



Victoria Daly
REGIONAL COUNCIL

AGENDA

**DALY RIVER LOCAL AUTHORITY MEETING
TO BE HELD ON WEDNESDAY 3 MAY 2023
AT 12:30 PM
AT THE DALY RIVER COUNCIL OFFICE
VDRC OFFICE**

MEMBERS

Brian Muir
Mark Mullins
Wayne Buckley

Nadine Daly
Robert Austral
Peter Hollowood
Deputy Mayor Andy Mc Taggart



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

Brian Hylands
Chief Executive Officer



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1. Meeting Opening

2. Welcome

3. Attendance and Apologies

3.1. Attendees

3.2. Apologies and Absentees

4. Disclosure of Interest

5. Resignations, Terminations and Nominations

5.1. Resignations

Nil

5.2. Terminations

Nil

5.3. Nominations

Nil

6. Presentations and Training

Nic Danks, Telstra Regional Manager NT, will present to the Daly River Local Authority regarding the Telstra issues we have been experiencing and how Telstra are responding to this.

6.2. Local Authority Training - Understanding Conflicts of Interest

Report Type Local Authority Reports

Attachments

1. Understanding Conflicts of Interest for Local Authorities [6.2.1 - 17 pages]

Department of THE CHIEF MINISTER & CABINET

Understanding conflicts of interest

Local Authority Member course 2022/23



Course overview



1. What is a conflict of interest?
2. Understand when conflicts of interest happen.
3. How and when to disclose a conflict of interest
4. How to manage a conflict of interest and where to find support

What is a conflict of interest?

A conflict of interest is when you or someone close to you, or an organisation that you are involved in, might benefit from a decision due to your role as a local authority member.

The benefit could be money, work or other things.



1. What is a conflict of interest?

Someone close to you might include a family member or relative, roommate, friend, business partner or business relationship (like a company you regularly do business with).

If you have a conflict of interest it may effect your decision and others may think that the decision is biased.

Always ask if you're unsure.



1. What is a conflict of interest?

This can include:

- involvement in an organisation that deals with the council or does work for the council
- any benefits, concessions or discounts that you receive that may effect your work on the Local Authority
- gifts received that may influence your decision making
- interests in land,, housing, services or infrastructure that may be subject to council decisions



2. How do I identify a conflict of interest?

It is your responsibility to check through all of the agenda items before the meeting, and ask yourself if you have a conflict of interest.

It is important to speak up if you think you might have a conflict of interest.



2.1. Example of a conflict of interest

Bernie is an LA member. He also runs a gardening business. The council wants to employ someone to do mowing and maintenance of the oval and park in your community and asks for quotes for the work. Bernie submits a quote to do the job.

The LA is going to recommend to the council that work in the community should be conducted by local people if possible.

Bernie has a conflict of interest because his business might benefit from the recommendation to employ local people.

Bernie should leave the meeting when the LA is discussing the recommendation.

After the LA have made a decision, Bernie can return to the meeting. He must not make comments or ask questions about their decision, as the LA may not have agreed on the recommendation yet and have moved to the next agenda item. Bernie see what happened from the meeting minutes.



2.2. Example of Conflict of interest

Mary is an LA member. The council needs to decide which roads to improve this year and have asked the LA for their priorities. One of the roads to be considered is the road to Mary's family's outstation. Mary has a **conflict of interest** because the road would provide a benefit to her family.

However, if the road also serviced *other* outstations or other parts of the community then Mary **does not** have a conflict of interest because the road will also benefit the wider community and not just Mary's family.



2.3. Example of conflict of interest

Angela is a member of the land council and the LA. The council are considering negotiating an agreement with the land council so that empty land in the LA area can be used for a park. The council has asked the LA for their recommendation.

Although everyone might think this is a good idea and would benefit the community, Angela has a conflict of interest and has to leave the room when the matter is being discussed at the LA because she might be seen as representing the land council in discussions.



3. Will others think it is a conflict of interest?



Sometimes, you might not have an actual conflict of interest, but other people may think it is (reasonably, of course).

This is called a ‘perceived conflict of interest’ and is just as significant as having an actual conflict of interest.

3. Perceived conflict of interest



For example, your cousin might be seeking a contract with council to provide skip bins and remove waste in your community.

You might not get any benefit, but people in the community might think that you potentially influenced the decision.

In this situation, it is always safest to declare a conflict of interest and leave the room when the Local Authority meeting is considering this item.

4. What should I do if I have a conflict of interest?

Don't be embarrassed if you have a conflict of interest.

Local Authority members have good connections with the community, families who live in the area, and in surrounding communities, and are involved in sports clubs and other organisations, so conflicts of interest often arise.



4. What should I do if I have a conflict of interest?

As soon as you become aware of a conflict you should declare it.

You can declare it before the meeting or at the start of a meeting.

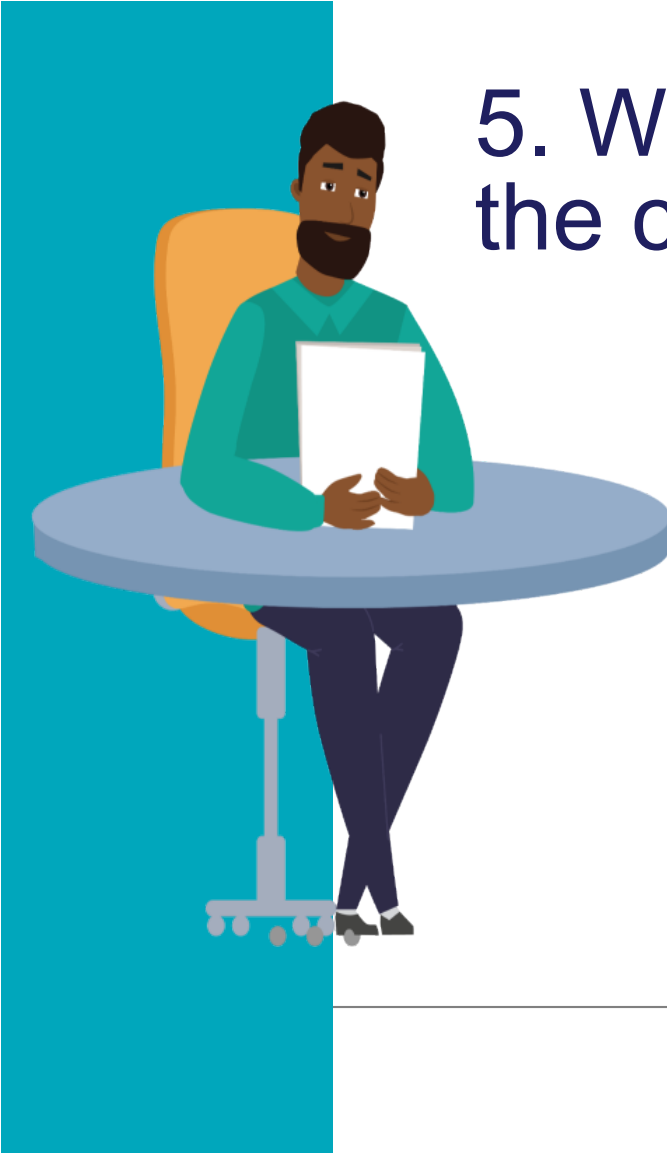
If you don't realise you have a conflict until later in the meeting, you need to declare as soon as you realise.

When the item comes up for discussion you must leave the room. When the discussion has finished, you may re-enter the room.

Remember - you cannot take part in any decision making about that item.



5. What happens if I don't disclose the conflict of interest?



Local Authority members have a duty to declare a conflict of interest.

Not disclosing a conflict of interest is an offence under the *Local Government Act 2019*.

It may also be improper conduct under the *Independent Commissioner Against Corruption Act*.

If you do not disclose a conflict of interest or do not leave the meeting room, any decisions made by council on the LA recommendation can be questioned by a court and overturned or cancelled.

5. What happens if I don't disclose the conflict of interest?

Your reputation in the community may be damaged if you are seen to be getting benefits for yourself, your family, friends or business partners because of your role as a LA member.

It is always safest to declare a conflict of interest and to not participate in the LA's discussion or decision.

This will help to ensure that LA recommendations are made in the best interests of the whole community.



6. When it's not a conflict of interest

In some circumstances you do not have a conflict of interest if the interest is shared with other people in the community.

For example, the LA might recommend to council that the community footy oval is upgraded, or to put in new street lighting.

While you might get a benefit, these situations are not conflicts of interest, as the interest is shared with others in the community.



7. Who can I talk to?

If you are unsure about whether you have a conflict of interest, you can talk with your Chair or the CEO.

If you think another member has a conflict of interest you should talk to the Chair.

It's important to ask questions and speak up so you know your responsibilities as a LA member.





7. Confirmation of Minutes

7.1. Daly River Local Authority Meeting held on 8 February 2023

Recommendation

That the minutes of the Daly River Local Authority Meeting held on 8 February 2023 be taken as read and be accepted as a true record of the meeting.

Attachments

1. 20230208 DRLA MIN unconfirmed [7.1.1 - 6 pages]



MINUTES

**DALY RIVER LOCAL AUTHORITY MEETING
HELD ON WEDNESDAY 8 FEBRUARY 2023**

AT 12:30 PM

AT THE DALY RIVER COUNCIL OFFICE

VDRC Office



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A handwritten signature in black ink, appearing to be "B. Hylands", written in a cursive style.

Brian Hylands
Chief Executive Officer



1. MEETING OPENING

The meeting of the Daly River Local Authority was opened by the Chairperson at 12:38pm.

2. WELCOME

Chairperson welcomed members and visitors to the meeting.

MEMBERS

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

VDRC STAFF and Elected Members

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 (minute taker)
PR and Communications Coordinator	Maggie Coggan

GUESTS

Daly River Buffaloes Football Club President	John Bonson
Naiyu Primary Health Centre Manager	Maria Lombardi

3. ATTENDANCE AND APOLOGIES

Apologies – Deputy Mayor A. McTaggart

4. DISCLOSURE OF INTEREST

There were no declarations of interest at this meeting.

5. RESIGNATIONS, TERMINATIONS AND NOMINATIONS

Nil

6. PRESENTATIONS AND TRAINING

John Bonson addressed the Daly River Local Authority. Chairperson thanked Mr. Bonson for his presentation. Discussions to ensue later if time permits.



Victoria Daly
REGIONAL COUNCIL

MINUTES
Daly River Local Authority Meeting Wednesday 8 February 2023

6.2. Local Authority Training - Roles and Responsibilities

Information was presented to the Local Authority regarding Local Authority Roles and Responsibilities.

7. CONFIRMATION OF MINUTES

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

DRLA-2023/1 Resolution: Carried (Brian Muir/Mark Mullins)

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.

8. BUSINESS ARISING FROM PREVIOUS MINUTES

8.1. Council Response to Previous Minutes

DRLA-2023/2 Resolution: Carried (Nadine Daly/Mark Mullins)

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

9. REPORTS

9.1.1. Council Operations Manager Report

DRLA-2023/3 Resolution: Carried (Mark Mullins/Robert Austral)

That the Council Operations Manager Report is received and noted

9.2.1. Finance Report for period ending 31 December 2022

DRLA-2023/4 Resolution: Carried (Wayne Buckley/Mark Mullins)

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

9.3.1. Action Items

DRLA-2023/5 Resolution: Carried (Brian Muir/Wayne Buckley)

- 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.

9.3.2. Service Delivery



DRLA-2023/6 Resolution: Carried (Nadine Daly/Robert Austral)

- A. That the Service Delivery report is received and noted; and
- B. That the Daly River Local Authority provide the following feedback to Council:
 - members agree that a library service in Nauiyu would greatly benefit the community; and
 - all other core services appear sufficient, particularly the street lighting which has been very effective.

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

DRLA-2023/7 Resolution: Carried (Brian Muir/Mark Mullins)

- 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.

DRLA-2023/8 Resolution: Carried (Wayne Buckley/Brian Muir)

That the Daly River Local Authority request Council endorsement to commit \$10,000 of their Local Authority Project Funding to a bi-annual veterinary program for 2023 (dates to be confirmed).

10. QUESTIONS FROM THE PUBLIC

Nil

11. GENERAL BUSINESS

13.1 Recognition Plaque presented to Nauiyu Health Centre

The Chairperson presented a recognition plaque on behalf of Victoria Daly Regional Council to Nauiyu Primary Health Centre Manager, Maria Lombardi, in recognition for the tireless efforts of the Health Centre staff throughout the Covid-19 Pandemic.

13.2 Environmental Protection Agency (EPA)

Mayor addressed the DRLA and advised that Council have requested a representative from the EPA to attend all Local Authority meetings to provide information resources on waste management.



13.3 Local Authority Desktop Review

Mayor Pedwell and CEO Brian Hylands are members of the Local Authority Review Reference Group. They will meet four times with delegates from NTG and regional councils. Mayor Pedwell is seeking feedback from local authority members regarding the guidelines and rules imposed on local authority.

12. NEXT MEETING

The next Meeting of the Daly River Local Authority will be held on the Tuesday, 3 May 2023.

The meeting was closed by the Chairperson at 2:02pm

This page and the preceding five (5) pages are the minutes of the Daly River Local Authority meeting held on Wednesday, 8 February 2023.



8. Council Response to Previous Minutes

8.1. Ark Vet Hospital Visit scheduled for 24th of May

Summary

DRLA sponsored Ark Vet community visit booked in for the 24th of May at the Adult Learning Centre, venue donated by GRAC and cleaning to be completed by Ironbark employment services.

Attachments

Nil

8.2. Wet Season Skip Bin Hire Outcome

Summary

Bufs Bin Hire for Wet Season Flooding expenditure came to \$3138.50

Attachments

Nil

8.3. Library to Benefit Community

Summary

Council received feedback from DRLA that a library service would benefit the community and will take this feedback into account when developing the 2023/2024 regional plan.

Recommendation

That the following business from the previous meeting regarding Library to Benefit Community be noted.

Attachments

Nil



8.4. Feedback from Council

Report Type Local Authority Reports
Department Chief Executive Office
Prepared by Manager of Executive Services, Michelle Griffin

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, 28 February 2023, Council received the minutes of the Daly River Local Authority meeting held on 8 February 2023. Council endorsed the minutes and all resolutions as per the table below:

OCM-2023/29 Resolution: Carried (Mayor Brian Pedwell/Deputy Mayor Andrew McTaggart)

- A. That the minutes of the Daly River Local Authority meeting held on 8 February 2023 be adopted as a resolution of Ordinary Council.
- B. That Council endorses DRLA resolution **DRLA-2023/8** to commit \$10,000 of Local Authority Project Funding to a bi-annual veterinary program.
- C. That council receives the feedback from the Daly River Local Authority **DRLA-2023/6** that a library service would benefit the community and will take this feedback into account when developing 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

Nil



9. Reports

9.1.1. Council Operations Manager Community Report

Report Type Council Operations Manager Report

Department Council Operations

Prepared by Council Operations Assistant Manager, Nauiyu

Purpose

To provide an update on activities.

Recommendations

- A. That the Council Operations Manager Community 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

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. COM report [9.1.1.1 - 2 pages]



Naiyu Monthly Community Report – February 2023

Events and Activities:

- Service Providers Meeting held 8 February
- Centrelink visit planned for w/c 28 February postponed due to flood event
- EBA staff presentation held on 14 February
- Due to extreme community unrest permission was sought from and granted by the CEO to close VDRC Naiyu work areas to allow staff to return home safely. TRG attended at Daly River and police were injured during this period of unrest.
- With the flood event at Daly River daily Emergency Management Meetings have been conducted since 24 February with COM and COAM assisting local police.
- Airstrip lights have been checked and moved as required during flood event. Currently aircraft will not land due to runway length, but helicopters are OK. Once water levels recede it will require DIPL inspection and approval to re-open the full length of runway.
- Three staff members are unable to attend the workplace due to flood waters. Two staff are taking Special Leave and COM is working from home.

Vacant Positions in community:

- The Centrelink Agent position has been filled and new staff will commence when we all return to Naiyu following flood event.
- RIBS position – one application has been received and this will be looked at when COM returns to office following the flood event.

Training:

NIL

Plant and Equipment:

- AG Troopy in KTR for repairs which will take a few weeks to complete. In the meantime permission received to use CP ute to conduct lunch deliveries on Wooliana Road. Since AG bus has been parked at Five Mile, out of floodwaters, the CP ute has been used in Naiyu for lunch deliveries, etc. Records are being kept of usage to ensure correct journal regarding costs from AG to repay CP for car use.
- B21 Backhoe seat was re-upholstered in Darwin and unit is back in operation
- All vehicles are out of flood danger.

Local Authority Meetings:

- DRLA meeting held on 8 February with new CEO, Mayor and other regional office staff in attendance

Local Authority Commitments/Regional Plan projects:

- Skip bin



Naiiyu Monthly Community Report – March 2023

Events and Activities:

- Flood event affected Daly River in first half of the month with COM working from home for 9 days and a couple of staff unable to attend work due to access issues.

Vacant Positions in community:

- Centrelink Agent commenced 14 March
- Interview for Media Broadcasting position was arranged for 30 March but applicant was a 'No Sho'.

Training:

- Indigenous Mentor Workshop 1 was held in Naiiyu with 6 staff on 29 March.
- Workshop 2 with rest of Naiiyu staff still to be arranged

Plant and Equipment:

- Mechanic was in Naiiyu 14 March to continue vehicle/plant servicing and conduct registration inspections in preparation for registration renewals at end of March

Local Authority Meetings:

- Not held in March, next due on 3 May

Local Authority Commitments/Regional Plan projects:

- Twice yearly vet visits approved by Council at February meeting.
- Vet visit can be booked for next visit
- Future library service/facility has been noted with Council



9.2.1. Finance Report

Report Type Finance Report
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

1.3 - Comply with all statutory, regulatory and reporting requirements

Council officer conflict of interest declaration

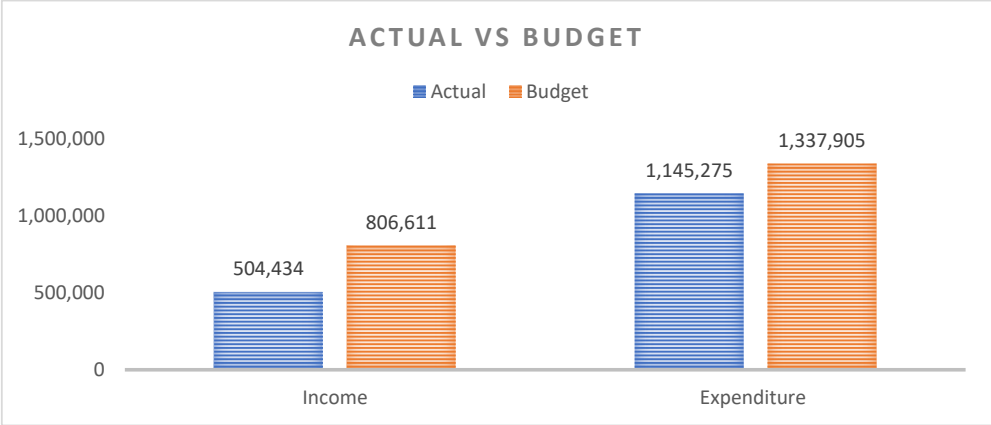
We the Author and Approving Officer declare we do not have a conflict of interest in relation to this matter.

Attachments

1. Daly River Finance Report [9.2.1.1 - 2 pages]

Actual Vs Budget for Nauiyu Community as at 31 March 2023

OPERATING INCOME	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Comments
Rates	-	-	-	
Charges	-	-	-	
Fees and Charges	78,875	67,632	11,244	Airstrip maintenance income received to date is more than what was projected
Operating Grants and Subsidies	381,672	590,847	(209,175)	This year LA funding and second instalment of out of School care grant has not been received as at 31-03-2023. in addition, \$227,000 share of aged care grants for Nauiyu has not been posted
Interest / Investment Income	-	-	-	
Commercial and Other Income	43,887	148,133	(104,246)	Revenue from HCP is less than what was anticipated
TOTAL OPERATING INCOME	504,434	806,611	(302,177)	
OPERATING EXPENDITURE				
Employee Expenses	658,319	890,202	(231,883)	Variance is due vacant positions available in Nauiyu
Materials and Contracts	306,564	444,581	(138,018)	Variance is due to underspent on contractors' expenses (electrical, labour and plumbing), repairs and maintenance cleaning and consulting fees
Elected Member Allowances	-	-	-	
Elected Member Expenses	-	-	-	
Council Committee & LA Allowances	2,461	2,461	-	
Council Committee & LA Expenses	375	660	(285)	
Depreciation, Amortisation, and Impairment	-	-	-	
Other Expenses	1,818	-	1,818	These are donations to Schools and Community event
Allocations	175,738	-	175,738	
TOTAL OPERATING EXPENDITURE	1,145,275	1,337,905	(192,630)	
OPERATING SURPLUS / DEFICIT	(640,841)	(531,294)	(109,548)	





9.2.2. Daly River Projects

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

Recommendations

- A. That the Daly River Projects report is received and noted
- B. That the Daly River Local Authority consider projects for investigation

Local Authority Project Funding

Funds Spent financial year

\$2,562 of LAPF has been spent this financial year

Funds Committed

\$44,540 of LAPF is committed to projects.

Funds Available

\$38,605 of LAPF is available for future projects

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

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 Projects [9.2.2.1 - 2 pages]

Fund Carried forward from last financial year	36,983
Grant expected to be received this financial year	43,600
	80,583

Funds allocated to Projects	-44,540
Less funds already spent in prior years and accounted for in the fund carried forward (879+1683)	2,562
Funds available for future projects	38,605

Project ID	Project Name	Resolution passed on	Funds committed to project	Funds 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
DRLA-2023/8	Bi-annual Veterinary Program	08-Feb-23	10,000	-	10,000	Remains open
DRLA-2022/6	3X6 Marquee	03-Aug-22	1,495	1,578	- 83	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	955	4,045	Remains open
DRLA-2022/14	2 Vet visits	02-Nov-22	2,545	2,545	- 0	Completed
			44,540	9,458	30,438	

Note

3x6 Marquee budget was \$1,495. The actual cost was \$1,578. Overspent of \$83 was freight expenses.

Contributions towards community Christmas event (\$1500) and donation to Wooliana school (\$500) was inclusive of GST. The remaining balance is GST (\$136 and \$45) and it be returned to available funds for future projects.



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.

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. 20230503 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
08/02/2023	Vet Program 2023	DRLA-2023/8 That the Daly River Local Authority request Council endorsement to commit \$10,000 of their Local Authority Project Funding to a bi-annual veterinary program for 2023 (dates to be confirmed). <i>(Endorsed by Council OCM-2023/29)</i>	Matthew Cheminant, Pat Hollowood	First of two Council approved vet visits for this calendar year is scheduled for Wednesday 24 May 2023. Purchase order has yet to be completed as at 18/4/2023. Advertising for vet visit will commence in early May.	In progress
02/11/2022	Vet visit	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 <i>(Endorsed by Council OCM-2022/184)</i>	Matthew Cheminant, Pat Hollowood	DRLA-2022/14: 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	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. <i>(Endorsed by Council OCM-2022/184)</i>	Matthew Cheminant, Pat Hollowood	DRLA-2022/13: Skip bin arrived in Nauiyu 27/2/2023 and used during the flood event in March	Completed
02/11/2022	Donation to Wooliana School	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. <i>(Endorsed by Council OCM-2022/184)</i>	Matthew Cheminant, Pat Hollowood	DRLA-2022/18: \$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	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. <i>(Endorsed by Council OCM-2022/184)</i>	Matthew Cheminant, Pat Hollowood	DRLA-2022/18: \$500 to each of Wooliana School and St Francis Xavier School was donated for their Christmas events.	Completed
02/11/2022	Community Christmas Event	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. <i>(Endorsed by Council OCM-2022/184)</i>	Matthew Cheminant, Pat Hollowood	DRLA-2022/18: Christmas dinner was held on Tuesday 13/12/2022 – DRLA \$1,500 donation was spent.	Completed

MEETING DATE	ITEM	ACTION REQUIRED	ASSIGNEE/S	ACTION TAKEN	STATUS
03/08/2022	One 3x6 Marquee	DRLA-2022/6 That the DRLA support the purchase of one 3x6 metre marquee at cost of \$1495 + GST and freight cost to Nauiyu.	Matthew Chemanant, Pat Hollowood	DRLA-2022/6 Marquee purchased	Completed
04/05/2022	Front Deck mower	DRLA-2022/3 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 Chemanant, Pat Hollowood	This was deemed appropriate to be funded by core funds. Mower purchased and due to arrive in Nauiyu in April/May 2023.	Completed
17/04/2019	Youth Engagement fund for events and activities	1904-088 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 Chemanant, Pat Hollowood	1904-088 Remaining funds available \$18,317	Remains open
17/04/2019	Aged Care Client Activities	1904-087 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 th Nov 2014 to be returned to available income.	Matthew Chemanant, Pat Hollowood	1904-087 Remaining funds available \$2,121	Remains open



9.4.1. Electing a Chairperson

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

Purpose

For the Daly River Local Authority (DRLA) to undertake a secret ballot for the position of Chairperson and Deputy Chairperson.

Recommendations

- A. That the report Electing a Chairperson is received and noted
- B. That the Daly River Local Authority nominates a Chairperson for a period of twelve months.
- C. That the Daly River Local Authority undertake a secret ballot for the position of Chairperson and Deputy Chairperson
- D. That the Daly River Local Authority appoint [name] as Chairperson for a period of twelve months.
- E. That the Daly River Local Authority appoint [name] as Deputy Chairperson for a period of twelve months.

Regional Plan

Goal 1: Quality Leadership

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

Background

At the DRLA meeting held on 9 March 2022, Peter Hollowood was elected as Chairperson for a period of twelve (12) months, and Nadine Daly was elected (unopposed) as Deputy Chairperson for a period of twelve (12) months.

The positions of Chairperson and Deputy Chairperson are due for reappointment. All DRLA members can nominate themselves, or be nominated for these positions. This includes members who have previously held the position of Chairperson or Deputy Chairperson. Each nomination requires a mover and seconder to become a valid nomination.

The Chairperson is a position that requires dedication and commitment. The Chairperson received an increased sitting fee amount and their duties include:

- Checking there is a quorum



- Declaring the meeting open and closed
- Receiving and noting apologies
- Working with the CEO or Council staff to set the agenda
- Announcing agenda items
- Keeping the meeting on track
- Ensuring members are compliant with the Code of Conduct

Training Opportunity

On 24 May 2023, the Department of the Chief Minister and Cabinet will be providing Chairperson training for Mayor's and Local Authority Chair's. Local Authority Chairs will have the opportunity to travel to Katherine to partake in the training.

Any newly appointed members to these positions will commence their duties from the next meeting, this being scheduled for 2 August 2023.

Policy implications

Election of Chairperson and Deputy Chairperson is conducted in accordance with the Local Authority Policy.

Local Authority Policy LGP026

2.4.11 Each Local Authority must appoint a Chairperson for a period of no less than six (6) months and no more than twelve (12) months by resolution of the Local Authority.

2.4.12 It is up to each Local Authority to decide if they wish to appoint a Deputy Chairperson.

Council officer conflict of interest declaration

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

Attachments

Nil



10. Questions from the Public

11. General Business

12. Next Meeting

The next Meeting of Daly River Local Authority will be held 2 August 2023.