



Victoria Daly
REGIONAL COUNCIL

AGENDA

**DALY RIVER LOCAL AUTHORITY MEETING
WEDNESDAY, 3 NOVEMBER 2021
12:30PM
VDRC BOARDROOM LOT 124**

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Russell Anderson
Chief Executive Officer

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VICTORIA DALY REGIONAL COUNCIL
DALY RIVER LOCAL AUTHORITY OF 03 NOVEMBER 2021
Report for Agenda Item No 11.1.1

NT Strategic Water Plan Directions Paper
Prepared by Michelle Will, Manager of Executive Services

EXECUTIVE SUMMARY

The attached letter and NT Strategic Water Plan Directions Paper was presented to Elected Members of Victoria Daly Regional Council ('VDRC') at the Ordinary meeting held on 22 October 2021.

During the meeting Council resolved that the directions paper be submitted to all VDRC Local Authorities for their feedback for inclusion in Council's submission.

Comments will be gathered from all Local Authorities and a submission will be developed and submitted to the Department of Environment, Parks and Water Security by 4 February 2022.

REGIONAL PLAN

Goal 1: Quality Leadership

DISCUSSION

Local Authority feedback can be submitted to executive@vicdaly.nt.gov.au by the beginning of 2022.

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.

RECOMMENDATIONS

That the Daly River Local Authority:

- A. Receive and note this report.
- B. Provide feedback to Regional Office in writing to be included in Council's submission regarding the NT Strategic Water Plan.

Attachments

- 1  2021-09-15 INCOMING Russell Anderson NT Strategic Water Plan Directions.pdf
- 2  2021-09-15 INCOMING_OWS_NT_Strategic_Water_Plan_Directions_Paper_FINAL.pdf



Department of
ENVIRONMENT, PARKS
AND WATER SECURITY

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File reference
LRM2017/0118

15 September 2021

Russell Anderson
CEO
Victoria Daly Regional Council
Email: admin@vicdaly.nt.gov.au

Dear Russell Anderson,

Re: Northern Territory Strategic Water Plan Directions Paper Released

The Honourable Eva Lawler, Minister for Water Security, today launched the Northern Territory's strategic water plan directions paper.

As an organisation with an interest in how water in the Territory is managed, I would like to invite Victoria Daly Regional Council to provide a submission in response to the directions paper.

The directions paper has been prepared to provide Territorians and key stakeholders such as Victoria Daly Regional Council an opportunity to have their say on the development of the Northern Territory strategic water plan. The paper outlines ten proposed directions and associated pathways which aim to improve water security for the Territory.

You can download the directions paper at haveyoursay.nt.gov.au. Submissions are open until Friday 4 February 2022 and can be provided by email to watersecurity.NTG@nt.gov.au.

The Office of Water Security is able to meet with you to discuss this paper and can be contacted on 08 8924 4164. Further information about the Office of Water Security is available at: watersecurity.nt.gov.

Yours sincerely

A handwritten signature in black ink, appearing to be "Amy Dysart".

Amy Dysart
Executive Director, Water Resources Division

nt.gov.au

Northern Territory Strategic Water Plan

Directions Paper

September 2021

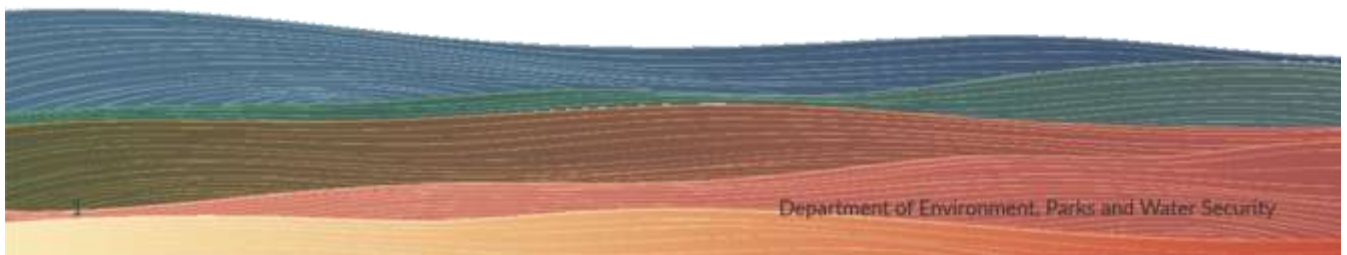


Department of
ENVIRONMENT, PARKS
AND WATER SECURITY



Water security is ensuring that our water is effectively managed and that its supply and use is reliable, resilient, efficient and environmentally sustainable.

The Northern Territory Government respectfully acknowledges the First Nations people of this country and pays respect to Aboriginal and Torres Strait Islander cultures, and to their leaders past, present and emerging. While this Directions Paper uses the term 'Aboriginal', it should be read to include both Aboriginal and Torres Strait Islander Territorians.



Purpose

This Directions Paper outlines possible pathways to improve water security for the Northern Territory and invites comment on them as well as other suggestions. The paper, and the feedback and ideas it generates through consultation, will inform the development of a Northern Territory Strategic Water Plan.

The Northern Territory Strategic Water Plan will set the agenda to 2050 to address all aspects of water security in the Territory, from ensuring effective governance, regulation and management of water, to certifying that drinking water is safe and reliable and that water is used efficiently and sustainably to grow the economy and protect the environment. The plan will be based on evidence, good regulatory practice, and community values and aspirations for water.

The ideas proposed in this Directions Paper are based on immediate priorities as well as consideration of long-term policy and program reform, options for water infrastructure and a commitment to economic development and healthy ecosystems. They have been informed by previous debate and discussion in the Northern Territory raised through industry proposals, community fora and advocacy on water resource management. The ideas complement actions resulting from the 2018 Water Regulatory Reform Directions Paper, which focused on reforms to the regulatory framework guiding water resource protection, allocation and management in the Northern Territory.

This paper considers not only water resource management, but also the water services and supply systems and its regulation, to ensure contemporary, fit for purpose governance arrangements are in place for Territorians. Measures outlined in the Directions Paper will also serve to support a bankable investment environment and commitments outlined in the [2020 Territory Economic Reconstruction Committee \(TERC\) Report¹](#).

Proposals also follow the principles set down in the National Water Initiative and consider recent commentary in the [Productivity Commission's review of national water reform²](#). They recognise the applicability of these perspectives to the Northern Territory context and the maturity of our water regulatory settings and markets, as well as lessons learned from other Australian jurisdictions.

At its core, the Northern Territory Strategic Water Plan must be informed and supported by the community it will serve both now and into the future. To this end, the Plan will use public feedback on the Directions Paper alongside direct engagement to capture the community's views on how best to achieve long-term water security for Territorians.

1 <https://ntrebound.nt.gov.au/reports/final-report>

2 <https://www.pc.gov.au/inquiries/completed/water-reform-2020#report>

Principles

Water security planning and decisions in the Northern Territory Strategic Water Plan will be based on the following principles:

- **Safe and reliable** - Drinking water for human health and wellbeing is prioritised.
- **Evidence Based** - Supply, use, management and protection of water resources will be based on the best available science and knowledge, with the precautionary principle used with respect to the appropriate environmental setting when evidence is absent.
- **Sustainable** - Water policy, management and planning decisions will consider long-term sustainability, intergenerational equity, and future risks and opportunities.
- **Efficient** - Ensure that water is supplied and used efficiently and conservatively, with recycling, reuse and fit-for-purpose use adopted wherever practical and possible.
- **Trust and Transparency** - Water is a shared resource and decisions and information about its supply, use, management and protection will be publicly accessible, and include community and stakeholder input to build trust and confidence.
- **Fair and Accountable** - Decisions will be based on clear roles, responsibilities and processes. Decisions will maximise public benefits, recognising that water has social, economic, cultural and environmental, as well as intrinsic values.

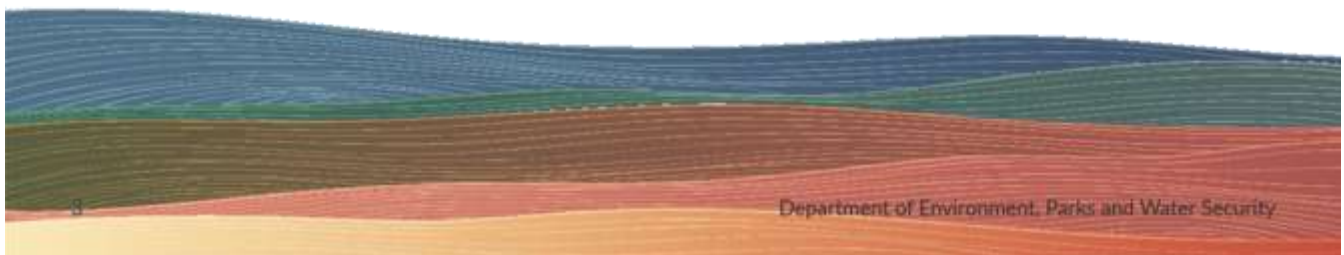
Water in the Territory

Water is valuable. It is essential for life and livelihoods, and its security is important now and for future generations.

The availability of water resources in the Northern Territory is governed by the annual monsoon and regional geology. In the Top End, wet season rains feed large river systems and regional and local groundwater storages, and can result in widespread flooding. In Central Australia, the presence of extensive underground aquifers has allowed settlement and development in an otherwise mostly arid environment.

This image of monsoonal rains and vast desert aquifers suggests bountiful supplies of available freshwater and has, in part, led to Territorians becoming the highest per capita users of water in Australia and to calls for water to propel exponential development. In reality however, freshwater supplies are constrained - river flows vary markedly from year to year, there are few practical dam sites, smaller aquifers 'fill and spill', and evaporation is high. In the south, groundwater recharge is unreliable or sporadic, and in some places, the groundwater is thousands of years old. Some water users in the south rely on marginal aquifers due to the local geology constraints.

Water has many important values to Territorians and competing demands for water is now one of the greatest challenges we face as a community. Until now the Northern Territory's sparse population and relatively low level of development of land and industry have meant that water has, by and large, been made available and managed through assessment of water resources and water



licensing. With aspirations for a growing population and economy, a new era of water awareness and management maturity is needed with future water use guided by a clear knowledge of the resource, careful planning and, in some instances, informed trade-offs.

Our knowledge of our water resources comes from decades of ground and surface water monitoring and a long standing program of water drilling and resource assessment focused on areas where there has been demand for water. However, significant gaps remain in our knowledge of some water systems, and this compounds the challenge of managing water.

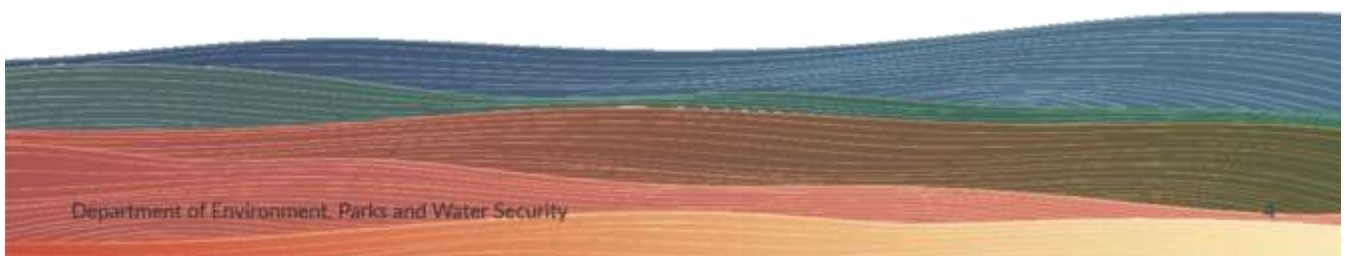
Communities and industry need reliable, safe water and long term confidence in its ongoing supply in order to plan ahead and grow. There is widespread expectation that the government should guarantee all communities have enough safe drinking water. But in some locations natural resources of freshwater are limited in size and quality, making the provision of adequate potable water a serious and expensive challenge. Mature community debate about how to address these circumstances will help determine future investment priorities.

From a water perspective, government can support industry through robust water-related legislative and regulatory frameworks, and policies, programs and innovations that ensure the amount of water extracted from a particular resource does not compromise its productive base or key environmental assets and functions. Given that some water sources are now reaching their sustainable limits, it is now important to look at non-traditional water sources and new mechanisms to achieve this.

The Northern Territory has experienced few water restrictions due to drought or other shortages. This means that very little attention has been paid to water efficiency, water productivity (the benefit derived from a given amount of water) or to identifying 'back-up' water sources for population centres. However, as climate change impacts become more apparent and water security issues more prominent, contingency planning must advance.

Territorians recognise the importance of water to the natural environment and the key role this plays in their lifestyle and why they live here. They know that water is associated with important values in Aboriginal culture and that water-dependent ecosystems also underpin a whole range of economic values such as fishing and tourism. Territorians need to be confident that water taken from the environment is properly valued and used productively.

The Territory Government is dedicated to working collaboratively with the community to achieve the right balance between water demand and supply, and to have the right arrangements in place to oversee this into the future. As this challenge becomes ever more complex, a modern, informed and adaptable approach to water security needs to be established through a Strategic Water Plan.



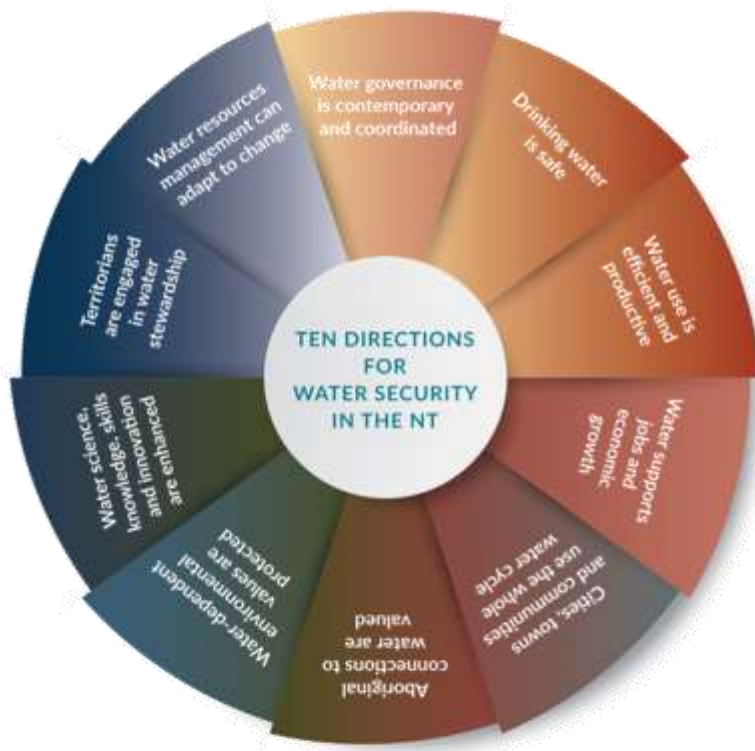
Office of Water Security

The new portfolio of Minister for Water Security and the Office of Water Security was established in 2020 to comprehensively focus on [water security](#)³ and to facilitate a holistic approach to water and water management.

The Office of Water Security will lead the Northern Territory Strategic Water Plan and establish whole-of-government policy development and coordination on water policy for the Northern Territory. Its role is separate from the Water Resources Division of the Department of Environment, Parks and Water Security which administers water resource management legislation, and from those agencies responsible for the infrastructure, delivery or regulation of water supply and sewerage services in urban and remote areas.

Directions

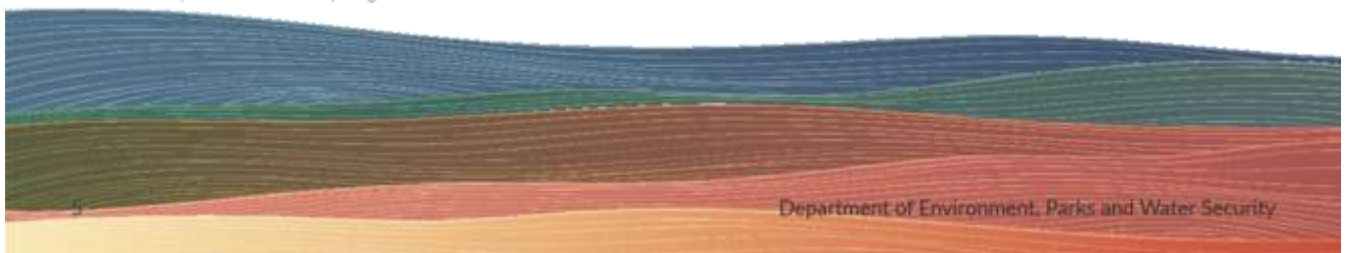
Ten directions forward are proposed to provide for water security:



Each direction is explained below and accompanying pathways proposed to improve water security in that topic area.

To inform the Northern Territory Strategic Water Plan, feedback is invited on each direction and which pathways are best, which may not work, and what is missing.

³ <https://watersecurity.nt.gov.au/home>



1. Water governance is contemporary and coordinated

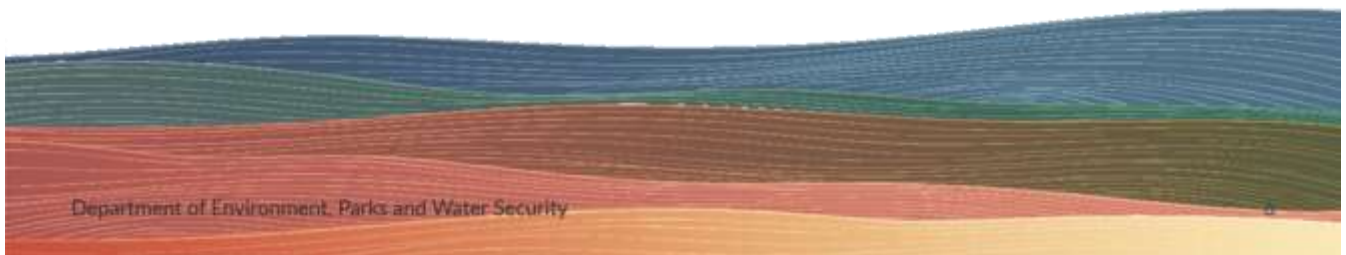
Good governance is at the heart of ensuring water security for Territorians, through modern and efficient institutions working together under appropriate legislation, policies and processes.

The Northern Territory manages its water through a water resource regulator, utilities regulator and public water supply utility, which is an arrangement consistent with other Australian jurisdictions. Responsibility for water policy and legislation is shouldered by the Northern Territory Government, spread across a number of departments and entities, each with its own legislation, remit and accountable Minister. This is important to ensure critical responsibilities are met and remain independent of each other but may limit coordination and comprehensive forward planning on water.

A first step towards improved water governance and better water security in the Northern Territory was the establishment of a Ministerial portfolio for Water Security and a new Office of Water Security. The role of the Office of Water Security first and foremost is to develop and drive implementation of the Strategic Water Plan, but there may be other functions and responsibilities that could be centrally delivered or administered by the Office into the future.

In the Northern Territory, the Treasurer is the Regulatory Minister for the economic regulation of water supply and sewerage services and Power and Water Corporation is the provider of water supply and sewerage services in declared licenced areas. The Territory Government has identified opportunities to improve economic regulation of water supply and sewerage services to support the long-term interests of customers. This will involve consultation on the review of policies and the regulatory framework for water service delivery and wastewater services.

There is also a Controller of Water Resources appointed under the Water Act as the principal decision-maker for the allocation of water resources, including issuing of water extraction licences. In the 2018 Northern Territory Water Regulatory Reform Directions Paper, it was identified that this role, which has been held by the Chief Executive Officer (and representatives) of the Department of Environment Parks and Water Security for more than a decade, is also responsible for approving water resources policy. This arrangement and the perception of conflict between the two roles is managed through careful adherence to administrative law principles. However, there is an opportunity to more clearly split the role of Controller from the Department. This could be achieved through the establishment of a separate person, entity or office for the Controller of Water Resources. How this function could be delivered into the future warrants consideration as part of the overall assessment of the most appropriate water governance for the Territory.



Possible pathways forward include:

1. Clarify the roles and improve co-ordination of Northern Territory Government agencies in areas of policy, regulation and service provision.
2. Continue reforming the [Water Act 1992](#)⁴ to manage water resources in the Northern Territory effectively and efficiently, with success measured against the principles and proposed outcomes set out in the Northern Territory Strategic Water Plan.
3. Reform the economic regulatory framework for water supply and sewerage services to improve transparency and accountability of service providers, and serve the long term and evolving interests of customers and communities, including appropriate service level standards and customer protections.
4. Consider a separate entity or person to perform some or all of the roles and functions of Controller of Water Resources under the Water Act, particularly the decisions related to access to water resources.
5. Continue to proactively participate in the national water reform agenda and associated partnerships to support good governance.

2. Drinking water is safe

Most Territorians have ready access to water that is safe to drink as evidenced by Power and Water Corporation's program of monitoring and public reporting. However, some communities rely on water with high levels of naturally occurring chemicals such as nitrate and manganese, and other communities face risks from man-made pollutants.

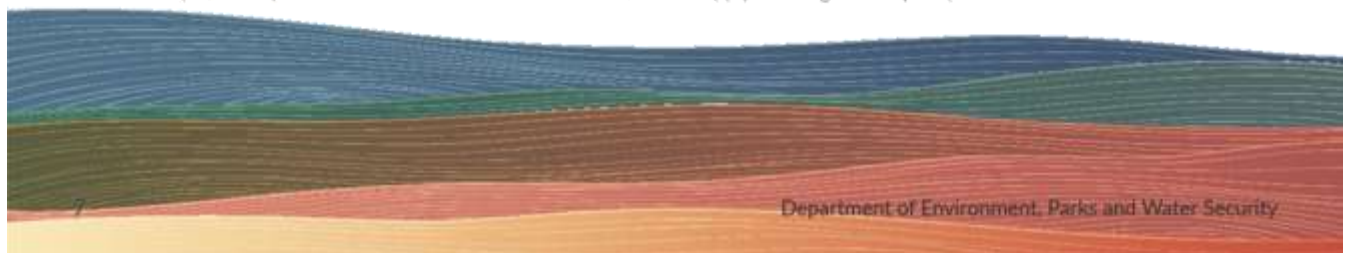
Like other Australian jurisdictions, the Northern Territory uses the Australian Drinking Water Guidelines to determine the health risks of any individual supply of water. The guidelines are based on the best available science and are periodically updated by the National Health and Medical Research Council. The Northern Territory also contributes to research to ensure that Territory drinking water issues are recognised in the guidelines.

While Northern Territory laws grant powers to regulate water quality, no formal standards are set for areas served by [Power and Water Corporation](#)⁵ and its subsidiary, Indigenous Essential Services (IES) Pty Ltd. Instead, the Australian Drinking Water Guidelines are applied through an agreement between Power and Water Corporation and the Northern Territory Department of Health. The agreement defines how the agencies will monitor risk, respond to incidents, publicly report on their findings and refer a matter to the Chief Health Officer. Power and Water Corporation also publishes data on drinking water quality and associated management activities, as well as priorities for continuously improving the management of water in the towns and communities it serves.

Water quality in remote communities is a priority for the Northern Territory Government. There are over 400 remote Aboriginal communities that are partially supported by the Northern Territory Government

⁴ <https://depws.nt.gov.au/water/legislation/water-act>

⁵ <https://www.powerwater.com.au/about/what-we-do/water-supply/drinking-water-quality>



however, the Australian Drinking Water Guidelines are nominated as an objective for water supplies, but adherence has not been monitored or publicly reported. Recent investments to address water quality issues include improving disinfection, new treatment technology, upgrading infrastructure and developing new, cleaner water sources. However, there are limited regulatory requirements and a lack of transparency in respect to service provision occurring in the Territory outside of declared licence areas and for those customers living in these areas of the Territory.

In areas not serviced by the Northern Territory Government, such as the mining towns of Jabiru and Nhulunbuy, water is sourced independently with no public reporting of drinking water quality. The same applies to settlements that rely on unregulated private water supplies, including many remote tourist resorts, outstations, cattle stations, roadhouses, and mining and construction camps.

Possible pathways forward include:

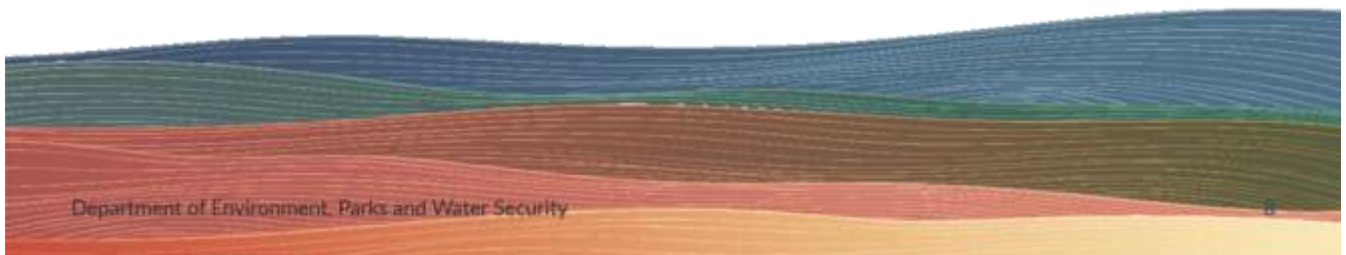
1. Explore options for safeguarding public drinking water supplies, paying particular attention to the needs of remote Aboriginal communities.
2. Invest in technologies and other innovations that will provide affordable solutions to drinking water quality issues.
3. Involve the residents of remote communities in developing and implementing drinking water management plans that safeguard water quality and help build water knowledge.
4. In towns and communities not serviced by Power and Water Corporation or IES Pty Ltd, work with key stakeholders to improve drinking water quality management.
5. Ensure land use activities and practices in the recharge areas or catchments of public and community drinking water supplies protect water supplies from pollution.
6. Continue to invest in science that helps understand the incidence and risks of water borne diseases and other water-quality related health risks in the Northern Territory.

3. Water use is efficient and productive

Improving water use efficiency and water productivity go hand in hand. Indeed, water efficiency measures are likely to be the most cost effective means to increase water availability for beneficial use and to derive maximum benefit from that use. The Territory lacks a sufficient range of incentives and tools for this task because long term water scarcity has not been as acute as in some parts of Australia where water resources have already reached over allocation and access to water is now limited. However, with water resources now reaching full allocation in some areas, mechanisms such as those below could be pursued:

(i) Manage demand

Demand management aims to conserve water by reducing water use and increasing water use efficiency. It can reduce costs by deferring the need for new water supplies and efficiency is a fundamental premise of water security.



Territorians consume water at home at a rate 1.5 to 5 times that of the average Australian. While some of this use can be explained by a hot and humid or dry climate, much is due to leaks, wastage and use on gardens. Programs such as Power and Water Corporation's 'Living Water Smart'⁶ and the Department of Environment, Parks and Water Security's 'Help Stop the Drop'⁷ as well as industry initiated efficiency projects such as the efficiency project being delivered by NT Farmers play a part, but more work is needed. Industry, governments and businesses can also use less water.

Stepping up demand management requires a multi-faceted approach that may include promoting water-efficient appliances, machinery, manufacturing processes and crop varieties, water recycling through industrial and greywater systems, as well as smart technologies and rainwater tanks. Education programs, market mechanisms, regulation and other incentives could support any approach.

The challenge is achieving a whole of community and government approach that shifts norms and encourages every Territorian to use water more efficiently and productively. A generational change in water use attitudes is needed to better value our water resources and supply.

(ii) Use water licences and trading

Where water is allocated under an extraction licence it is important it is used productively and efficiently. Water licence conditions can recover unused water entitlements from licence holders to prevent water being stored or 'banked'. Licences can also allocate water in stages, with each new stage being granted depending on the licence holder having achieved agreed milestones. Future measures could include incentives for water licence holders to achieve water use efficiencies, with requirements linked to risk and the volume of water licensed. Earning longer licence terms for supporting agreed measures could be one such incentive.

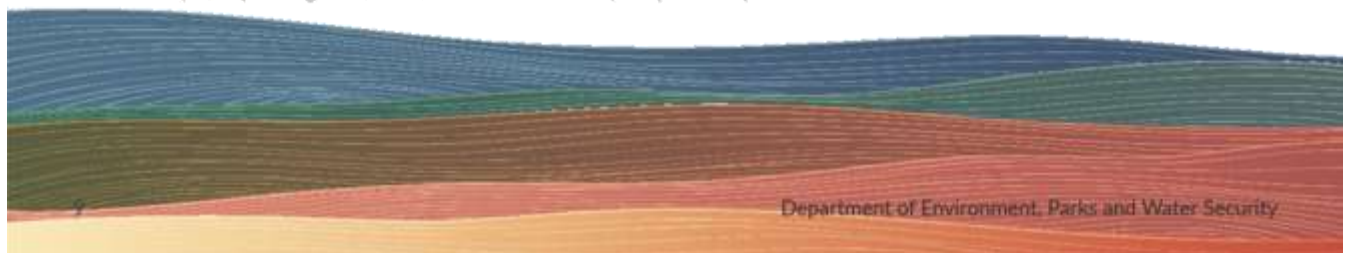
In some regions where water is fully allocated there is growing interest in water trading. This is permitted under the Water Act where a water allocation plan is declared. Trade is recognised and encouraged under the National Water Initiative to ensure water is used productively and moved from one development to another according to need, without government intervention. Trading prices are not set by government or statute (by and large) but the trading rules and processes are, through legislation and policy. These rules need to be revised to facilitate trade arrangements between existing licence holders, and for new entrants where there is no impact on environmental outcomes or on the rights of other water users.

(iii) Value of water

Under the Water Act there is a right for landholders to access water for stock and domestic purposes, and there is no intention to change this right. However, where a proponent wishes to access water for development, a water extraction licence is required. In the Northern Territory there are essentially no fees for water allocated through a water extraction licence, nor for the licence itself, although licence holders bear the risk and costs of installing and maintaining water

⁶ <https://www.livingwatersmart.com.au/>

⁷ <https://depws.nt.gov.au/water/water-resources/help-stop-the-drop>



infrastructure as well as for treating and pumping water. In many areas of the Northern Territory these costs are substantial.

Although the National Water Initiative supports a user-pays principle with fees based on the cost of providing water management and administration services, and revenue going to supporting these services, the Northern Territory needs to determine the best way to ensure efficient use of water resources and certainty for investors.

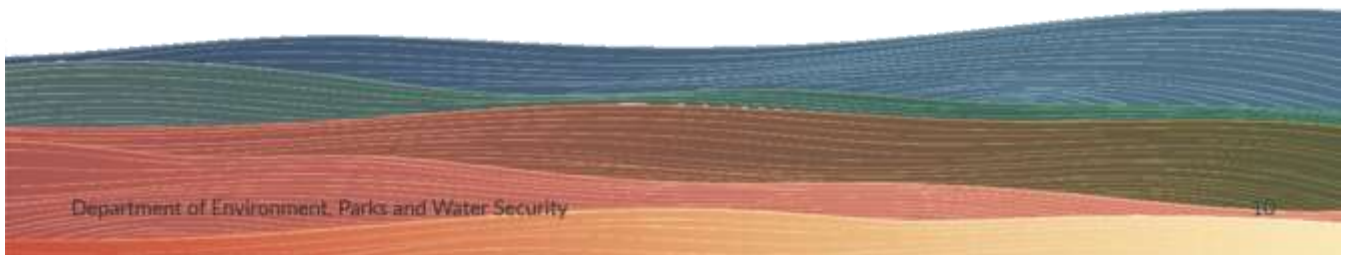
Water resource pricing regimes apply in most other jurisdictions in Australia, with arrangements varying by State and Territory and by catchment or system. They can include a price per megalitre allocated or used, an annual resource management fee and administrative charges. Prices are set through government pricing orders. The high prices for water often referred to in highly competitive markets interstate are not directly comparable to a Territory context. Those prices are based on unbundled and perpetual water entitlements and a much larger supply and demand setting.

A price on water extraction and/or water licences in the Northern Territory is consistent with the user pays principle and could help offset the rising costs of water investigation, allocation, monitoring, compliance and administration, as well as encourage a shift from low productivity water uses to higher ones. Pricing could also stimulate trade, as with no price on water licensed entitlements are often tightly held even when trading is available. The challenge for the Northern Territory is to develop a framework that ensures good water resource management while not impeding business activity through unintended or unforeseen pricing outcomes. The framework needs to consider the relatively high costs of development in remote areas, the rights of licence holders, how to ensure transparency, and mechanisms to adjust to changing circumstances.

For public water supplies, the cost of supplying water is recovered through consumer water bills which include a charge based on the volume of water used. Improving our understanding of the current and efficient cost of water supply and sewerage services will demonstrate the value of these services to water users and the community, and may inform Territory wide water supply and sewerage services economic regulatory reform.

Possible pathways forward include:

1. Collaborate with industry to identify ways to significantly improve water efficiency, recycling and reuse, develop appropriate policy and establish demonstration sites with early adopters.
2. Learn from successful programs elsewhere to deliver effective incentives for water efficiency, leak minimisation and improved water literacy. Independently review water supply-side and demand-side management programs and develop a demand-side management strategy for the Territory.
3. Examine water use by Government agencies (Territory, local and Commonwealth agencies based here) and demonstrate leadership in saving water through water conservation and efficiency measures.



4. Continue reforms in water licensing that encourage productive and efficient water use. This may include reviewing guidelines for calculating crop water requirements.
5. Encourage water trading by identifying and addressing barriers, and streamlining administration.
6. Investigate options for a water and sewerage services pricing framework that is reflective of the cost of providing the services, including a pricing framework for extraction licences applicable to the Northern Territory that will support water security.

4. Water supports jobs and economic growth

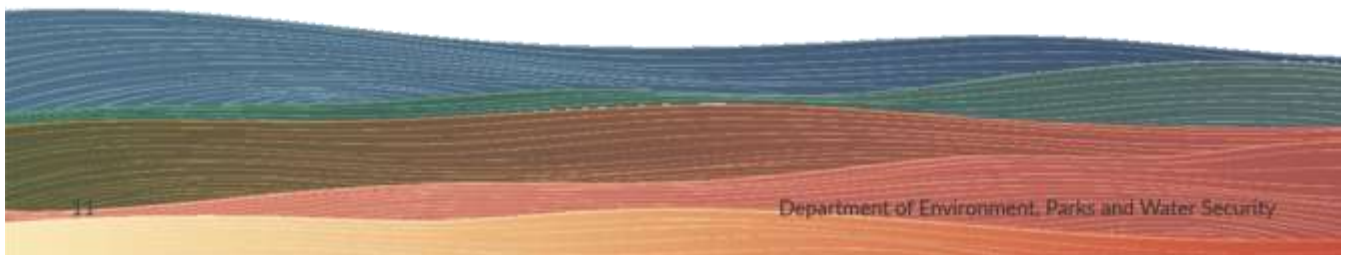
Water is a key enabler of the Northern Territory economy. Recently, the Territory Economic Reconstruction Commission released a blueprint to grow the value of the Territory economy from \$26 billion to \$40 billion by 2030. Secure, sustainable supplies of water can assist industry growth and help foster vibrant, prosperous regions and communities, and an important task is to map projections of future water needs for economic development by industry sector and region.

Territory industries that typically use relatively large volumes of water include irrigated horticulture and cropping, aquaculture, manufacturing, mining, on-shore gas production and downstream processing and value adding (e.g. hydrogen production). Other industries also reliant on water – though in a non-extractive way – include tourism, recreation and commercial and recreational fishing.

In the Territory, debate over how much water should be made available for economic and industry development, and under what terms, has centred on sustainable allocations from natural resources of water (particularly groundwater) and policy settings for water extraction licences. However, if new demands for water for economic development are to be met, this debate needs to move beyond refining water allocation and licensing issues to identify ways to significantly increase the amount of water available for use and improve access to water, while protecting environmental and cultural flows and considering climate change and other possible impacts.

Innovations in water capture, storage and technology focused on maximising water productivity when and where water is seasonally available, can optimise supply in a changing climate. Given the distinctive seasonality of rainfall in the Top End, work is underway to define rules and allocations for harvesting wet season flows. This includes harvesting floodwaters in off-river storages as well as capturing overland flow in small dams across creeks in upper catchment areas that are dry for most of the year. Opportunities for ‘managed aquifer recharge’ where floodwaters are pumped into natural groundwater storages, are also being explored as a way of optimising available water. Lastly here, finding ways to use poorer quality water resources for suitable industries could also significantly increase availability from natural supplies.

As well as smarter use of existing ground and surface water resources, consideration should be given to technology, innovation and regulation to ensure water reuse and recycling at scale where cost effective, and to investigate novel ways to source water. Recycled water use is currently



limited in the Northern Territory owing to a lack of necessity to date, a view that water is plentiful, and cost, but now may present a real opportunity for the Northern Territory. Examining barriers, creating incentives and establishing trials, as well as identifying funding opportunities, could lead to significant improvements in water availability and security in the Northern Territory.

Economic development is heavily reliant on access to water. Currently, industry can source water from a reticulated network, by a direct arrangement with a water utility, or via water supplied under a licence arrangement using infrastructure maintained by the licence holder. With the right regulatory and policy settings, the Northern Territory could explore how to sustainably increase access to water especially for agricultural and industry precincts, and co-located developments, through off-take storage using cooperatives, shared storage and supply infrastructure, and encouraging private utility providers to deliver water to developments. These options can improve reliability of supplies, reduce costs and increase the use of poorer quality water.

Other options to improve water security for economic development, some of which are already underway, include lengthening the tenure of licences for water licence holders at full development who have been compliant water users, using expression-of-interest processes to allocate water rather than 'first in, first served', and establishing [Strategic Aboriginal Water Reserves](#)⁸. Frameworks that recognise the value of water and stimulate trade to pave the way for a water market or markets, as well as improving understanding of the sustainable yields of existing water resources, are also helpful as discussed elsewhere in this paper.

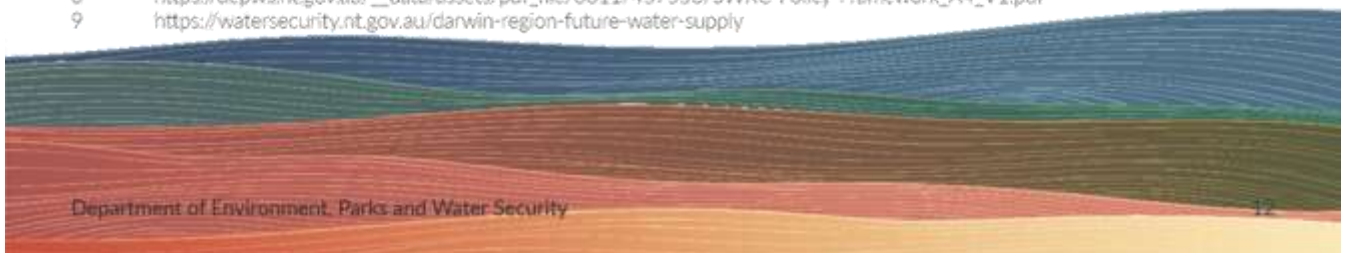
In the short term, [new water infrastructure](#)⁹ options are being investigated by the Territory Government and Commonwealth Government to support the economic growth of Darwin. A first assessment of options has short-listed returning Manton Dam to service, constructing an off-river storage to capture floodwaters of the Adelaide River and increasing efforts to save water. These surface water options are being compared against desalination and water recycling options. A more detailed business case is underway to identify the best approach to meet future industrial, agricultural and urban demands for water.

Possible pathways forward include:

1. Audit expected water requirements for economic development by region and industry to help define infrastructure and investment priorities.
2. Work with partners to improve the supply of water for industry development, including options for managed aquifer recharge, wastewater treatment and private supply cooperatives and services.
3. Continue work on developing options for investing in major water supply infrastructure to enable economic growth of the Darwin region.
4. Work with holders of Strategic Aboriginal Water Reserves to ensure this water is used to create jobs and economic growth by providing advice, business support, resources and incentives.
5. Accelerate a coordinated assessment and monitoring program to develop better base

8 https://depws.nt.gov.au/_data/assets/pdf_file/0011/457553/SWRC-Policy-Framework_A4_V1.pdf

9 <https://watersecurity.nt.gov.au/darwin-region-future-water-supply>



knowledge of our water resources to de-risk investment; and encourage sustainable development through co-location and shared infrastructure.

6. Continue with policy and regulatory reforms to lengthen water licence tenures; invite expressions-of-interest to encourage investment; and deliver a surface water harvesting policy.
7. Consider expanding the economic regulatory framework to include developer contributions and methodology for bulk water pricing in order to provide certainty to private sector investors.

5. Cities, towns and communities use the whole water cycle

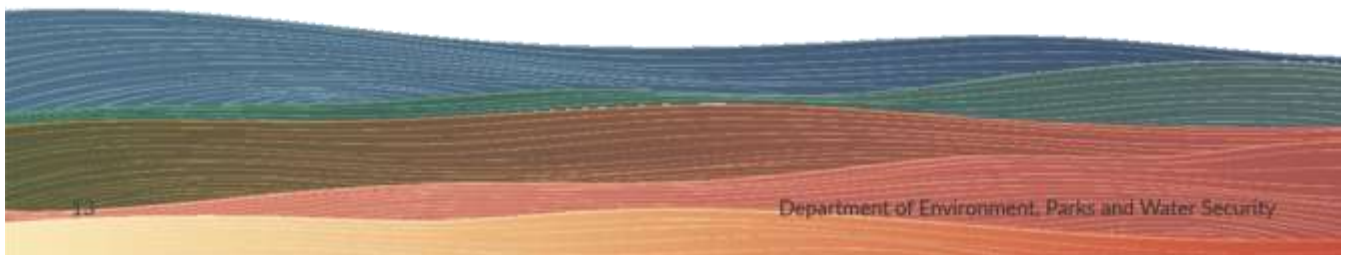
Water supplies to Territory cities, towns and communities require a high level of investment in infrastructure and long lead times to deliver expected levels of service. The economics of future investments and service expectations need to respond well in advance to changing drivers such as technological innovations, a focus on sustainability, climate change and water security through whole-of-water cycle sources.

Water supply planning needs to look ahead to ensure that water availability in population centres meets drinking water needs and does not unnecessarily constrain growth. The Northern Territory Government is working with partners to ensure adequate water supplies, now and into the future. In Darwin, this is through examining options for recommissioning Manton Dam, building Adelaide River Off-stream Water Storage and managing water demand. In other towns, plans are in place or investigations underway to secure future supplies. In remote communities, investments include improved water treatment, new bores network upgrades and installing meters to monitor and reduce water use.

Longer term supply planning, however, needs to more fully embrace whole-of-water-cycle approaches to improve water security. Techniques here include water recycling and re-use, stormwater management and improved wastewater treatment at domestic, business and industry scales. This approach can provide diverse and sustainable water supplies but low-cost, low-maintenance options suited to the Northern Territory still need to be found. Exciting innovations in similar climates in Australia and internationally are emerging and engineering guidelines and services will need updating to meet these new needs.

A whole-of-water-cycle approach enhances liveability and lifestyle. For example, rather than use large volumes of drinking water to sustain greenery, parks, sports ovals, streetscapes and gardens their irrigation systems can be designed differently. Techniques include maximising surface permeability, using vegetation to intercept runoff, using deep soil pits, monitoring water use and soil moisture with smart sensors and, where possible, re-designing stormwater drainage and using fit-for purpose quality water.

A key challenge for whole-of-water-cycle approaches is prioritising economic investment and gaining community commitment.



Possible pathways forward include:

1. Investigate opportunities for collaborative research and trials of integrated whole-of-water cycle water management in cities, towns and communities and into water-sensitive industrial project proposals across the Northern Territory.
2. Integrate whole-of-water cycle approaches into planning for identified priority population centres. This may include water sensitive designs, stormwater management, recycled water and groundwater replenishment.
3. Require water service providers to invest in water stewardship and conservation, and formalise a framework for establishing trigger points for declaring water restrictions.
4. In addition to existing annual water quality reporting, ensure regular public reports on water security for identified priority population centres, including documenting reliability, sustainability, resilience to climate change and water efficiency achievements.

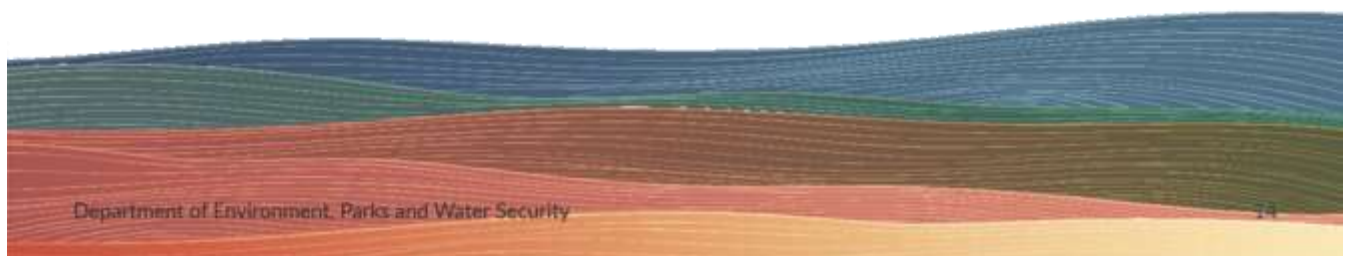
6. Aboriginal connections to water are valued

Aboriginal Territorians have strong spiritual, social and customary connections with water, and traditional practices that accord with seasonal conditions. Many Traditional Owners and custodians have cultural obligations to protect water-dependent cultural values and can benefit from their legal connection to the land and sea. More meaningful engagement with Aboriginal people about water and around decision-making on water-related rights, interests, services, values and aspirations, is an opportunity for the Northern Territory.

To protect water-dependent cultural values such as water-dependent sacred sites, totems and traditional harvests, it is important to co-design methods to document such values and for Aboriginal people and their representative bodies to undertake this work. Cultural water requirements then need to be determined at different levels of risk, and appropriate programs established to monitor the health of selected sites or harvests.

Significant advances have been made in helping Aboriginal people gain access to water for economic development. Amendments in 2020 to the Water Act 1992 now give legal effect to the Territory's Strategic Aboriginal Water Reserve policy, as well as to the new 'beneficial use' category of Aboriginal Economic Development.

Water allocation plans are now required to allocate at least 10% of the available consumptive pool to the Strategic Aboriginal Water Reserve where eligible land exists. Since 2018, Strategic Aboriginal Water Reserves totalling over 44,000 ML have been established in two declared water allocation plans. Combined with current Aboriginal groundwater entitlements, this is equivalent to nearly 14% of current licensed groundwater entitlements. The size of the Strategic Aboriginal Water Reserve will increase over the next few years as new water allocation plans are declared and this is provided for by ensuring water licencing decisions are made to protect future allocations for Strategic Aboriginal Water Reserves in a plan. The real challenge now is how to effectively progress



plans and to mobilise access to reserved water to create actual social and economic benefits for Aboriginal Territorians.

Possible pathways forward include:

1. Establish a forum for Aboriginal Territorians to provide advice on:
 - policy, plans and actions that deliver benefits from Aboriginal rights and interests in water;
 - meaningful engagement with Aboriginal Territorians; and
 - how to best incorporate traditional knowledge into water-related matters.
2. Where water-dependent cultural values may be impacted by water management decisions, partner with Traditional Owners and their organisations to co-design methods to identify and prioritise them and determine their water requirements. Develop agreed guidelines for determining cultural water requirements in relevant plans and monitoring programs.
3. Improve Aboriginal involvement in decision making, water investigations, water allocation planning and management. Support Aboriginal language groups to participate in [Water Advisory Committees](#)¹⁰ and Aboriginal Reference Groups.
4. Create opportunities for Aboriginal people to be involved in managing water resources including through jobs and services provided by Aboriginal business and ranger groups.

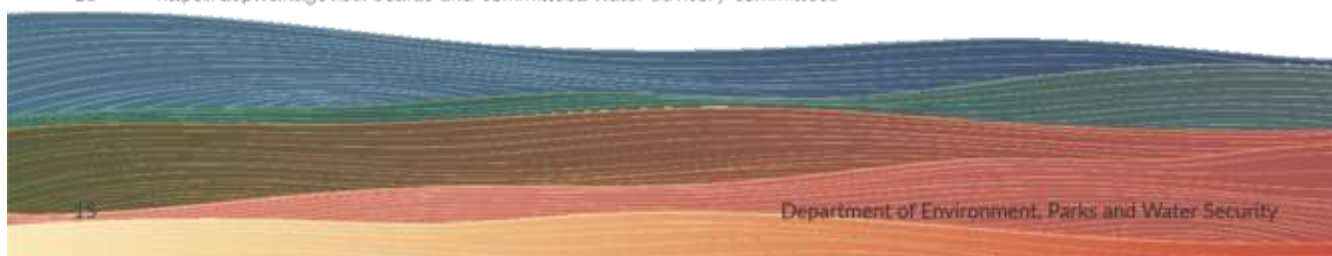
7. Water-dependent environmental values are protected

Water-dependent species and ecosystems require surface water or access to ground water to survive. Fish, turtles, macroinvertebrates, aquatic plants, riverside vegetation, floodplain billabongs, flood-outs, monsoon vine thickets, rainforest and woodlands are some Territory examples of water-dependent environmental values.

As well as having intrinsic value, these ecosystems underpin the productive base of many water resources by helping to clean water, stabilise sediments, create soil profiles that absorb water and buffer the impacts of climate change. Water-dependent ecosystems also underpin other important economic values, such as commercial and recreational fisheries, the Northern Territory's tourism sector, businesses related to recreational activities and the Territory lifestyle and identity, all critical to attracting people to live and work in the Northern Territory. In addition, water-dependant ecosystems provide amenity and food including traditional harvests, have cultural and spiritual values, and contribute to landscape function.

Key challenges in protecting water-dependent ecosystems include identifying them in the first place and quantifying their water requirements at different levels of risk. To function properly, these ecosystems require not just adequate volumes of water but the right seasonal patterns and variety of hydrological conditions. It is therefore important to understand their health under different water regimes as well as identify ecological thresholds for survival in a changing climate. Once this is achieved, indicators that will trigger management action must be identified and monitored.

¹⁰ <https://depws.nt.gov.au/boards-and-committees/water-advisory-committees>



Other challenges to protecting water-dependent ecosystems include safeguarding ecosystems from pollution, and maintaining the connections between floodplains and rivers, which can be disrupted by physical barriers such as roads or weirs and by consistently low water levels. Essentially a whole-of-catchment and integrated surface-groundwater approach is needed.

In the case of Territory water resources that are already over allocated, it is essential to protect environmental values and other public benefits from further loss and to identify and implement a pathway to recovery. Ultimately it is better to avoid over allocation in the first place. Investor and community confidence cannot be established or maintained when over allocation is allowed, since a secure water future for the Northern Territory needs sustainable, resilient and reliable supplies.

Possible pathways forward include:

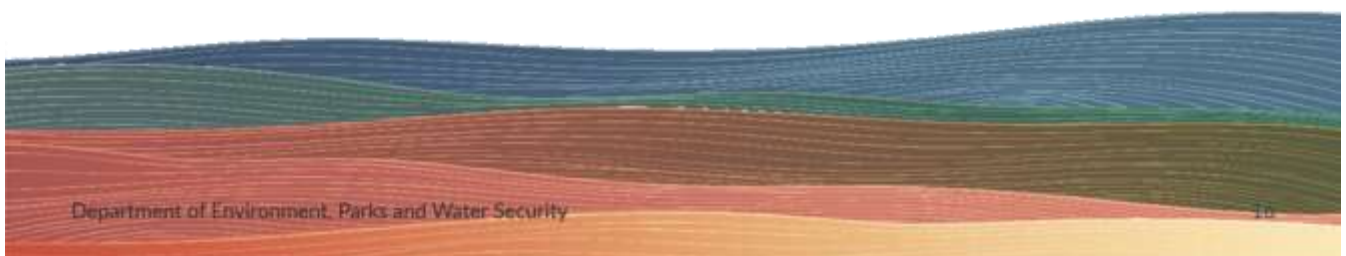
1. Clarify how environmental water requirements are met, and develop agreed guidelines for determining key environmental values and their water requirements.
2. Continue to develop better policy, legislation and regulations to ensure key water-dependent environmental values are protected, including through water allocation plans and licence conditions.
3. Expand capacity to monitor and publicly report on the health of water-dependent ecosystems to able to adjust actions to protect key values and demonstrate good management.
4. Investigate and better understand environmental values that depend on river to floodplain connections.
5. Develop water quality guidelines (non-drinking water) for high value and/or high risk waterways and aquifers, and embed these in monitoring, management and reporting.

8. Water science, knowledge, skills and innovation are enhanced

To support water security and maximise economic opportunities arising from water, investment is needed in water science, knowledge sharing, skills and innovation. As demands on water supplies increase, it is critical to better understand water resources and water services systems and to use this knowledge to make evidence based decisions from operational, policy and program perspectives.

In the Northern Territory, water-related research needs are extensive. With only limited resources available it is important to prioritise needs and carefully target investment, and to encourage investment from the private sector and other external sources.

The Northern Territory Government is focused on building partnerships with industry, academia, land councils and other organisations to deliver science, knowledge and innovation that is relevant to key water security needs. Building local capacity in these areas is particularly important for long term water security and because much published research does not apply in the Northern Territory. There are also significant opportunities for research and innovation here that could be shared with other tropical and arid regions of the globe.



Respectfully tapping into local knowledge, including traditional knowledge, as well as building on advances in knowledge management, needs to be recognised for its contribution to water security and mechanisms to achieve this encouraged.

Water-related education and training can help achieve water security through increasing the capacity of the Northern Territory workforce. Programs could include skills sharing, professional development, micro-credentials and technology transfer programs.

Finally, technologies such as inexpensive sensors, smart devices, real-time monitors, drones, machine learning, communication IT and big data processing are transforming water planning and management, and the Northern Territory needs to take advantage of these 'digital water' opportunities.

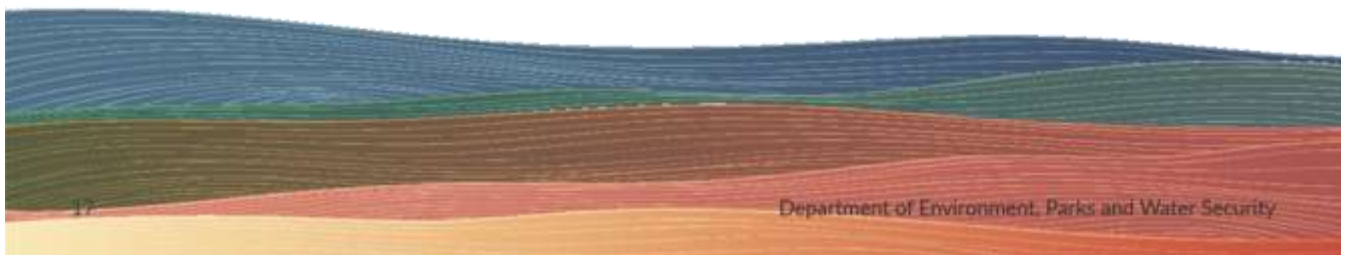
Possible pathways forward include:

1. Enhance scientific monitoring, modelling and assessment of water resources to ensure allocations are based on a level of understanding related to risk, and identify triggers for further scientific investigation and adaptive management.
2. Continue the Northern Territory's soil, water and biodiversity assessment program to support sustainable economic development.
3. Support priority research initiatives by, for example, proactively developing partnerships such as establishing a water research partnerships officer.
4. Increase private sector and industry contributions to water-related investigations through, for example, water extraction licence conditions or water pricing mechanisms.
5. Work with academic organisations such as Charles Darwin University to encourage post-graduate research on Territory water issues.
6. Use appropriate digital platforms and forums to promote water related knowledge and management, and to make information more accessible to Territorians.
7. Recognise and reward excellence in water innovation, knowledge sharing and research.

9. Territorians are engaged in water stewardship

All Territorians have a role to play in water security through water stewardship, which means being accountable for, and engaged in, using water resources wisely. Stewardship also includes participating in decisions on how water resources are planned, managed and protected, now and on behalf of future generations.

Opportunities for water stewardship are many and include improving water literacy (for example where does my water come from, how is it managed?), not wasting water, ensuring uses are water



efficient, water sensitive design, catchment land care and participating in consultations such as this Directions Paper.

The Northern Territory Government has a clear duty to take the lead in water stewardship by demonstrating how water resources are sustainably consumed, managed and protected, and through encouraging stewardship by others. For water services, Power and Water Corporation's Living Water Smart program includes many activities in water stewardship. For water resources, the Department of Environment, Parks and Water Security provides avenues to comment on draft policies, plans and other documents via the 'Have your Say' portal, and opportunities to help develop or review water allocation plans by joining a Water Advisory Committee or Aboriginal Reference Group, and by direct engagement with stakeholder groups.

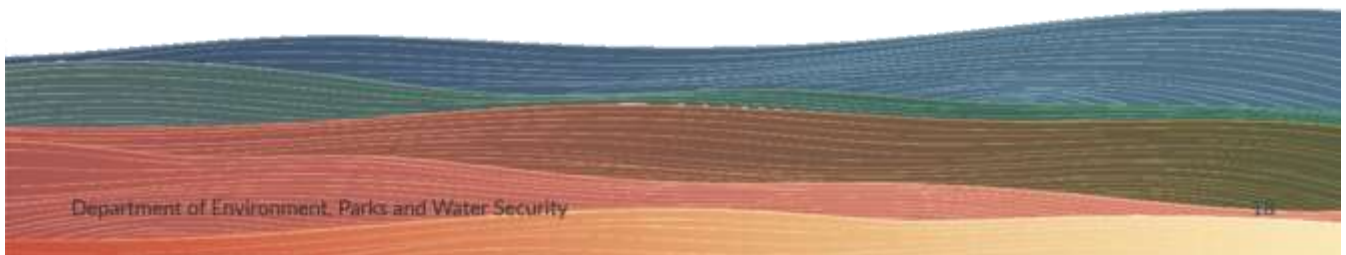
Engagement challenges for government include gaining the attention of busy people and having the ability and commitment to take on feedback, especially informed and representative feedback. They also include explaining information clearly, tailoring the timing and processes for engagement, and being able to maintain existing stakeholder participation through, for example, good communication and facilitation, timely responses and outputs and by sharing expectations upfront.

As well as having the time, energy and resources for water stewardship activities, engagement challenges for community groups, industry and non-government organisations can include accessing appropriate science and knowledge, understanding the processes and legislation that oversee water management, and being aware of the constraints and trade-offs involved in water-related decisions.

Communities who actively engage in water-related decisions and see their input valued, help consolidate government's social licence to operate. Engagement, openness and transparency all facilitate trust in water-related decisions, which in turn fosters stable policy, confidence for investors and satisfied community members, in other words a more secure water future.

Possible pathways forward include:

1. Develop a whole-of-government and community plan for Territorians to be leaders in water stewardship. Co-design regional water stewardship programs to respond to local needs.
2. Better communicate water security and stewardship matters, for example by posting water security and stewardship news and linking this to peak body networks.
3. Improve the effectiveness of community engagement by improving access to water information, improving the clarity of information and by supporting community water literacy.
4. Ensure engagement goals are clear by adopting the International Association for Public Participation's terms to either 'inform', 'consult', 'involve', 'collaborate' or 'empower'.
5. Ensure Water Advisory Committees are well-informed, appropriately resourced and have a tenure aligned with the planning cycle.



10. Water resources management can adapt to change

Achieving water security requires an adaptive approach to uncertainty and change. Adaptive management uses policies, procedures and monitoring to pre-empt and thoughtfully adjust management actions in response to new information.

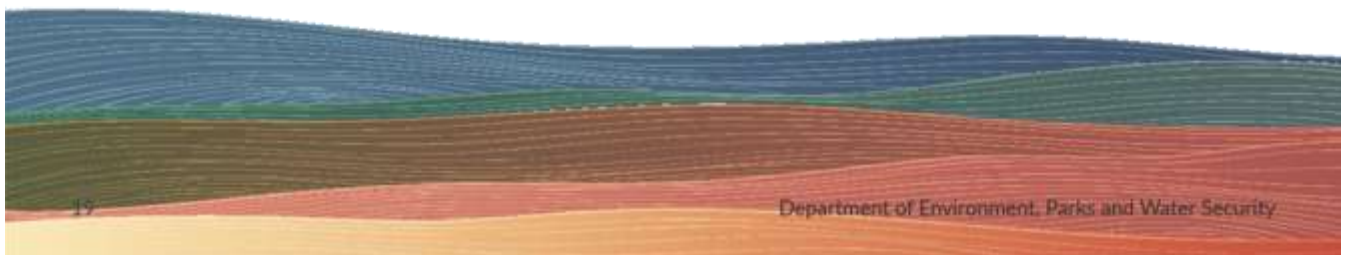
Climate change is a good example of where an adaptive approach to water management is needed. Across the Northern Territory, average temperatures are rising in all seasons, with more hot days and warm spells. An increased intensity of extreme rainfall events is expected, with fewer but more powerful tropical cyclones. Overall rainfall totals are also changing, possibly increasing, but model predictions vary and some trends remain unclear, masked by high natural variability in rainfall within years and across decades.

Climate change will cause changes in runoff, recharge, aquifer storage, evapotranspiration, waterway health and water quality. All or any of these factors may constrain the amounts of water available for people and the environment, so work is required to improve predictive models, to test assumptions and scenarios, and to be able to respond to model predictions. How climate change affects water use, whether by industry, household or the environment, is still being investigated, with initial forecasts of higher water demand due to hotter temperatures and greater evapotranspiration. Again, more research is needed to explore and quantify likely scenarios.

A more immediate question is whether the Northern Territory has enough water to satisfy demand after a series of poor wet seasons in the Top End or extended dry periods in the arid south. These conditions could occur in the next few years and may be more common in the future. How can groundwater and surface water resources meet drinking water needs as well as requirements for high priority environmental and cultural water, while also providing adequate water for industry? The Territory's Annual Announced Allocations provide a good starting point, but a review of current arrangements could ensure that adequate management tools, systems and processes are in place.

Other possible changes to water systems include pollution, natural hazards, population changes and extensive land-use changes. Ways to improve resilience and respond to sudden changes (e.g. contamination or blackwater fish kills) must be organised in advance.

In planning for water security the Northern Territory also needs to consider greenhouse gas emissions related to water use and management. For example, pumping water over long distances using electricity generated from fossil fuels could be minimised to help reach the Territory's target of net zero greenhouse gas emissions by 2050 and ensure energy costs are constrained.



Possible pathways forward include:

1. Undertake regular risk assessments across the Northern Territory to determine priorities for water resources planning and management, and publicly report on condition and trends.
2. Develop contingency plans for water scarcity situations and work to ensure water systems are resilient to unplanned events, including consideration of the impacts of climate change.
3. Review water resource modelling, planning and licencing procedures to ensure climate change and other high risk scenarios are considered in decisions. This includes continuing to improve Annual Announced Allocation processes to meet water security objectives.
4. Improve interactions between the Water Act and the Planning Act, as well as associated regulations and processes, to support sustainable development and protect water-dependent environmental and cultural values.
5. Include greenhouse gas emissions when appraising investments in water infrastructure and use.
6. Determine how to best support water users, including licence holders, to prepare for and adapt to significant changes in water availability caused by flood, drought and climate change.

Next Steps

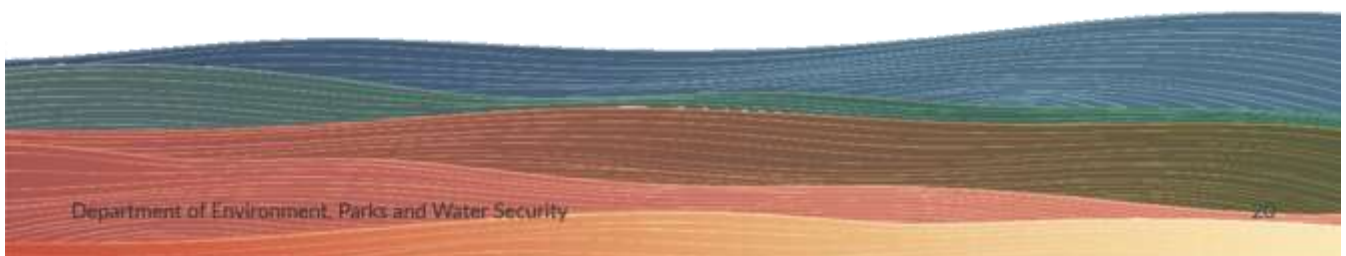
The Office of Water Security invites feedback on each direction and which pathways are best, which may not work, and what is missing. This feedback will be used to inform the Northern Territory Strategic Water Plan.

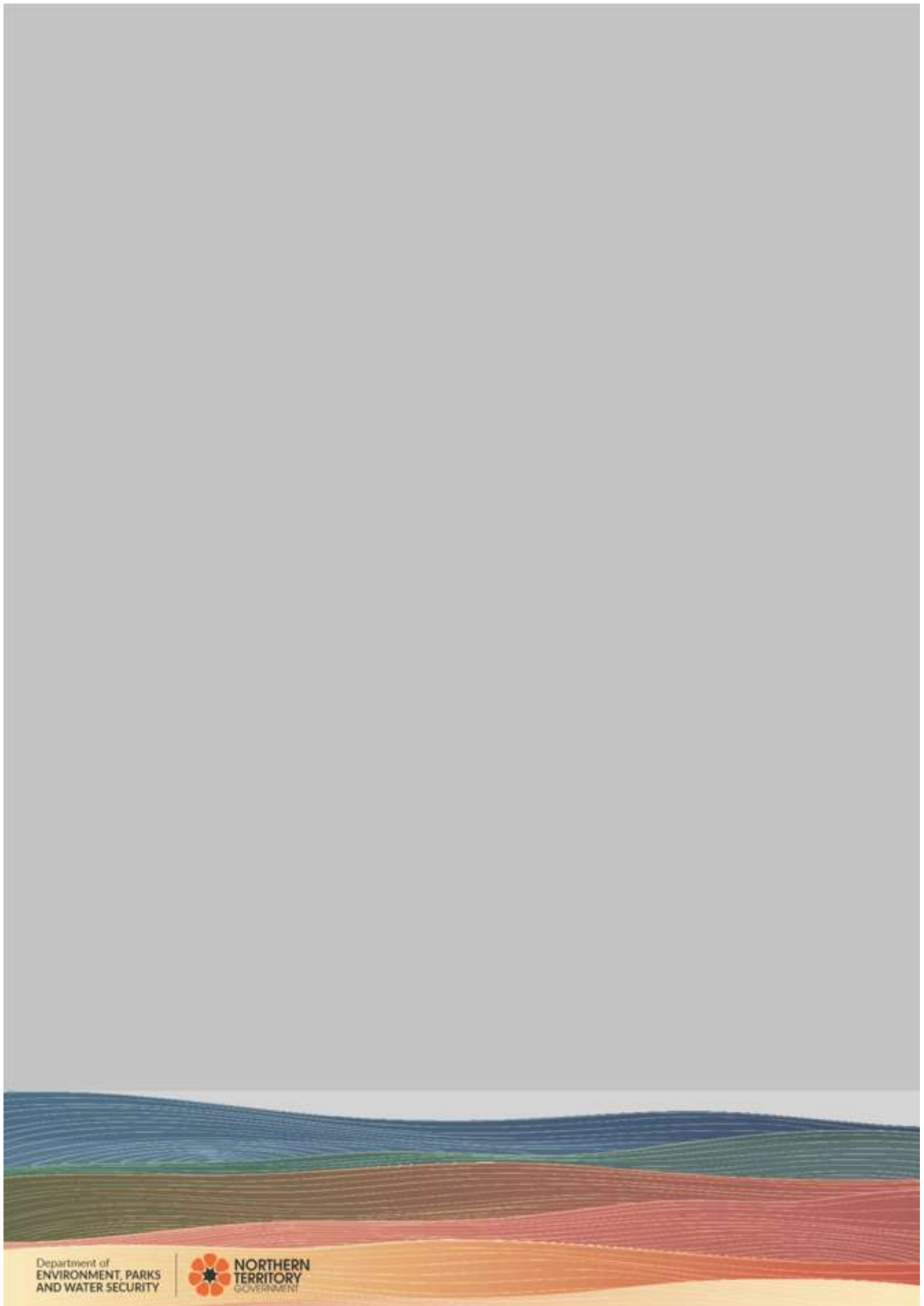
The Office of Water Security is able to meet with you to discuss this paper and the ideas in it in more detail and can be contacted on 08 8924 4164. Alternatively, you may wish to provide a written response to: WaterSecurity.NTG@nt.gov.au

Please note that responses may be published online unless confidentiality is requested.

To view other publications released by the Office of Water Security refer to our website at: watersecurity.nt.gov.au

The Office of Water Security will continue to work with all stakeholders as well as Australian and Northern Territory Government agencies to inform the direction and delivery of the Northern Territory Strategic Water Plan.





Department of
ENVIRONMENT, PARKS
AND WATER SECURITY



NORTHERN
TERRITORY
GOVERNMENT



Victoria Daly
REGIONAL COUNCIL

VICTORIA DALY REGIONAL COUNCIL
DALY RIVER LOCAL AUTHORITY OF 03 NOVEMBER 2021
Report for Agenda Item No 11.1.2

Confirmation of Previous Minutes
Prepared by Michelle Will, Manager of Executive Services

EXECUTIVE SUMMARY

Draft minutes from Daly River Local Authority (DRLA) meetings are presented for acceptance a true record of the meetings.

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.

RECOMMENDATIONS

That the Daly River Local Authority:

- A. Receive and note this report.
- B. Accept the minutes from the Daly River Local Authority meeting on 9 June 2021 as a true record of the meeting
- C. Accept the minutes from the Daly River Local Authority meeting on 4 August 2021 as a true record of the meeting

Attachments

- [1↓](#) 2021 06 09 Daly River_LA_Minutes.pdf
- [2↓](#) 2021 08 04 Daly River_LA_Minutes.pdf



**MINUTES OF THE DALY RIVER LOCAL AUTHORITY MEETING
HELD IN ADMINISTRATION BOARDROOM, LOT 124 NAUIYU COMMUNITY
ON Wednesday 9th June 2021 AT 1:00 PM**

Meeting opened at 1:11 pm by Chairperson Peter Hollowood

1. WELCOME AND MEETING ARRANGEMENTS

Chair conducted welcoming formalities

2. ATTENDANCE

Present:

Chairperson: Peter Hollowood
Local Authority Members: Mark Mullins, Brian Muir, Robert Austral,
Nicole Salzgeber, Peter Moyle
Minute Taker/Member: Pat Hollowood

Apologies: Cr. Andy McTaggart, Mayor Brian Pedwell, Robert Lindsay

Officers: Ingrid Schreiner – new Executive Assistant

Visitors: NIL

3. DISCLOSURE OF INTEREST – MEMBERS AND STAFF

Declared financial or material interest that could benefit an individual: NIL

4. CALLS FOR ITEMS OF OTHER GENERAL BUSINESS

4.1 Pool half hard roof shade

5. CONFIRMATION OF PREVIOUS MINUTES

Resolution 2106-133

That the Minutes of the Daly River Local Authority Meeting held on 13 April 2021 be received and accepted.

Moved: Brian Muir
Seconded : Nicole Salzgeber
Carried: Unanimous

6. INVITATION FOR DELEGATIONS TO SPEAK

NIL

7. BUSINESS ARISING FROM MINUTES

7.1 Transfer of Chiller/Freezer to GRAC was endorsed by Council on 28/4/2021. Rego transfer to GRAC will take place. Peter Moyle, GM of GRAC, on behalf of his board thanks DRLA members for support to transfer this unit to GRAC. GRAC anticipate regular use with many sporting and other events planned for the future.

7.2 Vet visit from 24/3/2021 – the report was tabled and noted that our animals in our community have received a good overall report about animal health.

8. CORRESPONDENCE IN AND OUT

NIL

9. COUNCIL SERVICE MANAGER'S REPORT

Discussion took place regarding vaccination program at Daly River which was positively received – second round Pfizer due 22-23 June.

Road repairs at Nauiyu entrance was raised. This work will be conducted on 11/6/2021.

River pump and power – who pays for power? *CSM will investigate.*

Discussion ensued about concerns re continued river water use and the very old pipes. GRAC GM and CSM to work with hydraulic report with possibility of combined effort to improve/renew river pipe system in Nauiyu. CSM to follow up with hydraulic consultant to obtain estimates of stages of work to enable grant applications to be made. Local information of where pipes are laid to be obtained. Another concern is the water quality and quantity flowing down the river from upstream.

10. COUNCIL FINANCIAL REPORTS

10.1 Quarter YTD and expenditure, by program and account category in community. Members prefer financial layout to be as per previously supplied showing graphs. Include project commitments resolutioned, funds spent and available balance in LA budget. We have been provided the budget for 31/5/2021 and can look at projects to fund.

11. ACTION ITEMS / PROJECTS LIST UPDATE

11.1 Solar Lights – Still need to obtain more quotes to move forward on this project.

12. GENERAL BUSINESS

12.1 Minimum Tourist Amenity Standards – was discussed. Any feedback can be directed to CSM.

12.2 LED Streetlight maintenance – Discussion took place regarding required maintenance on Nauiyu street lights. One quote has been obtained and require two more quotes.

Resolution 2106 - 134

Resolution to fund up to \$16,000 to repair LED streetlights.

Moved: Peter Moyle
Seconded: Brian Muir
Carried: Unanimous

12.3 Pool half hard roof shade – discussed in depth the use of the facility and benefit of the asset to the community. One quote has been received and two more quotes are required.

Resolution 2106 - 135

Resolution to fund up to \$37,000 for the installation of the half hard roof shade structure at Nauiyu Pool.

Moved: Brian Muir
Seconded: Robert Austral
Carried: Unanimous

13. ANY OTHER BUSINESS

13.1 Peter Moyle provided update on visit to Nauiyu in May by Jason Fowler, marine biologist, about the cotton farming on Daly River and potential implication of future river flows on our river. General discussion took place

14. NEXT MEETING

Proposed dates are Wednesday 15 September and 8 December 2021 at 1:00pm.

15. MEETING CLOSE

Meeting was closed at 2:20 pm

DRLA members request that Council accept these minutes and approve all the resolutions as submitted from these minutes.



**MINUTES OF THE DALY RIVER LOCAL AUTHORITY MEETING
HELD IN ADMINISTRATION BOARDROOM, LOT 124 NAUIYU COMMUNITY
ON Wednesday, 4th August 2021 AT 12:30 PM**

Meeting opened at **12:37 pm** by Chairperson Peter Hollowood

1. WELCOME AND MEETING ARRANGEMENTS

Provisional Meeting – Due to Quorum not being met
Chair Conducted welcoming formalities

2. ATTENDANCE

Present:

Chairperson: Peter Hollowood

Local Authority Members: Pat Hollowood, Robert Austral, Mark Mullins, Peter Moyle,

Apologies: Cr. Andy McTaggart, Rob Lindsay, Nicole Salzgeber

Absent: Brian Muir

Officers: Matthew Chemanant and Michelle Will via Zoom.
Ingrid Schreiner – Minute Taker

Visitors: Amanda Haigh – NTG Dept. Local Govt. via Zoom.
Jason Fowler – Environment Centre – Marine Biologist
Jessica Black – Environment Centre – Savannah and Freshwater
Campaigner
John Bonson – Community Patrol Team Leader VDRC

3. DISCLOSURE OF INTEREST – MEMBERS AND STAFF

Declared financial or material interest that could benefit an individual: NIL

4. CALLS FOR ITEMS OF OTHER GENERAL BUSINESS

Christmas Light Competition - Seniors Christmas Lunch

5. CONFIRMATION OF PREVIOUS MINUTES

No Quorum – Unable to approve minutes of meeting 9th June 2021

6. INVITATION FOR DELEGATIONS TO SPEAK

6.1 Amanda Haigh Spoke regarding New Guidelines for Local Authority Chair commented on Minute Items – In Regards to agenda Items follow up. It was recommended to utilise internal complaint system whereby processes up to CEO next step formal process – Point of Call to contact Regional Director – West Daly Region, Department of the Chief Minister and Cabinet to assist.

6.2 Jason Fowler speaking from Environment Centre – Regarding Cotton Industry Upstream and impact on Territory Rivers. He discussed impact of this industry on Daly River with High Water usage and our variable rainfall having greater water draw much more for example than the Murray Darling System. Stated that Environment Centre is lobbying the Environmental Protection Agency for due diligence assessment, proper public consultation and transparency. An in depth discussion ensued for more community support for action and to raise concerns with Government.

7. BUSINESS ARISING FROM MINUTES

7.1 River Pump – COM Contacted ESO who contacted PAWA – Council does Pay for River Pump Power.

7.2 Chiller/Freezer- COM confirmed and registration has gone across to GRAC – all finalised

8. CORRESPONDENCE IN AND OUT

8.1 Jason Fowler – Title Documents Edith Locality (emailed to members 16/7/21)

8.2 PNX Metal Fountain Head Gold Project (emailed to members 14/7/21)

9. COUNCIL SERVICE MANAGER'S REPORT

COM gave update on road signage work, speed humps, Honourable Minister Paech meeting with some LA members, palm tree removal, fence at dump, car removal, solar light installation, aerodrome inspection and staff matters.

10. COUNCIL FINANCIAL REPORTS

New Budget has been approved by council – LA funds for 2021/2022 TBC.
COM gave update on LA projects, Council has approved spend for half hard shade pool. Brief discussion on future funding projects.

11. ACTION ITEMS / PROJECTS LIST UPDATE

11.1 COM gave update on Solar Lights

11.2 COM gave update on Street Light Repairs

11.3 COM gave update on Half Hard Roof Shade

12. GENERAL BUSINESS

"The Great Northern Clean Up". Community to work together on this.
COM will present at next Service Provider meeting. This event was supported by all.

13. ANY OTHER BUSINESS

Christmas Light Competition – Suggested prize of a Power Card
Seniors Christmas Lunch – GRAC happy to work with us through their Harmony Grant.

14. NEXT MEETING

Wednesday 3rd of November

15. MEETING CLOSE

Meeting was closed at 2:28 pm

DRLA members request that Council accept these minutes and approve all the resolutions as submitted from these minutes.



Victoria Daly
REGIONAL COUNCIL

VICTORIA DALY REGIONAL COUNCIL
DALY RIVER LOCAL AUTHORITY OF 03 NOVEMBER 2021
Report for Agenda Item No 11.2.1

Daly River Local Authority Financial Report
Prepared by Jackson Bernard, Senior Accountant

EXECUTIVE SUMMARY

In accordance with Ministerial Guideline 1 this report presents a current financial report of actual results against the latest approved budget for the local authority area.

REGIONAL PLAN

Goal 2: Financial Sustainability

Goal 6: Liveability

Victoria Daly Regional Council

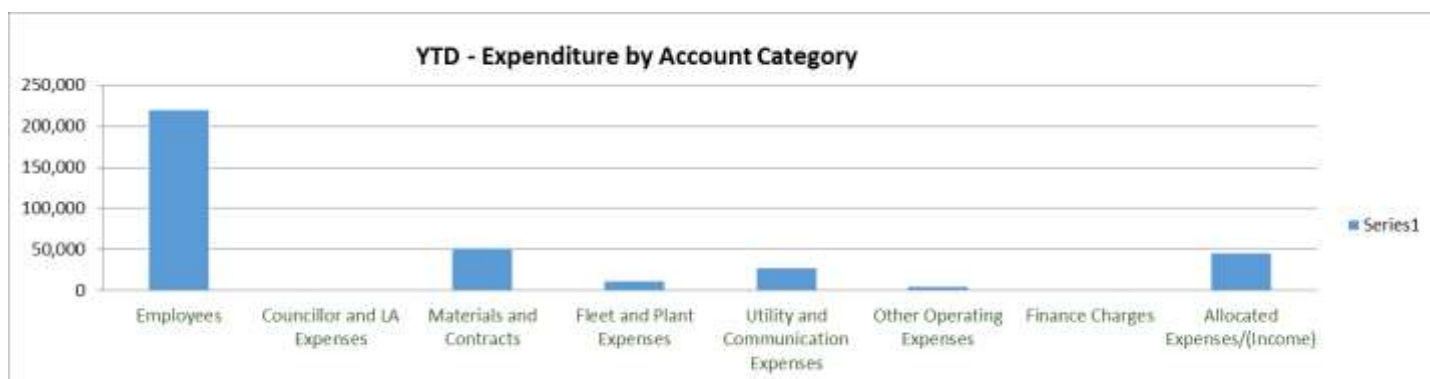
Expenditure Report for the period ended on

30-September-2021

Location :Daly River



	Year to Date			Annual Budget
	Actual	Budget	Variance	
<i>Expenditure by Account Category</i>				
Employees	220,177	313,613	93,436	1,254,453
Councillor and LA Expenses	561	1,504	943	6,016
Materials and Contracts	51,782	103,086	51,303	412,343
Fleet and Plant Expenses	11,398	20,371	8,973	81,484
Utility and Communication Expenses	27,676	23,042	-4,634	92,168
Other Operating Expenses	4,668	13,472	8,804	53,888
Finance Charges	49	0	-49	0
Allocated Expenses/(Income)	45,953	45,953	0	183,811
<i>Total Expenditure by Account Category</i>	362,264	521,041	158,777	2,084,162



DALY RIVER LOCAL AUTHORITY PROJECT FUNDING

Unspent amount Brought forward from FY2020/21		58,488.57					
Less		-6,399.59					
Available funds as at 30-09-2021		52,088.98					
\$52,088.98 includes \$38,159.01 of fund already allocated to projects but not yet spend							
Project ID	Project description	Amount allocated	2020/21	2021/22	Commintments	Variance	Status
20LB100	Women's Wellbeing Group	1,000.00	1,000.00	-	-	-	Completed
20LB106	Collection of Waste Oil	8,000.00	1,713.04	-	-	6,286.96	
20LB107	Hire of Skip Bins during Wet Season	8,000.00	1,575.91	-	-	6,424.09	
20LB108	Sponsor	300.00	300.00	-	-	-	Completed
20LB109	Sanitary bin and baby change table	1,200.00	806.98	-	-	393.02	
20LB110	Vet visit	3,000.00	2,545.47	-	-	454.53	
20LB111	Solar Lights	15,000.00	-	6,399.59	-	8,600.41	
20LB112	LED Street Light Repairs	16,000.00	-	-	-	16,000.00	
		52,500.00	6,941.40	6,399.59	-	38,159.01	

KEY ISSUES

The Local Authority Project Funding allocation for Daly River 2021-22 financial year is \$43,600. This figure will be added to Council's finance system over the coming weeks.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

RECOMMENDATIONS

That the Daly River Local Authority:

- A. Receive and note this report.

Attachments

There are no attachments for this report.



Victoria Daly
REGIONAL COUNCIL

VICTORIA DALY REGIONAL COUNCIL
DALY RIVER LOCAL AUTHORITY OF 03 NOVEMBER 2021
Report for Agenda Item No 11.3.1

Naiyu Community Report
Prepared by Pat Hollowood, CSM Naiyu

Visitors

Bunny Fountain (2)	Learning Knowing Achieving
Darryl Bishop	Water Dynamics
Jai Wyles-Kelly (2), Charles Ede (2)	Top End RACE
Darryal Dockery and team (2)	NAAJA
Wayne Martin	Outback Stores
Loretta Rima (4), Richard Watson (4)	VDRC
Daniel Ritchie (2), Luke O'Neil	Akron Group
McRoberts Olango (2), Philip Bowden	CatholicCareNT
Julie Calvert	Miriam Rose Foundation
Gavin Morris and team	Red Dust
Tanya Brown (2), Kaillee Brown	VDRC
Steve Butler	Classic Family Portraits
Lovelygee Maclagan, Rebecca Mehew	VDRC
Jason Fowler (2), Jessica Black (2), Jasmine	Environment Centre
Richard Kenyon (2)	Remote Area Tree Service
Patrick Obajoin (2), Amila Delgamun (2)	Akron Group
Bruce Curl, Peter Kilgour (2)	Pinelands Scrap Car Removals
Kristine Marlesan	Community Corrections
Kevin Thomas	Aerodrome Management Services
Iain Locke, Brandon Flynn	All Regions Electrical
Brett Sinclair	Cleanaway
Shane Post	Combined Communications Solution
Will Evans (2), Chris Gust	CG Plumbing
Dheron Young	Labor Party
Gerard Maley, Kris Civitarese	Country Liberal Party
Wayne Glenn	Red Dust
Kate Townsend	Alcohol and Drug Foundation
Bill Yan, Tony Bohning	Namatjira Electorate
Lia Finocchiaro, Steve Edgington	Country Liberal Party
Hon. Minister Paul Kirby, Tristan Sloan	NTG
Brendan Barlow, Bernard Namok	TEABBA
Michelle Groves, Lesley Pidgeon and Nicole	Ironbark Aboriginal Corporation
Leone and team	Australian Electoral Commission

Events and Activities

- NAAJA at Naiyu 3 June and were interviewed on local radio. They also held a Civil Law Clinic on 26 August.
- A Men's Health Expo and BBQ was held on 17 June and a football match held that evening.
- Red Dust conducted consultation sessions with men and boys during week commencing 23 June.

- Mid-year school holidays commenced 28 June – 20 July. GRAC conducted activities at the Sport and Rec Hall and pool and also excursions to Darwin.
- Merrepen Arts Painting Workshop by John Smith held 12 - 23 July.
- Merrepen Arts community NAIDOC lunch held on 26 July.
- CatholicCareNT has assisted community members with tax preparation.
- NTG Chief Minister and some of his Cabinet visited Daly River 28th and 29th July and met with some local residents and service providers.
- Inter-school football on the Nauiyu oval between Wooliana, Palumpa and Woodicupaldiya.
- Nauiyu Buffaloes played Binjarri Saints in Katherine with the Buffaloes winning by a sizeable margin.
- Defence Recruiting team visited Nauiyu on 3 August.
- Australian Electoral Commission spent time in Nauiyu preceding and following Census Night and engaged local community members to assist with gathering required information for Census 2021.
- Six Merrepen Arts artists held a week long exhibition in Darwin titled “Breathing Life”.
- Fireworks display was held in Nauiyu on 28 August and was something never before seen at Daly River. Thanks go to Nauiyu Store for sponsoring this special event.
- The Daly River By-Election was held in Nauiyu on 10 September with the Labor candidate, Dheron Young, winning the seat.

Meetings

- Two staff members attended further EBA meetings in Regional Office on 2th June. Staff EBA meetings were held on 16th and 30th June.
- Service Providers Meetings held on 8th June and 11 August.
- The inaugural Multi Agency Community and Child Safety (MACCS) meeting was held on 8th June with service providers.
- Daly River Local Authority meetings held on 9th June and 4 August
- Multi Agency and Community Child Safety inaugural meeting held on 21 July and another on 8 September.
- Meeting re Nauiyu fire-fighting held 21 July with Executive Director of Bushfires NT.
- Local Drugs and Alcohol team (LDAT) met on 11 August to discuss strategies and programs which could be implemented to address local issues and what actions would be meaningful and positive for the residents of Nauiyu community. Further meetings took place on 26 August and 7 September to further the development of this project.
- Hon. Minister Paul Kirby met with the Councillor and COM on 31 August and discussed issues affecting Daly River.

Community Issues

- Murin Transport commenced 7th June twice weekly bus service from Darwin-Wadeye-Darwin. During the wet season this service will run Darwin-Daly River-Darwin.
- On 18 June we received advice that a senior Traditional Owner had passed away. VDRC Nauiyu observed Sorry Business for the rest of the day. The funeral was held on 6th July and again VDRC Nauiyu closed for most of the day.
- Pfizer vaccine – a two day second round for vaccination at Daly River took place on 22 June, a third one day visit on 27 July and forth round on 24 August.
- Community members observed the Darwin/Litchfield and Katherine lockdown end June/early July.
- Sadly a young community member passed away on 7 July. Sorry business was observed in the afternoon of 8 July.
- NAAFLS were at Nauiyu 19-22 July.
- Local court was held at Daly River on 22 July.
- Clinic has been closed on a couple of occasions except for emergencies due to staff matters including staff housing break-ins.
- Funeral for a community member was held on 19 August. VDRC Nauiyu closed for three hours.
- Death of a community member occurred on 14 September. VDRC Nauiyu was closed for Sorry Business from 12:00 noon for the rest of the day.
- The Sport and Rec hall was unlawfully entered on 19 September and theft and vandalism occurred.

Staffing

- New Council Operations Assistant Manager and new Community Patrol Team Leader commenced employment on 7th June.
- Council Operations has staff availability temporarily reduced from mid-June.
- New Council Operations Assistant Manager (COAM) attended an induction in regional office 25 August. A probation review was conducted after three months.
- Our Centrelink officer who has been employed for over 8 years finished work on 25 August. Our employee will be greatly missed as she was extremely dedicated and was a great support in our Admin office.

Projects

- PAWA installed air valves and two new flushing points at Nauiyu to improve water quality during floods.
- Road repairs and street sign installation—see Local Road Maintenance below.
- IT upgrade at Admin office commenced 12 August. This has not been completed due to issues encountered with this process.

Core/Infrastructure Services

Public and Street Lighting

- LED streetlight repairs commenced on 5 August. This has yet to be completed due to contractor's plant requiring repairs and also discovery of

part failure from initial installation which requires replacement. When replacements are received the repairs will continue.

Local Emergency Management

- Emergency Management Covid-19 meeting was held on 28th June. This was followed with a community public meeting on 29th June where it was advised that there is no Covid-19 transmission in community however people were asked to stay in community and reduce travel.
- Emergency Management meeting was held 18 August being the last one for Remote Sgt. Johnson who left Daly River at the end of August for a new posting.

Maintenance Buildings and Fixed Assets

- Disconnected power to old external time clock at Lot 124 to prevent unlawful use.
- Air con maintenance and at staff houses conducted on 31/5 – 2/6.
- Staff house inspections conducted on 25th and 29th June.
- Hot water system repairs conducted at Aged Care Centre on 20 July

Animal Welfare

- The next visit is being planned for November before the wet season.

Local Road Maintenance

- Following the recent flood contractors conducted road repair works near the Nauiyu entrance on 11th June. This was funded by the Local Roads Community Infrastructure (LRCI) Phase 2 grant.
- Speed hump installations commenced on 14 July with eight due to be installed as staffing activities allow. This was also funded by LRCI Phase 2 grant.
- Street guide post installation commenced 16 July at western end of Nauiyu, resumed 23 and 30 July. Works included installation of water level markers and chevrons on airstrip road S-bend.
- Noted that following completion of road signage work it was a matter of days before approximately 30 guide posts a water level marker were found vandalised

Waste Management and Litter Control

- Two vehicles were removed to Darwin on 19 July and 23 August reducing the impact at our dump.
- Due to garbage compactor requiring maintenance we engaged Cleanaway to conduct waste collection and removal on 9 August. Manual rubbish collection has taken place using tip truck and backhoe when the garbage compactor has not been available.

Plant and Equipment

- Council Ops team leaders vehicle stolen 30/5 and was reported found in Karama by Darwin resident on 31/5. Incident reported to police and car was

collected with no damage to report. A letter of thanks was sent to the resident who advised us of abandoned vehicle in his street.

- The chiller/freezer trailer unit registration, originally purchased by DRLA, was disposed of by 9th June. Green River Aboriginal Corporation (GRAC) will now maintain, register and be responsible for this unit.
- Minor accidental damage was sustained to CSM vehicle on 18th June. Repairs will take place in due course.
- Scheduled car services were conducted on Council Ops team leader and COM car as required.
- Old seats on two Kubota units were re-upholstered and are now in good order.
- The garbage truck experienced gear box issues and was taken to Darwin for repairs on 9 August. This was repaired under warranty. Another issue with the gearbox resulted in another trip to Darwin for this to be repaired again under warranty.
- Hydraulic cylinders for John Deere backhoe was repaired 6 September and cylinders for Kubota B21 were repaired 14 September in Darwin.

Airport Maintenance

- Annual federal government airstrip inspection was conducted on 3 August by Aerodrome Management Services. The report was very positive.
- Vandalism has occurred on 10 August on the airstrip fence.
- Significant vandalism occurred on 21 August with eight runway solar lights smashed, cable to windsock solar panel and windsock light damaged. Evacuation On-Calls services were suspended for the weekend until the lights could be replaced. The clinic and police were advised of the suspension and eventual resumption of services.
- DIPL have awarded a contract to build a culvert at the mid-apron to assist with use of this area during flood time.
- A staff member is undertaking Aerodrome Landing Area training (ALA) on 20 September to enable him to assist with night time Evacuation On-Call services. This enables a rotation of four ALA's over a four week period to ensure services are maintained as required.

River Water

- River pipe leaks required repairs 21st June, 23 August, 1 and 13 September.

Wooliana Outstation

- Air con maintenance conducted on House 3 on 1/6.
- A new air con unit and fans were installed on House 4 on 1/6.
- House 1 had new hot water service installed and some electrical maintenance on 2/6.
- House 1 required maintenance to septic outlet, internal wall repairs and minor maintenance mid-June.
- The main bore line connecting the bore to the water tank was repaired on 6 September.
- Wooliana School has at last received a 4WD vehicle to enable children along the lower reaches of the Daly River, on Wooliana Road, to attend school.

Community Services

Centrelink

- With the resignation of our long term agent it is a challenge to find a suitable replacement for this position.

Council Works / Parks and Gardens

- Cert 3 Local Government (Operation Works) training continued at Nauiyu for most of the team.
- Reduced staff due to medical leave early September. A position will soon be filled following completion of recruitment for Team Leader and Leading Hand.
- Tree lopper removed nine palm trees on verge near oval and also a large tree on nature strip opposite oval.
- CDU Indigenous Valedictory Graduation in Darwin took place on 16 September for the team who completed Cert 2 Engineering (Welding) earlier in the year.



Recommendation

- A.** That Council receive and note this report

Attachments



Victoria Daly
REGIONAL COUNCIL

VICTORIA DALY REGIONAL COUNCIL
DALY RIVER LOCAL AUTHORITY OF 03 NOVEMBER 2021
Report for Agenda Item No 11.4.1

Draft Local Authority Policy 1.1.10
Prepared by Michelle Will, Manager of Executive Services

EXECUTIVE SUMMARY

The Local Authority Policy (1.1.10) is currently being reviewed and will be put forward to Council at their November meeting for adoption.

The draft policy is being circulated to all VDRC Local Authorities for their feedback prior to going to Council.

REGIONAL PLAN

Goal 1: Quality Leadership

POLICY IMPLICATIONS

1.1.10 Local Authority Policy

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.

RECOMMENDATIONS

That the Daly River Local Authority:

- A. Receive and note this report.
- B. Submit feedback discussed at the meeting regarding the Local Authority Policy (1.1.10)

Attachments

- 1 [1.1.10 Local Authority Policy_DRAFT circulated to all VDRC local authorities.pdf](#)



1.1.0 Local Authority Policy DRAFT

Victoria Daly REGIONAL COUNCIL

Policy	1.1.10 Local Authority Policy
Responsibility	Council
Council Decision (reference)	[insert resolution number]
Adopted	[insert date]
Version	1.2
Revision	Four Years
References	Local Government Act 2019 Ministerial Guideline 1 - Local Authorities
Date of Revision	[insert date]
Further Information	Governance and Compliance Manager
Records Number	[insert records number]

1.1 Purpose

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

1.2 Scope

This policy applies to Victoria Daly Regional Council's local authorities.

1.3 Policy Statement

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

POLICY STATEMENT

2.1 Delegations

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



Victoria Daly
REGIONAL COUNCIL

1.1.0 Local Authority Policy DRAFT

Nomination and Appointment

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

- 2.2.1 Council will seek nominations from within each community where the Minister has identified a local authority (refer to Guideline 1 schedule available here [insert URL](#)).
- 2.2.2 The CEO will call for nominations as soon as practicable after a vacancy arises and will allow for at least twenty one (21) days for nominations to be received.
- 2.2.3 Notice of local authority vacancies will be published on council's website, on council social media platforms and will be displayed on community notice boards.
- 2.2.4 The notice of vacancy will include where nomination forms can be accessed, the closing date for nominations and where the nominee can submit the form.
- 2.2.5 Nominations are to be made in writing via the authorised local authority nomination form, available on council's website here [insert URL](#) or at any council office.
- 2.2.6 Nominations to fill a vacancy within a local authority will only be accepted from a permanent resident of a Ward in which the local authority has been established.
- 2.2.7 Nominations to fill a vacancy within a local authority will be discussed at the next local authority meeting, and a recommendation to fill the vacancy submitted to council for consideration at the next Ordinary Council meeting.
- 2.2.8 The minimum age to become a local authority member is fifteen (15) years.
- 2.2.9 The local authority members will be appointed for a term not exceeding four years.
- 2.2.10 Following an election Council may re-appoint all local authority members by resolution of Council.
- 2.2.11 Filling of vacancies within a local government general election year are to occur after the declaration of the incoming Council.
- 2.2.13 All local authority nominations are considered by Council at the first ordinary meeting of council after nominations close and appointment is established by resolution of Council.

2.3 Resignation and Termination

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



1.1.0 Local Authority Policy DRAFT

Victoria Daly

REGIONAL COUNCIL

2.4 Local Authority Meetings

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

2.5 Local Authority Project Funding

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

- 2.5.1 Projects chosen must not jeopardise the financial, social or environmental sustainability of council.
- 2.5.2 Ongoing maintenance costs to projects funded with local authority special project grants must be considered.
- 2.5.3 Projects that need additional funds from council or rely upon grant applications must go to council for approval.
- 2.5.4 Projects that rely on in-kind support from council must be related to core services and must have prior approval from the council.
- 2.5.5 The purchase of any product or service must comply with the council's Procurement Policy (3.2.11).
- 2.5.6 Cash will not be given out under any circumstances.
- 2.5.7 Funding should not go to projects that are ordinarily the responsibility of another level of government.
- 2.5.8 Salaries cannot be paid for with this funding.
- 2.5.9 Vehicles cannot be procured with this funding.



1.1.0 Local Authority Policy DRAFT

Victoria Daly
REGIONAL COUNCIL

- 2.5.9 The use of project funds must be approved at the local authority meeting with a quorum.
2.5.10 Any real or perceived conflicts of interest must be declared and the member must remove themselves from the meeting before a decision is made when making decisions on use of local authority project funding.

2.6 Local Authority sitting fee for members and Council staff

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

Document Control

Policy Number	
Policy Owner	
Date approved	
Revisions	
Amendments	
Next Revision	

