



WEST ARNHEM REGIONAL COUNCIL AGENDA

**GUNBALANYA LOCAL AUTHORITY
THURSDAY, 7 MARCH 2024**



WEST ARNHAM REGIONAL COUNCIL

Notice is hereby given that a Local Authority Meeting of the West Arnhem Regional Council will be held in Gunbalanya on Thursday 7 March 2024 at 10:00 am.

Andrew Walsh
Chief Executive Officer

Code of Conduct: The 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 7 MARCH 2024

Agenda Reference:	3.1
Title:	Apologies and Leave of Absence
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

SUMMARY

This report is to table, for the Gunbalanya Local Authority record, any apologies, and requests for leave of absence received from Authority members for the meeting held on 7 March 2024.

RECOMMENDATION

THAT THE LOCAL AUTHORITY received and noted Member's apologies and/or requests for leave of absence for the Local Authority meeting held on 7 March 2024.

COMMENT

Local Authorities can choose to accept the apologies or requests for leave of absence as presented, or not accept them. Apologies or requests for leave of absence that are not accepted by the Local Authority will be recorded as absent without notice.

LEGISLATION AND POLICY

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

Council's Scheduling and Conduct of Meetings (Elected, Local Authority and Council Committee Members) Policy.

STRATEGIC IMPLICATIONS

This report is aligned to the following pillars and goals in the *Regional Plan and Budget*:

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

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 7 MARCH 2024

Agenda Reference:	3.2
Title:	Absent without Notice
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

SUMMARY

This report is to table, for the Gunbalanya Local Authority record, any absences without notice received from Authority members for the meeting held on 7 March 2024.

RECOMMENDATION

THAT THE LOCAL AUTHORITY received and noted Member's absences without notice for the Local Authority meeting held on 7 March 2024.

LEGISLATION AND POLICY

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

Council's Scheduling and Conduct of Meetings (Elected, Local Authority and Council Committee Members) Policy.

STRATEGIC IMPLICATIONS

This report is aligned to the following pillars and goals in the *Regional Plan and Budget*:

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Goal 6.3 Council and Local Authorities

Excellence in governance, consultation administration and representation.

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 7 MARCH 2024

Agenda Reference:	4.1
Title:	Acceptance of Agenda
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

SUMMARY

Agenda papers are presented for acceptance at the Gunbalanya Local Authority meeting held on 7 March 2024.

RECOMMENDATION

THAT THE LOCAL AUTHORITY accept the agenda papers as circulated for the Gunbalanya Local Authority meeting held on 7 March 2024.

LEGISLATION AND POLICY

Section 92(1) *Local Government Act 2019*.

Council's Scheduling and Conduct of Meetings (Elected, Local Authority and Council Committee Members) Policy.

STRATEGIC IMPLICATIONS

This report is aligned to the following pillars and goals in the *Regional Plan and Budget*:

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

ATTACHMENTS

Nil

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 7 MARCH 2024

Agenda Reference:	5.1
Title:	Disclosure of Interest of Members or Staff
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

SUMMARY

Local Authority Members are required to disclose an interest in a matter under consideration at the 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 meeting as soon as possible after the matter is raised.
- 2) In the case of a matter raised in a general debate or by any means other than the printed agenda of the Council meeting, disclosure as soon as possible after the matter is raised.

Under disclosure, the Member must abide by the decision of the Local Authority on whether they shall remain in the Chambers and/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 them to leave the Chambers.

Staff Members of the Council are required to disclose an interest in a matter at any time on which they are required to act or exercise their delegate authority in relation to the matter. Upon disclosure, the staff member is not to act or exercise their delegated authority unless Council expressly directs them to do so.

RECOMMENDATION

THAT THE LOCAL AUTHORITY received the declarations of interest as listed for the Gunbalanya Local Authority meeting held on 7 March 2024.

LEGISLATION AND POLICY

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

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

Council's Scheduling and Conduct of Meetings (Elected, Local Authority and Council Committee Members) Policy.

STRATEGIC IMPLICATIONS

This report is aligned to the following pillars and goals in the *Regional Plan and Budget*:

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 6.4 Risk Management

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

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 7 MARCH 2024

Agenda Reference:	6.1
Title:	Confirmation of Local Authority Meeting Minutes
Author:	Ben Heaslip, Information Advisor

SUMMARY

Unconfirmed minutes from the Thursday 26 October 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.

RECOMMENDATION

THAT THE LOCAL AUTHORITY adopted the minutes of the Thursday 26 October 2023 Gunbalanya Local Authority as a true and correct record.

LEGISLATION AND POLICY

Sections 101(4) and 101(5) of the *Local Government Act 2019*.

Clause 13.1 *Guideline 1: Local Authorities 2021*.

Council's Scheduling and Conduct of Meetings (Elected, Local Authority and Council Committee Members) Policy.

STRATEGIC IMPLICATIONS

This report is aligned to the following pillars and goals of the *Regional Plan and Budget*:

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.

ATTACHMENTS

1. 2023.10.06 gunbalanya local authority minutes unconfirmed [6.1.1 - 5 pages]

APOLOGIES

3.1 APOLOGIES AND LEAVE OF ABSENCE

The Committee considered Apologies and Leave of Absence.

GUN191/2023 RESOLVED:
On the motion of Mr Yates
Seconded Ms Gumurdul
That the Gunbalanya Local Authority noted Member's apologies for Matthew Ryan, Donna Nadjamerrek, Kenneth Mangiru, Gabby Gumurdul for the meeting held on 26 October 2023.

CARRIED

ABSENT WITHOUT NOTICE

4.1 ABSENT WITHOUT NOTICE

The Committee considered Absent Without Notice.

GUN192/2023 RESOLVED:
On the motion of Mr Yates
Seconded Ms Gumurdul
That the Gunbalanya Local Authority noted no members were absent without notice for the meeting held on 26 October 2023.

CARRIED

ACCEPTANCE OF AGENDA

6.1 ACCEPTANCE OF AGENDA

The Committee considered Acceptance of Agenda.

GUN193/2023 RESOLVED:
On the motion of Chairperson Garnarradj
Seconded Ms Nayinggul
That the agenda for the Gunbalanya Local Authority meeting of 26 October 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.

GUN194/2023 RESOLVED:
On the motion of Chairperson Garnarradj
Seconded Ms Gumurdul
That Gunbalanya Local Authority received and recorded declarations of interest for the meeting held on 26 October 2023.

CARRIED

Grant Nayinggul Joined at 10:37

CONFIRMATION OF PREVIOUS MINUTES

8.1 CONFIRMATION OF PREVIOUS LOCAL AUTHORITY MEETING MINUTES 24 AUGUST 2023

The Committee considered Confirmation of Previous Local Authority Meeting Minutes 24 August 2023.

GUN195/2023 RESOLVED:
On the motion of Chairperson Garnarradj
Seconded Councillor Dann

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

CARRIED

Andrew Maralngurra Joined at 11:00 and left at 11:12

LOCAL AUTHORITY ACTION ITEMS

10.1 REVIEW OF LOCAL AUTHORITY ACTION ITEMS

The Committee considered Review of Local Authority Action Items.

GUN196/2023 RESOLVED:

On the motion of Chairperson Garnarradj

Seconded Mr Yates

That Gunbalanya Local Authority

- 1. reviewed the action items list and approved to remove any completed actions.**
- 2. Admin to investigate OCM111/2017 – determined the need to consider alternative location 'old peanut farm' and consult with ILSC via NLC**

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.

GUN197/2023 RESOLVED:

On the motion of Mr Garnarradj

Seconded Ms Nayinggul

That the Gunbalanya Local Authority

- 1. Received and noted the report entitled '*CSM Operations Report on Current Council Services*'.**
- 2. Raised improving the access to bores in the wet season.**

CARRIED

Broke for lunch at 11:30 and recommenced at 12:05

FINANCE REPORT

14.1 FINANCIAL REPORT TO SEPTEMBER 2023

The Committee considered Financial Report to September 2023.

GUN198/2023 RESOLVED:

On the motion of Chairperson Andy Garnarradj

Seconded Mr Henry Yates

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

CARRIED

VISITOR PRESENTATIONS

15.1 PRESENTATIONS AND VISITORS

The Committee considered Presentations and Visitors.

GUN199/2023 RESOLVED:

On the motion of Chairperson Andy Garnarradj

Seconded Councillor Otto Dann

That Members noted the:

- 1. Presentation by Gretl, Jaylee and Jill from NIAA**
- 2. Presentation by Cassidy Fitzclarence from AFL NT**

CARRIED

GENERAL ITEMS

16.1 SOLAR LIGHTS - GUNBALANYA BACK ROAD - POWERHOUSE ROAD AND CEMETERY

The Committee considered Solar Lights - Gunbalanya Back Road - Powerhouse Road and Cemetery.

GUN200/2023 RESOLVED:

On the motion of Ms Connie Nayinggul

Seconded Mr Henry Yates

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.**

CARRIED

16.2 LOCAL AUTHORITY MEMBERSHIP

The Committee considered Local Authority Membership.

GUN201/2023 RESOLVED:

On the motion of Chairperson Andy Garnarradj

Seconded Councillor Otto Dann

- 1. That the Chairperson invited discussions around encouraging new members to apply and expanding the overall membership of the Gunbalanya Local Authority;**
- 2. Members nominated Grant Nayinggul to join the Gunbalanya Local Authority**

CARRIED

Broke for lunch at 13:21 and recommenced at 13:53

Connie Nayinggul left the meeting at 13:53

16.3 LOCAL AUTHORITY MEMBERS QUESTIONS

The Committee considered Local Authority Members Questions.

GUN202/2023 RESOLVED:

On the motion of Chairperson Andy Garnarradj

Seconded Mr Henry Yates

That the Chairperson invited questions from Gunbalanya Local Authority Members.

Members raised to write a letter to CDU on potential to conduct Agricultural soil testing for future viability at Lot 649 for community market garden.

CARRIED

GENERAL ITEMS

16.1 STAFF LOCAL AUTHORITY MEMBER PAYMENTS

The Committee considered Staff Local Authority Member Payments.

GUN203/2023 RESOLVED:

On the motion of Ms Evonne Gumurdul

Seconded Mr Maxwell Garnarradj

That Members:

- 1. Received and noted the report entitled 'Staff Local Authority Member Payments'**
- 2. Chairperson Andy nominated to be paid the LA allowance.**

CARRIED

GENERAL ITEMS

16.2 CHAIRPERSONS ITEMS FOR DISCUSSION

The Committee considered Chairpersons Items for Discussion.

GUN204/2023 RESOLVED:

On the motion of Ms Evonne Gumurdul

Seconded Mr Henry Yates

That Members:

Received and noted report entitled 'Chairpersons Items for Discussion'.

CARRIED

NEXT MEETING HELD ON

MEETING DECLARED CLOSED

Chairperson Andy Garnarradj declared the meeting closed at 14:29

This page and the preceding pages are the minutes of the Gunbalanya Local Authority meeting Gunbalanya Local Authority Meeting held in Gunbalanya on Thursday, 26 October 2023.

Chairperson

Date Confirmed

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 7 MARCH 2024

Agenda Reference:	7.1
Title:	Presentations and Visitors
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

SUMMARY

The purpose of this report is to provide Gunbalanya Local Authority with a list of presentations to be made by various stakeholders of the West Arnhem Regional Council.

RECOMMENDATION

THAT THE LOCAL AUTHORITY noted the presentations on:

1. Installation of New Prepaid 4G Power Meters by Power and Water Corporation.
2. Gunbalanya Stone Country Festival by Injalak Arts and Craft Association.

BACKGROUND

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

COMMENT

The following visitors/presentations will be in attendance at today's meeting.

Gunbalanya Local Authority Meeting – Presentations / Visitors			
Topic	Presenter/Visitor	Organisation	Invited by
Verbal overview on new 4G prepayment power meters, which will be installed in Gunbalanya in May 2024, ahead of Telstra turning off the 3G network in June this year.	Trude Blizzard – Project Manager	Power and Water Corporation	At their request to attend
Gunbalanya Stone Country Festival	Tess – Chief Executive Officer	Injalak Arts and Craft Association	Clem Beard – Acting General Manager, Technical Services

STRATEGIC IMPLICATIONS

This report is aligned to the following pillars and goals of the *Regional Plan and Budget*:

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.

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 7 MARCH 2024

Agenda Reference:	8.1
Title:	Review of Action Items
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

SUMMARY

This report is submitted for Gunbalanya Local Authority to review and discuss the progress on outstanding action items from meetings.

RECOMMENDATION

THAT THE LOCAL AUTHORITY:

1. Received and noted the report entitled *Review of Action Items*; and
2. Reviewed the outstanding action items and gave approval for completed items to be removed from the register.

BACKGROUND

Action items arise out of resolutions of the Local Authority or questions asked by Members. The attached register provides the current status of the action items as provided by the administration. The administration recommends items as complete but it is for the Local Authority to determine whether the item remains active or is complete and can be removed.

COMMENT

The actions that Local Authority resolves to occur are to be acted upon by the administration. This report enables Local Authority to progressively discuss and acknowledge the status of items.

STRATEGIC IMPLICATIONS

This report is aligned to the following pillars and goals in the *Regional Plan and Budget*:

PILLAR 6 FOUNDATIONS OF GOVERNANCE

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Goal 6.3 Council and Local Authorities

Excellence in governance, consultation administration and representation.

ATTACHMENTS

1. Gunbalanya LA Action Items List - In Progress [8.1.1 - 14 pages]

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action
26 October 2023	GUN 202/2023	Members raised to write a letter to CDU on potential to conduct Agricultural soil testing for future viability at Lot 649 for community market garden.	In Progress	25 February 2024 – Clem Beard Administration requested CDU and the Department of Industry, Tourism and trade for soil testing and trace element analysis. Both departments referred WARC to utilise accredited labs for nutrient testing based interstate. On recommendation administration reached out to CSBP for testing and the logistics required for further discussion and requirements. Alternatively, CDP should carry out this analyses as part of the CDP project scope if the funding work program becomes available.	Technical Services
26 October 2023	GUN 197/2023	Raised improving the access to bores in the wet season	In Progress	29 February 2024 – Vicki McCoy Grade the road and undertake maintenance when access becomes available. This road is a Power and Water access road only and not a WARC asset	CSM
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 26 February 2024 – Jasmine Mortimore Senior Students will be attending the LA between 10:30am -11:00am on Thursday 7 March 2024	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 26 February 2024 – Jasmine Mortimore Shirt designs in progress with graphic designer	EA to CEO
24 Aug 2023	GUN 189/2023	Investigate having LA funded fireworks display for stone country festival in 2024	In Progress	12 October 2023 – Clem Beard 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 logistical costs to be considered to formulate budget required.	Technical Services

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action
				<p>25 February 2024 – Clem Beard Administration has invited the Lachlan from SCFC to present at this meeting to discuss planning and confirm dates. Additionally discuss the option of holding a fireworks display at the Oval to meet NT Worksafe guidelines and authorise an event the event to be held/proceed in Gunbalanya. Budget estimates an allocation of \$70,000 will be required if the Local Authority wish to replicate an event that is similar to the Maningrida NYE.</p>	
23 Feb 2023	GUN 160/2023	DIPL REPORTING – on trees in community		<p>04 August 2023 - Tim Hema: No update at this time 20 October: The Administration requests more details from the Local Authority 28 February 2024 – The Administration requests more details from the Local Authority as further clarification is required.</p>	CSM
23 Feb 2023	GUN 154/2023	<p>MENS SHED FENCING FUNDING REQUEST:</p> <p>Email Colvin Crowe requesting formal application for funding – Awaiting lease agreement for works to proceed.</p>	Completed	<p>27 July 2023 – Tim Hema</p> <ul style="list-style-type: none"> 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. CEO DEMED to send updated quote for Fence build. <p>16 August 2023 – Tim Hema</p> <ul style="list-style-type: none"> Received from Demed x1 quote from Totem Fencing for \$39,221.60. This is substantially more than Local Authority Board agreed to pay. A report is in today’s agenda for LA to consider committing funds for materials only for the amount of \$13,310.00. <p>12 October 2023 – Clem Beard 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>	CSM
23 Feb 2023	GUN 150/2023	Invite Sam Gibson –AFLNT CEO to visit Gunbalanya community	In Progress	<p>03 August 2023 – Fiona Ainsworth</p> <ul style="list-style-type: none"> Negotiating with AFLNT to attend next meeting and provide information on future plans. 	COO

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action
				<p>17 October 2023 – Fiona Ainsworth</p> <ul style="list-style-type: none"> Administration has reached out to invite Sam Gibson to attend meeting. <p>18 October 2023 – Jasmine Mortimore</p> <ul style="list-style-type: none"> Sam Gibson unable to attend LA - trying to organise AFL NTs Indigenous Programs and Engagement Manager to attend on his behalf. 	
11 Aug 2021	OCM69/2021	COMMUNITY GARDEN HARD STRUCTURE	In Progress	<p>18 October 2021 - Loukas Gikopoulos 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>05 November 2021- Loukas Gikopoulos No further updates to report. No works to commence until community consultation has been carried out by NLC</p> <p>11 February 2022 - Loukas Gikopoulos NLC community consultations have been postponed due to Covid travel restrictions. No further updates provided.</p> <p>13 May 2022 - Loukas Gikopoulos NLC have advised that community consultation will commence on 23rd May</p> <p>15 July 2022 – Clem Beard Awaiting NLC updates on consultations underway in Gunbalanya</p> <p>17 October 2022- Sam Fazzolari</p> <ul style="list-style-type: none"> Meeting held with NLC Lawyer 10/10/2022 to explore options and the possibility of supplying a comfort letter to proceed with construction of the proposed shelter. <p>08 February 2023 – Clem Beard</p> <ul style="list-style-type: none"> 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. AAPA have confirmed consultations will commence in March with Traditional Owners and the AAPA CEO has approved a partial fee waiver. The 	Technical Services

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action
				<p>cost will be \$5,000.00 thus a saving to the Local authority up to \$20,000.00 for fees.</p> <p>15 May 2023 – Clem Beard</p> <ul style="list-style-type: none"> • 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. • 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. • AAPA are releasing the approval to proceed prior 30/05/2023 <p>21 July 2023 – Clem Beard</p> <ul style="list-style-type: none"> • Further consultations are required to allow for the extension of Lot 649 to incorporate Water Services and Outdoor Shelters <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"> • <i>Consent to the license to maintain the BBQ infrastructure (Land A);</i> <i>and</i> • <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> <p><i>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</i></p> <p><i>Once the license is executed NLC will prepare the letter to IES consenting to the Reticulated Infrastructure</i></p> <p>17 October 2023 – Clem Beard</p>	

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action
				<p>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> <p>25 February 2024 – Clem Beard Awaiting ECM to issue Land Use Agreement to commence construction in the dry season. Awaiting tentative dates from the NLC</p>	
11 Nov 2020	OCM213/2020	UPGRADING THE AIRPORT TOILETS, AND SUPPLYING WATER TO THE AIRPORT	In Progress	<p>16 February 2021 – Chris Kelly 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>16 July 2021 - Loukas Gikopoulos A report with a full overview is included in the agenda for this meeting.</p> <p>18 October 2021 - Loukas Gikopoulos A report with a full overview is included in the agenda for this meeting.</p> <p>12 November 2021- Loukas Gikopoulos A report with a full overview is included in the agenda for this meeting.</p> <p>11 February 2022 - Loukas Gikopoulos A report with a full overview is included in the agenda for this meeting.</p> <p>13 May 2022 - Loukas Gikopoulos A report with a full overview is included in the agenda for this meeting.</p> <p>15 July 2022 – Clem Beard 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>17 October 2022 - Sam Fazzolari A report with full overview is included in this agenda including utilising the proposed layout changes of the toilets to be discussed by LA members.</p> <p>14 December 2022 - Clem Beard</p>	Grants

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action
				<p>OCM118/2022 Approved the administration to seek funding for a flushing prefabrication ablution facility at an estimated cost of \$304,000</p> <p>08 February 2023 – Clem Beard Land Tenure to be completed when/if grant Funding becomes available for project to proceed at the Gunbalanya Airport.</p> <p>28 April 2023 – Clem Beard Ongoing discussions with the NLC on funding and leasing arrangements for Airport Facilities management</p> <p>21 July 2023 – Clem Beard The administration have held further discussions 06/07/2023 with Senator Malamdirri McCarthy and Peter Wellings to advocate for Federal Government funding to allow for upgrades of Airport facilities for Gunbalanya/Minjilang and Warruwi.</p> <p>17 October 2023 – Clem Beard Scheduled meeting Monday 16/10/2023 postponed with Senator Malamdirri McCarthy and Peter Wellings to advocate for Federal Government funding. Postponed to 31/10/2023 to pursue funding for Airport Facilities in Gunbalanya.</p> <p>25 January 2024 – Clem Beard The administration have held further discussions 10/01/2024 with Senator Malamdirri McCarthy and Peter Wellings to advocate for Federal Government funding to allow for upgrades of Airport facilities for Gunbalanya/Minjilang and Warruwi. NLC and DIPL are in the process of creating and agreeing to leases for West Arnhem Region Airports. Once land tenure is approved and leases executed a joint venture may be required to construct airport facilities into the future.</p>	

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action
14 Jun 2017	OCM111/2017	<p>LOCATION AND IDENTIFICATION OF GRAVES AT THE GUNBALANYA CEMETERY</p> <p>Requests that the administration write (again) to the Northern Land Council (NLC) with some urgency to finalise the location and identification of graves at the Gunbalanya cemetery to allow crews to carry out maintenance without inferring with cultural issues relating to burial sites</p>	In Progress	<p>30 April 2020 – Gordon Smith</p> <p>The Administration received the following information from NLC on the 29-01-2020:</p> <p>To progress this matter as early as possible in 2020 NLC proposes:</p> <ul style="list-style-type: none"> • The NLC speak with traditional owners as to recommendations for possible suitable sites for a cemetery (NLC anthropologist and lawyer will commence this as soon as possible); • Land Tenure Unit and WARC consider the viability of Lot 736 in Gunbalanya and/or other recommended sites for a cemetery; • 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; • 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. <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"> • Minute note from January 2020 Council meeting: 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. • 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 	Technical Services

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action
				<p>feedback however at the time of completing this action item no advice has been received from NLC.</p> <p>30 June 2020 – Stephen Hoyne No further update</p> <p>05 August 2020 - Stephen Hoyne 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>02 October 2020 - Stephen Hoyne 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>25 January 2021 – Clem Beard 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>20 July 2021 – Clem Beard</p>	

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action
				<p>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>19 October 2021- Loukas Gikopoulos 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>12 November 2021- Loukas Gikopoulos 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>11 February 2022 - Loukas Gikopoulos No further updates. NLC community consultations have been postponed due to the Covid travel restrictions.</p> <p>13 May 2022- Loukas Gikopoulos NLC have advised that community consultation to discuss the project will commence on the 23 May 2022.</p> <p>15 July 2022 – Clem Beard Awaiting NLC updates on consultations underway in the Gunbalanya Community</p> <p>17 October 2022- Sam Fazzolari Meeting held with NLC Lawyer 10/10/2022 to explore options for the location of the proposed new cemetery location.</p> <p>25 January 2023 – Clem Beard 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>	

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action
				<p>05 May 2023 – Clem Beard 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> <p>29 July 2023 – Clem Beard 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>17 October 2023 – Clem Beard Administration has sourced estimated costs for Ground Penetration Radar works to identify grave sites in the existing Gunbalanya Cemetery. Mobilisation: Darwin – Gunbalanya: <ul style="list-style-type: none"> • \$1110 Technician / 4wd vehicle Daily Rate (based on 12hr day): <ul style="list-style-type: none"> • \$2580 Accredited GPR technician/survey Demobilisation: Gunbalanya – Darwin: <ul style="list-style-type: none"> • \$1110 Technician / 4wd vehicle Compilation and production of CAD file and plots : <ul style="list-style-type: none"> • \$145 per hour. Accommodation: <ul style="list-style-type: none"> • to be provided by client at no cost to Cross Solutions. Administration has submitted a Grant application for these works to proceed as costs are substantial for Council to fund this project.</p> <p>16 November 2023 – meeting update</p> <ul style="list-style-type: none"> • Admin to investigate OCM111/2017 – determined the need to consider alternative • location ‘old peanut farm’ and consult with ILSC via NLC 	

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action
				<p>25 February 2024 – Clem Beard</p> <p>The administration have held further discussions with NLC and have lodged an 'Expression of Interest' for land tenure to be granted to establish a new cemetery at the airport entrance road aka 'old peanut farm'. Awaiting NLC consultation process to commence in late March with Traditional Owners to consent a land use agreement to meet new legislation requirements for burials.</p>	
09 Oct 2019	OCM190/2019	<p>GRAVEL PITS</p> <p>Council passed a resolution to:</p> <ul style="list-style-type: none"> • write to the appropriate Minister regarding the issues associated with gravel pits in West Arnhem; • bring this matter up at the next meeting of the Local Government Association of the Northern territory (LGANT); • engage with BAC and deemed to obtain letters of support; and • consider raising a petition regarding the matter. 	In Progress	<p>30 April 2020 – Gordon Smith</p> <p>A letter was sent to the Minister regarding the above. The response from the Minister was noted at the January meeting of Council – see below. This matter was discussed at the Gunbalanya Service Delivery meeting held in December which was convened by Mr Nic Sharah of DCM. The meeting was attended by Mr Lawrence Costa, MLA, and Member for Arafura. Mr Sharah undertook to escalate this matter. Further action is yet to be finalised.</p> <p>Minute note from January 2020 Council meeting: The letter regarding the gravel pits was discussed and the comment was that these matters have not been resolved and that Minister Lawler's advice was not up-to-date. The Administration will respond and continue to pursue this matter.</p> <p>The Administration has sent the Department another email requesting a further update and clarification on access to the Gravel Pits.</p> <ul style="list-style-type: none"> • 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. • 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. • 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 	Technical Services

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action
				<p>required for earth disturbing activities. This work will commence after the Wet season when current restrictions around access to communities is lifted.</p> <ul style="list-style-type: none"> 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. <p>28 August 2020 - Stephen Hoyne 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>02 October 2020 - Stephen Hoyne</p> <ul style="list-style-type: none"> 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. 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. <p>25 January 2021 – Clem Beard The administration has contacted the DIPL again to request for updates on status of locating suitable burrow pits for gravel. The following response was received from DIPL on 10/12/2020:</p> <p>“DIPL have received advice that burrow gravel pits OR1 and OR2 have been consulted on and it is expected that these will be made available to DIPL upon execution of the relevant Mineral Extraction Agreements. Sampling of these pits will be required into the future to ascertain correct material required for road construction. Pits OR3, OR4 and OR5 have yet to be consulted on.”</p> <p>20 July 2021– Clem Beard Now that the road is accessible to the gravel pits, the administration has contacted DIPL to source updates/progression of pits for community use. Awaiting mobilisation dates from DIPL to test suitable of gravel pits.</p>	

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action
				<p>19 October 2021- Loukas Gikopoulos 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>12 November 2021- Loukas Gikopoulos 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>11 February 2022 - Loukas Gikopoulos No further updates. NLC consultations postponed due to Covid.</p> <p>13 May 2022- Loukas Gikopoulos NLC have advised that community consultation to discuss the project will commence on the 23 May 2022.</p> <p>15 July 2022 – Clem Beard Awaiting NLC updates on consultations underway in Gunbalanya.</p> <p>17 October 2022- Sam Fazzolari Meeting held with NLC Lawyer 10/10/2022 to explore options of granting a gravel pit for community use.</p> <p>25 January 2023 – Clem Beard</p>	

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action
				<p>Jone Lotu (NLC) to speak with Philbert Mukundi. NLC will update WARC when we have an update.</p> <p>05 May 2023 – Clem Beard No further updates received from the NLC.</p> <p>29 July 2023 – Clem Beard 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>17 October 2023 – Clem Beard 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> <p>25 January 2024 – Clem Beard 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 and reseal in May/June 2024 post wet season and road access is granted from DIPL to lift weight restrictions.</p>	

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 7 March 2024

Agenda Reference:	8.2
Title:	Finance Report to January 2024
Author:	Corey White, Accountant

SUMMARY

This Financial Report for the year to date 1 July 2023 to 31 January 2024, the first 7 months of the 2023-24 financial year, is prepared for the Gunbalanya Local Authority.

RECOMMENDATION

THAT THE LOCAL AUTHORITY

- received and noted the report entitled *Finance Report to January 2024*.
- received and noted the attachment entitled *2022-2023 Local Authority Project Funding Certification Gunbalanya DSO*.

BACKGROUND

This Financial Reports include the following attachment:

- Graphical Finance Presentation
- 2022 – 2023 Local Authority Project Funding Certification Gunbalanya DSO
- NTG Local Government Funding Advice 2023-24

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

COMMENT

The Local Authority members are encouraged to discuss the Finance Report for the period ended 31 January 2024. The report covers all of the activities within the Gunbalanya Community. There are activities related to Core Services both Tied and Untied, Commercial Services, and Community Service activities. Additionally, there are some projects that are funded from Council's own money.

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

Actuals v Budget - Gunbalanya

as at 31 Jan 2024

GUNBALANYA						
Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operational Revenue						
Income Rates and Charges	218,487	215,080	3,406	2%	368,709	59%
Charges - Sewerage	-	-	-	-	-	0%
Charges - Water	-	-	-	-	-	0%
Charges - Waste	209,233	209,263	(30)	(0%)	358,737	58%
Income Council Fees and Charges	12,635	10,752	1,883	18%	18,433	69%
Income Operating Grants	1,040,875	1,040,875	-	-	1,290,939	81%
Income Allocation	177,983	168,408	9,575	6%	288,566	62%
Other Income	15,860	10,271	5,589	54%	16,938	94%
Income Agency and Commercial Services	1,101,685	1,012,860	88,825	9%	1,737,451	63%
Total Operational Revenue	2,776,758	2,667,510	109,248	4%	4,079,772	68%
Operational Expenditure						
Employee Expenses	1,547,110	1,407,038	140,072	10%	2,387,025	65%
Contract and Material Expenses	603,702	1,091,941	(488,239)	(45%)	1,733,878	35%
Finance Expenses	1,706	1,336	370	28%	2,290	75%
Travel, Freight and Accom Expenses	50,108	105,343	(55,235)	(52%)	151,507	33%
Fuel, Utilities & Communication	210,428	188,290	22,138	12%	320,994	66%
Other Expenses	358,933	491,928	(132,995)	(27%)	784,993	46%
Elected Member Allowances	-	-	-	-	-	0%
Elected Member Expenses	-	-	-	-	-	0%
Council Committee & LA Allowances	2,450	2,850	(400)	(14%)	3,650	67%
Council Committee & LA Expenses	-	146	(146)	(100%)	250	0%
Total Operational Expenditure	2,774,437	3,288,871	(514,435)	(16%)	5,384,586	52%
Total Operational Surplus / (Deficit)	2,321	(621,361)	623,683	100%+	(1,304,814)	0%

Annual Budget Operating Position

as at 31 Jan 2024

Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operating Surplus / (Deficit)	2,321	(621,361)	623,683	100%+	(1,304,814)	0%
Remove NON-CASH ITEMS						
Less Non-Cash Income	(177,983)	(168,408)	(9,575)	(6%)	(288,566)	62%
Add Back Non-Cash Expenses	(662,796)	(698,331)	35,535	5%	(1,134,918)	58%
Total Non-Cash Items	484,813	529,923	(45,110)	(9%)	846,352	57%
Less ADDITIONAL OUTFLOWS						
Capital Expenditure	93,111	188,745	(95,633)	(51%)	1,832,162	5%
Borrowing Repayments (Principal Only)	-	-	-	-	-	0%
Transfer to Reserves	-	-	-	-	-	0%
Other Outflows	-	-	-	-	-	0%
Total Additional Outflows	93,111	188,745	(95,633)	(51%)	1,832,162	5%
Add ADDITIONAL INFLOWS						
Capital Grants Income	1,086,269	1,177,269	(91,000)	(8%)	1,632,269	67%
Prior Year Carry Forward Tied Funding	-	-	-	-	-	0%
Other Inflow of Funds	-	-	-	-	-	0%
Transfers from Reserves	8,608	2,930	5,678	100%+	2,930	100%+
Total Additional Inflows	1,094,877	1,180,199	(85,322)	(7%)	1,635,199	67%
Net Budgeted Operating Position	1,488,900	900,016	588,884	65%	(655,425)	0%

LEGISLATION AND POLICY

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

FINANCIAL IMPLICATIONS

Not Applicable

STRATEGIC IMPLICATIONS

This report aligns to the following pillars and goals as outlined in the *Regional Plan and Budget*:

PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

Goal 6.1 Financial Management

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

ATTACHMENTS

1. Graphical Finance Presentation Gunbalanya - January 2024 [**8.2.1** - 9 pages]
2. 2022 - 2023 Local Authority Project Funding Certification Gunbalanya DSO [**8.2.2** - 2 pages]
3. NTG Local Government Funding Advice 2023-24 [**8.2.3** - 3 pages]



Gunbalanya Local Authority Committee Financial Management Report for the period ended 31st January 2024

Actual v Budget – Operational – January 2024



Actuals v Budget - Gunbalanya

as at 31 Jan 2024

Description	GUNBALANYA					
	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operational Revenue						
Income Rates and Charges	218,487	215,080	3,406	2%	368,709	59%
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Income Council Fees and Charges	12,635	10,752	1,883	18%	18,433	69%
Income Operating Grants	1,040,875	1,040,875	-	-	1,290,939	81%
Income Allocation	177,983	168,408	9,575	6%	288,566	62%
Other Income	15,860	10,271	5,589	54%	16,938	94%
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Finance Expenses	1,706	1,336	370	28%	2,290	75%
Travel, Freight and Accom Expenses	50,108	105,343	(55,235)	(52%)	151,507	33%
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Actual v Budget – Operating Position – January 2024



Annual Budget Operating Position - Gunbalanya as at 31 Jan 2024

Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operating Surplus / (Deficit)	2,321	(621,361)	623,683	100%+	(1,304,814)	0%
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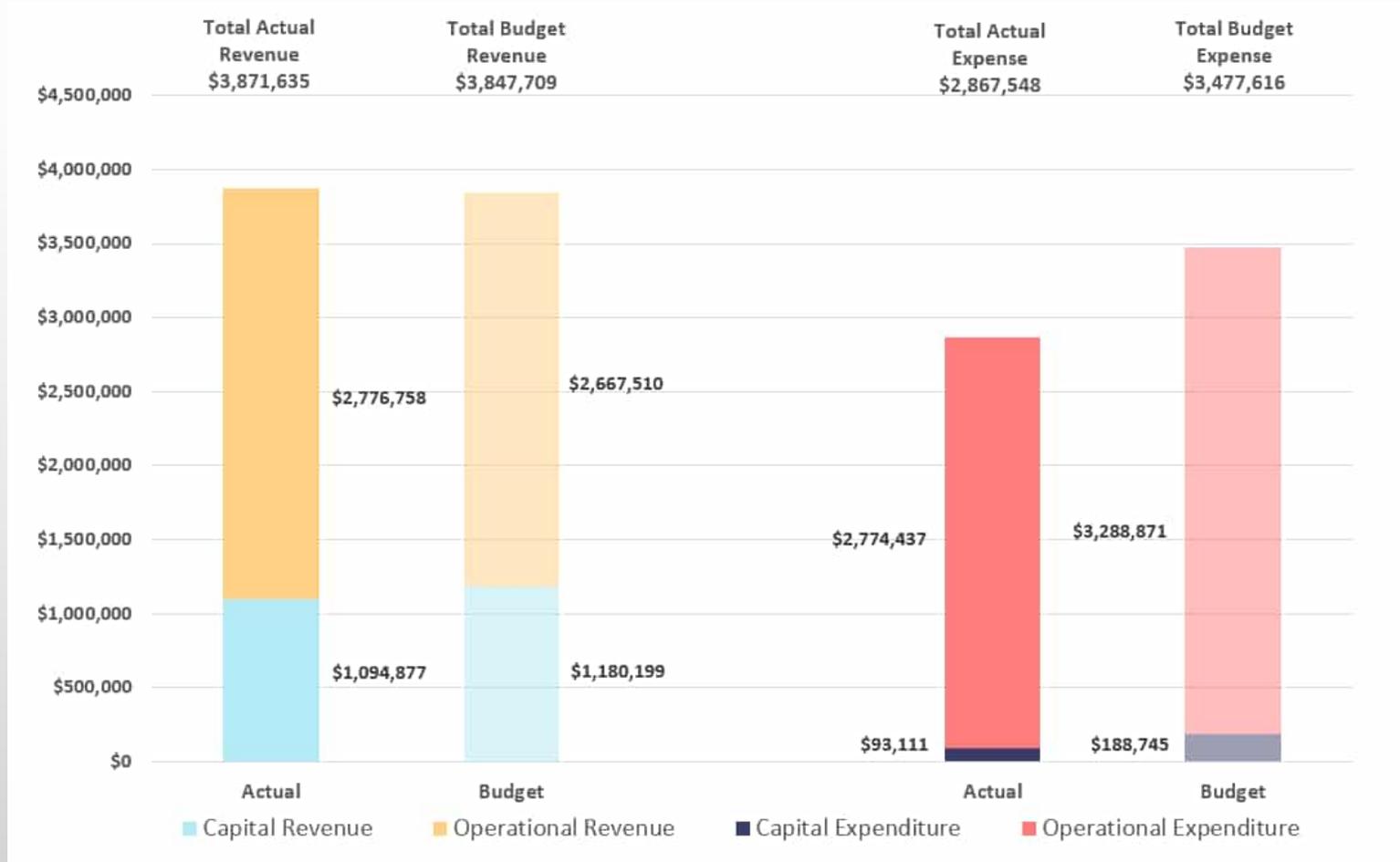
Legend:

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

! Variance over \$300,000



Actual v Budget – Gunbalanya – January 2024



Council Funded Projects – January 2024



Reserve Activity	Approved Budget	Date of Approval	Expenditure Prior Financial Years	Expenditure this Financial Year	Commitments	Balance as at 31.01.2024	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)
Council Funded (Reserve) Balance	70,000		(64,198)	(2,930)	-	2,872	



Grant Funding – Local Authority Projects – January 2024

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)	-
LAP - funding available 23/24 - Not yet received	159,700	FY 23/24	-	159,700	(51,221)	108,479
Add funds available from Projects completed under budget						12,473
Total available for Allocation						120,952

Grant Funding – Local Authority Projects – January 2024



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 31.01.2024	Status
Local Authority Projects (LAP)								
LAP - Community Garden Hard Structure & Amenities Lot 649	108,000	FY 21/22	108,000	(35,679)	-	(16,875)	55,445	WIP - Awaiting NLC Approval - ECM November 2023
LAP - Animal Management Program 23/24	15,708	FY 23/24	15,708	-	-	(15,708)	-	Awaiting final charges
LAP - Additional Garden Hard Structure at Billabong	117,800	FY 22/23	70,938	-	(10,707)	(4,757)	55,474	WIP - Awaiting NLC Approval
TOTAL ACTIVE LOCAL AUTHORITY PROJECTS	241,508		194,646	(35,679)	(10,707)	(37,340)	110,919	
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 31.01.2024	Status
Local Authority Projects (LAP)								
LAP - Solar Lights at Entrance Road	74,285	FY 22/23	74,285	(64,354)	-	-	9,931	Completed
LAP - Purchase of Men's Shed Fencing Materials	6,812	FY 22/23	6,812	-	(6,812)	-	-	Completed
LAP - Installation of Hard Structure at the Gunbalanya Office Staff Rest Area	42,816	FY 22/23	42,816	-	(40,274)	-	2,542	Completed
LAP - Solar Lights at Gunbalanya Back Road	13,425	FY 23/24	9,066	-	(9,066)	-	-	Completed
TOTAL COMPLETED LOCAL AUTHORITY PROJECTS	137,338		132,979	(64,354)	(56,152)	-	12,473	

Grant Funding – Community Projects – January 2024



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 31.01.2024
Gunbalanya Oval Lighting	1,092,000	FY 23/24	-	780,000	780,000	(2,277)	(1,091,629)	-
R2R - Main Road Gunbalanya	540,269	FY 23/24	-	540,269	540,269	(540)	(538,949)	780
LRCI Phase1-Gunbalanya Oval Fencing	-	FY 22/23	-	-	-	-	-	-
Home Care Packages Program (HCP)	222,995	FY 23/24	-	131,682	131,682	(95,663)	(647)	35,372
Commonwealth Home Support Program (CHSP)	161	FY 23/24	-	161	161	(27,136)	-	-
NT Jobs Package - Aged Care	-	FY 23/24	-	-	-	(135,550)	-	-
Night Patrol	-	FY 23/24	-	-	-	(190,011)	-	-
Safety and Wellbeing - Sport and Recreation	-	FY 23/24	-	-	-	-	-	-
Remote Sport Program	-	FY 23/24	-	-	-	(43,730)	-	-
Children and Schooling - Youth	-	FY 23/24	-	-	-	(1,641)	-	-
Australia Day Grant	-	FY 23/24	-	1,000	1,000	(134)	-	866
Women's Safe House	526,894	FY 23/24	86,442	218,386	304,828	(340,626)	(31,848)	-
Domestic Family & Sexual Violence Program	35,652	FY 23/24	35,652	-	35,652	-	-	35,652
eHCP - Home Care Packages Program from eTools	202,000	FY 23/24	-	171,079	171,079	(119,139)	-	51,940
TEABBA Staff Funding - Indigenous Broadcasting Prgm (RIBS)	-	FY 23/24	-	-	-	-	-	-
Flexible Support Packages and COVID-19 Service Delivery Cost	71,615	FY 23/24	71,615	-	71,615	(4,326)	(3,733)	63,555
Get Up Stand Up Show Up - NAIDOC Week	-	FY 23/24	-	-	-	(2,812)	-	-
Celebrating Aboriginal Culture (Australia Day)	64	FY 23/24	64	-	64	-	-	64
International Women's Day – Library Event	-	FY 23/24	-	1,000	1,000	-	(577)	423
Ninja Warrior Obstacle Course	7,150	FY 23/24	7,150	450	7,600	(6,720)	-	880
TFHC - Womens Safe house NPA	200,202	FY 23/24	200,202	-	200,202	-	-	200,202
Sports and Recreation	469	FY 23/24	-	469	469	(127,820)	(2,773)	-
TOTAL COMMUNITY PROJECTS	2,899,470		401,125	1,844,496	2,245,621	(970,306)	(1,667,383)	389,735



New Assets or Additions to Existing Assets – January 2024



Gunbalanya Depot Fuel Tank

Gunbalanya
Asset no. 400095
\$227,128



LED Screen – Gunbalanya Office

Gunbalanya
Asset no. 700011
\$44,630



West Arnhem Regional Council

CERTIFICATION OF 2022-23 LOCAL AUTHORITY PROJECT FUNDING

Local Authority: Gunbalanya Local Authority

File number: _____

INCOME AND EXPENDITURE FOR THE PERIOD ENDING 30 JUNE 2023

LAPF Grant 2022-2023	\$159,700.00
Other income/carried forward balance from 2021- 2022	\$159,700.00
Other income/carried forward balance from 2020- 2021	\$159,700.00
Other income/carried forward balance from 2019- 2020	\$47,046.46
Total Income	\$526,146.46
Total Expenditure	\$236,484.60
Surplus	\$289,661.86

We certify that the LAPF was spent in accordance with,

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

Certification report prepared by Imran Ahmed Shajib 28/08/2023

The local authority projects formed part of the agenda and minutes of Council's ordinary council meeting and local authority meeting. Yes No

Laid before the Council at a meeting to be held on 20/09/2023 Copy of minutes attached (TBA).

Laid before the LA at a meeting to be held on 07/03/2024 Copy of minutes attached (TBA).

CEO or CFO 31...../..08...../2023

DEPARTMENTAL USE ONLY

Grant amount correct: Yes No

Balance of funds to be spent \$ _____

Date next certification/...../20__

CERTIFICATION ACCEPTED

Yes No

Comments

Department of the Chief Minister and Cabinet



West Arnhem Regional Council

Omor Sharif – Grants and Rates Officer _____

...../...../20__

Donna Hadfield – Manager Grants Program _____

...../...../20__



Department of
THE CHIEF MINISTER AND
CABINET

Chief Executive Officer
Level 14 NT House
22 Mitchell Street Darwin NT 0800

Postal address
GPO Box 4396
Darwin NT 0801

E frank.daly@nt.gov.au

T 08 8999 6490

File reference
LGR2016/00013

Ms Jessie Schaeken
A/Chief Executive Officer
West Arnhem Regional Council
PO Box 721
JABIRU NT 0886

Dear Ms Schaeken

Re: Local Government funding levels – 2023-24

I am pleased to formally advise the West Arnhem Regional Council (Council) of the 2023-24 local government funding levels for the following programs:

- NT Operational Subsidy - to assist with the provision of local government services;
- Indigenous Jobs Development Funding - assistance to help offset the cost of employing Aboriginal staff within your council;
- Local Authority Project Funding - to provide local authorities the financial capacity to undertake priority community projects; and
- Waste and Resource Management Program – providing support to assist with addressing issues specific to waste and resource management.

Attachment A provides details of the approved funding allocations and approximate release dates of each of the above programs.

Indigenous Jobs Development Funding (IJDF)

Council's notional allocation under the Indigenous Jobs Development Funding (IJDF) has been fixed for three years i.e. 2021-22, 2022-23 and 2023-24. Pending a review of the allocation methodology during 2023-24, revised allocations will take effect from 2024-25. IJDF payments will be released in quarterly instalments retrospectively once the related quarter's report is received by the local government grants team.

A funding offer with IJDF grant conditions is attached for your consideration and signature. Please return the completed acceptance form to the Local Government grants team at lg.grants@nt.gov.au as soon as practical.

Local Authority Project Funding (LAPF)

The amounts detailed for the LAPF program are the notional funding allocations for each local authority. In accordance with the grant funding conditions, expenditure certifications of council LAPF expenditure for 30 June 2023 was due on 31 August 2023. If Council has any unspent LAPF balances older than 2 years that has not been formally committed, then payment of the

2023-24 allocation may be withheld, or related funds requested to be repaid unless there are extenuating circumstances that are beyond the Council's control that has prevented a project from progressing. Council must seek approval in writing from the Department of the Chief Minister and Cabinet (Department) for an extension to carryover and expend any LAPP funding that is over 2 years old.

A funding offer will be made once 30 June 2023 expenditure certification has been received and assessed by the Local Government grants team.

Waste and Resource Management (WaRM)

The 2023-24 WaRM program allocation to your council is based on the same level of funding offered in prior years under this program. Council's acquittal of WaRM funding for 30 June 2023 was due on 31 August 2023. If Council has any unspent WaRM balances older than 2 years that has not been formally committed, then payment of the 2023-24 allocation may be withheld, or related funds requested to be repaid unless there are extenuating circumstances that are beyond the Council's control that has prevented a project from progressing. Council must seek approval in writing from the Department for an extension to carryover and expend WaRM funding that is over 2 years old.

A funding offer with WaRM grant conditions is attached for your consideration and signature. Please return the completed acceptance form to the local government grants team at lg.grants@nt.gov.au as soon as practical.

Please note, for the certifications and acquittals mentioned above, 'unspent funds' are all amounts that have not been formally committed either by way of a tender contract or accepted quote/s to a project. Funds simply held against a project that is yet to be commenced and has no contractual agreement in place are not considered to be formally committed. If your council has already received an extension approval for any of the grant programs mentioned in this letter then another extension approval is not required.

It is a mandatory requirement for all local government funding to be expended in accordance with the *Local Government Act 2019*, the *Local Government (General) Regulations 2021*, Guidelines and the Northern Territory Government's Buy Local Policy.

Grant funding guidelines and other relevant information is available online at <https://cmc.nt.gov.au/supporting-government/local-government/local-government-funding>

If you have any questions regarding the offers made in this letter please make initial contact with Mr David Boustead A/Regional Executive Director, Top End Region on 08 8999 5236. If you have any questions regarding the grants administration please contact Ms Celia Hill, Manager Grants Program on 8999 8820 or by email at lg.grants@nt.gov.au.

Yours sincerely


DR FRANK DALY

12 SEPTEMBER 2023

ATTACHMENT A

West Arnhem Regional Council

APPROVED ALLOCATIONS 2023-24

NT Operational Subsidy

Total Funding	1 st Payment	2 nd Payment
\$3,843,000	\$1,775,000	\$2,068,000
Approximate Release Date	15/08/2023	16/01/2024

Indigenous Jobs Development *

Total Funding	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
\$794,000	\$198,500	\$198,500	\$198,500	\$198,500
Approximate Release Date	15/09/2023	17/10/2023	16/01/2024	17/04/2024

* Quarterly amounts released will depend on receipt of quarterly reports and actual expenditure

Local Authority Project Funding

Community	Allocation
Gunbalanya	159 700
Maningrida	371 200
Minjilang	36 900
Warruwi	58 700
Total	\$ 626 500

Waste and Resource Management

Total Funding
\$148,800

nt.gov.au

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 7 MARCH 2024

Agenda Reference:	8.3
Title:	Community Skip Bins
Author:	Sara Fitzgerald, Waste and Resource Coordinator

SUMMARY

This report is to request the Gunbalanya Local Authority consider the purchase of two community skip bins to aid community members in household clean ups.

RECOMMENDATION

THAT THE LOCAL AUTHORITY:

1. Received and noted the report entitled *Community Skip Bins*; and
2. Approved/Did not approve expending up to \$9000.00 of Local Authority Funds to purchase two community skip bins

BACKGROUND

On the request of the Local Authority and in consultation with operational staff in Gunbalanya an investigation was done to identify an option for skip bins that can be used for household clean ups across the community. Operational staff identified a skip bin that can be moved by a forklift and tipped would be ideally suit this purpose to ensure that safe handling is enabled.

As per attached brochure MHA Products have been identified to supply a 1100L tipping bin that can be fully operated with a forklift. In practice community members can request drop off by council and advise when the bin is full for emptying or removal. It is recommended that two of these be purchased from Local Authority funds for use across the community.

Gunbalanya Community Skip Bins	
Product Item	Price
1100L Tipping Skip Bin	5,360.00
Freight to to Darwin	1,410.00
Road Freight Darwin to Gunbalanya	790.00
West Arnhem Stickers	400.00
Costs to date	7,960.00
Contingencies 10%	796.00
Total Indicative costs	8,756.00

COMMENT

The following link shows the tipping bin in action and how it meets operational needs
[M6023 1000L Tipping Bin by MHA \(youtube.com\)](#)



LEGISLATION AND POLICY

Local Government Act 2019

Waste Management and Pollution Control Act 1998

FINANCIAL IMPLICATIONS

An investment of up to \$9000.00 from Local Authority funding is requested to supply and deliver the Tipping bins.

STRATEGIC IMPLICATIONS

This report is aligned to the following pillars and goals of the *Regional Plan and Budget*:

PILLAR 3 SAFETY AND WELLBEING

As an 'Employer of Choice', we provide and promote a positive culture of safety, inclusion and respect. Our people are skilled, informed and have opportunities to grow and develop within our organisation. Services provided to community are professional, impactful, engaging and appropriate to local needs.

Goal 3.4 Community Service Delivery

Provision of high quality, culturally informed programs that support and enhance the safety and wellbeing of community members.

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.

PILLAR 5 SUSTAINABILITY AND CLIMATE ACTION

Leading by example, we commit to developing a culture of sustainable practice. We recognise and champion the importance of safe-guarding our environment for future generations by working collectively with community, private enterprises and all tiers of government.

Goal 5.1 Recycling and Waste

Develop recycling and waste initiatives which protect and preserve community natural resources and the local environment.

ATTACHMENTS

1. Community skip bin brochure [8.3.1 - 1 page]

MHA PRODUCTS – PRODUCT INFORMATION SHEET



1000L Tipping Bin (with release mechanism)

- These heavy duty tipping bins are ideal for heavy waste including metal, timber and building site rubble
- The tipping release mechanism is activated by the forklift operator pulling the pull cord from the drivers seat – the custom built shock absorber prevents impact forces being transmitted to the forklift when emptying
- Finish: Galvanised
- Capacity: 1100L
- Overall Size (LxWxH): 1625x1140x1005mm



Code	Safe Working Load (kg)	Fork Pocket Size (mm)	Fork Pocket Centres (mm)	Unit Weight (kg)
M6023	1000	170x70	635	210

Visit www.mhaproducts.com.au for more images and details

ABOUT MHA PRODUCTS

At Manual Handling Australia (MHA), we have the largest range of manual handling and workplace materials handling equipment in Australia. This includes thousands of workplace and storage items suited to every workplace and lifting equipment and trolleys for almost every application. Our products aim to eliminate or reduce manual handling effort in the workplace, while boosting productivity and ensuring workplace safety.

MHA has over many years spent countless hours on product development and sourcing to ensure we can get products to make your workplace not only safer but more efficient.

MHA sources products from all over the world and sells them direct meaning there is no middle man or middle margin added giving you the best possible price and faster service. We also offer customised solutions with trolleys, lifters and many other materials handling equipment to ensure you have the perfect product to improve the safety and efficiency of your workplace.

MHA is dedicated to providing you with the highest quality products at the best possible price, with the best possible service. With a long and trusted reputation in the industry, MHA is a name you can rely on.

www.mhaproducts.com.au

sales@mhaproducts.com.au

FRECALL 1800 750 900

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 7 March 2024

Agenda Reference:	9.1
Title:	External Chilled Water Fountain at the Council Office
Author:	Clem Beard, Project Manager Technical Services

SUMMARY

The purpose of this report is to approve the purchase and installation of a Chilled Water Fountain at the Gunbalanya Council Office building for community use.

RECOMMENDATION

THAT THE LOCAL AUTHORITY

1. received and noted the report entitled Gunbalanya Iced Water Fountain.
2. approves \$4,713.50 from Gunbalanya Local Authority funding to complete the installation of Chilled Water Fountain.

BACKGROUND

Administration received a request for a Chilled Water Fountain to be installed externally on the Council Building for access to the community to chilled drinking water.

COMMENT

A temporary water supply fountain was installed at the Council Office prior to the wet season and road access became unavailable to the Gunbalanya Community
After the current wet season has finished and road restrictions are lifted an iced water fountain can be installed as requested.

Gunbalanya Chilled Water Fountain - Council Office	
Product	Price
Chilled Water Fountain	1,950.00
Push Button Pillar Tap - Bottle Refill	420.00
Road Freight Darwin to Gunbalanya	395.00
Installation - Electrica/Fittings	500.00
Installation - Plumbing/Fittings	1,020.00
Costs to date	4,285.00
Contingencies 10%	428.50
Total Indicative costs	\$ 4,713.50

LEGISLATION AND POLICY

Council's Procurement Policy is relevant to this project.

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

This report aligns to the following pillars and goals as outlined in the *Regional Plan and Budget*:

PILLAR 3 SAFETY AND WELLBEING

As an 'Employer of Choice', we provide and promote a positive culture of safety, inclusion and respect. Our people are skilled, informed and have opportunities to grow and develop within our organisation. Services provided to community are professional, impactful, engaging and appropriate to local needs.

Goal 3.2 Health and Safety

Staff and public safety is achieved via planning, education and training.

Goal 3.4 Community Service Delivery

Provision of high quality, culturally informed programs that support and enhance the safety and wellbeing of community members.

ATTACHMENTS

1. Chilled Water Station - Gunbalanya [9.1.1 - 2 pages]

WM SERIES

Wall-Mounted Mains-Connected Water Coolers

Mounted on the wall and designed specifically for small spaces or restricted floor space, the WM Series is ideal for easy access by people in wheelchairs or for children.



KEY FEATURES

- 19 Litres Per Hour
- Industrial grade 304 stainless steel tank and robust construction
- Polished stainless steel top
- Front panel removes for ease of servicing
- Available in dark grey powder coat
- Adjustable, tamper proof non-squirt bubbler and glass filler

The WM Series is designed with an easily removable front panel that gives instant access to all components and controls. Hassle-free filter changes and services can be undertaken without disconnecting the plumbing.

With fingerprint-proof coating on both stainless steel and powder coated options, this robust water dispenser fits marvellously at worksites.

Aqua Cooler products are manufactured from the highest quality components supplied from the industry's leading suppliers and designed to run efficiently with low maintenance.

Model Selection Chart

Cabinet	19 Litres Per Hour	
	1 - 40 People*	
	Bubbler	Bubbler & Glass Filler
Dark Grey Powder Coat	WM4	WM5

* Approximate figures only



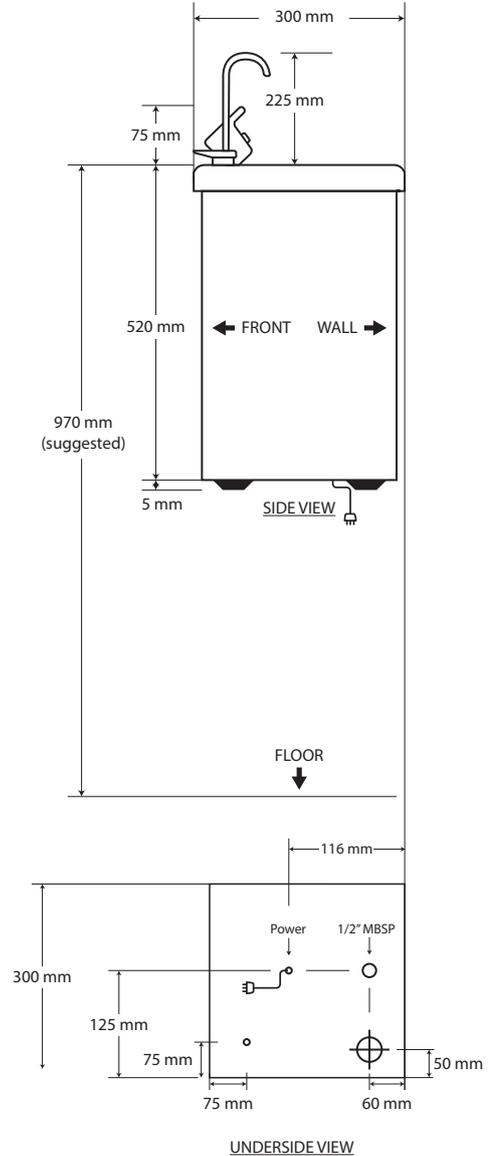
Your Partner in Cool.



Spec No. WMTS 105-2016
SM GLOBAL
WMK26317 (Lic. No.)

TECHNICAL SPECIFICATIONS

Water Reservoir	5 L water tank is fabricated from industrial grade 304 stainless steel for longevity.	
Refrigeration	Uses R134A refrigerant which is non-toxic, non-flammable and environmentally sympathetic. The refrigerant flow is controlled by a capillary tube, which has no moving parts.	
	WM4/WM5	R134a - 125g
Water Flow Controls	The bubbler is rated to supply 1.7 L/m at mains water pressure of between 140 and 700 kPa.	
Water Connections	Water Inlet	½" Male B.S.P.
	Water Outlet	40mm Female P.V.C. Socket
Thermostat Control	The thermostat is factory set	
Compressor	WM4/WM5	PW5.5VK, ¼ HP, 148 W
Condenser	Copper tube and expanded aluminium fin	
Electrical	220-240 V, 50/60 Hz	
IP Rating	IP33	
Weight	WM4/WM5	17 kg
Dimensions (Packed)	300 x 300 x 595 mm (W x D x H)	
Warranty	Twelve month comprehensive coverage, additional twenty-four month compressor replacement.	



**AQUA
COOLER**

Phone Numbers
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Service: 1800 278 226

Address
161 Orchard Rd
Chester Hill NSW 2162

Internet
www.aquacooler.com.au
info@aquacooler.com.au

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 7 MARCH 2024

Agenda Reference:	9.2
Title:	CSM Operations Report on Current Council Services
Author:	Vicki McCoy, Council Services Manager, Gunbalanya

SUMMARY

This report presents the Local Authority with an update on council services provided in the community for the period 15 November 2023 to 27 February 2024, as prepared and presented by Council Services Manager (CSM) Vicki McCoy.

RECOMMENDATION

THAT THE LOCAL AUTHORITY received and noted the report entitled *CSM Operations Report on Current Council Services*.

BACKGROUND

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

COMMENT

1. Attendance Rates

1.1. Staff Attendance The Gunbalanya Council department has averaged 70% attendance for the past three months which has impacted on the ability of Council to complete the required works in the community. Key factors in low attendance have been sorry business, funerals, and other events.

Currently recruiting for the following positions:

- Team Leader Works – Interviews conducted.
- Work Assistants – Vacancy x 2, open till filled.
- Broadcasting Officer – Interview conducted.
- Community Care Cook – Open till filled.
- Administration Officer – Interviews conducted.
- Wellbeing Service Coordinator – Advertising closed on 21 February 2024.
- Team Leader Community Care – Advertising closed on 28 February 2024.

Total number of vacancies	8
---------------------------	---

2. Administration Services

2.1. Administration

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

2.2. Post Office

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

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

Total postage received	9,823 kg
------------------------	----------

2.3. Centrelink

The Gunbalanya Centrelink Office operates between 8:00am to 4:00pm each business day.

- Staff were kept busy assisting residents with enquiries and facilitating agency contact via computers and phone.
- The new Centrelink Assistant commenced on 19 December 2023. Currently Acting Wellbeing Service Coordinator until 10 March 2024.
- Proposed visit from Services Australia on 25-28 March 2024 or 2-5 April 2024.

2.4. Cleaning

Scheduled cleaning of council assets has been completed as follows:

- Council office – daily – total of 96 occasions.
- Playground amenities – as required – total of 16 occasions
- Public toilets – regularly – total of 48 occasions.
- Common areas cleaned – total of 40 occasions.
- Visitor Accommodation – as required.
- Temporary accommodation – as required.

2.5. Visitor Accommodation

Bookings can be made through Little Hotelier.

- Air conditioners in accommodation have been serviced.
- Repairs identified have been actioned.
- Visitor Accommodation rooms cleaned as required – total 116 rooms cleaned.

3. Wellbeing Services

3.1. Sport & Recreation

- Couple of incidents with aerosol sniffing.
- Mandatory reports done, liaised with clinic, police, Alcohol and Other Drug (AOD) officer and parents.
- Attended Jabiru for Ninja Warrior activity.
- Fishing excursion which kids enjoyed.
- New equipment repurchased for Your, Sport and Recreation (YSR).
- Central Australian Youth Link-Up Service (CAYLUS) assisted with facilitating another 2 laptops for youth center.
- Adjumarllarl organised a hairdresser’s workshop and pool party for school holidays.
- Build-up Skateboarding held a skateboarding workshop for school holidays.
- Good turnout for Gunbalanya Community Day, good feed, and company.
- Big thank you to Dept. of Education for cooking sausage, eggs and bacon; A/Wellbeing Services Coordinator and Community Safety (Night Patrol) Crew for helping pick up people and serving; TeamHealth for helping, CPD for donating zooper doopers and fruit; YSR Assistant, Ethan Cooper, for doing the smoking ceremony; and most importantly community for turning up and making it a good day.
- Team Leader YSR continues to liaise regularly with Stakeholders.
- Team Leader YSR on leave 09 February – 05 March 2024.
- In the absence of the Team Leader YSR, staff have been linking in doing various activities with TeamHEALTH and Woleh Woleh program at School.

Attendance totals	5,402
-------------------	-------

3.2. Aged Care

The Gunbalanya Community Care team continues to provide services Monday to Friday.

- Approximately 15 clients come in for breakfast every morning.
- Community care provides transport, healthy and nutritious hot meals, and a dry breakfast to all clients including National Disability Insurance Scheme (NDIS) clients five days a week.
- Transport clients to clinic for medical appointments and medication collection.

- Staff doing Language, Literacy and Numeracy (LLN) training with Charles Darwin University (CDU).
- Staff doing Certificate III in Individual Support with Response Employment and Training.

Total meals provided	7,556
----------------------	-------

3.3. Disability Care

The Gunbalanya Community Care team oversees services under the NDIS, as follows:

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

Total number of NDIS participants	21
-----------------------------------	----

3.4. Women's Safe House (Gunbalanya only)

- Preparation has commenced for handover of service in June 2024.
- This service continues to be a great benefit to the community.
- Health Promotion Education Workshop conducted with 34 participants.
- Safe House meets regularly with various stakeholders.
- Works Crew attend to yard when necessary.
- 87 women and 84 minors accommodated over the reporting period.

3.5. Night Patrol

- Night patrol services were provided on Monday to Saturday between 7:00pm and 3:00am.
- Outside alcohol and gunja being brought into community, resulting in numerous fights and break-ins occurring this reporting period.
- One of the vehicles needs replacing.
- Once wet seasons stop, bike patrol will commence.

3.6. Broadcasting

In conjunction with Top End Aboriginal Bush Broadcasting Association (TEABBA), broadcasting services were between 8:00am and 12:00 noon only.

- Services were not provided on time due to no staff being available.
- Currently recruiting to this position.

Total number of On-Air hours	0 hrs
------------------------------	-------

4. Community Works

Staff attendance has been poor this reporting period, adversely affecting work outputs.

4.1. Parks and Open Space

The community is generally clean and tidy.

- Rubbish collection continues to operate Monday to Friday.
- Billabong pump faulty.
- Weed spraying continues.

4.2. Roads

Road repairs have commenced across the community.

- Potholes and roadside repairs required, in areas of the community. More occurring with the rain.

- Clearing of drains when needed.

4.3. Waste

- The landfill site operated Monday to Friday, 8:30am to 4:00pm with no disruption to service.
- Tidy up conducted at Landfill.
- New trench dug and rubbish levelled out.
- There is a need for skip bins for landfill bays and portable ones for house cleaning.
- Demolition works completed by Demed.
- Sell and Parker removed steel from the yard.

4.4. Plant and equipment

- Daily vehicle and plant pre-starts and toolboxes meetings improving.
- Kubota ride-on and tractor slasher under repairs.
- Second Toyota landcruiser pending repair for oil leaks.
- Skid steer is currently under repair.
- All other plant and equipment are operational.

5. Essential Services

Works Officer appointed to the second Utilities Services Contract (USC) Officer position in mid-January 2024, providing support to existing USC Officer, including covering Aerodrome Reporting Officer (ARO) duties as required.

5.1. Power

- Morning and afternoon Genset reads – daily (weekdays).
- Genset shed cleaned – daily (weekdays).
- Genset oil check and topped up if required – daily (weekdays).
- Generation report – done weekly on Mondays.
- Maintenance and housekeeping at the Genset shed.
- 250hr services on Genset 1 and 300hr service on Genset 2.
- Daily solar farm inspections.
- Numerous vandalized meters, power disconnections / pulled fuses, repairs / replacements meters, service requests plus Meter Movement Advice (MMA).
- Power and water meter reads as required.

5.2. Water

- Weekly Bacto water samples.
- Monthly Water samples.
- Chlorine testing and scheduled call – daily.
- UV shed reads and monitoring – daily.
- Town tank reads – daily.
- Numerous water leak repairs and replacement of burnt out of damaged water meters plus Meter Movement Advice (MMA).
- Flushing of town lines when possible.
- Have lost access to Bore fields due to rising water levels.

5.3. Sewerage

- Daily sewer pit reads and LL pump outs plus float cleaned.
- Monthly wastewater sampling.
- Compound maintenance.
- Daily inspections of sewer ponds.
- Sewer pond outflow reads (Outflow meter non-operational) - Friday.
- Manual unblocking of wastewater dump pipes when required.
- Twice weekly dumping of sewer cage at the club as needed.

5.4. Airfield

- The aerodrome boundary fence needs major repairs.
- The passenger access gate needs repairs, to prevent it being wedged open.
- Small trees, shrubs and anthills growing along fence line and internally.
- Wildlife and vermin are a constant hazard (birds, dingoes, wild dogs).
- Grass needs cutting and spraying.
- No interruptions to above

6. Trade Services

6.1. Scheduled Servicing

- Kubota ride-on and tractor slasher under repair.
- Second Toyota landcruiser pending repair for oil leaks.
- Skid steer is currently under repair – awaiting parts.

6.2. Unplanned Maintenance

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

7. Community

7.1. Local Authority projects

- Current
 - Billabong hard structure: further consultations are required for allowance of extension of Lot 649 to include water services and outdoor shelters.
 - Solar lights main road: Anti climb spikes installed.
 - Shelter completed at front of Council yard.
 - Men’s Shed Fence: LA approved funds to purchase fence materials.

7.2. Other projects

- Looking at signage for community.
- Road grading.
- Improve line marking on roads.
- Demolish and remove the old Radio Station.

7.3. Community meetings and events

- 24 November 2023 – Community BBQ hosted by Police
- 27 November 2023 – Community BBQ hosted by Clontarf for Men's Health Week
- 28 November 2023 – Meeting with Environmental Health Officer (EHO), inspection of WARC visitors accommodation.
- 28 November 2023 – Service Delivery Committee (SDC).
- 29 November 2023 – Community BBQ hosted by WARC.
- 14 December 2023 – National Regional Emergency Committee (NREC).
- 26 January 2024 – Community Evenet Gunbalanya Community Day.
- 8 February 2024 – Meeting with Adjumarllarl to discuss cooking classes at Community Care for staff and community members.
- 19 February 2024 – Meeting with Gunbalanya Meats to discuss Community Football.
- 21 February 2024 – Meeting with Dept. of Health Outreach, Mental Health Wellbeing.

Total number of meetings and events attended by the CSM	10
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7.4. Community key focus areas

- DriveSafe NT Training Course on 08-11 April 2024
- Veterinary Program visit schedule for 17-22 June 2024 and 9-13 September 2024.

LEGISLATION AND POLICY

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

STRATEGIC IMPLICATIONS

This report aligns to the following pillars and goals as outlined in the *Regional Plan and Budget*:

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.

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 7 March 2024

Agenda Reference:	9.3
Title:	2022-2023 Annual Report
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

SUMMARY

The purpose of this report is to present the Approved West Arnhem Regional Council's 2022-2023 Annual Report to the Local Authority for noting. The Annual Report contains information about Council's operating and financial activities over the past financial year.

RECOMMENDATION

THAT THE LOCAL AUTHORITY received and noted the report entitled *2022-2023 Annual Report*.

BACKGROUND

According to Guideline 1: Local Authorities section 10.2 (a)

Once in each financial year, a local authority agenda must include a review of the Councils Annual report for the previous financial year

COMMENT

Due to size restraints, the 2022-2023 Annual Report document has been tabled as a separate document to the agenda.

LEGISLATION AND POLICY

Local Government Act 2019
Guideline 1: Local Authorities

FINANCIAL IMPLICATIONS

Not applicable

STRATEGIC IMPLICATIONS

This report aligns to the following pillars and goals as outlined in the *Regional Plan and Budget*:

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.

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 7 MARCH 2024

Agenda Reference:	10.1
Title:	Local Authority Member Questions with or without Notice
Author:	Jessie Schaecken, Acting Chief Executive Officer

SUMMARY

The purpose of this report is to give Local Authority Members a forum in which to table items they wish to be debated.

Local Authority Members are encouraged to raise any issues they wish to discuss during the meeting.

COMMENT

Chairperson Andy Garnarradj has raised the below

Item 1: Community Members needing ID for LPO Services

I am seeking advice on the issues surrounding lack of access to IDs for LPO Services in Gunbalanya

Item 2: National Library of Australia request for WARC feedback and input on records relating to Gunbalanya community (please refer to attached letter for more details).

RECOMMENDATION

THAT THE LOCAL AUTHORITY recorded for action the following questions from Members.

ATTACHMENTS

1. Letter to West Arnhem Region Council - Material relating to Gunbalanya Community [**10.1.1** - 2 pages]

National Library of Australia

7 December 2023

Ref NLA23/966

Andy Garnarradj, Chairperson
West Arnhem Regional Council
Andy.garnarradi@westarnhem.nt.gov.au

Dear Andy,

Papers of Sue Kesteven

The National Library of Australia (NLA) has received a donation of records created by researcher Sue Kesteven, who worked in the Gunbalanya Community in the 1970s and 1980s on the Social Impact of Uranium Mining Project (SIUMP).

The project was concerned with the social impact of uranium mining on the Indigenous communities in the Northern Territory, in particular the people of the Alligator Rivers Region affected by mining at Nabarlek and Ranger. The collection of papers includes documents relating to Gunbalanya genealogies, land ownership, Kunwinjku language, SIUMP and Oenpelli Mission records. The Library previously collected material from Sue Kesteven relating to SIUMP in 2002, 2003 and 2005.

I am writing to let you know that the Library holds this material and to ask if the West Arnhem Regional Council would be interested in working with the Library on this collection.

We are committed to engaging with Indigenous communities to ensure culturally significant materials are made available in our collections in culturally safe ways, that these are appropriately described, and that First Nations voices and expressions are included. These commitments are outlined in the Library's Reconciliation Action Plan and Indigenous Cultural and Intellectual Property (ICIP) Protocol.

The Library aims to collect and preserve Australia's heritage, and places material representing Indigenous Australians as a high priority. It collects this kind of material with the intention of preserving these representations for the future and providing access to them for members of the community.

If the Gunbalanya Community is happy for this acquisition to take place, the Library would also like to offer the opportunity to work together with the Community to ensure the material is properly described and that appropriate access conditions are put in place. We can provide a detailed listing of the contents of the collection.



Parkes Place Canberra ACT 2600 Australia
T +61 2 6262 1111
nla.gov.au ABN 28 346 858 075

Please contact us if you have any questions or would like to discuss this further with us. Thank you for your time and consideration.

Yours sincerely



Rosalind Clarke
Program Manager
Curatorial & Collection Research
Collection



- 11 NEXT MEETING**
- 12 MEETING DECLARED CLOSED**