



Victoria Daly
REGIONAL COUNCIL

AGENDA

**ORDINARY MEETING OF COUNCIL
TO BE HELD ON TUESDAY 25 JUNE 2024
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.

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

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

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

A handwritten signature in black ink, consisting of a large, stylized initial 'B' followed by a horizontal line extending to the right.

Brian Hylands
Chief Executive Officer



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1. Present

2. Apologies

Nil

3. Public Question Time

4. Disclosure of Interest - Councillors and Staff



5. Confirmation of Minutes

Ordinary Council Meeting held on 28 May 2024

ITEM NUMBER 5.1.

REPORT TYPE Confirmation of Minutes

PREPARED BY Media and Communications Officer

Recommendation

That the minutes of the Ordinary Council Meeting held on 28 May 2024 be taken as read and be accepted as a true record of the meeting.

Attachments

1. 20240528 OCM MIN Unconfirmed [5.1.1 - 12 pages]



Victoria Daly
REGIONAL COUNCIL

MINUTES

**ORDINARY MEETING OF COUNCIL
HELD ON TUESDAY 28 MAY 2024
AT 9:00 AM
AT THE REGIONAL OFFICE - KATHERINE
18 Pearce Street, Katherine NT 0850**



VICTORIA DALY REGIONAL COUNCIL DISCLAIMER

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

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

Brian Hylands
Chief Executive Officer



The meeting opened at 9:04am.

1. Present

Elected Members Present

Mayor (Chair) - Walangeri Ward	Brian Pedwell
Deputy Mayor- Daguragu Ward	Georgina Macleod
Councillor - Pine Creek Ward	Yvette Williams
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 Governance & Executive Services	Keira Townsend (Minutes Secretary)

Guests

Dept of The Chief Minister & Cabinet	Karen Hocking
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2. Apologies

Apologies: Cr Andrew McTaggart

Absent: Nil

OCM-2024/61 Resolution: Carried (Deputy Mayor Georgina Macleod/Cr Deborah Jones)

Council have received and accept the apology of Cr Andrew McTaggart.

3. Presentations - Deputations - Petitions

Nil

4. Public Question Time

Nil



5. Disclosure of Interest - Councillors and Staff

There were no declarations of interest at this meeting.

6. Confirmation of Minutes

Ordinary Council Meeting held on 30 April 2024

ITEM NUMBER 6.1.

OCM-2024/62 Resolution: Carried (Deputy Mayor Georgina Macleod/Cr Yvette Williams)

That the minutes of the Ordinary Council Meeting held on 30 April 2024 be taken as read and be accepted as a true record of the meeting.

7. Call for Items of General Business

- GB 1. - Potholes
- GB 2. - Tipper Trucks
- GB 3. - Official opening for new Victoria Daly Regional Council Support Centre
- GB 4. - Katherine Show - VDRC Stall
- GB 5. - Water supply to the Pine Creek Cemetery

8. Mayoral Report

Mayoral Report

ITEM NUMBER 8.1.

OCM-2024/63 Resolution: Carried (Cr Yvette Williams/Deputy Mayor Georgina Macleod)

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

Note:

- Mayor Pedwell, accompanied by the CEO, attended the Jawoyn Local Decision Making ceremony held at Nitmuluk on 10 May 2024.
- Mayor Pedwell will be taking annual leave from 03-24 June 2024. During this period, the Mayor will continue to attend any scheduled Local Authority meetings.



9. CEO Update

CEO Report

ITEM NUMBER 9.1.

OCM-2024/64 Resolution: Carried (Cr Deborah Jones/Deputy Mayor Georgina Macleod)

- A. That the CEO Report be received and noted; and,
- B. That an invite is extended to SurePact representative, Adrian Warren to demonstrate the SurePact grants management system at the Council Briefing Day scheduled for 24 June 2024.

Note: CEO and CFO have been looking into accounting reporting software from LG solutions to assess suitability for Council's financial reporting needs.

10. Reports to Council

10.1. Reports for Council Decision

10.1.1. Draft Regional Plan 2024-25

OCM-2024/65 Resolution: Carried (Deputy Mayor Georgina Macleod/Cr Yvette Williams)

- A. That the Draft Regional Plan 2024-25 is received and noted,
- B. That a special Meeting is called for Friday 31 May 2024 to endorse the 2024-25 Regional Plan and Budget; and,
- C. That the fees and charges for removal of car bodies be reduced from \$200 to \$100.

Note:

- **Pg 25 of 61** - date requires amending from 2024 to 2025
- **Projects and Priorities** - reword 'water bubblers' to 'water drinking' fountains (Pine Creek)
- **Projects and Priorities Advocacy** - add slip lanes and lighting at turnoffs (all wards)
- **Projects and Priorities Advocacy** - add 'with facilities' to rest stops for Buntine Highway (Walangeri and Daguragu wards)
- **Projects and Priorities Advocacy** - add item - heightening of Wattie Crossing bridge (Daguragu ward)



- **Projects and Priorities** Identified Potential Future Projects - add item - resealing of internal roads (Daguragu)
- **Projects and Priorities Advocacy** - add item - footpath from Timber Creek to Myatt required to increase safety of pedestrians currently walking on the highway.
- **Contacts page** - change ' Katherine Headquarters' to 'Victoria Daly Regional Council Support Centre'.
- **Projects and Priorities Identified Potential Future Projects** - Courthouse toilets require total replacement or significant upgrade (Kalkarindji)

10.2. Reports for Information

Financial Report for the period ended 30 April 2024

ITEM NUMBER 10.2.1.

OCM-2024/66 Resolution: Carried (Deputy Mayor Georgina Macleod/Cr Yvette Williams)

That the Financial Report for the period ended 30 April 2024 is received and noted.

Meeting adjourned for morning tea at 10:35am

Meeting resumed at 11:01 am

Project, Infrastructure and Asset Report

ITEM NUMBER 10.2.2.

OCM-2024/67 Resolution: Carried (Cr Yvette Williams/Cr Deborah Jones)

That the Project, Infrastructure and Asset report is received and noted.

11. Action Items

Action Item Report

ITEM NUMBER 11.1.

OCM-2024/68 Resolution: Carried (Cr Deborah Jones/Cr Yvette Williams)

- A. That the Action Item Report is received and noted,
- B. That completed items be removed from the action items list,
- C. That the OCM-2023/210 action item be amended to 'Mayor to write to Minister Paech cc'ing Minister Bowden to highlight the need for 2022-2024 disaster recovery funding and the processes already undertaken by Council,
- D. That the OCM/2023/212 action item is removed from the action items list; and,
- E. That the status of the action item 'investigate possible locations for recycling points throughout the community' be amended to *in progress*,

12. Correspondence

Correspondence Report

ITEM NUMBER 12.1.

OCM-2024/69 Resolution: Carried (Deputy Mayor Georgina Macleod/Cr Deborah Jones)

That the Correspondence Report is received and noted.

13. General Business

13.1 Potholes

Internal roads in Yarralin require pothole repairs.

Action: Assess and repair potholes throughout Yarralin.

13.2 Tipper Trucks

Small to medium size tipper trucks required for each ward.

Action: Report to be prepared for Council outlining options and pricing.



13.3 Official opening for new Katherine Regional Support Centre

Note:

- To be scheduled for 9am on 26 June 2024
- Invitation to be extended to: KTC (Mayor, CEO), RGRC (Mayor, CEO), Jawoyn Association (Chair, CEO), Katherine Times, NLC (Chair, CEO), CMC - Big Rivers (Jake Quinlivan and Karen Hocking), KWHB, Minister Paech, Minister Selena Uibo, Marion Scrymgour MLA, Maree DeLacey, Chief Minister Eva Lawler, Jo Hersey MLA, Jessica Powter DIPL, Maxine Bright, John De Koning, NIAA (Patrick Flemming and Dianna Ross) NTG Sport and Recreation (William Kossack and Natasha Bennett), business partners (JW Auto, Kubota etc) Council Operations Managers, NTPFES, LA Chairpersons.
- Signage for new regional office to refer to 'Victoria Daly Regional Council Support Centre'

Action: Elected Members and Executive leadership team to plan event and arrange invitations.

13.4 VDRC Stall - Katherine Show

Action: Report to be prepared for Council detailing options for a VDRC stall at the Katherine Show.

13.5 Water supply to the Pine Creek Cemetery

Request for water to be connected and tap installed at the Pine Creek Cemetery.

Note: Existing bore and water meter are located in close proximity to the cemetery.

Action: Pine Creek COM / Operations to investigate options and approval processes and prepare a report for the June 2024 OCM.

OCM-2024/70 Resolution: Carried (Mayor Brian Pedwell/Cr Deborah Jones)

That Council approves expenditure of up to \$10,000 to host an official opening ceremony for the new Victoria Daly Regional Council Support Centre at 18 Pearce Street Katherine.



14. Local Authority

14.1. Local Authority Minutes

Pine Creek Local Authority Meeting held on 7 May 2024

ITEM NUMBER 14.1.1.

OCM-2024/71 Resolution: Carried (Cr Yvette Williams/Mayor Brian Pedwell)

- A. That the minutes of the Pine Creek Local Authority meeting held on 7 May 2024 be taken as read and be accepted as a true record of the meeting (with 12.3 amended regarding the water gardens - to look into and proceed with recirculation of the water)
- B. That Council look at the irrigation system and whether a bluetooth system might be a better option.
- C. That Council spend the \$50,000 grant on resurfacing the tennis court and oval.
- D. That Council undertake an internal audit regarding the resurfacing of roads.
- E. That the funds allocated for the management of feral cats in Pine Creek be reallocated.
- F. That the Regional Plan Priorities report is received and noted; and
- G. That the Pine Creek Local Authority provide feedback on service delivery for the area.
- H. That the minutes of the PCLA meeting held on 27 May 2024 are amended to include record of Mayor Pedwell's attendance.

Kalkarindji / Daguragu Local Authority held on 14 May 2024

ITEM NUMBER 14.1.2.

OCM-2024/72 Resolution: Carried (Deputy Mayor Georgina Macleod/Cr Deborah Jones)

- A. That the minutes of the Kalkarindji / Daguragu Local Authority held on 14 May 2024 be adopted as a resolution of Ordinary Council.
- B. That the minutes of the KDLA meeting held on 14 May 2024 are amended to remove Trudy Braun from the record of attendees.

Cr Yvette Williams left the meeting at 12:24 pm.

Cr Yvette Williams returned to the meeting at 12:27 pm.



Bulla Local Authority Meeting (Provisional) held on 16 May 2024

ITEM NUMBER 14.1.3.

OCM-2024/73 Resolution: Carried (Cr Deborah Jones/Cr Yvette Williams)

- A. That the provisional minutes of the Bulla Local Authority Meeting (Provisional) held on 16 May 2024 be adopted as a resolution of Ordinary Council.
- B. That the Regional Plan Priorities report is received and noted; and,
- C. That the Bulla Local Authority provide feedback on service delivery for the area.

Note: Council is unable to donate as per the KHS fundraising request.

Timber Creek Local Authority Meeting held on 16 May 2024

ITEM NUMBER 14.1.4.

OCM-2024/74 Resolution: Carried (Cr Deborah Jones/Mayor Brian Pedwell)

That the minutes of the Timber Creek Local Authority Meeting held on 16 May 2024 be adopted as a resolution of Ordinary Council.

14.2. Local Authority Resignations/Nominations

Timber Creek Local Authority Resignations/Nominations

ITEM NUMBER 14.2.1.

OCM-2024/75 Resolution: Carried (Cr Deborah Jones/Mayor Brian Pedwell)

- A. That the Resignations of Cecelia McKenzie and Marilla Appleby from the Timber Creek Local Authority be accepted and approved as a resolution of Ordinary Council,
- B. That Council revokes the membership of Graham Watts and John Horgan from the Pine Creek Local Authority due to non-attendance; and,
- C. That the Nomination of Jess Moffatt to the Timber Creek Local Authority be accepted and approved as a resolution of Ordinary Council.



Pine Creek Local Authority Resignations/Nominations

ITEM NUMBER 14.2.4.

OCM-2024/76 Resolution: Carried (Cr Yvette Williams/Mayor Brian Pedwell)

- A. That the Resignation of Alain Denouel from the Pine Creek Local Authority be accepted and approved as a resolution of Ordinary Council,
- B. That Council revokes the membership of John Lee from the Pine Creek Local Authority due to non-attendance; and
- C. That the Nomination of Rosemary Aiken to the Pine Creek Local Authority be accepted and approved as a resolution of Ordinary Council

Kalkarindji / Dagaragu Local Authority Resignations/Nominations

ITEM NUMBER 14.2.7.

OCM-2024/77 Resolution: Carried (Deputy Mayor Georgina Macleod/Mayor Brian Pedwell)

- A. That the Nomination of Maythan Long to the Kalkarindji / Dagaragu Local Authority be accepted and approved as a resolution of Ordinary Council,
- B. That the Nomination of Quitaysha Thompson to the Kalkarindji / Dagaragu Local Authority be accepted and approved as a resolution of Ordinary Council; and,
- C. That Council revokes the membership of Michael George from the Kalkarindji / Dagaragu Local Authority due to non-attendance.

Meeting adjourned for lunch at 12:35pm

Meeting resumed at 1:52pm

15. Confidential

Resolution: Carried (Cr Yvette Williams/Deputy Mayor 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 2:33pm.



15.1. 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

The meeting returned to open session at 3.20pm

Resolution: Carried (Mayor Brian Pedwell/Deputy Mayor 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 re-opened to the public.

17. Next Meeting

The next Ordinary General Meeting of Victoria Daly Regional Council will be held 25 June 2024

The meeting closed at 3:24pm.

This page and the preceding 11 pages are the minutes of the meeting of Ordinary Council held on 28 May 2024.

Mayor Brian Pedwell



6. Call for Items of General Business

7. Mayoral Report

Mayoral Report

ITEM NUMBER 7.1.

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 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
4 June	Yarralin Local Authority Meeting	

Attachments

Nil



8. CEO Update

CEO Report

ITEM NUMBER 8.1.
REPORT TYPE Confirmation of Minutes
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
28 May 2024	Big Rivers Regional Economic Growth Committee	
29 May 2024	Daly River Local Authority Meeting	
31 May 2024	Andrew Martin from Snap Send Solve	
4 June 2024	Yarralin Local Authority Meeting	
12 June 2024	Australia Post meeting	Contract for 2024/25
14 June 2024	Karen Hocking from Dept of Chief Minister and Cabinet	Monthly Catch up.

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



9. Reports to Council

9.1. Reports for Council Decision

9.1.1. Regional Plan and Budget 2024-25 for Adoption

Report Type Report for Decision

Department Chief Executive Office

Prepared by Manager of Governance and Executive services

Recommendations

- A. That Council adopts the 2024-25 Regional Plan pursuant to Section 35(1) of the *Local Government Act 2019*.
- B. That Council approves the submission of the Victoria Daly Regional Council 2024-25 Regional Plan to the Agency pursuant to Section 35(2) of the *Local Government Act 2019*.

Regional Plan

Goal 1: Quality Leadership

1.3 - Comply with all statutory, regulatory and reporting requirements

Background

Section 35 of the *Local Government Act 2019* ('the Act') requires that the council develop and adopt a regional plan by the 30 June in each financial year for the subsequent financial year. Prior to the adoption of the plan, Council must make the plan available to the public for submissions and must consider the submissions made in response to the invitation and make any revisions to the draft the council considers appropriate in the light of the submissions.

Council approved at a special meeting on 31 May 2024 that the draft plan be made accessible on council's website and at council's public offices. A notice was published seeking written submissions and all submissions will be tabled for Council to consider.

Key Issues

The full 2024-25 Regional Plan will be distributed to elected members separately to the agenda due to its significant file size.



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



9.1.2. Declaration of Rates and Charges 2024-25

Report Type Officer Report For Decision

Department Corporate Services

Prepared by Chief Finance Officer

Recommendations

- A. Pursuant to section 227 of *Local Government Act 2019* ('the Act'), the Council declare the following rates for the 2024/2025 financial year:

Class 1 Allotments (Residential rate 1) - A fixed charge of \$1,293.23 per annum.

Class 2 Allotments (Commercial rate 1) - A fixed charge of \$1,518.14.

Class 3 Allotments (Conditional rate 1) - The rate that applies is 0.000770 of the assessed value, and the minimum charge is \$946.94 for the year.

Class 4 Allotments (Conditional rate 2) - The rate that applies is 0.008741 of the assessed value, and the minimum charge is \$2,241.18 for the year.

Class 5 Other Allotments - A fixed of \$1,293.23 per annum.

- B. Pursuant to section 239 of the Act, the Council declare the following charges for the 2024/2025 financial year:

The garbage collection charge for residential allotments:

- **Once-a-week collection service (Pine Creek and Timber Creek)** - A fixed charge of \$955.87 per annum multiplied by the number of bins assigned to the allotment.
- **Twice-a-week collection services (Kalkarindji, Daguragu, Yarralin, Pigeon Hole and Nauiyu)** - A fixed charge of \$1,433.81 per annum multiplied by the number of bins assigned to the allotment

Garbage collection charge for commercial allotments:

- **Once-a-week collection service (Pine Creek and Timber Creek)** - A fixed charge of \$1,743.05 per annum multiplied by the number of bins assigned to the allotment.
- **Twice-a-week collection services (Kalkarindji, Daguragu, Yarralin, Pigeon Hole and Nauiyu)** - A fixed charge of \$2,614.58 per annum multiplied by the number of bins assigned to the allotment

The waste management fee for residential allotments - A Fixed charge of \$621.32 per annum.

The waste management fee for commercial allotments - A Fixed charge of \$1,132.98 per annum.

- C. The amount expected to be raised in the 2024/25 Financial Year:

General Rates **\$1,352,799.41**

Waste Management Charge **\$983,052.65**

- D. Rates and charges may be paid in four approximately equal instalments on the following dates, namely:

1st instalment - 30 September 2024

2nd instalment - 30 November 2024

3rd instalment - 31 January 2025

4th instalment - 31 March 2025

- E. That an interest charge of 17% per annum is applied to rates and Charges that are not paid by the due date.



Background

Part 11.5 of the *Local Government Act 2019* requires that council must declare General Rates by 30 June in the financial year preceding the financial year for which the rates are imposed. The proposed overall increase for the rates and waste charges in the 2024-2025 financial year is 5%. See full declaration attached.

Policy implications

Nil

Budget implications

The amount expected to be raised in the 2024-25 financial year:

- General Rates **\$1,352,799.41**
- Waste Management Charge **\$983,052.65**

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. Declaration of Rates 24-25 [**9.1.2.1** - 3 pages]

Regional Plan and Budget 2024-25

8.1 Declaration of Rates and Charges 2024-25

DECLARATION OF RATES AND CHARGES FOR THE 2024/25 FINANCIAL YEAR

1. Notice is hereby given that pursuant to Section 241 of *the Local Government Act 2019* ('the Act') that the following rates and charges will be declared by the Victoria Daly Regional Council ('the Council') at the Ordinary Council Meeting to be held in June 2024. The Council resolved to increase the Rates and waste charges by 5% in 2024-2025.

RATES

2. Pursuant to section 237 of the Act, Council declared that it intends to raise, for general purposes by way of rates the amount of \$1,352,799.41 for the 2024/25 financial year.

	2023-2024	2024-2025	Increase in %
General Rates Residential and Commercial	857,549.70	897,599.61	5%
General Rate Mining Lease	110,586.07	152,605.36	38%
General Rate Pastoral Lease	222,426.78	302,594.44	36%
Total rates	1,190,562.55	1,352,799.41	14%

3. Rates are assessed based on either a fixed charge for each allotment or a valuation-based charge calculated as a proportion of the assessed value of each allotment. Any allotments subject to a valuation-based charge are subject to a specified minimum.
4. Valuation-based charges are based on an allotment's Unimproved Capital Value (UCV). The UCV for each allotment is as it appears on the valuation roll prepared by the Northern Territory Valuer-General in accordance with the *Northern Territory of Australia Valuation of Land Act 1963*. For mining tenements, the unimproved value is its assessed value, and the unimproved value is taken to be 20 times the annual rental payable under the tenement.
5. Pursuant to section 227 of the Act, the Council has declared the following rates for the 2024/2025 financial year:
 - a. **Class 1 Allotments (Residential rate 1)** Rateable land that is used primarily for residential purposes. A fixed charge of \$1,293.23 per annum.
 - b. **Class 2 Allotments (Commercial rate 1)** Rateable land that is used primarily for commercial purposes. A fixed charge of \$1,518.14.
 - c. **Class 3 Allotments (Conditional rate 1)** are conditionally rated land over which there is a pastoral lease as defined by *the Northern Territory of Australia Pastoral Land Act 1992*. As per the Notice given by the Minister for Local Government on 18 April 2024, the assessed value is the unimproved capital value, the rate that applies is 0.000770 of the assessed value, and the minimum charge is \$946.94 for the year.
 - d. **Class 4 Allotments (Conditional rate 2)** are conditionally rated land for which a mining tenement, as defined by *the Northern Territory of Australia Local Government Act 2019*, exists. As per the Notice given by the Minister for Local Government on 18 April 2024, the assessed value is the unimproved value, the rate that applies is 0.008741 of the assessed value, and the minimum charge is \$2,241.18 for the year.

Regional Plan and Budget 2024-25

- e. **Class 5 Other Allotments:** Any rateable allotments not captured within any other class. A fixed of \$1,293.23 per annum.
6. Members of the Northern Territory (NT) Concession Scheme can receive a concession on local council rates and garbage services. Details of the concessions that apply can be found at <https://nt.gov.au/community/concessions-and-payments/nt-concession-scheme/concessions/council-rates-and-garbage>

CHARGES

7. The Council intends to raise garbage collection charges for the 2024/2025 financial year totalling \$983,052.65.
8. Garbage collection charges are imposed as a fixed charge for each allotment within the townships of Pine Creek, Timber Creek and the communities of Nauiyu, Nauiyu – Five Mile, Kalkarindji, Daguragu, Yarralin and Pigeon Hole, and the Daly River Police Station (NT Portion 3114), depending upon whether that allotment is used primarily for residential or commercial/non-residential purposes. The declaration of the charge does not cease to have effect only because the occupier of the land does not accept the work or services. The charges also provide access to waste management facilities within the Council's boundaries.
9. A garbage collection service will only be provided in the townships and communities specified above. Allotments outside of these townships and communities will be liable for the waste management charge, which will provide access to facilities within the Council's boundaries.
10. Pursuant to section 239 of the Act, the Council has declared the following charges for the 2024/2025 financial year:
 - a. **The garbage collection charge for residential allotments:**
 - For a once-a-week collection service in Pine Creek and Timber Creek, a fixed charge of \$955.87 per annum multiplied by the number of bins assigned to the allotment.
 - For twice-a-week collection services in Kalkarindji, Daguragu, Yarralin, Pigeon Hole and Nauiyu, a fixed charge of \$1,433.81 per annum multiplied by the number of bins assigned to the allotment
 - b. **Garbage collection charge for commercial allotments:**
 - For a once-a-week collection service in Pine Creek and Timber Creek, a fixed charge of \$1,743.05 per annum multiplied by the number of bins assigned to the allotment.
 - For twice-a-week collection services in Kalkarindji, Daguragu, Yarralin, Pigeon Hole and Nauiyu, a fixed charge of \$2,614.58 per annum multiplied by the number of bins assigned to the allotment
 - c. **The waste management fee for residential allotments** is a Fixed charge of \$621.32 per annum.
 - d. **The waste management fee for commercial allotments** is a Fixed charge of \$1,132.98 per annum.

PAYMENT DATES

11. Pursuant to section 241(2)(b), the rates and charges may be paid in four approximately equal instalments on the following dates, namely:
 - f. **1st instalment - 30 September 2024**
 - g. **2nd instalment - 30 November 2024**
 - h. **3rd instalment - 31 January 2025**

Regional Plan and Budget 2024-25

i. 4th instalment - 31 March 2025

12. Details of the due dates and specified amounts will be listed on the relevant rates notice issued in accordance with section 244 of the Act.
13. Variations to those options for payment will be administered according to the conditions outlined on the front and reverse of the Rates Notice.
14. After rates have been in arrears for at least six months, the Council may apply to the appropriate registration authority for registration of the charge over the land to which the charge relates. The overriding statutory charge will ensure Council is given priority over all other registered and unregistered mortgages, charges, and encumbrances except a previously registered overriding statutory charge when the title changes ownership.
15. In accordance with section 258 of the Act, the Council may sell the land to recover amounts due to Council (principal amount, interest, recovery costs reasonably incurred) if amounts have been in arrears for more than three years and a statutory charge has been registered for at least six months.

RELEVANT INTEREST RATE

16. Per section 245 of the Act, interest shall accrue on rates and charges that are not paid by the due date at a rate of 17 per cent per annum, calculated daily until the date of payment.

ASSESSMENT OF SOCIAL AND ECONOMIC EFFECTS OF THE RATING POLICY AND DECLARATION

Council has formed the view that rates proposed to be levied on property owners remain affordable and are low compared with other local government jurisdictions in the Northern Territory and Australia.

The Council's garbage collection charge is higher than that of other local government jurisdictions in the Northern Territory and Australia. The reason for these comparably higher costs is that the Council is required to undertake costly and significant upgrades to its waste management facilities in the short to medium term to comply with environmental legislation and other requirements.

Rates levied on public housing dwellings are paid by the Northern Territory Government responsible for administering and managing public housing and, therefore, have no direct impact on public housing tenants. The Council has established processes and protocols for responding to residents that have indicated that they are suffering financial hardship, which may include granting a rate concession, payment deferral or suspension of any interest accrued on any outstanding and overdue amounts. The Council also participates in the Northern Territory Pensioner and Carer Concession Scheme, which provides financial subsidies to eligible persons. Eligible persons have these concessions applied to their rates notice each year. As such, the Council anticipates no detrimental socio-economic impact due to levying rates and charges for the 2024/2025 financial year.



9.1.3. Certification of Assessment Records

Report Type Officer Report For Decision

Department Chief Executive Office

Prepared by Media and Communications Officer

Purpose

To present to council the CEO's certification of rates assessment.

Recommendations

- A. That Council acknowledges the Chief Executive Officer's certification of the assessment record for rateable property in the Victoria Daly Regional Council.

Background

Section 29 of the *Local Government (General) Regulations 2021* requires that the Chief Executive Officer must certify, in writing, to the council that, to the best of the CEO's knowledge, information and belief, the assessment record is a comprehensive record of all rateable land within the area.

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. Assessment Records_-_ Certification 8 F Br 7 ZAX Mke N 1 C Atj O L 9 qg (1)
[9.1.3.1 - 1 page]

19 June 2024

The Mayor and Councillors
Victoria Daly Regional Council
18 Pearce Street
Katherine NT 0850



Victoria Daly
REGIONAL COUNCIL

Regional Office
29 Crawford Street,
KATHERINE NT 0850

PO Box 19
KATHERINE NT 0851

Telephone 08 8972 0777
Facsimile 08 8971 0856
admin@victoridaly.nt.gov.au
www.victoridaly.nt.gov.au

To the Councillors,

Assessment Records Certification

Pursuant to section 29 of the *Northern Territory of Australia Local Government (General) Regulations 2021*, I, Brian Hylands, Chief Executive Officer of the Victoria Daly Regional Council, certify that, to the best of my knowledge, information and belief, the rates assessment record maintained under section 230 of the *Local Government Act 2019* is a comprehensive record of all rateable land within the Victoria Daly region.

Signed,

Brian Hylands
Chief Executive Officer



9.1.4. Elected Member Allowances

Report Type Report for Decision

Department Corporate Services

Prepared by Chief Finance Officer

Recommendations

- A. That Council resolves to fix the allowances for elected members for 2024-25FY in accordance with the Determination of Allowances for Members of Local Government Councils by the Northern Territory of Australia Remuneration Tribunal; and
- B. That Council resolves to fix the allowances for elected members for 2024-25FY in accordance with the Determination of Allowances for Members of Local Government Authorities by the Northern Territory of Australia Remuneration Tribunal.

Background

Section 106 of the *Local Government Act 2019* outlines that a member of a council is entitled to be paid the allowance or allowances determined by the Remuneration Tribunal under section 7B of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006*.

In 2024 the Northern Territory of Australia Remuneration Tribunal made a Determination of Allowances for Members of Local Government Councils (attached).

Budget implications

The budget implications for council is outlined in the table below:

ELECTED MEMBER ALLOWANCES 2024-25

	Mayor	Deputy Mayor	3x Ordinary Council Members	Total
Councillor allowances	20,500	20,500	61,500	102,500
Additional allowances	82,000	16,000	-	98,000
Professional Development Allowance	4,000	4,000	12,000	20,000
Extra Meeting Allowance	-	10,000	30,000	40,000
Activity Allowance (Travel Time)	-	14,000	25,200	39,200
	106,500	64,500	28,700	299,700



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. report-determination-1-of-2024-allowances-for-members-local-government-councils [9.1.4.1 - 9 pages]
2. report-determination-1-of-2024-allowances-for-members-local-government-authorities [9.1.4.2 - 3 pages]

ORIGINAL PAPER



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**NORTHERN TERRITORY OF AUSTRALIA
REMUNERATION TRIBUNAL**

*Assembly Members and Statutory Officers
(Remuneration and Other Entitlements) Act 2006*

**DETERMINATION OF ALLOWANCES FOR MEMBERS OF
LOCAL COUNCILS**

REPORT ON DETERMINATION NO. 1 OF 2024

1. INTRODUCTION

On 6 April 2023, pursuant to section 7B(1) of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006* (AMSORE Act), His Honour Professor the Honourable Hugh Heggie PSM, Administrator of the Northern Territory, issued a request to the Remuneration Tribunal (the Tribunal) to inquire into and determine the allowance or allowances payable to a member of a local council.

The resulting Report and Determination must be tabled in the Legislative Assembly within six sitting days of receipt by the Minister.

Under section 7B(7) of the AMSORE Act, the allowances determined are effective from either:

- the next financial year if the report is made on or before 1 February; or
- from the financial year after the next financial year if the report is made after 1 February.

On 18 August 2023, individual letters were sent to each Council inviting submissions and offered to hold a discussion with each Council either in person or through a video link. On 26 August 2023, an advertisement was placed in the NT News to announce the inquiry and invite submissions.

Further correspondence invited Councils to arrange to meet with the Tribunal and 8 meetings were held with Councils and one with Local Government Association of the Northern Territory (LGANT).

The Tribunal received ten submissions from the following Councils as well as LGANT:

- City of Palmerston Council
- Alice Spring Town Council
- MacDonnell Regional Council
- Central Desert Regional Council
- Roper Gulf Regional Council
- East Arnhem Regional Council
- West Arnhem Regional Council
- Victoria Daly Regional Council
- Wagait Shire Council

2. VEHICLE ALLOWANCE FOR THE USE OF PRIVATE VEHICLES

Following the introduction of the vehicle allowances capped at \$5000 per year, the Tribunal received representations from a number of Councils indicating that the cap did not cover the real cost of travel to Council Meetings. The Tribunal accepts that allowances must be fair and equitable, and Councillors should not be out of pocket when attending meetings and activities approved by Council. However, the Tribunal has been hampered by the lack of detail of cost provided from most Regional Councils.

The Tribunal has increased the cap to \$10 000 a year, but Councils need to take into account the cap and ensure that policies and procedures are in place to avoid unnecessary meetings involving travel.

In addition to the lifting of the cap, the Tribunal has made two other changes in the Determination to assist Regional Councillor's travel costs.

Firstly, the Tribunal recognises that many Councillors are required to attend local government authority meetings in their ward. The Tribunal has determined that vehicle allowances paid to attend local authority meetings in their ward will not be included in the cap.

Secondly, the Tribunal determined travel time to and from Council Meetings should be paid and this is addressed in Clause 3 below.

3. TRAVEL TIME

The Tribunal is aware that some regional councillors travel long distances to attend Council Meetings and this travel time is not remunerated. Additionally, some councillors need to take time off work for this travel time. While the councillors are paid an annual allowance, it is not intended to cover loss of wages.

Accordingly, the Tribunal has recognised this situation and has extended the payment of extra activity allowance to cover travel time while travelling to Council Meetings and local authority meetings in the new Determination.

4. PROFESSIONAL DEVELOPMENT ALLOWANCE

The Tribunal noted that the Professional Development Allowance included in the 2023 Determination has been interpreted by many councils to limit payment to cover the registration or attendance fee only of the particular professional development activity. This has resulted in some councillors being out of pocket for associated costs including travel and travel time.

The Tribunal sees the Professional Development Allowance regard as an all-inclusive allowance covering associated costs up to \$4000 a year.

The Tribunal has also raised the Professional Development Allowance for Councillors in Shire Councils to \$4000 each year.

5. COUNCILLOR'S ALLOWANCE

The Tribunal has made two changes to the base councillor's allowance. Firstly, it has reviewed the factors that it considers when establishing the various levels of the base allowance. The Tribunal has added total assets and annual financials to these factors. Consequently, the Tribunal has created an additional level within the base so that Palmerston City Council should sit just above Alice Springs and Litchfield Councils but below Darwin Council.

The Tribunal has also increased the basic allowances paid to every Councillor by 2.5% in recognition of general wage and salary increases across the Territory over the past year.

6. EXTRA MEETING / ACTIVITY ALLOWANCE

The Tribunal has made minor changes in the Determination to ensure that the activity allowance is accessed when attending an approved function of Council.

The Tribunal has kept the Allowance at a maximum of \$10 000 following the lack of any evidence showing that this maximum is inadequate for any particular Councillor.

7. RESETTLEMENT ALLOWANCE

The Tribunal received representation from a number of Councils regarding a resettlement allowance for Mayors when they leave office.

The submissions indicated that the mayoral role was the single source of income for many mayors, therefore financial hardship was a possible outcome when the mayor departs the role.

Similar representation was made in relation to councillors including those that have been suspended without notice.

These issues may be considered in any future Remuneration Tribunal's Inquiry.

8. SUPERANNUATION

A number councils raised the issue of superannuation; however, the AMSORE Act specifically excludes the Remuneration Tribunal's consideration.

9. FUTURE INQUIRIES


This is the second inquiry into Members of Local Government Council Allowances by the Tribunal and it has been useful for the Tribunal to address some factors that were outstanding from 2022 Inquiry.


The Tribunal believes that there are still some outstanding issues that need addressing and these would be enhanced with face-to-face meetings with some Councils outside of Darwin. An Inquiry in 2025 will also allow Councils and Councillors to raise any issues that have resulted from the first two Determinations.


The Tribunal would appreciate feedback from Councils as to the adequacy of allowances mentioned in the Determination.

10. APPENDIX A

Appendix A provides a comparison between existing and new allowances.


Mr Michael Martin OAM
Chairperson
Remuneration Tribunal


The Hon Syd Stirling AM
Member
Remuneration Tribunal


Mr Gary Higgins
Member
Remuneration Tribunal

Dated ²⁹January 2024

APPENDIX A to the Report

Comparison of Existing Allowances with New Allowances

Municipal and Regional Councils

ALLOWANCE COUNCIL	CURRENT	NEW
Councillors Katherine & Regional	\$20,000	\$20,500
Alice Springs	\$22,000	\$22,550
Palmerston	\$22,000	\$24,600
Litchfield	\$22,000	\$22,550
Darwin	\$31,000	\$31,775

Mayor Total Allowance

Katherine & Regional	\$102,000	\$102,500
Litchfield	\$105,000	\$105,550
Alice Springs	\$111,000	\$111,550
Palmerston	\$114,000	\$116,600
Darwin	\$158,200	\$158,975

Deputy Mayor Total allowance

Katherine & Regional	\$36,000	\$36,500
Litchfield	\$38,000	\$38,550
Alice Springs	\$38,500	\$39,050
Palmerston	\$39,200	\$41,800
Darwin	\$54,800	\$55,575

Shire Councils

Councillors	Belyuen	up to	\$5,000	\$5,125
	Coomalie		\$7,000	\$7,175
	Wagait	up to	\$5,000	\$5,125
Mayor	Belyuen		\$25,000 up to	\$25,125
	Coomalie		\$30 000	\$30 175
	Wagait		\$10,000 up to	\$25,125



**NORTHERN TERRITORY OF AUSTRALIA
REMUNERATION TRIBUNAL**

*Assembly Members and Statutory Officers
(Remuneration and Other Entitlements) Act 2006*

**DETERMINATION OF ALLOWANCES FOR MEMBERS OF
LOCAL GOVERNMENT COUNCILS**

DETERMINATION NO. 1 OF 2024

Under section 7B of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006*, the Tribunal determines as follows:

1. DEFINITIONS

Municipal Councils are the following:

- Alice Springs;
- Darwin;
- Katherine;
- Litchfield; and
- Palmerston.

Regional Councils are the following:

- Barkly;
- Central Desert;
- East Arnhem;
- MacDonnell;
- Roper Gulf;
- Tiwi Islands
- West Arnhem;
- West Daly; and
- Victoria Daly.

Shire Councils are the following:

- Belyuen;
- Coomalie; and
- Wagait.

New Councils: any other Councils newly constituted by the Minister for Local Government in 2024.

Financial Year is the period from 1 July to the 30 June.

Councils are defined in the *Local Government Act 2019* as an area, and means the Local Council constituted for that area under section 14(b).

The role of Mayor is defined in section 58 of the *Local Government Act 2019* and is prescribed as:

- (1) The Principal Member of a municipal council is to have the title Mayor.
- (2) However:
 - (a) in the case of the council for the City of Darwin local government area – the principal member is to have the title Lord Mayor; and
 - (b) in the case of the Litchfield Council – the council may, by resolution, decide the principal member instead has the title President.
- (3) The Council may, by resolution, decide the principal member of a regional or shire council has the title Mayor or President.

Deputy Mayor is defined in the *Local Government Act 2019*.

Councillor is a member of a Local Council:

2. ALLOWANCES

The following annual allowances will apply from 1 July 2024 and will be paid fortnightly or monthly:

COUNCILLORS' ALLOWANCE

Darwin	\$31,775
Palmerston	\$24,600
Alice Springs	\$22,550
Litchfield	\$22,550
Other Municipal and Regional	\$20,500

Shire Councils

Coomalie	\$7,175
Belyuen	\$5,125
Wagait	\$5,125

DEPUTY PRINCIPAL MEMBERS ADDITIONAL ALLOWANCE

Darwin	\$23,800
Palmerston	\$17,200
Alice Springs	\$16,500
Litchfield	\$16,000
Other Municipal and Regional	\$16,000

PRINCIPAL MEMBERS ADDITIONAL ALLOWANCE

Darwin	\$127,200
Palmerston	\$92,000
Alice Springs	\$89,000
Litchfield	\$83,000
Other Municipal and Regional	\$82,000

Shire Councils

Coomalie	\$23,000
Belyuen	up to \$20,000 as approved by Council
Wagait	up to \$20,000 as approved by Council

3. INCLUSIONS OF ALL ALLOWANCES

The Allowances are to cover:

- any cost to Councillors of attending meetings and activities of Council where these costs are not reimbursed by Council;
- contribution towards phone and internet usage;
- contribution towards any home office and supplies; and
- allowance towards costs incurred in servicing constituents in Ward or Council Area:
 - Including, but not limited to:
 - donations;
 - organization sponsorship;
 - membership fees;
 - patron expenses; and
 - constituent support.

4. EXTRA MEETING / ACTIVITY ALLOWANCE

4.1. An Extra Meeting / Activity Allowance of up to \$10,000 per financial year, may be accessed by all Councillors and Deputy Principal Members. The allowance may be accessed as follows:

- special meetings of full Council or established committees of Council;
- attendance at Local Authority Meetings within the Ward the member represents;
- attendance at any functions representing the Principal Member on official Council duties;
- attendance at functions/meetings as an invited representative of Council and with Council's approval; and
- attendance at any approved extra meetings of Council for planning, briefing or information sessions of council meetings.

The activity allowance may be paid as travel time when travelling to Council meetings and meetings of Local Authorities within the ward the Councillor represents, where the travel involves at least 50kms from home base (at least 100kms return). This activity Allowance is not to be included in the cap of \$10 000.

4.2. Allowances to be paid to eligible members (not including Principal Members) are:

- Fee for attendance at extra meetings or activities is the accumulated hours on any one day and are as follow:
 - up to 2 hours \$200
 - between 2 and 4 hours \$300
 - more than 4 hours \$500 (maximum payable for any one day)

5. PROFESSIONAL DEVELOPMENT ALLOWANCE

5.1. Professional Development Allowance is \$4000 per person, per financial year and will be paid to all Principal Members, Deputy Principal Members and Councillors.

- 5.2. The Professional Development Allowance is an inclusive allowance which covers costs associated with the Professional Development activities including registration and attendance fees, travel cost including vehicle allowance, travel allowances and travel time as specified in clause 4.2.
- 5.3. Any course or professional development activity must be specifically related to the role of the Councillor and be approved by the Council. The Australian Institute of Company Directors' Courses should be encouraged, as well as professional development activity that is arranged by the Local Government Association of Northern Territory.
- 5.4. Total amount claimable each year is the total of two years, being based on an annual allowance, plus one year drawn in advance or one year's remaining balance from a previous year. The maximum amount claimable by any Councillor is the total sum of one year for each year of the Councillor's elected term.
- 5.5. Proof of completion for each stage of the course is required before further payments can be claimed.

6. VEHICLE ALLOWANCE

- 6.1. Vehicle Allowance will be available for travel undertaken by all Councillors when the travel:
 - (a) exceeds 50kms from home base 100kms return,
 - (b) travel does not occur in a Council supplied and maintained vehicle;
 - (c) the Councillor is not in receipt of a motor vehicle allowance in Clause 7 below; and
 - (d) the vehicle allowance is capped at \$10,000.
- 6.2. Vehicle Allowance will be in the form of kilometre allowance which will be paid at rates set by the Australian Taxation Office each year and is 85 cents a kilometre in 2023-24.
- 6.3. Vehicle Allowance will be available in the following circumstances:
 - travel to and from statutory Council meetings;
 - travel to and from official Council approved meeting;
 - travel to and from approved functions representing the Principal Member;
 - travel to and from Local Authority Meetings within the ward the Councillor represents.
 - travel to and from all meetings of Council and their committees; and
 - travel to and from any additional activity where Extra Meeting/Activity Allowance has been approved.
- 6.4. When a kilometre reimbursement is paid, travel time will also be paid utilising extra meetings/activities rate. This payment is not to be included in the extra meetings/activities cap as specified in Clause 4.1.
- 6.5. The Vehicle Allowance Cap will not include:
 - travel to and from Local Authorities Meetings within the Ward that the member represents;
 - travel involved with Professional Development activities;

7. PROVISION OF MOTOR VEHICLE

- 7.1. Principal Members of Municipal and Regional Councils are entitled to a Council maintained vehicle.
- 7.2. If Principal Members of Municipal and Regional Councils choose not to be provided with a Council maintained vehicle, they are entitled to Motor Vehicle Allowance, paid fortnightly or monthly, and will be:
- \$25,000 per year for Municipal Principal Members; or
 - \$40,000 per year for Regional Principal Members.
- 7.3 The Principal members of the Shire Councils may claim reimbursement in accordance with Clause 6.1.

8. TRAVEL ALLOWANCE

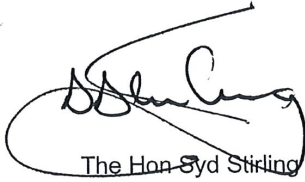
- 8.1 Principal Members, Deputy Principal Members and Councillors who are required to stay away from home overnight on approved Council business, will be entitled to Travel Allowance.
- 8.2 The applicable rates to be paid are found in Table 1 of Taxation Determination TD 2023/3 or any subsequent Taxation Determination made in substitution of that Determination.

9. GENERAL

- 9.1. Pursuant to section 7B(7) of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006*, the allowances determined are effective from either:
- the next financial year if the report is made on or before 1 February; or
 - from the financial year after the next financial year if the report is made after 1 February.



Mr Michael Martin OAM
Chairperson
Remuneration Tribunal



The Hon Syd Stirling AM
Member
Remuneration Tribunal



Mr Gary Higgins
Member
Remuneration Tribunal

Dated ²⁹ January 2024

ORIGINAL PAPER



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**NORTHERN TERRITORY OF AUSTRALIA
REMUNERATION TRIBUNAL**

*Assembly Members and Statutory Officers
(Remuneration and Other Entitlements) Act 2006*

**DETERMINATION OF ALLOWANCES FOR MEMBERS OF
LOCAL AUTHORITIES**

REPORT ON DETERMINATION NO. 1 OF 2024

1. INTRODUCTION

On 6 April 2023, pursuant to section 7E(1) of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006* (AMSORE Act), His Honour Professor the Honourable Hugh Heggie PSM, Administrator of the Northern Territory, issued a request to the Remuneration Tribunal (the Tribunal) to inquire into and determine the allowance or allowances payable to a member of a local authority.

The resulting Report and Determination must be tabled in the Legislative Assembly within six sitting days of receipt by the Minister.

Under section 7E(9) of the AMSORE Act, the allowances determined are effective from either:

- the next financial year if the report is made on or before 1 February; or
- from the financial year after the next financial year if the report is made after 1 February.

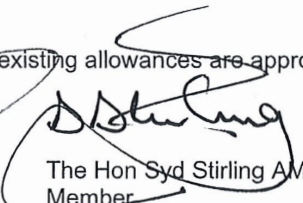
Letters were sent to all Local Government Councils in August 2023 advising them of the Inquiry. The Remuneration Tribunal discussed this Inquiry during meetings with Local Government Councils.


2. CURRENT SITUATION

There are Local Authorities within nine Regional Councils and the number of Local Authorities in these Councils range from three to thirteen. The allowance for members to attend meetings was increase in the 2023 Inquiry.

The Tribunal considers ~~that the existing allowances are appropriate.~~

Mr Michael Martin OAM
Chairperson
Remuneration Tribunal


The Hon Syd Stirling AM
Member
Remuneration Tribunal


Mr Gary Higgins
Member
Remuneration Tribunal

Dated 20 January 2024



**NORTHERN TERRITORY OF AUSTRALIA
REMUNERATION TRIBUNAL**

*Assembly Members and Statutory Officers
(Remuneration and Other Entitlements) Act 2006*

**DETERMINATION OF ALLOWANCES FOR MEMBERS OF
LOCAL AUTHORITIES**

DETERMINATION NO. 1 OF 2024

Under section 7E of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006*, the Tribunal determines as follows:

1. DEFINITIONS

Local Authority is defined in the *Local Government Act 2019* as established by a Council under section 76.

The Chair of a Local Authority is defined in the *Local Government Act 2019* as in section 98.

A Member of a Local Authority is defined in the *Local Government Act 2019* as a member of an audit committee, a council, a council committee of a local authority.

Financial Year is the period from 1 July to the 30 June.

2. ALLOWANCES

The following allowance will be paid for each meeting of a Local Authority.

The Chair of a Local Authority will be paid as follows:

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

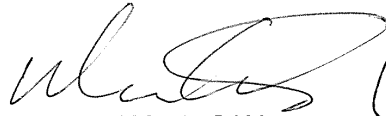
A Member of a Local Authority will be paid as follows:

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

3. GENERAL

3.1. Pursuant to section 7E(9) of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006*, the allowances determined are effective from either:

- the next financial year if the report is made on or before 1 February; or
- from the financial year after the next financial year if the report is made after 1 February.



Mr Michael Martin OAM
Chairperson
Remuneration Tribunal



The Hon Syd Stirling AM
Member
Remuneration Tribunal



Mr Gary Higgins
Member
Remuneration Tribunal

Dated 29 January 2024



9.1.5. Budget 2024-25

Report Type Officer Report For Decision

Department Chief Executive Office

Prepared by Media and Communications Officer

Recommendations

- A. That Council adopts the 2024-25 budget including all prescribed content pursuant to section 201 of the *Local Government Act 2019* and Regulation 8 of the *Local Government (General) Regulations (2021)*.
- B. That Council adopts long term financial plan (LTFP) including all prescribed content pursuant to section 200 of the *Local Government Act 2019* and Regulation 8 of the *Local Government (General) Regulations (2021)*.

Regional Plan

Goal 1: Quality Leadership

1.3 - Comply with all statutory, regulatory and reporting requirements

Budget implications

See budget papers attached.

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. Budget 24-25 [9.1.5.1 - 12 pages]
2. Fees and Charges 24-25 [9.1.5.2 - 4 pages]

Regional Plan and Budget 2024-25

7 Budget 2024-25

Regional Plan and Budget 2024-25

7.1 Budget Discussion 2024-25

Introduction

The Council must prepare an Annual Budget in accordance with part 10.5 of the Local Government Act (2019).

The budget provides estimates of the Council's revenue and expenditure for the next financial year based on the best available information at the time it was formed. The budget aims to deliver services to the communities we represent and serve.

The budget process involves reviewing historical financial information and discussing progress with relevant personnel regarding current projects, programs, and other initiatives. It also involves developing cost estimates for any new projects, programs, and other initiatives planned for the future and for which no historical and comparative financial information is available.

Council's expenditure estimate comprises salaries and wages and other related employee costs, materials and contracts, elected member and local authority allowances and expenses, depreciation, amortisation and impairment to account for and allocate the cost of the Council's assets over their useful lives. The Council's revenue sources include rates, statutory charges, user fees and charges, grant income, interest income and other income.

Objectives, Measures, and Indicators

The Council's Strategic Goals and Objectives and the Key Performance Indicators used to measure and monitor performance towards those Goals and Objectives are included in the Strategic Plan and Key Performance Indicators section of the Council's Regional Plan 2024-2025.

Whilst the preparation of the Regional Plan is a requirement stipulated in Part 3.3 of *the Local Government Act 2019*, the preparation of the Regional Plan and Annual Budget is also an element supporting the Council's Goals and Objectives.

From a financial perspective, the measures that Council intend to pursue and implement include:

- Proactively identifying and pursuing grant funding opportunities.
- The Council is investigating opportunities to continue diversifying its income streams through new programs and activities to reduce its reliance on grant funding and rating income.
- Reviewing Council's ongoing purchasing and contracting arrangements to identify possible cost savings and
- Council is making appropriate capital investments that will reduce its costs over the short to medium term.

The adoption and implementation of these measures are envisaged to support and facilitate the Council's long-term financial sustainability and enable the Council to

Regional Plan and Budget 2024-25

provide improved and increased projects, programs, and activities that benefit the communities in which we operate.

The performance indicators that the Council utilises to determine whether the measures are being effectively implemented in order to achieve its objectives include:

- Monthly monitoring of the Council's budget against its actual income and expenditure and
- Periodic and regular monitoring of the status of the Council's programs, projects and other initiatives and whether those programs, projects and other initiatives can be delivered within budgeted amounts allowed for and allocated.

Income and expenditure budget for 2024-2025

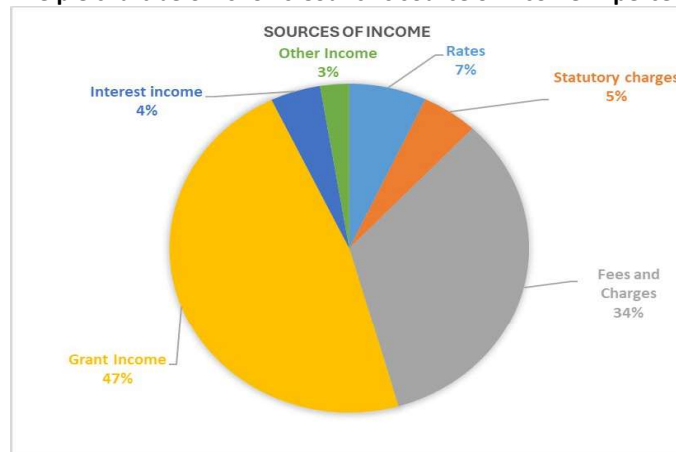
Budget Overview

During the financial year 2024-2025, the Council expects to generate a total income of \$19,430,929.

Total income of \$19,430,929 comprises of:

- \$1,352,799 generated from rates,
- \$983,053 generated from waste charges,
- \$6,521,458 from fees and charges (including income from programs such as CDP, NDIS, Agency income, Hire of Council assets and rental income),
- Grant income (excluding capital grants) of \$9,191,337,
- Interest income of approx. \$875,670, and
- Other income of \$506,613, of which \$100,000 is planned to be received from the net proceeds of asset sales through the Council's Asset Replacement Program.
- In addition, Council expects approval to carry forward approximately \$895,159 in unspent grant funds received in 2023-2024.

The pie chart below shows Council's source of income in percentage



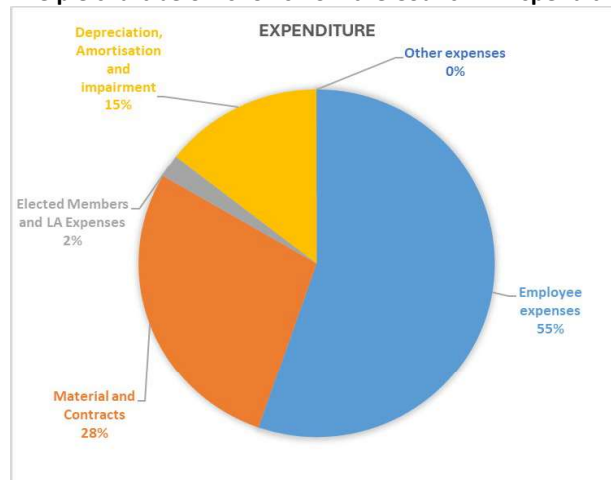
Regional Plan and Budget 2024-25

The Council expects to incur an operating expenditure of \$21,348,730.

Total expenditure of \$21,348,730 comprises of:

- Employee benefit expenses of \$11,806,120,
- Materials and contracts expenses of \$5,999,250,
- Councillor, committee, and local authority expenses of \$449,193,
- Depreciation, amortisation, and impairment of \$3,089,148, and
- Other expenses of \$5,019.

The pie chart below shows how the Council will spend the money.



In addition, the Council plans to incur a capital expenditure of \$7,402,341 in 2024-2025. The budget will be used to renew aging plants, machinery, vehicles, road works, upgrade staff houses (Yarralin and Timber Creek) and new infrastructure. Grants, LA funds and Council reserves will finance the projects. Below is a list of planned capital projects

- Basketball Court – Lingara (\$30,000)
- Burial/Cemetery (\$50,000)
- Cab tractor (1x) (\$130,000)
- Can Crusher/Cycling Baler (\$148,800)
- Compactor truck (1x) (\$250,000)
- Daguragu Crossing (\$150,000)
- Daguragu Sports & Rec Hall Upgrade (\$509,970)
- Drinking water fountains-Kalkarindji and Yarralin (\$67,627)
- Duplex – Yarralin (\$806,127)
- Flood recovery program (\$800,000)
- Waste Facilities upgrade (\$500,000)
- Gymnastic-Healthy Lifestyle (\$23,069)
- Major stormwater drain repairs (\$301,088)
- Minor infrastructures - Pine Creek (\$100,000)
- Motor vehicles (\$460,000)
- New office Building -18 Pearce Street plus Solar installation costs (\$500,000)
- Staff House and Council Buildings-Renovations/upgrade (\$460,000)
- Concrete driveway-aged care Yarralin (\$79,599)
- No 4 Fitzer Road - Respite Centre Upgrade (\$623,283)

Regional Plan and Budget 2024-25

- Police Access Road rehabilitation - Kalkarindji (\$142,928)
- Power card-operated lights for Yarralin Oval (\$30,000)
- Road works on Wilson Street -Timber Creek (\$518,050)
- Sealing road accessing to WTS in Timber Creek (\$132,800)
- Side-by-side All-Terrain Vehicles (ATV) (X3) (\$100,000)
- Water and Electricity project -Pigeon Hole (470,000)
- Welcome Sign - Northern and Southern entrances – Pine Creek (\$20,000)

The Council will finance the project as follows:

- \$3,214,714 from grants,
- \$187,627 from LA funds,
- \$800,000 from insurance claims and
- \$3,200,000 from Council reserves/operational revenue.

The Council is budgeting for a net budgeted operating surplus of **\$615,240** in 2024-2025.

Budget Highlights

The Council's Budget for 2024-2025 consists of the following highlights:

- Rates and charges will increase by 5% this financial year compared to last year.
- The flood recovery program (Kalkarindji) will commence this financial year. A budget of \$800,00 has been set aside for projects.
- Department of Health approved an unspent Indigenous employment initiative grant to be used to pay aged care wages.
- Council plans to upgrade/renovate staff houses in Timber Creek and Yarralin at a budget of \$460,000.
- Complete No 4 Fitzer Road - Respite Centre Upgrade project at a budget of \$623,283.
- Complete the Pigeon Hole water and electricity project at a budget of \$470,000 (grant-funded).
- Purchases of new plant and motor vehicles as part of the Council's Asset Replacement Program amounting to \$1,088,800.

Budget Assumptions

The following assumptions have been used in the development of the budget for the 2024-2025 financial year:

- Proposed rates and charges are adopted. The Council's property master file, by which rates and charges are determined, contains no significant discrepancies that would adversely affect the number of rates levied and charges imposed.
- The use of Council-provided services by which residents pay a fee or charge remains constant.
- The level of demand from participants in the Council's Aged Care, NDIS and CDP programs remains constant.
- Apart from NIAA, funding bodies will allow unspent grants from the 2023-2024 financial year to be carried forward for use in the 2024-2025 financial year.
- Funding bodies will continue to provide grant funding to support the Council's programs, projects and other initiatives.
- The Council continues to administer the CDP program in 2024-2025, and no significant policy changes materially affect the associated income generated.
- Vacant positions within the Council's approved organisational structure will remain the same

Regional Plan and Budget 2024-25

Income	Annual Budget	Regional office	Kalkarindji	Naiyu	Pine Creek	Timber Creek	Yarralin
Rates	1,352,799	93,627	241,721	282,784	277,336	240,446	216,885
Statutory charges	983,053		200,525	269,390	174,342	197,679	141,117
Fees and Charges	6,521,458	5,061,503	364,258	106,141	32,987	465,995	490,575
Grant Income	9,191,337	4,964,429	903,587	625,511	586,967	1,106,661	1,004,182
Interest income	875,670	875,670					
Other Income	506,613	113,000	72,295	121,264	779	57,173	142,101
Total income	19,430,929	11,108,229	1,782,386	1,405,090	1,072,411	2,067,954	1,994,859
Expenses							
Employees expenses	11,806,120	4,679,955	1,919,155	1,199,097	726,432	1,404,660	1,876,822
Material and Contracts	5,999,250	2,671,201	842,834	539,581	550,593	735,063	659,978
Elected Member Allowances	240,500	240,500					
Elected Member Expenses	168,003	168,003					
Council Committee & LA Allowances	34,450	5,600	6,000	4,050	6,600	8,000	4,200
Council Committee & LA Expenses	6,240		880	1,000	1,280	2,200	880
Depreciation, Amortisation, and impairment	3,089,148	3,089,148					
Other expenses	5,019	987		4,032			
Total Expenses	21,348,730	10,855,394	2,768,869	1,747,760	1,284,905	2,149,922	2,541,880
Budgeted Operating Surplus/Deficit	(1,917,801)	252,835	(986,483)	(342,670)	(212,494)	(81,968)	(547,021)
Add Back Non-Cash Expenses							
Depreciation	3,089,148	3,089,148	-	-	-	-	-
Total Non-Cash Items	3,089,148	3,089,148	-	-	-	-	-
Total Additional Outflows	7,402,341	2,088,800	1,704,594	22,000	343,088	1,540,133	1,703,726
Capital Expenditure	7,402,341	2,088,800	1,704,594	22,000	343,088	1,540,133	1,703,726
Total Additional Outflows	7,402,341	2,088,800	1,704,594	22,000	343,088	1,540,133	1,703,726
Add Additional Inflows							
Capital Grants brought forward	2,320,913	-	532,919	-	351,088	561,171	875,734
Capital income	770,162	300,000	-	-	-	470,162	-
Prior Year Carry Forward Tied Funding	895,159	895,159	-	-	-	-	-
Transfer from Reserves	2,860,000	2,860,000	-	-	-	-	-
Total Additional Inflows	6,846,234	4,055,159	532,919	-	351,088	1,031,333	875,734
Net Budgeted Operating Position	615,240	5,308,342	(2,158,157)	(364,670)	(204,494)	(577,768)	(1,375,013)

Regional Plan and Budget 2024-25

The table below lists the capital projects Council is planning for the 2024-2025 financial year and how the projects are financed.

Capex for financial year 2024-2025		Funded by			
Project Name	Budget 2024-25	Council's Reserves/ Operational Revenue	LA Fundings	Grants	Insurance Claims
Basketball Court - Lingara	30,000	-	30,000	-	-
Burial/Cemetery	50,000	-	-	50,000	-
Cab tractor(1x)	130,000	130,000	-	-	-
Can Crusher/Cycling Baler	148,800	-	-	148,800	-
Compactor truck (1x)	250,000	250,000	-	-	-
Daguragu Crossing	150,000	150,000	-	-	-
Daguragu Sports & Rec Hall Upgrade	508,970	-	-	508,970	-
Drinking water fountains-Kalkarindji and Yarralin	67,627	-	57,627	10,000	-
Duplex - Yarralin	806,127	490,000	-	316,127	-
Flood recovery program	800,000	-	-	-	800,000
Waste Facilities upgrade	500,000	500,000	-	-	-
Gymnastic-Healthy Lifestyle	23,069	-	-	23,069	-
Major stormwaters drain repairs	301,088	-	-	301,088	-
Minor infrastructures - Pine Creek	100,000	20,000	30,000	50,000	-
Motor vehicles	460,000	460,000	-	-	-
New office Building -18 Pearce Street plus Solar	500,000	500,000	-	-	-
Staff House and Council Buildings-Renovations	460,000	460,000	-	-	-
Concrete driveway-aged care Yarralin	79,599	-	-	79,599	-
No 4 Fitzer Road - Respite Centre Upgrade	623,283	-	-	623,283	-
Police Access Road rehabilitation - Kalkarindji	142,928	-	-	142,928	-

Regional Plan and Budget 2024-25

Power card-operated lights for Yarralin Oval	30,000	-	30,000	-	-
Road works on Wilson Street -Timber Creek	518,050	160,000	-	358,050	-
Sealing road accessing to WTS in Timber Creek	132,800	-	-	132,800	-
Side-by-side All-Terrain Vehicles (ATV) (X3)	100,000	100,000	-	-	-
Water and Electricity project -Pigeon Hole	470,000	-	-	470,000	-
Welcome Sign - Northern and Southern entrances - Pine Creek	20,000	-	20,000	-	-
Total Capital Expenditure	7,402,342	3,200,000	187,627	3,214,714	800,000

Regional Plan and Budget 2024-25

Budget by Planned Major Capital Works

The table below lists the planned Major Capital Works Budget (costing more than \$150,000), which provides details of projects that are either in progress, will continue over more than one financial year or will be completed this current financial year, including those that will be started and completed in the current financial year.

Class of Assets	By Major Capital Project	Total Prior Year(s) Actuals \$ (A)	2024-2025 Budget \$ (B)	2025-2026 Budget \$ (C)	2026-2027 Budget \$ (D)	2027-2028 Budget \$ (E)	Total Planned Budget \$ (G = A+B+C+D+E)	Expected Project Completion Date
Plant and Equipment	Compactor truck	-	250,000	-	-	-	250,000	30/06/2025
Road and infrastructure	Daguragu Crossing	300,000	150,000	-	-	-	450,000	30/06/2025
Buildings	Daguragu Sports & Rec Hall Upgrade	127,858	508,970	-	-	-	636,828	30/06/2025
Buildings	Duplex - Yarralin	33,873	806,127	-	-	-	840,000	31/12/2024
Affect various classes of assets	Flood recovery program	-	800,000	-	-	-	800,000	30/06/2025
Structures	Waste Facilities	-	500,000	-	-	-	500,000	30/06/2025
Structures	Major stormwaters drain repairs	-	301,088	-	-	-	301,088	30/06/2025
Buildings	New office Building-18 Pearce St	2,000,000	500,000	-	-	-	2,500,000	30/06/2025
Buildings	Staff House and Council Buildings-Renovations	-	460,000	-	-	-	460,000	30/06/2025
Motor Vehicles	Motor vehicles	-	460,000	-	-	-	460,000	30/06/2025
Buildings	No 4 Fitzer Road - Respite Centre Upgrade	3,600	623,283	-	-	-	626,883	30/06/2025
Road and infrastructure	Road works on Wilson Street - Timber Creek	-	518,050	-	-	-	518,050	30/06/2025
Structures	Water and Electricity project - Pigeon Hole	30,000	470,000	-	-	-	500,000	30/06/2025
TOTAL		2,495,331	6,347,518	-	-	-	8,842,849	

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**7.3 Long Term Financial Plan
Assumptions for the forecast period commencing 2024/2025.**

The Budget which has been developed for 2024-2025 feeds into the long-term financial planning of Council. The following assumptions have been used when forecasting future income and expenditure:

- The use of Council-provided services by which residents pay a fee or charge remains constant.
- The level of demand from participants in the Council's Aged Care, NDIS and CDP programs remains constant.
- Funding bodies will continue to provide grant funding to support the Council's programs, projects and other initiatives.
- The Council continues to administer the CDP program, and no significant policy changes materially affect the associated income generated in future.
- Vacant positions within the Council's approved organisational structure will remain the same. However, total employee expenses will increase by 2.5 per cent per annum.
- Rates and statutory charges will increase per annum as follows.

Income	2024/2025	2025/2026	2026/2027	2027/2028
Rates and statutory charges		5%	3%	3%

- Operating grant income will increase by 3 per cent per annum. Council does not foresee any notable change in the Commonwealth and Northern Territory policy positions regarding grants that will adversely affect future funds.
- Fees and Charges, interest, and other income will increase by 3 per cent annually.
- The Council will continue to dispose of its fleet and plant through public auction as part of its Asset Replacement Program. The total proceeds received for auctioned assets are expected to remain constant.
- Council expects Materials and contract expenses to increase by an average of 3 per cent annually, excluding one-off costs such as software implementation costs.
- Elected members and LA allowances and expenses will increase by 2 per cent annually.
- Depreciation charges will account for approximately 6.5 per cent of the carrying value of its property, plant, and equipment. Council will not be required to make any material impairments to the carrying value of its property, plant, and equipment.
- Other expenses will increase by 2% annually.
- CPI increase will be ranging between 2.5% to 3%.

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Long-Term Financial Plan

Income	2024/2025	2025/2026	2026/2027	2027/2028
Rates	1,352,799	1,420,439	1,463,053	1,506,944
Statutory charges	983,053	1,032,205	1,063,171	1,095,067
Fees and Charges	6,521,458	6,717,102	6,918,615	7,126,173
Grant Income	9,191,337	10,096,745	10,399,647	10,711,636
Interest income	875,670	884,427	893,271	902,204
Commercial and Other Income	506,613	521,811	537,465	553,589
Total income	19,430,929	20,672,729	21,275,222	21,895,613
Expenses				
Employees expenses	11,806,120	12,101,273	12,403,805	12,713,900
Material and Contracts	5,999,250	6,127,728	6,311,560	6,500,907
Elected Member Allowances	240,500	245,310	250,216	255,221
Elected Member Expenses	168,003	171,363	174,790	178,286
Council Committee & LA Allowances	34,450	35,139	35,842	36,559
Council Committee & LA Expenses	6,240	6,365	6,492	6,622
Depreciation, Amortisation, and impairment	3,089,148	3,120,039	3,151,240	3,182,752
Other expenses	5,019	4,664	4,757	4,853
Total Expenses	21,348,730	21,811,881	22,338,702	22,879,098
Budgeted Operating Surplus/Deficit	(1,917,801)	(1,139,152)	(1,063,480)	(983,485)
Remove: Non-cash Items				
Add Back Depreciation	3,089,148	3,120,039	3,151,240	3,182,752
Total Non-Cash Items	3,089,148	3,120,039	3,151,240	3,182,752
Less Additional Outflows				
Capital Expenditure	7,402,341	1,420,000	1,901,685	690,000
Total Additional Outflows	7,402,341	1,420,000	1,901,685	690,000
Add Additional Inflows				
Capital grants brought forward	2,320,913			
Capital income	770,162	300,000	300,000	300,000
Prior Year Carry Forward Tied Funding	895,159			
Transfer from Reserves	2,860,000			
Total Additional Inflows	6,846,234	300,000	300,000	300,000
Net Budgeted Operating Position	615,240	860,887	486,075	1,809,267

Regional Plan and Budget 2024-25

The Key points of Planned Capital Budget for the next four years.

- Council plans to spend \$2,841,869 to replace its aging motor vehicles and plants over the next four years, starting this current budget year.
- In the next four years, \$1,510,000 will be spent upgrading/renovating staff houses and the Council's building.
- Upgrading waste management facilities at a cost of \$1,000,000

Class of Property, Plant, and Equipment	Budget 2024-25	Budget 2025-26	Budget 2026-27	Budget 2027-28
Buildings	2,898,380	400,000	350,000	300,000
Flood recovery Programs	800,000	350,000	381,685	
Motor Vehicles	460,000	300,000	300,000	270,000
Plant and Equipment	651,869	370,000	370,000	120,000
Road /Infrastructure	943,778	-	-	-
Structures	1,648,315	-	500,000	-
	7,402,342	1,420,000	1,901,685	690,000
Funded by				
Capital Grants	3,214,715	300,000	300,000	300,000
LA fundings	187,627	-	-	-
Council's Funds	3,200,000	770,000	1,220,000	390,000
Insurance claims/grants	800,000	350,000	381,685	
	7,402,342	1,420,000	1,901,685	690,000

Regional Plan and Budget 2024-25

8.3 Schedule of Fees and Charges 2024-25

SCHEDULE OF FEES AND CHARGES 2024-2025			Fee/Charge Inc. GST
ADMINISTRATION, COMMUNICATION AND PUBLICATION			
Rates			
Rates Search	each	\$	100.00
Copies of Rates Notices	each	\$	25.00
Photocopying/Printing			
A4 - single sided (Black and white)	Per copy	\$	1.30
A4 - double sided (Black and white)	Per copy	\$	2.20
A4 - single sided (Full Colour)	Per copy	\$	2.20
A4 - double sided (Full Colour)	Per copy	\$	3.70
A3 - single sided (Black and white)	Per copy	\$	2.20
A3 - double sided (Black and white)	Per copy	\$	2.70
A3 - single sided (Full Colour)	Per copy	\$	3.00
A3 - double sided (Full Colour)	Per copy	\$	5.25
Faxing			
Domestic charge	Per page	\$	2.00
International charge - (send)	Per page	\$	5.00
Receiving Faxes - A4	fax	\$	2.00
Laminating			
A4	Per page	\$	5.00
A3	Per page	\$	7.00
Internet Access			
Per 30 minutes	half Hour	\$	5.00
Per hour	Per hour	\$	8.00
Minutes and Agendas of Council Meetings, Committee Meetings and Local Authority Meetings			
<i>Minutes and Agendas are available for free on the Council Website</i>			
Agenda only	Per meeting	\$	11.00
Minutes only (Current on file)	Per meeting	\$	22.00
Minutes only (from archives)	Per meeting	\$	95.00
Minutes and Agenda (Current on file)	Per meeting	\$	40.00
Other Council Publications			
<i>The following documents are available for free on the Council Website</i>			
Annual Reports	publication	\$	40.00
Regional Plans	publication	\$	50.00
Council Meeting Room and Equipment Hire			
Regional Office Meeting Room - Includes digital projector and screen	Per day	\$	530.00
Regional Office Meeting Room - Includes digital projector and screen	1/2 day	\$	385.00
LIBRARY			

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Temporary Members Deposit (\$30 refundable)	each	\$	31.00
ACCOMMODATION			
Visitor's quarters - per unit			
Visitor's quarters (2 bedroom)	Per night	\$	450.00
Visitor's quarters (1 bedroom with ensuite)	Per night	\$	250.00
Visitor's quarters (1 bedroom without ensuite)	Per night	\$	165.00
Booking Amendments	Per instance	\$	60.00
REFUSE CHARGES			
Waste Management Fees			
Replacement Household Bin	Per bin	\$	120.00
Commercial waste	cubic metre	\$	250.00
Domestic waste (Non-resident)	cubic metre	\$	100.00
Building waste	cubic metre	\$	270.00
Car bodies	car body	\$	100.00
White Goods (wash machine, fridge, AC, freezer (must be degassed by certified contractor and have certificate)	Per item	\$	70.00
COMMUNITY HALL HIRE			
Civil Hall/Conference Room			
Hall/Conference Room Hire	Per day	\$	290.00
Hall/Conference Room Hire	1/2 day	\$	210.00
Hall/Conference Room and Kitchen	Per day	\$	415.00
Hall/Conference Room and Kitchen	1/2 day	\$	300.00
Pensioner Groups	Per day	\$	300.00
Chairs	each	\$	2.90
Trestle Tables	each	\$	15.00
Tablecloths	each	\$	15.00
BBQ	per occasion	\$	35.00
Functions Hire - General			
Evening functions	evening	\$	1,050.00
Pensioner Groups	evening	\$	300.00
RECREATION CENTRE			
Community/Sporting Activities	Per instance	\$	50.00
Commercial groups	Per instance	\$	105.00
Entry	Per person	\$	4.00
MUSEUM FEES			
Police Museum admission fee (Timber Creek)	entry	\$	5.00
<i>Children under 16 free</i>			
HARD COURT AND RESERVE HIRE FEES			
Oval			
Community groups	Per instance (Up to 3 Hours)	\$	105.00
Community groups	Per day	\$	205.00

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Commercial groups	Per day	\$	408.00
Oval lights - total	Per instance	\$	155.00
Local Sports Groups	-	-	
Netball/Basketball/Tennis Courts			
Night rate for lighting in addition to any hire fees	Per instance	\$	26.00
Park			
Community Markets - stall seasonal pass	per annum	\$	65.00
Community Markets - casual stall	Per day	\$	15.00
PLANT HIRE			
<i>All on a wet hire basis - must include VDRC employee as driver</i>			
Backhoe	Per day	\$	1,683.80
Backhoe	Per hour	\$	247.90
Tipper	Per day	\$	1,363.60
Tipper	Per hour	\$	206.60
Box Trailer Hire (plus \$200 deposit)	1/2 Day	\$	62.00
Box Trailer Hire (plus \$200 deposit)	Per day	\$	93.00
Tractor Hire	Per hour	\$	206.60
Tractor/Slasher	Per hour	\$	227.30
Excavator 15T	Per hour	\$	294.45
Bobcat	Per hour	\$	211.80
Ride on mower with operator	Per hour	\$	170.45
Labour			
Key cutting	per instance	\$	15.50
Tyre Repair	per instance	\$	62.00
Tyre Change	per instance	\$	62.00
Unskilled Labour	Per hour	\$	98.00
Semi-Skilled Labour	Per hour	\$	146.00
Skilled Labour	Per hour	\$	193.00
Supervisor	Per hour	\$	242.75

Regional Plan and Budget 2024-25

AGED CARE FEES AND CHARGES

	Fee/Charge Exc.GST	Unit	GST	Fee/ Charge
HOME CARE PACKAGES				
PACKAGE MANAGEMENT COST				
Level 1	\$52.78	Per fortnight	GST not applicable	\$52.78
Level 2	\$92.96	Per fortnight	GST not applicable	\$92.96
Level 3	\$202.16	Per fortnight	GST not applicable	\$202.16
Level 4	\$306.46	Per fortnight	GST not applicable	\$306.46
CARE MANAGEMENT COST				
Level 1	\$70.42	Per fortnight	GST not applicable	\$70.42
Level 2	\$123.90	Per fortnight	GST not applicable	\$123.90
Level 3	\$269.50	Per fortnight	GST not applicable	\$269.50
Level 4	\$408.66	Per fortnight	GST not applicable	\$408.66
BASIC DAILY FEES				
Level 1	\$10.88	Per day	GST not applicable	\$10.88
Level 2	\$11.50	Per day	GST not applicable	\$11.50
Level 3	\$11.83	Per day	GST not applicable	\$11.83
Level 4	\$12.14	Per day	GST not applicable	\$12.14
CLIENT CONTRIBUTION <i>(Meal prep and delivery)</i>	\$141	Per fortnight	GST not applicable	\$141
DOMESTIC ASSISTANCE				
House Cleaning	\$70.02	per hour	GST not applicable	\$70.02
Laundry	\$70.02	per hour	GST not applicable	\$70.02
Shopping (for Client)	\$70.02	per hour	GST not applicable	\$70.02
PERSONAL CARE				
Showering	\$70.02	per hour	GST not applicable	\$70.02
DAY RESPITE				
Social Support (Individual)	\$53.88	per hour	GST not applicable	\$53.88
SOCIAL SUPPORT (GROUP)				
Planned Activity	\$17.96	per hour	GST not applicable	\$17.96
Centre Activity	\$17.96	per hour	GST not applicable	\$17.96
MEALS				
Breakfast	\$15.19	per Meal	GST not applicable	\$15.19
Lunch	\$15.19	per Meal	GST not applicable	\$15.19
Dinner/Supper	\$15.19	per Meal	GST not applicable	\$15.19
Weekend pack	\$25	per Meal	GST not applicable	\$25
TRANSPORT				
TRANSPORT (LOCAL - ONE WAY)	\$60	per hour	GST not applicable	\$60
Transport (Outside Community)	\$60	per hour	GST not applicable	\$60
Client Purchases	POA			Quote on Request



9.2. Reports for Information

Financial Report for period ended 31 May 2024

ITEM NUMBER 9.2.1.

REPORT TYPE Finance Report

PREPARED BY Chief Finance Officer

Purpose

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

Regulation 17(1) of the General Regulations requires the CEO each month give the council a report setting out the actual income and expenditure for the year to date; the most recently adopted annual budget; and details of any material variances between the most recent actuals and the most recently adopted annual budget.

Recommendations

- A. That the Financial Report for period ended 31 May 2024 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

Attached report includes.

- Balance sheet
- Income and expenditure
- Accounts Receivable and payable age analysis
- Cash and Investment held.
- Capital expenditure summary
- Payment and reporting obligations for GST, fringe benefits tax, PAYG withholding tax, superannuation and insurance

1. CEO Certification [9.2.1.1 - 1 page]
2. Finance report for the month ended May [9.2.1.2 - 17 pages]



VICTORIA DALY REGIONAL COUNCIL
ABN 66 931 675 319

MONTHLY FINANCE REPORT FOR THE PERIOD ENDED 31 May 2024

CHIEF EXECUTIVE OFFICER'S CERTIFICATION

To the Councilors,

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

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

Signed

A handwritten signature in black ink, consisting of a large, stylized 'B' followed by a horizontal line that extends to the right and then loops back under the 'B'.

Brian Hylands
Chief Executive Officer

Dated this 18th June 2024



Victoria Daly
REGIONAL COUNCIL

VICTORIA DALY REGIONAL COUNCIL
ABN 66 931 675 319

Monthly Income and Expenditure Statement For the Period Ended 31 May 2024

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
OPERATING INCOME				
Rates	1,184,633	1,190,114	(5,481)	1,190,114
Charges	936,241	940,853	(4,612)	940,853
Fees and Charges	5,027,975	5,526,790	(498,816)	6,029,226
Operating Grants and Subsidies	8,328,562	9,552,614	(1,224,052)	10,421,033
Interest / Investment Income	741,860	931,305	(189,445)	1,015,969
Commercial and Other Income	534,712	524,931	9,781	572,653
TOTAL OPERATING INCOME	16,753,982	18,666,608	(1,912,626)	20,169,848
OPERATING EXPENDITURE				
Employee Expenses	9,294,448	10,271,472	(977,024)	11,205,242
Materials and Contracts	4,815,468	6,342,679	(1,527,211)	6,919,286
Elected Member Allowances	200,247	204,037	(3,790)	222,586
Elected Member Expenses	92,123	105,284	(13,161)	114,855
Council Committee & LA Allowances	26,700	29,600	(2,900)	29,600
Council Committee & LA Expenses	3,313	4,699	(1,386)	4,699
Depreciation, Amortisation, and Impairment	2,383,027	2,547,414	(164,387)	2,778,997
Interest Expenses	-	-	-	-
Other Expenses	81,641	82,195	(554)	82,195
TOTAL OPERATING EXPENDITURE	16,896,968	19,587,380	(2,690,412)	21,357,460
OPERATING SURPLUS / DEFICIT	(142,985)	(920,772)	777,786	(1,187,612)

VICTORIA DALY REGIONAL COUNCIL
ABN 66 931 675 319

Monthly Operating Position

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
BUDGETED OPERATING SURPLUS / DEFICIT	(142,985)	(920,772)	777,786	(1,187,612)
Remove NON-CASH ITEMS				
Less Non-Cash Income			-	
Add Back Non-Cash Expenses	2,383,027	2,547,414	(164,387)	2,778,997
TOTAL NON-CASH ITEMS	2,383,027	2,547,414	(164,387)	2,778,997
Less ADDITIONAL OUTFLOWS				
Capital Expenditure/Capital works	1,784,295	8,187,648	(6,403,352)	8,931,979
Borrowing Repayments (Principal Only)			-	
Transfer to Reserves			-	-
Other Outflows			-	
TOTAL ADDITIONAL OUTFLOWS	(1,784,295)	(8,187,648)	6,403,352	(8,931,979)
Add ADDITIONAL INFLOWS				
Capital Grants Income	1,027,809	1,410,012	(382,203)	1,538,195
Prior Year Carry Forward Tied Funding	758,689	2,918,690	(2,160,001)	3,184,025
Other Inflow of Funds	1,531,685	1,724,878	(193,193)	1,881,685
Transfers from Reserves	603,008	1,521,667	(918,659)	1,660,000
TOTAL ADDITIONAL INFLOWS	3,921,191	7,575,247	(3,654,056)	8,263,905
NET BUDGETED OPERATING SURPLUS / DEFICIT	4,376,937	1,014,241	3,362,696	923,311

Total revenue year to date is \$ 16,753,982 and is under the budget by \$1,912,626.

- Rates and Charges: Rates were under the budget by \$5,481, and Refuse Charges were under the budget by \$4,612. The variance is due to required adjustments.
- Fees and Charges were under the budget by \$498,816. The following factors contribute to the variance:
 - Income from CDP and NDIS is received in arrears; revenues for services delivered in May will be received in June.
 - Income from NDIS is expected to be less than budgeted due to fewer participants than anticipated.
- Grants and Subsidies were under budget by \$1,224,052. The variance is due to grants being expected to be received later than budgeted due to timing differences. To date, Council has received LA grants for three communities. Also, OSCH, FAA (advance payment), and FAG (advance payment) grants have not been received.

- Interest income was \$189,445 under the budget. Council recognises interest when received, not when earned. Interest earned but not received will be accounted for when preparing end-of-year financial statements.
- Commercial and other Income was over the budget by \$9,781. The variance is attributed to additional insurance claims Council received for flooding. However, income from HCP is expected to be lower than originally budgeted due to fewer participants and the anticipated Profit from the disposal of plants and equipment has yet to materialise.

In May, Council received a total operational income of \$1,904,265. This comprises \$470,066 in Fees and charges, \$1,239,338 in Grants and Subsidies, \$75,802 in interest income, and \$123,289 in commercial and other income. In the same month, Rates income was adjusted by \$4,230.

Income	May 2024 Actuals	YTD Actual
	\$	\$
Rates	(4,230)	1,184,633
Waste Charges	-	936,241
Fees and Charges	470,066	5,027,975
Operating Grants and Subsidies	1,239,338	8,328,562
Interest / Investment Income	75,802	741,860
Commercial and Other Income	123,289	534,712
Total Income	1,904,265	16,753,982

Total expenditure year to date is \$16,896,968 and is under the budget by \$2,690,412.

- Employee expenses were \$977,024 under budget. The underspent is due to vacant positions across the organisation.
- Materials and Contracts costs were under the budget by \$1,527,211. The major Contributors of underspends are:
 - Training, seminars, and professional development,
 - Vet Services,
 - Contractor expenses
 - Materials and consumables,
 - Fuel,
 - Software,
 - Travel and mileage allowance,
 - Program/Events costs.
 - Repairs and maintenance,
 - Accommodation and
 - Cleaning expenses.
- Elected Member Allowances were \$3,790 under budget. The variance is due to Underspending on extra meeting allowances.
- Elected Member Expenses were under the budget by \$13,161.
- Council Committee and LA allowances were under the budget by \$2,900.
- Council Committee & LA Expenses were under the budget by \$1,386.
- Depreciation is under the budget of \$164,387.
- Other expenses under the budget by \$554

In May, the total operational expenditure was \$1,631,616. This comprises \$1,141,944 in Employee costs, \$232,068 in Materials and contracts costs, \$27,546 in Elected Member allowance, \$5,037 in Elected members expenses, \$6,300 in Council Committee and LA Allowance and \$218,721 in depreciation.

OPERATING EXPENDITURE	May 2024 Actuals	YTD Actual
	\$	\$
Employee Expenses	1,141,944	9,294,448
Materials and Contracts	232,068	4,815,468
Elected Member Allowances	27,546	200,247
Elected Member Expenses	5,037	92,123
Council Committee & LA Allowances	6,300	26,700
Council Committee & LA Expenses	-	3,313
Depreciation, Amortisation, and Impairment	218,721	2,383,027
Other Expenses	-	81,641
	1,631,616	16,896,968

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

- 18 Pearce St project \$482,999 (work in progress)
- Solar \$31,960 (Amanbidji)(Completed)
- Two Troppo Birds Hides \$5,073 (Completed)
- Playground-Yarralin \$273,660 (Completed)
- Playground-Pine Creek \$116,984 (Completed)
- Playground-Naiyu \$142,488 (Completed)
- Staff house renovation- Kalkarindji \$15,908 (Completed)
- New Mower \$41,200 (Completed)
- Playground-Bulla \$26,906 (Completed)
- Sport and Rec Trailer \$15,818 (Completed)
- Wattie Creek Crossing \$300,000 (work in progress)
- Daguragu Sports & Rec Hall Upgrade \$126,097 (work in progress)
- Duplex – Yarralin \$935 (work in progress)
- Cyclone Container Block \$6,750 (Completed)
- Cab Tractor \$112,245
- Respite Facility-Timber Creek \$3,600 (work in progress)
- Arts Centre \$17,331 (work in progress)
- Bus Shelter \$4,519 (work in progress)
- Sealing road accessing to WTS in Timber \$16,000
- Lot 81 and Com's house Timber Creek Sceptic Upgrade \$7,764
- Outdoor Gym \$36,059.40

In May, the following payments were processed for capital works.

- Sealing road accessing to WTS in Timber \$16,000
- Lot 81 and Com's house Timber Creek Sceptic Upgrade \$7,764
- Outdoor Gym \$36,059.40



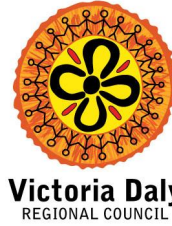
The table below compares capital revenue and expenditure to budget. Expenses will increase as projects progress.					Funded by			
CAPITAL EXPENDITURE	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Current Financial Year (Annual) Budget \$	Council's Reserves/ Operational Revenue	LA Fundings	Grants	Insurance Claims & Grants
Arts Centre Park Shade Trees and Outdoor table	17,331	17,331	-	20,000	-	20,000	-	-
Basketball Court-Lingara			-	30,000		30,000		
Burial/Cemetery				50,000		50,000		
Bus Shelter	4,519	4,519	-	80,000	-	80,000	-	-
Cab tractor(2x)	112,245	130,000	17,755	260,000	260,000	-	-	-
Can Crusher/Cycling Baler	-			148,800			148,800	
Cold drinking water fountains-Kalkarindji	-		-	90,000		80,000	10,000	

Cyclone Container Block	6,750	6,750	-	6,750	6,750			
Daguragu Crossing	300,000	350,000	50,000	450,000	100,000		350,000	
Daguragu Sports & Rec Hall Upgrade	126,097	126,097	-	635,947	-	-	635,947	-
Duplex - Yarralin	935	935	-	815,261	490,000	-	325,261	-
Flood recovery program	-		-	1,531,685	-	-	-	1,531,685
Gymnastic-Healthy Lifestyle	-		-	23,069			23,069	
Lot 81 and Coms house Timber Creek Sceptic Upgrade (Provisional)	7,764	7,764	-	100,000	100,000	-	-	-
Major stormwater drain repairs	-		-	318,243	-	-	318,243	-
Minor infrastructures-Pine Creek	-	-	-	100,000		50,000	50,000	-
Minor infrastructures-Timber Creek	36,059	36,059	-	100,000	20,000	30,000	50,000	-
Motor vehicles	-	-	-	200,000	200,000	-	-	-
New office Building-18 Pearce St	482,999	482,999	-	1,000,000	1,000,000	-	-	-
Night Patrol Bus (x2)			-	137,382		-	137,382	

No 4 Fitzer Road - Respite Centre Upgrade	3,600	3,600	-	626,883	-	-	626,883	-
Playground Installation (With Shade Shelter)-Yarralin	273,660	273,660	-	320,000	-	150,000	170,000	-
Playground Installation-Naiuyu (Playground with Soft fall Rubber)	142,488	142,488	-	150,000	-	-	150,000	-
Playground upgrade-Bulla	26,906	26,906	-	30,000		30,000		
Police Access Road rehabilitation - Kalkarindji				142,928			142,928	
Power card-operated lights for Yarralin Oval			-	30,000		30,000		
Road works on Wilson Street-Timber Creek.	-	-	-	518,050	160,000	-	358,050	-
Sealing road accessing to WTS in Timber	16,000	16,000	-	148,800			148,800	
Shade Shelter Installation-Playground-Pine Creek	116,984	110,000	(6,984)	110,000	-	-	110,000	-

Side-by-side all-terrain vehicles (ATV) (X5)			-	100,000	100,000			
Solar light- Amanbidji	31,960	31,960	-	38,000		38,000		
Solar Sensor Lighting -Daly River				18,000		18,000		
Sports and Rec Trailer	15,818	20,000	4,182	20,000	20,000		20,000	
Staff House Upgrade-Kalkarindji	15,908	15,908	-	15,908	15,908			
Two Troppo Bird Hides	5,073	5,073	-	5,073	5,073	-	-	-
Water and Electricity project- Pigeon Hole			-	500,000			250,000	
Welcome Sign - Northern and Southern entrances - Pine Creek			-	20,000		20,000		
Zero-turn mowers (2x)	41,200	41,200	-	41,200	41,200	-	-	-
TOTAL CAPITAL EXPENDITURE	1,784,295	1,849,249	64,953	8,931,979	2,518,931	626,000	4,025,363	1,531,685

VICTORIA DALY REGIONAL COUNCIL
ABN 66 931 675 319



Monthly Balance Sheet Report

Balance Sheet as at 31 May 2024	YTD Actuals \$	Note Reference
ASSETS		
Cash at Bank		(1)
Tied Funds	6,592,495	
Untied Funds	16,101,162	
Accounts Receivable		
Trade Debtors	222,759	(2)
Rates & Charges Debtors	630,582	(2)
Other Current Assets	(153,951)	
TOTAL CURRENT ASSETS	23,393,048	
Non-Current Financial Assets	172,075	
Property, Plant and Equipment	43,624,224	
TOTAL NON-CURRENT ASSETS	43,796,300	
TOTAL ASSETS	67,189,347	
LIABILITIES		
Accounts Payable	78,862	(3)
ATO & Payroll Liabilities	133,609	(5)
Current Provisions	1,105,682	(6)
Accruals	1,233	
Other Current Liabilities	1,643,657	(7)
TOTAL CURRENT LIABILITIES	2,963,044	
Non-Current Provisions	102,276	
Other Non-Current Liabilities	70,466	
TOTAL NON-CURRENT LIABILITIES	172,742	
TOTAL LIABILITIES	3,135,785	
NET ASSETS	64,053,562	
EQUITY		(8)
Asset Revaluation Reserve	2,377,320	
Reserves	38,689,536	
Accumulated Surplus	22,986,707	
TOTAL EQUITY	64,053,562	

Note 1: Cash and Investment Held

Council invests cash from its operational and business Savers accounts to ensure it receives the best return on its cash holdings. As of May 2024, Council's cash and cash equivalent increased by \$486,637 from \$5,207,020 in April to \$5,693,657 in May. Term deposit of \$2,000,000 matured during the month of May, and it was reinvested with CBA at an interest rate of 4.87% for 7.23 months. The amount invested in term deposits as of 31 May 2024 was \$17,000,000.

29% (\$6,592,495) of \$22,693,657 are tied funds.

Cash and Investments

Business Saver				2,886,263
Operational Account				356,962
Trust account				2,450,032
Petty Cash				400
				<u>5,693,657</u>

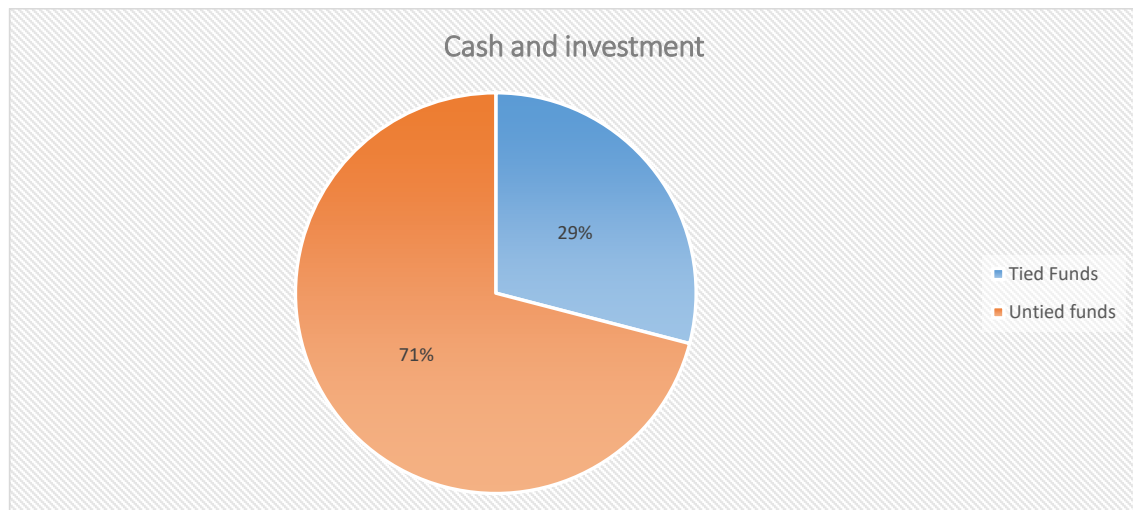
Cash Investments	Interest Rates	Maturing date	Maturing Term	Term Deposit amount	Total Expected Interest on Maturity
Term Deposit-CBA	4.87%	24/06/2024	6 months	2,000,000	47,766.03
Term Deposit-CBA	4.99%	25/07/2024	6 months	2,000,000	49,763.29
Term Deposit-CBA	4.99%	25/07/2024	6 months	1,500,000	37,322.47
Term Deposit-CBA	5.04%	31/07/2024	6 months	2,400,000	60,314.30
Term Deposit-CBA	4.85%	30/08/2024	6 months	2,000,000	47,304.11
Term Deposit-CBA	4.86%	30/09/2024	6 months	2,000,000	49,798.36
Term Deposit-CBA	4.94%	24/10/2024	8 months	1,600,000	53,054.25
Term Deposit-CBA	4.87%	29/11/2024	7 months	1,500,000	43,830.00
Term Deposit-CBA	4.87%	30/12/2024	7.23 months	2,000,000	57,906.30
				17,000,000	447,059.10

Tied Funds
Untied funds

6,592,495
16,101,162

Total

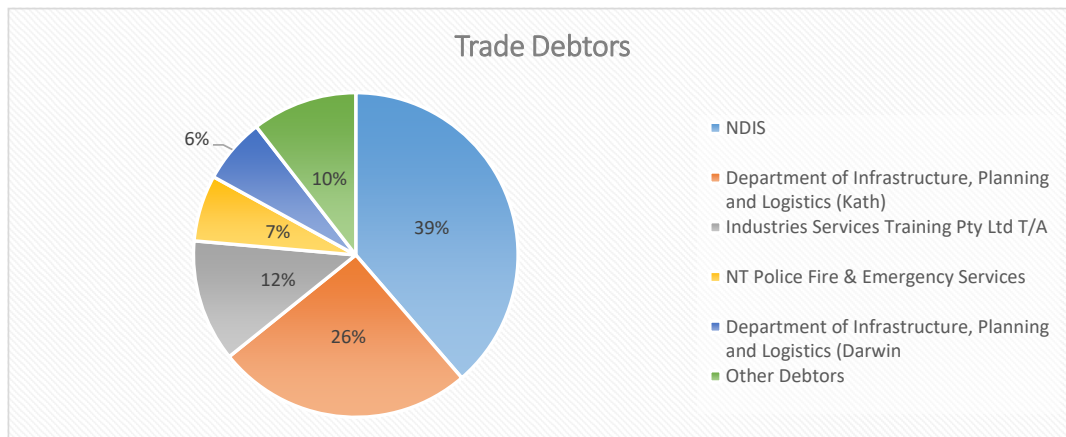
22,693,657



Note 2: Statement of Trade Debtors

As of 31 May 2024, Council's trade receivables balance was \$222,759, of which \$150,551, or approximately 68%, 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	-	6,146	-	-	79,991	86,137	38.7%
Department of Infrastructure, Planning and Logistics (Kath)	12,449	37,545	6,951	-	-	56,945	25.6%
Industries Services Training Pty Ltd T/A	-	-	-	-	27,087	27,087	12.2%
NT Police Fire & Emergency Services	-	-	-	-	14,713	14,713	6.6%
Department of Infrastructure, Planning and Logistics (Darwin)	2,726	-	-	-	11,783	14,509	6.5%
Other Debtors	3,361	347	2,683	-	16,979	23,369	10.5%
	18,536	44,038	9,634	-	150,551	222,759	
	8%	20%	4%	0%	68%		



In May, Council received \$841 from Ratepayers. Total rates and refuse charges outstanding as of 31 May was \$630,582, of which \$266,588 are rates and charges for the financial year 2023-24 and \$363,994; the remaining balance is for prior years.

Rates and Refuse charges.

Balance as at 01/05/2024	631,423
Cash received in May	841
Balance as at 31/05/2024	<u><u>630,582</u></u>

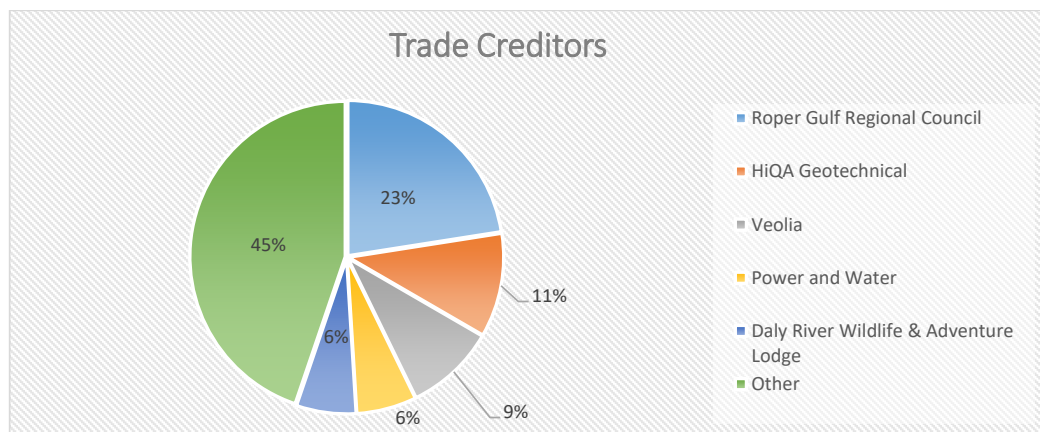
Note 3: Statement on Trade Creditors

Council's trade payables balance as of 31 May 2024 was \$78,862.

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

Council has no trade payables that it classifies as non-current, i.e., not payable within 12 months. The negative balance in the report represents the credit notes Council received from Suppliers after paying the suppliers' invoices. These amounts will be offset against future invoices.

Contact	Current	1 Month	2 Months	3 Months	>3 Months	Total	
Roper Gulf Regional Council	17,763	-	-	-	-	17,763	22%
HiQA Geotechnical	8,541	-	-	-	-	8,541	11%
Veolia	7,427	-	-	-	-	7,427	9%
Power and Water	2,401	-	1,435	-	1,090	4,925	6%
Daly River Wildlife & Adventure Lodge	4,899	-	-	-	-	4,899	6%
Other	35,081	112	4	(189)	300	35,308	45%
	<u>76,111</u>	<u>112</u>	<u>1,439</u>	<u>(189)</u>	<u>1,390</u>	<u>78,862</u>	
	97%	0%	2%	0%	2%		



Note 4: Corporate credit cards.

Council has a credit card facility of \$200,000, of which \$92,000 has been allocated to 13 cardholders.

For May 2024, there was an aggregate spending of \$13,374.

Masked Card Number	Transaction Dates		Amount
5550-05XX-XXXX-1528	27-Apr-24	27-May-24	2,843
5550-05XX-XXXX-2298	27-Apr-24	27-May-24	526
5550-05XX-XXXX-4508	27-Apr-24	27-May-24	33
5550-05XX-XXXX-4529	27-Apr-24	27-May-24	4,436
5550-05XX-XXXX-4639	27-Apr-24	27-May-24	(29)
5550-05XX-XXXX-5569	27-Apr-24	27-May-24	837
5550-05XX-XXXX-5850	27-Apr-24	27-May-24	215
5550-05XX-XXXX-6309	27-Apr-24	27-May-24	1,012
5550-05XX-XXXX-8824	27-Apr-24	27-May-24	7
5550-05XX-XXXX-9622	27-Apr-24	27-May-24	(100)
5550-05XX-XXXX-9718	27-Apr-24	27-May-24	3,595
5550-05XX-XXXX-4541	27-Apr-24	27-May-24	(13,374)

There was no transaction in May on the Mayor's credit card.

Cardholder Name: Mayor

Transaction Date	Amount	Supplier's Name	Reason for the Transaction
	\$		
Total	-		

Fourteen credit card transactions were paid in May using the CEO's credit card.

Cardholder Name: CEO

Transaction Date	Amount	Supplier's Name	Reason for the Transaction
	\$		
28-Apr-24	68.69	WOOLWORTHS	Catering services for OCM
29-Apr-24	90.99	NORDENT PTY LTD	Catering services for OCM
29-Apr-24	90.99	NORDENT PTY LTD	Catering services for OCM
29-Apr-24	90.99	NORDENT PTY LTD	Catering services for OCM

29-Apr-24	20.22	NORDENT PTY LTD	Catering services for OCM
29-Apr-24	16.00	NEWS PTY LIMITED	Newspapers
29-Apr-24	45.00	RIVER BLEU PTY LTD	Catering services for OCM
30-Apr-24	6.20	WOOLWORTHS	Catering services for OCM
30-Apr-24	57.70	RIVER BLEU PTY LTD	Catering services for OCM
30-Apr-24	50.00	RIVER BLEU PTY LTD	Catering services for OCM
30-Apr-24	26.00	KATHERINE CLUB INC	Catering services for OCM
30-Apr-24	221.00	KATHERINE CLUB INC	Catering services for OCM
13-May-24	37.00	REPCO	Car Filter
27-May-24	16.00	NEWS PTY LIMITED	Newspapers
Total	836.78		

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

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, and an FBT return for the 12 months ending 31 March must be lodged each year.

As of 31 May, the GST liability was \$19,978, and no PAYG liability was outstanding.

(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 Council's default fund, which is currently Hostplus Super. Council contributes 11 per cent of an employee's ordinary time earnings to their selected super account. Some Council employees receive an additional superannuation contribution as part of their agreed remuneration package.

Superannuation payments are remitted monthly.

As of 31 May 2024, the super liability was \$113,631. In June, Council will remit this payment to superannuation funds.

		Obligation Accrued	To be paid/refunded
GST	19,978	May	June
Super	113,631	May	June
PAYG	-	May	June
	<u><u>133,609</u></u>		

Note 6: Provisions

The provision includes annual leave, LSL, and toils liability accrual. As of May 2024, employees' leave liability increased by \$16,101 from \$1,089,581 in April to \$1,105,682 in May.

	May	April	Difference
Provision - Annual Leave	715,736	712,412	3,324
Provision - LSL (Current)	390,808	378,031	12,777
Provision - TOIL	(862)	-862	0
	1,105,682	1,089,581	16,101

Note 7: Other Current Liabilities

Other current liabilities increased by \$3,295 from \$1,640,362 in April to \$1,643,657 in May. Council received \$4,600 for employer incentive payment on behalf of a third (CDP), a credit card refund of \$129, Parental leave payment of \$1,766 and payroll adjustments of \$332.

Current Liabilities	May	April	Difference
Client Contribution clearing	1,054	1,054	-
Community Fund (Generated from CDP IGA)	6,837	6,837	-
Council Rates Received in Advance	6,989	6,989	-
Credit Card - B Hylands	-	-	-
Credit Card-2 - P Kaur	-	-	-
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	-
Credit Cards	129	-	129
Payables - Bond and Deposit	12,520	12,520	-
Payables - CDP Income Generation Activity	21,637	21,637	-
Payables - CDP Outcome Pay	75,000	70,400	4,600
Payables - Employee	0	(2)	2
Payables - Others	4,601	4,601	-
Payables - Retention Money	116,057	116,057	-
Payroll Clearing Account	0	(330)	330
Payroll Clearing-Paid Parental Leave	1,766	3,531	(1,766)
Rounding	0	0	-
Unexpended Grants	1,185,606	1,185,606	-
Workers Compensation Clearing	-	-	-
	1,643,657	1,640,362	3,295

Note 8: Equity

The equity balance increased by \$230,973 from \$63,822,589 in April to \$64,053,562 in May.

Equity	May	April
Accumulated Surplus/Deficit	21,097,475	21,097,475
Asset Reval Reserve	35,177,330	35,177,330
Asset Revaluation-Motor Vehicles	1,262,315	1,262,315
Asset Revaluation-Plant & Equipment	1,115,005	1,115,005
Assets Replacement Reserve	530,000	530,000
Unexpended Grants Reserve	2,982,206	2,982,206
	62,164,331	62,164,331
Add:		
Operating Surplus/Deficit	(142,985)	(397,184)
Capital items	500,531	523,756
Insurance Claims	1,531,685	1,531,685
Current Year Earnings	1,889,231	1,658,258
	64,053,562	63,822,589

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

Insurance premiums for 2023-24 have all been paid.

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

Insurance	Amount \$	GST	Net	Paid on
Motor vehicle	53,795	4,890	48,905	01-Oct-23
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	115,689	10,517	105,172	01-Oct-23
3rd Instalment Workers Comp	115,689	10,517	105,172	01-Dec-23
4th Instalment Workers Comp	115,689	10,517	105,172	19-Apr-24
	1,449,957	128,628	1,321,331	

Note 10: Key Indicators year to date.

Key indicators	Jul-May 24	Jul-April 24	Variance
Cash			
Cash received	21,016,578	19,037,528	10%
Cash spent	21,184,474	19,684,118	8%
Closing bank balance	5,693,257	5,206,620	9%
Profitability			
Income	19,313,476	17,404,802	11%
Expenses	17,424,245	15,746,544	11%
Profit (loss)	1,889,231	1,658,258	14%
Balance Sheet			
Debtors	222,759	218,534	2%
Creditors	78,862	55,453	42%
Net assets	64,053,562	63,822,589	0%
Ratios			
Current assets to liabilities	3.93	3.90	1%
Liabilities to Assets Ratio	0.047	0.046	2%

The current ratio measures an organisation's capacity to meet its current obligations, and a good current ratio should be more than 1.5. VDRC's Current ratio is 3.93: For every \$1.00 in current liabilities, VDRC has \$3.93 in Current assets. In other words, VDRC's current assets are 3.93 times more than its current liabilities.

The Liabilities to Assets Ratio (L/A) is a solvency ratio that examines how much of an organisation's assets are made of liabilities. A good L/A ratio is around 0.3 to 0.6. VDRC's L/A ratio is 0.047: For every \$1.00 of assets, VDRC has \$0.047 of debt (liabilities). In other words, VDRC's total liabilities is 4.7% of total assets.



Corporate and Community Services Report

ITEM NUMBER 9.2.2.

REPORT TYPE Officer Report For Information

PREPARED BY Director of Corporate Services

Purpose

To provide Council with the current Human Resources information across the Council.

Recommendations

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

Regional Plan

Goal 3: Investing in our people

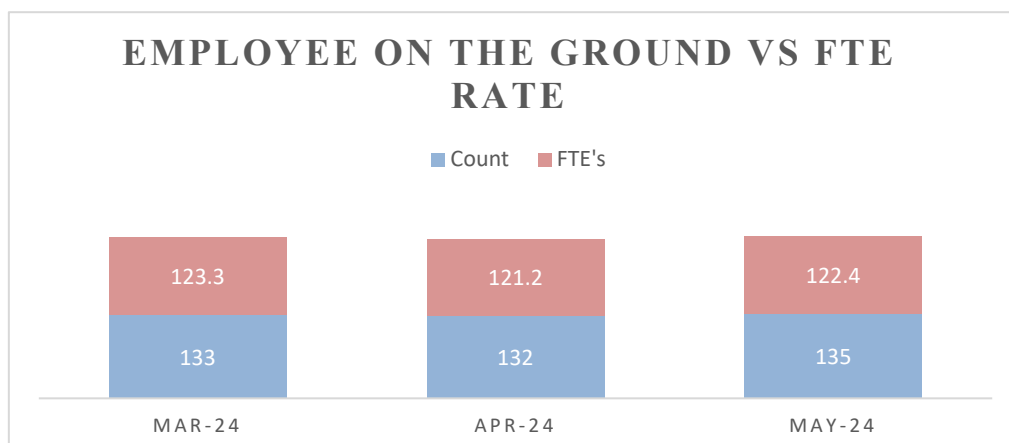
3.1 Invest in training through the development and implementation of a comprehensive Training Plan covering all staff

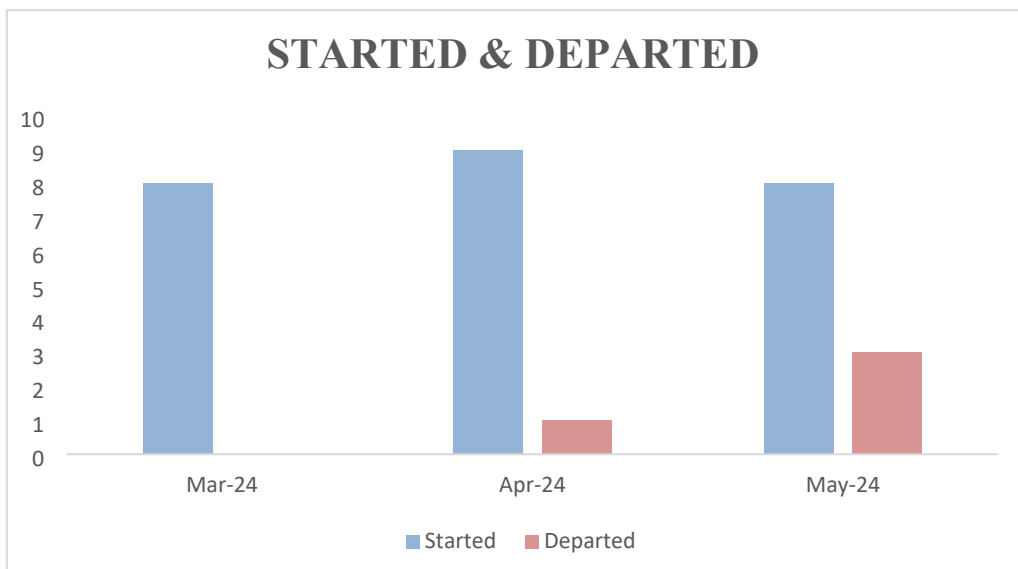
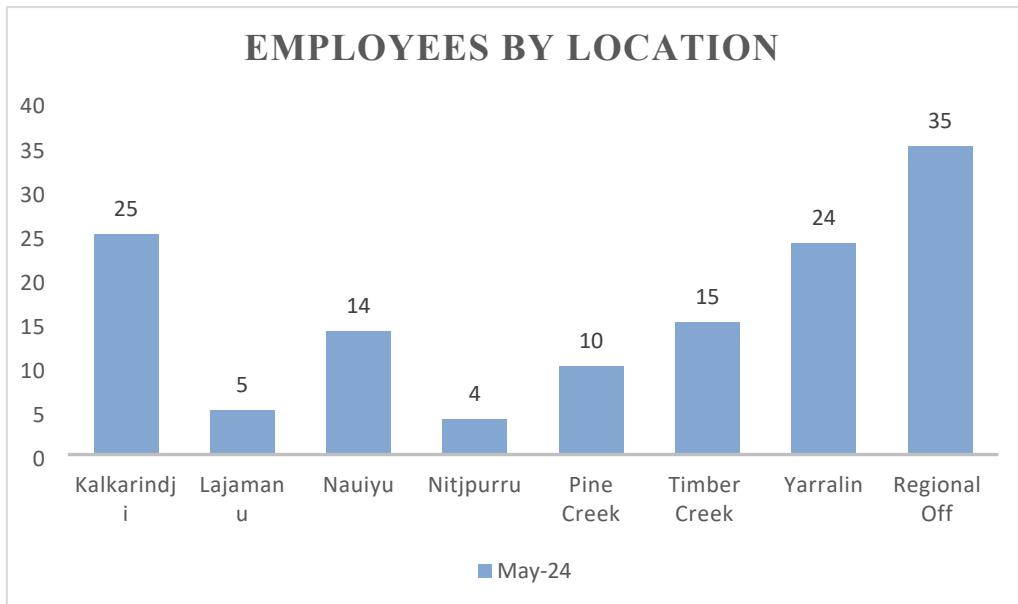
3.4 Grow local employment through the development and delivery of programs and contracts in communities and across the region

Background

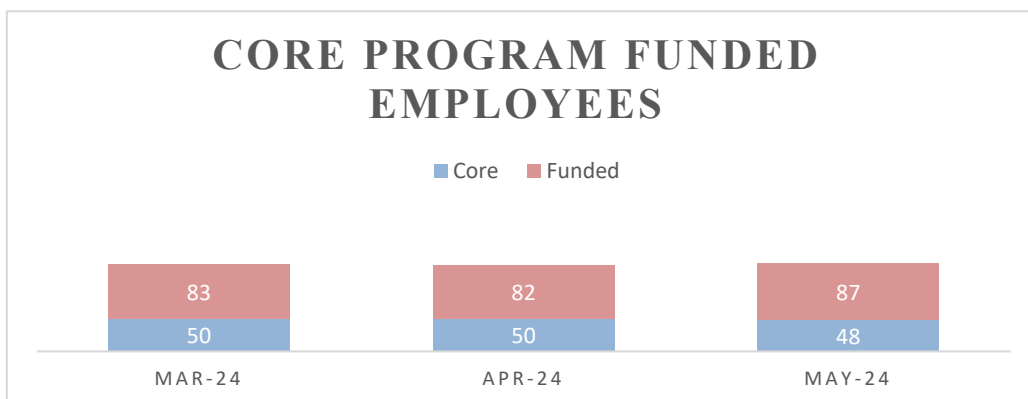
Workforce Statistics

2023/2024 approved staffing establishment budget is 172 positions across Council with an annual budget of \$12,382,459.95. Currently Council has 135 position filled equating to 122.4 FTE's leaving the Councils a current vacancy rate of 21.52%. Over the past three months our staffing levels have started to increase with positions being filled.



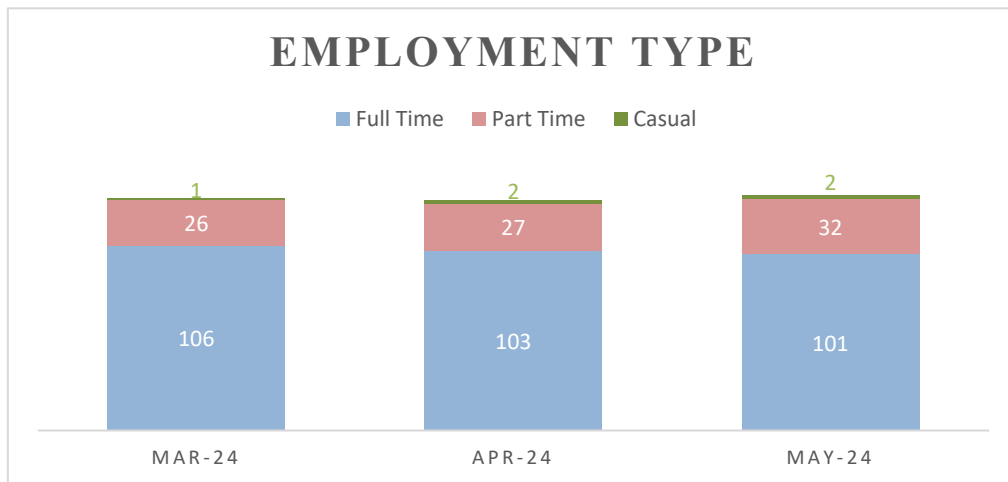


Employees are funded through one of two streams core funding or program funding. Majority of our employees are employed in program areas to deliver services on behalf of the NTG and Commonwealth Government. A breakdown of employees is below.

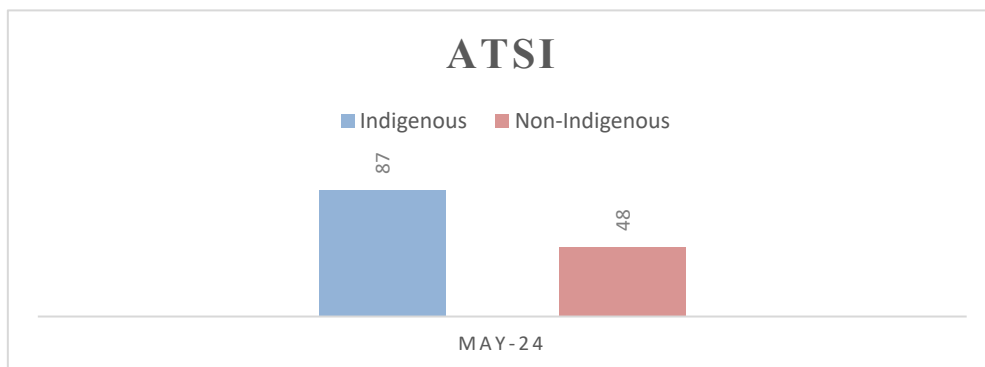




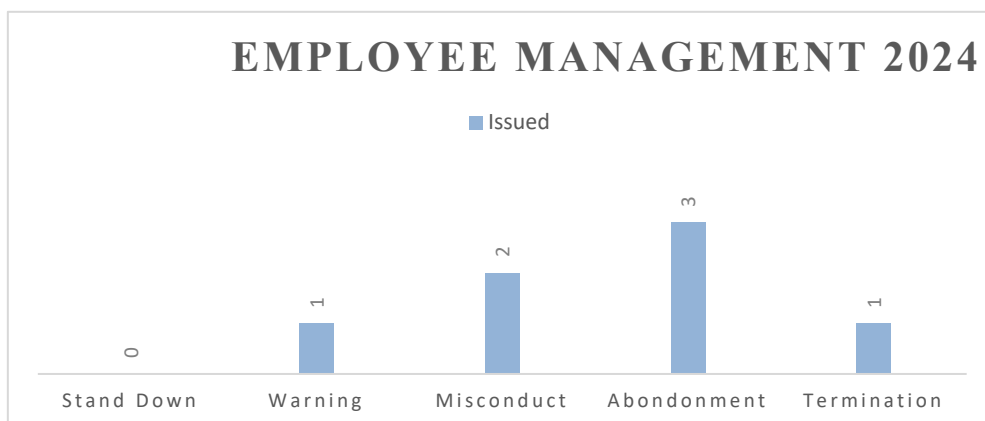
Council continues to offer flexible work hours to encourage engagement whilst balancing the delivery of services. The following shows how are employees are engaged.



With employment highly focused on employing local people for local jobs as and where possible. The following compares our Indigenous and non-Indigenous employment rates and shows an increase in our Indigenous employment rate currently being at 64.4%.



Employee Management workforce data for 2024 shows a total of 14 disciplinary letters have been issued in relation to the below –





The below is a breakdown of disciplinary action that has occurred -

<i>Issue</i>	Core	Program	Total
<i>Stand Down</i>			
<i>Warning</i>		1	1
<i>Misconduct</i>		2	2
<i>Abandonment</i>	1	2	3
<i>Termination</i>		1	1

Training & Development

- First Aid Training.
- 4WD
- Chemical Handling_
- Fire Warden and Fire Blanket/Extinguisher Test and Tag
- ATSI Mental health
- Food Supervisor
- Cross Cultural Competence_
- Cert III, Cert VI, Dip Local Government.
- Community Care_ Cert III Individual Support_ SA-approx. 22
- Community Safety_ Cert III Community Safety
- RIBS_0
- Finance_2
- Operations
- Community Development
- Community Services
- WHS

First Aid Training

Fire & Safety delivered the training on Monday 27th & Tuesday 28th May in Timber Creek and Wednesday 29th and Thursday 30th May in Yarralin.

Royal Life Saving NT delivered First Aid and CPR to Kalkarindji on Thursday 2nd May.

Kalk: 7

- Community Safety -2
- Operations – 2
- Community Services – 3

Yarralin: 10

- Community Safety – 2
- Operations – 5
- Community Services – 3

Timber: 14

- Community Safety – 8
- Operations – 3
- Community Development - 3



Individual First Aid /Resuscitation training in Katherine:

Pine Creek: 4

- Community Safety – 3
- Community Services – 1

Regional - 5

- Corporate_ 1
- Executive _ 2
- IT_ 1
- Community Safety/S & R_ 1

4WD

4WD course at Katherine CDU.

- Community Safety_ 3
- Community Services- 1

Fire Warden, Fire Extinguisher & Fire Blanket Test and Tagging.

9 Staff members from all communities came to Katherine to complete the Fire Blanket & Extinguisher Inspect and Tag and the Fire Warden training.

One to two staff members in each community are now qualified to inspect and tag the fire equipment every 6 months, as per legal NT Safety requirements.

Staff attended.

- Regional _ Matt Cheminant & Christy Colling
- Kalk_ Sonny Smiler
- Yarralin_ Colin Campbell & Raniel McCann
- Timber Creek_ Mark Rainey
- Nauiyu_ Brett Mather
- Pine Creek_ Ethan Manski & Dwayne Campbell

Youth ATSI Mental Health First Aid.

1 Staff member from Community Services attended on the 10th & 11th April.

Cross Cultural Competence

Five Staff members are enrolled in this online course, to be completed within six months.

- HR: 2
- CPD: 2
- CNP: 1

6 Staff from the Regional office, including the Mayor attended cross cultural training on Thursday 2nd May. This was delivered by Cross Cultural Consultants from Darwin and arranged by our Indigenous Mentor Kadaja James.

Cert III, Iv & Diploma in Local Government

Our Indigenous Mentor Kadija James has completed the Diploma of Local Government.



Community Services - Cert III Individual Care.

A meeting between our Community Service Regional Manager Vivian Bailey and Sally Morris from Response training is being arranged to discuss the new Cert III qualifications.

We suggest the course be delivered as separate Skillsets, which will separate the course into 3 different sections but will still make up the required total units for Cert III.

Response Training was in Yarralin in the week of the 13th May to complete 2 Staff Certificates.

Finance

One Staff member has completed a Certificate in Managing Conflict and Excel Tips and Tricks.

Operations

One Staff member has completed the Aerodrome Training to be delivered in Darwin; the same Staff member has completed an online Applied Project Management course.

The Operations Director has enrolled in an online course with Play Safety to determine if the training would be appropriate for our Remote Staff to attend in Darwin.

The Operations Director has also enrolled in HLTPAT005_ Collect Specimens for drugs of abuse to be completed online and with Teams.

Community Development

Four CDP Staff members are enrolled in several online courses.

- Certificate of Employment Services
- Certificate of Workplace Health & Safety
- Introduction in Coaching & Mentoring

All to be completed within the coming year.

Information, Communication Technology

1. Timber creek & Yarralin Aged Care received new printers and have been set up
2. Attended a Sky trust demo for WHS Management program.
3. Developed IT Onboarding user checklist
4. IT asset management plan drafted and submitted for feedback
5. Stage 3 of new building project (IT part) 90% completed. Pending- need to add extra ethernet ports and cameras- will be completed by end of June.

Work Health & Safety

INCIDENT/ACCIDENT/NEAR MISS REPORTS

Between January – June 2024 WHS has received a total of 23 Incident Reports. This total includes all incidents, near misses and accidents for this period and covers all VRDC communities, Regional Office, and Pearce Street.



The type of incidents/near misses and accidents report are as follows:

- Break ins/attempted break ins/damage to VDRC assets
- Vehicle issues (including property damage)
- Community unrest
- Minor injuries (cuts/abrasions/bruising)
- Altercation

The location of these incidents/near misses are as follows:

- Regional office – 1
- Kalkarindji – 3
- Timber Creek – 3
- Nauiyu – 5
- Lajamanu – 1
- Pine Creek – 3
- Yarralin - 7

INVESTIGATIONS

An incident occurred in Pine Creek (January 2024) whereby a male person from a local business fell backwards into the industrial skip bin at the Pine Creek Waste Management Facility (PCWMF), sustaining minor injuries.

An investigation was completed, and several safety issues were identified. As a result, a much-needed upgrade was made at PCWMF, which included the installation of gates and fall protection barriers. The next phase of the upgrade is to install line marking and cautionary signage.

There are always areas that could be improved, and my goal is to keep everyone safe at work and ensuring that we are compliant and meeting our legislative obligations under the Work Health and Safety (National Uniform Legislation) Act.

SKYTRUST

We are about to launch an integrated internet-based organisational intelligence system called SKYTRUST, which is designed to improve efficiency and performance as well as manage risk.

This will make a huge advancement bringing WHS up to date with the ability for staff to use QR codes on their mobile telephone to report incidents, issues and other matters pertaining to WHS, and will enable the integration of registers for asbestos, inspection, chemicals, and injuries just to name a few of the benefits.

This system will take quite a significant period to implement as it is a vastly different way of doing all things related to WHS, integration of the previous WHS records into this new system as well as providing training to staff.

Policy implications

Nil



Budget implications

Nil

Council officer conflict of interest declaration

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

Attachments

Nil



10. Action Items

Action Item Report

ITEM NUMBER 10.1.

REPORT TYPE Action Items Report

PREPARED BY Media and Communications Officer

Purpose

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

Recommendations

- A. That the Action Item 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 Items Report OPEN [10.1.1 - 14 pages]

Action Register

Search Criteria

Showing Completed Items: Yes
Include Items Completed From: 18/05/2024

Applied Filters

Meeting Types: Amanbidji Local Authority Meeting, Bulla Local Authority Meeting, Daly River Local Authority Meeting, Kalkarindji Local Authority Meeting, Ordinary Meeting of Council, Pine Creek Local Authority Meeting, Timber Creek Local Authority Meeting, Yarralin Local Authority Meeting

Generated By: Kim Maskell
Generated On: 18/06/2024 at 2:09pm

Meeting Date	Item	Action Required	Assignee/s	Action Taken	Status
01/04/2022	28/01/2022 - Item 14 - Correspondence	MOTION BROUGHT FORWARD (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, Keira Townsend, Michelle Griffin	17/03/2023 Michelle Griffin Motion paper sent to LGANT for inclusion in the general meeting agenda. LGANT GM is scheduled for 19-20 April 2023. 25/07/2023 Michelle Griffin Letter received from the Bureau of Meteorology on 24 May 2023 regarding flood warning networks. Correspondence available in Share Point register.	Completed
01/04/2022	28/09/2021 - Item GB-31.4 Green River Aboriginal Corporation	<u>Action item:</u> That a business plan be prepared to outsource waste management at Nauiyu	Adam Justin, Matthew Cheminant	17/03/2023 Matthew Cheminant VDRC are still waiting for a lease agreement 20/09/2023 Matthew Cheminant Requires further decision making as there is no lease on the current waste facility in Nauiyu 16/04/2024 Matthew Cheminant There is still no lease agreement and council still trying to look at land on Wooliana Road	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. <u>Civil Works to ascertain dump site requirements for inclusion of project in the community plan.</u>	Brian Hylands, Matthew Cheminant	22/06/2023 Michelle Griffin COMMENTS FROM PREVIOUS ACTIONS ITEMS (prior to DA) 25 June 2019 Since March 2017 a waste management strategy has been established. The only outstanding land tenure issues are at Kalkarindji. The area where the landfill is located is subject to a land title claim. CLC are investigating a way forward. Funding has been provided to develop shovel ready documentation and cost estimates for all Council landfills. 16/04/2024 Matthew Cheminant CEO Brian Hylands to meet with CLC in the near future to discuss	Ongoing
26/07/2022	General Business	13.2 Roadside stops - Buntine Hwy 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	17/03/2023 Matthew Cheminant MC sent an email to Dipl requesting toilet blocks along the Buntine HWY in three locations. They have acknowledged the request. 23/10/2023 Adam Justin 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
27/09/2022	General Business	15.6 Title - In-kind support from Sitzler Motion 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.	Keira Townsend, Michelle Griffin	17/01/2023 Michelle Griffin Letter draft and awaiting feedback 13/04/2023 Michelle Griffin On hold until scope of works is complete.	Ongoing

Meeting Date	Item	Action Required	Assignee/s	Action Taken	Status
				<p>15/04/2024 Keira Townsend New scope of works being developed by NBC Consultants.</p>	
31/01/2023	Mayoral Report	<div style="border: 1px solid black; padding: 5px;"> <p>Resolution: OCM-2023/4 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> </div>	Kim Maskell	<p>23/10/2023 Michelle Griffin Final details being confirmed. The application is almost ready for submission.</p> <p>09/11/2023 Kim Maskell The application was submitted on 1/11/23</p> <p>Thank you for submitting your application through the Australian Honours and Awards portal: (https://oosgg-ca-prod.powerappsportals.com/).</p> <p>Your application has been successfully submitted. Your application ID is APP-P5Q4048.</p> <p>05/02/2024 Kim Maskell Jan 31 - Followed up on progress of the awards, response on Feb 2 advised that the nomination is current and, while they can't give an exact timeframe, they are generally considered within 24 months from time of receipt.</p>	Ongoing
28/02/2023	Pine Creek Local Authority meeting held on 7 February 2023	<div style="border: 1px solid black; padding: 5px;"> <p>OCM-2023/28 Resolution:</p> <ul style="list-style-type: none"> A. That the minutes of the Pine Creek Local Authority meeting held on 7 February 2023 be adopted as a resolution of Ordinary Council; and B. That Council endorses resolution PCLA-2023/4 The Pine Creek Local Authority extends an invitation to PowerWater to attend the next Pine Creek Local Authority meeting to discuss water issues. C. That Council endorses resolution PCLA-2023/7 that the Pine Creek Local Authority have accepted the Election Commitment funding offer and commit a matching co-contribution as per the funding guidelines. D. That Council endorses resolution PCLA-2023/8 for the council to obtain quotes for lighting options for the Pine Creek oval (to include fixed and mobile options). E. That Council notes resolution PCLA-2023/10 and will continue to support the Pine Creek Goldrush with in-kind assistance </div>	Adam Justin, Matthew Cheminant	<p>08/03/2023 Jackson Bernard No action is required from Finance.</p> <p>17/03/2023 Matthew Cheminant A. Pine Creek Com needs to invite Power and water to the next local authority meeting B. Committed funding just a delay on delivery of equipment C. Lighting, Applications for a grant in progress D. Approved</p> <p>20/03/2023 Tanya Brown COM ,Tanya Brown emailed PWC on 7th February 2023 to Shane Papworth to update on Pine Creek water security. Waiting for confirmation on attendance. COM, Tanya Brown emailed All Regions Electrical for a cost estimate on supplying and installing lighting at the oval on 7.2.2023</p> <p>21/06/2023 Matthew Cheminant 21/06/2023 Waiting on update from grant application for oval lighting</p> <p>24/08/2023 Tanya Brown</p>	Awaiting external response

Meeting Date	Item	Action Required	Assignee/s	Action Taken	Status
				<p>PWC representatives attended the August meeting and provided members with updates on the status of water in Pine Creek, they advised members they will request another attendance of the LA meeting when they have further updates to provide to the township.</p> <p>20/09/2023 Matthew Cheminant VDRC are awaiting a response re the grant application.</p> <p>16/04/2024 Matthew Cheminant Still no response on the grant for oval lighting</p> <p>05/06/2024 Matthew Cheminant Proceeding to stage two of the grant process</p>	
28/02/2023	Yarralin/Nitjpurru Local Authority meeting held on 16 February 2023	<div style="border: 1px solid black; padding: 5px;"> <p>OCM-2023/31 Resolution:</p> <p>A. That the minutes of the Yarralin/Nitjpurru Local Authority meeting held on 16 February 2023 be adopted as a resolution of Ordinary Council.</p> <p>B. That council endorses resolution YLA-2023/4 to commit \$30,000 of Local Authority Project Funding to a bi-annual vet program in 2023.</p> <p>C. That council endorses resolution YLA-2023/5 to commit \$150,000 of Local Authority Project Funding to the development of a playground, including outdoor fitness equipment in Yarralin.</p> <p>D. That council notes resolution YLA-2023/6 and will investigate options for developing a council premises including office and staff accommodation at Nitjpurru.</p> <p>E. That council notes resolution YLA-2023/7 and will investigate the process and support a place name change from 'Pigeon Hole' to 'Nitjpurru'.</p> </div>	Adam Justin, Matthew Cheminant	<p>08/03/2023 Jackson Bernard \$30k and \$150k commitments will be included in the next budget review.</p> <p>21/06/2023 Matthew Cheminant 21/06/2023 First vet visit was undertaken in March/April, second vet Oct/Nov.</p> <p>20/09/2023 Matthew Cheminant Purchase orders raised and in progress</p> <p>16/04/2024 Matthew Cheminant Item C playground has been completed.</p> <p>Vet visit still to take place due to road conditions</p> <p>16/04/2024 Matthew Cheminant Hey Kayla, Thanks for chatting today regarding the upcoming veterinary program. As discussed, due to the recent rains, we will push the visit to 13 – 17 May, 2024. If needed, we can push it further again.</p> <p>05/06/2024 Matthew Cheminant Vet has visited Yarralin this week, They will also visit Lingara and Nitjpurru in the next few days</p>	In progress
28/04/2023	General Business 14.7 Daguragu Road	<div style="border: 1px solid black; padding: 5px;"> <p>OCM-2023/88 Resolution:</p> <p>A. Council write to Minister Lawler requesting clarification on the ownership of the crossing at Wattie Creek crossing at Daguragu.</p> </div>	Brian Hylands, Keira Townsend, Michelle Griffin	<p>31/05/2023 Michelle Griffin Letter sent to Minister Eva Lawler on 31 May 2023. Awaiting response.</p>	Ongoing
30/05/2023	Timber Creek Local Authority	<div style="border: 1px solid black; padding: 5px;"> <p>OCM-2023/107 Resolution:</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> </div>	Adam Justin,	<p>21/06/2023 Matthew Cheminant</p>	In progress

Meeting Date	Item	Action Required	Assignee/s	Action Taken	Status
	Meeting held on 16 May 2023	<p>B. That Council endorses resolution TCLA-2023/24 Resolution: The Timber Creek Local Authority request council look into alternative illuminating school zone signs which will capture the attention of drivers; and</p> <p>C. That Council endorses resolution TCLA-2023/24 Resolution: The Timber Creek Local Authority request council obtain quotes and/or research grant opportunities (such as Community Safety Grants) for security lights (flood lights) on the street outside the school and creche (from both directions)</p>	Matthew Cheminant	<p>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>21/06/2023 Paul Buckley</p> <p>OCM-2023/107 B. TCLA-2023/24 Contractors have been engaged to quote on the signage for the school signage to capture drivers attention. Awaiting quotations. C. TCLA-2023/24 contractors have been engaged for quotes to move forward with grant funding amounts.</p> <p>17/05/2024 Matthew Cheminant</p> <p>CEO has requested Timber Creek Com to quote and raise a PO for signs to be installed</p>	
27/06/2023	General Business	OCM-2023/139 Resolution: 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.	Brian Hylands, Keira Townsend, Michelle Griffin	<p>18/09/2023 Michelle Griffin</p> <p>Letter sent to Minister Nicole Manison on 18 September 2023.</p> <p>15/04/2024 Keira Townsend</p> <p>Response letter from Minister Uibo received on 17 January 2024.</p>	Ongoing
16/08/2023	Amanbidji - Projects Report updates as of 30th June 2023	<u>Action:</u> The ALA request some information from the Grants Department regarding available grants for Homelands that could be applied for by the Amanbidji service provider.	Keira Townsend, Samantha Parker		In progress
29/08/2023	Yarralin - Nitjpurru Local Authority meeting held on 9 August 2023	OCM-2023/162 C. That Council endorses YLA-2023/23 Resolution: That the YPHLA fully support a name change for Pigeon Hole to Nitjpurru and that the YPHLA seek Councils support on the name change.	Keira Townsend, Michelle Griffin	<p>20/09/2023 Michelle Griffin</p> <p>YPHLA and Council resolutions have been sent to the Department. Awaiting advice on next steps.</p> <p>17/05/2024 Keira Townsend</p> <p>All information supplied. Advice received from Karen Hocking that the Place Names committee have approved the name change.</p>	Completed
29/08/2023	Yarralin - Nitjpurru Local Authority meeting held on 9 August 2023	OCM-2023/162 B. That Council endorses YLA-2023/22 Resolution: The YPHLA prefer the Colourful 'Welcome to Yarralin' sign incorporating Walangeri and Victoria Daly Regional Council and the YPHLA agree to allocate money from beautification funding towards the sign.	Adam Justin, Matthew Cheminant	<p>20/09/2023 Matthew Cheminant</p> <p>Quotes and enquiry is underway by the acting Com to purchase a sign and install</p>	In progress
29/08/2023	Timber Creek Local Authority meeting held on 15 August 2023	OCM-2023/164 C. Council acknowledges TCLA-2023/33 Resolution: 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 (For park).	Adam Justin, Matthew Cheminant, Paul Buckley	<p>06/12/2023 Kim Maskell</p> <p>Purchase order pending</p> <p>16/04/2024 Matthew Cheminant</p> <p>Email from PB on 20/24 Hi Matt, I emailed Bob from NT Surfacing last week. He did suggest he could give me a start date this week for May. I believe he has been held up with his other jobs but our materials (gym equipment) are in Darwin. I haven't heard from him as yet.</p>	Completed

Meeting Date	Item	Action Required	Assignee/s	Action Taken	Status
				Thanks,	
31/10/2023	General Business	<p>OCM-2023/210 Resolution: A. Council write to Minister Bowden requesting an update on disaster relief funding.</p> <p>Amended as per OCM-2024/68</p> <p>"Mayor to write to Minister Paech cc'ing Minister Bowden to highlight the need for 2022-2024 disaster recovery funding and the processes already undertaken by Council"</p>	Brian Hylands, Keira Townsend	<p>11/06/2024 Keira Townsend</p> <p>Action item amended as per OCM-2024/68 item A</p>	In progress
31/10/2023	General Business	Action: Consultation with ALPA, Police, Gurindji regarding emergency supplies in Dargaragu	Brian Hylands		Not yet started
14/11/2023	Finance Report for period ending 30 September 2023	Action: Investigate possible locations for recycling points throughout the community	Matthew Cheminant	17/5/2024 Matthew Cheminant Speaking with Trisha from CDP about Recycling program for the Jobs in community	In p3progress
14/11/2023	General Business	<u>Action:</u> investigate whether the KDLA can purchase available land	Brian Hylands, Matthew Cheminant	<p>15/04/2024 Keira Townsend</p> <p>CEO to present information at the next KDLA.</p> <p>05/06/2024 Matthew Cheminant</p> <p>To my mind LA cannot make purchase items that will pass on cost to council. This would be due to the oncosts such as rates, maintenance etc.</p> <p>05/06/2024 Matthew Cheminant</p> <p>Safety Cameras are a good idea but who is going to monitor the data received and who is passing this onto police etc.</p> <p>There could be legal responsibilities if erecting these in a public space as council does not own the land. This could be a Gurindji responsibility.</p>	In progress
21/11/2023	Project Funding Update as of 30 September 2023	Action: The Bulla Local Authority requests Council to write to DIPL and ask about installing a person gate at the airstrip.	Keira Townsend		Not yet started
21/11/2023	Timber Creek Action Items	Action: TCLA requests Council to look into possible playground equipment for younger children.	Matthew Cheminant, Paul Buckley	<p>20/12/2023 Paul Buckley</p> <p>20/12/2023. Equipment will take up to 12 weeks for arrival, regarding conversation with NT Surfacing today.</p> <p>11/01/2024 Paul Buckley</p> <p>11/01/2024- TCLA 2023/43 Resolution. Quotation accepted, Purchase order approved. Awaiting response from contractor on start dates as materials delivery is up to 12 weeks. Possibly late February to March 2024</p> <p>12/02/2024 Paul Buckley</p> <p>12/02/2024. Hardy's landscaping have been asked for a quotation regarding the installation of more child friendly items to replace some of the</p>	In progress

Meeting Date	Item	Action Required	Assignee/s	Action Taken	Status
				existing playground equipment, awaiting response from the 05/02/2024. 09/05/2024 Kim Maskell 16/04/24. Paul Buckley - Awaiting quote from hardy landscaping for the upgrade of the playground equipment. Last emailed on the 27/03/24.	
28/11/2023	General Business GB 1/ Cars being parked on the roads in Kalkarindji	<u>Action:</u> Council to consult with police regarding what can be done about the cars being parked on the roads. *Added on 30 Jan OCM - locate owner of cars and speak with them as well as the police	Brian Hylands, Matthew Cheminant	15/04/2024 Keira Townsend Kalkarindji COM working with police. There has been some success to date with only one car still on the road. 17/05/2024 Matthew Cheminant Cars have been moved off the road but are on verges of properties.	Ongoing
12/12/2023	Auction of Council's Mobile Asset	OCM-2023/229 Resolution: A. That the Auction of Council's Mobile Assets report is received and noted B. That council approves the disposal of the following assets through an auction: • 2000, Kubota M5700 Tractor Rego CC56BV • 2004, Kubota ME8200 Tractor Rego 718583 • 2017, Kubota ZD1011-54-AU Mower Rego CD05FO • 2010, Can Am 5ABC Quad Bike Rego CC29MJ • 2016, Polaris Litre 570 Quad Bike Rego CC56MU • Various IT equipment and CCTV system • Steel railway sleepers – Pine Creek	Matthew Cheminant	05/06/2024 Matthew Cheminant As the quad bike from Kalkarindji has not yet presented to Katherine it has been removed from the list for the next auction along with the Kubota mower model ZD1011 as CDP would like to utilise in community.	In progress
12/12/2023	Asset Management - Waste Collection Garbage Compactor	OCM-2023/232 Resolution: A. That the Asset Management - Waste Collection Garbage Compactor report is received and noted, B. That Council approves commencement of plans to procure a new Waste Collection Garbage Compactor	Matthew Cheminant	05/06/2024 Matthew Cheminant Operations Team will be compiling a Tender to be published for a new unit to replace current aging fleet.	In progress
12/12/2023	Kalkarindji - Dagaragu Local Authority meeting held on 14 November 2023	OCM-2023/236 Resolution: A. That Council endorses KDLA-2023/21 Resolution: The KDLA requests that Council writes to the Central Land Council requesting a crocodile management plan. If no plan is available, request that a plan be developed. B. That Council endorses KDLA-2023/25 Resolution: i. The KDLA requests three quotes for the supply and installation of cold drinking water fountains at the Kalkarindji basketball court, the arts centre, and the Dagaragu recreation hall (all to have multiple outlets); and ii. That the existing drinking water fountain at the Kalkarindji basketball court be repaired and re-installed at the Kalkarindji council office; and iii. That the KDLA request council approval to commit up to \$80,000 towards the project. C. That Council endorses KDLA-2023/26 Resolution:	Kirsty Bock, Matthew Cheminant	16/04/2024 Matthew Cheminant Quotes and purchase orders placed by the Kalkarindji COM 16/04/2024 Matthew Cheminant Playground will need to be inspected by a certified contractor to see what repairs need to be made. 05/06/2024 Matthew Cheminant Kirsty received quotes for the compliance inspection that should have been tabled at the LA meeting in order for the inspection to move forward	In progress

Meeting Date	Item	Action Required	Assignee/s	Action Taken	Status
		<ul style="list-style-type: none"> i. That the KDLA request quotes for the supply and installation of a bus shelter at Daguragu; and ii. That KDLA requests council approval to commit up to \$40,000 towards the project. <p>D. That Council endorses KDLA-2023/27 Resolution: That the KDLA requests council approval to increase the committed funds for the Kalkarindji bus shelter (KDLA-2023/6) from \$20,000 to \$40,000.</p> <p>E. That Council endorses KDLA-2023/28 Resolution:</p> <ul style="list-style-type: none"> i. That the KDLA request council to check compliance of the playground at central park; and ii. To liaise with the Kalkaringi School regarding compliance requirements; and iii. Prepare an estimate of funds required for the project. 			
12/12/2023	Yarralin Local Authority meeting held on 15 November 2023	<p>OCM-2023/237 Resolution:</p> <p>A. That Council endorses YLA-2023/34 Resolution:</p> <ul style="list-style-type: none"> i. The Yarralin - Nitjpurru Local Authority requests approval from Council that \$30,000 be committed towards a half basketball court at Lingara, and ii. Will be seeking a matching contribution from Local Member Chansey Paech. <p>B. That Council endorses YLA-2023/35 Resolution: The Yarralin - Nitjpurru Local Authority requests approval from Council that \$20,000 be committed towards the Yarralin beautification project.</p> <p>C. That Council acknowledge YLA-2023/28 Resolution: The Yarralin - Nitjpurru Local Authority received and noted that Simon Campbell has resigned.</p>	Colin Campbell, Jackson Bernard, Matthew Cheminant	30/01/2024 Jackson Bernard Noted and added to the budget	Not yet started
12/12/2023	Timber Creek Local Authority meeting held on 21 November 2023	<p>OCM-2023/238 Resolution:</p> <p>A. That the Council endorses TCLA-2023/43 Resolution: That the Timber Creek Local Authority accept the final quote from NT Sports and Playground for the outdoor gym.</p> <p>B. That the Council acknowledges TCLA-2023/44 Resolution: TCLA requests that a community plan be put forward by the Local Authority members at the next Local Authority meeting.</p>	Matthew Cheminant, Paul Buckley	<p>11/01/2024 Paul Buckley</p> <p>11/01/2024- TCLA 2023/43 Resolution. LA members accepted the resolution, Purchase order has been approved and accepted. Awaiting start dates from contractor as the building materials require 12weeks delivery. Possibly starting in late February - March 2024.</p> <p>11/01/2024- TCLA 2023/44 Resolution. LA members made aware of the plans on the website. Hard copies will be made available at the next meeting.</p>	Completed
30/01/2024	WARM Funding - Purchase of Can Recycling Plant Machine.	<p>OCM-2024/5 Resolution:</p> <p>A. That the WaRM Funding - Purchase of Can Recycling Plant Machine. report is received and noted</p> <p>B. The council approves the use of \$148,800 from the WaRM funding grant to purchase a can crusher/recycling baler.</p>	Matthew Cheminant	<p>21/02/2024 Matthew Cheminant</p> <p>Seeking more designs and specs for the appropriate crusher</p> <p>17/05/2024 Matthew Cheminant</p> <p>Working with companies to gain information on the different type of can crushers available. Emailing information about the can crusher from Kalkarindji to try and obtain another one with similar specifications.</p>	In progress

Meeting Date	Item	Action Required	Assignee/s	Action Taken	Status
30/01/2024	General Business 13.3 Rehabilitation of waste management facility in Yarralin	<u>Action:</u> Rehabilitate the old waste management facility for a new one to be established	Matthew Cheminant	16/04/2024 Matthew Cheminant Project plans for the 2024 - 2025 financial year for dump rehab and new site design works	Ongoing
06/02/2024	Project Funding Update	<u>Action:</u> PCLA write letter to PCAA to join the next Pine Creek Local Authority Meeting in May PCLA-2024/7 Resolution: A That the Project Funding Update report is received and noted	Matthew Cheminant, Tanya Brown	12/03/2024 Tanya Brown A letter of invitation has been sent to PCAA to attend the PCLA meeting on the 7th of May 2024 by the Governance team in Regional Office.	Completed
06/02/2024	General Business 13.4 Service Providers for Seniors	<u>Action:</u> Arrange meeting with NDIS Manager	Trudy Braun	21/02/2024 Trudy Braun Community Services Regional Manager will arrange an information session for the Seniors regarding services and requirements.	In progress
06/02/2024	General Business 13.2 General foot paths	<u>Action:</u> Request quote for repair of damaged footpaths PCLA-2024/11 Resolution: PCLA agree to allocate \$10,000 towards general foot path repairs	Matthew Cheminant, Tanya Brown	12/03/2024 Tanya Brown COM has organised a company to come and inspect the damaged footpaths that need repair, currently waiting on a quote for the repairs.	Awaiting external response
06/02/2024	General Business 13.5 Pine Creek Entrance sign	<u>Action:</u> Chairperson asked COM to investigate costs for signage	Matthew Cheminant, Tanya Brown	12/03/2024 Tanya Brown COM is speaking with a design company in Darwin regarding styles ect, Will have a quote to present to the next PCLA meeting.	In progress
27/02/2024	Big Rivers Region Organisation of Councils	<u>Action:</u> Minutes of the Big Rivers Region Organisation of Council's meeting held on 15 February 2024 to be added to the next OMC Agenda OCM-2024/17 Resolution: Carried (Cr Andrew McTaggart/Cr Deborah Jones) A. That the Big Rivers Region Organisation of Councils report is received and noted B. Council endorses Terms of Reference and approves the Mayor and CEO to attend these meetings on behalf of Council.	Chellah Clancy, Keira Townsend	20/03/2024 Keira Townsend	Completed
07/03/2024	Regional Plan Priorities	TCLA-2024/5 Resolution: A. That the Timber Creek Local Authority receive and note the Regional Plan Priorities B. That the Timber Creek Local Authority provide feedback on service delivery for the area. <u>Action:</u> TCLA / COM to write to DIPL regarding the need for shelter at the Timber Creek Airstrip	Matthew Cheminant, Paul Buckley		Not yet started

Meeting Date	Item	Action Required	Assignee/s	Action Taken	Status
14/03/2024	Yarralin Council Operations Manager Report	<u>Action:</u> Mayor Brian Pedwell to write on behalf of the YNLA to the relevant Ministers regarding the critical need to address the unsatisfactory state of the road from the Victoria Hwy to Yarralin.	Brian Hylands, Mayor Brian Pedwell		Not yet started
14/03/2024	Yarralin - Nitjpurru Action Items	<u>Action:</u> Mayor to confirm measurements with KSM (3 quotes have been sought but only one response to request).	Mayor Brian Pedwell		Not yet started
14/03/2024	Yarralin - Nitjpurru Action Items	<u>Action:</u> Mayor Pedwell to follow up quotes for welcome sign which is being funded from the beautification project.	Mayor Brian Pedwell		Not yet started
14/03/2024	Regional Plan Priorities	<u>Action:</u> Nitjpurru community relocation to be added to Regional Plan priorities.	Brian Hylands, Keira Townsend	11/06/2024 Keira Townsend Item added to 2024-2025 Regional Plan - Projects and Priorities - YNLA Advocacy	Completed
26/03/2024	General Business	<u>Action:</u> Develop policy and procedures for collecting and responding to local suggestions and complaints.	Keira Townsend	17/06/2024 Keira Townsend Currently researching best practice and aim to have a draft policy/procedure prepared for the Council's review at the July OCM.	In progress
26/03/2024	General Business	<u>Action:</u> The second floodway culvert washout on Kybrook Rd requires filling. Warning sign to be erected in the meantime.	Matthew Chemanant	16/04/2024 Matthew Chemanant Second Culvert has been addressed, requires more work once the water disappears. 18/06/2024 Matthew Chemanant Quotes have been sought from contractors to address the issues required to fix any issues.	Not yet started
30/04/2024	Financial Report year to ended 31 March 2024	OCM-2024/44 Resolution: That the Financial Report for the period ended 31 March 2024 is received and noted. <u>Action:</u> - forward invoice for emergency food to MLA Dheran Young and Deputy Chief Minister Paech.	Keira Townsend	17/05/2024 Keira Townsend Invoice and emails have been sent to Cr McTaggart who has offered to raise this issue with the appropriate people.	In progress
30/04/2024	Second Budget Review financial year 2023-24	<u>Action:</u> Send correspondence to Deputy Chief Minister Paech regarding funding for a half basketball court at Lingara.	Keira Townsend	17/06/2024 Keira Townsend Correspondence sent to the Minister on 14 June 2025	Completed
30/04/2024	General Business	OCM-2024/56 Resolution: That Council agrees to develop a digital form which will be made accessible via the VDRC website for submission of general feedback, suggestions and complaints.	Trudy Braun	17/06/2024 Trudy Braun Online Complaints, Compliments & Suggestions form has been created and is currently being added to the Councils website front page. The form is short and simple in hope that it will encourage people to provide feedback. The same form will be	In progress

Meeting Date	Item	Action Required	Assignee/s	Action Taken	Status
				available on every Council Offices front desk for those who don't have internet access.	
30/04/2024	General Business	OCM-2024/55 Resolution: That Council agrees to write to Minister Bowden requesting street lighting that meets Australian standards be installed at major road turn-offs to communities including Victoria Highway/Buchanan Highway, Victoria Highway/Buntine Highway, Kybrook Farm turn-off, Myatt turn-off, Gilwi turn-off, Gulardi turn-off, Murruning (One Mile) turn-off, Bulla turn-off, Amanbidji turn-off and Nitjpurru turn-off.	Keira Townsend		Not yet started
30/04/2024	General Business	OCM-2024/57 Resolution: That Council agrees to write to the Federal Minister for roads regarding the need for appropriate funding levels to fix approximately 700 kilometres of roads throughout Victoria Daly Region.	Keira Townsend		Not yet started
30/04/2024	General Business	OCM-2024/59 Resolution: That Council endorses the nomination of Deputy Mayor Georgina Macleod for membership to the Gamba Eradication and Diversity Project Steering Committee (GEBC).	Keira Townsend		Completed
07/05/2024	Action Items	PCLA-2024/23 Resolution: A. That the funds allocated for the management of feral cats in Pine Creek be reallocated.	Jackson Bernard	12/06/2024 Jackson Bernard LA members canceled feral cats management project (Budget was \$2,000). The funds have been returned to funds available for future projects.	Completed
07/05/2024	General Business	Action: Do an internal audit of the roads. PCLA-2024/27 Resolution: That Council do an internal audit regarding the resurfacing of the roads.	Matthew Cheminant, Tanya Brown	17/06/2024 Matthew Cheminant Operations have engaged a contractor to look over the damage to Kalkarindji, Daguragu and Nitjpurru after the last flooding event. Operations is also looking into Propeller and other road contractors to look at the roads in all other communities.	In progress
07/05/2024	General Business	Action: Contact the irrigation contractor to discuss options for irrigation systems PCLA-2024/25 Resolution: That Council look at the irrigation system and whether a bluetooth system might be a better option.	Tanya Brown		Not yet started
07/05/2024	General Business 13.1 Rubbish bins for National Park visitors	<u>Action:</u> Suggest the Dump Point as a location to place bins	Tanya Brown		Not yet started
07/05/2024	General Business	Action: Get quotes for resurfacing the tennis court and oval. PCLA-2024/26 Resolution:	Tanya Brown		Not yet started

Meeting Date	Item	Action Required	Assignee/s	Action Taken	Status
		That Council spend the \$50,000 grant on resurfacing the tennis court and oval.			
14/05/2024	General Business 13.1 Fire Training	<u>Action:</u> CEO to contact David Travers regarding fire training in Kalkarindji	Brian Hylands		Not yet started
14/05/2024	General Business	<u>Action:</u> Rescind allocated funds for pest control, as no longer required	Jackson Bernard	12/06/2024 Jackson Bernard LA members cancelled the pest control project (budgeted for \$25,000), and the fund returned to funds available for future projects	Completed
16/05/2024	Timber Creek Action Items	Action: Paul to look into ordering signs	Paul Buckley		Not yet started
28/05/2024	CEO Report	OCM-2024/64 Resolution: A. That the CEO Report be received and noted; and, B. That an invite is extended to SurePact representative, Adrian Warren to demonstrate the SurePact grants management system at the Council Briefing day scheduled for 24 June 2024.	Keira Townsend	03/06/2024 Keira Townsend Invite extended to Sure Pact to present at the June 2024 Briefing Day.	Completed
28/05/2024	Draft Regional Plan 2024-25	OCM-2024/65 Resolution: A. That the Draft Regional Plan 2024-25 is received and noted, B. That a special Meeting is called for Friday 31 May 2024 to endorse the 2024-25 Regional Plan and Budget; and, C. That the fees and charges for removal of car bodies be reduced from \$200 to \$100.	Keira Townsend	03/06/2024 Keira Townsend All amendments have been completed.	Completed
28/05/2024	Action Item Report	OCM-2024/68 Resolution: A. That the OCM-2023/210 action item be amended to 'Mayor to write to Minister Paech cc'ing Minister Bowden to highlight the need for 2022-2024 disaster recovery funding and the processes already undertaken by Council, B. That the OCM/2023/212 action item is removed from the action items list; and, C. That the status of the action item 'investigate possible locations for recycling points throughout the community' be amended to <i>in progress</i> ,	Keira Townsend		Not yet started
28/05/2024	General Business Yarralin Potholes	<u>Action:</u> Assess and repair potholes throughout Yarralin. and prepare a report for the June 2024 OCM.	Matthew Cheminant		Not yet started
28/05/2024	General Business Water supply to the Pine Creek Cemetery	Request for water to be connected and tap installed at the Pine Creek Cemetery. <u>Note:</u> Existing bore and water meter are located in close proximity to the cemetery. <u>Action:</u> Pine Creek COM / Operations to investigate options and approval processes and prepare a report for the June 2024 OCM.	Jocelyn Moir, Matthew Cheminant, Tanya Brown		Not yet started

Meeting Date	Item	Action Required	Assignee/s	Action Taken	Status
28/05/2024	General Business	<p>Official opening for new Katherine Regional Support Centre</p> <ul style="list-style-type: none"> To be scheduled for 9am on 26 June 2024 Invitation to be extended to: KTC (Mayor, CEO), RGRC (Mayor, CEO), Jawoyn Association (Chair, CEO), Katherine Times, NLC (Chair, CEO) , CMC - Big Rivers (Jake Quinlivan and Karen Hocking), KWHB, Minister Paech, Minister Selena Uibo, Marion Scrymgour MLA, Maree DeLacey, Chief Minister Eva Lawler, Jo Hersey MLA, Jessica Powter DIPL, Maxine Bright, John De Koning, NIAA (Patrick Flemming and Dianna Ross) NTG Sport and Recreation (William Kossack and Natasha Bennett), business partners (JW Auto, Kubota etc) Council Operations Managers, NTPFES, LA Chairpersons. Signage for new regional office to refer to 'Victoria Daly Regional Council Support Centre' <p><u>Action:</u> Elected Members and Executive leadership team to plan event and arrange invitations.</p> <div style="border: 1px solid black; padding: 5px;"> <p>OCM-2024/70 Resolution: That Council approves expenditure of up to \$10,000 to host an official opening ceremony for the new Victoria Daly Regional Council Support Centre at 18 Pearce Street Katherine.</p> </div>	Brian Hylands, Jackson Bernard, Keira Townsend, Trudy Braun	<p>12/06/2024 Jackson Bernard</p> <p>Budget of \$10,000 has been allocated to opening ceremony</p>	Completed
28/05/2024	General Business Tipper Trucks	<p>Small to medium size tipper trucks required for each ward.</p> <p><u>Action:</u> Report to be prepared for Council outlining options and pricing.</p>	Matthew Cheminant		Not yet started
28/05/2024	General Business VDRC Stall - Katherine Show	<p><u>Action:</u> Report to be prepared for Council detailing options for a VDRC stall at the Katherine Show.</p>	Keira Townsend	<p>11/06/2024 Keira Townsend</p> <p>Applications for stall holders closed 03 May 2024.</p>	No further action required
29/05/2024	LA Projects Update as at 31 March 2024	<div style="border: 1px solid black; padding: 5px;"> <p>DRLA-2024/17 Resolution: Carried (Brian Muir/Wayne Buckley)</p> <p>A. That the Council endorses the installation of bollards at the two bus stops in Nauiyu.</p> </div>	Matthew Cheminant, Pat Hollowood		Not yet started
29/05/2024	General Business 13.1 Log Splitter	<p><u>Action:</u> Council Operations Manager to find out what the log splitter is worth.</p>	Pat Hollowood		Not yet started
04/06/2024	Projects Update as at 31 March 2024	<p><u>Action:</u> Colin Campbell to get quotes for solar lights.</p>	Colin Campbell	<p>17/06/2024 Colin Campbell</p> <p>Went into internet e-mail and look at different solar lights and e-mail them asking them we are looking for something that we can use in our community parks and playground about 8 solar light and give us a quote on the lights and some instruction how to install on set.</p> <p>17/06/2024 Colin Campbell</p>	In progress

Meeting Date	Item	Action Required	Assignee/s	Action Taken	Status
				About 1500 i received a quote for the solar light from the April Zou Star 8 Green, which have all the information that needed to be installed.	
04/06/2024	Projects Update as at 31 March 2024	Action: Keira to write a letter to the minister regarding a basketball court in Lingarra.	Keira Townsend	18/06/2024 Keira Townsend Letter sent to Minister Paech on 13 June 2024.	Completed
04/06/2024	Yarralin Water Fountains	<div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> YLA-2024/20 Resolution: A. That the Yarralin Water Fountains report is received and noted; and B. That the YNLA has decided on the box seat design. </div> Action: Colin to follow up on quotes for the box seat design.	Colin Campbell		Not yet started



11. Local Authority

11.1. Local Authority Minutes

Daly River Local Authority meeting held on 29 May 2024

ITEM NUMBER 11.1.1.

REPORT TYPE Local Authority Minutes

PREPARED BY Media and Communications Officer

Recommendation

- A. That the minutes of the Daly River Local Authority meeting held on 29 May 2024 be adopted as a resolution of Ordinary Council.
- B. That the nomination of John Bonson is approved by the Daly River Local Authority.
- C. That the Council endorses the installation of bollards at the two bus stops in Naiuyu.

Attachments

1. 20240529 DRLA MIN Unconfirmed [11.1.1.1 - 6 pages]



Victoria Daly
REGIONAL COUNCIL

MINUTES

DALY RIVER LOCAL AUTHORITY MEETING

(PROVISIONAL)

HELD ON WEDNESDAY 29 MAY 2024

AT 12:30 PM

AT THE DALY RIVER COUNCIL OFFICE

VDRC Office



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

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

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

Brian Hylands
Chief Executive Officer



1. Meeting Opening

The meeting opened at 12:38pm.

2. Welcome

3. Attendance and Apologies

3.1. Attendees

Appointed Members Present

Peter Hollowood
Brian Muir
Wayne Buckley

Chairperson
Member
Member

Staff Present

Brian Hylands (via Teams)
Ingrid Schreiner
Kim Maskell (via Teams)

Chief Executive Officer
Council Operations Assistant Manager
Media and Communications Officer

Elected Members Present

Brian Pedwell (via Teams)

Mayor of Victoria Daly Regional Council

Guests

Jacob Leonard (via Teams)
Anna Egerton (via Teams)
Michelle Connolly

Northern Territory Government
NT Electoral Commission
NT Electoral Commission

3.2. Apologies and Absentees

Apologies: Councillor Andrew McTaggart, Mark Mullins, Nadine Daly, Robert Austral

Absent: Nil

4. Disclosure of Interest

There were no declarations of interest at this meeting.

5. Resignations, Terminations and Nominations

5.1. Resignations

Nil



5.2. Terminations

Nil

5.3. Nominations

DRLA-2024/11 Resolution: Carried (Peter Hollowood/Brian Muir)

That the nomination of John Bonson is approved by the Daly River Local Authority.

6. Guests and Presentations

ITEM NUMBER 6.1.

Local Authority Review

The Chairperson thanked Jacob Leonard.

ITEM NUMBER 6.2.

2024 Territory Election

The Chairperson thanked Anna Egerton and Michelle Connolly.

7. Confirmation of Minutes

ITEM NUMBER 7.1.

Daly River Local Authority meeting held on 13 March 2024

DRLA-2024/12 Resolution: Carried (Peter Hollowood/Brian Muir)

That the minutes of the Daly River Local Authority meeting held on 13 March 2024 be taken as read and be accepted as a true record of the meeting.

8. Council Response to Previous Minutes

ITEM NUMBER 8.1.

Feedback from Council

DRLA-2024/13 Resolution: Carried (Brian Muir/Wayne Buckley)

That the Feedback from Council be received and noted.



9. Correspondence

Nil

10. Reports

10.1. Council Operations Manager Community Report

ITEM NUMBER	10.1.1.
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Council Operations Report - Daly River

DRLA-2024/14 Resolution: Carried (Brian Muir/Wayne Buckley) A. That the Council Operations Report - Daly River is received and noted
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10.2. Finance Report

ITEM NUMBER 10.2.1.

Finance Report for period ending 31st March 2024

DRLA-2024/15 Resolution: Carried (Wayne Buckley/Brian Muir) A. That the Finance Report for period ending 31st March 2024 report is received and noted.
--

ITEM NUMBER 10.2.2.

LA Projects Update as at 31 March 2024

DRLA-2024/16 Resolution: Carried (Wayne Buckley/Brian Muir) A. That the LA Projects Update as at 31 March 2024 report is received and noted

DRLA-2024/17 Resolution: Carried (Brian Muir/Wayne Buckley) A. That the Council endorses the installation of bollards at the two bus stops in Naiuyu.



10.3. Actions Report

10.3.1. Action Items

DRLA-2024/18 Resolution: Carried (Brian Muir/Wayne Buckley)

A. That the Daly River Local Authority receive and note the action items update.

10.4. General Reports

Nil

11. Questions from the Public

Nil

12. General Business

13.1 Log Splitter

Discussion about whether the log splitter can be sold or moved to Katherine. The sale would have to go to Council for approval first.

Action: Council Operations Manager to find out what the log splitter is worth.

13. Confidential

Nil

14. Next Meeting

The next Daly River Local Authority Meeting will be held 7 August 2024.

The meeting closed at 2:10pm.

This page and the preceding 6 pages are the minutes of the Daly River Local Authority meeting held on 29 May 2024.



Yarralin / Nitjpurru Local Authority meeting held on 4 June 2024

ITEM NUMBER 11.1.2.

REPORT TYPE Local Authority Minutes

PREPARED BY Media and Communications Officer

Recommendation

- A. That the minutes of the Yarralin / Nitjpurru Local Authority meeting held on 4 June 2024 be adopted as a resolution of Ordinary Council.
- B. That the resignation of Colin Campbell is noted.
- C. That Council request the pest control program performed by Territory Housing continues and is conducted twice yearly.
- D.
 - i. That the Cemetery Signs report is received and noted.
 - ii That YNLA approve the designs of the signs for the old and new cemeteries; and
 - iii That the YNLA approves the purchase of a grave cover.
- E.
 - i. That the Yarralin Water Fountains report is received and noted; and
 - ii. That the YNLA has decided on the box seat design.

Attachments

1. 20240604 YNLA MIN UNCONFIRMED [11.1.2.1 - 7 pages]



Victoria Daly
REGIONAL COUNCIL

MINUTES

**YARRALIN LOCAL AUTHORITY MEETING
HELD ON TUESDAY 4 JUNE 2024
AT 12:30 PM
AT THE YARRALIN COUNCIL OFFICE
VDRC Office**



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

Brian Hylands
Chief Executive Officer



1. Meeting Opening

The meeting opened at 12:39pm.

2. Welcome

Chairperson welcomed members and visitors to the meeting.

3. Attendance and Apologies

3.1. Attendees

Appointed Members Present

Charlie Newry	Member (via phone)
Mayor Brian Pedwell	Mayor
Charlie James	Member (via Teams)
Lucy Pedwell	Member (via Teams)
Elwyn Anzac	Member (A/Chairperson)
Wesley Campbell	Member

Staff Present

Brian Hylands	Chief Executive Officer
Colin Campbell	Council Operations Manager
Kim Maskell	Media and Communications Officer (minute secretary via Teams)

Guests

Karen Hocking	Department of the Chief Minister and Cabinet
Joanne Nicol	Department of the Chief Minister and Cabinet
Clare Pearce	Parks and Wildlife NTG
Stacey Kessner	Parks and Wildlife NTG
Anna Egerton	NT Electoral Commission
Jessica Hagley	Katherine West Health Board

3.2. Apologies and Absentees

Apologies: Sharatine Campbell

YLA-2024/10 Resolution: Carried (Mayor Brian Pedwell/Wesley Campbell)

Council have received and accept the apology of Sharatine Campbell.

4. Disclosure of Interest

There were no declarations of interest at this meeting.



5. Resignations, Terminations and Nominations

5.1. Resignations

YLA-2024/11 Resolution: Carried (Wesley Campbell/Charlie Newry)

That the resignation of Colin Campbell is noted.

5.2. Terminations

Nil

5.3. Nominations

Nil

6. Guests and Presentations

ITEM NUMBER 6.1.

Smoke-Free Area Signs

The Chairperson thanked Jessica Hagley.

ITEM NUMBER 6.2.

Crocodile Management

The Chairperson thanked Clare Pearce and Stacey Kessner.

ITEM NUMBER 6.3.

Local Authority Review

The Chairperson thanked Karen Hocking.

ITEM NUMBER 6.4.

2024 Territory Election

The Chairperson thanked Anna Egerton.



7. Confirmation of Minutes

ITEM NUMBER 7.1.

Yarralin Local Authority meeting held on 14 March 2024

YLA-2024/12 Resolution: Carried (Mayor Brian Pedwell/Wesley Campbell)

That the minutes of the Yarralin Local Authority meeting held on 14 March 2024 be taken as read and be accepted as a true record of the meeting.

8. Council Response to Previous Minutes

ITEM NUMBER 8.1.

Feedback from Council

Mayor Brian Pedwell left the meeting at 2:01 pm.

YLA-2024/13 Resolution: Carried (Wesley Campbell/Charlie Newry)

That the Feedback from Council be received and noted.

9. Correspondence

10. Reports

10.1. Council Operations Manager Community Report

ITEM NUMBER 10.1.1.

Council Operations Report - Yarralin

YLA-2024/14 Resolution: Carried (Lucy Pedwell/Wesley Campbell)

A. That the Council Operation Manager Report is delivered.

10.2. Finance Report

ITEM NUMBER 10.2.1.

Finance Report for the period ended 31 March 2024

YLA-2024/15 Resolution: Carried (Charlie James/Lucy Pedwell)

A. That the Finance Report for the period ended 31 March 2024 report is received and noted.



ITEM NUMBER 10.2.2.
Projects Update as at 31 March 2024

Mayor Brian Pedwell returned to the meeting at 2:24 pm.

Action: Keira to write a letter to the minister regarding a basketball court in Lingara.

Karen Hocking will follow up with Territory Families regarding the petition for a laneway.

Elwyn Anzac left the meeting at 2:36 pm.

Elwyn Anzac returned to the meeting at 2:40 pm.

Action: Colin Campbell to get quotes for solar lights.

10.3. Actions Report

ITEM NUMBER 10.3.1.
Yarralin - Nitjpurru Action Items

YLA-2024/17 Resolution: Carried (Charlie Newry/Lucy Pedwell)

- A. That the Yarralin - Nitjpurru Local Authority receive and note the action items update.
- B. That the completed action items be removed from the list.

Elwyn Anzac left the meeting at 2:58 pm.

YLA-2024/18 Resolution: Carried (Charlie James/Wesley Campbell)

- A. That Council request the pest control program performed by Territory Housing continues and is conducted twice yearly.



10.4. General Reports

ITEM NUMBER 10.4.1.

Cemetery Signs

YLA-2024/19 Resolution: Carried (Mayor Brian Pedwell/Charlie James)

- A. That the Cemetery Signs report is received and noted
- B. That YNLA approve the designs of the signs for the old and new cemeteries;
and
- C. That the YNLA approves the purchase of a grave cover.

ITEM NUMBER 10.4.2.

Yarralin Water Fountains

YLA-2024/20 Resolution: Carried (Wesley Campbell/Lucy Pedwell)

- A. That the Yarralin Water Fountains report is received and noted; and
- B. That the YNLA has decided on the box seat design.

Action: Colin to follow up on quotes for the box seat water fountain.

11. Questions from the Public

12. General Business

Nil

13. Confidential

Nil

14. Next Meeting

The next Meeting of Yarralin - Nitjpurru Local Authority will be held 14 August 2024.

The meeting closed at 3:17pm.

This page and the preceding 6 pages are the minutes of the meeting of Yarralin – Nitjpurru Local Authority meeting held on 4 June 2024.



11.2. Local Authority Resignations/Nominations

Nil

12. Correspondence

Correspondence Report

ITEM NUMBER 12.1.

REPORT TYPE Correspondence Report

PREPARED BY Governance and Executive services admin 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

DATE	FROM	ADDRESSED TO	REGARDING	DOC ID
31/05/24	Adam Worrall	Samantha Parker	Outcome notification for 2024-25 regional museum grant program.	DOCID-2146695868-73860
12/06/2024	Community grants hub	Keira Townsend	Outcome notification for safe places inclusion round grant application	DOCID-2146695868-73859
13/06/2024	Jason Elsegood,	Stakeholder	RJED Roundtable Consultation Invitation	DOCID-2146695868-73861

OUTGOING REGISTER

DATE	ADDRESSED TO	FROM	REGARDING	DOC ID
13/06/24	The Hon Chanston Paech, Minister for Local Government	Mayor B. Pedwell	Request for contribution towards the construction of a half basketball court at Lingara	DOCID-2146695868-73865

Attachments

Nil

13. General Business

14. 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.

14.1. Regional Museums Grant Offer

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*

14.2. Affixing of Common Seal to 2024-25 Services Australia Host Contract (Centrelink)

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*

14.3. Yarralin Lot 54 & 55 – Removal of Dwellings

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

14.4. Section 19 ALRA Lease - Yarralin

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



motion or both relating to, information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

14.5. 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*