



**Victoria Daly**  
REGIONAL COUNCIL

# AGENDA

**DALY RIVER LOCAL AUTHORITY MEETING  
TO BE HELD ON WEDNESDAY 13 MARCH 2024  
AT 12:30 PM  
AT THE DALY RIVER COUNCIL OFFICE  
VDRC OFFICE**

## MEMBERS

Brian Muir	Nadine Daly
Mark Mullins	Robert Austral
Wayne Buckley	Councillor Andrew McTaggart
Peter Hollowood	



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Brian Hylands  
**Chief Executive Officer**



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## **1. Meeting Opening**

## **2. Welcome**

## **3. Attendance and Apologies**

### **3.1. Attendees**

### **3.2. Apologies and Absentees**

Nil

## **4. Disclosure of Interest**

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

### **5.1. Resignations**

Nil

### **5.2. Terminations**

Nil

### **5.3. Nominations**

Nil

## **6. Guests and Presentations**

Nil

## **7. Confirmation of Minutes**

**ITEM NUMBER 7.1.**

**Daly River Local Authority Meeting held on 29 November 2023**

**REPORT TYPE Confirmation of Minutes**

**PREPARED BY Media and Communications Officer**

### **Recommendation**

That the minutes of the Daly River Local Authority Meeting held on 29 November 2023 be taken as read and be accepted as a true record of the meeting.



**Attachments**

1. 20231129\_DRLA\_MIN\_unconfirmed [7.1.1 - 6 pages]



**Victoria Daly**  
REGIONAL COUNCIL

# MINUTES

**DALY RIVER LOCAL AUTHORITY MEETING  
HELD ON WEDNESDAY 29 NOVEMBER 2023  
AT 12:30 PM  
AT THE DALY RIVER COUNCIL OFFICE  
VDRC Office**



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Brian Hylands  
**Chief Executive Officer**





## 1. Meeting Opening

The meeting opened at 12:50pm.

## 2. Welcome

Chairperson welcomed members and visitors to the meeting.

## 3. Attendance and Apologies

### 3.1. Attendees

#### Appointed Members Present

Peter Hollwood	Chairperson
Brian Muir	Member
Mark Mullins	Member
Wayne Buckley	Member
Deputy Mayor Andrew McTaggart	VDRRC Councillor

#### Staff Present

Brian Hylands	Chief Executive Officer
Chellah Clancy	Executive Services Officer
Matthew Cheminant	Director of Operations
Pat Hollowood	Council Operations Manager
Ingrid Schreiner	Council Operations Assistant Manager

#### Guests

NIL

### 3.2. Apologies and Absentees

Apologies: Robert Austral, Nadine Daly

**DRLA-2023/27 Resolution:** Carried (Brian Muir/Mark Mullins)

Council have received and accept the apology of Robert Austral and Nadine Daly

## 4. Disclosure of Interest

There were no declarations of interest at this meeting.



## 5. Resignations, Terminations and Nominations

### 5.1. Resignations

Nil

### 5.2. Terminations

Nil

### 5.3. Nominations

Nil

## 6. Guests and Presentations

Nil

## 7. Confirmation of Minutes

### ITEM NUMBER 7.1.

#### Daly River Local Authority meeting held on 13 September 2023

**DRLA-2023/28 Resolution:** Carried (Brian Muir/Wayne Buckley)

That the minutes of the Daly River Local Authority meeting held on 13 September 2023 be taken as read and be accepted as a true record of the meeting.

## 8. Council Response to Previous Minutes

### ITEM NUMBER 8.1.

#### Feedback from Council

**DRLA-2023/29 Resolution:** Carried (Mark Mullins/Brian Muir)

That the Feedback from Council be received and noted

## 9. Correspondence



## 10. Reports

### 10.1. Council Operations Manager Community Report

#### ITEM NUMBER 10.1.1.

#### Council Operations Manager Report

Discussion:

The Regional Plan Project priorities were reviewed, some items to be removed in the next Regional Plan.

**DRLA-2023/30 Resolution:** Carried (Cr Andrew McTaggart/Mark Mullins)

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

### 10.2. Finance Report

#### ITEM NUMBER 10.2.1.

#### Finance Report for the period ended 30 September 2023

**DRLA-2023/31 Resolution:** Carried (Brian Muir/Mark Mullins)

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

#### ITEM NUMBER 10.2.2.

#### Projects Funding Update as of 30 September 2023

**DRLA-2023/33 Resolution:** Carried (Cr Andrew McTaggart/Brian Muir)

That the DRLA have agreed to close the donation of \$500 to the St Francis school

**DRLA-2023/34 Resolution:** Carried (Cr Andrew McTaggart/Brian Muir)

That Council Approve funding for new solar sensor lighting in Nauiyu of up to \$18,000

**DRLA-2023/32 Resolution:** Carried (Brian Muir/Mark Mullins)

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



## 10.3. Actions Report

### 10.3.1. Action Items

**DRLA-2023/35 Resolution:** Carried (Wayne Buckley/Mark Mullins)

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

## 10.4. General Reports

## 11. Questions from the Public

## 12. General Business

GB1: Youth Christmas Fund

**DRLA-2023/36 Resolution:** Carried (Brian Muir/Mark Mullins)

That DRLA allocate \$1000 to the Youth Christmas Fund

GB2: School Christmas Event

**DRLA-2023/37 Resolution:** Carried (Brian Muir/Mark Mullins)

That DRLA request Council Approval to donate \$500 each to the St Francis and Wooliana schools for their Christmas events from the Community and Wellbeing Fund of \$20,000.

## 13. Next Meeting

The next Meeting of Daly River Local Authority is to be confirmed.

*The Meeting closed at 1:50pm*

This page and the preceding five pages are the minutes of the Daly River Local Authority meeting held on 29 November 2023.



## 8. Council Response to Previous Minutes

**ITEM NUMBER** 8.1.

**Feedback from Council**

**REPORT TYPE** Local Authority Reports

**PREPARED BY** Media and Communications Officer

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### Purpose

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

### Recommendation

That the Feedback from Council be received and noted.

### Feedback

On 12 December 2023, Council received the minutes of the Daly River Local Authority meeting held on 29 November 2023. Council endorsed the minutes and all resolutions as per the table below:

**OCM-2023/239 Resolution:** Carried (Cr Andrew McTaggart/Cr Deborah Jones)

- A. That Council endorses **DRLA-2023/36 Resolution:** That DRLA allocate \$1000 to the youth Christmas fund.
- B. That Council endorses **DRLA-2023/37 Resolution:** That DRLA request Council Approval to donate \$500 each to the St Francis and Wooliana schools for their Christmas events from the Community and wellbeing fund of \$20,000.
- C. That Council endorses **DRLA-2023/33 Resolution:** That the DRLA have agreed to close the donation of \$500 to the St Francis school.
- D. That Council endorses **DRLA-2023/34 Resolution:** That Council approve funding for new solar sensor lighting in Nauiyu of up to \$18,000.

### Attachments

Nil



## 9. Correspondence

### 10. Reports

#### 10.1. Council Operations Manager Community Report

**ITEM NUMBER** 10.1.1.

**Daly River Council Operations Manager Report**

**REPORT TYPE** Council Operations Manager Report

**PREPARED BY** Council Operations Manager, Nauiyu

---

#### **Purpose**

To update the Council on the activities of the Council Operations Manager – Nauiyu.

#### **Recommendations**

That the Daly River Council Operations Manager Report is received and noted.

#### **Regional Plan**

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

4.1 Delivery of quality programs which support resident's well-being

4.3 Facilitate the provision of services which improve residents' lives

#### **Events and Activities**

- Nauiyu Christmas dinner was held at the Sport and Rec Hall on 6/12/2023 with a special visit from Santa who gave gifts to all the kids.
- A service provider's meeting was held on 13 December 2023
- Emergency management meetings for the January flood event commenced on the 12th. As the river rose some staff were unable to attend work and either worked from home or claimed Special Leave entitlements. NTES utilised the vacant staff unit for a short time while at Nauiyu.
- Due to the flood event at Daly River the Australia Day event was postponed and has been rescheduled to Thursday 29<sup>th</sup> February.
- The skip bin, for use when unable to access the dump during floods, was delivered to Nauiyu on 8/2/2024.
- Emergency Management meetings resumed 14/2/2024 due to river rising again.

#### **Local Authority Meetings**

- Next meeting due Wednesday 21<sup>st</sup> February pending current Flood Watch.



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

- RIBS broadcaster position remains vacant – no applications received
- Community Patrol Officer applications have been received and interviews are planned.
- Aged Care worker positions are available, some applications received with interviews planned.

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

- A new playground with soft fall was installed under the roof next to the airstrip road into Nauiyu. This project was grant funded and completed by mid-December.
- During this reporting period the landlord, GRAC, enabled maintenance in women's public toilets
- During the January flood event, the length of the airstrip runway was reduced according to the rise of flood waters and access via the mid-apron was enacted as the main apron and taxiway was closed. Airlines were kept informed of the changes as they occurred.
- On 15<sup>th</sup> January the Council Operations work shed was unlawfully entered and two Council vehicles were stolen and subsequently recovered within community. IT equipment was also stolen and has not been recovered.
- The airstrip was inspected by DIPL on 12/2/2024 and a partial re-opening was approved due to water remaining under the bitumen in one section.
- Attempted unlawful entry early hours of 13/2/2024. Five offenders seen on CCTV. Minor damage of vent in chemical room. Police Promis number obtained.
- All air conditioners in work areas and staff house were cleaned on 13/2/2023.

### **Plant and Equipment**

- New Kubota Zero Turn ZD1211 collected 5/12/2023 and old one returned to regional office.
- Council Ops team leader's ute went to Katherine 5/12/2023 for service, new tracker and window tinting.
- A 100,000km service was conducted on the COM vehicle 15/12/2023.
- Hydraulic repairs were conducted on the B21 backhoe.
- The two damaged vehicles from the recent theft were tow-trucked to Katherine on 24/1/2024 for assessment.
- Quarterly Test and Tag on Council Ops equipment was conducted on 6/2/2024.
- Mechanical services were conducted in Nauiyu on B21 backhoe, new tractor and zero turn, garbage compactor and tip truck.
- DIPL delivered replacement solar lights and batteries for use at the airstrip.

### **Regional Plan Project Priorities**

- ***Establishing a recycling program***

This item was removed at the last DRLA meeting.

- ***Identify and install solar lights at Nauiyu.***



A resolution to spend \$18,000 on solar lights was passed at the last meeting. One quote has been received and regional office are assisting to obtain further quotes.

- ***Community and Wellbeing projects***

This project remains open with recent expenditure over the Christmas 2023 period.

- ***Land for future Council development***

Council is advocating with relevant Government departments to develop this proposal.

- ***Upgrade to waste facility***

Requires Council advocacy with the relevant Government departments and landowner.

- ***Reseal internal Nauiyu roads***

Recent flood water has further damaged local roads and Ezstreet patching is a temporary measure. Funding is required to conduct upgrade work.

- ***Gravelling and resurfacing of Daly River roads***

This item was removed at the last DRLA meeting.

- ***Upgrade to airstrip – east and west end***

COM has passed on information to Regional office for further assessment.

- ***Raise powerlines on Wooliana Road (to reduce incidence of power disconnection during flood time).***

This item was removed at the last DRLA meeting.

- ***Permanent and safe river access at Nauiyu***

This item was removed at the last DRLA meeting.

- ***Building levy bank on the east end of riverbank to reduce/delay flooding on the road access to Nauiyu.***

This item was removed at the last DRLA meeting.

- ***Cemetery extension works***

Requires Council advocacy with relevant Government departments and landowner.

- ***Raise Backyard Creek on Daly River Road to reduce being cut off during the wet season.***

NTG has begun design work, however no funding has yet been allocated for this project.

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

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

### **Attachments**

Nil





## **10.2. Finance Report**

**ITEM NUMBER 10.2.1.**

**Finance Report for the period ended 31 December 2023**

**REPORT TYPE Local Authority Finance Report**

**PREPARED BY Chief Finance Officer**

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### **Recommendations**

That the Finance Report for the period ended 31 December 2023 is received and noted

### **Attachments**

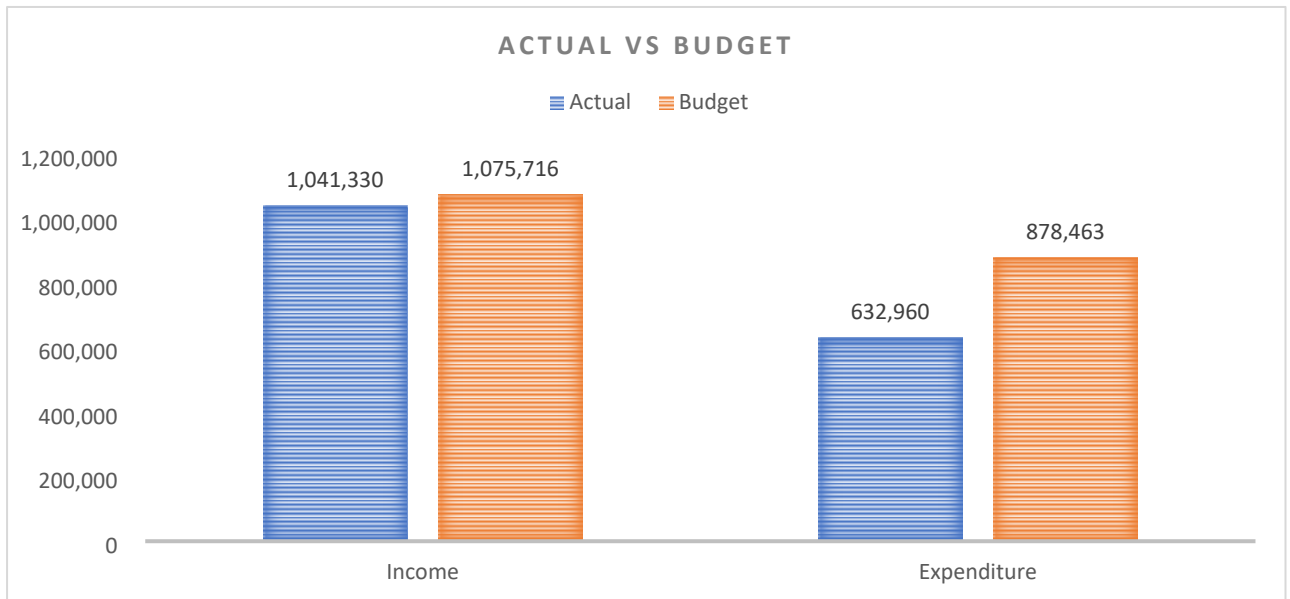
1. Nauiyu 31 12 2023 [**10.2.1.1** - 2 pages]

**Actual v Budget for Nauiyu Local Authority as of 31 December 2023**

<b>OPERATING INCOME</b>	<b>YTD Actuals \$</b>	<b>YTD Budget \$</b>	<b>YTD Variance \$</b>	<b>Comments</b>
Rates	274,968	274,968	-	
Charges	256,561	256,561	-	
Fees and Charges	40,838	47,604	(6,766)	Income from airstrip maintenance is less than budgeted.
Operating Grants and Subsidies	448,936	420,949	27,987	Council received Grants earlier than budgeted. The variance is due to the timing difference.
Commercial and Other Income	20,028	75,634	(55,606)	The number of HCP clients decreased, resulting in a decreased income
<b>TOTAL OPERATING INCOME</b>	<b>1,041,330</b>	<b>1,075,716</b>	<b>(34,386)</b>	
<b>OPERATING EXPENDITURE</b>				
Employee Expenses	460,883	583,082	(122,199)	The variance is due to vacant positions in the Nauiyu office.
Materials and Contracts	150,540	273,637	(123,096)	There are underspends on Fuels, Consulting fees, Materials and Consumables, Vet expenses, rent expenses, Utilities, and Equipment hire.
Council Committee & LA Allowances	2,250	2,250	-	
Council Committee & LA Expenses	317	275	42	
Other Expenses	-	250	(250)	
Allocations	18,970	18,970	-	
<b>TOTAL OPERATING EXPENDITURE</b>	<b>632,960</b>	<b>878,463</b>	<b>(245,503)</b>	
<b>OPERATING SURPLUS / DEFICIT</b>	<b>408,371</b>	<b>197,253</b>	<b>211,118</b>	

For the first six months of the financial year 2023-24, Council received \$1,041,330 and spent \$632,960 compared to budgeted income of \$1,075,716 and expenditure of \$878,463, respectively.

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



As of 31 December 2023, the Council had spent \$142,488 on playground upgrades in Nauiyu. The work is still ongoing and is funded by the grant.

Project Name	Actual costs to date	Project Status	Funded by
Playground upgrade	142,488	work in progress	Grant

**142,488**



**ITEM NUMBER** 10.2.2.  
**Projects Funding Update as at 31 January 2024**  
**REPORT TYPE** Finance Report  
**PREPARED BY** Chief Finance Officer

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### **Purpose**

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

### **Recommendations**

That the Projects Funding Update as at 31 January 2024 is received and noted.

### **Local Authority Project Funding**

#### ***Funds Spent financial year***

\$10,594 of LAPF has been spent this financial year

#### ***Funds Committed***

\$60,000 of LAPF is committed to projects.

#### ***Funds Available***

\$60,887 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.

### **Attachments**

1. Nauiyu Projects 31 01 2024 [**10.2.2.1** - 1 page]

**Local Authority projects-Naiyu**

Fund Carried forward from last financial year		64,923	
Grant expected to be received this financial year		43,600	
<b>Total available funds</b>		108,523	
Funds spent to date	22,958		
Less: funds spent in prior years	-12,364		
<b>Amount spent on projects this financial year 2023-24</b>		-10,594	
Funds committed but not yet spent		-37,042	
<b>Funds available for future projects</b>		60,887	

Project Names	Resolutions	Funds Committed to projects	Funds spent to date	Remaining funds available	Status
Aged Care Client Activities	1904-087/20LB087	3,000	2,477	523	Ongoing
Youth Engagement fund for events and activities	1904-088/20LB088	20,000	6,180	13,820	Ongoing
Hire of Skip Bin-waste management 2022-23 wet season	DRLA-2022/13	7,000	4,373	2,627	Ongoing
Donation to St Francis School	DRLA-2023/37	500	500	-	Completed
Donation to Wooliana School	DRLA-2023/37	500	500	-	Completed
Youth Christmas	DRLA-2023/36	1,000	1,000	-	Completed
Solar Sensor Lighting	DRLA-2023/34	18,000	-	18,000	
Bi-annual vet visit	DRLC-2023/7	10,000	7,929	2,071	Ongoing
		<b>60,000</b>	<b>22,958</b>	<b>37,042</b>	



### 10.3. Actions Report

#### 10.3.1. Action Items

**Report Type** Local Authority Reports  
**Department** Chief Executive Office  
**Prepared by** Media and Communications Officer

---

#### **Purpose**

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

#### **Recommendations**

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

#### **Attachments**

1. 20230802 Action Items Report DRLA [10.3.1.1 - 2 pages]

# ACTION REGISTER

Daly River Local Authority – February 2024



**Victoria Daly**  
REGIONAL COUNCIL

MEETING DATE	ITEM	ACTION REQUIRED	ASSIGNEE/S	ACTION TAKEN	STATUS
13/9/2023	Project Priorities	Action: DRLA to review project priorities at the November meeting to prepare for future planning	DRLA	DRLA reviewed current priorities and some items were removed	Completed
13/9/2023	Water Tanks	The Daly River Local Authority requests that council writes to the Minister for Education, and any other relevant Ministers, requesting financial contribution towards water tanks and additional guttering for the Wooliana Primary School, which will support their efforts to provide water throughout the year at a low ongoing cost.	Executive	COM contacted school principal and she will provide further information as the project develops in the future. No further action required at this time.	Completed
13/9/2023	T Intersection	Action: Deputy Mayor Andrew McTaggart and COM, Pat Hollowood to look at the T intersection and recommend an appropriate solution.	Pat Hollowood	Deputy Mayor and COM have had discussions.	In progress
13/9/2023	Telstra Infrastructure	Action: Officer to follow up with Telstra (Nic Danks) regarding the application for funding to improve Telstra infrastructure.	Executive		
08/02/2023	Vet Program 2023	<b>DRLA-2023/8</b> 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 has taken place. Report attached. Second visit took place on 13-14 December 2023	Completed
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. Further spending took place for Christmas 2023. Minimal funds left – balance to be confirmed.	Remains open
29/11/23	Sensor lighting	<b>DRLA-2023/34 Resolution:</b> Carried (Cr Andrew McTaggart/Brian Muir) That Council Approve funding for new solar sensor lighting in Nauiyu of up to \$18,000	Operations	Operations still sourcing a further two quotes.	In progress





## 10.4. General Reports

### 10.4.1. Regional Plan Priorities

**Report Type** Local Authority Reports  
**Department** Chief Executive Office  
**Prepared by** Media and Communications Officer

#### **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 Regional Plan Priorities 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 [10.4.1.1 - 1 page]

# Service Delivery

## Naiiyu

Service Categories	Amanbidji	Bulla	Kalkarindji	Daguragu	Naiiyu	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			✓	✓	✓	✓	✓	✓	✓						



## **11. Questions from the Public**

## **12. General Business**

## **13. Next Meeting**

The next Meeting of Daly River Local Authority will be held 8 May 2024.