



**Victoria Daly**  
REGIONAL COUNCIL

# AGENDA

**DALY RIVER LOCAL AUTHORITY MEETING  
TO BE HELD ON WEDNESDAY 8 FEBRUARY 2023  
AT 12:30 PM  
AT THE DALY RIVER COUNCIL OFFICE  
VDRC OFFICE**

## MEMBERS

Chairperson	Peter Hollowood
Member	Nadine Daly
Member	Robert Austral
Member	Deputy Mayor McTaggart
Member	Brian Muir
Member	Mark Mullins
Member	Wayne Buckley

## STAFF

Mayor	Brian Pedwell
Chief Executive Officer	Brian Hylands
Council Operations Manager	Pat Hollowood
Council Operations Assistant Manager	Ingrid Schreiner
Director of Operations Manager	Matthew Cheminant
Manager of Executive Services	Michelle Griffin
PR and Communications Coordinator	Maggie Coggan

## GUESTS

Daly River Buffaloes Football Club President	John Bonson
--	-------------



## VICTORIA DALY REGIONAL COUNCIL DISCLAIMER

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

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

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or committee meeting does so at that person's or legal entity's own risk.

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

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

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

Brian Hylands  
**Chief Executive Officer**



## TABLE OF CONTENTS

---

<b>1. Meeting Opening .....</b>	<b>4</b>
<b>2. Welcome.....</b>	<b>4</b>
<b>3. Attendance and Apologies .....</b>	<b>4</b>
<b>4. Disclosure of Interest.....</b>	<b>4</b>
<b>5. Resignations, Terminations and Nominations .....</b>	<b>4</b>
<b>6. Presentations and Training .....</b>	<b>4</b>
6.1. Daly River Buffaloes Football Club President John Bonson.....	4
6.2. Local Authority Training - Roles and Responsibilities .....	4
<b>7. Confirmation of Minutes .....</b>	<b>18</b>
7.1. Daly River Local Authority meeting held on 2 November 2022 .....	18
<b>8. Business Arising from Previous Minutes .....</b>	<b>26</b>
8.1. Council Response to Previous Minutes.....	26
<b>9. Reports .....</b>	<b>28</b>
9.1.1. Council Operations Manager Report .....	28
9.2.1. Finance Report for period ending 31 December 2022.....	32
9.3.1. Action Items .....	38
9.3.2. Service Delivery .....	42
9.3.3. Ark Veterinary Hospital Report - Daly River Dog Program (Nov 2022).....	44
<b>10. Questions from the Public.....</b>	<b>54</b>
<b>11. General Business .....</b>	<b>54</b>
<b>12. Next Meeting .....</b>	<b>57</b>



## **1. Meeting Opening**

## **2. Welcome**

## **3. Attendance and Apologies**

## **4. Disclosure of Interest**

## **5. Resignations, Terminations and Nominations**

## **6. Presentations and Training**

President of the Daly River Buffaloes Football Club Inc. John Bonson regarding proposed Youth Engagement funding for facilitation of club to benefit Youth in community.

### **6.2. Local Authority Training - Roles and Responsibilities**

**Report Type** Local Authority Reports

#### **Attachments**

1. Roles and Responsibilities Local Authorities [6.2.1 - 13 pages]

Department of THE CHIEF MINISTER & CABINET

# Roles and Responsibilities of Local Authority Members



# Course overview



- **The role of a local authority member**
- **How are local authorities formed?**
- **What is the business of the local authority**
- **What is the business of council**
- **Responsibilities of local authority members**
- **Engaging your community**
- **Local Authority Project Funding**

# 1. What is the role of a local authority member?

**A local authority member is the voice of people in their community. Their role includes:**

- Supporting your community to have a say in council business.
- Providing recommendations to the council.
- Let the community know what the council is doing.



## 2. How are local authorities formed?

- It is the Minister for Local Government that picks the local authorities for your regional council.
- The council creates the local authority and the area it covers.
- The council will decide on the number of members for the local authority.
  - 6 is the minimum number and 14 is the maximum.
- The local authority includes at least one council member from the local authority's ward.



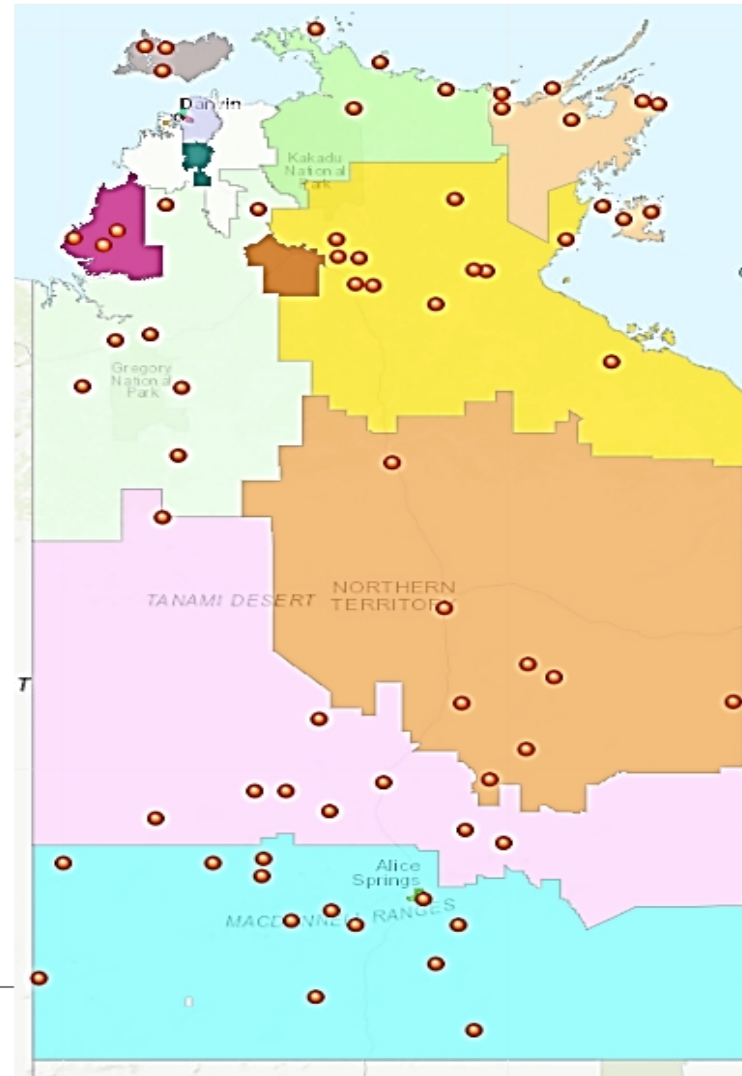


# Where are the Local Authorities?

There are currently 67 Local Authorities

Local Authorities are connected with the following regional councils:

- Barkly
- Central Desert
- East Arnhem
- MacDonnell
- Roper Gulf
- Tiwi
- Victoria Daly
- West Arnhem
- West Daly



### 3. What is the business of a local authority?

Local authorities work with their communities and their council on local issues and priorities.

The Local Authority provides advice to the council on:

- budget
- priorities for expenditure
- service delivery
- regional plans
- strategic directions
- funding



## 4. What is the business of council?

The business of a council in the Northern Territory includes making decisions on services and infrastructure to the council are:

- waste collection
- roads
- street lighting
- libraries
- parks and gardens
- community events



Regional councils also often deliver services such as aged care, disability services, youth programs and early childhood/child care. They help plan and deliver community projects that have been identified as priorities by each local authority.

## 5. What are the responsibilities of local authority members?

### Local Authority members:

- Attend meetings (meetings must be held at least 4 times a year)
- Make recommendations to council about issues in their area
- Provide recommendations to council about Local Authority Project Funding
- Exercise any delegated powers from the council
- Comply with the code of conduct
- Act in the best interests of your area
- Declare any conflicts of interest



# Code of Conduct

The Code of Conduct outlines the expected behaviour of council and local authority members.

The Code of Conduct requires members to:

- Act with honesty and integrity; care and diligence; and courtesy
- Be respectful to each other and council staff; of culture and diversity; and of confidential information shared with them.
- Declare conflicts of interest and gifts that may influence their decision
- Be accountable to the community and act in the interests of all
- Take part in training where required.



## 5. What is the role of the Chair?

**The Chair is appointed by the Local Authority members.**

They have the same roles and responsibilities as other local authority members, but they also have some extra roles. These include:

- Chairing meetings of the local authority
- Running a good meeting, keeping everyone on track and respectful.
- Making sure all voices are heard and the local authority is making good recommendations to the council.



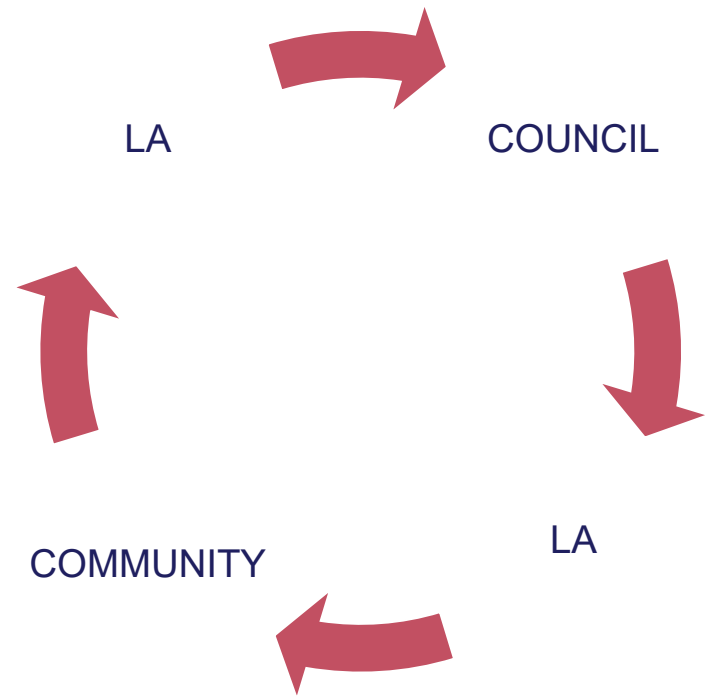
# 6. How can I perform my role well?

You should know what is going on in your community.

Talk to the community about their concerns and what they would like council to do for them and provide this feedback to council.

Think about the information and the options and what the community needs.

It is important to ask questions about things that are not clear and seek more information.



## 7. Local Authority Project Funding

**Each local authority has a bucket of money to assist with local projects.**

- You should talk to your community about what is needed and make recommendations for how this money should be used. e.g playgrounds or street lighting.
- You might also want to use the money to support the local authority and local councillors to understand their roles and how to achieve the best outcomes for the community.





# Resources

**For more information, view the following resources:**

- [schedule1-code-of-conduct.pdf \(nt.gov.au\)](https://nt.gov.au/schedule1-code-of-conduct.pdf)
- [Local Authority Project Funding guidelines \(nt.gov.au\)](https://nt.gov.au/local-authority-project-funding-guidelines)





## **7. Confirmation of Minutes**

### **7.1. Daly River Local Authority meeting held on 2 November 2022**

#### **Recommendation**

That the minutes of the Daly River Local Authority meeting held on 2 November 2022 be taken as read and be accepted as a true record of the meeting.

#### **Attachments**

1. 20221102 DRLA MIN unconfirmed [7.1.1 - 7 pages]



# MINUTES

**DALY RIVER LOCAL AUTHORITY MEETING**  
**HELD ON WEDNESDAY 2 NOVEMBER 2022**  
**AT 12:30 PM**  
**AT THE DALY RIVER COUNCIL OFFICE**  
VDRC Office



## VICTORIA DALY REGIONAL COUNCIL DISCLAIMER

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

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

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or committee meeting does so at that person's or legal entity's own risk.

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

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

A handwritten signature in black ink, appearing to read "Russell Anderson".

Russell Anderson  
**Chief Executive Officer**



## 1. Meeting Opening

*The Daly River Local Authority Meeting 02 NOV 2022 opened the time being 12:31 PM.*

## 2. Welcome

Chairperson welcomed members and visitors to the meeting.

" We acknowledge traditional owners, past and present, of the land on which we meet."

## 3. Attendance and Apologies

### 3.1. Attendees

#### Appointed Members Present

Peter Hollowood	Chairperson
Andrew Mc Taggart	Deputy Mayor (arrived at 12:56PM)
Brian Muir	Member (arrived at 12:44PM)
Nadine Daly	Member
Mark Mullins	Member
Robert Austral	Member
Wayne Buckley	Member

#### Staff Present

Pat Hollowood	Council Operations Manager
Ingrid Schreiner	Council Operations Assistant Manager (minute taker)
Michelle Will	Manager of Executive Services (via Teams)
Matthew Cheminant	Director of Council Operations (via Teams)
Gillian Hylton	Work Health and Safety Manager (via Teams)

#### Guests – Nil

### 3.2. Apologies and Absentees

Apologies: Michelle Will, Gillian Hylton, Matthew Cheminant left the meeting early due to Teams internet connectivity issues.

Leave of Absence: Nil

## 4. Disclosure of Interest

There were no declarations of interest at this meeting.

## 5. Resignations, Terminations and Nominations

### 5.1. Resignations - Nil

### 5.2. Terminations - Nil



**5.3. Nominations - Nil**

**6. Confirmation of Minutes**

**6.1. Daly River Local Authority meeting held on 3 August 2022**

**Motion**

That the minutes of the Daly River Local Authority meeting held on 3 August 2022 be taken as read and be accepted as a true record of the meeting.

**Mover:** Mark Mullins

**Second:** Nadine Daly

**Resolution:**DRLA-2022/9: Carried 4 / 0

**7. Business Arising from Previous Minutes**

**7.1. Business Arising from previous minutes**

1. Marquee for Daly River Buffaloes Football Club Inc. has been approved, and in process of being ordered.
2. BAI Communications provided report and official Australian Government link in regard to information on EME frequency and questions on any health concerns due to upgrades to current telecommunications tower.

**8. Councillor Update**

**8.1. Councillor Update from Cr Andy Mc Taggart**

*Deputy Mayor Andrew McTaggart arrived at the meeting at 12:56 pm.*

**Motion**

That the Councillor Update from Cr Andy Mc Taggart is received and noted.

**Mover:** Brian Muir

**Second:** Mark Mullins

**Resolution:**DRLA-2022/10: Carried 4 / 0

Deputy Mayor Andrew McTaggart advised that Brian Hylands ex CEO of West Arnhem Council will be taking on role as new Victoria Daly Regional Council CEO and will endeavor to visit all Communities in the VDRC region in the New Year after commencing appointment.

**9. Invitation for Deputations to Present/Speak**

**9.1. Representatives from the office of Marian Scrymgour MP**

Manager of Executive Services - Michelle Will Informed the DRLA that in the future a representative of the office Marian Scrymgour MP may attend future meetings at their discretion.

**10. Reports**

**10.1. Quarterly Finance Report Nauiyu**



**Motion**

A. That the report Quarterly Finance Report Nauiyu is received and noted

**Mover:** Nadine Daly

**Seconded:** Robert Austral

**Resolution:**DRLA-2022/11: Carried 5 / 0

**10.2. Daly River Council Operations Managers Report September to OCT 2022**

**Motion**

A. That the report "Daly River Operations Managers Report September to October 2022" is received and noted.

**Mover:** Nadine Daly

**Seconded:** Robert Austral

**Resolution:**DRLA-2022/12: Carried 5 / 0

Council Operations Manager Pat Hollowood spoke and thanked Ingrid Schreiner and Kiriana Thackeray for filling in while she was away for a 7 week leave period. She stated Naidoc day jumping castle was a huge success as well as recent Greys online Auction with the Council Yards now being clear of clutter and vehicles are able to be garaged in an enclosed safe area due to this. Council Operations Manager Pat Hollowood stated she will continue developing Regional Plan priorities.

**10.3. Waste Management for Wet Season**

**Motion**

A. That the Daly River Local Authority commit \$5000 ex.GST for the hire of a skip bin for waste management during the 2022-23 wet season at Nauiyu.

**Mover:** Nadine Daly

**Seconded:** Mark Mullins

**Resolution:**DRLA-2022/13: Carried 5 / 0

**10.4. Bi-Annual Vet Visit**

**Motion**

A. That the report Bi-Annual Vet Visit is received and noted

B. That the Daly River Local Authority commits \$2,800 of their funds to the Bi-Annual vet visit from The Ark Animal Hospital as per the attached quote dated 21 October 2022.

**Mover:** Wayne Buckley

**Seconded:** Robert Austral

**Resolution:**DRLA-2022/14: Carried 5 / 0

**11. General Business**

**11.1**

**Motion**

A. That the report "Local Authority Review Report" by the Dept. of Chief Minister and Cabinet is received and noted.

**Mover:** Brian Muir

**Seconded:** Nadine Daly

**Resolution:**DRLA-2022/15: Carried 4 / 0



The DRLA discussed the report and noted that the Department of the Chief Minister and Cabinet required feedback and encouraged comment and input to develop final draft.

#### 11.2

Local Authority Member Nadine Daly spoke on behalf of Wooliana School. The school would like to ask the DRLA for assistance in purchasing further water tanks as the schools well is currently contaminated, water is carted in from Batchelor to fill current tank.

Discussion ensued for different options including a new bore to be drilled which may be a better alternative. In conclusion of discussion, it was suggested that school approach Drilling company for feedback on viability of bore being drilled and if this does not resolve the issue then the DRLA would consider offering financial assistance to purchase tanks once other solutions are investigated.

#### 11.3

Council Operations Manager Pat Hollowood presented information on correspondence from the Australian Competition and Consumer Commission (ACCC) regarding visiting Daly River Community inviting members and Stakeholders to attend a public meeting in regard to inadequate mobile reception in the Region. The ACCC would like to hold a public enquiry to access evidence-based findings with the outlook to improve mobile coverage and capacity in the region. The meetings will be held on Monday the 21st and 22nd of November 2022. A discussion ensued on promoting public awareness of the meeting and encouraging community members to attend.

#### 11.4

New Front Deck Mower update given by Pat Hollowood - Council Operations Manager. According to funding guidelines operational costs are not included in current resolution and proposed new a motion and recommendation to approve ongoing costs.

**Motion**

To reconfirm purchase of front deck mower Resolution number DRLA -2022/3 provided that council agree to accepting ongoing costs and maintenance expenses.

**Mover:** Mark Mullins

**Second:** Wayne Buckley

**Resolution:**DRLA-2022/16: Carried 5 / 0

**Motion**

To Recommend Council approve ongoing cost and maintenance expenses of front deck mower purchase as part of the operational costs.

**Mover:** Nadine Daly

**Second:** Mark Mullins

**Resolution:**DRLA-2022/17: Carried 5 / 0





#### 11.5

The Youth Engagement fund for events and activities was discussed and it was encouraged that ideas to be brought forward and any expenditure for local events and activities to go through Council Operations Manager in accordance with the Funding Guidelines - Local Authority Project Funding - Department of Chief Minister and Cabinet.

#### 11.6

**Motion**

That the DRLA donate the amount of \$1500 toward a Community Christmas event and \$500 each to St Francis Xavier School and Wooliana School.

**Mover:** Mark Mullins

**Second:** Nadine Daly

**Resolution:**DRLA-2022/18: Carried 5 / 0

### 12. Next Meeting

The next Meeting of Daly River Local Authority – to be advised.

This page and the preceding six (6) pages are the minutes of the Daly River Local Authority held on 2 November 2022.



## 8. Business Arising from Previous Minutes

### 8.1. Council Response to Previous Minutes

**Report Type** Local Authority Reports  
**Department** Chief Executive Office  
**Prepared by** Manager of Executive Services

#### Purpose

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

#### Recommendations

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

#### Regional Plan

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

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

#### Feedback

At their meeting on Tuesday, 29 November 2022, Council received the minutes of the Daly River Local Authority meeting held on Tuesday, 2 November 2022.

Council endorsed the following Daly River Local Authority resolutions:

**DRLA-2022/13** - That the Daly River Local Authority commit \$5000 ex.GST for the hire of a skip bin for waste management during the 2022-23 wet season at Nauiyu

**DRLA-2022/14** - That the Daly River Local Authority commits \$2,800 of their funds to the Bi-Annual vet visit from The Ark Animal Hospital as per the attached quote dated 21 October 2022

**DRLA-2022/18** - That the DRLA donate the amount of \$1500 toward a Community Christmas event and \$500 each to St Francis Xavier School and Wooliana School.

Elected members decided that **DRLA-2022/17** would be considered at the December Ordinary Council Meeting when Deputy Mayor McTaggart was present.



At their meeting on 13 December 2022 Council once again considered **DRLA-2022/17** and did not endorse proceeding with the project and asked that operation staff discuss the requirements and on goings associated with an additional mower.

**DRLA-2022/17** - That Council approve ongoing cost and maintenance expenses of front deck mower purchase as part of the operational costs.

**Council officer conflict of interest declaration**

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

**Attachments**

Nil



## 9. Reports

### 9.1.1. Council Operations Manager Report

**Report Type** Council Operations Manager Report

**Department** Council Operations

**Prepared by** Council Operations Manager, Nauiyu

---

#### **Purpose**

To update Council on the Council Operations Manager Report activities.

#### **Recommendations**

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

#### **Regional Plan**

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

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

1.3 - Comply with all statutory, regulatory and reporting requirements

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

4.3 Facilitate the provision of services which improve residents' lives

#### **Events and Activities**

- Another four vehicles were permanently removed from Nauiyu and kept out of our landfill.
- A Service Providers Meeting was held on 7 December
- Unlawful entry was detected at our vacant staff house on 5 January, police were advised and extra measures were taken to secure the premises.

#### **Community Events**

- Australian Competition & Consumer Commission (ACCC) representatives from interstate and Darwin attended at Daly River on 21-22 November to survey community members' issues with Telstra connectivity in their area.
- Ark Animal Hospital vets attended at Daly River on 30 November – sponsored by the Local Authority.
- A community Christmas Dinner was held on 13 December which was supported by the Local Authority.

#### **Local Authority Meetings**

- A Daly River Local Authority meeting was held on 2 November.

#### **Vacant Positions (VDRC in Community)**

- Positions remain vacant for Centrelink Agent and Radio Broadcaster.



### **Maintenance Buildings and Fixed Assets**

- Rubbish dump weekly pushback maintenance is currently conducted by Ironbark Aboriginal Corporation as VDRC no longer have a suitable backhoe at Nauiyu.
- Vandalism to the airstrip windsock solar panel was reported to police. DIPL has requested repairs to this asset and quotes are being sourced.
- An external rubbish audit was conducted on 10 November at Daly River dump by GHD who have been facilitating the Waste Management Project for Council.
- Electrical maintenance at Aged Care Centre, Admin building and staff house conducted during January.

### **Plant and Equipment**

- Unlawful entry at Lot 51 Council Operations yard on 30 October and again on 2 November with minor vandalism to AG vehicles.
- Mechanic attended at Nauiyu to conduct servicing on 13 January and will return again for further work on our plant and vehicles.
- TEABBA staff attended Nauiyu to repair power outage in mid-January.
- Council IT staff have visited Nauiyu to repair and improve our equipment.

### **Staff**

- COM and COAM attended training in Katherine in October/November for the new Roubler payroll system.
- COM and two Council Operations staff members attended Council meeting in Katherine on 31 January to receive their Long Service Award. Our Councillor also received this award.

### **Aerodrome**

- Airstrip Evacuation On-Call activities ceased on Monday 31 October. Other airstrip activities of inspection and maintenance remain in place.
- Vandalism to the airstrip windsock light solar panel was discovered and reported to police on 4 November. DIPL have replaced the solar panel and requested Council quote for work in the windsock area to prevent further vandalism.

### **Centrelink**

- The Remote Team visited Nauiyu for the week commencing 31 October.
- The Centrelink Agent position remains vacant however an interview has taken place.

### **Wooliana Outstation**

- Pest Control services conducted on three houses maintained by VDRC on 9 November 2022 and 12 January 2023.
- Electrical maintenance was conducted at Wooliana Outstation a number of times in November and January
- Plumbing maintenance conducted at Wooliana Outstation mid-November



### **Regional Plan Project Priorities**

- Reseal internal Nauiyu roads:  
COM to identify roads and update Council on type and cost of work required.
- Identify and install solar lights at Nauiyu:  
Can progress as a DRLA project
- Land for future Council development on Wooliana Road:  
Council has discussed this matter and will action this item of General Business
- Upgrade to waste facility:  
COM to review the consultant's report, once received, on Nauiyu waste management.
- Community and well-being engagement projects:  
Daly River Buffaloes Football Club is the only representative currently requesting funds for the coming season's activities. Specific projects need to be submitted for resolution and Council approval in the first instance.
- Gravelling and resurfacing of Daly River roads:  
COM to identify roads and update Council on DIPL's road program
- Upgrade to airstrip east and west ends  
DRLA will require a resolution to be approved by Council for a letter to be sent to DIPL addressing the concerns.
- Raise powerlines on Wooliana Road to reduce incidences of power disruptions during floods:  
DRLA will require a resolution to be approved by Council for a letter to be sent to PAWA addressing the concerns.
- Permanent and safe river access at Nauiyu:  
DRLA will require a resolution to be approved by Council for a letter to be sent to relevant stakeholders addressing the concerns.
- Build a levy on the east end of the riverbank to reduce/delay flooding on the road access to Nauiyu:  
DRLA will require a resolution to be approved by Council for a letter to be sent to DIPL addressing the concerns.
- Five Mile Cemetery extension works:  
DRLA will require a resolution to be approved by Council for a letter to be sent to relevant stakeholders addressing the concerns.
- Raise Backyard Creek on Daly River Road to reduce being cut off during the wet season:  
DRLA will require a resolution to be approved by Council for a letter to be sent to DIPL addressing the concerns.



**Council officer conflict of interest declaration**

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

**Attachments**

Nil



### **9.2.1. Finance Report for period ending 31 December 2022**

**Report Type** Local Authority Reports  
**Department** Corporate Services  
**Prepared by** Senior Accountant

#### **Recommendations**

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

#### **Regional Plan**

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

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

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

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

#### **Attachments**

1. Nauiyu December 2022 [9.2.1.1 - 5 pages]



**Naiuiyu Income and expenditure for the period ending 31<sup>st</sup> December 2022**

**Victoria Daly Regional Council**  
Income and Expenditure

Description	Year To Date Ended on 31st December 2022		
	Actual	Budget	Variance
<b>Income</b>			
Fees and Charges	52,846	45,088	7,759
Operating Grants and Subsidies	224,381	393,898	(169,517)
Commercial and Other Income	22,522	98,755	(76,233)
<b>Total Income</b>	<b>299,749</b>	<b>537,741</b>	<b>(237,992)</b>
<b>Expenditure</b>			
Employee Expenses	444,344	593,468	149,125
Materials and Contracts	198,940	296,388	97,447
Elected Member Allowances	12,624	15,252	2,629
Elected Member Expenses	6,863	10,565	3,702
Council Committee & LA Allowances	1,641	1,641	0
Council Committee & LA Expenses	172	440	268
Depreciation, Amortisation, and Impairment	0	675	675
Allocations	127,157	0	(127,157)
<b>Total Expenses and Allocations</b>	<b>791,740</b>	<b>918,429</b>	<b>(126,688)</b>
<b>Surplus (Deficit) For the period</b>	<b>(491,992)</b>	<b>(380,688)</b>	<b>(111,304)</b>

The variance is due to Grant for Aged care has been received but not yet posted.

Client contributions (aged care) for Oct, Nov and December from Medicare have not yet been received

Underspent is due to vacant positions  
For period ending 31 December, council underspent on Cleaning exp, Contractors exp (plumbing and labour), general material and consumables and repair and maintenance of plants and MVs

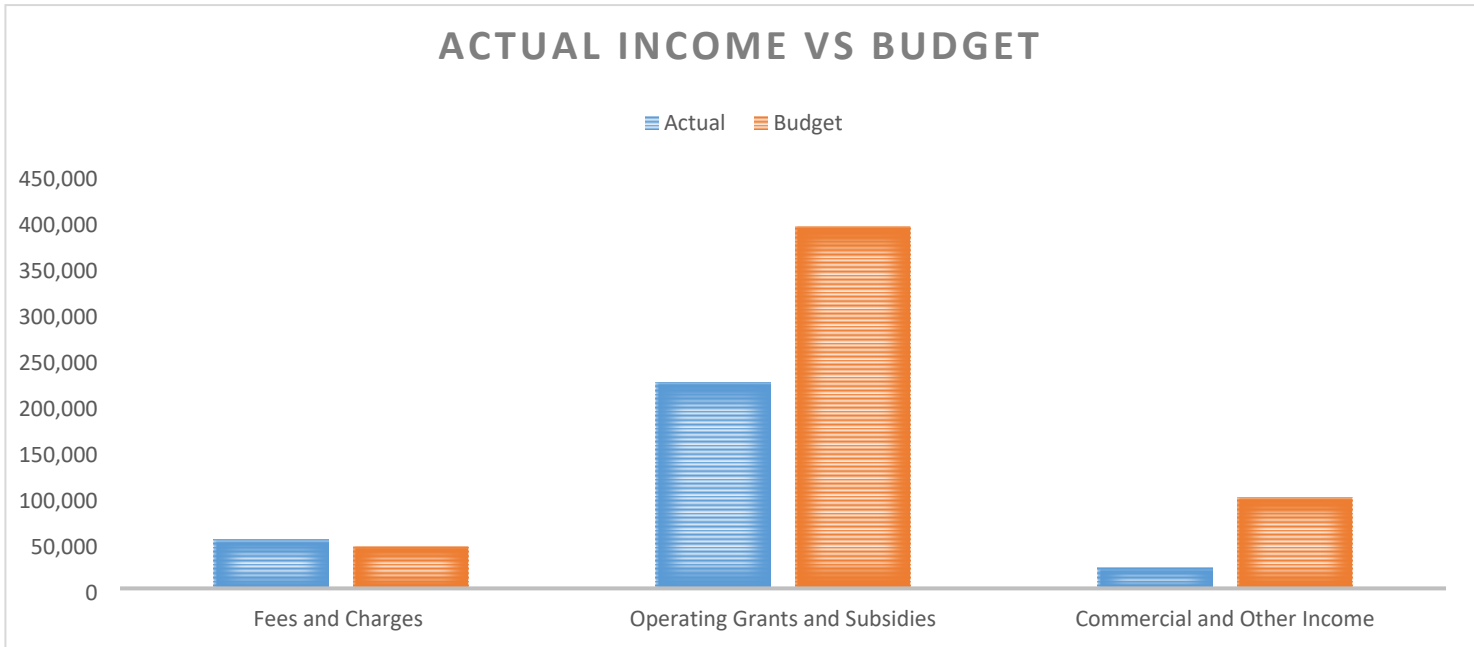
In Naiuiyu, Council received \$299,749 in revenue and spent \$791,740 in the six months period ending 31<sup>st</sup> December 2022. Council installed CCTV Camera in Council's office and Workshop at total cost of \$20,794.00 during the quarter ending 31<sup>st</sup> December 2022; to increase the staff sense of safety/security.

**Income**

Main sources of income received to date.

• Sport and rec Grant	35,364
• Community Patrol	152,549
• Airport Maintenance	46,024
• Homelands	36,469
• Aged Cared	22,187
	<u>292,592</u>

The graph below shows actual vs budget income for the period July to December 2022.

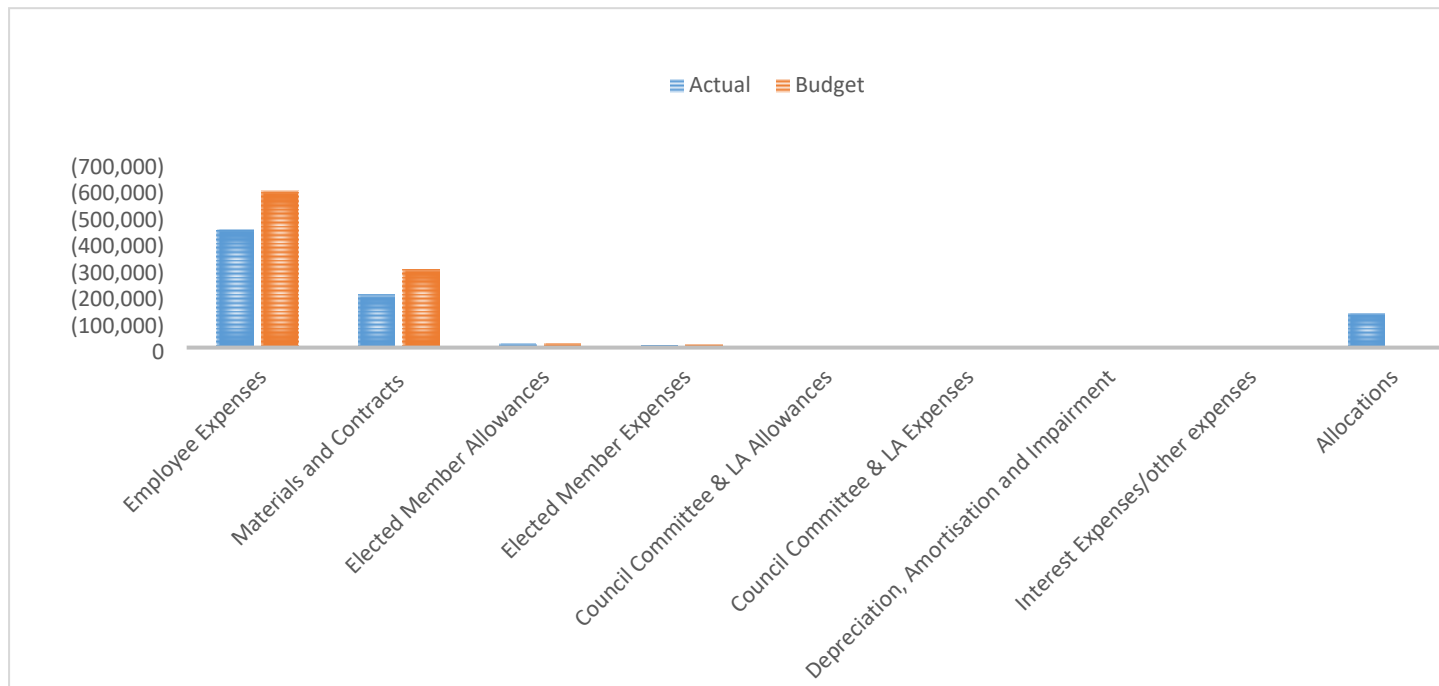


## Expenditure

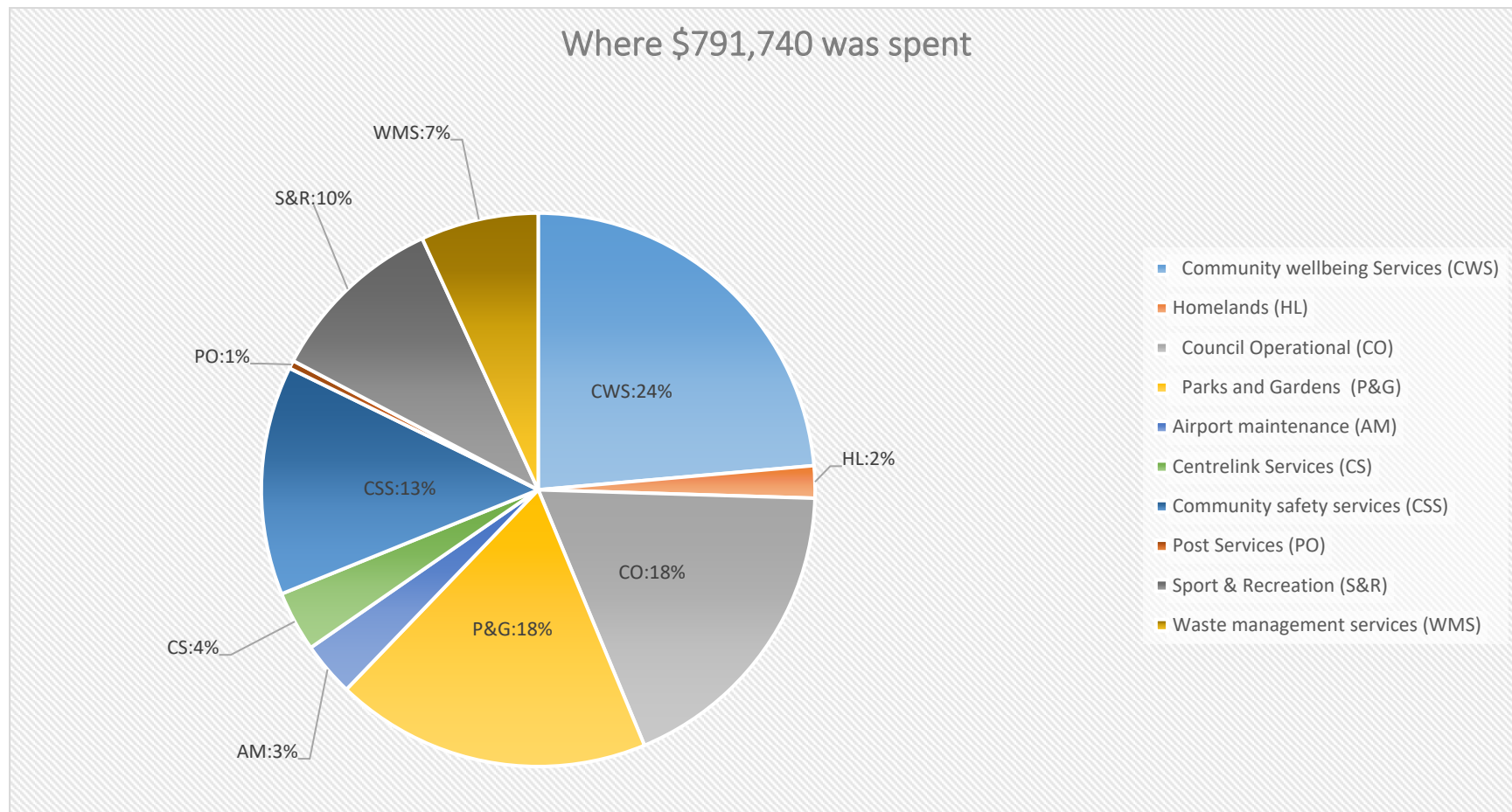
### Key Expenses

Consulting Fees (GRAC)	60,000
Rent Expenses - Facilities	20,308
Fuel Expenses	20,298
Contractors - Electrical	18,367
Equipment and Vehicle Hire	9,014
	<b>127,987</b>

The Graph below shows actual vs Budget expenditure by Account Categories for period July to December 2022



The graph shows where \$791,740 was spent in providing council services.



### Local Authority Funds and projects

Fund Carried forward from last financial year	36,983
Grant expected to be received this financial year	43,600
	<hr/> 80,583
Amount spent on project this financial year 2022-23	-5,858
<b>Money committed to project but not yet spent</b>	<b>-56,375</b>
Funds available for future projects	<hr/> <hr/> 18,350

Project ID	Project Name	Resolution passed on	Amount committed to the project	Amount spent to date	Remaining funds available	Status
1904-087/20LB087	Aged Care Client Activities	17-Apr-19	3,000	879	2,121	Remains open
1904-088/20LB088	Youth Engagement fund for events and activities	17-Apr-19	20,000	1,683	18,317	Remains open
	Front Deck mower	04-May-22	30,000	-	30,000	Remains open
DRLA-2022/6	One 3x6 Marquee	03-Aug-22	1,495	1,495	-	Completed
DRLA-2022/18	Community Christmas Event	02-Nov-22	1,500	1,364	136	Completed
DRLA-2022/18	Donation to St Francis School	02-Nov-22	500		500	Remains open
DRLA-2022/18	Donation to Wooliana School	02-Nov-22	500	455	45	Completed
DRLA-2022/13	Hire of Skip Bin-waste management 2022-23 wet season	02-Nov-22	5,000		5,000	Remains open
DRLA-2022/14	Vet visit	02-Nov-22	2,800	2,545	255	Completed

<b>64,795</b>	<b>8,420</b>	<b>56,375</b>
---------------	--------------	---------------



### 9.3.1. Action Items

**Report Type** Local Authority Reports  
**Department** Chief Executive Office  
**Prepared by** Manager of Executive Services

#### **Purpose**

To provide an update on Daly River Local Authority action items.

#### **Recommendations**

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

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

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

#### **Attachments**

1. 20230208 Action Items Report DRLA [9.3.1.1 - 3 pages]

# ACTION REGISTER

## Daly River Local Authority



**Victoria Daly**  
REGIONAL COUNCIL

MEETING DATE	ITEM	ACTION REQUIRED	ASSIGNEE/S	ACTION TAKEN	STATUS
02/11/2022	Vet visit	<b>DRLA-2022/14</b> That the Daly River Local Authority commits \$2,800 of their funds to the Bi-Annual vet visit from The Ark Animal Hospital as per the attached quote dated 21 October 2022 <i>(Endorsed by Council OCM-2022/184)</i>	Matthew Cheminant, Pat Hollowood	<b>DRLA-2022/14:</b> The last vet visit was arranged for November 2022 and has been completed.	Completed
02/11/2022	Hire of Skip Bin-waste management 2022-23 wet season	<b>DRLA-2022/13</b> That the Daly River Local Authority commit \$5000 ex.GST for the hire of a skip bin for waste management during the 2022-23 wet season at Nauiyu. <i>(Endorsed by Council OCM-2022/184)</i>	Matthew Cheminant, Pat Hollowood	<b>DRLA-2022/13:</b> The skip bin is not currently at Nauiyu. It has been coordinated to be delivered should it be required before flood occurs for this current wet season.	Remains open
02/11/2022	Donation to Wooliana School	<b>DRLA-2022/18</b> That the DRLA donate the amount of \$1500 toward a Community Christmas event and \$500 each to St Francis Xavier School and Wooliana School. <i>(Endorsed by Council OCM-2022/184)</i>	Matthew Cheminant, Pat Hollowood	<b>DRLA-2022/18:</b> \$500 to each of Wooliana School and St Francis Xavier School was donated for their Christmas events.	Completed
02/11/2022	Donation to St Francis School	<b>DRLA-2022/18</b> That the DRLA donate the amount of \$1500 toward a Community Christmas event and \$500 each to St Francis Xavier School and Wooliana School. <i>(Endorsed by Council OCM-2022/184)</i>	Matthew Cheminant, Pat Hollowood	<b>DRLA-2022/18:</b> \$500 to each of Wooliana School and St Francis Xavier School was donated for their Christmas events.	Completed
02/11/2022	Community Christmas Event	<b>DRLA-2022/18</b> That the DRLA donate the amount of \$1500 toward a Community Christmas event and \$500 each to St Francis Xavier School and Wooliana School. <i>(Endorsed by Council OCM-2022/184)</i>	Matthew Cheminant, Pat Hollowood	<b>DRLA-2022/18:</b> Christmas dinner was held on Tuesday 13/12/2022 – DRLA \$1,500 donation was spent.	Completed
03/08/2022	One 3x6 Marquee	<b>DRLA-2022/6</b> That the DRLA support the purchase of one 3x6 metre marquee at cost of \$1495 + GST and freight cost to Nauiyu.	Matthew Cheminant, Pat Hollowood	<b>DRLA-2022/6</b> Marquee purchased	Completed



MEETING DATE	ITEM	ACTION REQUIRED	ASSIGNEE/S	ACTION TAKEN	STATUS
04/05/2022	Front Deck mower	<b>DRLA-2022/3</b> That the Daly River Local Authority approve the purchase of appropriate front deck mower of up to \$30,000 excluding GST.  <i>(Council did not endorse ongoing operational cost and maintenance expenses of purchasing the front deck mower)</i>	Matthew Cheminant, Pat Hollowood		Ongoing costs not endorsed by Council
17/04/2019	Youth Engagement fund for events and activities	<b>1904-088</b> Motion to request Council to approve the allocation of \$20,000 for a Daly River Local Authority Youth engagement fund for events and activities.	Matthew Cheminant, Pat Hollowood	<b>1904-088</b> Remaining funds available \$18,317	Remains open
17/04/2019	Aged Care Client Activities	<b>1904-087</b> Motion for Council to approve Daly River Local Authority to fund an amount of \$3,000 for aged care client activities, and balance remaining from item 6a-25 <sup>th</sup> Nov 2014 to be returned to available income.	Matthew Cheminant, Pat Hollowood	<b>1904-087</b> Remaining funds available \$2,121	Remains open



### 9.3.2. Service Delivery

**Report Type** Local Authority Reports  
**Department** Chief Executive Office  
**Prepared by** Manager of Executive Services

#### **Purpose**

The purpose of this report is to provide an overview of core service delivery for the area and to seek feedback from the local authority to guide the development of the Regional Plan.

#### **Recommendations**

- A. That the Service Delivery report is received and noted; and
- B. That the Daly River Local Authority provide feedback on core service delivery for the area.

#### **Regional Plan**

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

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

#### **Key Issues**

During the development of the Regional Plan the council considers the Core Services that it is responsible for delivering.

Section 36 of the *Local Government Act 2019*:

- 1) The Minister may, by Gazette notice, advise a council as to the services that, in the Minister's view, are services that the council should, as a priority, provide.
- 2) The council must consider the advice when adopting and renewing its plan.

The Daly River Authority members are encouraged to review, discuss and provide feedback on the attached core service delivery chart for the area to assist in the development of the 2023-24 Regional Plan.

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

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

#### **Attachments**

- 1. DRLA Service Delivery [9.3.2.1 - 1 page]

# Service Delivery

## Naiyu

Service Categories	Amanbidji	Bulla	Kalkarindji	Daguragu	Naiyu	Pine Creek	Timber Creek	Yarralin	Pigeon Hole	Lajamanu	Gilwi	Kybrook	Lingara	Myatt	Wooliana
<b>CORE SERVICE DELIVERY</b>															
Cemetery			✓		✓	✓									
Road Maintenance			✓	✓	✓	✓	✓	✓	✓						
Sports Grounds				✓		✓	✓	✓							
Parks			✓	✓	✓	✓	✓	✓							
Playgrounds			✓	✓	✓	✓	✓	✓							
Waste Collection, Management & Landfill			✓	✓	✓	✓	✓	✓	✓						
Council Infrastructure			✓	✓	✓	✓	✓	✓							
Local Authority Administration	✓	✓	✓		✓	✓	✓	✓							
<b>FUNDED PROGRAMS</b>															
Community Development Program	✓	✓	✓	✓			✓	✓	✓	✓			✓	✓	
Aged Care (CHSP, HCP, NATSIFACP)		✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓
National Disability Insurance Scheme		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Night Patrol		✓	✓	✓	✓	✓	✓	✓	✓						
Remote School Attendance Program			✓	✓				✓							
Outside School Hours Care						✓									
Library						✓									
Remote Indigenous Broadcasting			✓	✓	✓			✓							
Sports and Recreation		✓	✓	✓		✓	✓	✓							
Airstrip Maintenance			✓		✓		✓	✓	✓						
Centrelink			✓	✓	✓	✓	✓	✓							
Post Office Agency			✓	✓	✓			✓							
Street Lights			✓	✓	✓	✓	✓	✓	✓						



### 9.3.3. Ark Veterinary Hospital Report - Daly River Dog Program (Nov 2022)

**Report Type** Local Authority Reports  
**Department** Chief Executive Office  
**Prepared by** Manager of Executive Services

#### Recommendations

- A. That the Daly River Local Authority receive and note the Ark Veterinary Hospital report for program delivered in November 2022; and
- B. That the balance remaining from the project of \$255 be returned to available funds for future projects.

#### Regional Plan

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

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

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

4.3 Facilitate the provision of services which improve residents' lives

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

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

#### **Attachments**

1. Daly River Vet report november 2022 [9.3.3.1 - 9 pages]

# Nauiyu/Daly River

## DOG PROGRAM



**30 November 2022**

Our clinic The Ark Animal Hospital was again approached to deliver a dog program in the Nauiyu/Daly River community in November 2022. Currently We provide visits to twice yearly visits.

The Ark Animal Hospital are the leaders in providing dog health services to remote Indigenous communities. The staff has been delivering dog health programs in the Northern Territory for over 20 years and over 8 years in communities in the northern part of Western Australia.

Veterinary services offered included:

- Parasite control (mange, worm and tick treatment)
- Surgical desexing
- General health checks
- Vaccinations
- Minor surgery procedures if required
- Euthanasia of unwanted/old/injured animals

**Participants this visit.**

Veterinarian - Dr. Stephen Cutter

Veterinary Nurse Holly

Veterinary Nurse/Educator (AMRRIC) – Lani Lawson

Veterinary Student - Elle Neyenhuis



The dog program in the Nauiyu/Daly River community was conducted on the 30 November 2022. On average we visit this community every six months now for several years now.

## Desexing

The Ark Animal Hospital recommend surgical desexing for remote community pet. These are some of the benefits:

- The primary purpose of desexing is population control. It permanently prevents unwanted puppies being born.
- It improves the health of male dogs - desexed male dogs have reduced incidence of prostate and testicular problems. (Prostatic cancer, prostatic enlargement, prostatic infections and cysts, testicular torsion, testicular tumours are all prevented).
- It improves the health of female dogs - Elimination of Pyometra (extremely common and usually fatal uterine infection) and substantial reduction in breast and reproductive cancers. Female dogs are also not exposed to the risks associated with having pups (eg trouble giving birth, milk fever). Dogs producing milk need 2.5 times as much food as a non breeding dog. When food is limited female dogs loose condition and health.
- Prevention and treatment of certain behavioural conditions. Entire male dogs (i.e. male dogs that have not been castrated) have a much higher incidence of certain behavioural conditions. These include inappropriate urination or marking, dominance aggression, fighting between dogs, territorial aggression, escaping, roaming and inappropriate sexual behaviour. On average desexing male dogs in free roaming populations doubles their life expectancy because they are less likely to fight or be attacked.
- Desexing is permanent and is more cost effective than chemical contraceptive as these drugs have to be given repeatedly. Population control, no unwanted litters and puppies.

**In short desexing dogs makes them better pets and cause less problems to their owners and the community as a whole.**



## Parasite control

The main class of drug used by The Ark Animal Hospital to treat parasite burdens in community dogs is the macrocyclic lactones. Ivermectin is given orally or injected during desexing. Providing oral medication has the benefit that there is no requirement to catch the dog to be treated. Owners often do not like catching their dogs for fear of being bitten or because they feel sorry for the animal if it is being man handled.

In dogs Ivermectin is very effective at controlling:

- Roundworms (*Toxocara canis*, *Toxascaris leonina*);
- Whipworms (*Trichuris vulpis*);
- Hookworms (*Ancylostoma caninum*, *Ancylostoma braziliense*, *Uncinaria stercoralis*);
- Threadworms (*Strongyloides stercoralis*);
- Throatworms (*Oslerus osleri*);
- Tissue worm (*Dipetalonema reconditum*);
- Sarcoptic mange/scabies (*Sarcoptes scabiei*);
- Dog Lice (*Heterodoxus spiniger*).

They also aid in the control of:

- Demodectic mange (*Demodex canis*);
- Heartworm (*Dirofilaria immitis*);
- Brown dog ticks (*Rhipicephalus sanguineus*)

Other medications are administered where appropriate (eg. to help control large tick burdens and severe mange.)

Additionally Nexgard was also given to most dogs on this and previous visits to help control brown dog ticks as it is an effective and longer acting tick control. By this we hope to reduce the risk of Ehrlichiosis a new disease in the Northern Territory spread by ticks that has caused a lot of dogs to become sick and die in many communities including this one.



Ehrlichiosis is a new disease to Australia and spread by the brown dog tick. We saw dogs that were showing clinical signs of this on this visit and were informed of many other dogs who have previously gotten sick or died of it. It is now wide and established across northern Australia and the best protection is to control brown dog ticks. This is why we treated dog which had ticks with a long acting tick treatment.

Ehrlichiosis primarily affects dogs. Dogs can become sick and die when infected.

## Symptoms of Ehrlichiosis

Symptoms of ehrlichiosis infection in dogs can include:

- fever
- lethargy
- loss of appetite
- weight loss
- swelling of chest or front legs
- Sore and cloudy eyes or conjunctivitis
- pain and stiffness
- bleeding disorders such as nosebleeds or bruising on the gums or belly.

Other tick-borne diseases such as anaplasmosis and babesiosis have similar symptoms to ehrlichiosis but are milder and have been present in Australia for a long time. Ehrlichiosis is more severe as it is a recent introduction.

Treatment of dogs with ehrlichiosis is difficult and many dogs do eventually die from it. Prevention is better. Controlling ticks in the community is the best prevention.



## The visit

The team from the Ark Animal Hospital arrived and set up the surgery site. Ivermectin sandwiches (parasite treatment) were prepared on the day.



This visit was extremely busy and we had people with their animals straight away.

There was no detailed dog census conducted this time.

We desexed a lot of dogs and cats this visit. In addition we examined many of the dogs and cats we had treated and desexed previously who looked happy and well cared for. There was a number of lactating female dogs with small pups who we desexed this visit. Desexing does not affect milk production and they will

be able to care for the current pups without issue but they won't be producing any more puppies.



Body conditions are on average quite good and the dogs seem to be generally well cared for. All of the dogs have an owner and some owners are very proud pet owners and see their dogs as family members, which need care. Most people actively brought their dogs to us for check ups and treatments. We were flat out.



Several young pups like this one were showing signs of suffering from hookworm infestation. They were wormed and should recover.

This dog has demedectic mange which is not contagious and is associated with being run down (she recently had a litter of pups) She has now been treated and desexed so she won't have any more pups and should grow a good coat of hair back.





## Surgery Data

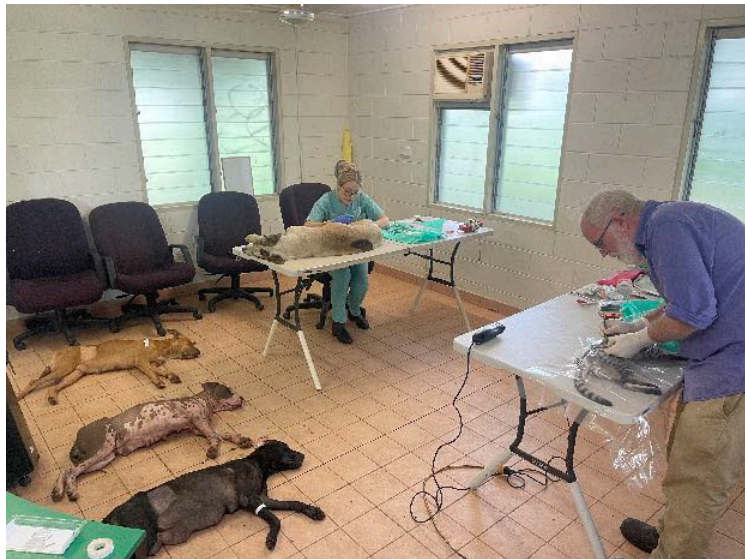
The Ark Animal Hospital team performed 12 female dogs desexings, 3 male dog desexing, 7 female cat desexings and 4 male cat desexings.

A total of 26 pets were surgically desexed during the day.

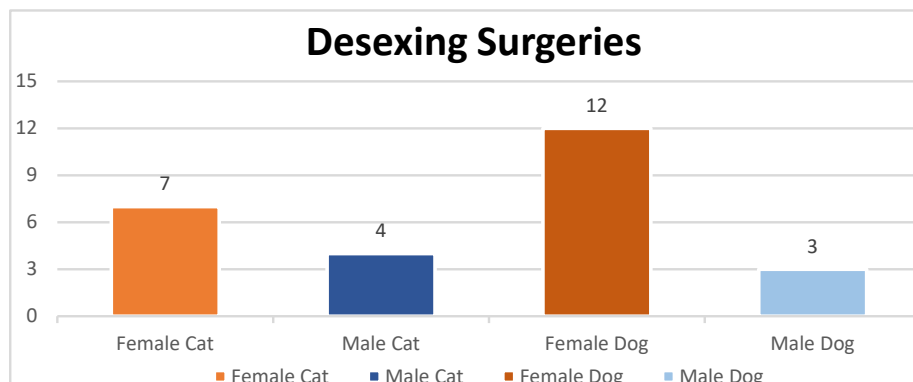
Additionally vaccinated 25 adult dogs and 17 pups and 1 cat. Around 39 dogs were treated with ivermectin ( general parasite prevention) and nexgard (long acting tick treatment).

2 cats and 2 dogs were given a long acting contraceptive (6 months) injection.

1 dog was euthanised and nine cats was euthanised dog.



One dog had many sun induced skin cancers removed. Additionally a joey with a broken leg was taken back to the Ark for X-rays and further treatment and a male dog was taken back to Darwin for rehoming at the owners request.



## Recommendations

Ehrlichiosis is now endemic across northern Australia including the Daly River region. It can not be eradicated but must be managed. It causes a lot of dogs to get sick and die. The Daly River community has not been hit as hard as many other communities primarily because of the tick control and general good health of the dogs there.



Maintaining a lower number of healthy dogs without ticks will help keep the dogs healthy and free of this devastating disease. Regular veterinary programs are essential but if possible ongoing parasite treatment, especially tick control products should be available in the community. Options can be discussed with The Ark Animal Hospital or with AMRRIC.

Six monthly visits should help keep dog numbers stable and keep issues to a minimum.

Naiyu/Daly River community overall have healthy well cared for dogs and cats. The owners and the community as a whole should be justly proud. The animals at this community are generally some of the best cared for animals in the Territory.



## **10. Questions from the Public**

## **11. General Business**

Conflicts of Interest

### Information sheet on Conflict of Interest in LA's

The Chair should be asking after the meeting opens if there are any conflicts. There is a standard agenda item in all Local Authority agenda templates (item 4 – 'Disclosure of Interest'), which should act as a prompt for the Chair.

#### NO DISCLOSURE

If there are no disclosure, the minutes should reflect this as per below:

#### 4. Disclosure of Interest

There were no declarations of interest at this meeting.

#### DISCLOSURE

If there is a disclosure then it should be recorded clearly in the minutes, please see example below:

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

1. Councillor Yvette Williams declared a perceived conflict of interest in relation to item 18.2.1.1 (Rates Request Property Number 700068)
2. Councillor Georgina Macleod declared a perceived conflict of interest in item 18.2.1.2 (Tender Recommendation)

*Note: the disclosure of interest should include the person with the conflict, the agenda item number, and the agenda title.*

For any conflicts of interest, the person with the conflict or perceived conflict is to leave the meeting when the agenda item is discussed. The time the person left the meeting and returned to the meeting needs to be recorded in the minutes.

The person with the conflict must not be present in the meeting whilst the matter is discussed, must not participate in any decisions in relation to the matter and must not engage in behaviour that may influence the LA's consideration of or decision in relation to the matter.

#### NO DISCLOSURE BUT CONFLICT

If a disclosure is not declared but when it comes to discuss the agenda item, it is deemed a conflict then the person with the conflict must leave the meeting and the time recorded when the person left the meeting and when the person returned to the meeting.

The disclosure of interest in the minutes will need to be updated to reflect that at the time of the discussion it was deemed to be a conflict and what the conflict was, including the person, agenda item number and title.

#### TYPES OF CONFLICT (S114)

A member has a *conflict of interest* in a question arising for decision by the audit committee, council, council committee or local authority if the member or an associate of the member has any of the following interests in how the question is decided:

1. Direct interest;  
direct interest means an interest that occurs when a member is likely to be directly affected if the matter is decided in a particular way.

*Example for definition direct interest*

*A company controlled by the member is tendering for a contract that is being discussed by the council.*

2. Indirect financial interest;  
indirect financial interest means an interest that occurs when a member is likely to receive a benefit or incur a loss because another person has an interest.

*Example for definition indirect financial interest*

*The member has shares in, or is employed by, a company that is tendering for a contract that is being discussed by the council.*

3. Indirect interest by close association;  
indirect interest by close association means an interest that occurs when an associate of a member has a direct or indirect interest, or a resident of the member's household has a direct interest.

*Examples for definition indirect interest by close association*

1 *The member's sibling is suing the council and the council is considering whether to settle the matter.*

2 *A resident of the member's household is tendering for a contract that is being discussed by the council.*

4. Indirect interest due to conflicting duties.  
indirect interest due to conflicting duties means an interest that occurs when a member is a director, partner, agent, trustee, manager, office holder or employee of a person or entity, including a non-profit body or association, that has a direct interest.

*Examples for definition indirect interest due to conflicting duties*

1 *The member is a director of a non-profit body or association that is seeking a sponsorship or donation being discussed by the council.*

2 *The member is an employee of a non-profit body or association that is tendering for a contract being discussed by the council.*

#### **WHAT IS NOT A CONFLICT**

- (a) an interest that the member or associate shares in common with the general public or a substantial section of the public;
- (b) an interest as an elector or ratepayer that the member or associate shares in common with other electors or ratepayers;
- (c) an interest so remote or insignificant that it could not reasonably be regarded as likely to influence a decision.

#### **IF IN DOUBT - DECLARE**

Sometimes it is not always clear if it is a conflict or not and, in these cases, it is better to declare it as it could be perceived as a conflict.

#### **CRIMINAL OFFENCES (S115)**

Under the *Local Government Act 2019*.

A member commits an offence if the member, intentionally engages in conduct and the conduct results in a failure to disclose an interest and the member is reckless in relation to the result.

Maximum penalty 100 penalty units or imprisonment for 6 months.

*Note: 1/7/22 to 30/6/23 value of each penalty unit is \$162.*





## **12. Next Meeting**

The next Meeting of the Daly River Local Authority will be held on the 3<sup>rd</sup> of May 2023.