



**Victoria Daly**  
REGIONAL COUNCIL

# **AGENDA**

**ORDINARY MEETING OF COUNCIL  
TO BE HELD ON TUESDAY 30 MAY 2023  
AT 9:00 AM  
AT THE REGIONAL OFFICE - KATHERINE  
18 PEARCE STREET KATHERINE**

## **COUNCILLORS**

Mayor Brian Pedwell - Walangeri Ward  
Deputy Mayor Andrew McTaggart – Milngin Ward  
Councillor Yvette Williams - Pine Creek Ward  
Councillor Georgina Macleod - Daguragu Ward  
Vacant - 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.



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Brian Hylands  
**Chief Executive Officer**



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## **1. Present**

### **Elected Members Present**

Mayor (Chairperson) – Walangeri Ward  
Deputy Mayor - Milngin Ward  
Councillor - Pine Creek Ward  
Councillor - Daguragu Ward

Brian Pedwell  
Andrew McTaggart  
Yvette Williams  
Georgina Macleod

## **2. Apologies**

Nil

## **3. Presentations - Deputations - Petitions**

Nil

## **4. Public Question Time**

## **5. Disclosure of Interest - Councillors and Staff**



## **6. Confirmation of Minutes**

### **6.1. Ordinary Council Meeting held on 28 April 2023**

#### **Recommendation**

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

#### **Attachments**

1. 20230428 OCM MIN unconfirmed [6.1.1 - 10 pages]



# MINUTES

**ORDINARY MEETING OF COUNCIL  
HELD ON FRIDAY 28 APRIL 2023  
AT 9:00 AM**

**AT THE PINE CREEK MULTI RESOURCE CENTRE  
56 Main Tce, Pine Creek, NT 0847**





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A handwritten signature in black ink, appearing to read "Brian Hylands".

Brian Hylands  
**Chief Executive Officer**



*The meeting opened at 09:01am.*

## 1. Present

### Elected Members Present

Mayor (Chair)	Brian Pedwell
Deputy Mayor - Milngin Ward	Andrew McTaggart
Councillor - Pine Creek Ward	Yvette Williams
Councillor - Daguragu Ward	Georgina Macleod

### Staff Present

Chief Executive Officer	Brian Hylands
Manager of Executive Services	Michelle Griffin (minute secretary)
Director of Corporate and Community Services	Trudy Braun

### Guests

Fire and Emergency response Group (FERGs)	Alan Fountain and FERGS volunteers
Project Manager – CM&C	Karen Hocking

## 2. Apologies

**OCM-2023/64 Resolution: Carried (Deputy Mayor Andrew McTaggart/Cr Georgina Macleod)**

Council notes that Cr. Shirley Garlett is absent without apology.

Apologies: Nil

Absent: Shirley Garlett

*Guests from the Fire and emergency Response Group (Pine Creek branch) joined the meeting at 09:01am to discuss a local matter.*

## 3. Disclosure of Interest - Councillors and Staff

There were no declarations of interest at this meeting.

## 4. Presentations - Deputations – Petitions

Nil

## 5. Confirmation of Minutes

### 5.1. Ordinary Council Meeting held on 28 March 2023

**OCM-2023/65 Resolution: Carried (Cr Georgina Macleod/Cr Yvette Williams)**



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

## 6. Call for Items of General Business

1. Combined letter: Costing of evacuation and recovery
2. IOR Fuel Kalkarindji
3. Kalkarindji ACAP sewerage program
4. Telstra Nauiyu
5. Nitjpurru relocation of office - request for assistance CM&C
6. Remuneration Tribunal letter regarding travel allowances
7. Daguragu Road - mangoes mapping
8. Australia Post
9. letter of support for program Cattleman's association

## 7. Mayoral Report

### 7.1. Mayoral Report Update

*ACTION ITEM: report to Council regarding the Cattleman's Association program*

**OCM-2023/66 Resolution: Carried (Cr Georgina Macleod/Deputy Mayor Andrew McTaggart)**

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

## 8. CEO Update

### 8.1. CEO Report April 2023

*ACTION ITEM: Snap Send Solve report to Council, including demo.*

**OCM-2023/67 Resolution: Carried (Cr Georgina Macleod/Cr Yvette Williams)**

- A. That the CEO Report April 2023 be received and noted.

## 9. Reports to Council

### 9.1. Reports for Information

#### 9.1.1. Financial Report for period ending 31st March 2023

**OCM-2023/68 Resolution: Carried (Deputy Mayor Andrew McTaggart/Cr Georgina Macleod)**

That the report Financial Report for period ending 31st March 2023 is received and noted



**OCM-2023/69 Resolution: Carried (Deputy Mayor Andrew McTaggart/Cr Georgina Macleod)**

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

**9.1.2. NDIS Elected Members Induction**

*ACTION ITEM: NDIS Board training to be conducted at May briefing.*

**OCM-2023/70 Resolution: Carried (Cr Georgina Macleod/Cr Yvette Williams)**

- A. That the report NDIS Elected Members Induction report is received and noted.

**10. Local Authority**

**10.1. Local Authority Minutes**

**10.1.1 Provisional Timber Creek Local Authority meeting held on 21 February 2023**

**OCM-2023/71 Resolution: Carried (Cr Yvette Williams/Deputy Mayor Andrew McTaggart)**

That the minutes of the Provisional Timber Creek Local Authority meeting held on 21 February 2023 be adopted as a resolution of Ordinary Council.

**10.1.2. Special Timber Creek Local Authority meeting held on 14 April 2023**

**OCM-2023/72 Resolution: Carried (Cr Georgina Macleod/Deputy Mayor Andrew McTaggart)**

That the minutes of the Special Timber Creek Local Authority meeting held on 14 April 2023 be adopted as a resolution of Ordinary Council.

**10.2. Local Authority Membership**

**10.2.1. Nomination of Tristram Holcombe to the Timber Creek Local Authority**

**OCM-2023/73 Resolution: Carried (Cr Georgina Macleod/Deputy Mayor Andrew McTaggart)**

That the Nomination of Tristram Holcombe to the Timber Creek Local Authority is received and accepted.



#### 10.2.2. Nomination of Beatty Retchford to the Timber Creek local Authority

**OCM-2023/74 Resolution:** Carried (Cr Georgina Macleod/Deputy Mayor Andrew McTaggart)

That the Nomination of Beatty Retchford to the Timber Creek local Authority is received and accepted.

#### 10.2.3. Nomination of Marilla Appleby to the Timber Creek Local Authority

**OCM-2023/75 Resolution:** Carried (Cr Georgina Macleod/Deputy Mayor Andrew McTaggart)

That the Nomination of Marilla Appleby to the Timber Creek Local Authority is received and accepted.

#### 10.2.4. Termination of Darryl Darby from the Timber Creek Local Authority

**OCM-2023/76 Resolution:** Carried (Deputy Mayor Andrew McTaggart/Cr Yvette Williams)

That the Council terminate the membership of Darryl Darby in accordance with provision 2.3.2 of the Local Authority policy due to non-attendance without apology.

#### 10.2.5. Termination of Larry McLaughlin from the Timber Creek Local Authority

**OCM-2023/77 Resolution:** Carried (Deputy Mayor Andrew McTaggart/Cr Yvette Williams)

That Council terminate the membership of Larry McLaughlin in accordance with provision 2.3.2 of the Local Authority policy due to non-attendance without apology.

### 11. Action Sheet

#### 11.1. Action Items

*The meeting adjourned for morning tea at 10:20am.  
The meeting resumed at 10:49am.*

**OCM-2023/78 Resolution:** Carried (Cr Yvette Williams/Deputy Mayor Andrew McTaggart)

A. That the Action Items report is received and noted

**OCM-2023/79 Resolution:** Carried (Mayor Brian Pedwell/Deputy Mayor Andrew McTaggart)



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MINUTES  
Ordinary Meeting of Council Friday 28 April 2023

- A. That Council write to the Minister Moss (cc Minister Paech) requesting that the EPA attend local authority meetings to explain their policies that impact council's waste management.

## 12. Correspondence

### 12.1. Correspondence

**OCM-2023/80 Resolution: Carried (Cr Yvette Williams/Cr Georgina Macleod)**

- A. That the Correspondence is received and noted

**OCM-2023/81 Resolution: Carried (Cr Yvette Williams/Cr Georgina Macleod)**

- A. That Council write a letter of support to Allan McGill regarding historic aircraft wrecks being declared as a 'protected class of place'.

## 13. Notices of Motion

Nil

## 14. General Business

### 14.1 Report on flood recovery

**OCM-2023/82 Resolution: Carried (Deputy Mayor Andrew McTaggart/Cr Georgina Macleod)**

- A. Council seeks a report from the Northern Territory Government on the recovery activities and outcomes, of the floods in Timber Creek in December 2022, and the floods in Nitjpurru, Daguragu and Kalkarindji in March 2023; and
- B. Council seeks the opportunity to be engaged in a review of emergency plans for all wards within the Victoria Daly Regional Council footprint.

### 14.2 IOR Fuel Kalkarindji

**OCM-2023/83 Resolution: Carried (Cr Georgina Macleod/Deputy Mayor Andrew McTaggart)**

Council request that operations management seek a new supplier for fuel in Kalkarindji as IOR have indicated that they will be removing their services.

### 14.3 Kalkarindji & Timber Creek ACAP Sewerage

**OCM-2023/84 Resolution: Carried (Mayor Brian Pedwell/Cr Georgina Macleod)**

Council write to Department of Defence requesting that the Army Aboriginal



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Community Assistance Program (AACAP) program be engaged for Timber Creek and Kalkarindji.

#### 14.4 Telstra Nauiyu

**OCM-2023/85 Resolution:** Carried (**Deputy Mayor Andrew McTaggart/Mayor Brian Pedwell**)

A. Council write to Telstra regarding lack of mobile phone services at Nauiyu. (cc Dheran Young and Minister Ah Kit).

#### 14.5 Relocation of Nitjpurru office

**OCM-2023/86 Resolution:** Carried (**Mayor Brian Pedwell/Deputy Mayor Andrew McTaggart**)

A. Council request a letter to the Department of the Chief Minister and Cabinet for funding assistance to assist with the relocation of Council's office to the evacuation centre with connections to essential services.

#### 14.6 Remuneration Tribunal - travel and mileage

*ACTION: Contact LGANT CEO regarding clarification of travel and accommodation for board members to attend LGANT exec meetings*

**OCM-2023/87 Resolution:** Carried (**Deputy Mayor Andrew McTaggart/Cr Georgina Macleod**)

A. That Council provide feedback to the remuneration tribunal, regarding the cap of \$5,000 per year for mileage as this does not cover the cost requirements for Councillors travelling long distances to attend council meeting (an example of one VDRC Councillors travel requirements: for 12 x round trips at 920km equals 11,040km @78c/km = \$8611.20)

B. That an electoral allowance should be included in the guideline for council member allowances as it previously was.

*The meeting adjourned for lunch the time being 12:25pm*

*The meeting resumed at 1:06pm*

#### 14.7 Daguragu Road

**OCM-2023/88 Resolution:** Carried (**Mayor Brian Pedwell/Cr Georgina Macleod**)

A. Council write to Minister Lawler requesting clarification on the ownership of the crossing at Wattie Creek crossing at Daguragu.



#### 14.8 Australia Post

**OCM-2023/89 Resolution:** Carried (**Mayor Brian Pedwell/Deputy Mayor Andrew McTaggart**)

A. Council request management to negotiate for reasonable remuneration with Australia Post, and if unsuccessful, cancel the contract.

#### 14.9 Letter of support - Cattleman's Association

**OCM-2023/90 Resolution:** Carried (**Deputy Mayor Andrew McTaggart/Cr Georgina Macleod**)

A. Council write a letter of support for the continuous funding of the Pastoral Real Jobs Program, of which the funding has been cut.

### 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 Council meeting held on 28 March 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. 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

#### 15.3. Action Items

**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. Next Meeting**

*The next Ordinary General Meeting of Victoria Daly Regional Council will be held 30 May 2023.*

*This page and the preceding nine (9) pages are the minutes of the meeting of Ordinary Council held on Friday, 28 April 2023.*

\_\_\_\_\_  
Mayor Brian Pedwell



## **6.2. Special Meeting of Council held on 19 May 2023**

### **Recommendation**

That the minutes of the Special Meeting of Council held on 19 May 2023 be taken as read and be accepted as a true record of the meeting.

### **Attachments**

1. 20230519 OCM MIN SPECIAL unconfirmed [6.2.1 - 4 pages]



# MINUTES

**SPECIAL MEETING OF COUNCIL  
HELD ON FRIDAY 19 MAY 2023**

**AT 12:00 PM**

**AT THE REGIONAL OFFICE - KATHERINE  
18 Pearce Street, Katherine East NT 0850**



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

Brian Hylands  
**Chief Executive Officer**



The meeting opened at 12:08pm.

## 1. Present

### Elected Members Present

Mayor (Chair)	Brian Pedwell
Deputy Mayor	Andrew McTaggart (via Teams)
Councillor	Yvette Williams (via Teams)

### Staff Present

Chief Executive Officer	Brian Hylands
Manager of Executive Services	Michelle Griffin (minutes secretary)

## 2. Apologies

**OCM-2023/91 Resolution:** Carried (Cr Yvette Williams/Deputy Mayor Andrew McTaggart)

Council accepts the apology from Councillor Georgina Macleod.

## 3. Disclosure of Interest - Councillors and Staff

There were no declarations of interest at this meeting.

## 4. Confidential

**Resolution:** Carried (Cr Yvette Williams/Deputy Mayor Andrew McTaggart)

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.

The meeting moved to confidential session at 12:10pm

### 4.1. Confirmation of CEO Appointment

**Status 51(1)(c)(iii)** - This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1)(c)(iii) 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: prejudice the security of the council, its members or staff



**Victoria Daly**  
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MINUTES  
Special Meeting of Council Friday 19 May 2023

*The meeting returned to open session at 1:13pm.*

## **5. Next Meeting**

The next Ordinary General Meeting of Victoria Daly Regional Council will be held 30 May 2023.

*The meeting closed at 1:14pm.*

This page and the preceding three (3) pages are the minutes of the Special Meeting of Ordinary Council held on 19 May 2023.

unconfirmed



## 7. Call for Items of General Business

## 8. Mayoral Report

### 8.1. Mayoral Report

**Prepared by** Manager of Executive Services

#### 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 / ATTENDED	REGARDING
2 May 2023	Pine Creek Local Authority meeting	Quarterly meeting
3 May 2023	Interview with 9 News	Nitjpurru temporary accommodation at Yarralin oval
3 May 2023	Interview with TEABBA radio	Nitjpurru temporary accommodation at Yarralin oval
3 May 2023	Rountable with Senator MalIndirri McCarthy	Australian Government Grant funded programs including CDP, Aged Care, and Sport and Recreation.
10 May 2023	Yarralin – Nitjpurru Local Authority meeting	Quarterly meeting
10 May 2023	Thomas Manning from the Department of the Chief Minister and Cabinet	Tour of Nitjpurru temporary accommodation at Yarralin oval
11 May 2023	CEO, Thomas Manning and heads of NTG Departments	Re: Relocation, Roads Housing Recovery
16 May 2023	Bulla Local Authority meeting	Quarterly meeting
16 May 2023	Timber Creek Local Authority meeting	Quarterly meeting
17 May 2023	Amanbidji Local Authority meeting	Quarterly meeting



## 9. CEO Update

### 9.1. CEO Report May 2023

**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 May 2023 be received and noted.

#### Key Issues

Developing Regional Plan and Budget for 2023  
Attending Local Authority meetings

#### Meetings

DATE	MET WITH / ATTENDED	REGARDING
2 May 2023	Pine Creek Local Authority meeting.	Pine Creek
3 May 2023	Assistant Minister McCarthy Roundtable meeting including Mayor Pedwell	Australian Government Programs including Aged Care and CDP.
10 May 2023	Yarralin Local Authority Meeting	Yarralin and Nitpurru
11 May	CEO and Deputy CEO Department Chief Minister and Cabinet, Acting CEO Territory Housing, at Yarralin	Yarralin and Nitpurri residents
16 May 2023	Bulla and Timber Creek Local Authority meetings	Timber Creek and Bulla.
17 May 2023	Ammanbidji Local Authority meeting	Amanbidji





<b>24 May 2023</b>	Pine Creek Aboriginal Advancement Association	Kybrook Farm and Pine Creek
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**Council officer conflict of interest declaration**

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

**Attachments**

Nil



## 10. Reports to Council

### 10.1. Reports for Council Decision

#### 10.1.1. Approve Change to Local Authority Policy

**Report Type** Officer Report For Decision

**Department** Chief Executive Office

**Prepared by** Chief Executive Officer

---

#### **Purpose**

To Approve Change to current Local Authority Policy

#### **Recommendations**

- A. That the Approve Change to Local Authority Policy report is received and noted
- B. Council rescind Council decision 190/2021 that VDRC staff members at the level of Team Leader and above are not permitted to hold a position on a Local Authority.
- C. The Council approves the change to the Local Authority Policy that VDRC staff members at the level of Manager and above are not permitted on a Local Authority.

#### **Regional Plan**

Not Applicable

#### **Key Issues**

The Council previously made a decision to not allow staff that are Team leader and above to hold a position on a Local Authority. This has made it difficult to retain Local Authority members if they are promoted to the level of Team Leader.

#### **Background**

Early this year a chairperson of a Local Authority was promoted to the level of Team Leader. Under the current Local Authority Policy the staff member is no longer allowed to be a member of the Local Authority.

#### **Considerations**

Council is requested to reconsider a previous decision to not allow staff that are team leader or above to hold a position on the Local Authority as it limits the number of staff that are able to take part in Local Authority meetings.



It is suggested that Council could change the policy to not allow staff at a level of Manager or above to be on a Local Authority.

**Policy implications**

The Local Authority Policy will need to be adjusted to reflect any changes.

**Budget implications**

N/A

**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. LG P 026 Local Authority Policy [**10.1.1.1** - 4 pages]



### 1.1 PURPOSE

Local Authorities are governed by the *Local Government Act 2019* ('the Act'), Local Government Regulations and Ministerial Guideline 1. The purpose of this policy is to establish the process for appointments, resignations and terminations of Local Authority membership and to provide information on delegations, Local Authority meetings and sitting fees.

### 1.2 Scope

This policy applies to Victoria Daly Regional Council's Local Authorities.

### POLICY STATEMENT

Local Authorities represent the constituents of their communities and are formed to integrate local decision making within the local government sector. This policy guides good governance practices in the appointment, resignation and termination of Local Authority members.

### 2.1 DELEGATIONS

- 2.1.1 Local Authorities have an advisory role to Council and as such, cannot make any decisions on behalf of Council unless a specific delegation has been issued to the Local Authority via Council resolution.
- 2.1.2 Where Council issues a delegation, that delegation will be made to individual Local Authorities detailing what authority and limitations apply.
- 2.1.3 Council can set different delegations for each of its Local Authorities.
- 2.1.4 Local Authority decisions and recommendations will need endorsement via Council resolution before they can be progressed, except where there is delegated authority.

### 2.2 Nomination and Appointment

Council is committed to improving community relations and fostering understanding and tolerance between all members of the community. Council encourages community members from all demographic sections of the community to represent their community on the Local Authority.

- 2.2.1 Council will seek nominations from within each community where the Minister has identified a Local Authority.
- 2.2.2 The CEO will call for nominations as soon as practicable after a vacancy arises and will allow for at least twenty one (21) days for nominations to be received.
- 2.2.3 Notice of Local Authority vacancies will be published on Council's website, on Council social media platforms and will be displayed on community notice boards.



## Victoria Daly REGIONAL COUNCIL

- 2.2.4 The notice of vacancy will include where nomination forms can be accessed, the closing date for nominations and where the nominee can submit the form.
- 2.2.5 Nominations are to be made in writing via the authorised Local Authority nomination form, available on Council's website here <https://www.victoriadaly.nt.gov.au/local-authorities/> or at any Council office.
- 2.2.6 Nominations to fill a vacancy within a Local Authority will only be accepted from a permanent resident of a Ward in which the Local Authority has been established.
- 2.2.7 Nominations to fill a vacancy within a Local Authority will be discussed at the next Local Authority meeting, and a recommendation to fill the vacancy submitted to Council for consideration at the next Ordinary Council meeting, unless the Local Authority membership has been rescinded in which case nominations would be considered by Council only.
- 2.2.8 The minimum age to become a Local Authority member is fifteen (15) years.
- 2.2.9 Following an election Council may rescind Local Authority membership and call for nominations by resolution of Council.
- 2.2.10 Filling of vacancies within three (3) months of a local government general election year are to occur after the declaration of the incoming Council.
- 2.2.11 All Local Authority nominations are considered by Council at the first ordinary meeting of Council after nominations close and appointment is established by resolution of Council.
- 2.2.12 Members will be appointed for a term not exceeding four (4) years.
- 2.2.13 VDRC staff members at the level of Team Leader and above are not permitted to hold a position on a Local Authority (Council resolution [190/2021])
- 2.2.14 All nominees must comply with the Northern Territory Chief Health Officer orders and must be willing to present their proof of Covid-19 vaccination.

### 2.3 Resignation and Termination

- 2.3.1 Resignations are to be made in writing to the Council Operations Manager of the Ward in which the Local Authority is established.
- 2.3.2 In accordance with Section 7.1(f) of the Ministerial Guideline 1, the membership of an appointed Local Authority member may be revoked by Council where the member is absent without permission of the Local Authority from two consecutive meetings.
- 2.3.3 If an apology is received from a Local Authority member, it must be noted in the minutes of the Local Authority meeting and must be accepted or rejected by the Local Authority at the meeting.
- 2.3.4 Membership shall be revoked by resolution of Council where a member ceases to permanently reside within the Ward in which the Local Authority has been established.
- 2.3.5 All Local Authority resignations are noted by Council at the next Ordinary meeting following receipt of the resignation.



## Victoria Daly REGIONAL COUNCIL

### 2.4 Local Authority Meetings

- 2.4.1 A quorum at a meeting of a Local Authority consists of a majority of its members holding Office at the time of the meeting.
- 2.4.2 If a quorum is not attained for a Local Authority meeting, but one third of total members are present, the members who are in attendance may hold a provisional meeting (refer to Ministerial Guideline 1 for more information <https://cmc.nt.gov.au/>)
- 2.4.3 The elected member for the Ward in which the Local Authority is established is considered to be counted in the quorum and is eligible to vote.
- 2.4.4 In accordance with Section 97 of the Act meetings of a Local Authority are convened by the CEO.
- 2.4.5 Each Local Authority will meet at least four (4) times annually as per schedule set by the CEO.
- 2.4.6 The Council Operations Manager in each community will provide secretarial and executive support.
- 2.4.7 Local Authority meetings must allow for attendance via audiovisual conferencing for members, staff and guests who are unable to attend the meeting in person.
- 2.4.8 The agenda for the Local Authority meeting must be submitted to regional office and will be published on Council's website at least three (3) business days before the meeting.
- 2.4.9 The unconfirmed minutes of the Local Authority meeting must be sent to regional office within ten (10) business days and will be published on Council's website and included in the agenda for the next ordinary meeting.
- 2.4.10 Council will consider all recommendations and will respond to the Local Authority at the subsequent meeting.
- 2.4.11 Each Local Authority must appoint a Chairperson for a period of no less than six (6) months and no more than twelve (12) months by resolution of the Local Authority.
- 2.4.12 It is up to each Local Authority to decide if they wish to appoint a Deputy Chairperson.
- 2.4.13 Each Local Authority member must consider if they have a conflict of interest in the matter and if they do, they must leave the meeting while the matter is being considered.

### 2.5 Local Authority Project Funding

Local Authorities receive annual funding. The following principles will ensure compliance is met in accordance with funding agreements:

- 2.5.1 Projects chosen must not jeopardise the financial, social or environmental sustainability of Council;
- 2.5.2 ongoing maintenance costs to projects funded with Local Authority special project grants must be considered;
- 2.5.3 projects that need additional funds from Council or rely upon grant applications must go to Council for approval;
- 2.5.4 projects that rely on in-kind support from Council must be related to core services and must have prior approval from the Council;
- 2.5.5 the purchase of any product or service must comply with the Council's Procurement Policy (3.2.11);
- 2.5.6 cash will not be given out under any circumstances.



## Victoria Daly REGIONAL COUNCIL

- 2.5.7 Funding should not go to projects that are ordinarily the responsibility of another level of government.
- 2.5.8 Salaries cannot be paid for with this funding.
- 2.5.9 Vehicles cannot be procured with this funding.
- 2.5.10 The use of project funds must be approved at the Local Authority meeting with a quorum.
- 2.5.11 Any real or perceived conflicts of interest must be declared and the member must remove themselves from the meeting before a decision is made when making decisions on use of Local Authority project funding.

### 2.6 Local Authority sitting fee for Members and Council staff

- 2.6.1 Local Authority member allowance is a sum of money provided to the Local Authority member when a member attends a Local Authority meeting.
- 2.6.2 Council will provide Local Authority member allowance to the member in a manner that adheres to the *Local Government Act 2019*, Regulations and Ministerial Guideline 1.
- 2.6.3 Members of a Local Authority are eligible to claim kilometre allowance, if having to travel more than 25 kilometers combined to attend a meeting, by completing a Local Authority claim form.
- 2.6.4 Accommodation costs may be paid if the member is required to stay overnight to attend Local Authority business. Prior notification and authorisation by the Council Operations Manager is required.
- 2.6.5 Elected members are not entitled to the sitting fee for attending Local Authority or provisional meetings.
- 2.6.6 In accordance with Section 174(2) of the Act it is a matter for the CEO to determine whether Council staff receive payment for attending a Local Authority meeting or provisional meeting.

Policy Number	LGP026 Replacing 1.1.10 Local Authorities
Reference	<i>Local Government Act 2019</i> Ministerial Guideline 1 - Local Authorities
Version	2
Approved by	Council 211/2021
Adopted Date	15 December 2021
Revision	4 years
Amendments	
Next Revision Due	15 December 2025





## **10.1.2. Contracts and Projects Officer Position**

**Report Type** Report for Decision  
**Officer Report For Decision**

**Department** Council Operations

**Prepared by** Regional Council Operations Manager

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### **Purpose**

Updating of position description including duties & responsibilities to better suit requirements of the Operations team and to be more attractive in a competitive employment market. This will enable more comprehensive onsite management of contracts and projects within Victoria Daly Regional Council.

### **Recommendations**

- A. That the Contracts and Projects Officer Position report is received and noted
- B. That the updated position description is accepted

### **Regional Plan**

#### **Goal 5: Infrastructure**

5.5 Maximize grant income through targeting critical initiatives within the plans

### **Key Issues**

Travel to all communities is an integral part of this role. Working on site with Council Operations Managers and Program Managers, providing Contractor engagement and monitoring ensures standards of building performance, quality, costs schedules and safety are maintained.

### **Policy implications**

Nil

### **Budget implications**

Position is already identified in the budget.

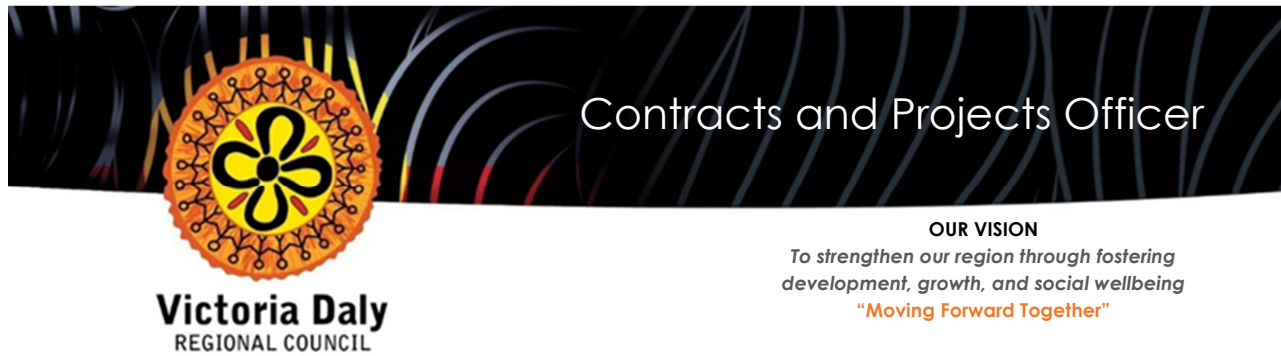
### **Council officer conflict of interest declaration**

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

### **Attachments**

1. Contracts and Projects Officer - Regional Office [10.1.2.1 - 2 pages]





#### POSITION DESCRIPTION

<b>REPORTS TO</b>	Director of Operations	<b>CLASSIFICATION &amp; HOURS</b>	Level 8
<b>DIVISION</b>	Council Operations	<b>LOCATION</b>	Regional Office, (Remote travel and stays in remote communities is required)

#### JOB PURPOSE

This position works closely with the Contracts Manager and is responsible for the management and coordination of contracts and projects within the Council including administration, supervision, compliance, budget management and reporting.

#### DUTIES AND RESPONSIBILITIES

1. Effectively manage scheduling and programming to ensure that the project remains on time and within budget specifications.
2. Undertake project works management in the assessment of works to determine feasibility of projects.
3. Manage all documentation associated with contracts, projects, tenders, quotes, schedules and services provided.
4. Be responsible for the day-to-day decision-making regarding program logic and site activities.
5. Effectively manage the contractor/s to ensure the project remains on time and within budget.
6. Ensure that the site and direct subcontractors and supervisors are supervised to ensure standards of building performance, quality, costs, schedules, and safety are maintained.
7. Manage compliance to contract requirements ensuring all conditions are satisfied before approval of final payments.
8. Work together with the Contract Manager and Director of Operations in preparation of the annual budget, plans and reports in relation to revenue and expenditure related to this position.
9. Work closely with the WHS Manager to ensure all WHS processes and procedures are enacted on each work activity.

#### EDUCATION REQUIREMENTS

1. Tertiary qualifications in a related discipline and or extensive demonstrated experience.

#### EXPERIENCE & KNOWLEDGE REQUIREMENTS

1. Well developed knowledge of the preparation of procurement documentation relating to contracts, assessment and recommendation of tenders as based on the value for money principle.
2. Project supervision skills to project manage ongoing projects from the development to completion.
3. High level interpersonal, communication skills and the ability to be able to multitask.
4. High level of adaptability and flexibility including the ability to manage pressure, change and meet deadlines in an environment undertaking continuous improvement, with a focus on effective service delivery.
5. Proven experience in contract management, including estimates, contract administration, tendering procedures and processes.
6. Good knowledge of WHS principles.
7. Knowledge of risk assessment relating to project management.
8. Knowledge of quality assurance in contracts.

#### OTHER REQUIREMENTS

1. Criminal History Check (recent within 3 months)
2. A current Working With Children's Card.
3. A current Drivers Licence.

#### EMPLOYMENT CONDITIONS

The position holder's employment conditions are as set out in the holder's letter of employment offer and, in the Victoria Daly, Regional Council Enterprise Agreement 2021-2023.

- *N.B. PART C 15.1 payment for additional hours for employees' level 7 and above. The salary for employees classified at level 7 and above includes payment for up to 84 hours per fortnight. These employees are only entitled to additional payment for overtime where they work more than 84 hours in the fortnight and subject to approval in advance.*
- *Private use of council vehicle as per policy HR009-Use of Council Vehicles*

#### ACKNOWLEDGEMENT

DIRECTOR: \_\_\_\_\_ DATE APPROVED: \_\_\_\_\_

CHIEF EXECUTIVE OFFICER: \_\_\_\_\_ DATE APPROVED: \_\_\_\_\_





## 10.2. Reports for Information

### 10.2.1. Financial Report for the period ending 30 April 2023

**Report Type** Officer Report For Information

**Department** Corporate Services

**Prepared by** Senior Accountant

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#### **Purpose**

To provide the financial report in accordance with Section 17 of the Local Government (General) Regulations 2021.

#### **Recommendations**

That the Financial Report for the period ending 30 April 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 April [**10.2.1.2** - 13 pages]



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

**MONTHLY FINANCE REPORT FOR PERIOD ENDED 30<sup>th</sup> April 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

A handwritten signature in blue ink, appearing to be "Brian Hylands", written over a faint blue circular stamp.

Brian Hylands  
Chief Executive Officer

Dated this 25<sup>th</sup> May 2023



**Victoria Daly**  
REGIONAL COUNCIL

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

**Monthly Income and Expenditure Statement For the Period Ended 30th April 2023**

	<b>YTD Actuals \$</b>	<b>YTD Budget \$</b>	<b>YTD Variance \$</b>	<b>Annual Budget \$</b>
<b>OPERATING INCOME</b>				
Rates	1,065,129	1,065,129		1,065,129
Charges	726,702	726,702	-	726,702
Fees and Charges	5,765,710	6,472,983	(707,273)	7,767,580
Operating Grants and Subsidies	7,417,699	7,307,582	110,117	8,769,099
Interest / Investment Income	334,512	432,901	(98,389)	519,481
Commercial and Other Income	754,779	702,169	52,609	842,603
<b>TOTAL OPERATING INCOME</b>	<b>16,064,531</b>	<b>16,707,466</b>	<b>(642,935)</b>	<b>19,690,593</b>
<b>OPERATING EXPENDITURE</b>				
Employee Expenses	8,083,294	10,375,209	(2,291,915)	12,450,251
Materials and Contracts	4,022,500	5,352,434	(1,329,934)	6,422,921
Elected Member Allowances	164,088	174,991	(10,903)	209,989
Elected Member Expenses	70,220	86,536	(16,316)	103,843
Council Committee & LA Allowances	16,736	18,834	(2,098)	25,112
Council Committee & LA Expenses	2,201	2,796	(595)	3,728
Depreciation, Amortisation, and Impairment	2,149,446	2,237,506	(88,060)	2,685,007
Interest Expenses	0	0	0	
Other Expenses	5,719	3,959	1,760	4,751
<b>TOTAL OPERATING EXPENDITURE</b>	<b>14,514,203</b>	<b>18,252,265</b>	<b>(3,738,062)</b>	<b>21,905,601</b>
<b>OPERATING SURPLUS / DEFICIT</b>	<b>1,550,328</b>	<b>(1,544,798)</b>	<b>3,095,127</b>	<b>(2,215,008)</b>

VICTORIA DALY REGIONAL COUNCIL  
ABN 66 931 675 319

**Monthly Operating Position**

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
<b>BUDGETED OPERATING SURPLUS / DEFICIT</b>	1,550,328	(1,544,798)	3,095,127	(2,215,008)
<b>Remove NON-CASH ITEMS</b>				
Less Non-Cash Income				
Add Back Non-Cash Expenses	2,149,446	2,237,506	(88,060)	2,685,007
<b>TOTAL NON-CASH ITEMS</b>	<b>2,149,446</b>	<b>2,237,506</b>	<b>(88,060)</b>	<b>2,685,007</b>
<b>Less ADDITIONAL OUTFLOWS</b>				
Capital Expenditure/Capital works	4,045,376	4,045,376		8,660,890
Borrowing Repayments (Principal Only)				
Transfer to Reserves				
Other Outflows				
<b>TOTAL ADDITIONAL OUTFLOWS</b>	<b>(4,045,376)</b>	<b>(4,045,376)</b>		<b>(8,660,890)</b>
<b>Add ADDITIONAL INFLOWS</b>				
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
<b>TOTAL ADDITIONAL INFLOWS</b>	<b>1,340,856</b>	<b>1,340,856</b>		<b>10,046,162</b>
<b>NET BUDGETED OPERATING SURPLUS / DEFICIT</b>	<b>995,255</b>	<b>(2,011,813)</b>	<b>3,007,067</b>	<b>1,855,271</b>

Total revenue year to date is \$16,064,531 and is under budget by \$642,935.

- Fee and Charges are under budget by \$707,273. Variance represents CDP and NDIS incomes for services provided in April, but the revenues will be received in May.
- Grant and Subsidies are over the budget by \$110,117. The council received grants in advance than projected.
- Interest income is under budget by \$98,389. Interest revenue is recognised in the income and expenditure statement when received rather than when it is earned.
- Commercial and other Income is over the budget by \$52,609.

In April, the Council received \$521,732 in Fees and charges, \$197,176 in Grants and Subsidies, \$51,623 in interest income, and \$18,947 in other income.

Income	April 2023 Actuals	YTD Actual
Rates	-	1,065,129
Charges	-	726,702
Fees and Charges	521,732	5,765,710
Operating Grants and Subsidies	197,176	7,417,699
Interest / Investment Income	51,623	334,512
Commercial and Other Income	18,947	754,779
<b>TOTAL OPERATING INCOME</b>	<b>789,479</b>	<b>16,064,531</b>

Total expenditure year to date is \$14,514,203 and under budget by \$3,095,127.

- Employees' expenses are under budget by \$2,291,915. The underspent is due to vacant positions across the organisation.
- Material and Contract costs are under budget by \$1,329,934 due to underspends in Contractors and the Indigenous training budget.
- Elected Member Allowance is under budget by \$10,903.
- Elected Member Expenses are under budget by \$16,316 due to an underspend in Professional development.
- The Council Committee and LA allowance were under budget by \$2,098. The variance is due to fewer meetings being held and low turnout.
- Council Committee & LA Expenses are under budget by \$595. The difference is due to fewer meetings being held and low attendance.

In April, employee's expenditure was \$782,807, Material and contracts \$240,240, Elected Member allowance \$14,525, Elected members' expenses \$6,329, and LA allowances \$432.

OPERATING EXPENDITURE	April 2023 Actuals	YTD Actual
Employee Expenses	782,807	8,083,294
Materials and Contracts	240,240	4,022,500
Elected Member Allowances	14,525	164,088
Elected Member Expenses	6,329	70,220
Council Committee & LA Allowances	432	16,736
Council Committee & LA Expenses	-	2,201
Depreciation, Amortisation, and Impairment	207,518	2,149,446
Other Expenses	-	5,719
<b>TOTAL OPERATING EXPENDITURE</b>	<b>1,251,851</b>	<b>14,514,203</b>

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

**The following is a list of capital works and expenditures to date.**

- Waste management -Timber Creek \$1,146,279 (completed)
- Waste management -Pine Creek \$1,064,347 (Completed)
- Fencing Pine Creek waste manages facility \$124,838.77 (completed)
- Lingara Small Cell-Final Payment \$54,950 (completed)
- 18 Pearce St project \$874,626 (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 in several locations \$34,366(completed)
- New Mower \$20,136
- Trailer \$7,727 (completed)
- Relocation of water Main-Yarralin \$5,039.09 (work in progress)
- New playground-Pine Creek upgrade \$49,475 (work in progress)
- Timber Creek new Building \$584,684 (completed)

**In April, Council paid \$23,053 for the following capital works.**

- 18 Pearce St project \$15,326
- New Trailer \$7,727

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

<b>CAPITAL EXPENDITURE</b>	<b>YTD Actuals \$</b>	<b>YTD Budget * \$</b>	<b>YTD Variance \$</b>	<b>Current Financial Year (Annual) Budget * \$</b>
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	231,437	231,437	-	300,000
Motor vehicles (6x)	54,385	54,385	-	110,000
Trailer	7,727	7,727	-	7,727
Zero-turn mowers	26,496	26,496	-	48,360
Phone box shade	-	-	-	8,946
New office Building-18 Pearce St	874,626	874,626		3,000,000
Cab tractor(2x)	-	-	-	320,000
Duplex - Yarralin	-	-	-	675,262
Libanagu Road Drainage	-	-	-	194,000
Timber Creek's New Building	584,684	584,684		584,684
Main Water relocation-Yarralin	5,039	5,039	-	130,000
New playground-Pine Creek	49,475	49,475		150,000
New playground-Yarralin	-	-	-	150,000
Bus Shelter	-	-	-	20,000
Arts Centre Park Shade Trees and Outdoor table	-	-	-	20,000
Two Troppo Bird Hides	-	-	-	63,369
Daguragu Sports & Rec Hall Upgrade	881	881		636,486
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>4,045,376</b>	<b>4,045,376</b>	<b>(31,430)</b>	<b>8,660,890</b>



<b>TOTAL CAPITAL EXPENDITURE FUNDED BY:</b>				
Waste management facility Upgrade-Pine Creek-Core fund	869,770	869,770	(31,430)	901,200
Waste management facility Upgrade-Pine Creek- 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	231,437	231,437	-	300,000
Motor vehicles (6x)-Core fund	54,385	54,385	-	110,000
Trailer-CDP	7,727	7,727	-	7,727
Zero-turn mowers-Core fund	20,136	20,136	-	42,000
Zero-turn mowers -Bulla LA funding	6,360	6,360	-	6,360
Phone box shade-LA funding	-	-	-	8,946
New office Building-18 Pearce St- Council Reserves	874,626	874,626	-	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-Council reserves	584,684	584,684	-	584,684
Main Water relocation-Yarralin-Grant	5,039	5,039	-	130,000
New playground-Pine Creek-Grant	49,475	49,475	-	150,000
New playground-Yarralin-Grant	-	-	-	150,000
Bus Shelter-LA funding	-	-	-	20,000
Arts Centre Park Shade Trees and Outdoor table-LA funding	-	-	-	20,000
Two Troppo Bird Hides-LA funding	-	-	-	63,369
Daguragu Sports & Rec Hall Upgrade-grant	881	881	-	636,486
<b>TOTAL CAPITAL EXPENDITURE FUNDING</b>	<b>4,045,376</b>	<b>4,045,377</b>	<b>(31,430)</b>	<b>8,660,890</b>

**Monthly Balance Sheet Report**

<b>BALANCE SHEET AS AT 30th April 2023</b>	<b>YTD Actuals \$</b>	<b>Note Reference</b>
<b>ASSETS</b>		
Cash at Bank		<b>(1)</b>
Tied Funds	3,892,479	
Untied Funds	15,417,321	
Accounts Receivable		
Trade Debtors	179,356	<b>(2)</b>
Rates & Charges Debtors	635,542	<b>(2)</b>
Other Current Assets	(100,910)	
<b>TOTAL CURRENT ASSETS</b>	<b>20,023,787</b>	
Non-Current Financial Assets	126,954	
Property, Plant and Equipment	31,811,715	<b>(3)</b>
<b>TOTAL NON-CURRENT ASSETS</b>	<b>31,938,669</b>	
<b>TOTAL ASSETS</b>	<b>51,962,457</b>	
<b>LIABILITIES</b>		
Accounts Payable	10,912	<b>(4)</b>
ATO & Payroll Liabilities	111,934	<b>(5)</b>
Current Provisions	1,220,283	<b>(6)</b>
Accruals	0	
Other Current Liabilities	1,219,939	<b>(7)</b>
<b>TOTAL CURRENT LIABILITIES</b>	<b>2,563,068</b>	
Non-Current Provisions	104,260	
Other Non-Current Liabilities	59,839	
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>164,099</b>	
<b>TOTAL LIABILITIES</b>	<b>2,727,167</b>	
<b>NET ASSETS</b>	<b>49,235,290</b>	
<b>EQUITY</b>		<b>(8)</b>
Asset Revaluation Reserve	1,455,776	
Reserves	29,181,262	
Accumulated Surplus	18,598,251	
<b>TOTAL EQUITY</b>	<b>49,235,290</b>	

#### Note 1: Cash and Investment Held

The Council invests cash from its operational and business Savers accounts to ensure it receives the best return on its cash holdings. As of April, the Council's cash and cash equivalent decreased by \$81,845 from \$7,490,985 in March to \$7,409,800 in April. \$1,500,000 Term deposit matured on 26th April 2023 and was reinvested with CBA at a 4.31% interest rate for six months.

20% (\$3,892,479) of \$19,309,800 total cash and investments are tied funds.

#### Cash and Investments

Transaction Account				851,440
Trust account				3,798,360
Business Saver				2,758,481
Petty Cash				1,519
				7,409,800

Cash Investments	Interest Rates	Maturing date	Maturing Term		Total Expected Interest on Maturity
Term Deposit-CBA	4.31%	27/10/2023	6 months	1,500,000	32,413.56
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	4.11%	30/06/2023	7 months	1,200,000	27,700.27
Term Deposit-CBA	4.17%	31/07/2023	8 months	2,400,000	64,709.26
Term Deposit-CBA	4.47%	6/09/2023	6 months	2,000,000	45,312.33
Term Deposit-CBA	4.32%	29/09/2023	4 months	2,000,000	43,081.64
				11,900,000	273,917.12

**Tied Funds**

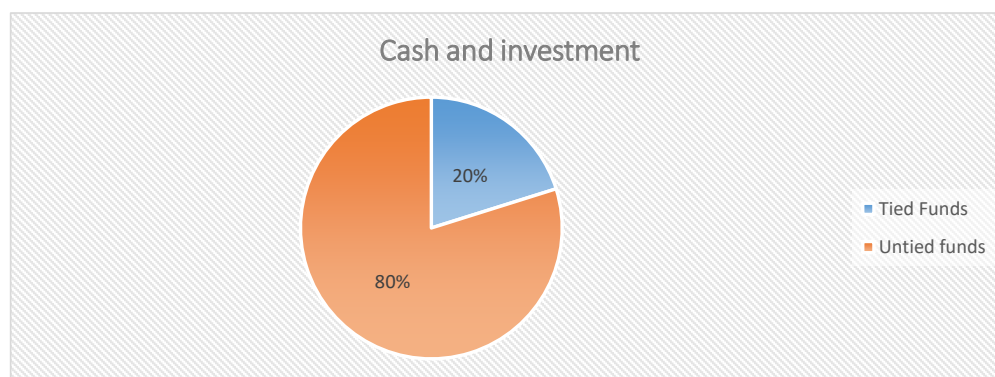
**3,892,479**

**Untied funds**

**15,417,321**

**Total**

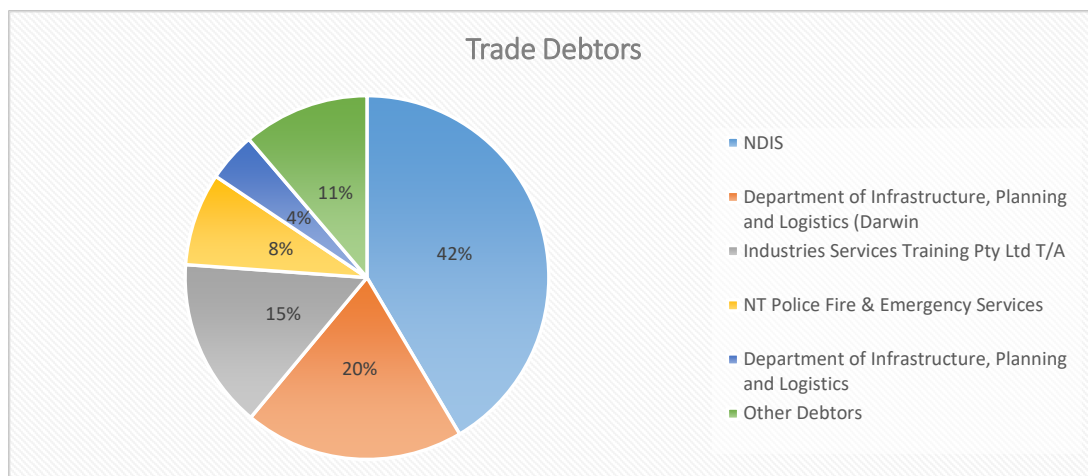
**19,309,800**



## Note 2: Statement of Trade Debtors

The Council's trade receivables balance as of 30th April 2023 was \$179,355, of which \$138,433.10, or approximately 77%, was more than 90 days old. Finance staff are following up on the overdue invoices; over 90 days, invoices have been referred to Territory Debt Collector.

Contact	Current	1 Month	2 Months	3 Months	>3 Months	Total	
NDIS	1,835.75	2,094.52	467.36	-	70,016.08	74,413.71	41%
Department of Infrastructure, Planning and Logistics (Darwin)	12,176.00	-	-	-	22,876.69	35,052.69	20%
Industries Services Training Pty Ltd T/A	-	-	-	-	27,086.68	27,086.68	15%
NT Police Fire & Emergency Services	-	-	14,712.50	-	90.00	14,802.50	8%
Department of Infrastructure, Planning and Logistics	7,828.39	-	-	-	-	7,828.39	4%
Other Debtors	354.72	1,015.00	110.00	328.16	18,363.65	20,171.53	11%
	22,194.86	3,109.52	15,289.86	328.16	138,433.10	179,355.50	
	12%	2%	9%	0%	77%		



- NDIS – Debt over 90 days transferred to TDC (Territory Debt Collectors). Council has not received any response/Updates from TBC. Council is looking for a new Deb collector.
- Department of Infrastructure, Planning, and Logistics. Debt not yet due
- Department of Infrastructure, Planning, and Logistics (Darwin)
- Industries Services Training Pty Ltd T/A
- NT Police. The finance staff has sent out follow-ups/Reminders.

In April, Council received \$9,802.23 from Rates payers. Total rates and refuse charges outstanding as of 30th April were \$625,739.57. Outstanding rates and charges this financial year were \$183,347.77 and \$442,391.80 for prior years.

### Note 3: Statement on Trade Creditors

The Council's trade payables balance as of 30th April was \$10,912.34.

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

The Council has no 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	
PETTY CASH- PINE CREEK	71.70	-	-	-	-	71.70	1%
Power Retail Corporation T/as Jacana Energy	10,840.34		-			10,840.34	99%
	10,912.04	-	-	-	-	10,912.04	
	100%	0%	0%	0%	0%		

### Note 4: Corporate credit cards.

The Council has a credit card facility of \$200,000, of which \$101,000 has been allocated to 13 cardholders.

For the month of April 2023, there was an aggregate spend of \$20,674.06.

Masked Card Number	Transaction Dates		Amount
5550-05XX-XXXX-1159	27-Mar-23	26-Apr-23	93.13
5550-05XX-XXXX-1528	27-Mar-23	26-Apr-23	6,342.23
5550-05XX-XXXX-2105	27-Mar-23	26-Apr-23	2,245.71
5550-05XX-XXXX-2298	27-Mar-23	26-Apr-23	1,847.41
5550-05XX-XXXX-4529	27-Mar-23	26-Apr-23	1,781.59
5550-05XX-XXXX-4639	27-Mar-23	26-Apr-23	392.41
5550-05XX-XXXX-5034	27-Mar-23	26-Apr-23	2,571.66
5550-05XX-XXXX-5850	27-Mar-23	26-Apr-23	2,632.16
5550-05XX-XXXX-6309	27-Mar-23	26-Apr-23	437.97
5550-05XX-XXXX-6341	27-Mar-23	26-Apr-23	352.93
5550-05XX-XXXX-8147	27-Mar-23	26-Apr-23	102.97
5550-05XX-XXXX-9718	27-Mar-23	26-Apr-23	1,873.89
5550-05XX-XXXX-4541	27-Mar-23	26-Apr-23	-20,674.06

Cardholder Name: Mayor

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
26/04/2023	89.97	YD Pty Ltd	Uniform
26/04/2023	10.00	Metro Advanced-Apartments	Car park fees
27/04/2023	3.00	City Of Darwin	Car park fees
<b>Total</b>	<b>102.97</b>		

Cardholder Name: CEO

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
27-Mar-23	3.10	WOOLWORTHS 5636	Catering for Council's meeting
27-Mar-23	6.80	RIVER BLEU PTY LTD	Catering for Council's meeting
04-Apr-23	1,355.63	QANTAS AIRWAYS LIMITED	Flight to Alice Springs to attend LGANT General Meeting
14-Apr-23	1,174.63	QANTAS AIRWAYS LIMITED	Flight to Alice Spring to attend LGANT General Meeting
17-Apr-23	31.50	CabFare Payments	Taxi
<b>Total</b>	<b>2,571.66</b>		

#### 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 months ending 31st March required to be lodged each year.

As of 30th April, GST liability was \$29,675.42, and PAYG liability was \$2,672.00.

##### (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.

The Council contributes 10.5 per cent of an 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 monthly.

As of 30th April, super liability was \$79,586.29. The council will remit this payment to superannuation funds in May.

		Obligation Accrued	To be paid/refunded
GST	29,675.42	April	May
Super	79,586.29	April	May
PAYG	2,672.00	April	May
	<b>111,933.71</b>		

#### (6) Provisions

The provision includes annual leave, LSL, and toils liability accrual. As of April 2023, employees' leave liability increased by \$203,2671 from \$1,017,016 to \$1,220,283.

	April	March	Difference
Provision - Annual Leave	711,913	694,697	17,215
Provision - LSL (Current)	510,112	324,060	186,052
Provision - TOIL	-1,742	-1,742	0
	<b>1,220,283</b>	<b>1,017,016</b>	<b>203,267</b>

#### Other Current Liabilities

Other current liabilities decreased by \$45,526 from \$1,174,357 in March to \$1,219,939.

Current Liabilities	April	March	Difference
Client Contribution clearing	1,054	1,054	-
Community Fund (Generated from CDP IGA)	6,837	6,837	-
Council Rates Received in Advance	9,231	9,231	-
Current Lease Liability	89,517	89,517	-
Current Liability Other General	45,015	45,015	-
HCP Client Contingencies	29,710	29,710	-
Material Fund (CDP IGA)	7,682	7,682	-
Payables - Bond and Deposit	16,796	16,511	285
Payables - CDP Income Generation Activity	21,637	21,637	-
Payables - CDP Outcome Pay	105,000	55,000	50,000
Payables - Employee	0	- 56	
Payables - Others	4,834	4,834	-
Payables - Retention Money	231,017	231,017	-
Payroll Clearing Account	(294)	(110)	(184)
Rounding	20	20	-
Unexpended Grants	681,960	681,960	-
Workers Compensation Clearing	(30,077)	(25,502)	(4,575)
	<b>1,219,939</b>	<b>1,174,357</b>	<b>45,526</b>

## (8) Equity

Equity balance decreased by \$637,488 from \$49,872,778 in March to \$49,235,290

Equity	April	March
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	285,797	265,000
Unexpended Grants Reserve	2,678,311	2,684,194
	<b>48,678,892</b>	<b>48,663,978</b>
<b>Add:</b>		
Operating Surplus/Deficit	1,550,328	2,180,868
Prior Year Carry Forward Tied Funding	1,340,856	1,340,856
<b>Less:</b>		
Works capitals	(2,334,786)	(2,312,924)
Current Year Earnings	556,398	1,208,800
	<b>49,235,290</b>	<b>49,872,778</b>

The following is a 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
	<b>4,835,884</b>

## (9) Insurance for the financial year 2022/23

The Council has paid all its insurance obligations for 2022-2023.

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

Insurance	Amount \$	GST	Net	Paid in
Motor vehicle	67,679	6,153	61,526	July
Property	781,058	63,148	717,910	August
1st Instalment Workers Comp	108,258	9,842	98,416	July
2nd Instalment Workers Comp	108,258	9,842	98,416	Sept
3rd Instalment Workers Comp	107,993	9,818	98,175	March
4th Instalment Workers Comp	107,993	9,818	98,175	March
	<b>1,281,237</b>	<b>108,619</b>	<b>1,172,619</b>	



**(10) Key Indicators year to date**

Key indicators	Jul 2022-Apr 2023	Jul 22-Mar 23	Variance
<b>Cash</b>			
Cash received	18,975,962	17,977,744	6%
Cash spent	18,196,927	17,130,460	6%
Closing bank balance	7,409,800	7,505,569	-1%
<b>Profitability</b>			
Income	17,405,387	16,609,729	5%
Expenses	16,848,989	15,400,930	9%
Profit (loss)	556,398	1,208,800	-54%
<b>Balance Sheet</b>			
Debtors	179,356	251,526	-29%
Creditors	10,912	10,333	6%
Net assets	49,235,290	49,872,778	-1%
<b>Ratios</b>			
Current assets to liabilities	3.82	4.09	-7%
Liabilities to assets Ratio	0.052	0.048	9%



## 10.2.2. CDP Report

**Report Type** Report for Information

**Department** Programs

**Prepared by** Regional Manager, Community Development Program

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### Purpose

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

### Recommendations

- A. That the report CDP Report is received and noted

### Regional Plan

#### **Goal 1: Quality Leadership**

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

#### **Goal 3: Investing in our people**

3.4 Grow local employment through the development and delivery of programs and contracts in communities and across the region

#### **Goal 4: Liveability**

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

4.4 Be business friendly to encourage the development of business and industry investment into the region

### Key Issues

Update on the CDP Program

Update on moving forward from Suspension of Mutual obligations

### Background

#### **CDP Regional Manager**

All sites are currently working on their workplans for new projects to start that are not apart of the daily activities or the Trial Pathway.

Recruitment on sites and CDP Regional Office for:

- CDP Activity Supervisors x2 (Kalkarindji and Lajamanu)
- CDP Site Seniors x 2 (Kalkarindji and Lajamanu)



- CDP Mentors (Timber Creek x 1 male PT, Yarralin, Kalkarindji and Lajamanu)  
*This was on hold due to the Suspension of Mutual Obligations with the flooding events.*
- CDP Administrative Support Officer
- CDP Operational & Compliance Coordinator

### **Timber Creek**

- DriveSafe NT, Birth Deaths & Marriages and Australian Electoral Commission visited in March with a good number of attendees. Bulla Activity Supervisor travelled over daily with participants to obtain their licences, birth certificate, or enrol to vote.
- Timber Creek have new staff members and they have started off well with being successful in placing 9 participants and 3 awaiting approval across the bridge at Bradshaw. In the last four weeks CDP Timber Creek have been working with Mitcon. Mitcon is a concreting construction industry from Queensland working across the bridge at Bradshaw. So far 8 of those job seekers remain. These guys started 18/4/2023 and are working on night shift 3 weeks on, 1 week off. 1 Participant from Bulla started on the night shift 13/5/2023. Another two guys commenced on 17/5/2023 and are working day shift 3 weeks on, 1 week off as concrete labourers. CDP have Batchelor Institute travelling to Timber Creek to deliver a white card course to increase the numbers.
- Discovery Parks – another area at Bradshaw – One cleaner/utility at the camp working 5 days on, 2 days off as a live in position. Another position waiting on a roster to commence. And three others referred and waiting on rosters to commence employment.
- Men's workshop Sea containers to be moved from the Silver Bullet office to CDP nursery yard at Lot 79.

### **Bulla**

- Activity Supervisor has been busy moving from the old CDP building to the new building in Bulla. Some small areas to cover and they should be settled.

### **Yarralin**

- Yarralin CDP has started a veggie garden for the men and women to team together to make a sustainable vegetable garden that is open to all the CDP participants. We're just growing the seeds in a greenhouse and will be planting them beside the activity center. The gardens beds are being prepped now.
- We are in the process of employing an Activity Supervisor for Nitjpurru community. Current Activity Supervisors are working on new activities to invite Nitjpurru community to attend when they like.
- The women have been making patchwork blankets from secondhand clothing donated after the floods.

### **Lajamanu**



- CDP Regional Manager and Activity Supervisor working with the CEO from WYDAC on new projects around Lajamanu. We are also looking at workplans with the Waterpark during the off seasons. They may be Looking to require someone to coordinate and maintain accommodation in Lajamanu and out stations and working with the youth.
- Other projects in Lajamanu CDP are looking at is a Lawn mowing service and smaller activities to encourage more attendance daily.

### **Kalkarindji**

- Work continues with the clearing of the Men's workshop area in Daguragu. With the clearing of trees and logs, the community is benefiting from firewood coming into the cold weather. There is a lot more work to be done in this area.
- Ladies have been working on Language, Literacy and Numeracy worksheets and comprehensive sheets as their activity.

### **NT Young Achiever Awards**

- Yarralin were also lucky to have one of their Young CDP participants be nominated for NT Young Achiever awards in Darwin, Tassi Blair. Tassi made it through to the finals. Unfortunately, she did not win the award but was very proud of where she got to.

### **NT Cattleman's Association Graduation**

- Draylen Long and Aqib William were a part of a team that worked with NT Cattleman's Association. From Yarralin community to training with NTCA, to station work. They made it all the way to the end and graduated. The Administrator of Northern Territory the His Honour, and Ms Jones hosted a Graduation Ceremony at Darwin's Government House and presented the awards to Draylen and Aqib. Mayor Brian Pedwell, CDP staff member Rhiannon Adams and ex CDP staff member Jessica Motlap were there for support.

### **Changes to CDP**

- An extension of the current CDP contract to October 2024, will fall in line with changes coming for the new look of the CDP program. CDP teams are working with the changes as they arise.
- CDP Regional Manager attended a rountable discussion with Assistant Minister Malandirri McCarthy to discuss health and employment and service gaps in the Big Rivers Region.

### **Policy implications**

NA

### **Budget implications**

NA



**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. CDP Report May 2023 [**10.2.2.1** - 3 pages]

#### Young Achiever Awards NT



Bradley Hector NT  
Young Achiever  
award for Glencore  
McArthur River  
Mining Regional and  
Rural Initiative award.



Tassi Blair was nominated  
for NT Government Young  
Aboriginal Educator Award  
and was a finalist.

#### NT Cattleman's Association Graduation Ceremony at Government House Darwin

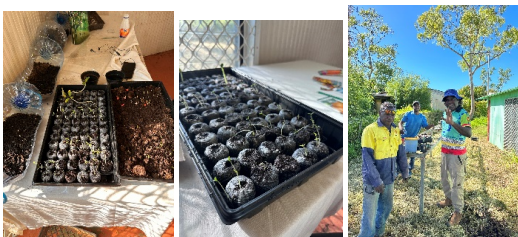




CDP workshop area clean-up



Yarralin CDP Seedlings and the guys starting to design the vegie garden areas



New workspace for Bulla CDP





Roundtable with the Assistant Minister  
Malandirri McCarthy to discuss all things  
Health & Employment and service gaps in the





### 10.2.3. Council Operations Community Report

**Report Type** Community Report For Information

**Department** Council Operations

**Prepared by** Regional Council Operations Manager

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#### **Purpose**

To provide an update to the Council on activities in our communities.

#### **Recommendations**

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

#### **Regional Plan**

##### ***Goal 1: Quality Leadership***

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

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

##### ***Goal 4: Liveability***

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

#### **Events and Activities**

##### Kalkarindji

ANZAC Day – assistance from the Kalkarindji school. Dawn service and BBQ. Approximately 40 – 50 people in attendance

##### Naiyu

Community unrest and anti-social behaviour involving some visitors from other communities resulted in the Tactical Response Group working in Naiyu a couple of times this month. Stolen firearms were recovered, and some offenders almost taken by crocodiles while evading law enforcement in the Daly River.

Daly River Buffaloes Football Club Family Fun Day was held on 20 April 2023 and was supported by many service providers.

##### Pine Creek

ANZAC Day – Assistance from 3 x RAAF personnel, FSGT Corey Hagan, SGT Richard Cooper and AC Nathan Hickey, they did a great job and were very supportive of Council staff who were doing this for the first time. Also in attendance were the Pine Creek Police, a serviceman from NZ army and representatives from the Pine Creek FERGS. The service was followed by a Shotgun breakfast for all at the Lazy Lizard Tavern who asked only a \$5.00 donation to the RSL.

##### Timber Creek

ANZAC Day - assistance from Norforce and Salvation Army for the ceremony.



Donations from Timber Creek hotel and Sitzler group for the BBQ breakfast.  
Harmony day - was coordinated by Aged Care with the assistance of CDP and NP.

### **Vacant Positions in Communities**

#### Kalkarindji

Cleaner  
Centrelink Officer  
Council Operations Officer

#### Nauiyu

Radio Broadcasting Officer

#### Pine Creek

Council waste management/Council operations officer x 1  
Temp position of COAM for 3 months

#### Timber Creek

Council Operations Officer x 2

#### Yarralin

Council Operations Manager  
Radio Broadcasting Officer

### **Training**

#### Kalkarindji

Aeroplane Land Areas x 3

#### Nauiyu

Diploma Local Govt x 1  
Cert IV Local Govt x 1

#### Pine Creek

Diploma Local Govt x 1  
First Aid Training

#### Timber Creek

Diploma Local Govt x 1  
Aeroplane Land Areas (ALA) x 1

#### Yarralin

Aeroplane Land Areas (ALA) x 2  
Cert 111 Local Govt Operational Works x 3  
Cert IV Local Govt x 2

### **Plant and equipment**

#### Kalkarindji

No issues with plant, all plant was saved from the flooding. Plant available for use in recovery operations. Recovery operations continuing. Station mechanical was contracted to complete servicing of plant.

#### Nauiyu

Mechanic made a couple of visits to Nauiyu to continue repairs and maintenance of our vehicles and plant. These visits contribute greatly to enable us to keep our assets in good order. There is still some more work to be done based on availability of parts.

#### Pine Creek

All plant and vehicles are up to date with servicing and have not had any problems for the month of April.

#### Timber Creek



All inspections and Rego have gone ahead without issue.

Hino rubbish truck has had inspection and is now registered. Tractor still waiting on radiator.

Yarralin

All plant and vehicles have been serviced and passed rego inspections and repaired in Yarralin.

**Local Authority Commitments/Regional Plan Projects**

Kalkarindji

Bus Shelter - Awaiting DIPL confirmation of bus shelter installation approval and location.

Nauiyu

Skip Bins - Flood waste skip bin was collected and returned to Darwin.

Vet Visit - The next Ark Animal Vet visit has been booked for Wednesday 24 May 2023.

Pine Creek

Playground: Complete and waiting on certification.

Beautification of the Water Gardens: We were able to find funds to hire a mini excavator and this will be used to clean all the dead Salvinia and tree limbs etc out of the water gardens which is the first step of beautification.

Timber Creek

Outdoor gym – waiting on funding.

Bulla

Playground extension, Equipment for functions have been approved by council, Quotation for street signs to be tabled.

Yarralin

Biannual vet visit confirmed commencing end of May and again in November. PO has been raised.

**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



#### 10.2.4. By-election Timber Creek Ward

**Report Type** Officer Report For Decision

**Department** Chief Executive Office

**Prepared by** Chief Executive Officer

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#### **Purpose**

To appoint the NT Electoral Commission for the Timber Creek Ward by-election.

#### **Recommendations**

- A. That the report By-election Timber Creek Ward is received and noted
- B. That the Council do not appoint a reporting officer allowing the NT Electoral Commission to hold the by-election.
- C. That Council request the NT Electoral Commission to hold the election on the week beginning 14 August 2023.

#### **Key Issues**

Arrangements for holding the by-election for the current casual vacancy in the Timber Creek Ward.

#### **Background**

Section 54(2)(c) of the *Local Government Act 2019* ('the Act') requires a by-election to be held where a casual vacancy occurs 18 months or more before the next general election. The by-election must be held within 4 months from the notification of the vacancy. As the Electoral Commissioner was notified of the vacancy on 4 May 2023, under section 136(4) the by-election must be held by 4 September 2023.

Under Section 136(7) of the Act, the council may appoint the CEO or another person (other than the Electoral Commissioner) to be returning officer for the by-election. The process to be followed, including passing the resolution and notifying the electoral Commissioner, is set out in section 136 of the Act. If a person is not appointed, the by-election is conducted by the NT Electoral Commission.

#### **Considerations**

If the Council do not appoint a returning officer, then the NT Electoral will conduct the by-election.

The Council will need to consider the timing of the election. The NT Electoral Commission are holding another by-election on the week beginning the 14 August 2023 and have suggested that our election could be held at the same time.



**Policy implications**

N/A

**Budget implications**

There will be a cost for the NT Electoral Commission to conduct the by-election.

**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



### 10.2.5. Council Infrastructure Project Update

**Report Type** Community Report For Information

**Department** Community Council Operations Council Operations

**Prepared by** Contracts Manager

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#### **Purpose**

Council Infrastructure Project Update

#### **Recommendations**

- A. That the Council Infrastructure Project Update report is received and noted

#### **Regional Plan**

##### **Goal 4:Liveability**

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

#### **Background**

This report provides an overview of the latest project update.

#### **Considerations**

18 Pearce Street New Office Building

- New office Car park
- Fire Hydrant installation and water service for the new office
- Power connection
- New Carpet
- Office building painting (Exterior)

The car park construction contract has been awarded to a local contractor. Construction will begin soon after receiving clearance from PWC to divert the underground pipeline, ensuring the carpark bitumen seal area remains unaffected. The building is already connected to power, and the automatic generator power startup has been tested and proven effective. The installation of an external Diesel tank for the generator is the only remaining task, which will be completed shortly.

The submissions for the Fire Hydrant installation tender have exceeded the allocated budget by a significant margin. We are currently in the process of consulting with various options to find ways to reduce the budget.

New floor carpet and vinyl installation and exterior painting under procurement state.

Lot – 55 Yarralin

- Water main relocation in lot 55 Yarralin

The watermain alignment project is nearing completion. Once the necessary tests are completed, the watermain alignment project will enter its final stage of handover to PWC.



- Building works under planning stage

#### Daguragu – Sports and Rec Hall Renovation

The hall is currently undergoing a cleaning schedule due to a recent flood event. Once the cleaning process is complete and the hall is cleared, the nominated contractor will be engaged.

#### Council Assets Revaluation

- All council Assets revaluation contract has been awarded. The assessment will commence from Fourth week of May 2023 onwards.

#### Timber creek aged care facility Development. (ABA grant)

- Currently the staff housing planning under way.
- Procurement Tender to be released early July 2023.

#### DIPL Aerodrome contract.

- T22-1802 Katherine Region - Litter Collection, Verge Slashing and Repairs and Maintenance of Various Airstrips for a Period of 36 Months - Currently under negotiation

#### **Policy implications**

Nil

#### **Budget implications**

Nil

#### **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



## **10.2.6. NDIS Elected Members Induction**

**Report Type** Officer Report For Decision

**Department** Corporate Services

**Prepared by** Director of Corporate Services

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### **Purpose**

To ensure Elected Members have the relevant information to enable them to monitor the NDIS Program through safeguarding the health, wellbeing and human rights of participants.

### **Recommendations**

- A. That the report NDIS Elected Members Induction is received and noted
- B. That all Elected Members have received and participated in the NDIS Board Member Induction for Victoria Daly Regional Council.

### **Regional Plan**

#### **Goal 1: Quality Leadership**

1.3 - Comply with all statutory, regulatory and reporting requirements

#### **Goal 4: Liveability**

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

4.3 Facilitate the provision of services which improve residents' lives

### **Background**

As a requirement of Victoria Daly Regional Council providing services through NDIS, an induction for Safeguarding for Boards guide along with short films has been presented to all Elected Members, CEO and Directors to ensure that each level of Management has been inducted, is informed and has an understanding of their role in the provision of NDIS services provided.

### **Policy implications**

Nil

### **Budget implications**

Nil

### **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. Local Authority

### 11.1. Local Authority Minutes

#### 11.1.1. Pine Creek Local Authority Meeting held on 2 May 2023

##### Recommendation

- A. That the minutes of the Pine Creek Local Authority Meeting held on 2 May 2023 be adopted as a resolution of Ordinary Council.
- B. That Council endorses **PCLA-2023/20 Resolution:** That Pine Creek local authority request to council the allocation of \$500 towards a Pine Creek sign competition
- C. That Council endorses **PCLA-2023/22 Resolution:** The Pine Creek Local Authority request to council that \$2,000 of LAPF be committed to management of feral cats in Pine Creek.
- D. That Council endorses **PCLA-2023/25 Resolution:** That the Pine Creek local authority request that council write to members who no longer reside in the area, in the letter noting their absence from Pine Creek and would they like to resign.

##### Attachments

1. 20230502 PCLA MIN unconfirmed [11.1.1.1 - 7 pages]



# MINUTES

**PINE CREEK LOCAL AUTHORITY MEETING  
HELD ON TUESDAY 2 MAY 2023**

**AT 12:30 PM**

**AT THE PINE CREEK MULTI RESOURCE CENTRE**

**56 Main Tce, Pine Creek, NT 0847**



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

Brian Hylands  
**Chief Executive Officer**



## 1. Meeting Opening

*The meeting opened at 12:31pm.*

### Electing a Chairperson

**PCLA-2023/11 Resolution: Carried (Lance Lawrence/John Roberts)**

That Edward Ah Toy is nominated for the position of Chairperson.

**PCLA-2023/12 Resolution: Carried (Gaye Lawrence/Juliatt Mills)**

That Sam Forward is nominated for the position of Chairperson.

A secret ballot took place for the position of Chairperson and Sam Forward was announced as the successful nominee. Mr. Forward will take the role of Chairperson for the next twelve months.

**PCLA-2023/13 Resolution: Carried (Gaye Lawrence/Lance Lawrence)**

That Edward Ah Toy is nominated for the position of Deputy Chairperson.

**PCLA-2023/14 Resolution: Carried (Juliatt Mills/Sam Forward)**

That John Roberts is nominated for the position of Deputy Chairperson.

A secret ballot took place for the position of Deputy Chairperson and Mr. John Roberts was announced as the successful nominee. Mr. Roberts will take the role of Deputy Chairperson for the next twelve months.



## 2. Welcome

Chairperson welcomed members and visitors to the meeting.

## 3. Attendance and Apologies

### 3.1. Attendees

#### MEMBERS

Chairperson	Sam Forwood
Member	Alain Denouel
Member	Juliett Mills
Member	John Roberts
Member	Edward Ah Toy
Member	Lance Lawrence
Member	Gaye Lawrence
Councillor	Yvette Williams

#### STAFF

Mayor	Brian Pedwell
Chief Executive Officer	Brian Hylands
Council Operations Manager	Tanya Brown
Manager of Executive Services	Michelle Griffin (minute secretary)

#### GUESTS

Department of the Chief Minister & Cabinet	Hailey Dack and Karen Hocking
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### 3.2. Apologies and Absentees

Apologies: Clare Merrit, Alan Fountain, David Paddy

Absent: John Lee

## 4. Disclosure of Interest

There were no declarations of interest at this meeting.

## 5. Resignations, Terminations and Nominations

### 5.1. Resignations

Nil

### 5.2. Terminations

Nil

### 5.3. Nominations

Nil



## 6. Presentations and Training

### 6.1. Local Authority Training - Understanding Conflicts of Interest

The Chairperson thanked Hailey Dack from the Department of the Chief Minister and Cabinet for the presentation of module 2 - 'understanding conflicts of interest'.

## 7. Confirmation of Minutes

### 7.1. Pine Creek Local Authority Meeting held on 7 February 2023

**PCLA-2023/15 Resolution: Carried (Lance Lawrence/Edward Ah Toy)**

That the minutes of the Pine Creek Local Authority Meeting held on 7 February 2023 be taken as read and be accepted as a true record of the meeting.

## 8. Council Response to Previous Minutes

### 8.1. Feedback from Council

**PCLA-2023/16 Resolution: Carried (Gaye Lawrence/John Roberts)**

That the Pine Creek Local Authority receive and note the feedback from Council

## 9. Correspondence

### 9.1. Correspondence

**PCLA-2023/17 Resolution: Carried (John Roberts/Edward Ah Toy)**

That the following Correspondence be noted.

1. 2023-01-24 OUTGOING Letter to Minister Lawler RE Tourist Rubbish in VDRC Region [9.1.1 - 1 page]
2. 2023-04-11 INCOMING Letter regarding the litter disposal from visitors to Kakadu [9.1.2 - 1 page]

## 10. Reports

### 10.1.1. Pine Creek Council Operations Manager Report

**PCLA-2023/18 Resolution: Carried (Gaye Lawrence/John Roberts)**

That the Pine Creek Council Operations Manager Report report is received and noted

### 10.2.1. Pine Creek Finance Report for period ending 31 March 2023

**PCLA-2023/19 Resolution: Carried (Gaye Lawrence/John Roberts)**

That the Pine Creek Local Authority receive and note the finance report.



**PCLA-2023/20 Resolution: Carried (John Roberts/Gaye Lawrence)**

That Pine Creek local authority request to council the allocation of \$500 towards a Pine Creek sign competition

**10.2.2. Pine Creek Projects**

**PCLA-2023/21 Resolution: Carried (Sam Forward/John Roberts)**

- A. That the Pine Creek Projects is received and noted
- B. That the Pine Creek Local Authority consider projects for investigation

**PCLA-2023/22 Resolution: Carried (Gaye Lawrence/Alain Denouel)**

The Pine Creek Local Authority request to council that \$2,000 of LAPF be committed to management of feral cats in Pine Creek.

**10.3.2. Action Items**

**PCLA-2023/23 Resolution: Carried (John Roberts/Gaye Lawrence)**

That the Pine Creek Local Authority receive and note the action items update.

**10.4.1. Repeal of VDRC By-Laws**

**PCLA-2023/24 Resolution: Carried (Gaye Lawrence/Sam Forward)**

That the report Repeal of VDRC By-Laws is received and noted

**11. Questions from the Public**

Question raised about footpaths.

*Alain Denouel left the meeting at 1:38 pm.*

*Alain Denouel returned to the meeting at 1:38 pm.*

**12. General Business**

**12.1 Members who no longer reside in Pine Creek**

**PCLA-2023/25 Resolution: Carried (Gaye Lawrence/Lance Lawrence)**

That the Pine Creek local authority request that council write to members who no longer reside in the area, in the letter noting their absence from Pine Creek and would they like to resign.





### **12.2 Flying Fox**

Lance Lawrence presented a flying fox for the purpose of deterring bats and predators.

Gaye requests a demonstration.

### **12.3 Grass**

Juliett Mills made a complaint about the grass surrounding her property.

The Chairperson asked Juliett to watch her language.

Alain Denouel asked why the grass isn't mowed around the town.

COM responded stating that there have been staff shortages contributing to the issue.

### **12.4 Environmental Protection Agency**

Mayor Pedwell updated the PCLA members regarding the invitation sent to the EPA inviting them to attend local authority meetings to discuss their policies.

Chairperson thanked the Mayor.

## **13. Next Meeting**

The next Meeting of Pine Creek Local Authority will be held 1 August 2023.

The Chairperson thanked everyone for attending the meeting.

*The meeting closed at 2:02pm.*

This page and the preceding six pages are the minutes of the Pine Creek Local Authority meeting held on 2 May 2023.



### **11.1.2. Daly River Local Authority Meeting held on 3 May 2023**

#### **Recommendation**

- A. That the minutes of the Daly River Local Authority Meeting held on 3 May 2023 be adopted as a resolution of Ordinary Council.
- B. That the Council endorses resolution **DRLA-2023/9 Resolution:** The Daly River Local Authority Request Council write a letter of support to Telstra for their application for funding to upgrade infrastructure in Nauiyu.
- C. That the Council endorses resolution **DRLA-2023/15 Resolution:** The Daly River Local Authority request that Council write to Green River Aboriginal Corporation requesting an update on the half shade pool cover which was funded by the DRLA Local Authority Project Funding.

#### **Attachments**

1. 20230503 DRLA MIN unconfirmed [11.1.2.1 - 5 pages]



# MINUTES

**DALY RIVER LOCAL AUTHORITY MEETING**  
**HELD ON WEDNESDAY 3 MAY 2023**  
**AT 12:30 PM**  
**AT THE DALY RIVER COUNCIL OFFICE**  
VDRC Office



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A handwritten signature in black ink, appearing to read "BH", followed by a long horizontal flourish.

Brian Hylands  
**Chief Executive Officer**



## 1. Meeting Opening

*The Daly River Local Authority meeting opened at 12:41pm.*

## 2. Welcome

Chairperson welcomed members and visitors to the meeting.

## 3. Attendance and Apologies

### 3.1. Attendees

#### Appointed Members

##### Present

Peter Hollowood	Chairperson
Brian Muir	Member
Mark Mullins	Member
Robert Austral	Member

##### Staff Present

Pat Hollowood	Council operations Manager
Ingrid Schreiner	Council Operations Assistant Manager
Michelle Griffin	Manager of Executive Services (minutes secretary)

### 3.2. Apologies and Absentees

Apologies: Wayne Buckley, Nadine Daly

Absent: Andrew McTaggart

## 4. Disclosure of Interest

There were no declarations of interest at this meeting.

## 5. Resignations, Terminations and Nominations

### 5.1. Resignations

Nil

### 5.2. Terminations

Nil

### 5.3. Nominations

Nil



## 6. Presentations and Training

Nic Danks, Telstra Regional Manager, discussed Telstra Infrastructure in Nauiyu.

**DRLA-2023/9 Resolution: Carried (Mark Mullins/Brian Muir)**

The Daly River Local Authority request Council write a letter of support to Telstra for their application for funding to upgrade infrastructure in Nauiyu.

### 6.2. Local Authority Training - Understanding Conflicts of Interest

The Chairperson thanked Michelle Griffin for the presentation on 'understanding conflicts of interest'.

## 7. Confirmation of Minutes

### 7.1. Daly River Local Authority Meeting held on 8 February 2023

**DRLA-2023/10 Resolution: Carried (Brian Muir/Robert Austral)**

That the minutes of the Daly River Local Authority Meeting held on 8 February 2023 be taken as read and be accepted as a true record of the meeting.

## 8. Council Response to Previous Minutes

### 8.1. Feedback from Council

**DRLA-2023/11 Resolution: Carried (Mark Mullins/Brian Muir)**

That the Daly River Local Authority receive and note the feedback from Council

## 9. Reports

### 9.1.1. Council Operations Manager Community Report

**DRLA-2023/12 Resolution: Carried (Robert Austral/Mark Mullins)**

That the Council Operations Manager Community Report report is received and noted

### 9.2.1. Finance Report

**DRLA-2023/13 Resolution: Carried (Mark Mullins/Brian Muir)**

That the Daly River Local Authority receive and note the finance report.



### 9.2.2. Daly River Projects

**DRLA-2023/14 Resolution:** Carried (**Mark Mullins/Robert Austral**)

- A. That the Daly River Projects report is received and noted
- B. That the Daly River Local Authority consider projects for investigation

### 9.3.1. Action Items

**DRLA-2023/15 Resolution:** Carried (**Brian Muir/Robert Austral**)

The Daly River Local Authority request that Council write to Green River Aboriginal Corporation requesting an update on the half shade pool cover which was funded by the DRLA Local Authority Project Funding.

### 9.4.1. Electing a Chairperson

**DRLA-2023/16 Resolution:** Carried (**Brian Muir/Robert Austral**)

Brian Muir put forward a motion that the DRLA members currently holding the position of Chairperson and Deputy Chairperson remain in their positions for a further twelve months term.

## 10. Questions from the Public

Nil

## 11. General Business

Nil

## 12. Next Meeting

The next Meeting of Daly River Local Authority will be held 2 August 2023.

*The meeting closed at 2:10pm.*

This page and the preceding four (4) pages are the minutes of the Daly River Local Authority meeting held on 3 May 2023.



### **11.1.3. Bulla Local Authority Meeting held on 16 May 2023**

#### **Recommendation**

- A. That the minutes of the Bulla Local Authority Meeting held on 16 May 2023 be adopted as a resolution of Ordinary Council.
- B. That Council endorses resolution **BLA-2023/4 Resolution:** The Bulla Local Authority request that Council investigate options for the storage of the mower and outdoor furniture.
- C. That Council endorses resolution **BLA-2023/7 Resolution:** That the Bulla Local Authority request that Paul research quotes for play equipment - swings, larger slide and seesaw.
- D. That Council endorses resolution **BLA-2023/8 Resolution:** The Bulla Local Authority request Council approval to commit \$3,500 of Local Authority Project Funding for signs around community (School, rubbish tip, air strip, Goorbidgim (x2), Janyima)
- E. That Council endorses resolution **BLA-2023/10 Resolution:** The Bulla Local Authority request Council approval to commit \$30,000 of Local Authority Project Funding towards playground for the Bulla community.

#### **Attachments**

1. 20230516 BLA MIN unconfirmed [11.1.3.1 - 6 pages]





# MINUTES

**BULLA LOCAL AUTHORITY MEETING  
HELD ON TUESDAY 16 MAY 2023  
AT 10:30 AM  
AT THE BULLA COUNCIL OFFICE  
VDRC Office**



Bulla Local Authority Meeting Tuesday 16 May 2023

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Brian Hylands  
**Chief Executive Officer**



## 1. Meeting Opening

*The meeting opened at 10:40am.*

## 2. Welcome

Chairperson Shadrack Retchford welcomed members and visitors to the meeting acknowledged elders past, present and future.

## 3. Attendance and Apologies

### 3.1. Attendees

#### **BULLA LA MEMBERS**

Shadrack Retchford	Chairperson
Duncan Bero	Member
Stan Retchford	Member
Nicholas Laurie	Member
Joseph Archie	Member

#### **VDRC STAFF**

Brian Pedwell	Mayor
Brian Hylands	Chief Executive Officer
Paul Buckley	Council Operations Services Manager - Timber Creek
Michelle Griffin	Manager of Executive Services (minutes secretary)

#### **GUESTS**

Tristan Stonhill	Department of the Chief Minister and Cabinet
Karen Hocking	Department of the Chief Minister and Cabinet

### 3.2. Apologies and Absentees

Apologies: Penny Archie

Absent: Nil

## 4. Disclosure of Interest

There were no declarations of interest at this meeting.

## 5. Resignations, Terminations and Nominations

### 5.1. Resignations



Bulla Local Authority Meeting Tuesday 16 May 2023

Nil

## 5.2. Terminations

Nil

## 5.3. Nominations

Nil

## 6. Presentations and Training

### 6.1. Local Authority Training - Understanding Conflicts of Interest

The Chairperson thanked Karen Hocking from the Department of the Chief Minister and Cabinet for the presentation on 'understanding conflicts of interest'.

## 7. Confirmation of Minutes

### 7.1. Bulla Local Authority held on 21 February 2023

**BLA-2023/3 Resolution: Carried (Joseph Archie/Nicholas Laurie)**

That the minutes of the Bulla Local Authority held on 21 February 2023 be taken as read and be accepted as a true record of the meeting.

*Joseph Archie entered the meeting at 10:56am*

## 8. Council Response to Previous Minutes

### 8.1. Feedback from Council

**BLA-2023/4 Resolution: Carried (Duncan Bero/Nicholas Laurie)**

The Bulla Local Authority request that Council investigate options for the storage of the mower and outdoor furniture.

**BLA-2023/5 Resolution: Carried (Joseph Archie/Nicholas Laurie)**

That the Bulla Local Authority receive and note the feedback from Council.

## 9. Correspondence

### 9.1. Correspondence

The Bulla Local Authority received and noted the correspondence.

## 10. Reports

### 10.1.1. Council Operations Manager Report



**BLA-2023/6 Resolution: Carried (Shadrack Retchford/Duncan Bero)**

The Council Operations Manager Report is received and noted

**BLA-2023/7 Resolution: Carried (Shadrack Retchford/Duncan Bero)**

That the Bulla Local Authority request that Paul research quotes for play equipment - swings, larger slide and seesaw.

**BLA-2023/8 Resolution: Carried (Shadrack Retchford/Duncan Bero)**

The Bulla Local Authority request Council approval to commit \$3,500 of Local Authority Project Funding for signs around community (School, rubbish tip, air strip, Goorbidgim (x2), Janyima).

**10.2.1. Bulla Finance Report**

**BLA-2023/9 Resolution: Carried (Joseph Archie/Shadrack Retchford)**

That the Bulla Local Authority receive and note the finance report.

**10.2.2. Bulla - Projects Report**

The Bulla Local Authority received and noted the projects report.

**BLA-2023/10 Resolution: Carried (Shadrack Retchford/Nicholas Laurie)**

The Bulla Local Authority request Council approval to commit \$30,000 of Local Authority Project Funding towards playground for the Bulla community.

**10.3.1. Bulla Action Items**

**BLA-2023/11 Resolution: Carried (Duncan Bero/Joseph Archie)**

The Bulla Local Authority receive and note the action items update.

**10.4.1. Electing a Chairperson**

**BLA-2023/12 Resolution: Carried (Joseph Archie/Nicholas Laurie)**

Motion that Shadrack Retchford be nominated for the position of Chairperson.

**BLA-2023/13 Resolution: Carried (Duncan Bero/Stan Retchford)**

Motion that Joseph Archie be nominated for the position of Chairperson.

A secret ballot took place for the position of Chairperson and Shadrack Retchford was announced as Chairperson for a further period of twelve months.



Bulla Local Authority Meeting Tuesday 16 May 2023

**BLA-2023/14 Resolution: Carried (Shadrack Retchford/Nicholas Laurie)**

Motion that Joseph Archie is nominated for the position of Deputy Chairperson.

The nomination for the position of Deputy Chairperson was unopposed and Joseph Archie was announced as Deputy Chairperson for a period of twelve months.

### **11. Questions from the Public**

Nil

### **12. General Business**

#### **12.1 Councillor Timber Creek Ward**

Mayor B. Pedwell announced to the Local Authority the resignation of Shirley Garlett from her position as Councillor for the Timber Creek Ward. A bi-election will take place before the 14 September.

### **13. Next Meeting**

The next Meeting of Bulla Local Authority will be held 15 August.

*Meeting closed at 12:25pm*



**11.1.4. Timber Creek Local Authority Meeting held on 16 May 2023**

**Recommendation**

- A. That the minutes of the Timber Creek Local Authority Meeting held on 16 May 2023 be adopted as a resolution of Ordinary Council.
- B. That Council endorses resolution **TCLA-2023/24 Resolution:** The Timber Creek Local Authority request council look into alternative illuminating school zone signs which will capture the attention of drivers; and
- C. That Council endorses resolution **TCLA-2023/24 Resolution:** The Timber Creek Local Authority request council obtain quotes and/or research grant opportunities (such as Community Safety Grants) for security lights (flood lights) on the street outside the school and creche (from both directions)

**Attachments**

1. 20230516 TCLA MIN unconfirmed [11.1.4.1 - 6 pages]



# MINUTES

**TIMBER CREEK LOCAL AUTHORITY MEETING**  
**HELD ON TUESDAY 16 MAY 2023**  
**AT 3:00 PM**  
**AT THE TIMBER CREEK COUNCIL OFFICE**  
VDRC Office





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A handwritten signature in black ink, appearing to read "BH", with a long horizontal flourish extending to the right.

Brian Hylands  
Chief Executive Officer



## 1. Meeting Opening

*The meeting opened at 3:03pm.*

## 2. Welcome

Chairperson welcomed members and visitors to the meeting.

## 3. Attendance and Apologies

### 3.1. Attendees

#### TCLA MEMBERS

Coralie Myers	Chairperson
Cecelia McKenzie	Member
Beatty Retchford	Member
John Horgan	Member
Tristram Holcombe	Member
Marilla Appleby	Member
Rebecca Myers	Member

#### VDRC STAFF

Brian Pedwell	Mayor
Brian Hylands	Chief Executive Officer
Paul Buckley	Council Operations Manager - Timber Creek
Michelle Griffin	Manager of Executive Services (minutes secretary)

#### GUESTS

Karen Hocking	Department of the Chief Minister and Cabinet
Tristan Stonhill	Department of the Chief Minister and Cabinet

### 3.2. Apologies and Absentees

Apologies: Nil

Absent: Nil

## 4. Disclosure of Interest

There were no declarations of interest at this meeting.

## 5. Resignations, Terminations and Nominations

### 5.1. Resignations



Nil

## 5.2. Terminations

The Timber Creek Local Authority noted the termination of membership for Larry McLaughlin and Darryl Darby.

## 5.3. Nominations

No new nominations have been received since the previous meeting.

## 6. Presentations and Training

### 6.1. Local Authority Training - Understanding Conflicts of Interest

The Chairperson thanked Karen Hocking for the presentation on 'understanding conflicts of interest'.

## 7. Confirmation of Minutes

### 7.1. Provisional Timber Creek Local Authority meeting held on 21 February 2023

**TCLA-2023/14 Resolution: Carried (Rebecca Myers/John Horgan)**

That the minutes of the Provisional Timber Creek Local Authority meeting held on 21 February 2023 be taken as read and be accepted as a true record of the meeting.

### 7.2. Special Timber Creek Local Authority meeting held on 14 April 2023

**TCLA-2023/15 Resolution: Carried (Coralie Myers/Rebecca Myers)**

That the minutes of the Special Timber Creek Local Authority meeting held on 14 April 2023 be taken as read and be accepted as a true record of the meeting.

## 8. Council Response to Previous Minutes

### 8.1. Feedback from Council

**TCLA-2023/16 Resolution: Carried (Beatty Retchford/Tristram Holcombe)**

That the Timber Creek Local Authority receive and note the feedback from Council

## 9. Correspondence

### 9.1. Correspondence

**TCLA-2023/17 Resolution: Carried (Coralie Myers/John Horgan)**

That the following in-coming Correspondence be noted.



1. 2023-03-23 INCOMING Response-letter- Re- Timber- Creek- Planning  
[9.1.1 - 2 pages]

## 10. Reports

### 10.1.1. Council Operations Manager Report

**TCLA-2023/18 Resolution:** Carried (**Marilla Appleby/Rebecca Myers**)

That the Council Operations Manager Report is received and noted

### 10.2. Finance Report

#### 10.2.1. Timber Creek Finance Report

**TCLA-2023/19 Resolution:** Carried (**Tristram Holcombe/John Horgan**)

That the Timber Creek Local Authority receive and note the finance report.

#### 10.2.2. Timber Creek - Projects Report

Three quotes to be sourced for outdoor equipment

**TCLA-2023/20 Resolution:** Carried (**Beatty Retchford/Tristram Holcombe**)

- A. That the Timber Creek - Projects Report report is received and noted
- B. That the Timber Creek Local Authority consider projects for investigation

#### 10.3.1. Timber Creek Action Items

**TCLA-2023/21 Resolution:** Carried (**John Horgan/Rebecca Myers**)

That the Timber Creek Local Authority receive and note the action items update.

#### 10.4.1. Electing a Chairperson

**TCLA-2023/22 Resolution:** Carried (**John Horgan/Beatty Retchford**)

Motion that Coralie Myers is nominated for the position of Chairperson for twelve months.

#### 10.4.2. VDRC By-Laws

**TCLA-2023/23 Resolution:** Carried (**Coralie Myers/Tristram Holcombe**)

The VDRC By-Laws report is received and noted



## 11. Questions from the Public

Nil

## 12. General Business

### 12.1 Councillor Timber Creek Ward

Mayor B. Pedwell informed the Timber Creek Local Authority about the resignation of Shirley Garlett from her position as Councillor of the Timber Creek Ward. A bi-election will take place before 14 September 2023.

### 12.2 Waste Facility

John Horgan raised a general business item regarding the waste facility.

Mayor B. Pedwell informed the Local Authority that Council is writing to Minister Moss requesting that someone from the Environmental Agency attend local authority meetings to inform residents of any impacts to them as a result of their policies.

### 12.3 Swimming Lessons

Coralie has some contacts for swimming instructors.

### 12.4 School Zone and security lights at gate

#### **TCLA-2023/24 Resolution: Carried (John Horgan/Tristram Holcombe)**

A. The Timber Creek Local Authority request council look into alternative illuminating school zone signs which will capture the attention of drivers; and

B. The Timber Creek Local Authority request council obtain quotes and/or research grant opportunities (*such as Community Safety Grants*) for security lights (flood lights) on the street outside the school and creche (from both directions)

## 13. Next Meeting

The next Meeting of Timber Creek Local Authority will be held 15 August 2023.

*Cecelia McKenzie left the meeting at 4:30pm.*

*The meeting closed at 4:39pm.*



### **11.1.5. Amanbidji Local Authority Meeting held on 17 May 2023**

#### **Recommendation**

- A. That the minutes of the Amanbidji Local Authority Meeting held on 17 May 2023 be adopted as a resolution of Ordinary Council.
- B. That Council endorses resolution **ALA-2023/9 Resolution:** The Amanbidji Local Authority request council approval to commit \$38,000 of Local Authority Project Funding to solar lights around community (playground, basketball court and other dark areas identified as appropriate locations by the LA).
- C. That Council endorses resolution **ALA-2023/10 Resolution:** The Amanbidji Local Authority request that Council seek funding opportunities for a hard cover shade structure over the Amanbidji basketball court (similar to Bulla basketball court shade cover).

#### **Attachments**

- 1. 20230517 ALA MIN unconfirmed [11.1.5.1 - 6 pages]



# MINUTES

**AMANBIDJI LOCAL AUTHORITY MEETING**  
**HELD ON WEDNESDAY 17 MAY 2023**  
**AT 12:30 PM**  
**AT THE AMANBIDJI COUNCIL OFFICE**  
VDRC Office



## 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.

The Victoria Daly Regional Council disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or committee meetings.

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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 'BH', with a long horizontal line extending to the right.

**Brian Hylands**  
Chief Executive Officer





## 1. Meeting Opening

*The meeting opened at 1:42pm.*

## 2. Welcome

## 3. Attendance and Apologies

### 3.1. Attendees

#### Appointed Members

##### Present

Sharon Lurda	Chairperson
Cassandra Ahwon	Member
(Rupert) Aldus	Member
Raylene Raymond	Member
Rhonda Lurda	Member

##### Staff Present

Brian Pedwell	Mayor
Brian Hylands	Chief Executive Officer
Michelle Griffin	Manager of Executive Services (minutes secretary)
Paul Buckley	Council Operations Manager

### 3.2. Apologies and Absentees

Apologies: Ross Roberts, Joy Mikamon, Toni-Maree Waterloo, June Lurda

Absent: Nil

## 4. Disclosure of Interest

There were no declarations of interest at this meeting.

## 5. Resignations, Terminations and Nominations

### 5.1. Resignations

Nil

### 5.2. Terminations

Nil



### 5.3. Nominations

**ALA-2023/1 Resolution: Carried (Aldus (Rupert) Aldus/Cassandra Ahwon)**

The Amanbidji Local Authority accept the nomination of Jacob Barley to the Local Authority and request that Council endorse the nomination.

**ALA-2023/2 Resolution: Carried (Cassandra Ahwon/Sharon Lurda)**

The Amanbidji Local Authority accept the nomination of Maria Leering to the Local Authority and request that Council endorse the nomination.

**ALA-2023/6 Resolution: Carried (Sharon Lurda/Rhonda Lurda)**

The Amanbidji Local Authority accept the nomination of Marjorie Ahwon and request that Council endorse the nomination.

## 6. Presentations and Training

### 6.1. Local Authority Training - Understanding Conflicts of Interest

The presentation for 'understanding conflicts of interest' was presented by Mayor Pedwell to the Amanbidji Local Authority.

## 7. Confirmation of Minutes

### 7.1. Amanbidji Local Authority held on 17 August 2022

**ALA-2023/3 Resolution: Carried (Sharon Lurda/Rhonda Lurda)**

That the minutes of the Amanbidji Local Authority held on 17 August 2022 be taken as read and be accepted as a true record of the meeting.

## 8. Council Response to Previous Minutes

### 8.1. Feedback from Council

**ALA-2023/4 Resolution: Carried (Aldus (Rupert) Aldus/Cassandra Ahwon)**

That the Amanbidji Local Authority receive and note the feedback from Council

## 9. Correspondence

### 9.1. Correspondence

Nil



## 10. Reports

### 10.1.1. Council Operations Manager Report

**ALA-2023/5 Resolution:** Carried (Sharon Lurda/Rhonda Lurda)

That the Council Operations Manager Report is received and noted

### 10.2.1. Amanbidji Finance Report

**ALA-2023/7 Resolution:** Carried (Sharon Lurda/Rhonda Lurda)

That the Amanbidji Local Authority receive and note the finance report.

### 10.2.2. Amanbidji - Projects Report

**ALA-2023/8 Resolution:** Carried (Sharon Lurda/Rhonda Lurda)

That the Amanbidji Local Authority rescind their previous motion 08092021-03 for phone box shade cover and seating.

**ALA-2023/9 Resolution:** Carried (Cassandra Ahwon/Aldus (Rupert) Aldus)

The Amanbidji Local Authority request council approval to commit \$38,000 of Local Authority Project Funding to solar lights around community (playground, basketball court and other dark areas identified as appropriate locations by the LA).

**ALA-2023/10 Resolution:** Carried (Sharon Lurda/Rhonda Lurda)

The Amanbidji Local Authority request that Council seek funding opportunities for a hard cover shade structure over the Amanbidji basketball court (similar to Bulla basketball court shade cover).

### 10.3.1. Amanbidji Action Items

**ALA-2023/11 Resolution:** Carried (Aldus (Rupert) Aldus/Cassandra Ahwon)

That the Amanbidji Local Authority receive and note the action items update.

Action Item: The Amanbidji Local Authority request that Council write to the Department of Infrastructure, planning and Logistics requesting the development of a slip lane off the Victoria Highway leading to Amanbidji, and for the Amanbidji sign to be replaced with a larger, more noticeable sign.

Action Item: The Amanbidji Local Authority request that Council write to the Greyhound bus services requesting a replacement of the sign.



## 11. Questions from the Public

Nil

## 12. General Business

### 12.1 CDP

Changes will be occurring soon to CDP.

### 12.2 Rubbish Truck

Action Item: letter to NTG regarding waste removal services at Amanbidji (Housing Reference Group).

*Rhonda Lurda left the meeting at 2:43pm*

*Rhonda Lurda returned to the meeting at 2:46pm*

*Sharon Lurda left the meeting at 2:47pm*

*Sharon Lurda returned to the meeting at 2:50pm*

*Cassandra Ahwon left the meeting at 2:46pm*

*Cassandra Ahwon returned to the meeting at 2:48pm*

### 12.3 Timber Creek Ward Councillor

Mayo Pedwell informed the Local Authority that Shirley Garlett has resigned from the position of Councillor for the Timber Creek Ward. A by election will take place before 14 September.

## 13. Next Meeting

The next Meeting of Amanbidji Local Authority will be held 16 August 2023.

*The meeting closed at 2:52pm.*

This page and the preceding five (5) pages are the minutes of the Amanbidji Local Authority meeting held on 17 May 2023.



## **11.2. Local Authority Resignations/Nominations**

### **11.2.1. Nomination of Jacob Barney to the Amanbidji Local Authority**

**Report Type** Nomination

**Department** Chief Executive Office

**Prepared by** Executive Services Officer

#### **Recommendations**

- A. That Council endorses the Nomination of Jacob Barney to the Amanbidji Local Authority (**Resolution: ALA-2023/1**)

#### **Council officer conflict of interest declaration**

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

#### **Attachments**

1. 2023-05-17 Nomination Amanbidji LA - Jacob Barney [**11.2.1.1** - 1 page]



**Victoria Daly**  
REGIONAL COUNCIL

Name of Nominee: Jacob Barney

Community: Amanbidji Date: 17 May 2023

**Local Authority you are nominating for (please tick)**

- |   |                   |
|---|-------------------|
| <input type="checkbox"/> Pine Creek Local Authority             | Pine Creek Ward   |
| <input type="checkbox"/> Daly River Local Authority             | Milngin Ward      |
| <input checked="" type="checkbox"/> Amanbidji Local Authority   | Timber Creek Ward |
| <input type="checkbox"/> Bulla Local Authority                  | Timber Creek Ward |
| <input type="checkbox"/> Timber Creek Local Authority           | Timber Creek Ward |
| <input type="checkbox"/> Yarralin / Pigeon Hole Local Authority | Walangeri Ward    |
| <input type="checkbox"/> Kalkarindji / Daguragu Local Authority | Daguragu Ward     |

**Contact Information**

Contact Number: \_\_\_\_\_

Email: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Please explain why you would be a good candidate for your Local Authority:

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Please explain the position you hold in your community and how it will assist in decision making:

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Other information to support your nomination:

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Signature of Nominee: JACOB BARNEY

Nomination endorsed by Council

Date:

Resolution:



**11.2.2.            Nomination of Marjorie Ahwon to the Amanbidji Local Authority**

**Report Type**    Nomination  
**Department**    Chief Executive Office  
**Prepared by**    Executive Services Officer

**Recommendations**

- A. That Council endorses the Nomination of Marjorie Ahwon to the Amanbidji Local Authority (**Resolution: ALA-2023/6**)

**Council officer conflict of interest declaration**

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

**Attachments**

1.    2023-05-17 Nomination Amanbidji LA - Marjorie Ahwon [**11.2.2.1** - 1 page]



Name of Nominee: Mariorie Ahwon

Community: Aman b'idi

Date: 17 May 2023

<input type="checkbox"/> Pine Creek Local Authority	Pine Creek Ward
<input type="checkbox"/> Daly River Local Authority	Milngin Ward
<input checked="" type="checkbox"/> Amanbidji Local Authority	Timber Creek Ward
<input type="checkbox"/> Bulla Local Authority	Timber Creek Ward
<input type="checkbox"/> Timber Creek Local Authority	Timber Creek Ward
<input type="checkbox"/> Yarralin / Pigeon Hole Local Authority	Walangeri Ward
<input type="checkbox"/> Kalkarindji / Daguragu Local Authority	Daguragu Ward

**Contact Number:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Postal Address:** \_\_\_\_\_

Support the community and be a voice for the community.

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Signature of Nominee: Maryore Ahulan

Date:

Resolution:





**11.2.3. Nomination of Maria Leering to the Amanbidji Local Authority**

**Report Type** Nomination

**Department** Chief Executive Office

**Prepared by** Executive Services Officer

**Recommendations**

- A. That Council endorses the Nomination of Maria Leering to the Amanbidji Local Authority (**Resolution: ALA-2023/6**)

**Council officer conflict of interest declaration**

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

**Attachments**

1. 2023-05-17 Nomination Amanbidji LA - Maria Leering [**11.2.3.1** - 1 page]



**Victoria Daly**  
REGIONAL COUNCIL

Name of Nominee: Maria Leering

Community: Amanbidji Date: 17 May 2023

Local Authority you are nominating for (please tick)

- |   |                   |
|---|-------------------|
| <input type="checkbox"/> Pine Creek Local Authority             | Pine Creek Ward   |
| <input type="checkbox"/> Daly River Local Authority             | Milngin Ward      |
| <input checked="" type="checkbox"/> Amanbidji Local Authority   | Timber Creek Ward |
| <input type="checkbox"/> Bulla Local Authority                  | Timber Creek Ward |
| <input type="checkbox"/> Timber Creek Local Authority           | Timber Creek Ward |
| <input type="checkbox"/> Yarralin / Pigeon Hole Local Authority | Walangeri Ward    |
| <input type="checkbox"/> Kalkarindji / Daguragu Local Authority | Daguragu Ward     |

**Contact Information**

Contact Number: -

Email: -

Postal Address: -

Please explain why you would be a good candidate for your Local Authority:

Like talking to the community  
Been in community whole life

Please explain the position you hold in your community and how it will assist in decision making:

Supporting the community to improve services.

Other information to support your nomination:

Signature of Nominee: MARIA Leering

Nomination endorsed by Council

Date:

Resolution:



## 12. Action Sheet

### 12.1. Action Items

**Report Type**    **Officer Report For Information**

**Prepared by**    **Manager of Executive Services**

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#### **Purpose**

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

#### **Key Issues**

Due to time constraints, the action items register will be distributed to elected members via email prior to the meeting.

#### **Recommendations**

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

#### **Council officer conflict of interest declaration**

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

#### **Attachments**

Nil



## 13. Correspondence

### 13.1. 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

<b>DATE</b>	<b>ADDRESSED TO</b>	<b>FROM</b>	<b>REGARDING</b>	<b>DOC ID</b>
17/04/2023	CEO Brian Hylands	Dick Guit OAM Independent Chair, Land Development Committee	RE: Release of the NT Subdivision Development Guidelines, 2nd Edition	DOCID- 423691570- 1273273
24/04/2023	Mayor B.Pedwell	Kristy McBain Minister for Regional Development, Local Government and Territories	RE: Invitation from Minister McBain to attend ACLG	DOCID- 423691570- 1274820

#### OUTGOING REGISTER

<b>DATE</b>	<b>FROM</b>	<b>ADDRESSED TO</b>	<b>REGARDING</b>	<b>DOC ID</b>
14/05/2023	Department of The Chief Minister and Cabinet	CEO Brian Hylands	RE: Community Place for People Grants- CEO Endorsement for Application	DOCID- 423691570- 1274508
9/05/2023	MICHAEL MARTIN OAM Chairperson NT Remuneration	Mayor B. Pedwell	RE: Feedback on Determination of Allowances	DOCID- 423691570- 1275408



	Tribunal			
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**Attachments**  
Nil



## 14. Notices of Motion

Nil

## 15. General Business

## 16. 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.

### 16.1. Minutes of the Confidential Ordinary Council Meeting held on 28 April 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. Minutes of the Special Confidential Meeting held on 19 May 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*

### 16.3. Affixing of Common Seal CHSP – P4147 – Funding Agreement Extension – Deed of Variation 2023-2024

**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. Community Services Regional Manager**

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

#### **16.5. Community Benefit Fund Major - project nomination for grant application**

**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*

#### **16.6. Progress Report on Grant Applications**

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