



**WEST ARNHEM**



**REGIONAL COUNCIL**



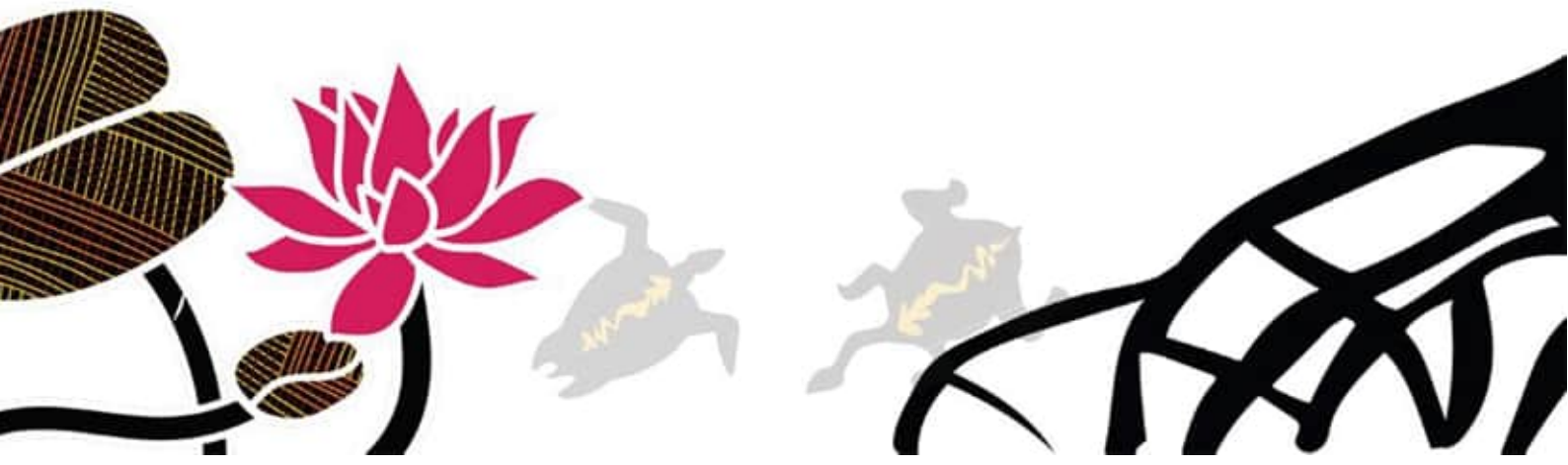
**WEST ARNHEM REGIONAL COUNCIL**

**LOCAL AUTHORITY MEETING**

**AGENDA**

**GUNBALANYA**

**THURSDAY, 26 OCTOBER 2023**



# WEST ARNHEM REGIONAL COUNCIL

Notice is hereby given that a Local Authority Meeting of the West Arnhem Regional Council will be held in Gunbalanya on Thursday, 26 October 2023 at 10:00am.

Jessie Schaecken  
Chief Executive Officer

## Code of Conduct: Local Government Act 2019

As stipulated in Schedule 1 of the Act, the Code of Conduct for Members is as follows:

1. *Honesty and Integrity:* A member must act honestly and with integrity in performing official functions.
2. *Care and diligence:* A member must act with reasonable care and diligence in performing official functions.
3. *Courtesy:* A member must act with courtesy towards other members, council staff, electors and members of the public.
4. *Prohibition on bullying:* A member must not bully another person in the course of performing official functions.
5. *Conduct towards Council staff:* A member must not direct, reprimand, or interfere in the management of, council staff.
6. *Respect for cultural diversity and culture:* A member must respect cultural diversity and must not therefore discriminate against others, or the opinions of others, on the ground of their cultural background.  
A member must act with respect for cultural beliefs and practices in relation to other members, council staff, electors and members of the public.
7. *Conflict of interest:* A member must avoid any conflict of interest, whether actual or perceived, when undertaking official functions and responsibilities.  
If a conflict of interest exists, the member must comply with any statutory obligations of disclosure.
8. *Respect for confidences:* A member must respect the confidentiality of information obtained in confidence in the member's official capacity.  
A member must not make improper use of confidential information obtained in an official capacity to gain a private benefit or to cause harm to another.
9. *Gifts:* Members must not solicit, encourage or accept gifts or private benefits from any person who might have an interest in obtaining a benefit from the council.  
A member must not accept a gift from a person that is given in relation to the person's interest in obtaining a benefit from the council.'
10. *Accountability:* A member must be prepared at all times to account for the member's performance as a member and the member's use of council resources.
11. *Interests of municipality, region or shire to be paramount:* A member must act in what the member genuinely believes to be the best interests of the municipality, region or shire.  
In particular, a member must seek to ensure that the member's decisions and actions are based on an honest, reasonable and properly informed judgment about what best advances the best interests of the municipality, region or shire.
12. *Training:* A member must undertake relevant training in good faith.

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## Acknowledgement of Country

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

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

# WEST ARNHEM REGIONAL COUNCIL

## FOR THE MEETING 26 OCTOBER 2023

<b>Agenda Reference:</b>	<b>3.1</b>
<b>Title:</b>	<b>Apologies and Leave of Absence</b>
<b>File Reference:</b>	<b>1099394</b>
<b>Author:</b>	<b>Ben Heaslip, Acting 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 26 October 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 2023-2024* 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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### RECOMMENDATION:

**That the Gunbalanya Local Authority noted Member's apologies and/or requests for leave of absence for the meeting held on 26 October 2023.**

### ATTACHMENTS

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 26 OCTOBER 2023

<b>Agenda Reference:</b>	<b>4.1</b>
<b>Title:</b>	<b>Absent Without Notice</b>
<b>File Reference:</b>	<b>1099395</b>
<b>Author:</b>	<b>Ben Heaslip, Acting 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 26 October 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 2023-2024* 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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#### RECOMMENDATION:

**That the Gunbalanya Local Authority noted member's absences without notice for the meeting held on 26 October 2023.**

#### ATTACHMENTS

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 26 OCTOBER 2023

<b>Agenda Reference:</b>	<b>6.1</b>
<b>Title:</b>	<b>Acceptance of Agenda</b>
<b>File Reference:</b>	<b>1099396</b>
<b>Author:</b>	<b>Ben Heaslip, Acting Governance and Risk Advisor</b>

#### SUMMARY

Agenda papers are submitted for acceptance by appointed members for the Gunbalanya Local Authority meeting of 26 October 2023.

#### 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 2023-2024* 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
<b>Goal 6.5</b>	<b>Planning and Reporting</b> Robust planning and reporting that supports Council's decision-making processes

#### RECOMMENDATION:

**That the agenda for the Gunbalanya Local Authority meeting of 26 October 2023 as circulated be accepted.**

#### ATTACHMENTS

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 26 OCTOBER 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>1099397</b>
<b>Author:</b>	<b>Ben Heaslip, Acting 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 2023-2024* 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

Goal 6.4

##### Risk Management

The monitoring and minimisation of risks associated with the operations of Council

#### RECOMMENDATION:

**That the Gunbalanya Local Authority received and recorded declarations of interest for the meeting held on 26 October 2023.**

#### ATTACHMENTS



# WEST ARNHEM REGIONAL COUNCIL

## FOR THE MEETING 26 OCTOBER 2023

<b>Agenda Reference:</b>	<b>8.1</b>
<b>Title:</b>	<b>Confirmation of Local Authority Meeting Minutes 24 August 2023</b>
<b>File Reference:</b>	<b>1099398</b>
<b>Author:</b>	<b>Ben Heaslip, Acting Governance and Risk Advisor</b>

### SUMMARY

Unconfirmed minutes from the 24 August 2023 Gunbalanya Local Authority meeting are submitted to the Local 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 2023-2024*:

#### 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 6.5

#### **Planning and Reporting**

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

### RECOMMENDATION:

**That the minutes of the 24 August 2023 Gunbalanya Local Authority meeting are adopted as a true and correct record of the meeting.**

### ATTACHMENTS

- 1 2023.08.24 Gunbalanya Local Authority Minutes Unconfirmed.pdf



Minutes of the West Arnhem Regional Council a Local Authority Meeting  
Thursday, 24 August 2023 At 10:00 am

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Chairperson Andy Garnarradj declared the meeting open at 10:26 , welcomed all in attendance and did an Acknowledgement of Country.

**APPOINTED MEMBERS PRESENT**

Chairperson	Andy Garnarradj
Member	Henry Yates
Member	Maxwell Garnarradj

**ELECTED MEMBERS PRESENT**

Mayor	Matthew Ryan
Deputy Mayor	Elizabeth Williams
Councillor	Otto Dann
Councillor	Donna Nadjamerrek
Councillor	Gabby Gumurdul

**STAFF PRESENT**

Chief Executive Officer (acting)	Jessie Schaecken
Chief Operating Officer (acting)	Fiona Ainsworth (via video conference)
Chief Corporate Officer	Deirdre Osullivan (via video conference)
Governance and Risk Advisor (acting)	Jasmine Mortimore
Council Services Manager	Tim Hema
Finance Manager	James Stockdale (via video conference)
General Manager Technical Services	Clem Beard

**GUEST PRESENT**

Department of Chief Minister and Cabinet	Linda Weatherhead
Department of Chief Minister and Cabinet	Jacob Leonard
Department of Chief Minister and Cabinet	Phoenix Brown
Member of Arafura	Manuel Brown

WARC Youth sport and recreation team leader presented the YouTube video from youth in Gunbalanya, this was approved for distribution by the Local Authority members.

#### **APOLOGIES**

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

The Committee considered Apologies and Leave of Absence.

**GUN177/2023 RESOLVED:**  
On the motion of Chairperson Andy Garnarradj  
Seconded Councillor Donna Nadjamerrek

That the Gunbalanya Local Authority noted Member's apologies for Evonne Gumurdul, Kenneth Mangiru, Connie Nayinggul and nil requests for leave of absence for the meeting held on 24 August 2023.

**CARRIED**

#### **ABSENT WITHOUT NOTICE**

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

The Committee considered Absent Without Notice.

**GUN178/2023 RESOLVED:**  
On the motion of Chairperson Andy Garnarradj  
Seconded Councillor Donna Nadjamerrek

That the Gunbalanya Local Authority noted member's absences without notice for the meeting held on 24 August 2023.

**CARRIED**

#### **ACCEPTANCE OF AGENDA**

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

The Committee considered Acceptance of Agenda.

**GUN179/2023 RESOLVED:**  
On the motion of Chairperson Andy Garnarradj  
Seconded Councillor Donna Nadjamerrek

That the agenda for the Gunbalanya Local Authority meeting of 24 August 2023 as circulated be accepted.

**CARRIED**

#### **DECLARATION OF INTEREST OF MEMBERS OR STAFF**

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

The Committee considered Disclosure of Interest of Members or Staff.

**GUN180/2023 RESOLVED:**  
On the motion of Chairperson Andy Garnarradj  
Seconded Councillor Donna Nadjamerrek

That Gunbalanya Local Authority received and recorded declarations of interest for the meeting held on 24 August 2023.

**CARRIED**

Patrick, Ebony and Manuel Brown joined meeting at 10:48

**CONFIRMATION OF PREVIOUS MINUTES****8.1 CONFIRMATION OF PREVIOUS LOCAL AUTHORITY MEETING MINUTES - 25 MAY 2023**

The Committee considered Confirmation of Previous Local Authority Meeting Minutes - 25 May 2023.

**GUN181/2023 RESOLVED:**

**On the motion of Chairperson Andy Garnarradj  
Seconded Mr Henry Yates**

**That the minutes of the 25 May 2023 Gunbalanya Local Authority meeting are adopted as a true and correct record of the meeting.**

- **Admin update to correct elected members present in meeting (mayor not in attendance).**

**CARRIED**

Maryanne Walley joined at 10:46 and left at 11:00

Linda Weatherhead presented at 11:05 and finished at 11:25.

Chairperson Garnarradj raised standing invitation for other local organisations to be involved in local authority meeting.

Colvin Crowe and Owen joined the meeting at 11:21

Meeting broke at 11:25 and recommenced at 11:49

Manuel Brown presented at 11:50 and finished at 12:17

Chairperson Garnarradj raised to Mr Brown the bus service in Gunbalanya and the prices of this service for kids and pensioners, expansion of Gunbalanya Oval to improve surface quality lack of funding for AFL NT for representative in Gunbalanya.

Heimo Schober joined at 11:19 and finished at 12:33

Raised the need for an educational video to inform community on keeping community clean.

**8.2 PRESENTATIONS AND VISITORS**

The Committee considered Presentations and Visitors.

**GUN182/2023 RESOLVED:**

**On the motion of Councillor Donna Nadjamerrek  
Seconded Mr Maxwell Garnarradj**

**That Members noted the:**

- **Presentation by Maryanne Walley and her team from the Australian Electoral Commission on information on the referendum and enrolling to vote.**
- **Presentation by Linda Weatherhead from the Department of Chief Minister and Cabinet on changes to the local authority guidelines.**
- **Presentation by Mr Brown MLA on increasing indigenous employment for houses being built, Gunbalanya clinic is awaiting NLC consultation, footy lights waiting on WARC, talks about establishing a LDM meeting in Gunbalanya, RPT in West Arnhem from Jabiru to cut cost of transport.**
- **Presentation by Heimo Schober from Keep Australia Beautiful on community support on cleaning the community together.**

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

The Committee considered Review of Local Authority Action Items.

**GUN183/2023 RESOLVED:**

**On the motion of Mr Henry Yates**

Seconded Mr Maxwell Garnarradj

That Gunbalanya Local Authority reviewed the action items list and approved to remove any completed actions.

- LA agreed that the pavers at the depot will first be investigated for the elders homes first in line with Council motion on 23 August 2023 before exploring donation to men's shed, Elders come first.
- Raised LA members uniform, moved to members questions

CARRIED

Meeting broke for lunch at 13:30 and recommenced at 13:52

Mayor Ryan, Linda Weatherhead and Jacob left the meeting at 13:52

## 10.2 PURCHASE OF MENS SHED FENCING MATERIALS

The Committee Considered Purchase Of Men's Shed Fencing Materials.

**GUN184/2023 RESOLVED:**

On the motion of Councillor Otto Dann

Seconded Mr Henry Yates

That the Gunbalanya Local Authority:

1. Received and noted the report entitled 'Purchase of Men's Shed Fencing Materials'
2. Approved the Purchase of Men's Shed Fencing Materials only
3. Approved the allocation of \$13,310.00 from the LA Project Funding subject to the release of 2022/2023 LA Funding.

CARRIED

## CEO / CSM REPORT ON REGIONAL COUNCIL SERVICES

### 11.1 CSM OPERATIONS REPORT ON CURRENT COUNCIL SERVICES

The Committee considered CSM Operations Report on Current Council Services.

**GUN185/2023 RESOLVED:**

On the motion of Chairperson Andy Garnarradj

Seconded Councillor Otto Dann

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

CARRIED

## FINANCE REPORT

### 14.1 FINANCIAL REPORT TO JULY 2023

The Committee considered Financial Report to July 2023.

**GUN186/2023 RESOLVED:**

On the motion of Councillor Donna Nadjamerrek

Seconded Chairperson Andy Garnarradj

That Gunbalanya Local Authority received and noted the Financial Report to July 2023.

CARRIED

## GENERAL ITEMS

### 16.1 INSTALLATION OF HARD STRUCTURE AT THE GUNBALANYA OFFICE - STAFF REST AREA

The Committee considered Installation of hard structure at the Gunbalanya Office - Staff Rest area.

**GUN187/2023 RESOLVED:**  
**On the motion of Chairperson Andy Garnarradj**  
**Seconded Mr Henry Yates**

**That the Gunbalanya Local Authority:**

1. Received and noted the report entitled '*Installation of hard structure at the Gunbalanya Office - Staff Rest area*'
2. Approved the construction and installation of hard structure at the Gunbalanya Office - Staff Rest area
3. Approved the allocation of \$42,816 from the available LA Project Funding subject to the release of 2022/2023 LA Funding.

**CARRIED**

**16.2 SOLAR LIGHTS - GUNBALANYA BACK ROAD - VARIOUS LOCATIONS.**

The Committee considered Solar Lights - Gunbalanya Back Road - Various Locations.

**GUN188/2023 RESOLVED:**  
**On the motion of Mr Henry Yates**  
**Seconded Chairperson Andy Garnarradj**

**That Gunbalanya Local Authority received and noted the report entitled '*Solar Lights – Gunbalanya Back Road – Various Locations*' .**

**CARRIED**

**16.3 UPDATES AND OPTIONS TO THE GUNBALANYA NEW YEAR'S EVE FIREWORKS DISPLAY.**

The Committee considered Updates and options to the Gunbalanya New Year's Eve Fireworks Display..

**GUN189/2023 RESOLVED:**  
**On the motion of Chairperson Andy Garnarradj**  
**Seconded Councillor Donna Nadjamerrek**

**That the Gunbalanya Local Authority:**

1. Received and noted the report entitled '*Updates and options to the 'Gunbalanya New Year's Eve Fireworks Display*'.
2. Investigate having a firework display for the stone country festival in 2024.

**CARRIED**

**16.4 LOCAL AUTHORITY MEMBERS QUESTIONS**

The Committee considered Local Authority Members Questions.

**GUN190/2023 RESOLVED:**  
**On the motion of Mr Maxwell Garnarradj**  
**Seconded Mr Henry Yates**

**That the Chairperson invited questions from Gunbalanya Local Authority Members.**  
**- All Local Authority members express a need for LA member shirts and hats**

- Cr Nadjamerrek raised invite senior students to attend the upcoming local authority meeting – Council to send letter to school to invite.

CARRIED

**NEXT MEETING**

**MEETING DECLARED CLOSED**

Chairperson Garnarradj declared the meeting closed at 14:55

This page and the preceding pages are the minutes of the Gunbalanya Local Authority meeting Gunbalanya Local Authority Meeting held on Thursday, 24 August 2023.

\_\_\_\_\_  
Chairperson

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

# WEST ARNHEM REGIONAL COUNCIL

## FOR THE MEETING 26 OCTOBER 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>1100031</b>
<b>Author:</b>	<b>Ben Heaslip, Acting 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

This report is aligned to the goals in pillars 1 and 6 of the *Regional Plan and Budget 2023-2024*:

#### 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

### RECOMMENDATION:

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

### ATTACHMENTS

- 1 Gunbalanya LA Action Items List 20.10.2023.pdf



### Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action
24 Aug 2023	GUN 190/2023	Cr Nadjamerrek requested letter to be sent to school to invite senior students to local authority meetings	In Progress	Letter sent on 18/10/2023	EA to CEO
24 Aug 2023	GUN 190/2023	All local authority members express a need for LA members shirts and hats	In Progress	20 October: A report will be presented to Council for consideration	EA to CEO
24 Aug 2023	GUN 189/2023	Investigate having LA funded fireworks display for stone country festival in 2024	In Progress	<p><b>12 October 2023 – Clem Beard</b> The administration has advised Fireworks Australia of tentative date of display being mid-September 2024. Planning process has commenced with discussions on suitable area to hold display. Fire mitigation risk will require a fire truck to be onsite when fireworks are activated due to display/event in the dry season. Initial estimates for fireworks only with pyrotechnics from Sydney approx. \$35,000 – other associated costs to be considered to formulate budget required.</p>	Technical Services
23 Feb 2023	GUN 160/2023	DIPL REPORTING – on trees in community		<p><b>04 August 2023 - Tim Hema:</b> No update at this time <b>20 October:</b> The Administration requests more details from the Local Authority</p>	CSM
23 Feb 2023	GUN 154/2023	<p><b>MENS SHED FENCING FUNDING REQUEST:</b></p> <p>Email Colvin Crowe requesting formal application for funding – Awaiting lease agreement for works to proceed.</p>	Completed	<p><b>27 July 2023 – Tim Hema</b></p> <ul style="list-style-type: none"> <li>CEO DEMED advised lease over the Men's Shed area about to be secured and anticipates construction works to start mid-august with a completion time of approximately 1 month.</li> <li>CEO DEMED to send updated quote for Fence build.</li> </ul> <p><b>16 August 2023 – Tim Hema</b></p> <ul style="list-style-type: none"> <li>Received from Demed x1 quote from Totem Fencing for \$39,221.60. This is substantially more than Local Authority Board agreed to pay.</li> <li>A report is in today's agenda for LA to consider committing funds for materials only for the amount of \$13,310.00.</li> </ul>	CSM

### Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action
				<p><b>12 October 2023 – Clem Beard</b> At the time of writing DEMED have confirmed fencing materials will be collected Tuesday 17/10/2023 and transported to site, as approved by the LA at the previous meeting.</p>	
23 Feb 2023	GUN 150/2023	Invite Sam Gibson –AFLNT CEO to visit Gunbalanya community	In Progress	<p><b>03 August 2023 – Fiona Ainsworth</b></p> <ul style="list-style-type: none"> <li>Negotiating with AFLNT to attend next meeting and provide information on future plans.</li> </ul> <p><b>17 October 2023 – Fiona Ainsworth</b></p> <ul style="list-style-type: none"> <li>Administration has reached out to invite Sam Gibson to attend meeting.</li> </ul> <p><b>18 October 2023 – Jasmine Mortimore</b></p> <ul style="list-style-type: none"> <li>Sam Gibson unable to attend LA - trying to organise AFL NT's Indigenous Programs and Engagement Manager to attend on his behalf.</li> </ul>	COO
11 Aug 2021	OCM69/2021	COMMUNITY GARDEN HARD STRUCTURE	In Progress	<p><b>18 October 2021 - Loukas Gikopoulos</b> NLC consultation with the Gunbalanya community for the project is not expected to take place until January 2022. Works can only commence after NLC approval</p> <p><b>05 November 2021- Loukas Gikopoulos</b> No further updates to report. No works to commence until community consultation has been carried out by NLC</p> <p><b>11 February 2022 - Loukas Gikopoulos</b> NLC community consultations have been postponed due to Covid travel restrictions. No further updates provided.</p> <p><b>13 May 2022 - Loukas Gikopoulos</b> NLC have advised that community consultation will commence on 23<sup>rd</sup> May</p> <p><b>15 July 2022 – Clem Beard</b> Awaiting NLC updates on consultations underway in Gunbalanya</p> <p><b>17 October 2022- Sam Fazzolari</b></p>	Technical Services

### Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action
				<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> <p><b>15 May 2023 – Clem Beard</b></p> <ul style="list-style-type: none"> <li>• AAPA have visited site 13/04/2023 and discussed shelters with Traditional Owners to gain approval to construct shelters on preferred site. Await further instructions to proceed with AAPA approval.</li> <li>• During consultations Traditional Owners have expressed their desire for an additional shelter be erected at the billabong edge with facilities. A report for the LA will be included in the meeting for approval.</li> <li>• AAPA are releasing the approval to proceed prior 30/05/2023</li> </ul> <p><b>21 July 2023 – Clem Beard</b></p> <ul style="list-style-type: none"> <li>• Further consultations are required to allow for the extension of Lot 649 to incorporate Water Services and Outdoor Shelters</li> </ul> <p><i>Advice received from NLC 19/06/2023.</i></p> <p><i>We propose to take a license to maintain to the next consultation in Gunbalanya and ask TOs to provide the NLC with:</i></p> <ul style="list-style-type: none"> <li>• <i>Consent to the license to maintain the BBQ infrastructure (Land A);</i></li> <li><i>and</i></li> <li>• <i>Permission to issue a letter of non-objection to IES for connection of supply to the areas (Land B) pending entry into a Reticulated Infrastructure License for the Gunbalanya township (this is in process across the NLC regions).</i></li> </ul>	

### Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action
				<p>If TOs consent, NLC can then try to fast track by asking the NLC CEO to use his delegated powers to sign off on the license to maintain ahead of the next Executive Council (in September) on the basis of the limited window for contracting construction during the dry season</p> <p>Once the license is executed NLC will prepare the letter to IES consenting to the Reticulated Infrastructure</p> <p><b>17 October 2023 – Clem Beard</b> No license to maintain received by WARC hence project cannot proceed prior to the wet. The L2M for Billabong area is scheduled to be included in the Full Executive Meeting scheduled for November 2024</p>	
11 Nov 2020	OCM213/2020	UPGRADING THE AIRPORT TOILETS, AND SUPPLYING WATER TO THE AIRPORT	In Progress	<p><b>16 February 2021 – Chris Kelly</b> 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.</p> <p><b>16 July 2021 - Loukas Gikopoulos</b> A report with a full overview is included in the agenda for this meeting.</p> <p><b>18 October 2021 - Loukas Gikopoulos</b> A report with a full overview is included in the agenda for this meeting.</p> <p><b>12 November 2021- Loukas Gikopoulos</b> A report with a full overview is included in the agenda for this meeting.</p> <p><b>11 February 2022 - Loukas Gikopoulos</b> A report with a full overview is included in the agenda for this meeting.</p> <p><b>13 May 2022 - Loukas Gikopoulos</b> A report with a full overview is included in the agenda for this meeting.</p> <p><b>15 July 2022 – Clem Beard</b> A report with a full overview is included in the agenda for this meeting including utilising non-potable water from the Gunbalanya Station.</p> <p><b>17 October 2022 - Sam Fazzolari</b> A report with full overview is included in this agenda including utilising the</p>	Grants

### Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action
				<p>proposed layout changes of the toilets to be discussed by LA members.</p> <p><b>14 December 2022 - Clem Beard</b> OCM1118/2022 Approved the administration to seek funding for a flushing prefabrication ablation facility at an estimated cost of \$304,000</p> <p><b>08 February 2023 – Clem Beard</b> Land Tenure to be completed when/if grant Funding becomes available for project to proceed at the Gunbalanya Airport.</p> <p><b>28 April 2023 – Clem Beard</b> Ongoing discussions with the NLC on funding and leasing arrangements for Airport Facilities management</p> <p><b>21 July 2023 – Clem Beard</b> The administration have held further discussions 06/07/2023 with Senator Malamidri McCarthy and Peter Wellings to advocate for Federal Government funding to allow for upgrades of Airport facilities for Gunbalanya/Minjiang and Warruwi.</p> <p><b>17 October 2023 – Clem Beard</b> Scheduled meeting Monday 16/10/2023 postponed with Senator Malamidri McCarthy and Peter Wellings to advocate for Federal Government funding. Postponed to 31/10/2023 to pursue funding for Airport Facilities in Gunbalanya.</p>	
14 Jun 2017	OCM111/2017	<p><b>LOCATION AND IDENTIFICATION OF GRAVES AT THE GUNBALANYA CEMETERY</b> Requests that the administration write (again) to</p>	In Progress	<p><b>30 April 2020 – Gordon Smith</b> 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>	Technical Services

### Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action
		<p>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>		<ul style="list-style-type: none"> <li>• The NLC speak with traditional Aboriginal owners as to recommendations for possible suitable sites for a cemetery (NLC anthropologist and lawyer will commence this as soon as possible);</li> <li>• Land Tenure Unit and WARC consider the viability of Lot 736 in Gunbalanya and/or other recommended sites for a cemetery;</li> <li>• Once a suitable lot for a cemetery is found (ie. agreeable area to traditional Aboriginal owners, not in a restricted works area or near sacred sites, suitable for cemetery such as not in a flood prone area, etc.) the terms of the agreement can be finalised and a proposal can progress to formal consultation;</li> <li>• If consented to, consultation with the NLC will draft an agreement and progress to Executive/Full Council Meeting for decision of the NLC Executive/Full Council.</li> </ul> <p>(Note: NLC have identified Lot 736 above as this is one option which has been suggested by traditional Aboriginal owners to the NLC as a possible cemetery location)</p> <p>The Administration notes that Lot 736 is currently the site where the new Solar Farm has been constructed.</p> <ul style="list-style-type: none"> <li>• <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.</li> <li>• 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.</li> </ul>	

**30 June 2020 – Stephen Hoynes**

### Gunbalanya Local Authority Action Items List – Ongoing

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

### Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action
				<p>The administration has been advised that sourcing a suitable site for the Gunbalanya cemetery will be discussed at the next round of consultation with the community in January 2022.</p> <p><b>12 November 2021- Loukas Gikopoulos</b> No further updates to report until the next round of consultations have been held in January 2022 with NLC and the Gunbalanya community</p> <p><b>11 February 2022 - Loukas Gikopoulos</b> No further updates. NLC community consultations have been postponed due to the Covid travel restrictions.</p> <p><b>13 May 2022- Loukas Gikopoulos</b> NLC have advised that community consultation to discuss the project will commence on the 23 May 2022.</p> <p><b>15 July 2022 – Clem Beard</b> Awaiting NLC updates on consultations underway in the Gunbalanya Community</p> <p><b>17 October 2022- Sam Fazzolari</b> Meeting held with NLC Lawyer 10/10/2022 to explore options for the location of the proposed new cemetery location.</p> <p><b>25 January 2023 – Clem Beard</b> 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. Once new Cemetery is identified and operational, work can commence on closing existing cemetery with approvals from Land Owners.</p> <p><b>05 May 2023 – Clem Beard</b> Correspondence received the 26/04/2023 from NLC Lawyer regarding consultations with Traditional Owners on the cemetery. 29 March 2023, TOs requested that the current cemetery be maintained and repaired. TOs suggested drainage and retaining walls.</p>	



### Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action
				<p><b>29 July 2023 – Clem Beard</b> No further updates have been received from the NLC/Burials. Administration is remaining hopeful an alternative/new site for cemetery can be established to include new culturally appropriate infrastructure and services as required.</p> <p><b>17 October 2023 – Clem Beard</b> Administration has sourced estimated costs for Ground Penetration Radar works to identify grave sites in the existing Gunbalanya Cemetery. Mobilisation: Darwin – Gunbalanya:</p> <ul style="list-style-type: none"> <li>• \$1110 Technician / 4wd vehicle</li> </ul> <p>Daily Rate (based on 12hr day):</p> <ul style="list-style-type: none"> <li>• \$2580 Accredited GPR technician/survey</li> </ul> <p>Demobilisation: Gunbalanya – Darwin:</p> <ul style="list-style-type: none"> <li>• \$1110 Technician / 4wd vehicle</li> </ul> <p>Compilation and production of CAD file and plots :</p> <ul style="list-style-type: none"> <li>• \$145 per hour.</li> </ul> <p>Accommodation:</p> <ul style="list-style-type: none"> <li>• to be provided by client at no cost to Cross Solutions.</li> </ul> <p>Administration has submitted a Grant application for these works to proceed as costs are substantial for Council to fund this project.</p>	
09 Oct 2019	OCM190/2019	<p><b>GRAVEL PITS</b> 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</li> </ul>	In Progress	<p><b>30 April 2020 – Gordon Smith</b> 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. <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</p>	Technical Services

### Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action
		<p>the Northern Territory (LGANT);</p> <ul style="list-style-type: none"> <li>• engage with BAC and deemed to obtain letters of support; and</li> <li>• consider raising a petition regarding the matter.</li> </ul>		<p>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 Oenpelli 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 Oenpelli to Three Ways to locate and prove resources for DIPL for road works and WARC projects in and around Oenpelli. A permit is required for earth disturbing activities. This work will commence after the Wet season when current restrictions around access to communities is lifted.</li> <li>• The materials investigation will be undertaken in conjunction with WARC and as per discussion it is envisaged that WARC excavation equipment and personnel will be utilised for this work.</li> </ul> <p><b>28 August 2020 - Stephen Hoyne</b></p> <p>Status referred above remains current. WARC access to DIPL's approved extraction pit will commence in late August to source gravel for repairs of the Maningrida Road.</p> <p><b>02 October 2020 - Stephen Hoyne</b></p> <ul style="list-style-type: none"> <li>• WARC has commenced gravel extraction from a DIPL pit to source material for use on the Maningrida road as a component of work sub-contracted by BAC to WARC for road pavement improvements.</li> <li>• On Monday, 28 September 2020, the Administration sought an update from DIPL on the status of extraction of pit investigations for the Oenpelli area. A response is pending.</li> </ul> <p><b>25 January 2021 – Clem Beard</b></p> <p>The administration has contacted the DIPL again to request for updates on</p>	

### Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action
				<p>status of locating suitable borrow pits for gravel. The following response was received from DIPL on 10/12/2020:</p> <p>"DIPL have received advice that borrow gravel pits OR1 and OR2 have been consulted on and it is expected that these will be made available to DIPL upon execution of the relevant Mineral Extraction Agreements. Sampling of these pits will be required into the future to ascertain correct material required for road construction. Pits OR3, OR4 and OR5 have yet to be consulted on."</p> <p><b>20 July 2021– Clem Beard</b> Now that the road is accessible to the gravel pits, the administration has contacted DIPL to source updates/progression of pits for community use. Awaiting mobilisation dates from DIPL to test 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 Oenpelli turn off and three ways but due to various cultural matters this is still pending. We remain in contact with NLC but there is still no response and time is fast running out for fieldwork this year". There is a positive to this and that is that DIPL applied for extraction agreements for some areas along Oenpelli Road some time ago and consultation is now complete. Agreements will need to be drawn up between NLC and DIPL and when signed would provide areas we can fully assess and move forward with a gravel area for WARC.</p> <p><b>11 February 2022 - Loukas Gikopoulos</b> No further updates. NLC consultations postponed due to Covid.</p>	

### Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action
				<p><b>13 May 2022- Loukas Gikopoulos</b> NLC have advised that community consultation to discuss the project will commence on the 23 May 2022.</p> <p><b>15 July 2022 – Clem Beard</b> Awaiting NLC updates on consultations underway in Gunbalanya.</p> <p><b>17 October 2022- Sam Fazzolari</b> Meeting held with NLC Lawyer 10/10/2022 to explore options of granting a gravel pit for community use.</p> <p><b>25 January 2023 – Clem Beard</b> Jone Lotu (NLC) to speak with Philbert Mukundi. NLC will update WARC when we have an update.</p> <p><b>05 May 2023 – Clem Beard</b> No further updates received from the NLC.</p> <p><b>29 July 2023 – Clem Beard</b> WARC have advised NLC to surrender competing interest in the lease of the Gunbalanya Gravel pit to DIPL. The administration is requesting that WARC will purchase gravel from DIPL to maintain local roads as required.</p> <p><b>17 October 2023 – Clem Beard</b> All gravel requirements for local roadworks are be purchased from Darwin until access to local supplies are authorised by NLC and Traditional Owners 600tonne of gravel will be transported into Gunbalanya for the Workshop roadworks October/November 2023.</p>	

# WEST ARNHEM REGIONAL COUNCIL

## FOR THE MEETING 26 OCTOBER 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>1099549</b>
<b>Author:</b>	<b>Ted Warren, CSM Gunbalanya</b>

### SUMMARY

This report presents the Local Authority with an update on current services provided in the community, as prepared and presented by Council Services Manager (CSM) Ted Warren.

### BACKGROUND

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

### COMMENT

#### 1. Attendance rates

##### 1.1. **Staff Attendance**

The Gunbalanya Council department has averaged 60% attendance for the past two months which has impacted on the ability of Council services. Key factors in low attendance have been sorry business, funerals and other key events.

Currently recruiting for the following positions:

- Council Services Manager – Commenced on 11<sup>th</sup> October 2023.
- Administration Coordinator – Commenced on 16<sup>th</sup> October 2023.
- Trades assistant x 1 vacancy – open till filled.
- Works Assistants x 2 vacancy – open till filled.
- Centrelink Assistant x 1 vacancy – open till filled.
- Broadcasting Officer x 1 vacancy – open till filled.
- Community Care Cook x 1 vacancy – open till filled.
- Sports and Recreation Officer x two casual positions – Open till filled.
- Cleaner x 2 vacancy – Open till filled.

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

##### 2.1. **Administration**

The Gunbalanya Council administration office was open from 8:30am to 4:30pm on each business day during the report period.

- Acting Administration Coordinator transferred to People and Capability team Jabiru on 25<sup>th</sup> August 2023.
- New Administration Trainee commenced 9<sup>th</sup> October 2023.

##### 2.2. **Post Office**

Post Office services are provided by Gunbalanya Council administration staff during normal business hours, 8.00 am-12.00 pm and 1.00 pm – 4.00 pm Monday to Friday. Mail was received, sorted and dispatched each business day.

- Attempted break-in on 10<sup>th</sup> September 2023.
- Proposed security improvements, i.e.: security screen at main desk required.

- Post and Administration Officer now qualified as a Centrelink Agent.
- Post and Administration Officer on leave 26<sup>th</sup> October 2023 and then 6-17 November 2023. Jabiru Relief Administration Officer to provide coverage during this time.

Total postage received	6,079 kg
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### 2.3. Centrelink

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

- Staff were kept busy assisting residents with enquiries and facilitating agency contact via computers and phone.
- Centrelink Assistant resigned, and currently recruiting for this vacant position.
- New Administration Officer is qualified Centrelink Agent.
- Centrelink Remote Services team visited 11–14 September 2023.
- Centrelink Senior Officer has been Acting Council Services Manager (A/CSM) 18 September–13 October 2023, in conjunction with the Wellbeing Services Coordinator.

### 2.4. Cleaning

Scheduled cleaning of council assets have been completed as follows:

- Council office – twice a week – total of 40 occasions.
- Playground amenities – once a week – total of 8 occasions
- Public toilets – twice a week – total of 40 occasions.
- Common areas cleaned once a week – total of 8 occasions.
- Visitor Accommodation rooms cleaned as required – total 80 room cleans.

### 2.5. Visitor Accommodation

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

- Lot 558 Donga – Light repairs scheduled.
- Toad Hall – Room/toilet light repairs scheduled.

## 3. Wellbeing Services

Wellbeing Service Coordinator Gunbalanya and Maningrida, visited the Maningrida team 11- 14 September 2023, to provide assistance to the Youth, Sport and Recreation (YSR) team and programs being delivered. In addition, has also been Acting Council Services Manager (A/CSM) 18 September – 13 October 2023, in conjunction with the Centrelink Senior Officer.

### 3.1. Sport & Recreation

- Recruitment of two (2) casual Youth, Sport and Recreation (YSR) Assistants.
- Gunbalanya YSR team assisted by Hoops 4 Health, held a successful Ninja Warrior Obstacle Course on 31 August 2023. Jabiru YSR Officer also assisted, offering the opportunity to see how another community collaborates for such an event, and gather ideas for the Jabiru Ninja Warrior scheduled for 27 October 2023.
- Gunbalanya YSR team provided support for Kurrung Sports Carnival held in Jabiru on 1-2 September 2023 and registered two women’s basketball teams and one men’s football teams, who were sponsored by the Social Club and ALPA store.
- Collaboration with Team Health member who recently obtained Bronze medallion, to assist Gunbalanya YSR team with supervising activities at the community pool.
- YSR Team Leader regularly meetings with various stakeholders.
- YSR Team Leader attended Food Safety Supervisor Course in Jabiru 4–5 October 2023.

Attendance totals	2,082
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### 3.2. Aged Care

The community care currently has approximately 15 clients coming in for a hot breakfast every morning. Community Care continues to provide transport, healthy and nutritious hot meals, and a dry breakfast to all clients including NDIS five days a week.

- Community Care provides Laundry Care for participating clients.
- Transport clients to clinic – medical appointments and medication collection.
- Aged Care training occurred on 11–13 September 2023.
- Replaced the Aged Care centre’s washing machine.
- Community Care Team Leader attended Food Safety Supervisor Course in Jabiru on 4–5 October 2023.

Total meals provided	2,895
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### 3.3. Disability care

WARC staff at Gunbalanya are now community connectors and coordinator of services under the National Disability Insurance scheme (NDIS). Service provision in this area has also been minimised to in home support but we are hopeful that this service will grow and provide great opportunities for employment in the future. Services provided are as follows:

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

Total number of NDIS participants	21
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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 23 women accommodated over the reporting period.

- New Safe House Operations Lead commenced on 2 August 2023.
- Three (3) staff attended Risk Assessment Management Framework training in Darwin on the 30 August 2023.
- Quotes obtained to install security cameras and extra lighting.
- Community Safety Manager, Safe House Operations Lead and one (1) of the Women’s Safe House Assistant attended the Food Safety Supervisor Course in Jabiru 4-5 October 2023.

### 3.5. Night Patrol

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

- Community Safety team has seen large amounts of outside alcohol being brought into community, resulting in numerous fights, break-ins and alcohol related incidents occurring this reporting period.
- Staff continue with the Language, Literacy and Numeracy (LLN) training through CDU.
- New casual Community Safety Assistant join the team during the reporting period.

### 3.6. Broadcasting

In conjunction with Top End Aboriginal Bush Broadcasting Association (TEABBA), broadcasting services were provided on 0 of the 60 available days, between 8:00am and 12:00pm.

- Currently recruiting for new Broadcasting officer.

Total number of On-Air hours	0 hrs
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Gunbalanya Ninja Warrior Obstacle Course

#### 4. **Community Works**

Senior Works Officer providing Utilities Services Contractor (USC) and Aerodrome Reporting Officer (ARO) coverage in Minjilang from the 6–16 October 2023.

Low staff attendance has been a huge issue this reporting period, which adversely effects work outputs.

##### 4.1. **Parks and Open Space**

The community is generally clean and tidy.

- Rubbish runs continue to operate Monday to Friday.
- Burn offs have started in and around community areas, with the on-set of the dry season.
- Irrigation has stopped on Oval, due to the billabong pump fault.
- Grading firebreaks at landfill, solar farm and airstrip.
- Clearing water drains has started.

##### 4.2. **Roads**

Road repairs have commenced across the community.

- Works crew have attended to the various potholes and roadside repairs required, in parts of the community.
- Tractor street sweeping been conducted frequently.
- Roadside drains also need to be cleared, schedule for October and November 2023.
- Planning for wet season preparation works.
- Back road and Power Station roads have been graded during plant equipment training course.

##### 4.3. **Waste**

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

- Rubbish runs continue to operate Monday to Friday. Utilising the rubbish trailer while rubbish compactor under-goes repair.
- Tidy-up operations conducted at Landfill site.



- New trench dug and rubbish face levelled out.
- Received 57 new wheelie bins for the community.
- Hastings Deering's conducted 2,000 hour service on Bulldozer.

#### **4.4. Plant and equipment**

Daily vehicle and plant pre-starts and toolboxes meetings improving. Friday afternoon maintenance introduced, including the community services assets.

- Rubbish compactor issues with gearbox sensor.
- Kubota ride-on and tractor slasher under repair
- Toyota Landcruiser pending repair for oil leak.
- Vehicle hoist failed compliance check and needs repairs.
- Mechanic on unplanned extend leave not returning till 28 August 2023.
- All other plant and equipment operational.
- 3 visits by Jabiru Mechanics Aaron and Craig.
- Grader sent to Jabiru 15 September – 13 October, then returning to Gunbalanya for 3 weeks.
- Trail fleet GPS tracking system installed in both administration assigned vehicles, the Women's Safe House vehicle and both Community Safety (Night Patrol) vehicles.

### **5. Essential Services**

One of the Works Officer has nearly completed Utilities Services Contractor (USC) training and will undergo further Aerodrome Reporting Officer (ARO) training on the next available course. Utilities Services Contractor (USC) on leave 17–23 October 2023. Senior Works Officer and the recently USC and ARO trained Works Officer to provide coverage during this time.

#### **5.1. Power**

- Daily morning & afternoon genset reads, Monday – Friday.
- Daily genset shed cleans, Monday – Friday.
- Daily genset oil check & top up if required, Monday – Friday.
- Weekly Generation Report conducted every Monday.
- Half-life service on genset 1, conducted by Penski.
- Daily solar farm inspections and mowing done.
- Placement of stickers on PAWA electrical meters (ongoing).
- Fuel deliveries for power station.
- Oil delivery for power station.
- Quarterly meter reads conducted.

#### **5.2. Water**

- Water samples conducted as per scheduled review. All returned positive readings.
- Extra water samples from three residential homes conducted.
- Weekly water samples
- Daily Chlorine testing & Scheduled Call (weekdays)
- UV Shed reads & monitoring
- Town Tank reads. Can access most Tank/Bore fields however some areas still impassable.
- Various bores have had vegetation and firebreaks cleared.
- Water leaks repaired in various locations.
- Contractors brought in to repair leaks and pressure issues.
- 6 monthly bore samples conducted.
- Issue with the community water quality and pressure, due to increased water usage within the community. The bore fields water production not keeping up with

community demand and unsustainable usage. Water Coordinators and Bore Specialists working to rectify this problem. Until then, water main will be turned back to keep in line with water production values.

### **5.3. Sewerage**

- Daily sewer pit reads and low level pump outs, including float cleans.
- Monthly waste water sampling.
- Compound maintenance.
- Daily Inspections of sewer ponds.
- Sewer Pond Outflow reads (Outflow meter non-operational) Friday.
- Manuel unblocking of waste water dump pipes when required.
- Twice weekly dumping of sewer cage at the club as needed.
- Assist contractors lift sewer access lids etc.

### **5.4. Airfield**

Daily inspections were undertaken by the ARO. No significant issues were noted.

- There was no interruption to the above services.
- Daily inspections were undertaken by the ARO.
- Monday – Friday serviceability and lighting inspections conducted.
- Replacement Solar Lights on Order.
- Airstrip fence needs replacement, with infiltration by feral animals still occurring. Awaiting further direction and funding from DIPL regarding plan of action.
- Grading of both internal and external sides of the fence line has commenced.
- Australia Defense Force (ADF) surveyed airstrip.

## **6. Trade Services**

### **6.1. Scheduled Servicing**

- Repairs still being conducted to Rubbish Compactor. Awaiting diagnosis from auto electrician.
- Toyota Troopy clutch replacement completed.

### **6.2. Unplanned Maintenance**

- Tyre replacements and puncture repairs.
- Slasher assessment for repair.
- Excavator with a leaking hoses.

## **7. Community**

### **7.1. Local Authority projects**

- **Current**
  - LA funded playground extension works shade shelter – due to be complete early August to include additional seating.
  - Shelters at Billabong Area – further approvals required for extension of Lot 649 to incorporate water services and outdoor shelters.

### **7.2. Other projects**

- **Opportunities**
  - Skip Bins for community.
- **Current**
  - Removal of waste steel to Landfill completed 7 Sept 2023 with support from Demed.
- **Future**
  - Improve line marking on roads.
  - Demolish and remove the old radio station.

### 7.3. Community meetings and events

- 15 August 2023 – Service Delivery Committee (SDC) Meeting held at the National Indigenous Australians Agency (NIAA) Office, for community stakeholders.
- 17 August 2023 – Meeting with NIAA Director and Assistant Director.
- 14 August – 1 September 2023 – CDU Plant Ticket Training.
- 11–13 September 2023 – Aged care Training.
- 31 August 2023 – Ninja Warrior Course event.
- 2–3 September 2023 – Kurrung Sports Carnival held in Jabiru.
- 5-6 September 2023 – Construction Cost Consultant community visit, to provide information on the Referendum.
- 11-13 September 2023 – Drivesafe Licensing community visit.
- 12 September 2023 – Service Delivery Committee (SDC) Meeting held at the National Indigenous Australians Agency (NIAA) Office, for community stakeholders.
- 4-5 October 2023 – Wellbeing Services Coordinator attended Food Safety Supervision Course in Jabiru.
- 10–11 October 2023 – Acting Council Services Manager (Wellbeing Services Coordinator) attended Australian Electoral Commission (AEC) meeting.

Total number of meetings and events attended by the CSM	11
---	----

### 7.4. Community key focus areas

- Plant Training Course 14 August – 1 September 2023, with a total of 13 WARC Staff and 3 Demed staff be coming qualified in Grader, Skidsteer, Dozer and Loader operators.



Removal of waste steel outside the depot compound occurred on 7 September 2023, and taken to the landfill site. Demed provided assistance with the use of their truck trailer unit for this operation.



The Ark Animal Hospital community visit occurred on 18<sup>th</sup> – 23<sup>rd</sup> September 2023. Full report attached.

Desexings	Numbers	Other veterinary service	Number/ details
Male dogs desexed	9	Other surgeries	5
Female dogs desexed	16	General health check	90
Male cat desexed	10	Dogs treated for parasites	90
Female cat desexed	10	Cats treated for parasites	20
Other animals desexed	Nil	Vaccination	6 puppies
		Euthanasia - dogs	1
		Euthanasia - cats	2 at owner's request

#### STATUTORY ENVIRONMENT

Not applicable.

#### POLICY IMPLICATIONS

Not applicable.

#### STRATEGIC IMPLICATIONS

This report is aligned to pillar 6 in the *Regional Plan and Budget 2023-2024* 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	<b>Council and Local Authorities</b> Excellence in governance, consultation, administration and representation
----------	---

#### VOTING REQUIREMENTS

#### RECOMMENDATION

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

#### ATTACHMENTS

- 1 Veterinary Report Gunbalanya 18-23 September 2023.pdf



# Veterinary Program

## Gunbalanya Community

Dates: September 18<sup>th</sup> – 23<sup>rd</sup> 2023



*The Veterinary Team at work at the rear of Gunbalanya Health clinic.*

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## Executive Summary and Recommendations

Over five days Dr Liz Tudor, leading a team of three vets and three veterinary students visited every household in Gunbalanya to offer veterinary care. Medicine to treat mange, ticks, fleas and internal parasites was distributed to every household where owners were present. The dog population was found to be generally in good health.

Surgical desexing of dogs and cats was also offered. The surgical team performed **53 procedures** : 25 dogs desexed, 20 cats desexed, seven other surgeries provided to dogs (tumour removal and wound repairs), and 3 humane euthanasias, 2 cats and 1 dog- all at owners' request. More than 85% of dogs in Gunbalanya are now desexed.

The follow up visit, some ten weeks after the June/July visit proved to be very beneficial. Several dogs with poor skin health were revisited and owners were delighted to be given follow up treatment for their dogs. Additionally two dogs previously treated for transmissible venereal tumours received repeat intravenous treatment, improving the prospect of achieving full remission. A number of puppies and kittens, too small for desexing at the July visit, were provided with desexing surgery in this visit.

### Recommendations:

- Regular veterinary visits will continue to maintain the health of dogs- desexed dogs have on average better skin health and body condition that entire dogs.
- The tick-borne disease ehrlichiosis presents the greatest health risk to dogs in Gunbalanya. Regular tick prevention medication is the only effective way to mitigate this risk.
- The cat population in Gunbalanya has grown disturbingly quickly and many households report having more cats than they want. Desexing of cats is essential to manage the cat population and reduce impact on wildlife populations. Most households are happy to have their cats surgically desexed, and are increasingly recognising the challenges that indiscriminate cat breeding present.

Over the course of 2023 WALDHeP has fulfilled its contractual obligations to WARC. As a result of the size of our team and the efficiency of operation that this allows, we have provided a total of **ten and a half "vet weeks" in Gunbalanya**, well in excess of our contractual obligations.

The WALDHeP University of Melbourne veterinary team thanks WARC and the traditional owners, and people of Gunbalanya for allowing them to provide veterinary care for the animals of Gunbalanya and look forward to the opportunity to return to Gunbalanya in 2024.

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4. **Animal Health Status**
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    - Skin Scores
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## 1. Background

Dr Liz Tudor and West Arnhem Animal Health Program (WALDHeP) in conjunction with The Ark Animal Hospital, delivered an animal health program in Gunbalanya community from Monday September 18<sup>th</sup> - Saturday September 23<sup>rd</sup>.

The program was funded by West Arnhem Regional Council.

WALDHeP, under the direction of Dr Liz Tudor, has delivered animal health programs in Gunbalanya annually since 2005.

### Desexing

WALDHeP and The Ark Animal Hospital recommend surgical desexing for pets.

These are some of the benefits:

- Population control, no unwanted litters of puppies and kittens. Households can have the number of pets they choose to have- not the number that results from indiscriminate breeding.
- Reduced disturbance from dogs barking and fighting at night; less littering due to roaming dogs
- Reduced impact of roaming cats on small mammals, reptiles and birds. One female cat can produce 12 kittens in a year, and those kittens will be reproducing by the time they are five months old. In seven years, a pair of cats could be responsible for the birth of several thousand cats.
- Reduced incidence of transmissible venereal tumours (TVT's) in both male and female dogs. TVTs are spread by sexual (mating) activity. Early desexing of male and female dogs can prevent the spread of this devastating disease.
- Elimination of pyometra (extremely common disease of un-desexed female dogs) Pyometra is a life-threatening infection of the uterus that generally occurs in middle-aged to older female dogs in the six weeks following heat.
- Prevention and treatment of certain behavioural conditions. Entire male dogs (i.e. male dogs that have not been castrated) have a much higher incidence of certain behavioural conditions. These include inappropriate urination or marking, dominance aggression, fighting between dogs, territorial aggression, escaping, roaming and inappropriate sexual behaviour.

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### Preventing parasite infections that can spread from animals to people.

The main class of drug used by WALDHeP to treat parasite burdens in community dogs is the macrocyclic lactones. Ivermectin is given orally or injected when animals are undergoing surgery. Providing oral medication has the benefit that there is no requirement to catch the dog to be treated. Owners often do not like catching their dogs for fear of being bitten or because they feel sorry for the animal if it is being handled.

WALDHeP were also able to provide *Nexgard Spectra* to dogs for oral treatment of all parasitic diseases of dogs- both internal parasites, (worms) as well as ticks, fleas and mange mites. On request, *Nexgard Spectra* was dispensed to owners for future monthly treatment and prevention of parasites.

### Veterinary team

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Veterinarians – Drs Liz Tudor, Genevieve Heffernan, and Arielle Giles,  
Veterinary Students – Natalie Pangbourne, Tyler Napper-Martinus, Diljot Sandhu  
Volunteer assistants- Rick Tudor, Guy Handbury, Nick Lappas

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### Community

The community which received veterinary service was Gunbalanya.

## 2. Program components

Veterinary services offered during this program included:

- Surgical desexing
- Parasite control (mange, worm and tick treatment) offered during house to house visits
- General health check
- Minor surgery procedures- wound repairs and lump removals
- Euthanasia of unwanted animals
- Vaccination (C3) of puppies that were surgically desexed
- Microchipping of all dogs that underwent surgical desexing

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### 3. Data and outcomes

Over five days the WALDHeP team performed desexing and other surgeries for **53 dogs and cats** and delivered other treatments to more than **90 dogs**.

Desexings	Number
Male dogs desexed	9
Female dogs desexed	16
Male cat desexed	10
Female cat desexed	10
Other animals desexed	nil

Other veterinary service	Number/ details
Other surgeries	5
General health check	90
Dogs treated for parasites	90
Cats treated for parasites	20
Vaccination	6 puppies
Euthanasia - dogs	1
Euthanasia - cats	2- at owners' requests

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#### 4. Animal Health Status

The estimated population of dogs in the community is 258 (AMRRIC census May 2023) and numbers of cats is estimated to be 260- although this is far more difficult to determine accurately.

*Status of dog and cat populations:*

##### **Dogs**

**85% of population desexed** at the conclusion of veterinary visit

**Body Condition Scores:** most dogs are in excellent body condition. The ready availability of quality meat from the *Gunbalanya Meatworks* means that body condition of most dogs is ideal- and dental health is similarly good. Evidence of wasting is present in some dogs, likely associated with the prevalence of the tick-borne parasite *Ehrlichia canis*, which in its chronic form causes wasting and ill thrift in dogs.

**Skin Scores:** only two dogs were identified with poor skin health, as a consequence of Sarcoptic mange. One dog was treated and surgically desexed. Follow up treatment was provided to the owners for this dog. The second dog was a stray at Injalak Arts Centre. At the request of the men this dog was humanely euthanased



*"Mondi" before treatment in July*

*"Mondi" after three x monthly Mange tablets in September*

##### **Cats**

**Desexed percentage:** it is not possible to truly estimate the population of cats in Gunbalanya. However, all adult cats identified in house-to-house visits are now desexed, and families were very willing to offer cats for surgical desexing. There remain two houses in Banyan with cat numbers beyond that which the residents would like to have. Traps were set in both houses, but only two cats were caught. Further work will be required at the next visit to address this issue. The September visit enabled desexing of several litters of kittens that in July were too young for surgery.

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**Body Condition Scores** of cats are uniformly good- presumably the result of cats preying on local wildlife- there is little evidence of people providing cat food for their cats. The environmental impact of cats in Gunbalanya is likely to be catastrophic.

**Skin Scores:** all cats examined had good skin health.

## 5. Observations, Challenges and Recommendations

### Health of Dogs

Overall the health of dogs in Gunbalanya is very good- and was noted by the AMRRIC census team who visited in May to be considerably better than that of dogs in other similar communities. All dogs whose owners requested desexing have been desexed, and the average body and skin condition of dogs is very good. This can be attributed to the regular annual veterinary visits that Gunbalanya has received every year since 2005 (with the exception of 2021, due to Covid restrictions) from the WALDHeP team.

### Health challenges for dogs

#### *Transmissible venereal tumours (TVT's)*

TVT is an unusual tumour that is spread from dog to dog during mating. It causes large growths on the genital organs of both sexes- in males often leading to bleeding and obstruction of urine flow, and in females leading to ulceration, vaginal prolapse and bleeding. It is a devastating disease that has both direct and indirect welfare issues for the dog, as owners may seek to distance themselves from the affected dog. TVT can be treated effectively with surgical removal and drug treatment. **The best prevention is surgical desexing PRIOR to puberty- so that dogs are not mating and spreading the tumour.**

In this visit, five dogs were treated for TVT- three of these at the time of desexing. EARLY desexing- before mating behaviour begins in dogs (ie ideally before the dog is six or seven months of age) is the best way to prevent spread of this disease. Two dogs that had surgery in July received follow up chemotherapy, which will improve the chance of complete remission from disease. Both dogs appeared to be in good health.

#### *Ehrlichia canis- a new disease spread by the dog tick*

*E. canis* is a bacterium that lives in the blood of dogs and is spread from dog to dog by the brown dog tick. It was first detected in Australia (Kimberley region) in 2020. In its acute phase it causes lethargy, weight loss, bleeding and death. In its chronic phase it weakens the

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immune system and leads to weight loss and ill health in the dog, ultimately often leading to death.

In July the WALDHeP vet team conducted a blood test on every dog presented for surgery. Sadly all dogs except one (which had received anti-tick medicine since puppyhood) tested positive for E canis. It is not possible to assess with this test whether the infection is active, or whether the dog is recovering from E canis and in the chronic form.

### Health of Cats and Cat Population Numbers

All cats examined were in good health and body condition. Unfortunately, this relates not to feed provided by owners but rather to the role of the cat as an apex predator in the Gunbalanya environment.

The rapid increase in cat numbers in Gunbalanya is of environmental concern, with significant impact on biodiversity. Additionally, large numbers of cats co-habiting with people present risks of disease spread to humans- in particular round worms and toxoplasma.

Fortunately, most households readily offer their cats for desexing, and in some cases owners requested euthanasia of unwanted cats. Experience in other communities has shown that with regular surgical desexing programs cat numbers can be contained to manageable levels.



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## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 26 OCTOBER 2023

<b>Agenda Reference:</b>	<b>14.1</b>
<b>Title:</b>	<b>Financial Report to September 2023</b>
<b>File Reference:</b>	<b>1099803</b>
<b>Author:</b>	<b>James Stockdale, Finance Manager; Corey White, Accountant</b>

#### SUMMARY

This Financial Report for the year to date 1 July 2023 to 30 September 2023, the first 3 months of the 2023-24 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 30 September 2023. 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 30 Sep 2023

Description	GUNBALANYA					
	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
<b>Operational Revenue</b>						
Income Rates and Charges	92,226	92,188	38	0%	368,754	25%
Charges - Sewerage	-	-	-	-	-	0%
Charges - Water	-	-	-	-	-	0%
Charges - Waste	87,556	87,556	-	-	350,223	25%
Income Council Fees and Charges	2,858	4,608	(1,750)	(38%)	18,433	16%
Income Operating Grants	887,201	231,038	656,163	100%+	924,152	96%
Income Investments	-	-	-	-	-	0%
Income Allocation	38,746	79,515	(40,768)	(51%)	315,226	12%
Other Income	3,441	4,000	(559)	(14%)	16,000	22%
Income Agency and Commercial Services	317,547	473,244	(155,696)	(33%)	1,855,615	17%
<b>Total Operational Revenue</b>	<b>1,429,576</b>	<b>972,148</b>	<b>457,427</b>	<b>47%</b>	<b>3,848,402</b>	<b>37%</b>
<b>Operational Expenditure</b>						
Employee Expenses	679,041	680,236	(1,194)	(0%)	2,717,828	25%
Contract and Material Expenses	199,664	471,650	(271,986)	(58%)	1,345,495	15%
Finance Expenses	1,040	572	468	82%	2,290	45%
Travel, Freight and Accom Expenses	12,613	28,900	(16,287)	(56%)	112,543	11%
Fuel, Utilities & Communication	85,153	84,409	745	1%	337,570	25%
Other Expenses	136,184	175,103	(38,919)	(22%)	697,488	20%
Elected Member Allowances	-	-	-	-	-	0%
Elected Member Expenses	-	-	-	-	-	0%
Council Committee & LA Allowances	800	375	425	(100%+)	1,500	53%
Council Committee & LA Expenses	-	62	(62)	(100%)	250	0%
<b>Total Operational Expenditure</b>	<b>1,114,496</b>	<b>1,441,307</b>	<b>(326,811)</b>	<b>(23%)</b>	<b>5,214,964</b>	<b>21%</b>
<b>Total Operational Surplus / (Deficit)</b>	<b>315,080</b>	<b>(469,158)</b>	<b>784,238</b>	<b>100%+</b>	<b>(1,366,562)</b>	<b>0%</b>



## Annual Budget Operating Position

as at 30 Sep 2023

Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
<b>Operating Surplus / (Deficit)</b>	<b>315,080</b>	<b>(469,158)</b>	<b>784,238</b>	<b>100%+</b>	<b>(1,366,562)</b>	<b>0%</b>
<b>Remove NON-CASH ITEMS</b>						
Less Non-Cash Income	(38,746)	(79,515)	40,768	51%	(315,226)	12%
Add Back Non-Cash Expenses	255,619	299,732	(44,112)	(15%)	1,190,207	21%
<b>Total Non-Cash Items</b>	<b>216,873</b>	<b>220,217</b>	<b>(3,344)</b>	<b>(2%)</b>	<b>874,982</b>	<b>25%</b>
<b>Less ADDITIONAL OUTFLOWS</b>						
Capital Expenditure	(50,020)	-	(50,020)	(100%)	-	100%
Borrowing Repayments (Principal Only)	-	-	-	-	-	0%
Transfer to Reserves	-	-	-	-	-	0%
Other Outflows	-	-	-	-	-	0%
<b>Total Additional Outflows</b>	<b>50,020</b>	<b>-</b>	<b>50,020</b>	<b>100%</b>	<b>-</b>	<b>100%</b>
<b>Add ADDITIONAL INFLOWS</b>						
Capital Grants Income	-	-	-	-	-	0%
Prior Year Carry Forward Tied Funding	-	-	-	-	-	0%
Other Inflow of Funds	-	-	-	-	-	0%
Transfers from Reserves	8,608	-	8,608	(100%)	-	100%
<b>Total Additional Inflows</b>	<b>8,608</b>	<b>-</b>	<b>8,608</b>	<b>100%</b>	<b>-</b>	<b>100%</b>
<b>Net Budgeted Operating Position</b>	<b>490,541</b>	<b>(248,942)</b>	<b>739,483</b>	<b>100%+</b>	<b>(491,580)</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 2026-2024*.

### 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 6.1</b>	<b>Financial Management</b> Provision of strong financial management and leadership which ensures long term sustainability and growth
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## VOTING REQUIREMENTS

Not applicable.

### RECOMMENDATION:

**That Gunbalanya Local Authority received and noted the Financial Report for the year to date period, September 2023.**

## ATTACHMENTS

- 1 Graphical Finance Presentation Gunbalanya - September 2023.pdf





**Gunbalanya Local Authority Committee  
Financial Management Report for the  
period ended 30<sup>th</sup> September 2023**



# Actual v Budget – Operational – September 2023



## Actuals v Budget - Gunbalanya as at 30 Sep 2023

Description	GUNBALANYA			
	Actuals YTD	Budget YTD	Variance	%
<b>Operational Revenue</b>				
Income Rates and Charges	92,226	92,188	38	0%
Charges - Sewerage	-	-	-	0%
Charges - Water	-	-	-	0%
Charges - Waste	87,556	87,556	-	0%
Income Council Fees and Charges	2,858	4,608	(1,750)	(38%)
Income Operating Grants	887,201	231,038	656,163	100%+
Income Investments	-	-	-	0%
Income Allocation	36,746	79,515	(40,769)	(51%)
Other Income	3,441	4,000	(559)	(14%)
Income Agency and Commercial Services	317,547	473,244	(155,696)	(33%)
<b>Total Operational Revenue</b>	<b>1,429,576</b>	<b>972,148</b>	<b>457,427</b>	<b>47%</b>
<b>Operational Expenditure</b>				
Employee Expenses	679,041	680,236	(1,194)	(0%)
Contract and Material Expenses	199,664	471,650	(271,986)	(58%)
Finance Expenses	1,040	572	468	82%
Travel, Freight and Accom Expenses	12,613	28,900	(16,287)	(56%)
Fuel, Utilities & Communication	85,153	84,409	745	1%
Other Expenses	136,184	175,103	(38,919)	(22%)
Elected Member Allowances	-	-	-	0%
Elected Member Expenses	-	-	-	0%
Council Committee & LA Allowances	800	375	425	(100%)+
Council Committee & LA Expenses	-	62	(62)	(100%)
<b>Total Operational Expenditure</b>	<b>1,114,496</b>	<b>1,441,307</b>	<b>(326,811)</b>	<b>(23%)</b>
<b>Total Operational Surplus / (Deficit)</b>	<b>315,080</b>	<b>(469,159)</b>	<b>784,238</b>	<b>100%+</b>
				<b>(1,366,562)</b>
				<b>0%</b>





# Actual v Budget – Operating Position – September 2023



## Annual Budget Operating Position

as at 30 Sep 2023

Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operating Surplus / (Deficit)	315,080	(489,159)	784,238	100% + 1	(1,366,562)	0%
<b>Remove NON-CASH ITEMS</b>						
Less Non-Cash Income	(38,746)	(79,515)	40,769	51%	(315,226)	12%
Add Back Non-Cash Expenses	255,619	299,732	(44,112)	(15%)	1,190,207	21%
<b>Total Non-Cash Items</b>	<b>216,873</b>	<b>220,217</b>	<b>(3,344)</b>	<b>(2%)</b>	<b>874,982</b>	<b>25%</b>
<b>Less ADDITIONAL OUTFLOWS</b>						
Capital Expenditure	(50,020)	-	(50,020)	(100%)	-	100%
Borrowing Repayments (Principal Only)	-	-	-	-	-	0%
Transfer to Reserves	-	-	-	-	-	0%
Other Outflows	-	-	-	-	-	0%
<b>Total Additional Outflows</b>	<b>50,020</b>	<b>-</b>	<b>50,020</b>	<b>100%</b>	<b>-</b>	<b>100%</b>
<b>Add ADDITIONAL INFLOWS</b>						
Capital Grants Income	-	-	-	-	-	0%
Prior Year Carry Forward Tied Funding	-	-	-	-	-	0%
Other Inflow of Funds	-	-	-	-	-	0%
Transfers from Reserves	8,608	-	8,608	(100%)	-	100%
<b>Total Additional Inflows</b>	<b>8,608</b>	<b>-</b>	<b>8,608</b>	<b>100%</b>	<b>-</b>	<b>100%</b>
<b>Net Budgeted Operating Position</b>	<b>490,541</b>	<b>(248,942)</b>	<b>739,483</b>	<b>100% + 3</b>	<b>(491,580)</b>	<b>0%</b>

**Legend:**

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



# Actual v Budget – Gunbalanya – September 2023





# Council Funded Projects – September 2023

Reserve Activity	Approved Budget	Date of Approval	Expenditure Prior Financial Years	Expenditure this Financial Year	Commitments	Balance as at 30.09.2023	Status
5294.01 - Concrete Stand for Diesel Tank - Gunbalanya	70,000	FY 22/23	(64,198)	(2,930)	-	2,872	WIP - Repairs to be done next April (Tank Levelling)
<b>Council Funded (Reserve) Balance</b>	<b>70,000</b>		<b>(64,198)</b>	<b>(2,930)</b>	<b>-</b>	<b>2,872</b>	





**Grant Funding – Local Authority Projects – September 2023**

Grant Funding - Local Authority Projects	Funding Amount	Funding Year	Funds Received	Funds not yet Received	Allocated	Balance available for Allocation
LAP - funding available 21/22	159,700	FY 21/22	159,700	-	(159,700)	-
LAP - funding available 22/23	159,700	FY 22/23	159,700	-	(159,700)	-
<b>LAP - funding available 23/24 - Not yet received</b>	<b>159,700</b>	<b>FY 23/24</b>	<b>-</b>	<b>159,700</b>	<b>(65,606)</b>	<b>94,094</b>
<b>Total available for Allocation</b>						<b>94,094</b>





# Grant Funding – Local Authority Projects – September 2023

Grant Funding - Local Authority Projects - Active Projects	Approved Budget	Year of Budget Approval	Cash received to date (incl. Carried Forward)	Expenditure Prior years	Expenditure to date 2023-24	Commitments	Available Funds as at 30.09.2023	Status
<b>Local Authority Projects (LAP)</b>								
LAP - Community Garden Hard Structure & Amenities Lot 669	108,000	FY 21/22	108,000	(35,679)	-	-	72,321	WIP - Awaiting NLC Approval - ECM November 2023
LAP - Animal Management Program	30,388	FY 22/23	30,388	(450)	(14,230)	-	15,708	Awaiting final charges
LAP - Additional Garden Hard Structure at Billabong	137,890	FY 22/23	70,339	-	(10,707)	-	59,632	WIP - Awaiting NLC Approval
LAP - Purchase of Men's Shed Fencing Materials	13,310	FY 22/23	6,812	-	-	(6,812)	-	WIP - Awaiting NLC Approval - ECM November 2023
LAP - Installation of Hard Structure at the Gumbalinya Office Staff Rest Area	42,816	FY 22/23	31,170	-	-	(31,170)	-	Due for completion by 30/11/2023
<b>TOTAL ACTIVE LOCAL AUTHORITY PROJECTS</b>	<b>312,314</b>		<b>246,709</b>	<b>(146,129)</b>	<b>(24,937)</b>	<b>(37,982)</b>	<b>147,661</b>	

Grant Funding - Local Authority Projects - Completed Projects	Approved Budget	Year of Budget Approval	Cash received to date (incl. Carried Forward)	Expenditure Prior years	Expenditure to date 2023-24	Commitments	Available Funds as at 30.09.2023	Status
<b>Local Authority Projects (LAP)</b>								
LAP - Children's Playground	318,765	FY 20/21	318,765	(261,415)	(47,090)	-	10,260	Completed - Pending Cost Finalisation - Anticipated 31.12.2023
LAP - Portable LED Screen by Dream Tech	86,000	FY 21/22	86,000	(74,199)	(750)	-	11,051	Completed - Pending Cost Finalisation - Anticipated 31.12.2023
LAP - Solar Lights at Entrance Road	74,285	FY 22/23	74,285	(64,364)	-	-	9,931	Completed - Pending Cost Finalisation - Anticipated 31.12.2023
<b>TOTAL COMPLETED LOCAL AUTHORITY PROJECTS</b>	<b>479,050</b>		<b>479,050</b>	<b>(399,968)</b>	<b>(47,840)</b>	<b>-</b>	<b>31,242</b>	





# Grant Funding – Community Projects – September 2023

Grant Funded Projects / Activities (Restricted Funds)	Approved Budget	Year of Budget Approval	Carried Forward Cash Balances	Cash Received this Financial Year	Total Cash Received	Expenditure to date 2023-24	Commitments	Available Funds as at 30.09.2023
Gunbalanya Oval Lighting	-	FY 23/24	-	780,000	780,000	(540)	-	779,460
LRCI Phase 1 - Gunbalanya Oval Fencing	-	FY 22/23	-	-	-	-	-	-
Home Care Packages Program (HCP)	253,000	FY 23/24	-	24,872	24,872	(45,462)	(15,360)	-
Commonwealth Home Support Program (CHSP)	-	FY 23/24	-	-	-	(13,115)	-	-
NT Jobs Package - Aged Care	-	FY 23/24	-	-	-	(45,817)	(305)	-
Night Patrol	-	FY 23/24	-	-	-	(65,486)	(10)	-
Safety and Wellbeing - Sport and Recreation	-	FY 23/24	-	-	-	937	-	937
Remote Sport Program	-	FY 23/24	-	-	-	(14,891)	-	-
Children and Schooling - Youth	324,000	FY 23/24	-	-	-	68	(501)	-
Australia Day Grant	-	FY 23/24	-	-	-	-	-	-
Women's Safe House	440,452	FY 23/24	86,442	220,227	306,668	(148,389)	(4,826)	153,453
Domestic Family & Sexual Violence Program	-	FY 23/24	35,652	-	35,652	(269)	(497)	34,886
eHCP - Home Care Packages Program from eTools	253,000	FY 23/24	19,376	18,135	37,512	(24,404)	483	13,591
TEABBA Staff Funding - Indigenous Broadcasting Prgm (RIBS)	-	FY 23/24	-	-	-	-	-	-
Flexible Support Packages and COVID-19 Service Delivery Cost	-	FY 23/24	71,615	-	71,615	(4,326)	-	67,288
Get Up Stand Up Show Up - NAIDOC Week	-	FY 23/24	-	-	-	(2,812)	-	-
Celebrating Aboriginal Culture (Australia Day)	-	FY 23/24	64	-	64	-	-	64
Ninja Warrior Obstacle Course	-	FY 23/24	7,150	-	7,150	(5,349)	(455)	1,347
TFHC - Womens Safe house NPA	-	FY 22/23	200,202	-	200,202	-	-	200,202
<b>TOTAL COMMUNITY PROJECTS</b>	<b>1,270,452</b>		<b>420,501</b>	<b>1,043,234</b>	<b>1,463,735</b>	<b>(369,853)</b>	<b>(21,471)</b>	<b>1,251,279</b>

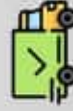






## New Assets or Additions to Existing Assets – September 2023

No new assets were commissioned in September 2023



## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 26 OCTOBER 2023

<b>Agenda Reference:</b>	<b>15.1</b>
<b>Title:</b>	<b>Presentations and Visitors</b>
<b>File Reference:</b>	<b>1101046</b>
<b>Author:</b>	<b>Jasmine Mortimore, Travel and Executive Assistant to the CEO &amp; Mayor</b>

#### SUMMARY

The purpose of this report is to provide Council with a list of presentations to be made by representatives of various entities and organisations that are stakeholders of the West Arnhem Regional Council.

#### BACKGROUND

At various times, Council requests that presentations be made so that issues can be raised and information shared.

#### COMMENT

The following visitors/ presenters will be video conferencing in at today's meeting.

<b>Gunbalanya Local Authority - Presentations / Visitors</b>				
<b>Time</b>	<b>Topic</b>	<b>Presenter/Visitor</b>	<b>Organisation</b>	<b>Invited by</b>
12:30pm	Community Development Programs	David King – Engagement Director	NIAA	WARC Elected Members
1:00pm	Gunbalanya Representative for AFL	Cassidy Fitzclarence – Indigenous Programs Engagement Manager	AFL NT	Members

#### STRATEGIC IMPLICATIONS

In accepting presentations at this meeting, Council is actively engaging in its obligations as detailed in the *Regional Plan and Budget 2023-2024* as follows:

#### **PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING**

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

<b>Goal 1.1</b>	<b>Community Engagement</b> Seek out and support diverse perspectives and collaborations with community, community leaders, businesses, agencies and local service providers to enhance community life
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#### **RECOMMENDATION:**

**That Members noted the:**

- 1. Presentation by NIAA**
- 2. Presentation by AFL NT**

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 26 OCTOBER 2023

<b>Agenda Reference:</b>	<b>16.1</b>
<b>Title:</b>	<b>Solar Lights - Gunbalanya Back Road - Powerhouse Road and Cemetery</b>
<b>File Reference:</b>	<b>1095056</b>
<b>Author:</b>	<b>Clem Beard, Project Manager Technical Services</b>

#### SUMMARY

This report provides an indicative price to construct 2 (two) solar LED lights at the back road into Gunbalanya at the Cemetery and Powerhouse Road.

#### BACKGROUND

The administration has received the request to install additional solar lights on the back road in Gunbalanya. The feedback received from the installation of solar lights on the main entrance road has been very positive from the community. Research determined Solar LED lighting as the most effective solution and is presently in use throughout the community.

#### COMMENT

The administration has sourced costings from suppliers and installers to calculate estimated expenditure to consider proceeding with the project.

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

<b>Solar Lights - Powerhouse Road and Cemetery - Gunbalanya</b>			
<b>Supplier/Contractor</b>	<b>Indicative Price</b>	<b>Quantity</b>	<b>Total</b>
Solar LED Lights	\$4,040.00	2	\$8,080.00
Freight Darwin to Gunbalanya	\$142.50	2	\$285.00
Construction Installation	\$1,923.93	2	\$3,847.86
Contingencie/Accommodation 10%	\$1,212.12	1	\$1,212.12
Total Indicative Budget			\$13,424.98

#### 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:

## 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. Received and noted the report;
2. Reviewed and approved 2 x Solar Lights - Gunbalanya Back Road - at the Cemetery and Powerhouse Road and approved the allocation of \$13,424.98 from Gunbalanya Local Authority funding.

### ATTACHMENTS

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 26 OCTOBER 2023

<b>Agenda Reference:</b>	<b>16.2</b>
<b>Title:</b>	<b>Local Authority Membership</b>
<b>File Reference:</b>	<b>1093546</b>
<b>Author:</b>	<b>Jessie Schaecken, Governance and Risk Advisor</b>

#### SUMMARY

The purpose of this report is to give Local Authority Members an opportunity to discuss expanding the membership of the committee.

#### 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.

#### COMMENT

Guideline 1: Local Authorities section 5 Local authority members states

5.1 The Council will consider recommendations from the local authority on its composition and membership of the local authority. A council must resolve the number of members for each local authority.

5.2 there must be at least 6 members and a maximum of 14 member for each local authority, unless the Minister approved a different maximum number of members for a particular local authority.

#### STATUTORY ENVIRONMENT

Section 78 of the *Local Government Act 2019*.

#### STRATEGIC IMPLICATIONS

This report is aligned to pillars 1 and 6 in the *Regional Plan and Budget 2023-2024* 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.**

<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

**RECOMMENDATION:**

**That the Chairperson invited discussions around encouraging new members to apply and expanding the overall membership of the Gunbalanya Local Authority.**

**ATTACHMENTS**

# WEST ARNHEM REGIONAL COUNCIL

## FOR THE MEETING 26 OCTOBER 2023

<b>Agenda Reference:</b>	<b>16.3</b>
<b>Title:</b>	<b>Local Authority Members Questions</b>
<b>File Reference:</b>	<b>1099400</b>
<b>Author:</b>	<b>Ben Heaslip, Acting Governance and Risk Advisor</b>

### SUMMARY

The purpose of this report is to give Local Authority Members a 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.

### STATUTORY ENVIRONMENT

Section 78 of the *Local Government Act 2019*.

### STRATEGIC IMPLICATIONS

This report is aligned to pillars 1 and 6 in the *Regional Plan and Budget 2023-2024* 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

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<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

**RECOMMENDATION:**  
**That the Chairperson invited questions from Gunbalanya Local Authority Members.**

**ATTACHMENTS**



**WEST ARNHEM REGIONAL COUNCIL  
FOR THE MEETING 26 AUGUST 2023**

**CLOSURE OF THE MEETING**