are now due for review and approval to ensure ongoing compliance for VDRC.

Background

New policies were introduced under the Local Government Act and have now come up for review and approval.

Policies; LGP001 Filling Casual Vacancies, LGP002 Scheduling and Conduct of Council, Committee and LA meetings, LGP014 Shared Services, are all policies that are governed by the Act.



Policy LGP004 has been amended to incorporate the council resolution OCM2022/100 regarding Travel Allowance and using the NTG rate for mileage and accommodation.

Policy implications

Ensuring policies are reviewed within acceptable timeframes to ensure on going compliance for Council.

Risk statement

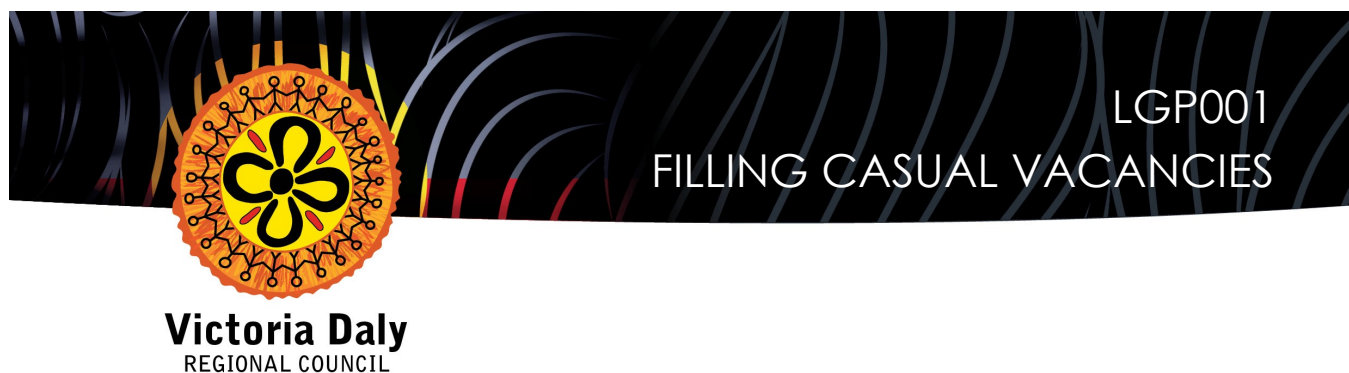
No risk assessment has been carried out at this stage.

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. 1 LGP001 Filling Casual Vacancies Policy [**10.1.1.1** - 3 pages]
2. 2 3 LGP002 Scheduling and conduct of Council Committee and Local Authority Meetin [**10.1.1.2** - 2 pages]
3. 23 LGP014 Shared Services Policy [**10.1.1.3** - 3 pages]
4. 5 LGP004 Reasonable expenses for travel and accommodation policy council members [**10.1.1.4** - 3 pages]



1.0 SUMMARY

This policy outlines how casual vacancies for the position of an ordinary member and an appointed Mayor may be filled.

2.0 POLICY STATEMENT

2.1 Casual vacancies – ordinary member

Council will fill casual vacancies in the office of an ordinary member as follows:

Date vacancy occurs	Action	Section of the Act
18 months or more before the next general election.	Council will hold a by-election to fill the vacancy.	54(2)(c)
Less than 18 months, but not less than 6 months, before the next general election.	Council will appoint a person to fill the vacancy until the next general election (in accordance with clause 3 of this policy).	54(2)(a)
6 months or less, but not less than 3 months, before the next general election.	Council will appoint a person to fill the vacancy until the next general election (in accordance with clause 3 of this policy).	54(2)(b)(i)
3 months or less before the next general election.	Council will leave the office of the ordinary member vacant.	54(2)(b)(ii)

2.2 Filling the office of an ordinary member

As soon as practicable after the casual vacancy occurs in the office of an ordinary member, the CEO will advertise the vacancy for appointment by publishing in a local newspaper, on the council website, and on council noticeboards in the community.

The advertisement will:

- a. invite applications from electors who are:
 - i. eligible under section 46 of the Act; and
 - ii. enrolled in the relevant ward; and
- b. invite applicants to provide a either a written statement (1 page) or video submission (3 minutes) that outlines why the person wants to be a council member and the qualities they would contribute to the Council; and
- c. advise that the written statement or video submission of the applicant may be made public by the Council.



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The closing date for applications will be 14 days from the date the advertisement is published in the local newspaper and on the council's website.

As soon as practicable after the closing date, the CEO will provide copies of all applicant statements to all council members. At the next ordinary council meeting following the closing date, the matter is to be included as an agenda item for Council's consideration.

When appointing a person to be a council member, Council will give due consideration to:

- a) the person's level of community involvement;
- b) the person's suitability for the role; and
- c) any other relevant matters.

Council will decide the appointment by resolution, to take effect 7 days after the date of the resolution.

The CEO is to ensure the successful applicant is advised of their appointment to Council and that an induction to the position is undertaken as soon as practicable.

2.3 Casual vacancies – Mayor

As appointment was the basis for filling the office of the Mayor, Council will fill casual vacancies in the office of the Mayor as follows:

Date vacancy occurs	Action	Section of the Act
18 months or more before the next general election.	Council will appoint an existing council member to be the Mayor, by vote of existing members (in accordance with clause 5 of this policy).	65(2)(a)
	Council will hold a by-election to fill the vacancy in the office of an ordinary member.	54(2)(c)
Less than 18 months, but not less than 6 months, before the next general election.	Council will appoint an existing council member to be the Mayor, by vote of existing members (in accordance with clause 5 of this policy).	65(2)(a)
	Council will appoint a person to fill the vacancy in the office an ordinary member until the next general election (in accordance with clause 3 of this policy).	54(2)(a)



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6 months or less, but not less than 3 months, before the next general election.	Council will appoint an existing council member to be the Mayor, by vote of existing members (in accordance with clause 5 of this policy).	65(2)(a)
	Council will appoint a person to fill the vacancy in the office of an ordinary member until the next general election (in accordance with clause 3 of this policy).	54(2)(b)(i)
3 months or less before the next general election.	Council will appoint an existing council member to be the Mayor, by vote of existing members (in accordance with clause 5 of this policy).	65(2)(b)(i)
	Council will leave the office of the ordinary member vacant.	54(2)(b)(ii)

2.4 Appointing a Mayor

The matter of appointing a person to fill a casual vacancy in the office of the Mayor is to be on the agenda at the next ordinary council meeting after the vacancy occurs. At the ordinary council meeting, Council will, by vote of existing council members, resolve to:

- a) appoint an existing member to fill the vacancy in the office of the Mayor until the next general election; and
- b) for the appointment to commence immediately.
- c) The vacancy in the office of the ordinary member will be filled in accordance with clause 3 of this policy.

Policy Number	LGP001 previously 1.1.16
Reference	Section 54 and 65(3) of the Local Government Act 2019 LGA4.2
Version	1.1
Approved by	Council 416/2020
Adopted Date	27 October 2020
Revision	4 Years
Amendments	30/11/21-182/2021, reviewed 29/11/22
Next Revision Due	29/11/26

LGP002

SCHEDULING AND CONDUCT OF COUNCIL, COMMITTEE AND LOCAL AUTHORITY MEETING

Victoria Daly
REGIONAL COUNCIL

1.0 SUMMARY

The intent of this policy is to establish a standard set of conditions for scheduling and conduct of the meetings including but not limited to, Special, Ordinary, Confidential meetings of Council, Committee meetings and Local Authority meetings.

1.1 Purpose

Sec 95(3)(a) and 98 (3)(a) of the NT Local Government Act 2019 requires councils to establish a policy to note the member's attendance at the meeting by means of an audio or audio-visual conferencing system.

2.0 POLICY STATEMENT

2.1 Member Attendance

- 2.1.1 It is preferable that members attend meetings in person and members are encouraged to do so where possible. However, a member may attend a meeting via audio or audio-visual conferencing system.
- 2.1.2 Except in cases of emergency, members will give at least an hour written notice to the CEO that they intend to attend a meeting via audio or audio-visual conferencing system and the reason(s) for not being physically present at the meeting.

2.2 Responsibilities

2.2.1 CEO responsibilities

The CEO will ensure the provision of an adequate conferencing system and information that enables members to attend.

2.2.2 Chairing the meeting

If the Chair is attending the meeting via audio or audio-visual conferencing system, the Chair may decide to delegate the function of chairing the meeting to the deputy, or if there is no deputy, another member.

2.2.3 General responsibilities

A member in attendance via audio-visual conferencing system is to consider the appropriateness of their personal presentation and surrounding environment.

The Chair is to confirm which participants are present at the commencement of the meeting.

A member who is attending by audio or audio-visual means must advise the Chair if they are about to leave the meeting. A member must also advise the Chair if they re-join the meeting. These details are to be recorded in the minutes with a reference to the member's time of departure and time of return.

*LGP002 Scheduling and Conduct of Council, Committee and
Local Authority Meetings*
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Victoria Daly REGIONAL COUNCIL

Meeting minutes will identify whether each member attended in person or via audio or audio-visual means.

2.3 Conflicts of interests

Where a conflict is declared, the member must disconnect from the conferencing system prior to the discussion of the particular agenda item.

If member has disconnected from the conferencing system due to a declared conflict, the Chair will contact the member as soon as the agenda item has concluded and invite the member to re-join the meeting.

2.4 Confidentiality

Members attending meetings remotely will:

- 2.4.1 ensure that people in their presence who are not members cannot see, overhear or listen to the member or the meeting (unless the Council is aware and accepts the circumstances); and
- 2.4.2 not record the meeting.

2.5 Voting

To ensure the participation of any members attending remotely, the Chair will confirm that members attending remotely are able to hear the discussion and vote.

If a member is attending via an audio conferencing system without video capability, the Chair is to ask for verbal confirmation of the member's vote. If a member is attending via audio-visual conferencing system, the Chair is to ask for the member's vote by show of hands or verbal confirmation.

Policy Number	LGP002 Previously 1.1.11
Reference	Sections 95(3)(a) and 98(3)(a) Local Government Act 2019 LGA6.1; LGA6.2
Version	1
Approved by	Council 416/2020
Adopted Date	27 October 2020
Revision	4 years
Amendments	30/11/21- 182/2021, reviewed 29/11/22
Next Revision Due	29/11/26

*LGP002 Scheduling and Conduct of Council, Committee and
Local Authority Meetings*
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Victoria Daly
REGIONAL COUNCIL

1.0 SUMMARY

1.1 Purpose

This policy describes the framework for Council entering into an agreement with one or more councils for the delivery of shared services.

1.2 Principles

The Council is committed to act in an economically efficient manner, to be socially and environmentally responsible and to provide innovative, high-standard services.

All council services are open to being delivered under a shared service model or collective procurement agreement, subject to the individual business and practical requirements of each participating council.

Collective procurement is an agreement between two or more councils to enter into a procurement agreement where a lead council is nominated, as prescribed under the *Local Government (General) Regulations 2021*. The relevant legislative provisions are to be considered and a formal agreement entered into prior to this type of arrangement commencing.

2.0 POLICY STATEMENT

2.1 Application of policy

2.1 Considering shared services and joint procurement agreements

The Council may consider entering into a shared services agreement when:

- a) a role in Council is capable of being undertaken by a person employed by another council (under a shared resourcing agreement);
- b) a council service that cannot be supplied from within Council is able to be delivered by another council;
- c) a council service can be supplied or delivered in another council's area, by agreement with that council; or
- d) undertaking procurement of an asset (such as motor vehicles), which can be collectively procured under a single procurement tender process; or
- e) the use of an asset can be shared between councils; or
- f) it is efficient for Council to enter into an agreement with other councils to undertake a project, in accordance with legislative requirements, where one council is approved by every other participating council to take the lead on the project and make decisions on behalf of all the participating councils.

3.2 Assessing a shared services or collective procurement opportunity

Council will consider the following when a shared services or collective procurement agreement is being contemplated:

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- a) opportunities that would result from such a decision (e.g. shared risk; economies of scale; demonstration of leadership and collaboration; long-term sustainability; potential invigoration of council staff; strengthening relationships with a like-minded or neighboring council);
- b) associated risks and how those risks can be best managed;
- c) challenges likely to arise (e.g. the challenge of maintaining consistent service delivery across the council area and any other areas);
- d) future needs of council and its constituency; and
- e) capacity, both current and future, of the council, or councils which are parties to the agreement, to deliver the expected outcomes of a shared services or collective procurement agreement.

2.2 Council requirements

2.2.1 Annual reporting

A list of all shared services and collective procurement agreements that operated during the financial year, are to be listed in Council's annual report.

From time-to-time the Council may set one or more performance indicator measurements and expectations for shared services in Council's annual plan and actual performance comparatives must be reported in the subsequent annual report for the same financial year(s).

2.2.2 Agreements to be in writing

Shared services and collective procurement agreements must be in writing and clearly set out all relevant details.

Note: Collective procurement agreements must be in writing and contain certain details pursuant to *Regulation 44 of the Local Government (General) Regulations 2021*.

2.2.3 Matters for consideration

Before entering into a formal agreement for shared services or collective procurement activity, the following considerations will be taken into account:

- a) cost benefit analysis of entering into the agreement;
- b) service level standards to be met;
- c) period of time of agreement and whether it is one-off or ongoing for a period of time;
- d) establishment and agreement of KPIs;
- e) risk assessment and mitigation strategies;
- f) if access to council information is required under the agreement, the control and protection of council information (ensuring access to sensitive council information is protected);



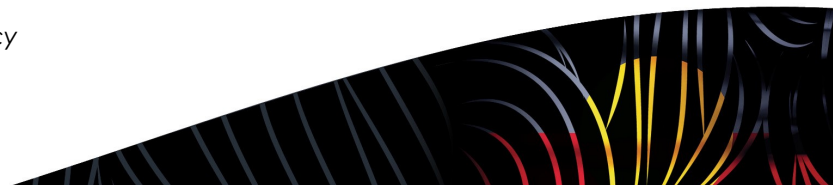
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- g) any change management process that may be necessary;
- h) employment opportunities that may arise or be reduced as a result of entering into an agreement; and
- i) any other economic, social and cultural considerations.

Policy Number	LGP014 replacing 1.1.15
Reference	<i>Section 216</i> <i>Local Government Act 2019</i> <i>LGA10.10</i>
Version	1.1
Approved by	Council 415/2020
Adopted Date	26 October 2020
Revision	4 years
Amendments	30/11/21 – 183/2021 reviewed 29/11/22
Next Revision Due	2911/2026

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LGP004

REASONABLE EXPENSES FOR TRAVEL AND ACCOMMODATION POLICY (COUNCIL MEMBERS)

Victoria Daly REGIONAL COUNCIL

1. PURPOSE

The purpose of this policy is to set out council member entitlements for payment or reimbursement of reasonable expenses for travel and accommodation necessary for attending council meetings and council business.

2. PRINCIPLES

Council is committed to ensuring that travel and accommodation arrangements, including payment and reimbursement of reasonable expenses, are administered in the most efficient and cost-effective manner.

3. SCOPE

3.1 Professional development allowance

Costs for travel, accommodation and meals that are claimed in relation to use of the professional development allowance are to be paid from the council member's professional development allowance.

3.2 Approved process

All requests (and acquittal) for travel and accommodation arrangements are to be in accordance with a written process determined by the CEO.

3.3 Council meetings

If a council member is required to travel more than 30 km from their place of usual residence within the council area to attend a council meeting, the council member is entitled to payment or reimbursement of reasonable expenses for necessary travel and accommodation.

3.4 Council business

A council member is entitled to payment or reimbursement or reasonable expenses for necessary travel and accommodation in relation to:

- (a) carrying out duties in relation to an appointed role (e.g. LGANT delegate);
- (b) attending a conference, workshop, seminar, training session or other council business approved by council resolution; or
- (c) Carrying out other official duties for the Council.

4. APPLICATION OF POLICY

4.1 Travel bookings

Air travel is to be by the most reasonably economic means available and shall not include business or first class. If air travel is required, it will be booked and paid by the CEO or the CEO's delegate.



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Car rental reservations will be booked and paid by the CEO or the CEO's delegate, who will select the most appropriate vehicle (taking into account best value and safety).

4.2 Taxi and rideshare services

If appropriate in the circumstances and in accordance with the approved process, council members may use taxi or rideshare services for council business under clause 3.4. Use of taxi or rideshare services will be on a reimbursement basis or in accordance with the *[Accountable forms policy (members and the CEO)]*.

4.3 Mileage allowance

Where a council member uses their own private vehicle to attend a council meeting or for council business and the distance is more than 30 km, Council members will receive a mileage allowance as per the NTG employee carrying good mileage rate as per council resolution OCM2022/110. Mileage allowances cannot be claimed by passengers.

Council will not take responsibility for any damage relating to use of private vehicles. It is the responsibility of the owner of the vehicle to ensure they have appropriate insurance prior to use.

4.4 Traffic infringement notices and fines

Traffic infringement notices and fines are the individual responsibility of the driver of the vehicle. Any traffic infringement notices, or fines incurred while the vehicle is in control of the council member must be paid by the council member.

4.5 Travel allowance

The amount payable for meals and incidentals (travel allowance) is to be in accordance with the ATO Taxation Determination as per council resolution OCM2022/110. All non-essential additional expenses such as telephone calls, room service or mini-bar supplies are the responsibility of the council member. Meal allowances are not to be paid when the meal is included in the cost of the meeting, conference or other event.

4.6 Accommodation

If the council member requires accommodation covered by this policy, it will be booked and paid for by the CEO or CEO's delegate. Every effort must be made to ensure that the accommodation cost is at, or below, the amount set by the ATO Taxation Determination for the destination.

4.7 Non-Commercial Accommodation

Non-Commercial accommodation rate is payable to a council member who is required to be away overnight at a location where they are not staying in commercial



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accommodation. Rate is as per NTG accommodation rate as per resolution
OCM2022/110.A travel allowance is payable.

4.8 Registration fees

Council will pay registration fees for any council business attended under clause 3.4.

4.9 Accompanying partner

Travelling council members may be accompanied by a spouse or partner, subject to Council not incurring any additional expense.

4.10 Cancellation and non-attendance

Where travel arrangements need to be changed or cancelled, the council member must inform the CEO as soon as possible to minimise any financial loss to the Council.

Where a council member fails to attend all or part of the business for which travel has been organised and paid, the council member is to notify the CEO as soon as practicable and provide the CEO with the reason(s) for non-attendance.

The CEO is to report any non-attendance at the next ordinary council meeting.

Policy Number	LGP004
Reference	<i>Section 109(1) of the Local Government Act 2019</i> <i>LGA 7.1/1</i>
Version	1.2
Approved by	Council 210/2021, Council OCM2022/
Adopted Date	14 December 2021
Revision	4 years
Amendments	Amended 29/11/2022
Next Revision Due	29 November 2026

LGP004 Reasonable expenses for travel and accommodation
Policy (Council Members)
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10.2. Reports for Information

10.2.1. Financial Report year to date 31st Oct 2022

Report Type **Officer Report For Information**
Department **Financial Services Corporate Services**
Prepared by **Senior Accountant**

Recommendations

- A. That the Financial Report year to date 31st Oct 2022 is received and noted

Regional Plan

Goal 1: Quality Leadership

1.6 - Develop an overall responsible reporting structure to enable Council to review the implementation and success or otherwise of the Strategic Plan and its objectives

Goal 2: Financial Sustainability

2.3 Improve efficiencies within the Council to minimize resource wastage

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. CEO Certification [**10.2.1.1** - 1 page]
2. Monthly Report for Oct 2022 [**10.2.1.2** - 12 pages]



VICTORIA DALY REGIONAL COUNCIL
ABN 66 931 675 319

MONTHLY FINANCE REPORT FOR THE MONTH OF OCTOBER 2022

CHIEF EXECUTIVE OFFICER'S CERTIFICATION

To the Councillors,

I, Brian Hylands, 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



Brian Hylands
Chief Executive Officer

Dated this 22nd day of November 2022



VICTORIA DALY REGIONAL COUNCIL
ABN 66 931 675 319

Monthly Income and Expenditure Statement for the Period Ended 31 October 2022

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
OPERATING INCOME				
Rates	1,077,329	1,019,173	58,156	1,019,173
Charges	728,283	723,472	4,811	723,472
Fees and Charges	1,976,031	2,467,423	(491,392)	7,402,269
Operating Grants and Subsidies	3,258,295	2,984,003	274,292	8,952,009
Interest / Investment Income	42,470	62,708	(20,238)	188,123
Commercial and Other Income	290,431	338,791	(48,359)	1,016,372
TOTAL OPERATING INCOME	7,372,839	7,595,569	(222,730)	19,301,417
OPERATING EXPENDITURE				
Employee Expenses	2,947,576	4,543,127	(1,595,551)	13,629,381
Materials and Contracts	1,956,528	1,880,673	75,856	5,642,018
Elected Member Allowances	63,597	69,996	(6,400)	209,988
Elected Member Expenses	24,928	39,205	(14,277)	117,615
Council Committee & LA Allowances	5,766	12,325	(6,559)	49,300
Council Committee & LA Expenses	510	7,900	(7,390)	7,900
Depreciation, Amortisation, and Impairment	884,282	993,812	(109,530)	2,981,437
Interest Expenses	0	0	0	
Other Expenses	3,695	8,706	(5,011)	26,119
TOTAL OPERATING EXPENDITURE	5,886,883	7,555,744	(1,668,861)	22,663,758
OPERATING SURPLUS / DEFICIT	1,485,956	39,824	1,446,131	(3,362,341)

VICTORIA DALY REGIONAL COUNCIL
ABN 66 931 675 319

Monthly Operating Position

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
BUDGETED OPERATING SURPLUS / DEFICIT	1,485,956	39,824	1,446,131	-3,362,341
Remove NON-CASH ITEMS				
Less Non-Cash Income			0	
Add Back Non-Cash Expenses	884,282	993,812	-109,530	2,981,437
TOTAL NON-CASH ITEMS	884,282	993,812	-109,530	2,981,437
Less ADDITIONAL OUTFLOWS				
Capital Expenditure	1,429,119	1,429,119	-1	8,475,241
Borrowing Repayments (Principal Only)			0	
Transfer to Reserves			0	0
Other Outflows			0	
TOTAL ADDITIONAL OUTFLOWS	-1,429,119	1,429,119	1	-8,475,241
Add ADDITIONAL INFLOWS				
Capital Grants Income			0	3,761,531
Prior Year Carry Forward Tied Funding			0	2,150,000
Other Inflow of Funds			0	
Transfers from Reserves			0	3,584,684
TOTAL ADDITIONAL INFLOWS	0	0	0	9,496,215
NET BUDGETED OPERATING SURPLUS / DEFICIT	941,119	-395,483	1,336,601	640,070

Total revenue year to date is \$7,372,839 and under budget by \$222k.

- Rates and Charges income is over budget by \$62k. The Positive variance is due to additional rates from mining lease
- Fee and Charges is under budget by \$491k. The Variance is due to CDP revenues is paid in arrears. That's, CDP revenue for Oct will be received in November.
- Grant and Subsidies is over the budget by \$274,292. The variance is due to timing difference. Some grants were received earlier date than budgeted
- Interest income is under budget by \$20k. Council account interest when is received in bank rather than when its earned/accrued.
- Commercial and other Income is under the budget by \$48k. Revenue from Home care package for September and October is yet to be received.

In October, Council received \$592k Fees charges, \$454k Grant and Subsidies, \$16k interest income and \$102k other income. During the month, Council disposed off plants and equipment and made 63k profit on disposal. This amount is included in other income.

	October Actuals \$	YTD Actual
OPERATING INCOME		
Rates	0	1,077,329
Charges	0	728,283
Fees and Charges	592,960	1,976,031
Operating Grants and Subsidies	454,999	3,258,295
Interest / Investment Income	16,447	42,470
Commercial and Other Income	102,359	290,431
TOTAL OPERATING INCOME	1,166,764	7,372,839

Total expenditure year to date is \$5.886m and under budget by \$1.466m.

- Employees expenses is under budget by \$1.595. This due to vacant position across the organization.
- Material and Contract costs is over the budget by \$75k. \$976k insurance costs was charged in full to income and expenditure a/c when it was paid rather than distributed over 12 months. In additional, there is under spends in contractors' expenses.
- Elected Member Allowance is under budget by \$6k. The variance is due to timing difference. Allowance is paid fortnightly rather than monthly
- Elected Member Expenses is under budget by \$14k. Underspend on accommodation and TA expenses
- Council Committee and LA expenses is under budget by \$6.5k. Variance is due fewer meeting held and low turnout.
- Council Committee & LA Expenses is under budget by \$7.3k. Variance is due fewer meeting held and low turnout.

In October, council paid \$728k employee's expenses, \$163k material and contract costs, 17k Elected members allowance, 9k Elected members expenses, 0.8k Audit risk committee allowance and 2.9K other expenses.

OPERATING EXPENDITURE	October Actuals \$	TYD Actual
Employee Expenses	728,345	2,947,576
Materials and Contracts	163,304	1,956,528
Elected Member Allowances	17,227	63,597
Elected Member Expenses	9,073	24,928
Council Committee & LA Allowances	800	5,766
Council Committee & LA Expenses	60	510
Depreciation, Amortisation, and Impairment	222,852	884,282
Interest Expenses	0	0
Other Expenses	2,911	3,695
TOTAL OPERATING EXPENDITURE	1,144,572	5,886,882

VICTORIA DALY REGIONAL COUNCIL
ABN 66 931 675 319

Monthly Balance Sheet Report

BALANCE SHEET AS AT 30 September 2022	YTD Actuals \$	Note Reference*
ASSETS		
Cash at Bank		(1)
Tied Funds	5,294,672	
Untied Funds	13,435,176	
Accounts Receivable		
Trade Debtors	176,059	(2)
Rates & Charges Debtors	1,894,911	(2)
Other Current Assets	(132,126)	
TOTAL CURRENT ASSETS	20,668,692	
Non-Current Financial Assets	126,954	
Property, Plant and Equipment	32,540,618	
TOTAL NON-CURRENT ASSETS	32,667,572	
TOTAL ASSETS	53,336,264	
LIABILITIES		
Accounts Payable	12,993	(3)
ATO & Payroll Liabilities	339,237	(5)
Current Provisions	1,037,178	(6)
Accruals		
Other Current Liabilities	2,421,828	(7)
TOTAL CURRENT LIABILITIES	3,811,236	
Non-Current Provisions	104,260	
Other Non-Current Liabilities	59,839	
TOTAL NON-CURRENT LIABILITIES	164,099	
TOTAL LIABILITIES	3,975,335	
NET ASSETS	49,360,929	
EQUITY		(8)
Asset Revaluation Reserve	1,455,776	
Reserves	29,190,414	
Accumulated Surplus	18,714,739	

Total capital expenditure Year to date is \$1,429,119. It comprises of

- Waste management -Pine creek \$527,273
- Fencing Pine Creek waste manages facility \$124,473
- Lingara Small Cell-Final Payment \$54,950
- New Building Timber Creek \$584,684
- 18 Pearce St project \$23,065.56
- New Car \$52,831.62
- New Mower for Bulla LA \$6,360
- Fencing Timber Creek waste management facility \$38,200
- Fencing Small Cell site-Lingara \$17,281.82

Council paid \$55,48, capital expenses, in Oct for cost of fencing Timber Creek waste management facility and Small cell in Lingara

Capital Expenditure and Funding

By class of infrastructure, property, plant and equipment

CAPITAL EXPENDITURE **	YTD Actuals \$	YTD Budget * \$	YTD Variance \$	Current Financial Year (Annual) Budget * \$
Waste management facility Upgrade-Pine Creek	527,273	527,273	-	1,144,090
Waste management facility Upgrade-Timber Creek	-	-	-	1,148,179
Land /Building/Structures	234,905	234,905	-	400,000
Motor vehicles (6x)	52,832	52,832	- 1	400,000
Infrastructure-Road Works	-	-	-	500,000
Zero turn mowers	6,360	6,360	-	60,000
Office Equipments			-	49,026
New office Building-18 Pearce St	23,066	23,066		3,000,000
Cab tractor(2x)				320,000
Duplex - Yarralin				675,262
Libanagu Road Drainage				194,000
Timber Creek new Building	584,684	584,684		584,684
			-	
TOTAL CAPITAL EXPENDITURE*	1,429,119	1,429,119	- 1	8,475,241
TOTAL CAPITAL EXPENDITURE FUNDED BY: **				
Waste management facility Upgrade-Core fund	527,273	527,273	-	901,200
Waste management facility Upgrade- grant	-	-		242,890
Waste management facility Upgrade-Timber Creek-Grants	-	-	-	1,148,179
Land /Building/Structures- Grants	234,905	234,905	-	400,000

Motor vehicles (6x)-Core fund	52,832	52,832	- 1	400,000
Infrastructure-Road Works-Grants	-	-	-	500,000
Zero turn mowers-Core fund	-	-	-	53,640
Zero turn mowers -Bulla LA funding	6,360	6,360	-	6,360
Office Equipments-Core fund			-	49,026
New office Building-18 Pearce St-Reserves	23,066	23,066	-	3,000,000
Cab tractor(2x)-Core fund			-	320,000
Duplex - Yarralin-Grant 50%			-	325,262
Duplex - Yarralin-Core fund 50%			-	350,000
Libanagu Road Drainage-Grant			-	194,000
Timber Creek new Building-reserves	584,684	584,684		584,684
TOTAL CAPITAL EXPENDITURE FUNDING	1,429,119	1,429,119	(1)	8,475,241

Note 1: Cash and Investment Held

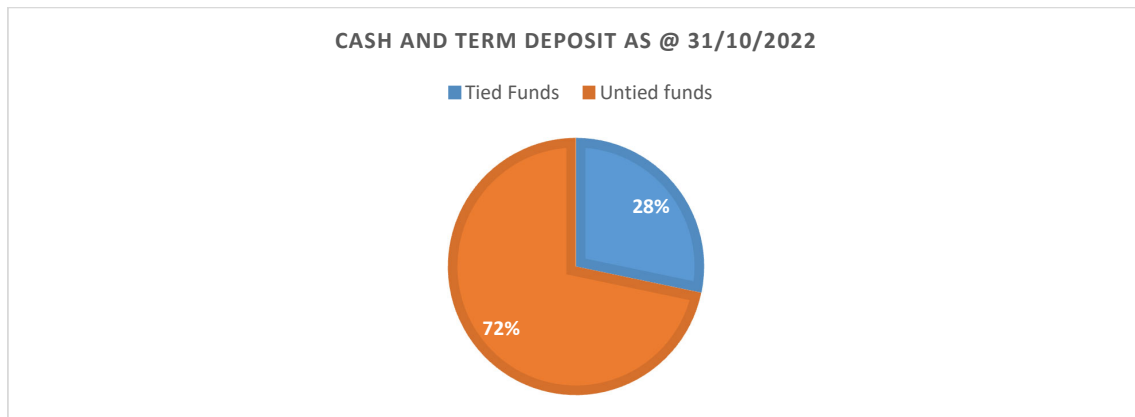
As of 31 Oct, the Council's cash and cash equivalent increased by \$1m, from 5.82m in Sept to \$6.829m in Oct. There was not change in Term deposit investment (\$11.9m). Tied funds decreased by \$0.474m in Oct (\$5.294) compared to Sept (\$5.768). Tied funds comprises of unspent funds brought forward of \$4.710m and \$2.060m receipts received this financial year less expenditure of \$1.476m.

Cash in Hand and at Bank

Transaction Account				98,519
Trust account				4,014,436
Business Saver				2,715,375
Petty Cash				1,519
				<u>6,829,849</u>

Cash Investments	Interest Rates	Maturing date	Maturing Term	
Term Deposit-CBA	2.31%	28/11/2022	6 months	3,600,000.00
Term Deposit-CBA	1.97%	21/11/2022	6 months	1,500,000.00
Term Deposit-CBA	1.60%	24/10/2022	6 months	1,500,000.00
Term Deposit-CBA	2.83%	22/11/2022	3 Months	2,300,000.00
Term Deposit-CBA	2.83%	22/11/2022	3 Months	3,000,000.00
				<u>11,900,000</u>

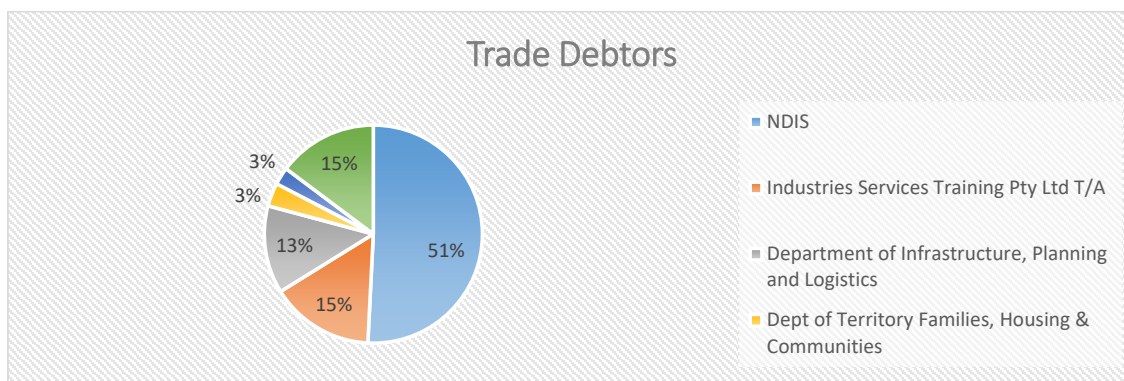
Tied Funds	5,294,672
Untied funds	13,435,176



Note 2: Statement of Trade Debtors

The Council's trade receivables balance as of 31 October 2022 was \$176,059 of which \$152,438 or approximately 86.58% per cent was more than 90 days old.

Contact	Current	1 Month	2 Months	3 Months	Over 3 Months	Total	
NDIS	-	-	13,158	421	75,851	89,430	51%
Industries Services Training Pty Ltd T/A	-	-	-	-	27,087	27,087	15%
Department of Infrastructure, Planning and Logistics	-	-	-	352	22,525	22,877	13%
Dept of Territory Families, Housing & Communities	-	-	-	-	6,122	6,122	3%
Pension Concession Unit NT	-	4,555	-	-	-	4,555	3%
Others	710	1,800	2,625	-	20,854	25,989	15%
Total	710.00	6,355.00	15,783.24	772.54	152,438	176,059	
	0.40%	3.61%	8.96%	0.44%	86.58%		



- NDIS – Finance team and NDIS Manager are following up the outstanding invoices.
- Industries Services Training Pty Ltd T/A – Tried to contact the debtor several times but unsuccessful. Listed email, telephone and Fax are not working. This account will be assigned to debt collector
- Dept of Territory Families, Housing & Communities – Several reminders have been sent to debtor.
- Department of Infrastructure, Planning and Logistics –Debtor disputed the rates used in the billing. Issues was resolved last week; the payment is expected in November 2022.
- Pension Concession Unit NT – This is Rates rebate and reminder have been sent.

Rates and Refuse charges

During the month of Oct, Council collected \$113,106 from Rate payers and Rates notice reminder for second instalment was mailed out.

Balance as at 01/10/2022	2,008,017
Cash received in Oct	113,106
Balance as at 31/10/2022	1,894,911

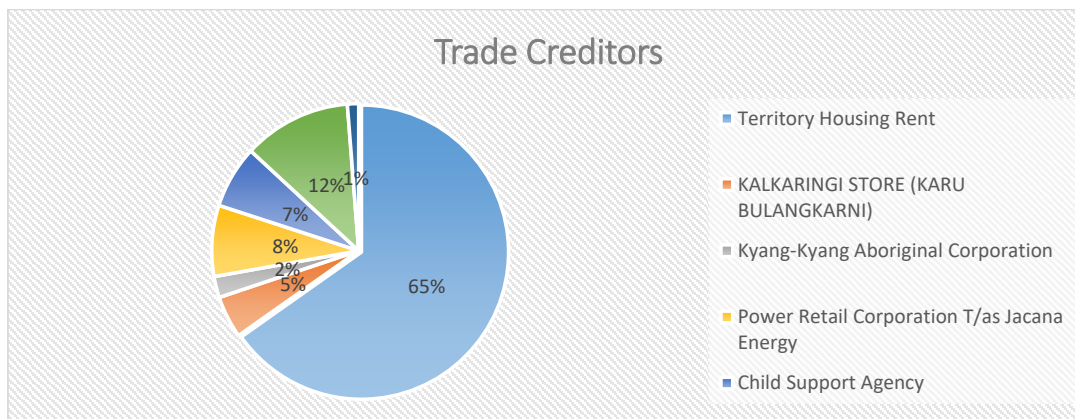
Note 3: Statement on Trade Creditors

The Council's trade payables balance as of 31 October was \$12,993.

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.

Contact	Current	1 Month	2 Months	3 Months	Over 3 Months	Total	
Territory Housing Rent	8,430	-	-	-	-	8,430	64.9%
HARDT TRANSPORT PTY LTD	69	-	-	-	-	69	0.5%
KALKARINGI STORE (KARU BULANGKARNI)	600	-	-	-	-	600	4.6%
Kyang-Kyang Aboriginal Corporation	300	-	-	-	-	300	2.3%
Power Retail Corporation T/as Jacana Energy	1,010	-	-	-	-	1,010	7.8%
Child Support Agency	890	-	-	-	-	890	6.8%
United Workers Union	1,534	-	-	-	-	1,534	11.8%
Victoria Daly Shire Council Social Club	160	-	-	-	-	160	1.2%
Total	12,993	-	-	-	-	12,993	
	100%						



Note 4: Corporate credit cards

The Council has a credit card facility of \$200,000 of which \$110,000 of that has been allocated to a total of 16 cardholders.

For the month of October 2022 there was an aggregate spend of \$11,319.76.

Masked Card Number	Transaction Dates		Amount
5550-05XX-XXXX-8147	27-Sep-22	26-Oct-22	0.00
5550-05XX-XXXX-2379	27-Sep-22	26-Oct-22	28.00
5550-05XX-XXXX-6309	27-Sep-22	26-Oct-22	180.59
5550-05XX-XXXX-5850	27-Sep-22	26-Oct-22	1828.25
5550-05XX-XXXX-3618	27-Sep-22	26-Oct-22	1620.64
5550-05XX-XXXX-2298	27-Sep-22	26-Oct-22	327.64
5550-05XX-XXXX-1528	27-Sep-22	26-Oct-22	1650.71
5550-05XX-XXXX-9622	27-Sep-22	26-Oct-22	76.00
5550-05XX-XXXX-0500	27-Sep-22	26-Oct-22	2546.84
5550-05XX-XXXX-6341	27-Sep-22	26-Oct-22	566.62
5550-05XX-XXXX-6346	27-Sep-22	26-Oct-22	119.00
5550-05XX-XXXX-9718	27-Sep-22	26-Oct-22	1115.29
5550-05XX-XXXX-1159	27-Sep-22	26-Oct-22	332.92
5550-05XX-XXXX-4529	27-Sep-22	26-Oct-22	260.00
5550-05XX-XXXX-5680	27-Sep-22	26-Oct-22	-20.00
5550-05XX-XXXX-2105	27-Sep-22	26-Oct-22	687.26
5550-05XX-XXXX-4541	27-Sep-22	26-Oct-22	-11319.76

Mayor's Credit Card
CEO's Credit Card

There were no credit transactions in Mayor's credit card in October and one transaction for \$28.00 in CEO's credit card for newspapers purchased.

Note 5: Statement on Australian Taxation Office, Superannuation, and Insurance Obligations

1) 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 of 31 October 2022, \$159,260 PAYG and \$101,577 GST was outstanding. PAYG was paid on 4th November and BAS on 21st November 2022.

2) 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 10.5 per of employee's ordinary time earnings into their selected super account. Some employees of the Council receive an additional superannuation contribution as part of their agreed remuneration package.

Superannuation payments are remitted on monthly basis.

As of 31 October 2022, \$78,399.54 super contributions were outstanding. Council remitted super on 4th November 2022.

		Month Obligation Accrued	paid on
PAYG	159260	October	4th Nov
Super	78,399.54	October	4th Nov
GST	101,577.15	October	21st Nov
	<u>339,236.69</u>		

(6) Provisions

Provision for employees leave decreased by \$30k from \$1,067,220 in Sept to \$1,037,178 in Oct

Provision - Annual Leave	724,049
Provision - LSL (Current)	312,932
Provision - TOIL	198
	<u>1,037,178</u>

(7) Other Current Liabilities

Other current liabilities decreased by \$48k from \$2.470m in Sept to \$2.421m in Oct

Client Contribution clearing	1,054
Community Fund (Generated from CDP IGA)	6,837
Council Rates Received in Advance	38,471
Current Lease Liability	89,517
Current Liability Other General	44,922
HCP Client Contingencies	29,710
Material Fund (CDP IGA)	7,682
Payables - Bond and Deposit	13,646
Payables - CDP Income Generation Activity	21,637
Payables - CDP Outcome Pay	60,000
Payables - Others	1,693
Payables - Retention Money	153,425
Payroll Clearing Account	-200
Rounding	20
Unexpended Grants	2,022,815
Workers Compensation Clearing	-69,401
	2,421,828

(8) Equity

Equity balance increased by 632k from 48.745m in Sept to 49.360m in Oct

Equity	Amount
Accumulated Surplus/Deficit	17,756,057
Asset Reval Reserve	25,972,951
Asset Revaluation-Motor Vehicles	328,096
Asset Revaluation-Plant & Equipment	1,127,680
Assets Replacement Reserve	530,000
Current Year Earnings	958,683
Unexpended Grants Reserve	2,687,463
	49,360,929

\$4.835m Council reserves is committed to ongoing projects

Reserve committed

Yarralin duplex	350,000
Pine creek waste management facility	901,200
18 Pearce Project-New Regional office	3,000,000
New Building Timber Creek	584,684
	4,835,884

(9) Insurance for financial year 2022/23

Details of the Council's current insurance arrangements for financial year 2022/23 are as follows

Insurance	Amount \$	GST	Net	Paid in
Motor vehicle	67,678.83	6,152.62	61,526.21	July
Property	781,057.83	63,147.64	717,910.19	August
1st Instalment Workers Comp	108,257.87	9,841.60	98,416.00	July
2nd Instalment Workers Comp	108,257.87	9,841.62	98,416.23	Sept
	1,065,252.40	88,983.48	976,268.63	

(10) Key Indicators year to date

Key indicator	Jul-Oct 2022
Cash	
Cash received	7,445,490
Cash spent	7,253,711
Closing bank balance	6,850,064
Profitability	
Income	7,372,839
Expenses	5,886,883
Profit (loss)	1,485,956
Balance Sheet	
Debtors	176,059
Creditors	12,993
Net assets	49,360,929
Number of invoices issued	137
Current Ration	3



10.2.2. 2023 Meeting Schedule

Report Type Report for Information
Department Executive Services Chief Executive Office
Prepared by Manager of Executive Services

Purpose

For Council to receive and note the 2023 Council and Local Authority meeting schedules.

Recommendations

- A. That the 2023 Meeting Schedule is received and noted

Regional Plan

Goal 1: Quality Leadership

- 1.1 - Ensure effective community leadership and representation to Council of local issues through Local Authority Committees
1.5 - Advocate on behalf of the region to address regional disadvantage

Key Issues

Council compliance requirements include:

- Budget Reviews (one between 1 July and 31 December and the other between 1 January and 30 April)
- Regional Plan, including budget and long-term financial plan prior to 30 June
- Annual Report with audited financials prior to 15 November each year

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. 2023 Council Meeting Dates [10.2.2.1 - 1 page]
2. 2023 Local Authority Schedule [10.2.2.2 - 1 page]



2023 COUNCIL MEETING DATES

MONTH	DATE	MEETING TYPE	TIME	LOCATION
JANUARY	Tuesday, 31 January	Ordinary Council Meeting	09:00am	Regional Office
FEBRUARY	Tuesday, 28 February	Ordinary Council Meeting	09:00am	Regional Office
MARCH	Tuesday, 28 March	Ordinary Council Meeting	09:00am	Regional Office
APRIL	Friday, 28 April	Ordinary Council Meeting	09:00am	Regional Office
MAY	Tuesday, 30 May	Ordinary Council Meeting	09:00am	Regional Office
JUNE	Tuesday, 27 June	Ordinary Council Meeting	09:00am	Regional Office
JULY	Tuesday, 25 July	Ordinary Council Meeting	09:00am	Regional Office
AUGUST	Tuesday, 29 August	Ordinary Council Meeting	09:00am	Regional Office
SEPTEMBER	Tuesday, 26 September	Ordinary Council Meeting	09:00am	Regional Office
OCTOBER	Tuesday, 31 October	Ordinary Council Meeting	09:00am	Regional Office
NOVEMBER	Tuesday, 28 November	Ordinary Council Meeting	09:00am	Regional Office
DECEMBER	Tuesday, 12 December	Ordinary Council Meeting	09:00am	Regional Office



2023 Local Authority Schedule

Victoria Daly REGIONAL COUNCIL

FEBRUARY 2023		
Date	Time	Local Authority
Tuesday 7 February	12:30PM	Pine Creek
Wednesday 8 February	12:30PM	Daly River
Tuesday 14 February	12:30PM	Kalkarindji/Dagaragu
Wednesday 15 February	12:30PM	Yarralin
Tuesday 21 February	10:30AM	Bulla
Tuesday 21 February	03:00PM	Timber Creek
Wednesday 22 February	12:30PM	Amanbidji
MAY 2023		
Date	Time	Local Authority
Tuesday 2 May	12:30PM	Pine Creek
Wednesday 3 May	12:30PM	Daly River
Tuesday 9 May	12:30PM	Kalkarindji/Dagaragu
Wednesday 10 May	12:30PM	Yarralin
Tuesday 16 May	10:30AM	Bulla
Tuesday 16 May	03:00PM	Timber Creek
Wednesday 17 May	12:30PM	Amanbidji
AUGUST 2023		
Date	Time	Local Authority
Tuesday 1 August	12:30PM	Pine Creek
Wednesday 2 August	12:30PM	Daly River
Tuesday 8 August	12:30PM	Kalkarindji/Dagaragu
Wednesday 9 August	12:30PM	Yarralin
Tuesday 15 August	10:30AM	Bulla
Tuesday 15 August	03:00PM	Timber Creek
Wednesday 16 August	12:30PM	Amanbidji
NOVEMBER 2023		
Date	Time	Local Authority
Tuesday 7 November	12:30PM	Pine Creek
Wednesday 8 November	12:30PM	Daly River
Tuesday 14 November	12:30PM	Kalkarindji/Dagaragu
Wednesday 15 November	12:30PM	Yarralin
Tuesday 21 November	10:30AM	Bulla
Tuesday 21 November	03:00PM	Timber Creek
Wednesday 22 November	12:30PM	Amanbidji



10.2.3. Inquiry into Northern Australia Workforce Development

Report Type **Officer Report For Information**

Department **Executive Services Chief Executive Office**

Prepared by **Manager of Executive Services**

Purpose

For Council to determine if they will make a submission, or otherwise, regarding the Inquiry into Northern Australian Workforce Development.

Recommendations

- A. That the Inquiry into Northern Australia Workforce Development is received and noted

Regional Plan

Goal 1: Quality Leadership

1.5 - Advocate on behalf of the region to address regional disadvantage

Key Issues

The Joint Select Committee on Northern Australia will inquire into and report on the workforce development of Northern Australia.

The Committee wrote to former CEO Russell Anderson on 21 October 2022 inviting a submission to the inquiry. This correspondence has been referred to the Council to discuss and provide input for a submission if they wish.

Inquiry Terms of Reference

(available at [Terms of Reference – Parliament of Australia \(aph.gov.au\)](https://aph.gov.au/Parliamentary_Business/Committees/Joint/Northern_Australia/Terms_of_Reference))

The Joint Select Committee on Northern Australia shall inquire into and report on workforce development in Northern Australia, considering the impediments to building the economic and social infrastructure and workforce needed to support economic development, with particular reference to:

- a. trends in Northern Australia that influence economic development and industry investment including population growth, economic and business growth, workforce development, infrastructure development, and Indigenous economic participation;*
- b. impediments to building the economic and social infrastructure required to support industry and business to expand and create regional jobs;*



c. challenges to attracting and retaining a skilled workforce across Northern Australia; and

d. empowering and upskilling the local Indigenous population.

The committee will consider evidence from other relevant inquiries including any inquiry into the Northern Australia Cyclone Reinsurance Pool.

Considerations

Submissions to the inquiry are due by 9 December 2022.

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. Submission Invitation - Inquiry into Northern Australia Workforce Development
[10.2.3.1 - 2 pages]

From: Committee, Northern Australia (SEN) <northernaustralia.joint@aph.gov.au>
Sent: Friday, 21 October 2022 2:46 PM
To: VicDaly Admin <VicDaly.Admin@vicdaly.nt.gov.au>
Subject: Submission Invitation - Inquiry into Northern Australia Workforce Development

You don't often get email from northernaustralia.joint@aph.gov.au. [Learn why this is important](#)



**PARLIAMENTARY JOINT
SELECT COMMITTEE ON NORTHERN AUSTRALIA**

21 October 2022

Mr Russell Anderson
Chief Executive Officer
Victoria Daly Regional Council

By email: admin@vicdaly.nt.gov.au

Dear Mr Anderson

Inquiry into Northern Australia Workforce Development

Following a referral on 12 October 2022 from the Minister for Northern Australia, the Hon Madeleine King MP, the Joint Select Committee on Northern Australia will inquire into and report on Northern Australia's workforce development.

The Terms of Reference for the inquiry are available at
https://www.aph.gov.au/Parliamentary_Business/Committees/Joint/Northern_Australia/WorkforceDevelopment/Terms_of_Reference.

The committee invites you to make a submission to the inquiry by **9 December 2022**. Should you require an extension to this deadline, please get in touch with the committee secretariat as soon as possible. Late submissions are not generally accepted unless an extension has been granted.

Please note:

- The closing date gives the committee time to consider submissions prior to hearings.
- **The committee may not have time to consider late submissions.**
- Keep your submission concise and address some or all of the terms of reference.
- Address your submission to the committee.

Information on making submissions to Senate inquiries is [available online](#). The committee encourages the lodgement of submissions via the [Online Submission System](#). If this is not possible, submissions should be sent via email to northernaustralia.joint@aph.gov.au or by post at the below address.

All submissions to the inquiry become committee documents:

- A submission is only made public after a decision by the committee to accept the submission
- You should not release your submission to anyone until the committee advises you that it has been accepted and published (even though submissions as accepted by the committee are protected by parliamentary privilege, their unauthorised release before this decision is not)
- Generally, once a submission is accepted by the committee, it is published under the submitter's name on the committee inquiry webpage, with your signature and/or contact details removed

If you would like the committee to consider receiving your submission as **confidential**, please provide a written explanation outlining the reasons for your request and ensure your submission is clearly identified as confidential in the correspondence. The committee will consider requests for confidentiality but cannot make promises in advance. Contact the committee secretariat if you require further advice on confidential evidence.

Details about the inquiry, including the terms of reference, can be found on the [committee webpage](#). Further information about making a submission is available on the parliamentary website.

If you have any questions, please contact the committee secretariat on 02 6277 3846 or via email at northernaustralia.joint@aph.gov.au

Yours sincerely,



Patrick Hodder
Committee Secretary



10.2.4. CDP Report

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 report is received and noted

Regional Plan

Goal 1: Quality Leadership

1.1 - Ensure effective community leadership and representation to Council of local issues through Local Authority Committees

Goal 3: Investing in our people

3.1 Invest in training through the development and implementation of a comprehensive Training Plan covering all staff

Goal 4: Liveability

4.1 Delivery of quality programs which support resident's well being

Background

- Trialling Pathways to Reals Jobs Proposal – Our Proposal is now approved. We can now commence with hiring staff on community to commence with our Mentoring Program.
- PPR14 audit submitted and awaiting results.
- Currently recruiting Compliance Coordinators for our Katherine office. More positions in Community to be filled.
- CDP Regional Manager will continue to work with Chris Lambert on setting up donated laptops and ipads.
- Christmas closure for CDP will be from Friday 16th December 2022 and will reopen 3rd January 2023.
- Canberra Conference 6th to 7th December coming up. CDP Regional Manager will attend.



Lajamanu

- Career Expo – Lajamanu Employment Coordinator and employment Consultant attend the career expo with other stakeholders in Lajamanu. Catch ups with other other stalls and employers. Hopefully, some good outcomes for CDP and we will continue to have more community engagement.
- A lot of community members are returning to the community once again from Royalities.
- DriveSafe NT will visit the community in December

Kalkarindji

- Ladies Activity Supervisor now on board and activities are picking up again.
- Men's activities going well with attendance
- DriveSafe NT will visit the community in December

Yarralin

- Activities are still happening around the community pending rain.
- The Men have been assisting with looking after the Elders yards in Yarralin and assisting with activities in Lingarra.
- The ladies have been baking, painting, and helping with altering clothes.

Timber Creek

- Bulla – Activities have started again in the community, and we are currently working on a new work area in the community.
- Amanbidji – currently working on filling the Activity Supervisor Liaison position
- Menngen – activities continuing in community
- Low attendance with the ladies. Men are working with well new Men's Activity Supervisor. Setting up their working area.

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. FINAL Pathways to Real Jobs Proposal - Region 32 [**10.2.4.1** - 10 pages]
2. R 32 - Victoria Daly Regional Council - Conditions of Approval for CDP Trial Projects [**10.2.4.2** - 1 page]



Australian Government
National Indigenous
Australians Agency



NIAA

Community Development Program

Working with Aboriginal and Torres Strait Islander peoples

Trialling Pathways to Real Jobs Proposal Template

Notes for completion

A separate copy of this document should be completed for each CDP Region managed by the provider.

The level of detail provided in the proposal should reflect the size of the caseload / funding. Larger projects targeting more job seekers should have more detail.

Summary

Provider name: **Victoria Daly Regional Council**

Region: **32**

Communities in region: **Timber Creek, Yarralin, Kalkarindji and Lajamanu**

Proposal summary:

Mentoring Program.

Victoria Daly Regional Council would like to introduce a Mentoring Program to support everyone in our communities, not just CDP Job Seekers. All community members need support to sustain employment, overcome barriers/issues, upskill and make their community a better place to live and work in.

Mentoring is a method whereby an experienced person (the mentor) undertakes to advise, guide, and share knowledge and experience with a less experienced person to build a goal of professional and personal development. CDP will be there to help the local community cope with personal, social, and cultural pressures that so often occur for Aboriginal people commencing in and/or retaining employment.

Mentors will be able to identify community members who face difficulties within the community or within the workplace which may affect them during their employment. They will also assist people with lesser skills and experience who need a role model, guide, and support person to help improve on their skills and work ethic. Our Mentors goal is to help Indigenous people to better themselves and achieve their employment goals.

The purpose of the mentoring program is to change the culture around work in community. This program will create strong individual success stories leading to systemic community change.

Lead Contact on Proposal:



Name: Patricia McGillivray

Job Title: CDP Regional Manager

Phone: 0459 966 330

Email: patricia.mcgillivray@vicdaly.nt.gov.au

Alternative Contact:

Name: Rhiannon Adams

Job Title: Operational Support Officer

Phone: 0498 880 146

Email: Rhiannon.adams@vicdaly.nt.gov.au

Region Overview

Notes for completion

Describe the key characteristics of the region, including:

- Existing key industries
- Opportunities for employment
- Barriers to employment in the region
- Key characteristics of the job-seeker cohort in the region



Victoria Daly Regional Council is contracted to provide services across Region 32, the Victoria River Region.

With four (4) fulltime offices at Kalkarindji, Lajamanu, Yarralin and Timber Creek, the CDP has an active caseload of 668 job seekers spread across our communities. Fifteen (15) Voluntary Work for the Dole (WfD) activities are operating across the region.

Region 32 currently has a number of various voluntary WfD activities which include:

- Community Parks, Gardens and Nursery
- Eco-Tourism & Cultural Tourism
- Rubbish collection and recycling
- Healthy Communities
- Fencing, General repairs and maintenance
- Construction industry from civil works through to building & construction by providing valuable work experience.
- Jewellery making, Woodwork, Sewing, Cooking, art and craft
- Photography & basic computers.
- Making furniture out of recycled materials
- Creative Arts community maintenance
- civil and municipal works
- Self-manage a WfD activity to meet their mutual obligation
- The activity will focus on maintaining the community Landscaping
- Assisting on the Stations with odd jobs.

Working with Stakeholders such as:

- Katherine West Health Board in Timber Creek, Bulla, Amanbidji, Yarralin, Kalkarindji, Lajamanu
- Northern Land Council Rangers
- Ngaliwurru-Wuli Aboriginal Corporation
- Wirib Tourism Park Store – Timber Creek
- Cattleman's association (AACo Station work)
- Central Land Council
- ALPA Store Lajamanu
- Kalkarindji Store
- Yarralin, Timber Creek and Lajamanu Schools,
- One Tree Community Services Child Care Yarralin & Kalkarindji,
- Little Crocs Creche Timber Creek
- Central Desert Regional Council,
- Wydac,
- Gurindji Aboriginal Corporation
- Warnkurr Social Club
- VRD Quarries Pty Ltd
- Tanami Mines
- Swick Mining Services
- Kuridji Aboriginal Corporation
- Walangeri Ngumpinku Aboriginal Corporation
- Yarralin Community Store
- Drivesafe NT
- Catholic Care

Proposal

Notes for completion

Please complete a separate copy of this 'Proposal' section for each new approach you want to trial.

Describe the proposed approach to be trialled

Notes for completion

Describe what will be different as a result of the proposed trial, and how you will get there.

Explain how your trial relates to one or more of the key themes:

- Removes barriers to employment in remote Australia and improve job outcomes
- Provides support to access the job opportunities that are available in remote communities
- Increases the number of jobs filled by local job seekers in remote communities
- Grows local industry, enterprises or self-employment
- Re-engages job seekers with the program

Few community people in Region 32 are in stable employment or wanting to work. Sit down money is the dominant paradigm with employment the rare exception. Those who are employed face very difficult challenges that people in mainstream communities do not face. Employment often results in a decrease in their quality of life.

This proposed mentoring program will build a network of employed community people who can support each other. The program aims to create momentum for change resulting in an ever-expanding network that can support and build the broader capacity of the community and employers. It will also help to shed the poor reputation of CDP in community and reshape relationships. CDP would look at more training opportunities and sessions from training providers that will assist with future employment opportunities.

CDP will be there to assist local community members gain either full-time, part-time or casual meaningful employment. We will be looking at a better understanding and having knowledge of local issues affecting all community members and understanding the cultural complexities of that region.

Having a Mentoring Program within our local communities will assist with the removal of barriers to employment in remote Australia and improve job outcomes. This will increase the number of jobs filled by local job seekers and local community members in remote communities. With the training being accessible to the whole community, it will assist with growing local industry, enterprises and/or self-employment. Having the whole community committed to change and developing new skills will encourage Job seekers to re-engage the CDP program.

This is a case management model with mentors initially working with up to 5 people each week, long term. Time spent with each person, and their employer, will be significant in the early phase of the relationship then taper off over time, allowing the mentor to take on more people and expand their network. In this way the program will build and bring significant co-benefits that a network of people can provide.

Who will benefit, and how?

Notes for completion

- Describe the intended outcomes for job seekers and communities that can be achieved within the delivery period 1 November 2022 – 30 June 2023
- Describe how these outcomes will be measured (e.g. number of part time jobs created, number of job seekers acquiring a driver's license etc), and how they compare to current outcomes.
- Describe if the trial will target a specific cohort, such as job seekers with a disability, youth, women

Having four fulltime positions across our Region or two part-time positions in each community. This will assist with cultural respect in the community. 1 male PT and 1 female PT. Depending on what the community needs would be. Upskilling and training opportunities across the community for everyone to benefit from. Also, more placements within our communities which will additionally assist with getting people into different employment, as well hopefully relating to their individual goals.

Intended outcomes: To create a mentoring program which will successfully assist CDP participants and community members with gaining and obtaining the knowledge and experience necessary to meet the local employment market. This will also implement employment opportunities within the community which could also lead to potential outcomes. Work in the times the participant needs and not just CDP time. Working with them will encourage more attendance and meaningful engagement with CDP.

Will demonstrate by:

1. Increasing job placements – compare with previous 6 or 12 months – CDP system data
2. Increasing duration of employment/sustainability – compare with previous 6 or 12 months 13 and 26 week outcomes – CDP system data
3. Increasing the amount of people wanting to work –compare number of referrals to employment – CDP system data
4. Foster and share positive workplace experiences – Case studies/Good news stories on Social media pages and local notice boards in the community to show this can work

Who will be involved?

Notes for completion

- Identify key stakeholders and their roles in the project



- Local Community members – supporting their community priorities for future development
- Local Stores are supporting the Mentor program and will assist where they can grow the community's future.
- Service Providers in community – They have expressed the need for a Mentor Program, and they will support CDP with the Trial period. Any meetings or community bbq's, the external stakeholders will be invited to attend.
- RTO's – Our training organisations support the Mentoring Program and agree it will increase the number they required for them to deliver training opportunities.

Target group

Initial target group are community members who are employed but struggling to maintain their employment (not necessarily CDP participants)

- Targeting this group shows community that CDP is committed to long-term employment outcomes for all community members
- It will build credibility for the program, build the overall capacity of the community, and change the culture around work in communities
- Provides a more holistic focus delivery of an employment program
- Achieving positive outcomes and success stories is more realistic by targeting this group first.

The mentoring program will then transition, as employment outcomes improve and momentum builds, to CDP participants. The program will build on Post Placement Support activities (will not duplicate this function) to mentor CDP participants who find employment.

How does the proposal align with the needs and priorities of communities in the region?

Notes for completion

- Describe how the proposal meets the needs or priorities of the community
- Describe the consultation or support from communities to develop the proposal
- Describe how the proposal complements existing services or builds on community strengths



The communities in our Region need more support on the ground and the assistance to get through the issues that are preventing them from moving into employment and/or better opportunities. Working with other stakeholders more and having a bigger input into our communities will encourage the locals to have confidence to improve in areas they normally see as shame job. There is a need for more of a healthy lifestyle in our communities. We have discussed with Katherine West Health Board, and they will work with CDP and the Mentor program to improve the wellbeing of our community members. There is strong Cultural awareness in our communities and supporting this more will encourage the communities to have more trust in CDP and others to meet their priorities in community. Having a Men's and Women's a space so they have their own areas to discuss issues without any judgement or shame job of what is going on.

CDP workers have been around to all our communities asking for community input on what they think about having a Mentor program in community supporting everyone and not just CDP job seekers. We have received a wide range of feedback from all areas stating that this is a great idea it will bring a lot of the communities back together again. Everyone working together achieves goals and outcomes for all.

At the moment CDP have been delivering a basic service to our Job Seekers. This is due to the lack of Mutual Obligations for voluntary WFD attendance. We need to be stronger in the communities to have the attending back strong and involving all community in decisions for future outcomes.

Mentors

The program will create new jobs in community through the employment of these new mentor roles. Mentors will:

1. Be strong community people with good relationships
2. Be confident and know cultural ways
3. Be role models
4. Have a history of stable employment
5. Represent specific family groups and genders to allow for appropriate cultural delivery.

Getting to know your Mentee

- Weekly visits (If CDP participant, commence after 6 months PPS is completed) Local community resident will start asap. Set up a personal action plan and regular meeting times for assessment.
- Are they currently employed (not CDP Participant) a community member?
- Work and Education history?
- Family history?
- What are the potential issues are affecting them from moving forward?
- What networks are available for them to use?
- What resources are available?
- What is required in their current role?
- What are their future goals?

The Mentors will have weekly checks to start the process with face to face communication for community members. If the face to face in not able to happen, then phone calls or video calls could be used. This could also cover employee's not on CDP that need mentoring in their current positions, to keep their employment. The Mentee's could have up to 5 participants to mentor each week depending on what the needs are. Explain the process of how the mentoring program will assist the community members.

To become a Mentee you will need to have good interpersonal skills and a friendly disposition. Have a good understanding of the community, the people, and their cultural ways. The Ability to develop positive working relationships with others and to facilitate such working relationships amongst others. They can participate in Mentor training and work along side the Mentee to develop the skills needed to become a Mentee.

They will obtain incentives from growing skills and confidence to lead into future employment. Employers will gain incentives by having their staff knowing what their roles and responsibilities are, communicating and attending regularly. There will be engagement with service providers to refer mentees to.



Positive impact will be supporting across the board with everyone, to encourage more community engagement in areas that are always missed. Keep it ongoing and not just a one-off activity.

The objective is to include the whole community. With CDP currently being voluntary with their mutual obligations, we would like to look at involving everyone in the community. The more actively involved, the more incentives and community engagement. This will encourage community members to benefit on upskilling and training for everyone. There could possibly be more attendance when they see CDP is willing to work with everyone to make a stronger community. From youth to the elderly, everyone will be involved in all areas. We would work closely with all stakeholders to assist where possible. There will be new activities which will assist with the mentoring program eg: instead of just sitting having a yarn, they can attend an activity that day and still talk about what is affecting them.

Training for all staff once commenced and ongoing. Having the Mentee set goals on what sort of training/work they would like to achieve; this will assist the Mentor to keep them on the right track to an outcome for possibly CDP and the employer/stakeholder.

Training with RTO's will be advised when available. We have had confirmation from one of our training bodies that they will be happy to assist with having extra people outside of CDP to assist with their numbers.

The costs will differ, depending on the type of mentoring which is required for the mentee's. The necessary costs will include:

- Wages for either a Full-Time position will be a Level 3.1 at 38hrs per week with an annual salary of \$61,714.86 or 2x (male and female) Part Time positions will be a level 3.1 at 20hrs per week with an hourly rate of \$31.23. Community local people to apply (CDP participants if suitable)
- Accommodation in community for possible extra training if need be.
- Stationary supplies
- Licences and accreditation (anyone not on the current CDP caseload)
- Certificates
- Costs for training courses (More than Certificates I and II)
- Supplies for new activities to assist with communication/yarning circles outside of current CDP activities
- Training will be provided to all community people that CDP is unable to complete due to certificate level or not currently a course that is running.

Milestones and final report

Notes for completion

- Identify the key steps in implementation and estimated dates
- Describe how you will measure the effectiveness of your project and the sources of information to be used for the final report.
- Ensure your effectiveness measures take into account the situation at the beginning of the trial (the baseline)



Implementation

1/11/2022 - Work directly with Local communities to Sign-up Indigenous employees as soon as approval is advised. Training with Mentors on what will be required to deliver the program. Get all CDP Employment Coordinators in each site on board with the Mentor Program to grow more support and unity to provide a holistic approach to Mentoring our communities.

Promote the Mentor Program in all communities via Posters, Broadcasting, Regular community Visits (bbq's), meetings, for better understanding of the purpose of the Program and its benefits. Have the Mentors start recruiting and training Mentors to start the process of working with all our communities.

The Mentors will have all the necessary paperwork for each individual participant. Weekly reports on the progress in each community will be advised stating attendance and what are the areas they are working on.

Continued support to all new Mentors in their new positions to encourage them to be able to work with everyone in their communities. Have weekly meetings to discuss what is working and what is not working.

To start off with one Fulltime or two part time mentors (1 male & 1 female) for cultural reasons in our communities will be a start to see how the Mentor program can grow to be used in the CDP program in the future.

Budget

Notes for completion

- Provide a total amount of project funding and break down high level line items such as equipment, training, wages for job creation, staffing costs. Add as many lines as needed.
- If wages for job creation are a component of the budget, include the number, job title and expected weekly hours of jobs created for the innovation.
- If subcontractors will be used to deliver the project, specify the expected payments to subcontractors.

Line item	Amount (ex GST)	Approx. % of total
Indigenous Mentors @ 38hrs per wk x4	284,934.76	
Salary on costs x4	51,288.24	
Travel related expenses	30,000.00	
Training	20,000.00	
Equipment	20,000.00	
TOTAL FUNDING		



Line item	Amount (ex GST)	Approx. % of total

CDP: Trialling Pathways to Real Jobs – Conditions for Approved Proposal

Victoria Daly Regional Council for Victoria River Region, Northern Territory – CDP Region 32, for the below proposal:

- Community Mentoring Program for CDP

The Proposal identified above comprises an Approved Proposal for the Pathways to Real Jobs Trial, subject to the Provider agreeing in writing to the conditions below. These conditions form part of the Approved Proposal and are enforceable under the Project Agreement.

1. Variations to Budget (must be included for all providers / regions)

The Provider must monitor expenditure of Project Payments against the Budget/s outlined in the Approved Proposal. If actual expenditure is to significantly differ from the Budget/s, including underspends, then the Provider must either:

- a. seek the Department's approval to spend the expected unspent Project Payments in another way that addresses at least one of the key themes referred to in clause 1.3 of Annexure 1, Part E of the Head Agreement,
- or
- b. promptly return the unspent Project Payments to the Department, noting the Department may recover funds under Clause 9 of the Head Agreement.

Approval requirements for redirection of funding:

- less than 5% deviation from the amount specified in the Budget for each Provider Region: Approval is not required, provided all funds are to be spent in a way that is broadly consistent with the Approved Proposal and addresses at least one of the key themes referred to in clause 1.3 of Annexure 1, Part E of the Head Agreement.
- Between 5% and 20% deviation from the amount specified in the Budget for each Provider Region: approval of Regional Manager.
- more than 20% deviation from the amount specified in the Budget for each Provider Region: approval of Branch Manager, CDP Strategy.

Where Pathways Services are to be delivered in two or more Provider Regions as per the Approved Proposal, the thresholds above apply to the amount specified in the Budget for each Proposal identified above.



10.2.5. Bitumen Reseal Nackaroo Road

Report Type **Officer Report For Information**

Department **Community Council Operations Council Operations**

Prepared by **Contracts Manager**

Purpose

The purpose of this report is to inform the Council that the Operations Team intends to reseal the Nackaroo Road to repair the developing potholes and increase safety.

Recommendations

- A. That the Bitumen Reseal Nackaroo Road report is received and noted

Regional Plan

Goal 5: Infrastructure

5.1 Develop and implement an Asset Maintenance and Replacement Program

Key Issues

The material prices and resources issues are currently impacting the time and the cost of the project that may lead to significant financial risk of the project.

The Council operations team may need to adjust the scope of work accordingly.

Background

It was identified that the Nackaroo road needs to be bitumen resealed due to general tare and wear of the surface course and leading to safety issues as developing potholes.

Considerations

The scope of work and cost estimation for the reseal work

Distance of resealing – 1.6km

Width of the road – 6m

Total area – 9600m²

Material – Reseal S10E 10mm + Clean edges including tree removals

Total Price - \$153,870.49

Note: No mobilization cost added to the cost estimation.

Policy implications

NIL



Budget implications

The Council intended to apply for the Waste and Resource Management Grant Program (WaRM) proposing the Nackaroo Road resealing project. The expected funding is \$148,800.00.

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

Nil



11. Community Reports

11.1. Nauiyu Community Report

Report Type Community Report For Information

Department Community Council Operations Council Operations

Prepared by Council Operations Manager, Nauiyu

Purpose

To update Council on the Nauiyu Community Report activities.

Recommendations

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

Regional Plan

Goal 4: Liveability

4.3 Facilitate the provision of services which improve residents' lives

Events and Activities

- Grays on-line auction goods were collected following the auction.
- Centrelink Remote Team attended at Nauiyu week commencing 31 October
- GHD rubbish audit of some household waste was conducted on 10 November
- Shed 1 that Council Operations and former Housing Department had occupied for many years commenced hand back to GRAC on 16 November. Shed 1 forms part of Lot 49 and is not part of Lot 51, the current Council Operations location.

Community Events

- A service delivery meeting was held on 12 October.

Local Authority Meetings

- Local Authority meeting was held on 2 November with a full board present.

Vacant Positions (VDRC in Community)

- Centrelink Agent position became vacant from 17 October and has yet to be filled.
- RIBS broadcaster position received two applications. One withdrew before the interview and the other No Sho'd at interview time.
-

Maintenance Buildings and Fixed Assets

- River water 10-year licence renewal application was submitted on 27/10/2022, required six months before expiry on 30/4/2023.
- Contractors have been engaged to conduct regular push-back at the dump. An annual contract is being sought to continue work at the dump.
- The DIPL airstrip contract has been signed off for the next three years with cessation of ARO Evacuation On-Call services.



- New CCTV was installed at Administration, Aged Care and Council Operations. Council Ops CCTV has not yet been commissioned and requires a service visit. In the meantime, there have been three unlawful entries (discovered 31 October, 2 and 14 November) at this location.
- House inspections at Wooliana Outstation took place on 19 October. Electrical maintenance and pest control have been conducted with more maintenance to follow.
- Electricians have repaired lights in the Council Operations compound and also maintenance at Lot 45 staff house.

Plant and Equipment

- A new Canon printer was installed on 11 October.
- Defibrillators were installed at Administration kitchen and at Aged Care centre on 14 October.
- Airstrip vandalism was discovered on 17 October with solar lights smashed. Lights will be replaced by DIPL.
- With the space now available following removal of auction items Aged Care and Community Patrol vehicles can now be stored behind locked doors.
- TEABBA staff visited Nauiyu on 19 October to tidy up broadcasting equipment
- Centrelink audit conducted by phone on 28 October – all AOK
- The key cutter held at Council Operations was handed over to GRAC on 3 November.
- Airstrip vandalism was reported on 2 November with windsock light solar panel damaged by large rocks. DIPL requested the pole be raised and panel covered with mesh. While quotes are sourced and repairs to be conducted the windsock light remains unserviceable. Air charter companies has been advised of this situation.
- Kubota ME8200 tyre required a new tube. Slasher was out of action for a short time and is now serviceable again.
- Visiting mechanic conducted an overdue service on the garbage compactor on 15 November.

Regional Plan Project Priorities

- ***Reseal Internal Nauiyu roads***

Council Operations manager to identify roads and update the Council on type and cost of work required on this private land.

- ***Identify and install solar lights at Nauiyu***

Three areas have been identified, a quote has been sourced and the project is “shovel ready” should grant opportunities arise.

- ***Land for future Council development – Wooliana Road***

Requires Council advocacy with relevant government department.

- ***Upgrade to waste facility***

Council Operations Manager to review the consultant's report on Nauiyu waste management once received.

- ***Community and well-being engagement projects***

The Daly River Buffaloes Football Club Inc. continues to be the main project at Daly River. It engages many stake holders and is a positive activity that inspires and motivates many community members in different ways.

- ***Gravelling and resurfacing of Daly River roads***



Council Operations Manager to identify roads and update the Council on DIPL's road program.

- ***Upgrade to airstrip east and west ends***

DIPL have advised that reconstruction of the airstrip would need to be assessed in its current location as it may not be the most feasible option. Raising both ends would require substantial earthworks not just to the runway, but also the transverse gradients to achieve the desired outcomes. Further investigation by DIPL would be required and the invitation has been extended for them to review this matter.

- ***Raise power lines on Wooliana Road***

Council Operations Manager to seek relevant authorities to address this issue.

- ***Permanent and safe river access at Nauiyu***

Council Operations Manager to advocate with relevant government departments, traditional owners and land owner.

- ***Build levy on east end of riverbank to reduce/delay flooding on road access to Nauiyu***

This has been raised and is still on the agenda of the Service Providers meeting with Dept. Of Chief Minister representative who will provide feedback at the next meeting.

- ***Five Mile Cemetery extension works***

Council Operations Manager to advocate with relevant government department and land owner.

- ***Raise Backyard Creek on Daly River Road to reduce being cut off during wet season***

Council Operations Manager to advocate with relevant government department. It is noted that surveyors have attended the site.

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



11.2. Timber Creek Community Report

Report Type Community Report For Information

Department Community Council Operations Council Operations

Prepared by Council Operations Manager, Timber Creek

Purpose

Report on Activities and engagements in the Timber Creek area.

Recommendations

- A. That the Timber Creek report is received and noted.

Regional Plan

Goal 1: Quality Leadership

1.1 - Ensure effective community leadership and representation to Council of local issues through Local Authority Committees

1.3 - Comply with all statutory, regulatory and reporting requirements

Goal 2: Financial Sustainability

2.2 Work with key on-ground personnel to develop innovative budget solutions to minimize expenditure and maximize income streams

2.4 Creation of a reserve to address Council's short, medium and long-term infrastructure requirements

Goal 4: Liveability

4.1 Delivery of quality programs which support resident's well being

4.2 Support and or Facilitation of local and regional cultural and festival events

Key Issues

Council operations works.

Operations Team Leader position has been filled and will start from the 28th of November.

Storm Season preparation is under way. We have removed and trimmed all trees around the council building and Carpark. This was also completed due to structural issues with the existing buildings and safety issues with power lines.

New gravel for the car park is being delivered due to the areas being underwater in high rain events. The workshop area has already received the gravel for council assets.

All parks and garden works are being completed with Contractors and minimal staff available from other departments in Timber Creek.



Airstrip maintenance is being adhered to with Quotes being Acquired for repairs to the airfield (sink holes) pending DILP approvals.

Town Centre bitumen area and median strip under repair pending DILP approvals. Quotes being acquired for repairs to the oval and verge due to sink holes.

Grant funded projects.

The Refuse Station works have been completed ready for the new bins. Quotations for bins and servicing including removal will be followed from Pine Creek Refuse Station with the service's budget implications. Refuse pits will operate until then.

Extra signage and line marking will go ahead before this point.

Quotations are being acquired for the reseal of the Nackaroo monument road from the Victoria Highway.

Quotations are being acquired for the upgrade of the Refuse station road including Bitumen surfacing to the new site.

LA Groups.

Timber Creek and Bulla LA meetings went ahead on the 15th of November where all topics were discussed for members approvals.

The Amanbidji meeting did not go ahead due to attendance issues.

Sports and Recreation program.

The Night Patrol has been working closely with the Operations Manager and the Timber Creek School to provide two outings for the local children per week with games and sport activities.

CDP (Community Development Program) has also been working hard on their garden area and yard which can hopefully incorporate the sports and Rec program in future as the program does not rely solely on sports.

CDP and Night Patrol.

Both programs are working closely with Operations regarding staffing, projects and Sports and Rec.

Background

All projects are considered and adopted by the council moving forward with the operations being carried out in Timber Creek.

Considerations

We put these items forward to the councilors for their approval.

Policy implications

All quoting and works being carried out are within council policy guidelines.

Budget implications

All works are currently within budget.



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

Nil









11.3. Pine Creek Community Report

Report Type Community Report For Information

Department Community Council Operations Council Operations

Prepared by Council Operations Manager - Pine Creek

Purpose

To update Council on the Pine Creek Community Report activities.

Recommendations

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

Regional Plan

Goal 1: Quality Leadership

1.1 - Ensure effective community leadership and representation to Council of local issues through Local Authority Committees

Events and Activities

Applications of grant funding has been applied for Australia Day, Anzac Day, IWD and Harmony Day in 2023.

Community Events

No community events to report on

Local Authority Meetings

Last meeting for 2022 was held on 7th November.

Vacant Positions (VDRC in Community)

All positions have been filled, though the CO-WM positions successful applicant is waiting on his WWCC before he can begin.

Our new SR Officer commenced work on the 7th of November, he has been to the primary school and introduced himself to staff and children and the first activity for the after-school care was successful with 12 children attending.

Maintenance Buildings and Fixed Assets

Only had one minor fault to repair, a vandalized cistern in the Heritage Park has been repaired and the public toilets are fully functional again. No other issues.

Plant and Equipment

Have had no issues with plant or equipment.

Regional Plan Project Priorities

Playground update: Commencement of works is still to be confirmed by the successful tenderer but this far we are looking at works starting mid-February 2023, weather permitting.



Design & installation of Welcome signs: Clarity on what is wanted was given at the LA meeting 7th November 22 and a quote and design will be presented to the next LA meeting in 2023.

Water Bubbles & Park BBQs was presented at the LA meeting, but no decision was made, for clarity the quotes and information will be presented at the next meeting.

Water gardens: The salvinia weed in the ponds will be removed manually since the orange oil was not successful in the eradication. Once this is removed water recycling can begin as well as the planting of more plants and further irrigation that will be required.

Mural art works: no update was given at the LA meeting for this project.

Recycling: All options are being looked at, transportation and collection are constant constraints and Council is trying to find methods that suit all Communities in the VDRC footprint.

Footpath repair/replacement: LA agreed that due to the high cost of concrete bitumen paths would be acceptable and I will get information for the next meeting.

Cemetery Upgrade: This is on hold until there is a clear outcome from the new legislation by NTG

Renew wooden post & rails: quotes for pine logs to be obtained and presented to next LA meeting

Spotlight on Oval: Quotes to be obtained

Upgrade Playfield: quotes to be obtain for top dressing oval.

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



11.4. Kalkarindji Community Report

Report Type Community Report For Information

Department Community Council Operations Council Operations

Prepared by Council Operations Manager - Kalkarindji

Purpose

To update Council on the Kalkarindji Community Report activities.

Recommendations

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

Regional Plan

Goal 1: Quality Leadership

1.5 - Advocate on behalf of the region to address regional disadvantage

Events and Activities

Bush Medicine days, every Tuesday from 9aam to 2pm at the Ngaliwany Purrp'ku Community Centre. Cooking bush medicine starts at 11;30am. Families Welcome

Physiotherapy every Tuesday and Thursday at the Kalkarindji clinic.

Local Authority Meetings

LA members discussed efforts to encourage nominations to the local authority. There are positions for up to fourteen LA members and four positions are currently vacant. It was discussed that notices informing the community of the vacancies should be placed on notice boards throughout Kalkarindji. The COM is to action this request.

Quotes are sought for the bus shelter installations at Kalkarindji and Dagaragu after a suitable design was selected.

Quotes are also sought to install 3 x outdoor park tables with bench seating and a wheelchair accessible park setting in the Art Centre Park.

Vacant Positions (VDRC in Community)

Allan Hawke is the new COM at Kalkarindji.

We have a permanent part time Cleaners position vacant, there is a permanent fulltime position available for a Sport and Recreation Team Leader, 2 x permanent part time Sport and Recreation Officers positions vacant and a permanent part time Media Officer position is also available.



Maintenance Buildings and Fixed Assets

Quotes for repairs to council housing Lot 95b are being sourced from appropriate contractors.

We have had unlawful entries at Lots 95a and 95b, with repairs to security screens and broken windows now completed. The council staff VOQ complex was also broken into with all six units being accessed, quotes are being sourced to fix damaged locks and to better secure the facility moving forward.

Plant and Equipment

All council plant and equipment in Kalkarindji are operational, with routine inspections and maintenance undertaken every Friday.

The old dingo loader and attachments are in the process of being returned to head office.

There is a new Kubota zero turn mower ready to be delivered to Kalkarindji operations, we are just waiting for satellite tracking to be installed.

Regional Plan Project Priorities

Art Centre Park seats – seating styles have been chosen and quotes are being sourced for their purchase and installation.

Cold water drinking fountain – installed in central park

Dagaragu Hall upgrade has gone out to tender, with the community involved in choosing the color scheme.

Road sign audit to be undertaken and replacements installed as needed.

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



12. Local Authority

12.1. Local Authority Minutes

12.1.1. Pine Creek Local Authority meeting held on 7 November 2022

Recommendation

- A. That the minutes of the Pine Creek Local Authority meeting held on 7 November 2022 be adopted as a resolution of Ordinary Council; and
- B. That Council endorse the following Pine Creek Local Authority resolution:
 - **PCLA-2022/26** That the Local Authority pay the variance of \$31,605.50 to build and install two Troppo Bird Hides.

Attachments

1. 20221107 PCLA MIN unconfirmed [12.1.1.1 - 8 pages]



MINUTES

**PINE CREEK LOCAL AUTHORITY MEETING
HELD ON MONDAY 7 NOVEMBER 2022**

AT 12:30 PM

AT THE PINE CREEK MULTI RESOURCE CENTRE

56 Main Tce, Pine Creek, NT 0847



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In particular and without detracting in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or officer of the Victoria Daly Regional Council during the Course of any meeting is not intended to be and is not taken as notice of approval from the Victoria Daly Regional Council.

The Victoria Daly Regional Council advises that anyone who has any application lodged with the Victoria Daly Regional Council shall obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Victoria Daly Regional Council in respect of the application.

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

Russell Anderson
Chief Executive Officer



1. Meeting Opening

The Pine Creek Local Authority Meeting commenced, the time being 12:34pm.

2. Welcome

Chairperson thanked members and visitors for attending.

3. Attendance and Apologies

PCLA Members (Name) Position

<i>Sam Forwood</i>	Chair
<i>Tom Pfennig</i>	Deputy Chair
<i>Yvette Williams</i>	Councillor
<i>Edward Ah Toy</i>	Member
<i>John Roberts</i>	Member
<i>Juliet Mills</i>	Member
<i>David Paddy</i>	Member
<i>Alain Denouel</i>	Member

Apologies: Alan Fountain, Gaye Lawrence

Absent: Nil

Guests & Staff

<i>Tanya Brown</i>	VDRC COM Pine Creek
<i>Karen Isaac</i>	VDRC A/COAM Pine Creek (minute taker)
<i>Janelle Iszlaub</i>	VDRC Governance Manager
<i>Matthew Cheminant</i>	VDRC Director of Operations
<i>Chellah Clancy</i>	VDRC Executive Services Officer
<i>Michelle Will</i>	VDRC Manager of Executive Services
<i>Peter Waggitt</i>	Chair of Australasian Institute of Mining and Metallurgy
<i>Megan Holzfeind</i>	Treeti Business Consulting
<i>Amanda Haigh</i>	Department of the CM&C
<i>Mark Hosking</i>	Community member
<i>Clare Merritt</i>	Community member
<i>Rosemary Aikin</i>	Community member
<i>Lance Lawrence</i>	Community member

4. Disclosure of Interest

There were no declarations of interest at this meeting.

5. Resignations, Terminations and Nominations

5.1. Resignations

5.1.1. Resignation of Karen Giumelli from the Pine Creek Local Authority



Recommendation

That the Resignation of Karen Giumelli from the Pine Creek Local Authority is noted.

Moved: Yvette Williams

Seconded: Alain Denouel

Resolution:PCLA-2022/16: Carried 8 / 0

5.1.2. Resignation of Patricia Cummins from the Pine Creek Local Authority

Recommendation

That the Resignation of Patricia Cummins from the Pine Creek Local Authority is noted.

Moved: John Roberts

Seconded: Yvette Williams

Resolution:PCLA-2022/17: Carried 8 / 0

5.2. Nominations

5.2.1. Nomination of Clare Merritt to the Pine Creek Local Authority

Recommendation

That the Nomination of Clare Merritt to the Pine Creek Local Authority is received and accepted.

Moved: Edward Ah Toy

Seconded: Juliet Mills

Resolution:PCLA-2022/18: Carried 8 / 0

5.2.2. Nomination of John Lee to the Pine Creek Local Authority

Recommendation

That the Nomination of John Lee to the Pine Creek Local Authority is received and accepted.

Moved: John Roberts

Seconded: Alain Denouel

Resolution:PCLA-2022/19: Carried 8 / 0

6. Invitation for Deputations to Present/Speak

6.1. Guests

1. Representative from the office of Marian Scrymgour MP
Not in attendance.
2. The Department of the Chief Minister and Cabinet – LA Training
 - Michelle Will advised that the Department of the Chief Minister and Cabinet has been preparing training modules for members of the Local Authority and would like to organise a day for all members to access this training.
 - Michelle handed over to Amanda Haigh.



- Amanda Haigh announced there are three training modules and each would be from 30 to 45 minutes each.
- A discussion about a date to complete these training modules followed.

Recommendation

That the training sessions occur directly before the next Local Authority Meeting.

Moved: Sam Forwood

Seconded: John Roberts

Resolution: PCLA-2022/20: Carried 8 / 0

7. Confirmation of Minutes

7.1. Pine Creek Local Authority Meeting held on 2 August 2022

Recommendation

That the minutes of the Pine Creek Local Authority Meeting held on 2 August 2022 be taken as read and be accepted as a true record of the meeting.

Moved: Juliet Mills

Seconded: John Roberts

Resolution: PCLA-2022/21: Carried 8 / 0

8. Business Arising from Previous Minutes

8.1 Electric Vehicle charging station

- PCLA member Mr. John Roberts noted that at the last meeting he had brought up a discussion regarding an Electric Vehicle charging station and that he has done more research and chased pricing.
- Mr. Roberts has advised that pricing starts at \$5,000 plus installation for an AC charger and can go up to \$25,000 for a 30-kilowatt DC charger which would give an Electric Vehicle 200 kilometres range from an hour of charging which he states to be the best option.
- Mr. Roberts advised that to install this it would require 3 Phase Power supply and he will keep looking for an ideal location

8.2 Street Art

- Mr. Roberts has found some ideal locations around town and has spoken to some of the owners to get permission.
- Katherine Regional Arts has advised to seek funding first.
- Mr. Roberts has spoken to Tanya Brown (Council Operations Manager) regarding chasing grants that they could be eligible for and has also spoken to the Heritage and Tourism Committee.
- He advised that street art usually costs between \$9,000 to \$15,000.

8.3 Cemetery

- Mr. Roberts raised a question regarding water at the cemetery.
- Tanya informed that the land is owned by the Department of Infrastructure Planning and Lands and indicated that there are changes happening to the Cemetery Act with the Northern Territory Government and that the Local Authority should wait to see how these changes will impact the community.

9. Councillor Update



9.1. Councillor Update from Cr Yvette Williams For October 2022

Recommendation

That the Councillor Update from Cr Yvette Williams for October 2022 is received and noted.

Moved: John Roberts

Seconded: Edward Ah Toy

Resolution:PCLA-2022/22: Carried 8 / 0

10. Reports

10.1. Pine Creek Financial Report July to September 2022

Recommendation

That the report Pine Creek Financial Report July to September 2022 is received and noted

Moved: Sam Forwood

Seconded: John Roberts

Resolution:PCLA-2022/23: Carried 8 / 0

10.2. Local Authority Review Report (12-OCT-22 DRAFT)

Recommendation

- A. That the report Local Authority Review Report (12-OCT-22 DRAFT) is received and noted

Moved: David Paddy

Seconded: Sam Forwood

Resolution:PCLA-2022/24: Carried 8 / 0

10.3. Pine Creek Community Report

Recommendation

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

Moved: Edward Ah Toy

Seconded: John Roberts

Resolution:PCLA-2022/25: Carried 8 / 0

11. General Business

1. John Roberts General Business [11.1.1 - 1 page]

2. Troppo Bird Hide Signs.

- Megan Holzfeind from Treeti Business Consulting joined via Teams Video Call to give an update on costing for two Troppo Bird Hide Signs.
- Megan stated that costings has increased since last time a quote was given and now for two Troppo Bird Hide Signs will cost \$137,480.50
- Funding has been allocated for \$105,875 already.



- Megan is seeking from the Local Authority to pay the variance of \$31,605.50. A motion was put forward.

Motion: That the Local Authority pay the variance of \$31,605.50 to build and install two Troppo Bird Hides.

Moved: Edward Ah Toy

Seconded: Yvette Williams

Resolution: PCLA-2022/26: Carried 8 / 0

3. **Presentation** – Peter Waggitt, Chair of Australasian Institute of Mining and Metallurgy

- Peter delivered a presentation showcasing the work he and Mark Asendorf (Managing Director, Marmel Enterprise) have completed at Miners Park, which was replacing all deteriorated signage with original photos.
- There are three locations at Miners Park without signage: the Bridge, Gold Panning Troughs, and the rock at the top entrance to Miners Park.
- Peter has asked around about the rocks “story” and has had it tested by geologists to try trace its’ origins to create historically correct signage for it.
- Peter would also like to erect another gazebo at Miners Park and create a Geo Trail around town to create an ‘enhanced reality’.
- Funding has been obtained to cover majority of both projects. It is estimated that the projects should be completed before the dry season.

4. **Tanya Brown, Council Operations Manager Update**

- Tanya stated that the COVID-19 vaccination mandate has lifted and that non-vaccinated members of the public can now nominate to be on the Local Authority.
- Tanya was presented a quote for 70k for imitation Pine Log to use for replacing broken fencing at the Water Gardens.
- A discussion about preferring to not use plastic entailed so Tanya will get quote of real Pine Log replacement.
- A booklet was tabled regarding park barbeques, including costs.
- Tanya also brought up previous discussion at last meeting regarding water bubblers in parks.
- Tanya advised that the PCLA would have to consider the risks associated with installing water bubblers and that the project would require costly power installation and ongoing costs would likely come from the Enterprise Pit.

12. Questions from the Public

12.1 John Roberts asked if the Local Authority could allocate some funds to the maintenance of replacement of some of the footpaths around town.

- Juliet Mills stated that there used to be set amount of money put aside each year for the maintenance on foot paths and that it has not happened, and no one can explain to her why in the past 16 years there’s been no maintenance on footpaths except for under the Old Bakery.
- Edward Ah Toy suggested that the next lot of footpaths to be repaired be from Ward Street to Jensen Street.



12.2 John Roberts said it has been brought to his attention that Local Authority is to be responsible for maintenance costs. John asked if it is Local Authorities responsibility to help fix the foot paths?

- Matthew Cheminant answered that it is not a responsibility, but it is something Local Authority can put money into.
- A discussion was had about other alternatives cheaper than concrete footpaths.
- Chairperson asked COM to investigate costs of having bitumen footpaths.

12.3 Chairperson notified that Australia Day nominations are open, and forms will be in the Council Office.

- Juliet Mills stated that she has previously nominated and that they have not been accepted and gets made to feel that her thoughts do not matter.

12.4 Tom Pfennig questioned if his query at the last LA meeting regarding the expenditure of Council taking their vehicles to Katherine instead of using a local business will be answered.

- Chairperson informed Tom that there is a Confidential section coming up that will include a report regarding his query.

13. Confidential

Pursuant to section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1)(a) of the *Local Government (General) Regulations 2021* the meeting be closed to the public to consider the Confidential items of the Agenda.

13.1. Reports on Repairs and Maintenance (plant and vehicles) Pine Creek

Reason for Confidentiality

Status 51(1)(c)(iv) - *This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(iv) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, Information that would, if publicly disclosed, be likely to: subject to subregulation (3) - prejudice the interests of the council or some other person*

The meeting was closed by Chair Sam Forwood, the time being 2:45pm.

14. Next Meeting

The next Meeting of Pine Creek Local Authority will be held to be advised.

This page and the preceding seven (7) pages are the minutes of the Pine Creek Local Authority meeting held on 7 November 2022.



12.1.2. Daly River Local Authority meeting held on 2 November 2022

Recommendation

- 1) That the minutes of the Daly River Local Authority meeting held on 2 November 2022 be adopted as a resolution of Ordinary Council.
- 2) That Council endorse the following Daly River Local Authority resolutions:
 - I. **DRLA-2022/13** - That the Daly River Local Authority commit \$5000 ex.GST for the hire of a skip bin for waste management during the 2022-23 wet season at Nauiyu; and
 - II. **DRLA-2022/14** - That the Daly River Local Authority commits \$2,800 of their funds to the Bi-Annual vet visit from The Ark Animal Hospital as per the attached quote dated 21 October 2022; and
 - III. **DRLA-2022/17** - That Council approve ongoing cost and maintenance expenses of front deck mower purchase as part of the operational costs; and
 - IV. **DRLA-2022/18** - That the DRLA donate the amount of \$1500 toward a Community Christmas event and \$500 each to St Francis Xavier School and Wooliana School.

Background (DRLA-2022/17)

- DRLA LAPF (Local Authority Project Funding) funds were committed to the purchase of a new front deck mower at a meeting held on 4 May 2022. (***DRLA-2022/3**: That the Daly River Local Authority approve the purchase of appropriate front deck mower of up to \$30,000 excluding GST.*)
- Nauiyu operations previously had three front deck mowers which were returned to the regional office due to issues which made them unviable to repair.
- These plant items have not been replaced.

Attachments

1. 20221102 DRLA MIN unconfirmed [12.1.2.1 - 7 pages]



MINUTES

**DALY RIVER LOCAL AUTHORITY MEETING
HELD ON WEDNESDAY 2 NOVEMBER 2022
AT 12:30 PM
AT THE DALY RIVER COUNCIL OFFICE
VDRC Office**



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

Russell Anderson
Chief Executive Officer



1. Meeting Opening

The Daly River Local Authority Meeting 02 NOV 2022 opened the time being 12:31 PM.

2. Welcome

Chairperson welcomed members and visitors to the meeting.

" We acknowledge traditional owners, past and present, of the land on which we meet."

3. Attendance and Apologies

3.1. Attendees

Appointed Members Present

Peter Hollowood	Chairperson
Andrew Mc Taggart	Deputy Mayor (arrived at 12:56PM)
Brian Muir	Member (arrived at 12:44PM)
Nadine Daly	Member
Mark Mullins	Member
Robert Austral	Member
Wayne Buckley	Member

Staff Present

Pat Hollowood	Council Operations Manager
Ingrid Schreiner	Council Operations Assistant Manager (minute taker)
Michelle Will	Manager of Executive Services (via Teams)
Matthew Cheminant	Director of Council Operations (via Teams)
Gillian Hylton	Work Health and Safety Manager (via Teams)

Guests – Nil

3.2. Apologies and Absentees

Apologies: Michelle Will, Gillian Hylton, Matthew Cheminant left the meeting early due to Teams internet connectivity issues.

Leave of Absence: Nil

4. Disclosure of Interest

There were no declarations of interest at this meeting.

5. Resignations, Terminations and Nominations

5.1. Resignations - Nil

5.2. Terminations - Nil



5.3. Nominations - Nil

6. Confirmation of Minutes

6.1. Daly River Local Authority meeting held on 3 August 2022

Motion

That the minutes of the Daly River Local Authority meeting held on 3 August 2022 be taken as read and be accepted as a true record of the meeting.

Mover: Mark Mullins

Second: Nadine Daly

Resolution:DRLA-2022/9: Carried 4 / 0

7. Business Arising from Previous Minutes

7.1. Business Arising from previous minutes

1. Marquee for Daly River Buffaloes Football Club Inc. has been approved, and in process of being ordered.
2. BAI Communications provided report and official Australian Government link in regard to information on EME frequency and questions on any health concerns due to upgrades to current telecommunications tower.

8. Councillor Update

8.1. Councillor Update from Cr Andy Mc Taggart

Deputy Mayor Andrew McTaggart arrived at the meeting at 12:56 pm.

Motion

That the Councillor Update from Cr Andy Mc Taggart is received and noted.

Mover: Brian Muir

Second: Mark Mullins

Resolution:DRLA-2022/10: Carried 4 / 0

Deputy Mayor Andrew McTaggart advised that Brian Hylands ex CEO of West Arnhem Council will be taking on role as new Victoria Daly Regional Council CEO and will endeavor to visit all Communities in the VDRC region in the New Year after commencing appointment.

9. Invitation for Deputations to Present/Speak

9.1. Representatives from the office of Marian Scrymgour MP

Manager of Executive Services - Michelle Will Informed the DRLA that in the future a representative of the office Marian Scrymgour MP may attend future meetings at their discretion.

10. Reports

10.1. Quarterly Finance Report Nauiyu



Motion

A. That the report Quarterly Finance Report Nauiyu is received and noted

Mover: Nadine Daly

Seconded: Robert Austral

Resolution:DRLA-2022/11: Carried 5 / 0

10.2. Daly River Council Operations Managers Report September to OCT 2022

Motion

A. That the report "Daly River Operations Managers Report September to October 2022" is received and noted.

Mover: Nadine Daly

Seconded: Robert Austral

Resolution:DRLA-2022/12: Carried 5 / 0

Council Operations Manager Pat Hollowood spoke and thanked Ingrid Schreiner and Kiriana Thackeray for filling in while she was away for a 7 week leave period. She stated Naidoc day jumping castle was a huge success as well as recent Greys online Auction with the Council Yards now being clear of clutter and vehicles are able to be garaged in an enclosed safe area due to this. Council Operations Manager Pat Hollowood stated she will continue developing Regional Plan priorities.

10.3. Waste Management for Wet Season

Motion

A. That the Daly River Local Authority commit \$5000 ex.GST for the hire of a skip bin for waste management during the 2022-23 wet season at Nauiyu.

Mover: Nadine Daly

Seconded: Mark Mullins

Resolution:DRLA-2022/13: Carried 5 / 0

10.4. Bi-Annual Vet Visit

Motion

A. That the report Bi-Annual Vet Visit is received and noted

B. That the Daly River Local Authority commits \$2,800 of their funds to the Bi-Annual vet visit from The Ark Animal Hospital as per the attached quote dated 21 October 2022.

Mover: Wayne Buckley

Seconded: Robert Austral

Resolution:DRLA-2022/14: Carried 5 / 0

11. General Business

11.1

Motion

A. That the report "Local Authority Review Report" by the Dept. of Chief Minister and Cabinet is received and noted.

Mover: Brian Muir

Seconded: Nadine Daly

Resolution:DRLA-2022/15: Carried 4 / 0



The DRLA discussed the report and noted that the Department of the Chief Minister and Cabinet required feedback and encouraged comment and input to develop final draft.

11.2

Local Authority Member Nadine Daly spoke on behalf of Wooliana School. The school would like to ask the DRLA for assistance in purchasing further water tanks as the schools well is currently contaminated, water is carted in from Batchelor to fill current tank.

Discussion ensued for different options including a new bore to be drilled which may be a better alternative. In conclusion of discussion, it was suggested that school approach Drilling company for feedback on viability of bore being drilled and if this does not resolve the issue then the DRLA would consider offering financial assistance to purchase tanks once other solutions are investigated.

11.3

Council Operations Manager Pat Hollowood presented information on correspondence from the Australian Competition and Consumer Commission (ACCC) regarding visiting Daly River Community inviting members and Stakeholders to attend a public meeting in regard to inadequate mobile reception in the Region. The ACCC would like to hold a public enquiry to access evidence-based findings with the outlook to improve mobile coverage and capacity in the region. The meetings will be held on Monday the 21st and 22nd of November 2022. A discussion ensued on promoting public awareness of the meeting and encouraging community members to attend.

11.4

New Front Deck Mower update given by Pat Hollowood - Council Operations Manager. According to funding guidelines operational costs are not included in current resolution and proposed new a motion and recommendation to approve ongoing costs.

Motion

To reconfirm purchase of front deck mower Resolution number DRLA -2022/3 provided that council agree to accepting ongoing costs and maintenance expenses.

Mover: Mark Mullins

Second: Wayne Buckley

Resolution:DRLA-2022/16: Carried 5 / 0

Motion

To Recommend Council approve ongoing cost and maintenance expenses of front deck mower purchase as part of the operational costs.

Mover: Nadine Daly

Second: Mark Mullins

Resolution:DRLA-2022/17: Carried 5 / 0



11.5

The Youth Engagement fund for events and activities was discussed and it was encouraged that ideas to be brought forward and any expenditure for local events and activities to go through Council Operations Manager in accordance with the Funding Guidelines - Local Authority Project Funding - Department of Chief Minister and Cabinet.

11.6

Motion

That the DRLA donate the amount of \$1500 toward a Community Christmas event and \$500 each to St Francis Xavier School and Wooliana School.

Mover: Mark Mullins

Seconded: Nadine Daly

Resolution:DRLA-2022/18: Carried 5 / 0

12. Next Meeting

The next Meeting of Daly River Local Authority – to be advised.

This page and the preceding six (6) pages are the minutes of the Daly River Local Authority held on 2 November 2022.



12.1.3. Kalkarindji | Daguragu Local Authority meeting held on 8 November 2022

Recommendation

- A. That the minutes of the Kalkarindji | Daguragu Local Authority meeting held on 8 November 2022 be adopted as a resolution of Ordinary Council; and
- B. That Council endorse the following Kalkarindji | Daguragu Local Authority resolution:
 - **KLA-2022/3** - That the Kalkarindji | Daguragu Local Authority commit up to \$25,000 for the Katherine Vet Services to deliver vet program two times in 2023.

Attachments

1. 20221108 KDLA MIN unconfirmed [**12.1.3.1** - 7 pages]



MINUTES

KALKARINDJI LOCAL AUTHORITY MEETING
HELD ON TUESDAY 8 NOVEMBER 2022
AT 12:30 PM
AT THE KALKARINDJI COUNCIL OFFICE
VDRC Office



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

Russell Anderson
Chief Executive Officer



1. Meeting Opening

The Kalkarindji | Daguragu Local Authority Meeting opened, the time being 12:38pm.

2. Welcome

3. Attendance and Apologies

Appointed Members Present

Anne Saunders	Chairperson
Georgina Macleod	Councillor, Daguragu Ward
Leah Leaman	Member
Simeon Long	Member
Selma Smiler	Member (joined at 12:45pm)
Pansy Wardle	Member

Staff Present

Allan Hawke	Council Operation Manager
Michelle Will	Manager of Executive Services (minute taker)
Ryan Haumono	CDP Employment Coordinator
Maggie Coggan	Public Relations Officer

Guests

Jo Nichol	Electorate Liaison Officer, GWOJA Electorate
Page McMillan	Office of Marion Scrymgour MP
Surinder Crichton	Principal Alcohol Action Officer, NTG

Apologies and Absentees

Apologies: Matthew Cheminant, VDRC Director of Council Operations

Absent: Michael George, Pamela Morris

4. Disclosure of Interest

There were no declarations of interest at this meeting.

Selma Smiler joined the meeting, the time being 12:45pm

5. Resignations, Terminations and Nominations



5.1. Resignations - Nil

5.2. Terminations - Nil

5.3. Nominations – Nil

Members discussed that there should be some efforts to encourage nominations to the local authority. It was confirmed that there are positions for up to fourteen members and four positions are currently available.

Action Item: local authority nomination information to be advertised on social media forums and flyers placed at the shop and clinic.

Action Item: investigate alternative venues for KDLA meetings for 2023 (any suggested venues must have audio visual conferencing available)

6. Call for Items of General Business

GB1 - Regional Plan / Community Plan projects

7. Invitation for Deputations to Present/Speak

**Northern Territory Department of Health
Surinder Crichton**

Surinder thanked the KDLA members for welcoming her to the meeting and briefed the members on how money is spent to help reduce harm associated with alcohol and drugs within the community.

- Most community projects have been coordinated through WAANTA. Some other projects have taken place including Healthy Harold.
- WAANTA will engage with the KDLA to determine the best options for delivering the health services.
- There has been an increase of grant funding to deliver health programs as a result of the successful programs delivered so far.

Surinder received some input during her last meeting regarding what projects money should be spent on, some feedback was received including trauma training and camps.

**Community Development Program Officer
Ryan Haumono**

CDP Officer, Ryan Haumono, introduced himself and went on to say that he has been working for council for two months.

- A mentor program will be commencing shortly which will involve a dedicated staff member to travel throughout the communities to assist in all areas of work in community.



- KDLA member Leah Leaman asked if there is a way to measure the progress of participants whilst they are engaged in the program. Discussion ensued.

8. Confirmation of Minutes

8.1. Kalkarindji | Daguragu Local Authority meeting held on 9 August 2022

Motion

That the minutes of the Kalkarindji | Daguragu Local Authority meeting held on 9 August 2022 be taken as read and be accepted as a true record of the meeting.

Mover: Leah Leaman

Seconded: Cr Georgina Macleod

Resolution: KLA-2022/0: Carried 7 / 0

9. Councillor Update

9.1. Councillor Update from Cr Macleod

Cr Macleod updated the KDLA:

- Money generated through the can recycling program was discussed at a recent council meeting, and it was decided that the funds are to be managed by the local authority. Many projects have been made possible through this recycling initiative.
- Councillor Macleod attended a council meeting this morning for the purpose of receipt and adoption of the annual report.
- Daguragu Hall upgrade is in progress.
- Key cutting was an issue raised recently - the key cutting was not on the schedule of fees and charges. This has since been added back onto the fees and charges.

Action Item: notices to be displayed at the shop advertising key cutting services.

Council Operations Manager, Allan Hawke, briefed the KDLA on laundry mat services provided in the Barunga community.

Action Item: Mr. Hawke to follow up options for laundry mat in community. Service currently operating in the Barunga Community to be an example.

10. Business Arising from Previous Minutes

11. Reports

11.1. Kalkarindji | Daguragu Financial Report July to September 2022

Mr. Allan Hawke updated the Local Authority.

- There are some vacant council positions, including community broadcasting and cleaners.
- Works at Daguragu Hall has gone to Tender.
- Slashing of shrubs is being managed as required.
- Mr. Hawke gave an update on Regional Plan projects



Mr. Hawke also briefed the local authority on the finance report.

A question was asked about mowing of private lawns. Mr. Hawke explained that Council cannot afford to undertake such activities, however there is opportunity there for private enterprise within the community.

Members discussed VDRC positions available in community.

Action Item: recruitment posters to be displayed within community for any vacant council positions.

*Idea for regional plan - installation of a community noticeboard to promote all positions available across businesses and corporations in town.

Motion

- A. That the report Kalkarindji | Daguragu Financial Report July to September 2022 is received and noted

Mover: Cr Georgina Macleod

Second: Selma Smiler

Resolution: KLA-2022/1: Carried 7 / 0

11.2. Local Authority Review Report (12-OCT-22 DRAFT)

Motion

- A. That the report Local Authority Review Report (12-OCT-22 DRAFT) is received and noted

11.3. Kalkarindji/Daguragu Community Report

Motion

- A. That the Kalkarindji/Daguragu Community Report is received and noted

Mover: Cr Georgina Macleod

Second: Pansy Wardle

Resolution: KLA-2022/2: Carried 7 / 0

12. Questions from the Public – Nil

13. General Business

13.1 Bus Shelter options

Mr. Hawke tabled a document and briefed the local authority on bus shelter options for the community. Members deliberated. Flat roof is the preferred option.

Action Item: Mr. Hawke to follow up options for bus shelter and present to the next KDLA meeting.



13.2 Sign at Waste Management Facility

Action: Nil

13.3 Australia Day Meeting

Nominations for citizens of the year. Registration forms were distributed.
Nominations close on 27 November. Forms are also available at the council office.

Action: Nil

13.4 Vet Visit

Vet visit can be organised for 2022 as the LAPF funds have already been committed.
Discussions took place regarding the program in 2023. The KDLA resolved to continue engaging in the vet program.

Motion

That the Kalkarindji | Daguragu Local Authority commit up to \$25,000 for the Katherine Vet Services to deliver vet program two times in 2023.

Mover: Simeon Long

Seconded: Leah Leaman

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

Selma Smiler left the meeting, the time being 2:17pm

13.5 - Recycling Points

Action: Nil

13.6 - Cold water drinking fountains

A cold water drinking fountain was destroyed shortly following installation. Discussion ensued regarding the drinking water fountains and the ongoing maintenance and the associated costs.

Action: Nil

14. Confidential - Nil

15. Next Meeting

The next Meeting of Kalkarinsji | Daguragu Local Authority will be advised shortly.

The meeting was closed by Chairperson Anne Saunders, the time being 2:39pm



12.2. Local Authority Resignations/Nominations

12.2.1. Nomination of Chris Flood to the Timber Creek Local Authority

Report Type Local Authority Report

Department Executive Services Chief Executive Office

Prepared by Manager of Executive Services

Recommendations

- A. That Council endorses the Nomination of Chris Flood to the Timber Creek Local Authority

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. CONFIDENTIAL REDACTED - 2022 08 16 Chris Flood - Timber Creek LA Nomination Form [12.2.1.1 - 2 pages]



12.2.2. Nomination of Darryl Darby to the Timber Creek Local Authority

Report Type Local Authority Report

Department Executive Services Chief Executive Office

Prepared by Manager of Executive Services

Recommendations

- A. That Council endorses the Nomination of Darryl Darby to the Timber Creek Local Authority

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. CONFIDENTIAL REDACTED - 2022 08 16 Darryl Darby - Timber Creek Nomination Form [12.2.2.1 - 2 pages]



12.2.3. Nomination of Clare Merritt to the Pine Creek Local Authority

Report Type Local Authority Report

Department Executive Services Chief Executive Office

Prepared by Manager of Executive Services

Recommendations

- A. That Council endorses the Nomination of Clare Merritt to the Pine Creek Local Authority

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. CONFIDENTIAL REDACTED - 20220908 PCLA NOM MERRITT, Clare
[12.2.3.1 - 2 pages]



12.2.4. Nomination of John Lee to the Pine Creek Local Authority

Report Type Local Authority Report

Department Executive Services Chief Executive Office

Prepared by Manager of Executive Services

Recommendations

- A. That Council endorses the Nomination of John Lee to the Timber Creek Local Authority

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. CONFIDENTIAL REDACTED - 20220915 PCLA NOM LE E, John [12.2.4.1 - 2 pages]



13. Action Sheet

13.1. Action Sheet

Report Type Officer Report For Information

Prepared by Manager of Executive Services

Purpose

To provide an update on the status of action items since the previous Ordinary Council Meeting.

Recommendations

- A. That the Action Sheet report is received and noted

Discussion

The following actions have been removed due to their completion.

Meeting 25 October 2022

Item/ Resolution	Description	Reporting Officer	Status	Updates
Item 13.2	Council seek the audit report on Homelands	Director of Council Operations	Completed	Audit report emailed to elected members on 22 November 2022.

Meeting 27 September 2022

Item/ Resolution	Description	Reporting Officer	Status	Updates
15.5	Letter from Deputy Mayor in response to the Performance Audit of the Governance of the Northern Territory Land Councils in line with discussions.	MES	Completed	Letter sent on 1 November 2022
18.2.2.1	Seek confirmation in writing from Homelands to confirm the plan moving forward at Lingara Homelands	Director of Council Operations	Closed	Dept. of Territory Families, Housing and Communities has acknowledged Council's resolution regarding Homelands provision.

Meeting 27 April 2022

Item/ Resolution	Description	Reporting Officer	Status	Updates
OCM-2022/34	Council writes a letter of support for Walangeri to apply for the ABA grant.	Grants Manager	Completed	Application has been submitted by Walangeri Ngumpinku Aboriginal Corporation. Outcome



				TBA.
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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. 20221025 ACTION SHEET OCTOBER [13.1.1 - 3 pages]



Victoria Daly REGIONAL COUNCIL

ACTION SHEET TASK LIST

AS A RESULT OF THE
COUNCIL MEETING
HELD on 25 October 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 25 October 2022	2
Meeting 22 February 2022	2
Meeting 28 January 2022	2
Meeting 28 September 2021	3
Meeting 25 th August 2020	3
Meeting 21 st March 2017	3

Meeting 25 October 2022				
Item/ Resolution	Description	Reporting Officer	Status	Updates
Item 9.1 CEO report	Paper to OCM regarding NDIS program and provision of services.	Director of Corporate and Community Services	Scheduled	Managers requires DocAssembler training. Paper will be submitted for December OCM.
Item 13.1 correspon dence	Letter be sent from Mayor to Ministers Lawler and Fyles with supporting attachments from TCLA regarding infrastructure in Timber Creek	Manager of Executive Services	In progress	Draft in progress
Item 13.1 Correspon dence	Letter to DIPL requesting additional roadside stops and waste facilities on Kakadu Highway outside the National Park boundary due to parks policy "take your rubbish with you", as the rubbish comes to VDRC facilities, in particular Pine Creek.	Manager of Executive Services	In progress	Draft in progress
Item 13.1 correspon dence	Letter to West Arnhem seeking support for councils request to DIPL for more facilities on Arnhem and Kakadu Highway due to parks policy "take your rubbish with you" as the rubbish comes to VDRC facilities, in particular Pine Creek	Manager of Executive Services	In progress	Draft in progress
17.2.1.2.	Paper to council identifying requirements for respite building moving forward, including complete financial analysis (tied funds, untied funds, and reserves)	Director of Corporate and Community Services, Snr Accountant	Scheduled	December OCM
17.3 CGB1	Paper regarding Warnkurr financials related to the club (since the transfer took place in March 2022)	Director of Corporate and Community Services, Snr Accountant	Scheduled	December OCM

Meeting 27 September 2022				
Item/ Resolution	Description	Reporting Officer	Status	Updates
18.2.1.1	Investigate when the next GRAC Board meeting will be held. CEO, Mayor and Deputy Mayor to attend and discuss options moving forward.	CEO, Deputy Mayor	Awaiting external response	CEO contacted GM of GRAC and was informed the next Board meeting will take place end of NOV. Awaiting further information.

Meeting 22 February 2022				
Item/ Resolution	Description	Reporting Officer	Status	Updates
Item 10) 034/2022	Aged Care & NDIS Audit to be conducted every six months by external provider	Director of Corporate and Community Services	In progress	Audits have commenced. Timber Creek and Kalkarindj completed.

Meeting 28 January 2022				
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Item/ Resolution	Description	Reporting Officer	Status	Updates
Item 14) & GB 14.1 [189/2021]	(28/02/22) 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) (22/10/21) Email to be sent from CEO to Peter McLinden concerning motions from previous Council meetings regarding advocacy for upstream notification system on Victoria River.	CEO	Ongoing	Motion submitted to LGANT for discussion at General Meeting in April. Actions from 21-01-21 and 22-10-21 combined.

Meeting 28 September 2021				
Item/ Resolution	Description	Reporting Officer	Status	Updates
31.4	That a business plan be prepared to outsource waste management at Nauiyu	Director of Operations	Ongoing	Seeking title to the land to allow for further progress

Meeting 25 th 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	Requires follow up

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. 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	Ongoing Ongoing	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.



14. Correspondence In & Out

14.1. Correspondence Report

Report Type Community Report For Information

Prepared by Manager of Executive Services

Purpose

To present to Council a list of incoming and outgoing correspondence sent and received since the previous council meeting, and for Council to determine whether it continues with the Repeal By-Laws process as directed by the Minister for Local Government.

Correspondence regarding the 'Draft Territory Water Plan' has been attached for Council to discuss.

Recommendations

- A. That the Correspondence Report is received and noted
- B. That Council acknowledges the letter dated 17 November 2022 from Minister for Local Government Chansey Paech regarding Council's By-laws (*Pine Creek (Control of Dogs) By-Laws, Pine Creek (Litter and Flammable and Noxious Weeds) By-Laws, and Timber Creek By-Laws*); and
- C. That Council approves the process of repealing the abovementioned by-laws recommences

INCOMING REGISTER

DATE	ADDRESSED TO	FROM	REGARDING	DOC ID
27/10/2022	CEO Russell Anderson	Matthew McArthur Chief Executive Officer McArthur	RE: 2022/23 National Local Government Remuneration Survey	DOCID-423691570-1241766
1/11/2022	VDRC	Tiffany Pearse	RE: Draft Territory Water Plan	DOCID-423691570-1243717
3/11/2022	Council Members	Lowrys Colin James	RE: Audit for the Year Ended 30 June 2022	DOCID-423691570-1243750
7/11/2022	VDRC	Joseph Burke	RE: change of ownership BAN BAN station	DOCID-423691570-1243736
11/11/2022	CEO Russell Anderson	Alison Ross Chairperson	RE: Acknowledgement	DOCID-423691570-



		Big Rivers Regional Economic Growth Committee	of Resignation from BRREGC	1243981
17/11/2022	Mayor Brian Pedwell	Chansey Paech Minister for Local Government	RE: Repeal By-Laws process following amendment to (General) Regulations	DOCID-423691570-1246114
18/11/2022	Council	Amy Dysart Executive Director Water Resources Department of Environment, Parks and Water Security	RE: Draft Release of the Georgina Wiso Water Allocation Plan 2022-2030	DOCID-423691570-1245608

OUTGOING REGISTER

DATE	ADDRESSED TO	FROM	REGARDING	DOC ID
1/11/2022	Dr Isabelle Favre Audit manager Australian National Audit Office Via email: Isabelle.Favre@anao.gov.au Cc: Tony.Varnes@anao.gov.au	Deputy Mayor Andrew McTaggart	RE: Performance Audit of the governance of the Northern Territory Land Councils	DOCID-423691570-1241986
3/11/2022	Colin James	VDRC	RE: Representation letter for financial year 2022 - VDRC	DOCID-423691570-1243844
10/11/2022	Minister Paech, Minister for Local Government	Mayor Brian Pedwell	RE: Adoption of the 2021-22 Annual Report	DOCID-423691570-1243567

Attachments

1. 2022-11-01 INCOMING Draft Territory Water Plan [14.1.1 - 1 page]
2. NTSWP Poster _ FA [14.1.2 - 1 page]
3. 2022-11-17 INCOMING From Minister Paech RE Repeal By- Laws process following Regulation amendments [14.1.3 - 2 pages]



Department of
ENVIRONMENT, PARKS
AND WATER SECURITY

Level 1, Arnhemica House
16 Parap Road, Parap NT 0810

Postal address
PO Box 496
Palmerston NT 0830

E Tiffanie.Pearse@nt.gov.au

T 08 8922 4204

1 November 2022

Dear Sir/Madam

Re: Have Your Say on the draft Territory Water Plan

As you may already be aware, on Friday 14 October 2022 the Minister for Environment, Climate Change and Water Security released the draft Territory Water Plan for consultation. This is the first strategic water plan for the Northern Territory and aims to deliver water security for all Territorians, now and into the future.

The draft Territory Water Plan is available on the [Have Your Say website](#) and is open for community feedback until Friday 25 November 2022.

Please find enclosed copies of the draft Territory Water Plan Have Your Say flyer. Can you please display this flyer in your council area.

Yours sincerely

Tiffanie Pearse

Project Officer

Office of Water Security

Department of Environment Parks and Water Security

Have
**your
SAY**

NT

Draft Territory Water Plan:

The Draft Plan aims to deliver water security for all Territorians now and into the future.

This is the Territory's first strategic water plan and sets out a framework for water security and priority actions across water resource management, water services and utilities, policy, legislation, regulation and water use.

Safe drinking water for all Territorians is a top priority for the NT Government, and it is committed to taking action to address water security issues across the Territory, including in remote communities.

Have your say by
Friday 25 November 2022



For more information,
use the QR code or visit:
haveyoursay.nt.gov.au/territory-water-plan





MINISTER FOR LOCAL GOVERNMENT

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

GPO Box 3146
Darwin NT 0801
Telephone: 08 8936 5688

Mr Brian Pedwell
Mayor
Victoria Daly Regional Council
PO Box 19
KATHERINE NT 0850

Via email: admin@vicdaly.nt.gov.au

Dear Mayor 

Thank you for your letter of 31 October 2022, regarding repeal By-laws for the Victoria Daly Regional Council (the Council).

Regulation 137 of the *Local Government (General) Regulations 2021*, which was made in September 2021, enables By-laws for which all the steps taken to make them (other than a council resolution, gazettal and tabling in the Legislative Assembly) before 1 July 2021 to be recognised under the *Local Government Act 2019* (the Act). Unfortunately, it does not apply to By-laws where some steps apart from the later steps of a council resolution, gazettal and tabling have not been completed, such as in the Council's case.

I appreciate that this situation is frustrating for the Council, especially as the proposed repeal By-laws were publicly consulted on. I understand that when regulation 137 was being developed, the Department of the Chief Minister and Cabinet (CM&C) advised the Council that it would enable the By-laws to be made without further public consultation being required. This was always the intention, however regrettably the regulation subsequently made was not suitable for the Council's particular circumstances. CM&C has reviewed how this situation occurred to avoid recurrence in the future.

You have suggested that I consider resolving the situation through a minor legislative instrument. Now that over 12 months has passed since the commencement of the Act, it is not possible to make another transitional regulation to recognise the steps the Council has previously taken to make the By-laws.

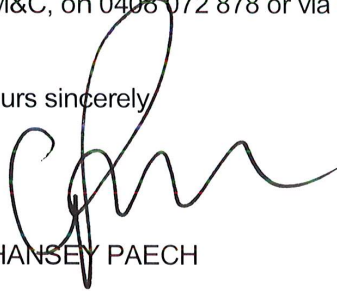


- 2 -

Should the Council still wish to make the By-laws, there is no avoiding the need to undertake all of the steps at section 278 of the Act, including public consultation. The same consultation materials could be used again, with the addition of a statement acknowledging the feedback previously received.

If the Council requires any assistance in making the By-laws, including the approach to consultation, please contact Ms Maree De Lacey, Executive Director Local Government, CM&C, on 0408 072 878 or via email at maree.delacey@nt.gov.au.

Yours sincerely



CHANSEY PAECH

17 NOV 2022



15. Notices of Motion

Nil

16. General Business

17. Supplementary Reports

18. Confidential

THAT pursuant to section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1)(a) of the *Local Government (General) Regulations 2021* the meeting be closed to the public to consider the Confidential items of the Agenda.

18.1. Confirmation of Minutes Confidential OCM 25 October 2022

Status 51(1)(c)(iv) - *This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(iv) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, Information that would, if publicly disclosed, be likely to: subject to subregulation (3) - prejudice the interests of the council or some other person*

18.2. Rate Request Property Number 700068

Status 51(1)(b) - *This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(b) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information about the personal circumstances of a resident or ratepayer.*

18.3. Tender Recommendation - Sports and Recreational Hall Repair and Upgrade Daguragu Community

Status 51(1)(a) - *This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(a) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information about the employment of a particular individual*



as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

18.4. RSAS Yarralin - Annexure A - 4-GIAQU42

Status 51(1)(c)(iv) - *This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(iv) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, Information that would, if publicly disclosed, be likely to: subject to subregulation (3) - prejudice the interests of the council or some other person*

18.5. Policies to be removed from Policy Register

Status 51(1)(c)(iv) - *This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(iv) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, Information that would, if publicly disclosed, be likely to: subject to subregulation (3) - prejudice the interests of the council or some other person*

18.6. Progress Report on Grant Applications

Status 51(1)(c)(iv) - *This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(iv) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, Information that would, if publicly disclosed, be likely to: subject to subregulation (3) - prejudice the interests of the council or some other person*