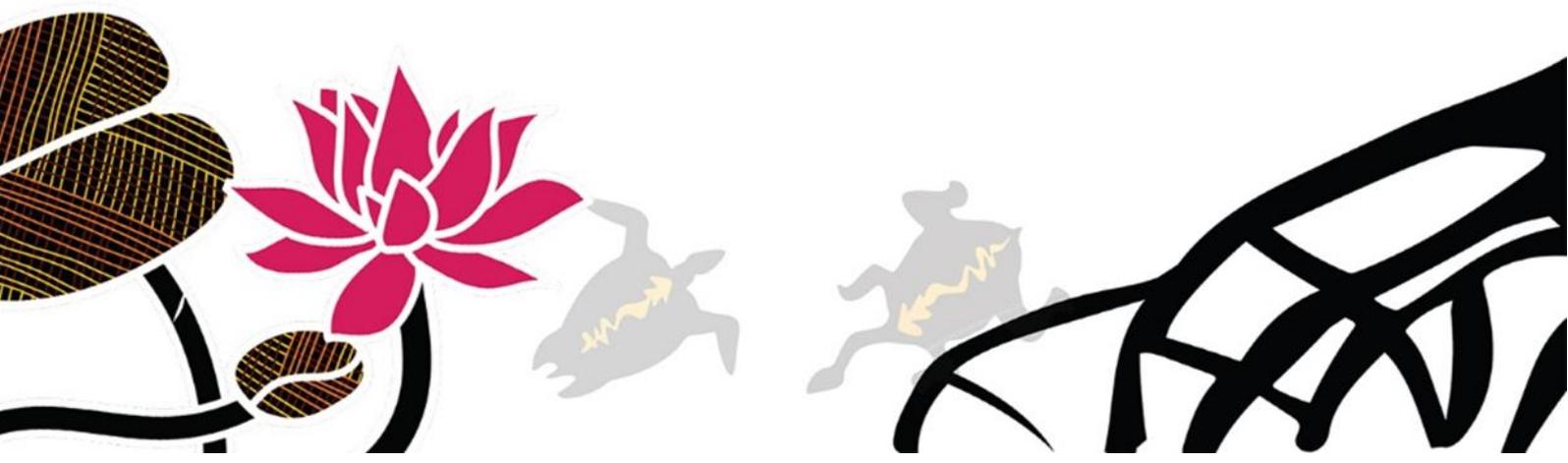




WEST ARNHEM REGIONAL COUNCIL  
LOCAL AUTHORITY MEETING  
**AGENDA**

**THURSDAY, 23 FEBRUARY 2023**



## **WEST ARNHEM REGIONAL COUNCIL**

Notice is hereby given that a Local Authority Meeting of the West Arnhem Regional Council will be held in on Thursday, 23 February 2023 at 10:00.

Paul Hockings  
Chief Executive Officer

# TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
<b>1</b>	<b>ACKNOWLEDGEMENT OF COUNTRY</b>	
<b>2</b>	<b>PERSONS PRESENT</b>	
<b>3</b>	<b>APOLOGIES</b>	
3.1	Apologies and Leave of Absence.....	6
<b>4</b>	<b>ABSENT WITHOUT NOTICE</b>	
4.1	Absent Without Notice .....	7
<b>5</b>	<b>REPORTS</b>	
<b>6</b>	<b>ACCEPTANCE OF AGENDA</b>	
6.1	Acceptance of Agenda .....	8
<b>7</b>	<b>DECLARATION OF INTEREST OF MEMBERS OR STAFF</b>	
7.1	Disclosure of Interest of Members or Staff.....	9
<b>8</b>	<b>CONFIRMATION OF PREVIOUS MINUTES</b>	
8.1	Confirmation of Previous Local Authority Meeting Minutes - 10 January 2023.....	11
<b>9</b>	<b>COUNCIL'S RESPONSES - LOCAL AUTHORITY ISSUES</b>	
<b>10</b>	<b>LOCAL AUTHORITY ACTION ITEMS</b>	
10.1	Review of Local Authority Action Items .....	15
<b>11</b>	<b>CEO / CSM REPORT ON REGIONAL COUNCIL SERVICES</b>	
11.1	CSM Operations Report on Current Council Services .....	32
<b>12</b>	<b>SERVICE DELIVERY</b>	
<b>13</b>	<b>REGIONAL COUNCIL SERVICE DELIVERY - COMPLAINTS</b>	
<b>14</b>	<b>FINANCE REPORT</b>	
14.1	Financial Report to December 2022.....	39
14.2	Local Authority Funding .....	51
<b>15</b>	<b>VISITOR PRESENTATIONS</b>	
15.1	Presentations to Gunbalanya Local Authority .....	53
<b>16</b>	<b>GENERAL ITEMS</b>	
16.1	Gunbalanya Church Lot 394 - Install Boundary Fence .....	55
16.2	Gunbalanya Park - Proposed Playground Structure Extension .....	58
16.3	Solar Lights - Gunbalanya Entrance Road - Airport T/O to New Subdivision .....	62
16.4	Additional Park Bench Seating for Playground Structure .....	65
16.5	Gunbalanya Subdivision Handover Report .....	67
16.6	Consultation - West Arnhem Regional Council Regional Plan Strategic Plan 2023 -2024 .....	77
16.7	Northern Territory Government Review of Local Authorities .....	79

16.8	NT Electoral Boundary Review .....	93
16.9	Local Authority Members Questions .....	95

**17 NEXT MEETING**

## **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 23 FEBRUARY 2023**

<b>Agenda Reference:</b>	<b>3.1</b>
<b>Title:</b>	<b>Apologies and Leave of Absence</b>
<b>File Reference:</b>	<b>1059654</b>
<b>Author:</b>	<b>Jessie Schaecken, 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 23 February 2023.

**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 noted Members apologies and/or requests for leave of absence for the meeting held on 23 February 2023.**

**ATTACHMENTS**

# WEST ARNHEM REGIONAL COUNCIL

## FOR THE MEETING 23 FEBRUARY 2023

<b>Agenda Reference:</b>	<b>4.1</b>
<b>Title:</b>	<b>Absent Without Notice</b>
<b>File Reference:</b>	<b>1059696</b>
<b>Author:</b>	<b>Jessie Schaecken, 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 23 February 2023.

### 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.**

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

Not applicable.

### RECOMMENDATION:

**That the Gunbalanya Local Authority noted members absences without notice for the meeting held on 23 February 2023.**

### ATTACHMENTS

**WEST ARNHEM REGIONAL COUNCIL**  
**FOR THE MEETING 23 FEBRUARY 2023**

<b>Agenda Reference:</b>	<b>6.1</b>
<b>Title:</b>	<b>Acceptance of Agenda</b>
<b>File Reference:</b>	<b>1059697</b>
<b>Author:</b>	<b>Jessie Schaecken, Governance and Risk Advisor</b>

**SUMMARY**

Agenda papers are submitted for acceptance by appointed members for the Gunbalanya Local Authority meeting of 23 February 2023.

**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 23 February 2023 as circulated be accepted.**

**ATTACHMENTS**

# WEST ARNHEM REGIONAL COUNCIL

## FOR THE MEETING 23 FEBRUARY 2023

<b>Agenda Reference:</b>	<b>7.1</b>
<b>Title:</b>	<b>Disclosure of Interest of Members or Staff</b>
<b>File Reference:</b>	<b>1059701</b>
<b>Author:</b>	<b>Jessie Schaecken, 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:

PILLAR 6 FOUNDATIONS OF GOVERNANCE	
<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>	
Goal 6.2	<b>Records</b> Delivery of storage and retrieval of records processes which support efficient and transparent administration
Goal 6.3	<b>Council and Local Authorities</b> Excellence in governance, consultation administration and representation
Goal 6.4	<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 Gunbalanya Local Authority received and recorded declarations of interest for the meeting held on 23 February 2023.**

**ATTACHMENTS**

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 23 FEBRUARY 2023

<b>Agenda Reference:</b>	<b>8.1</b>
<b>Title:</b>	<b>Confirmation of Previous Local Authority Meeting Minutes - 10 January 2023</b>
<b>File Reference:</b>	<b>1059705</b>
<b>Author:</b>	<b>Jessie Schaecken, Governance and Risk Advisor</b>

#### SUMMARY

Unconfirmed minutes of the 10 January 2023 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 10 January 2023 Gunbalanya Local Authority meeting are adopted as a true and correct record of the meeting.**

#### ATTACHMENTS

- 1 Gunbalanya Local Authority 2023-01-10 [1604] Minutes.pdf



Minutes of Gunbalayna Local Authority Meeting  
 Tuesday, 10 January 2023 at 11:00  
 Council Chambers, Gunbalanya

Chairperson Andy Garnarradj declared the meeting open at 11:37, welcomed all in attendance and did an Acknowledgement of Country.

**APPOINTED MEMBERS PRESENT**

Chairperson	Andy Garnarradj
Member	Kenneth Mangiru
Member	Henry Yates
Member	Evonne Gumurdul
Member	Connie Nayinggul
Member	Maxwell Garnarradj

**ELECTED MEMBERS PRESENT**

Mayor	Matthew Ryan
Councillor	Otto Dann

**STAFF PRESENT**

Chief Executive Officer	Paul Hockings
Executive Manager, Advocacy and Strategy	Brooke Darmanin
Services Project Manager	Clem Beard

**APOLOGIES**

**3.1 APOLOGIES AND LEAVE OF ABSENCE**

The Committee considered Apologies and Leave of Absence.

**GUN139/2023 RESOLVED:**

On the motion of Mr Andy Garnarradj

Seconded Mr Henry Yates

The Gunbalanya Local Authority notes there are no members apologies and requests for leave of absence for the meeting held on 10 January 2023.

**CARRIED**

**ABSENT WITHOUT NOTICE**

**4.1 ABSENT WITHOUT NOTICE**

The Committee considered Absent Without Notice.

**GUN140/2023 RESOLVED:**

On the motion of Mr Andy Garnarradj  
 Seconded Mr Maxwell Garnarradj  
 The Gunbalanya Local Authority notes there are no members absences without notice for the meeting held on 10 January 2023.

CARRIED

#### ACCEPTANCE OF AGENDA

##### 5.1 ACCEPTANCE OF AGENDA

The Committee considered Acceptance of Agenda.

**GUN141/2023 RESOLVED:**  
 On the motion of Mayor Matthew Ryan  
 Seconded Mr Kenneth Mangiru  
 The agenda for the Gunbalanya Local Authority meeting of 10 January 2023 as circulated is accepted.

CARRIED

#### CONFIRMATION OF PREVIOUS MINUTES

##### 6.1 CONFIRMATION OF PREVIOUS LOCAL AUTHORITY MEETING MINUTES - 27 OCTOBER 2022

The Committee considered Confirmation of Previous Local Authority Meeting Minutes - 27 October 2022.

**GUN142/2023 RESOLVED:**  
 On the motion of Mr Henry Yates  
 Seconded Ms Connie Nayinggul  
 The minutes of the 27 October 2022 Gunbalanya Local Authority meeting are adopted as a true and correct record of the meeting.

CARRIED

#### GENERAL ITEMS

##### 7.1 NORTHERN TERRITORY GOVERNMENT REVIEW OF LOCAL AUTHORITIES

The Committee considered Northern Territory Government Review of Local Authorities.

The Gunbalanya Local Authority provided feedback on ways in which the Local Authority can be strengthened and improved. The Administration committed to providing a summary of recommendations and feedback to the local Authority through the Council Services Manager.

##### 8.1 NEW SUBDIVISION NAME

The Gunbalanya Local Authority discussed naming the first street in the new subdivision currently signposted as Garnarradj Street.

**GUN143/2023 RESOLVED:**  
 On the motion of Ms Connie Nayinggul  
 Seconded Ms Evonne Gumurdul  
 The Gunbalanya Local Authority request Council to direct the Administration to write to NT Place Names Committee to name the new first street within the new subdivision 'Water Python Street'

CARRIED

**9.1 INJALAK ARTS CENTRE - REQUEST FOR FUNDING**

The Gunbalanya Local Authority, through the Council Services Manager, received correspondence from Injalak Arts and Crafts Centre requesting financial support to assist with the construction of a Daluk shelter shade sail.

**GUN144/2023 RESOLVED:**

**On the motion of Mr Henry Yates**

**Seconded Mayor Matthew Ryan**

**The Gunbalanya Local Authority receive and note the incoming request from Injalak Arts and Craft Centre for the Daluk Shelter Shade Sail and request Council to direct the administration to;**

- 1. Confirm this request is within the Local Authority guidelines for funding and, if so;**
- 2. Scope and budget for this project in consultation with Injalak Arts and Craft Centre.**

**CARRIED**

**10.1 QUESTIONS WITHOUT NOTICE**

Gunbalanya Airport – Request to seek funding to improve fencing around the airport due to wildlife and cattle accessing the runway. Further request to seek funding for airport facility upgrades.

Solar lighting – Request to investigate an additional 10 solar lights through the Local Authority Project funding. Proposed location of these additional lights is along the entrance road to Gunbalanya from the Airport Access Road intersection to the new subdivision entrance.

**NEXT MEETING**

The next meeting will be held on 23 February 2023 at 10:00.

**MEETING DECLARED CLOSED**

Chairperson Andy Garnarradj declared the meeting closed at 1355.

This page and the preceding 2 pages are the minutes of the Gunbalanya Local Authority meeting held on 10 January 2023.

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Chairperson

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Date Confirmed

# WEST ARNHEM REGIONAL COUNCIL

## FOR THE MEETING 23 FEBRUARY 2023

<b>Agenda Reference:</b>	<b>10.1</b>
<b>Title:</b>	<b>Review of Local Authority Action Items</b>
<b>File Reference:</b>	<b>1059717</b>
<b>Author:</b>	<b>Jessie Schaecken, 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 Gunbalanya Local Authority reviewed the action items list and approved to remove any completed actions.**

#### **ATTACHMENTS**

- 1 Gunbalanya LA Action Items List - In Progres.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> <p><b>08 February 2023 – Clem Beard</b></p> <ul style="list-style-type: none"> <li>• Additional works completed by Contractor in early February 2023</li> <li>• A report will be tabled at this meeting on the proposal to extend existing shade structure over the playground for additional comfortability for community asset.</li> </ul>	
<b>11 August 2021</b>	<b>OCM69/2021</b>	<b>COMMUNITY GARDEN HARD STRUCTURE</b>	<b>In Progress</b>	<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>	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>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> <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 and the possibility of supplying a comfort letter to proceed with construction of the proposed shelter.</li> </ul> <p><b>08 February 2023 – Clem Beard</b></p> <ul style="list-style-type: none"> <li>Construction area is classified as Restricted Work Area (RWA) by Aboriginal Area Protection Authority (AAPA). Administration in negotiations and planning with AAPA to lift restricted area after consultation with Traditional Owners of Gunbalanya.</li> <li>AAPA have confirmed consultations will commence in March with Traditional Owners and the AAPA CEO has approved a partial fee waiver. The cost will be \$5,000.00 thus a saving to the Local authority up to \$20,000.00 for fees.</li> </ul>	
10 March 2021	OCM1/2021	INSTALLATION OF A FENCE AT THE GUNBALANYA OVAL	In Progress	<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>	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>• 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> <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>	

### Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Team/ Officer
				<p>25 January 2023 – Clem Beard</p> <ul style="list-style-type: none"> <li>Project completed</li> </ul>	
11 November 2020	OCM213/2020	PURCHASE OF A PORTABLE SCREEN	In Progress	<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> <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>	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>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> <p><b>25 January 2023 – Clem Beard</b></p> <ul style="list-style-type: none"> <li>Project completed – Screen/Trailer Delivered</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> <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>	Grants

### 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>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>	
				<p><b>14 December 2022 - Clem Beard</b></p> <ul style="list-style-type: none"> <li>OCMI18/2022 Approved the administration to seek funding for a flushing prefabrication ablation facility at an estimated cost of \$304,000</li> </ul>	

### Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Team/ Officer
				<p>08 February 2023 – Clem Beard</p> <ul style="list-style-type: none"> <li>Land Tenure to be completed when/if grant Funding becomes available for project to proceed at the Gunbalanya Airport.</li> <li>Ongoing discussion with the NLC on funding and leasing arrangements for Airport Facilities management</li> </ul>	
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>	In Progress	<p>30 April 2020 – Gordon Smith</p> <p>The Administration received the following information from NLC on the 29-01-2020: 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>	Technical Services

### Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Team/ Officer
				<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 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></p>	

### Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Team/ Officer
				<p>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).            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></p>	

### Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Team/ Officer
				<p>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> <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> <p><b>25 January 2023 – Clem Beard</b></p> <ul style="list-style-type: none"> <li>Correspondence with NLC Lawyer 17/01/2023 and 03/02/2023 has confirmed further options and consultations for the location of the proposed new cemetery will take place in the community throughout 2023.</li> <li>Once new Cemetery is identified and operational, work can commence on closing existing cemetery with approvals from Land Owners.</li> </ul>	

### Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Team/ Officer
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> <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> </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>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 Hoynes</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 Hoynes</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> 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: "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></p>	

### Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Team/ Officer
				<p>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 suitability 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 Oepelli 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' 'There is a positive to this and that is that DIPL applied for extraction agreements for some areas along Oepelli 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>	

### 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>• 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> <p><b>25 January 2023 – Clem Beard</b></p> <ul style="list-style-type: none"> <li>• Jone Lotu (NLC) to speak with Philbert Mukundi. NLC will update WARC when we have an update</li> </ul>	

# WEST ARNHEM REGIONAL COUNCIL

## FOR THE MEETING 23 FEBRUARY 2023

<b>Agenda Reference:</b>	<b>11.1</b>
<b>Title:</b>	<b>CSM Operations Report on Current Council Services</b>
<b>File Reference:</b>	<b>1059613</b>
<b>Author:</b>	<b>Fiona Ainsworth, Acting Chief Operating Officer</b>

### SUMMARY

This report will present the Authority with an update on matters relating to current regional council services provided in the community, as prepared and presented by Council Services Manager (CSM) Tim Hema.

### BACKGROUND

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

### COMMENT

The following report has been prepared by CSM Tim Hema.

### STATUTORY ENVIRONMENT

Not applicable.

### POLICY IMPLICATIONS

Not applicable.

### FINANCIAL IMPLICATIONS

Not applicable.

### 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 Gunbalanya Local Authority received and noted the report entitled *CSM Operations Report on Current Council Services*.**

### ATTACHMENTS

- 1 LA Operations Report - Gunbalanya.pdf

# Local Authority report

## Gunbalanya

8/02/2023

WEST ARNHEM



REGIONAL COUNCIL

## Service Delivery

### 1. Attendance rates

#### 1.1. Staff Attendance

The Gunbalanya Council department has averaged 60% attendance for the past three months which has impacted on the ability of Council to complete the required works in the community.

- Acting Council Services Manager (CSM) in place from Monday 5<sup>th</sup> December 2022, through to Thursday 19<sup>th</sup> January 2023.
- New Council Services Manager (CSM) commenced on Monday 16<sup>th</sup> January 2023 and completed organizational induction in Jabiru, before commencing in Gunbalanya on Thursday 19<sup>th</sup> January 2023.
- The Wellbeing Services Coordinator provided operations support from Jabiru.
- The absence of key leadership roles during this reporting period, has impacted operations.

Currently recruiting for the following positions:

- Senior Works Officer – Currently advertised, closing 15<sup>th</sup> February 2023.
- Team Leader Works – Interviews commence Monday 13<sup>th</sup> February 2023.
- Administration Coordinator – Currently advertised, closing 22<sup>nd</sup> February 2023.
- Community Care Cook – Interviews conducted on Wednesday 8<sup>th</sup> February 2023.
- Works Assistants x 3 positions – Open until filled.
- Mechanic Works Assistant – Open until filled.

Total number of vacancies	9
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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 a partial Office closure 10:30am – 11:30am, Monday 20<sup>th</sup> January 2023 to support School Graduation.

- Administration Coordinator position unoccupied during this report period.
- Still looking to recruit Administration Trainee.

#### 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.
- Retail and Postal Service Officer Jabiru providing coverage in the Gunbalanya Post Office from Monday 23<sup>rd</sup> January 2023 through to 3<sup>rd</sup> February 2023, while the Post and Administration Officer Gunbalanya was on leave.
- Post Office LPO / MVR training to be organised for Post and Administration Officer.

Total postage received (3 months)	4860kg
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**2.3 Centrelink**

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

- Centrelink Senior Officer still fulfilled duties while also Acting CSM for Gunbalanya.
- Staff were kept busy assisting residents with enquiries and facilitating agency contact via computers and phone.
- Remote services team community visit Monday 30<sup>th</sup> January 2023 – Friday 3<sup>rd</sup> February 2023.
- Centrelink Assistant recruitment now completed.

**2.3. Cleaning**

Scheduled cleaning of council assets have been completed as follows:

- Council office – twice a week – total of 42 occasions.
- Playground amenities – once a week – total of 12 occasions.
- Public toilets – twice a week – total of 24 occasions.
- Common areas cleaned – once a week – total of 12 occasions.
- Visitor Accommodation rooms as required – total 68 room cleans.
- Local community member assisting the cleaning team, as part of their Court imposed Community Service.

**2.4. Visitor Accommodation**

Total number of current visitor accommodation available is 10.

**3. Wellbeing Services**

**3.1. Sport and Recreation**

Meeting held with National Indigenous Australians Agency (NIAA), to discuss forming a Gunbalanya Youth Coordination Committee, with the intent of having a more coordinated approach over all the services/agencies in community towards Youth services and activities. NIAA also visited the Youth Hall and Night Patrol locations and a risk assessment was completed for works needed at Youth Hall. Manager Community Services Support and NDIS Support Officer from Jabiru attended and provided support for the NIAA meeting and community visit.

- New Youth, Sports and Recreation Team Leader Gunbalanya commence in December 2022.
- Recruited 2 new casual Youth, Sports and Recreation Officers, to assist with delivery of activities and programs.
- Basic repairs to the Youth Centre completed and facility re-opened on 19<sup>th</sup> January 2023. Further repairs works required to occur post wet season.
- Gunbalanya Day (Australia Day) celebrations held on Friday 27<sup>th</sup> January 2023.
- Planning Gunbalanya Aboriginal Culture day for February 2023.
- Continue to collaborate with Adjumarllal Youth, combining youth, sport and recreation activities at various times.

Attendance totals	560
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**3.2. Aged Care**

The Aged Care centre is functioning extremely well and currently has approximately 10 - 15 clients coming in for a hot breakfast every morning. Aged Care also continues to provide transport, healthy and nutritious hot meals, and a dry breakfast to all clients, including NDIS five days a week.

- Aged Care has one new client and another two awaiting commencement for Meals-on-Wheels, making a total of 41 meals provided to the community daily.
- Aged Care provides laundry care for participating clients.
- Community Care Assistant was acting as Community Care Team Leader up to 20<sup>th</sup> January 2023.
- New Community Care Team Leader commenced in the community on Monday 16<sup>th</sup> January 2023.
- Community Care Assistant applied for Community Care Cook position, with interview conducted on Wednesday 8<sup>th</sup> February 2023.
- Yard maintenance services to be offered to clients. New mowers and whipper snippers are on order.

Total meals provided	3444
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**3.3. Disability care**

NDIS services provided are still currently minimized to in-home support, but these services 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
- Transport
- Yard maintenance

Total number of NDIS participants	19
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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 13 women and 12 minors accommodated over the reporting period.

- Deadly Cleaners, visited the women's safe house to conduct commercial clean.
- Obtaining quotes to install razor wire to the perimeter fence.
- Fire Hose to be installed.
- Investigating industrial washing machine and dryer for clients to use.
- Some furniture requires replacing.

**3.5. Night Patrol**

Night patrol services were provided on the available nights between 7.00pm to 2:30am

- Short staffing has effected operations in both the men's and women's teams.
- Current recruitment for casual staff is in progress.

**3.6. Broadcasting**

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

- Broadcasting Officer was absent for extended period and planning to return to work mid-February 2023.

Total number of On-Air hours	0
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## 4. Community Works

The absence of the Senior Works Officer and Team Leader Works, combined with low staff numbers, has had a huge impact on works team, operations and outputs. Currently in the recruitment process to fill these positions by the end of February 2023. In the interim, 3 new Works Officers have commenced, with a possible fourth Works Officer to start in the coming weeks.

### 4.1. Parks and Open Space

- Rubbish runs continue to operate Monday to Friday. There has been some inconsistencies, due to staffing numbers and qualified license holders.
- Low staff numbers have impacted the mowing schedule.

### 4.2. Roads

- Some potholes and road repairs being done by Works team and ESOs, as required.

### 4.3. Waste

Landfill site operated between Monday to Friday, 8:30am to 4:00pm. Currently recruiting for a new Landfill Officer. Currently Works teams are covering landfill duties as required.

- New Landfill Officer to commence in February 2023.
- New Landfill Officer to received training at the Jabiru landfill site, dates still to be confirmed with CSM Jabiru.
- Hard rubbish runs conducted as required, due to limited staff having the required licence and qualification to drive the garbage compactor.
- Areas around the landfill site require clean up, due the absence of a Landfill Officer. Also a need for big skip bins for unloading bays.
- Numerous car bodies around community, making the community look untidy. Looking to start discussion with identified owners, seeking permission to remove vehicle from the community to the landfill site.

### 4.4. Plant and equipment

- A complete audit and stock take of all plant & equipment needs to occur, once Senior Works Officer position has been recruited to.
- 1 x Twin-cab 4WD, currently under repairs.
- 1 x Ride-on mower require maintenance and repairs.

## 5. Essential Services

One of the two Gunbalanya based Essential Services Officers provided relief ESO coverage for the Maningrida community, Monday 6<sup>th</sup> February 2023 to Friday 10<sup>th</sup> February 2023.

### 5.1. Power

- Nil interruptions.
- 2 x 250 hour genset services on MTU No. 1.
- 8 x generation reports conducted.
- Multiple vandalized electrical meters replaced and/ or installed.
- 4 X fuel drops to the genset yard storage tanks.
- Quarterly meter reads due in February 2023. Works team are assisting ESO, to ensure all readings are taken by required timeframe.

### 5.2. Water

- Water samples conducted as per scheduled review. All returned positive readings.
- Bore pumps (hours and volumes) readings taken on 56 occasions.
- 10 x water leak repairs and numerous small leak repairs.

### 5.3. Sewage

- Sewer lift pumps (hours and volumes) readings taken on 39 occasions.

- Pond gates scraped on 8 occasions.
- Sewer pit low level and float clean outs on 42 occasions.
- Dump sewer cage on SP2 on 5 occasions.
- Sewer samples conducted as per scheduled review.
- Sewer pond outflow reads on 12 occasions.

#### 5.4. Airfield

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

- Serviceability and lighting inspections were conducted twice a week.
- 16 x Medical evacuations occurred in this reporting period.
- Replaced 2 faulty marker/runway lights.
- Numerous incident reports submitted regarding cattle on the airfield. Meetings held with Department of Infrastructure, Planning and Logistics (DIPL), Indigenous Land and Sea Corporation (ILSC) Senior Management and Gunbalanya Station and Meats. Gunbalanya Station and Meats agreed to build a 2 km long 'buffer' fence, to minimize cattle getting on the airstrip. It is anticipated that DIPL will replace the fence come the dry season.

There was no interruption to the above services.

## 6. Trade Services

### 6.1. Scheduled Servicing

Mechanic:

- Mechanic Trades Assistant vacancy now open.
- Vehicle repairs and servicing as necessary.
- Unnecessary repairs occurring require on plant and equipment, due to operator error, lack of training and maintenance. Recommendation, regular toolbox discussion and training staff to do pre-start checks and how to do basic repairs and maintenance on plant and equipment.
- Ongoing puncture repairs.
- Needs to be improved and streamlined the process for ordering parts, materials, and equipment, so these items are sent out to community within delays.

## 7. Community

### 7.1. Local Authority projects

- **Current**
  - Naming of First Street (Water Python) in the new subdivision. Council requested to draft letter to NT Place names to seek approval.
- **Future**
  - Billabong hard structure, awaiting outcome of Norther Land Council (NLC) discussions.

### 7.2. Other projects

- **Opportunities**
  - Looking at signage for community.
- **Current**
  - Diesel Tank installation, final works to occur post wet season.
  - Women's Safe house repainted.
  - Bench seats installed at play ground park.
- **Future**
  - Improve line marking on roads.
  - Demolish and remove old Radio Station demountable.

**7.3. Community meetings and events**

- Council Services Manager invited guest and presented graduation certificates at the Gunbalanya School Year 12 Graduation ceremony held on Friday 20<sup>th</sup> January 2023.
- Staff Lunch held on Friday 3<sup>rd</sup> Feb 2023, to acknowledge a current staff member, Centrelink Senior Officer, for the 13 years' of service with the council.
- Introduction meeting with NT Police Officer in Charge (OIC) and discuss issue of 2 wild pigs roaming in community.
- New electronic noticeboard was installed at Council Office on Saturday 28<sup>th</sup> January 2023.

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

**FOR THE MEETING 23 FEBRUARY 2023**

<b>Agenda Reference:</b>	<b>14.1</b>
<b>Title:</b>	<b>Financial Report to December 2022</b>
<b>File Reference:</b>	<b>1059662</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 December 2022, the first 6 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 December 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 - Gunbalanya

as at 31 Dec 2022

Description	TOTAL GUNBALANYA				Annual Budget	Progress
	Actuals YTD	Budget YTD	Variance	%		
<b>Operational Revenue</b>						
61 - Income Rates and Charges	322,803	322,803	0	0%	645,606	50%
62 - Income Council Fees and Charges	11,696	8,566	3,129	37%	17,133	68%
63 - Income Operating Grants	1,257,764	1,425,086	(167,322)	(12%)	2,026,206	62%
65 - Income Allocation	149,350	162,463	(13,113)	(8%)	324,925	46%
66 - Other Income	19,740	22,952	(3,213)	(14%)	30,952	64%
67 - Income Agency and Commercial Services	821,917	948,297	(126,380)	(13%)	1,893,753	43%
<b>Total Operational Revenue</b>	<b>2,583,270</b>	<b>2,890,167</b>	<b>(306,897)</b>	<b>(11%)</b>	<b>4,938,574</b>	<b>52%</b>
<b>Operational Expenditure</b>						
71 - Employee Expenses	1,345,460	1,180,435	165,025	14%	2,390,710	56%
72 - Contract and Material Expenses	510,168	834,212	(324,044)	(39%)	1,639,185	31%
73 - Finance Expenses	1,583	1,200	383	32%	2,400	66%
74 - Travel, Freight and Accom Expenses	50,740	68,417	(17,677)	(26%)	134,441	38%
76 - Fuel, Utilities & Communication	189,132	184,765	4,368	2%	366,330	52%
79 - Other Expenses	408,606	510,218	(101,612)	(20%)	1,127,064	36%
<b>Total Operational Expenditure</b>	<b>2,505,689</b>	<b>2,779,247</b>	<b>(273,558)</b>	<b>(10%)</b>	<b>5,660,130</b>	<b>44%</b>
<b>Total Operational Surplus / (Deficit)</b>	<b>77,581</b>	<b>110,920</b>	<b>(33,339)</b>	<b>(30%)</b>	<b>(721,556)</b>	<b>0%</b>
<b>Capital Income</b>						
68 - Income Capital Grants and Contributions	158,765	137,145	21,621	16%	139,445	100%+
<b>Total Capital Income</b>	<b>158,765</b>	<b>137,145</b>	<b>21,621</b>	<b>16%</b>	<b>139,445</b>	<b>100%+</b>
<b>Capital Expense</b>						
33 - Capital Expenditure	170,194	217,828	(47,634)	(22%)	427,677	40%
<b>Total Capital Expense</b>	<b>170,194</b>	<b>217,828</b>	<b>(47,634)</b>	<b>(22%)</b>	<b>427,677</b>	<b>40%</b>
<b>Total Capital Surplus / (Deficit)</b>	<b>(11,428)</b>	<b>(80,683)</b>	<b>69,254</b>	<b>86%</b>	<b>(288,232)</b>	<b>4%</b>
<b>Net Surplus / (Deficit)</b>	<b>66,152</b>	<b>30,237</b>	<b>35,915</b>	<b>100%+</b>	<b>(1,009,788)</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 Gunbalanya Local Authority received and noted the Financial Report for the year to date period, July to December 2022.**

**ATTACHMENTS**

- 1 Graphical Finance Presentation Gunbalanya - December 2022.pdf



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

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

## Actuals v Budget - Gunbalanya

as at 31 Dec 2022

Description	TOTAL COUNCIL			
	Actuals YTD	Budget YTD	Variance	%
<b>Operational Revenue</b>				
61 - Income Rates and Charges	322,803	322,803	0	0%
62 - Income Council Fees and Charges	11,696	8,566	3,129	37%
63 - Income Operating Grants	1,257,764	1,425,086	(167,322)	(12%)
65 - Income Allocation	149,350	162,463	(13,113)	(8%)
66 - Other Income	19,740	22,952	(3,213)	(14%)
67 - Income Agency and Commercial Services	821,917	948,297	(126,380)	(13%)
<b>Total Operational Revenue</b>	<b>2,583,270</b>	<b>2,890,167</b>	<b>(306,897)</b>	<b>(11%)</b>
<b>Operational Expenditure</b>				
71 - Employee Expenses	1,345,460	1,180,435	165,025	14%
72 - Contract and Material Expenses	510,168	834,212	(324,044)	(39%)
73 - Finance Expenses	1,583	1,200	383	32%
74 - Travel, Freight and Accom Expenses	50,740	68,417	(17,677)	(26%)
76 - Fuel, Utilities & Communication	189,132	184,765	4,368	2%
79 - Other Expenses	408,606	510,218	(101,612)	(20%)
<b>Total Operational Expenditure</b>	<b>2,505,689</b>	<b>2,779,247</b>	<b>(273,558)</b>	<b>(10%)</b>
<b>Total Operational Surplus / (Deficit)</b>	<b>77,581</b>	<b>110,920</b>	<b>(33,339)</b>	<b>(30%)</b>



# Actual v Budget – Capital – Jul 2022 to December 2022

## Actuals v Budget - Gunbalanya as at 31 Dec 2022

Description	TOTAL COUNCIL			
	Actuals YTD	Budget YTD	Variance	%
<b>Capital Income</b>				
68 - Income Capital Grants and Contributions	158,765	137,145	21,621	16%
<b>Total Capital Income</b>	<b>158,765</b>	<b>137,145</b>	<b>21,621</b>	<b>16%</b>
<b>Capital Expense</b>				
33 - Capital Expenditure	170,194	217,828	(47,634)	(22%)
<b>Total Capital Expense</b>	<b>170,194</b>	<b>217,828</b>	<b>(47,634)</b>	<b>(22%)</b>
<b>Total Capital Surplus / (Deficit)</b>	<b>(11,428)</b>	<b>(80,683)</b>	<b>69,254</b>	<b>86%</b>
			<b>139,445</b>	<b>100%+</b>
			<b>139,445</b>	<b>100%+</b>
			<b>427,677</b>	<b>40%</b>
			<b>427,677</b>	<b>40%</b>
			<b>(288,232)</b>	<b>4%</b>

**Legend:**

-  Unfavourable variance over \$75,000
-  Unfavourable variance under \$75,000
-  Favourable variance
-  Variance over \$300,000





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



## Council Funded Projects – Jul 2022 to December 2022

Reserve Activity	Approved Budget	Date of Approval	Expenditure to 30 Jun 2022	Expenditure to date FY2022-23	Balance as at 31.12.2022
5271.01 - Purchase Isuzu Dmax Utility	55,000	FY 21/22	-	(52,194)	2,806
5277.01 - Purchase Ride on Mower	30,078	FY 21/22	(30,078)	-	0
5294.01 - Concrete Stand for Diesel Tank - Gunbala	70,000	FY 22/23	-	-	70,000
<b>Council Funded (Reserve) Balance</b>	<b>155,078</b>		<b>(30,078)</b>	<b>(52,194)</b>	<b>72,806</b>





**Grant Funding – Local Authority Projects - Unallocated Funding - Jul 2022 to Dec 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 31.12.2022
Grant Funding - Local Authority Projects						
Local Authority Projects (LAP) - funding available not yet allocated	131,634	FY 21/22	131,634	-	-	131,634



## Grant Funding – Local Authority Projects – Jul 2022 to Dec 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 31.12.2022
Local Authority Projects (LAP) The 2021-22 project funding of \$159,700 has been received in full.						
Local Authority Projects (LAP) - Unallocated	131,634	FY 21/22	131,634			131,634
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	(162,275)	(32,040)	20,950
LAP - Community Garden Hard Structure & Amenities Lot 649	108,000	FY 21/22	108,000	-	(20,349)	87,651
LAP - Two Portable LED Screens	86,000	FY 21/22	86,000	(36,800)	(360)	48,840
LAP - Architectural and Structural Drawings - Ablution Block	20,000	FY 21/22	20,000	-	-	20,000
LAP - Animal Management Program - 2022/2023	14,680	FY 22/23	14,680	-	(450)	14,230
<b>TOTAL LOCAL AUTHORITY PROJECTS</b>	<b>575,579</b>		<b>575,579</b>	<b>(199,075)</b>	<b>(53,199)</b>	<b>323,305</b>



## Grant Funding – Community Projects – Jul 2022 to Dec 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 31.12.2022
LRCI Phase1-Gun Diesel Tank	84,850	FY 22/23	-	-	-	-
LRCI Phase1-Gunbalanya Oval Fencing	65,000	FY 22/23	-	-	(64,135)	-
Home Care Packages Program (HCP)	233,605	FY 22/23	118,697	-	(108,122)	10,575
Commonwealth Home Support Program (CHSP)	-	FY 22/23	-	-	(37,272)	-
NT Jobs Package - Aged Care	-	FY 22/23	-	-	(134,043)	-
Night Patrol	-	FY 22/23	-	-	(182,628)	-
Safety and Wellbeing - Sport and Recreation	-	FY 22/23	-	-	(203)	-
Remote Sport Program	-	FY 22/23	-	-	(13,982)	-
Deliver Indigenous Broadcasting Programs (RIBS)	-	FY 22/23	-	-	-	-
Children and Schooling - Youth	411,108	FY 22/23	350,110	-	(186,561)	163,549
Australia Day Grant	-	FY 22/23	3,000	-	-	3,000
Women's Safe House	552,266	FY 22/23	332,041	-	(214,159)	117,882
Women's Safe House - Upgrades	-	FY 22/23	-	-	-	-
Domestic Family & Sexual Violence Program	163,846	FY 22/23	107,957	-	-	107,957
Night Patrol Covid-19 Booster Program	-	FY 22/23	-	-	-	-
eHCP - Home Care Packages Program from eTools	268,000	FY 22/23	58,550	-	(118,697)	-
TEABBA Staff Funding - Indigenous Broadcasting Prgm (RIBS)	-	FY 22/23	-	-	(10,117)	-
Children's Playground (ABA funding)	14,445	FY 22/23	14,445	-	(16,886)	-
Safe house Paint and Furniture	3,655	FY 22/23	3,655	-	(2,901)	754
Flexible Support Packages and COVID-19 Service Delivery Cost	79,666	FY 22/23	79,666	-	(453)	79,213
Get Up Stand Up Show Up - NAIDOC Week	-	FY 22/23	-	-	(620)	-
Celebrating Aboriginal Culture (Australia Day)	-	FY 22/23	1,250	-	-	1,250
<b>TOTAL COMMUNITY PROJECTS</b>	<b>1,876,441</b>		<b>1,069,371</b>	<b>-</b>	<b>(1,090,779)</b>	<b>484,180</b>





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

### LED TV Trailer (1 out of 2)

Gunbalanya  
Asset no. 150173  
\$30,780



### 2022 Toyota Hilux

Gunbalanya  
Asset no. 100123  
\$51,403



## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 23 FEBRUARY 2023

<b>Agenda Reference:</b>	<b>14.2</b>
<b>Title:</b>	<b>Local Authority Funding</b>
<b>File Reference:</b>	<b>1058952</b>
<b>Author:</b>	<b>Robyn Oswald, Ms</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 December 2022:** \$323,305

**Allocated funds as at 31 December 2022:** \$191,671

**Unallocated funds as at 31 December 2022:** \$131,634

<b>Gunbalanya</b>	
<b>Project</b>	<b>Allocated funding balance as at 31 December 2022</b>
1. Local Authority Projects (LAP) – Unallocated 2021/2022	\$131,634
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)	\$20,950
4. LAP - Animal Management Program – 2021/2022	-
5. LAP - Animal Management Program – 2022/2023	\$14,230
6. LAP - Community Garden Hard Structure & Amenities Lot 649	\$87,651
7. LAP - Portable LED Screen	\$48,840
8. Architectural and Structural Drawings – Ablution Block	\$20,000
<b>TOTAL</b>	<b>\$323,305</b>

#### COMMENT

The 2021-22 Local Authority Projects funding, totalling \$159,700, has been received in full. Local Authority funding is to be spent within two years of receipt.



Hi Mailen, please find attached the payment schedule (page 7) for the Children's Playground in Gunbalanya. Please code the recent payment of \$82,400.00 to 3132.01.

Hi Loukas, please note we have now received payment one and two, totalling \$185,400.00.

Cheers, Brooke

Anticipated date	Description	Amount (excl GST)	GST	Total (incl GST)
20 July 2021	Within 20 days of Project Start date	\$103,000.00	\$0.00	\$103,000.00
1 August 2021	Secure right to commence works and obtain all approvals	\$82,400.00	\$0.00	\$82,400.00
1 November 2021	Final Payment	\$20,600.00	\$0.00	\$20,600.00
<b>Total Grant payable:</b>		<b>\$206,000.00</b>	<b>\$0.00</b>	<b>\$206,000.00</b>

### 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.**

**Goal 1.2 Economic Partnerships**  
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.**

**Goal 6.3 Council and Local Authorities**  
Excellence in governance, consultation administration and representation

### VOTING REQUIREMENTS

Simple majority.

#### RECOMMENDATION:

**That the Local Authority:**

- Received and noted the report; and

### ATTACHMENTS

# WEST ARNHAM REGIONAL COUNCIL

## FOR THE MEETING 23 FEBRUARY 2023

<b>Agenda Reference:</b>	<b>15.1</b>
<b>Title:</b>	<b>Presentations to Gunbalanya Local Authority</b>
<b>File Reference:</b>	<b>1059725</b>
<b>Author:</b>	<b>Jessie Schaecken, Governance and Risk Advisor</b>

### SUMMARY

The purpose of this report is to provide the Gunbalanya Local Authority with a list of presentations to be made by representatives of various entities and organisations.

### BACKGROUND

At various times, presentations are made so that issues relating to the Gunbalanya community can be raised and information shared.

### COMMENT

Today's meeting will include the following presentations:

- Australia Electoral Commission (AEC) by Maryanne Walley, Engagement Officer NT Division
- Water Security, Power and Water Cooperation by Mr Cail Rayment, Water Demand Coordinator – Remote.

### STATUTORY ENVIRONMENT

Not applicable.

### POLICY IMPLICATIONS

Not applicable.

### FINANCIAL IMPLICATIONS

Not applicable.

### STRATEGIC IMPLICATIONS

The presentation will provide community members with information that is aligned to pillars 1 and 6 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.**

#### 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 6.3

### **Council and Local Authorities**

Excellence in governance, consultation administration and representation

## VOTING REQUIREMENTS

Not applicable.

## RECOMMENDATION:

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

## ATTACHMENTS

**WEST ARNHEM REGIONAL COUNCIL**  
**FOR THE MEETING 23 FEBRUARY 2023**

<b>Agenda Reference:</b>	<b>16.1</b>
<b>Title:</b>	<b>Gunbalanya Church Lot 394 - Install Boundary Fence</b>
<b>File Reference:</b>	<b>1047940</b>
<b>Author:</b>	<b>Sam Fazzolari, Project Coordinator Infrastructure; Clem Beard, Project Manager Technical Services</b>

**SUMMARY**

This report is to provide the Gunbalanya Local Authority a proposal and cost estimate to construct a perimeter fence around the Church for the Gunbalanya Community.

**BACKGROUND**

The Gunbalanya Local Authority has requested the administration to provide a scope of work and cost estimate to supply and install a fence along the perimeter boundary of the Gunbalanya Church.

The fence will encompass the boundaries of the vacant Lot 393 and house block at Lot 395 on the Main Road in Gunbalanya per attached Slap Map.

The purpose of the proposed fence is to secure the Lot and to stop vehicles driving thru the allotment boundaries.

The administration has also explored an additional option of completing project with bollards only to reduce expenditure from the annual allocation of Local Authority funding.

**COMMENT**

The administration has sourced an indicative quotes for 2 options for the Gunbalanya Local Authority to consider.

**Option 1**

Utilizing bollards only – Lot 394 Church for Roadside boundary and Billabong boundary including vehicle access with chain barrier.

Quantity	DESCRIPTION	AMOUNT
30 x Bollards	Materials and installation	\$ 8,360.00
	Contingencies 15%	\$ 1,254.00
	Indicative total costs	\$ <b>9,614.00</b>

**Option 2**

Scope of Works including:

- Mobilization/demobilisation, all materials and equipment required.
- 1.2m high chainmesh fencing with top and bottom rails.
- Supply and install 2x1m pedestrian gates.
- Supply and install 2 sets of vehicle access gates, opening of 4m, 2 sets of 2m gates per opening.
- Install 300mmx300mm concrete pad with 20mm gal pipe to take drop pin on the double gates.

- Quote includes accommodation and meals in the submission.
- 10% contingency rate for variations

#### 1200MM HIGH CHAINWIRE MESH FENCE

ITEM	DESCRIPTION	AMOUNT
1	Establishment costs/Admin/Contingencies	\$10,000.00
3	Fence installation	\$55,400.00
4	Vehicle and pedestrian gates	\$5,000.00
	<b>Total amount</b>	<b>\$70,400.00</b>

#### STATUTORY ENVIRONMENT

Not applicable

#### POLICY IMPLICATIONS

West Arnhem Regional Council's Purchasing Policy is relevant to this matter.

#### FINANCIAL IMPLICATIONS

Project funding is provided each year from the Department of Local Government, Housing and Community Development for Gunbalanya Local Authority

#### STRATEGIC IMPLICATIONS

This report is aligned to pillar 4 in the *Regional Plan and Budget 2022-2023* as follows:

#### 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 Gunbalanya Local Authority:

1. Requested Council to direct the administration to try and source match funding through the Church administration to reimburse some funds towards construction costs.
2. Discussed the use of project funding, and recommended the allocation of Local Authority funding to upgrade the fence as scope and budget:
  - a. Option 1 - Installation of 30 x Bollards for \$9,614
  - or
  - b. Option 2 – Installation of 1200mm High Chainmesh Fence for \$70,400

#### ATTACHMENTS

- 1 Gunbalanya Slap Map Lot 394.pdf



**WEST ARNHEM REGIONAL COUNCIL**  
**FOR THE MEETING 23 FEBRUARY 2023**

<b>Agenda Reference:</b>	<b>16.2</b>
<b>Title:</b>	<b>Gunbalanya Park - Proposed Playground Structure Extension</b>
<b>File Reference:</b>	<b>1051567</b>
<b>Author:</b>	<b>Clem Beard, Project Manager Technical Services</b>

### **SUMMARY**

This report is to provide the Gunbalanya Local Authority a proposal and cost estimate to construct an extension to the playground works for the Gunbalanya Community.

### **BACKGROUND**

The purpose of the proposed structural extension is to provide all year around additional shelter to all users of the community infrastructure at the Gunbalanya Park.

The administration has received feedback from the community the area to the north side of playground is exposed to the hot sun in the dry season months and poses a risks to children playing on the facility as the equipment becomes too hot to utilize and the facility usability is compromised.

The administration contacted the contractor who constructed facility (JMK) to explore options to discuss possible solutions.

### **COMMENT**

To increase the life and functionality of the asset and ensure longevity of facility the below proposal was submitted from the contractor who would schedule the works in the dry season due to current wet season restrictions in progress.

Extend existing hard shade structure over new playground area Gunbalanya by 50% which includes:

1. removing and relocating new solar light and pole
2. remove and relocate concrete curbing surrounding soft fall area
3. supply additional soft fall sand material

Indicative estimated costs with 10% contingency and certification is the circa \$93,600.

The additional works requested will enable families to enjoy the facilities in comfort and provide a level of safety, supervision and increase the overall environment towards a regular meeting place for community members.

If the project is approved by the Local Authority the materials can be procured now and the extension works will commence when the access to the community allows for road transport to be available approximately early May 2023.

### **STATUTORY ENVIRONMENT**

Australian Standards and Building Code of Australia sets out the specification and procedures to ensure that materials, products, methods and service is compliant and fit for the design and construction of the building and structure.

Gunbalanya Play Ground and Shade Structure to be constructed to comply with the Building Code of Australia and will be certified by a NT Certifier and issued with a 'Certificate of Occupancy' at completion of project.

### **POLICY IMPLICATIONS**

As stipulated in the *Local Government Act 2019* all procurement policies, procedures and principals will be adhered to when purchasing materials/services for project.

**FINANCIAL IMPLICATIONS**

Funding source available from the Local Authority unspent and unallocated budget. Funds to be spent in a 2 year period per funding guidelines.

**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 Gunbalayna Local Authority:**

- 1. Received and noted the report,**
- 2. Considered the appetite from the Local Authority to improve facility functionality; and**
- 3. Approved \$93,600 circa from the Gunbalanya Local Authority funding to complete the variation to the playground.**

**ATTACHMENTS**

- 1 Gunbalanya Playground Aerial.png**
- 2 Gunbalanya Playground North Side).jpg**





## WEST ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 23 FEBRUARY 2023

<b>Agenda Reference:</b>	<b>16.3</b>
<b>Title:</b>	<b>Solar Lights - Gunbalanya Entrance Road - Airport T/O to New Subdivision</b>
<b>File Reference:</b>	<b>1053670</b>
<b>Author:</b>	<b>Sam Fazzolari, Project Coordinator Infrastructure; Clem Beard, Project Manager Technical Services</b>

#### SUMMARY

This report provides an indicative price to construct 10 solar LED lights at the entrance road into Gunbalanya.

#### BACKGROUND

At the previous Local Authority (LA) meeting 10 January 2023 members questions with/without notice the LA requested the administration to investigate lighting options. Research determined Solar LED lighting as the most effective solution and is presently in use throughout the community.

#### COMMENT

The administration has sourced costs from suppliers and installers to calculate estimates costs to consider proceeding with project.

The solar lights are the same as existing solar lights in use throughout the community of Gunbalanya.

<b>Solar Lights - Entrance Road - Gunbalanya x 10</b>				
<b>Resource</b>	<b>Unit</b>	<b>Qty</b>	<b>Est Price</b>	<b>Total</b>
<b>Materials</b>				
Solar Lights & Poles	Each	10	\$3,218.00	\$ 32,180.00
Polycovers and wire cages	Each	10	\$ 318.00	\$ 3,180.00
Anti Climb Spikes	Each	10	\$ 177.00	\$ 1,770.00
Rag Bolt M20 Structural	Each	10	\$ 119.00	\$ 1,190.00
Freight to Darwin	Each	10	\$ 562.00	\$ 5,620.00
Road Freight Darwin to Gunbalanya	Each	10	\$ 141.65	\$ 1,416.50
Installation	Each	10	\$1,923.93	\$ 19,239.30
Contingency 15%	Only	1	\$9,689.37	\$ 9,689.37
<b>Total Estimated/Indicative Costs</b>				<b>\$ 74,285.17</b>

#### STATUTORY ENVIRONMENT

Not applicable at this time.

#### POLICY IMPLICATIONS

Council Purchasing Policy to be adhered to during procurement.

## FINANCIAL IMPLICATIONS

No current budget allocation for these works.

## STRATEGIC IMPLICATIONS

This report is aligned to pillar 4 in the *Regional Plan and Budget 2022-2023* as follows:

<b>PILLAR 4 SERVICE DELIVERY AND BUILT ENVIRONMENT</b>	
<b>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.</b>	
<b>Goal 4.1</b>	<b>Strategic Infrastructure and Asset Management</b> Strategically manage, maintain and enhance community infrastructure

## VOTING REQUIREMENTS

Simple majority.

<b>RECOMMENDATION:</b> <b>That Gunbalayna Local Authority:</b> <ul style="list-style-type: none"><li>• Received and noted the report;</li><li>• Reviewed the Solar Lights - Gunbalanya Entrance Road - Airport T/O to New Subdivision project and approved the allocation of \$74,285.17 from Gunbalanya Local Authority funding.</li></ul>
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## ATTACHMENTS

- 1 Solar Light Proposal - Gunbalanya Local Authority.jpg



# WEST ARNHEM REGIONAL COUNCIL

## FOR THE MEETING 23 FEBRUARY 2023

<b>Agenda Reference:</b>	<b>16.4</b>
<b>Title:</b>	<b>Additional Park Bench Seating for Playground Structure</b>
<b>File Reference:</b>	<b>1057380</b>
<b>Author:</b>	<b>Clem Beard, Project Manager Technical Services; Sam Fazzolari, Project Coordinator Infrastructure</b>

### SUMMARY

The purpose of this report is to approve the playground variation for the extra works requested locally around the children's playground in Gunbalanya.

### BACKGROUND

In 2020 (GUN82/2020), the Local Authority approved the upgrade of the Children's Playground. The administration released a design and construct tender for a new playground, shade structure, solar lights and bollards. The tender was awarded to JMK NT based on the playground features and value for money.

The additional works requested is not part of the initial construction/ tender works. The extra works will enable families to enjoy the facilities in comfort and provide a level of safety and supervision.

Increase the overall environment towards a meeting place for community members.

### COMMENT

The administration has directed the building contractor to commence works whilst currently onsite constructing the playground.

The benefit of carrying out the extra works with the same contractor is no accommodation or mobilisation costs will be incurred and the works will be in line with the playground finishes and presents a significant saving to the Local Authority funding.

The extra works include supply and install 3 x park bench seating, 2 meters length with concrete pads - \$9,900.

The contractor has installed additional park benches for seating, however the Local Authority have requested further seating in enhance the functionality of the park facilities.

### STATUTORY ENVIRONMENT

Australian Standards and Building Code of Australia which sets out specification and procedures to ensure that materials, products, methods and service are compliant and fit for the design and construction of the building and structure are relevant to this project.

### POLICY IMPLICATIONS

Council's Procurement Policy is relevant to this project.

### FINANCIAL IMPLICATIONS

Not applicable at this time.

## 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 Gunbalayna Local Authority:

1. Received and noted the report; and
2. Approved \$9,900 from Gunbalayna Local Authority funding to complete additional park bench seating to the playground.

## ATTACHMENTS

## WEST ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 23 FEBRUARY 2023

<b>Agenda Reference:</b>	<b>16.5</b>
<b>Title:</b>	<b>Gunbalanya Subdivision Handover Report</b>
<b>File Reference:</b>	<b>1059189</b>
<b>Author:</b>	<b>Hilal Ahmad, Senior Project Manager</b>

#### SUMMARY

The purpose of this report is to provide to the Council members advice on the handover of Gunbalanya New subdivision.

#### BACKGROUND

DIPL engaged Fred NT to develop a new subdivision in Gunbalanya at a cost of \$4M. The works commenced on 26 February 2021 and were completed by September 2022.

The Scope of works included the following:

1. Earthworks construction and allotment grading
2. The construction of new roads and drainage infrastructure
3. The installation of a new sewerage reticulation system and rising main
4. The installation of a new potable water reticulation system
5. The installation of a new electrical reticulation system
6. The installation of a new communications reticulation system
7. Grassing of batters and disturbed areas

On 1 September 2022, at the completion of these works, DIPL requested WARC to undertake a final inspection for handover of the subdivision to council. WARC and DIPL met onsite on 27 September 2022 to inspect the works. WARC engaged its technical team to inspect the works. The feedback from the technical team showed significant concerns about the unlined drains as they appear to have undesirable materials in the invert and in some case in the batters which over time will erode and degrade, particularly in monsoon season. Council advised DIPL to concrete the unlined drains to solve the scouring and silting problem. Other defects such as faulty street names, grassing issues, Gunbalanya Meat Works access and other minor defects were identified.

#### COMMENT

The administration's Technical team inspected the current condition and compliance of the new subdivision.

Below are the findings of the report:

1. Superintendent to consider erosion and sediment control measures for wet season. Although not specified on the drawings provided, there is currently none in place for the majority of the site
2. Line marking to be completed and inspected or evidence provided (e.g. photographs) of all areas.
4. Roadside marker posts and missing/damaged signs may need to be reinstated prior to handover. WARC may need to discuss this ongoing issue with the Superintendent to agree a longer term solution as this may continue to occur during the defects liability period (DLP).
5. For the larger concrete lined drains and aprons in particular, the inspector recommends to clean and inspect the concrete surfaces before the end of the DLP to ensure movement has not caused

significant cracking or damage due to not using flexible joint fillers. Any such cracking/damage should be assessed and repaired in accordance with AS3600.

6. Open Unlined Drain inverts and batter protection where noted as being sandy and/or sandy/gravel (which is most cases) should be reworked or an alternative form of remediation approved by the Superintendent to prevent future washout, damage and scouring which is already evident in places and is likely to worsen significantly over time. Prior to this, the Superintendent should consider reviewing all geotechnical field and laboratory tests for materials used in inverts and batters and preferably engage the services of a Geotechnical Engineer to form an opinion on the suitability of those materials used with any recommendations for remediation.

7. The Superintendent should review the as-built survey (topography, invert levels, drainage gradients, signs, line marking) vs the approved design to ensure compliance and where any significant changes are noted, refer to the hydraulic model to assess the impact and advise any further recommendations.

8. Drainage gratings to be installed as per design (or otherwise as approved by the Superintendent) and evidenced by photograph at each location for the Superintendent's approval.

9. There is significant build-up of silt and loose material in OUD's and culverts in many locations. This must be cleaned out prior to completion.

10. Grass Establishment of all OUD's and verges is required before the handover.

11. Remove all unapproved road sign names

12. Remove any silt and from driveways and floodway up until the grass is accepted.

13. The entrance to Gunbalanya meatworks is not suitable and DIPL is requested to install culverts to provide access to the Premises in wet season.

#### **STATUTORY ENVIRONMENT**

Not applicable.

#### **POLICY IMPLICATIONS**

Council's Procurement Policy is relevant to this project.

#### **FINANCIAL IMPLICATIONS**

The costs impost to Council will be significant into the future if the New Gunbalanya Subdivision is handed over in its current state and not to required Australian Standard.

#### **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 Gunbalayna Local Authority:**

- 1. Reviewed the Report; and**
- 2. Directed the administration to:**
  - a. Instruct NT Government to complete the civil remedial works for new subdivision to the required Australian Standards per independent consultant recommendations.**
  - b. To delay for another wet season to ensure the roads, drains, road furniture and culverts are sufficiently designed and constructed to accommodate wet season run off and to mitigate any potential areas of flooding.**

**ATTACHMENTS**

- 1 20220927 - HOJ35330 - Gunbalanya - Handover Inspection Report.pdf**



## HANDOVER INSPECTION REPORT

### West Arnhem Region – Gunbalanya – Subdivision Stage 1

Project No.	DIPL	West Arnhem Regional Council	Contractor
HOJ35330	Dayne Tierney (DIPL)	Hilal Ahmad (WARC)	Gary Tayler (Fred NT)
Tender No.	Anthony Pearse (DIPL)		
T20-1716			

Date	Time	Temp / Humidity	Rain Fall	Weather
27-09-2022	11.30am – 1.00pm	36 degrees 42%	0mm	Fine / Hot

#### General Comments

- This Handover Inspection Report was undertaken by Dayne Tierney & Anthony Pearse (DIPL), Hilal Ahmed (WARC), Gary Tayler (Fred NT).
- This report details the items inspected and highlighted relating to the West Arnhem Regional Council acceptance of the assets.
- Defects identified on site as listed in the report below.
- Defects Liability Period for the works is 104 weeks

#### Defects and Omissions identified at inspections undertaken by DIPL and WARC

Number	Defect or Omission	Action identified to Rectify Defect or Omission	Defect or Omission Complete
01	OULD (Road C) grass not established	Grass to be established asap	No
02	Road C - cul-de-sac grass not established	Grass to be established asap	No
03	OULD1 - grass not established	Grass to be established asap	No
04	Unapproved road sign name to be removed	Sign to be removed from pole asap	No
05	OULD2 - grass not established	Grass to be established asap	No
06	Road B OULD grass not established	Grass to be established asap	No
07	Road B lot verges grass not established	Grass to be established asap	No



DEPARTMENT OF  
INFRASTRUCTURE, PLANNING

08	Removal of silt from driveways and floodway after grass is established	Contractor to remove silt from driveways and floodway after grass is established	No
09	Scouring on grassed areas	Contractor to fix scouring in grass area once grass is established	No
<b>General Discussions</b>			
<p>Following the inspection undertaken by DIPL (Dayne Tierney &amp; Anthony Pearse) &amp; WARC (Hilal Ahmed) a number of defects were identified.</p> <p>The defects/incomplete works that require to be completed prior to acceptance:</p> <ul style="list-style-type: none"> <li>- Grass establishment of all OUD's &amp; verges ASAP before wet season rain arrives and potentially washes out topsoil/seed.</li> <li>- Removal of unapproved road sign name ASAP</li> <li>- Fix any scouring that occurs up until the grass is accepted</li> <li>- Remove any silt from driveways and floodway up until the grass is accepted.</li> </ul> <p>Dayne Tierney will provide handover letter wording and Part 5 clearance letter wording to Hilal Ahmed (WARC) for sign off and acceptance of the subdivision.</p>			
<b>Report By</b>		<b>Signature</b>	<b>Date</b>
Dayne Tierney		D.Tierney	08/10/2022



DEPARTMENT OF  
INFRASTRUCTURE, PLANNING



*Gunbalanya Subdivision*



*Gunbalanya Subdivision including OUD2 (Meatworks)*



DEPARTMENT OF  
INFRASTRUCTURE, PLANNING



**01 – OUD (Road C) grass not established (refer drawing R20-2431 Surfaces Finishes Plan)**



**02 – (Road C) cul-de-sac grass not established (refer drawing R20-2431 Surfaces Finishes Plan)**



DEPARTMENT OF  
INFRASTRUCTURE, PLANNING



**03 – OUD1 grass not established (refer drawing R20-2431 Surfaces Finishes Plan)**



**04 – Unapproved road sign name to be removed from pole**



**05 – OUD2 grass not established (refer drawing R20-2431 Surfaces Finishes Plan)**



**06 – Road B OUD grass not established (refer drawing R20-2431 Surfaces Finishes Plan)**



DEPARTMENT OF  
INFRASTRUCTURE, PLANNING



**07 – Road B lot verges grass not established (refer drawing R20-2431 Surfaces Finishes Plan)**

## WEST ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 23 FEBRUARY 2023

<b>Agenda Reference:</b>	<b>16.6</b>
<b>Title:</b>	<b>Consultation - West Arnhem Regional Council Regional Plan Strategic Plan 2023 -2024</b>
<b>File Reference:</b>	<b>1059674</b>
<b>Author:</b>	<b>Brooke Darmanin, Executive Manager Advocacy and Strategy</b>

#### SUMMARY

The purpose of this report is to provide the Gunbalanya Local Authority with an opportunity to inform Council of projects and priorities which are of significance to the local community, and to provide the administration direction with regards to a set of values which should drive Council actions and interactions.

#### BACKGROUND

According to sections 33 and 34 of the *Local Government Act 2019*, every regional council must have a plan for its area that contains:

1. A service delivery plan for the period to which the municipal, regional or shire plan relates.
2. Any long-term, community or strategic plan adopted by the council or a local authority.
3. The council's budget.
4. The council's long-term financial plan.
5. The projects and priorities for the area identified by a local authorities.
6. A definition of the indicators for judging the standard of the council's performance.

In 2020, following consultation with our Mayor and Council Executive, WARC undertook a refresh of our 'Vision, Purpose and Values', effectively setting a new strategic vision and focus for our organisation for the year ahead.

The following year, the new 'Vision, Purpose and Values' were further embedded into Council's Regional Plan and service delivery day-to-day activities carried out on the ground.

Commencing November 2021, Council began its most comprehensive consultation to date with Elected Members, Local Authorities, senior management and the executive all sharing their experience and thoughts to establish a revised strategic direction and service delivery plan.

Six key themes emerged during the 2021 consultation process which were then transformed into six foundational pillars upon which Council's strategic direction is supported:

Pillar 1: Partnerships, Relationships and Belonging

Pillar 2: Increased Local Indigenous Employment

Pillar 3: Safety and Wellbeing

Pillar 4: Service Delivery and Built Environment

Pillar 5: Sustainability and Climate Action

Pillar 6: Foundations of Governance

#### COMMENT

The Gunbalanya Local Authority are encouraged to confirm/nominate projects and priorities of significance which will then inform council's strategic planning and direction for the financial year ahead (2023-2024).

In addition to this the members are also encouraged to provide feedback on the current organisational values of **Respectful, Inclusive, Innovative and Integrity** and suggest alternative values which might drive organisational culture and direction.

#### **STATUTORY ENVIRONMENT**

Sections 33, 34, 35 and 36 of the *Local Government Act 2019* are relevant to this report.

#### **POLICY IMPLICATIONS**

Not applicable.

#### **FINANCIAL IMPLICATIONS**

The financial implications will be discussed as part of the budget deliberations for 2023-2024.

#### **STRATEGIC IMPLICATIONS**

The development of the Regional Plan and Budget represents the most strategic planning exercise undertaken by Council. It creates a pathway for future considerations and clearly defines the expectations of Council in delivering Core Services.

#### **VOTING REQUIREMENTS**

Simple majority.

#### **RECOMMENDATION:**

**That Gunbalanya Local Authority:**

- 1. Received and noted the report and nominated projects and priorities of local significance which will inform the West Arnhem Regional Plan; and**
- 2. Provided feedback on the current organisational values and suggests alternative values for consideration by the administration.**

#### **ATTACHMENTS**

## WEST ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 23 FEBRUARY 2023

<b>Agenda Reference:</b>	<b>16.7</b>
<b>Title:</b>	<b>Northern Territory Government Review of Local Authorities</b>
<b>File Reference:</b>	<b>1059709</b>
<b>Author:</b>	<b>Brooke Darmanin, Executive Manager Advocacy and Strategy</b>

#### SUMMARY

The purpose of this report is to provide the Local Authority with a copy of the formal submission to the Northern Territories Review of Local Authorities which was informed by feedback provided by the membership at its previous meeting in January 2023.

#### BACKGROUND

Local authorities (LAs) were established in 2014 under section 53B of the former *Local Government Act 2008* (the 2008 Act). LAs were established as a response to concerns from communities that the transition from the former community government councils to regional councils led to a loss of communities' voices in the planning and delivery of council programs and services in their community.

The inclusion of LAs in the structure of regional councils is intended to ensure communities have a say in their regional councils' planning, prioritisation, funding and delivery of services and infrastructure for their community; and the provision of information and feedback to communities about the councils' decisions and activities in that community. The ultimate goal is effective, responsive council services for remote communities.

There are 9 Regional Councils within the Northern Territory and 63 Local Authorities.

In 2021 the Northern Territory Government commissioned a desktop review of Local Authorities across the Territory.

In 2022 a second review of Local Authorities was commissioned however the second review sought the engagement of Local Authorities to provide feedback to the Department on the strengths and challenges faced in fulfilling the intended function of the membership.

In response to the commissioning of the second phase of reviewing Local Authorities Council held a meeting with each across the Region.

#### COMMENT

##### **Summary of findings and recommendations made in Councils formal submission to the second phase of review of Local Authorities**

There were several key themes which emerged during the consultation process:

1. Greater flexibility regarding the funding guidelines is needed
2. Increased meetings were also requested across the board, however there were considerable variations between each LA as to the frequency required and format of proposed additional meetings
3. Use of proxies was unanimously recommended
4. Code of Conduct and Governance Training for LA members requested
5. Expressions of concern regarding project delays
6. Communication breakdowns noted between Council and the LA
7. Youth engagement and succession planning is critical

## Councils Response to feedback received from Local Authorities

The following recommendations to Council based on the response from the consultations has been endorsed by unanimous resolution of Council at its Ordinary Council Meeting of 18 January 2023.

OCM20/23 RESOLVED:

That Council;

1. approved the delegation to each Local Authority to commit and spend funds up to the value of their annual grant funding allocation,
2. directed the administration to create a place in each Local Authority Agenda which details the code of conduct, number and names of elected members, appointed members including the chair, the number of members required to reach a quorum and the number of members necessary to hold a provisional meeting,
3. directed the administration to invite Linda Weatherhead Director Policy & Projects,
  1. Local Government, Chief Minister and Cabinet to conduct code of conduct and governance training for each Local Authority on the day prior to the upcoming February 2023 round of Local Authority meetings,
4. supported the findings from each Local Authority consultation that communication between Council and the Local Authorities requires improvement and directed the administration to work with each Local Authority and their respective Council Services Manager to improve communication as a matter of priority

*Carried*

## STATUTORY ENVIRONMENT

*Northern Territory Local Government Act 2019*

## POLICY IMPLICATIONS

West Arnhem Regional Council Policies:

1. Allowances and Expenses ( Elected Local Authority and Council Committee Members) Policy 20210601
2. Local Authority Appointments Resignations and Terminations Policy

## FINANCIAL IMPLICATIONS

Dependent on the feedback received from the Local Authority and the overall outcome of the Northern Territory Review of Local Authorities there may be financial implications for Council, noting these would be considered in detail once able to be determined and quantified

## STRATEGIC IMPLICATIONS

### 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.**

<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 Gunbalanya Local Authority considered and noted the submission made by West Arnhem Regional Council to the Northern Territory Review of Local Authorities.**

#### **ATTACHMENTS**

- 1 West Arnhem Regional Council Submission - Review of Local Authorities 2022 - 2023.pdf



West Arnhem Regional Council

# Local Authority Consultation

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Submission to the Review of Local Authorities 2022-2023

# Contents

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- Executive Summary
- Process for receiving feedback
- Gunbalanya Local Authority
- Minjilang Local Authority
- Warruwi Local Authority
- Maningrida Local Authority
- Consolidated themes
- Council response to feedback received
- Conclusion

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# Executive Summary

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There are 9 Regional Councils within the Northern Territory and 63 Local Authorities.

Local Authorities play an integral role at the intersection between Government and the communities we serve. West Arnhem Regional Council (WARC) has four Local Authorities within its borders: Gunbalanya, Minjilang, Warruwi and Maningrida with each group containing a mix of community representation including Traditional Owners on each membership.

In 2021 the Northern Territory Government commissioned a desktop review of Local Authorities across the Territory.

In 2022 a second review of Local Authorities was commissioned however the second review sought the engagement of Local Authorities to provide feedback to the Department on the strengths and challenges faced in fulfilling the intended function of the membership.

In response to the commissioning of the second phase of reviewing Local Authorities Council held a meeting with each across the Region.

## Summary of findings and recommendations

There were several key themes which emerged during the consultation process

1. Greater flexibility regarding the funding guidelines is needed
2. Increased meetings were also requested across the board, however there were considerable variations between each LA as to the frequency required and format of proposed additional meetings
3. Use of proxies was unanimously recommended
4. Code of Conduct and Governance Training for LA members requested
5. Expressions of concern regarding project delays
6. Communication breakdowns noted between Council and the LA
7. Youth engagement and succession planning is critical

The opportunity such feedback presents to address the concerns raised, improve project outcomes and relationships with our membership and communities has been warmly welcomed. The following recommendations to Council based on the response from the consultations has been endorsed by unanimous resolution of full Council at its Ordinary Council Meeting of 18 January 2023.

1. approved the delegation to each Local Authority to commit and spend funds up to the value of their annual grant funding allocation,
2. directed the administration to create a place in each Local Authority Agenda which details the code of conduct, number and names of elected members, appointed members including the chair, the number of members required to reach a quorum and the number of members necessary to hold a provisional meeting,
3. directed the administration to invite Linda Weatherhead Director Policy & Projects, Local Government, Chief Minister and Cabinet to conduct code of conduct and

governance training for each Local Authority on the day prior to the upcoming February 2023 round of Local Authority meetings,

4. supported the findings from each Local Authority consultation that communication between Council and the Local Authorities requires improvement and directed the administration to work with each Local Authority and their respective Council Services Manager to improve communication as a matter of priority

## Process for receiving feedback

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In response to the second phase of the review of Local Authorities by the Northern Territory Government, Council held an additional meeting in January 2023 with each Local Authority across the Region in order to garner feedback for Council's consideration and inform Council's submission to the Review.

Each Authority was provided a written report explaining the purpose of the review and Council's intention to provide a submission to the Department detailing their feedback. The report was also verbally provided to the groups and included the mandatory consultation questions with some focus discussion questions from the administration provided also.

Minutes of each meeting were recorded and the administration committed to providing summary of the key findings and recommendations to the Local Authorities via the Communities Council Services Manager in addition to having the minutes tabled at the following Local Authority Meetings.

## Gunbalanya Local Authority

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### Key themes and recommendations

The Gunbalanya Local Authority expressed the view of feeling like they were working in isolation. They wished to see increased collaboration between heads of agencies, local stakeholders, Council and the Local Authority membership.

- It was suggested that the number of Local Authority meetings increase to 6 with 1 held during the dry season and 5 during the wet season due the amount of sorry business
- That some meetings would be held as a joint meeting with stakeholders at an alternative community location (not council offices)
- Invitation to Traditional Land Owners should be made to join the membership and/or attend as an invited guest to increase transparency and ensure the cultural safety of members by following appropriate cultural protocols

The membership expressed the feeling of frustration and disempowerment due to the current Local Authority Funding Guidelines in that they were restrictive and unsupportive of locally identified needs.

For example, the community had approached the Local Authority to assist with funding towards building an all-weather shelter at Injilak Arts for the Daluk (female) artists of the community to work from during the wet season and under shade on hot days. This would allow the Daluk to earn an income in a culturally appropriate setting being away from the Bininj (male) artists all year round.

This project was deemed unacceptable under the current funding guidelines.

Further examples, the community identified the need for a community funeral vehicle which the Authority wished to fund along with a financial contribution to improve the local morgue to reflect practical and cultural considerations. Both projects were deemed unacceptable under the current funding guidelines.

These are just some example projects from a range of projects which were identified as highly significant to the community which were refused under the guidelines. This has created a sense of despondency within the membership and contributed towards cultural backlash toward members.

Instituting a policy which would allow for Proxy Members was unanimously recommended with the view that it would “build the bench” and teach governance to family members’ especially young people. It was also viewed as a culturally appropriate way to expedite projects by minimizing delays due to not making a quorum.

## Minjilang Local Authority

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### Key themes and recommendations

The Minjilang Local Authority are a very strong group. They are proud of their achievements for the community and the collaborative and positive relationships they maintain with local stakeholders. The mantra of the Minjilang Local Authority is “from little things big things grow”.

The membership have numerous suggestions for projects of local significance however they expressed the view that due to the small amount of funding they receive they have completed all of the smaller projects and are now limited in the projects they can deliver.

It was unanimously recommended that the Local Authority Funding guidelines be revisited to include the purchase of fleet and machinery as critical infrastructure such as roads maintenance would be a project of high significance to the community. It was also recommended that multiple years' worth of funding to be pooled to carry out larger projects such as larger road works.

The Authority noted that while the members had good working relationships and communication with the community there was a need for council to improve communication with all parties and a number of suggestions towards this were provided by the administration in attendance and from the members present also.

The recommendation to approve the use of Proxies was provided as a method of engaging more broadly with the community and stakeholders including CDP.

It was recommended that an ongoing invitation should be issued to CDP to attend meetings as it was noted that CDP is going through a period of change and it would be beneficial to all to combine resources.

## Warruwi Local Authority

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### Key themes and recommendations

The Warruwi Local Authority are proud of the projects they have sponsored within the community such as the children's playground and the public amenities block.

The membership did however express that they felt unclear as to what Local Authority Funding was intended to support as opposed to ordinary council funding and that training for Local Authority members would be recommended to improve clarity of purpose and improve understanding of governance.

The Authority also expressed the view that the process for allocating projects to time of completion was too long and that increasing the frequency of meetings could provide a solution. It was suggested that the group hold a monthly meeting prior to a council meeting and that every second meeting would be a joint heads of agency/community stakeholder meeting combined with the Local Authority meeting.

The membership were clear that increased participation *of* and communication *with* Traditional Owners is recommended and that Cultural Authority and Local Authority was often confused by visiting government agencies and external stakeholders attending Local Authority meetings.

Community Planning Days with stakeholders, Local Authority members and Traditional Land Owners would be welcomed to develop a grants wishlist, youth projects and plan for large projects which might require combining multiple years of Local Authority funding. Such large projects might include a new emergency barge landing boat ramp as the current one is now deteriorated beyond repair or the purchase of a front end loader as the Council is currently using a hire loader from contractors working on the island. Both of these projects would currently fall outside of the funding guidelines and a review and change to the guidelines is highly recommended by the Authority as they feel these are the projects of highest local significance.

It was expressed by members that they always receive and make requests for proxy membership and that it is recommended that a policy supporting proxies should be implemented.

The group noted that there had been communication issues between council and members and that improving communication is recommended as a priority for Council to remedy.

## Maningrida Local Authority

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### Key themes and recommendations

The Maningrida Local Authority are proud of the types of projects they are funding for their community and expressed the view that more could be done if there was more flexibility in the funding guidelines which would allow them to increase their pool of funding by combining years together (for example).

The membership are very committed to engaging youth with the Local Authority and Council. The view was expressed that governance training is strongly recommended to be provided at school as "all aboriginal people are exposed to aboriginal corporations in some way right across the territory". This governance training exposure could then be followed up with a youth council or Local Authority meeting membership. It was also recommended that governance training and code of conduct training be provided to all Local Authorities.

The Maningrida Local Authority are proud of their elders who have been councillors and/or Local Authority Members and the use of Proxies was strongly recommended as a method of empowering the next generation to engage with Council.

Heads of Agencies meetings were seen by some members of the group to continue the impost of the intervention and it was suggested that the Local Authority should be the lead in calling stakeholder meetings rather than through heads of agencies which are predominantly run and attended by non-indigenous people.

Communication between the Local Authority, Council and Community was recommended as a priority for improvement with several ideas provided to achieve this objective.

It was suggested that a formal meeting each quarter followed by informal meetings in between would assist in reducing the very long delays in having projects completed and improve communication between all parties

## Consolidated themes

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1. Greater flexibility regarding the guidelines was unanimously requested across the region with a particular focus on changing the restrictions of Local Authority grant funding to allow for the purchase of fleet, pool funding across multiple years to enable larger community projects and to include the ability to financially support projects in the community not included under local government remit
2. More meetings were also requested across the board, however there were considerable variations between each LA as to the frequency required and format of proposed additional meetings with some groups requesting a meeting prior to an Ordinary Council Meeting (OCM) with an informal LA catch up following the OCM. Others wanted to increase the number of meetings and invite stakeholders to attend every 2<sup>nd</sup> meeting. Some wished to increase the number of meetings and use the additional meeting to hold joint heads of agencies meetings.
3. All LA's expressed the firm feedback of a feeling of frustration with protracted delays in getting projects off the ground and to the point of completion.
4. Each LA expressed the view that there has been communication breakdowns between Council and the LA. This was partly attributed to Council holding bi-monthly meetings which further exacerbated delays in the uptake and completion of LA projects and in communication regarding the status of the projects coming back to the groups. The overall view right across the region was that improving communication with LA membership should be considered a high priority for Council. A wide variety of suggestions as to how this might be achieved was received and is currently being considered by the executive
5. Instituting a Policy which allowed for the use of proxies was unanimously recommended with some groups expressing the view that using proxies improved understanding of council and LA's in community and "built the bench" by way of succession planning opportunities.
6. Each group was asked if translators would be beneficial and there was limited uptake of this suggestion with LA's suggesting that while the membership did not require a translator, stakeholder meetings/community meetings may require translators on a needs basis

## Conclusion

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West Arnhem Regional Council acknowledges the many benefits that Local Authorities provide to communities and the Local Government sector. And also recognises the mutual interest shared with Northern Territory Government and Commonwealth Government in improving outcomes for aboriginal people through opportunities for self-determination.

This review recommends the Northern Territory Government uphold all of the recommendations made by the Local Authorities through the consultations.

This review also finds that there are immediate opportunities for Council to improve relationships with the Authorities, strengthen their function and further support the intent of *the Local Government Act 2019* (the 2019 Act) changes relating to Local Authorities and Local Decision Making.

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 23 FEBRUARY 2023

<b>Agenda Reference:</b>	<b>16.8</b>
<b>Title:</b>	<b>NT Electoral Boundary Review</b>
<b>File Reference:</b>	<b>1059726</b>
<b>Author:</b>	<b>Jessie Schaecken, Governance and Risk Advisor</b>

#### SUMMARY

The purpose of this report is to inform the Gunbalanya Local Authority and provide feedback on the Northern Territory Electoral Boundary Redistribution review.

#### BACKGROUND

The Northern Territory is divided into 25 electoral divisions with each division having one member of the Legislative Assembly, known as a Member of Legislative Assembly (MLA) to represent the people residing in that division.

Gunbalanya forms part of the Arafura Division.

Part 8 of the Northern Territory's *Electoral Act 2004* speaks to boundary reviews being required every 4 years and within the 18 month period prior to a general election for the Legislative Assembly.

The Redistribution Committee has been formed ahead of the boundary review and the attached paper has been released to explain the process.

The review is based primarily on enrolment numbers but is also a forum for a review of the name of the division should it no longer be suited.

#### COMMENT

The attachment is provided for discussion.

#### STATUTORY ENVIRONMENT

Sections 101(4), 101(5) and 101(6) of the *Local Government Act 2019* are relevant to this report.  
*NT Electoral Act 2004*

#### 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.

**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 6.3**

**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.

**RECOMMENDATION:**

**That Gunbalanya Local Authority noted and received the report entitled NT Electoral Boundary Review.**

**ATTACHMENTS**

# WEST ARNHEM REGIONAL COUNCIL

## FOR THE MEETING 23 FEBRUARY 2023

<b>Agenda Reference:</b>	<b>16.9</b>
<b>Title:</b>	<b>Local Authority Members Questions</b>
<b>File Reference:</b>	<b>1059722</b>
<b>Author:</b>	<b>Jessie Schaecken, 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:

#### 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 6.3**

**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 Chairperson invited questions from Local Authority Members.**

**ATTACHMENTS**

**WEST ARNHEM REGIONAL COUNCIL  
FOR THE MEETING 23 FEBRUARY 2023**

**CLOSURE OF THE MEETING**