



**Victoria Daly**  
REGIONAL COUNCIL

# **AGENDA**

**ORDINARY MEETING OF COUNCIL  
TO BE HELD ON TUESDAY 31 OCTOBER 2023  
AT 9:00 AM  
AT THE REGIONAL OFFICE - KATHERINE  
18 PEARCE STREET KATHERINE**

## **COUNCILLORS**

Mayor Brian Pedwell - Walangeri Ward  
Deputy Mayor Georgina Macleod - Daguragu Ward  
Councillor Yvette Williams - Pine Creek Ward  
Councillor Andrew McTaggart - Milngin Ward  
Councillor Deborah Jones - Timber Creek Ward

## **Chief Executive Officer**

Brian Hylands



## Our Vision

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

## Our Values

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

## Our Goals

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



## **VICTORIA DALY REGIONAL COUNCIL DISCLAIMER**

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

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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.

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Brian Hylands  
**Chief Executive Officer**



## TABLE OF CONTENTS

---

<b>1. Present</b>	<b>6</b>
<b>2. Apologies</b>	<b>6</b>
<b>3. Presentations - Deputations - Petitions</b>	<b>6</b>
<b>4. Public Question Time</b>	<b>6</b>
<b>5. Disclosure of Interest - Councillors and Staff</b>	<b>6</b>
<b>6. Confirmation of Minutes</b>	<b>7</b>
6.1. Ordinary Council Meeting held on 26 September 2023	7
<b>7. Call for Items of General Business</b>	<b>19</b>
<b>8. Mayoral Report</b>	<b>19</b>
<b>9. CEO Update</b>	<b>20</b>
<b>10. Reports to Council</b>	<b>21</b>
10.1. Reports for Council Decision	21
10.1.1. New Policy LGP027 CEO Complaint Policy	21
10.1.2. Amended Policy LGP026 Local Authority Policy	32
10.1.3. New Audit and Risk Policy / Terms of Reference LGP028	42
10.1.4. 2022-23 Annual Report	49
10.2. Reports for Information	101
10.2.1. Financial Report for the period ending 30th September 2023	101
10.2.2. Community Services Report	119
<b>11. Action Items</b>	<b>146</b>
<b>12. Local Authority</b>	<b>154</b>
12.1. Local Authority Minutes	154
12.2. Local Authority Resignations/Nominations	154
12.2.1. Termination of Simeon Long from the Kalkarindji - Daguragu Local Authority	154
<b>13. Correspondence</b>	<b>155</b>
<b>14. General Business</b>	<b>156</b>
<b>15. Confidential</b>	<b>156</b>
15.1. Confidential Ordinary Meeting held on 26 September 2023	156



15.2. Mineral Lease Northern 13.....	157
15.3. Removal of policies from policy register 2.1.01, 4.1.07, 4.1.15.....	157
15.4. Register of Confidential Resolution - Review List .....	157
15.5. Reclassification .....	157
15.6. Outstanding Rates.....	158
15.7. Lot 157 Pine Creek Mining Camp .....	158
15.8. Affixing Common Seal to 2023-2025 Sport and Recreation Project Schedule 4-IPT1IRN .....	158
15.9. Progress Report on Grant Applications.....	158
15.10. Local Roads and Community Infrastructure Phase 4 Project Nominations .....	159
15.11. Project Update - New Office, 18 Pearce Street.....	159
15.12. Project Update - Daguragu Recreation Hall .....	159



**1. Present**

**2. Apologies**

Nil

**3. Presentations - Deputations - Petitions**

Nil

**4. Public Question Time**

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



## 6. Confirmation of Minutes

### Ordinary Council Meeting held on 26 September 2023

**ITEM NUMBER** 6.1.

**REPORT TYPE** Confirmation of Minutes

**PREPARED BY** Media and Communications Officer

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#### **Recommendation**

That the minutes of the Ordinary Council Meeting held on 26 September 2023 be taken as read and be accepted as a true record of the meeting.

#### **Attachments**

1. 20230926 OCM MIN unconfirmed [6.1.1 - 11 pages]



# MINUTES

**ORDINARY MEETING OF COUNCIL  
HELD ON TUESDAY 26 SEPTEMBER 2023  
AT 9:00 AM  
AT THE REGIONAL OFFICE - KATHERINE  
18 Pearce Street, Katherine NT 0850**



## VICTORIA DALY REGIONAL COUNCIL DISCLAIMER

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

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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, consisting of a large, stylized 'B' followed by a horizontal line and a small flourish.

Brian Hylands  
Chief Executive Officer



*The meeting opened at 09:02am.*

## 1. Present

### **Elected Members Present**

Mayor (Chair) - Walangeri Ward	Brian Pedwell
Deputy Mayor- Milngin Ward	Andrew McTaggart
Councillor - Pine Creek Ward	Yvette Williams (via Teams)
Councillor - Daguragu Ward	Georgina Macleod
Councillor - Timber Creek Ward	Deborah Jones

### **Staff Present**

Chief Executive Officer	Brian Hylands
Director of Corporate and Community Services	Trudy Braun
Director of Council Operations	Matthew Cheminant
Manager of Executive Services	Michelle Griffin (minutes secretary)
Governance and Compliance Manager	Janelle Iszlaub

### **Guests**

Karen Hocking	The Department of the Chief Minister and Cabinet
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## 2. Apologies

Nil

## 3. Presentations - Deputations - Petitions

Nil

## 4. Public Question Time

## 5. Disclosure of Interest - Councillors and Staff

There were no declarations of interest at this meeting.

## 6. Confirmation of Minutes



### Ordinary Council Meeting held on 29 August 2023

#### ITEM NUMBER 6.1.

**OCM-2023/177 Resolution:** Carried (Cr Georgina Macleod/Cr Yvette Williams)  
That the minutes of the Ordinary Council Meeting held on 29 August 2023 be taken as read and be accepted as a true record of the meeting.

## 7. Call for Items of General Business

## 8. Mayoral Report

### Mayoral Report

#### ITEM NUMBER 8.1.

**OCM-2023/178 Resolution:** Carried (Deputy Mayor Andrew McTaggart/Cr Georgina Macleod)

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

## 9. CEO Update

### CEO Report

#### ITEM NUMBER 9.1.

**OCM-2023/179 Resolution:** Carried (Deputy Mayor Andrew McTaggart/Cr Georgina Macleod)

That the CEO Report be received and noted.

## 10. Reports to Council

### 10.1. Reports for Council Decision

#### LGANT Motion regarding 'Board Member Allowances'

##### ITEM NUMBER 10.1.1.

**OCM-2023/180 Resolution:** Carried (Mayor Brian Pedwell/Deborah Jones)

That the LGANT Motion regarding 'Board Member Allowances' report is received and noted

- A. Council put forward a motion calling for LGANT to review its policy on 'board allowances, travel, and remuneration' to be the financial responsibility of LGANT and not the member councils.



- B. Council understands that this will require amendment of the LGANT constitution and that the CEO of LGANT requires at least six weeks to provide notice to all member councils with any proposed changes to the constitution

### Appointment of Deputy Principle Member

#### ITEM NUMBER 10.1.2.

**OCM-2023/181 Resolution:** Carried (Cr Yvette Williams/Deborah Jones)

That the nominee for the position of Deputy Mayor is Georgina Macleod nominated by Yvette Williams

**OCM-2023/182 Resolution:** Carried (Cr Yvette Williams/Deborah Jones)

That Council appoints Georgina Macleod as the Deputy Mayor of Victoria Daly Regional Council for a period of 12 months.

### Delegation Manual 2021 - 2025 Update

#### ITEM NUMBER 10.1.3.

**OCM-2023/183 Resolution:** Carried (Cr Georgina Macleod/Cr Yvette Williams)

- A. That the Delegation Manual 2021 - 2025 Update report is received and noted
- B. That Council approve the Delegation Manual 2021 – 2025 version 5 (1) with the following amendments:
- Page 5-6: PERSONAL DELEGATIONS - 'unless specifically delegated **'in writing'** it should be assumed that no delegation exists'.
  - Page 34-35: 10.2, 10.3 and 10.4 to include the Deputy Mayor and the CEO in absence of the Mayor.

### 10.2. Reports for Information

#### Financial Report for the period ended 31st August 2023

##### ITEM NUMBER 10.2.1.

**OCM-2023/184 Resolution:** Carried (Cr Yvette Williams/Deputy Mayor Andrew McTaggart)

That the Financial Report for the period ended 31st August 2023 is received and noted

### Corporate Services Report

#### ITEM NUMBER 10.2.2.



**Victoria Daly**  
REGIONAL COUNCIL

MINUTES  
Ordinary Meeting of Council Tuesday 26 September 2023

**OCM-2023/185 Resolution:** Carried (Cr Yvette Williams/Cr Georgina Macleod)

That the Corporate Services Report report is received and noted

*Cr Deborah Jones left the meeting at 10:42 am.*

*Cr Deborah Jones returned to the meeting at 10:47am.*

*The meeting adjourned for morning tea at 10:47am.*

*The meeting resumed at 11:08am.*

### **Certification of 2022-2023 Local Authority Project Funding**

#### **ITEM NUMBER 10.2.3.**

**OCM-2023/186 Resolution:** Carried (Mayor Brian Pedwell/Deborah Jones)

That the Certification of 2022-2023 Local Authority Project Funding report is received and noted

### **NTG Grants Acquittals**

#### **ITEM NUMBER 10.2.4.**

**OCM-2023/187 Resolution:** Carried (Cr Georgina Macleod/Cr Yvette Williams)

- A. That the NTG Grants Acquittals report is received and noted
- B. That Council notes the acquittal of the Waste and Resource Management (WaRM) Grant 2021-2022
- C. That Council notes the acquittal of the Waste and Resource Management (WaRM) Grant 2022-2023
- D. That Council notes the acquittal of the Local Government Priority Infrastructure (LPIF) Grant 2020-2021
- E. That Council notes the acquittal of the One-Off Grant 2021-2022

## **11. Action Items**

### **Action Item Report**

#### **ITEM NUMBER 11.1.**

**OCM-2023/188 Resolution:** Carried (Deputy Mayor Andrew McTaggart/Deborah Jones)

- A. That the Action Item Report report is received and noted
- B. That completed items be removed from the action items list.

**OCM-2023/189 Resolution:** Carried (Deborah Jones/Deputy Mayor Andrew McTaggart)



**Victoria Daly**  
REGIONAL COUNCIL

MINUTES  
Ordinary Meeting of Council Tuesday 26 September 2023

That Council provides feedback to the Timber Creek Local Authority following discussions with LGANT regarding telecommunications in the Timber Creek region.

## 12. Local Authority

### 12.1. Local Authority Minutes

**Daly River Local Authority meeting held on 13 September 2023**

#### ITEM NUMBER 12.1.1.

**OCM-2023/190 Resolution:** Carried (Deputy Mayor Andrew McTaggart/Deborah Jones)

- A. That the minutes of the Daly River Local Authority meeting held on 13 September 2023 be adopted as a resolution of Ordinary Council.
- B. The Council approves resolution **DRLA-2023/25**: to commit an additional \$2000 towards the allocated money for the 'wet season skip bin' allocation for the 2023-24 season (remaining funds = \$2,768, therefore total updated allocation = \$7,000 with \$4,768 available)
- C. The council agrees to write to the Minister for Education, and any other relevant Ministers (copy Dheran Young and LDM team CM&C), requesting financial contribution towards water tanks and additional guttering for the Wooliana Primary School, which will support their efforts to provide water throughout the year at a low ongoing cost (**DRLA-2023/26**)

*The meeting adjourned for lunch at 12:20pm*

*The meeting resumed at 1:19pm*

### 12.2. Local Authority Resignations/Nominations

Nil

## 13. Correspondence

### Correspondence Report

#### ITEM NUMBER 13.1.

**OCM-2023/191 Resolution:** Carried (Deputy Mayor Andrew McTaggart/Cr Georgina Macleod)

That the Correspondence Report is received and noted



**Victoria Daly**  
REGIONAL COUNCIL

MINUTES  
Ordinary Meeting of Council Tuesday 26 September 2023

## 14. General Business

### 14.1 Pest Control

Some of VDRC's local authorities have been attempting to commit LAPF funds towards pest control in remote communities. Council has been advised that LAPF cannot be spent on pest control as it is not considered a local government service and the housing legislation specifies that pest control is the tenants responsibility.

Council will continue to advocate for the expenditure of LAPF for pest control in community.

### 14.2 Motion to support Roper Gulf Regional Council

**OCM-2023/192 Resolution:** Carried (Mayor Brian Pedwell/Deputy Mayor Andrew McTaggart)

The Council supports the following motions to be put forward by Roper Gulf Regional Council to the LGANT general meeting in November 2023 regarding:

- A. land availability
- B. alcohol management
- C. Social Planning
- D. Role and sustainability of Local Government and mechanism for reviewing financial assistance grant methodology
- E. Town camp roads
- F. Northern Territory Government protocols with council
- G. Numbulwar safe house
- H. Remuneration Tribunal
- I. Cotton industry issues

*Deputy Mayor Andrew McTaggart left the meeting at 1:33 pm.*

*Deputy Mayor Andrew McTaggart returned to the meeting at 1:36 pm.*

### 14.3: LGANT Motion - Staff housing for Federal Government funded programs

**OCM-2023/193 Resolution:** Carried (Cr Georgina Macleod/Deputy Mayor Andrew McTaggart)

Victoria Daly Regional Council would like LGANT to endorse a motion regarding the lack of consideration of Federal Government programs delivered by regional councils in remote Indigenous communities that require staff housing. These include, but are not limited to Night Patrol, Aged Care, Child Care, Centrelink, Remote School Attendance Strategy, Sport and Recreation and Australia Post. Furthermore, VDRC would like Federal Government departments to fund the required housing for the provision of these services in remote communities and acknowledge the role regional councils playing the delivery of Federal Government services. It is widely recognised that there is a housing crisis in remote Indigenous communities that failed to be addressed.



*Cr Jones left the meeting at 2:10pm.  
Cr Jones returned to the meeting at 2:20pm*

*The meeting adjourned for afternoon tea at 2:17pm  
The meeting resumed at 2:35pm*

## 15. Confidential

**Resolution:** Carried (**Deputy Mayor Andrew McTaggart/Cr Georgina Macleod**)  
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 into confidential session at 2:35pm.*

### 15.1. Confidential Ordinary Meeting held on 29 August 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. Construction of Staff Housing Duplex - Lot 55 Yarralin

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

### 15.3. Lot 157 Pine Creek - Miners Camp

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



*cause commercial prejudice to, or confer an unfair commercial advantage on, any person*

#### **15.4. Affixing Common Seal - Deed of Variation - RIBS Activity 4-G4HARKG 2021-2025**

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

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

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

#### **15.6. Kalkarindji Flexible Aged Care Services Audit 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*

#### **15.7. Copperfield Dam history**

**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*

### 15.8. Confidential Action Items Report

**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 31 October 2023.

*The meeting closed at 3:03pm.*

This page and the preceding ten pages are the minutes of the meeting of Ordinary Council held on 26 September 2023.

-----  
Mayor Brian Pedwell



## 7. Call for Items of General Business

## 8. Mayoral Report

### Mayoral Report

**ITEM NUMBER** 8.1.

**REPORT TYPE** Mayoral Report

**PREPARED BY** Media and Communications Officer

### 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 report 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
<b>17-20 October</b>	NT Grant Commission, in attendance: <ul style="list-style-type: none"> <li>• Committee Chair Russell Anderson</li> <li>• Lis Clark – Mayor KTC</li> <li>• Meeta Ramkumar –Dept CM&amp;C</li> <li>• Celia Hill – Executive Officer NTGC</li> <li>• Karen Hocking – Dept CM&amp;C</li> <li>• Alfred Farrell – Dept CM&amp;C</li> </ul>	Roper Gulf Regional Council Community Visit 2023
<b>24 October</b>	Australia Post, in attendance: <ul style="list-style-type: none"> <li>• CEO Brian Hylands</li> </ul>	Service Delivery
<b>25 October</b>	NTAIC, in attendance <ul style="list-style-type: none"> <li>• CEO Brian Hylands</li> </ul>	Community Forum
<b>26 October</b>	CEO Brian Hylands	Future Direction of Local Government
<b>30 October</b>	Council Briefing Day	Monthly Briefing
<b>31 October</b>	Ordinary Council Meeting	Monthly Meeting



## Attachments

Nil

## 9. CEO Update

### CEO Report

**ITEM NUMBER** 9.1.  
**REPORT TYPE** Chief Executive Officer Report  
**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 be received and noted.

### Meetings

DATE	MET WITH / ATTENDED	REGARDING
27 September 2023	Annette Plowman, Anjana Sharma and David Pace	Red Cross – Introduction to new local staff.
27 September 2023	Siobhan Tootell, Rebecca Cooney, Megan Green, Matthew Cheminant, Paul Buckley, Keira Townsend Adam Justin and Mayor Pedwell	Vic Daly meeting with Katherine West Health Board regarding Timber Creek Safe House application for Capital Grant.
28 September 2023	NTG staff from various departments and local government staff	Northern Region Emergency Committee Meeting
29 September 2023	Regional Councils, NTG and LGANT	Regional and Remote Housing – Outstations and Homelands
4 October 2023	Karen Hocking Dept Chief Minister and Cabinet	Monthly catch up.
5 October 2023	Big Rivers Regional Economic Committee	Big Rivers Region
5 October 2023	Katherine Freeman, Phillip Butler, Kera Townsend, Trudy Braun and Siobhan Tootell	Safe House grant application for Timber Creek
5 October 2023	Adelaide Laqere	Brand Big Rivers – filming Vic Daly regional content
20 October 2023	Audit and Risk Committee	
24 October 2023	Australia Post and Mayor Pedwell	Australia Post Contract
25 October 2023	NTAIC Workshop	New ABA funding workshop.
26 October 2023	Future Directions Workshop Department Chief Minister and Cabinet.	Reference Group working on future direction of Local Government in the NT



**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

#### New Policy LGP027 CEO Complaint Policy

**ITEM NUMBER** 10.1.1.  
**REPORT TYPE** Officer Report For Decision  
**PREPARED BY** Governance Manager

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**Purpose**

New Policy – LGP027 CEO Complaint Policy

**Recommendations**

- A. That the New Policy LGP027 CEO Complaint Policy report is received and noted
- B. Council approves the new policy LGP027 CEO Complaint Policy

**Regional Plan**

Not Applicable

**Background**

There are policies in place for complaints against Council members or staff, but no current policy in place for a complaint against a CEO and how to handle a complaint received.

The department provided a policy template that has been used by other Councils to ensure compliance when handling a complaint against a CEO.

**Policy implications**

New policy to outline the complaint handling process for a complaint against a CEO.



**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. LGP027 CEO Complaint Policy [**10.1.1.1** - 9 pages]



**Victoria Daly**  
REGIONAL COUNCIL

**1. SCOPE**

This policy applies:

- If there are grounds to suspect that a complaint may involve a breach of the Chief Executive Officer (CEO) code of conduct; and
- To all persons who hold an appointment as the CEO of the Council, whether permanent, short-term or temporary.

**2. PURPOSE**

The purpose of this policy is to set out how the Council will deal with a complaint that involves or may involve a breach in the code of conduct of its CEO.

This policy is designed to assist the Council:

1. Comply with s175(1) of the *Local Government Act 2019* (Act);
2. Promote public confidence in the way suspected inappropriate conduct of the Council's CEO is dealt with; and
3. Promote accountability, integrity and transparency in the way the Council deals with a complaint that is suspected to involve, or may involve, inappropriate conduct of the CEO.

**3. COMPLAINT HANDLING PROCEDURE**

**3.1 Nominated person(s) to receive and first consider the complaint**

The principal member is generally the *nominated person* to receive the complaint about the CEO and to put serious complaint to the Council.

The Council may have more than one elected member to be the *nominated person*.

As soon as possible, the *nominated person* is to consider, or if more than one *nominated person* they are to jointly consider, the complaint received and depending on the seriousness of the complaint either resolve, dismiss or forward the complaint to the Council to confidentially consider at its next ordinary meeting or at a special meeting of Council.



## Victoria Daly

REGIONAL COUNCIL

In making a decision on the seriousness of the complaint received the *nominated person(s)* will need to confidentially inform the CEO of the complaint and to ask the CEO to provide their story on the matter.

### 3.2 Confidentiality

Complaints received are to be treated as confidential.

### 3.3 A tiered approach to managing a complaint

The *nominated person(s)* are to receive and gather the basic information about the complaint. The aim should be to first promptly resolve the complaint through mutually acceptable solutions, like agreeing to improved communication protocols to remove/reduce future misunderstandings.

Where the complaint is not about the CEO code of conduct or it seriously lacks information to support the complaint or the complaint appears to be inappropriate, rude or vexatious the *nominated person(s)* may choose to dismiss the complaint.

If the complaint about the CEO's conduct needs further consideration (i.e. the conduct is without an acceptable explanation; the conduct appears to have been wilfully done or repeatedly without taking due care; the complaint is grievous or the matter is complex) the complaint should then be escalated to the Council. The *nominated person(s)* should forward the complaint, the CEO's story in response to the complaint and any other relevant information to the Council to review and consider.

Depending on the seriousness of the complaint the Council may then engage an advisor to investigate and report back to Council their findings with recommendations. Note, the Council must ensure the CEO is given a right of reply to any allegations and/or adverse findings before a decision is made.

### 3.4 Managing conflicts of interest

As made clear under section 179 of the Act, the administration handling and review of a complaint is not to involve the CEO as the CEO will have, or will be perceived to have, a conflict of interest about a matter alleged to involve them.



## Victoria Daly

REGIONAL COUNCIL

Under section 114 of the Act, an elected member of the Council with a conflict of interest in the complaint is not to participate in considering or making

decisions about the complaint. If there is only one *nominated person* that elected member is to bring the complaint to Council (and not decide if the complaint is serious or not); they must disclose their conflict of interest and immediately withdraw from any further participation in the complaint handling process. In this case, the Council then must resolve, dismiss or consider the complaint.

### 3.5 Administration support to Council

An appropriate council staff member is to provide support to the Council in the absence of the CEO's support, including:

- Organising the confidential meetings necessary (i.e. issuing notices, agendas and reports to comply with the Act);
- Taking confidential minutes to document Council's resolutions regarding the complaint;
- Engaging an external advisor as requested by the Council, or the authorised elected member, to provide advice, guidance or carry out a review into the complaint and to report back to the Council with recommendations; and
- Generally supporting the Council to make a decision as quickly as practicable.

### 3.6 Expectations

The complaint handling process is to give the people involved an opportunity to be heard and respond in an even-handed way.

The Council's response to a complaint received should be timely and decisions made as soon as practicable without undue delay. This may mean engaging an external advisor and holding special Council meetings to make decisions.

Where a complaint relates to fraud or corruption the principal member is to advise the Independent Commissioner Against Corruption (ICAC) and the Council is to follow ICAC's instructions.



## Victoria Daly

REGIONAL COUNCIL

Certain complaints may require the CEO to curtail their intended actions until the Council has made and communicated their decision about the complaint.

The CEO's probation or annual contract review is to be delayed until the complaint about the CEO's conduct is resolved.

#### **4 Breach of CEO Code of Conduct Complaint form**

To submit a compliant the attached form is to be completed and to be emailed to [Brian.Pedwell@Vicdaly.nt.gov.au](mailto:Brian.Pedwell@Vicdaly.nt.gov.au).

Policy Number	LGP027
Reference	Section 175(1) of the <i>Local Government Act 2019</i>
Version	1
Approved by	Council
Adopted Date	
Revision	4 years
Amendments	
Next Revision Due	

LGP027 CEO Complaint policy  
Page 4 of 9



## Victoria Daly

REGIONAL COUNCIL

### Breach of Code of Conduct complaint form

1. Your name:  <i>You are the <b>complainant</b>.</i>	
2. Name of the Council and CEO	
3. List the clause number(s) of the Code of Conduct that you allege the respondent has breached:	
4. Do you <u>request</u> that the Council refer your complaint to a third party for advice before the Council decides your complaint?  <i>Note: This is only a request. It is a Council decision whether to refer your complaint to a third party.</i>	Please select one:  <input type="checkbox"/> Yes <input type="checkbox"/> No

#### NOTES:

1. Your complaint must be made within 3 months of the alleged breach.
2. You must give details of the alleged breach (or breaches), explain the basis of your complaint with reference to which clause(s) of the Code of Conduct you allege have been breached, state the evidence on which your complaint relies, and complete the required statutory declaration.
3. If additional pages or documents are to be attached, you must number and identify each extra page as part of your declaration. You must sign and date each page and ensure that it is signed and dated by a witness.
4. If a witness statement is attached, a separate statutory declaration must be provided from that witness.
5. To lodge your complaint – attach this form, any attachments and the statutory declaration to an email and send the email to the Mayor of the Council (or otherwise print all documents, address your complaint to the Mayor of the Council and post it to the Council). Request acknowledgement of receipt of your complaint.
6. Lodging a complaint does not relieve you from any legal obligations to make other reports (if relevant), including mandatory reporting requirements under legislation.

\_\_\_\_\_  
**Your signature      Date:**

\_\_\_\_\_  
**Signature of witness      Date:**



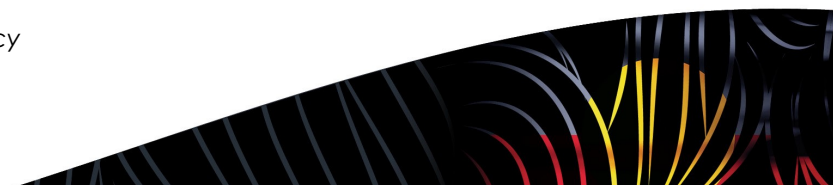
## Victoria Daly

REGIONAL COUNCIL

<p><b>5.</b> Details of the respondent's alleged breach (or breaches) of the CEO Code of Conduct: Detail by completing the below table for each clause of the CEO Code of Conduct that you allege has been breached. Support your claim of each alleged breach with details of what happened.</p>		
Code of Conduct clause	Date of alleged breach	Details of what happened
See Appendix below.		

Example of how to fill in the above table		
Code of Conduct clause	Date of alleged breach	Details of what happened
See Appendix below.		
3.2(f) – The CEO must ensure that working conditions are safe and healthy	20 July 2023	CEO yelled at me during our weekly meeting, calling me a “Stupid idiot”.

Your Signature	Date	Witness Signature	Date
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**Victoria Daly**  
REGIONAL COUNCIL

**Appendix – CEO Code of Conduct**

**3. Code of conduct** (extract from LGP011 CEO Code of Conduct)

**3.1 Support for Council**

The CEO must:

- (a) provide full support to Council;
- (b) provide accurate, frank and impartial advice to Council;
- (c) implement council policies and decisions;
- (d) be familiar with and comply with the requirements of the Local Government Act 2019 and other legislative, industrial or administrative requirements relevant to the CEO's official responsibilities;
- (e) take all reasonable steps to ensure that the information upon which the CEO's decisions or actions are based is factually correct and relevant to the decisions or actions; and
- (f) comply with the council staff code of conduct.

**3.2 Management of council staff**

In relation to the management of council staff, the CEO must ensure that:

- (a) appropriate documented processes and procedures are in place;
- (b) selection processes for appointment or promotion are fair, equitable and based on merit;
- (c) staff have reasonable access to training and development and opportunities for advancement and promotion;
- (d) staff are treated fairly and consistently and are not be subject to arbitrary or capricious decisions;
- (e) there are suitable processes for dealing with employment-related grievances; and
- (f) working conditions are safe and healthy.



## Victoria Daly

REGIONAL COUNCIL

### 3.3 Use of information

The CEO must not misuse information gained in the CEO's official capacity.

Misuse includes, but is not limited to:

- (a) seeking to gain personal advantage for self, or for another person, on the basis of information held on official records;
- (b) initiating or spreading gossip or rumours on the basis of personal or other information held on official records; and
- (c) providing a person, or appearing to provide a person, with favourable treatment or access to privileged information.

The CEO must take care to maintain the integrity and security of documents and information.

### 3.4 Use of official facilities, equipment and resources

The CEO must not utilise council equipment, or the skills or working time of council staff members, for personal benefit.

### 3.5 Disclosure of offences against the law

If the CEO is charged, convicted or acquitted of an offence, the CEO must advise the Council regardless of whether the CEO believes the offence relates directly to the CEO's assigned duties.

### 3.6 Outside employment

Outside employment for the CEO is not allowed, except in exceptional circumstances and approved by the Council in writing.

When considering an application from the CEO to undertake outside employment, the Council will give approval only if the outside employment:

- (a) could not be perceived by a reasonable person to be a conflict of interest; and
- (b) will not interfere with the performance of the CEO's duties.

Any outside employment or voluntary work must be performed wholly in the CEO's private time.

LGP027 CEO Complaint policy  
Page 8 of 9



## Victoria Daly

REGIONAL COUNCIL

### 3.8 Decisions based on statutory power

Where the CEO makes a decision based on a statutory power, the CEO must:

- (a) ensure that the legislation under which the decision is made authorises the making of that decision;
- (b) ensure that the CEO has the authority or the delegation to make the decision;
- (c) ensure that any procedures which are required by law to be complied with in the making of a decision have been observed; and
- (d) ensure that the decision, the evidence upon which it is based, and the reasons for the decision are properly documented.

### 3.8 Anti-discrimination

The CEO must not discriminate in relation to a person unless such discrimination is allowed by law and council policy (for example, positive discrimination or special measures).



## Amended Policy LGP026 Local Authority Policy

**ITEM NUMBER** 10.1.2.  
**REPORT TYPE** Officer Report For Decision  
**PREPARED BY** Governance Manager

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### Purpose

Amended Policy LGP026 Local Authority Policy

### Recommendations

- A. That the Amended Policy LGP026 Local Authority Policy report is received and noted
- B. Council approves LGP026 Local Authority Policy

### Regional Plan

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

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

### Background

New Local Government Guideline No. 1 Local Authorities took into effect on 8 August 2023. This resulted in the LGP026 Local Authorities Policy requiring amending to meet the new guidelines.

Additional information in the policy:

The function of Local Authority was added in from the *Local Government Act 2019*

Local Authority Project Fundings came from the previous policy as it outlines what Local Authority funding and how it can be used.

Previous resolutions from the Council have been included in the policy, including the resolution numbers.

### Considerations

The policy has been constructed using Guidelines 1, *Local Government Act 2019*, Local Government (General) Regulations 2021, NT Remuneration Tribunal for Local Authorities and Local Government Council.

### Policy implications

Amended policy



**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. LGP026 Local Authority Policy V4 0 (1) [**10.1.2.1** - 8 pages]



## **Victoria Daly** REGIONAL COUNCIL

### **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 all seven Victoria Daly Regional Council's Local Authorities; Amanbidji, Bulla, Kalkarindji-Daguragu, Daly River, Pine Creek, Timber Creek and Yarralin-Nitjpur.

### **2.0 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 Local Authority decisions and recommendations will need endorsement via Council resolution before they can be progressed, except where there is delegated authority.

#### **2.2 Function of Local Authority**

The functions of a local authority are:

- (a) to involve local communities more closely in issues related to local government; and
- (b) to ensure that local communities are given an opportunity to express their opinions on questions affecting local government; and
- (c) to allow local communities a voice in the formulation of policies for the locality as well as policies for the area and the region; and
- (d) to take the views of local communities back to the council and act as advocates on their behalf; and
- (e) to contribute to the development of the relevant regional plan; and



## Victoria Daly

REGIONAL COUNCIL

- (f) to make recommendations to the council in relation to:
  - (i) the council's budget; and
  - (ii) the part of the council's area within which the local authority performs its functions; and
- (fa) to endorse the cemetery plan and cemetery policies for each public cemetery and community cemetery located within the authority's area; and
- (g) to perform other functions assigned to the local authority by the Minister, in accordance with any guidelines that the Minister may make.

### 2.3 Local authority members

- 2.3.1 The Council will consider recommendations from the local authority on its composition and membership of the local authority. A council must resolve the number of members for each local authority.
- 2.3.2 There must be at least 6 members and maximum of 14 members for each authority. Different local authorities of council may have different number of members.
- 2.3.3 A local authority may recommend for consideration by the Council, different categories of membership or representation at meetings (such as associate membership, stakeholder representation, honorary membership, observers; or specific representation from certain groups such as Traditional Owners, clans, young people, women).

### 2.4 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

- 2.4.1 Council will seek nominations from within each community where the Minister has identified a Local Authority.
- 2.4.2 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.
- 2.4.3 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.



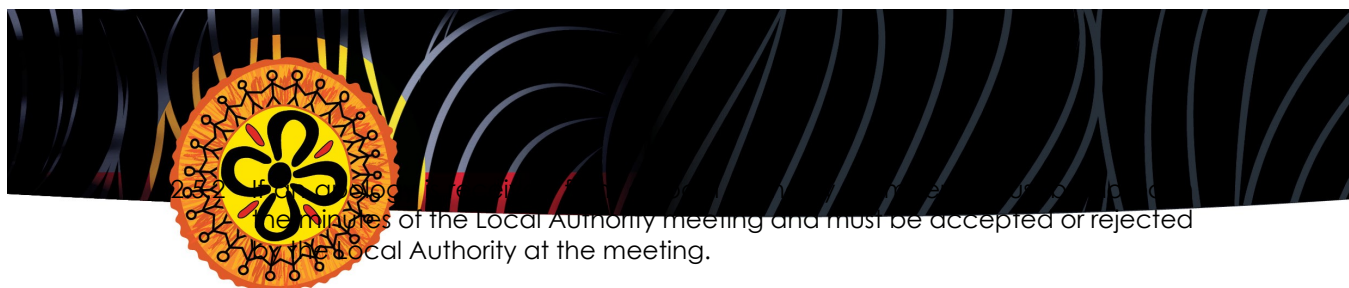
## Victoria Daly

REGIONAL COUNCIL

- 2.4.5 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.
- 2.4.6 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 (Council resolution 165/2017).
- 2.4.7 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.
- 2.4.8 The minimum age to become a Local Authority member is fifteen (15) years (Council resolution 068/2016)
- 2.4.9 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.
- 2.4.10 Members will be appointed for a term not exceeding four (4) years.
- 2.4.11 VDRC staff members at the level of Manager and above are not permitted to hold a position on a Local Authority (Council resolution [OCM-2023/96])
- 2.4.12 The local authority may resolve to endorse provisional membership for any vacancies at an ordinary meeting or a provisional meeting. Provisional membership will count for the purpose of quorum but must subsequently be ratified by council.
- 2.4.13 Following an election Council may rescind Local Authority membership and call for nominations by resolution of Council.
- 2.4.14 Filling of vacancies within three (3) months of a local government general election year are to occur after the declaration of the incoming Council.
- 2.4.15 All nominees must comply with the Northern Territory Chief Health Officer orders.

## 2.5 Resignation and Termination

- 2.5.1 Resignations are to be made in writing to the Council Operations Manager of the Ward in which the Local Authority is established.
- 2.5.1 In accordance with Section 6.1(h) of the Ministerial Guideline 1, the membership of an appointed Local Authority member may be revoked or otherwise ceased (such as non-attendance).



## Victoria Daly

REGIONAL COUNCIL

- 2.5.3 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 or non-attendance of two consecutive meetings without an apology (Council resolution 165/2017).

All Local Authority resignations are noted by Council at the next Ordinary meeting following receipt of the resignation.

### 2.6 Conflict of Interest

Local Authority members must disclose any perceived or potential conflicts of interest at the commencement of each meeting and will be excused from Committee discussions and deliberations on the issues where the conflict exists. Conflicts of interest are to be recorded in the minutes.

### 2.7 Local Authority Meetings

- 2.7.1 The agenda for Local Authority meetings must be prepared in consultation with the chairperson of the local authority and include the following;

- Any declaration of conflicts of interest by members;
- Previous minutes;
- Items requested by members;
- A report from the CEO (or delegate) on all local authority matters before Council; including progress and financial report on local authority projects and a report on current council services and projects in the local authority area;
- Visitor presentations;
- General business and community questions.

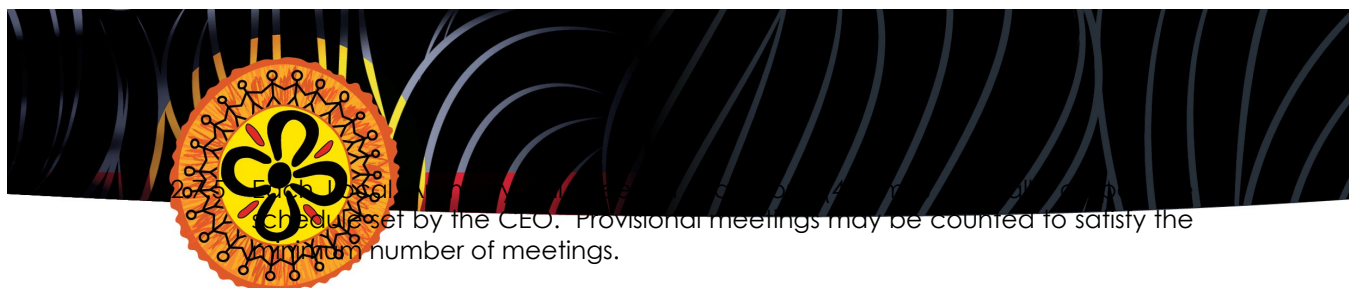
- 2.7.1 Once in each financial year, a local authority agenda must include a review of:

- The Council's annual report or the previous financial year;
- The Council's proposed regional plan for the next financial year;
- The Council's budget for proposed projects for the local authority area for the next financial year;
- Community plans of the council or local authority where they exist.

- 2.7.2 A quorum at a meeting of a Local Authority consists of a majority of its members holding office at the time of the meeting.

- 2.7.3 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.

- 2.7.4 In accordance with Section 97 of the Act meetings of a Local Authority are convened by the CEO.



## Victoria Daly

REGIONAL COUNCIL

- 2.7.6 The Council Operations Manager in each community will provide secretarial and executive support.
- 2.7.7 Local Authority meetings must allow for attendance via audiovisual conferencing for members, staff and guests who are unable to attend the meeting in person.
- 2.7.8 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.
- 2.7.9 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.
- 2.7.10 Council will consider all recommendations and will respond to the Local Authority at the subsequent meeting.
- 2.7.11 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.
- 2.7.12 It is up to each Local Authority to decide if they wish to appoint a Deputy Chairperson.
- 2.7.13 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.
- 2.7.14 A local authority may recommend to the council that proxies are allowed. (refer to Ministerial Guidelines 1. Local Authorities for more information).

### 2.8 Provisional meetings

- 2.8.1 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/>)
- 2.8.2 A provisional meeting does not have the powers or functions that the council may have delegated to the local authority.
- 2.8.3 During a provisional meeting, all agenda items may be discussed. Minutes must be taken and the minutes must clearly state that it was a provisional meeting.
- 2.8.4 Members at a provisional meeting can confirm the minutes of a previous meeting. However, members at a provisional meeting cannot confirm the minutes of the previous meeting.
- 2.8.5 Members at a provisional meeting may, by majority vote, make recommendations and qualified as being a decision of the members of the provisional meeting (**provisional decision**).

LGP026 Local Authority Policy v4.0  
Page 5 of 8



## Victoria Daly REGIONAL COUNCIL

- 2.8.7 A copy of the minutes from provisional meetings must, within 10 business days after the date of the meeting, be available to the public on the council's website and at the council's office.
- 2.8.8 A local authority meeting can confirm the minutes of a provisional meeting.
- 2.8.9 A local authority can ratify a provisional decision at a subsequent local authority meeting, and if it chooses to do so, it becomes a decision of the local authority.

### **2.9 Local Authority Project Funding**

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

- 2.9.1 Projects chosen must not jeopardise the financial, social or environmental sustainability of Council;
- 2.9.2 ongoing maintenance costs to projects funded with Local Authority special project grants must be considered;
- 2.9.3 projects that need additional funds from Council or rely upon grant applications must go to Council for approval;
- 2.9.4 projects that rely on in-kind support from Council must be related to core services and must have prior approval from the Council;
- 2.9.5 the purchase of any product or service must comply with the Council's Procurement Policy (LGP021);
- 2.9.6 cash will not be given out under any circumstances.
- 2.9.7 Funding should not go to projects that are ordinarily the responsibility of another level of government.
- 2.9.8 Salaries cannot be paid for with this funding.
- 2.9.9 Vehicles cannot be procured with this funding.
- 2.9.10 The use of project funds must be approved at the Local Authority meeting with a quorum.
- 2.9.11 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.

### **2.10 Local Authority sitting fee for Members and Council staff**

Eligible members, including proxy and provisional members, are entitled to the respective local authority payment as determined by the Remuneration Tribunal if they comply with the requirements of this guideline and are present for at least 75 per cent of the scheduled meeting time for which the meeting payment is claimed. The following allowances will be paid for each meeting of the Local Authority.

LGP026 Local Authority Policy v4.0  
Page 6 of 8



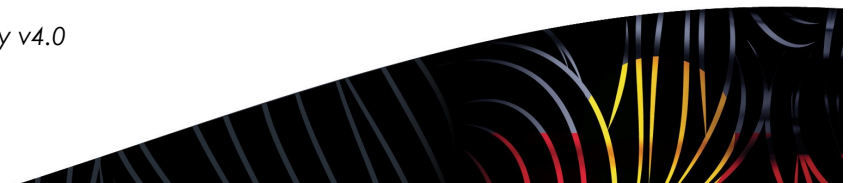
- The Chair
    - If the meeting is held up to 2 hours \$300
    - If the meeting is held between 2 to 4 hours \$450
    - If the meeting is held for more than 4 hours \$600
  - Members of a local authority will be paid as follows:
    - If the meeting is held up to 2 hours \$200
    - If the meeting is held between 2 to 4 hours \$300
    - If the meeting is held for more than 4 hours \$400
- 2.10.1 Council will provide Local Authority member allowance to the member in a manner that adheres to the NT Remuneration Tribunal – Determination of allowances for members of Local Authorities.
- 2.10.2 In accordance with Ministerial Guideline 1. Section 9.3 Council members are not eligible for a local authority payment in relation to attending local authorities meetings or provisional meetings, but may be entitled to claim extra meeting allowance.
- 2.10.3 If VDRC staff are attending the Local Authority meeting as a local authority member during their ordinary work hours, the staff member is required to take annual leave for the period of the meeting.

Policy Number	LGP026 Replacing 1.1.10 Local Authorities
Reference	<i>Local Government Act 2019</i>  Ministerial Guideline 1 - Local Authorities NT Remuneration Tribunal, Determination of allowances for members of Local Government Councils NT Remuneration Tribunal, Determination of allowance for members of Local Government Councils.
Version	4
Approved by	Council
Adopted Date	31/10/2023
Revision	4 years
Amendments	

LGP026 Local Authority Policy v4.0  
Page 7 of 8



**Victoria Daly**  
REGIONAL COUNCIL





## **New Audit and Risk Policy / Terms of Reference LGP028**

**ITEM NUMBER** 10.1.3.  
**REPORT TYPE** Officer Report For Decision  
**PREPARED BY** Governance Manager

---

### **Purpose**

New Policy / Terms of Reference LGP028 Audit and Risk Committee

### **Recommendations**

- A. That the New Audit and Risk Policy / Terms of Reference LGP028 report is received and noted
- B. Council to decide what options from 1 to 5 to be included in the new Policy / Terms of Reference

### **Regional Plan**

#### **Goal 6: Systems**

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

### **Background**

Under the new Local Government Act 2019, there have been changes in relation to the Audit and Risk Committees, but no new guidelines have been issued.

The new Act and Regulations leave many decisions for the Council to make and implement.

Some of these decisions include:

1. How many meetings each year?
  - ☐ The Committee will hold meetings at least three times each calendar year.
2. How long are members appointed for?
  - ☐ Members are appointed for a 2-year term and may be consecutively reappointed.
3. How the committee will look (only stipulation: the chairperson of an audit committee must not be a member of the council or a member of the council's staff).



- ☐ Committee members will comprise of Council members and appropriately qualified external independent members. An independent member may be a former elected member or employee of Council.
- 4. Independent members? Any qualifications or experience?
  - ☐ At least one member must be a qualified accountant, with relevant expertise in accounting.
- 5. Any stipulations on members?
  - ☐ All members of the committee must reside in the Northern Territory.

Additionally, Council have made a resolution for Local Authorities regarding non-attendance. There is no such decision currently for the Audit and Risk Committee members. Would the Council like to include a similar resolution in the Audit and Risk Committee Policy / Terms of reference?

*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 or non-attendance of two consecutive meetings without an apology (Council resolution 165/2017).*

### **Considerations**

Making decisions on what Council would like to include in the policy /terms of reference.

### **Policy implications**

New Policy / terms of reference for Audit and Risk Committee

### **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. LGP028 Audit and Risk Committee Policy [**10.1.3.1** - 5 pages]



## Victoria Daly REGIONAL COUNCIL

### 1.0 PURPOSE

This policy establishes the framework for the Audit and Risk Committee established by Victoria Daly Regional Council. Including requirements under the *Local Government Act 2019*, Local Government (General) Regulations and Guidelines 1.

### 2.0 POLICY STATEMENT

Audit and Risk Committee monitors and reviews the integrity of the Council's financials and internal controls within the local government sector. This policy guides good governance practices for the committee.

#### 2.1 Delegation

- 2.1.1 A council committee has the functions assigned to the committee by the council.
- 2.1.2 The assigned functions may be of an executive or advisory nature.
- 2.1.3 A council committee carries out, on behalf of the council, functions delegated to it by the council.
- 2.1.4 A council committee must have terms of reference, approved by council resolution, that set out its functions.

#### 2.2 Function of the Audit and Risk Committee

- 2.2.1 An audit committee has the following functions in relation to a council:
  - (a) to monitor and review the integrity of the council's financial management;
  - (b) to monitor and review internal controls;
  - (c) to make recommendations to the council about any matters the committee considers require the council's consideration as a result of the committee's functions under paragraph (a) or (b).

#### 2.2 Audit and Risk Committee Members

- 2.3.1 A council must, by resolution, establish and maintain an audit committee.
- 2.3.2 An audit committee consists of the persons appointed, by resolution, by the council to be members of the committee.
- 2.3.3 The members of an audit committee may consist of or include persons who are not members of the council.
- 2.3.4 However, the chairperson of an audit committee must not be a member of the council or a member of the council's staff.



## Victoria Daly

REGIONAL COUNCIL

- 2.3.5 The terms and conditions on which a person holds office as a member of an audit committee are to be as determined by the council.
- 2.3.6 The council may, by resolution, abolish an audit committee.
- 2.3.7 The council must establish or abolish an audit committee in accordance with any guidelines that the Minister may make.

### **2.4 Audit and Risk Committee Meetings**

- 2.4.1 Meetings of an audit committee are convened by the CEO.
- 2.4.2 The CEO may, at the request of the chairperson of an audit committee, convene a meeting of the audit committee.
- 2.4.3 A notice convening a meeting:
  - (a) must be in writing; and
  - (b) must state the date, time, place and agenda for the meeting; and
  - (c) must be given to the members of the audit committee, at least 3 business days before the date of the meeting; and in the case of special meeting at least 4 hours before the time appointed for the meeting.
  - (d) must be accessible on the council's website at least 3 business days before the date of the meeting;
  - (e) must be posted on a notice board at the council's public office at least 3 business days before the date of the meeting;
- 2.4.4 The notice may be given to a member personally, by post, by email, by any other electronic means or in any other way arranged by the CEO with the member.
- 2.4.5 Audit and Risk Committee Meetings are to be held on the morning of briefing day (OCM-2022/109).

### **3.0 PROCEDURE AT MEETING**

#### **3.1 Chairperson**

The chairperson of a meeting of an audit committee is:

- 3.1.1 a member appointed by the council to be the chairperson of the audit committee; or
- 3.1.2 if the chairperson is not present (or no one is appointed to the position of the chairperson at the time of the meeting) – a member chosen by the members present at the meeting to chair the meeting.



## Victoria Daly

REGIONAL COUNCIL

### 3.2 Conflict of Interest

Committee members must disclose any perceived or potential conflicts of interest at the commencement of each meeting and will be excused from Committee discussions and deliberations on the issues where the conflict exists.

Conflicts of interest are to be recorded in the minutes.

### 3.3 Meetings

A meeting of an audit committee may be conducted in private.

### 3.4 Decisions

A decision of an audit committee is to be by majority vote of the members present at a meeting.

### 3.5 Quorum

A quorum at a meeting of an audit committee, consists of a majority of its members holding office at the time of the meeting.

A member who is not physically present at a meeting is taken to be present at the meeting if:

- the member's attendance at the meeting by means of an audio or audiovisual conferencing system is authorised in accordance with a council resolution establishing a policy for attendance in such a manner; and
- communication is established by means of the conferencing system, at or around the commencement of the meeting, between the member and the members present at the place appointed for the meeting; and
- the member has the same or substantially the same opportunity to participate in debate, and to register an opinion, on questions arising for decision as if the member were physically present at the meeting.

### 3.6 Postponement of meeting

3.6.1 If a quorum is not present within 30 minutes of the start time for the meeting of an audit committee, a council, a council committee or a local authority, the following may postpone a meeting to a time later on the same day:

- (a) the chairperson;
- (b) if the chairperson is not present but 2 or more members are present – the majority of members present;
- (c) if the chairperson is not present and fewer than 2 members are present – the CEO or a person authorised by the CEO.

3.6.2 If a meeting is postponed under subsection (1), the CEO must, in writing, record the fact that the meeting was postponed and the record must be:

*LGP028 Audit and Risk Committee Policy / Terms of Reference*

Page 3 of 5



## Victoria Daly

REGIONAL COUNCIL

- (a) published on the council's website; and
  - (b) posted on the notice board at the council's public office.
- 3.6.3 If it is impracticable for a meeting to be postponed to a time later on the same day under subsection (1), the CEO may postpone the meeting for up to 21 days.
- 3.6.4 The person who postpones a meeting under subsection (1) or (3) must ensure, as far as practicable, that each member receives notice of the postponement and of the time and place to which the meeting has been postponed.
- 3.6.5 If a meeting is postponed under subsection (3), the notice of the postponement and of the time and place to which the meeting has been postponed must be, within the timeframe prescribed by regulation:
  - (a) published on the council's website; and
  - (b) posted on the notice board at the council's public office.

### 3.7 Minutes

- 3.7.1 The CEO must ensure that proper minutes of meetings of an audit committee are kept.
- 3.7.2 The minutes must be in writing and:
  - (a) must set out:
    - (i) the names of the members present at the meeting; and
    - (ii) the business transacted at the meeting; and
    - (iii) any confidential business that was considered at the meeting; and
    - (iv) any other information required by regulation; and
  - (b) must include references to any written reports or recommendations considered in the course of the meeting together with information about how to obtain access to the reports or recommendations.
- 3.7.3 The audit committee must, at its next meeting, confirm the minutes (with or without amendment), including any confidential business considered at the meeting, as a correct record of the meeting.
- 3.7.4 The minutes of an audit committee must be tabled at the next meeting of the council.

### 3.8 Expenses and benefits

- 3.8.1 Audit and risk members are entitled to payment or reimbursement of reasonable expenses for travel and accommodation necessary for:
  - (a) attending a meeting of the audit committee, for which the person is a member; or
  - (b) attending to business of the council in accordance with a prior resolution of the council.



## Victoria Daly

REGIONAL COUNCIL

### 3.9 Sitting Fees

- The Chair.....\$800
- Committee Member.....\$600

3.9.1 Councillor extra meeting allowance (not including the principal member) as per the Northern Territory of Australia Remuneration Tribunal. Determination of allowances for members of Local Government Councils.

- Up to 2 hours.....\$200
- Between 2 and 4 hours.....\$300
- More than 4 hours.....\$500

Policy Number	LGP028 replacing 1.05 Council Committees
References	Local Government Act 2019, Local Government (General) Regulations 2021, Guidelines 1, NT Remuneration Tribunal Local Government Councils. NT Remuneration Tribunal Local Authorities
Version	1
Approved by	Council
Adopted Date	
Revision	4 years
Amendments	
Next Revision Due	



## 2022-23 Annual Report

**ITEM NUMBER** 10.1.4.

**REPORT TYPE** Report for Information

**PREPARED BY** Manager of Executive Services

---

### Purpose

For Council to receive and adopt the annual report, including the annual audited financial statement, for the 2022-23 Financial Year.

### Recommendations

- A. Council adopts the Audited Annual Financial Statement for year ending 30 June 2023; and
- B. Council adopts the 2022-23 Annual Report; and
- C. A copy of the 2022-23 Annual Report is submitted to the Minister of Local Government in accordance with Section 290(1) of the *Local Government Act 2019*.

### Regional Plan

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

1.3 - Comply with all statutory, regulatory, and reporting requirements

### Background

Section 290(1) of the *Local Government Act 2019* requires Council to, on or before 15 November in each year, report to the Minister on its work during the financial year ending on the preceding 30 June.

Section 291(1)(a) of the *Local Government Act 2019* requires Council to include a copy of the council's audited financial statement for the relevant year.

There have been some unexpected delays in receiving the audited financial statement this year. The auditors have advised that the report will be finalized by Friday, 27 October 2023, therefore, the audited financial statement will be distributed prior to the meeting and tabled as a late attachment.

### Risk statement

Reports for the preceding financial year are presented to the Audit and Risk Management Committee (ARMC) for ratification and to an Ordinary Council Meeting for adoption. The ARMC met on 20 October 2023 to review the draft annual financial statement. The auditors were invited to discuss the audit process and answer questions of the ARMC.

The ARMC will convene for a special meeting on Monday, 30 October 2023 to review the final audited financial statement.



**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. VDRC Annual Report 22-23 v 1 A [**10.1.4.1** - 50 pages]



# Victoria Daly

## REGIONAL COUNCIL

### ANNUAL REPORT 2022-23



# CONTENTS

1. MAYORAL WELCOME	4
2. MESSAGE FROM THE CEO	5
3. ABOUT VICTORIA DALY REGION	6
3.1 Vision and Values	8
3.2 Victoria Daly Region	8
3.3 Council	8
3.4 Committees	10
3.5 Local Authorities	12
3.6 Organisational Structure	15
3.7 Staff Snapshot	16
3.8 Grant Funding	17
4. OUR ACHIEVEMENTS	18
4.1 Performance Objectives	18
4.2 Goal 1: Our Leadership	21
4.3 Goal 2: Our Prosperity	28
4.4 Goal 3: Our People	30
4.5 Goal 4: Our Places	34
4.6 Goal 5: Our Infrastructure	42
4.7 Goal 6: Our Systems	45
5. SERVICE DELIVERY PLANS	46
5.1 Core Service	46
5.2 Community and Commercial Service Activities	48
6. FINANCIAL REPORT	00
6.1 Financial Analysis of Reports	00
6.2 Chief Executive Officer's Statement	00
6.3 Independent Auditor's Report	00
6.4 Financial Statement	00
7. CONTACTS	00

# 1. MAYORAL WELCOME

I am pleased to present the 2022-23 Annual Report which provides an overview of Council's performance, progress and achievements.

The decision to modernise Council's information and communication technologies continues to yield great financial benefits and has increased accessibility and productivity for Council's staff.

Some of Council's region still experiences Telstra outages from time to time. The Walangeri Aboriginal Corporation secured an ABA grant for small cell satellites in Nitjpurru, Amanbidji, Gilwi, Myatt and Fitzroy Station. For other communities, Star Link has provided an interim solution to the connectivity issues, however we are still advocating for a more permanent solution.

The 2022-23 wet season saw devastating flood events in Timber Creek, Kalkarindji, Daguragu and Nitjpurru. The impacts of the floods will have longlasting effects on the communities, local businesses and service providers. We thank all stakeholders involved in the recovery efforts to recoup the community infrastructure and assets to their pre-flood conditions.

The threat of flooding in Nitjpurru is not a new issue. A media release was published following the floods which identified major concerns about the construction of new houses in the flood zone. We will continue to advocate for the relocation of Nitjpurru to higher ground until the community is heard.

We continue to prepare for a move to new regional office premises in Pearce Street, Katherine. This move will mean the end of rental charges and the beginning of establishing a central office where regular training can be held for our community staff.

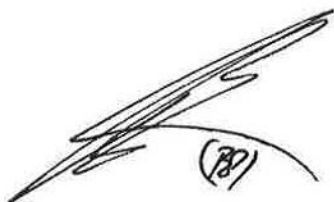
I would like to extend my gratitude to all stakeholders with whom we are honoured to know and work. Special thanks to outgoing CEO Russell Anderson and outgoing Councillor for the Timber Creek Ward for their service and dedication to Council's constituents.

Thank you to the Northern Territory and Federal Governments for the provision of funds that has contributed to employment, services and infrastructure within the region.

Thank you to all community groups and, in particular, the local authorities who continue to represent the best interests of their communities.

In conclusion, I would like to thank the staff for their dedication to their roles in serving the communities within the Victoria Daly footprint.

Be safe. Travel safe.



Brian Pedwell  
Mayor



## 2. MESSAGE FROM THE CEO

Firstly, I would like to thank the previous CEO, Russell Anderson, who departed in November 2022 and made a significant contribution to the Victoria Daly Regional Council during his tenure with the Council.

In 2022-23, the Council continued to implement changes that will place it in a strong position. Moving away from a shared service model with CouncilBiz has been a critical change. It has allowed the Council to be responsible for managing its own IT and financial systems and provide a better level of service to our communities.

The Council continues to concentrate on being financially sustainable and looking to improve the quality of services delivered in our region. Recruitment of staff continues to be difficult due to a general shortage of skills across most industries.

In the 2022-23 wet season the communities of Timber Creek, Kalkarindji, Daguragu and Nitjpurru (Pigeon Hole) all suffered major flood events. This disrupted the lives of many community members who were repatriated to the Howard Springs Centre for National Resilience for months while a massive recovery phase was carried out.

I would like to thank the staff, who have shown great strength, resilience, and optimism over the year as we have dealt with major flooding events and the continuing recovery.



Brian Hylands  
CEO



## 3. ABOUT VICTORIA DALY REGION

### 3.1 VISION AND VALUES

#### OUR VISION

"To strengthen our region through fostering development, growth and social wellbeing."

#### OUR COMMITMENT

Moving forward, together.

#### MISSION STATEMENT

We will achieve our vision through:

- Sound governance and proactive leadership at regional and local levels.
- Advocating on behalf of our region and its communities.
- Having a sound financial base which has, at its core, a diversity of income streams.
- Investing in growing the ability and wellbeing of our staff.
- Continuously improving our services, planning, ICT systems, policies, and procedures.
- Consistency in our service delivery.
- Communicating effectively within Council and with external stakeholders. Supporting community-based staff to deliver appropriate services into communities.
- Ensuring we are continually addressing our environmental sustainability and waste management.
- Striving towards developing and maintaining Council's assets and resources.
- Working in a united manner with all communities towards a strong, safe, healthy future.
- Providing employment opportunities and growing the local talent pool within the region.

- Having inclusive engagement strategies.
- Working with environmentally sound businesses to invest in the region.
- Being resilient and adaptable to future changes.

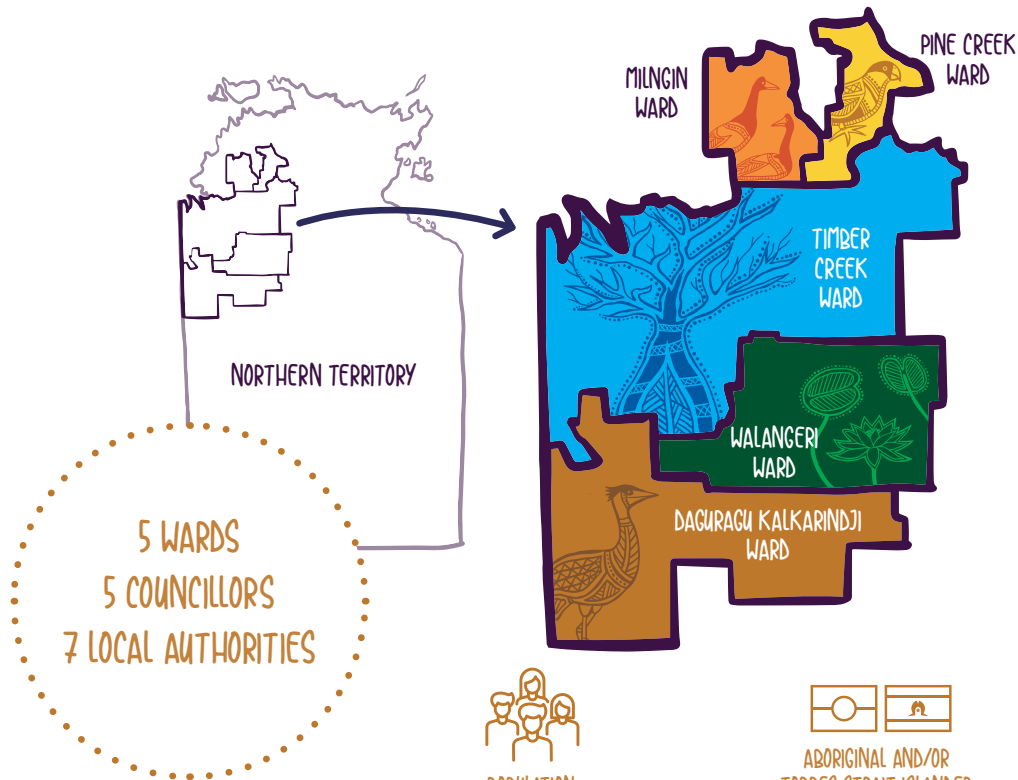
#### VALUES AND ETHICS

Our core values are fundamental to the Council and its staff. These values determine how we do business and interact with stakeholders.

- Respect: respect for each other's opinions and ideas.
- Equality: we are all equal.
- Accountability: being accountable for our own actions and behaviours.
- Being trustworthy and honest: being trusting and honest with one another and with our community members.
- Culture: acknowledge and respect the cultures of our people.
- Heritage: acknowledge and protect our heritage.

## SNAPSHOT OF VICTORIA DALY REGION

ESTIMATED POPULATION 3,263 • LAND AREA 153,405 SQUARE KM



	POPULATION	ABORIGINAL AND/OR TORRES STRAIT ISLANDER
NAUIYU	352	91%
PINE CREEK	325	45%
TIMBER CREEK	281	56%
YARRALIN	281	88%
KALKARINDJI	379	81%
DAGURAGU	230	100%
BULLA	95	95%
AMANBIDJI	88	94%
PIGEON HOLE	142	96%

## 3.2 VICTORIA DALY REGION

Covering 154,405 square kilometres of some of the most remote and vibrant parts of the Northern Territory, Victoria Daly Regional Council delivers a range of local government services and programs to residents across five wards:

- Milngin Ward
- Pine Creek Ward
- Timber Creek Ward
- Walangeri Ward
- Daguragu Ward

Characterised by stunning National Parks, dramatic escarpment ranges and flowing rivers, the region is diverse and rich in landscape, culture, and history.

Residents of the five wards elect one member to represent each ward. Elected Councillors from the Victoria Daly Regional Council, sit monthly for Ordinary Council meetings in the Katherine headquarters.

Council offices are located in the five major communities of Timber Creek, Pine Creek, Yarralin, Kalkarindji, and Nauiyu.

## 3.3 COUNCIL

Victoria Daly Regional Council comprises of five wards represented by the Mayor, Deputy Mayor and three Councillors.



**MILNGIN WARD**

Deputy Mayor  
Andrew  
McTaggart



**PINE CREEK  
WARD**

Councillor  
Yvette Williams



**TIMBER CREEK  
WARD**

Councillor  
Shirley Garlett



**WALANGERI  
WARD**

Mayor  
Brian Pedwell



**DAGURAGU  
WARD**

Councillor  
Georgina Macleod

## Ordinary Council Meeting Attendance 2022-23

Meeting Date	Mayor Brian Pedwell	Councillor Shirley Garlett	Councillor Georgina Macleod	Councillor Yvette Williams	Councillor Andrew McTaggart
26 July 2022	✓	✓	✓	A	✓
30 August 2022	✓	✓	✓	✓	✓
27 September 2022	✓	✓	✓	✓	✓
15 October 2022 (S)	✓	✓	✓	✓	✓
25 October 2022	✓	✓	✓	✓	✓
31 October 2022 (S)	✓	✓	✓	✓	✓
8 November 2022 (S)	✓	A	✓	✓	✓
29 November 2022	✓	A	✓	✓	A
13 December 2022	✓	A	✓	✓	✓
20 December 2022 (S)	✓	✓	✓	✓	A
31 January 2023	✓	✓	✓	✓	✓
28 February 2023	✓	A	✓	✓	✓
28 March 2023	✓	A	✓	✓	A
28 April 2023	✓	A	✓	✓	✓
19 May 2023 (S)	✓	R	A	✓	✓
30 May 2023	✓	R	✓	✓	✓
5 June 2023 (S)	✓	R	✓	✓	✓
27 June 2023	✓	R	✓	✓	✓
<b>% attendance</b>	<b>100%</b>	<b>64%</b>	<b>94%</b>	<b>94%</b>	<b>83%</b>

## Councillor Allowances 2022-23

ALLOWANCE	Ordinary Council Member	Deputy Principle Member	Principle Member
Base Allowance	\$38,583.27	\$27,569.46	\$75,423.19
Electoral Allowance	\$14,073.34	\$4,943.73	\$19,771.29
Professional Development Allowance	\$2,798.83	\$856.31	\$3,229.00
*Extra Meeting Allowance	\$21,615.51	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$77,070.95</b>	<b>\$33,369.50</b>	<b>\$98,423.48</b>

\*extra meeting allowances includes attendance at Audit and Risk Management Committee meetings and Local Authority meetings.

## 34 COMMITTEES

### COUNCIL COMMITTEE

Audit and Risk Management Committee - Members

Mr. John De Koning (external member)

Ms. Maxine Bright (external member)

Councillor Yvette Williams

Councillor Georgina Macleod

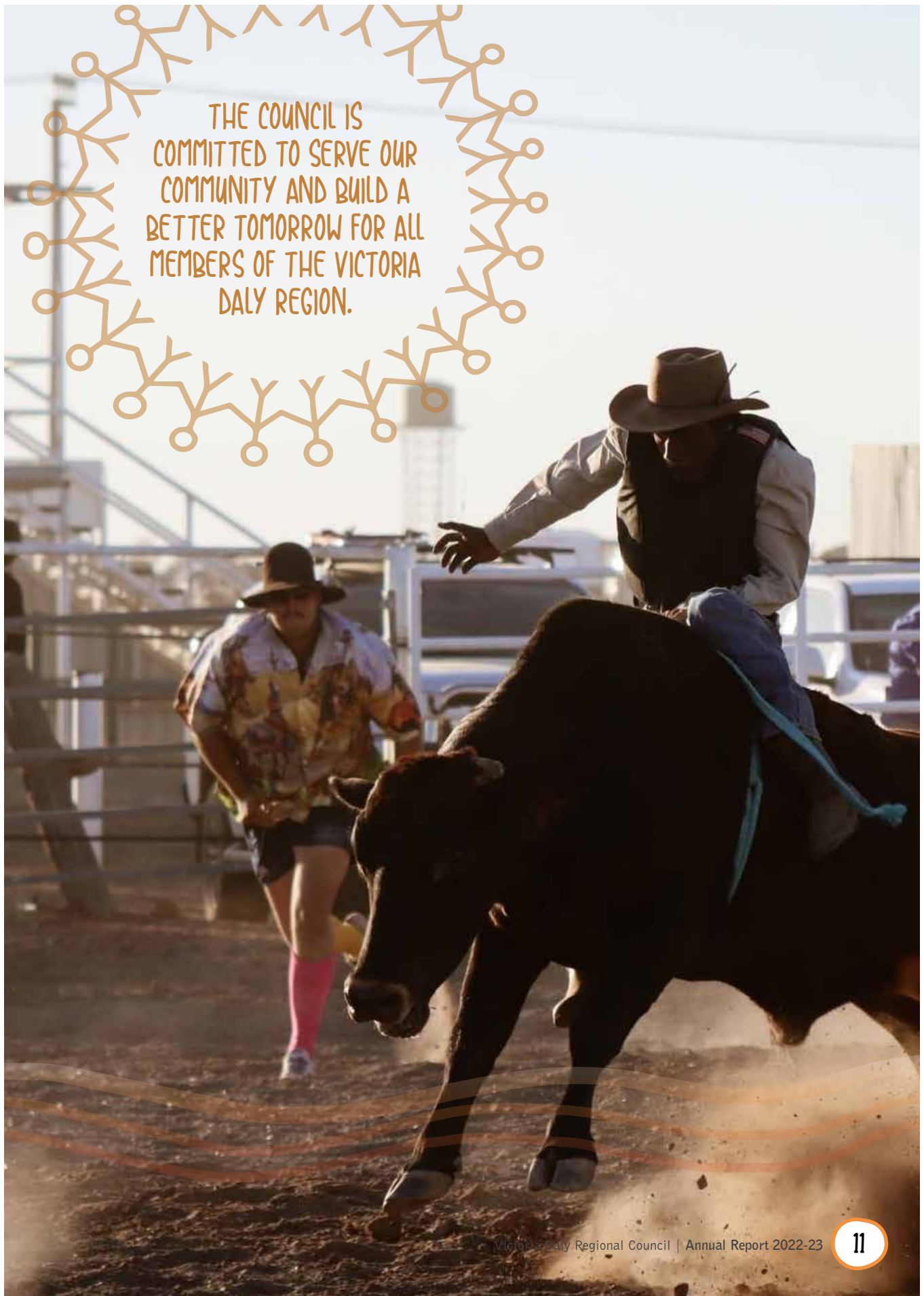
Deputy Mayor Andrew McTaggart

### Audit and Risk Management Committee Attendance 2022-23

Meeting Date	Councillor Georgina Macleod	Councillor Yvette Williams	Councillor Andrew McTaggart	Mr John De Koning	Ms Maxine Bright
8 November 2022	✓	✓	✓	✓	A
28 November 2022	✓	✓	A	✓	A
26 June 2023	✓	✓	A	✓	✓

### Audit and Risk Management Committee Payments 2022-23

Mr John De Koning	\$2,400.00
Ms Maxine Bright	\$600.00



## 3.5 LOCAL AUTHORITIES

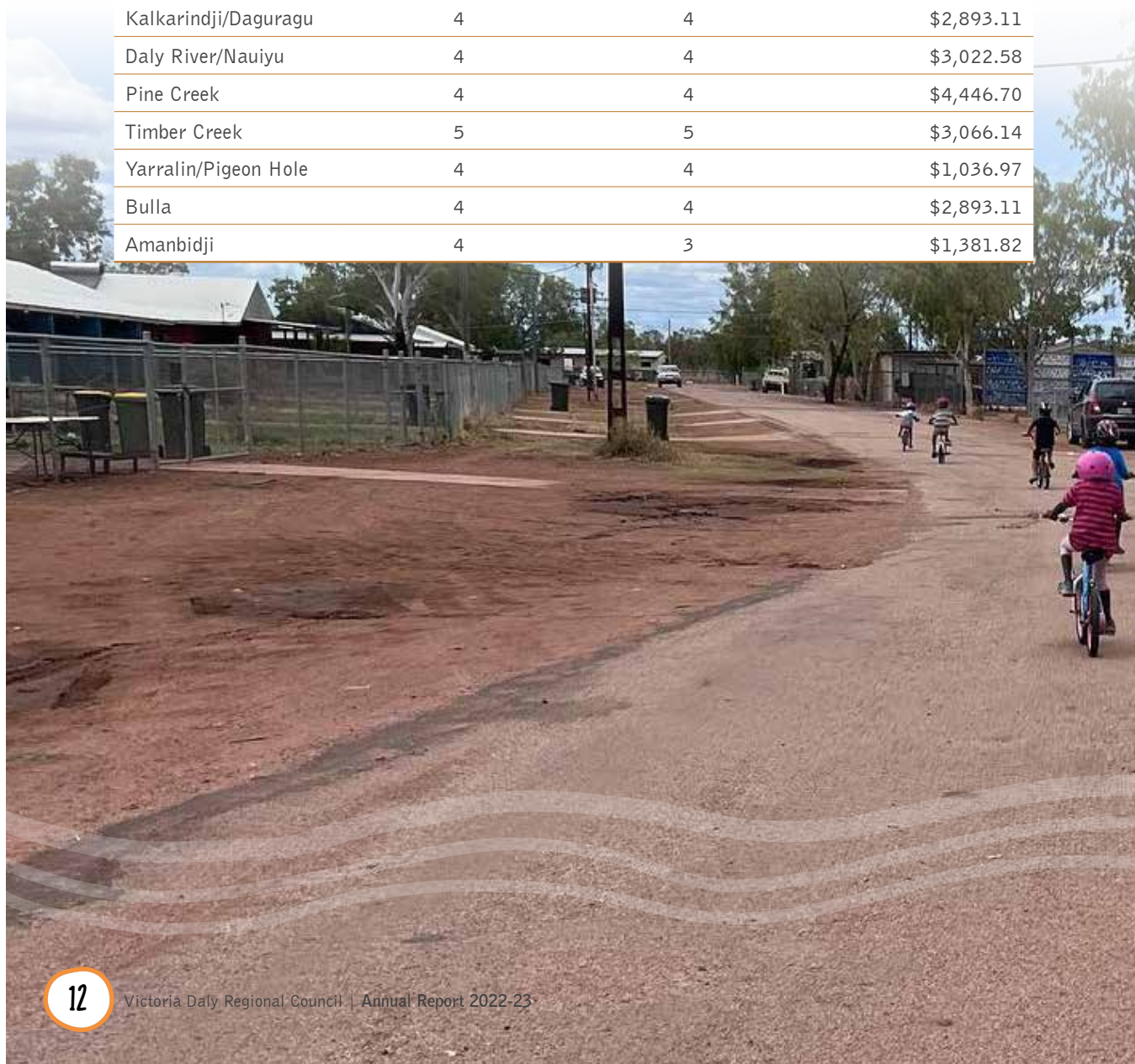
There are seven local authorities in the Victoria Daly region which represent the communities and outstations within council's five wards.

Local authorities were created to achieve effective integration and involvement of local communities in local government as it relates to regions.

Each local authority comprises of up to fourteen members which includes the elected member for the ward. Each local authority elects a Chairperson to run the meeting and oversee good governance. Elections for the position of Chairperson takes place annually.

### Local Authority Meetings

Local Authority	Meeting Scheduled	Meetings Held	Sitting Fees Total
Kalkarindji/Daguragu	4	4	\$2,893.11
Daly River/Naiyu	4	4	\$3,022.58
Pine Creek	4	4	\$4,446.70
Timber Creek	5	5	\$3,066.14
Yarralin/Pigeon Hole	4	4	\$1,036.97
Bulla	4	4	\$2,893.11
Amanbidji	4	3	\$1,381.82



Yarralin	Bulla	Timber Creek	Amanbidji
Charlie Newry (Chairperson)	Shadrack Retchford (Chairperson)	Coralie Myers (Chairperson)	Cassandra Ahwon (Chairperson)
Elwyn Anzac	Duncan Bero	Felicity McLaughlin	Ross Roberts
Charlie James	Nicholas Laurie	Graham Watts	Raylene Raymond
Wesley Campbell	Stan Retchford	Elaine Watts	Joy Mikamon
Simon Campbell	Penny Archie	Larry McLaughlin	Rhonda Lurda
Mayor Brian Pedwell	Joseph Archie	Darryl Darby	Toni-Maree Waterloo
	Councillor Shirley Garlett	Chris Flood	Rupert Aldus
		Cecilia McKenzie	Sharon Lurda
		John Horgan	June Lurda
		Rebecca Myers	Jacob Barney
		Beatty Retchford	Marjorie Ahwon
		Marilla Appleby	Maria Leering
		Tristram Holcombe	Councillor Shirley Garlett
		Councillor Shirley Garlett	

Pine Creek	Daly River	Kalkarindji/Daguragu
Sam Forwood (Chairperson)	Peter Hollowood (Chairperson)	Anne Saunders (Chairperson)
Tom Pfennig	Brian Muir	Pansy Wardle
Alan Fountain	Mark Mullins	Selma Smiler
Gaye Lawrence	Wayne Buckley	Pamela Morris
Edward Ah Toy	Nadine Daly	Simeon Long
Juliett Mills	Robert Austral	Leah Leaman
John Roberts	Councillor	Michael George
Alain Denouel	Andrew McTaggart	Councillor Georgina Macleod
David Paddy		
Clare Merritt		
John Lee		
Lance Lawrence		
Karen Giumelli		
Patricia Cummins		
Councillor Yvette Williams		

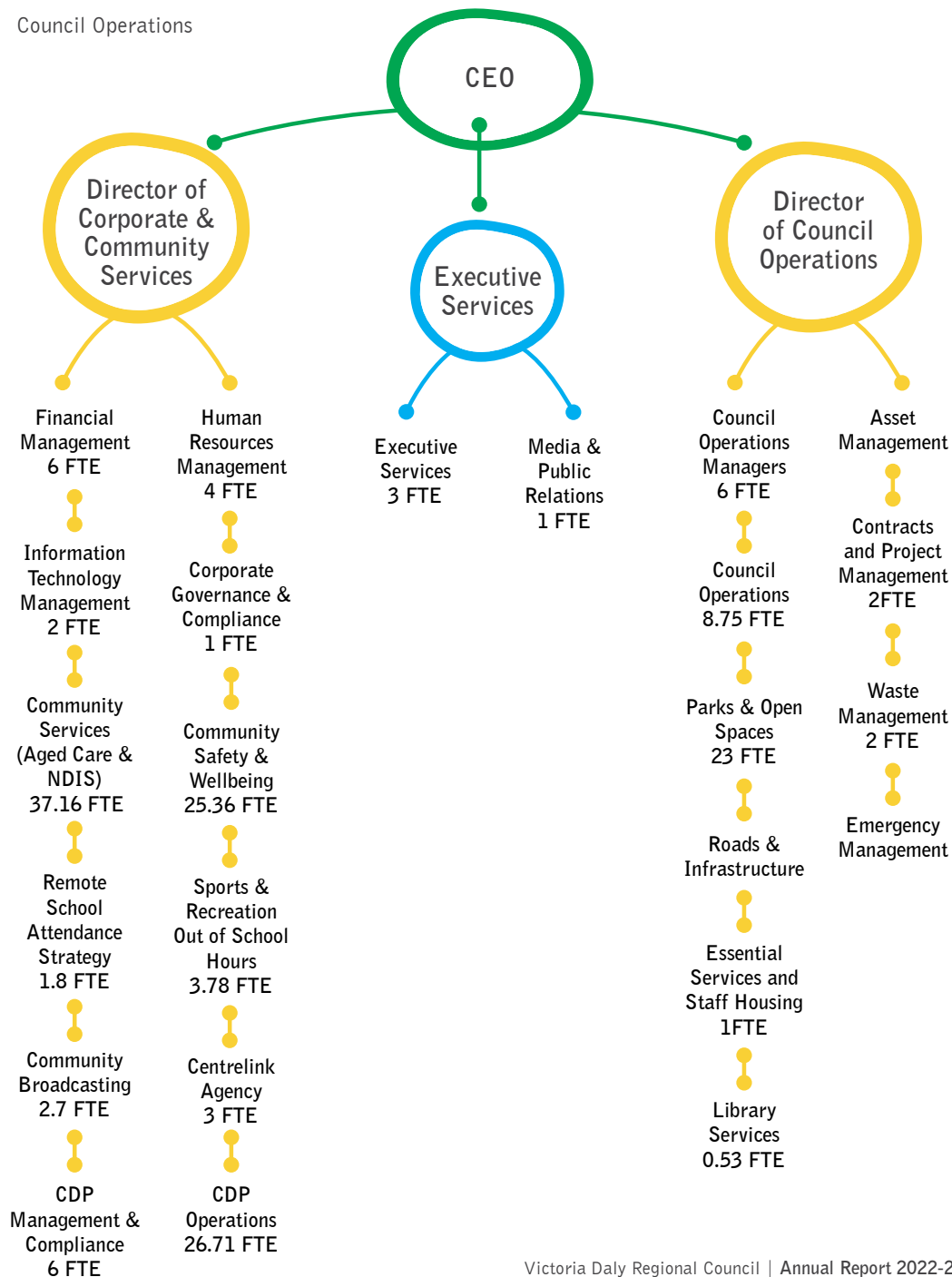


## 3.6 ORGANISATIONAL STRUCTURE

Council is made up of three directorates that report to the Chief Executive Officer.

Council's service delivery is provided through the following directorates:

- Executive Services
- Corporate and Community Services
- Council Operations



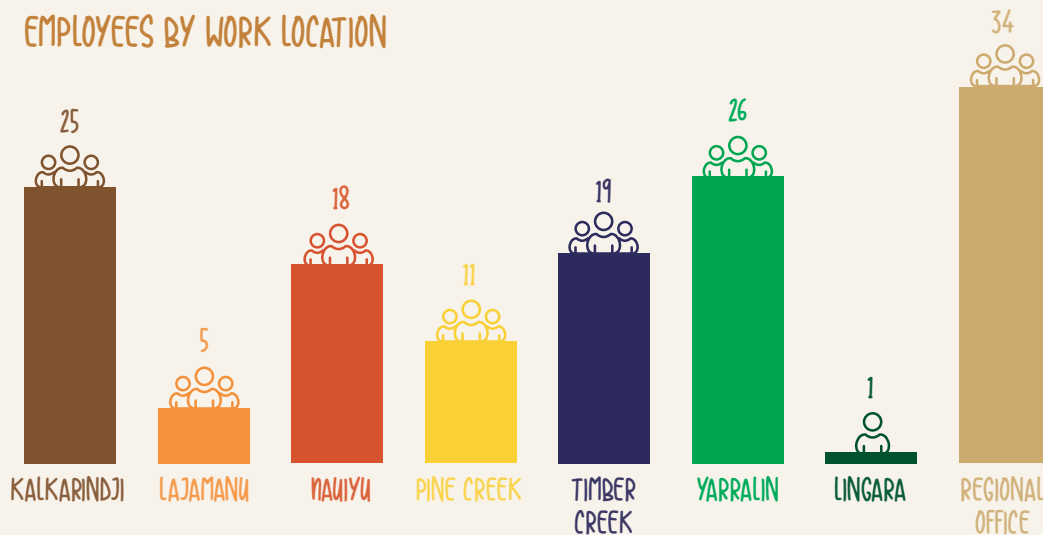
## 3.7 STAFF SNAPSHOT

  
TOTAL EMPLOYEES  
142

  
EMPLOYEES EMPLOYED  
THROUGH CORE SERVICES  
142

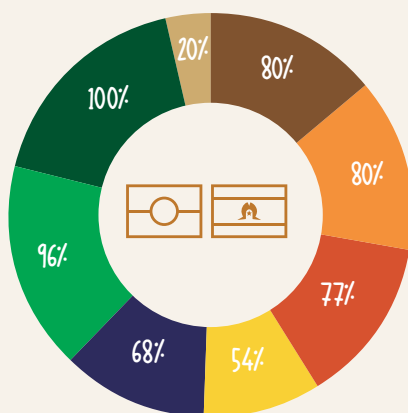
  
EMPLOYEES EMPLOYED  
THROUGH GRANT FUNDING  
142

### EMPLOYEES BY WORK LOCATION



### INDIGENOUS EMPLOYEES BY COMMUNITY

Council's primary focus is the employment of local people for local jobs. Our current Indigenous employment rate is 62.67%



### WORKFORCE BY GENDER

  
WOMEN: 52.11%

  
MEN: 47.88%

## 3.8 GRANT FUNDING

Council acknowledges the funding and support received from Federal and Northern Territory Governments for the programs and services delivered to communities throughout the region. The Council is committed to serve our community and build a better tomorrow for all members of the Victoria Daly Region. The grants from Federal and State Government authorities assisted us in enhancing the overall social, economic and cultural development.

On behalf of the Victoria Daly Regional Council, we express our sincere gratitude for funding to the following government agencies:

### Federal Government

Department of the Prime Minister and Cabinet  
National Indigenous Australians Agency  
Department of Social Services  
Department of Education and Training  
Department of Human Services  
Department of Attorney & Justice  
Department of Health

### Northern Territory Government

Department of the Chief Minister and Cabinet  
Department of Industry, Tourism and Trade  
Department of Territory Families, Housing and Communities  
Department of Infrastructure, Planning and Logistics  
NT Grants Commission

### Other

Australia Day Council  
Australia Post  
Centrelink  
Foundation for Rural and Regional Renewal

# 4 OUR ACHIEVEMENTS

## 4.1 PERFORMANCE OBJECTIVES

GOAL ONE	OUR LEADERSHIP	
Provide proactive leadership with transparent and accountable governance.	Objective 1.1	Ensure effective community leadership and representation to Council of local issues through local authority committees.
	Objective 1.2	Support and train elected regional representatives.
	Objective 1.3	Comply with all statutory, regulatory, and reporting requirements.
	Objective 1.4	Create and implement an external communications plan which informs stakeholders of Council's activities.
	Objective 1.5	Advocate on behalf of the region to address regional disadvantage.
	Objective 1.6	Develop an overall reporting structure to enable Council to review the implementation and success or otherwise of the strategic plan and its objectives.

GOAL TWO	OUR PROSPERITY	
Enhance the Council's financial sustainability to enable quality services and assets across the region.	Objective 2.1	Further develop and diversify the Council's business division's contracts and activities to provide a wide range of income sources.
	Objective 2.2	Work with key on-ground personnel to develop innovative budget solutions to minimise expenditure and maximise income streams.
	Objective 2.3	Improve efficiencies within the Council to minimise resource wastage.
	Objective 2.4	Creation of a reserve to address Council's short, medium, and long-term infrastructure requirements.

GOAL THREE	OUR PEOPLE	
Grow our people through investment in training, skills recognition and developing regional opportunities for employment.	Objective 3.1	Invest in training through the development and implementation of a comprehensive training plan covering all staff.
	Objective 3.2	Review the current organisational structure to improve communications, maximise interdepartmental support and to grow staff capabilities and remuneration.
	Objective 3.3	Create and implement an internal communications and visitation plan which builds understanding between all divisions of council.
	Objective 3.4	Grow local employment through the development and delivery of programs and contracts in communities and across the region.

GOAL FOUR	OUR PLACES	
Enhance the liveability of our communities and our regional lifestyle.	Objective 4.1	Delivery of quality programs which support residents' wellbeing.
	Objective 4.2	Support and/or facilitation of local and regional cultural and festival events.
	Objective 4.3	Facilitate the provision of services which improve residents' lives.
	Objective 4.4	Be business-friendly to encourage the development of business and industry investment into the region.
	Objective 4.5	Enhance the local sport and recreational environment within each community.

GOAL FIVE	OUR INFRASTRUCTURE	
Continually improve Council's assets and infrastructure through good forward planning.	Objective 5.1	Develop and implement an asset maintenance and replacement program.
	Objective 5.2	Identify, plan, and implement a comprehensive ICT plan.
	Objective 5.3	Create and implement a structured vehicle and plant replacement program.
	Objective 5.4	Develop and implement an environmental plan which will minimise Council's footprint and maximise recycling opportunities.
	Objective 5.5	Maximise grant income through targeting critical initiatives within the plans.

GOAL SIX	OUR SYSTEMS	
Improve the Council's operating system, policies, and procedures.	Objective 6.1	Review all policies and procedures to ensure compliance and consistency of implementation.
	Objective 6.2	Overhaul the Council's knowledge management system to assist in improving staff efficiency and access to records.
	Objective 6.3	Upgrade software and hardware to improve work efficiency.

## 4.2 GOAL 1: OUR LEADERSHIP

PROVIDE PROACTIVE LEADERSHIP WITH TRANSPARENT AND ACCOUNTABLE GOVERNANCE.

### OBJECTIVES

- Objective 1.1 Ensure effective community leadership and representation to Council of local issues through local authority committees.
- Objective 1.2 Support and train elected regional representatives.
- Objective 1.3 Comply with all statutory, regulatory, and reporting requirements.
- Objective 1.4 Create and implement an external communications plan which informs stakeholders of Council's activities.
- Objective 1.5 Advocate on behalf of the region to address regional disadvantage.
- Objective 1.6 Develop an overall reporting structure to enable Council to review the implementation and success or otherwise of the strategic plan and its objectives.



MEASURES	RESULTS
1. Number of Local Authority (LA) meetings held per community	Pine Creek Local Authority:
2. Attendance rates at LA meetings	- 4 meetings held
3. Number of actions arising from LA meetings	- 74% attendance
4. Number of actions implemented during the period	- 10 actions
	- 80% of actions completed
	Daly River Local Authority:
	- 4 meetings held
	- 82% attendance
	- 9 actions
	- 67% of actions completed
	Kalkarindji - Daguragu Local Authority:
	- 4 meetings held
	- 78% attendance
	- 13 actions
	- 73% of actions completed
	Yarralin - Nitjpurru Local Authority:
	- 4 meetings held
	- 72% attendance
	- 6 actions
	- 17% of actions completed (83% of actions in progress)
	Bulla Local Authority:
	- 4 meetings held
	- 78% attendance
	- 6 actions
	- 67% of actions completed
	Amanbidji Local Authority:
	- 3 meetings held
	- 47% attendance
	- 4 actions
	- 75% of actions completed
	Timber Creek Local Authority:
	- 5 meetings held
	- 62% attendance
	- 4 actions
	- 25% of actions completed (75% of actions in progress)
5. Training undertaken for elected representatives	Mandatory elected member training: Module 2
	- Understanding Local Government
	- Introduction to Council Finances
	- Council Decision Making and Meeting Procedures
	CEO Recruitment Training (Western Australian Local Government Association)
6. Training spend for elected representatives	During the financial year 2022-23, Council spent \$6,884.14 on training.
7. Number of audit findings	Nil
8. Percentage of statutory reporting requirements completed on time	Monthly finance reporting completed on time: 100% Regional Plan and Annual Report completed within time requirements: 100%
9. Stage of development of external communications plan	Social media strategy and posting schedule developed and implementation commenced.

MEASURES	RESULTS
10. Number of stakeholder engagement activities undertaken	Council attended 100% of council supported community events.
11. Social media engagement	<p><b>Total posts across all social networks (Facebook, LinkedIn and Instagram): 439 ↑ 728% from 2021-22</b></p> <p><b>Facebook only</b>            Post comments and replies: 265 ↑ 342% from 2021-22            Users: 16,000 ↑ 402% from 2021-22            Post engagement rate: 13.36% ↓ 11.7% from 2021-22</p>
12. Number of priorities being advocated	49 priorities being advocated.
13. Number of new priorities raised with and accepted by the Council	<p><b>Total number of new priorities: 10</b></p> <ul style="list-style-type: none"> <li>- Advocate for more litter facilities to manage litter from tourists visiting National Parks</li> <li>- Advocate for improvement to Telstra infrastructure</li> <li>- Seek land opportunity at Daly River</li> <li>- Advocate for robust flood warning networks</li> <li>- Advocate for provision of pest control servicing for remote housing</li> <li>- Advocate for repair of roads and culverts from flood at Kalkarindji</li> <li>- Relocation of Nitjpurru office</li> <li>- Advocate for slip lane at Amanbidji for safety</li> <li>- Advocate for replacement sign at Amanbidji for visibility</li> <li>- Seek funding opportunities for hard cover over basketball court at Amanbidji</li> <li>- Advocate for action regarding Timber Creek planning and land release</li> </ul>
14. Ongoing priorities achieved/implemented	<p>10 ongoing priorities achieved/implemented</p> <ul style="list-style-type: none"> <li>- Waste Transfer Stations Pine Creek</li> <li>- Waste Transfer Stations Timber Creek</li> <li>- Small cell Lingara</li> <li>- ITEC Building Timber Creek</li> <li>- Bird Hides Pine Creek</li> <li>- Playground Pine Creek</li> <li>- Daguragu Hall upgrade</li> <li>- Governance training for local authorities</li> <li>- School Holiday Program Timber Creek</li> <li>- Event equipment Bulla</li> </ul>
15. Number of Council meetings held and attendance	<p>Ordinary Council Meetings held: 12</p> <p>Special Council Meetings held: 6</p> <p>Average attendance: 81%</p>
16. Number of Finance meetings held and attendance	N/A Finance Committee abolished (OCM-2023/9)
17. Number of Audit and Risk Committee meetings held and attendance	<p>Audit and Risk Management Committee Meetings held: 3</p> <p>Average attendance: 73%</p>

## National General Assembly

Mayor Brian Pedwell and CEO Brian Hylands attended the 2023 Australian Local Government Association's National General Assembly. Mayor Pedwell was even lucky enough to dine next to the Prime Minister. Too deadly!



## Council calls for women's safe house in Timber Creek

Victoria Daly Regional Council called on the Federal and Northern Territory Governments to step up and immediately fund a women's safe house in the remote community of Timber Creek, where women fleeing from domestic violence are being left without any support.

While Council has been fiercely advocating for a women's safe house since the Intervention in 2008, an ABC Four Corners program pushed the issue back into the spotlight.

The reports have revealed that community leaders in Timber Creek and surrounding communities of Amanbidji, Bulla, Gilwi, One Mile, Gulardi, Myatt, and Menngen are sheltering women in their own homes in place of a safe house.

Doing so places themselves and the women they are taking in under significant stress and in danger of the perpetrator.

## Local Authority Chairperson Training

Council would like to thank the Department of the Chief Minister and Cabinet for organising 'The Role of the Chair' and 'Supporting Governance' training which was rolled out in conjunction with Aboriginal Peak Organisations Northern Territory's (APONT) Aboriginal Governance and Management Program.

Local authority members travel to Katherine from Bulla, Timber Creek, Pine Creek, Kalkarindji and Yarralin. The training provided valuable knowledge and tools for the members to apply to their roles as Chairs and Deputy Chairs of meetings.



### VDRC throws support behind local footy team

Marking the first training of 2023, residents and community groups gathered at the end of April to celebrate with a free dinner, presentations, and scratch matches for the kids.

The Miriam Rose Foundation presented a cheque of \$20,000 to the club, and the Victoria Daly's Night Patrol team volunteered their services throughout the evening.

Media and arts charity Red Dust also attended with Richmond Tigers AFLW defender, Jessica Hosking, running activities to encourage girls in the community to try their hand at the game.

The team's marquee was unveiled for the first time – purchased earlier in the year with VDRC Local Authority funds.



### ANZAC Day

As the sun began to rise across Victoria Daly, residents of Timber Creek, Pine Creek and Kalkarindji gathered to commemorate ANZAC Day, honouring current and former service men and women.

A dawn service was held in Pine Creek at the Bogga Young Memorial, which was followed by a Gun-Fire breakfast at the Lazy Lizard Tavern & Caravan Park.

A dawn service was also held in Timber Creek at the Nackerroo Memorial, which was followed by a BBQ breakfast and a low fly-over by the RAAF.

### Harmony Week

Pine Creek gathered to celebrate Harmony Week, hosting a dinner with home-cooked savoury and sweet dishes from across the globe. Tasty food, lots of yarns and even some lucky door prizes.

Special thanks to Pine Creek Councillor Yvette Williams for all her hard work getting the event off the ground. Thanks also to the Northern Territory Government Harmony Grants Program for the event funding.

## International Women's Day 2023

There were guest speakers and tea in Pine Creek, purple cupcakes and quality yarns in Timber Creek, and free skirts from Merrepen in Nauiyu.

Many incredible women gathered to celebrate their strength and power across the Victoria Daly Region.

A big shout-out to Coralie Myers for organising the Timber Creek event, Merrepen Arts for the event in Nauiyu, VDRC Councillor Yvette Williams for the Pine Creek event, and NTG for the grant funding that made all the events possible in the first place!

## VDRC thanks Katherine West Health Board and NTG

Victoria Daly Regional Council Councillors and Local Authorities recognised our community health centres' fantastic work, which kept communities immunised and safe during the pandemic.

Engraved plaques were gifted to clinic managers and staff in Timber Creek, Bulla, Kalkarindji, Pine Creek, Nauiyu, and Yarralin as a token of the Council's appreciation.

A massive thank you to Katherine West Health Board and NT Health for your tireless work across the region throughout the pandemic and beyond.



## Australia Day Awards 2023

Congratulations to the outstanding recipients of the Australia Day Awards this year.

Citizen of the Year for 2023 was awarded to Jan Starr, a dedicated Timber Creek resident and Victoria Daly Regional Council employee. For the past few years, Jan has dedicated most of her spare time to raising money and delivering goods for Operation Secret Santa- Aged Care NT, a project that provides donated Christmas presents to aged care residents across the NT.

Young Citizen of the Year for 2023 was taken out by Coralie Myers, a dedicated community mover and shaker. Coralie is the chair of the Timber Creek Local Authority group. Over the past two years, she has single-handedly organised the Timber Creek Festival and is always one of the first to offer a hand or take charge of events that bring joy to everyone in the community.

Community Event of the Year for 2023 was awarded to the Wirib Store and Tourism Park's Christmas Party, hosted by Chris and Linda. Chris and Linda are incredibly community-minded and dedicated to the town, throwing an event that everyone could enjoy.

A massive thanks to Australia Day NT for your support.



### **Councillor Macleod represents regional councils on the LGANT Board**

Victoria Daly Regional Council is thrilled Councillor Georgina Macleod, of the Kalkarindji Daguragu Ward, was re-appointed to the Board of the Local Government Association of the Northern Territory.

Cr Macleod (pictured second from right) has served as the Kalkarindji Daguragu Councillor for over 10 years and is incredibly passionate about supporting and advocating for the region.

She will serve under The Lord Mayor of the City of Darwin, the Hon Lord Mayor Kon Vatskalis, who was re-elected President of the LGANT during the organisation's Annual General Meeting.

### **National Police Memorial**

On National Police Memorial - Australia Day, we commemorated and honoured the officers whose lives have been lost while performing their duty as police officers.

Former CEO of Victoria Daly Regional Council, Russell Anderson, attended the Katherine Memorial and paid respects by laying a wreath.

Victoria Daly Regional Council is grateful for the sacrifice and the hard work of the officers who serve and protect community members right across the Victoria Daly Region.



## 4.3 GOAL 2: OUR PROSPERITY

ENHANCE THE COUNCIL'S FINANCIAL SUSTAINABILITY TO ENABLE QUALITY SERVICES AND ASSETS ACROSS THE REGION.

### OBJECTIVES

- Objective 2.1 Further develop and diversify the Council's business division's contracts and activities to provide a wide range of income sources.
- Objective 2.2 Work with key on-ground personnel to develop innovative budget solutions to minimise expenditure and maximise income streams.
- Objective 2.3 Improve efficiencies within the Council to minimise resource wastage.
- Objective 2.4 Creation of a reserve to address Council's short, medium, and long-term infrastructure requirements.

MEASURES	RESULTS
1. Spend on community improvement projects	\$3,253,715.90
2. Number of contracts under management	29 contracts under management
3. Return on assets and Asset turnover ratio	4.94% and 39.81%
4. Assets disposed (proceeds and gain/loss on sale) diversified income \$ by category and total, growth rates and as percentage of total Council income	During the financial year 2022-23, the Council sold 30 fixed assets and received \$1,091,767.54. The profit on disposal was \$480,673.14, which is 2.17% of the total Council income
5. Spending within amounts budgeted	87%
6. Average time to collect / debtor turnover ratio	68.35 days/5.34
7. Average time to pay / creditor turnover ratio	38.90 days/9.38
8. Percentage of overhead to project costs	15%
9. Reserve funds available	\$12,371,979
10. Reserve funds committed	\$1,898,797
11. Revenue from reserve funds	\$407,658

## The new Council Regional Service Centre - 18 Pearce Street

The Council acquired a pre-owned demountable office complex with the intention of establishing it at 18 Pearce Street to serve as the operational centre for regional office staff in Katherine. Originally scheduled for completion in the 22-23 financial year, the project has encountered delays due to the necessary modifications required to meet fire safety regulations and standards. These modifications have led to a rescheduling of the project's completion date to the 23-24 financial year.

## Community Respite Centre - Timber Creek

Victoria Daly Regional Council recently purchased a new building in Timber Creek with the vision of developing it as a respite centre. The current building is existing with five bedrooms, two disabled access bathrooms, one staff washroom, two large living areas, large kitchen, and veranda with disabled access ramp. The building is also furnished with basic requirements and Council is seeking further upgrades to comply with Australian Standards.

## Waste Transfer Stations for Pine Creek and Timber Creek

Victoria Daly Regional Council has embarked on a significant initiative to establish waste transfer stations in Pine Creek and Timber Creek.

In Pine Creek, all waste materials will be transported using 30m hook bins to the Katherine Waste Management Facility. A contract has already been executed with Veolia Environment Service (Australia) Pty Ltd for a duration of 36 months to handle the transportation of all waste to Katherine.

As for Timber Creek, the Council is currently in the planning stages and intends to commence waste transport operations once the budget has been finalised.



## 4.4 GOAL 3: OUR PEOPLE

GROW OUR PEOPLE THROUGH INVESTMENT IN TRAINING, SKILLS RECOGNITION AND DEVELOPING REGIONAL OPPORTUNITIES FOR EMPLOYMENT.

### OBJECTIVES

- Objective 3.1 Invest in training through the development and implementation of a comprehensive training planning covering all staff.
- Objective 3.2 Review the current organisational structure to improve communications, maximise interdepartmental support and to grow staff capabilities and remuneration.
- Objective 3.3 Create and implement an internal communications and visitation plan which builds understanding between all divisions of council.
- Objective 3.4 Grow local employment through the development and delivery of programs and contracts in communities and across the region.

MEASURES	RESULTS
1. Training spend	\$217,783.27
2. Number of training sessions held	A total of 47 training sessions were delivered throughout our footprint.
3. Number of staff who received training	105 staff members received training.
4. All employees fully inducted within 3 months of commencement	100%
5. Stage of organisational structure review	Review is completed for the next financial year, ongoing reviewing still happening.
6. Percentage of PDs completed as percentage of positions held	All PD's reviewed prior to recruitment action.
7. Number of vacancies, days taken to fill vacancies	The average vacancy rate was 16% with vacancies taking up to 90 days to fill.
8. Staff turnover	21%
9. Number of employees (indigenous v non-indigenous)	81 Indigenous employees – 55 non-indigenous employees
10. Stage of development of communications and visitation plan	Visitation plans managed within departmental heads within budget.
11. Number programs run by Council	Community Safety & Wellbeing, Sport & Recreation, Remote Schools Attendance Program, Remote Indigenous Broadcasting, Centrelink, Aged Care, NDIS, Community Development Program.
12. Number of jobs programs support	Programs provide and support 84 positions across the Council.



### CDP cowboys and girls thrive in fulltime employment

A successful partnership between Victoria Daly Regional Council's Community Development Program (CDP) and the NT Cattleman's Association (NTCA) has seen six CDP participants from Yarralin and Timber Creek land fulltime work at cattle stations across the Northern Territory.

After being shown the ins and outs of the cattle station during a two-week training course, the participants commenced work at Brunette Downs Station and Lake Nash Station.

VDRC's CDP team have worked closely with NTCA's Real Pastoral Jobs Program, which engages, trains, and supports young Indigenous people for employment in the Northern Territory pastoral industry.



### Lane Smiler

Just months after starting as a station hand at Brunette Downs Station, former Victoria Daly Regional Council CDP participant Lane Smiler cleaned up at the Brunette Downs Rodeo and Camp Draft.

Lane was the only one who managed to stay on the bull the entire time! His talent for the saddle has even earned him the new nickname of Lane Frost – in honour of the legendary US Cowboy by the same name.



### Pine Creek Library

Pine Creek Library Officer, Kathryn, holding story time with the little ones from Pine Creek Primary.

The book pictured – *The Spirit of Sound* – is a collaboration between Bibbulmun/Ngemba man Davinder Hart, and Hearing Australia, the book aims to raise awareness about the importance of regular hearing checks early in life.

Thanks Hearing Australia for sending us a few copies of the book, the kids loved it!

### New defibrillators pump life into Victoria Daly region

Did you know that using a defibrillator within the first few minutes of having a sudden cardiac arrest, increases the chance of survival to over 70 per cent? It's one of the reasons why Victoria Daly Regional Council rolled out six defibrillators (AEDs) across the region.

The AEDs are publicly registered with the PulsePoint AED App, making them searchable and accessible to locals and people visiting VDRC communities.

Made possible by a grant from the Northern Territory's Community Benefit Fund (Minor) the six machines totalled a cost of \$12,832.

The new AEDs were installed in:

- The Nauiyu Aged Care Centre
- The Nauiyu Council Building precinct
- The Kalkarindji Aged Care Centre
- The Kalkarindji Council Office
- The Pine Creek Council Office
- Regional Office CDP Building



The Timber Creek Council Office, Yarralin Council Office, and Yarralin Aged Care Centre have already received AEDs in previous years.

Having the life-saving machines right across the region is critical to the safety of the communities and people travelling through.

Special thanks to the Northern Territory Government for its support in acquiring the AEDs.

### CDP helping out when the weather gets wild

A shout out to all the hard-working CDP participants (and staff in our community offices) who work tirelessly to keep their communities clean – even when a big storm comes through.

### Staff having some fishing fun

Victoria Daly staff hopped on a fishing charter and hit the water in November 2022 to soak up some great fishing and a stunning sunset.

Congrats to Sai, VDRC's IT Manager, for landing the catch of the day – a 51 cm coral trout!

### VDRC honours long serving staff and Councillors

All long serving staff members and Councillors were celebrated during the January Ordinary Council Meeting for over 10 years of service to Victoria Daly Regional Council.

Recipients were awarded a certificate of acknowledgement and a customised Yeti thermos, engraved with a personal emblem.

### VDRC farewells Russell Anderson

VDRC staff gathered to farewell former CEO Russell Anderson and wish him luck with his future endeavours. Russell was a dedicated leader and has made a huge impact on Council's successes over the recent years. His strong leadership and wealth of knowledge brought staff together and strengthened Council in many areas.



## 4.5 GOAL 4: OUR PLACES

### ENHANCE THE LIVEABILITY OF OUR COMMUNITIES AND OUR REGIONAL LIFESTYLE

#### OBJECTIVES

- Objective 4.1 Delivery of quality programs which support residents' wellbeing.
- Objective 4.2 Support and/or facilitation of local and regional cultural and festival events.
- Objective 4.3 Facilitate the provision of services which improve residents' lives.
- Objective 4.4 Be business-friendly to encourage the development of business and industry investment into the region.
- Objective 4.5 Enhance the local sport and recreational environment within each community.

MEASURES	RESULTS
1. Number of programs delivered to support residents' well-being	7 programs are continuously delivered throughout that support and assist in improving the wellbeing of our residents.
2. Number of events supported	13 community events supported: Australia Day, International Women's Day, Freedom Day, Night Patrol and Aged Care movie night, Harmony Day, Nauiyu Carnival, ANZAC Day, NAIDOC week celebrations, Timber Creek Festival, Dingo Cup, Gold Rush Festival, Boxing and Mentoring, Dream Impact workshops, School Holiday programs.
3. \$ towards supporting events	\$18,668.49
4. Number of reports to Council regarding provision of services	6 reports have been presented to Council regarding the provision of services throughout our footprint.
5. Number of tenders published on website	8 Public Tenders released and published on website.
6. Number of stakeholder engagement activities	7 ongoing stakeholder engagement activities.
7. Number of sporting and recreational programs	Every community has the delivery of the sport & recreation program with a total of 48 programs delivered.
8. Number of sporting facilities under Council management	3 sporting facilities are under Council Management in Pine Creek, Timber Creek and Daguragu.



## Emergency evacuation

At the beginning of March 2023, hundreds of people from Kalkarindji, Daguragu and Nitjpurru (Pigeon Hole) were evacuated to the Howard Springs Centre for National Resilience (CNR).

During this time, the hard-working staff at Victoria Daly Regional Council ensured our most vulnerable community members were cared for – no different from if they were back home.

A huge thank you to our Night Patrol, Community Development Program, Aged Care and NDIS teams for pivoting services so quickly to help mob in CNR.

## Sport and Recreation team rolls into Timber Creek and Kalkarindji

VDRC is funded by the National Indigenous Australians Agency (NIAA) and the Northern Territory Government's Department of Territory Families, Housing and Communities to deliver sport and recreation activities across its communities.

Extended lockdowns and vaccine mandates across the region has meant that over the past two years, Council has experienced challenges with the recruitment of community-based staff to facilitate these programs.

While sport and recreation officers were successfully hired in Pine Creek and Yarralin, positions in Timber Creek and Kalkarindji were vacant for over 12 months.

To overcome this, Council sought approval from NIAA and Territory Families, Housing and Communities to trial a new staffing and delivery model. The new model includes:

- Recruiting two full-time Recreation Coordinators based out of VDRC's Katherine Regional Office
- Community Night Patrol officers will also provide additional support for recreational activities three afternoons per week.
- The coordinators will be based at Kalkarindji on Week 1 and then Timber Creek on Week 2.

Rather than formal team sports, the renewed program focuses on a broad range of recreational activities such as bush walking, kite flying, arts and crafts, cooking, movie sessions, discos and cultural activities.

This new approach is also focused on developing positive relationships between young community members and Night Patrol team members.





### Cricket Championships return to Timber Creek

Hosted by NT Cricket on 15 and 16 October, the Dingo Cup is part of the organisation's Remote Red Dust Program, delivering cricket skills and activities in remote communities throughout the Territory.

Postponed for two years due to the COVID-19 pandemic, the Timber Creek community hosted the event once again. NT Cricket staff work in partnership with Regional Councils such as Victoria Daly Regional Council and community leaders to build capacity throughout the wider community, to ensure that cricket is an ongoing sport option in the region.

### Pine Creek has a new 'feather' in their cap officially marking the start of the Great Rivers Bird and Heritage Trail development

Already boasting wonderful hospitality and character, Pine Creek now offers visitors, locals, serious twitchers and bird lovers even more reasons to stay and linger longer in Pine Creek.

Victoria Daly Regional Council (VDRC) have invested in the development, design and installation of two interpretive bird structures in the famous Water Gardens and Heritage Park, making the centre of town the perfect place to learn more and observe the glorious Hooded Parrot.

The Hooded Parrot is endemic to the Northern Territory and chooses to make Pine Creek its primary place of residence.

Visitors can learn about the Hooded Parrot and other birds found in the area while taking rest under the new shelters. This trail is part of VDRC's long term commitment of creating a bird watching corridor between Darwin and Kununurra to encourage visitor spend and length of stay in the region and provide local employment opportunities.

Victoria Daly Regional Council is incredibly proud of the project and acknowledge the following organisations and individuals for their contribution and assistance:

- Wagiman and Jawoyn Traditional Owners
- Treeti Business Consulting (Project Management)
- Troppo Architects (Concept Design and Engineering)
- Palm Projects (Construction)
- Storm Cell (Interpretive design)
- Katherine Sign Management (Sign Fabrication and Install)
- NT Bird Specialists (Photography)
- Mr. Marc Gardner, Dr. Amanda Lilleyman, Mr. Mick Jerram and the late Mr. Mike Reed
- Pine Creek Local Authority (Funding Contribution)
- Northern Territory Government - Tourism NT (Funding contribution)





### **Pine Creek playground opens for business**

A new, accessible playground in Pine Creek is open for public use. Funded by the Northern Territory Government's Community Benefit Fund, VDRC initially sought \$250,000 to demolish the existing playground (located in between the Council building and the Multi Recreation Centre) and rebuild the equipment and shade sail structure.

VDRC was awarded \$150,000 for the project.

Prior to going to tender however, Council needed to reassess the scope of works to ensure the \$150,000 awarded was most effectively utilised. Subsequently, Council identified a new scope of works to maximise community benefits.

These changes included relocating the playground to a more accessible location and demolishing the old playground at VDRC's own cost.

The new location – at the edge of the Jimmy Ah Toy Oval – is in a more central location and will be accessible to a greater number of Pine Creek residents. VDRC is now seeking further grant funding to build a shade shelter over the playground and its visitors.

### **Night Patrol teams use the power of play to improve youth wellbeing**

More kids are staying safe and happy in community thanks to a successful partnership between Victoria Daly Regional Council's Community Night Patrol team and Bulla Primary School.

With limited funding available for Council sport and recreation activities, VDRC Night Patrol teams across the region are stepping up to fill in the gaps.

As identified in VDRC's 2022 Get Active Report, sport and recreation plays an important role in the lives of Aboriginal and Torres Strait Islanders and is even shown to reduce offending behaviour and improve health and wellbeing.

In the community of Bulla, VDRC's Night Patrol team has been working closely with the local primary school – making the school lunches in exchange for use of recreation facilities to hold basketball matches, footy games, and water-based activities after school.

Several movie nights for students with good school attendance rates have also been held in recent months.

After the activities wind up, the Community Night Patrol team begin their normal shift, providing culturally appropriate care for all community members at risk of either causing harm or being harmed.

While the after-school program has been successfully running in Bulla for several months, the Council are now in the process of rolling out the program on a more consistent basis across the rest of the Victoria Daly Region.

Currently, Night Patrol teams in Timber Creek and Pine Creek coordinate after-school activities a couple of times a week and are about to launch a similar program in Kalkarindji.





### Clean-up day

Kalkaringi School coordinated a mammoth community clean-up day, ahead of the Freedom Day Festival on 26 – 28 August.

Each child was equipped with a free rake and a garbage bag to take home and clean up their yard. For every bag filled and brought back, the kids were given a tree to plant.

Community stakeholders including the police, Karungkarni Art and Culture, Central Land Council, Victoria Daly Regional Council, Territory Families, Housing and Communities, Ngaliwany Purrp'ku Child and Family Centre, Gurindji Aboriginal Corporation, and CDP were also there to lend a helping hand.

### Freedom Day Festival

An amazing few days on Gurindji Land, learning about and celebrating the birth of Aboriginal Land Rights, and the strong Gurindji people and culture today.

A massive shout-out to the many people involved in putting together and running the festival, as well as the hard-working Victoria Daly Regional Council Kalkarindji team.



### Renovation and Enhancement of Daguragu Community's Sports and Recreation Hall

The primary objective of this endeavour is to transform the existing sports and recreation hall in the Daguragu Community into a safer and more user-friendly sports facility. As the current facility has aged, it has become susceptible to an increasing number of maintenance issues. The refurbishment of this facility is designed to not only address these issues, but also to promote greater participation in sports and recreational activities, with a strong focus on improving community health and physical fitness.

Originally, the project had been slated for completion by the 2022-2023 financial year. However, due to an unforeseen flood event, the entire project was rescheduled, and the new target for completion is now set for the 2023-2024 financial year.



### Deadly rides in Yarralin

Yarralin School's Turtle Class taking their deadly new rides for a first spin around town (and over some scary cattle grids too)!

The school's bike riding club has been getting the kids active, and also into the classroom.

Wesley Campbell, Victoria Daly Regional Council Remote School Attendance Strategy Supervisor is tasked with getting kids into the classroom, something he says is a whole lot easier with the bikes.

### NAIDOC Celebrations

Victoria Daly Regional Council hosted a jumping castle and slide at the 2022 NAIDOC celebrations which kicked off in Nauiyu with some deadly dancing from the kids at Wooliana and St Francis Xavier Catholic School, Daly River NT, and a footy game.

### Timber Creek Festival

Live music, market stalls, a pie eating comp, and a waterslide for the kids. The 2022 Timber Creek Festival had it all, and it was a real good time.

A massive shout-out to the Timber Creek Festival Committee, the Timber Creek Local Authority Group, and all the hard-working volunteers on the day for organising, setting up, and packing down the festival!

Victoria Daly Regional Council is proud to support beautiful community events like this.



## Harmony Day

A special visit from the Administrator of the NT, the Honourable Hugh Heggie PSM, who visited staff at the Pine Creek Police Station before heading to Pine Creek Primary School, joining students and staff for a special tree planting to mark Harmony Day.

## Remote School Attendance Strategy

RSAS teams work closely with teachers, parents, and the community to develop ways to ensure all kids are getting to school every day.

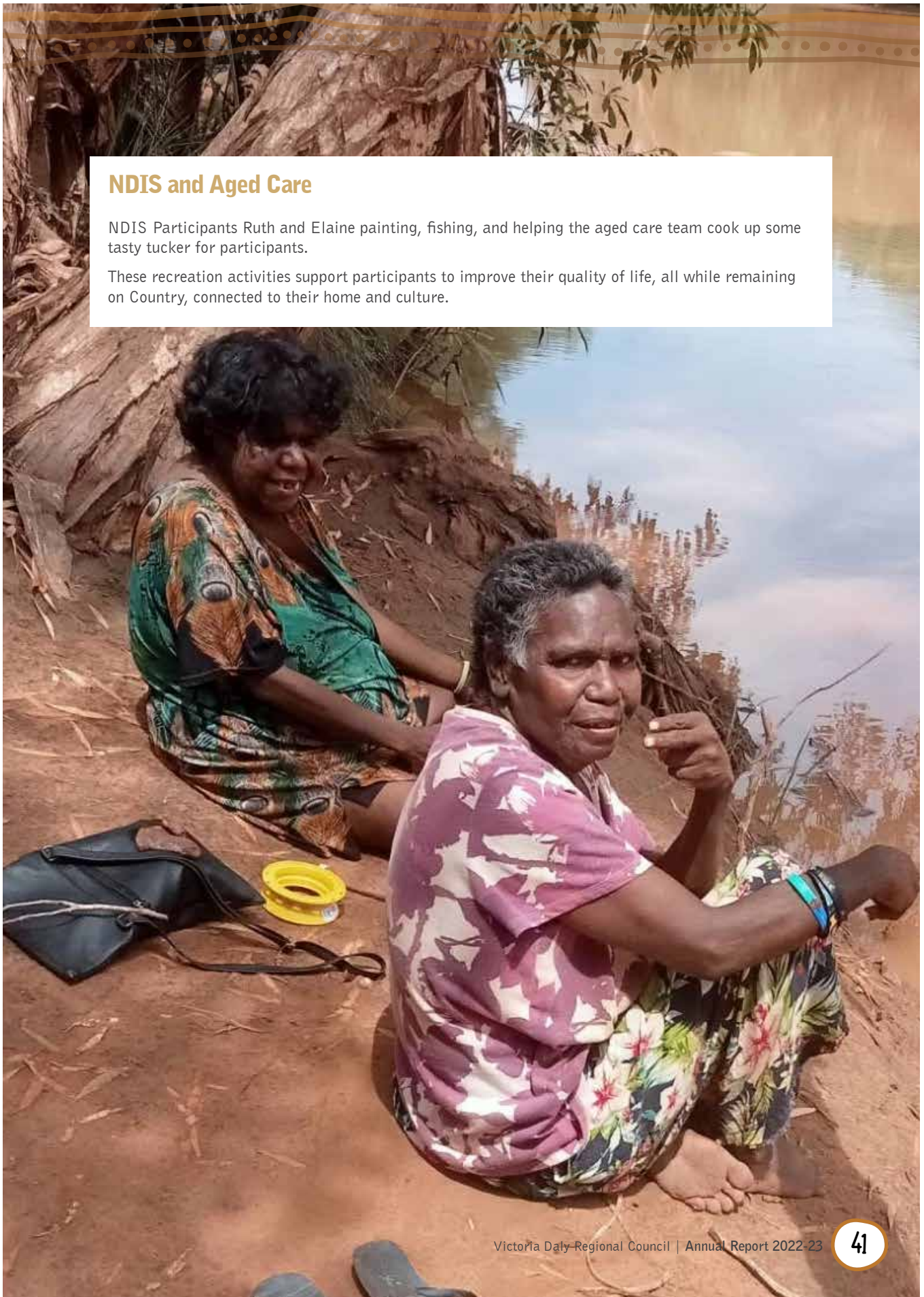
Of course, Victoria Daly Regional Council's RSAS program wouldn't be possible without generous grant funding from the National Indigenous Australians Agency each year, ensuring our little ones get the support they need for an excellent education.



### NDIS and Aged Care

NDIS Participants Ruth and Elaine painting, fishing, and helping the aged care team cook up some tasty tucker for participants.

These recreation activities support participants to improve their quality of life, all while remaining on Country, connected to their home and culture.



## 4.6 GOAL 5: OUR INFRASTRUCTURE

### CONTINUALLY IMPROVE COUNCIL'S ASSETS AND INFRASTRUCTURE THROUGH GOOD FORWARD PLANNING

#### OBJECTIVES

- Objective 5.1 Develop and implement an asset maintenance and replacement program.
- Objective 5.2 Identify, plan, and implement a comprehensive ICT plan.
- Objective 5.3 Create and implement a structured vehicle and plant replacement program.
- Objective 5.4 Develop and implement an environmental plan which will minimise Council's footprint and maximise recycling opportunities.
- Objective 5.5 Maximise grant income through targeting critical initiatives within the plans.

MEASURES	RESULTS
1. Stage of Asset Maintenance and Replacement Program	Current information from the asset valuation will be entered into Asset Guru to assist with the maintenance and replacement program.
2. Stage of ICT plan	The ICT Plan has been fully implemented and is functioning across Council.
3. Stage of vehicle and plant replacement program	Replacement is on a needs basis and supply availability has been hindered due to COVID.
4. Number of vehicles and plant replaced through program	One tractor - slasher, bucket, forks unit, two zero turn mowers, one Toyota Hilux, one trailer
5. Number of strategies engaged to reuse and recycle	Two waste transfer stations have been installed, Pine Creek and Timber Creek. Recycling has still not been facilitated in the NT and specifically the Big Rivers Region. NTG strategy for management of recyclables (MERF) has not progressed therefore communities have nowhere for transport and disposal of recyclables.
6. Stage of Environmental Plan	Waste Transfer Stations for Pine Creek and Timber Creek are complete.
7. Number of grants applied for	22 Grants applied for with 19 being successful.
8. Number of grant reports provided to Council	46 grant reports provided to Council.



## Plant and Fleet Purchased 2022-23

Make, Model & Year:	Registration Number:	Location & Details:
Motor Vehicle	Toyota Hilux	Yarralin – Operations vehicle.
Trailer	PST 10X6 Box Trailer	Kalkarindji – CDP trailer
Plant	Kubota M110GX	Nauiyu – Parks & Gardens
Plant	Kubota ZD1211	Kalkarindji – Parks & Gardens
Plant	Kubota Z231KW-42	Bulla – Local Authority



## VDRC Says Goodbye to CouncilBIZ

By transitioning to a cloud-based system, VDRC is now able to use individual programs and apps more flexibly, can tailor them to the needs of Council and can update these programs and provide training to staff with minimal effort or cost.

It will also streamline business processes, is more compatible across a variety of software, creates better communication across the organisation, enhances productivity and efficiency in the way programs are used, is much more user-friendly, and is more accessible in remote regions.

## Sound-check 1 2 3: Pine Creek resource centre to receive acoustic boost

A successful grant application to the Foundation for Rural and Regional Renewal (FRRR) has meant better acoustics and echo-reduction in the Pine Creek Multi Resource Centre (MRC).

The installation of heavy echo-reducing curtains in the MRC has created a more comfortable and noise-friendly environment for residents to participate in meetings and community events held in the centre.

The project will also benefit community members with reduced hearing capabilities and has made a well-loved community space more accessible for all.

The approved grant amount was \$9,973 and was secured via a donation from philanthropic group, the Sidney Myer Foundation.

FRRR is the only national foundation focused on ensuring social and economic strength in remote, rural and regional Australia.

## Lingara flicks the switch on mobile coverage

Residents of Lingara can access phone and internet reception thanks to the successful launch of a mobile phone booster and satellite internet in the homeland.

The small cell delivers internet and phone reception coverage across a 5 km radius in the community.

Located 30kms from Yarralin, the only way residents could previously reach family, friends or essential services outside of the community was via the one Wi-Fi public phone.

This connectivity is particularly important for Lingara, which during the wet season becomes completely isolated due to flooding of the four surrounding creeks. The successful installation will mean a better quality of life for people in the homeland.

The installation of the small-cell satellite is part of a wider Homelands Project, supported by the Aboriginal Benefits Account (ABA).

The \$174,950 in grant funding provided from ABA covers upgrades to sewerage systems in the community and the installation of a common effluent drain and connections up to 30m per house, to service community homes.

VDRC was declined grant funding for the rural homelands and regions of Pigeonhole, Amanbidji, Gilwi, Menngen, Myatt, and Fitzroy to also receive internet and telephone coverage.

Mayor Pedwell thanked ABA for its support in the project, and said he was looking forward to working with the agency in the future.

"It is unfortunate Victoria Daly did not receive funding for the other six rural homelands and areas without mobile and internet coverage, but we are taking things one step at a time," he said.

"For the people of Lingara, this is going to be life-changing."

## 4.7 GOAL 6: OUR SYSTEMS

### IMPROVE THE COUNCIL'S OPERATING SYSTEM, POLICIES, AND PROCEDURES.

#### OBJECTIVES

- |               |   |
|---------------|---|
| Objective 6.1 | Review all policies and procedures to ensure compliance and consistency of implementation.                        |
| Objective 6.2 | Overhaul the Council's knowledge management system to assist in improving staff efficiency and access to records. |
| Objective 6.3 | Upgrade software and hardware to improve work efficiency.   |

MEASURES	RESULTS
1. Number of policies adopted congruent to Local Government Act 2019	45 policies were adopted under the <i>Local Government Act 2019</i> .
2. Number of software manuals centralised	15 manuals centralised.
3. Number of hardware manuals centralised	2 hardware manuals centralised.
4. Number of programs engaged to improve efficiency in the workplace	6 programs engaged.



# 5. SERVICE DELIVERY PLANS

## 5.1 CORE SERVICES

### LOCAL GOVERNMENT ADMINISTRATION

1. Governance and Compliance of Council
2. Administration of Local Authorities
3. Financial Management
4. Records Management
5. Human Resources
6. Work Health and Safety
7. Information Technology and Communications
8. Customer liaison and communication, including complaints and responses

### CIVIC SERVICES

9. Library

### LOCAL INFRASTRUCTURE

10. Asset Management and Maintenance (including fleet, plant, and equipment)
11. Council Infrastructure (building, facilities, and fixed assets)
12. Road Management and Maintenance
13. Parks Management and Maintenance
14. Street Lighting
15. Registered Cemeteries Management
16. Sports Grounds
17. Playgrounds
18. Waste Collection
19. Waste Transfer Stations
20. Landfill (management)

KALKARINDJI	DAGURAGU	NAUIYU	PINE CREEK	TIMBER CREEK	YARRALIN	PIGEON HOLE	AMANBIDJI	BULLA	LAJAMANU	GILWI	KYBROOK	LINGARA	MYATT	WOOLIANA
✓	✓	✓	✓	✓	✓	✓								
✓	✓	✓	✓	✓	✓	✓	✓	✓						
✓	✓	✓	✓	✓	✓	✓								
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## 5.2 COMMERCIAL AND COMMUNITY SERVICES

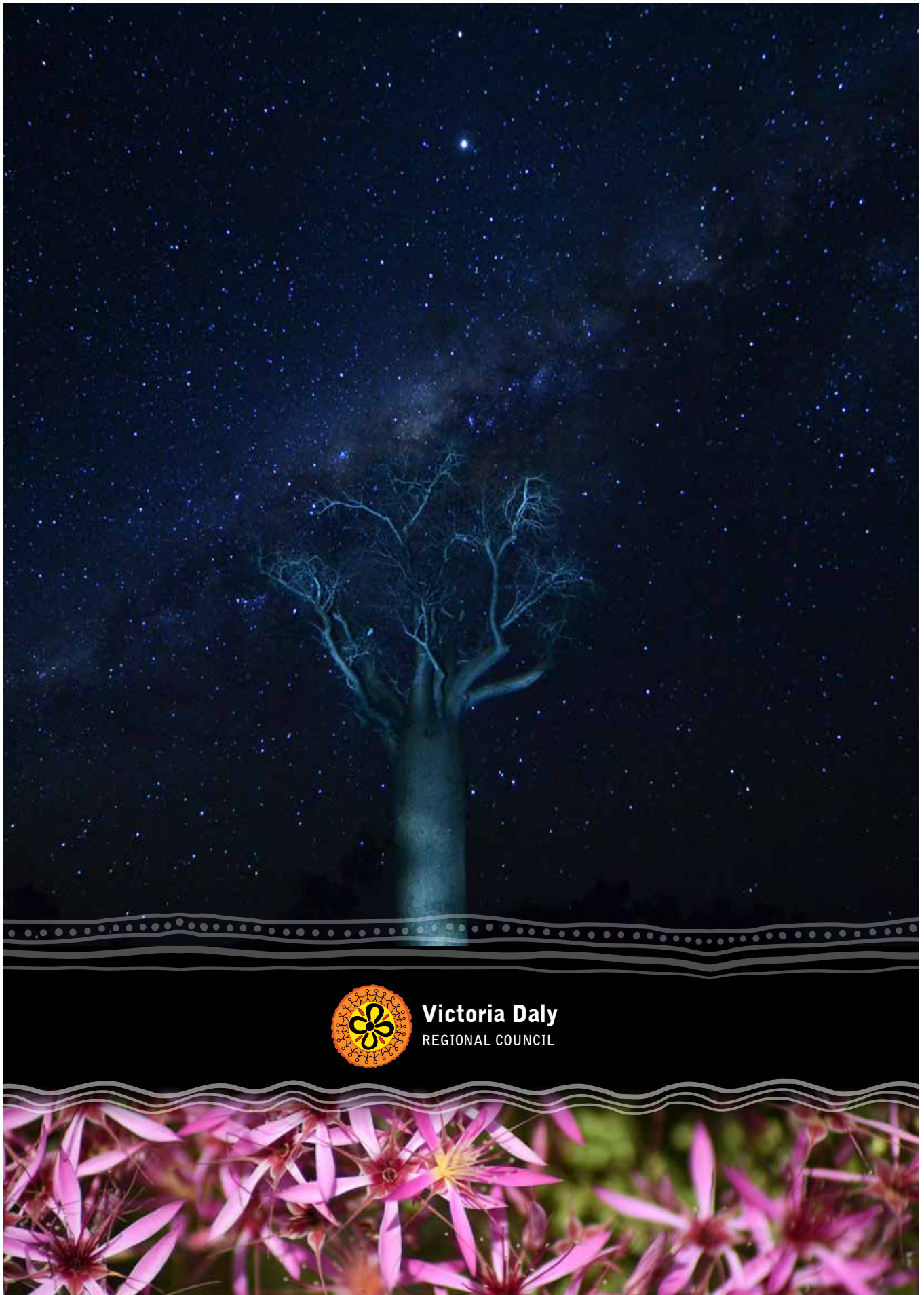
### COMMERCIAL SERVICES

- 21. Airstrip Maintenance
- 22. Centrelink
- 23. Australia Post Office Agency
- 24. Visitor Accommodation
- 25. Community Development Program

### COMMUNITY SERVICE

- 26. Aged Care (CHSP, HCP, NATSIFACP)
- 27. National Disability Insurance Scheme
- 28. Night Patrol
- 29. Remote School Attendance Program
- 30. Outside School Hours Care
- 31. Remote Indigenous Broadcasting
- 32. Sports and Recreation

KALKARINDJI	DAGURAGU	NAUIYU	PINE CREEK	TIMBER CREEK	YARRALIN	PIGEON HOLE	AMANBIDJI	BULLA	LAJAMANU	GILWI	KYBROOK	LINGARA	MYATT	WOOLIANA
✓		✓		✓	✓	✓								
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✓	✓	✓			✓									
✓	✓		✓	✓	✓			✓						





## 10.2. Reports for Information

### Financial Report for the period ending 30th September 2023

**ITEM NUMBER** 10.2.1.  
**REPORT TYPE** Finance Report  
**PREPARED BY** Chief Finance Officer

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#### **Purpose**

To provide the financial report pursuant to Section 17 of the Local Government (General) Regulations 2021.

#### **Recommendations**

- A. That the Financial Report for the period ending 30th September 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 Sept (2) [10.2.1.2 - 16 pages]



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

**MONTHLY FINANCE REPORT FOR PERIOD ENDED 30<sup>th</sup> September 2023**

**CHIEF EXECUTIVE OFFICER'S CERTIFICATION**

To the Councilors,

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

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

Signed



Brian Hylands  
Chief Executive Officer

Dated this 23<sup>rd</sup> October 2023

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



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

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
<b>OPERATING INCOME</b>				
Rates	1,209,090	1,190,563	18,528	1,190,563
Charges	934,621	947,059	(12,438)	947,059
Fees and Charges	1,073,072	1,866,870	(793,797)	7,467,479
Operating Grants and Subsidies	2,083,618	2,318,491	(234,873)	9,273,963
Interest / Investment Income	118,232	133,225	(14,993)	532,900
Commercial and Other Income	38,852	123,496	(84,644)	493,984
<b>TOTAL OPERATING INCOME</b>	<b>5,457,485</b>	<b>6,579,703</b>	<b>(1,122,218)</b>	<b>19,905,947</b>
<b>OPERATING EXPENDITURE</b>				
Employee Expenses	2,244,409	3,204,195	(959,786)	12,816,780
Materials and Contracts	1,789,336	1,494,205	295,130	5,976,821
Elected Member Allowances	45,070	59,500	(14,430)	238,000
Elected Member Expenses	16,931	30,096	(13,164)	120,383
Council Committee & LA Allowances	6,150	19,050	(12,900)	76,200
Council Committee & LA Expenses	711	1,400	(689)	5,600
Depreciation, Amortisation, and Impairment	657,539	769,665	(112,126)	3,078,658
Interest Expenses	-	-	-	
Other Expenses	-	1,143	(1,143)	4,573
<b>TOTAL OPERATING EXPENDITURE</b>	<b>4,760,146</b>	<b>5,579,254</b>	<b>(819,108)</b>	<b>22,317,015</b>
<b>OPERATING SURPLUS / DEFICIT</b>	<b>697,339</b>	<b>1,000,449</b>	<b>(303,110)</b>	<b>(2,411,068)</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>	<b>697,339</b>	<b>1,000,449</b>	<b>(303,110)</b>	<b>(2,411,068)</b>
<b>Remove NON-CASH ITEMS</b>				
Less Non-Cash Income			-	
Add Back Non-Cash Expenses	657,539	769,665	(112,126)	3,078,658
<b>TOTAL NON-CASH ITEMS</b>	<b>657,539</b>	<b>769,665</b>	<b>(112,126)</b>	<b>3,078,658</b>
<b>Less ADDITIONAL OUTFLOWS</b>				
Capital Expenditure/Capital works	71,640	39,680	31,960	9,174,406
Borrowing Repayments (Principal Only)			-	
Transfer to Reserves			-	-
Other Outflows			-	
<b>TOTAL ADDITIONAL OUTFLOWS</b>	<b>(71,640)</b>	<b>(39,680)</b>	<b>(31,960)</b>	<b>(9,174,406)</b>
<b>Add ADDITIONAL INFLOWS</b>				
Capital Grants Income	-	-	-	2,114,127
Prior Year Carry Forward Tied Funding	31,960	-	31,960	2,086,539
Other Inflow of Funds			-	3,500,000
Transfers from Reserves	34,607	34,607.07	-	1,350,000
<b>TOTAL ADDITIONAL INFLOWS</b>	<b>66,567</b>	<b>34,607.07</b>	<b>31,960</b>	<b>9,050,666</b>
<b>NET BUDGETED OPERATING SURPLUS / DEFICIT</b>	<b>1,349,806</b>	<b>1,765,041</b>	<b>(415,235)</b>	<b>543,850</b>

Total revenue year to date is \$5,457,485 and is under the budget by \$1,122,218.

- Rates and Charges: Rates was over budget by \$18,528, and Refuse Charges was under budget by \$12,438. The variance is due to adjustments required.
- Fees and Charges was under budget by \$793,797. Incomes from CDP and NDIS are received in arrears; revenues for services delivered in September are received in October. In addition, monthly income from both streams is expected to be lower than expected.
- Grants and Subsidies was under the budget by \$234,873. Grant expected to be received later than budgeted. Timing difference.
- Interest income was under budget by \$14,993. Interest is accounted for in the income and expenditure account when received rather than earned.
- Commercial and other Income was under the budget by \$84,644. Income from Aged care programs is received in arrears a month after the services is delivered.

During the month of September, Council received \$585,855 in Fees and charges, \$187,406 in Grants and Subsidies, \$63,298 in interest income, \$18,284 in other income, and with Rates and Charges, there were adjustments of \$3,961 and \$4,173 respectively.

Income	September 2023 Actuals	YTD Actual
Rates	(3,961)	1,209,090
Charges	(4,173)	934,621
Fees and Charges	585,855	1,073,072
Operating Grants and Subsidies	187,406	2,083,618
Interest / Investment Income	63,298	118,232
Commercial and Other Income	18,284	38,852
	<b>846,709</b>	<b>5,457,485</b>

Total expenditure year to date is \$4,760,146 and is under budget by \$819,108.

- Employees' expenses was under budget by \$959,786. The underspent is due to vacant positions across the organisation.
- Materials and Contracts costs was over budget by \$295,130. This is attributed to \$851,738 insurance expenditure for the year 2023-24. The expenditure is accounted for in income and expenditure when payment is made rather than apportioning the expenditure over 12 months.
- Elected Member Allowances was under budget by \$14,430.
- Elected Member Expenses was under budget by \$13,164.
- The Council Committee and LA allowances was under budget by \$12,900.
- Council Committee & LA Expenses was under budget by \$689.
- Depreciation is under the budget of \$112,126.

In September, employee expenditure was \$842,085, Materials and contracts \$1,347,751, Elected Member allowance \$19,038, Elected members' expenses \$7,179, Council Committee & LA Allowances \$1,350, Council Committee & LA Expenses \$487 and depreciation \$213,235.

OPERATING EXPENDITURE	September 2023 Actuals	YTD Actual
Employee Expenses	842,085	2,244,409
Materials and Contracts	1,347,751	1,789,336
Elected Member Allowances	19,038	45,070
Elected Member Expenses	7,179	16,931
Council Committee & LA Allowances	1,350	6,150
Council Committee & LA Expenses	487	711
Depreciation, Amortisation, and Impairment	213,235	657,539
Other Expenses	-	-
<b>TOTAL OPERATING EXPENDITURE</b>	<b>2,431,126</b>	<b>4,760,146</b>

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

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

- 18 Pearce St project \$34,607 (work in progress)
- Solar \$31,960 (Amanbidji)
- Two Troppo Birds Hides \$5,073

**In September, the following payments for capital works were made.**

- 18 Pearce St project \$19,607
- Two Troppo Birds Hides \$5,073



The table below compares capital revenue and expenditure to the budget. Expenses will increase as projects progress.					Funded by			
CAPITAL EXPENDITURE	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Current Financial Year (Annual) Budget \$	Council's Reserves	LA Fundings	Grants	Insurance Claims & Grants
Zero-turn mowers	-	-	-	40,000	40,000	-	-	-
New office Building-18 Pearce St	15,000	15,000	-	1,000,000	1,000,000	-	-	-
Cab tractor(2x)	-	-	-	260,000	260,000	-	-	-
Duplex - Yarralin	-	-	-	675,261	350,000	-	325,261	-
Libanagu Road Drainage	-	-	-	194,000	194,000	-	-	-
Daguragu Sports & Rec Hall Upgrade	-	-	-	635,947	-	-	635,947	-
Phone box shade	-	-	-	8,946	-	8,946	-	-
Bus Shelter	-	-	-	20,000	-	20,000	-	-
Arts Centre Park Shade Trees and Outdoor table	-	-	-	20,000	-	20,000	-	-
Two Troppo Bird Hides	-	-	-	63,369	31,125	-	32,244	-

Motor vehicles	-	-	-	200,000	200,000	-	-	-
Playground Installation (With Shade Shelter)	-	-	-	320,000	-	150,000	170,000	-
Playground Installation (Playground with Soft fall Rubber)	-	-	-	150,000	-	-	150,000	-
Road and infrastructure	-	-	-	160,000	160,000	-	-	-
Daguragu Street Lighting	-	-	-	30,000	30,000	-	-	-
Kalkarindji Street Lighting	-	-	-	35,000	35,000	-	-	-
No 4 Fitzer Road - Respite Centre Upgrade	-	-	-	626,883	-	-	626,883	-
Proposed Oval Lighting	-	-	-	825,000	-	-	825,000	-
Minor infrastructures-Timber Creek	-	-	-	100,000	20,000	30,000	50,000	-
Minor infrastructures-Pine Creek	-	-	-	100,000	-	50,000	50,000	-
Shade Shelter Installation-Playground	-	-	-	110,000	-	-	110,000	-
Major stormwater drain repairs.	-	-	-	100,000	-	-	100,000	-
Flood recovery program	-	-	-	3,500,000	-	-	-	3,500,000
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>15,000</b>	<b>15,000</b>	<b>-</b>	<b>9,174,406</b>	<b>2,320,125</b>	<b>278,946</b>	<b>3,075,335</b>	<b>3,500,000</b>

VICTORIA DALY REGIONAL COUNCIL  
ABN 66 931 675 319



### Monthly Balance Sheet Report

BALANCE SHEET AS AT 30th September 2023	YTD Actuals \$	Note Reference
<b>ASSETS</b>		
Cash at Bank		(1)
Tied Funds	4,761,279	
Untied Funds	15,537,343	
Accounts Receivable		
Trade Debtors	182,120	(2)
Rates & Charges Debtors	2,333,659	(2)
Other Current Assets	(275,103)	
<b>TOTAL CURRENT ASSETS</b>	<b>22,539,298</b>	
Non-Current Financial Assets	172,075	
Property, Plant and Equipment	44,164,334	
<b>TOTAL NON-CURRENT ASSETS</b>	<b>44,336,409</b>	
<b>TOTAL ASSETS</b>	<b>66,875,707</b>	
<b>LIABILITIES</b>		
Accounts Payable	889,235	(3)
ATO & Payroll Liabilities	(30,159)	(5)
Current Provisions	1,160,078	(6)
Accruals	8,681	
Other Current Liabilities	1,699,447	(7)
<b>TOTAL CURRENT LIABILITIES</b>	<b>3,727,283</b>	
Non-Current Provisions	102,276	
Other Non-Current Liabilities	70,466	
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>172,742</b>	
<b>TOTAL LIABILITIES</b>	<b>3,900,024</b>	
<b>NET ASSETS</b>	<b>62,975,683</b>	
<b>EQUITY</b>		(8)
Asset Revaluation Reserve	2,377,320	
Reserves	38,803,522	
Accumulated Surplus	21,794,841	
<b>TOTAL EQUITY</b>	<b>62,975,683</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 September, the Council's cash and cash equivalent decreased by \$362,694 from \$6,761,316 in August to \$6,398,622 in September. Term deposit investment of \$4,000,000 matured during the month of September 2023. \$2,000,000 was reinvested for 6 months at 4.86%, and the remaining \$2,000,000 for 6 months at 4.92%. The total term deposits held as of 30th September 2023 was \$13,900,000.

23% (\$4,761,279) of \$20,298,622 total cash and investments held is tied funds.

#### Cash and Investments

Transaction Account				407,276
Trust account				3,185,622
Business Saver				2,805,324
Petty Cash				400
				<u>6,398,622</u>

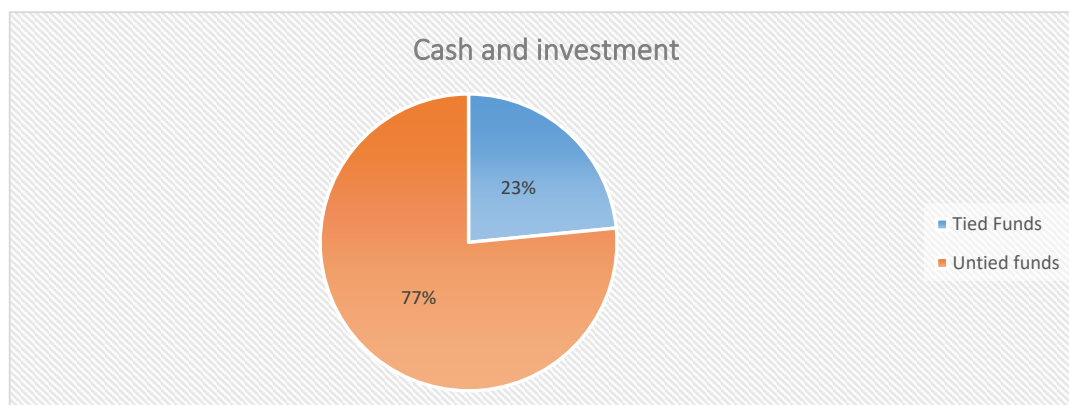
Cash Investments	Interest Rates	Maturing date	Maturing Term	Term Deposit amount	Total Expected Interest on Maturity
Term Deposit-CBA	4.31%	27/10/2023	6 months	1,500,000	32,413.56
Term Deposit-CBA	4.72%	27/11/2023	6 months	2,000,000	46,294.79
Term Deposit-CBA	5.14%	27/12/2023	6 months	2,000,000	50,695.89
Term Deposit-CBA	5.18%	25/01/2024	7 months	2,000,000	59,321.64
Term Deposit-CBA	5.05%	31/01/2024	8 months	2,400,000	60,766.03
Term Deposit-CBA	4.86%	4/03/2024	6 months	2,000,000	47,934.25
Term Deposit-CBA	4.92%	27/03/2024	6 months	2,000,000	48,256.44
				<u>13,900,000</u>	<u>345,682.60</u>

**Tied Funds**  
**Untied funds**

**4,761,279**  
**15,537,343**

**Total**

**20,298,622**



## Note 2: Statement of Trade Debtors

The Council's trade receivables balance as of 30th September was \$182,120, of which \$148,691.17, or approximately 82%, was more than 90 days old. The finance team and Professional Collection Services (PCS) are following up on overdue invoices.

Contact	Current	1 Month	2 Months	3 Months	>3 Months	Total	
NDIS	-	3,679.58	1,866.60	-	72,869.32	78,415.50	43.1%
Industries Services Training Pty Ltd T/A	-	-	-	-	27,086.68	27,086.68	14.9%
NT Police Fire & Emergency Services	-	-	-	686.00	14,802.50	15,488.50	8.5%
Department of Infrastructure, Planning and Logistics	14,814.65	250.00	-	-	-	15,064.65	8.3%
Department of Infrastructure, Planning and Logistics (Darwin)	-	-	-	-	14,956.69	14,956.69	8.2%
Other Debtors	4,545.01	3,060.00	1,800.00	2,727.14	18,975.98	31,108.13	17.1%
	19,359.66	6,989.58	3,666.60	3,413.14	148,691.17	182,120.15	
	11%	4%	2%	2%	82%		

NDIS-  
Industries Services Training Pty Ltd T/A  
NT Police Fire & Emergency Services  
Department of Infrastructure, Planning and Logistics  
Department of Infrastructure, Planning and Logistics  
(Darwin)  
Other Debtors

In September, the Council received \$374,449 from Rates payers. Total rates and refuse charges outstanding as of 30th September was \$2,333,659, of which \$ 1,777,588 are outstanding rates and charges for the financial year 2023-24, and the remaining balance, \$556,071, was for prior years.

### Rates and Refuse charges

Balance as of 01/09/2023	2,708,108
Cash received in Sept	374,449
Balance as of 30/09/2023	<b>2,333,659</b>

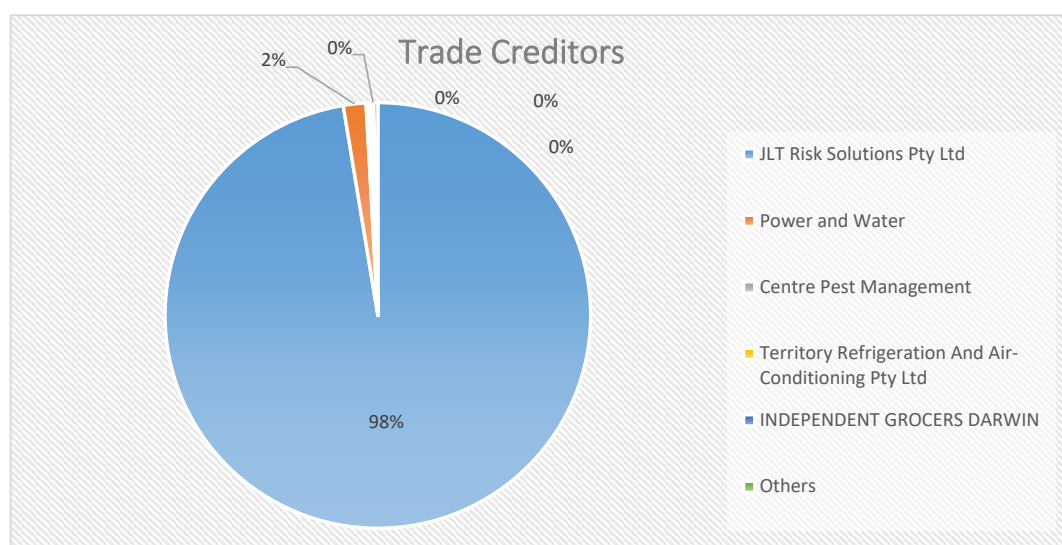
### Note 3: Statement on Trade Creditors

The Council's trade payables balance as of 30th September was \$889,235.

Settlement of the Council's trade payables is generally within 30 days. The table below shows that \$1,346.46 is over 90 days overdue, the amount is disputed, and the finance department is following up with COM and Power and Water to resolve the issue.

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	
JLT Risk Solutions Pty Ltd	866,065	-	-	-	-	866,065	97%
Power and Water	13,931	-	-	-	1,346.46	15,278	2%
Centre Pest Management	2,098	-	-	-	-	2,098	0%
Territory Refrigeration and Air-Conditioning Pty Ltd	2,046	-	-	-	-	2,046	0%
INDEPENDENT GROCERS DARWIN	1,051	-	-	-	-	1,051	0%
Others	2,697	-	-	-	-	2,697	0%
	<u>887,889</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,346.46</u>	<u>889,235</u>	
	100%	0%	0%	0%	0%		



**Note 4: Corporate credit cards.**

The Council has a credit card facility of \$200,000, of which \$114,000 has been allocated to 14 cardholders.

For September 2023, there was an aggregate spend of \$15,814.

Masked Card Number	Transaction Dates		Amount
5550-05XX-XXXX-1528	27-Aug-23	27-Sep-23	1,445.10
5550-05XX-XXXX-2105	27-Aug-23	27-Sep-23	536.71
5550-05XX-XXXX-2298	27-Aug-23	27-Sep-23	201.51
5550-05XX-XXXX-2566	27-Aug-23	27-Sep-23	77.14
5550-05XX-XXXX-4529	27-Aug-23	27-Sep-23	9,144.04
5550-05XX-XXXX-4639	27-Aug-23	27-Sep-23	354.55
5550-05XX-XXXX-5585	27-Aug-23	27-Sep-23	1,205.19
5550-05XX-XXXX-5850	27-Aug-23	27-Sep-23	1,627.72
5550-05XX-XXXX-9718	27-Aug-23	27-Sep-23	1,222.04
5550-05XX-XXXX-4541	27-Aug-23	27-Sep-23	-15,814.00

In September, the Mayor did not use his credit card.

**Cardholder Name:** Mayor

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
	-		
<b>Total</b>	-		

In September, the CEO did not use his credit card.

**Cardholder Name:** CEO

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
	-		
	-		
<b>Total</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 30<sup>th</sup> September, the GST refund was \$117,064, and the PAYG liability was \$286.

**(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 11 percent 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 30<sup>th</sup> September 2023, super liability was \$86,619. The Council will remit this payment to superannuation funds in October.

		Obligation Accrued	To be paid/refunded
GST	(117,064)	September	October
Super	86,619	September	October
PAYG	286	September	October
	<b><u>(30,159)</u></b>		

**Note 6: Provisions**

The provision includes annual leave, LSL, and toils liability accrual. As of September 2023, employees' leave liability increased by \$31,992 from \$1,128,086 in August to \$1,160,078 in September.

	Sept	August	Difference
Provision - Annual Leave	770,889	751,826	19,063
Provision - LSL (Current)	389,152	376,231	12,921
Provision - TOIL	37	29	8
	<b><u>1,160,078</u></b>	<b><u>1,128,086</u></b>	<b><u>31,992</u></b>

**Note 7: Other Current Liabilities**

Other current liabilities decreased by \$91 from \$1,699,538 in August to \$1,699,447 in September.

<b>Current Liabilities</b>	<b>Sept</b>	<b>August</b>	<b>Difference</b>
Client Contribution clearing	1,054	1,054	-
Community Fund (Generated from CDP IGA)	6,837	6,837	-
Credit Card - B Hylands	-	-	-
Credit Card-2 - P Kaur	-	157	-157
Council Rates Received in Advance	10,427	10,427	-
Current Lease Liability	120,769	120,769	-
Current Liability Other General	53,300	53,300	-
HCP Client Contingencies	29,710	29,710	-
Material Fund (CDP IGA)	7,682	7,682	-
Payables - Bond and Deposit	15,656	15,656	-
Payables - CDP Income Generation Activity	21,637	21,637	-
Payables - CDP Outcome Pay	-	-	-
Payables - Employee	767	1,075	-309
Payables - Others	4,601	4,601	-
Payables - Retention Money	241,824	241,824	-
Payroll Clearing Account	-52	-427	375
Rounding	0	0	0
Unexpended Grants	1,185,606	1,185,606	-
Workers Compensation Clearing	-370	-370	-
	<b>1,699,447</b>	<b>1,699,538</b>	<b>-91</b>

**Note 8: Equity**

Equity balance increased by \$8,786,308 from \$54,189,375 in August to \$62,975,683

<b>Equity</b>	<b>Sept</b>	<b>August</b>
Accumulated Surplus/Deficit	21,097,502	20,811,978
Asset Reval Reserve	35,177,330	25,972,951
Asset Revaluation-Motor Vehicles	1,262,315	258,276
Asset Revaluation-Plant & Equipment	1,115,005	920,173
Assets Replacement Reserve	530,000	530,000
Reserves- Warnkurr Club	-	285,797
Unexpended Grants Reserve	3,096,192	3,118,530
	<b>62,278,344</b>	<b>51,897,705</b>
<b>Add:</b>		
Operating Surplus/Deficit	697,339	2,291,670
Capital Income	-	-
Prior Year Carry Forward Tied Funding	-	-
<b>Less:</b>		
Works capitals		
Current Year Earnings	697,339	2,291,670
	<b>62,975,683</b>	<b>54,189,375</b>

**Note 9: Insurance for the financial year 2023/24**

During September, Council paid insurance premiums of \$64,406 and received an invoice of \$866,065, which was paid in October.

Details of the Council's current insurance arrangements for the 2023-2024 financial year are as follows

Insurance	Amount \$	GST	Net	Paid on
Motor vehicle	-	-	-	
Property	67,341	2,936	64,406	29-Sep-23
Property	866,065	78,733	787,332	06-Oct-23
1st Instalment Workers Comp	115,689	10,517	105,172	25-Aug-23
2nd Instalment Workers Comp	-	-	-	
3rd Instalment Workers Comp	-	-	-	
4th Instalment Workers Comp	-	-	-	
	<b>1,049,096</b>	<b>92,186</b>	<b>956,910</b>	

**Note 10: Key Indicators year to date.**

Key indicators	Sept-July 23	Aug-July 23	Variance
<b>Cash</b>			
Cash received	4,298,688	3,295,505	30%
Cash spent	4,151,254	2,392,715	73%
Closing bank balance	6,398,222	6,780,859	-6%
<b>Profitability</b>			
Income	5,457,485	4,611,658	18%
Expenses	4,760,146	2,319,988	105%
Profit (loss)	697,339	2,291,670	-70%
<b>Balance Sheet</b>			
Debtors	182,120	227,364	-20%
Creditors	889,235	161,537	450%
Net assets	62,975,683	54,189,375	16%
<b>Ratios</b>			
Current assets to current liabilities	3.30	3.70	-11%
Liabilities to Assets Ratio	0.058	0.059	-1%

**The current ratio of 3.30:** For every \$1.00 in current liabilities, VDRC has \$3.30 of Current assets. In other words, VDRC's current assets is 3.30 times more than current liabilities.

**The Liabilities to Assets Ratio of 0.058:** For every \$1.00 of assets, VDRC has \$0.058 of debt (liabilities). In other words, VDRC's total liabilities is 5.8% of total assets.



**Quarterly Report on Planned Major Capital Works**

Class of Assets	Total Prior Year(s) Actuals \$  (A)	YTD Actuals \$  (B)	Total Actuals \$  (C = A + B)	Total Planned Budget ** \$  (D)	Total Yet to Spend \$  (E = D - C)	Comments
New office Building-18 Pearce St	1,451,203	34,607	1,485,810	3,000,000	1,514,190	Near completion. Unexpected delays due to PWC and Fire safety certification process. Expected completion end of November 2023, if necessary, approvals secured.
Cab tractor(2x)	-	-	-	260,000	260,000	
Duplex - Yarralin	24,738	-	24,738	700,000	675,262	Contract awarded to Northern Transportables. Expected project completion May 2024.
Libanagu Road Drainage	-	-	-	194,000	194,000	
Daguragu Sports & Rec Hall Upgrade	881	-	881	636,828	635,947	Works in progress for security fencing. The building renovation is currently on hold due to unexpected column damage. Structural engineer engaged for further investigation and recommendations.
Motor vehicles	-	-	-	200,000	200,000	

Playground Installation (With Shade Shelter)	-	-	-	320,000	320,000	The contract awarded to NT Playgrounds and Surfacing Pty Ltd. Expected project completion end of November 2023.
Playground Installation (Playground with Soft fall Rubber)	-	-	-	150,000	150,000	The contract awarded to NT Playgrounds and Surfacing Pty Ltd. Expected project completion end of November 2023.
Road and infrastructure	-	-	-	160,000	160,000	Scope of work underway.
No 4 Fitzer Road - Respite Centre Upgrade		-	-	626,883	626,883	Grant funds have not yet been received.
Proposed Oval Lighting		-	-	825,000	825,000	Grant funds have not yet been received.
Flood recovery program		-	-	3,500,000	3,500,000	Funds not yet received.
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>1,476,822</b>	<b>34,607</b>	<b>1,511,429</b>	<b>10,572,711</b>	<b>9,061,282</b>	



## Community Services Report

**ITEM NUMBER** 10.2.2.  
**REPORT TYPE** Officer Report For Information  
**PREPARED BY** Director of Corporate Services

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### Purpose

To ensure the Council is informed and updated on the activities occurring within the Community Services area.

### Recommendations

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

### Regional Plan

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

- 4.1 Delivery of quality programs which support resident's well being
- 4.2 Support and or Facilitation of local and regional cultural and festival events
- 4.3 Facilitate the provision of services which improve residents' lives
- 4.5 Enhance the local sport and recreational environment within each community

### Background

NDIS Manager Report - VDRC Committee of Management

**01<sup>st</sup> July 2023 – 30<sup>th</sup> September 2023**

### Coordination Of Support

200 hours of support coordination delivered during period.

15 Coordination of Support Participants including:

- 1 new participant at Timber Creek and 1 new participant at Katherine,
- 2 participants at Yarralin, 1 participant at Timber Creek and 1 Participant at Kalkarindji had their NDIS plan review and selected VicDaly again for their coordination of support services.
- 1 participant transferred to new coordinator of support with JMJ Disability Services unexpectedly on the 11<sup>th</sup> October and Vic Daly were advised 16<sup>th</sup> October. The new support coordinator is reviewing day to day service delivery supports provided by Kalkarindji NDIS staff and participant will decide if they will remain with Vic Daly for these supports.
- 2 Participants attended Darwin/Katherine for short term accommodation respite and new equipment trials, 3 participants travelled from Yarralin to Kalkarindji and supports were transferred to Kalkarindji for two weeks, 1 participant travelled from Kalkarindji to Yarralin and supports were transferred to Yarralin for one week.



Visits by Occupation Therapists to communities which resulted in new assistive technology items being approved for 2 participants and the replacement of new heavy duty wheelie walker after it was damaged.

### COORDINATION OF SUPPORT

COMMUNITY	NUMBER OF PARTICIPANTS – COS SERVICES
Kalkarindji	2
Yarralin	6
Timber Creek	4
Pine Creek	1
Katherine	1

### Service Provision

Participants have service agreements with Vic Daly for day to day supports with personal care, transport, mealtime management, domestic tasks, linen support, and yard maintenance support.

### SERVICE PROVISION SUPPORT

COMMUNITY	NUMBER OF PARTICIPANTS – DAILY LIVING SUPPORT SERVICES
Kalkarindji	4
Yarralin	4
Timber Creek	5
Pine Creek	1
Katherine	0

1<sup>st</sup> July 2023 – 30<sup>th</sup> September 2023 – Direct Supports delivered

- o Access Community, Social and Recreational Activities 127 hours
- o House Cleaning and Other Household Activities 43 hours
- o Assistance with Self Care Activities 237 hours
- o Group Activities in a Centre/Community 265 hours
- o Transport Support 1,330 kms

NDIS staffing at Yarralin, and Timber Creek are both concerning as impacts to service delivery and subsequent funding was significantly reduced to lack of staff working throughout this period.

Due to lack of staff working with the program at Yarralin, 3 participants were referred to an experienced support worker living on community who is an unregistered sole trader, this was required to be undertaken by Vic Daly Coordinator of Support to ensure Vic Daly are meeting their duty of care towards participants. This has been



problematic in that the sole trader is attempting to take full supports away from Vic Daly, leaving the participants and program vulnerable

### **Human Resources**

NDIS Manager attended Kalkarindji, Yarralin and Timber Creek several times during this period to assist the staff and team leader and provide one on one and group mentoring.

ALL NDIS staff have been assigned with Vic Daly email addresses and NDIS Manager has completed assigning learning modules to NDIS and Aged Care staff to complete NDIS mandated training. 4 staff have successfully completed all mandated modules

The NDIS developed a 6 Week NDIS Pre-Employment Program for delivery in collaboration with CDP (Community Development Program) to prepare future staff for working with NDIS and for students to complete the mandated training prior to commencement, the program includes on-the job experience and will could lead to future jobs within other council community services programs. This program is now ready for implementation, commencing at Yarralin. NDIS Workforce Pre-Employment Program information booklet is attached.

Megan Edwards has been appointed to the position of NDIS Quality and Compliance Coordinator working in Regional Office.

Yarralin – One staff member released due to abandonment of employment – leaving no NDIS staff in Yarralin and recruitment to replace both NDIS Support Workers in Yarralin has been challenging, have sourced 4 potential workers, and collaborating with CDP to expedite recruitment. Due to team Leader for Yarralin currently being away on parental leave, NDIS Manager and Aged Care Coordinator are travelling and supporting Yarralin and the acting team leader Rita Jackie who has now been appointed on higher duties while recruitment for this position continues.

Kalkarindji – NDIS manager and Aged Care Coordinator have been providing community-based support to the team at Kalkarindji during periods of staff shortages and to increase the attendance and quality of support being provided. Connie Campbell and Quinlan Bernard have been recruited and Sonny Victor has been transferred between programs during this period.

Timber Creek – A new recruit was appointed as NDIS support worker in Timber Creek however has been released due to abandonment of employment. Recruitment remains underway for replacement worker in Timber Creek and one worker to be based at the new premises in Bulla Community.

### **Compliance and Risk Management**

The complaint submitted against an external Plan Management Company, the previous Community Care Manager and previous Coordinator of Support remains under investigation with the NDIS quality safeguard commission, with no resolutions provided at this time.



NDIA have introduced a new provider and participant portal called PACE along with updated practice standards, procedures etc. The reform means that NDIS participants will be required to validate their providers and approval all invoices payment prior to claiming. This will require additional training and infrastructure at each community which is underway. The Coordination of Support role workload will increase dramatically however no additional funding is available so could incur many unbillable hours.

The NDIS team attended a forum with NDIA Quality Safeguards Commission with other Katherine based, providers, business owners and coordinator of supports to discuss what this means in regional areas, unfortunately not a lot of information is available appropriate in the very remote setting as they are still developing this area and are recruiting the team currently.

A complaint was received regarding a Team Leader supporting a NDIS participant with shopping and Team Leader was witnessed purchasing goods with participants card, investigation was undertaken and determined there had been a breach of professional boundaries and appropriate action taken internally.

### **Finance and Assets**

Income earned during this period \$158,000.00.

NDIA Manager has provided information for Insurance claim against loss of income from floods

During this period both Yarralin and Kalkarindji tablets (For staff to access Roubler) have been lost, broken or unable to connect due to internet connectivity and these have been reported to IT.

The old photocopier from Council office was successfully relocated to the centre at Yarralin so that staff are not required to interrupt council operations for administrative support throughout the day., however this is not working, and a replacement is being arranged.

Timber Creek activity centre and Bulla Activity centre refurbishments and planning is underway to allow a staff member to be employed from Bulla to assist with accessing community during wet season and to encourage engagement of participants at Bulla s support levels are currently low.

### **Work, Health and Safety**

Bus – Yarralin – Rear window smashed by children

Bus – Kalkarindji – Spare Tyre required for bus due to puncture

Incident – Vehicle managed by aged care – Four Tyres were in a extremely unsafe state and required replacement while undertaking a remote trip.

Incident – Staff member suffered dog bite while attending local aboriginal council office

Incident – staff member referred to mental health worker due to personal stressors

Uniforms and shoes were provided for staff, logo is still incorrect and being redone



X2 spare tyres for each vehicle on community being purchased and secure storage to reduce service interruption during wet season. Included in asset register and process for accessing tyres developed.

## Community Care Manager Report - VDRC Committee of Management

01<sup>st</sup> July 2023 – 30<sup>th</sup> September 2023

### Aged Care Service Delivery

Consumers	Number	
HCP- KALK	5	Level2: 2 Level3:1 Level4:2
NATSIFAC KALK	4	
CHSP KALK	5	
HCP Yarralin	6	Level2: 2 Level3: 1 Level4:3
CHSP Yarralin	10	
HCP TC	2	Level2:0 Level3:2 Level4:0
CHSP TC	1	
NATSIFAC	6	All new consumers since A
HCP Pine Creek	0	
CHSP Pine Creek	17	
HCP Naiuyu	6	Level2: 4 Level3: 1 Level4:0
CHSP Naiuyu	9	



<b>TOTAL NUMBER OF CONSUMER</b>	<b>71</b>	
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Depending on consumer packages the aged care consumers receive meals, transport, lien services and personal care.

<b>Consumers Passed Away - 02</b>
1 - Naiuyu
1- Amanbidji- TC

### **Vehicle Incident Recorded:**

Yarralin Bus: On 26-09-2023 Yarralin bus had its back window deliberately smashed by a community member. The extent of the damage necessitates the transportation of the bus to Katherine for necessary repairs. This unforeseen event has resulted in a major interruption to our regular service operations.

Some other minor incidents were recorded. Some of them have been resolved and some are under process.

### **Human Resources**

At present, we are facing persistent staffing issues at a higher level, placing immense pressure on our team members, and adversely affecting our ability to deliver services effectively across the program. Several staff members have been absent for various reasons, making the situation more difficult.

These staffing issues have increased our workload and administrative demands, affecting our ability to deliver services in a timely and efficient manner. We are actively working on strategies to address these challenges and ensure we can continue providing essential services.

### **Vacancies:**

1. Program Support Officer- Katherine- Recruitment under process
2. Community Care Team Leader - Yarralin

Overall Service Delivery – Aged Care service remains up to date with reporting and the majority of claiming processes. Our team continues to receive ongoing support from management, enabling effective service delivery.

To address staff shortages and ensure uninterrupted service provision, the Community Care Coordinator is travelling back-to-back and supporting staff on the ground. She is traveling between Kalk and Yarralin, dedicating her efforts to maintaining service standards.



### **Ongoing/Completed Training:**

1. Cert III in Individual Support
2. Mental Health Training
3. Food handling Training
4. Heat, stress, and dehydration training
5. First Aid Training

### **Upcoming trainings:**

1. Aged Care/NDIS quarterly training is coming up from October 30<sup>th</sup> to November 3<sup>rd</sup>.

### **Activities:**

1. Yarralin, Kalkarindji, Pine Creek and Nauiyu celebrated senior's month in August.
2. Breakfast activity occurred in Timber Creek.

### **Community Safety & Wellbeing Manager Report**

**01<sup>st</sup> July 2023 – 30<sup>th</sup> September 2023**

#### **Sport & Recreation**

##### **Timber Creek/Bulla Community**

July had a small number of kids this was because of the Katherine Show, Darwin show, and the Agricultural show in Kununurra WA.

August - To attract more children and offer more fun activities, S&R decided to create a program called Wednesday Delights. During these events at Timber Creek, S&R have activities like movie nights, game nights, kids' days, disco nights, and more. S&R organized one movie night and one game and prizes night for the children. This month S&R focused on soccer and cricket skills, also fitting in a movie night for the children. On the 26<sup>th</sup> August S&R worked alongside Roper Gulf Council to organise a friendly AFL council clash up game between The Beswick Bears and The Ngaliwurru Lions. Both teams play exceptionally well and showed great sportsmanship. Family, friends and council members travelled to show their support.

September – After school activities were done at the school of Timber Creek unfortunately S&R movie night and disco night were cancelled due to community problems.

Upcoming events: S&R are organising the community cup game with Gurindji eagles, Beswick bears and Ngaliwurru lions in Timber Creek.

##### **Kalkarindji**

July - The school holiday program was an enormous success. It was S&R's first program in the community. The program ran for two weeks in July, from July 3<sup>rd</sup> to 5<sup>th</sup> and from July 10<sup>th</sup> to 14<sup>th</sup>. S&R had lots of fun activities like games, water fun,



parachute games, a water trailer, a disco night, team-building activities, and sports. An average of 40 kids showed each day. Thanks to the support of RSAS (Remote School Attendance Strategy), CFC, and the school. RSAS and CFC assisted S&R in preparing delicious food and helped run all the activities. On the final day, we had a games day where kids could win prizes, and we also had a BBQ after the event. S&R organised a disco night and had around 100 people attending, including kids, youth, and adults on that day/night. The disco night took place from 7pm to 10pm on July 5th, and all the kids had a fantastic time.

August was S&R second month operating in Kalkarindji. The first trip to Kalkarindji was to put a lot of effort into building a good relationship with the community which has started positively. S&R receive heaps of support from CFC, RSAS and CDP. RSAS team is always with us picking up and dropping off kids, helping with preparing food and helping us with anything we need. S&R have also started to work closely with Kalkarindji School. Overall, people in the community know who S&R guys are now and what the guys do in community.

In September, we put a lot of effort to build strong relationships with the key stakeholders in the community. As we are not in the community full-time, it is crucial for us to work alongside local organizations. S&R are visiting Kalkarindji School every noon during play time.

**Upcoming event that S&R are organising are:**

- 1) Gurindji Basketball Tournament – 2 days basketball tournament 28th October 2023 (Men's game) 29th October 2023 (women's game).
- 2) Basketball Season – 5 round season starting 8th November finishing 7th December. Each week on Wednesday's men's game and on Thursday's women's game. (Winner can design their own Basketball jerseys for upcoming competitions).
- 3) Cross-community Basketball Tournament – Planned for Feb/March 2024. This tournament will be held in Daguragu Rec hall and teams from other communities will be invited.

**Pine Creek**

Siby and Ludek have been working with Mohak and helping when they can.

July was hit off with the school holiday program, some of the activities included soccer, basketball, cricket, tennis, slippery slid, art & craft, leggo, and puzzles.

August bought visitors from KWHB to Community Youth Justice from Territory, families, housing and community officer and volunteers to provide the tie dye activity with the kids.

September – sport & Recreation are now working closer with the school to run the sport & Rec program making exception for movie night and disco nights. This is to help keep the after-school program and sport and recreation separated.

**Community Night Patrol**



Community Night Patrol have been working closer with Sport & Recreation in Pine Creek, Kalkarindji/Daguragu and Timber Creek. Recruitments are in the process and are short staffed in a couple of our communities. Community Night Patrol filled our coordinator's position Community Night Patrol would like to also welcome our new coordinator Andrea Cameron to our team. Looking into Certificate III training with core unit recommendations from NIAA (National Indigenous Australians Agency) in Canberra.

Nauiyu has been tracking good. We did run into a slight hiccup with the vehicle and patrol was cancelled for a week or two but is now up and running. CNP officer position is available.

Pine Creek has two CNP officers, the boys work closely with sport & rec as well as working in community on regular patrol. Pine Creek has a CNP Team Leader position available as well as CNP officer position available.

Kalkarindji/Daguragu has a full team and will be working closely with the team to support and train those who need more training.

Pigeon Hole is tracking well and has finally got their vehicle back.

Yarralin is short staffed three CNP Officer positions available.

Timber Creek is short staffed CNP Team Leader's position, and three CNP officer positions available.

Bulla has a full team, working closely with S&R and school.

## **RIBS**

We have two of our position filled however we are hoping to fill our Nauiyu position.

Looking into more training and hoping to get our two staff members up to Batchelor to do the broadcasting course as well as more TEABA training.

## **RSAS**

Waking up every morning beeping the horn of his vehicle at 7:30am through the community of Yarralin is our now Coordinator Wesley Campbell. RSAS continues to give support to parents, elders and community to encourage and ensure our children attend school. RSAS will be working through our activity plans to organising and prepare events earlier before the wet season and school holidays start. RSAS has one part-time position available.

## **Policy implications**

No policy implications

## **Budget implications**

No budget implications



**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. 001. NDIS Workforce Pre- Employment Program Info Booklet [**10.2.2.1** - 17 pages]



VICTORIA DALY REGIONAL COUNCIL

Integrity, Respect  
Equality  
Honesty,

# NDIS WORKFORCE PRE-EMPLOYMENT PROGRAM

## INFORMATION BOOKLET

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# - NDIS PROGRAM -

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## OVERVIEW OF VICTORIA DALY REGIONAL COUNCIL NDIS WORKFORCE PRE-EMPLOYMENT PROGRAM

### SUMMARY

This overview briefly explains the Program and how participants have the opportunity and support to develop their own NDIS Skills Passport.

Victoria Daly Regional Council – NDIS  
Registered Provider



**Thank you** for choosing **Victoria Daly Regional Council NDIS Program** as a partner in securing a culturally appropriate and sustainable future workforce in the disability sector across our region.

We look forward to working with you to assist potential employees to reach their career goals to maintain the life they want, where they want.



## DID YOU KNOW...

### BY PARTNERING WITH

### Victoria Daly Regional Council NDIS Workforce Pre-Employment Program :

**You are helping create local jobs and economy on community**



**NDIS participant funding supports the local community**

**The NDIS Skills Passport creates local employment opportunities**

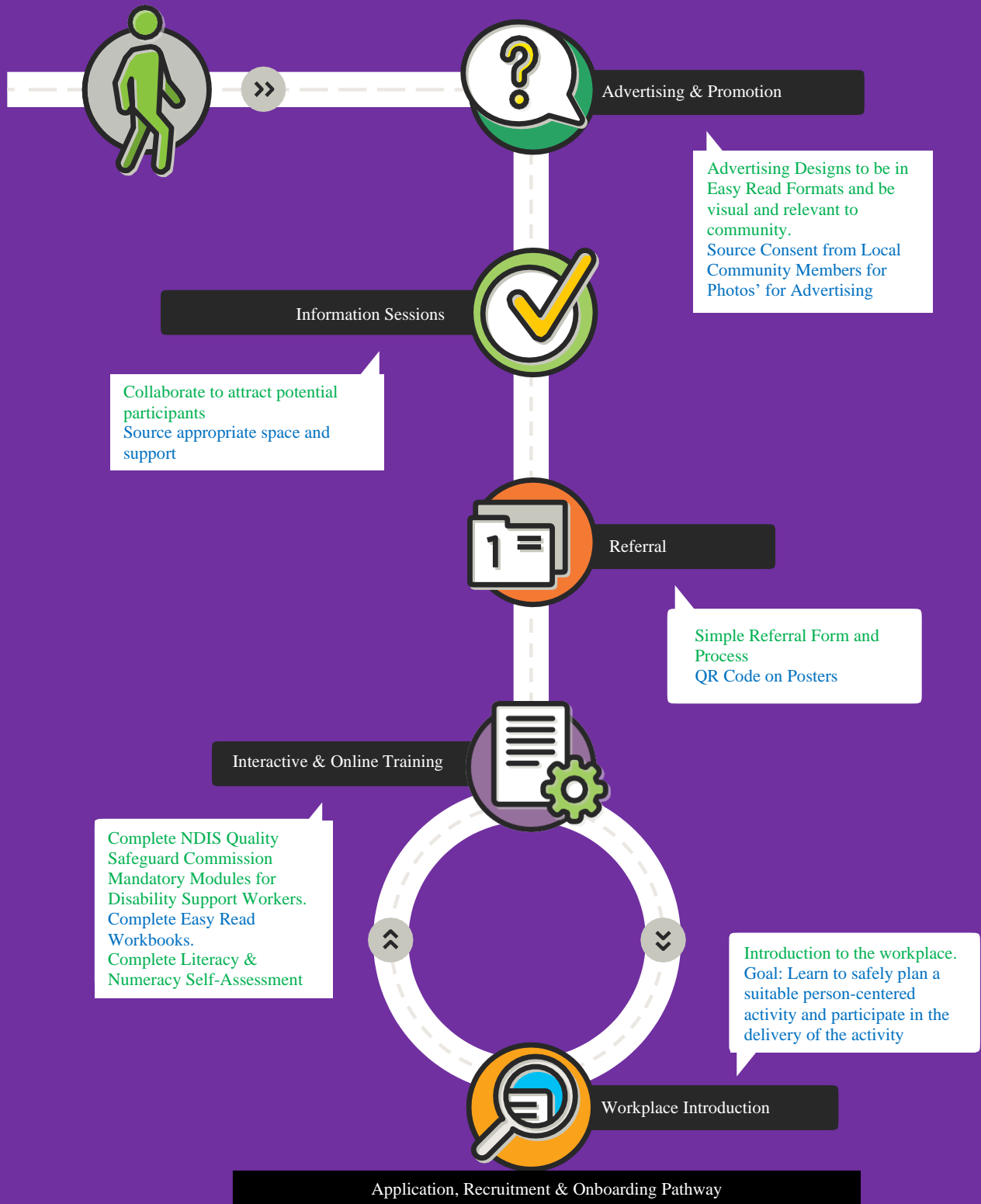


**You are providing opportunity for connection to family and culture**

**You are assisting with developing culturally appropriate services**



## NDIS workforce Pre-Employment Program Model

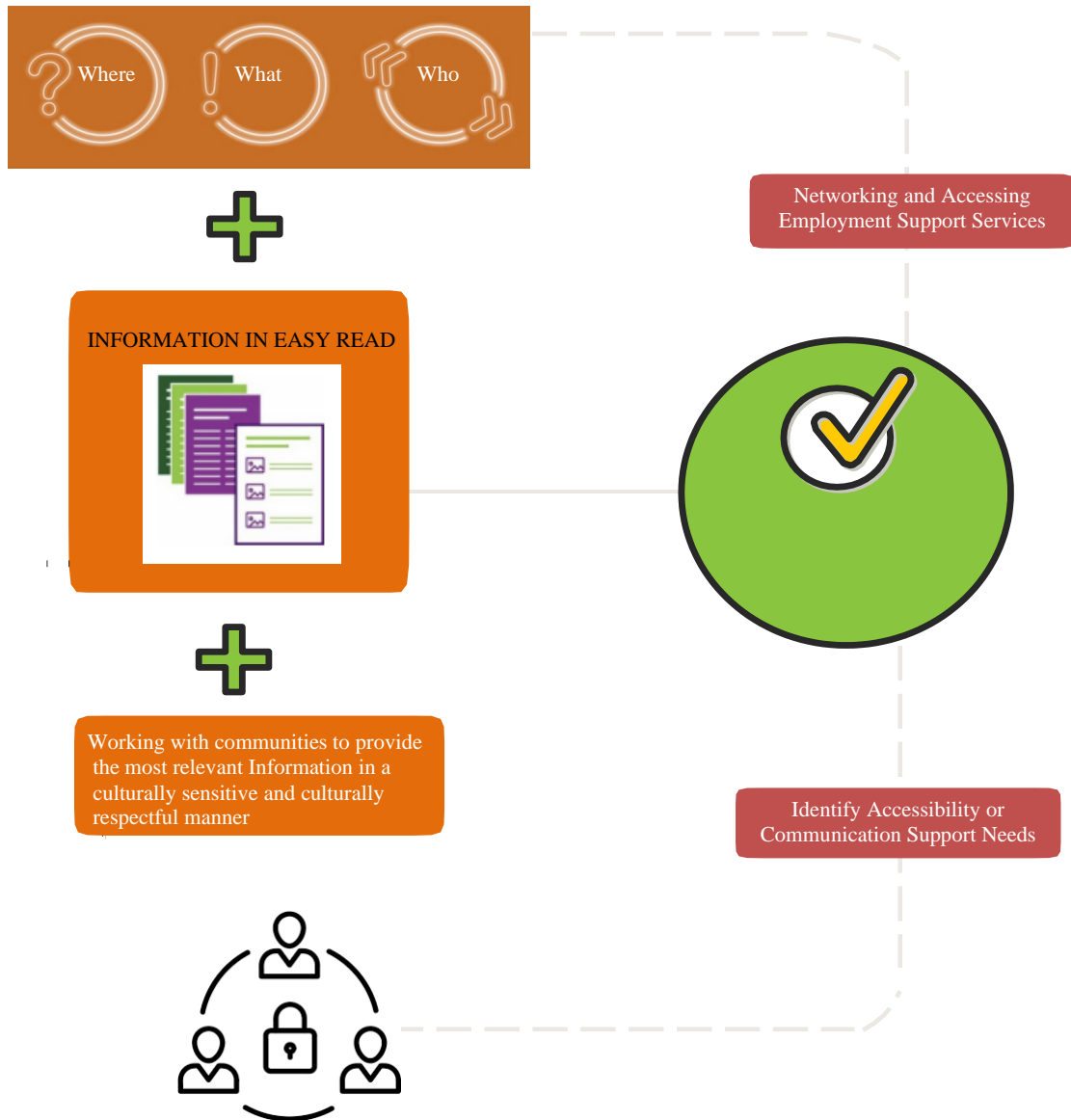


## Advertising & Promotion of Program



NOTES

## INFORMATION SESSION



NOTES

## Referral

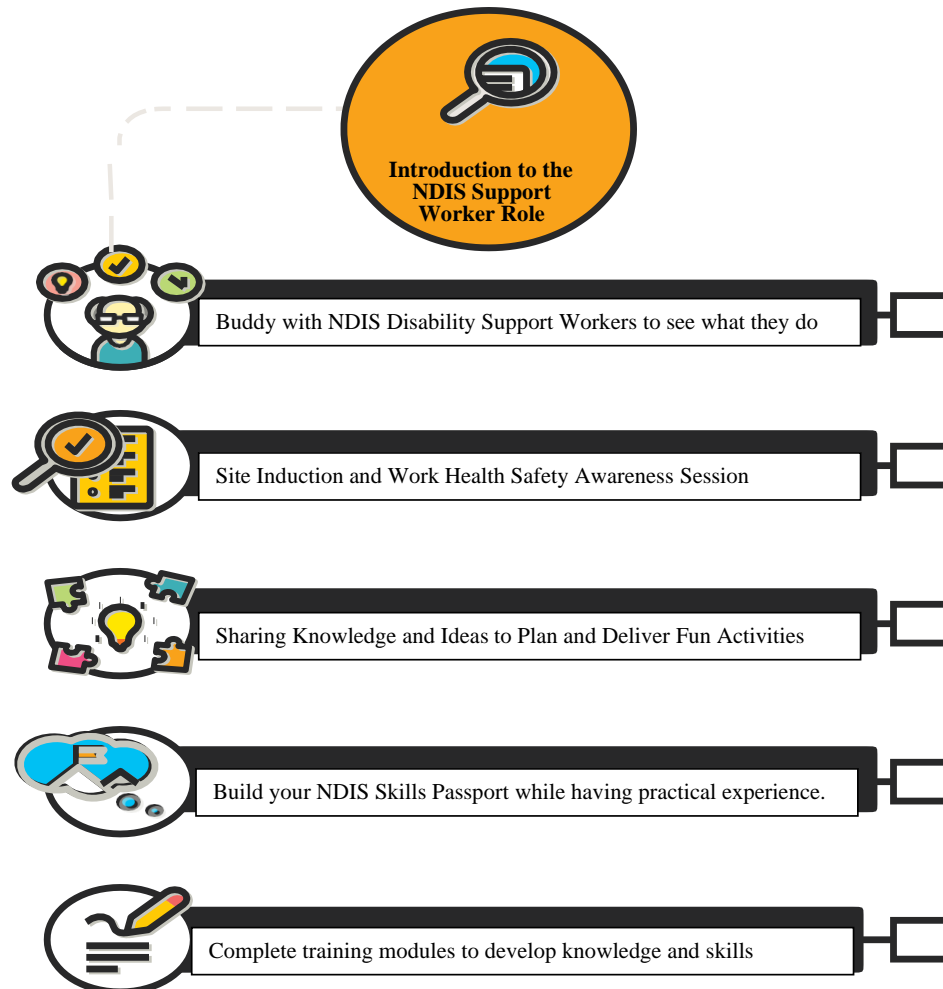


NOTES

## Interactive & On-Line Training



## Workplace Introductions





## Outcome: Planning and Supporting Person Centred Activities

### Participant Planned Activity Options with the NDIS Program

#### Personal Wellbeing Program

- Group Sport and Recreation Activity
- Healthy Cooking Activity

#### Individual Support Program

- Personal Support Activity
- Personal Shopping Activity

#### Arts Program

- Art Activity
- Repurposed Craft Activity

#### Employability Skills Program

- Yard Maintenance Activity
- Personal Learning Activity

#### Bus Program – Planned

- Wider Community Excursion Activity
- Group Community BBQ Activity



## WHAT HAPPENS NEXT?



### Applications

NDIS Skills Passport with all skills developed and knowledge existing and gained during the NDIS Workforce Pre-Employment Program.

Develop up Resume to include life skills, soft skills, employability skills, lived experience and community involvement.

NT Safe: Working with Children Clearance – Apply in Week One to receive in time for work experience placement.

NT Safe: Criminal History Clearance – Apply in Week One to receive in time for work experience placement.

NT Safe: NDIS Worker Screening Clearance – Apply in Week Four to receive In time for application process.

NT Drivers Licence

### Interviews

Provide information on what to expect and undertake mock interviews to gain confidence and practice responses to general interview questions. Including time management and personal hygiene.

### Onboarding

HLTAID003 Provide 1st Aid  
HLTAID002 Provide Basic Emerg  
HLTAID001 Provide CPR  
Proof of COVID Vaccination Status or Exemption  
ATSI Mental Health First Aid  
Fire Warden Training  
4WD Operations Training

#### POTENTIAL CDP POST PLACEMENT SUPPORT:

- To Assist with preparation of commencing and maintaining employment
  - Uniforms, appropriate footwear, SunSmart hat and sunscreen, personal hygiene items travel pack, water bottle and small lunch esky.
  - Transport Support if required.
  - Digital wristwatch with alarm and stopwatch.
  - Hair should be trimmed and secured, so support to obtain haircut and beard trim if requested by new staff member.

# DISABILITY SKILLS PASSPORT

## What is the Disability Skills Passport?

The Disability Skills Passport is a digital record of the training, qualifications, and capabilities of disability Support Workers.

It is a self-service online system. It works like this:

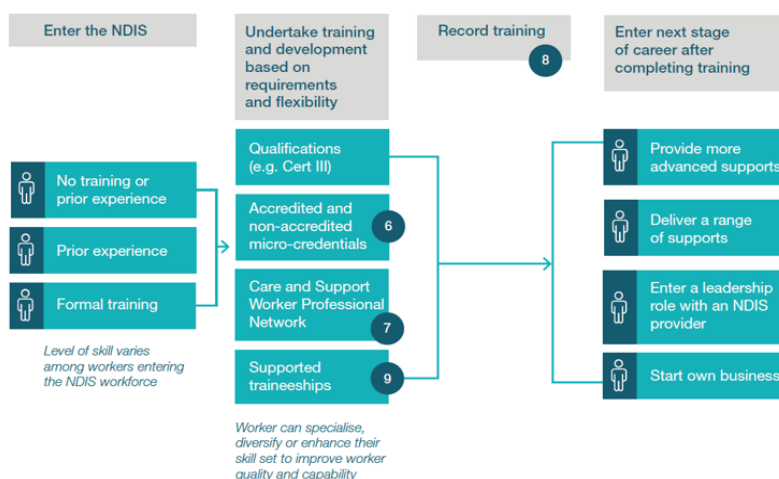
1. Service Providers or Support Workers register a disability Support Worker's profile in an online portal.
2. In the portal, the worker uploads records of their training and qualifications. That information is verified by Disability Skills Passport technology partner, Pegasus.
3. Once a Support Worker's information is verified, they will be issued with a special Passport (eCard or physical card) which links to their online profile.
4. Via a dedicated mobile app, the worker can show a Service Provider or Participant what they are qualified and trained to do.


## NDIS National Workforce Plan: 2021–2025

Building a responsive and capable workforce that supports NDIS participants to meet their needs and achieve their goals

The care and support sector is one of Australia's largest and fastest growing sectors, with around 3,750 unfilled vacancies now and an additional 83,000 NDIS workers expected to be required by 2024.

Four initiatives will provide a stronger learning system and culture throughout the career of an NDIS worker





**Disability Skills Passport**

The simple way for Support Workers to show proof of their training and qualifications.

The Disability Skills Passport has been developed by NDS and technology partner, Pegasus, to provide insight, portability, and proof to the sector.

In a simple, user-friendly online portal, the Passport:

- **reduces** duplication of training
- **speeds up** deployment of Support Workers
- facilitates Support Worker **mobility** within the sector
- increases the **recognition** of skills in the workforce
- allows Support Worker profiles to be updated at **any time** online
- **improves** workforce retention rates
- provides **total insight** into the workforce with easy-to-run reports
- enables worker information to be independently **verified**
- offers access to **expert** IT support

**How does it help?**

- Support Workers**  
prove they are fit for work and carry a digital record of their qualifications and capabilities with them to any workplace.
- Service Providers**  
prove and check that their Support Workers are qualified and trained, sending them to work with confidence.
- Participants**  
check the profile of every worker and choose to only be supported by qualified and capable workers.

Figure 1: Identified Components for Inclusion in a Skills Passport



# Training Plan

## Information Session:

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- Information on the National Disability Insurance Scheme (NDIS)
  - Information on what they will be learning about.
  - Information on the Disability Skills Passport.
  - Overview of the NDIS Workforce Pre-Employment Program.
  - Display photo board of support workers in the local community and local activity centre
  - Explain the Referral Process and provide referral forms/pens
- 

## Day One:

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### Morning

#### Housekeeping and Safety

- Introductions, including two local disability support workers (one female and one male) and the community Team Leader.
- Disability Support Workers, tell a story about what it is like to work for NDIS and support people with disability in their community.
- Provide each participant with a hardcover book, pen, headphones, usb loaded (for resume – obtain from CDP and reformat ready for updates)
- Provide schedule of training (Calander Format).

### Afternoon

- Team Leader, tell a story about supporting staff and providing guidance for daily activities and making sure all the safety checks and reporting are done
  - Coordinator of Supports, talk about the role of the coordinator of supports.
  - Quality and Compliance Coordinator, talk about the role of the quality and compliance coordinator and their involvement in Workforce pre-employment program
  - Complete Workplace Literacy and Numeracy Self-Assessment
-

## **Week One – Introduction Day**

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### Morning

- Provide each participant with a NDIS Skills Passport and review and discuss each of the different types of transferable skills and request they complete their details in their passport.
- Provide copy of position description - disability support worker

### Afternoon

- Provide each participating participant with a copy of the NDIS Workforce Pre-Employment Program Learner Booklet
  - **E-Learning: NDIA QSC: NDIS Worker Orientation Module – Quality, Safety and You (90mins)**
- 

## **Week One – Individual Abilities and Disabilities**

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- Review NDIS Participant Personal Support Plan and Personal Care Support Plan
  - **E-Learning: NDIS Induction Module – Know the Person**
  - **E-Learning: NDIS Induction Module – Disability Awareness**
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## **Week Two - Effective Communication**

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- **E-Learning: NDIA QSC: NDIS Induction Module – Supporting Effective Communication (90mins)**
  - **E-Learning: NDIS Induction Module – Privacy and Confidentiality**
  - Review NDIS Participant Consent Forms
  - Review NDIS participant Photo and Images Consent Form
  - Understanding Basic Documents and Writing Skills Workbook
- 

## **Week Three – Choice and Participant-directed Support and Dignity of Risk:**

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### **‘Disability Act 2006 E-Learning Program’**

- Module One - Information Provision
  - Module Two - Community Inclusion
  - Module Three – Planning
  - **E-Learning: NDIS Induction Module – Risk Identification and Management**
  - **E-Learning: NDIS Induction Module – Code of Conduct and Dignity of Risk**
  - Review NDIS Code of Conduct for Disability Support Workers
  - Review Incident Report
  - Review NDIS Participant Risk Assessment and Home risk Assessment
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### **Week Four – Community Access and Social Inclusion**

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- Review Disability Parking Permit Requirements and Rules
  - Safe Loading and Unloading of Wheelchairs, including practical.
  - **E-Learning: NDIS Induction Module – Safe Workplace**
  - Work Health and Safety Orientation Booklet
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### **Week Five - Person Centred Behaviour Support and Reporting**

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- **E-Learning: NDIS Induction Module – Managing Challenging Situations**
  - **E-Learning: NDIS Induction Module – Incident Management**
  - Review Positive Behaviour Support Plans
- 

### **Week Five – Last Training Day**

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- Complete Feedback and Suggestions Form
  - Final Update of Resume and Provide participants with document holder to store their certificates and Skills Passport
  - Preparation for workplace orientation next week
  - Provide participants with Certificate of Completion and award
- 

### **Week Six: One Week Job Placement**

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- Workplace Orientation and Job Shadowing – Must produce Ochre Card and Criminal History Clearance prior to attending the activity centre or engaging with consenting participants

#### **Learner Workbook – Zero Tolerance E-Learning (one per day)**

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- Module One – Understanding Abuse
- Module Two – Preventing Abuse
- Module Three – Considering Additional Risks
- Module Four - Responding To Abuse
- Module Five - Learning and Improvement

#### **Learner Workbook –Effective Mealtime Management**

- Review NDIS Participant Mealtime Management Plan - Group
  - Food Safety for Vulnerable People Workbook – Group Learning
  - **E-Learning: NDIA QSC: NDIS Induction Module – Supporting Safe and Enjoyable Meals (90mins)**
- 

### **OUTCOME:**

**Plan a appropriate, fun and safe activity:**

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- 3 hours including pick up and drop off.
  - Must be within the local community with sealed road access.
  - Can be individual or group activity.
  - Must include all relevant documentation, safety equipment and checklists.
-

## Resources:

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- X3 Laptops with internet dongle
  - Space with room for computer area, printer and large table for brainstorming and group work
  - Water, coffee/tea/sugar/milk/biscuits & Fruit and cake for morning tea and nibbles for worktables
  - Lunch – catering
  - USB (loaded with workbooks and guides and skills passport
  - Headphones
  - Resources for participants to complete activities in workbooks
  - Stationary – Book, Pen, Highlighter, display book
  - Whiteboard and consumables
  - Projector and screen for group discussions and review workbook
- 

## NOTES

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## 11. Action Items

### Action Item Report

**ITEM NUMBER** 11.1.  
**REPORT TYPE** Action Items Report  
**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.

#### **Recommendations**

- A. That the Action Item Report report is received and noted
- B. That completed items be removed from the action items list.

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

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

#### **Attachments**

1. Action Item Report October 2023 [11.1.1 - 7 pages]

Action Register

Search Criteria

Showing Completed Items: Yes

Include Items Completed From: 25/09/2023

Applied Filters

Meeting Types: Ordinary Meeting of Council

Generated By: Michelle Griffin

Generated On: 25/10/2023 at 11:01am

Meeting Date	Item	Action Required	Assignee/s	Action Taken	Status
01/04/2022	22/02/2022 - Item 10 - NDIS Audit	<u>Action Item:</u> Aged Care & NDIS Audit to be conducted every six months by external provider	Trudy Braun	<b>21/06/2023 Trudy Braun</b> This is occurring every 6 months with the first one completed.	Ongoing
01/04/2022	28/01/2022 - Item 14 - Correspondence	<b>MOTION BROUGHT FORWARD</b> (28/02/22) Letter to be sent to LGANT regarding the urgent need for upstream flood notification for Upper Victoria River (above Kalkarindji) and the Humbert River (above Lingarra) (22/10/21) Email to be sent from CEO to Peter McLinden concerning motions from previous Council meetings regarding advocacy for upstream notification system on Victoria River.	Brian Hylands, Michelle Griffin	<b>25/07/2023 Michelle Griffin</b> Letter received from the Bureau of Meteorology on 24 May 2023 regarding flood warning networks. Correspondence available in Share Point register.	In progress
01/04/2022	28/09/2021 - Item GB-31.4 Green River Aboriginal Corporation	<u>31.4 Action item:</u> That a business plan be prepared to outsource waste management at Nauiyu	Adam Justin, Matthew Cheminant	<b>17/03/2023 Matthew Cheminant</b> VDRC are still waiting for a lease agreement <b>20/09/2023 Matthew Cheminant</b> Requires further decision making as there is no lease on the current waste facility in Nauiyu	In progress
01/04/2022	21/03/2017 - 052/2017 - Waste Management Site - Kalkarindji	#4 (3) Kalkarindji Landfill (052/2017) CEO to identify ownership (through Land Council) of suitable future dump land sites. Apply for external fencing funding for Kalkarindji. Civil Works to ascertain dump site requirements for inclusion of project in the community plan.	Brian Hylands	<b>22/06/2023 Michelle Griffin</b> COMMENTS FROM PREVIOUS ACTIONS ITEMS (prior to DA) <b>25 June 2019</b> Since March 2017 a waste management strategy has been established. The only outstanding land tenure issues are at Kalkarindji. The area where the landfill is located is subject to a land title claim. CLC are investigating a way forward. Funding has been provided to develop shovel ready documentation and cost estimates for all Council landfills.	Ongoing
26/07/2022	General Business	<b>13.2 Roadside stops - Buntine Hwy</b>  Discuss and identify the location for a rest stop with toilets.  <u>Action:</u> Letter to DIPL and the Department of Chief Minister and Cabinet (Jake and Claire) and Regional Manager Territory Regional Growth. Roadside rest stop near Delemere.	Adam Justin, Matthew Cheminant	<b>17/03/2023 Matthew Cheminant</b> MC sent an email to Dipl requesting toilet blocks along the Buntine HWY in three locations. They have acknowledged the request. <b>23/10/2023 Adam Justin</b> Followed with DIPL as per MC's original request. DIPL could not provide any update on the request. This is actioned for follow up and initiate further discussions shall be opened with DIPL to meet requests of community members throughout the VDRC region.	In progress
30/08/2022	Community Benefit Fund Major Grant Application	<b>Motion</b> A. That the report Community Benefit Fund Major Grant Application is received and noted B. That Council approves the submission of a Community Benefit Fund grant application to support upgrades and the furnishing of 4 Fitzer Road Timber Creek C. 60K limit for kitchen upgrade - to be recovered from grant if successful	Keira Townsend	<b>22/08/2023 Keira Townsend</b> Variation request submitted in July 2023. Awaiting notification of outcome.	In progress
30/08/2022	General Business	<b>Motion:</b> CEO to write to Representation Review Committee for an additional Councillor for Timber Creek ward	Brian Hylands		Not yet started
27/09/2022	General Business <b>15.6 Title - In-kind support from Sitzler</b>	<b>Motion</b> That a letter from the Mayor be sent to Sitzler seeking in-kind support for the projects taking place in Timber Creek for the benefit of the people of Timber Creek.	Michelle Griffin	<b>13/04/2023 Michelle Griffin</b> On hold until scope of works is complete.	On hold
29/11/2022	Kalkarindji   Daguragu Local Authority meeting held on 8 November 2022	<b>Motion</b> A. That the minutes of the Kalkarindji   Daguragu Local Authority meeting held on 8 November 2022 be adopted as a resolution of Ordinary Council; and B. That Council endorse the following Kalkarindji   Daguragu Local Authority resolution: • <b>KLA-2022/3</b> - That the Kalkarindji   Daguragu Local Authority commit up to \$25,000 for the Katherine Vet Services to deliver vet program two times in 2023.	Adam Justin, Matthew Cheminant	<b>17/03/2023 Matthew Cheminant</b> Purchase order has been raised for the two vet visits.	Ongoing

Meeting Date	Item	Action Required	Assignee/s	Action Taken	Status
31/01/2023	Mayoral Report	<p><b>Resolution: OCM-2023/4</b> That Council recommend Daniel Jones and Graham Watts receive a bravery award for their commitment to ensuring community safety during the Timber Creek floods in December 2022.</p> <p><b>Resolution: OCM-2023/6</b> That Council request a Timber Creek community safety debrief by all services/agencies following the Timber Creek floods in December 2022.</p> <p><b>Resolution: OCM-2023/7</b> That Council write a letter of appreciation to all staff members who were involved in ensuring community safety throughout the flood event in Timber Creek.</p>	Brian Hylands, Michelle Griffin	<b>23/10/2023 Michelle Griffin</b> Final details being confirmed. The application is almost ready for submission.	In progress
28/02/2023	Pine Creek Local Authority meeting held on 7 February 2023	<p><b>OCM-2023/28 Resolution</b></p> <p>C. That Council endorses resolution <b>PCLA-2023/7</b> that the Pine Creek Local Authority have accepted the Election Commitment funding offer and commit a matching co-contribution as per the funding guidelines.</p> <p>D. That Council endorses resolution <b>PCLA-2023/8</b> for the council to obtain quotes for lighting options for the Pine Creek oval (to include fixed and mobile options).</p> <p>E. That Council notes resolution <b>PCLA-2023/10</b> and will continue to support the Pine Creek Goldrush with in-kind assistance</p>	Adam Justin, Matthew Cheminant	<b>20/09/2023 Matthew Cheminant</b> VDRC are awaiting a response re the grant application.	Awaiting external response
28/02/2023	Daly River Local Authority meeting held on 8 February 2023	<p><b>OCM-2023/29 Resolution</b> That the minutes of the Daly River Local Authority meeting held on 8 February 2023 be adopted as a resolution of Ordinary Council.</p> <p>B. That Council endorses DRLA resolution <b>DRLA-2023/8</b> to commit \$10,000 of Local Authority Project Funding to a bi-annual veterinary program.</p> <p>C. That council receives the feedback from the Daly River Local Authority <b>DRLA-2023/6</b> that a library service would benefit the community and will take this feedback into account when developing the 2023/24 regional plan.</p>	Adam Justin, Matthew Cheminant	<p><b>28/05/2023 Michelle Griffin</b> Feedback regarding library services has been added to the regional plan.</p> <p><b>10/07/2023 Pat Hollowood</b> First of two vet visits successfully conducted 24 May 2023. Second visit will be scheduled towards end of the year.</p> <p><b>20/09/2023 Matthew Cheminant</b> Second Vet Visit is at the end of the year.</p>	In progress
28/02/2023	Kalkarindji/Dagura gu Local Authority meeting held on 14 February 2023	<p><b>OCM-2023/30 Resolution</b></p> <p>B. That Council endorses resolution <b>KDLA-2023/6</b> to proceed with the bus shelter project, estimated to cost up to \$20,000.</p> <p>C. That Council endorses resolution <b>KDLA-2023/7</b> for the design of the waste management sign <i>'for health and safety reasons please do not light up the dump'</i>. (attached)</p> <p>D. That Council endorses resolution <b>KDLA-2023/8</b> to proceed with the <i>Arts Centre Park shade trees and outdoor table project</i>, estimated to cost up to \$20,000.</p> <p>E. That Council receive and note resolution <b>KDLA-2023/9</b> that the Local Authority support the council to advocate for rest stops on the Buntine Highway and support that council write to the relevant Ministers on the matter.</p>	Adam Justin, Matthew Cheminant	<p><b>23/05/2023 Michelle Griffin</b> ESO drafting the letter pertaining to KDLA-2023/9</p> <p><b>21/06/2023 Matthew Cheminant</b> 21/06/2023 Just waiting on formal approval from DIPL. Then building scope of works and source quotes</p> <p><b>23/06/2023 Matthew Cheminant</b> Waste management facility sign is ordered and awaiting delivery.</p> <p><b>20/09/2023 Matthew Cheminant</b> B. In progress C. Complete D. In progress E. Complete</p> <p><b>20/09/2023 Jocelyn Moir</b> Waste management facility sign has been installed</p>	Completed
28/02/2023	Yarralin/Nitjpurru Local Authority meeting held on 16 February 2023	<p><b>OCM-2023/31 Resolution</b></p> <p>B. That council endorses resolution <b>YLA-2023/4</b> to commit \$30,000 of Local Authority Project Funding to a bi-annual vet program in 2023.</p> <p>C. That council endorses resolution <b>YLA-2023/5</b> to commit \$150,000 of Local Authority Project Funding to the development of a playground, including outdoor fitness equipment in Yarralin.</p> <p>D. That council notes resolution <b>YLA-2023/6</b> and will investigate options for developing a council premises including office and staff accommodation at Nitjpurru.</p> <p>E. That council notes resolution <b>YLA-2023/7</b> and will investigate the process and support a place name change from 'Pigeon Hole' to 'Nitjpurru'.</p>	Adam Justin, Matthew Cheminant	<p><b>21/06/2023 Matthew Cheminant</b> 21/06/2023 First vet visit was undertaken in March/April, second vet Oct/Nov.</p> <p><b>20/09/2023 Matthew Cheminant</b> Purchase orders raised and in progress</p>	In progress
28/02/2023	Action Items	<p><b>OCM-2023/34 Resolution: Carried (Mayor Brian Pedwell/Deputy Mayor Andrew McTaggart)</b></p> <p>A. That council request that the ABA grant to develop land at 4 Fitzner Street Timber Creek (Lot 101) be varied due to no available land, and the variation to be focused on staff accommodation on council land to support the aged care and NDIS programs.</p>	Keira Townsend, Matthew Cheminant, Trudy Braun	<b>20/09/2023 Keira Townsend</b> Still awaiting official outcome notification from NIAA	In progress

Meeting Date	Item	Action Required	Assignee/s	Action Taken	Status
28/03/2023	General Business <b>14.5 Road from Kalkarindji to Daguragu</b>	<b>OCM-2023/61 Resolution</b> That Council write to Minister Eva Lawler to take responsibility for the strategic road from Kalkarindji to Daguragu, access to Mount Stanford Station, and access to Gregory/Jutburra National Park.	Michelle Griffin	<b>23/10/2023 Michelle Griffin</b> Correspondence sent on 25 September 2023.	Awaiting external response
28/03/2023	General Business <b>14.3 Identification of land availability in Kalkarindji</b>	<b>OCM-2023/59 Resolution</b> That investigations take place regarding land availability in Kalkarindji for the purpose of enabling future projects and grant funding opportunities that will benefit the community.	Michelle Griffin	<b>23/10/2023 Michelle Griffin</b> Information provided to Council at the September briefing.	Completed
28/03/2023	General Business <b>14.4 Nitjpurru Housing</b>	<b>OCM-2023/60 Resolution</b> That the Mayor writes to all relevant Northern Territory and Federal Ministers advocating for the relocation of Nitjpurru to higher ground, emphasising that no new houses should be built in the flood area.	Michelle Griffin	<b>25/07/2023 Michelle Griffin</b> Mayor B. Pedwell has contacted ABC to discuss houses being built in flood zone at Nitjpurru.	In progress
28/04/2023	Action Items	<b>OCM-2023/79 Resolution</b> 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.	Michelle Griffin	<b>23/10/2023 Michelle Griffin</b> Invitation extended to NTEPA to meet with Councillors.	Awaiting external response
28/04/2023	General Business <b>14.8 Australia Post</b>	<b>OCM-2023/89 Resolution</b> A. Council request management to negotiate for reasonable remuneration with Australia Post, and if unsuccessful, cancel the contract.	Trudy Braun	<b>19/09/2023 Trudy Braun</b> Meeting held with Australia Post Wednesday 13th September where negotiations were held over the 3 contracts. Australia Post advised they would send through the new offer; however it has not been received as yet.	In progress
28/04/2023	General Business <b>14.7 Daguragu Road</b>	<b>OCM-2023/88 Resolution</b> A. Council write to Minister Lawler requesting clarification on the ownership of the crossing at Wattie Creek crossing at Daguragu.	Brian Hylands, Michelle Griffin	<b>31/05/2023 Michelle Griffin</b> Letter sent to Minister Eva Lawler on 31 May 2023. Awaiting response.	Awaiting external response
28/04/2023	General Business <b>14.5 Relocation of Nitjpurru office</b>	<b>OCM-2023/86 Resolution</b> 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.	Adam Justin, Brian Hylands, Matthew Cheminant, Michelle Griffin	<b>18/07/2023 Michelle Griffin</b> Letter sent to A/Executive Director of the Local Government branch of Department of the Chief Minister and Cabinet. Awaiting reply. <b>20/09/2023 Matthew Cheminant</b> All relevant information and quotes have been submitted to the Grant manager for action.	Ongoing
30/05/2023	Pine Creek Local Authority Meeting held on 2 May 2023	<b>OCM-2023/104 Resolution</b> B. That Council endorses <b>PCLA-2023/20 Resolution</b> : That Pine Creek local authority request to council the allocation of \$500 towards a Pine Creek sign competition C. That Council endorses <b>PCLA-2023/22 Resolution</b> : 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 <b>PCLA-2023/25 Resolution</b> : 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.	Adam Justin, Matthew Cheminant	<b>21/06/2023 Matthew Cheminant</b> 21/06/2023 COM sourcing quotes for feral cat control <b>21/07/2023 Michelle Griffin</b> D. Letters sent to members. Awaiting reply. <b>24/08/2023 Tanya Brown</b> 24.08.2023- Presented quote from Katherine Vet Care regarding feral cat control, LA members advised they will not action as the member who raised this request was absent and it can be presented again at the November meeting,	Completed
30/05/2023	Bulla Local Authority Meeting held on 16 May 2023	<b>OCM-2023/106 Resolution</b> B. That Council endorses resolution <b>BLA-2023/4 Resolution</b> : The Bulla Local Authority request that Council investigate options for the storage of the mower and outdoor furniture. C. That Council endorses resolution <b>BLA-2023/7 Resolution</b> : That the Bulla Local Authority request that Paul research quotes for play equipment - swings, larger slide and seesaw.	Adam Justin, Matthew Cheminant	<b>21/06/2023 Paul Buckley</b> OCM-2023/106. B.- <b>BLA-2023/4</b> . The Night Patrol building at lot 26 Goorbidgegum Street is still being leased and can be utilised for the event furniture and the new mower which is currently being housed at timber Creek Operations workshop. <b>C. BLA-2023/7</b> . Three companies have been selected to tender a quote for the supply and installation of a playground system in Bulla.	In progress

Meeting Date	Item	Action Required	Assignee/s	Action Taken	Status
		<p>D. That Council endorses resolution <b>BLA-2023/8 Resolution:</b> 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)</p> <p>E. That Council endorses resolution <b>BLA-2023/10 Resolution:</b> The Bulla Local Authority request Council approval to commit \$30,000 of Local Authority Project Funding towards playground for the Bulla community.</p>		<p>D. <b>BLA-2023/8.</b> The signage has arrived in timber creek. Kendel Builders will inform of their dates to install shortly.</p> <p>E. <b>BLA-2023/8.</b> NT Sports and Surfacing pty ltd quotation has been accepted from the 3 quotes sourced. They will contact the Council shortly once delivery and installation time has been sort.</p> <p><b>21/06/2023 Matthew Cheminant</b> 21/06/2023 Quotes accepted for Bulla playground addition.</p> <p><b>21/06/2023 Matthew Cheminant</b> 21/06/2023 outdoor furniture awaiting collection and delivery.</p>	
30/05/2023	Timber Creek Local Authority Meeting held on 16 May 2023	<p><b>OCM-2023/107 Resolution</b></p> <p>A. That the minutes of the Timber Creek Local Authority Meeting held on 16 May 2023 be adopted as a resolution of Ordinary Council.</p> <p>B. That Council endorses resolution <b>TCLA-2023/24 Resolution:</b> The Timber Creek Local Authority request council look into alternative illuminating school zone signs which will capture the attention of drivers; and</p> <p>C. That Council endorses resolution <b>TCLA-2023/24 Resolution:</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)</p>	Adam Justin, Matthew Cheminant	<p><b>21/06/2023 Matthew Cheminant</b> Roads to Recovery funding has been received. Lighting and school signage is included in scope of works being prepared for the Timber Creek Wilson Street upgrade.</p> <p><b>21/06/2023 Paul Buckley</b> <b>OCM-2023/107</b> B. <b>TCLA-2023/24</b> Contractors have been engaged to quote on the signage for the school signage to capture drivers attention. Awaiting quotations.</p> <p>C. <b>TCLA-2023/24</b> contractors have been engaged for quotes to move forward with grant funding amounts.</p>	In progress
30/05/2023	Amanbidji Local Authority Meeting held on 17 May 2023	<p><b>OCM-2023/108 Resolution</b></p> <p>A. That the minutes of the Amanbidji Local Authority Meeting held on 17 May 2023 be adopted as a resolution of Ordinary Council.</p> <p>B. That Council endorses resolution <b>ALA-2023/9 Resolution:</b> 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).</p> <p>C. That Council endorses resolution <b>ALA-2023/10 Resolution:</b> 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).</p>	Adam Justin, Matthew Cheminant	<p><b>21/06/2023 Matthew Cheminant</b> 21/06/2023 Quote accepted for installation of solar lighting in Amanbidji.</p> <p><b>23/06/2023 Paul Buckley</b> 05/06/2023. Spoken with NWAC regarding a hard cover for the basketball court. There isn't enough funding from their avenues to support a hard cover shelter. Victoria Daly Council will have to seek funding through grant activities.</p> <p><b>27/06/2023 Jackson Bernard</b> Resolution: ALA-2023/9 will be included in the budget in the first review in November 2023</p>	Completed
27/06/2023	General Business <b>GB-5 National Parks Rubbish</b>	<p><b>OCM-2023/139</b> That Council write another letter to all relevant Ministers regarding rubbish in Pine Creek as a result of tourists 'taking their rubbish' from the surrounding National Park areas.</p>	Michelle Griffin	<p><b>18/09/2023 Michelle Griffin</b> Letter sent to Minister Nicole Manison on 18 September 2023.</p>	Awaiting external response
25/07/2023	General Business <b>GB6 - Consumer Advisory Body Aged Care</b>	<p><u>Action:</u> Report to next council meeting with options for Aged Care advisory bodies.</p>	Trudy Braun	<p><b>19/09/2023 Trudy Braun</b> This has been followed up with still no outcome of the requirement. Awaiting a response.</p>	In progress
25/07/2023	General Business <b>GB1 - Travel Allowance solutions</b>	<p><u>Action:</u> Report to Council in August regarding Councillor Travel Allowance</p>	Brian Hylands, Michelle Griffin	<p><b>24/10/2023 Michelle Griffin</b> This action is on hold until the NT Remuneration Tribunal conducts consultation with all councils.</p>	On hold
29/08/2023	Yarralin - Nitjpurru Local Authority meeting held on 9 August 2023	<p><b>OCM-2023/162</b></p> <p>C. That Council endorses <b>YLA-2023/23 Resolution:</b> That the YPHLA fully support a name change for Pigeon Hole to Nitjpurru and that the YPHLA seek Councils support on the name change.</p>	Michelle Griffin	<p><b>20/09/2023 Michelle Griffin</b> YPHLA and Council resolutions have been sent to the Department. Awaiting advice on next steps.</p>	In progress
29/08/2023	Yarralin - Nitjpurru Local Authority meeting held on 9 August 2023	<p><b>OCM-2023/162</b></p> <p>B. That Council endorses <b>YLA-2023/22 Resolution:</b> The YPHLA prefer the Colourful 'Welcome to Yarralin' sign incorporating Walangeri and Victoria Daly</p>	Adam Justin, Matthew Cheminant	<p><b>20/09/2023 Matthew Cheminant</b> Quotes and enquiry is underway by the acting Com to purchase a sign and install</p>	In progress

Meeting Date	Item	Action Required	Assignee/s	Action Taken	Status
		Regional Council and the YPHLA agree to allocate money from beautification funding towards the sign.			
29/08/2023	Timber Creek Local Authority meeting held on 15 August 2023	<b>OCM-2023/164</b> C. Council acknowledges <b>TCLA-2023/33 Resolution:</b> The Timber Creek Local Authority reviewed quotes for supply and installation of outdoor gym and shade structure and notify Council that their preference is NT Sports and Playground Surfacing (Forpark).	Adam Justin, Matthew Cheminant		Not yet started
29/08/2023	Timber Creek Local Authority meeting held on 15 August 2023	<b>OCM-2023/164</b> D. That Council endorses <b>TCLA-2023/35 Resolution:</b> The Timber Creek Local Authority requests that Council put forward a motion to the Local Government Association of the Northern Territory regarding the inadequate telecommunication services provided by Telstra in the Timber Creek region.	Michelle Griffin	<b>23/10/2023 Michelle Griffin</b> Council was presented with information from Mary Watson (LGANT) regarding telecommunications. Council have resolved to provide feedback to the TCLA providing the information from LGANT. Council will not be putting forward a motion to LGANT in Nov regarding telecommunications.	Completed
29/08/2023	Provisional Amanbidji Local Authority meeting held on 16 August 2023	<u>Action:</u> Write to NWA regarding waste collection services in Amanbidji.	Michelle Griffin	<b>18/09/2023 Michelle Griffin</b> Letter sent to NWAC on 18 September 2023. <b>23/10/2023 Michelle Griffin</b> Received response from NWAC on 29 September 2023.	Completed
29/08/2023	General Business <b>GB9 - Lot 1 and 2 Wooliana Road</b>	<b>OCM-2023/176</b> That Council writes to Minister Lawler requesting Lot 1 and 2, Wooliana Road be allocated to Victoria Daly Regional Council for future service delivery centre.	Brian Hylands, Michelle Griffin	<b>23/10/2023 Michelle Griffin</b> Correspondence sent on 12 October 2023.	Awaiting external response
29/08/2023	General Business <b>GB6 - PowerWater Pine Creek (Copperfield Dam) &amp; Mango Farm enterprise pit</b>	<u>Action:</u> research to be conducted and presented to Council (Governance Manager). Include research on previous minutes relating to seeking volunteer caretakers for the dam.	Janelle Iszlaub	<b>15/09/2023 Janelle Iszlaub</b> Report has been done for Council with the timeline of Copperfield Dam.  <b>18/09/2023 Janelle Iszlaub</b> Mango farm - can talk through research so far. Seeking further direction from Council.	Completed
29/08/2023	General Business <b>GB8 - Pest Control</b>	<b>OCM-2023/175</b> That Council writes to the CEO of Territory Housing advocating for the provision of pest control services in remote community housing.	Michelle Griffin	<b>18/09/2023 Michelle Griffin</b> Letter sent to Minister for Housing and Homelands on 18 September 2023. <b>23/10/2023 Michelle Griffin</b> Received response from Minister Uibo on 9 October 2023.	Completed
29/08/2023	General Business <b>GB3 - Remuneration Tribunal calling for submission</b>	<b>OCM-2023/173 Resolution</b> Council requests a draft submission be prepared for the September OCM regarding the Northern Territory Remuneration Tribunal inquiry.	Brian Hylands, Michelle Griffin	<b>20/09/2023 Michelle Griffin</b> In progress	In progress
26/09/2023	LGANT Motion regarding 'Board Member Allowances'	<b>OCM-2023/180 Resolution</b> A. That the LGANT Motion regarding 'Board Member Allowances' report is received and noted B. Council put forward a motion calling for LGANT to review it's policy on 'board allowances, travel, and remuneration' to be the financial responsibility of LGANT and not the member councils. C. Council understands that this will require amendment of the LGANT constitution and that the CEO of LGANT requires at least six weeks to provide notice to all member councils with any proposed changes to the constitution	Brian Hylands	Submissions submitted to LGANT	Completed
26/09/2023	Appointment of Deputy Principle Member	<b>OCM-2023/182 Resolution</b> That Council appoints Georgina Macleod as the Deputy Mayor of Victoria Daly Regional Council for a period of 12 months.	Jackson Bernard,	<b>23/10/2023 Michelle Griffin</b> Website and register updated to reflect new appointment.	Completed

Meeting Date	Item	Action Required	Assignee/s	Action Taken	Status
			Michelle Griffin		
26/09/2023	Delegation Manual 2021 - 2025 Update	<b>OCM-2023/183 Resolution</b> A. That the Delegation Manual 2021 - 2025 Update report is received and noted B. That Council approve the Delegation Manual 2021 – 2025 version 5 (1) with the following amendments: <ul style="list-style-type: none"> <li>Page 5-6: PERSONAL DELEGATIONS - 'unless specifically delegated 'in writing' it should be assumed that no delegation exists'.</li> <li>Page 34-35: 10.2, 10.3 and 10.4 to include the Deputy Mayor and the CEO in absence of the Mayor.</li> </ul>	Trudy Braun	<b>06/10/2023 Trudy Braun</b> Delegation Manual has been updated as per resolution and Higher Duties letter for employees has had a section added to the letter regarding the requirement to know and understand if there are delegations attached to the position. Delegation manual is ready for distribution.	Completed
26/09/2023	Action Item Report	<b>OCM-2023/189 Resolution:</b> Carried (Deborah Jones/Deputy Mayor Andrew McTaggart) That Council provides feedback to the Timber Creek Local Authority following discussions with LGANT regarding telecommunications in the Timber Creek region.	Michelle Griffin	<b>23/10/2023 Michelle Griffin</b> Feedback will be provided to the TCLA at their November 2023 meeting.	Completed
26/09/2023	Daly River Local Authority meeting held on 13 September 2023	<b>OCM-2023/190 Resolution</b> A. That the minutes of the Daly River Local Authority meeting held on 13 September 2023 be adopted as a resolution of Ordinary Council. B. The Council approves resolution <b>DRLA-2023/25</b> : to commit an additional \$2000 towards the allocated money for the 'wet season skip bin' allocation for the 2023-24 season (remaining funds = \$2,768, therefore total updated allocation = \$7,000 with \$4,768 available) C. The council agrees to write to the Minister for Education, and any other relevant Ministers (copy Dheran Young and LDM team CM&C), requesting financial contribution towards water tanks and additional guttering for the Wooliana Primary School, which will support their efforts to provide water throughout the year at a low ongoing cost ( <b>DRLA-2023/26</b> )	Jackson Bernard, Matthew Cheminant, Michelle Griffin	<b>23/10/2023 Jackson Bernard</b> \$2,000 additional fund will be included in the next budget review.	Completed
26/09/2023	General Business <b>14.3: LGANT Motion - Staff housing for Federal Government funded programs</b>	<b>OCM-2023/193 Resolution:</b> Carried (Cr Georgina Macleod/Deputy Mayor Andrew McTaggart) Victoria Daly Regional Council would like LGANT to endorse a motion regarding the lack of consideration of Federal Government programs delivered by regional councils in remote Indigenous communities that require staff housing. These include, but are not limited to Night Patrol, Aged Care, Child Care, Centrelink, Remote School Attendance Strategy, Sport and Recreation and Australia Post. Furthermore, VDRC would like Federal Government departments to fund the required housing for the provision of these services in remote communities and acknowledge the role regional councils playing the delivery of Federal Government services. It is widely recognised that there is a housing crisis in remote Indigenous communities that failed to be addressed.	Brian Hylands		Not yet started



## 12. Local Authority

### 12.1. Local Authority Minutes

Nil

### 12.2. Local Authority Resignations/Nominations

#### Termination of Simeon Long from the Kalkarindji - Daguragu Local Authority

**ITEM NUMBER** 12.2.1.

**REPORT TYPE** Local Authority Report

**PREPARED BY** Manager of Executive Services

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#### Recommendation

Council revokes the membership of Simeon Long from the Kalkarindji – Daguragu Local Authority due to non-attendance.

#### Background

Simeon Long is a member of the Kalkarindji – Daguragu Local Authority. Mr. Long has been absent from two consecutive meetings without providing an apology.

#### Policy Implications

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 (provision 2.3.2 of the Local Authority Policy).

#### Attachments

Nil



## 13. Correspondence

### Correspondence Report

**ITEM NUMBER** 13.1.

**REPORT TYPE** Correspondence Report

**PREPARED BY** Media and Communications Officer

#### Purpose

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

#### Recommendations

- A. That the Correspondence Report is received and noted

#### INCOMING REGISTER

<b>DATE</b>	<b>FROM</b>	<b>ADDRESSED TO</b>	<b>REGARDING</b>	<b>DOC ID</b>
20/09/2023	CEO Brian Hylands	Chas (CJ) Cole Managing Director Remote Civil	RE: Request for Return of Libanangu Retentions	<a href="#">DOCID-423691570-1323424</a>
27/09/2023	CEO Brian Hylands	Leona Yapali-Purcival A/Senior Officer - Applications	RE: Bonrook Pastoral Lease	<a href="#">DOCID-423691570-1323439</a>
27/09/2023	CEO Brian Hylands	Leona Yapali-Purcival A/Senior Officer - Applications	RE: Mary River West Pastoral Lease	<a href="#">DOCID-423691570-1323440</a>
29/09/2023	CEO Brian Hylands	Mr. John Horgan Chief Executive Officer Ngaliwurru-Wuli Aboriginal Corporation	RE: Waste services at Amanbidji	<a href="#">DOCID-423691570-1323721</a>
6/10/2023	Mayor B.Pedwell	The Hon Jason Clare MP Minister for Education	RE: Regional University Study Hubs program	<a href="#">DOCID-423691570-1323436</a>
9/10/2023	Mayor B.Pedwell	Selena Uibo MLA Minister	RE: Pest Control Services in remote NT Communities	<a href="#">DOCID-423691570-1323507</a>
16/10/2023	Council	Sean Holden CEO LGANT	RE: Request to withdraw motion to LGANT regarding Board Member Allowances	<a href="#">DOCID-423691570-1327459</a>

#### OUTGOING REGISTER



<b>DATE</b>	<b>ADDRESSED TO</b>	<b>FROM</b>	<b>REGARDING</b>	<b>DOC ID</b>
18/09/2023	Hon Selena Uibo Minister for Housing and Homelands <a href="mailto:minister.uibo@nt.gov.au">minister.uibo@nt.gov.au</a> Cc Minister Paech, Dheran Young, Sean Holden	Mayor Brian Pedwell	RE: Provision of pest control services in remote Northern Territory communities	<a href="#">DOCID- 423691570- 1319966</a>
18/09/2023	Minister Manison Minister for Parks and Rangers Cc Minister Paech, Minister Lawler	Mayor Brian Pedwell	RE: Litter from tourists exiting National Parks	<a href="#">DOCID- 423691570- 1319972</a>
18/09/2023	Mr. John Horgan Chief Executive Officer Ngaliwurru-Wuli Aboriginal Corporation	CEO Brian Hylands	RE: Waste services at Amanbidji	<a href="#">DOCID- 423691570- 1319979</a>
25/09/2023	Minister Paech, Minister for Local Government Cc: Minister Lawler	Mayor Brian Pedwell	RE: Strategic Road - Kalkarindji to Daguragu	<a href="#">DOCID- 423691570- 1321108</a>
12/10/2023	Hon Eva Lawler MLA Minister for Infrastructure, Planning and Logistics	Mayor Brian Pedwell	RE: Lot 1 and 2, Wooliana Road	<a href="#">DOCID- 423691570- 1323744</a>
23/10/2023	Kalkarindji Aged Care Staff	Mayor Brian Pedwell	RE: Letter of Appreciation - Flexible Aged Care Audit	<a href="#">DOCID- 423691570- 1326169</a>
23/10/2023	Timber Creek Aged Care Staff	Mayor Brian Pedwell	RE: Letter of Appreciation - Flexible Aged Care Audit	<a href="#">DOCID- 423691570- 1326188</a>

## Attachments

Nil

## 14. General Business

## 15. Confidential

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

### 15.1. Confidential Ordinary Meeting held on 26 September 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. Mineral Lease Northern 13**

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

## **15.3. Removal of policies from policy register 2.1.01, 4.1.07, 4.1.15**

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

## **15.4. Register of Confidential Resolution - Review List**

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

## **15.5. Reclassification**



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

### **15.6. Outstanding Rates**

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

### **15.7. Lot 157 Pine Creek Mining Camp**

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

### **15.8. Affixing Common Seal to 2023-2025 Sport and Recreation Project Schedule 4-IPT1IRN**

**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*

### **15.9. 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*

#### **15.10. Local Roads and Community Infrastructure Phase 4 Project Nominations**

**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*

#### **15.11. Project Update - New Office, 18 Pearce Street**

**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*

#### **15.12. Project Update - Daguragu Recreation Hall**

**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*