



Victoria Daly
REGIONAL COUNCIL

AGENDA

**KALKARINDJI LOCAL AUTHORITY MEETING
TO BE HELD ON TUESDAY 14 NOVEMBER 2023
AT 12:30 PM
AT THE KALKARINDJI COUNCIL OFFICE
VDRC OFFICE**

MEMBERS

Anne Saunders (Chair)
Leah Leaman
Selma Smiler

Pansy Wardle
Michael George
Pamela Morris
Councillor Georgina Macleod



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

Brian Hylands
Chief Executive Officer



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1. Meeting Opening

2. Welcome

3. Attendance and Apologies

3.1. Attendees

3.2. Apologies and Absentees

Nil

4. Disclosure of Interest

5. Resignations, Terminations and Nominations

5.1. Resignations

Nil

5.2. Terminations

ITEM NUMBER 5.2.1.

Simeon Long

REPORT TYPE Termination

PREPARED BY Manager of Executive Services

Recommendation

That the Kalkindji Daguragu Local Authority note that Council have revoked the membership of Simeon Long due to non-attendance.

Background

Mr. Simeon Long was absent from two consecutive meetings without providing an apology. Mr. Long's membership has been revoked due to non-attendance pursuant to provision 2.3.2 of the Local Authority Policy.

Attachments

Nil



5.3. Nominations

Nil

6. Guests and Presentations

ITEM NUMBER 6.2.

Surinder Crichton - Principal Alcohol Action Officer, NT Health

ITEM TYPE Guest

Attachments

Nil

ITEM NUMBER 6.3.

Trude Blizzard - Senior Project Manager, PowerWater

ITEM TYPE Guest

Attachments

Nil

ITEM NUMBER 6.4.

Jane Bean - Electorate Officer for The Hon. Marion Scrymgour MP

ITEM TYPE Guest

Attachments

Nil

ITEM NUMBER 6.5.

Code of Conduct training (CM&C)

ITEM TYPE Presentation

Attachments

1. Code of Conduct Local Authority oct 22 (1) [6.5.1 - 17 pages]

Department of THE CHIEF MINISTER & CABINET

Introduction to the Code of Conduct

Local Authority Training 2022/23



Course overview



- An understanding of the Code of Conduct
- The behaviours expected of local authority members
- What happens if a member breaches the Code of Conduct?
- Where to find further information?

What is the Code of Conduct?

- The Code of Conduct sets the values and standards council and Local Authority (LA) members are expected to follow.
- It guides behaviour in performing your duties as a LA member.
- The Code of Conduct also lets the community know what standards they can expect from LA members.



1. Honesty and integrity

The Code of Conduct requires LA members to behave with honesty and integrity when performing duties.

Honesty and integrity means being truthful and reliable.

When making decisions, make them for the right reasons. Think about what benefits the community the most.



2. Care and diligence

LA members need to act with reasonable care and diligence in performing their duties.

This includes reading the agenda ahead of the local authority meeting so you know what the meeting is all about and considering the information.

It also means taking care in what you say and do as a LA member – particularly be careful on social media.



3. Courtesy



Be courteous towards other members, council staff and the community.

You can do this by being polite and respectful, listening to what others have to say, being on time to LA meetings, and being considerate of others.

4. Bullying

As a LA member, you must respect other members and show good behaviour.

The Code of Conduct does not allow bullying, including:

- Spreading rumours
- Excluding others
- Hurtful comments
- Threats
- Involving family/friends

This also includes online and text bullying, such as:

- Sending nasty messages
- Disrespectful comments on social media
- Prank calls and harassment



5. Conduct towards council staff

As a LA member, you must not be bossy to council staff.

- LA members don't direct, manage or tell off council staff. For example, a member should not criticise or say something bad about council staff in the LA meetings.
- The CEO is responsible for managing council staff, and contractors. If you have an issue in relation to council staff you should talk to the CEO or the Community Service Manager in your area.



6. Respecting cultural diversity

You must always be respectful of other people's beliefs, culture, and opinions.

You must not discriminate against others because of their cultural background or what mob they are from.

For example, people from different cultures or tribes may use different ways of communicating, or there may be issues that prevent them communicating, such as avoidance relationships.



7. Conflict of interest

LA members need to avoid conflicts of interests

This is when your role as a LA member conflicts with another interest that gives you or someone close to you a benefit.

You must speak up if you think you have a conflict of interest.

If you say nothing and participate in Making a decision, you could be in breach of the Local Government Act 2019 and be penalised.



8. Confidential information

As a LA member, you will occasionally receive information that is confidential.

Confidential information must be kept private and not talked about with others who are not part of the confidential session of the meeting.

You must not use confidential information in a way that could give a benefit or cause harm to another person.



9. Gifts

You must not accept gifts or benefits from someone that might get an advantage from the council or local authority.

This is because it may look like you are biased or giving favours, especially if that person could benefit from or influence a decision.

Look at your Council Gifts policy or talk to the CEO for further information.

If you are unsure ALWAYS ask.



10. Accountability



LA members have an important role to represent and answer to the community.

LA members should:

- talk to people in their community regularly,
- talk at local authority meetings about what the community wants, and
- keep the community updated about what council is doing.

11. Working for all the people in your area

As a LA member, you represent all the people in your local authority area.

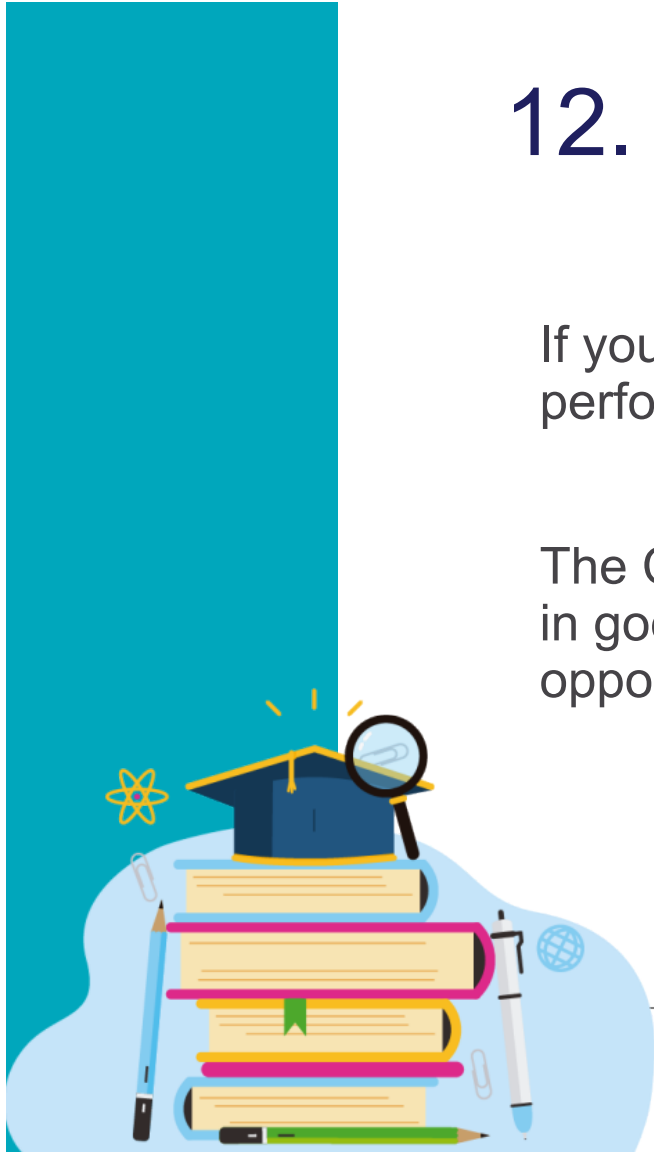
When making recommendations, you will need to think how this will affect the whole area and whether this would be in the long-term interests of all community members.



12. Training

If you are offered training, you should do it if it is to help you perform your duties as a LA member.

The Code of Conduct states that you must undertake training in good faith, which means trying to participate in training opportunities when you can.



13. What happens if a local authority member breaches the Code of Conduct?

If someone thinks a local authority member has breached the Code of Conduct, a complaint can be submitted with the CEO of the council.

The council will then make a decision about the complaint.



Resources



For more information, view the following resources:

- Code of Conduct - Schedule 1 of the *Local Government Act 2019*



7. Confirmation of Minutes

ITEM NUMBER 7.1.

Kalkarindji Local Authority meeting held on 6 June 2023

REPORT TYPE Confirmation of Minutes

PREPARED BY Manager of Executive Services

Recommendation

That the minutes of the Kalkarindji Local Authority meeting held on 6 June 2023 be taken as read and be accepted as a true record of the meeting.

Attachments

1. 20230606 KDLA MIN Unconfirmed [7.1.1 - 7 pages]



MINUTES

KALKARINDJI LOCAL AUTHORITY MEETING
HELD ON TUESDAY 6 JUNE 2023
AT 12:30 PM
AT THE KALKARINDJI COUNCIL OFFICE
VDRC Office



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Brian Hylands
Chief Executive Officer



1. Meeting Opening

The meeting opened at 12:42pm.

2. Welcome

3. Attendance and Apologies

3.1. Attendees

Appointed Members

Present

Pansy Wardle	Chairperson
Anne Saunders	Member (via Teams)
Selma Smiler	Member
Pamela Morris	Member
Georgina Macleod	Councillor

Staff Present

Brian Hylands	Chief Executive Officer
Michelle Griffin	Manager of Executive Services (minutes secretary)
Allen Hawke	Council Operations Manager
Kirsty Bock	Assistant Council Operations Manager
William Smart	CDP Builder Trainer
Ryan Haymono	CDP Site Senior

Guests

Clifford McGinness	CLC Ranger
Surinder Crichton	Projects, NT Health
Joel Cooley	Project Manager, EON Foundation

3.2. Apologies and Absentees

Apologies: Nil

Absent: Leah Leaman, Simeon Long, Michael George

4. Disclosure of Interest

There were no declarations of interest at this meeting.



5. Resignations, Terminations and Nominations

5.1. Resignations

Nil

5.2. Terminations

Nil

5.3. Nominations

Nil

6. Guests and Presentations

6.1. Surinder Crichton

Project Manager (NT Health) Surinder Crichton shared information and is seeking feedback from the local authority at their August meeting.

Seeking ideas for future alcohol initiatives to help reduce alcohol related harm. Initiatives include:

- Trauma training
- Cattle with youth projects
- AOD awareness and education

Pamela Morris left the meeting at 12:48 pm.

Pamela Morris returned to the meeting at 12:50 pm.

6.2. Community Development Program

The CDP team provided an update on activities in the region.

6.3. CLC Rangers

CLC Ranger, Clifford McGinness, provided an update to the local authority.

- Crocodile: Mr. McGinness's team is currently seeking a crocodile trap, and if unsuccessful, they will create a trap.
- Feral cats are a local issue and getting worse. Mr. McGinness's team is planning to obtain cages for capture of cats.

William Smart - CDP has welders and equipment at hand and can assist as part of a CDP project with the creation of crocodile and cat traps.



6.4. Joel Cooley - EON Foundation

Project Manager (EON Foundation) Joel Cooley provided information to the local authority regarding the programs planned for Kalkarindji. EON is happy to work with CDP on local programs.

Selma Smiler left the meeting at 1:33 pm.

Selma Smiler returned to the meeting at 1:35 pm.

7. Confirmation of Minutes

7.1. Kalkarindji Local Authority Meeting held on 14 February 2023

KDLA-2023/10 Resolution: Carried (Cr Georgina Macleod/Selma Smiler)

That the minutes of the Kalkarindji Local Authority Meeting held on 14 February 2023 be taken as read and be accepted as a true record of the meeting.

8. Council Response to Previous Minutes

8.1. Council Response to Previous Minutes

KDLA-2023/11 Resolution: Carried (Pansy Wardle/Pamela Morris)

That the Kalkarindji Daguragu Local Authority receive and note the feedback from Council

9. Correspondence

9.1. Correspondence

KDLA-2023/12 Resolution: Carried (Cr Georgina Macleod/Pansy Wardle)

That the following correspondence be noted.

1. 2023-05-24 INCOMING Letter from the Bureau of Meteorology Flood-warning-network [9.1.1 - 1 page]

10. Reports

10.1.1. Council Operations Manager Report

KDLA-2023/13 Resolution: Carried (Cr Georgina Macleod/Selma Smiler)

That the Council Operations Manager Report is received and noted

10.2.1. Kalkarindji - Daguragu Finance Report

KDLA-2023/14 Resolution: Carried (Cr Georgina Macleod/Pamela Morris)

That the Kalkarindji – Daguragu Local Authority receive and note the finance report.



10.2.2. Kalkarindji - Daguragu Projects Report

The Kalkarindji - Daguragu local authority received and noted the report.

Action: investigate whether LAPF can be used for pest control measures.

10.3.1. Action Items

KDLA-2023/16 Resolution: Carried (Selma Smiler/Pansy Wardle)

- A. That the Kalkarindji Daguragu Local Authority receive and note the action items update; and
- B. That the completed action items be removed from the list.

10.4.1. Draft Regional Plan 2023-24

That the Draft Regional Plan 2023-24 was received and noted.

Pamela Morris left the meeting at 2:19 pm.

11. Questions from the Public

Nil

12. General Business

12.1 Public Toilets

Cr Macleod raised an item regarding the condition of the bathrooms near the council office building.

Pamela Morris returned to the meeting at 2:22 pm.

Action: investigate whether the bathrooms are on the insurance schedule, otherwise Local Authority could consider renovating the toilets.

Action: COM obtain quotes for bathrooms renovation.

12.2 Security Cameras

Action: Council to seek opportunities for grants for community safety including security cameras for the town.

Pansy Wardle left the meeting at 2:26 pm.

Pansy Wardle returned to the meeting at 2:30 pm.

Selma Smiler left the meeting at 2:30 pm.



Selma Smiler returned to the meeting at 2:32 pm.

12.3 Daguragu Oval

Oval posts need remediation.

Action: Investigate if LAPF could be spent at the school oval.

12.4 Pest Control

Action: Investigate whether LAPF can be used for pest control measures.

KDLA-2023/18 Resolution: Carried (Selma Smiler/Pansy Wardle)

The KDLA request Council approval to commit \$25,000 of LAPF towards pest control in Kalkarindji and Daguragu Northern Territory public houses.

Anne Saunders left the meeting at 2:49 pm.

13. Next Meeting

The next Meeting of Kalkarindji – Daguragu Local Authority will be held 8 August 2023.

The meeting closed at 2:55pm.

This page and the preceding six pages are the minutes of the Kalkarindji - Daguragu Local Authority meeting held on Tuesday, 6 June 2023.



8. Council Response to Previous Minutes

ITEM NUMBER 8.1.

Feedback from Council

REPORT TYPE Local Authority Reports

PREPARED BY Media and Communications Officer

Purpose

The purpose of this report is to provide feedback to the Kalkarindji Local Authority from the relevant Ordinary Council meeting.

Recommendation

That the Feedback from Council be received and noted.

Feedback

On Tuesday, 27 June 2023, Council received the minutes of the Kalkarindji Local Authority meeting held on 6 June 2023. Council endorsed the minutes and all resolutions as per the table below:

OCM-2023/133 Resolution: Carried (Cr Georgina Macleod/Deputy Mayor Andrew McTaggart)

- A. That the minutes of the Kalkarindji Local Authority Meeting held on 06 June 2023 be adopted as a resolution of Ordinary Council.
- B. That Council informs the Kalkarindji Daguragu Local Authority that the commitment of LAPF funds towards pest control does not comply with the guidelines and that Council will liaise with NTG for a solution.

Attachments

Nil



9. Correspondence

ITEM NUMBER 9.1.

Correspondence

REPORT TYPE Correspondence

PREPARED BY Media and Communications Officer

Recommendation

That the correspondence be received and noted.

Attachments

1. 2023-10-09 INCOMING Pest Control Services in remote NT Communities
[9.1.1 - 1 page]



MINISTER FOR HOUSING AND HOMELANDS

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

GPO Box 3146
Darwin NT 0801
Telephone: 08 8936 5529

Mayor Brian Pedwell
Walangeri Ward - Yarralin
Victoria Daly Regional Council

Via email: brian.pedwell@vicdaly.nt.gov.au

Dear Mayor

Thank you for your letter dated 18 September 2023, where you have raised the issue of provision of pest control services in remote Northern Territory communities.

I acknowledge your concerns in regard to the provision of pest control in communities that are a large distance from Katherine and the feasibility of individual tenants to cover the costs to engage pest control technicians.

It is the policy of the Department of Territory Families, Housing and Communities that pest control is the responsibility of the tenants; however, the Department recognises that pest control is of concern in housing in remote communities and we are currently implementing a federally-funded pest control pilot project in selected locations across the Northern Territory.

In the Victoria Daly Region we have identified a number of communities including Yarralin and Kalkarindji that will be receiving treatment under this pilot project based on criteria such as overcrowding and high rates of rheumatic heart disease.

If you have any further questions in regard to the pilot project you may contact the project manager Ms Tania Roberts on 8999 8365 to discuss.

Yours sincerely

A handwritten signature in blue ink that reads "Selena Uibo".

SELENA UIBO

- 9 OCT 2023





10. Reports

10.1. Council Operations Manager Community Report

ITEM NUMBER 10.1.1.

Council Operations Manager Report

REPORT TYPE Council Operations Manager Report

PREPARED BY Council Operations Manager - Kalkarindji

Purpose

To provide an update of community activities since the previous Local Authority meeting.

Recommendations

- A. That the Council Operations Manager Report is received and noted

Regional Plan

Goal 1: Quality Leadership

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

Events and Activities

Vet Visit in August, second date tbd.

Gurindji Basketball Competition was in October with another 5-week competition starting last week with Siby & Ludek. See photos attached.

CPR and First Aid, and Mental Health First Aid training was delivered in the community.

Local Authority Meetings

14th November 2023

Next meeting TBC

Vacant Positions (VDRC in Community)

Council Operations Assistant Manager – Full time

Centrelink Officer – Part time 20 hours per week

Cleaner – Part time 20 hours per week

Customer Service Officer – Part time 20 hours per week

Operations Officer x 2 – Part time 20 hours per week

Night Patrol Officer – Part time

Maintenance Buildings and Fixed Assets

Lot 95B works has now been completed.

Aircons were serviced in all council buildings, including accommodation, and residential properties.



Plant and Equipment

Kalkarindji garbage truck currently in Katherine getting repairs, it is expected back to community next week. Rubbish run will be done with the trailer this week.

Photos and Media



Regional Plan Project Priorities

Bi-annual Vet Visit

- 1st visit in August, second visit to be scheduled for next year.

Bus Shelter Project

- Waiting for quotes from Aus Projects construction, SH Build.
- Katherine Construction & Dice Construction did not want to take on the project.

Art Centre Park – shade trees, outdoor tables

- Waiting for quotes from Aus Projects construction, SH Build.
- Katherine Construction & Dice Construction did not want to take on the project.
- Quote from Darwin Plants, trees ready to be ordered.



Council officer conflict of interest declaration

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

Attachments

Nil



10.2. Finance Report

ITEM NUMBER 10.2.1.

Finance Report for period ending 30 September 2023

REPORT TYPE Local Authority Finance Report

PREPARED BY Chief Finance Officer

Recommendations

A. That the Finance Report for period ending 30 September 2023 report is received and noted

Attachments

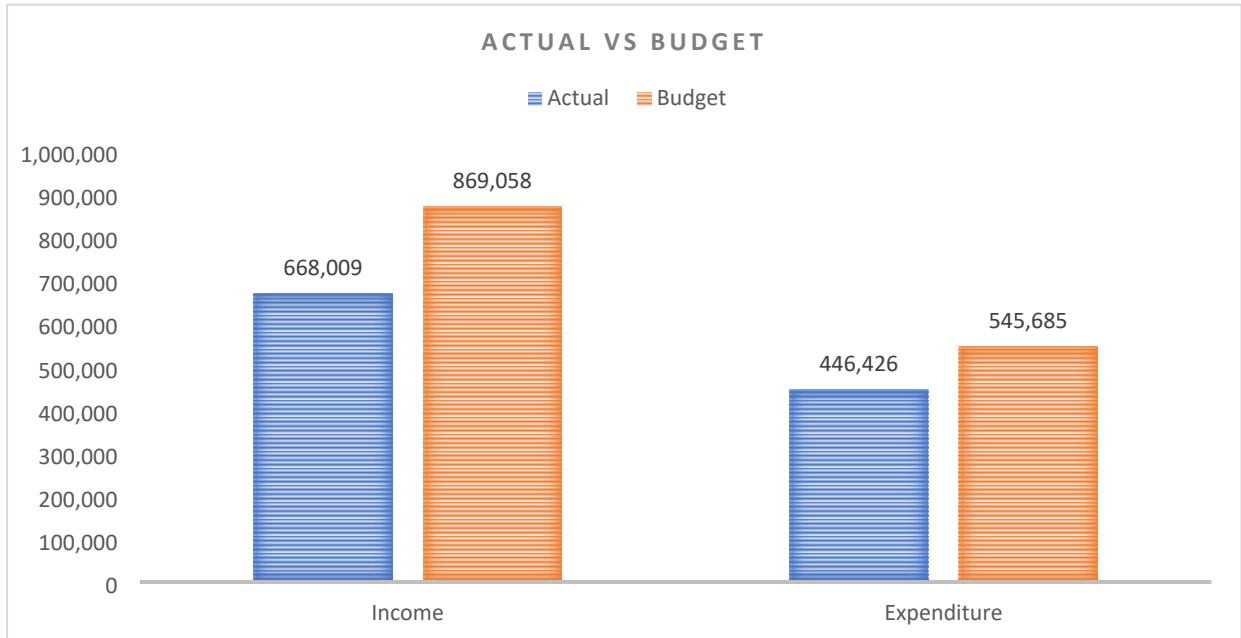
1. Kalk 30 09 2023 (2) [**10.2.1.1** - 2 pages]

Actual v Budget for Kalkarindji Community as of 30 September 2023

OPERATING INCOME	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Comments
Rates	214,460	217,138	(2,678)	Reclassification of properties resulted in a decrease in revenue
Charges	190,976	194,001	(3,025)	Reclassification of properties resulted in a decrease in revenue
Fees and Charges	50,485	96,380	(45,895)	NIDIS clients number decreased, which resulted in a decrease in revenue
Operating Grants and Subsidies	205,892	344,948	(139,056)	This financial year's first installment for night patrol and sports and recreation grants has yet to be received.
Commercial and Other Income	6,195	16,592	(10,397)	The number of HCP clients decreased, resulting in a reduced income
TOTAL OPERATING INCOME	668,009	869,058	(201,049)	
OPERATING EXPENDITURE				
Employee Expenses	224,566	331,274	(106,709)	underspent is due to vacant positions in the Kalkarindji office
Materials and Contracts	130,034	119,967	10,067	Replacement of bins in Kalkarindji resulted in overspending. This amount will be recovered from the insurance.
Council Committee & LA Allowances	0	2,550	(2,550)	LA meeting has yet to be held in Kalkarindji this financial year
Council Committee & LA Expenses	133	200	(67)	
Motor vehicle leases/Facilities costs and Administration costs	91,693	91,693	-	
TOTAL OPERATING EXPENDITURE	446,426	545,685	(99,259)	
OPERATING SURPLUS / DEFICIT	221,583	323,374	(101,791)	

For the first quarter of the financial year 2023-24, Council received \$668,009 and spent \$446,426 compared to budgeted income of \$869,058 and expenditure of \$545,685, respectively.

The bar graph below shows actual income and expenditure vs budgets.



Update on the Recycling Program

During the financial year 2022-23, Council received \$8,909.28 from the recycling program. On 30 August 2022, the Council passed a resolution that Kalkarindji's local authority would manage the money from the program. This quarter, the Council has yet to receive any additional money, and as of 30 September 2023, the balance held by VDRC on behalf of KDLA remained the same at \$8,909.28.



ITEM NUMBER 10.2.2.

Project Funding Update as of 30th September 2023

REPORT TYPE Finance Report

PREPARED BY Chief Finance Officer

Purpose

The purpose of this report is to provide an update on the Local Authority Project Funding (LAPF) that has been spent or committed, and to provide an overview of funds available for future projects.

Recommendations

That the Project Funding Update as of 30th September 2023 report is received and noted

Local Authority Project Funding

Funds Spent financial year

\$10,582 of LAPF has been spent this financial year

Funds Committed

\$79,418 of LAPF is committed to projects.

Funds Available

\$206,227 of LAPF is available for future projects

The Kalkarindji Local Authority is encouraged to discuss and consider suitable projects to be funded with the remaining LAPF.

Attachments

1. LA Projects 30 09 2023 [10.2.2.1 - 1 page]

Local Authority projects-Kalkarindji

Fund Carried forward from last financial year		210,727
Grant to be received this financial year		<u>85,500</u>
Total available funds		296,227
Funds spent to date	10,582	
Less: funds spent last year	-	
Amount spent on projects this financial year 2023-24		(10,582)
Money committed to projects but has yet to be spent		<u>(79,418)</u>
Funds available for future projects		<u><u>206,227</u></u>

Project Name	Resolution passed on	Amount committed to projects	Amount spent to date	Remaining funds available	Status
Bi-annual veterinary visit	KDLA-2022/3	25,000	10,582	14,418	
Bus shelter project	KDLA-2023/6	20,000	-	20,000	
Arts Centre Park – shade, trees, and outdoor table project	KDLA-2023/8	20,000	-	20,000	
Pest control	KDLA-2023/18	25,000	-	25,000	
		90,000	10,582	79,418	-



10.3. Actions Report

ITEM NUMBER 10.3.1.

Action Items

REPORT TYPE Action Items

PREPARED BY Manager of Executive Services

Purpose

To provide an update on Kalkarindji Daguragu Local Authority action items.

Recommendations

- A. That the Kalkarindji Daguragu Local Authority receive and note the action items update; and
- B. That the completed action items be removed from the 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. 20231114 Action Items Report KDLA [10.3.1.1 - 3 pages]
- 2. Spectur- ST [10.3.1.2 - 2 pages]
- 3. Spectur- H D 5 [10.3.1.3 - 2 pages]

ACTION REGISTER

Kalkarindji - Daguragu Local Authority

NOVEMBER 2023



Victoria Daly
REGIONAL COUNCIL

MEETING DATE	ITEM	ACTION REQUIRED	ASSIGNED DEPT.	ACTION TAKEN	STATUS
29/11/2022	Kalkarindji Daguragu Local Authority meeting held on 8 November 2022	KLA-2022/3 - That the Kalkarindji Daguragu Local Authority commit up to \$25,000 for the Katherine Vet Services to deliver vet program two times in 2023. <i>(endorsed by Council - Resolution: OCM-2022/185)</i>	Operations	The first vet visit took place in August. The next visit is TBD for early next year.	In Progress
28/02/2023	Bus shelter	KDLA-2023/6 - That the KDLA proceed with the bus shelter project, estimated to cost up to \$20,000. <i>(endorsed by Council - Resolution: OCM-2023/30)</i>	Operations	Quotes are being sourced for the work – concrete slab, materials, and bus shelter assembly. Have had feedback from some that they won't take on any new work.	In progress
28/02/2023	Sign at waste facility	KDLA-2023/7 - for the design of the waste management sign 'for health and safety reasons please do not light up the dump'. <i>(endorsed by Council - Resolution: OCM-2023/30)</i>	Operations	The sign has been mounted at the entrance of the dump.	Complete
28/02/2023	Arts Centre Project	KDLA-2023/8 That the KDLA proceed with the Arts Centre Park shade trees and outdoor table project, estimated to cost up to \$20,000. <i>(endorsed by Council - Resolution: OCM-2023/30)</i>	Operations	Sourcing quotes for tables, concrete slabs, and table installation. Trees ready to be ordered and planted by Operations team.	In Progress
28/02/2023	Buntine Highway rest stops (advocacy)	KDLA-2023/9 That the KDLA support the council to advocate for rest stops on the Buntine Highway and support that council write to the relevant Ministers on the matter. <i>(endorsed by Council - Resolution: OCM-2023/30)</i>	Operations	This action is on Council's action item list and will be reviewed at the monthly Ordinary Council Meetings.	In progress
28/02/2023	Invitation: Rangers	<u>Action:</u> Rangers to be invited to the next KDLA meeting	Executive	CLC Ranger, Clifford McGinness, provided an update to the local authority in June. • Feral cats are a local issue and getting worse. Mr. McGinness's team is planning to obtain cages for capture of cats.	Completed
28/02/2023	Invitation: CDP	<u>Action:</u> CDP to be invited the next KDLA meeting and to provide a presentation on the service and what it can provide for employers and businesses	Executive	The CDP team provided an update to the KDLA in June.	Completed
6/6/2023	Pest Control	Action: investigate whether LAPF can be used for pest control measures.	Operations	A letter was sent to Minister Uibo and response received and attached.	Completed

MEETING DATE	ITEM	ACTION REQUIRED	ASSIGNED DEPT.	ACTION TAKEN	STATUS
6/6/2023	Bathrooms	Action: investigate whether the bathrooms are on the insurance schedule, otherwise Local Authority could consider renovating the toilets.	Operations	The bathrooms are not on the insurance schedule.	Completed
6/6/2023	Bathrooms	Action: COM obtain quotes for bathrooms renovation.	Operations	Need more information on what the LA would like done in the bathrooms.	In Progress
6/6/2023	Security Cameras	Action: Council to seek opportunities for grants for community safety including security cameras for the town.	Executive	Safety community grants are available; however, each round targets a specific concern e.g., diversion. Some options attached. Considerations such as ongoing maintenance, suitable land for installation and costs will need to be investigated.	
6/6/2023	Daguragu Oval	Action: Investigate if LAPF could be spent at the school oval.	Operations	The oval is owned by the Department of Education; therefore LAPF cannot be spent there.	Complete



Sense **Think** Act



The STA6 helps you:



Stop Crime

- Construction site crime
- Illegal dumping
- Vandalism



Warn your community

- Shark
- Tsunami
- Bushfire
- Muster points



Improve safety on your sites

- Enforce the use of PPE
- Identify who is on site and when
- Exclusion zone maintenance



Collect 4K time-lapse images



Leverage "smart cities" solutions



Link your remote sensors



Solve an expanding range of challenges

STA6

Sensing, Thinking and Acting

The STA6 system is the versatile solution for customers with challenges on unpowered and unwired sites. The powerful STA6 uses solar and battery powered platforms connected wirelessly to the internet to enable remote monitoring, autonomous or directed thinking and action.

Spectur offer a range of platforms to suit different site locations and applications. For further advice and assistance please contact your local Spectur Solutions Representative.
1300 802 960 | www.spectur.com.au

MSBR003 STA6 Pro Solar Rev 2 Date: 26-08-2021



Main Features

- Detects in ultralow light and at a longer range than any PIR based system
- Audible/visible alarms and alerts using in-App, email or VMS
- Up to 360° vision with no blind spots
- Your choice of audible message
- Expandable hub for IoT sensors
- Microphone and speaker for 2-way audio communication
- Advanced AI on edge and cloud for low false alarms and smart cities application
- Optional 24/7 monitoring and call out guard service
- Future-proof via software upgrades
- High quality 4K images, for better zoom and reproduction
- Available for sale, rent and lease options
- Easily integrated with 3rd party VMS
- Sophisticated back end monitoring and diagnostics to ensure high uptime
- Expanding range of applications and features
- Designed and made in Australia
- Dual or single processors to suit applications

Specifications

Camera	Up to 4 cameras in 4K lowlight or Thermal Configuration
Housing	Designed for continuous operations in Australian conditions
Freestanding Base	In ground, portable metal or concrete block options
Installation	Small footprint direct in ground or freestanding base
Connectivity	Via 3G/4G/wifi/Satellite
Processor	Onboard, customisable and programmable GPU platform(s)
Storage	Onboard and cloud (MS Azure) for security and instant access
Integration	ONVIF compliant. Suitable for integration with most VMS
User Interface	iOS, Android Apps and a web browser (Desktop)
Solar Power	Single or dual 160W mono crystalline panels
Battery	Single or dual 50h lead-acid batteries

Spectur offer a range of platforms to suit different site locations and applications.
For further advice and assistance please contact your local Spectur Solutions Representative.
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HD5 Solar Security Camera System

The Spectur HD5 Solar Camera is ideal for remotely monitoring your site 24/7. It is a completely self-contained system that connects to the cloud via a built in 3G/4G modem with no cabling, power ports, or special installation required. Recorded video is available for viewing at any time, proving to be the perfect solution for property owners, government applications, and site managers looking for a high-level crime prevention and surveillance device.

The HD5 system comes bundled with applications for; security and theft deterrence, surveillance and time lapse, making it a truly versatile site-based solution.

Spectur offer a range of camera lenses to suit different site locations and conditions. For further advice and assistance please contact your local Spectur Solutions Representative.
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MSBR001 HD5 REV2 Date: 9-12-2021

Features

- 3.4MP Super HD low Light Camera
- Solar & Battery powered- no cables or trenching
- Link multiple cameras to a single secure login
- Bright 50w motion activated LED floodlight
- Full remote programming
- AI Engine for advanced person & vehicle recognition
- Live viewing
- 3G/4G Connectivity to Spectur's Cloud Management Platform
- Secure web login for viewing alarms and live footage. No programs to download
- Remote access via smartphone app (Android or iOS) PC, Mac multi platform
- Alarms with automatic schedules for on and off times
- Spoken pre-recorded alarm warnings
- Instant notifications
- Monitoring station integration
- Advanced in-camera motion detection
- Designed and built in Australia

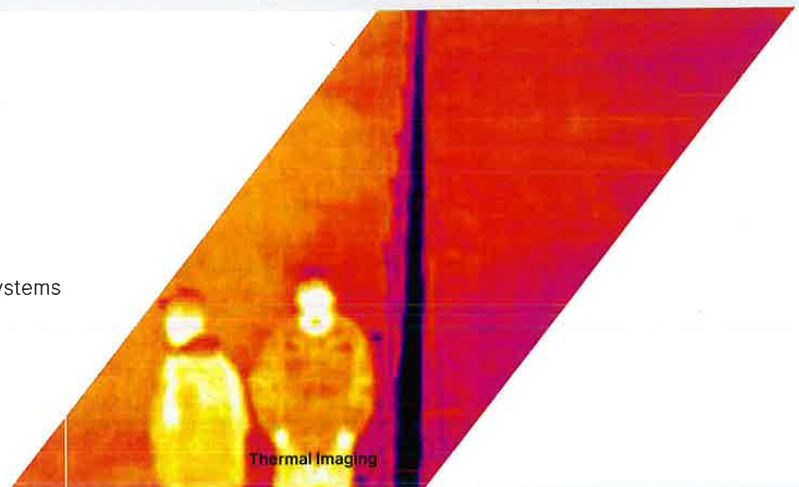


Standard Specifications

Camera	3.4MP Super HD low light camera module 2304 x 1296 resolution
Internal Computer	Quad Core Processor - 64MB eMMC card 2GB RAM. Spectur analytics software built in power amplifier
Enclosure	Powder coated custom designed aluminum case IP65 key entry. Built in cooling vents perspex window 42 x 34 x 22cm. Custom mounting bracket included
Light	50W Motion activated LED floodlight
Solar Panel	110W solar panel custom mounting bracket. Weight 7kg
Battery	12v 50ah Deep cycle lead acid. Weight 15kg
Amp & Speaker	Power 15W. High gain outdoor warning speaker
Communications	Teltonika Multi-Band 3G/4G LTE Router with Dual External Antenna
Integration	ONVIF Compliant. Suitable for integration with most VMS

Optional Extras/Upgrades

- 2 camera system (HD, thermal or 4k)
- 128GB onboard storage upgrade
- Connection to cloud based 3rd party Ai
- Connection to remote sensors
- Integration to existing video management systems
- Remotely programmable, digital signboard
- 2 way audio, 1-way video VOIP phone
- "smartbox", remotely opened
- Warning lights



Spectur offer a range of camera lenses to suit different site locations and conditions.
For further advice and assistance please contact your local Spectur Solutions Representative.
1300 802 960 | www.spectur.com.au





10.4. General Reports

Guideline 1: Local Authorities

ITEM NUMBER 10.4.1.

REPORT TYPE Officer Report For Information

PREPARED BY Manager of Executive Services

Purpose

To table the recently approved *Guideline 1: Local Authorities* following recommendations from the Local Authority Review Report and subsequent changes to the guideline.

Recommendations

- A. That the Guideline 1: Local Authorities report is received and noted

Regional Plan

Goal 1: Quality Leadership

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

Background

The Department of the Chief Minister and Cabinet has led a review of local authorities, and on 8 August 2023 the Minister for Local Government signed and approved the revised Guideline 1: Local Authorities.

The revised guideline has come following a recommendation of the Local Authority Review Report and Implementation Plan.

As part of the review process, a Local Authority Reference Group was established, of which Mayor B. Pedwell and CEO Mr. Brian Hylands were members.

Key changes

Some key changes include:

- A local authority may recommend different categories of membership or representation at a meeting.
- A local authority may resolve to meet less than four times a year (must be ratified by the council).
- A local authority may recommend to the council that proxies are allowed.
- The local authority payments section is updated to reference the Remuneration Tribunal's determination of allowances.
- Some changes to reporting requirements.



Policy implications

Local Authority Policy LGP026 will require amendments to comply with the new guideline.

Budget implications

Nil

Council officer conflict of interest declaration

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

Attachments

1. Guideline 1 Local Authorities [**10.4.1.1** - 6 pages]

Guideline 1: Local Authorities

Contents

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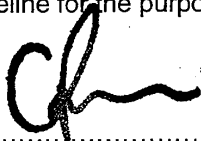
Guideline 1: Local Authorities

LOCAL GOVERNMENT GUIDELINE NO. 1

Local Government Act 2019

Making of Guideline

I, Chanston James Paech, Minister for Local Government, under section 342 of the *Local Government Act 2019*, hereby make this Guideline for the purposes of the Act.



.....
Minister for Local Government

8 / 8 / 2023

Guideline 1: Local Authorities

1 Title

- 1.1 This Guideline is titled *Guideline 1: Local Authorities*.

2 Commencement

- 2.1 This Guideline commences on the day after it is made by the Minister for Local Government. All previous versions of this Guideline are revoked.

3 Definitions

For the purposes of this Guideline:

Act means the *Local Government Act 2019*.

council means a council for a region.

member means a local authority member.

provisional member is a member nominated by the local authority and awaiting ratification by council.

provisional decision means a decision, by majority vote, made by the members at a provisional meeting (see clause 11.5).

provisional meeting means, at the time and place set for a local authority meeting when a quorum has not been established, at least one third of members are present and agree to hold a meeting (see clause 11.1).

4 Establishing and maintaining local authorities

- 4.1 A council must establish and maintain the local authorities for the council listed in the Schedule to this Guideline.
- 4.2 A council must determine the area for each of its local authorities.
- 4.3 While area boundaries are defined it is acknowledged that initiatives that deliver community outcomes may cross boundaries.

5 Local authority members

- 5.1 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.
- 5.2 There must be at least 6 members and a maximum of 14 members for each local authority, unless the Minister approves a different maximum number of members for a particular local authority. Different local authorities of a council may have different numbers of members.
- 5.3 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).
- 5.4 A council must keep a register, accessible on the council's website and at the council's public office, of the following information in relation to each current member of a local authority:
- (a) the member's name;
 - (b) the date of appointment;
 - (c) the local authority the member represents;
 - (d) whether the member is a council member or otherwise a community member;
 - (e) the date of the cessation of the member's membership (if applicable).

Guideline 1: Local Authorities

6 Policy for appointments and resignations

- 6.1** A council must have a policy for its local authorities that provides for the following:
- (a) calling for nominations as soon as practicable after a vacancy arises;
 - (b) how the call for nominations is to be advertised and promoted so that residents of the local authority area know about it, know who to give a nomination to and when nominations close;
 - (c) consideration of the nominations received, which must be an item of business at the first ordinary meeting of the council after nominations close;
 - (d) the selection process for local authority members;
 - (e) how it takes into account the recommendations of the local authority;
 - (f) the selection process and term of appointment of the chairperson, including the option of a rotating chairperson;
 - (g) the process for the resignation of a member in writing;
 - (h) how, and in what circumstances, appointment of a member may be revoked or otherwise cease (such as non-attendance).
- 6.2** 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 purposes of quorum but must subsequently be ratified by council.

7 Minimum number of meetings

- 7.1** The CEO must ensure that at least 4 meetings for each local authority are held in a financial year, unless the local authority resolves to meet less than 4 times a year and the lesser number of meetings is ratified by council.
- 7.2** Provisional meetings may be counted to satisfy the minimum number of meetings.

8 Proxy membership

- 8.1** A local authority may recommend to the council that proxies are allowed.
- 8.2** Where a local authority and the council agree to proxy membership, a proxy can only substitute for each local authority member at a maximum of 2 meetings in a financial year.
- 8.3** Appointment of a proxy for a meeting should be notified to council at least 2 days before a meeting. Council will provide a briefing to the proxy member, including:
- minutes from the previous meeting;
 - current agenda items for discussion;
 - an outline of the role and expectations of a local authority member.

9 Local authority payments

- 9.1** 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.
- 9.2** To access the Remuneration Tribunal's Determination of Allowances for Members of Local Government Authorities, visit cmc.nt.gov.au.
- 9.3** Council members are not eligible for a local authority payment in relation to attending local authority meetings or provisional meetings but may be entitled to claim extra meeting allowance.

Guideline 1: Local Authorities

10 Local authority meetings

- 10.1** The agenda for local authority meetings must be prepared in consultation with the chairperson of the local authority and include the following:
- (a) any declarations of conflicts of interest by members;
 - (b) previous minutes;
 - (c) items requested by members;
 - (d) a report from the CEO (or delegate) on all local authority matters before council; including a progress and financial report on local authority projects and a report on current council services and projects in the local authority area;
 - (e) visitor presentations;
 - (f) general business and community questions.
- 10.2** Once in each financial year, a local authority agenda must include a review of:
- (a) the council's annual report for the previous financial year;
 - (b) the council's proposed regional plan for the next financial year;
 - (c) the council's budget for proposed projects for the local authority area for the next financial year;
 - (d) community plans of the council or local authority where they exist.
- 10.3** The minutes of a local authority meeting must record decisions taken.

Notes for clause 10

- 1 Section 97(3) of the Act requires that notice convening a local authority meeting, which includes the agenda, must be publicly available on the council's website and at the council's public office.
- 2 Section 102(2) of the Act requires that a copy of local authority minutes must be publicly available on the council's website and at the council's public office within 10 business days after the date of the meeting.

11 Provisional meetings

- 11.1** If there is no quorum for a local authority meeting, but one third of total members are present, the members who are present may hold a **provisional meeting**.
- Example for clause 11.1*
- If there are 9 total members of a local authority and 6 members are unable to attend, the 3 members who are present may agree to hold a provisional meeting.*
- 11.2** A provisional meeting does not have the powers or functions that the council may have delegated to the local authority.
- 11.3** 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.
- 11.4** Members at a provisional meeting can confirm the minutes of a previous provisional meeting. However, members at a provisional meeting cannot confirm the minutes of a previous local authority meeting.
- 11.5** Members at a provisional meeting may, by majority vote, make recommendations to the council, provided any such recommendations are qualified as being a decision of the members at a provisional meeting (**provisional decision**).
- 11.6** The minutes of a provisional meeting must identify decisions taken as provisional decisions.
- 11.7** 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

Guideline 1: Local Authorities

at the council's public office.

11.8 A local authority meeting can confirm the minutes of a provisional meeting.

11.9 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.

12 Consideration of draft local authority minutes by council

12.1 Draft minutes and items for attention from local authority meetings, including provisional meetings, must be tabled at the next ordinary meeting of the council and included in the agenda.

Note for clause 12.1

Sections 101(4) and 101(5) of the Act have an equivalent requirement for local authority meetings.

12.2 The council's response to the draft minutes from local authority meetings must be recorded in the minutes of the meeting of the council.

Note for clause 12.2

Section 101(5) of the Act has an equivalent requirement for local authority meetings.

13 Reporting

13.1 The council must decide on and report back to the local authority on its response to the meeting minutes and items raised for attention.

Note for clause 13.1

Section 40 of the Act provides that a council may delegate its powers and functions to a local authority, except where a council resolution is required under the Act.

Guideline 1: Local Authorities

Schedule

Local authorities to be established and maintained by councils:

Barkly Regional Council:

1. Ali Curung
2. Alupurrurulam
3. Ampilatwatja
4. Arlparra
5. Elliott
6. Tennant Creek
7. Wutunugurra (Epenarra)

Central Desert Regional Council:

8. Anmatjere (Nturiya, Pmara Jutunta, Wilora, Ti Tree)
9. Atitjere
10. Engawala
11. Lajamanu
12. Laramba
13. Nyirripi
14. Willowra
15. Yuelamu
16. Yuendumu

East Arnhem Regional Council:

17. Angurugu
18. Galiwin'ku
19. Gapuwiyak
20. Gunyangara
21. Milingimbi
22. Milyakburra
23. Ramingining
24. Umbakumba
25. Yirrkala

MacDonnell Regional Council:

26. Amoonguna
27. Areyonga
28. Finke (Aputula)
29. Haasts Bluff (Ikuntji)
30. Hermannsburg (Ntaria)
31. Imanpa
32. Kaltukatjara (Docker River)
33. Kintore (Walungurru)
34. Mt Liebig (Amundurrngu)
35. Papunya
36. Santa Teresa (Ltyentye Apurte)
37. Titjikala
38. Wallace Rockhole

Roper Gulf Regional Council:

39. Barunga
40. Beswick (Wugularr)
41. Borrooloola
42. Bulman
43. Jilkminggan
44. Manyallaluk (Eva Valley)
45. Mataranka
46. Minyerri (Hodgson Downs)
47. Ngukurr
48. Numbulwar
49. Robinson River
50. Urapunga

Tiwi Islands Regional Council:

51. Milikapiti
52. Pirlangimpi
53. Wurrumiyanga (Nguui)

Victoria Daly Regional Council:

54. Amanbidji
55. Bulla
56. Kalkaringi / Dagaragu
57. Nauiyu (Daly River)
58. Pine Creek
59. Timber Creek
60. Yarralin / Pigeon Hole

West Arnhem Regional Council:

61. Gunbalanya (Oenpelli)
62. Maningrida
63. Minjilang
64. Waruwi

West Daly Regional Council:

65. Nganmarriyanga
66. Peppimenarti
67. Wadeye



11. Questions from the Public

12. General Business

13. Next Meeting

The next Meeting of Kalkarindji - Daguragu Local Authority will be confirmed shortly.