



**Victoria Daly**  
REGIONAL COUNCIL

# AGENDA

**DALY RIVER LOCAL AUTHORITY MEETING  
TO BE HELD ON WEDNESDAY 8 MAY 2024  
AT 12:30 PM  
AT THE DALY RIVER COUNCIL OFFICE  
VDRC OFFICE**

## MEMBERS

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



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A handwritten signature in black ink, appearing to read 'Brian 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

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

**ITEM NUMBER** 6.1.

**Local Authority Review**

**ITEM TYPE** Local Authority Reports - Jacob Leonard - NTG

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### Attachments

1. Local Authority Review Presentation [6.1.1 - 8 pages]

Department of the Chief Minister and Cabinet

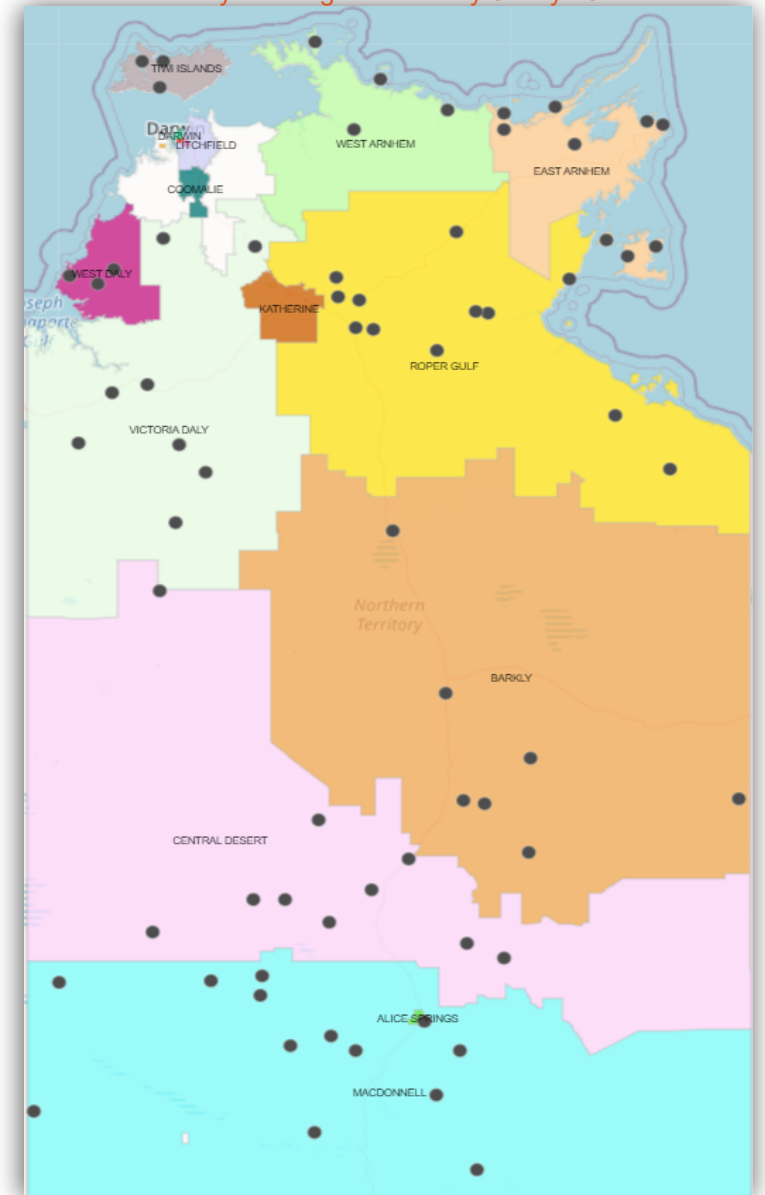
# Local Authorities Review



# LOCAL AUTHORITIES

Local authorities provide a voice for communities in regional councils.

- Involve local communities in local government business
- Help communities give their opinions on local government business and take their views to council
- Involve local communities in developing policies for their area and contribute to the regional plan
- Advocate for communities
- Make recommendations to the council about budget allocations for the area.
- Make decisions on Local Authority projects for their community.



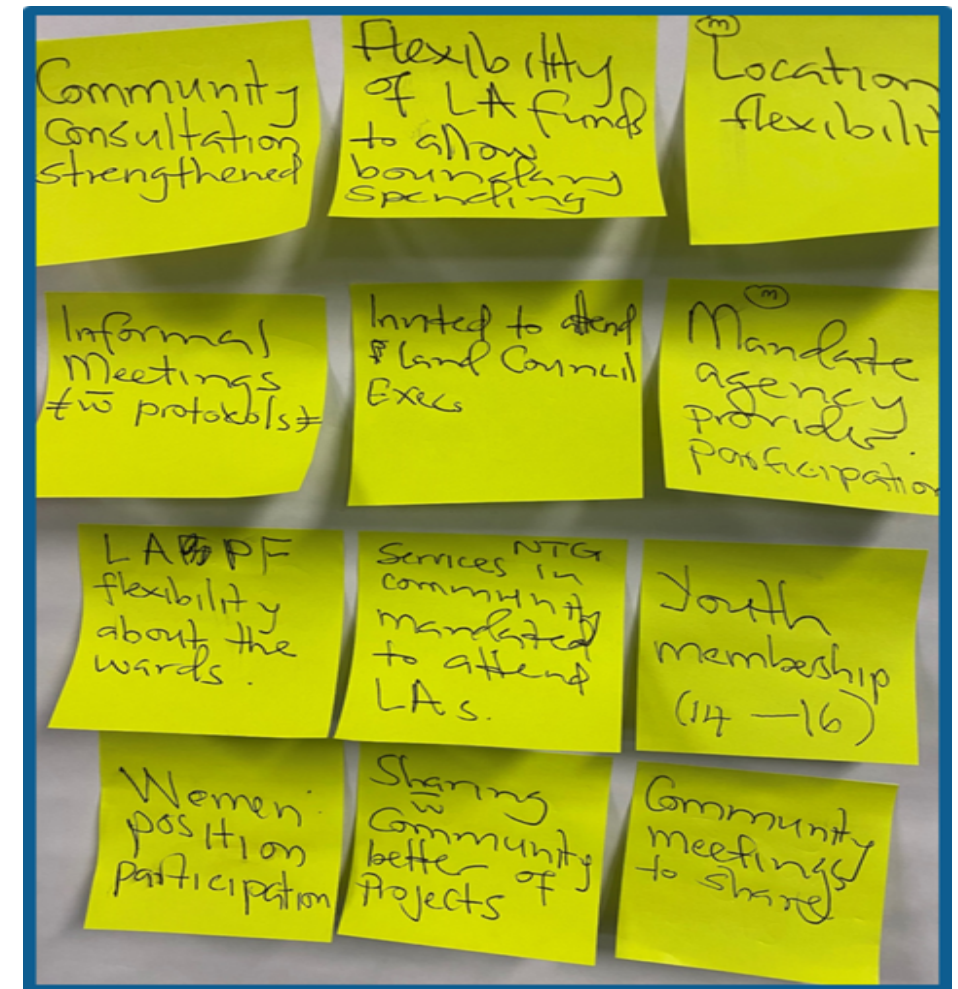
# LOCAL AUTHORITY REVIEW

## Why?

- Some communities across the NT say that they do not have a voice with their council; they do not know what their council does for them.

## What did we find?

- Some strong Local Authorities doing great things; LA funds being spent on community priorities;
- But this was not consistent across the NT;
- We need flexibility – respond to different communities
- Need to be clear about the Local Authority role, and let communities know
- LAs should set their own agenda and conduct their meetings; and
- Councils to consider delegating decision making.





# PRINCIPLES TO GUIDE GREATER COMMUNITY ENGAGEMENT

1. **Flexible Governance** – adaptable and appropriate to different communities and led by the LA;
2. **Community-centred, place-based engagement** – recognising local needs, languages, time frames and cultural protocols to encourage community involvement;
3. **Empowerment** – Local Authorities should have the authority to effectively carry out their core role as intended in the Act;
4. **Outcome Focused** – it is the what not the how that matters;
5. **Accountability** - Local Authorities and their councils continue to demonstrate high standards in governance and the use of public resources..



# HOW CAN WE IMPROVE LOCAL AUTHORITIES?

Increased participation  
in LAs, include  
homeland leaders

Involve more  
women

More involvement  
from Traditional  
Owners

Encourage youth  
representation on Local  
Authorities and  
Regional Councils

Allow proxies

Invite Land Council  
executives to LA  
Meetings

More flexible funding  
timelines/guidelines

Delegate authority to LA  
for project funding and  
membership

- More frequent LA meetings
- Training for LA members and youth
- Community consultation strengthened
- Get other organisations to the table
- Avoid duplication of services

- Hold meetings in public, and with flexibility
- Share meeting minutes on noticeboards
- Share project timelines with communities
- Set achievable outcomes
- Use plain English

# CHANGES TO GUIDELINES

## LA Guideline 1

- Introduction of proxy membership
- Flexibility on boundaries to allow for initiatives that cross Local Authority borders
- Local Authorities to make recommendations on membership
- Streamlining of procedural requirements including agenda and reporting

## LAPF funding guidelines

- Project pre-conditions and consultations to be built into timelines.
- Expeditious feedback on projects from councils to LAs required and reasons for decisions if recommendation not approved
- Councils to actively consider delegating LAPF decision making to empower Local Authorities
- Enabling of major projects to be delivered over 4 years so that 4 year funding may be pooled
- LAPF funds can be pooled with funds from Council or another entity for a particular project

# LOCAL AUTHORITY CAPABILITY DEVELOPMENT

LA and community members wanted more information about the role of the LA and how they worked with councils, other levels of government, and other organisations.



## 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.



Governance training and resources are now available to all LA members.

# WHAT ARE THE NEXT STEPS?

- Minister has signed off on review and implementation plan
- The Department, councils, LAs and the Local Government Association of the NT (LGANT) will promote the new approach and commence implementation.
- Improvements and ideas will continue to be incorporated to strengthen the role of LAs.
- The new approach will be reviewed and adjusted as required with the Reference Group reconvening at the end of the year.



We have all committed to taking actions to strengthen the role of the LAs and will be seeking updates on your progress on these over the next 6 months. Please keep LGU posted on the changes you are making and your best practice examples so that we can share these with others.



**ITEM NUMBER 6.2.**

**2024 Territory Election**

**ITEM TYPE** Presentation – Anna Egerton (NT Electoral Commission)

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**Attachments**

Nil

**7. Confirmation of Minutes**

**ITEM NUMBER 7.1.**

**Daly River Local Authority meeting held on 13 March 2024**

**REPORT TYPE Confirmation of Minutes**

**PREPARED BY Media and Communications Officer**

**Recommendation**

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

**Attachments**

1. 20240313 DRLA MIN Unconfirmed [7.1.1 - 7 pages]



**Victoria Daly**  
REGIONAL COUNCIL

# MINUTES

**DALY RIVER LOCAL AUTHORITY MEETING**

**PROVISIONAL**

**HELD ON WEDNESDAY 13 MARCH 2024**

**AT 12:30 PM**

**AT THE DALY RIVER COUNCIL OFFICE**

VDRC Office



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Brian Hylands  
Chief Executive Officer





## 1. Meeting Opening

Section 98(2) of the Local Government Act 2019 states that a quorum at a meeting of a local authority consists of a majority of its members holding office at the time of the meeting. Four members are required to be present to reach quorum and only three were present for the meeting. A provisional meeting proceeded until 1.24pm when a fourth member joined the meeting meaning a quorum was reached.

*The meeting opened at 12.35pm.*

## 2. Welcome

Chairperson welcomed members and visitors to the meeting.

## 3. Attendance and Apologies

### 3.1. Attendees

#### Appointed Members Present

Peter Hollowood (via Teams)  
Brian Muir  
Mark Mullins  
Robert Austral (joined the meeting at 1.24pm)

Chairperson  
Member  
Member  
Member

#### Staff Present

Brian Hylands (via Teams)  
Pat Hollowood (via Teams)  
Ingrid Schreiner  
Matthew Cheminant (via Teams)  
Keira Townsend (via Teams)

Chief Executive Officer  
Council Operations Manager  
Council Operations Assistant Manager  
Director of Council Operations  
Manager of Governance & Executive Services (minutes secretary)

#### Elected Members Present

Brian Pedwell (via Teams)

Mayor of Victoria Daly Regional Council

#### Guests

NIL



### 3.2. Apologies and Absentees

Apologies: Councillor Andrew McTaggart, Nadine Daly

Absent: Wayne Buckley

**DRLA-2024/1 Resolution: Carried** (Brian Muir/Mark Mullins)

Council have received and accept the apology of Councillor Andrew McTaggart 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 29 November 2023**

**DRLA-2024/2 Resolution: Carried** (Brian Muir/Mark Mullins)

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.



## 8. Council Response to Previous Minutes

**ITEM NUMBER 8.1.**

**Feedback from Council**

**DRLA-2024/3 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.**

**Daly River Council Operations Manager Report**

**DRLA-2024/4 Resolution: Carried** (Mark Mullins/Brian Muir)

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

#### 10.2. Finance Report

**ITEM NUMBER 10.2.1.**

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

**DRLA-2024/5 Resolution: Carried** (Brian Muir/Mark Mullins)

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

**ITEM NUMBER 10.2.2.**

**Projects Funding Update as at 31 January 2024**

**DRLA-2024/6 Resolution: Carried** (Mark Mullins/Brian Muir)

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

Note: The playground upgrade project is now complete.



### 10.3. Actions Report

#### 10.3.1. Action Items

**DRLA-2024/7 Resolution: Carried** (Brian Muir/Mark Mullins)

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

Note:

- T intersection project - delays due to weather
- Solar sensor project - two quotes received, third quote requested however no response received to date.

### 10.4. General Reports

#### 10.4.1. Regional Plan Priorities

**DRLA-2024/8 Resolution: Carried** (Mark Mullins/Brian Muir)

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

Note: Members highlighted community need for a library service. CEO advised that GRAC would need to be consulted to identify an available premises for the service.

Note: Members agreed that the DRLA should continue to fund community veterinary visits.

### 11. Questions from the Public

Nil

### 12. General Business

#### 13.1 Nauiyu Council Vehicles

Chairperson, Peter Hollowood, highlighted his concern about recent thefts and vandalism to Council vehicles at Nauiyu. He has proposed installing electric fencing around garaged vehicles.

CEO noted that Council's facilities at Nauiyu are owned by GRAC and as such, GRAC would need to approve any changes made to facilities.



Mayor Brian Pedwell, noted that Council has been seeking tenure of land at Nauiyu to construct its own facilities since 2008.

**1.24pm Robert Austral joined the meeting which provided a quorum**

### **13.2 Bi-annual Vet Visit Project**

Note: DRLA members would like the bi-annual vet visit project to continue in 2024

**DRLA-2024/9 Resolution: Carried** (Robert Austral /Mark Mullins)

That the DRLA approves allocating the 2023 Bi-annual Vet Visit project surplus totalling \$2,071 to the 2024 Bi-annual Vet Visit project.

### **13. Next Meeting**

The next Daly River Local Authority meeting will be held 08 May 2024.

*The meeting closed at 1.30pm*

This page and the preceding 06 pages are the minutes of the Daly River Local Authority meeting held on 13 March 2024.



## 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 Provisional Local Authority from the relevant Ordinary Council meeting.

### **Recommendation**

That the Feedback from Council be received and noted

### **Feedback**

On 26 March 2024 Council received the minutes of the Daly River Provisional Local Authority meeting held on 13 March 2024. Council endorsed the minutes and all resolutions as per the table below:

**OCM-2024/39 Resolution: Carried (Mayor Brian Pedwell/Cr Andrew McTaggart)**

That the minutes of the Daly River Provisional Local Authority meeting held on 13 March 2024 be noted by Council.

### **Attachments**

Nil



## 9. Correspondence

## 10. Reports

### 10.1. Council Operations Manager Community Report

<b>ITEM NUMBER</b>	<b>10.1.1.</b>
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#### Council Operations Report - Daly River

**REPORT TYPE** Council Operations Manager Report

**PREPARED BY** Council Operations Manager

#### Purpose

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

#### Recommendations

A. That the Council Operations Report - Daly River 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

- Emergency Management meetings were held throughout the flood events during February and March. The river did not reach major level, so evacuation was averted. However, some staff were unable to attend the workplace for a while.
- Service Provider meetings were held on 22 February and 10 April.
- Unlawful entry via the roof at Lot 51 Council Operations work shed on 24 February when the work shed was trashed. Significant damage was incurred to the loan vehicle (provided when other vehicles were previously stolen) and required it to be tip trucked to Katherine for repairs. CCTV footage was obtained and the matter was referred to police and the COM provided a statement.
- Australia Day awards event was eventually held on 29 February, delayed due to flood events.
- COAM and COM were invited to Parliament House on 11 March to attend the Chief Minister's International Women's Day event.
- Centrelink Remote Team attended Nauiyu for the whole week commencing 8 April.



### **Local Authority Meetings**

- The Daly River Local Authority meeting was held on 13 March. Due to the flood event some members and visitors attended remotely by Teams meeting.
- The waste skip bin sponsored by DRLA was utilized during the March flood event.

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

- Centrelink Agent resigned on 1 March and the position remains vacant
- RIBS position remains vacant
- Community Care and Community Patrol officer positions are gradually being filled.

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

- Landlord arranged service on all roller doors at Lot 51, Council Ops compound.
- Landlord arranged new air-cons on 27 March at Council Ops office (required following unlawful entry), RIBS office and Aged Care centre (replacement of ancient box air cons).
- An annual Federal Government airstrip inspection was conducted on 3 April by Aerodrome Management Services.
- DIPL provided replacement airstrip solar lights on 3 April.
- Landlord arranged plumber to replace aged basin taps with single mixers.

### **Plant and Equipment**

- Our Council Ops loan vehicle was vandalised in the work shed on 24 February. This left us without a vehicle to use for day-to-day operations until a permanent replacement vehicle was received 4/4/2024.
- The IT team visited Nauiyu on 2 April to repair Starlink IT issues at the administration office.
- The garbage truck had a diagnosis in Darwin on 17 April. Repairs will be required and we wait for a quote to be received.

### **Regional Plan Project Priorities**

- ***Establishing a recycling program***  
This item will be removed from the Regional Plan in 2024-25
- ***Identify and install solar lights at Nauiyu***  
A DRLA resolution was passed to invest \$18,000 on solar streetlights. This project is in progress.





- **Community and Well-being projects**  
This project remains open.
- **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**  
Following March flood event Council is working with government departments to ascertain what work is required to repair Nauiyu roads to a suitable standard. Funding will then be required to conduct this work.
- **Gravelling and resurfacing of Daly River roads**  
This item will be removed from the Regional Plan in 2024-25.
- **Upgrade to airstrip – east and west end**  
Some information was passed to Regional Office for further assessment.
- **Raise powerlines on Wooliana Road**  
This item will be removed from the Regional Plan in 2024-25.
- **Permanent and safe river access at Nauiyu**  
This item will be removed from the Regional Plan in 2024-25.
- **Building levy bank on east end of riverbank to reduce/delay flooding on the road access to Nauiyu**  
This item will be removed from the Regional Plan in 2024-25.
- **Five Mile 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 conducted design work, however no funding has 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 period ending 31st March 2024**

**REPORT TYPE** Local Authority Finance Report

**PREPARED BY** Chief Finance Officer

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### **Recommendations**

A That the Finance Report for period ending 31st March 2024 report is received and noted

### **Attachments**

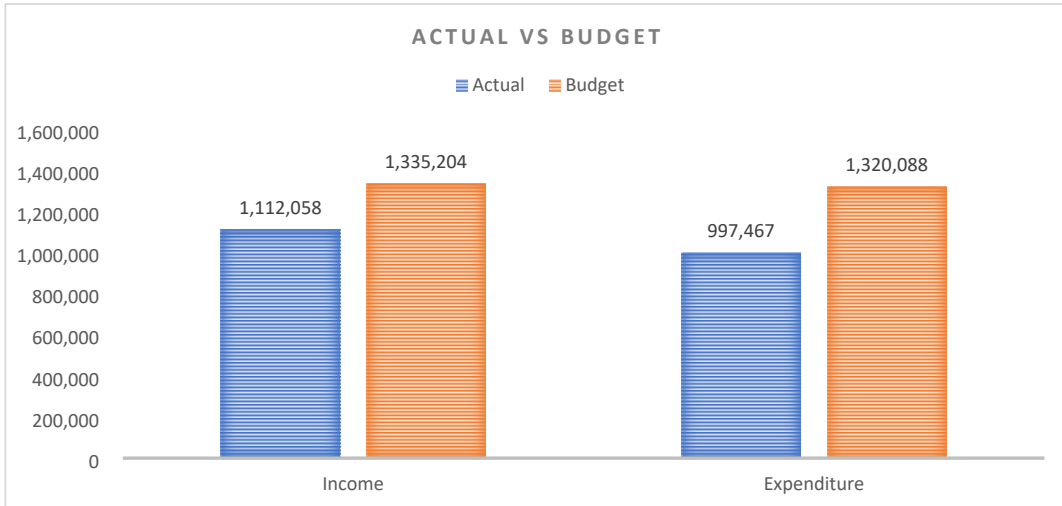
1. Nauiyu 31 03 2024 [10.2.1.1 - 2 pages]

**Actual v Budget for Nauiyu Local Authority as of 31 March 2024**

<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	102,846	71,406	31,440	Income from airstrip maintenance is more than budgeted.
Operating Grants and Subsidies	448,936	631,424	(182,488)	Council have not received second night patrol instalment and LA Funds
Commercial and Other Income	28,747	100,845	(72,098)	The number of HCP clients decreased, resulting in a decreased income
<b>TOTAL OPERATING INCOME</b>	<b>1,112,058</b>	<b>1,335,204</b>	<b>(223,146)</b>	
<b>OPERATING EXPENDITURE</b>				
Employee Expenses	659,472	874,623	(215,151)	The variance is due to vacant positions in Nauiyu office.
Materials and Contracts	310,130	416,863	(106,733)	There are underspends on Fuels, Consulting fees, Contractors expenses, Rent expense, Program events (sports) and repairs and maintenance
Council Committee & LA Allowances	2,950	3,375	(425)	
Council Committee & LA Expenses	350	413	(62)	
Other Expenses	-	250	(250)	
Allocations	24,565	24,565	-	
<b>TOTAL OPERATING EXPENDITURE</b>	<b>997,467</b>	<b>1,320,088</b>	<b>(322,621)</b>	
<b>OPERATING SURPLUS / DEFICIT</b>	<b>114,591</b>	<b>15,116</b>	<b>99,475</b>	

For the nine months ending 31 March 2024, Nuiyu Local authority received \$1,112,058 and spent \$997,467 compared to budgeted income of \$1,335,204 and expenditure of \$1,320,088, respectively.

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



**Capital Work Update**

As of 31 March 2024, the Council spent \$142,488 on playground upgrades in Nuiyu.

Project Name	Actual costs to date	Project Status	Funded by
Playground upgrade	142,488	work in progress	Grant
	<b><u>142,488</u></b>		



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

---

### **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 LA Projects Update as at 31 March 2024 report is received and noted

### **Local Authority Project Funding**

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

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

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

\$36,042 of LAPF is committed to projects.

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

\$61,887 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 03 2024 (1) [**10.2.2.1** - 2 pages]

**Local Authority projects-Daly River**

Fund Carried forward from last financial year.		64,923	
The grant is 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		(36,042)	
<b>Funds available for future projects</b>		61,887	

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	7,180	12,820	Ongoing
Hire of Skip Bin-waste management 2022-23 wet season	DRLA-2022/13	7,000	4,373	2,627	Ongoing
Youth Christmas	DRLA-2023/36	1,000	1,000	-	Completed
Solar Sensor Lighting	DRLA-2023/34	18,000	-	18,000	
Bi-annual vet visit	DRLA-2023/7	10,000	7,929	2,071	Ongoing
		<b>59,000</b>	<b>22,958</b>	<b>36,042</b>	

The DRLA meeting on 13 March passed a resolution to allocate the 2023 Bi-annual Vet Visit Project surplus totalling \$2,071 to the 2024 Bi-annual Vet Visit. This amount will be carried forward as the remaining funds available under resolution DRLA-2023/7. Daly River local authority approved donations of \$500 to St Francis and Wooliana schools. These amounts were paid out of the youth engagement fund of \$20,000.

The approved budget for Daly River projects is \$59,000. Of the \$ 22,958 spent to date, \$12,364 was incurred in the previous financial years and \$10,594 this financial year.



### 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**

- A. 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 – May 2024



**Victoria Daly**  
REGIONAL COUNCIL

MEETING DATE	ITEM	ACTION REQUIRED	ASSIGNEE/S	ACTION TAKEN	STATUS
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		
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 Chemanant, 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 Chemanant, 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: Carried (Cr Andrew McTaggart/Brian Muir)</b> 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
13/03/24	Bi-annual Vet Visit	<b>DRLA-2024/9 Resolution: Carried (Robert Austral /Mark Mullins)</b> That the DRLA approves allocating the 2023 Bi-annual Vet Visit project surplus totalling \$2,071 to the 2024 Bi-annual Vet Visit project.	Operations		



**10.4. General Reports**

**11. Questions from the Public**

**12. General Business**

**13. Confidential**

Nil

**14. Next Meeting**

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