



**WEST ARNHEM**



**REGIONAL COUNCIL**



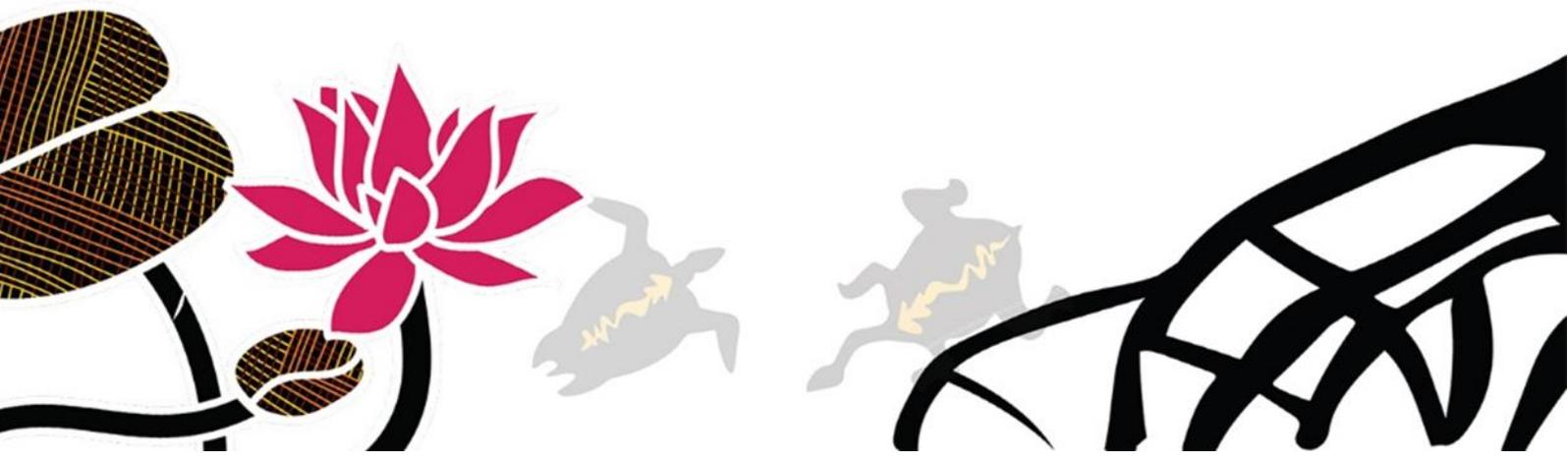
## **GUNBALANYA**

**WEST ARNHEM REGIONAL COUNCIL**

**LOCAL AUTHORITY MEETING**

**AGENDA**

**THURSDAY, 27 OCTOBER 2022**



## **WEST ARNHEM REGIONAL COUNCIL**

Notice is hereby given that a Local Authority Meeting of the West Arnhem Regional Council will be held in Council Chambers, Gunbalanya on Thursday, 27 October 2022 at 10:00 am.

Daniel Findley  
Chief Executive Officer

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## Acknowledgement of Country

West Arnhem Regional Council acknowledges the First Nations Custodians, and the many Language and Family groups who are Managers and Caretakers to each of their Traditional homelands and Waters across the West Arnhem Region Wards.

West Arnhem Regional Council pays its respects and acknowledges Elders, past, present and rising.

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 27 OCTOBER 2022

<b>Agenda Reference:</b>	<b>3.1</b>
<b>Title:</b>	<b>Apologies and Leave of Absence</b>
<b>File Reference:</b>	<b>1038529</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor</b>

#### SUMMARY

This report is to table, for the Gunbalanya Local Authority's record, any apologies and requests for leave of absence received from Authority members for the meeting held on 27 October 2022.

#### BACKGROUND

Not applicable.

#### COMMENT

Not applicable.

#### STATUTORY ENVIRONMENT

Clauses 7.1(f) and 9 *Guideline 1: Local Authorities 2021*

#### STRATEGIC IMPLICATIONS

This report is aligned to goals in pillar 6 in the *Regional Plan and Budget 2022-2023* as outlined below:

#### PILLAR 6 FOUNDATIONS OF GOVERNANCE

**Integrity is at the heart of everything we do. We are leaders of best practice and excellence in governance, advocacy, consultation and administration. Our processes, procedures and policies are ethical and transparent.**

Goal 6.3

#### **Council and Local Authorities**

Excellence in governance, consultation administration and representation

#### VOTING REQUIREMENTS

Not applicable at this time.

#### RECOMMENDATION:

**That the Gunbalanya Local Authority notes members apologies and/or requests for leave of absence for the meeting held on 27 October 2022.**

#### ATTACHMENTS

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 27 OCTOBER 2022

<b>Agenda Reference:</b>	<b>4.1</b>
<b>Title:</b>	<b>Absent Without Notice</b>
<b>File Reference:</b>	<b>1038530</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor</b>

#### SUMMARY

This report is to table, for the Gunbalanya Local Authority's record, any appointed members that are absent without notice for the meeting held on 27 October 2022.

#### BACKGROUND

Not applicable.

#### COMMENT

Not applicable.

#### STATUTORY ENVIRONMENT

Clauses 7.1(f) and 9 *Guideline 1: Local Authorities 2021*

#### STRATEGIC IMPLICATIONS

This report is aligned to goals in pillar 6 in the *Regional Plan and Budget 2022-2023* as outlined below:

#### PILLAR 6 FOUNDATIONS OF GOVERNANCE

**Integrity is at the heart of everything we do. We are leaders of best practice and excellence in governance, advocacy, consultation and administration. Our processes, procedures and policies are ethical and transparent.**

**Goal 6.3**

**Council and Local Authorities**

Excellence in governance, consultation administration and representation

#### VOTING REQUIREMENTS

Not applicable.

#### RECOMMENDATION:

**That the Gunbalanya Local Authority notes members absences without notice for the meeting held on 27 October 2022.**

#### ATTACHMENTS

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 27 OCTOBER 2022

<b>Agenda Reference:</b>	<b>5.1</b>
<b>Title:</b>	<b>Acceptance of Agenda</b>
<b>File Reference:</b>	<b>1038531</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor</b>

#### SUMMARY

Agenda papers are submitted for acceptance by appointed members for the Gunbalanya Local Authority meeting of 27 October 2022.

#### BACKGROUND

Not applicable.

#### COMMENT

The Local Authority is encouraged to review the agenda and to accept or not accept the agenda.

#### STATUTORY ENVIRONMENT

Clause 11 of *Guideline 1: Local Authorities 2021* is relevant to this matter.

#### STRATEGIC IMPLICATIONS

This report is aligned to goals in pillar 6 in the *Regional Plan and Budget 2022-2023* as outlined below:

<b>PILLAR 6 FOUNDATIONS OF GOVERNANCE</b>	
<b>Integrity is at the heart of everything we do. We are leaders of best practice and excellence in governance, advocacy, consultation and administration. Our processes, procedures and policies are ethical and transparent.</b>	
<b>Goal 6.3</b>	<b>Council and Local Authorities</b> Excellence in governance, consultation administration and representation
<b>Goal 6.5</b>	<b>Planning and Reporting</b> Robust planning and reporting that supports Council's decision-making processes

#### VOTING REQUIREMENTS

Simple majority.

#### RECOMMENDATION:

**That the agenda for the Gunbalanya Local Authority meeting of 27 October 2022 as circulated be accepted.**

#### ATTACHMENTS

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 27 OCTOBER 2022

<b>Agenda Reference:</b>	<b>6.1</b>
<b>Title:</b>	<b>Disclosure of Interest of Members or Staff</b>
<b>File Reference:</b>	<b>1038532</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor</b>

#### SUMMARY

**Local Authority members** are required to disclose an interest in a matter under consideration at a Local Authority meeting:

1. in the case of a matter featured in an officer's report or written agenda item by disclosing the interest to the Local Authority as soon as possible after the matter is raised;
2. in the case of a matter raised in general debate or by any means other than the printed agenda of the Local Authority as soon as possible after the matter is raised.

Under disclosure, the member must abide by the decision of the Local Authority on whether he/she shall remain in the meeting room or take part in the vote on the issue. The Local Authority may elect to allow the member to provide further and better particulars of the interest prior to requesting him/her to leave the meeting room.

**Staff members** of the Council are required to disclose an interest in a matter at any time at which they are required to act or exercise their delegated authority in relation to the matter. Upon disclosure, the staff member is not to act or exercise his/her delegated authority unless the Council expressly directs him/her to do so.

#### STATUTORY ENVIRONMENT

Sections 114 (Elected Members) *Local Government Act 2019*

Section 179 (staff members) *Local Government Act 2019*

Clause 11.1(a) *Guideline 1: Local Authorities 2021*

#### STRATEGIC IMPLICATIONS

This report is aligned to pillar 6 in the *Regional Plan and Budget 2022-2023* as outlined below:

<b>PILLAR 6 FOUNDATIONS OF GOVERNANCE</b>	
<b>Integrity is at the heart of everything we do. We are leaders of best practice and excellence in governance, advocacy, consultation and administration. Our processes, procedures and policies are ethical and transparent.</b>	
<b>Goal 6.2</b>	<b>Records</b> Delivery of storage and retrieval of records processes which support efficient and transparent administration
<b>Goal 6.3</b>	<b>Council and Local Authorities</b> Excellence in governance, consultation administration and representation
<b>Goal 6.4</b>	<b>Risk Management</b> The monitoring and minimisation of risks associated with the operations of Council

Goal 6.5

**Planning and Reporting**

Robust planning and reporting that supports Council's decision-making processes

**VOTING REQUIREMENTS**

Not applicable.

**RECOMMENDATION:**

**That the Gunbalanya Local Authority receives and records declarations of interest for the meeting held on 27 October 2022.**

**ATTACHMENTS**

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 27 OCTOBER 2022

<b>Agenda Reference:</b>	<b>7.1</b>
<b>Title:</b>	<b>Confirmation of Previous Local Authority Meeting Minutes - 28 July 2022</b>
<b>File Reference:</b>	<b>1038533</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor</b>

#### SUMMARY

Unconfirmed minutes of the 28 July 2022 Gunbalanya Local Authority meeting are submitted to the Authority for confirmation that the minutes are a true and correct record of the meeting.

#### BACKGROUND

Not applicable.

#### COMMENT

The minutes as submitted and confirmation of the minutes must comply with section 101 of the *Local Government Act 2019*.

#### STRATEGIC IMPLICATIONS

The confirmation of previous minutes is aligned to the following goals as outlined in pillar 6 of the *Regional Plan and Budget 2022 - 2023*:

#### PILLAR 6 FOUNDATIONS OF GOVERNANCE

**Integrity is at the heart of everything we do. We are leaders of best practice and excellence in governance, advocacy, consultation and administration. Our processes, procedures and policies are ethical and transparent.**

<b>Goal 6.2</b>	<b>Records</b> Delivery of storage and retrieval of records processes which support efficient and transparent administration
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<b>Goal 6.5</b>	<b>Planning and Reporting</b> Robust planning and reporting that supports Council's decision-making processes
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#### VOTING REQUIREMENTS

Simple majority.

#### RECOMMENDATION:

**That the minutes of the 28 July 2022 Gunbalanya Local Authority meeting are adopted as a true and correct record of the meeting.**

#### ATTACHMENTS

- 1 2022.07.28 Gunbalanya Local Authority Minutes.pdf



Minutes of the West Arnhem Regional Council Local Authority Meeting  
Thursday, 28 July 2022 at 10:00 am  
Council Chambers, Gunbalanya

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Chairperson Andy Garnarradj declared the meeting open at 10:11 am, welcomed all in attendance and did an Acknowledgement of Country.

**MEMBERS PRESENT**

Chairperson	Andy Garnarradj
Member	Kenneth Mangiru
Member	Henry Yates
Member	Maxwell Garnarradj
Councillor	Otto Dann
Councillor	Gabby Gumurdul

**STAFF PRESENT**

Chief Executive Officer	Daniel Findley
Chief Operating Officer	Rick Mulvey
Chief Corporate Officer	David Glover (videoconference)
Governance and Risk Advisor	Doreen Alusa (videoconference)
Council Services Manager	Paul Avery
Finance Manager	Andrew Shaw (videoconference)
Regional Operations Manager	Jesse Evans
Executive Manager, Advocacy and Strategy	Brooke Darmanin
Project Manager Technical Services	Clem Beard
Project Coordinator Infrastructure	Sam Fazzolari

**VISITORS**

Northern Territory Place Names Committee	Samantha Wells (videoconference)
Australian Bureau of Statistics (ABS)	Sharon Hewitt (videoconference)
Gunbalanya Community Health Clinic	Leon James

**APOLOGIES****3.1 APOLOGIES AND LEAVE OF ABSENCE**

The Local Authority considered apologies and leave of absence.

**RECOMMENDATION:**

The Gunbalanya Local Authority noted members apologies from Mayor Matthew Ryan, Deputy Mayor Elizabeth Williams, Councillor Donna Nadjamerrek, and Appointed Members Evonne Gumurdul and Connie Nayinggul for the meeting held on 28 July 2022.

**ABSENT WITHOUT NOTICE****4.1 ABSENT WITHOUT NOTICE**

The Local Authority considered absences without notice.

The Gunbalanya Local Authority noted that no members were absent without notice for the meeting held on 28 July 2022.

**ACCEPTANCE OF AGENDA****6.1 ACCEPTANCE OF AGENDA**

The Local Authority considered acceptance of the agenda.

**GUN129/2022 RESOLVED:**

On the motion of Chairperson Andy Garnarradj  
Seconded Councillor Otto Dann

The agenda for the Gunbalanya Local Authority meeting of 28 July 2022 as circulated was accepted.

**CARRIED**

**DECLARATION OF INTEREST OF MEMBERS OR STAFF****7.1 DISCLOSURE OF INTEREST OF MEMBERS OR STAFF**

The Local Authority considered the disclosure of interest of members or staff.

The Gunbalanya Local Authority did not receive any declarations of interest for the meeting held on 28 July 2022.

**CONFIRMATION OF PREVIOUS MINUTES****8.1 CONFIRMATION OF PREVIOUS LOCAL AUTHORITY MEETING MINUTES - 26 MAY 2022**

The Local Authority considered the confirmation of previous Local Authority minutes for the meeting held 26 May 2022.

**GUN130/2022 RESOLVED:**

On the motion of Members Henry Yates  
Seconded Chairperson Andy Garnarradj

The minutes of the 26 May 2022 Gunbalanya Local Authority meeting were adopted as a true and correct record of the meeting.

**CARRIED**

**COUNCIL'S RESPONSES - LOCAL AUTHORITY ISSUES****9.1 COUNCIL'S RESPONSE TO LOCAL AUTHORITY ISSUES RAISED**

The Local Authority considered Council's response to Local Authority issues raised.

**The Gunbalanya Local Authority noted the report.**

**LOCAL AUTHORITY ACTION ITEMS****10.1 REVIEW OF LOCAL AUTHORITY ACTION ITEMS**

The Local Authority reviewed the action items list.

**The Gunbalanya Local Authority reviewed the action items list and noted the progress made towards the completion of ongoing projects.**

**CSM REPORT ON REGIONAL COUNCIL SERVICES****11.1 CSM REPORT ON CURRENT REGIONAL COUNCIL SERVICES**

The Local Authority considered the CSM report on current regional council services.

**The Gunbalanya Local Authority noted the report.**

**FINANCE REPORT****14.1 FINANCIAL REPORT TO MAY 2022**

The Local Authority considered the Financial Report to May 2022.

**The Gunbalanya Local Authority noted and received the financial report for the eleven months, year to date period, 01 July 2021 to 31 May 2022.**

**LOCAL AUTHORITY FUNDING**

The Local Authority considered a report on Local Authority funding.

**The Local Authority noted the report.**

**VISITOR PRESENTATIONS****15.1 PRESENTATION - PROCESS OF NAMING SUBDIVISION**

The Local Authority considered a presentation on the naming process of the new subdivision.

**The Gunbalanya Local Authority received and noted the presentation.**

**Minute note:** Samantha Wells left at 10:53 am after making a presentation about the Northern Territory Names Place Committee.

**15.2 PRESENTATION - NATIONAL ABORIGINAL AND TORRES STRAIT ISLANDER HEALTH SURVEY**

The Local Authority considered a presentation on the National Aboriginal and Torres Strait Islander Health Survey.

**GUN131/2022 RESOLVED:**  
**On the motion of Councillor Gabby Gumurdul**  
**Seconded Chairperson Andy Garnarradj**

**The Gunbalanya Local Authority:**

- Received and noted the presentation; and
- Advised the representative from the Australian Bureau of Statistics to seek approval for the survey from the Community's Traditional Owners and Northern Territory Health which runs the Gunbalanya Health Centre.

**CARRIED**

**Minute note:** Sharon Hewitt left the meeting at 11:30 am after making a presentation about the national Aboriginal and Torres Strait Islander health survey.

**15.3 PRESENTATION - ALCOHOL AND OTHER DRUGS**

The Local Authority considered a presentation about alcohol and other drugs.

**The Gunbalanya Local Authority noted the presentation.**

**Minute note:** Leon James left the meeting at 10:30 am after making a presentation about alcohol and other drugs.

**Minute note:** The meeting broke off for morning tea at 11:32 am and resumed at 11:58 am.

**GENERAL ITEMS****16.1 ADDITIONAL WORKS REQUESTED FOR PLAYGROUND STRUCTURE**

The Local Authority considered a report on additional works requested for playground structure.

**GUN132/2022 RESOLVED:**  
**On the motion of Members Henry Yates**  
**Seconded Mr Maxwell Garnarradj**

**The Local Authority:**

- Noted the report; and
- Approved \$45,000.00 from Gunbalanya Local Authority funding to complete the variations to the playground.

**CARRIED**

**16.2 ANIMAL MANAGEMENT PROGRAM**

The Local Authority considered a report on the Animal Management Program in Gunbalanya.

**GUN133/2022 RESOLVED:**

**On the motion of Chairperson Andy Garnarradj  
Seconded Councillor Otto Dann**

**The Local Authority:**

- Noted the report; and
- Approved a total of \$47,196.02 from future Gunbalanya Local Authority funding for the next 3 years towards the animal control program as per the breakdown below:
  - \$14,680.40 from 2022-2023 Gunbalanya Local Authority funding.
  - \$15,708.03 from 2023-2024 Gunbalanya Local Authority funding.
  - \$16,807.59 from 2024-2025 Gunbalanya Local Authority funding.

**CARRIED****16.3 GUNBALANYA AIRPORT ABLUTION BLOCK**

The Local Authority considered a report on the Gunbalanya Airport ablution block.

**The Local Authority noted the report, and requested the administration to make variations to the design and present a report at the next Local Authority meeting.**

**16.4 GUNBALANYA OVAL LIGHTING DESIGN - LOT 641**

The Local Authority considered a report on the Gunbalanya Oval lighting design - Lot 641.

**GUN134/2022 RESOLVED:**

**On the motion of Chairperson Andy Garnarradj  
Seconded Councillor Otto Dann**

**The Local Authority:**

- Noted the report;
- Reviewed the oval lighting designs and selected option 1 – fixed pole lights; and
- Requests Council to direct the administration to try and seek funding for the fixed pole lights at an estimated cost of \$2,063,090.91, plus initial purchase of Plant & Equipment at \$40,000.00.

**CARRIED****16.5 GUNBALANYA LOCAL AUTHORITY SUMMARY OF CURRENT PROJECTS**

The Local Authority considered a report on Gunbalanya Local Authority summary of current projects.

**The Local Authority noted the report.**

**NEXT MEETING**

The next meeting is scheduled to take place on Thursday, 27 October 2022.

**MEETING DECLARED CLOSED**

Chairperson Andy Garnarradj declared the meeting closed at 12:46 pm.

This page and the preceding four (4) pages are the minutes of the Gunbalanya Local Authority meeting held on Thursday, 28 July 2022.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date Confirmed

## WEST ARNHem REGIONAL COUNCIL

### FOR THE MEETING 27 OCTOBER 2022

<b>Agenda Reference:</b>	<b>8.1</b>
<b>Title:</b>	<b>Council's Response to Local Authority Issues Raised</b>
<b>File Reference:</b>	<b>1040594</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor</b>

#### SUMMARY

The purpose of this report is to present to the Gunbalanya Local Authority feedback from Ordinary Council meetings.

#### BACKGROUND

The CEO presented the minutes and motions relevant to Gunbalanya from the West Arnhem Regional Council meeting held on 8 June 2022.

#### COMMENT

At the Ordinary Council meeting held on 10 August 2022, Council noted the report titled Gunbalanya Local Authority meeting held on 28 July 2022.

The Council passed the following resolution:

#### **12.4 REPORT FOR THE GUNBALANYA LOCAL AUTHORITY MEETING HELD ON 28 JULY 2022**

The Council considered a report on the Gunbalanya Local Authority meeting held on 28 July 2022.

#### **OCM75/2022 RESOLVED:**

**On the motion of Councillor Gabby Gumurdul  
Seconded Councillor Otto Dann**

#### **Council:**

- **Noted the unconfirmed minutes of the Gunbalanya Local Authority meeting held on 28 July 2022;**
- **Approved the allocation of \$45,000.00 from Gunbalanya Local Authority funding to complete the variations to the playground;**
- **Approved the allocation of a total of \$47,196.02 from future Gunbalanya Local Authority funding for the next 3 years towards the animal management program as per the breakdown below:**
  - **\$14,680.40 from 2022-2023 Gunbalanya Local Authority funding.**
  - **\$15,708.03 from 2023-2024 Gunbalanya Local Authority funding.**
  - **\$16,807.59 from 2024-2025 Gunbalanya Local Authority funding; and**
- **Directed the administration to try and seek funding for the installation of fixed pole lights at Lot 641 at an estimated cost of \$2,063,090.91, plus initial purchase of Plant & Equipment at \$400,000.00.**

**CARRIED**

#### COMMITTEE AND LOCAL AUTHORITY REPORTS

## STATUTORY ENVIRONMENT

Sections 101(4), 101(5) and 101(6) of the *Local Government Act 2019* are relevant to this report.

## POLICY IMPLICATIONS

Not applicable.

## FINANCIAL IMPLICATIONS

Not applicable.

## STRATEGIC IMPLICATIONS

The contents of this report are aligned to goals in pillars 1 and 6 in the *Regional Plan and Budget 2022-2023* as outlined below.

### PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

**Investing in relationships and partnerships at all levels supports and strengthens community and belonging. We prioritise the value of partnerships and relationships as a key determinant of a happy, strong and thriving community.**

<b>Goal 1.1</b>	<b>Community Engagement</b> Seek out and support diverse perspectives and collaborations with community, community leaders, businesses, agencies and local service providers to enhance community life
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### PILLAR 6 FOUNDATIONS OF GOVERNANCE

**Integrity is at the heart of everything we do. We are leaders of best practice and excellence in governance, advocacy, consultation and administration. Our processes, procedures and policies are ethical and transparent.**

<b>Goal 6.2</b>	<b>Records</b> Delivery of storage and retrieval of records processes which support efficient and transparent administration
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<b>Goal 6.3</b>	<b>Council and Local Authorities</b> Excellence in governance, consultation administration and representation
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<b>Goal 6.5</b>	<b>Planning and Reporting</b> Robust planning and reporting that supports Council's decision-making processes
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## VOTING REQUIREMENTS

Not applicable.

### RECOMMENDATION:

**That the Gunbalanya Local Authority notes the report.**

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 27 OCTOBER 2022

<b>Agenda Reference:</b>	<b>9.1</b>
<b>Title:</b>	<b>Review of Local Authority Action Items</b>
<b>File Reference:</b>	<b>1040666</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor</b>

#### SUMMARY

To present to the Gunbalanya Local Authority an update on the action items list.

#### BACKGROUND

The Gunbalanya Local Authority members are encouraged to discuss the action items list.

#### COMMENT

The actions that the Local Authority resolves are to be acted upon by the Chief Executive Officer and relevant staff. Delays or complications in complying with a decision may occur and this report enables Local Authority and staff to progressively acknowledge the completion of actions or provide reasons for actions that are not completed.

#### STRATEGIC IMPLICATIONS

The contents of this report are aligned to the goals in pillars 1 and 6 of the *Regional Plan and Budget 2022-2023* as outlined below:

#### PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

**Investing in relationships and partnerships at all levels supports and strengthens community and belonging. We prioritise the value of partnerships and relationships as a key determinant of a happy, strong and thriving community.**

##### Goal 1.1

##### Community Engagement

Seek out and support diverse perspectives and collaborations with community, community leaders, businesses, agencies and local service providers to enhance community life

#### PILLAR 6 FOUNDATIONS OF GOVERNANCE

**Integrity is at the heart of everything we do. We are leaders of best practice and excellence in governance, advocacy, consultation and administration. Our processes, procedures and policies are ethical and transparent.**

##### Goal 6.2

##### Records

Delivery of storage and retrieval of records processes which support efficient and transparent administration

##### Goal 6.3

##### Council and Local Authorities

Excellence in governance, consultation administration and representation

##### Goal 6.5

##### Planning and Reporting

**VOTING REQUIREMENTS**

Simple majority.

**RECOMMENDATION:**

**That the Gunbalanya Local Authority reviews the action items list and approves to remove any completed actions.**

**ATTACHMENTS**

- 1 Gunbalanya LA Action Items List .pdf

### Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Team/ Officer
11 August 2021	OCM69/2021	GUNBALANYA CHILDREN'S PLAYGROUND	In Progress	<p><b>18 October 2021 - Loukas Gikopoulos</b></p> <ul style="list-style-type: none"> <li>Playground equipment expected to arrive in mid-November 2021 and installation will begin as soon as it arrives.</li> <li>Hard structure expected to be ready for installation by beginning of November 2021.</li> </ul> <p><b>05 November 2021- Loukas Gikopoulos</b></p> <p>To date the following works have been completed</p> <ul style="list-style-type: none"> <li>Shelters have been painted</li> <li>Existing playground equipment has been removed</li> <li>Existing selected playground equipment is being painted and repaired</li> </ul> <p>Ready to commence the following</p> <ul style="list-style-type: none"> <li>Excavation of footings for the hard structure to commence on the 21st November</li> <li>Erection of the hard structure is expected to commence on the 24th November</li> <li>New playground equipment is expected to arrive in Darwin in the first week of December 2021.</li> </ul> <p><b>11 February 2022 - Loukas Gikopoulos</b></p> <p>The following works have been completed to date:</p> <ul style="list-style-type: none"> <li>Construction of the hard structure columns and roof trusses has commenced.</li> <li>Playground equipment has arrived in Gunbalanya.</li> <li>No further works have progressed due to Covid travel restrictions.</li> </ul> <p><b>13 May 2022- Loukas Gikopoulos</b></p> <p>The construction works have recommenced and the following has been completed to date.</p> <ul style="list-style-type: none"> <li>Hard structure completed</li> <li>Concrete kerb around the hard structure</li> </ul>	Technical Services

### Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Team/ Officer
				<ul style="list-style-type: none"> <li>• Columns for the playground erected</li> <li>• Fill sand for the soft fall area</li> </ul> <p><b>15 July 2022 – Clem Beard</b></p> <ul style="list-style-type: none"> <li>• Additional works have been requested in a report that is included in the agenda for this meeting. They include:               <ul style="list-style-type: none"> <li>○ Bollards on the western side driveway</li> <li>○ Soft fall around the upgraded swing</li> <li>○ Additional seating around new playground</li> </ul> </li> </ul> <p><b>17 October 2022- Sam Fazzolari</b></p> <ul style="list-style-type: none"> <li>• JMK the contractor is due to return in early November to complete soft fall sand around upgraded swing and install seating and investigate options for additional shade for playground area.</li> </ul>	
11 August 2021	OCM69/2021	COMMUNITY GARDEN HARD STRUCTURE	In Progress	<p><b>18 October 2021 - Loukas Gikopoulos</b></p> <ul style="list-style-type: none"> <li>• NLC consultation with the Gunbalanya community for the project is not expected to take place until January 2022.</li> <li>• Works can only commence after NLC approval</li> </ul> <p><b>05 November 2021- Loukas Gikopoulos</b></p> <ul style="list-style-type: none"> <li>• No further updates to report. No works to commence until community consultation has been carried out by NLC</li> </ul> <p><b>11 February 2022 - Loukas Gikopoulos</b></p> <ul style="list-style-type: none"> <li>• NLC community consultations have been postponed due to Covid travel restrictions. No further updates provided.</li> </ul> <p><b>13 May 2022- Loukas Gikopoulos</b></p> <ul style="list-style-type: none"> <li>• NLC have advised that community consultation to discuss the project will commence on 23<sup>rd</sup> May 2022.</li> </ul>	Technical Services

### Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Team/ Officer
				<p><b>15 July 2022 – Clem Beard</b></p> <ul style="list-style-type: none"> <li>Awaiting NLC updates on consultations underway in the Gunbalanya Community.</li> </ul> <p><b>17 October 2022- Sam Fazzolari</b></p> <p>Meeting held with NLC Lawyer 10/10/2022 to explore options and the possibility of supplying a comfort letter to proceed with construction of the proposed shelter.</p>	
<b>10 March 2021</b>	<b>OCM1/2021</b>	<b>INSTALLATION OF A FENCE AT THE GUNBALANYA OVAL</b>	<b>In Progress</b>	<p><b>16 July 2021 – Loukas Gikopoulos</b></p> <ul style="list-style-type: none"> <li>Three options provided for consideration in meeting paper included in the agenda.</li> </ul> <p><b>18 October- Loukas Gikopoulos</b></p> <ul style="list-style-type: none"> <li>The Local Authority selected Option 1 as the preferred method to upgrade the fence around the oval.</li> <li>Option 1 includes repairing the current 1200 high fence by installing and replacing new top and bottom rails and installing a new chainmesh fence to suit.</li> <li>The administration is waiting for the LRCI funding to be approved before commencing the works.</li> </ul> <p><b>05 November 2021- Loukas Gikopoulos</b></p> <ul style="list-style-type: none"> <li>No outcome regarding the LRCI funding. Works still on hold until LRCI funding has been finalised</li> </ul> <p><b>11 February 2022 - Loukas Gikopoulos</b></p> <ul style="list-style-type: none"> <li>LRCI funding approved for fencing works.</li> <li>Installation quotes to be sourced</li> <li>Works cannot commence until Cahills Crossing becomes passable for contractors to mobilise.</li> <li>Current Covid travel restrictions in place.</li> </ul>	Technical Services

### Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Team/ Officer
				<p><b>13 May 2022- Loukas Gikopoulos</b></p> <ul style="list-style-type: none"> <li>• Purchase order has been issued to the contractor. Works are scheduled to commence in June 2022.</li> </ul> <p><b>15 July 2022 – Clem Beard</b></p> <ul style="list-style-type: none"> <li>• Contractor scheduled to commence early August when all materials are delivered onsite and availability of accommodation in Gunbalanya.</li> </ul> <p><b>17 October 2022- Sam Fazzolari.</b></p> <ul style="list-style-type: none"> <li>• Contractor has completed works on construction of new fencing, scheduled to return on the 22/10/2022 to remove two unsafe trees from the perimeter fence, Project manager inspection of works to take place on the 27/10/2022.</li> </ul>	
<b>11 November 2020</b>	<b>OCM213/2020</b>	<b>PURCHASE OF A PORTABLE SCREEN</b>	<b>In Progress</b>	<p><b>15 February 2021 - Clem Beard</b></p> <ul style="list-style-type: none"> <li>• The technical services team is sourcing quotes for a portable screen, and will present a report at the next Local Authority meeting.</li> </ul> <p><b>16 July 2021 –Loukas Gikopoulos</b></p> <ul style="list-style-type: none"> <li>• A report for this action is included in the agenda for today's meeting.</li> </ul> <p><b>18 October 2021- Loukas Gikopoulos</b></p> <ul style="list-style-type: none"> <li>• Dreamtech was awarded the supply of LED screen and trailer.</li> <li>• Currently in production and building the component together. Project is expected to be completed and delivered to Gunbalanya in mid-December 2021.</li> </ul> <p><b>12 November 2021- Loukas Gikopoulos</b></p>	Technical Services

### Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Team/ Officer
				<ul style="list-style-type: none"> <li>Project is expected to be completed in January 2022. Supplier to provide further updates as manufacturing nears completion.</li> </ul> <p><b>11 February 2022 - Loukas Gikopoulos</b></p> <ul style="list-style-type: none"> <li>Further update from the supplier has indicated the LED screen and trailer will not be ready until mid-March 2022 due to supply issues.</li> </ul> <p><b>13 May 2022- Loukas Gikopoulos</b></p> <ul style="list-style-type: none"> <li>Further manufacturing delays experienced. The contractor has indicated the LED screen and trailer to be finalised by the end of May 2022.</li> </ul> <p><b>15 July 2022 – Clem Beard</b></p> <ul style="list-style-type: none"> <li>Further manufacturing delays experienced. The contractor has indicated that the LED screen and trailer will be finalised by early August 2022.</li> </ul> <p><b>17 October 2022- Sam Fazzolari</b></p> <ul style="list-style-type: none"> <li>Fabrication to be completed weekending the 21/10/2022 trailer to be registered week commencing the 24/10/2022 expected delivery to Gunbalanya by the end of October.</li> </ul>	
11 November 2020	OCM213/2020	UPGRADING THE AIRPORT TOILETS, AND SUPPLYING WATER TO THE AIRPORT	In Progress	<p><b>16 February 2021 – Chris Kelly</b></p> <ul style="list-style-type: none"> <li>The administration is investigating the possibility of installing eco-toilets at the airport. The technical services team will provide further details about this option during today's meeting.</li> </ul> <p><b>16 July 2021 - Loukas Gikopoulos</b></p>	Technical Services

### Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Team/ Officer
				<ul style="list-style-type: none"> <li>A report with a full overview is included in the agenda for this meeting.</li> </ul>	
				<p><b>18 October 2021- Loukas Gikopoulos</b></p> <ul style="list-style-type: none"> <li>A report with a full overview is included in the agenda for this meeting.</li> </ul>	
				<p><b>12 November 2021- Loukas Gikopoulos</b></p> <ul style="list-style-type: none"> <li>A report with a full overview is included in the agenda for this meeting.</li> </ul>	
				<p><b>11 February 2022 - Loukas Gikopoulos</b></p> <ul style="list-style-type: none"> <li>A report with a full overview is included in the agenda for this meeting.</li> </ul>	
				<p><b>13 May 2022- Loukas Gikopoulos</b></p> <ul style="list-style-type: none"> <li>A report with a full overview is included in the agenda for this meeting.</li> </ul>	
				<p><b>15 July 2022 – Clem Beard</b></p> <ul style="list-style-type: none"> <li>A report with a full overview is included in the agenda for this meeting including utilising non-potable water from the Gunbalanya Station.</li> </ul>	
				<p><b>17 October 2022- Sam Fazzolari</b></p> <ul style="list-style-type: none"> <li>A report with a full overview is included in the agenda for this meeting including utilising the proposed layout changes of the toilets to be discussed as requested by the LA members.</li> </ul>	

### Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Team/ Officer
14 June 2017	OCM111/2017	<p><b>LOCATION AND IDENTIFICATION OF GRAVES AT THE GUNBALANYA CEMETERY</b></p> <p>Requests that the administration write (again) to the Northern Land Council (NLC) with some urgency to finalise the location and identification of graves at the Gunbalanya cemetery to allow crews to carry out maintenance without inferring with cultural issues relating to burial sites</p>	<p><b>In Progress</b></p>	<p><b>30 April 2020 – Gordon Smith</b></p> <p>The Administration received the following information from NLC on the 29-01-2020:</p> <p>To progress this matter as early as possible in 2020 NLC proposes:</p> <ul style="list-style-type: none"> <li>• The NLC speak with traditional Aboriginal owners as to recommendations for possible suitable sites for a cemetery (NLC anthropologist and lawyer will commence this as soon as possible);</li> <li>• Land Tenure Unit and WARC consider the viability of Lot 736 in Gunbalanya and/or other recommended sites for a cemetery;</li> <li>• Once a suitable lot for a cemetery is found (ie. agreeable area to traditional Aboriginal owners, not in a restricted works area or near sacred sites, suitable for cemetery such as not in a flood prone area, etc.) the terms of the agreement can be finalised and a proposal can progress to formal consultation;</li> <li>• If consented to, consultation with the NLC will draft an agreement and progress to Executive/Full Council Meeting for decision of the NLC Executive/Full Council.</li> </ul> <p>(Note: NLC have identified Lot 736 above as this is one option which has been suggested by traditional Aboriginal owners to the NLC as a possible cemetery location)</p> <p>The Administration notes that Lot 736 is currently the site where the new Solar Farm has been constructed.</p> <p><b>Minute note from January 2020 Council meeting:</b> Gordon Smith provided a detailed update on the situation regarding the identification of graves, not only in Gunbalanya but all communities. It would seem that WARC will need to undertake this identification work which will be at considerable cost. Gordon</p>	<p>Technical Services</p>

**Gunbalanya Local Authority Action Items List – Ongoing**

Date of Meeting	Item Number	Action Required	Status	Comment	Action Team/ Officer
				<p>advised that this work has been included in the 2020-2021 budget.</p> <p>A meeting between NLC and the traditional Owners was held in Gunbalanya on the 2nd and 6th March 2020 to discuss the Cemetery location and Council workshop yard. Administration have written again to NLC seeking the feedback however at the time of completing this action item no advice has been received from NLC.</p> <p><b>30 June 2020 – Stephen Hoyne</b> No further update</p> <p><b>05 August 2020 - Stephen Hoyne</b> Awaiting NLC consultation outcome per above. A meeting between NLC and the Traditional Owners was held in Gunbalanya on the 2nd and 6th March 2020 to discuss the cemetery location and Council workshop yard. Administration have written again to NLC seeking feedback, however, at the time of completing this action item no advice had been received from NLC.</p> <p><b>02 October 2020 - Stephen Hoyne</b> The NLC was contacted on Wednesday, 30 September 2020 and advised that a response would be provided about the cemetery location and Council workshop in October 2020.</p> <p><b>25 January 2021 – Clem Beard</b> Traditional Aboriginal owners identified that a possible site for a new cemetery could be near the clearing behind the "Welcome to Gunbalanya" sign (at the intersection of the airport road and main road into Gunbalanya).</p>	

**Gunbalanya Local Authority Action Items List – Ongoing**

Date of Meeting	Item Number	Action Required	Status	Comment	Action Team/ Officer
				<p>However, in November last year, NLC anthropologists stated that this is close to a registered restricted works area. More research into whether this area is suitable is being undertaken by NLC's anthropology team.</p> <p>The administration has contacted the NLC again requesting for consultation dates for all communities in 2021, and to clarify S19's outstanding Expressions of Interest applications including sourcing a suitable site for the Gunbalanya cemetery. It is expected that the NLC will confirm consultation dates by the end of February 2021.</p> <p><b>20 July 2021 – Clem Beard</b> The NLC has advised that consultations will recommence in Gunbalanya during the dry season. The administration has requested again confirmation dates for the NLC consultations.</p> <p><b>19 October 2021- Loukas Gikopoulos</b> The administration has been advised that sourcing a suitable site for the Gunbalanya cemetery will be discussed at the next round of consultation with the community in January 2022.</p> <p><b>12 November 2021- Loukas Gikopoulos</b> No further updates to report until the next round of consultations have been held in January 2022 with NLC and the Gunbalanya community</p> <p><b>11 February 2022 - Loukas Gikopoulos</b></p> <ul style="list-style-type: none"> <li>No further updates. NLC community consultations have been postponed due to the Covid travel restrictions.</li> </ul>	

### Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Team/ Officer
				<p><b>13 May 2022- Loukas Gikopoulos</b></p> <ul style="list-style-type: none"> <li>NLC have advised that community consultation to discuss the project will commence on the 23 May 2022.</li> </ul> <p><b>15 July 2022 – Clem Beard</b></p> <ul style="list-style-type: none"> <li>Awaiting NLC updates on consultations underway in the Gunbalanya Community</li> </ul> <p><b>17 October 2022- Sam Fazzolari</b></p> <ul style="list-style-type: none"> <li>Meeting held with NLC Lawyer 10/10/2022 to explore options for the location of the proposed new cemetery location.</li> </ul>	
09 October 2019	OCM190/2019	<p><b>GRAVEL PITS</b></p> <p>Council passed a resolution to:</p> <ul style="list-style-type: none"> <li>write to the appropriate Minister regarding the issues associated with gravel pits in West Arnhem;</li> <li>bring this matter up at the next meeting of the Local Government Association of the Northern Territory (LGANT);</li> <li>engage with BAC and deemed to obtain letters of support; and</li> <li>consider raising a petition regarding the matter.</li> </ul>	In Progress	<p><b>30 April 2020 – Gordon Smith</b></p> <p>A letter was sent to the Minister regarding the above. The response from the Minister was noted at the January meeting of Council – see below. This matter was discussed at the Gunbalanya Service Delivery meeting held in December which was convened by Mr Nic Sharah of DCM. The meeting was attended by Mr Lawrence Costa, MLA, and Member for Arafura. Mr Sharah undertook to escalate this matter. Further action is yet to be finalised.</p> <p><b>Minute note from January 2020 Council meeting:</b> The letter regarding the gravel pits was discussed and the comment was that these matters have not been resolved and that Minister Lawler's advice was not up-to-date. The Administration will respond and continue to pursue this matter.</p> <p>The Administration has sent the Department another email requesting a further update and clarification on access to the Gravel Pits.</p>	Technical Services

**Gunbalanya Local Authority Action Items List – Ongoing**

Date of Meeting	Item Number	Action Required	Status	Comment	Action Team/ Officer
				<ul style="list-style-type: none"> <li>Department of Infrastructure, Planning and Logistics (DIPL) has been granted formal access to nominated extraction areas from NLC for road construction materials along the Maningrida Road at various locations.</li> <li>DIPL has a contract with BAC for the maintenance of the Oepelli to Maningrida Road and all materials for this work will be extracted from these approved areas.</li> <li>NLC has approved access for a DIPL materials investigation along the section of road from Oepelli to Three Ways to locate and prove resources for DIPL for road works and for WARC projects in and around Oepelli. A permit is required for earth disturbing activities. This work will commence after the Wet season and when current restrictions around access to communities is lifted.</li> <li>The materials investigation will be undertaken in conjunction with WARC and as per discussion it is envisaged that WARC excavation equipment and personnel will be utilised for this work.</li> </ul> <p><b>28 August 2020 - Stephen Hoyne</b> Status referred above remains current. WARC access to DIPL's approved extraction pit will commence in late August to source gravel for repairs of the Maningrida Road.</p> <p><b>02 October 2020 - Stephen Hoyne</b></p> <ul style="list-style-type: none"> <li>WARC has commenced gravel extraction from a DIPL pit to source material for use on the Maningrida road as a component of work sub-contracted by BAC to WARC for road pavement improvements.</li> <li>On Monday, 28 September 2020, the Administration sought an update from DIPL on the status of extraction of pit investigations for the Oepelli area. A response is pending.</li> </ul> <p><b>25 January 2021 – Clem Beard</b></p>	

**Gunbalanya Local Authority Action Items List – Ongoing**

Date of Meeting	Item Number	Action Required	Status	Comment	Action Team/ Officer
				<p>The administration has contacted the DIPL again to request for updates on status of locating suitable burrow pits for gravel. The following response was received from DIPL on 10/12/2020:</p> <p>“DIPL have received advice that burrow gravel pits OR1 and OR2 have been consulted on and it is expected that these will be made available to DIPL upon execution of the relevant Mineral Extraction Agreements. Sampling of these pits will be required into the future to ascertain correct material required for road construction. Pits OR3, OR4 and OR5 have yet to be consulted on.”</p> <p><b>20 July 2021— Clem Beard</b>                      Now that the road is accessible to the gravel pits, the administration has contacted DIPL to source updates/progression of pits for community use. Awaiting mobilisation dates from DIPL to test suitable of gravel pits.</p> <p><b>19 October 2021- Loukas Gikopoulos</b>                      DIPL has provided the current update ‘Application is with NLC and is waiting for a response as to the number of cultural monitors required to attend and commencement dates for the works’. Further updates will be provided once NLC have confirmed the above actions</p> <p><b>12 November 2021- Loukas Gikopoulos</b>                      The administration contacted DIPL and received the response below:                      ‘DIPL had applied for cultural monitors so we could assess the areas identified between the Oenpelli turn off and three ways but due to various cultural matters this is still pending. We remain in contact with NLC but there is still no response and time is fast running out for fieldwork this year’</p>	

### Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Team/ Officer
				<p>There is a positive to this and that is that DIPL applied for extraction agreements for some areas along Oenpelli Road some time ago and consultation is now complete. Agreements will need to be drawn up between NLC and DIPL and when signed would provide areas we can fully assess and move forward with a gravel area for WARC.</p> <p><b>11 February 2022 - Loukas Gikopoulos</b></p> <ul style="list-style-type: none"> <li>No further updates. NLC community consultations have been postponed due to Covid travel restrictions.</li> </ul> <p><b>13 May 2022- Loukas Gikopoulos</b></p> <ul style="list-style-type: none"> <li>NLC have advised that community consultation to discuss the project will commence on the 23 May 2022.</li> </ul> <p><b>15 July 2022 – Clem Beard</b></p> <ul style="list-style-type: none"> <li>Awaiting NLC updates on consultations that are underway in the Gunbalanya community.</li> </ul> <p><b>17 October 2022- Sam Fazzolari</b></p> <ul style="list-style-type: none"> <li>Meeting held with NLC Lawyer 10/10/2022 to explore options of granting a gravel pit for community use.</li> </ul>	

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 27 OCTOBER 2022

<b>Agenda Reference:</b>	<b>10.1</b>
<b>Title:</b>	<b>CSM Report on Current Regional Council Services</b>
<b>File Reference:</b>	<b>1042840</b>
<b>Author:</b>	<b>Jesse Evans, Regional Operations Manager</b>

#### SUMMARY

This report will present the Gunbalanya Local Authority with an update on matters relating to current regional council services provided in the community, as prepared and presented by Acting Chief Operating Officer (COO Jesse Evans.)

#### BACKGROUND

All issues/ matters raised are to be discussed by the Local Authority members, as detailed in the attached report.

#### COMMENT

The following report has been prepared by A/COO Jesse Evans.

#### STRATEGIC IMPLICATIONS

The contents of this report are aligned to pillar 6 in the *Regional Plan and Budget 2022-2023* as outlined below:

#### PILLAR 6 FOUNDATIONS OF GOVERNANCE

**Integrity is at the heart of everything we do. We are leaders of best practice and excellence in governance, advocacy, consultation and administration. Our processes, procedures and policies are ethical and transparent.**

Goal 6.3

#### Council and Local Authorities

Excellence in governance, consultation, administration and representation

#### VOTING REQUIREMENTS

Not applicable.

#### RECOMMENDATION

**That the Gunbalanya Local Authority notes the report.**

#### ATTACHMENTS

- 1 LA Operations Report - Gunbalanya.pdf

# Local Authority report

## Gunbalanya

17/10/2022



## Service Delivery

### 1. Attendance rates

#### 1.1. Staff Attendance

The Gunbalanya Council department has averaged 50% attendance for the past three months which has impacted on the ability of Council to complete the required works in the community.

Currently recruiting for the following positions:

- Administration Officer – Commenced on Monday 5<sup>th</sup> September 2022.
- Community Care Team Leader – Commenced on Monday 25<sup>th</sup> July 2022.
- Centrelink Assistant – Advertising, but no suitable applications received thus far.
- Broadcasting Officer – Commenced on Monday 18<sup>th</sup> July 2022.
- Wellbeing Services Coordinator – Commence on Monday 3<sup>rd</sup> October 2022.
- Senior Works Officer – Commence on 12<sup>th</sup> September 2022.
- Community Care Cook – Interviews conducted and reference checks proceeding.
- Council Services Manager – Interviews interview schedule for Monday 24<sup>th</sup> October 2022.
- Team Leader Works – Currently advertising with close date of Wednesday 19<sup>th</sup> October 2022.
- Post & Administration Officer – Currently advertising with close date of Wednesday 26<sup>th</sup> October 2022.

Total number of vacancies	10
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### 2. Administration Services

#### 2.1. Administration

The Gunbalanya Council administration office was open from 8:00am to 4:30pm on each business day during the report period except for the below periods:

- Staff shortage resulted in office closure on
  - Friday 5<sup>th</sup> August 2022
  - Friday 14<sup>th</sup> October 2022.
- Sorry business resulted in office closures
  - from 3:00pm, Tuesday 30<sup>th</sup> August 2022.
  - from 10:00am, Friday the 16<sup>th</sup> September 2022.
  - half day on Monday the 26<sup>th</sup> September 2022.
  - from 3:00pm, Thursday 29<sup>th</sup> September 2022.
  - from 10:00am to 1:00pm Monday 10<sup>th</sup> October 2022.
  - on Tuesday 11<sup>th</sup> October 2022.
  - on Wednesday 12<sup>th</sup> October 2022.

**2.2. Post Office**

Post Office services are provided by Gunbalanya Council administration staff during normal business hours. Mail was received, sorted and dispatched each business day.

- There has been a large volume of parcels recently, with residents seemingly making the most of online shopping.

Total postage received	5350 kg
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**2.3. Centrelink**

The Gunbalanya Centrelink Office operates between 8:30am to 4:30pm each business day.

- Staff were kept busy assisting residents with enquiries and facilitating agency contact via computers and phone.

**2.4. Cleaning**

Scheduled cleaning of council assets have been completed as follows:

- Council office – twice a week – total of 8 occasions.
- Playground amenities – once a week – total of 4 occasions
- Public toilets - twice a week – total of 8 occasions.
- Common areas cleaned once a week – total of 4 occasions.
- Visitor Accommodation rooms cleaned as required – total 56 room cleans
- One house clean in preparation for Acting CSM / COO.

**2.5. Visitor Accommodation**

Total number of current visitor accommodation available is **10**, and bookings can be made through Little Hotelier.

- No issues reported.

**3. Wellbeing Services**

**3.1. Sport & Recreation**

- Youth, Sport and Recreation team have been collaborating with TeamHealth, doing activities with the young ones including chilling out, cooking food, playing sports, music and boxing.
- SoundED’s filmed a remote music project in Gunbalanya, involving engagement and consultation with local community members.

Attendance totals	360
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**3.2. Aged Care**

- Due to sorry business, the centre has been understaffed but services have still been delivered as normal.

Total meals provided	6185
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**3.3. Disability care**

NDIS services provided are still currently minimized to in home support but we are hopeful that this service will grow and provide great opportunities for employment in the future.

Services provided are as follows:

- Accommodation,
- Personal care / household tasks,
- Centre Activities,
- Home modifications,
- Plan management, and
- Transport.

Total number of NDIS participants	22
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**3.4. Women’s Safe House**

The women’s safe house has been well received by the community and has had 11 women and 14 minors accommodated over the reporting period.

**3.5. Night Patrol**

Night patrol services were provided on the available nights between 9pm and 3am.

- Woman’s night patrol services have been impacted, due to the night patrol vehicle being unserviceable and no alternate vehicle being available.

**3.6. Broadcasting**

In conjunction with TEABBA, broadcasting services were provided majority of the available days, between 9:00 am and 3:00 pm.

- The days services did not operation, were due to no staff available.

Total number of On-Air hours	192 hrs
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## 4. Community Works

### 4.1. Parks and Open Space

The community is generally clean and tidy.

- Rubbish runs continue to operate Monday to Friday.

### 4.2. Roads

Road repairs have commenced across the community.

- Currently fixing potholes and road shoulders, drainage repairs.

### 4.3. Waste

Landfill site operated between Monday to Friday, 8:30am to 4:00pm with no disruption to service.

- 8 Kerbside pickups occurred on schedule, this being Mondays and Wednesdays of each week.
- Starting cyclone preparations, with hard rubbish collection carried out on 6<sup>th</sup> October 2022.

Total amount of waste removed from landfill	0 kg
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### 4.4. Plant and equipment

- Nil to report.

## 5. Essential Services

### 5.1. Power

- Nil interruptions
- 2 x 250hr Genset services on MTU #1
- 4 x Generation Reports
- 5 x vandalized electrical meters replaced/installed
- 4 X Fuel drops @ Genset yard storage tanks.

### 5.2. Water

- Water samples conducted as per scheduled review. All returned positive readings
- Bore pumps & sewer lift pumps (hours & volumes) readings taken on 21 occasions
- 4 x water leak repairs & numerous small leak repairs.

### 5.3. Sewage

- Sewer lift pumps (hours & volumes) readings taken on 21 occasions
- Pond gates scraped on 4 occasions
- Sewer pit low level clean outs & float cleans on 21 occasions
- Dump sewer cage on SP2 on 5 occasions
- Sewer samples conducted as per scheduled review
- Sewer pond outflow reads x 4

### 5.4. Airfield

28 Daily inspections were undertaken by the ARO. No significant issues were noted. The works crew:

- 9 Twice weekly ( Monday & Friday ) Serviceability & Lighting Inspections were conducted
- 4 EVACs
- Replaced 2 faulty marker/runway lights

- There are numerous issues with YOEN Aerodrome mainly fencing issues & a dead tree which is part of the NW corner fence line. These are in the serviceability reports & a Hazard report has been done on the dead tree.

There was no interruption to the above services.

## 6. Trade Services

### 6.1. Scheduled Servicing

Electrician:

- Replace all internal and external lighting on Lot 552.
- Replace lights and smoke alarms on various council houses as per work orders.
- Fault find air con post office.
- Fan install for tenants house.

Carpenter:

- Walkthrough with tenancy on housing.
- Board up toilet at youth center order new locks for all toilet doors.
- Tile works still ongoing.

Plumber:

- Replace hot water service at police house.
- Repair water leak on hot water system at Lot 589.
- Repair leaking taps and shower toad hall.
- Replace shower rose at Lot 1/589
- Excavate and repair burst pipe at the community center.

Painter:

- No work required.

### 6.2. Unplanned Maintenance

- Nil to report.

## 7. Community

### 7.1. Local Authority projects

- **Current** – No current projects.
- **Future** – Billabong hard structure, awaiting NLC discuss outcome.

### 7.2. Other projects

- **Opportunities**
  - Looking at signage for community.
- **Current**
  - Diesel Tank installation.
  - Wonen's Safe house repainted
- **Future**
  - Improve line marking on roads.

### 7.3. Community meetings and events

Acting manager has attended some of various community meetings held over the past few months.

Total number of meetings and events attended by the CSM	11
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## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 27 OCTOBER 2022

<b>Agenda Reference:</b>	<b>11.1</b>
<b>Title:</b>	<b>Local Authority Funding</b>
<b>File Reference:</b>	<b>1038405</b>
<b>Author:</b>	<b>Kim Sutton, Director Organizational Growth</b>

#### SUMMARY

This report provides an overview of the status of current project funding from the Department of Local Government, Housing and Community Development for Gunbalanya Local Authority.

#### BACKGROUND

The Gunbalanya Local Authority is allocated funding each financial year by the Department of Local Government, Housing and Community Development for projects of local importance, as identified by the Local Authority membership.

**Cash balance as at 31 August 2022:** \$364,196

**Allocated funds as at 31 August 2022:** \$227,262

**Unallocated funds as at 31 August 2022:** \$136,934

<b>Gunbalanya</b>	
<b>Project</b>	<b>Allocated funding balance as at 31 August 2022</b>
1. Local Authority Projects (LAP) – Unallocated	\$136,934
2. LAP – Dog Health Program	-
3. LAP - Children's Playground (See also the Community Projects table below, which shows additional assistance from ABA for this project)	\$40,682
4. LAP - Animal Management Program – 2021/2022	(\$3,050)
5. LAP - Animal Management Program – 2022/2023	\$12,430
6. LAP - Community Garden Hard Structure & Amenities Lot 649	\$108,000
7. LAP - Portable LED Screen	\$49,201
8. Architectural and Structural Drawings – Ablution Block	\$20,000
<b>TOTAL</b>	<b>\$364,196</b>

#### COMMENT

The 2021-22 project funding, totalling \$159,700, has been paid in two instalments. A part payment of \$46,666 was received in November 2021 and the balance of \$113,034 was received in February 2022. Local Authority funding is to be spent within two years of receipt.

#### FINANCIAL IMPLICATIONS

As per Council's budget for Gunbalanya projects.

#### STRATEGIC IMPLICATIONS

The contents of this report are aligned to Goal 1.2 and Goal 6.3 as outlined in the *Regional Plan and Budget 2022-2023*.

### PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

Investing in relationships and partnerships at all levels supports and strengthens community and belonging. We prioritise the value of partnerships and relationships as a key determinant of a happy, strong and thriving community.

<b>Goal 1.2</b>	<b>Economic Partnerships</b> Secure increased income opportunities (grants and commercial) that create employment and/or improve community life
-----------------	--

### PILLAR 6 FOUNDATIONS OF GOVERNANCE

Integrity is at the heart of everything we do. We are leaders of best practice and excellence in governance, advocacy, consultation and administration. Our processes, procedures and policies are ethical and transparent.

<b>Goal 6.3</b>	<b>Council and Local Authorities</b> Excellence in governance, consultation administration and representation
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### VOTING REQUIREMENTS

Simple majority.

#### RECOMMENDATION:

**That the Local Authority:**

- **Notes the report;**
- **Notes the attached Local Authority project funding certification report for Gunbalanya for the period ended 30 June 2022; and**
- **Continues to discuss the use of the remaining \$136,934 funds available for allocation.**

### ATTACHMENTS

- 1 2021-2022 LA Certification Gunbalanya.pdf

# West Arnhem Regional Council

## CERTIFICATION OF 2021-2022 LOCAL AUTHORITY PROJECT FUNDING

Local Authority: Gunbalanya Local Authority

File number: \_\_\_\_\_

### INCOME AND EXPENDITURE FOR THE PERIOD ENDING 30 JUNE 2022

LAPF Grant 2021-2022	\$159,700.00
Other income/carried forward balance from 2020- 2021	\$159,700.00
Other income/carried forward balance from 2019- 2020	\$160,610.00
Other income/carried forward balance from 2018- 2019	\$113,034.52
<b>Total Income</b>	<b>\$593,044.52</b>
<b>Total Expenditure</b>	<b>\$226,598.06</b>
<b>Surplus/ (Deficit)</b>	<b>\$366,446.46</b>

The following projects have been committed for Gunbalanya Local Authority funding. Consultation and works have commenced on the projects listed below.

Gunbalanya	
Project	Allocated funding balance as at 31 May 2022
1. LAP - Children's Playground	\$7,991
2. LAP - Animal Management Program	\$13,720
3. LAP - Community Garden Hard Structure & Amenities Lot 649	\$108,000
4. LAP - Portable LED Screen	\$49,201
<b>TOTAL</b>	<b>\$178,912</b>

We certify that the LAPF was spent in accordance with,

- the projects submitted by the Local Authority; Yes  No
- the LAPF funding guidelines; Yes  No
- the *Local Government Act and the Local Government (Accounting) Regulation; and* Yes  No
- the Northern Territory Government's buy from Territory enterprise policy. Yes  No

Certification report prepared by.....Sarah Will..... ..26...../.08...../2022

The local authority projects formed part of the agenda and minutes of

Council's ordinary council meeting and local authority meeting. Yes  No

Laid before the Council at a Special Finance meeting (to be held on) ...12.../...10.../2022.... Copy of minutes attached (TBA).

Laid before the LA at a meeting (to be held on) ...27.../...10.../2022.... Copy of minutes attached (TBA).

CEO or CFO ..... *P. Fidler* ..... ..29...../.08...../2022\_\_

Department of the Chief Minister and Cabinet



West Arnhem Regional Council

DEPARTMENTAL USE ONLY

Grant amount correct: Yes  No

Balance of funds to be spent \$ \_\_\_\_\_

Date next certification ...../...../20\_\_

CERTIFICATION ACCEPTED Yes  No

Comments  
-----

Omor Sharif – Grants and Rates Officer \_\_\_\_\_ ...../...../20\_\_

Donna Hadfield – Manager Grants Program \_\_\_\_\_ ...../...../20\_\_

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 27 OCTOBER 2022

<b>Agenda Reference:</b>	<b>11.2</b>
<b>Title:</b>	<b>Financial Report to August 2022</b>
<b>File Reference:</b>	<b>1042715</b>
<b>Author:</b>	<b>Corey White, Accountant; Andrew Shaw, Finance Manager</b>

#### SUMMARY

This Financial Report for the year to date period 1 July 2022 to 31 August 2022, the first two months of the 2022-23 financial year, is prepared for the Gunbalanya Local Authority.

#### BACKGROUND

This Financial Reports include the following attachment:

- Graphical Finance Presentation

The report is to be read in conjunction with the graphical presentation attachment.

#### COMMENT

The Local Authority members are encouraged to discuss the Finance Report for the period ended 31 August 2022. The report covers all of the activities within the Gunbalanya Community. There are activities related to Core Services both Tied and Untied, Commercial Services, and Community Service activities. Additionally, there are some projects that are funded from Council's own money.

A summary of the total Gunbalanya income and expenditure is shown below.

## Actuals v Budget for Gunbalanya Community as at 31 Aug 2022

Description	TOTAL GUNBALANYA					Annual Budget	Progress
	Actuals YTD	Budget YTD	Variance	%			
<b>Operational Revenue</b>							
61 - Income Rates and Charges	107,601	107,607	(6)	(0%)		645,644	17%
62 - Income Council Fees and Charges	2,021	3,772	(1,752)	(46%)		22,633	9%
63 - Income Operating Grants	911,281	394,505	516,776	100%+	!	1,242,029	73%
65 - Income Allocation	50,534	72,303	(21,770)	(30%)		433,820	12%
66 - Other Income	10,775	2,667	8,109	100%+		16,000	67%
67 - Income Agency and Commercial Services	258,902	295,237	(36,335)	(12%)		1,771,424	15%
<b>Total Operational Revenue</b>	<b>1,341,114</b>	<b>876,092</b>	<b>465,022</b>	<b>53%</b>		<b>4,131,550</b>	<b>32%</b>
<b>Operational Expenditure</b>							
71 - Employee Expenses	473,727	427,177	46,550	11%		2,563,064	18%
72 - Contract and Material Expenses	146,066	247,919	(101,853)	(41%)		1,487,512	10%
73 - Finance Expenses	599	267	332	(100%)+		1,600	37%
74 - Travel, Freight and Accom Expenses	16,281	16,653	(372)	(2%)		99,917	16%
76 - Fuel, Utilities & Communication	54,718	63,101	(8,383)	(13%)		378,605	14%
79 - Other Expenses	180,335	115,161	65,175	57%		670,466	27%
<b>Total Operational Expenditure</b>	<b>871,726</b>	<b>870,277</b>	<b>1,449</b>	<b>0%</b>		<b>5,201,165</b>	<b>17%</b>
<b>Total Operational Surplus / (Deficit)</b>	<b>469,388</b>	<b>5,814</b>	<b>463,573</b>	<b>100%+</b>		<b>(1,069,615)</b>	<b>0%</b>
<b>Capital Income</b>							
68 - Income Capital Grants and Contributions	74,368	70,000	4,368	6%		70,000	100%+
<b>Total Capital Income</b>	<b>74,368</b>	<b>70,000</b>	<b>4,368</b>	<b>6%</b>		<b>70,000</b>	<b>100%+</b>
<b>Capital Expense</b>							
33 - Capital Expenditure	-	-	-	-		225,000	0%
<b>Total Capital Expense</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>225,000</b>	<b>0%</b>
<b>Total Capital Surplus / (Deficit)</b>	<b>74,368</b>	<b>70,000</b>	<b>4,368</b>	<b>6%</b>		<b>(155,000)</b>	<b>0%</b>
<b>Net Surplus / (Deficit)</b>	<b>543,755</b>	<b>75,814</b>	<b>467,941</b>	<b>100%+</b>		<b>(1,224,615)</b>	<b>0%</b>

## STATUTORY ENVIRONMENT

Regulation 17 of the *Local Government (General) Regulations 2021* outlines the requirements for financial reporting to Council.

## POLICY IMPLICATIONS

Not Applicable.

## FINANCIAL IMPLICATIONS

Not Applicable.

## STRATEGIC IMPLICATIONS

The contents of this report are aligned to Pillar 6 as outlined in the *Regional Plan and Budget 2022-2023*.

### PILLAR 6 FOUNDATIONS OF GOVERNANCE

**Integrity is at the heart of everything we do. We are leaders of best practice and excellence in governance, advocacy, consultation and administration.**

**Our processes, procedures and policies are ethical and transparent.**

Goal 6.1

#### Financial Management

Provision of strong financial management and leadership which ensures long term sustainability and growth

## VOTING REQUIREMENTS

Not applicable.

### RECOMMENDATION:

**That the Gunbalanya Local Authority notes and receives the Financial Report for the year to date period, July 2022 to August 2022.**

## ATTACHMENTS

- 1 Graphical Finance Presentation Gunbalanya - August 2022.pdf



**Gunbalanya Local Authority Committee  
Financial Management Report for the  
period ended 31<sup>st</sup> August 2022**

# Actual v Budget – Operational – Jul 2022 to August 2022

## Actuals v Budget for Gunbalanya Community

as at 31 Aug 2022

Description	TOTAL GUNBALANYA			
	Actuals YTD	Budget YTD	Variance	%
<b>Operational Revenue</b>				
61 - Income Rates and Charges	107,601	107,607	(6)	(0%)
62 - Income Council Fees and Charges	2,021	3,772	(1,752)	(46%)
63 - Income Operating Grants	911,281	394,505	516,776	100%+
65 - Income Allocation	50,534	72,303	(21,770)	(30%)
66 - Other Income	10,775	2,667	8,109	100%+
67 - Income Agency and Commercial Services	258,902	295,237	(36,335)	(12%)
<b>Total Operational Revenue</b>	<b>1,341,114</b>	<b>876,092</b>	<b>465,022</b>	<b>53%</b>
<b>Operational Expenditure</b>				
71 - Employee Expenses	473,727	427,177	46,550	11%
72 - Contract and Material Expenses	146,066	247,919	(101,853)	(41%)
73 - Finance Expenses	599	267	332	(100%)+
74 - Travel, Freight and Accom Expenses	16,281	16,653	(372)	(2%)
76 - Fuel, Utilities & Communication	54,718	63,101	(8,383)	(13%)
79 - Other Expenses	180,335	115,161	65,175	57%
<b>Total Operational Expenditure</b>	<b>871,726</b>	<b>870,277</b>	<b>1,449</b>	<b>0%</b>
<b>Total Operational Surplus / (Deficit)</b>	<b>469,388</b>	<b>5,814</b>	<b>463,573</b>	<b>100%+</b>
				<b>(1,069,615)</b>
				<b>0%</b>







# Actual v Budget – Gunbalanya – Jul 2022 to August 2022



## Council Funded Projects – Jul 2022 to August 2022

Reserve Activity	Approved Budget	Date of Approval	Expenditure to 30 Jun 2021	Expenditure to date FY2021-22	Balance as at 31.08.2022
5253.01 - Purchase 3 Tonne Roller	76,087	FY 20/21	(52,875)	(10,554)	12,658
5271.01 - Purchase Isuzu Dmax Utility	55,000	FY 21/22	-	-	55,000
5277.01 - Purchase Ride on Mower	35,000	FY 21/22	-	(30,078)	4,922
<b>Council Funded (Reserve) Balance</b>	<b>166,087</b>		<b>(52,875)</b>	<b>(40,632)</b>	<b>72,580</b>





**Grant Funding – Local Authority Projects - Unallocated Funding - Jul 2022 to August 2022**



	Approved Income Budget	Year of Budget Approval	Cash received to date (incl. Carried Forward)	Expenditure prior years	Expenditure 2022-23	Cash Balance as at 31.08.2022
Grant Funding - Local Authority Projects	136,934	FY 21/22	136,934	-	-	136,934
Local Authority Projects (LAP) - funding available not yet allocated						

## Grant Funding – Local Authority Projects – Jul 2022 to Aug 2022

Grant Funding - Local Authority Projects	Approved Income Budget	Year of Budget Approval	Cash received to date (incl. Carried Forward)	Expenditure prior years	Expenditure 2022-23	Cash Balance as at 31.08.2022
Local Authority Projects (LAP) The 2021-22 project funding of \$159,700 has been received in full.						
Local Authority Projects (LAP) - Unallocated	136,934	FY 21/22	136,934	-	-	136,934
LAP - Dog Health Program	-		-	-	-	-
LAP - Children's Playground (See also the Community Projects table below, which shows additional assistance from ABA for this project)	215,265	FY20/21	215,265	(174,583)	-	40,682
LAP - Animal Management Program - 2021/2022	13,720	FY 21/22	13,720	(16,770)	-	(3,050)
LAP - Animal Management Program - 2022/2023	14,680	FY 22/23	14,680	-	(2,250)	12,430
LAP - Community Garden Hard Structure & Amenities Lot 649	108,000	FY 21/22	108,000	-	-	108,000
LAP - Portable LED Screen	86,000	FY 21/22	86,000	(36,800)	-	49,201
LAP - Architectural and Structural Drawings - Ablution Block	20,000	FY 22/23	20,000.00	-	-	20,000
<b>TOTAL LOCAL AUTHORITY PROJECTS</b>	<b>594,599</b>		<b>594,599</b>	<b>(228,153)</b>	<b>(2,250)</b>	<b>364,196</b>



## Grant Funding – Community Projects – Jul 2022 to August 2022

Grant Funding - Community Projects	Approved Income Budget	Year of Budget Approval	Cash received to date (incl. Carried Forward)	Expenditure prior years	Expenditure 2022-23	Cash Balance as at 31.08.2022
LRCI Phase1-Gun Diesel Tank	160,000	FY 21/22	-	-	-	-
LRCI Phase1-Gunbalanya Oval Fencing	65,000	FY 21/22	-	-	-	-
Home Care Packages Program (HCP)	340,500	FY 22/23	39,051	(34,366)	(34,366)	4,684
Commonwealth Home Support Program (CHSP)	-	FY 22/23	-	(5,407)	(5,407)	-
NT Jobs Package - Aged Care	-	FY 22/23	-	(54,599)	(54,599)	-
Night Patrol	-	FY 22/23	-	(58,535)	(58,535)	-
Safety and Wellbeing - Sport and Recreation	-	FY 22/23	-	-	-	-
Remote Sport Program	-	FY 22/23	-	(4,596)	(4,596)	-
Deliver Indigenous Broadcasting Programs (RIBS)	-	FY 22/23	-	-	-	-
Children and Schooling - Youth	277,333	FY 21/22	579,735	(119,577)	(119,577)	460,158
Australia Day Grant	-	FY 22/23	-	-	-	-
Women's Safe House	440,452	FY 21/22	109,350	(55,071)	(55,071)	54,279
Women's Safe House - Garden Beautification and Furniture	-	FY 22/23	301	-	-	301
Women's Safe House - Upgrades	-	FY 22/23	2,164	(1,200)	(1,200)	964
Domestic Family & Sexual Violence Program	95,889	FY 21/22	107,957	(2,230)	(2,230)	105,727
Night Patrol Covid-19 Booster Program	-	FY 20/21	-	(1,409)	(1,409)	-
eHCP - Home Care Packages Program from eTools	268,000	FY 21/22	4,025	(39,051)	(39,051)	-
TEABBA Staff Funding - Indigenous Broadcasting Prgm (RIBS)	-	FY 22/23	-	(3,976)	(3,976)	-
Children's Playground (ABA funding)	-	FY 21/22	14,445	-	-	14,445
Safe house Paint and Furniture	43,655	FY 21/22	3,655	(2,595)	(2,595)	1,060
Flexible Support Packages and COVID-19 Service Delivery Cost	-	FY 21/22	79,666	-	-	79,666
Get Up Stand Up Show Up - NAIDOC Week Activity	-	FY 22/23	-	(620)	(620)	-
<b>TOTAL COMMUNITY PROJECTS</b>	<b>1,690,829</b>		<b>940,348</b>	<b>(383,232)</b>	<b>(383,232)</b>	<b>721,283</b>



## New Assets or Additions to Existing Assets – June 2022

Toyota Fortuner wagon  
Gunbalanya  
Asset no. 100118  
\$47,827



## WEST ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 27 OCTOBER 2022

<b>Agenda Reference:</b>	<b>12.1</b>
<b>Title:</b>	<b>Gunbalanya Airport Ablution Block</b>
<b>File Reference:</b>	<b>1033813</b>
<b>Author:</b>	<b>Clem Beard, Project Manager Technical Services</b>

#### SUMMARY

The purpose of this report is to provide to the Gunbalanya Local Authority various proposals and layouts to upgrade the airport facilities by constructing a new Airport Ablution Block.

#### BACKGROUND

The Local Authority requested the administration to carry out further investigations into the various options available to upgrade the existing toilet facilities at the airport and seek alternative design for community and cultural expectations.

The current toilet facilities are dilapidated and there is no active water or sewerage supply connected to the building. The service upgrade would be extremely costly and not viable.

There are no public amenities at the airport and the nearest toilet is located at the township which is approximately 4kms away.

#### COMMENT

The administration has potentially sourced two alternative toilet solutions to upgrade the existing toilet facilities.

##### Option 1

An Ecoflo Waste Management Toilet.

Provides all in one integrated toilet system that requires no water or electricity and works on a dehydration process. The toilet is constructed from steel frame with colorbond finishes.

**Key features-** Certified disabled compliant building, water tank and stand, stainless steel finishes, hand basin, mirror, grab rails and backrest, signage.

The expected timeframe from confirmation of order is 12 weeks.

An estimated cost breakdown is provided for the initial set up to purchase the toilet and installation.

<b>KAZUBA ECO FLO TOILET AND WATER TANK STAND</b>	<b>INDICATIVE COST</b>
Supply Ecoflo disabled compliant toilet	\$38,000
Construct/ erect Ecoflo toilet	\$35,000
Supply and install 5000ltr water tank including stand	\$10,000
Solar light and sensor light	\$7,000
Structural engineer	\$3,000
Building survey services	\$8,200
Construction tank plans	\$3,400
Solar Light x 4	\$30,000
Maintenance of Eco toilet	\$500

<b>KAZUBA ECO FLO TOILET AND WATER TANK STAND</b>	<b>INDICATIVE COST</b>
Freight	\$2,000
Contingencies	\$13,700
<b>Total ongoing costs</b>	<b>\$150,800</b>

**TOTAL construction costs including certification is \$150,800.00**

### Option 2

A custom built conventional flushable toilet which consist of septic tank set up combined with a solar pump system connected to the toilets.

**Key features** - The toilet consist of a separate male and female toilets with disabled access fitted with wash basins, septic tank set up combined with a solar pump system and connected to a bore pump.

The toilet block will be supplied prefabricated (flat packed), constructed onsite with a construction pad and have sewerage and water services connected and operate like a conventional flushable toilet. The prefabricated design would be similar as the current Ablution Facilities at the Gunbalanya Park however reduced in size to accommodate less users. The solar product and septic tank is used on all off grid projects on remote sites that have no plumbing or electrical services connected to services.

Ongoing maintenance - timeframe to be determined upon usage

- Sewerage pump out costs (from Darwin)
- Ongoing maintenance of equipment
- Water tanks to be refilled when empty from the Gunbalanya Station tanks adjacent to Airport (an MOU would be required to guarantee ongoing supply)

The expected timeframe to supply and complete construction is 12 weeks.

Below table includes scope of works and estimated/indicative cost breakdown for the septic tank/solar system and the construction of a prefabricated toilet.

<b>BURSTON – CUSTOM TOILET BUILDING</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
1	Design and documentation	\$15,000
1.1	Site preparation/Pad Construction	\$25,000
1.2	Water and sewerage plumbing connections	\$25,000
1.3	Water tank/ guttering and stand	\$30,000
1.4	Ablution Building – Modus Burston	\$62,500
1.5	Freight from Darwin - Gunbalanya	\$2,500
Total construction costs		<b>\$160,000</b>
<b>SEPTIC TANK/ SOLAR SYSTEM</b>		
2	Site preparation	\$5,000
2.1	Install plumbing and equipment - Labour	\$20,000
2.2	Install solar system 5.4w Solar PV system plus batteries for septic tank/Pressure pumps	\$49,000
2.3	Install solar system for water pressure pump x 2	\$15,000
2.4	Contingencies (Septic Tank)	\$25,000
2.5	Solar Light x 4	\$30,000

<b>BURSTON – CUSTOM TOILET BUILDING</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
Total solar system costs		<b>\$144,000</b>
<b>TOTAL ESTIMATED COSTS</b>	Costs for blockwork toilet and solar system	<b>\$304,000</b>

**TOTAL construction costs including certification is \$304,000**

**Note: WARC does not have a lease agreement over the airport. A lease agreement will make WARC responsible for all the day to day repair maintenance and any infrastructure upgrades at the Council's cost.**

Attachment 1 flushable toilet block floor layout

Attachment 2 concept design

Note: NLC and fees have not been included in the actual construction costs for the toilets. These will be determined once EOI applications have been lodged. The below prices have been determined from past submissions.

NLC/AAPA/Environmental consultation and approvals is approximately \$10,000

The exact location for the proposed toilets will be confirmed after a site inspection has determined the most practical location that complies with the building code.

#### **STATUTORY ENVIRONMENT**

Not applicable.

#### **POLICY IMPLICATIONS**

Council's Procurement Policy is relevant to this project.

#### **FINANCIAL IMPLICATIONS**

As per the approved budget for the projects.

#### **STRATEGIC IMPLICATIONS**

This report is aligned to goal 4.1 in the *Regional Plan and Budget 2022-2023*:

#### **PILLAR 4 SERVICE DELIVERY AND BUILT ENVIRONMENT**

**We provide high quality infrastructure and service delivery that meets the unique needs of each community, creates a sense of place and contributes towards promoting a sense of pride in community.**

#### **Goal 4.1**

#### **Strategic Infrastructure and Asset Management**

Strategically manage, maintain and enhance community infrastructure

#### **VOTING REQUIREMENTS**

Simple majority.

#### **RECOMMENDATION:**

**That the Local Authority:**

- **Notes the report;**

- Review the updated toilet design and recommends this option should be selected during this meeting; and
- Directs the administration to seek funding for this project at an estimated cost of \$150,800 for option 1 (Eco Toilet) or \$304,000 for option 2 (Flushing prefabrication ablution facilities).
- Plus the additional funding for NLC/AAPA/EPA consultation and approvals is approximately \$10,000

#### **ATTACHMENTS**

- 1 MA6056-C - West Arnhem Regional Council - Burton-Custom.pdf
- 2 kazuba eco toilet.pdf

# INTRODUCTION

Date: 2/9/2022

**Attn: Clem Beard**  
WEST ARNHEM REGIONAL COUNCIL

Dear Clem,

Thank you for your valued enquiry regarding our toilet and amenity solutions. Please see the below proposal for your consideration. We trust it meets with your satisfaction.

## BURTON-CUSTOM TOILET BUILDING

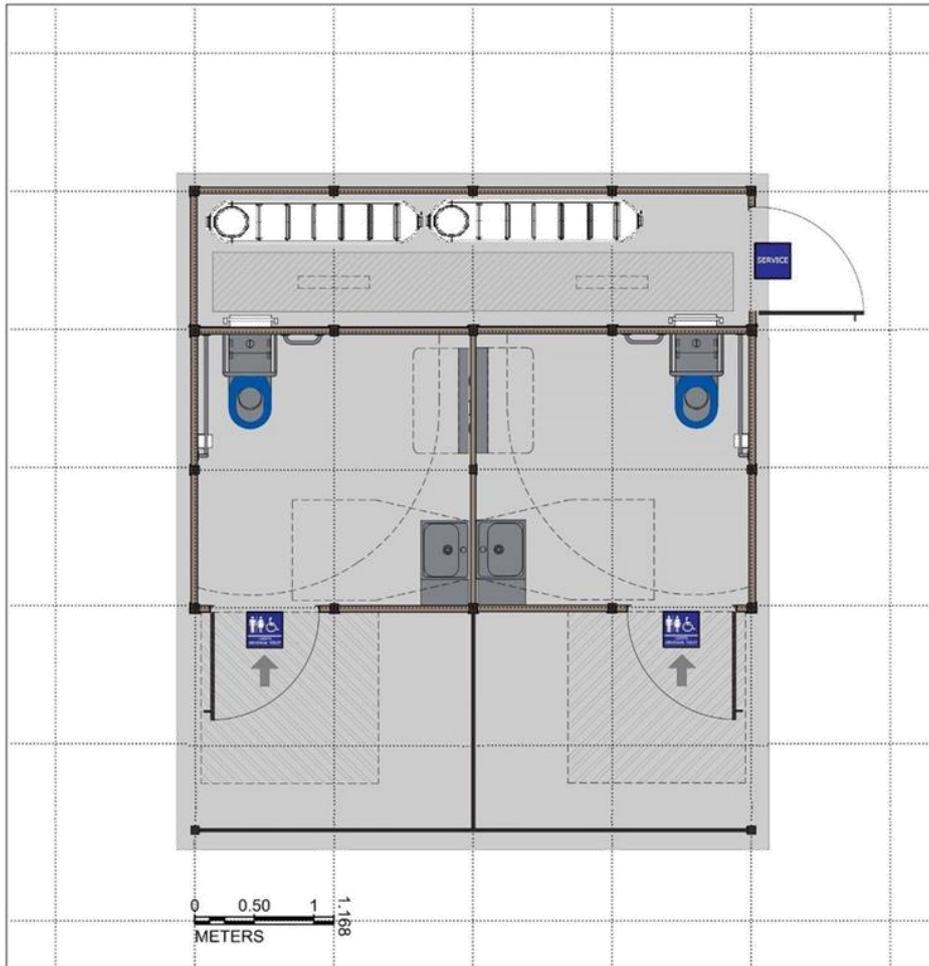
The Burton Toilet Building delivers classic form with a traditional style gable roof and trimming, designed to integrate seamlessly with any environment, whilst beautifying its surroundings.



*Note 3D renders/photos may not reflect the exact building in this proposal, we can provide an accurate render upon confirmed order.*

# FLOOR PLAN

## BURTON-CUSTOM TOILET BUILDING



*Floor plan above may not contain all fixtures and modifications included in this proposal. For accuracy, refer to the Building Fixtures section. An accurate floor plan can be provided upon confirmed order.*



## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 27 OCTOBER 2022

<b>Agenda Reference:</b>	<b>12.2</b>
<b>Title:</b>	<b>Draft of the 2021-2022 West Arnhem Regional Council Annual Report</b>
<b>File Reference:</b>	<b>1040667</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor; Heidi Walton, Communications and Public Relations Coordinator</b>

#### SUMMARY

The purpose of this paper is to provide the Local Authority with an update on progress made towards drafting the West Arnhem Regional Council (WARC) Annual Report: 2021-2022.

#### BACKGROUND

According to section 291 of the *Local Government Act 2019*, every council must have an annual report that contains:

- (a) A copy of the council's audited financial statement for the relevant financial year.
- (b) An assessment of:
  - (i) The council's performance against the objectives stated in the relevant regional plan adopted for the relevant financial year (applying indicators of performance set in the plan). In this context, the *West Arnhem Regional Council Regional Plan and Budget 2021-2022*.
  - (ii) The activities of all local authorities within the council's area for the relevant financial year.
- (c) An itemisation of any shared services the council has been involved with for the relevant financial year.
- (d) Details in relation to any delegations of the council's functions and powers to a council committee, local authority or local government subsidiary in force for the relevant financial year.
- (e) An itemisation of any amounts of fees or allowances paid to committee members in the relevant financial year.
- (f) A report on the consultations undertaken by the council in the relevant financial year.
- (g) An assessment of the council's performance of service delivery and projects for the relevant financial year, with reference to the advice and recommendations of authorities.
- (h) Any other information prescribed by regulation or in accordance with guidelines made by the Minister. In this regard, regulation 12 of the *Local Government (General) Regulations 2021* further states that the annual report of a council must include a comparison of the council's original budget, the council's most recently adopted budget and actual results, with a report on the reasons for the material variations between the most recently adopted budget and the actual results.

Council's administration has drafted the 2021-2022 Annual Report and is presenting the document to the Local Authority for review and feedback. Due to the large size of the document, a copy of the Annual Report is not included as an attachment in this report. Hard copies will be available for review at the Local Authority meeting.

#### COMMENT

Below is a summary of the progress made in completing the 2021-2022 Annual Report:

Item	Status/Completion Date
Drafting of 2021-2022 Annual Report sections including: <ul style="list-style-type: none"> <li>• Message from the Mayor and CEO</li> <li>• Vision purpose values</li> <li>• About the region</li> <li>• Our council</li> <li>• Our staff</li> <li>• Key achievements and projects</li> <li>• Council performance</li> <li>• Goal 1: community engagement</li> <li>• Goal 2: local government administration</li> <li>• Goal 3: local infrastructure</li> <li>• Goal 4: local environment health</li> <li>• Goal 5: local civic services</li> <li>• Goal 6: community social programs and commercial services</li> </ul>	Completed between June and September 2022
Presentation on Council's financial performance	Currently being completed and to be presented for review and feedback at the Risk Management and Audit Committee meeting scheduled on 26 October 2022. Thereafter, the financial statements will be incorporated into the 2021-2022 Annual Report before it is presented to Council for review and approval.
Presentation of draft 2021-2022 Annual Report at Local Authority meetings for review and feedback: <ul style="list-style-type: none"> <li>• Minjilang (13 October 2022)</li> <li>• Warruwi (20 October 2022)</li> <li>• Maningrida (27 October 2022)</li> <li>• Gunbalanya (3 November 2022)</li> </ul>	To be done between 13 October 2022 and 3 November 2022.
Presentation of the 2021-2022 Annual Report to Council for approval.	9 November 2022
Presentation of the 2021-2022 Annual Report to the Minister for Local Government.	To be done by 15 November 2022

#### STATUTORY ENVIRONMENT

Sections 290 and 291 of the *Local Government Act 2019*.  
 Regulation 12 of the *Local Government (General) Regulations 2021*.

#### POLICY IMPLICATIONS

Not applicable at this time.

#### FINANCIAL IMPLICATIONS

Not applicable at this time.

#### STRATEGIC IMPLICATIONS

This report is aligned to pillars 1 and 6 as outlined in the *Regional Plan and Budget 2022-2023* as follows:

### PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

Investing in relationships and partnerships at all levels supports and strengthens community and belonging. We prioritise the value of partnerships and relationships as a key determinant of a happy, strong and thriving community.

#### Goal 1.1

#### Community Engagement

Seek out and support diverse perspectives and collaborations with community, community leaders, businesses, agencies and local service providers to enhance community life

### PILLAR 6 FOUNDATIONS OF GOVERNANCE

Integrity is at the heart of everything we do. We are leaders of best practice and excellence in governance, advocacy, consultation and administration. Our processes, procedures and policies are ethical and transparent.

#### Goal 6.2

#### Records

Delivery of storage and retrieval of records processes which support efficient and transparent administration

#### Goal 6.3

#### Council and Local Authorities

Excellence in governance, consultation administration and representation

#### Goal 6.5

#### Planning and Reporting

Robust planning and reporting that supports Council's decision-making processes

### VOTING REQUIREMENTS

Not applicable at this time.

#### RECOMMENDATION:

#### That the Local Authority:

- Notes the progress made towards completing the 2021-2022 West Arnhem Regional Council Annual Report.
- Reviews and provides feedback on the draft 2021-2022 West Arnhem Regional Council Annual Report that will be provided at the meeting.

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 27 OCTOBER 2022

<b>Agenda Reference:</b>	<b>12.3</b>
<b>Title:</b>	<b>Local Authority Members Questions</b>
<b>File Reference:</b>	<b>1040668</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor</b>

#### SUMMARY

The purpose of this report is to give Local Authority Members a formal forum where they can table items for discussion at the Local Authority meeting.

#### BACKGROUND

Part 5.1 of the *Local Government Act 2019* (the Act) identifies local authorities as an essential forum for local decision making in remote communities. The key functions of local authorities as outlined in the Act are:

- a. To involve local communities more closely in issues related to local government.
- b. To ensure that local communities have the opportunity to express their opinions on questions affecting local government.
- c. To allow local communities a voice in the formulation of policies for the locality as well as policies for the area and the region.
- d. To take the views of local communities back to the council and act as advocates on their behalf.
- e. To contribute to the development of the relevant regional plan.
- f. To make recommendations to the council in relation to:
  - i. The council's budget; and
  - ii. The part of the council's area within which the local authority performs its functions.
- g. To perform other functions assigned to the local authority by the minister, in accordance with any guidelines that the minister may make.

Local Authority Members are encouraged to raise any other matters that they wish to discuss during the meeting.

#### COMMENT

No comment is required.

#### STATUTORY ENVIRONMENT

Section 78 of the *Local Government Act 2019*.

#### POLICY IMPLICATIONS

Not applicable.

#### FINANCIAL IMPLICATIONS

Not applicable at this time.

## STRATEGIC IMPLICATIONS

This report is aligned to pillars 1 and 6 in the *Regional Plan and Budget 2022-2023* as outlined below:

<b>PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING</b>	
<b>Investing in relationships and partnerships at all levels supports and strengthens community and belonging. We prioritise the value of partnerships and relationships as a key determinant of a happy, strong and thriving community.</b>	
<b>Goal 1.1</b>	<b>Community Engagement</b> Seek out and support diverse perspectives and collaborations with community, community leaders, businesses, agencies and local service providers to enhance community life

<b>PILLAR 6 FOUNDATIONS OF GOVERNANCE</b>	
<b>Integrity is at the heart of everything we do. We are leaders of best practice and excellence in governance, advocacy, consultation and administration. Our processes, procedures and policies are ethical and transparent.</b>	
<b>Goal 6.3</b>	<b>Council and Local Authorities</b> Excellence in governance, consultation administration and representation
<b>Goal 6.5</b>	<b>Planning and Reporting</b> Robust planning and reporting that supports Council's decision-making processes

## VOTING REQUIREMENTS

Not applicable at this time.

### RECOMMENDATION:

**That the Chairperson invites questions from Local Authority Members.**

**WEST ARNHEM REGIONAL COUNCIL  
FOR THE MEETING 27 OCTOBER 2022**