



Victoria Daly
REGIONAL COUNCIL

AGENDA

**ORDINARY MEETING OF COUNCIL
TO BE HELD ON TUESDAY 28 MARCH 2023
AT 9:00 AM
AT THE REGIONAL OFFICE - KATHERINE
18 PEARCE STREET KATHERINE NT**

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.



VICTORIA DALY REGIONAL COUNCIL DISCLAIMER

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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 be 'B. Hylands', with a long horizontal stroke extending to the right.

Brian Hylands
Chief Executive Officer



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1. Present

2. Apologies

Purpose

For Council to accept, or otherwise, the apology of Deputy Mayor McTaggart.

Recommendations

- A. That Council accepts the apology of Deputy Mayor Andrew McTaggart for the Ordinary Council Meeting held on 28 March 2023.

3. Presentations - Deputations - Petitions

4. Public Question Time

5. Disclosure of Interest - Councillors and Staff



6. Confirmation of Minutes

6.1. Ordinary Council Meeting held on 28 February 2023

Recommendation

That the minutes of the Ordinary Council Meeting held on 28 February 2023 be taken as read and be accepted as a true record of the meeting.

Attachments

1. 20230228 OCM MIN unconfirmed [6.1.1 - 11 pages]



MINUTES

**ORDINARY MEETING OF COUNCIL
HELD ON TUESDAY 28 FEBRUARY 2023
AT 9:00 AM
AT THE REGIONAL OFFICE - KATHERINE
18 Pearce Street, Katherine NT 0850**



VICTORIA DALY REGIONAL COUNCIL DISCLAIMER

No responsibility is implied or accepted by the Victoria Daly Regional Council for any act, omission or statement or intimation occurring during Council or committee meetings.

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A handwritten signature in black ink, appearing to read "Brian Hylands", written over a large, faint, diagonal watermark that says "DRAFT".

Brian Hylands
Chief Executive Officer



The meeting opened the time being 9:14AM.

1. PRESENT

Elected Members Present

Mayor (Chair)
Deputy Mayor
Councillor
Councillor

Brian Pedwell
Andrew McTaggart (*via Microsoft Teams*)
Yvette Williams
Georgina Macleod (*via Teams*)

Staff Present

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

Brian Hylands
Trudy Braun
Matthew Cheminant
Michelle Griffin (minute taker)
Janelle Iszlaub
Chellah Clancy

Guests

NIL

2. APOLOGIES

Apologies: Cr Shirley Garlett

Absent: 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 31 January 2023



OCM-2023/21 Resolution: Carried (Cr Yvette Williams/Deputy Mayor Andrew McTaggart)

That the minutes of the Ordinary Council Meeting held on 31 January 2023 be taken as read and be accepted as a true record of the meeting.

7. CALL FOR ITEMS OF GENERAL BUSINESS

Cr Macleod joined the meeting at 9:19am via Microsoft Teams.

1. Roadside rest stops on the Buntine Highway and Dorat Daly intersection.
2. National Parks rubbish
3. Australia Post
4. River height gauges
5. Grants Commission - Mayor B. Pedwell nomination
6. Youth Justice intervention
7. LGANT Board meeting update from Cr Macleod

8. MAYORAL REPORT

Meetings attended:

- Pine Creek Local Authority - 7 February
- Daly River Local Authority - 8 February
- Kalkarindji Local Authority - 14 February
- Gurindji Aboriginal Corporation CEO Des Green
- Yarralin / Nitjpurru Local Authority - 16 February
- AFLNT Local Government Forum - 24 February
- Northern Land Council regarding Timber Creek land - 24 February

OCM-2023/22 Resolution: Carried/Deputy Mayor Andrew McTaggart)

That Council receive and note the Mayoral report.

9. CEO UPDATE

OCM-2023/23 Resolution: Carried (Cr Georgina Macleod/Cr Yvette Williams)

That the CEO report be received and noted.

10. REPORTS TO COUNCIL

10.1. Reports for Council Decision

10.1.1. Operations Auction List Report

OCM-2023/24 Resolution: Carried (Deputy Mayor Andrew McTaggart/Cr Yvette Williams)

- A. That the report Operations Auction List Report is received and noted; and
- B. That Council approves the disposal of the following assets through an auction:
 - 2001, 611OSE John Deere Rego 632337
 - 2007, F3680 Kubota Rego CB95XA
 - 2002, Delta Daihatsu Rego 632726
 - 2014, M7040SU Kubota Rego CB28GR
 - 2006, 450LONG Isuzu Rego 771755
 - 2004, M7040SU Kubota Rego CD91NJ
 - 2001, F3560 Kubota Rego 618783
 - 2012, LC78 Toyota Rego CC42NN
 - DINGO (Trailer – I. 2497)
 - John Deere 5205
 - Massey Ferguson GC2400
 - Rover mini rider – 6 speed transmission
 - Various other smaller items
 - The A Trailer; and
- C. That the Chief Executive Officer's certificate for auction list presented at this meeting for items beyond economical repair and/or no longer required by council be received and noted

10.2. Reports for Information

10.2.1. Financial Report Month ended 31st January 2023

OCM-2023/25 Resolution: Carried (Cr Yvette Williams/Mayor Brian Pedwell)

That the financial report for month ended 31st January 2023 is received and noted.

10.2.2. Operations Community Report

OCM-2023/26 Resolution: Carried (Cr Yvette Williams/Deputy Mayor Andrew McTaggart)

- A. That the report Operations Community Report is received and noted



10.2.3. CDP Report

OCM-2023/27 Resolution: Carried (**Mayor Brian Pedwell/Cr Yvette Williams**)

- A. That the CDP report is received and noted

11. LOCAL AUTHORITY

11.1. Local Authority Minutes

11.1.1. Pine Creek Local Authority meeting held on 7 February 2023

OCM-2023/28 Resolution: Carried (**Cr Yvette Williams/Deputy Mayor Andrew McTaggart**)

- A. That the minutes of the Pine Creek Local Authority meeting held on 7 February 2023 be adopted as a resolution of Ordinary Council; and
- B. That Council endorses resolution **PCLA-2023/4** The Pine Creek Local Authority extends an invitation to PowerWater to attend the next Pine Creek Local Authority meeting to discuss water issues.
- C. That Council endorses resolution **PCLA-2023/7** that the Pine Creek Local Authority have accepted the Election Commitment funding offer and commit a matching co-contribution as per the funding guidelines.
- D. That Council endorses resolution **PCLA-2023/8** for the council to obtain quotes for lighting options for the Pine Creek oval (to include fixed and mobile options).
- E. That Council notes resolution **PCLA-2023/10** and will continue to support the Pine Creek Goldrush with in-kind assistance.

11.1.2. Daly River Local Authority meeting held on 8 February 2023

OCM-2023/29 Resolution: Carried (**Mayor Brian Pedwell/Deputy Mayor Andrew McTaggart**)

- A. That the minutes of the Daly River Local Authority meeting held on 8 February 2023 be adopted as a resolution of Ordinary Council.
- B. That Council endorses DRLA resolution **DRLA-2023/8** to commit \$10,000 of Local Authority Project Funding to a bi-annual veterinary program.
- C. That council receives the feedback from the Daly River Local Authority **DRLA-2023/6** that a library service would benefit the community



and will take this feedback into account when developing the 2023/24 regional plan.

11.1.3. Kalkarindji/Daguragu Local Authority meeting held on 14 February 2023

OCM-2023/30 Resolution: Carried (Mayor Brian Pedwell/Deputy Mayor Andrew McTaggart)

- A. That the minutes of the Kalkarindji/Daguragu Local Authority meeting held on 14 February 2023 be adopted as a resolution of Ordinary Council.
- B. That Council endorses resolution **KDLA-2023/6** to proceed with the bus shelter project, estimated to cost up to \$20,000.
- C. That Council endorses resolution **KDLA-2023/7** for the design of the waste management sign *'for health and safety reasons please do not light up the dump'*. (attached)
- D. That Council endorses resolution **KDLA-2023/8** to proceed with the *Arts Centre Park shade trees and outdoor table project*, estimated to cost up to \$20,000.
- E. That Council receive and note resolution **KDLA-2023/9** that the Local Authority support the council to advocate for rest stops on the Buntine Highway and support that council write to the relevant Ministers on the matter.

11.1.4. Yarralin/Nitjpurru Local Authority meeting held on 16 February 2023

OCM-2023/31 Resolution: Carried (Mayor Brian Pedwell/Deputy Mayor Andrew McTaggart)

- A. That the minutes of the Yarralin/Nitjpurru Local Authority meeting held on 16 February 2023 be adopted as a resolution of Ordinary Council.
- B. That council endorses resolution **YLA-2023/4** to commit \$30,000 of Local Authority Project Funding to a bi-annual vet program in 2023.
- C. That council endorses resolution **YLA-2023/5** to commit \$150,000 of Local Authority Project Funding to the development of a playground, including outdoor fitness equipment in Yarralin.
- D. That council notes resolution **YLA-2023/6** and will investigate options for developing a council premises including office and staff accommodation at Nitjpurru.



- E. That council notes resolution **YLA-2023/7** and will investigate the process and support a place name change from 'Pigeon Hole' to 'Nitjpurru'.

11.1.5. Bulla Local Authority meeting held on 21 February 2023

OCM-2023/32 Resolution: Carried (Mayor Brian Pedwell/Deputy Mayor Andrew McTaggart)

- A. That the minutes of the Bulla Local Authority meeting held on 21 February 2023 be adopted as a resolution of Ordinary Council.
- B. That Council endorses resolution **BLA-2023/2** to commit \$6,500 of Local Authority Project Funding to the purchase of event equipment including marquee, tables, and chairs.

12. ACTION SHEET

OCM-2023/33 Resolution: Carried (Cr Yvette Williams/Deputy Mayor Andrew McTaggart)

- A. That the Action Items report is received and noted
- B. That council approve completed actions be removed from the action item list.

OCM-2023/34 Resolution: Carried (Mayor Brian Pedwell/Deputy Mayor Andrew McTaggart)

- A. That council request that the ABA grant to develop land at 4 Fitzer Street Timber Creek (Lot 101) be varied due to no available land, and the variation to be focused on staff accommodation on council land to support the aged care and NDIS programs.

13. CORRESPONDENCE

OCM-2023/35 Resolution: Carried (Deputy Mayor Andrew McTaggart/Cr Yvette Williams)

- A. That the Correspondence is received and noted; and
- B. Council invites the Green River Aboriginal Corporation CEO and Board to the March Council briefing.

14. NOTICES OF MOTION

Nil

15. GENERAL BUSINESS

15.1 Roadside rest stops on the Buntine Highway and Dorat Daly intersection.

OCM-2023/36 Resolution: Carried (**Mayor Brian Pedwell/Cr Yvette Williams**)

LGANT to advocate on behalf of regional councils for more rest stops, including toilet facilities, on major roads to remote communities throughout the Northern Territory.

15.2 National Parks rubbish

OCM-2023/37 Resolution: Carried (**Cr Yvette Williams/Mayor Brian Pedwell**)

LGANT to advocate on behalf of regional councils for increased number of stops with bins for the collection of rubbish coming out of National Parks ('take your rubbish with you')

15.3 Australia Post

OCM-2023/38 Resolution: Carried (**Deputy Mayor Andrew McTaggart/Mayor Brian Pedwell**)

LGANT advocate to Australia Post on behalf of all Councils to increase contract funding in line with the cost of the service being provided by Councils; and this may include regional and rural/remote Councils nationally, and could be tabled at ALGA conference in June.

15.4 River height gauges

OCM-2023/39 Resolution: Carried (**Mayor Brian Pedwell/Cr Yvette Williams**)

LGANT to advocate to the Northern Territory Government for more river height stations in order to provide a safeguard for remote communities.

15.5 Grants Commission - Mayor B. Pedwell nomination

OCM-2023/40 Resolution: Carried (**Cr Yvette Williams/Deputy Mayor Andrew McTaggart**)



That Council support the nomination of Mayor Brian Pedwell to the Northern Territory Grants Commission.

15.6 LGANT Board meeting update from Cr Macleod

OCM-2023/41 Resolution: Carried (Cr Yvette Williams/Deputy Mayor Andrew McTaggart)

That Council receive and note the report from Councillor Macleod following the LGANT Board meeting held in February.

16. CONFIDENTIAL

OCM-2023/42 Resolution: Carried (Deputy Mayor Andrew McTaggart/Cr Yvette Williams)

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.

16.1. Confidential Ordinary Council Meeting held on 31 January 2023

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

16.2. Final Acquittal of One Off Grant 2021-2022 Timber Creek WTS

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

16.3. Amended Special Condition - Management of the temporary enhanced Income Management card



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

16.4. 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

OCM-2023/43 Resolution: Carried (Deputy Mayor Andrew McTaggart/Cr Yvette Williams)

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 re-opened to the public.

17. NEXT MEETING

The next Ordinary General Meeting of Victoria Daly Regional Council will be held Tuesday, 28 March 2023.

The meeting closed at 11:22am.

This page and the preceding ten (10) pages are the minutes of the meeting of Ordinary Council held on Tuesday, 28 February 2023.



7. Call for Items of General Business

8. Mayoral Report

8.1. Mayoral Report

Report Type **Officer Report For Decision**

Purpose

To provide a list of meetings attended by the Mayor and to seek Council's endorsement for the associated travel and accommodation costs.

Recommendations

- A. That the Mayoral report is received and noted
- B. That Council endorses all travel and accommodation costs pertaining to the Mayor's duties.

DATE	MET WITH	REGARDING
4 March 2023	Chief Minister Natasha Fyles	Centre for National Resilience, Howard Springs regarding floods.
7 March 2023	Des Green (CEO Gurindji Aboriginal Corporation)	Re: Flood Evacuation and Disaster for Kalkarindji – Daguragu and Nitjuppru
9 March 2023	CEO, Minister Paech, along with reference committee member, including members from regional councils	Local Authority Implementation Reference Group in Darwin.
10 March 2023	Michael Hebb	Centre for National Resilience, Howard Springs - met up with Michael Hebb who is has been co-ordinating the facility. He was informed that VDRC will heading out to the 3 flooded communities to conduct an assessment and to meet up with Minister Peach and relevant staff members.
13 March 2023	CEO, Minister Peach and relevant staff members.	To assess the flood damage at Kalkarindji and Daguragu (including the damage to Wattie Creek and the community). Flew to Nitjuppru to assess the flood damage to the infrastructure e.g. council's asset's, house's, school, roads, clinic.
14 March 2023	CEO and I met up Ken Davies CEO Housing, Andrew Kirkman CEO, Dr Frank Daly , CEO CM&C	Flood recovery discussions



20 March 2023	CEO and VDRC Staff	<i>Flood Recovery Meeting</i> with relevant senior staff for flood recovery efforts and coordination of planning.
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9. CEO Update

9.1. CEO Report March

Report Type Officer Report For Information

Prepared by Chief Executive Officer

Purpose

To inform the Elected Members of the CEO's activities between Council meetings.

Recommendations

- A. That the CEO Report March be received and noted.

Key Issues

Floods damage and recovery

Residents and staff at Centre for National Resilience.

Meetings

DATE	MET WITH	REGARDING
4 March 2023	Chief Minister Natasha Fyles at the Centre National Resilience (CNR) and Mayor Pedwell	Howard Springs and Floods
9 March 2023	Mayor Pedwell, Minister Paech along with reference committee members, including members from regional councils	Local Authority Implementation Reference Group in Darwin
10 March 2023	Michael Hebb and community members at the Centre for National Resilience	Howard Springs CNR
13 March 2023	Mayor Pedwell, Minister Peach and ministerial staff members.	To assess the flood damage at Kalkarindji and Daguragu (including the damage to Wattie Creek and the community). Flew to Nitjurrpu to assess the flood damage to the infrastructure
13 March 2023	Government Departments, Land Council, Community Stores	EOC NT Flood Briefing



14 March 2023	Mayor Pedwell and I met up Ken Davies CEO Housing, Flood recovery discussions Andrew Kirkman CEO, Dr Frank Daly, CEO CM&C	Flood damage
20 March 2023	Mayor Pedwell and VDRC staff flood recovery meeting with relevant senior staff	Flood Recovery

Council officer conflict of interest declaration

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

Attachments

Nil



10. Reports to Council

10.1. Reports for Council Decision

10.1.1. 2023 Australian Council of Local Government (ACLG)

Report Type Officer Report For Decision

Department Executive Services Chief Executive Office

Prepared by Manager of Executive Services

Purpose

To present to Council information regarding the National General Assembly (NGA) of Local Government and the 2023 Australian Council of Local Government; and for Council to endorse delegates who wish to attend.

Recommendations

- A. That the report 2023 Australian Council of Local Government (ACLG) is received and noted
- B. That Council endorses [name], [name], [name], to attend the 2023 *National General Assembly of Local Government* and the *Australian Council of Local Government* at the National Convention Centre in Canberra on Friday, 16 June 2023; and
- C. That Council approves the expenditure of associated travel and accommodation costs.

Background

On 22 February 2023, council received information from the Australian Local Government Association (ALGA) regarding the National General Assembly (NGA) and Australian Council of Local Government (ACLG).

Key points provided by ALGA:

- *The Australian Local Government has advised that the 2023 ACLG will be held at the National Convention Centre in Canberra on Friday 16 June, immediately following the 2023 NGA.*
- *The re-establishment of the ACLG was an Australian Government commitment, and ALGA looks forward to working with the Government to deliver the first ACLG meeting in more than a decade.*
- *The ACLG will be a valuable opportunity for all Australian councils to hear from the Prime Minister and speak directly to Federal Ministers about the key*



issues and opportunities for our communities; and holding it immediately after our NGA will ensure it's informed by discussions during the week.

- *Registrations for the 2023 NGA are now open online, and more information about registering for the ACLG will be provided to your council in the coming weeks.*

Council officer conflict of interest declaration

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

Attachments

Nil



10.1.2. Policies 4.1.09 and 4.1.10 to be removed from policy register

Report Type Officer Report For Decision

Department Governance Services Corporate Services

Prepared by Governance Manager

Purpose

Keeping policies up to date, current and relevant.

Recommendations

- A. That the report Policies 4.1.09 and 4.1.10 to be removed from policy register is received and noted
- B. Approval for the removal of the following policies from the policy register
 - 4.1.09 Emergency relief
 - 4.1.10 Library Service

Regional Plan

Goal 6: Systems

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

Key Issues

Keeping policy register up to date and relevant. Removing old and irrelevant policies from the register.

Background

Over time some policies can become out of date and irrelevant and are required to be removed from the policy register.

- Policy 4.1.09 Emergency relief is a responsibility of the NTG and is not administered by the Council. This policy outlines what emergency relief would be provided by the Council in the event of an emergency, including power cards, food vouchers, fuel transport fares and emergency accommodation. These functions are no longer performed by the Council and are undertaken by NTG; therefore, the policy is no longer relevant.
- Policy 4.1.10 Library Services, this policy is not relevant to the delivery of library services. The policy has 3 points being to continue services in Timber Creek and Pine Creek, increase delivery to larger communities subject to funding and to continue to negotiate future operational funding from NT



Libraries. This policy adds no value to the library services and is not required as a policy.

Policy implications

167 Role and functions of CEO

The CEO is responsible to the council:

- (a) to ensure that the council's policies, plans and lawful decisions are implemented and to ensure council reviews council's policies, plans and decisions in a timely manner; and

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. 4.1.09 Emergency Relief [**10.1.2.1** - 2 pages]
- 2. 4.1.10 Library Services [**10.1.2.2** - 1 page]

Victoria Daly regional Council Policy

4.1.09 Emergency Relief

SUMMARY

The purpose of this policy is to outline proper dispensation of assistance through Emergency Relief Funding. Emergency Relief is funding provided by the Commonwealth Government that can be utilised to assist genuine cases of people in need. An example could be the hire of a boat to rescue persons stranded involuntarily over a flooded area or provision of a food voucher to assist someone unexpectedly finding themselves without food.

Emergency Relief **should not be confused** with funding under the National Disaster Relief and Recovery Arrangements Scheme (NDRRA) which provides community financial assistance following a natural disaster. (Refer Policy # 4.1.11).

The Department of Prime Minister and Cabinet as the funding provider for Emergency Relief funding has set out various protocols and background to disbursement of the funding. Council wishes these protocols to be followed.

POLICY

1. All Emergency Funding expenditure must be incurred to assist a particular beneficiary. The authorising officer must be able to demonstrate the expenditure will benefit the applicant immediately and assist with a genuine need.
2. The amount spent from the Emergency fund will be determined having regard to each individual case.
3. The Emergency Relief Fund is designed for personal or family disaster relief subject to budgetary considerations and is not to be used for general disaster relief. (Refer Policy # 4.1.11)
4. All applications for use of the emergency fund must be directly approved by the Work Health and Safety Coordinator and should be in the provision of vouchers for a local store, or acceptance of a quotation for goods or services rather than cash.
5. Tobacco and/or alcohol must never be purchased through Emergency Relief funding.
6. The following should be used as guide to allocating Emergency Relief funding:
 - (a) "Power Card" assistance up to \$20 per card per family. This might occur when a family has no power and has not got the immediate means to purchase power. Ideally the family should be asked to reimburse the Fund when they receive sufficient funding.
 - (b) Food voucher or similar up to \$50 per applicant or \$150 per family, where it can be established that due to unforeseen circumstances, there were insufficient funds to purchase an immediate basic supply of food. Vouchers cannot be used to purchase tobacco or alcohol.

Victoria Daly regional Council Policy

- (c) Fuel for personal vehicle up to \$150 or full tank whichever is the lesser provided it is considered essential that the vehicle be refuelled
 - (d) Provide transport fares up to \$150 per family or applicant.
 - (e) Emergency accommodation up to \$250 per night (family rate) based upon:
 - medical emergency requirements;
 - a natural emergency situation.
7. At the conclusion of each month, each service centre should send a general return to the Chief Operating Officer to indicate details of Emergency Funding provided during the previous month. Such details should include names, background to emergency, action taken and any other connected matters.

REFERENCES

Local Government Act

Adopted: 28 February 2014
Version 1

FURTHER INFORMATION:

Chief Operating Officer

Victoria Daly Regional Council Policy

4.1.10 Library Services

SUMMARY

Victoria Daly Regional Council provides library services at Timber Creek and Pine Creek.

Libraries are operated on behalf of NT Libraries and offer a range of direct fiction and non-fiction literature, including books and magazines, DVD's etc, and provides access to Internet services to the public.

NT Libraries provide all Councils with an annual operational grant and Council operated library services are considered part of the overall library network within the Northern Territory. Unfortunately this grant has not been indexed to cater for CPI for some years and it is Council policy to further negotiate the level of the funding.

POLICY

1. Council wishes to continue offering library services at Timber Creek and Pine Creek.
2. Council would like to expand library services to all larger communities subject to appropriate funding being available to it.
3. Council will negotiate future operational funding from NT Libraries.

REFERENCES

Local Government Act

Adopted: 28 February 2014
Version 1

FURTHER INFORMATION:

Chief Operating Officer



10.2. Reports for Information

10.2.1. Financial Report for the period ended 28th February 2023

Report Type Finance Report
Department Financial Services Corporate Services
Prepared by Senior Accountant

Recommendations

- A. That the report Financial Report for the period ended 28th February 2023 is received and noted

Council officer conflict of interest declaration

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

Attachments

1. CEO Certification [10.2.1.1 - 1 page]
2. Finance report for the month ended Feb 2023 [10.2.1.2 - 14 pages]



VICTORIA DALY REGIONAL COUNCIL
ABN 66 931 675 319

MONTHLY FINANCE REPORT FOR PERIOD ENDED 28TH FEBRUARY 2023

CHIEF EXECUTIVE OFFICER'S CERTIFICATION

To the Councilors,

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 the Council.

Signed


Brian Hylands
Chief Executive Officer

Dated this 20TH March 2023



VICTORIA DALY REGIONAL COUNCIL
ABN 66 931 675 319

Monthly Income and Expenditure Statement For the Period Ended 28th February 2023

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
OPERATING INCOME				
Rates	1,067,576	1,077,596	(10,019)	1,077,596
Charges	726,702	726,702		726,702
Fees and Charges	4,674,612	5,220,620	(546,008)	7,830,930
Operating Grants and Subsidies	7,000,188	5,873,407	1,126,781	8,810,111
Interest / Investment Income	229,521	271,423	(41,902)	407,135
Commercial and Other Income	711,888	572,538	139,351	858,807
TOTAL OPERATING INCOME	14,410,488	13,742,285	668,203	19,711,279
OPERATING EXPENDITURE				
Employee Expenses	6,168,382	8,994,997	(2,826,616)	13,492,496
Materials and Contracts	3,362,097	4,330,775	(968,677)	6,496,162
Elected Member Allowances	132,786	137,598	(4,811)	206,396
Elected Member Expenses	53,445	64,840	(11,395)	97,261
Council Committee & LA Allowances	16,304	24,132	(7,827)	32,175
Council Committee & LA Expenses	1,694	5,280	(3,586)	7,040
Depreciation, Amortisation, and Impairment	1,727,493	1,785,171	(57,678)	2,677,757
Interest Expenses	0	0	0	
Other Expenses	5,696	80	5,616	120
TOTAL OPERATING EXPENDITURE	11,467,898	15,342,873	(3,874,975)	23,009,407
OPERATING SURPLUS / DEFICIT	2,942,590	(1,600,588)	4,543,178	(3,298,128)

VICTORIA DALY REGIONAL COUNCIL
ABN 66 931 675 319

Monthly Operating Position

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
BUDGETED OPERATING SURPLUS / DEFICIT	2,942,590	(1,600,588)	4,543,178	(3,298,128)
Remove NON-CASH ITEMS				
Less Non-Cash Income				
Add Back Non-Cash Expenses	1,727,493	1,785,171	(57,678)	2,677,757
TOTAL NON-CASH ITEMS	1,727,493	1,785,171	(57,678)	2,677,757
Less ADDITIONAL OUTFLOWS				
Capital Expenditure/Capital works	4,424,935	4,424,935		9,169,514
Borrowing Repayments (Principal Only)				
Transfer to Reserves				
Other Outflows				
TOTAL ADDITIONAL OUTFLOWS	(4,424,935)	(4,424,935)		(9,169,514)
Add ADDITIONAL INFLOWS				
Capital Grants Income				2,522,815
Prior Year Carry Forward Tied Funding	1,340,856	1,340,856		2,687,463
Other Inflow of Funds				
Transfers from Reserves				4,835,884
TOTAL ADDITIONAL INFLOWS	1,340,856	1,340,856		10,046,162
NET BUDGETED OPERATING SURPLUS / DEFICIT	1,586,004	(2,899,496)	4,485,500	256,277

Total revenue year to date is \$14.410m and is over budget by \$668k.

- Rates and Charges income is under budget by \$ 10k. This is slightly below from the budget due to Rates adjustments.
- Fee and Charges is under budget by \$546k. The Variance is due to timing difference of receipt of CDP revenues. CDP revenue is paid in arrears.
- Grant and Subsidies is over the budget by \$1126.8k. Some grants were received earlier than budgeted.
- Interest income is under budget by \$41.9k. Interest revenue is recognized in the income and expenditure statement when received rather than when its accrued/earned.
- Commercial and other Income is over the budget by \$139.3k. The over budget was due to profit on disposal of Residential property that was not factored in the budget.

In February, Council received \$599k in Fees and charges, \$1.218m in Grant and Subsidies, \$34.5k in interest income and \$43.4K in other income.

OPERATING INCOME	February (Actual)	YTD Actual
Rates	0	1,067,576
Charges		726,702
Fees and Charges	599,195	4,674,612
Operating Grants and Subsidies	1,217,931	7,000,188
Interest / Investment Income	34,864	229,521
Commercial and Other Income	43,373	711,888
TOTAL OPERATING INCOME	1,895,362	14,410,488

Total expenditure year to date is \$11.467m and under budget by \$3.875m.

- Employees expenses is under budget by \$2.827m. This is due to vacant position across the organization.
- Material and Contract costs is under budget by \$968K, due to underspends in Contractors and Indigenous training budget.
- Elected Member Allowance is under budget by \$4.8k.
- Elected Member Expenses is under budget by \$11.4k, due to underspend in Professional development, other expenses, and TA expenses.
- Council Committee and LA allowance was under budget by \$7.8k. Variance is due to fewer meetings being held and low turnout.
- Council Committee & LA Expenses is under budget by \$3.58k. Variance is due to fewer meetings held and low attendance.

In February, employee's expenditure was \$744.34k, Material and contracts \$472.34k, Elected Member allowance \$15.42k, Elected members expenses \$5.07k and LA allowance \$4.53k.

OPERATING EXPENDITURE	February (Actual)	YTD Actual
Employee Expenses	744,341	6,168,382
Materials and Contracts	472,345	3,362,097
Elected Member Allowances	15,426	132,786
Elected Member Expenses	5,071	53,445
Council Committee & LA Allowances	4,534	16,304
Council Committee & LA Expenses	0	1,694
Depreciation, Amortisation and Impairment	193,869	1,727,493
Other Expenses	0	5,696
TOTAL OPERATING EXPENDITURE	1,435,585	11,467,898

**VICTORIA DALY REGIONAL COUNCIL
ABN 66 931 675 319**

The following are list of capital works and expenditure to date.

- Waste management -Timber Creek \$1,146,279 (completed)
- Waste management -Pine creek \$1,064,347 (Completed)
- Fencing Pine Creek waste manages facility \$124,473 (completed)
- Lingara Small Cell-Final Payment \$54,950 (completed)
- 18 Pearce St project \$1,203,709.78 (work in progress)
- New Car for regional office \$54,385
- New Mower for Bulla LA \$6,360
- Fencing Small Cell site-Lingara \$17,281.82 (completed)
- Cameras Installed several locations \$34,666(completed)
- New Mower \$20,136
- Relocation of water Main-Yarralin \$4,657 (work in progress)
- New playground-Pine Creek upgrade \$49,475 (work in progress)
- Timber Creek new Building \$584,684 (completed)

In February, Council paid \$59,571.78 for the following capital works.

- Waste management -Pine creek \$170.00
- 18 Pearce St project \$1,575.31
- Waste management -Timber Creek \$57,826.47

The table below compares capital revenue and expenditure to budget. Expenses will increase as projects progress.

CAPITAL EXPENDITURE **	YTD Actuals \$	YTD Budget * \$	YTD Variance \$	Current Financial Year (Annual) Budget * \$
Waste management facility Upgrade-Pine Creek	1,064,347	1,064,347	(31,430)	1,095,777
Waste management facility Upgrade-Timber Creek	1,146,279	1,146,279	-	1,146,279
Land /Building/Structures	231,371	231,371	-	300,000
Motor vehicles (6x)	54,385	54,385	-	330,000
Infrastructure-Road Works	-	-	-	500,000
Zero turn mowers	26,496	26,496	-	58,000
Office Equipments	-	-	-	49,026
New office Building-18 Pearce St	1,263,241	1,263,241		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
Main Water relocation-Yarralin	4,657	4,657	-	130,000

New playground-Pine Creek	49,475	49,475		150,000
Daguragu Sports & Rec Hall Upgrade	-	-		636,486
TOTAL CAPITAL EXPENDITURE*	4,424,935	4,424,935	- 31,430	9,169,514
TOTAL CAPITAL EXPENDITURE FUNDED BY: **				
Waste management facility Upgrade-Core fund and grant	869,770	869,770	(31,430)	901,200
Waste management facility Upgrade-grant	194,577	194,577	-	194,577
Waste management facility Upgrade-Timber Creek-Grants	1,146,279	1,146,279	-	1,146,279
Land /Building/Structures-Core fund and Grants	231,371	231,371	-	300,000
Motor vehicles (6x)-Core fund	54,385	54,385	-	330,000
Infrastructure-Road Works-Grants	-	-	-	500,000
Zero turn mowers-Core fund	20,136	20,136	0	51,640
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	1,263,241	1,263,241	-	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
Main Water relocation-Yarralin	4,657	4,657	-	130,000
New playground-Pine Creek	49,475	49,475	-	150,000
Daguragu Sports & Rec hall Upgrade			-	636,486
TOTAL CAPITAL EXPENDITURE FUNDING	4,424,935	4,424,935	(31,430)	9,169,514

Monthly Balance Sheet Report

BALANCE SHEET AS AT 28 FEBRUARY 2023	YTD Actuals \$	Note Reference*
ASSETS		
Cash at Bank		(1)
Tied Funds	5,658,109	
Untied Funds	14,325,599	
Accounts Receivable		
Trade Debtors	248,432	(2)
Rates & Charges Debtors	719,093	(2)
Other Current Assets	(107,008)	
TOTAL CURRENT ASSETS	20,844,226	
Non-Current Financial Assets	126,954	
Property, Plant and Equipment	32,225,575	(3)
TOTAL NON-CURRENT ASSETS	32,352,529	
TOTAL ASSETS	53,196,755	
LIABILITIES		
Accounts Payable	8,188	(4)
ATO & Payroll Liabilities	146,732	(5)
Current Provisions	970,255	(6)
Accruals	0	
Other Current Liabilities	1,178,418	(7)
TOTAL CURRENT LIABILITIES	2,303,593	
Non-Current Provisions	104,260	
Other Non-Current Liabilities	59,839	
TOTAL NON-CURRENT LIABILITIES	164,099	
TOTAL LIABILITIES	2,467,692	
NET ASSETS	50,729,062	
EQUITY		(8)
Asset Revaluation Reserve	1,455,776	
Reserves	29,190,414	
Accumulated Surplus	20,082,872	
TOTAL EQUITY	50,729,062	

Note 1: Cash and Investment Held

Council invests cash from its operational and business Savers accounts to ensure Council is receiving the best return on its cash holdings. As of February, Council's cash and cash equivalent increased by \$0.957m from \$7.127m in January to \$8.084m in February. \$2m Term deposit matured on 28th February 2023 and it was reinvested at 4.4% interest rate for 6 months.

28% (\$5.658m) of \$19.984m total cash and investments is tied funds.

Cash and Investments

Transaction Account				274,845
Trust account				5,064,500
Business Saver				2,742,844
Petty Cash				1,519
				8,083,708

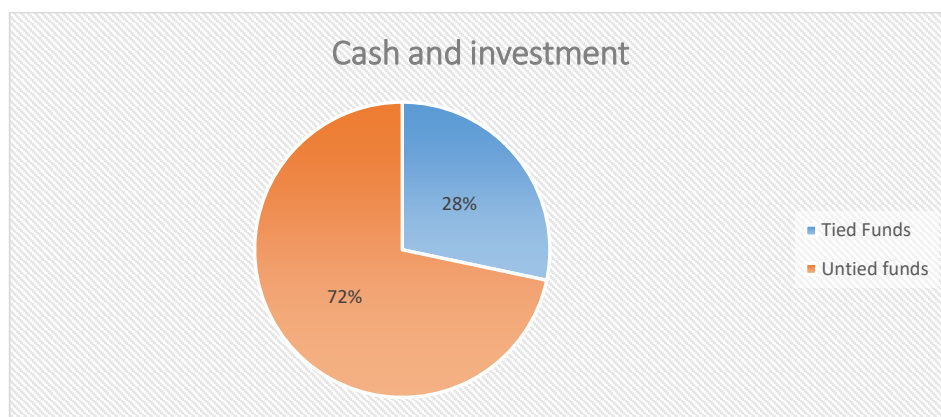
Cash Investments	Interest Rates	Maturing date	Maturing Term		Total Expected Interest on Maturity
Term Deposit-CBA	4.40%	6/09/2023	6 months	2,000,000	44,602.74
Term Deposit-CBA	3.80%	31/03/2023	4 months	2,000,000	26,443.84
Term Deposit-CBA	3.97%	26/04/2023	6 months	1,500,000	29,530.27
Term Deposit-CBA	4.00%	31/05/2023	6 months	2,000,000	41,205.48
Term Deposit-CBA	4.08%	30/06/2023	7 months	800,000	19,494.58
Term Deposit-CBA	4.17%	31/07/2023	8 months	2,400,000	64,709.26
Term Deposit-CBA	4.11%	30/06/2023	7 months	1,200,000	27,700.27
				11,900,000	253,686.44

Tied Funds
Untied funds

5,658,109
14,325,599

Total

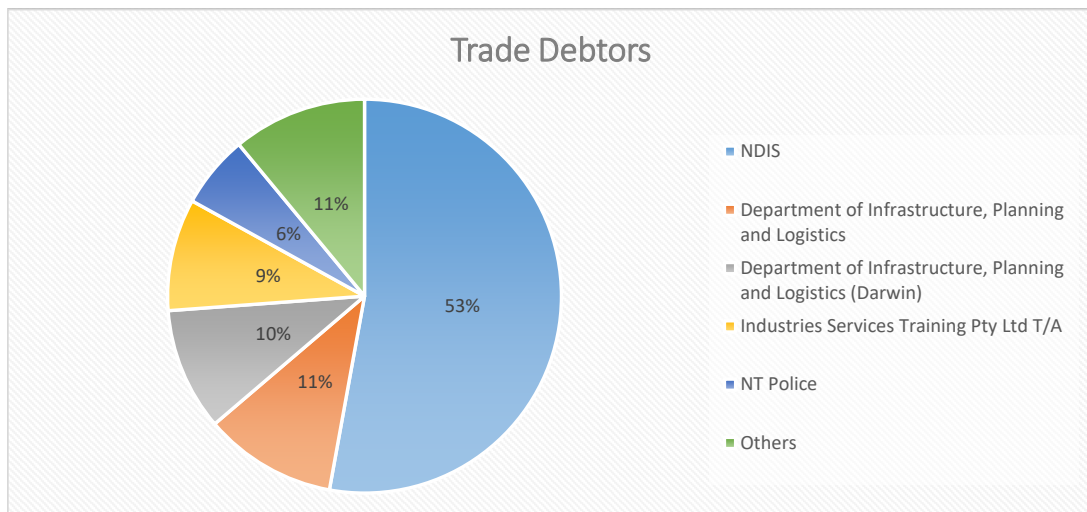
19,983,708



Note 2: Statement of Trade Debtors

The Council's trade receivables balance as of 28th February 2023 was \$248,432.08 of which \$139,063.41 or approximately 56% per cent was more than 90 days old. We are following up on the overdue invoices, and over 90 days invoices have been referred to Territory Debt Collector.

Contact	Current	1 Month	2 Months	3 Months	>3 Months	Total	
NDIS	48,498.75	2,087.16	2,205.83	11,420.84	67,102.31	131,314.89	53%
Department of Infrastructure, Planning and Logistics	-	-	-	-	27,086.68	27,086.68	11%
Department of Infrastructure, Planning and Logistics (Darwin	-	-	24,994.71	-	-	24,994.71	10%
Industries Services Training Pty Ltd T/A	-	-	-	-	22,876.69	22,876.69	9%
NT Police	14,712.50	-	-	-	90.00	14,802.50	6%
Others	2,451.44	336.06	293.84	2,367.54	21,907.73	27,356.61	11%
	65,662.69	2,423.22	27,494.38	13,788.38	139,063.41	248,432.08	
	26%	1%	11%	6%	56%		



- NDIS – Debt over 90 days, Council have been referred to TDC (Territory Debt Collectors).
- Department of Infrastructure, Planning and Logistics
- Department of Infrastructure, Planning and Logistics (Darwin)
- Industries Services Training Pty Ltd T/A – Account have been referred to TDC (Territory Debt Collectors)
- NT Police

In February council received \$32,387 from Rates payers. Total rates and refuse charges outstanding as at 28th February was \$719,093. Outstanding rates and charges levied this financial year was \$266,092.59 and \$453,000.41 for prior years.

Rates and Refuse charges

Balance as at 01/01/2023	751,480
Cash received in Jan	32,387
Balance as at 28/02/2023	<u><u>719,093</u></u>

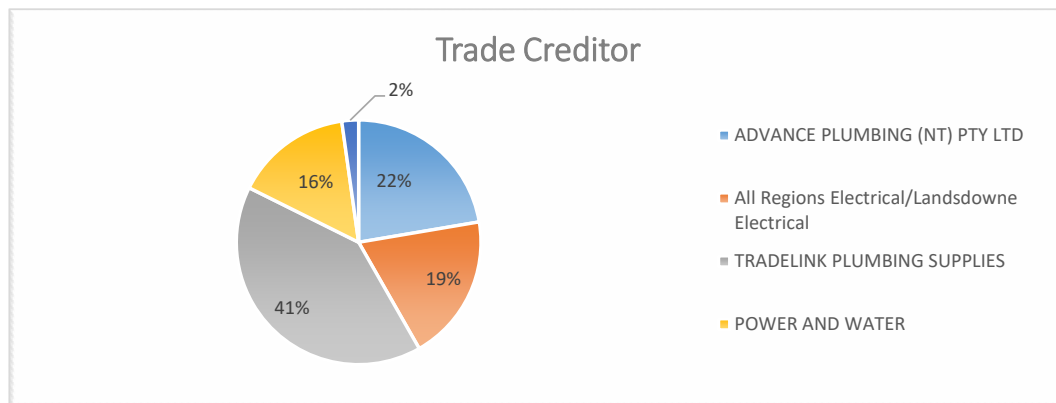
Note 3: Statement on Trade Creditors

The Council's trade payables balance as of 28th February was \$8,188.09.

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	>3 Months	Total	
ADVANCE PLUMBING (NT) PTY LTD	-	-	1,828.50	-	-	1,828.50	22%
All Regions Electrical/Landsdowne Electrical	-	-	1,590.00	-	-	1,590.00	19%
TRADELINK PLUMBING SUPPLIES			3,324.20			3,324.20	41%
POWER AND WATER	-	1,264.29	-	-	-	1,264.29	15%
Power Retail Corporation T/as Jacana Energy	-	181.10	-	-	-	181.10	2%
Others	-	-	-	-	-	-	0%
	0.00	1,445.39	6,742.70	0.00	0.00	8,188.09	
	0%	18%	82%	0%	0%		



Note 4: Corporate credit cards.

The Council has a credit card facility of \$200,000 of which \$96,000 of that has been allocated to a total of 13 cardholders.

For the month of February 2023 there was an aggregate spend of \$11,398.81

Masked Card Number	Transaction Dates		Amount
5550-05XX-XXXX-1159	26-Jan-23	23-Feb-23	242.46
5550-05XX-XXXX-1528	26-Jan-23	23-Feb-23	1,009.20
5550-05XX-XXXX-2105	26-Jan-23	23-Feb-23	819.14
5550-05XX-XXXX-2298	26-Jan-23	23-Feb-23	282.66
5550-05XX-XXXX-4529	26-Jan-23	23-Feb-23	1,272.52
5550-05XX-XXXX-4639	26-Jan-23	23-Feb-23	76.00
5550-05XX-XXXX-5034	26-Jan-23	23-Feb-23	84.73
5550-05XX-XXXX-5850	26-Jan-23	23-Feb-23	2,138.25
5550-05XX-XXXX-6309	26-Jan-23	23-Feb-23	141.29
5550-05XX-XXXX-6341	26-Jan-23	23-Feb-23	647.68
5550-05XX-XXXX-9622	26-Jan-23	23-Feb-23	101.54
5550-05XX-XXXX-9718	26-Jan-23	23-Feb-23	4,583.34
5550-05XX-XXXX-4541	26-Jan-23	23-Feb-23	-11,398.81

Cardholder Name: Mayor

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
n/a			
Total			

Cardholder Name: CEO

Transaction Date	Amount	Supplier's Name	Reason for the Transaction
1/02/2023	84.73	St John Ambulance	First Aid Kit for CEO's car
Total	84.73		

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

(a) 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 28th February, GST refund was \$10,394.83 and PAYG liability was \$80,544.

(b) 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 Hostplus Super.

Council contributes 10.5 per cent 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 28th February, super liability was \$76,572.60. This amount was remitted to superannuation funds on 01/03/2023.

		Obligation Accrued	To be paid/refunded
GST	- 10,394.83	Feb	March
Super	76,572.60	Feb	March
PAYG	80,554.00	Feb	March
	146,731.77		

(6) Provisions

Provision is for annual leave, LSL and toils liability accrued. As February, employees leave liability decrease by \$8,739k from \$0.979m to \$0.970m in February.

	February	January	Difference
Provision - Annual Leave	658,375	666,887	(8,513)
Provision - LSL (Current)	313,622	313,699	(77)
Provision - TOIL	-1,742	-1,593	(149)
	970,255	978,994	(8,739)

(7) Other Current Liabilities

Other current liabilities increased by \$78.5k from \$1.1m in Jan to \$1.178m.

Current Liabilities	Feb	Jan	Difference
Client Contribution clearing	1054	1,054	0
Community Fund (Generated from CDP IGA)	6,837	6,837	0
Council Rates Received in Advance	9,231	9,231	0
Current Lease Liability	89,517	89,517	0
Current Liability Other General	45,015	45,015	0
HCP Client Contingencies	29,710	29,710	0
Material Fund (CDP IGA)	7,682	7,682	0
Payables - Bond and Deposit	15,941	16,796	(855)
Payables - CDP Income Generation Activity	21,637	21,637	0
Payables - CDP Outcome Pay	55,000	55,000	0
Payables - Others	4,834	4,834	0
Payables - Retention Money	231,017	231,017	0
Payroll Clearing Account	(110)	- 1,250	1,140
RJCP (Payable to ISA)	-	-	0
Rounding	20	20	0
Unexpended Grants	681,960	681,960	0
Workers Compensation Clearing	(20,926)	(99,157)	78,230
	1,178,418	1,099,903	78,515

(8) Equity

Equity balance increased by \$800.5k from \$49.929m in Jan to \$50.729m

Equity	Feb	Jan
Accumulated Surplus/Deficit	17,756,057	17,756,057
Asset Reval Reserve	25,972,951	25,972,951
Asset Revaluation-Motor Vehicles	328,096	328,096
Asset Revaluation-Plant & Equipment	1,127,680	1,127,680
Assets Replacement Reserve	530,000	530,000
Reserves- Warnkurr Club	265,000	-
Unexpended Grants Reserve	2,687,463	2,687,463
	48,667,246	48,402,246

Add:

Operating Surplus/Deficit	2,942,590	2,356,938
Prior Year Carry Forward Tied Funding	1,340,856	1,340,856

Less:

Works capitals- Pine and Timber creek waste management facility upgrades	(2,221,630)	(2,171,482)
Current Year Earnings	2,061,816	1,526,312
	50,729,062	49,928,558

The following are list of projects financed by Council reserves.

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 indicators	Jul 22-Feb 23	Jul 22-Jan 23	Variance
Cash			
Cash received	16,510,727	14,465,870	14%
Cash spent	15,520,171	13,986,131	11%
Closing bank balance	8,082,189	7,125,140	13%
Profitability			
Income	13,803,968	12,270,381	12%
Expenses	13,689,528	12,240,813	12%
Profit (loss)	1,654,557	1,526,312	8%
Balance Sheet			
Debtors	248,432	264,993	-6%
Creditors	8,188	4,864	68%
Net assets	50,321,804	49,928,558	1%
Ratios			
Current assets to liabilities	4.18	3.85	9%
Liabilities to assets Ratio	0.049	0.046	6%



10.2.2. By-Laws Repeal

Report Type **Officer Report For Information**

Department **Governance Services Corporate Services**

Prepared by **Governance Manager**

Purpose

Update on By-Laws repeal

Recommendations

- A. That the report By-Laws Repeal is received and noted

Regional Plan

Goal 1: Quality Leadership

1.3 - Comply with all statutory, regulatory and reporting requirements

Key Issues

The council has been successful in the By-Laws repeal for Timber Creek and Pine Creek.

Background

Council received notification that the Victoria Daly Regional Council (Pine Creek and Timber Creek By-Laws) Repeal By-laws 2023. Has now been notified by the NT Government Gazette by the Minister for Local Government No. S13 as of the 14 March 2023.

Policy

Local Government Act 2019 Section 275(1)

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. Email from NTG [10.2.2.1 - 1 page]
2. S 13-14- March-2023 [10.2.2.2 - 1 page]

From: Millicent Rushwaya <Millicent.Rushwaya@nt.gov.au>
Sent: Tuesday, 14 March 2023 9:19 AM
To: Janelle Iszlaub <Janelle.Iszlaub@vicdaly.nt.gov.au>
Subject: RE: Victoria Daly Regional Council (Pine Creek and Timber Creek By-Laws) Repeal By-Laws 2023

Good morning Janelle,

The Victoria Daly Regional Council (Pine Creek and Timber Creek By-Laws) Repeal By-Laws 2023 (the By-laws) have now been notified in the Gazette by the Minister for Local Government. The By-laws commence today, and you can find them [here](#).

Thank you for your work and engagement on these.

Please do not hesitate to get in touch if we can be of any further assistance.

Kind regards,

Millicent Rushwaya
Senior Legislation and Policy Officer
Local Government
Department of the Chief Minister and Cabinet
Northern Territory Government

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Northern Territory of Australia

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14 March 2023



Northern Territory of Australia

Interpretation Act 1978

Notification of Making of By-Laws under *Local Government Act 2019*

I, Chanston James Paech, Minister for Local Government, under section 63A(2)(a)(ii) of the *Interpretation Act 1978*, give notice that the Victoria Daly Regional Council has made the following by-laws under section 275(1) of the *Local Government Act 2019*:

Subordinate Legislation No. 2 of 2023:

*Victoria Daly Regional
Council (Pine Creek and
Timber Creek By-laws)
Repeal By-laws 2023*

Copies of the by-laws may be obtained from the Northern Territory Legislation website at: <http://legislation.nt.gov.au/>.

C. J. Paech
Minister for Local Government

Dated 9 March 2023



10.2.3. Social media information sheet and guide for council members

Report Type Officer Report For Information

Department Executive Services Chief Executive Office

Prepared by Manager of Executive Services

Purpose

To table information resources regarding personal and professional use of social media for elected members.

Recommendations

- A. That the resources provided by the Chief Minister and Cabinet regarding personal and professional use of social media is received and noted

Background

The Local Government Unit at the Department of the Chief Minister and Cabinet has prepared some information resources for council members to guide their use of professional and personal social media accounts.

The information sheets are attached for members and includes information on a range of issues, including:

- What is social media;
- Mindfulness of content and image use;
- How to deal with work requests or feedback from the community; and
- FAQ's

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. Information sheet - Personal use of social media [10.2.3.1 - 8 pages]
2. Guide - Social media dos and donts [10.2.3.2 - 2 pages]

Information sheet

Personal use of social media

Social media is a powerful communication and networking tool that has become part of our everyday life.

This information sheet is designed to assist local government council members understand their obligations when using social media.

Quick tips – think before you post and ask yourself these questions

- Could my comments cause the council, the community, residents, ratepayers or other stakeholders to lose confidence in my ability to perform my role in an impartial and professional manner?
- Are my comments consistent with how the community expects a council member to operate and behave?
- Can I share this information? You cannot share information that is confidential, or share a council decision that hasn't been publicly released by council administration.
- Could my comments damage or undermine the reputation of the council?
- Could my comments break the law? For example, do they comply with anti-discrimination legislation and laws relating to defamation?
- Would I be comfortable if the person am I commenting about read my comments?
- Would I change my comment if it was printed in a newspaper or news page on social media?
- Think and rethink before you post. Sometimes you can unintentionally say something hurtful or upsetting when you do not mean to. Consider how someone else may interpret what you say.

What is social media

Social media consists of tools such as websites and applications that allow users to create and share content and to participate in social networking. Social media may include:

- Social networks such as Yammer, Facebook, Twitter and LinkedIn.
- Media sharing networks such as YouTube, Snapchat, TikTok, Instagram, Pinterest, Vimeo and Soundcloud.
- Bookmarking and content curation networks such as Pinterest.
- Corporate networks such as SharePoint and Skype.
- Blogging networks such as WordPress and Newshub.
- Micro-blogging networks such as Twitter, Mastodon and Tumblr.
- Discussion forums such as Reddit and Whirlpool.

Personal use of social media

- Wikis such as Wikipedia.
- Online gaming networks such as World of Warcraft, Call of Duty and Fortnite.
- Sharing economy websites, such as Gumtree and Uber.

The term “post” in this guide refers to any shared or created content put on social media.

What to do if you become a victim of online bullying

- Keep evidence of the offensive or harmful content (screenshots). This may be needed for an investigation.
- Contact the social media service provider and ask them to block the offensive content.
- You could contact the person who posted the offensive content and ask them to remove it.
- Seek advice and support from someone you trust. A family member, friend, fellow council member, Chief Executive Officer (CEO) of the council or a counselling service may help you to cope with particularly difficult or ongoing concerns.
- Take a stand. If someone is being disrespectful or offensive, let them know that you find their comment / content offensive. Remember, regardless of the severity of the content to which you are responding, an offensive response by you may still constitute a breach of the law.
- If the post is from a council member then you may want to lodge a Code of Conduct complaint. Always be respectful and model behaviours that align with the Code of Conduct for council members yourself.
- Posts which are threatening or imply unlawful activity should be reported to police.

Purpose of personal and professional accounts

You may already have a number of personal social media accounts that allow you to connect with family and friends across the world. Social media can be an excellent way to stay in touch with people you may have lost contact with over the years and share your personal experiences, hobbies, and passions outside of work. Your personal account might use your real name or a nickname and have either a private profile or strict privacy settings.

A professional profile, on the other hand, is like an online resume. It can help give the public an idea of your role, provide a platform to build professional connections, and allow you to engage with the community, raise awareness about what's happening in your area, and share your professional interests or views. Your professional accounts should include your real name, position title, council / ward name, and location.

It's important to keep your personal and professional accounts separate, while treating both spaces as opportunities to present yourself in a positive light and maintain respectful and appropriate behaviour at all times. Remember that the Code of Conduct applies to both accounts and any posts, likes, shares, or interactions.

What is public and what is private

You might mistakenly assume that your social media interactions and comments are private and anonymous, especially if you have set the highest level of privacy or security settings for your accounts. However, there is no guarantee of privacy.

Personal use of social media

It is important to note that the content you create on some third-party sites is the property of the site where it is posted and may be reused in ways that you did not intend. Therefore, before posting anything on a social media site, it is crucial to understand the platform you are using, read the terms of service and user guides, and familiarize yourself with posting etiquette and cultural and behavioural norms associated with the site.

It is also important to remember that what you post online can stay there for a long time and can be shared beyond the intended audience, potentially causing damage to your reputation, another person's reputation, or your council's reputation. As a council member, it is crucial to maintain a clear distinction between your private online identity and your councillor identity.

If inappropriate comments or content become public, you will be accountable under the Code of Conduct and the *Local Government Act 2019*. Additionally, there are risks to your personal well-being, such as harassment and trolling, that you may face as a council member associated with a council or other organisations or issues.

This guide aims to provide you with information that will help you understand your behavioural obligations as a council member and support you in protecting yourself from avoidable risks.

Council members expressing personal opinion

Council members have the right to express their personal opinions in public comments. However, they are prohibited from making any statements that could be interpreted as representing the official stance of their council. To avoid any confusion, it is suggested that council members preface any personal comments regarding matters or activities related to their council with a statement similar to the following: "As a [name of council] Councillor, the views expressed here are solely my own."

It is also worth checking your council media and social media policy to make sure your posts are compliant.

Receiving works requests or community feedback

When council members use social media as part of their role, they may receive posts or comments from community members, such as requests for services, administrative inquiries, complaints, or compliments. It's important to remember that the community sees these communications as equivalent to letters or emails, and they expect a response.

However, council members are not responsible for finding answers or resolving community members' requests. That is the role of the council's administration. Council members should only receive the community member's communication and ensure that it is directed to the council's administration for action.

If council members are using social media to connect with their community, they should discuss and agree with the CEO on how to forward community requests to the council's administration for action. They should regularly review their social media and promptly forward community requests to the administration and provide information of council channels available to ensure requests or complaints are dealt with efficiently.

Council members should inform community members how their communication has been received and actioned. For example, they could say: "Thank you for contacting us. Your request has been forwarded to the [name of council] for response, and you can expect to hear back from us soon. For more information, please contact our Customer Service Team at [phone number] or [email address]."

Personal use of social media

Do's and Don'ts for using photos, videos, images and infographics

Do:

- Use relevant, engaging and high quality images or videos to draw more attention to your post.
- Ask permission from each person before taking their photo and explain the intended use of the photo.
- Ask permission to use an image or video that someone else created, even if you are pictured.
- Consider obtaining written consent to use a photo or video on your social media.
- Credit the person that took the photo or acknowledge the original source.
- Remove an image or video immediately on request.
- Request for photos of yourself to be removed from accounts if you did not give permission or feel it is no longer appropriate. Report the person if your image or video has not been removed after 48 hours.

Don't:

- Use the image or video if you don't know the creator.
- Post stock photos without a caption or giving credit to the owner.
- Use the photo or video if you did not obtain permission from every person pictured.
- Use images from the internet without double checking the terms of use.
- Take or use photos or videos where the site, event or venue explicitly prohibits photo and video.
- Use inappropriate images or videos that may embarrass yourself, another person or your council.
- Use images that go against the platform's terms and conditions, council's policies or governing legislation.

What happens if I have breached the requirements?

If you believe that you have previously posted comments or content that may breach your obligations, it is recommended that you remove (delete) the offending material as soon as possible after you become aware that the material may constitute a breach.

Legislation

Council member behaviour and activity, including when using social media for professional or personal purposes is governed by:

- *Local Government Act 2019*
 - Code of Conduct at Schedule 1
- *Local Government (General) Regulations 2021*
- *Local Government (Electoral) Regulations 2021*
- *Information Act 2002*
- *Anti-Discrimination Act 1992 (NT)*

Personal use of social media

- *Defamation Act 2006.*

Check your council's policies too as there may be specific policies which apply to communications and social media which you must comply with. For example:

- Public Relations / Media
- Election Caretaker Period.

For more information

You will find answers to the most commonly asked questions on the page below. For further queries, please contact your council staff or alternatively you can contact the Local Government Unit, Department of the Chief Minister and Cabinet via LGQuestions.CMC@nt.gov.au.

Frequently asked questions

Why can't I say what I want if I post anonymously?

Are you sure you are anonymous? You may not have identified yourself as a council member but many of us now have a digital footprint that makes it easy to find out who we are. Posting material anonymously or using a pseudonym does not guarantee your identity will stay hidden. Even if you do not identify yourself you can still be identified by someone else.

It is simply common sense to assume that anything you write or post can be linked to you and your council - whether you intend it or not.

What if I have posted after hours?

Your capacity to affect the reputation of your council does not stop when you leave the council chamber. The comments you make at any time can make people question your ability to be impartial, respectful and professional when you are acting as a council member.

The community expects council members to uphold the Code of Conduct behaviours at all times.

What if I posted material from my private computer/tablet/phone?

Posting material from your private equipment means that you do not have to worry about whether or not you've properly used the council information and communication technology (ICT) resources provided to council members. It does not; however, affect whether what you've said is acceptable or not. In the same way that posting material after hours will not always protect you, neither will using your own equipment.

Having said that, remember that any material posted or sent from ICT devices provided by your council may be accessed by the council. This right to access any material received or created by you when performing your duties as a council member is established in law through the council's obligations under the following legislation:

- *Local Government Act 2019*
- *Information Act 2002*
- *Anti-Discrimination Act 1992 (NT)*
- *Defamation Act 2006.*

Use of your council's ICT equipment must be in line with your council's policies and procedures.

What about my right to freedom of speech?

The common law recognises an individual right to freedom of expression and the Australian Constitution contains a right to freedom of political communication. For council members, these rights are subject to limitations imposed by the council's policies.

Why can't I rely on privacy settings on my social media platforms?

It is prudent to restrict the publication of your comments to those people who you actually want to see the comments.

You can set the privacy settings as high as you like. But it is not a complete protection, and it is a bad idea to rely on it. It will not stop another person deciding that something you wrote is particularly funny or insightful, taking a screenshot, and making it available for everyone to see.

Personal use of social media

What about 'liking', sharing and reposting?

If you 'like' something on a social media platform, it will generally be taken to be an endorsement of that material as though you had created that material yourself.

'Sharing' a post has much the same effect. If, however, you are sharing something because you disagree with it and want to draw it to someone else's attention, make sure that you make that clear at the time in a way that does not breach the Code of Conduct. It may not be enough to select the 'angry face' icon, especially if you are one of thousands that have done so.

If my social media pages are locked to friends only but one of my friends reposts one of my posts, could this be a breach?

Yes. The breach occurs at the time you made your post. The fact that one of your friends chose to repost it does not create the breach, it just makes it easier to identify.

Public comment includes anything that you say in public or which ends up in public. This can include something you have said or written to one person. If your comment has an audience, or a recipient, it is a public comment.

Will I breach the Code of Conduct if I send content in a private email to a friend?

Potentially, yes. There is nothing to stop your friend forwarding the email or taking a screenshot of it, including your personal details, and sending it to other people or posting it all over the internet. Again, the breach of the Code of Conduct is not in their subsequent publication of your material, but in your emailing that material in the first place.

Am I responsible for nasty comments made by someone else on my social media pages?

Doing nothing about objectionable material that someone else has posted on your page can be seen in some circumstances as your endorsement of that material. If someone does post material of this kind, it may be sensible to delete it or make it plain that you do not agree with it or support it.

Any breach of the Code of Conduct would not come from the person making the post. It would come from how you reacted to it.

Is it okay to share a petition about a political topic?

It depends. The factors affecting this judgment might include the subject of the petition, or the terms in which it is expressed. The principles set out elsewhere in this guide and in your council's policies may help you come to a view in each case.

In any case, if a council member has been actively involved in a petition or has been a signatory to the petition, the council member will have a conflict of interest to disclose when the petition is presented to the council for consideration.

Is posting to a closed mailing list making a public comment?

Yes. The same principles apply in this case as posting to locked social media pages or sending private emails.

What about just joining a Facebook group (or similar)?

People will draw conclusions about you from a range of factors. This can include the nature of any online communities that you join.

Personal use of social media

Can I post comments about politics, issues and events in other council areas?

Usually, yes, but the same concerns still apply. For example, council members may be seen to be commenting on behalf of their council and need to exercise sensible care in their comments.

You should think carefully before making comments about politics, issues and events in other council areas that might lead others to thinking less of your council.

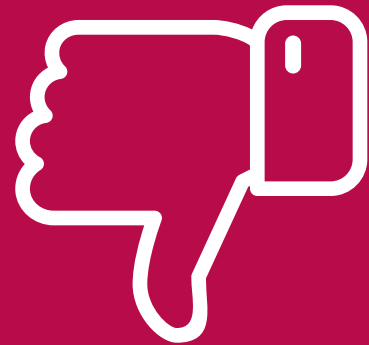
What about posts or comments I have made in the past prior to becoming a council member?

These principles do not apply to posts made prior to you becoming a council member. However past posts could still affect the council's or your reputation, therefore it would be best to consider the appropriateness of your past posts on any social media accounts and remove any posts that are not appropriate.

If I resign from being a council member, am I free to post anything I want?

Former council members continue to remain bound by a duty of confidentiality in respect of information obtained in confidence during their time as a council member and cannot use the information to gain a benefit or cause harm to another. You should think about whether something you wish to post after leaving your council role might breach this duty.

SOCIAL MEDIA DON'TS



If you are a council member, it is really important to think about what you put on social media or what you say on social media.

- Maybe you do not need to post on social media, every day or week.
- Do not post things, do not comment on things, or do not share information that is gossip or will lie to people.
- Do not post / say bad comments about other people. Do not post / say bad things about people who work or used to work at council.
- Do not post things that maybe will embarrass you, embarrass other people or embarrass your council.
- Do not get involved with requests or feedback from people in the community, unless the CEO says yes first.
- Do not post anything that will make people think it is from the Council.
- Do not post personal / things that are not about work on your work account.
- Do not post anything confidential / secret, even if you don't work for council anymore.
- Stay away from / do not do anything illegal / against the law online. Do not post if you are not sure.

SOCIAL MEDIA DO'S



- Do read the RULES. They are called the Code of Conduct, the council policies and governing legislation (law for councils). These will say what you should do and how you should act online. Make sure the things you do online (actions and behaviour) are the same as what these RULES talk about / say. Check if you are unsure.
- Do keep your work social media account away from your personal social media account.
- Do look for questions and messages from community and tell them that their questions will be sent / passed on to council.
- Do ask your followers for their ideas on how to make the community a better place.
- Do say that you are saying just what YOU think and make sure that you say you are NOT speaking for the council.
- Do check what you are going to say first in your work posts – will community or council be upset by your post?
- Do / always think about the things that you say / put on your personal social media accounts. Your personal social media posts can be mixed up with your work / position as a council member.
- Do delete any posts or comments from your accounts that might cause trouble / harm as soon as possible.
- Do think carefully about what you will say / comment about politics, issues and events in other council areas.
- You must always keep secret council information secret / not talk about it. It is a rule / law called a duty of confidentiality. Even after you leave that job.
- Do report any posts which are bad trouble/ threatening to police.
- Do talk to someone / get advice if you are getting bullied online.





10.2.4. Corporate and Community Services

Report Type **Officer Report For Information**

Department **Corporate Services**

Prepared by **Director of Corporate Services**

Purpose

To provide Council with a quarterly update on Corporate and Community Services across the Council.

Recommendations

- A. That the Corporate and Community Services report is received and noted

Regional Plan

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

Goal 6: Systems

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

6.2 Overhaul the Council's Knowledge Management system to assist in improving staff efficiency and access to records within 12 months

Background

We Welcome New Staff

Council Operations Assistant Manager Kalkarindji – Kirsty Bock

Council Operations Officer Pine Creek – Lamar Armstrong

Council Operations Officer Timber Creek – Jacob Johns

Community Care Worker Kalkarindji – Quinlan Bernard

Community Care Worker Kalkarindji – Connie Campbell

Community Care Worker Timber Creek – Tegan McDonald

Indigenous Mentor Support Coordinator – Kadeja James

- Two Recreation Coordinators have now commenced for the trial of sport and recreation.



HR together with the Indigenous Mentor Support Coordinator are working on an overall Cultural Awareness presentation to be included in the new employee induction process.

All staff are now using the Roubler payroll system including the clock in and clock and apply for leave online.

Employee Management

We have spent \$6,168,382 from our annual salary budget of \$13,450,870

DEC 2022

Council Employee Count: 140

FTE Rate: 120.08

ATSI: 89 = 63.57 %

Program employees: 89

Core employees:

51

New commencement: 1

Resignations: 2

Location	Employee Count	Full Time	Part Time	Casual
Kalkarindji	24	17	6	3
Lajamanu	4	2	2	0
Naiyu	17	11	5	1
Pine Creek	13	8	5	1
Timber Creek	22	13	9	0
Yarralin	28	16	11	1
Regional Office	32	31	1	0

JAN 2023

Council Employee Count: 145

FTE Rate: 125.23

ATSI: 91 = 62.75 %

Program employees: 90

Core employees:

55

New Commencement: 6

Resignations: 4

Location	Employee Count	Full Time	Part Time	Casual
Kalkarindji	27	15	6	2
Lajamanu	4	2	2	0
Naiyu	17	11	5	1
Pine Creek	14	8	5	1
Timber Creek	24	15	9	0
Yarralin	27	16	10	1
Regional Office	32	31	1	0

FEB 2023

Council Employee Count: 142

FTE Rate: 123.38

ATSI: 92 = 64.33%

Program employees: 86

Core employees:

56

New Commencement: 1

Resignations: 9

Location	Employee Count	Full Time	Part Time	Casual
Kalkarindji	27	18	6	3
Lajamanu	4	2	2	0
Naiyu	17	11	5	1
Pine Creek	14	8	5	1
Timber Creek	21	15	6	0
Yarralin	27	16	10	1
Regional Office	32	35	0	0



Training and development

Aged Care / NDIS – Cert III Individual Support
COAMS – Cert IV in Local Government
COMS & Staff – Diploma local Government
COO – Cert III Local government – Operations
First Aid Training
CPR Training
4WD Training
AvePoint M365 and SharePoint records management training
Roubler
PSMP

Other Training Scheduled

Mental Health First Aid
Leadership & Empowerment
RIBS
4WD Training

Indigenous Mentor Support Program

To date the mentoring program has undergone development for implementation. This includes what the program will look like, how it will work, how it will be rolled out and the supporting documentation for the program developed.

Presentation of the program has been delivered to COMS and Managers to provide them with the understanding of what the program is about. All of Pine Creek employees have been delivered the workshop to date with all other locations to follow.

Work Health and Safety

There were a few incidents reported during December, most mainly very minor in nature. As a result, I have asked for an Incident Register to be implemented in all locations, that way each VDRC office are responsible for keeping their own records of minor injuries. They will also be keeping an electronic record just in case anything occurs to the manual record. All other incidents will come to me for enquiries/investigation.

Education around staff reporting incidents within 24 hours is currently being implemented. I have sent e-mails and conducted training with COMS regarding the incident reporting system in use at VDRC.

I have been conducting enquiries in relation to sourcing the most appropriate drug testing kits. There are many to choose from and I need to ensure that whatever VDRC have are current, fit for purpose (ie not urine samples as these require specific storage until laboratory testing can be completed) and are cost effective. The site inspections have not been occurring as regularly as possible due to the inclement weather patterns we have been experiencing, but these will resume once the weather improves. My last trip to Kalkarindji (December) I had training in regard to conducting vehicle inspections with the Aged Care staff, which was very successful as it was hands on, and everyone got to see all of the equipment in the vehicles and the purpose of having these items in vehicles (jacks/fire



extinguishers/first aid kits/maintenance books). They also tested levels for oils, coolants, windscreen wipers and how to top these up as required. I have also been actively involved in checking SWMS (Safe Work Method Statements) and other project documents for the new office project at Pearce Street. I assisted Keerthi and Matt in the clean-up of the workshop at Pearce Street to better utilise the space. Keerthi, Matt and I also temporarily resolved the problem of water seeping into the workshop at Pearce Street.

Proposed training for 2023

- Conducting Vehicle Inspections
- Completing Vehicle Checklists
- Completing Journey Management documentation
- Road and weather safety checks prior to undertaking travel
- Electrical safety
- Fatigue Management
- Drugs and Alcohol in the workplace

Finance

Continued to assistance with the financial details for acquittals and auditing of funded programs and grants.

Preparing for 2023-2024 budget

Continued to assist in rolling out Roubler training sessions with all the managers to enable staff and managers to successfully use the Roubler payroll system to clock in and clock out.

Advertising for a Senior Account.

Information Technology

There are several ongoing projects occurring in IT as follows -

- Network outage issue with Yarralin for almost 2.5 weeks.
- Liberate Mobile service was down for 3 days and it took almost 2 weeks to resolve the issue with CDM.
- Update Lan Diagram including CCTV Camera and Network
- Updated Zoleo Device List
- DJ has contacted Starlink through Vocus Australia and got a proposal setup.
- NBN: Design and apply for new property development at the 18 Pearce Street new site.
- Successfully moved and setup the conference room unit in Pearce Street and setup the network.
- Successfully removed the CCTV camera unit from the conference room to the new rack.
- Design a fiber connection to the 18 Pearce Street building.
- implement and set up WiFi access to the conference room in Nauiyu's main office.
- Aged care new staff user training at Kalk
- Fixed VDRC main line issue: The fixed VDRC hotline was not working; calls went to the message bank on January

Public Relations



Since December through to February, a number of key messages, communications and events have been successfully delivered to stakeholders, community members and council staff.

Key events and highlights:

Christmas across Victoria Daly – December

The winding down of 2022 saw Council communications take on a lighter and more celebratory tone, giving Council an opportunity to reflect on the year that was and look towards the year ahead.

An e-newsletter was sent out to media outlets, community stakeholders and staff as a way of wrapping up the year and outlining what 2023 had in store. Photos of Christmas celebrations from across the region were included in the newsletter and were shared across our social media channels.

Disaster response: December – January flooding in the Timber Creek region

Flooding in the Timber Creek region over the Christmas and New Year period required strategic and fast-paced communications from Council.

The Mayor of VDRC engaged with local and national media outlets such as the ABC and NT News, providing commentary and updates as the disaster was unfolding. A media release was subsequently published during the recovery phase.

The purpose of this release was not only to thank staff on the ground for their work keeping community members safe and highlight the work the Council was doing to keep but to draw attention to the Northern Territory Government's outdated disaster strategy. This was picked up by the ABC, NT News, and the Katherine Times. Regular road warnings and weather updates were also shared across our social media channels to inform community members and stakeholders of changing conditions in the wet season.

Community events

The Council has hosted and supported events across the region. From December through to February these events have included:

- DJ and sport workshops in Pine Creek hosted by DJ Charly Templar
- Australia Day events in Pine Creek, Timber Creek and Kalkarindji
- International Women's Day in Pine Creek and Timber Creek

Promotion of these events occurred via social media posts, physical posters and flyers.

Local Authority Meetings: February

Throughout February a number of the regional office executive staff travelled to Victoria Daly communities for the Local Authority meetings.

During these meetings, awards were presented to each of the community health clinics recognising their hard work keeping communities safe during the Covid-19 outbreaks. These award presentations were captured and posted across social media and the Council website.

These meetings were also an excellent opportunity to meet important community leaders and stakeholders for future events and strategy.

Media activity and key events:

- Gained 47 new Facebook followers during this period, and our FB page reached 38k users.



- Gained 26 new Instagram followers, with our posts reaching 1.9k users across the platform.
- Signed up for Hootsuite, a social media manager that makes posting across multiple platforms easier and provides valuable insights.
- Began development of physical community newsletter and e-newsletter. The rollout of these products has now been delayed due to flooding across the region.
- Nine media releases/news articles were published in this period.

Governance & Compliance

The past three months have been occupied with the following occurring

- PSMP workshop in Darwin
- Reviewed policies, removal, renew by Council
- Reviewed policies for approval by CEO
- Worked on By-Laws
- Currently undertaking an internal governance audit
- Working with Ave point setting up our new records management system.

Community Care

- The Department has introduced a new price list for providers, which we are currently updating through out financial processes.
- Keogh Bay has prepared a financial report for VDRC Aged Care. Aged Care is working closely with finance to implement changes to ensure the viability of the programs.
- An Audit for Timber Creek and Kalkarindji has been conducted by Sand Palm Consulting and Audit reports have been received. There has been quite a bit of improvement since the Aged Care Commission conducted their audit, however Aged Care teams will be working on a continuous improvement plan to ensure compliance is met across are areas.
- Consumers in Pine Creek have requested to receive the meals. At this stage, the number is limited abut 2-3 only and we are looking at either delivering hampers or frozen meals for the whole week which can be organised from Pine Creek. This plan is yet to be finalised.
- Consumers in Pine Creek have requested domestic assistance especially the cleaning. We are looking to start the services per consumers CHSP referrals hopefully by end of this month.
- Currently there are no HCP packages for Timber Creek. However, two new HCP approvals has been received and paperwork is going through its final approval process.
- We have also received two HCP approvals for Pigeonhole Level4 and Level3
- ITEC house in Timber Creek is partially stocked with required stuff to start the services and a further order has been placed. Services will commence asap.
- An Aged Care/NDIS training session was organised in Katherine from 13/02/2023 to 17/03/2023 for all team leaders and their back up person from each location to attend. This is to keep upskilling staff and develop their skills.



NDIS

Coordination of Support

- 259 hours of support coordination delivered.
- 14 Coordination of Support Participants including 2 new participants and 2 participants who had plan review and selected VicDaly again for their coordination of support services.
- 2 participants transferred to new coordinator of support.
- 2 Participants attended Darwin/Katherine for short term accommodation over the Christmas and new year period, strong relationships built with providers has had positive returns for our participants with the trip to Darwin for Christmas celebrations provided at no cost for 1 participant who chooses to access this provider regularly.
- Three visits by Occupation Therapists to communities which resulted in new assistive technology items being approved for 3 participants and the replacement of new wheelchair after it was misplaced by participant.
- Extensive review of equipment and initiation of change of circumstances requests to NDIA has been underway to ensure participants have the correct equipment before returning to their homes and are able to remain safe until the time they are able to return.

Service Provision

- 15 participants accessed support during this period.
- 1st Dec2022 - 28th Feb2023 – Direct Supports delivered
 - Access Community, Social and Recreational Activities 503 hours
 - House Cleaning and Other Household Activities 33 hours
 - Assistance with Self Care Activities 392 hours
 - Group Activities in a Centre/Community 592 hours
 - Transport Support 3,388 kms
- NDIS staffing at Yarralin and Timber Creek were both concerning as impacts to service delivery and subsequent funding were reduced to lack of staff working throughout this period.
- NDIS Manager attended Kalkaringi for several weeks during this period to assist the staff and acting team leader, a roster to support the teams was developed to ensure support on the ground was constant, however impeding and inundation of flood prevented this from fruition. During this period teams in Kalkaringi and Yarralin were provided daily support by phone or teams.

Compliance & Risk

NDIS audit was conducted by Sand palms Consultancy with the audit results showing a huge improvement to the external audit conducted in 2021. Continued work is being done in the NDIS Stream to further improve the service, employee knowledge and skills.

Policy implications

None

Budget implications

None



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. Action Sheet

11.1. Action Items

Report Type **Officer Report For Information**

Prepared by **Manager of Executive Services, Michelle Griffin**

Purpose

To provide an update on the status of action items.

Recommendations

- A. That the Action Items report is received and noted
- B. That council approve completed actions be removed from the action item list.

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. 20230328 Action Items Report (1) [11.1.1 - 5 pages]

Action Register



Meeting Date	Item	Action Required	Assignee/s	Action Taken	Status
21/03/2017	052/2017 - Waste Management Site - Kalkarindji	Action: CEO to identify ownership (through Land Council) of suitable future waste management land sites. Apply for external fencing funding for Kalkarindji civil works to ascertain waste management site requirements for inclusion of project in the community plan.	Brian Hylands	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
28/01/2020	Item 14 – Upstream Flood Notifications	Action: (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.	Brian Hylands, Michelle Griffin	Motion submitted to LGANT for discussion at General Meeting in April. Actions from 21-01-21 and 22-10-21 combined. 17/03/2023 Michelle Griffin Motion paper sent to LGANT for inclusion in the general meeting agenda. LGANT GM is scheduled for 19-20 April 2023.	In progress
22/02/2020	Item 10 - NDIS Audit	Action: Aged Care & NDIS Audit to be conducted every six months by external provider	Trudy Braun	24/01/2023 Trudy Braun Audits commencing 16 February 2023.	In progress
28/09/2020	Item GB-31.4 Waste Management Plan Nauiyu	Action: That a business plan be prepared to outsource waste management at Nauiyu	Matthew Cheminant	17/03/2023 Matthew Cheminant VDRC are still waiting for a lease agreement.	In progress
26/07/2022	General Business 13.2 Roadside stops - Buntine Hwy	Discuss and identify the location for a rest stop with toilets. Action: Letter to DIPL and the Department of Chief Minister and Cabinet (Jake and Claire) and Regional Manager Territory Regional Growth. Roadside rest stop near Delamere.	Matthew Cheminant	17/03/2023 Matthew Cheminant MC sent an email to Dipl requesting toilet blocks along the Buntine HWY in three locations. They have acknowledged the request.	Not yet started
30/08/2022	Community Benefit Fund Major Grant Application	Resolution: OCM-2022/106 A. That the report Community Benefit Fund Major Grant Application is received and noted B. That Council approves the submission of a Community Benefit Fund grant application to support upgrades and the furnishing of 4 Fitzer Road Timber Creek C. 60K limit for kitchen upgrade - to be recovered from grant if successful.	Keira Townsend	08/03/2023 Keira Townsend Council has been notified of a successful application however a funding agreement will not be provided until Council provides an updated project plan and budget. As Council has been unsuccessful in obtaining 2 Fitzer Road, the Operations team need to update project design and accompanying budget for 4 Fitzer which then needs to be supplied to NIAA. A funding agreement will not be provided until this is submitted and approved.	Awaiting external response
30/08/2022	General Business 13.2 Representation review Committee – Timber Creek Councillor	Resolution: OCM-2022/126 CEO to write to Representation Review Committee for an additional Councillor for Timber Creek ward.	Brian Hylands	24/01/2023 Michelle Griffin Research taking place on process.	Not yet started
27/09/2022	General Business 15.6 In-kind support request	Resolution: OCM-2022/152 That a letter from the Mayor be sent to Sitzler seeking in-kind support for the projects taking place in Timber Creek for the benefit of the people of Timber Creek.	Michelle Griffin	17/01/2023 Michelle Griffin Letter drafted. Requires further investigation.	In progress
27/09/2022	General Business 15.1 Key cutting – schedule of fees and charges	Resolution: OCM-2022/148 That key cutting be added to the schedule of fees and charges for \$15 per instance. One machine to be located at Yarralin and one at Timber Creek; and That one key cutting machine be gifted to Green Rivers Aboriginal Corporation from Nauiyu.	Jackson Bernard, Michelle Griffin	18/01/2023 Michelle Griffin Schedule of fees and charges have been updated and published to website. One machine gifted to GRAC. Two remaining machines require servicing prior to distribution to Yarralin and Timber Creek.	In progress
25/10/2022	Correspondence Timbe Creek Infrastructure	Action: 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)	Michelle Griffin	17/01/2023 Michelle Griffin Letter drafted and awaiting feedback. Further investigations taking place. 23/02/2023 Michelle Griffin Letter sent to Minister Lawler on 20/02/23 seeking update on Timber Creek planning.	Awaiting external response
25/10/2022	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.	Michelle Griffin	17/01/2023 Michelle Griffin Letter drafted and awaiting feedback. 24/01/2023 Michelle Griffin Letters sent on 24 January 2023	Awaiting external response

Meeting Date	Item	Action Required	Assignee/s	Action Taken	Status
				17/03/2023 Michelle Griffin Caleb Johnston from Minister Lawler's office contacted Council to gather more information. He will contact us shortly with options moving forward.	
29/11/2022	Pine Creek Local Authority meeting held on 7 November 2022	Resolution: OCM-2022/183 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.	Matthew Cheminant, Tanya Brown	24/01/2023 Keira Townsend Confirmation of location of signs is being finalised and a request to DIPL to approve installation under our Occupation License has been submitted. Builder has been instructed to commence construction. Katherine signs are ready to develop the visuals for the signs. Expecting project completion by end of April just in time for the tourists.	In progress
29/11/2022	Daly River Local Authority meeting held on 2 November 2022	Resolution: OCM-2022/184 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 endorses 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	Matthew Cheminant, Pat Hollowood	24/01/2023 Jocelyn Moir DRLA-2022/13: The skip bin is not currently at Nauiyu. It has been coordinated to be delivered should it be required before flood occurs for this current wet season. 08/03/2023 Pat Hollowood Skip bin arrived in Nauiyu 27/2/2023 and used during the flood event in March	In progress
29/11/2022	Kalkarindji Daguragu Local Authority meeting held on 8 November 2022	Resolution: OCM-2022/185 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.	Allan Hawke, Matthew Cheminant	24/01/2023 Jocelyn Moir Quotes received on 20/01/2023. Vet visits confirmed for Feb/Mar and Oct/Nov. 2 x 5-day visits + accommodation. Leftover funding 21/22 KDLA vet resolution brought forward to 22/23. 17/03/2023 Matthew Cheminant Purchase order has been raised for the two vet visits.	Scheduled
29/11/2022	Correspondence Report By-Laws repeal process	Resolution: OCM-2022/192 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. ADDITIONAL RESOLUTION D. That the outcome of the Repeal By-Laws consultation be tabled at the Timber Creek and Pine Creek Local Authority, including a report with an explanation of the Repeal process since it commenced	Trudy Braun	24/01/2023 Michelle Will Certificate received from the Department of the chief Minister and Cabinet on 24/01/2023. Report to council in January 2023 seeking council resolution to finalise repeal process.	In progress
13/12/2022	13.4 Additional Rubbish in Pine Creek	Action: Clr Macleod to raise with LGANT regarding rubbish and filling water tanks.	Michelle Griffin	Awaiting councillor report.	
13/12/2022	Allocation of 2022-2023 FY WaRM Funding	Resolution: OCM-2022/198 A. That the Allocation of 2022-2023 FY WaRM Funding report is received and noted B. That the Council approves allocating WaRM funding totaling \$148,800 to sealing the Timber Creek WTS access Road including line marking, installation of bollards and verge safety barriers.	Jackson Bernard, Keira Townsend, Matthew Cheminant	24/01/2023 Trudy Braun Council resolution sent to the Department of the Chief Minister and Cabinet. 08/03/2023 Keira Townsend Resolution provided to NTG and project is approved.	Awaiting external response
13/12/2022	General Business 13.3 Yarralin Gate - DIPL	Yarralin gate signage is not clear to go through the gate onto Yarralin Community Complaints have been received by the Mayor that staff providing major services to Yarralin, cannot find the community and return back to Timber Creek. Action: Letter to DIPL regarding signage to Yarralin on the gate	Michelle Griffin, Matthew Cheminant	17/03/2023 Michelle Griffin MG spoke to DIPL officer and was advised that there shouldn't be a problem with obtaining approval to erect a sign at the Yarralin gate. Design of sign can be developed and submitted to DIPL with dimensions and location.	Not yet started
13/12/2022	General Business 13.2 Lot 2 Wooliana Rd DR	What is happening with granting Lot 2 to VDRC as a future office/depot. Action: Letter to Dheran Young for an update of Lot 2 Wooliana Road, Nauiyu.	Michelle Griffin	23/02/2023 Michelle Griffin Letter sent to Dheran Young on 23/02/2023 with invitation to March OCM 17/03/2023 Michelle Griffin	Awaiting external response

Meeting Date	Item	Action Required	Assignee/s	Action Taken	Status
				Correspondence was redirected to Dheran Young's electorate email and office was contacted. Mr. Young is sitting in Parliament at the end of March so won't be able to attend the March OCM. Tentative meeting booked for Thursday 27 April when Council meets in Pine Creek.	
31/01/2023	Timber Creek Floods – recognition letters	Resolution: OCM-2023/4 <i>That Council recommend Daniel Jones and Grahame Watts receive a bravery award for their commitment to ensuring community safety during the Timber Creek floods in December 2022.</i> Resolution: OCM-2023/6 <i>That Council request a Timber Creek community safety debrief by all services/agencies following the Timber Creek floods in December 2022.</i> Resolution: OCM-2023/7 <i>That Council write a letter of appreciation to all staff members who were involved in ensuring community safety throughout the flood event in Timber Creek.</i>	Michelle Griffin	21/03/2023 Michelle Griffin Seeking clarification from Councillors regarding bravery award.	
31/01/2023	Remote rubbish collection service	12.3 Rubbish collection (remote housing) Action: paper to March council meeting outlining rubbish collection service in remote communities.	Matthew Cheminant	23/02/2023 Matthew Cheminant Director of Operations contacted Territory housing in charging for a second bin at houses under their management due to overcrowding. They requested a quote on the second bin and second collection. this is currently in progress.	In progress
31/01/2023	Lot 2 Wooliana Road	Resolution: OCM-2023/17 <i>Letter to Minister for Local Government (cc Dheran Young and the Chief Minister) regarding Lot 2, Wooliana Road as a potential future site for waste management.</i>	Michelle Griffin	23/02/2023 Michelle Griffin Awaiting update from Mr. Dheran Young. Invitation was extended for him to attend the March OCM. 17/03/2023 Michelle Griffin (AS ABOVE) Correspondence was redirected to Dheran Young's electorate email and office was contacted. Mr. Young is sitting in Parliament at the end of March so won't be able to attend the March OCM. Tentative meeting booked for Thursday 27 April when Council meets in Pine Creek.	Scheduled
31/01/2023	12.7 Invitation to EPA to attend VDRC local authority meetings.	Resolution: OCM-2023/18 <i>Council invites the Environmental Protection Agency (Cc Minister Moss) to all VDRC local authority meetings to explain their policies regarding landfill and penalties for illegal dumping.</i>	Michelle Griffin	23/02/2023 Michelle Griffin Letter is being drafted to invite EPA to May local authority meetings. 03/03/2023 Michelle Griffin Invitation sent on 3 March 2023 16/03/2023 Michelle Griffin CEO spoke to EPA. At this stage it is unclear whether the EPA will accept the invitation.	Awaiting external response
28/02/2023	Auction of Council assets	Resolution: OCM-2023/24 A. That the report Operations Auction List Report is received and noted; and B. That Council approves the disposal of the following assets through an auction: C. 2001, 6110SE John Deere Rego 632337 D. 2007, F3680 Kubota Rego CB95XA E. 2002, Delta Daihatsu Rego 632726 F. 2014, M7040SU Kubota Rego CB28GR G. 2006, 450LONG Isuzu Rego 771755 H. 2004, M7040SU Kubota Rego CD91NJ I. 2001, F3560 Kubota Rego 618783 J. 2012, LC78 Toyota Rego CC42NN K. DINGO (Trailer – I. 2497) L. John Deere 5205 M. Massey Ferguson GC2400 N. Rover mini rider – 6 speed transmission O. Various other smaller items P. The A Trailer; and Q. C. That the Chief Executive Officer's certificate for auction list presented at this meeting for items beyond economical repair and/or no longer required by council be received and noted	Matthew Cheminant	17/03/2023 Matthew Cheminant With flood recovery a priority, the Auction has been put on hold until Director can be in Katherine for inspections of auction items.	Not yet started
28/02/2023	Pine Creek Local Authority Project Funding	Resolution: OCM-2023/28 A. That the minutes of the Pine Creek Local Authority meeting held on 7 February 2023 be adopted as a resolution of Ordinary Council; and B. That Council endorses resolution PCLA-2023/4 The Pine Creek Local Authority extends an invitation to PowerWater to attend the next Pine Creek Local Authority meeting to discuss water issues.	Jackson Bernard, Matthew Cheminant, Tanya Brown	08/03/2023 Jackson Bernard No action is required from Finance. 17/03/2023 Matthew Cheminant	

Meeting Date	Item	Action Required	Assignee/s	Action Taken	Status
		<p><i>C. That Council endorses resolution PCLA-2023/7 that the Pine Creek Local Authority have accepted the Election Commitment funding offer and commit a matching co-contribution as per the funding guidelines.</i></p> <p><i>D. That Council endorses resolution PCLA-2023/8 for the council to obtain quotes for lighting options for the Pine Creek oval (to include fixed and mobile options).</i></p> <p><i>E. That Council notes resolution PCLA-2023/10 and will continue to support the Pine Creek Goldrush with in-kind assistance</i></p>		<p>A. Pine Creek Com needs to invite Power and water to the next local authority meeting</p> <p>B. Committed funding just a delay on delivery of equipment</p> <p>C. Lighting, Applications for a grant in progress</p> <p>D. Approved</p> <p>20/03/2023 Tanya Brown</p> <p>COM ,Tanya Brown emailed PWC on 7th February 2023 to Shane Papworth to update on Pine Creek water security. Waiting for confirmation on attendance.</p> <p>COM, Tanya Brown emailed AllRegions electrical for a cost estimate on supplying and installing lighting at the oval on 7.2.2023</p>	
28/02/2023	Daly River Local Authority Project Funding	<p>Resolution: OCM-2023/29</p> <p><i>A. That the minutes of the Daly River Local Authority meeting held on 8 February 2023 be adopted as a resolution of Ordinary Council.</i></p> <p><i>B. That Council endorses DRLA resolution DRLA-2023/8 to commit \$10,000 of Local Authority Project Funding to a bi-annual veterinary program.</i></p> <p><i>C. That council receives the feedback from the Daly River Local Authority DRLA-2023/6 that a library service would benefit the community and will take this feedback into account when developing the 2023/24 regional plan.</i></p>	Jackson Bernard, Matthew Cheminant, Pat Hollowood	<p>08/03/2023 Jackson Bernard</p> <p>\$10k for Bi-annual veterinary be added in the next budget review.</p>	
28/02/2023	Kalkarindji / Daguragu Local Authority Project Funding	<p>Resolution: OCM-2023/30</p> <p><i>A. That the minutes of the Kalkarindji/Daguragu Local Authority meeting held on 14 February 2023 be adopted as a resolution of Ordinary Council.</i></p> <p><i>B. That Council endorses resolution KDLA-2023/6 to proceed with the bus shelter project, estimated to cost up to \$20,000.</i></p> <p><i>C. That Council endorses resolution KDLA-2023/7 for the design of the waste management sign 'for health and safety reasons please do not light up the dump'. (attached)</i></p> <p><i>D. That Council endorses resolution KDLA-2023/8 to proceed with the Arts Centre Park shade trees and outdoor table project, estimated to cost up to \$20,000.</i></p> <p><i>E. That Council receive and note resolution KDLA-2023/9 that the Local Authority support the council to advocate for rest stops on the Buntine Highway and support that council write to the relevant Ministers on the matter.</i></p>	Allan Hawke, Jackson Bernard, Matthew Cheminant	<p>08/03/2023 Jackson Bernard</p> <p>\$20k commitment for Bus Shelter and \$20k for Arts Centre shade trees and outdoor table project will be included in the next budget review.</p>	
28/02/2023	Yarralin/Nitjpurru Local Authority Project Funding	<p>Resolution: OCM-2023/31</p> <p><i>A. That the minutes of the Yarralin/Nitjpurru Local Authority meeting held on 16 February 2023 be adopted as a resolution of Ordinary Council.</i></p> <p><i>B. That council endorses resolution YLA-2023/4 to commit \$30,000 of Local Authority Project Funding to a bi-annual vet program in 2023.</i></p> <p><i>C. That council endorses resolution YLA-2023/5 to commit \$150,000 of Local Authority Project Funding to the development of a playground, including outdoor fitness equipment in Yarralin.</i></p> <p><i>D. That council notes resolution YLA-2023/6 and will investigate options for developing a council premises including office and staff accommodation at Nitjpurru.</i></p> <p><i>E. That council notes resolution YLA-2023/7 and will investigate the process and support a place name change from 'Pigeon Hole' to 'Nitjpurru'.</i></p>	Jackson Bernard, Matthew Cheminant, Noleen Campbell	<p>08/03/2023 Jackson Bernard</p> <p>\$30k and \$150k commitments will be included in the next budget review.</p>	
28/02/2023	Bulla Local Authority Project Funding	<p>Resolution: OCM-2023/32</p> <p><i>A. That the minutes of the Bulla Local Authority meeting held on 21 February 2023 be adopted as a resolution of Ordinary Council.</i></p> <p><i>B. That Council endorses resolution BLA-2023/2 to commit \$6,500 of Local Authority Project Funding to the purchase of event equipment including marquee, tables, and chairs.</i></p>	Matthew Cheminant, Jackson Bernard, Paul Buckley	<p>08/03/2023 Jackson Bernard</p> <p>\$6.5K commitment will be included in the next budget review, in April</p>	
28/02/2023	ABA Grant for Timber Creek (4 Fitzer Street)	<p>Resolution: OCM-2023/34</p> <p><i>That council request that the ABA grant to develop land at 4 Fitzer Street Timber Creek (Lot 101) be varied due to no available land, and the variation to be focused on staff accommodation on council land to support the aged care and NDIS programs.</i></p>	Trudy Braun, Keira Townsend	<p>08/03/2023 Keira Townsend</p> <p>Prior to receiving a Grant Agreement, Council is required to submit new project plan and accompanying budget to NIAA. The Operations team have been notified that this is required.</p>	
28/02/2023	Invitation for GRAC Board to attend March Council Meeting	<p>Resolution: OCM-2023/35</p> <p><i>That the Correspondence is received and noted; and</i></p> <p><i>Council invite the GRAC CEO and Board to the March Council briefing.</i></p>	Michelle Griffin	<p>16/03/2023 Michelle Griffin</p> <p>Invitation sent to GRAC GM on 09/03/2023. Awaiting response following GRAC Board meeting on 15/03/2023.</p> <p>21/03/2023 Michelle Griffin</p> <p>GRAC Board accepted the invitation, however VDRC has sent an email asking if they can attend in April instead due to Councillors being absent in March.</p>	



12. Correspondence

12.1. Correspondence

Report Type Officer Report For Information

Prepared by Manager of Executive Services

Purpose

To present to Council a register of incoming and outgoing correspondence since the previous council meeting.

Recommendations

- A. That the Correspondence is received and noted

INCOMING REGISTER

DATE	ADDRESSED TO	FROM	REGARDING	DOC ID
24/01/2023	CEO Brian Hylands	Bridgette Bellenger General Manager Territory Regional Growth	RE: NT Community Store Food Security Scheme	DOCID-423691570-1265935
24/01/2023	VDRC	NTG	RE: Application for Liquor Licence Transfer - Application Form - Emerald Springs Roadhouse	DOCID-423691570-1266160
24/02/2023	VDRC	NTG	RE: Application for Liquor Licence Transfer - Floor Plan	DOCID-423691570-1266159
10/03/2023	CEO Brian Hylands	Maree Delacey Executive Director Local Government Uni	Re: \$2.8 million Community Place for People Grants Round	DOCID-423691570-1268907
16/03/2023	CEO Brian Hylands	Natasha Flyes Chief Minister of the Northern Territory	Re: Big Rivers Regional Economic Growth Committee	DOCID-423691570-1269214



OUTGOING REGISTER

DATE	FROM	ADDRESSED TO	REGARDING	DOC ID
3/03/2023	Sally-Anne Orchard Senior Environmental Officer	CEO Brian Hylands	RE: Invitation for Northern Territory Environmental Protection Agency delegate/s to attend Victoria Daly Regional Council Local Authority meetings in May 2023	DOCID-42369157 0-1266209
9/03/2023	Dr Miriam Rose Ungunmerr Baumann AM Green River Aboriginal Corporation	Mayor B. Pedwell	RE: VDRC GRAC meeting in March	DOCID-42369157 0-1268334

Attachments

1. 2023-03-16 INCOMING Letter to CEO Brian Hylands RE Big Rivers Regional Economic Growth Committee ap [12.1.1 - 1 page]



CHIEF MINISTER

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

GPO Box 3146
Darwin NT 0801
Telephone: 08 8936 5500
Facsimile: 08 8936 5576

Mr Brian Hylands
Chief Executive Officer
Victoria Daly Regional Council

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

Dear Mr Hylands *Brian*

I am delighted to formally advise of your appointment to the Big Rivers Regional Economic Growth Committee (the Committee).

Regional Economic Growth Committees (REGCs) across the Northern Territory exist to provide independent advice to the Northern Territory Government. REGCs assist in the shaping of policy and initiatives that attract people and private investment, build on the region's competitive advantages and improve the standard of living for Territorians. Membership comprises regional leaders across key industry sectors, small business, local government and Aboriginal economic leadership.

REGCs are connected into regional governance models via the Department of the Chief Minister and Cabinet. They have a direct voice to Government and are heard by, and receive information from, senior decisions makers in the region.

The Northern Territory Government has an ambitious goal of a \$40 billion economy by 2030. Our regions are critical to our efforts in recognising that the Northern Territory's priority growth industries are located in the regions, themselves.

I look forward to working with you and the Committee throughout 2023.

Should you have any queries about your appointment, please contact Secretariat on (08) 8973 88586 or by email CMC.BigRiversRegionalEconomicGrowthCommittee@nt.gov.au.

Kind regards

Natasha

NATASHA FYLES

16 MAR 2023





13. Notices of Motion

Nil

14. General Business

15. 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.

15.1. Confidential Ordinary Meeting of Council held on 28 February 2023

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*

15.2. Acquittal of the 2021-22 Waste and Resource Management (WaRM) Grant

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*

15.3. Acquittal of Waste and Resource Management (WaRM) Grant 2020-21

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

15.4. Acquittal of the 2021-2022 Local Government Immediate Priority Grant

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*

15.5. 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*

15.6. Rates and Waste Charges Request (Reclassification of Property Number 701477)

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.*

15.7. Election Commitment Grant Funding - Minor Infrastructure Projects

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*