



WEST ARNHEM



REGIONAL COUNCIL



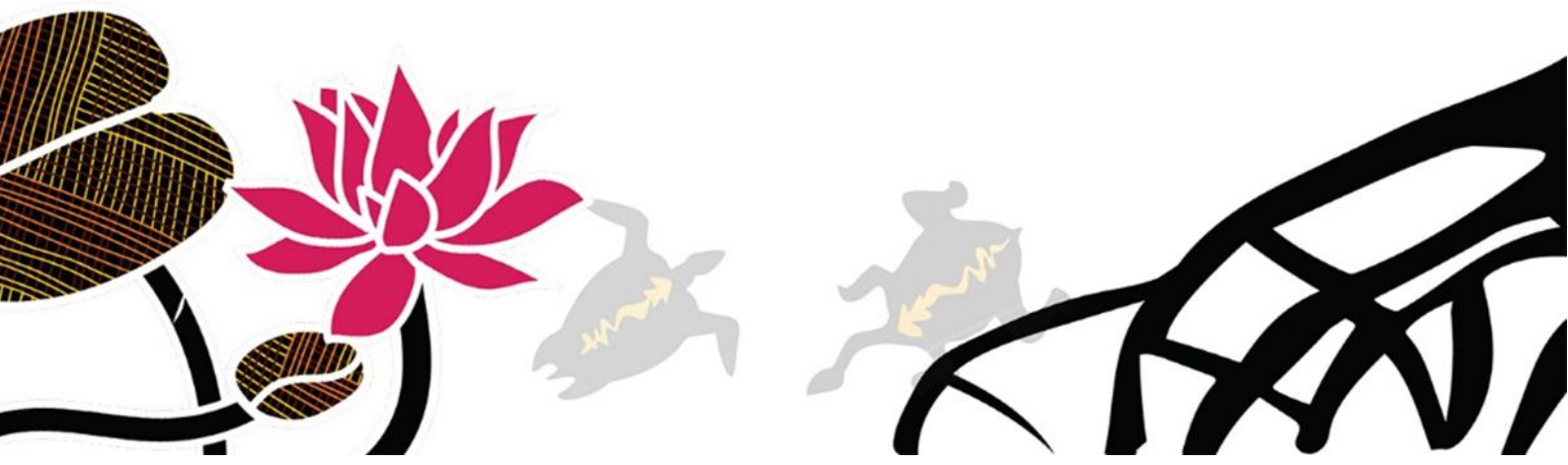
GUNBALANYA

WEST ARNHEM REGIONAL COUNCIL

LOCAL AUTHORITY MEETING

AGENDA

THURSDAY, 28 OCTOBER 2021



WEST ARNHEM REGIONAL COUNCIL

Notice is hereby given that a Local Authority meeting of the West Arnhem Regional Council will be held in Council Chambers, Gunbalanya on Thursday, 28 October 2021 at 10:00 am.

Daniel Findley
Chief Executive Officer

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17 NEXT MEETING

The West Arnhem Regional Council acknowledges and respects the Traditional Owners past and present of the West Arnhem Region.

We also acknowledge the attachment and relationship of Aboriginal people to country.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 28 OCTOBER 2021

Agenda Reference:	3.1
Title:	Apologies and Leave of Absence
File Reference:	971943
Author:	Doreen Alusa, Governance and Risk Advisor

SUMMARY

This report is to table, for the Gunbalanya Local Authority's record, any apologies and requests for leave of absence received from Authority members for the meeting held on 28 October 2021.

BACKGROUND

Not applicable.

COMMENT

Not applicable.

STATUTORY ENVIRONMENT

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

STRATEGIC IMPLICATIONS

Not applicable.

VOTING REQUIREMENTS

Not applicable.

RECOMMENDATION:

That the Gunbalanya Local Authority notes members apologies and/or requests for leave of absence for the meeting held on 28 October 2021.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 28 OCTOBER 2021

Agenda Reference:	4.1
Title:	Absent Without Notice
File Reference:	971944
Author:	Doreen Alusa, Governance and Risk Advisor

SUMMARY

This report is to table, for the Gunbalanya Local Authority's record, any appointed members that are absent without notice for the meeting held on 28 October 2021.

BACKGROUND

Not applicable.

COMMENT

Not applicable.

STATUTORY ENVIRONMENT

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

STRATEGIC IMPLICATIONS

Not applicable.

VOTING REQUIREMENTS

Not applicable.

RECOMMENDATION:

That the Gunbalanya Local Authority notes members absences without notice for the meeting held on 28 October 2021.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 28 OCTOBER 2021

Agenda Reference:	6.1
Title:	Acceptance of Agenda
File Reference:	971947
Author:	Doreen Alusa, Governance and Risk Advisor

SUMMARY

Agenda papers are submitted for acceptance by appointed members for the Gunbalanya Local Authority meeting of 28 October 2021.

BACKGROUND

Not applicable.

COMMENT

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

STATUTORY ENVIRONMENT

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

STRATEGIC IMPLICATIONS

Not applicable.

VOTING REQUIREMENTS

Simple majority.

RECOMMENDATION:

That the agenda for the Gunbalanya Local Authority meeting of 28 October 2021 as circulated be accepted.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 28 OCTOBER 2021

Agenda Reference:	7.1
Title:	Disclosure of Interest of Members or Staff
File Reference:	971976
Author:	Doreen Alusa, Governance and Risk Advisor

SUMMARY

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

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

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

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

STATUTORY ENVIRONMENT

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

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

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

VOTING REQUIREMENTS

Not applicable.

RECOMMENDATION:

That the Gunbalanya Local Authority receives and records declarations of interest for the meeting held on 28 October 2021.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 28 OCTOBER 2021

Agenda Reference:	8.1
Title:	Confirmation of Previous Local Authority Meeting Minutes - 29 July 2021
File Reference:	971978
Author:	Doreen Alusa, Governance and Risk Advisor

SUMMARY

Unconfirmed minutes of the 29 July 2021 Gunbalanya Local Authority meeting are submitted to the Authority for confirmation that the minutes are a true and correct record of the meeting.

BACKGROUND

Not applicable.

COMMENT

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

STRATEGIC IMPLICATIONS

Not applicable.

VOTING REQUIREMENTS

Simple majority.

RECOMMENDATION:

That the minutes of the 29 July 2021 Gunbalanya Local Authority meeting are adopted as a true and correct record of the meeting.

ATTACHMENTS

- 1 2021.07.29 Gunbalanya Local Authority Minutes.pdf



Minutes of the West Arnhem Regional Council Local Authority Meeting
Thursday, 29 July 2021 at 10:00 am
Council Chambers, Gunbalanya

Chairperson Andy Garnarradj declared the meeting open at 10:07 am, welcomed all in attendance and acknowledged the Traditional Owners.

APPOINTED MEMBERS PRESENT

Chairperson	Andy Garnarradj
Member	Maxwell Garnarradj
Member	Henry Yates

ELECTED MEMBERS PRESENT

Deputy Mayor	Elizabeth Williams
Councillor	Karl Srdinsek

STAFF PRESENT

Chief Executive Officer	Daniel Findley
Chief Operating Officer	Chris Kelly
Chief Corporate Officer	David Glover (video conference)
Governance and Risk Advisor	Doreen Alusa
Council Services Manager	Michelle Brewster
Finance Manager	Andrew Shaw

VISITORS

Northern Territory Government	Matt Ellis
Northern Territory Government	Patrick Heenan
Department of Infrastructure, Planning and Logistics	Brooke Owen (video conference)
Department of Infrastructure, Planning and Logistics	Sam Riley (video conference)
Community member	Gabby Gumurdul

APOLOGIES**3.1 APOLOGIES AND LEAVE OF ABSENCE**

The Local Authority considered apologies and leave of absence.

The Gunbalanya Local Authority noted members apologies from Mayor Matthew Ryan, Councilor Otto Dann, and Appointed Members Connie Nayinggul, Evonne Gumurdul and Kenneth Mangiru for the meeting held on 29 July 2021.

ABSENT WITHOUT NOTICE**4.1 ABSENT WITHOUT NOTICE**

The Local Authority considered absences without notice.

The Gunbalanya Local Authority noted that no members were absent without notice for the meeting held on 29 July 2021.

ACCEPTANCE OF AGENDA**6.1 ACCEPTANCE OF AGENDA**

The Local Authority considered acceptance of the agenda.

**GUN104/2021 RESOLVED:
On the motion of Councillor Karl Srdinsek
Seconded Chairperson Andy Garnarradj**

The agenda for the Gunbalanya Local Authority meeting of 29 July 2021 as circulated was accepted.

CARRIED

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

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

The Local Authority received no declarations of interest for the meeting held on 29 July 2021.

CONFIRMATION OF PREVIOUS MINUTES**8.1 CONFIRMATION OF PREVIOUS LOCAL AUTHORITY MEETING MINUTES - 25 FEBRUARY 2021**

The Local Authority considered the confirmation of previous Local Authority minutes for the meeting held on 25 February 2021.

GUN105/2021 RESOLVED:

**On the motion of Councillor Karl Srdinsek
Seconded Deputy Mayor Elizabeth Williams**

The minutes of the 25 February 2021 Gunbalanya Local Authority meeting were adopted as a true and correct record of the meeting.

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

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

The Local Authority noted the report.

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

The Local Authority reviewed the action items list.

GUN106/2021 RESOLVED:

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

The Local Authority reviewed the action items list and approved to remove the following completed actions from the list:

- 1. Enquiries about the lease for the ablution block at the Gunbalanya airport and repairs at the facility.**
- 2. The Elected Members board of recognition after making two amendments that were discussed during the meeting.**

CARRIED

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

The Local Authority considered the CSM Report on current regional Council services.

The Local Authority noted the report.

FINANCE REPORT**14.1 FINANCIAL REPORT FOR ELEVEN MONTHS TO MAY 2021**

The Local Authority considered the financial report for eleven months to May 2021.

The Local Authority noted and received the financial report for the eleven months, July 2020 to May 2021.

Minute note: Local Authority members asked for clarification about school grants in the finance report. The information will be presented at the next meeting.

14.2 LOCAL AUTHORITY FUNDING

The Local Authority considered a report on local authority funding.

The Local Authority noted the report and discussed the use of project funding.

Minute note: The meeting was informed that the application for the Aboriginal Benefits Account (ABA) children's playground was successful, and the project will begin as soon as Council receives funding for the project.

VISITOR PRESENTATIONS

Minute note: Representatives from the Department of Infrastructure, Planning and Logistics (DIPL) joined the meeting at 10:30 am and left at 11:12 pm. Upon enquiry, Members at the meeting were informed that periodic updates on ongoing DIPL projects will be presented at subsequent Local Authority meetings either in writing or by representatives from DIPL.

15.1 PRESENTATION - DEPARTMENT OF INFRASTRUCTURE, PLANNING AND LOGISTICS

The Local Authority considered a presentation by the Department of Infrastructure, Planning and Logistics.

The Local Authority noted the presentation.

Minute note: The meeting broke for morning tea at 10:45 am and resumed at 11:15 am.

GENERAL ITEMS

16.1 CONSULTATION - WEST ARNHEM REGIONAL COUNCIL REGIONAL PLAN AND BUDGET 2021-2022

The Local Authority considered a report on the consultation of West Arnhem Regional Council's Regional Plan and Budget 2021-2022.

The Local Authority noted the completion of the West Arnhem Regional Council Plan and Budget 2021-2022.

16.2 ANIMAL MANAGEMENT PROGRAM

The Local Authority considered a report on the animal management program.

**GUN107/2021 RESOLVED:
On the motion of Chairperson Andy Garnarradj
Seconded Members Henry Yates**

The Local Authority allocated \$13,720 of Gunbalanya Local Authority funding to the Animal Management Program.

CARRIED

16.3 GUNBALANYA AIRPORT ABLUTION BLOCK

The Local Authority considered a report on the Gunbalanya Airport Ablution Block.

The Local Authority requested the administration to carry out further investigations on this project and make a presentation at the next meeting.

Minute note: Members of the Local Authority requested for a summary of current projects to be presented at the next Local Authority meeting.

16.4 GUNBALANYA HONOUR BOARD

The Local Authority considered Gunbalanya Honour Board.

**GUN108/2021 RESOLVED:
On the motion of Chairperson Andy Garnarradj
Seconded Members Henry Yates**

The Local Authority:

- Noted the report; and
- Confirmed that the administration can purchase and install the Gunbalanya Elected Members Board of Recognition after making two amendments as discussed during the meeting.

CARRIED

Minute note: The meeting broke for lunch at 12:10 pm and resumed at 12:45 pm.

16.5 GUNBALANYA CHILDREN'S PLAYGROUND

The Local Authority considered a supplementary report on the Gunbalanya children's playground.

GUN109/2021 RESOLVED:
On the motion of Chairperson Andy Garnarradj
Seconded Members Henry Yates

The Local Authority:

- **Approved design 1 (purple) as presented during the meeting; and**
- **Recommended that an additional \$ 33,000 should be allocated to the cost of the project.**

CARRIED

16.6 GUNBALANYA OVAL FENCE

The Local Authority considered a report on the Gunbalanya Oval Fence.

GUN110/2021 RESOLVED:
On the motion of Chairperson Andy Garnarradj
Seconded Members Henry Yates

The Local Authority discussed the use of project funding, and recommended the upgrade of the fence as per option 1 at an estimated cost of \$60,687.00

CARRIED

16.7 GUNBALANYA COMMUNITY GARDEN HARD STRUCTURE

The Local Authority considered a report on the Gunbalanya Community Garden Hard Structure.

GUN111/2021 RESOLVED:
On the motion of Chairperson Andy Garnarradj
Seconded Mr Maxwell Garnarradj

The Local Authority:

- **Recommended the allocation of \$108,000 from Gunbalanya Local Authority funding to the project, and requested Council to direct the administration to source for further funding for the project; and**
- **Approved the location of the proposed hard structure based on the map presented at the meeting.**

CARRIED

16.8 CONVERSION OF HIACE BUS CE00ZG TO 4WD

The Local Authority considered a report on the conversion of the Hiace bus CE00ZG to a 4WD.

GUN112/2021 RESOLVED:
On the motion of Councillor Karl Srdinsek
Seconded Chairperson Andy Garnarradj

The Authority noted the report and advised the administration not to proceed with the conversion of the Hiace bus at an estimated cost of \$60,000.

CARRIED

16.9 GUNBALANYA LED SCREEN

The Local Authority considered a report on the Gunbalanya LED Screen.

GUN113/2021 RESOLVED:
On the motion of Chairperson Andy Garnarradj
Seconded Councillor Karl Srdinsek

The Local Authority recommended the allocation of up to \$86,000 from Gunbalanya Local Authority funding to purchase a portable LED screen for the community.

CARRIED

16.10 UPGRADE INTERNAL ROAD

The Local Authority considered a report on the upgrade of the internal road.

GUN114/2021 RESOLVED:
On the motion of Chairperson Andy Garnarradj
Seconded Councillor Karl Srdinsek

- **Given constraints in funding, the Local Authority recommended that this project may be reviewed during the next Local Authority meeting.**

CARRIED

16.11 GUNBALANYA SOLAR LIGHTS

The Local Authority considered a report on Gunbalanya solar lights.

GUN115/2021 RESOLVED:
On the motion of Chairperson Andy Garnarradj
Seconded Councillor Karl Srdinsek

The Local Authority selected and marked up locations on the slap map where the solar lights will be installed.

CARRIED

16.12 REQUEST FOR SUPPORT - VOLUNTEER DOG HEALTH PROGRAM GUNBALANYA

The Local Authority considered a request for support for the volunteer dog health program in Gunbalanya.

GUN116/2021 RESOLVED:

**On the motion of Councillor Karl Srdinsek
Seconded Mr Maxwell Garnarradj**

The Local Authority donated \$ 6,160 from Gunbalanya Local Authority funding to cover the accommodation costs of volunteers for the dog health program in Gunbalanya.

CARRIED**16.13 2021 LOCAL GOVERNMENT ELECTIONS CARETAKER PERIOD**

The Local Authority considered a report on the 2021 Local Government Elections Caretaker Period.

The Local Authority noted the report.

NEXT MEETING

The next meeting is scheduled to take place on Thursday, 28 October 2021.

MEETING DECLARED CLOSED

Chairperson Andy Garnarradj declared the meeting closed at 1:03 pm.

This page and the preceding pages are the minutes of Gunbalanya Local Authority meeting held on Thursday, 29 July 2021.

Chairperson

Date Confirmed

WEST ARNHem REGIONAL COUNCIL

FOR THE MEETING 28 OCTOBER 2021

Agenda Reference:	9.1
Title:	Council's Response to Local Authority Issues Raised
File Reference:	971984
Author:	Doreen Alusa, Governance and Risk Advisor

SUMMARY

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

BACKGROUND

The CEO presented the minutes and motions relevant to Gunbalanya from the West Arnhem Regional Council meeting held on 11 August 2021.

COMMENT

At the Ordinary Council meeting held on 11 August 2021, Council noted the report titled Gunbalanya Local Authority meeting held on 29 July 2021.

The Council passed the following resolution:

COMMITTEE AND LOCAL AUTHORITY REPORTS

11.2 REPORT FOR THE GUNBALANYA LOCAL AUTHORITY MEETING HELD ON 29 JULY 2021

The Council considered a report for the Gunbalanya Local Authority meeting held on 29 July 2021.

OCM69/2021 RESOLVED:

**On the motion of Councillor Karl Srdinsek
Seconded Deputy Mayor Elizabeth Williams**

Council noted the unconfirmed minutes of the Gunbalanya Local Authority meeting held on 29 July 2021, and approved the allocation of funding as follows:

- 1. \$13,720 from 2020-2021 Gunbalanya Local Authority funding for the animal management program.**
- 2. \$ 33,000 additional funding for the construction of the children's playground.**
- 3. \$60,687.00 for the upgrade of the Gunbalanya Oval fence as per option no. 1.**
- 4. \$108,000 for the community garden hard structure.**
- 5. Approximately \$86,000 for the purchase of a portable LED screen for the community.**
- 6. \$ 6,160 to cover the accommodation costs of volunteers for the dog health program in Gunbalanya.**

CARRIED

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

STRATEGIC IMPLICATIONS

The contents of this report are aligned to objectives in goal 1 and 2 in the *Regional Plan and Budget 2021-2022* as outlined below.

GOAL 1 COMMUNITY ENGAGEMENT	
<i>Community members and stakeholders that are engaged in, connected to and participate in the affairs of the region.</i>	
Objective 1.1	Communication that engages the community.
Objective 1.2	Enthusiastic participation in civic and community events.
Objective 1.3	Efficient and effective community service delivery.
Objective 1.4	Strong governance and leadership.

GOAL 2 LOCAL GOVERNMENT ADMINISTRATION	
<i>Systems and processes that support the effective and efficient use of financial and human resources.</i>	
Objective 2.1	An effective, efficient and accountable Regional Council.
Objective 2.4	Planning and reporting that informs Council's decision-making processes.
Objective 2.6	The minimization of risks associated with the operations of Council.

VOTING REQUIREMENTS

Not applicable.

RECOMMENDATION:

That the Gunbalanya Local Authority notes the report.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 28 OCTOBER 2021

Agenda Reference:	10.1
Title:	Review of Local Authority Action Items
File Reference:	972046
Author:	Doreen Alusa, Governance and Risk Advisor

SUMMARY

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

BACKGROUND

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

COMMENT

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

STRATEGIC IMPLICATIONS

The contents of this report are aligned to the objectives in goals 1 and 2 of the *Regional Plan and Budget 2021-2022* as outlined below:

GOAL 1 COMMUNITY ENGAGEMENT	
<i>Community members and stakeholders that are engaged in, connected to and participate in the affairs of the region.</i>	
Objective 1.1	Communication that engages the community.
Objective 1.2	Enthusiastic participation in civic and community events.
Objective 1.3	Efficient and effective community service delivery.
Objective 1.4	Strong governance and leadership.

GOAL 2 LOCAL GOVERNMENT ADMINISTRATION	
<i>Systems and processes that support the effective and efficient use of financial and human resources.</i>	
Objective 2.1	An effective, efficient and accountable Regional Council.
Objective 2.4	Planning and reporting that informs Council's decision-making processes.
Objective 2.6	The minimization of risks associated with the operations of Council.

VOTING REQUIREMENTS

Simple majority.

RECOMMENDATION:

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

ATTACHMENTS

- 1 Gunbalanya LA Action Items List - In Progres.pdf

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Officer
11 August 2021	OCM69/2021	GUNBALANYA CHILDREN'S PLAYGROUND	In Progress	<p>18 October 2021 - Loukas Gikopoulos</p> <ul style="list-style-type: none"> Playground equipment expected to arrive in mid-November 2021 and installation will begin as soon as it arrives. Hard structure expected to be ready for installation by beginning of November 2021. 	Technical Services
11 August 2021	OCM69/2021	COMMUNITY GARDEN HARD STRUCTURE	In Progress	<p>18 October 2021 - Loukas Gikopoulos</p> <ul style="list-style-type: none"> 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 	Technical Services
10 March 2021	OCM16/2021	INSTALLATION OF A FENCE AT THE GUNBALANYA OVAL	In Progress	<p>16 July 2021 – Loukas Gikopoulos</p> <ul style="list-style-type: none"> 3 options provided for consideration in meeting paper included in the agenda. <p>18 October- Loukas Gikopoulos</p> <ul style="list-style-type: none"> The Local Authority selected Option 1 as the preferred method to upgrade the fence around the oval. Option 1 includes repairing the current 1200 high fence by installing and replacing new top and bottom rails and installing a new chainmesh fence to suit. The administration is waiting for the LRCI funding to be approved before commencing the works. 	Technical Services
10 March 2021	OCM16/2021	DOG HEALTH PROGRAM (ELIZABETH TUDOR AND VET STUDENTS FROM UNIVERSITY OF MELBOURNE)	In Progress	<p>16 July 2012 – Doreen Alusa</p> <ul style="list-style-type: none"> A paper with updates about the program is included in this meeting's agenda. <p>19 October 2021 – Doreen Alusa</p> <ul style="list-style-type: none"> The dog health program has been delayed due to lockdown restrictions in Victoria that have made it difficult for the volunteers to travel to Gunbalanya. The administration is 	Office of the CEO/ CSM

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Officer
11 November 2020	OCM213/2020	INSTALLATION OF SOLAR LIGHTS AT THE AIRPORT WAITING AREA	In Progress	<p>still working with Liz Tudor to facilitate travel to community as soon as is practicable.</p> <p>15 February 2021 - Clem Beard</p> <ul style="list-style-type: none"> The technical services team will commence works on this project during the dry season. <p>16 July 2021 – Clem Beard</p> <ul style="list-style-type: none"> Technical services hereby request a detailed scope of works be provided to Loukas to source quotes for next meeting. 5 x Solar lights have previously been purchased and stored in Gunbalanya. The installation works to be actioned by the CSM. A report has been prepared and included for this meeting's agenda. <p>18 October 2021- Loukas Gikopoulos</p> <ul style="list-style-type: none"> The technical service team has installed 4 solar lights at the various locations approved by the Local Authority. The technical service team has ordered 3 more solar lights at the request of the Local Authority. The solar lights are expected to arrive in Gunbalanya by 25th October 2021 and installed by the contractor first week of November. 	Technical Services
11 November 2020	OCM213/2020	PURCHASE OF A PORTABLE SCREEN	In Progress	<p>15 February 2021 - Clem Beard</p> <ul style="list-style-type: none"> The technical services team is sourcing quotes for a portable screen, and will present a report at the next Local Authority meeting. 	Technical Services

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Officer
				<p>16 July 2021 – Loukas Gikopoulos</p> <ul style="list-style-type: none"> A report for this action is included in the agenda for today's meeting. <p>18 October 2021- Loukas Gikopoulos</p> <ul style="list-style-type: none"> Dreamtech was awarded the supply of LED screen and trailer. Currently in production and building the component together. Project is expected to be completed and delivered to Gunbalanya in mid-December 2021. 	
11 November 2020	OCM213/2020	UPGRADING THE AIRPORT TOILETS, AND SUPPLYING WATER TO THE AIRPORT	In Progress	<p>16 February 2021 – Chris Kelly</p> <ul style="list-style-type: none"> 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>16 July 2021 - Loukas Gikopoulos</p> <ul style="list-style-type: none"> A report with a full overview is included in the agenda for this meeting. <p>18 October 2021- Loukas Gikopoulos</p> <ul style="list-style-type: none"> A report with a full overview is included in the agenda for this meeting. 	Technical Services
08 September 2020	GUN3/2020	ELECTED MEMBERS BOARD OF RECOGNITION	In Progress	<p>22 September 2020 - Doreen Alusa</p> <p>Council approved the quotations for boards of recognition in Gunbalanya. Local Authority Members are checking the proposed list of names and dates to ensure that they are accurate. Families of those listed on the boards are being consulted before the names are made public.</p>	Technical Services/ CSM

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Officer
				<p>25 January 2021 – Clem Beard Over the next 4 weeks, in February, confirmation is expected to be received from members of the Local Authority on the correct presentation of Honour Boards as per previous meeting discussions.</p> <p>16 July 2021 – Loukas Gikopoulos A report on the Elected Members Board of Recognition in Gunbalanya has been prepared for this meeting.</p> <p>19 October 2021 – Loukas Gikopoulos The honour board is completed and expected to arrive in Gunbalanya by 26 October 2021.</p>	
04 February 2020	GUN82/2020	<p>ABA GRANT APPLICATION Gunbalanya children's playground upgrade The Local Authority agrees to provide a letter of support for ABA funding and recommended a financial contribution up to 50% of the project costs.</p>	Completed	<p>ABA grant application to upgrade the Gunbalanya children's playground has been submitted. The budget provided with the submission is as follows:</p> <p>Grant Funding Sought: \$206,000 LA Cash Contribution: \$137,265 WARC In Kind Contribution: \$68,735</p> <p>The ABA have not yet released information as to which applications were successful from this round.</p> <p>22 July 2020 – Brooke Darmanin A request has been sent to N.I.A seeking an update as to when announcements will be made regarding ABA grant applications submitted in the Feb 2020 round. At the time of writing no response has been received.</p> <p>01 September 2020 – Fiona Ainsworth</p>	Grants and Business Development

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Officer
				<p>There have been delays in assessing the grant application because of the COVID-19 pandemic. ABA informed Council that the applications are going to be assessed in November 2020.</p> <p>13 October 2020 - Fiona Ainsworth Currently waiting for applications to be assessed in November and expecting to receive outcome by January 2021.</p> <p>1 February 2021 - Fiona Ainsworth Further to previous advice, the ABAAC meeting was held in December 2020 and all applications were assessed at this time. Expected receipt of the outcomes of this round is early 2021. However, to date we have received no notification.</p> <p>20 May 2021 - Fiona Ainsworth Correspondence was received on March 9 2021 detailing an in-principle only approval, with budget, scope and conditions to be negotiated. A follow up meeting has since been undertaken and we await receipt of the formal agreement for the complete \$206,000. The administration has been advised this will be received in mid-May.</p> <p>21 July 2021 - Brooke Meredith The administration received the formal funding agreement on 20 July 2021, and is in the process of reviewing it before it is executed. As per the agreement, funding for this project will be disbursed in three phases, and it is anticipated that the first phase of funding will be received by 30 August 2021.</p> <p>19 October 2021 – Brooke Meredith The funding agreement is now finalized, and the project can proceed as budgeted.</p>	

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Officer
14 June 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 Aboriginal 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> <p>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.</p>	Technical Services

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Officer
				<p>Gordon advised that this work has been included in the 2020-2021 budget.</p> <p>A meeting between NLC and the traditional Owners was held in Gunbalanya on the 2nd and 6th March 2020 to discuss the Cemetery location and Council workshop yard. Administration have written again to NLC seeking the feedback however at the time of completing this action item no advice has been received from NLC.</p> <p>30 June 2020 – Stephen Hoyne No further update</p> <p>05 August 2020 - Stephen Hoyne Awaiting NLC consultation outcome per above. A meeting between NLC and the Traditional Owners was held in Gunbalanya on the 2nd and 6th March 2020 to discuss the cemetery location and Council workshop yard. Administration have written again to NLC seeking feedback, however, at the time of completing this action item no advice had been received from NLC.</p> <p>24 August 2020 - Stephen Hoyne As per the previous update.</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</p>	

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Officer
				<p>"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 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>	
09 October 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 	In Progress	<p>30 April 2020 – Gordon Smith 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>	Technical Services

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Officer
		<p>Government Association of the Northern Territory (LGANT);</p> <ul style="list-style-type: none"> • engage with BAC and deemed to obtain letters of support; and • consider raising a petition regarding the matter. 		<p><u>Minute note from January 2020 Council meeting:</u> 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 for WARC projects in and around Oenpelli. A permit is required for earth disturbing activities. This work will commence after the Wet season and when current restrictions around access to communities is lifted. • 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>	

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Officer
				<p>02 October 2020 - Stephen Hayne</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 Oepelli area. A response is pending. <p>25 January 2021 – Clem Beard</p> <p>The administration has contacted the DIPL again to request for updates on status of locating suitable borrow pits for gravel. The following response was received from DIPL on 10/12/2020: "DIPL have received advice that borrow gravel pits OR1 and OR2 have been consulted on and it is expected that these will be made available to DIPL upon execution of the relevant Mineral Extraction Agreements. Sampling of these pits will be required into the future to ascertain correct material required for road construction. Pits OR3, OR4 and OR5 have yet to be consulted on."</p> <p>20 July 2021 – Clem Beard</p> <p>Now that the road is accessible to the gravel pits, the administration has contacted DIPL to source updates/progression of pits for community use. Awaiting mobilisation dates from DIPL to test suitability of gravel pits.</p> <p>19 October 2021- Loukas Gikopoulos</p> <p>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</p>	

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Officer
				works'. Further updates will be provided once NLC have confirmed the above actions	

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 28 OCTOBER 2021

Agenda Reference:	11.1
Title:	CSM Report on Current Regional Council Services
File Reference:	972246
Author:	Chris Kelly, Chief Operating Officer

SUMMARY

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

BACKGROUND

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

COMMENT

The following report has been prepared by CSM Paul Avery.

STRATEGIC IMPLICATIONS

Not applicable.

VOTING REQUIREMENTS

Not applicable.

RECOMMENDATION

That the Committee notes the report.

ATTACHMENTS

- 1 CSM Report October 2021.pdf

Local Authority report

Gunbalanya

19/10/2021



Service Delivery

1. Attendance rates

1.1. Staff Attendance

The Gunbalanya Council department has averaged 44% attendance for the past three months which has impacted on the ability of Council to complete the required works in the community.

Total number of vacancies	5
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2. Administration Services

2.1. Administration

The Gunbalanya Council administration office operation hours are from 8:30am to 4:30pm on each business day.

- Several interruptions occurred over the past 3 months, particular during September, due to Sorry Business.
- A half day closure on 12th of August, due to being short staffed.
- A brief closure on the 15th and 16th of September, due to being short staff and required maintenance.
- All administration positions have now been filled.
- Some new plants put in the Council Office front garden area.
- 2 x new Administration Trainee position have now been filled, one started in late September and the other commenced in mid-October.
- The administration team has been work with the other services delivery groups, to assist with preparing wet season stock orders.

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.

- The Administration and Post Officer position has been filled, with new staff member starting on the 15th September 2021.
- Minor upgrades and maintenance carried out, with new shelving installed, current shelving repaired and air-conditioners cleaned.

Total postage received	2,120 kg
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2.3. Centrelink

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

- Staff were kept busy assisting residents with enquiries and facilitating agency contact via computers and phone.
- The Senior Centrelink Officer has commenced further training through the Batchelor Institute of Indigenous Tertiary Education. This training will continue over the coming months. Relief assistance will be organised in his absence.
- Currently advertising for a new Centrelink Assistant position.

2.4. Cleaning

Scheduled cleaning of council assets have been completed as follows:

- New Cleaner has commenced.
- Council offices are cleaned daily, along with the toilets. Visitor accommodation is cleaned as required.

2.5. Visitor Accommodation

Total number of visitor accommodation available over the past 3 months was 32, and bookings can be made through Little Hotelier.

- New linen was purchased in August, for the visitor accommodation.
- New split systems air-conditioner units were installed in all 4 cabins.
- Visitor's accommodation has continued to have a high occupancy rate, due to visiting staff and contractors.

3. Wellbeing Services

3.1. Sport & Recreation

- Youth Centre re-opened on 5th of August 2021.
- SFCF, AFLNT and Health team collaborated to deliver July school holiday program. The programs also ran at external locations, including the swimming pool, SCFC hall, oval and fishing trips.
- NAIDOC week celebrations were a huge success and included spear making and throwing, mini Olympics, movie night, waterslide, footy and softball.
- There were minimal staff through September, due to many staff attending Sorry Business out of community. This had a significant impact on the delivery of YSR activities, but the team were still able to continue with most after school activities.

- YSR team and the Gunbalanya school in discussion to set up some activities for the senior students, which will be supported by two male teachers.
- Some planned activities cancelled or postponed, due to COVID-19 Restrictions during August, including the Music Workshop being facilitated by Wayne.
- YSR Team Leader completed Lifeguard training course, which allow for swimming pool activities to continue.
- Additional equipment obtained for the gym and participants now able to join in fitness activities at the recreation centre.

Attendance totals	596
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3.2. Community Care

- Staff attendance has been low through dry season, due to Sorry Business and other moments. But staff numbers has increased over the past month.
- The new Cook commenced in early August and has develop some new menus.
- Team Leader has been implementing new ideas, including self-help breakfast to promote independence in clients and has received good feedback from the clients.
- A thorough clean of the Community Care kitchen was conducted by the community care team.
- Meals on wheels did fluctuate over the past few months, due to some clients leaving the community.
- The team have created opportunities for clients to provide feedback, which is passed onto the Community Care Senior Project Officer.
- Community Care Senior Project Officer continuing to provide support to the Wellbeing Services Coordinator, on Aged Care service, quality and compliance.
- Wet season stock orders have been completed.
- The lounge and kitchen air-conditioning has been fixed.
- New fans now installed and operating in both male and female toilets/showers.

Total meals provided	1398
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3.3. Disability Care

- Client files were up dated, to ensure all are in line with required compliance.
- Client NDIS plan reviews were also completed.
- NDIS Support Officer developed some centre activities for NDIS and Aged Care clients. One of these was the "Big Breakfast" held at the Social Club on 16th of September, which was a huge success and reported on in the WIRE.

Total number of NDIS participants	17
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3.4. Women's Safe House

The women's safe house continues to be an asset in the community and has had 21 women accommodated over the reporting period.

- Low staff attendance rate due to Sorry Business and personal reasons. However, the Safe House was still able to remain open and services were still provided.
- New furniture ordered, delivered and install into the safe house rooms.
- IT assisted with resolving on-going internet access issue at the Safe House.
- Security cameras have ben ordered and installation to occur mid to late October.
- DAIWS staff visited the community and talked with the safe house and night patrol staff, about their programs and partnership/collaboration opportunities. A barbeque was held, which was a great opportunity to use the new fire pit.



3.5. Night Patrol

- Good Staff attendance in August, with both night patrol cars on the road during this reporting period.
- There was 1 night within the pass few months, that showed great community response and collaboration between WARC staff, family members and other community members, to ensure the safety and wellbeing of one male community member.
- Community Safety Manager working with staff to ensure smooth handover of night patrol vehicles, from night patrol team to the day patrol team.

- The night patrol teams have instituted regular cleaning of night patrol vehicles and clean stock has been ordered, prior t wet season.
- New uniforms and rain coats have been order for staff.
- Two new mobile phones have been provided for night patrol and day patrol to use.

Attendance totals	87
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3.6. Broadcasting

- Recruitment now completed and a new part time Broadcasting Officer commenced on 27th of September 2021.
- TEBBA provided 2 days of training, including daily recording for funding data requirements and and new Broadcasting Officer created daily activity planner.
- Proposed air-time to include the local news through TEABBA, weather and tides and any community shout outs.
- There has also been collaboration with local community service providers, to share updates on what's happening in the community.

Total number of On-Air hours	30 hrs
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4. Community Works

4.1. Parks and Open Space

The community needs some attention and it is clear that in the absence of a Senior Works Officer that some maintenance has fallen behind.

- Irrigation of the oval continues, items have been ordered for repairs to sprinklers.
- Rubbish runs continue to operate Monday, Tuesday and Thursday, Friday.
- The billabong pump inlet continues to be clogged with weeds. Looking into getting an exactor to clear the area around the inlet.

4.2. Roads

Road inspections conducted and repairs are scheduled to occur before wet season.

4.3. Waste

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

- Due to the sharing of the rubbish compactor with Jabiru and staff absences, the rubbish collection schedules was been affected for about a month. The works crew mitigate the impact on the community, by using a rubbish trailer instead.
- The new Jabiru garbage compact has been delivered and Gunbalanya waste collection has resumed as normal.
- The recycle initiative with commercial enterprises is now completed. A considerable amount of recyclable materials including car bodies, were removed from landfill and transferred to Darwin for recycling.
- Significant amount of work has been done to the landfill site, to differentiating the areas according to the type of waste.
- A new Landfill Officer has now been employed.

4.4. Plant and equipment

- Air-compressor maintenance carried out.
- A new key and barrel required for loader.
- All other plant working okay.

5. Essential Services

5.1. Power

- Daily inspect of the solar farm conducted.
- Daily oil top up required on generator no. 1.
- Weekly generation reports completed.
- Weekly service (250 hrs) conducted on gen set no. 1.
- Quarterly Powerwater reads conducted.
- Repairs carried out to electrical meters.
- Diesel fuel deliveries, including top up of about 1,000,000 litre for wet season.
- Regular maintenance of all assets. Cleaned vehicles, grease up and cleaned excavator. Whipper snipping and blowing, weed spraying, and removal of burnt trees from access roads etc.

5.2. Water

- Daily bore field reads conducted.
- Weekly water samples taken.
- Repairs carried out on water leaks.
- Chlorine cylinders swapped out.

5.3. Sewage

- Town run, where chlorine reads were conducted.
- Daily sewer reads. Lift lids and check pits, clean sewer pit floats and low level pump outs.
- Check sewer ponds & outflow reads.
- Empty sewer cage on SP2 weekly.
- Monthly sewer samples taken.

5.4. Airfield

All inspections were undertaken by the ARO, no significant issues were noted and no interruption to services. The works crew completed:

- slashing of the runway shoulders and fence perimeter,
- poisoning the fence perimeter,
- replacing the windsock, and
- replacing 4 faulty marker lights.
- All EVAC callouts attended, no issues to report.

6. Trade Services

6.1. Scheduled Servicing

- Mechanic
 - Services and repairs on Night Patrol Hilux, Aged Care Troop Carried, Hyundai Excavator, Skid Steer Loader, ESO Ute, Jabiru Tilt Tray Truck, ESO ride-on mower, School Hiace Van, Mitsubishi Canter Light Trucks x 2, and the Garbage Compactor.
 - Repairs required for rego inspections on various vehicles.
 - Various puncture repairs and day-to-day operations.
 - Yard Works: shed strip downs and obstructions shifted.
 - Receive and delivery pf goods: furniture and food fertilizer.
- Electrician – Air conditioners in all council buildings have been serviced and some replaced.

- Carpenter – Nothing to report.
- Plumber – Nothing to report.
- Painter – Nothing to report.

6.2. Unplanned Maintenance

- Mechanic – Nothing to report.
- Electrician – Minor repairs and maintenance carried out in various staff residences.
 - Blown light bulb in Admin office, batten replaced.
- Carpenter – Maintenance to inner office door.
- Plumber – Nothing to report.
- Painter – Nothing to report.
- Contactor – Cleaning of air conditioners and replacement if required on all WARC commercial spaces, including the main office, post office, women’s safe house, community care center and the accommodation cabins.

7. Community

7.1. Local Authority projects

- **Current** – September Vet program cancelled; playground upgrades; remaining solar lights to be installed; oval fencing repairs; Honour board installed; community garden hard structure, LED portable screen.
- **Future** – Ongoing funding commitment for Animal Management Control

7.2. Other projects

- **Opportunities**
 - BBQ Trailer grant request submitted, awaiting response.
 - Gazebos, portable outdoor chairs and tables purchased in readiness for upcoming community events.
 - Landscaping supplies and plants purchased for Office garden beautification project.
- **Current** – Repairs to washouts in driveways and on some road verges being carried out.
- **Future** – Nothing to report.

7.3. Community meetings and events

CSM attended Service Delivery Committee meeting with other stakeholders held in the community. Some of these were:

- R U OK bbq held on 9th of September.
- Bbq lunch held to welcome incoming CSM on 13th of September.
- Local Government Elections held 23rd - 26th of August.
- WARC assisted with supplying spaces for the delivery of both 1 and 2 COVID-19 vaccines.
- Money management team.

Total amount of meetings and events attended by the CSM	8
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7.4. Community key focus areas

- Ongoing concern regarding the lack of toilets at airstrip.
- Some concern from community members regarding the tip gates now being locked.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 28 OCTOBER 2021

Agenda Reference:	14.1
Title:	Financial Report to September 2021
File Reference:	971100
Author:	Michael Connell, Accountant; Andrew Shaw, Finance Manager

SUMMARY

This Financial Report for the year to date period 1 July to 30 September 2021, three months of the 2021-22 financial year, is prepared for the Gunbalanya Local Authority.

BACKGROUND

This Financial Reports include the following attachment:

- Graphical Finance Presentation

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

COMMENT

The Local Authority members are encouraged to discuss the Finance Report for the period ended 30 September 2021. 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 by Reporting Group

as at 30 Sep 2021

TOTAL GUNBALANYA						
Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operational Revenue						
61 - Income Rates and Charges	156,509	149,139	7,370	5%	596,557	26%
62 - Income Council Fees and Charges	2,466	13,253	(10,787)	(81%)	53,013	5%
63 - Income Operating Grants	990,660	225,425	765,235	100%+	901,700	100%+
65 - Income Allocation	29,814	52,450	(22,636)	(43%)	209,798	14%
66 - Other Income	32,548	3,500	29,048	100%+	14,000	100%+
67 - Income Agency and Commercial Services	407,535	499,761	(92,226)	(18%)	1,999,046	20%
Total Operational Revenue	1,619,532	943,529	676,004	72%	3,774,114	43%
Operational Expenditure						
71 - Employee Expenses	657,722	744,383	(86,661)	(12%)	2,976,902	22%
72 - Contract and Material Expenses	241,615	273,487	(31,872)	(12%)	1,094,547	22%
73 - Finance Expenses	515	625	(110)	(18%)	2,500	21%
74 - Travel, Freight and Accom Expenses	22,285	29,571	(7,286)	(25%)	118,283	19%
76 - Fuel, Utilities & Communication	101,763	93,744	8,018	9%	374,978	27%
79 - Other Expenses	148,917	189,581	(40,664)	(21%)	724,545	21%
Total Operational Expenditure	1,172,816	1,331,391	(158,575)	(12%)	5,291,754	22%
Total Operational Surplus / (Deficit)	446,716	(387,863)	834,578	100%+	(1,517,641)	0%
Capital Income						
68 - Income Capital Grants and Contributions	347,024	96,000	251,024	100%+	96,000	100%+
Total Capital Income	347,024	96,000	251,024	100%+	96,000	100%+
Capital Expense						
33 - Capital Expenditure	369,615	96,000	273,615	(100%)+	96,000	100%+
Total Capital Expense	369,615	96,000	273,615	(100%)+	96,000	100%+
Total Capital Surplus / (Deficit)	(22,591)	-	(22,591)	(100%)	-	100%
Net Surplus / (Deficit)	424,125	(387,863)	811,987	100%+	(1,517,641)	0%

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Not Applicable.

FINANCIAL IMPLICATIONS

Not Applicable.

STRATEGIC IMPLICATIONS

The contents of this report are aligned to goal 2 as outlined in the *Regional Plan and Budget 2021-2022*.

GOAL 2 LOCAL GOVERNMENT ADMINISTRATION

Systems and processes that support the effective and efficient use of financial and human resources.

Objective 2.1

An effective, efficient and accountable Regional Council.

VOTING REQUIREMENTS

Not applicable.

RECOMMENDATION:

That the Gunbalanya Local Authority notes and receives the Financial Report for the three months, July to September 2021.

ATTACHMENTS

- 1 Graphical Finance Presentation Gunbalanya - Sep 2021.pdf







**Gunbalanya Local Authority Committee
Financial Management Report for the
period ended 30th September 2021.**

Actual v Budget – Capital – Jul to Sep 2021

Actuals v Budget by Reporting Group as at 30 Sep 2021

Description	TOTAL GUNBALANYA			Annual Budget	Progress
	Actuals YTD	Budget YTD	Variance		
Capital Income					
68 - Income Capital Grants and Contributions	347,024	96,000	251,024	100%+	100%+
Total Capital Income	347,024	96,000	251,024	100%+	100%+
Capital Expense					
33 - Capital Expenditure	369,615	96,000	273,615	(100%)+	100%+
Total Capital Expense	369,615	96,000	273,615	(100%)+	100%+
Total Capital Surplus / (Deficit)	(22,591)	-	(22,591)	(100%)	- 100%

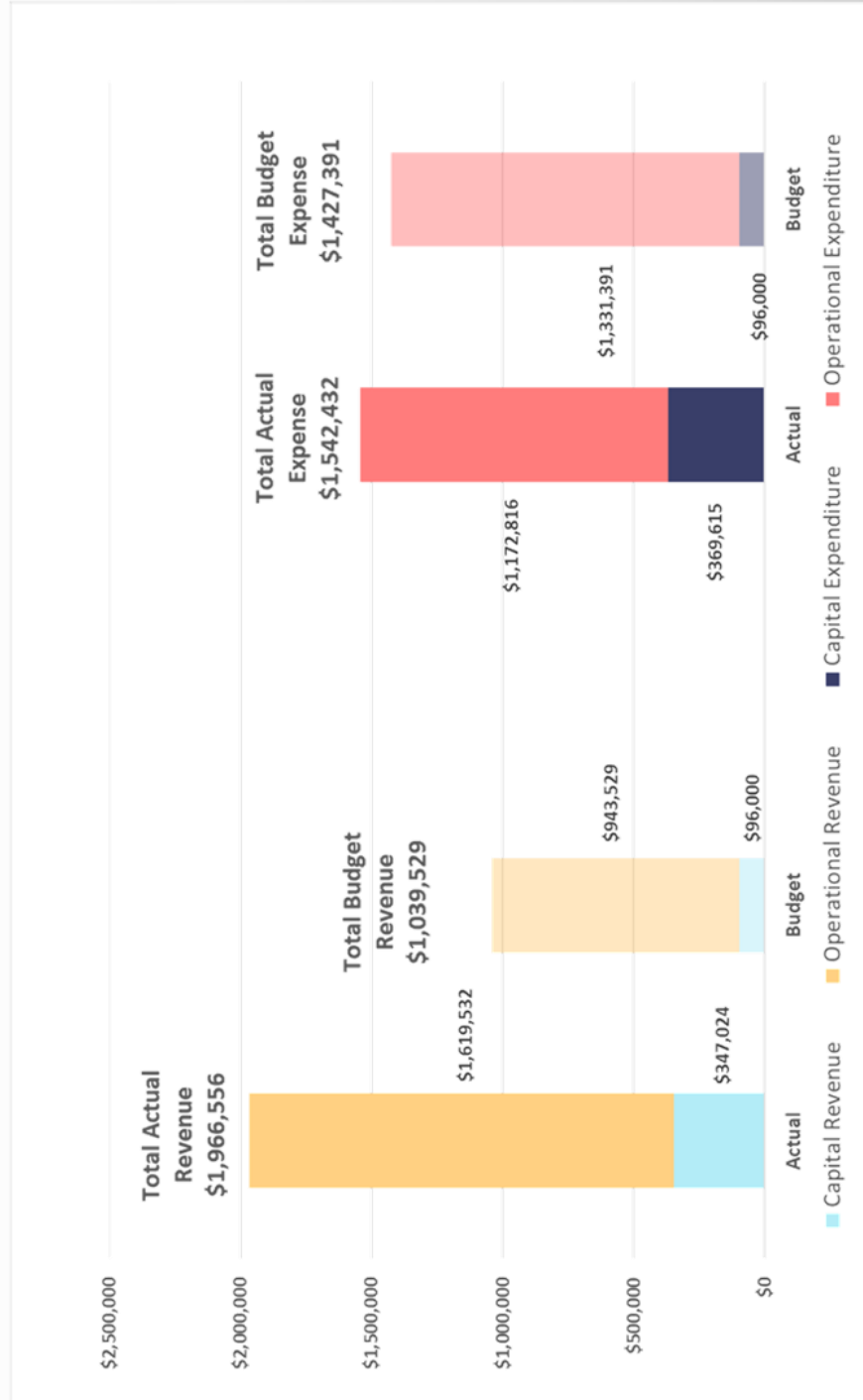
Legend:

-  Unfavourable variance over \$25,000
-  Unfavourable variance under \$25,000
-  Favourable variance
-  ! Variance over \$300,000





Actual v Budget – Gunbalanya – Jul to Sep 2021



Council Funded Projects – Jul to Sep 2021

Reserve Activity	Approved Budget	Date of Approval	Expenditure to 30 Jun 2020	Expenditure to 30 Jun 2021	Expenditure to date FY2021-22	Balance as at 30.09.2021
5213.01 - Upgrade Furniture and Fittings Youth Centre - Gunbalanya - COMPLETED	28,401	FY 20/21	-	(28,401)	(4,679)	(4,679)
5244.01 - Repair Surface Basketball Court Lot 639C Gunbalanya - COMPLETED	11,980	FY 20/21	-	-	(11,980)	-
5152.01 - Diamond Mesh Loading Ramp - Sorting Bays - Gunbalanya	30,000	FY 18/19	(1,644)	(25,571)	-	2,786
5153.01 - Replace Shed at Lot 652B Gunbalanya	50,000	FY 18/19	-	(980)	(50,425)	(1,405)
5166.01 - Workshop Entrance Culverts and Floodway - Gunbalanya	50,000	FY 19/20	-	(46,250)	-	3,750
5200.01 - Fencing for New Cemetery - Gunbalanya	20,000	FY 20/21	-	-	-	20,000
5214.01 - Upgrade Staff House Unit 1 Lot 514 Gunbalanya	12,000	FY 20/21	-	(13,200)	(273)	(1,473)
5215.01 - Upgrade Bathroom Toilet Staff House Lot 397 Gunbalanya	24,949	FY 20/21	-	(23,720)	-	1,229
5216.01 - Replace Kitchen Staff House Unit 2 Lot 452 Gunbalanya	24,182	FY 20/21	-	(20,200)	(873)	3,109
5217.01 - Upgrade Bathroom/Toilet Staff House Lot 535 Gunbalanya	37,464	FY 20/21	-	(32,448)	(10,863)	(5,846)
5218.01 - Upgrade Bathroom/Toilet Staff House Lot 588 Gunbalanya	10,545	FY 20/21	-	(11,600)	-	(1,055)
5219.01 - Replace Kitchen Staff House Unit 1 Lot 452 Gunbalanya	18,423	FY 20/21	-	(10,241)	(873)	7,309
5220.01 - Replace Floor Covering Staff House Unit 2 Lot 514 Gunbalanya	21,777	FY 20/21	-	(23,955)	-	(2,178)
5221.01 - Replace Kitchen House Unit 2 Lot 514 Gunbalanya	19,694	FY 20/21	-	(15,990)	-	3,704
5222.01 - External Painting Staff House Lot 397 Gunbalanya	20,534	FY 20/21	-	(22,588)	(199)	(2,252)
5223.01 - Replace Kitchen Staff House Lot 397 Gunbalanya	13,136	FY 20/21	-	(14,450)	-	(1,314)
5224.01 - Replace Floor Coverings House Lot 535 Gunbalanya	8,036	FY 20/21	-	(8,840)	(409)	(1,213)
5237.01 - Replace Roofing Cement Shed Lot 652 Gunbalanya	74,425	FY 20/21	-	(829)	(16,091)	57,505
5238.01 - Replace Roofing Women's Centre Lot 439 Gunbalanya	51,069	FY 20/21	-	(41,119)	-	9,950
5239.01 - Replace Roofing Long Workshop Lot 652 Gunbalanya	64,518	FY 20/21	-	-	(63,838)	680
5240.01 - Replace Kitchen Main Depot Shed Lot 652 Gunbalanya	26,318	FY 20/21	-	(24,955)	-	1,364
5253.01 - Purchase 3 Tonne Roller Gunbalanya	54,987	FY 20/21	-	(52,875)	(2,104)	8
5277.01 - Purchase Ride on Mower - Gunbalanya - \$35,000 NEW	35,000	FY 21/22	-	-	-	35,000
5282.01 - Purchase LV Tyre Changer - Gunbalanya - \$6,000 - NEW	6,000	FY 21/22	-	-	-	6,000
Council Funded (Reserve) Balance	713,439		(1,644)	(418,210)	(162,607)	130,979



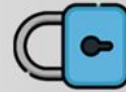
Grant Funding – Local Authority Projects – Jul to Sep 2021

Grant Funding - Local Authority Projects	Approved Budget	Year of Budget Approval	Cash received to date (incl. Carried Forward)	Expenditure prior years	Expenditure to date 2021-22	Cash Balance as at 30.09.2021
Local Authority Projects (LAP)				-	-	
LAP - Elected Members board of recognition	2,013	FY 20/21	2,013	-	(1,830)	183
LAP - Dog Health Program	23,060	FY 20/21	23,060	(3,500)		19,560
LAP - Gunbalanya Children's Playground (awaiting additional \$206,000 ABA assistance - 50% received on 10 August 2021)	170,265	FY20/21	170,265	(470)	(77,455)	92,341
LAP - Animal Management Program	13,720	FY 21/22	13,720	-	-	13,720
LAP - Upgrade Gunbalanya Oval Fence Lot 641 (Opt 1)	60,687	FY 21/22	60,687	-	-	60,687
LAP - Community Garden Hard Structure & Amenities Lot 649	108,000	FY 21/22	108,000	-	-	108,000
LAP - Portable LED Screen	86,000	FY 21/22	86,000	-	-	86,000
TOTAL LOCAL AUTHORITY PROJECTS	463,745		463,745	(3,970)	(79,285)	380,491



Grant Funding – Community Projects – Jul to Sep 2021

Grant Funding - Community Projects	Approved Budget	Year of Budget Approval	Cash received to date (incl. Carried Forward)	Expenditure prior years	Expenditure to date 2021-22	Cash Balance as at 30.09.2021
Oval Upgrade Gunbalanya - Planning and Design	-	FY 20/21	-	(11,450)	(2,750)	-
Home Care Packages Program (HCP)	311,600	FY 19/20	5,000	-	(91,606)	-
Commonwealth Home Support Program (CHSP)	18,000	FY 19/20	2,818	-	(6,657)	-
NT Jobs Package - Aged Care	66,292	FY 19/20	-	-	(36,523)	-
Night Patrol	-	FY 19/20	-	-	(86,940)	-
Safety and Wellbeing - Sport and Recreation	-	FY 19/20	-	-	(13,338)	-
Remote Sport Program	-	FY 19/20	-	-	(2,098)	-
Deliver Indigenous Broadcasting Programs (RIBS)	-	FY 19/20	-	-	-	-
Children and Schooling - Youth	300,000	FY 19/20	133,775	-	(107,738)	26,038
Australia Day Grant	-	FY 19/20	-	-	-	-
Women's Safe House	442,000	FY 20/21	90,351	-	(54,346)	36,005
Women's Safe House - Garden Beautification and Furniture	-	FY 20/21	7,868	-	(6,831)	1,037
Women's Safe House - Upgrades	-	FY 20/21	8,604	-	-	8,604
Domestic Family & Sexual Violence Program	-	FY 20/21	102,292	-	(1,536)	100,756
Night Patrol Covid-19 Booster Program	-	FY 20/21	-	-	(102)	-
eHCP - Home Care Packages Program from eTools	-	FY 21/22	71,422	-	-	71,422
Gunbalanya Children's Playground (ABA funding)	-	FY 21/22	103,000	-	(92,905)	10,095
TOTAL COMMUNITY PROJECTS	1,137,892		525,131	(11,450)	(503,369)	253,957





New Assets or Additions to Existing Assets – Sep 2021

- No new Assets were commissioned during September 2021.



WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 28 OCTOBER 2021

Agenda Reference:	14.2
Title:	Local Authority Funding
File Reference:	971906
Author:	Michelle Hillman, Manager Business Development

SUMMARY

The Department of Local Government, Housing and Community Development provides annual local authority project funding to the West Arnhem Regional Council for local projects.

BACKGROUND

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

Allocated funds as at 30 September 2021: \$380,491

Unallocated funds as at 30 September 2021: \$0

2020-21 LAPF Grant, allocated to projects listed below, received on 4 June 2021: \$159,700

All available funding, including 2020-21, has been allocated to complete the projects listed in the table below. These projects have been endorsed by Council.

Gunbalanya	
Project	Allocated Funding
Gunbalanya Children's Playground	\$92,341
Elected Members Board of Recognition	\$183
Dog Health Program	\$19,560
Animal Management Program	\$13,720
Upgrade Gunbalanya Oval Fence Lot 641	\$60,687
Community Garden Hard Structure & Amenities Lot 649	\$108,000
Portable LED Screen	\$86,000
TOTAL	\$380,491

COMMENT

The projects listed will need to use some of 2021-22 funding.

The 2021-22 funding is anticipated to be received (exact amount unknown but likely to be the same/similar as in 2020-21) in December 2021.

Local Authority funding is to be spent within two years of receipt.

FINANCIAL IMPLICATIONS

As per Council's budget for Gunbalanya projects.

STRATEGIC IMPLICATIONS

The contents of this report are aligned to goal 2 as outlined in the *Regional Plan and Budget 2021-2022*.

GOAL 2 LOCAL GOVERNMENT ADMINISTRATION

Systems and processes that support the effective and efficient use of financial and human resources.

Objective 2.1

An effective, efficient and accountable Regional Council.

VOTING REQUIREMENTS

Not applicable.

RECOMMENDATION:

That the Local Authority notes the report and continues to discuss the use of future project funding.

ATTACHMENTS

- 1 Local Authority Project Funding Certification Gunbalanya 30 June 2021.pdf

West Arnhem Regional Council

CERTIFICATION OF 2020-2021 LOCAL AUTHORITY PROJECT FUNDING

Local Authority: Gunbalanya Local Authority

File number: _____

INCOME AND EXPENDITURE FOR THE PERIOD ENDING 30 JUNE 2021

LAPF Grant 2020 - 21	\$159,700.00
Prior year balance	\$277,614.19
Expenditure from 2020 – 21	\$3,969.67
Total Income	\$437,314.19
Total Expenditure	\$3,969.67
Surplus / (Deficit) as at 30 JUNE 2021	\$433,344.52

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

Gunbalanya	
Project	Committed Funding
Gunbalanya Children's Playground	\$136,795.33
Elected Members Board of Recognition	\$2,013.00
Dog Health Program	\$13,400.00
Gunbalanya Community Infrastructure Projects, for example: <i>Oval Fencing</i> <i>Community Garden Hard Structure</i> <i>Community Playground Hard Structure</i>	\$121,436.19
TOTAL	\$273,644.52

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 Brooke Meredith 30/08/2021

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 22//09/2021 Copy of minutes attached (TBA).

Laid before the LA at a meeting (to be held on) 28/10/2021 Copy of minutes attached (TBA).

Department of the Chief Minister and Cabinet



West Arnhem Regional Council

CEO or CFO P Findley ..14...../...09...../2021

DEPARTMENTAL USE ONLY

Grant amount correct: Yes No

Balance of funds to be spent \$ _____

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

CERTIFICATION ACCEPTED Yes No

Comments _____

Omor Sharif – Grants and Rates Officer _____/...../20__

Donna Hadfield – Manager Grants Program _____/...../20__

WEST ARNHem REGIONAL COUNCIL

FOR THE MEETING 28 OCTOBER 2021

Agenda Reference:	15.1
Title:	Presentation - Services Australia
File Reference:	972052
Author:	Doreen Alusa, Governance and Risk Advisor

SUMMARY

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

BACKGROUND

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

COMMENT

Rachael Cortes from Services Australia (formerly known as Centrelink) will be making a presentation at today's meeting. The presentation will focus on how Services Australia can help to enhance the provision of vulnerable people in West Arnhem communities.

STRATEGIC IMPLICATIONS

The presentation will provide community members with information that is aligned to goal 6 in the *Regional Plan and Budget 2021-2022*.

GOAL 6 COMMUNITY SOCIAL PROGRAMMES AND COMMERCIAL SERVICES

A Council which provides programmes and services that support and contribute to the wellbeing of its community members.

Objective 6.1

Social programmes that support the safety and wellbeing of community members.

VOTING REQUIREMENTS

Not applicable.

RECOMMENDATION:

That the Gunbalanya Local Authority notes the presentation.

ATTACHMENTS

- 1 Overview of Services Australia Presentation.pdf

Overview of Services Australia Presentation

- **Community Engagement Officers/ Indigenous Service Officers/ Multicultural Service Officers - Service Offers**
- **Child Care Subsidy** - Who's eligible and how to claim.
- **Child Support** – Separate groups for men and women. What is child support? Exemptions from applying for child support. Child support for non-parent carers. Applying for child support. How child support is calculated. What is a child support agreement? What to do if you disagree with a decision. Payment options and how child support affects Family Tax Benefit.
- **Debt Prevention and Compliance** - Broad scope information session. Who to call and what to do. How it affects eligibility for advances. How debts are raised. How it affects payment types. Reporting income correctly. Fraud and the tip off line.
- **Digital** - MyGov
- **Education** - Youth allowance and Abstudy vs Family Tax Benefit, student and apprentice payments.
- **Employment** - Changes to the way you report. How to report if you are a sole trader.
- **Families Payments** – How to apply for Family Tax Benefit. Child in care and child out of care. Evidence that supports someone is looking after a child. Family Tax Benefit estimates. Requirement to lodge taxes or applying for an exemption from lodging a tax return.
- **Financial Literacy** – Superannuation and budgeting.
- **Health (Medicare)**
- **Payment Information** - Overview of Centrelink payments.
- **Cashless Debit Card** - Basics Card and Cashless Debit Card. What's the difference?

Tied into every session:

- Tax File Numbers (TFN) Application options/process
- Identification (POI)
- Medical Certificates (Patient Escorts) when required to travel into Darwin from respective community for medical reasons.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 28 OCTOBER 2021

Agenda Reference:	15.2
Title:	Presentation - Department of Infrastructure, Planning and Logistics
File Reference:	972354
Author:	Doreen Alusa, Governance and Risk Advisor

SUMMARY

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

BACKGROUND

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

COMMENT

Two representatives from the Department of Infrastructure, Planning and Logistics (DIPL) will attend today's meeting.

STRATEGIC IMPLICATIONS

The presentation will provide community members with information that is aligned to goal 1 in the *Regional Plan and Budget 2021-2022*.

GOAL 1 COMMUNITY ENGAGEMENT

Community members and stakeholders that are engaged in, connected to and participate in the affairs of the region.

Objective 1.1	Communication that engages the community.
Objective 1.2	Enthusiastic participation in civic and community events.
Objective 1.3	Efficient and effective community service delivery.
Objective 1.4	Strong governance and leadership.

VOTING REQUIREMENTS

Not applicable.

RECOMMENDATION:

That the Gunbalanya Local Authority notes the presentation.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 28 OCTOBER 2021

Agenda Reference:	15.3
Title:	Presentation - KPMG Telstra Community Service Program
File Reference:	972356
Author:	Doreen Alusa, Governance and Risk Advisor

SUMMARY

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

BACKGROUND

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

COMMENT

Representatives from KPMG will attend today's meeting to discuss the delivery of a workshop about Telstra's new digital literacy program called Mobile My Way. Mobile My Way will consist of workshops for members of the community who want to:

1. Better understanding Telstra mobile phone plans and use
2. Avoid unexpected or unaffordable mobile costs
3. Learn more about esafety issues and online shopping, and
4. Get help from Telstra when needed.

STRATEGIC IMPLICATIONS

The presentation will provide community members with information that is aligned to goal 1 in the *Regional Plan and Budget 2021-2022*.

GOAL 1 COMMUNITY ENGAGEMENT	
<i>Community members and stakeholders that are engaged in, connected to and participate in the affairs of the region.</i>	
Objective 1.1	Communication that engages the community.
Objective 1.2	Enthusiastic participation in civic and community events.
Objective 1.3	Efficient and effective community service delivery.
Objective 1.4	Strong governance and leadership.

VOTING REQUIREMENTS

Not applicable.

RECOMMENDATION: That the Gunbalanya Local Authority notes the presentation.
--

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 28 OCTOBER 2021

Agenda Reference:	16.1
Title:	Gunbalanya Local Authority Summary of Current Projects
File Reference:	971798
Author:	Loukas Gikopoulos, Buildings and Civil Coordinator

SUMMARY

The purpose of this report is to provide the Gunbalanya Local Authority with a progress update of the current Local Authority projects in the community.

BACKGROUND

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

The below projects have been approved by the Local Authority and are in progress.

COMMENT

The following is a summary of the current status of the Local Authority projects.

Project	Project Description	Anticipated completion
Gunbalanya Elected Members Honour Board	Supply Elected Members Board of Recognition. The honour board has been completed but incorrectly delivered to Minjilang. It will be sent back by barge to Darwin and transported by road to Gunbalanya	The transportation of the honour board is expected to arrive in Gunbalanya by 26/10
Gunbalanya LED Screen	For the purchase of a portable LED Screen with trailer. Awarded to Dreamtech to supply the above mentioned equipment. Currently in production and building/ putting the component together.	Project is expected to be completed and delivered to Gunbalanya in mid-December
Solar Street Lights Various Locations	For the supply and installation of 7 x pathway solar lights. Four (4) solar lights have been installed at Lot 462, 459, oval/ school, ablution block/ oval Currently waiting on three (3) more solar lights to be delivered to Gunbalanya for installation.	Expected delivery date to Gunbalanya is expected 25 th October
Animal Management Program	For the delivery of a Community Veterinary Animal Management Program. The administration has re-released a tender for public invitation due to no submissions in the first release.	Tender closed on Friday 8 th October 2021 for assessment. Currently assessing all tenders to award the project.

Project	Project Description	Anticipated completion
Gunbalanya Football Oval Fence Lot 641	For the upgrading of the existing oval fence. Quotes have been sourced Works to include : Install new top and bottom missing rails. Install 1200mm high chainmesh fence Currently waiting on LRCI funding to be approved for the works to commence.	Waiting on project funding to be approved. Project is anticipated to be completed before December 2021.
Community Garden Hard Structure Lot 649	For the supply and installation of a hard structure and amenities including water point and BBQ facility. Current to date: <ul style="list-style-type: none"> • Quotes sourced for the above construction project • Preparing site servicing plan for water point and approval with PWC • Submitted S19 with NLC for a license to maintain the Lot 	NLC consultation with the Gunbalanya community for the project is not expected to take place until January 2022. Works cannot commence until NLC approval.
Children's Playground and Hard Structure Lot 648	For the 'Design and Construct of the Children's Playground and Hard Structure' The project was awarded to JMK (NT) The following scope of works has commenced <ul style="list-style-type: none"> • New playground equipment has been ordered • New hard structure in fabrication • Removal of existing playground equipment in readiness for powder coating • Commenced cleaning and painting of the existing hard structures 	Playground equipment expected to arrive in mid November 2021 to commence installation. Hard structure expected to be ready for installation by beginning of November 2021.

STATUTORY ENVIRONMENT

Not applicable

POLICY IMPLICATIONS

Not applicable

FINANCIAL IMPLICATIONS

As per Council's approved budget.

STRATEGIC IMPLICATIONS

The contents of this report are aligned to objectives in goal 3 in the *Regional Plan and Budget 2021-2022* as outlined below.

GOAL 3 LOCAL INFRASTRUCTURE	
<i>Well maintained and enhanced built and natural environment.</i>	
Objective 3.1	Infrastructure and asset management strategies appropriate to the needs of Council.
Objective 3.2	Safe and reliable roads, footpaths and street lighting.
Objective 3.3	Attractive parks, gardens, streetscapes and open spaces.
Objective 3.5	Buildings, facilities and infrastructure assets that are fit for purpose and sufficient to service operational requirements

VOTING REQUIREMENTS

Not applicable.

RECOMMENDATION: That the Local Authority notes the report
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ATTACHMENTS

There are no attachments for this report.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 28 OCTOBER 2021

Agenda Reference:	16.2
Title:	Gunbalanya Airport Ablution Block
File Reference:	972168
Author:	Loukas Gikopoulos, Buildings and Civil Coordinator

SUMMARY

The purpose of this report is to provide to the Gunbalanya Local Authority various proposals to upgrade the airport facilities by constructing a new toilet.

BACKGROUND

The Local Authority requested the administration to carry out further investigations into the various options available to upgrade the existing toilet facilities at the airport. The current toilet facilities are dilapidated and there is no active water or sewerage supply connected to the building. The service upgrade would be extremely costly and not viable. There are no public amenities at the airport and the nearest toilet is located at the township which is approximately 25 km away.

COMMENT

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

Option 1

An Ecoflo Waste Management Toilet.

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

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

The expected timeframe from confirmation of order is 12 weeks.

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

ECO FLO TOILET AND WATER TANK STAND	INDICATIVE COST
Supply Ecoflo disabled compliant toilet	\$38,000.00
Construct/ erect Ecoflo toilet	\$35,000.00
Supply and install 5000ltr water tank including stand	\$10,000.00
Solar light and sensor light	\$7,000.00
Structural engineer	\$3,000.00
Building survey services	\$8,200.00
Construction tank plans	\$3,400.00
Maintenance of Eco toilet	\$500.00
Freight	\$2,000.00
Contingencies	\$12,210.00
Total ongoing costs	\$119,310

TOTAL construction costs including certification is \$119,310.00

Attachment 1 Product drawing of Eco toilet design

Option 2

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

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

The toilet block will be constructed in blockwork and have sewerage and water services connected and operate like a conventional toilet (flushable).

The solar product and septic tank is used on all off grid projects on remote sites that have no plumbing or electrical services.

Ongoing maintenance - timeframe to be determined upon usage

- Sewerage pump out costs (from Darwin)
- Ongoing maintenance of equipment
- Water tanks to be refilled when empty

The expected timeframe to complete construction is 10 weeks.

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

STRUCTURAL ABLUTION BLOCK	DESCRIPTION	AMOUNT
1.0	Design and documentation	\$15,000
1.1	Site preparation	\$20,000
1.2	Water and sewerage plumbing connections	\$20,000
1.3	Water tank/ guttering and stand	\$20,000
1.4	Structural construction	\$75,000
1.5	Internal fit out	\$30,000
Total construction costs		\$180,000
SEPTIC TANK/ SOLAR SYSTEM		
2.0	Site preparation	\$5,000
2.1	Install plumbing and equipment	\$20,000
2.2	Install solar system for septic tank	\$15,000
2.3	Install solar system for water pressure pump	\$15,000
2.4	Install water tank and pressure pump	\$15,000
	Install septic tank system	\$20,000
2.5	Connect to blockwork plumbing	\$5,000
2.6	Commissioning	\$5,000
Total solar system costs		\$100,000
TOTAL ESTIMATED COSTS		\$280,000

TOTAL construction costs including certification is \$280,000

Note: An initial outlay of \$20k is required to design and certify the toilet drawings

Attachment 2 flushable toilet block floor layout

Attachment 3 concept design

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

NLC consultation and approvals \$5,000
AAPA clearance and certificates \$10,000

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

STATUTORY ENVIRONMENT

Not applicable

POLICY IMPLICATIONS

Not applicable

FINANCIAL IMPLICATIONS

Not applicable at this time.

STRATEGIC IMPLICATIONS

The contents of this report are aligned to objectives in goal 3 in the *Regional Plan and Budget 2021-2022* as outlined below.

GOAL 3 LOCAL INFRASTRUCTURE	
<i>Well maintained and enhanced built and natural environment.</i>	
Objective 3.1	Infrastructure and asset management strategies appropriate to the needs of Council.
Objective 3.5	Buildings, facilities and infrastructure assets that are fit for purpose and sufficient to service operational requirements

VOTING REQUIREMENTS

Simple majority.

RECOMMENDATION:

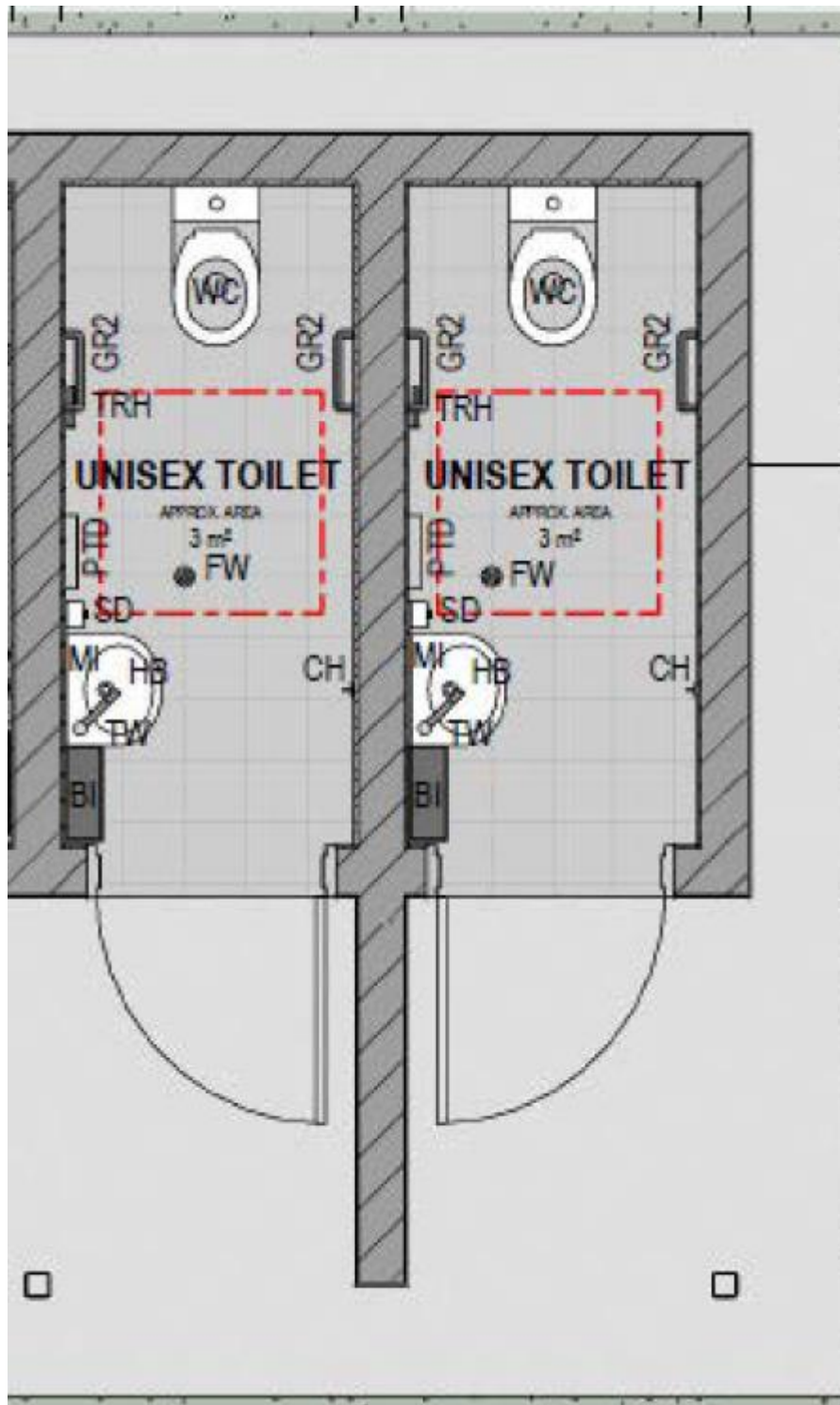
That the Local Authority:

- **Notes the report;**
- **Reviews the toilet designs and recommends which option should be selected during this meeting;**
- **Directs the administration to try and seek funding for this project at an estimated cost of \$119,310 for option 1 or \$280,000 for option 2; and**
- **Considers the allocation of \$20,000 of future Local Authority funding to meet costs for the architectural and structural drawings for the toilet designs.**

ATTACHMENTS

- 1 Attachment 1.pdf
- 2 Attachment 2.PNG
- 3 Attachment 3 concept of flushable toilet.pdf







WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 28 OCTOBER 2021

Agenda Reference:	16.3
Title:	Local Authority Meeting Dates - 2022
File Reference:	972053
Author:	Doreen Alusa, Governance and Risk Advisor

SUMMARY

The purpose of this report is to inform the Local Authority about the scheduled meeting dates for 2022.

BACKGROUND

Meetings are an integral component of Council's governance framework. It is through meetings that elected members, appointed members, representatives from various government agencies and non-governmental organizations, and members of the public participate in discussions and debates on various issues. Through its meetings, Council ensures that:

1. The needs and wishes of the community are raised and addressed.
2. There is transparency about decisions that are made in the public interest.
3. The development and management of community assets, resources and infrastructure, as well as the delivery of services is monitored and improved.

To meet legislative and regulatory requirements, Council must:

1. Hold a minimum of four meetings for each Local Authority each year.
2. Provide the public with information about the meeting dates, times and locations.

COMMENT

Meetings for the Gunbalanya Local Authority are scheduled to take place every three months as per the table below.

Gunbalanya LA Meetings

24th February 2022

26th May 2022

28th July 2022

27th October 2022

Please refer to the attachment for more details.

STATUTORY ENVIRONMENT

Section 90(3)(b) of the *Local Government Act 2019*.

Clauses 50 and 103 of the *Local Government (General) Regulations 2021*.

Clause 8.1 *Guideline 1: Local Authorities 2021*.

POLICY IMPLICATIONS

Scheduling and Conduct of Meetings (Elected, Local Authority and Council Committee Members) Policy is relevant to this report.

FINANCIAL IMPLICATIONS

Provisions for meeting expenses are included in Council's annual budget.

STRATEGIC IMPLICATIONS

In conducting its meetings, Council is mindful of the performance objectives contained in the *Regional Plan and Budget 2021-2022* as follows:

GOAL 1 COMMUNITY ENGAGEMENT	
<i>Community members and stakeholders that are engaged in, connected to and participate in the affairs of the region.</i>	
Objective 1.1	Communication that engages the community.
Objective 1.2	Enthusiastic participation in civic and community events.
Objective 1.3	Efficient and effective community service delivery .
Objective 1.4	Strong governance and leadership.

GOAL 2 LOCAL GOVERNMENT ADMINISTRATION	
<i>Systems and processes that support the effective and efficient use of financial and human resources.</i>	
Objective 2.1	An effective, efficient and accountable Regional Council .
Objective 2.4	Planning and reporting that informs Council's decision-making processes.
Objective 2.6	The minimisation of risks associated with the operations of Council.

VOTING REQUIREMENTS

Not applicable.

RECOMMENDATION:
That the Local Authority notes the 2022 meeting dates.

ATTACHMENTS

- 1 WARC 2022 Calendar.pdf



WEST ARNHEM REGIONAL COUNCIL
2022 CALENDAR

April

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

March

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

January

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

July

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

December

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Ordinary Council Workshop and Meeting	Special Finance Meeting	Local Authority Meeting	Risk Management and Audit Committee Meeting	Northern Territory Public Holiday
<p>Minjilang LA Meetings 10th February 2022 12th May 2022 14th July 2022 13th October 2022</p>	<p>Warrwi LA Meetings 17th February 2022 19th May 2022 21st July 2022 20th October 2022</p>	<p>Gunbalanya LA Meetings 24th February 2022 26th May 2022 28th July 2022 27th October 2022</p>	<p>Maningrida LA Meetings 3rd March 2022 2nd June 2022 4th August 2022 3rd November 2022</p>	

WEST ARNHEM REGIONAL COUNCIL
FOR THE GUNBALANYA LOCAL AUTHORITY MEETING
28 OCTOBER 2021