



WEST ARNHEM REGIONAL COUNCIL AGENDA

**GUNBALANYA LOCAL AUTHORITY
WEDNESDAY, 15 OCTOBER 2025**

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WEST ARNHEM REGIONAL COUNCIL

Notice is hereby given that a Local Authority Meeting of the West Arnhem Regional Council will be held in Gunbalanya on Wednesday 15 October 2025 at 10:00 am.



Katharine Clare Murray
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 15 OCTOBER 2025

Agenda Reference:	3.1
Title:	Apologies, Leave of Absence and Absence Without Notice
Author:	Debbie Branson, Governance 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, as well as record any absence without notice for the meeting held on 15 October 2025.

RECOMMENDATION

THAT THE LOCAL AUTHORITY:

1. Notes the absence of ...
2. Notes the apology received from
3. Determines ... are absent with permission of the Authority
4. Determines ... are absent without permission of the Authority.

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

Guideline 1: Local Authorities

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 WEDNESDAY 15 OCTOBER 2025

Agenda Reference:	4.1
Title:	Election of Gunbalanya Local Authority Chairperson
Author:	Katharine Murray, Chief Executive Officer

SUMMARY

The purpose of this report is for the Local Authority to consider electing a new Chairperson.

RECOMMENDATION

THAT THE LOCAL AUTHORITY:

1. Receives and notes the report titled *Election of Gunbalanya Local Authority Chairperson*; and
2. Elects Local Authority Member ... to the position of Gunbalanya Local Authority Chairperson for a period of 12 months.

BACKGROUND

The Gunbalanya Local Authority currently comprises of the following members:

Elected Members

- Cr Ralph McCoy
- Cr Henry Yates

Appointed Members

- Andy Garnarradj
- Evonne Gumurdul
- Kenneth Mangiru
- Maxwell Garnarradj
- Ishmael Wurramara
- Kerry Mangiru
- Charlene Dirdi (resigned)

COMMENT

All members of the Local Authority (Appointed and Elected) can vote for the Chairperson. However, it is recommended only appointed members of the Gunbalanya Local Authority can nominate for the Chairperson position. The successful candidate will be appointed for a period of 12 months.

LEGISLATION AND POLICY

Section 78 of the *Local Government Act 2019*.

Clause 67 of the *Local Government (General) Regulations 2021*.

Clause 9.1 of *Guideline 1: Local Authorities*.

The Local Authority Appointments, Resignations and Terminations Policy applies to this matter.

Reasonable Expenses and Benefit for Council, Local Authority and Council Committee Members Policy

Code of Conduct (Elected, Local Authority and Committee Members) Policy.

Conflict of Interest (Elected, Local Authority and Committee Members) Policy.

Gifts, Benefits and Hospitality (Elected, Local Authority and Committee Members) Policy.

FINANCIAL IMPLICATIONS

The following allowance will be paid for each meeting of a Local Authority:

The Chair of a Local Authority will be paid as follows:

If the meeting is held up to 2 hours	\$300
If the meeting is held between 2 to 4 hours	\$450
If the meeting is held more than 4 hours	\$600

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

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 15 OCTOBER 2025

Agenda Reference:	5.1
Title:	Acceptance of Agenda
Author:	Debbie Branson, Governance Advisor

SUMMARY

Agenda papers are presented for acceptance at the Gunbalanya Local Authority meeting held on 15 October 2025.

RECOMMENDATION

THAT THE LOCAL AUTHORITY accepts the agenda papers as circulated for the Gunbalanya Local Authority meeting held on 15 October 2025.

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 ARNHEM REGIONAL COUNCIL

FOR THE MEETING 15 OCTOBER 2025

Agenda Reference:	6.1
Title:	Disclosure of Interest of Members or Staff
Author:	Debbie Branson, Governance 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 acknowledges the declarations of interest relating to the items listed for the Gunbalanya Local Authority meeting held on 15 October 2025.

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 15 OCTOBER 2025

Agenda Reference:	7.1
Title:	Confirmation of Local Authority Meeting Minutes
Author:	Debbie Branson, Governance Advisor

SUMMARY

Unconfirmed minutes from the Gunbalanya Local Authority meeting held on Wednesday, 16 July 2025 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 confirms the minutes of the Gunbalanya Local Authority meeting held on Wednesday, 16 July 2025 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. 2025-07-16 Gunbalanya Local Authority Minutes - Unconfirmed [7.1.1 - 8 pages]



Minutes of the West Arnhem Regional Council Gunbalanya Local Authority
Wednesday, 16 July 2025 at 9:15am
Council Chambers

1 ACKNOWLEDGEMENT OF COUNTRY AND OPENING OF MEETING

Chairperson Garnarradj declared the meeting open at 9:50am, welcomed all in attendance and did an Acknowledgement of Country.

2 PERSONS PRESENT

APPOINTED MEMBERS PRESENT

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

ELECTED MEMBERS PRESENT

Mayor	James Woods
Deputy Mayor	Elizabeth Williams

STAFF PRESENT

Chief Executive Officer	Katharine Clare Murray
Director of Community and Council Services	Fiona Ainsworth (via video)
Director of Finance	Joycelyn Nathanael-Walters (via video)
Council Services Manager	Vicki Mccoy
Manager Technical Services	Kylie Gregson (via video)
Governance Advisor	Debbie Branson
Executive Assistant to Mayor and CEO	Gina Carrascalao (via video)
Project Manager	Clem Beard
Information Advisor	Ben Heaslip (via video)

3 APOLOGIES AND ABSENCES

Agenda Reference:	3.1
Title:	Apologies, Leave of Absence and Absence Without Notice
Author:	Debbie Branson, Governance Advisor

The Local Authority considered a report on Apologies, Leave of Absence and Absence Without Notice.

GAR40/2025 RESOLVED:

On the motion of Chairperson Andy Garnarradj

Seconded Member Henry Yates

THAT THE LOCAL AUTHORITY:

1. Notes the apology received from Cr Donna Nadjamerrek, Cr Tamar Nawirridj, Cr Otto Dann, Members Grant Nayinggul and Nicodemus Nayilibidj; and
2. Determines Cr Tamar Nawirridj, Cr Donna Nadjamerrek, Cr Otto Dann, Members Grant Nayinggul and Nicodemus Nayilibidj are absent with permission of the Authority.

CARRIED

4 ACCEPTANCE OF AGENDA

Agenda Reference:	4.1
Title:	Acceptance of Agenda
Author:	Debbie Branson, Governance Advisor

The Local Authority considered a report on Acceptance of Agenda.

GAR41/2025 RESOLVED:

On the motion of Member Henry Yates

Seconded Member Kenneth Mangiru

THAT THE LOCAL AUTHORITY accept the agenda papers as circulated for the Gunbalanya Local Authority meeting held on 16 July 2025.

CARRIED

5 DECLARATION OF INTEREST OF MEMBERS OR STAFF

Agenda Reference:	5.1
Title:	Disclosure of Interest of Members or Staff
Author:	Debbie Branson, Governance Advisor

The Local Authority considered a report on Disclosure of Interest of Members or Staff.

GAR42/2025 RESOLVED:

On the motion of Chairperson Andy Garnarradj

Seconded Member Kenneth Mangiru

THAT THE LOCAL AUTHORITY received nil declarations of interest for the Gunbalanya Local Authority meeting held on 16 July 2025.

CARRIED

6 CONFIRMATION OF PREVIOUS MINUTES

Agenda Reference:	6.1
Title:	Confirmation of Local Authority Meeting Minutes
Author:	Debbie Branson, Governance Advisor

The Local Authority considered a report on Confirmation of Local Authority Meeting Minutes.

GAR43/2025 RESOLVED:

On the motion of Member Evonne Gumurdul

Seconded Mayor James Woods

THAT THE LOCAL AUTHORITY adopted the minutes of the Gunbalanya Local Authority meeting held on Wednesday 14 May 2025 as a true and correct record.

CARRIED

Item 7.1 – Presentations and Visitors was deferred and Item 7.2 – Invited Guests – NT Police was bought forward.

Agenda Reference:	7.2
Title:	Invited Guest - NT Police
Author:	Debbie Branson, Governance Advisor

The Local Authority considered a report on Invited Guest - NT Police.

Remote Sergeant Chan'e Mienie, NT Police joined the meeting at 9:55am.

GAR44/2025 RESOLVED:

On the motion of Chairperson Andy Garnarradj

Seconded Mayor James Woods

THAT THE LOCAL AUTHORITY noted the update on Law and Order by the NT Police.

CARRIED

7 DEPUTATIONS AND PRESENTATIONS

Agenda Reference:	7.1
Title:	Presentations and Visitors
Author:	Debbie Branson, Governance Advisor

The Local Authority considered a report on Presentations and Visitors.

Representatives from Red Lily Health Clinic, Brad Palmer and Jarrad Giles joined the meeting at 10:11am.

The Local Authority held a minute silence to acknowledge the loss of the Red Lily Health Clinic's former Chair.

Chairperson Andy Garnarradj left the meeting at 10:21am and returned at 10:23am.

Representatives from Red Lily Health Clinic, Brad Palmer and Jarrad Giles left the meeting at 10:42am.

GAR45/2025 RESOLVED:

On the motion of Member Connie Nayinggul

Seconded Member Henry Yates

THAT THE LOCAL AUTHORITY notes the presentation by Red Lily Health Clinic.

CARRIED

8 ACTION REPORTS

Agenda Reference:	8.1
Title:	Review of Action Items
Author:	Debbie Branson, Governance Advisor

The Local Authority considered a report on Review of Action Items.

Members Kenneth Mangiru and Grant Nayinggul as members of the Adjumarllarl Aboriginal Corporation left the meeting at 10:49am and returned at 10:52am while the Local Authority members discussed the upgrade of the basketball courts.

The meeting was adjourned at 11:05am and reconvened at 11:24am.

GAR46/2025 RESOLVED:

On the motion of Member Henry Yates

Seconded Member Maxwell Garnarradj

THAT THE LOCAL AUTHORITY:

1. Receive and note the report titled *Review of Action Items*; and
2. Review the outstanding action items and give approval for completed items to be removed from the register.

CARRIED

7 DEPUTATIONS AND PRESENTATIONS (Continued)

Agenda Reference:	7.3
Title:	Presentations and Visitors
Author:	Debbie Branson, Governance Advisor

Kiarna Collinson and Sarah Jane, Department of Housing, Local Government and Community Development joined the meeting at 11:27am and left at 11:56am.

GAR47/2025 RESOLVED:

On the motion of Member Henry Yates

Seconded Member Grant Nayinggul

THAT THE LOCAL AUTHORITY notes the presentation by the Department of Housing, Local Government and Community Development.

CARRIED

8 ACTION REPORTS (Continued)

Agenda Reference:	8.2
Title:	By-Laws for Gunbalanya Community
Author:	Ben Heaslip, Information Advisor

The Local Authority considered a report on By-Laws for Gunbalanya Community.

GAR48/2025 RESOLVED:

On the motion of Chairperson Andy Garnarradj

Seconded Member Evonne Gumurdul

THAT THE LOCAL AUTHORITY:

1. Receive and note the report titled *By-Laws for Gunbalanya Community*; and
2. Request draft By-laws for Commercial Waste, Removal of Commercial Waste and Traffic for consideration.

CARRIED

9 RECEIVE AND NOTE REPORTS

Agenda Reference:	9.1
Title:	Technical Services Gunbalanya Projects Report
Author:	Kylie Gregson, Manager Technical Services

The Local Authority considered a report on Technical Services Gunbalanya Projects Report.

GAR49/2025 RESOLVED:

On the motion of Member Henry Yates

Seconded Member Kenneth Mangiru

THAT LOCAL AUTHORITY receives and notes the report titled *Technical Services Gunbalanya Projects Report*.

CARRIED

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

The Local Authority considered a report on CSM Operations Report on Current Council Services.

GAR50/2025 RESOLVED:

On the motion of Chairperson Andy Garnarradj

Seconded Member Kenneth Mangiru

THAT THE LOCAL AUTHORITY:

1. Receive and note the report titled *CSM Operations Report on Current Council Services*; and
2. Approve the allocation of \$200.00 from the Gunbalanya Local Authority funding for the purchase of a farewell gift or to contribute to a farewell for the Sport and Recreation Officer who has resigned.

CARRIED

Agenda Reference:	9.3
Title:	Human Resources Report as at 30 June 2025
Author:	Linda Veugen-Yong, Human Resources Manager (Acting)

The Local Authority considered a report on Human Resources Report as at 30 June 2025.

GAR51/2025 RESOLVED:

On the motion of Member Evonne Gumurdul

Seconded Member Kenneth Mangiru

THAT THE LOCAL AUTHORITY receive and note the report titled *Human Resources Report as at 30 June 2025*.

CARRIED

Agenda Reference:	9.4
Title:	2025 Local Government General Elections
Author:	Katharine Murray, Chief Executive Officer

The Local Authority considered a report on 2025 Local Government General Elections.

Chairperson Andy Garnarradj left the meeting at 12:43pm and returned at 12:50pm.

GAR52/2025 RESOLVED:

On the motion of Member Henry Yates

Seconded Mayor James Woods

THAT THE LOCAL AUTHORITY receive and note the report titled *2025 Local Government General Elections*.

CARRIED

Agenda Reference:	9.5
Title:	Finance Report to May 2025
Author:	Imran Shajib, Finance Manager

The Local Authority considered a report on Finance Report to May 2025.

Chairperson left the meeting at 12:43pm and returned at 12:50pm.

GAR53/2025 RESOLVED:

On the motion of Member Evonne Gumurdul

Seconded Member Connie Nayinggul

THAT THE LOCAL AUTHORITY receive and note the report titled *entitled Finance Report to May 2025*.

CARRIED

10 LOCAL AUTHORITY MEMBER QUESTIONS WITH OR WITHOUT NOTICE

Agenda Reference:	10.1
Title:	Local Authority Member Questions with or without Notice
Author:	Debbie Branson, Governance Advisor

The Local Authority considered a report on Local Authority Member Questions with or without Notice.

GAR54/2025 RESOLVED:

On the motion of Chairperson Andy Garnarradj

Seconded Member Henry Yates

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

1. The Community needs a funeral 4wd motor vehicle; and
2. The Gunbalanya morgue requires maintenance.

CARRIED

11 NEXT MEETING

The next meeting is scheduled to take place on Wednesday, 15 October 2025.

12 MEETING DECLARED CLOSED

Chairperson Garnarradj declared the meeting closed at 1:02pm.

This page and the preceding pages are the minutes of the Gunbalanya Local Authority held on Wednesday 16 July 2025.

Click [here](#) to view the agenda for the Gunbalanya Local Authority held on Wednesday 16 July 2025.

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 15 OCTOBER 2025

Agenda Reference:	8.1
Title:	Presentations and Visitors - Menzies School of Health Research
Author:	Debbie Branson, Governance Advisor

SUMMARY

The purpose of this report is to provide the Gunbalanya Local Authority with a presentation from the Menzies School of Health Research regarding ORVA and THRIVE studies regarding respiratory infections in young Aboriginal children.

RECOMMENDATION

THAT THE LOCAL AUTHORITY notes the presentations on ORVA and THRIVE studies from the Menzies School of Health Research.

BACKGROUND

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

COMMENT

Dr Bianca Middleton will be in attendance via teams at 11:00am to present to the Local Authority Members.

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 15 OCTOBER 2025

Agenda Reference:	8.2
Title:	Invited Guest - NT Police
Author:	Debbie Branson, Governance Advisor

SUMMARY

The purpose of this report is for the NT Police and Local Authorities to discuss issues and concerns in their communities. These discussions are supported by the MoU between West Arnhem Regional Council and the NT Police.

RECOMMENDATION

THAT THE LOCAL AUTHORITY noted the update on Law and Order by the NT Police.

BACKGROUND

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

Remote Sergeant Chan'e Mienie will attend in-person and Acting Superintendent Glenn Leafe will be attending via teams at 11:30am.

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 ARNHAM REGIONAL COUNCIL

FOR THE MEETING 15 OCTOBER 2025

Agenda Reference:	8.3
Title:	Presentations and Visitors - Red Lily Health Clinic Update
Author:	Debbie Branson, Governance Advisor

SUMMARY

The purpose of this report is to provide the Local Authority with an update from the Red Lily Health Clinic.

RECOMMENDATION

THAT THE LOCAL AUTHORITY notes the presentation from Red Lily Health Clinic.

BACKGROUND

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

COMMENT

Mark DiFrancesco, Brad Palmer and the Local Manager have been invited to provide an update at 1:00pm.

Please raise any community health-related issues with the representatives.

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 15 October 2025

Agenda Reference:	9.1
Title:	Finance Report to August 2025
Author:	Imran Shajib, Finance Manager

SUMMARY

This Finance Report covers the period 1 July 2025 to 31 August 2025, the first 2 months of the 2025-26 financial year, and is prepared specifically for the Gunbalanya Local Authority.

RECOMMENDATION

THAT THE LOCAL AUTHORITY:

1. Receives and notes the report titled *Finance Report to August 2025*; and
2. Receives and notes the Gunbalanya Local Authority Certification of the 2024-25 Local Authority Project Funding.

BACKGROUND

A local authority meeting agenda is to include a Finance Report. In addition, each year a certification of the Local Authority Project Funding (LAPF) income and expenditure for the preceding year ending 30 June must be included in the local authority meeting agenda papers.

COMMENT

The Local Authority's Finance Report covers the council activities and projects within the community. The reported activities include the council's Core Services funded by both tied and untied money, Commercial Services and Community Services.

The Finance Report also reports on the Local Authority's own projects and projects for Gunbalanya funded from the council's own money.

LEGISLATION AND POLICY

Clause 10 of the *Local Government Guideline 1: Local Authority* states what a local authority agenda must include. Sub-clause 10.1 says the report from the CEO is to include the progress and financial report on local authority projects and a report on current council services and projects in the local authority area.

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.



**Gunbalanya Local Authority Committee
Financial Management Report for the
period ended 31 August 2025**

Actual v Budget – Operational – July 2025 to August 2025



Actuals v Budget by - Gunbalanya

as at 31 Aug 2025

Description	GUNBALANYA					
	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operational Revenue						
Income Rates and Charges	26,128	67,084	(40,957)	(61%)	402,506	6%
Income Council Fees and Charges	-	3,667	(3,667)	(100%)	22,000	0%
Income Operating Grants	110,733	540,286	(429,553)	(80%)	816,380	14%
Income Allocation	42,136	55,087	(12,951)	(24%)	330,520	13%
Other Income	3,258	12,477	(9,219)	(74%)	74,862	4%
Income Agency and Commercial Services	239,033	286,596	(47,563)	(17%)	1,719,578	14%
Charges - Sewerage	-	-	-	-	-	0%
Charges - Water	-	-	-	-	-	0%
Charges - Waste	11,304	65,104	(53,800)	(83%)	390,622	3%
Untied Revenue Allocation	-	245,030	(245,030)	(100%)	1,470,179	0%
Total Operational Revenue	432,592	1,275,331	(842,739)	(66%)	5,226,648	8%
Operational Expenditure						
Employee Expenses	358,018	402,214	(44,196)	(11%)	2,413,287	15%
Contract and Material Expenses	176,442	215,185	(38,742)	(18%)	1,361,117	13%
Finance Expenses	180	378	(198)	(52%)	2,270	8%
Travel, Freight and Accom Expenses	13,745	24,116	(10,372)	(43%)	140,647	10%
Fuel, Utilities & Communication	50,130	58,741	(8,610)	(15%)	345,814	14%
Other Expenses	85,964	95,732	(9,769)	(10%)	566,297	15%
Elected Member Allowances	-	-	-	-	-	0%
Elected Member Expenses	-	-	-	-	-	0%
Council Committee & LA Allowances	1,950	3,725	(1,775)	(48%)	14,900	13%
Council Committee & LA Expenses	411	1,000	(589)	(59%)	4,000	10%
Total Operational Expenditure	686,840	801,092	(114,252)	(14%)	4,848,331	14%
Total Operational Surplus / (Deficit)	(254,248)	474,239	(728,487)	(100%) +	378,316	0%

Actual v Budget – Operating Position – July 2025 to August 2025



Annual Budget Operating Position

as at 31 Aug 2025

Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operating Surplus / (Deficit)	(254,248)	474,239	(728,487)	(100%)+	378,316	0%
Remove NON-CASH ITEMS						
Less Non-Cash Income	(160,418)	193,037	32,619	17%	(1,154,324)	14%
Add Back Non-Cash Expenses	(160,418)	(193,037)	32,619	17%	(1,154,324)	14%
Total Non-Cash Items	-	-	-	-	-	0%
Less ADDITIONAL OUTFLOWS						
Capital Expenditure	86,638	39,167	47,471	(100%)+	235,000	37%
Total A dditional Outflows	86,638	39,167	47,471	(100%)+	235,000	37%
Add ADDITIONAL INFLOWS						
Capital Grants Income	-	-	-	-	-	0%
Prior Year Carry Forward Tied Funding	236,956	-	236,956	100%	-	100%
Total A dditional Inflows	236,956	-	236,956	100%	-	100%
Net Budgeted Operating Position	(103,930)	435,072	(539,003)	(100%)+	143,316	0%

Legend:

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

Grant Funding – Community Projects and Programs – July 2025 to August 2025

Excludes LAP Funding



Grant Funded - Community Projects	Approved Budget (A)	Prior Year Expenditure (B)	Expenditure to date 2025-26 (C)	Commitments to Date (D)	Available Funds as at 31.08.25 (A-B-C-D)
4WD Bus -Gunbalanya -Sports & Recreation	220,000	(628)	(69,840)	(69,840)	79,692
TOTAL COMMUNITY PROJECTS	220,000	(628)	(69,840)	(69,840)	79,692

Grant Funded - Community Programs	Expenditure to date 2025-26 (A)	Commitments to Date (B)	Total Expenditure (A+B)
Home Care Packages Program (HCP)	26,412	2,818	29,230
Commonwealth Home Support Program (CHSP)	33,947	1,347	35,294
NT Jobs Package - Aged Care	23,887	-	23,887
Night Patrol	14,124	-	14,124
Deliver Indigenous Broadcasting Programs (RIBS)	5,153	-	5,153
eHCP - Home Care Packages Program from eTools	27,346	-	27,346
Get Up Stand Up Show Up - NAIDOC Week	1,018	-	1,018
Sports and Recreation	34,656	607	35,263
Active Regional and Remote Communities Program	1,945	-	
TOTAL COMMUNITY PROJECTS	168,488	4,773	171,316

LAP Funding – Local Authority Projects (Money story to end of September 2025)

Grant Funding - Local Authority Projects	Funding Amount \$	Fund received \$	Allocated \$	Balance Available for Allocation \$
LAP funding - 23-24	159,700	159,700	159,700	-
LAP funding - 24-25	159,700	159,700	118,130	41,570
LAP funding - 25-26 not yet received	159,700	-	-	-
Total Balance Available for Allocation				\$ 41,570

Grant Funding - Local Authority Projects - Active Projects	Approved Budget \$	Meeting Date/ Resolution	Cash received to date (incl. Carried Forward) \$	Expenditure prior years \$	Expenditure to date 2025-26 \$	Commitments \$	Available Funds Active Projects as at 30.09.25 \$	Status
Local Authority Projects (LAP)								
LAP - Additional Garden Hard Structure at the Billabong	117,800	25.05.2023 GUN171/2023	117,800	(91,148)	(2,488)	(4,400)	19,764	Ablution plans and PWC connections/authorisations in progress to allow for connection of sewerage services
LAP - SOLAR LIGHTS at GUNBALANYA BACK ROAD	13,425	25.05.2023 GUN200/2023	13,425	(12,186)	-	(1,203)	36	Works Completed
LAP - Gunbalanya Oval Lighting: Contribute \$100K	100,000	09.07.2024 GUN22/2024	100,000	(82,417)	(17,583)	-	-	Works Completed
LAP - Animal Management	17,986	27.11.2024 GUNS1/2024	17,986	-	(17,986)	-	-	Annual Vet Services completed for 2025
LOCAL AUTHORITY PROJECTS	249,211	-	249,211	(185,751)	(38,058)	(5,603)	19,800	

Local Authority Project Funding 2024-25 Certification

Council Name: West Arnhem Regional Council
Local Authority Name: Gunbalanya

Income and Expenditure for the period ending 30 June

Total Grant Income:	\$ 466,559.51
Total Project Expenditure:	\$ 361,529.51
Surplus/(Deficit):	\$ 105,030.00

Answering 'No' to any question requires a written explanation with this certification

We certify, in accordance with all the conditions under which this grant was accepted, that the expenditure shown in this Local Authority Project Funding certification has been actually incurred and project reports submitted are in accordance with:

- the projects submitted by the Local Authority;	Yes	No
- the Northern Territory Buy Local Plan;	Yes	No
- the LAPF funding guidelines; and	Yes	No
- the <i>Local Government Act</i> and the <i>Local Government (Accounting) Regulation</i>	Yes	No

Certification and Project Report prepared by : Imran Ahmed Shajib 1/10/2025

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

- Council's ordinary council meeting; and	Yes	No
- Local Authority meeting	Yes	No

Laid before the Council at a meeting (held/ to be held on) 15/10/2025

Copy of minutes attached to this certification	Yes	TBA
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Laid before the Local Authority at a meeting (held/ to be held on) <dd/mm/yyyy>

Copy of minutes attached to this certification	Yes	TBA
--	-----	-----

Project Report completed and attached Yes No

Chief Executive Officer or Chief Financial Officer: <sign> <dd/mm/yyyy>

DEPARTMENTAL USE ONLY

CERTIFICATION ACCEPTED & RECONCILED Yes No

Comments: _____

Grants Officer sign/date: _____

Manager, Grants Management sign/date: _____

Local Authority Project Funding

2024-25 Project Report

Income and Expenditure for the period ending 30 June

Enter into the shaded areas only

Council Name:

West Arnhem Regional Council

Local Authority Name:

Gunbalanya

Local Authority Project Funding	Grant Income	Other Income	Total Funding
2024-25	159,700.00	-	\$ 159,700.00
2023-24	159,700.00	-	\$ 159,700.00
2022-23	147,159.51	-	\$ 147,159.51
2021-22	-	-	\$ -
2020-21 and older	-	-	\$ -
Total Funding	\$ 466,559.51	\$ -	\$ 466,559.51

Total Funding Available	\$	466,559.51
Total Actual Expenditure	\$	361,529.51
Balance of LAPF at 30 Jun	\$	105,030.00

LAPF project allocation *	Approved Budget	Actual Expenditure	Variance	Status of project at 30 June	Project start	Project end	Comments
Speed bump and Childrens crossing	11996.54	11996.54	\$ -	Works Completed	7/01/2024	30/03/2025	
Modifications to staff and visitors' rest area	34940.52	34940.52	\$ -	Works Completed	8/01/2024	30/04/2025	
Community Garden Hard Structure & Amenities Lot 649	108000	70339.53	\$ 37,660.47	Works Completed	7/01/2024	30/06/2024	Total expenditure - \$106,018.81
Animal Management Program - Gunbalanya	47196.02	32400	\$ 14,796.02	Works Completed	30/03/2025	30/06/2025	Total expenditure - \$47,080.4
Additional Garden Hard Structure at the Billabong	117800	68743.9	\$ 49,056.10	In progress, Ablution plans and PWC connections/	8/01/2024	30/12/2025	authorisations in progress to allow for connection of sewerage services, Total expenditure - \$91,147.92.
Installation of hard structure at the Gunbalanya Office	42816	2540.91	\$ 40,275.09		8/01/2024	30/12/2025	Total expenditure - \$42,815.28
Solar Lights Back Road	13424.98	3120.36	\$ 10,304.62	In progress	6/10/2023	30/09/2025	Total expenditure - \$12,186.36
External Chilled Water Fountain at the Council Office	4713.5	2554.69	\$ 2,158.81	Works Completed	4/01/2024	30/06/2025	Total expenditure - \$4,430.61
Assessment Report for Gunbalanya Oval and Oval Lighting: Contribute \$100K	105000	86916.71	\$ 18,083.29	In progress	7/01/2024	30/08/2025	
Installation of pavers for Aged Care Clients	47976.35	47976.35	\$ -	Works Completed	10/01/2024	30/05/2025	
			\$ -				
Total project budget and expense	\$ 533,863.91	\$ 361,529.51	\$ 172,334.40				

Chief Executive Officer or Chief Financial

Officer:

<sign>

<dd/mm/yyyy>

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 15 October 2025

Agenda Reference:	9.2
Title:	Technical Services Gunbalanya Projects Report
Author:	Kylie Gregson, Manager Technical Services

SUMMARY

This report will present the Local Authority (LA) with an update on the overview of all Local Authority and other Council projects delivered in the Gunbalanya Community, for the reporting period up to 6 October 2025.

RECOMMENDATION

THAT LOCAL AUTHORITY receives and notes the report titled *Technical Services Gunbalanya Projects Report*.

BACKGROUND

High level operational/project management reports are provided to ensure transparency, communication, and support are provided to elected members.

COMMENT

The table below provides a comprehensive snapshot of all projects currently being delivered in the Gunbalanya Community.

GUNBALANYA COUNCIL PROJECTS

STATUS	PROJECT COMPLETE	TASK	DESCRIPTION	% DONE
In Progress	30-11-2025	Insurance claim accepted - Works awarded to M+J Builders. Following site visit, surveyors now advising this is a flood prone area and buildings need to be elevated higher. Draft plans approved. Build to take place in Darwin, then transported for site installation. Target completion end of November 2025.	Gunbalanya Flood Insurance Toad Hall, Laundry & damaged house.	50%

GUNBALANYA LOCAL AUTHORITY PROJECTS

STATUS	PROJECTED COMPLETE	STAGE	DESCRIPTION	% DONE
Completed	30-11-25	Tender awarded to the University of Melbourne. Gunbalanya scheduled visits remaining in September 2025.	Vet Program - Animal Management.	100%

STATUTORY ENVIRONMENT

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 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.

Goal 4.2 Fleet, Plant and Equipment

Provide a modern and well-maintained fleet of plant and vehicles capable of meeting service delivery requirements.

Goal 4.3 Waste and Water Management

Deliver environmentally and economically sound solid waste, water and sewerage services.

Goal 4.4 Local Road Management and Maintenance

Tactically monitor, maintain and manage Council gazetted roads and community safety via traffic management.

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.

Goal 5.2 Procurement

Develop and implement a leading-edge sustainability procurement strategy.

ATTACHMENTS

Nil

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 15 OCTOBER 2025

Agenda Reference:	9.3
Title:	CSM Operations Report on Current Council Services
Author:	Vicki McCoy, Council Services Manager, Gunbalanya

SUMMARY

This report will present the Local Authority (LA) with an update on council services provided in the Gunbalanya community for the period 01 June 2025 – 31 August 2025 as prepared and presented by Council Services Manager (CSM), Vicki McCoy.

RECOMMENDATION

THAT THE LOCAL AUTHORITY receives and notes the report titled *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. Community Recruitment

Positions filled during the report period:

- Sports and Recreation Officer – Commenced 03 June 2025
- Community Care Officer – Commenced 03 June 2025

2. Administration Services

2.1 Administration

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

- 11 July 2025 – Closure due to National Aborigines and Islanders Day Observance Committee (NAIDOC) Day public holiday, only applicable to West Arnhem Regional Council (WARC) staff and services provided.
- 13 August 2025 – Closure 11:00am-12:00pm due to WARC All staff training session.
- 19 August 2025 – Closure 8:30am-11:30am due to WARC staff CPR Training.
- 20 August 2025 – Closure 8:00am-1:00pm due to sorry business.

2.2 Post Office

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

- 01 July 2025 – Closure 8:00am-4:30pm due to end of year stocktaking.
- Staff attended First Aid and CPR training courses on 19 August 2025.

Total postage received	2,971kg
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2.3 Centrelink

The Gunbalanya Centrelink Office self-service remained open between 8:00am to 4:00pm each business day during the report period.

- No disruptions to service.

2.4 Cleaning

Scheduled cleaning of council assets for reporting report has been completed as follows:

- Council office – Daily Monday- Friday – total of 37 occasions.
- Playground amenities – weekly – total of 12 occasions
- Public toilets – twice a week – total of 36 occasions.
- Common areas cleaned – as required – total of 38 occasions.
- Visitor Accommodation rooms cleaned as required – total 95 room cleans.

2.5 Visitor Accommodation

The total number of current visitor accommodation available is four (4) Cabins, bookings can be made through Little Hotelier, via WARC website.

- Vacant staff housing utilised for this reporting period, due to large number of visiting contractors.
- Work on Toad Hall will commence in late September 2025, and with estimated completed date of end of November 2025.



Gunbalanya staff attended CPR training course on 19 August 2025.

3. Wellbeing Services

3.1 Sport & Recreation

Sport and Recreation team delivered activities involving after-school sessions, school holiday initiatives, and young adult-oriented programs. The activities offered included:

- Basketball
- Football
- Soccer
- Dodge Ball
- Art & Craft
- Pool table
- Cultural Camp
- Swimming at pool
- Computer games
- Cooking
- Schools Careers Day held on 06 June 2025.
- School Holiday program ran from 23 June – 01 August 2025.
- AFL 9s competition occurred on the 03-04 July 2025.
- Community NAIDOC Week celebrations held on 10 July 2025.
- Culture Camp held on 14-18 July 2025.

Attendance totals	2,808
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AFL 9s Gunbalanya competition held on 03-04 July 2025.



AFL 9s Gunbalanya competition held on 03-04 July 2025.



NAIDOC Week celebrations held on 10 July 2025.



Culture Camp held on 14-18 July 2025.

3.2 Community Care (Aged Care)

The Gunbalanya Community Care team provides services Monday – Friday to 28 clients.

- Pizza Day held on 17 June 2025.

Total meals provided	2,758
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3.3 Disability Care

The Gunbalanya Community Care team are the Community Connectors and Coordinator of Supports (CoS) under the National Disability Insurance scheme (NDIS). Services provided are as follows:

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

Total number of NDIS participants	15
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3.4 Community Safety (Night Patrol)

- No patrols were carried out during this reporting period, due to staff availability, only one (1) staff member.

- Second Community Safety Officer to commence at the end of September 2025. Once inducted, night patrols will resume.

3.5 Broadcasting

In conjunction with Top End Aboriginal Bush Broadcasting Association (TEABBA), broadcasting services were provided Monday to Friday, between 08:00am to 12:00noon.

- 30 June 2025 – Staff trained on new media equipment installed by TEABBA.

Total number of On-Air hours	106.5hrs
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TEABBA Facebook post about Gunbalanya radio training.

4. Community Works

4.1 Parks and Open Space

The community is generally clean and tidy with rubbish collection occurring daily.

- 02 June 2025 – Install new fire pits at the Billabong shelter.



- 04 June 2025 – Removal of the overgrowth of weeds removed from Telstra tower.



- 19 June 2025 – Weeds removed from Billabong to install new pump



- 19 August 2025 – Staff attended First Aid and CPR training



4.2 Roads

General road repairs and maintenance undertaken across the community.

- 11 August 2025 – Repairs to potholes and edges conducted by Downer Group Pty Ltd.



4.3 Waste

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

- 26 June 2025 – Sell & Parker removed 143.18 tons of dirt, rubbish and timber from the Gunbalanya Landfill site.



5. Essential Services

5.1 Power

- 21 services requests from Indigenous Essential Services (IES)
- 03 engine services
- 08 power meter replacements
- 02 Power Coordinator and/or contractor onsite
- 03 fuel deliveries
- 1 scheduled power outage - notice for smart meter changes
- Contract works conducted during the reporting period.
- No disruptions to service during the reporting period.
- Relief Utilities Services Contractor (USC) and Aerodrome Reporting Officer (ARO) providing coverage while the Gunbalanya USC is on leave 28 August – 3 October 2025.
- 10-13 June 2025 – Chemical Spraying Course.
- 19 August 2025 – USC staff attended First Aid + CPR training



Gunbalanya USC and Works team attending Chemical Training.

5.2 Water

- Contract works conducted during the reporting period.
- No disruptions to service during the reporting period.

5.3 Sewage

- Contract works conducted during the reporting period.
- No disruptions to service during the reporting period.

5.4 Aerodrome

As per the contract, inspections, callouts and maintenance were undertaken by the Aerodrome Reporting Officer (ARO).

- No disruptions to service during the reporting period.
- 28 July 2025 – New line marking completed at the Gunbalanya aerodrome.



Aerodrome line marking.

6. Community

6.1 Community meetings and events

- 02 June 2025 – Meeting with Red Lily regarding transiting into Gunbalanya on 01 July 2025.
- 02 June 2025 – Meeting with School regarding School Career Expo.
- 06 June 2025 – Meeting with Attended School Career Expo.
- 12 June 2025 – Meeting with School regarding Sports Day Carnival on 07 August 2025.
- 16 June 2025 – Attended special presentation for Centrelink Senior Officer & First Nations Cultural Liaison Officer, receiving appreciation ward for 15 years of service.
- 23 June 2025 – Meeting with MEC NT regarding oval lights.
- 26 June 2025 – Meeting with North Australian Aboriginal Justice Agency (NAAJA) regarding update on community activities.
- 27 June 2025 – Meeting with Community Development Program (CDP) – re: up and coming courses
- 01 July 2025 – Meeting with National Indigenous Australians Agency (NIAA) – re: Stone Country Festival
- 01 July 2025 – Attended Youth Diversion dinner – hosted by Adjumarllarl Aboriginal Corporation
- 03-04 July 2025 – Attended and assisted at AFL 9's competition
- 08 July 2025 – Attended NAIDOC celebrations around community
- 15 July 2025 – Teams Link up with Apprenticeships Northern Territory – re: sign up staff to undertake Certificate III in Community Services
- 18 July 2025 – Meeting with Adjumarllarl Aboriginal Corporation – re: Kurrung Festival
- 28 July 2025 – Meeting with Steve Tribbett – re: Stone Country Festival
- 31 July 2025 – Meeting with Carers NT regarding services provided to clients in community and introduction to new staff on board
- 31 July 2025 – Teams Link up with Local Emergency Committee
- 31 July 2025 – Meeting with Red Lily Health regarding introduction of new Clinic Manager.
- 5 August 2025 – Meeting with General Manager DEMED regarding upgrade to road in Banyan.
- 7 August 2025 – Attended Gunbalanya School Sports day.
- 7 August 2025 – Meeting with Australia Post representatives regarding visit to community.
- 11 August 2025 – Meeting with ATKO contractor regarding inspection of hoist at workshop
- 11 August 2025 – Meeting with Downer Group contractor regarding repairs to potholes and edgings.
- 11 August 2025 – Meeting with Remote Area Group contractor regarding testing circuit boards.

- 12 August 2025 – Meeting with Director Aerodrome Management Services regarding Aerodrome Inspection.
- 12 August 2025 – Meeting with representative from YIMBA Pty Ltd regarding Stolen Wages.
- 28 August 2025 – Meeting with Stone Country Festival Coordinator regarding final stages for Stone Country Festival.
- 30 August 2025 – Attend Stone Country Festival.

Total number of meetings and events attended by the CSM	29
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6.2 Community key focus areas

- 03-04 July 2025 – AFL 9s Gunbalanya competition.
- 07-11 July 2025 – Community Vets visit.
- 10 July 2025 – Community NAIDOC Day Event.
- 07 August 2025 – Gunbalanya School Sports Day.
- 30-31 August 2025 – Stone Country Festival.

6.3 Good News Stories

- The Gunbalanya School Career Expo was held on 06 June 2025, with Gunbalanya council staff assisting with the setting up some of the plant equipment used by the Council works teams.





LEGISLATION AND POLICY

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

STRATEGIC IMPLICATION

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.

Goal 1.4 Community Events

Deliver cultural, civic and sporting events which engage and unite the community.

Goal 1.6 Youth Engagement

Deliver diverse, targeted programs and events which actively empower and engage young people as valuable partners in decision-making which effects them.

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 4.3 Waste and Water Management

Deliver environmentally and economically sound solid waste, water and sewerage services.

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 15 October 2025

Agenda Reference:	9.4
Title:	Human Resources Report up to 30 September 2025
Author:	Katharine Murray, Chief Executive Officer

SUMMARY

The purpose of this report is to inform the Local Authority of Council employment statistics within the Local Government area and employment vacancies.

RECOMMENDATION

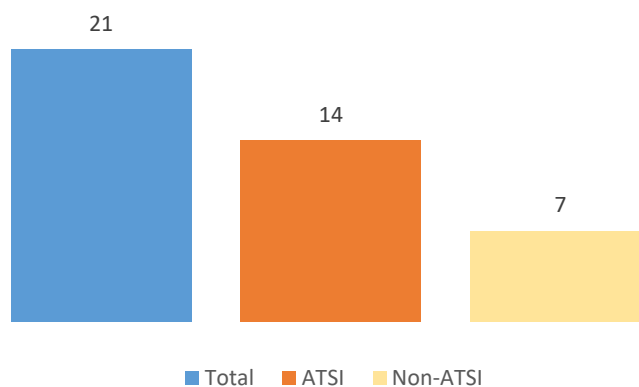
THAT THE LOCAL AUTHORITY receive and note the report titled *Human Resources Report up to 30 September 2025*.

COMMENT

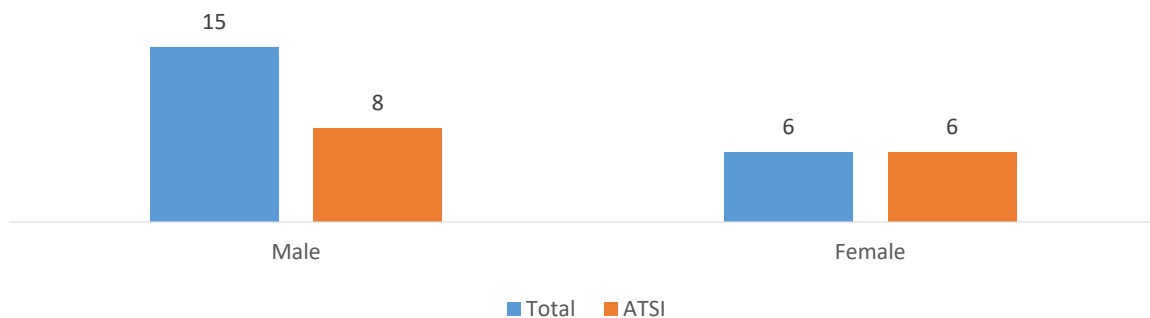
Workforce Report

As of 30 September 2025.

Employees by Number - Gunbalanya



Employees by Gender - Gunbalanya



Employees by Work Group - Gunbalanya



Vacancies by location as of 30 September 2025

Gunbalanya

- **Community Care Team Leader** | \$79k | Permanent | Full time | Subsidised Accommodation | Open until filled
- **Youth, Sport & Recreation Assistant** | \$26.53/hr | Permanent | 25 hrs | No Accommodation | Open until filled
- **Works Assistant** | \$26.53/hr | Permanent | 25 hrs | No Accommodation | Open until filled
- **Community Safety Senior Officer** | \$37.39/hr | Permanent | 25 hrs | No Accommodation | Open until filled
- **Community Safety Officer** | \$31.35/hr | Permanent | 27.5 hrs | No Accommodation | Open until filled
- **Centrelink Assistant** | \$26.53/hr | Permanent | 30 hrs | No Accommodation | Open until filled

LEGISLATION AND POLICY

Local Government Act 2019 (Act)

Council's Organisational Structure

Council's Budget and Long-Term Financial Plan

FINANCIAL IMPLICATIONS

The Council must maintain an organisational chart showing the council's staff structure, per regulation 6(1)(a) of the *Local Government (General) Regulations 2021*. The Council approved Organisational Structure is used to develop, and later review, the Budget and Long-Term Financial Plan.

The CEO is responsible for the appointment of the council's staff in accordance with a budget allocated to staff expenditure approved by the Council, per section 170 of the Act.

STRATEGIC IMPLICATIONS

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

PILLAR 2 INCREASED LOCAL INDIGENOUS EMPLOYMENT

We are committed to investing in and supporting local Indigenous employment. We recognise the instrumental value that Indigenous staff bring to our organisation and the social force that occurs with employment opportunities.

Goal 2.1 Indigenous Employment Framework

Create Council Indigenous employment framework including tailored pathways to employment.

Goal 2.2 Policy and Procedures

Research, review and develop policy to underpin and inform Council's intent and strategy to increase local Indigenous employment.

Goal 2.3 Policy and Procedures

Research, review and develop policy to underpin and inform Council's intent and strategy to increase local Indigenous employment.

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 3.3 Training and Development

Deliver training and development which is effective and culturally appropriate, engaging and increases future employment opportunities and pathways.

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 15 October 2025

Agenda Reference:	9.5
Title:	2025 Local Government Supplementary Elections
Author:	Katharine Murray, Chief Executive Officer

SUMMARY

The purpose of this report is to provide Local Authority members information in relation to 2025 Local Government Supplementary Elections for Gunbalanya and Jabiru.

RECOMMENDATION

THAT THE LOCAL AUTHORITY receives and notes the report titled *2025 Local Government Supplementary Elections*.

BACKGROUND

The Northern Territory Electoral Commission held a Local Government General Election in August 2025. The Gunbalanya Ward and Jabiru Ward did not receive enough nominations for the Council Member vacancies available.

Nominations open Friday 17 October 2025. Voting in the areas of Gunbalanya and Jabiru commence Monday 17 October 2025. A timetable is attached.

Local Authority members are encouraged to canvas suitable representatives within community to nominate.

LEGISLATION AND POLICY

Electoral Act 2024 and Regulations

FINANCIAL IMPLICATIONS

Nil.

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

1. Timetable [9.5.1 - 1 page]
2. West Arnhem Gunbalanya and Kakdu Wards as at 23 September. 2025 [9.5.2 - 1 page]



Election timetable

2025 Local Government Supplementary Elections

29 November 2025

Date	Time	
Tuesday 22 July	5:00 pm	Electoral roll closes
Friday 17 October		Nominations open
Thursday 6 November	12:00 noon	Nominations close
Friday 7 November	12:00 noon	Declaration of nominations, draw for position on ballot papers
Monday 10 November		Postal vote mail-out commences
Monday 17 November	8:00 am	Early voting commences
	9:00 am	Mobile voting commences
Tuesday 25 November	6:00 pm	Overseas postal voting despatches cease
Thursday 27 November	6:00 pm	All postal voting despatches cease
Friday 28 November	6:00 pm	Early voting ceases
Saturday 29 November		Election day
	8:00 am	Election day voting commences
	6:00 pm	Election day voting ceases
		Mobile voting ceases
		Primary counts of ordinary, postal and early votes commence
Monday 1 December	9:00 am	Declaration vote verification checks, commence recheck of all counts
Wednesday 10 December	9:00 am	Primary counts of accepted declaration votes, further postal counts
Friday 12 December	12:00 noon	Deadline for receipt of postal votes
		Final counts of postal votes commence
	6:00 pm	Distribution of preferences
Monday 15 December	10:00 am	Declaration of the election result
Monday 29 December		Campaign disclosure period ends
Saturday 7 February		Campaign donation return due

Correct as at 23 September 2025

Voting schedule - with LGA

2025 LG Supplementary (29 Nov 2025)
Mobile Team West Arnhem 2

Remote Voting Team Leader:
Remote Deputy Voting Team Leader:
Remote Voting Team Member:

Travel mode	Depart from	Time	Arrive at	Time	Voting location	Official voting times		Num electors	Comments
						Start	End		
Mon 17 Nov 2025									
Plane - Chtr	Darwin	7:30am	Mamadawerre (GNBLYNA)	9:30am		10:15am	11:15am	31	
Plane - Chtr	Mamadawerre	11:45am	Manmoyi (GNBLYNA)	12:15pm		1:00pm	2:00pm	59	
Plane - Chtr	Manmoyi	2:30pm	Gunbalanya	3:30pm					
Tue 18 Nov 2025									
4wd	Gunbalanya	7:45am	Gunbalanya (GNBLYNA)	8:00am		8:30am	3:30pm	904	
4wd	Gunbalanya	3:45pm	Gunbalanya	4:00pm					
Wed 19 Nov 2025									
4wd	Gunbalanya	7:45am	Gunbalanya (GNBLYNA)	8:00am		8:30am	3:00pm	904	
Plane - Chtr	Gunbalanya	3:15pm	Darwin	4:15pm					
Fri 21 Nov 2025									
4wd	Darwin	8:00am	Kakadu National Park HQ (KAKADU)	11:00am		11:30am	12:30pm	57	
4wd	Kakadu National Park H	1:00pm	Mudginberri (KAKADU)	1:30pm		3:00pm	4:00pm	55	
4wd	Mudginberri	4:15pm	Jabiru	4:45pm					
Sat 22 Nov 2025									
4wd	Jabiru	7:00am	Jabiru (KAKADU)	7:30am		8:00am	2:30pm	345	
	Jabiru	2:45pm		2:45pm					

Tuesday, 23 September 2025 3:29 pm

Page 1 of 1

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 15 October 2025

Agenda Reference:	9.6
Title:	Resignation - Local Authority Member
Author:	Debbie Branson, Governance Advisor

SUMMARY

The purpose of this report is to provide details of the resignation of a Local Authority Member.

RECOMMENDATION

THAT THE LOCAL AUTHORITY receives and notes the report titled *Resignation - Local Authority Member*.

BACKGROUND

On Tuesday, 23 September 2025 the Council decided to comprise the Local Authority membership in Gunbalanya of 11 members.

The following appointments were made:

Gunbalanya Local Authority			
1	Maxwell Garnarradj	5	Andy Garnarradj
2	Kenneth Magiru	6	Evonne Gumurdul
3	Charlene Dirdi	7	Ishmael Wurramara
4	Kerry Mangiku	8	Vacant

Membership includes the Elected Members, Cr McCoy, Cr Yates and an Elected Member vacancy.

Tuesday, 7 October 2025 Local Member Charlene Dirdi advised the Council Services Manager due to personal reasons she will be resigning.

As per the Council's policy terminations must be in writing and addressed to the Council Services Manager (see attached).

Therefore, the Local Authority currently has two vacancies available.

COMMENT

Local Authority members are encouraged to canvas interested people in the community to nominate as a Local Authority member.

LEGISLATION AND POLICY

Guideline 1: Local Authorities

Local Authority Appointments, Resignations and Terminations

FINANCIAL IMPLICATIONS

Nil.

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

1. Resignation Charlene Dirdi [9.6.1 - 1 page]

7 October 2025

Vicki McCoy

Council Services Manager

West Arnhem Regional Council

GUNBALANYA NT

Dear Vicki

Due to personal reasons, I would like to submit my resignation as member of the Local Authority in Gunbalanya.

My resignation will take effect immediately.

Thank you for the opportunity.

Regards

Charlene Dirdi

Charlene Dirdi

WEST ARNHem REGIONAL COUNCIL

FOR THE MEETING 15 OCTOBER 2025

Agenda Reference:	9.7
Title:	Incoming and Outgoing Correspondence
Author:	Debbie Branson, Governance Advisor

SUMMARY

This report is to table items of correspondence received and sent since the last Gunbalanya Local Authority meeting.

RECOMMENDATION

THAT THE LOCAL AUTHORITY receives and notes the attached items of incoming and outgoing correspondence.

BACKGROUND

Correspondence addressed to the Principal Member and Council, as determined by the Chief Executive Officer, is included in this report.

COMMENT

Date	From	Subject
29 July 2025	Emmanuel Church Kunbarlanja	Shelters - Arrkuluk and Kakbi (Banyan)

LEGISLATION AN POLICY

Nil.

STRATEGIC IMPLICATIONS

This report is aligned to the following pillars of the *Regional Plan and Budget 2023-2024*:

PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

Goal 6.3 Council and Local Authorities

Excellence in governance, consultation administration and representation.

ATTACHMENTS

1. Ltr Church-29072025115837-0001 [9.7.1 - 1 page]

To: Gunbalanya Local Authority
From: Lois Nadjamerrek, Emmanuel Church
Kunbarlanja

Dear Gunbalanya Local Authority,

My name is Lois Nadjamerrek. I am writing this letter for our community and for Emmanuel Church in Kunbarlanja.

We would like to ask for your support to help us use the two community shelters – one at Arrkuluk shelter and one at Kakbi (Banyan) shelter.

These places are good spaces for the community. They are quiet and neutral – good for open-air gatherings like community meetings or church events. But right now, they have no power, no lighting, and no water or toilet, and there is lots of rubbish around.

We would like to ask if it is possible for these shelters to be fixed up – maybe to have power connected, some lights, water, and toilet if possible. This would help us and the wider community to use these places for meetings or events in the daytime and at night too.

Is there any way you can support us to make this happen?

Thank you for listening.

Kind regards,

Lois Nadjamerrek

Emmanuel Church Kunbarlanja

Lois Nadjamerrek

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 15 OCTOBER 2025

Agenda Reference:	10.1
Title:	Review of Action Items
Author:	Debbie Branson, Governance 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. Receives and notes the report titled *Review of Action Items*; and
2. Reviews the outstanding action items and gives 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

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. Actions GUN [10.1.1 - 1 page]

Meeting Date	Item No.	Status	Action Required	Assignees	Action Taken
27/11/2024	10.1	In Progress	GUN55/2024 RESOLVED: Investigate upgrades to the Basketball court, including fixing or replacing toilets, change rooms, water fountain and fence.	Clem Beard, Kylie Gregson	Update required from Local Authority
27/11/2024	10.1	In Progress	GUN55/2024 RESOLVED: Investigate Awning for shop car park	Clem Beard, Kylie Gregson	Invited Store Manager to Gunbalanya Local Authority October Meeting - no response to date.
16/07/2025	8.2	Not yet started	GAR48/2025 RESOLVED: Request draft By-laws for Commercial Waste, Removal of Commercial Waste and Traffic for consideration.	Ben Heaslip	

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 15 OCTOBER 2025

Agenda Reference:	10.2
Title:	Cultural Awareness Training
Author:	Katharine Murray, Chief Executive Officer

SUMMARY

This report presents an opportunity for each Local Authority to develop cultural awareness training within the community.

RECOMMENDATION

THAT THE LOCAL AUTHORITY:

1. Receives and notes the report titled *Cultural Awareness Training*; and
2. Provides recommendations on cultural training that best meet the needs of the community, staff, contractors and visitors.

BACKGROUND

At the Ordinary Council Meeting 30 June 2025, Council requested a draft policy be prepared and considered further at a future workshop which will include consultation with the local authorities.

It was agreed that this would be actioned post the Local Government 2026 General Election.

The purpose of this list is for open discussion with the Local Authorities members. Suggestions as follows:

- Specific information about history, Traditional Owners/Elders, and their role, and local protocols -site specific-.
- Behaviours expected on Country: What are the expected behaviours from visitors and workers while living and working on their land (e.g. what's considered culturally disrespectful/inappropriate/rude, what behaviours are welcomed, etc.).
- How to behave and what to/not to do when cultural events are occurring, particularly Sorry Business.
- Geographic orientation: No-go zones, blocked roads, men's or women's business areas, etc.
- Communication: Practical information on how to engage respectfully with both men and women by recognising sensitivities (communication protocols when talking to the opposite gender), understanding kinship (such as poison cousins/relationships), body language, etc.
- Animals in community (e.g. dogs, cats, horses, pigs, goats).
- Drug and Alcohol prohibitions.
- Dress code: What's the appropriate clothing to wear in community for both men and women.

LEGISLATION AND POLICY

N/A.

FINANCIAL IMPLICATIONS

Nil.

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 1.5 Cultural Awareness Training

Develop increased understanding and observation of cultural protocols.

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 15 OCTOBER 2025

Agenda Reference:	11.1
Title:	Local Authority Member Questions with or without Notice
Author:	Debbie Branson, Governance Advisor

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.

RECOMMENDATION

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

ATTACHMENTS

Nil

- 12 **NEXT MEETING**
- 13 **MEETING DECLARED CLOSED**