



WEST ARNHEM



REGIONAL COUNCIL



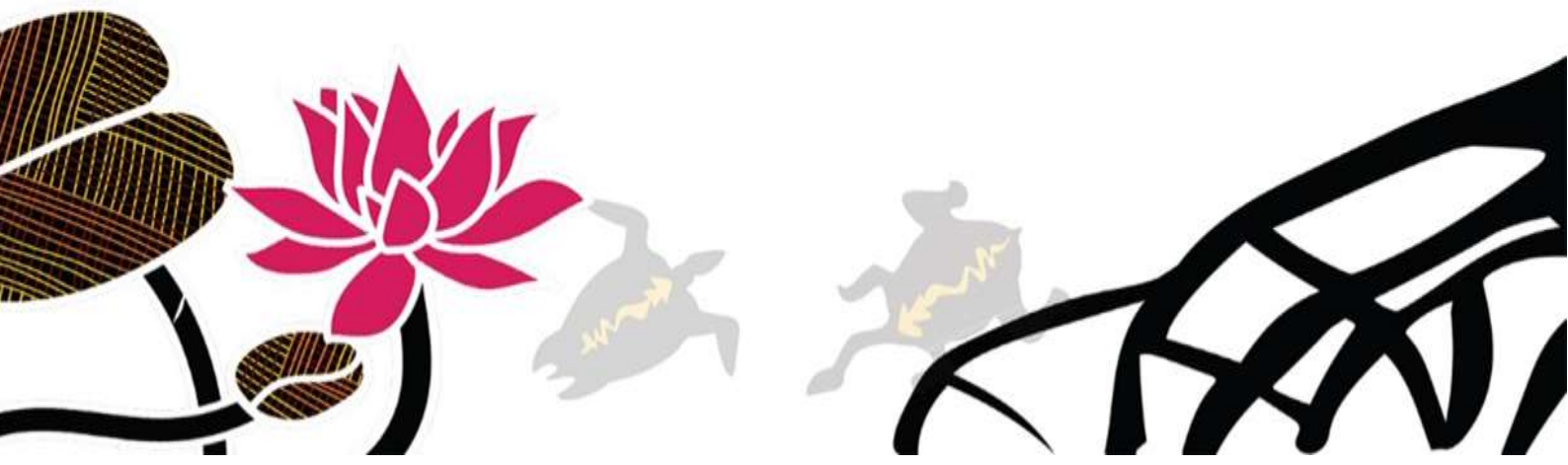
GUNBALANYA

WEST ARNHEM REGIONAL COUNCIL

LOCAL AUTHORITY MEETING

AGENDA

THURSDAY, 26 MAY 2022



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, 26 May 2022 at 10:00 am.

Daniel Findley
Chief Executive Officer

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	ACKNOWLEDGEMENT OF TRADITIONAL OWNERS	
2	PERSONS PRESENT	
3	APOLOGIES	
3.1	Apologies and Leave of Absence	5
4	ABSENT WITHOUT NOTICE	
4.1	Absent Without Notice	6
5	ACCEPTANCE OF AGENDA	
5.1	Acceptance of Agenda	7
6	DECLARATION OF INTEREST OF MEMBERS OR STAFF	
6.1	Disclosure of Interest of Members or Staff	8
7	CONFIRMATION OF PREVIOUS MINUTES	
7.1	Confirmation of Previous Local Authority Meeting Minutes - 24 February 2022	9
7.2	Re-submission: Confirmation of Previous Local Authority Meeting Minutes - 29 July 2021	15
8	COUNCIL'S RESPONSES - LOCAL AUTHORITY ISSUES	
8.1	Council's Response to Local Authority Issues Raised	24
9	LOCAL AUTHORITY ACTION ITEMS	
9.1	Review of Local Authority Action Items	26
10	CSM REPORT ON REGIONAL COUNCIL SERVICES	
10.1	CSM Report on Current Regional Council Services	40
11	FINANCE REPORT	
11.1	Financial Report to March 2022	47
11.2	Local Authority Funding	59
12	VISITOR PRESENTATIONS	
12.1	Presentation - Drones for ilfe	61
13	GENERAL ITEMS	
13.1	Process for Naming New Subdivision	72
13.2	Consultation - West Arnhem Regional Council Regional Plan 2022 - 2023	75
13.3	Consultation - West Arnhem Regional Council Draft Budget 2022-2023	99
13.4	Gunbalanya Airport Ablution Block	104
13.5	Gunbalanya Local Authority Summary of Current Projects	109
13.6	Gunbalanya Local Authority Membership	112
13.7	Local Authority Members Questions	115
14	NEXT MEETING	

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

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

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 26 MAY 2022

Agenda Reference:	3.1
Title:	Apologies and Leave of Absence
File Reference:	1008909
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 26 May 2022.

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 26 May 2022.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 26 MAY 2022

Agenda Reference:	4.1
Title:	Absent Without Notice
File Reference:	1008910
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 26 May 2022.

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 26 May 2022.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 26 MAY 2022

Agenda Reference:	5.1
Title:	Acceptance of Agenda
File Reference:	1009080
Author:	Doreen Alusa, Governance and Risk Advisor

SUMMARY

Agenda papers are submitted for acceptance by appointed members for the Gunbalanya Local Authority meeting of 26 May 2022.

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 26 May 2022 as circulated be accepted.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 26 MAY 2022

Agenda Reference:	6.1
Title:	Disclosure of Interest of Members or Staff
File Reference:	1009087
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 26 May 2022.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 26 MAY 2022

Agenda Reference:	7.1
Title:	Confirmation of Previous Local Authority Meeting Minutes - 24 February 2022
File Reference:	1009089
Author:	Doreen Alusa, Governance and Risk Advisor

SUMMARY

Unconfirmed minutes of the 24 February 2022 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 24 February 2022 Gunbalanya Local Authority meeting are adopted as a true and correct record of the meeting.

ATTACHMENTS

- 1 2022.02.24 Gunbalanya Local Authority Minutes.pdf



Minutes of the West Arnhem Regional Council Local Authority Meeting
 Thursday, 24 February 2022 at 10:00 am
 Council Chambers, Gunbalanya

Chairperson Andy Garnarradj declared the meeting open at 10:06 am, welcomed all in attendance and acknowledged the Traditional Owners.

APPOINTED MEMBERS PRESENT

Chairperson	Andy Garnarradj
Member	Kenneth Mangiru
Member	Henry Yates

ELECTED MEMBERS PRESENT

Deputy Mayor	Elizabeth Williams (video conference)
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STAFF PRESENT

Chief Executive Officer	Daniel Findley (video conference)
Chief Corporate Officer	David Glover (video conference)
Council Services Manager	Paul Avery
Governance and Risk Advisor	Doreen Alusa (video conference)
Building and Civil Coordinator	Loukas Gikopoulos (video conference)
Executive Manager, Advocacy and Strategy	Brooke Darmanin (video conference)
Finance Manager	Andrew Shaw (video conference)
Director Organizational Growth	Kim Sutton (video conference)

VISITORS

Department of Infrastructure, Planning and Logistics	Sam Riley (video conference)
OrangeSky	Ryan Salzke (video conference)
OrangeSky	Judith Meiklejohn (video conference)

Minute note: As a quorum was not achieved, this was a provisional meeting in accordance with clause 12.1 of *Guideline 1: Local Authorities 2021*.

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, Councillor Gabby Gumurdul, Councillor Donna Nadjamerrek and appointed members Connie Nayinggul, Evonne Gumurdul and Maxwell Garnarradj for the meeting held on 24 February 2022.

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 24 February 2022.

ACCEPTANCE OF AGENDA

6.1 ACCEPTANCE OF AGENDA

The Local Authority considered acceptance of the agenda.

GUN120/2022 RESOLVED:
On the motion of Chairperson Andy Garnarradj
Seconded Members Henry Yates

The agenda for the Gunbalanya Local Authority meeting of 24 February 2022 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 the disclosure of interest of members or staff.

The Gunbalanya Local Authority received no declarations of interest for the meeting held on 24 February 2022.

CONFIRMATION OF PREVIOUS MINUTES**8.1 CONFIRMATION OF PREVIOUS LOCAL AUTHORITY MEETING MINUTES - 23 NOVEMBER 2021**

The Local Authority considered the confirmation of previous Local Authority minutes for the meeting held on 23 November 2021.

GUN121/2022 RESOLVED:

On the motion of Chairperson Andy Garnarradj
Seconded Mr Kenneth Mangiru

The Local Authority:

- Adopted the 23 November 2021 minutes of the Gunbalanya Local Authority meeting as a true and correct record of the meeting; and
- Noted that KPMG will have a Mobile My Way workshop in Gunbalanya in 2022 as requested during the meeting held on 23 November 2021.

CARRIED**8.2 CONFIRMATION OF PREVIOUS LOCAL AUTHORITY MEETING MINUTES - 29 JULY 2021**

The Local Authority considered the confirmation of previous Local Authority minutes for the meeting held on 29 July 2021.

As this was a provisional meeting, the minutes of the previous meeting held on 29 July 2021 could not be confirmed and will be re-tabled at the next Gunbalanya Local Authority meeting as per clause 12.1 of *Guideline 1: Local Authorities 2021*.

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 Gunbalanya Local Authority noted the report.

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

The Local Authority reviewed the Local Authority action items list.

GUN122/2022 RESOLVED:

On the motion of Mr Kenneth Mangiru
Seconded Members Henry Yates

The Gunbalanya Local Authority reviewed the action items list and approved to remove the following completed action item:

- Installation of solar lights at the airport waiting area (OCM213/2020)

CARRIED

CSM REPORT ON REGIONAL COUNCIL SERVICES**11.1 COUNCIL SERVICES MANAGER (CSM) REPORT ON CURRENT REGIONAL COUNCIL SERVICES**

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

The Gunbalanya Local Authority noted the report.

FINANCE REPORT**14.1 FINANCIAL REPORT TO JANUARY 2022**

The Local Authority considered the Financial Report to January 2022.

The Gunbalanya Local Authority noted and received the Financial Report for the seven months, July 2021 to January 2022.

Minute note: The meeting broke off for morning tea at 10:55 am and resumed at 11:07 am.

14.2 LOCAL AUTHORITY FUNDING

The Local Authority considered a report on Local Authority funding.

GUN123/2022 RESOLVED:

On the motion of Chairperson Andy Garnarradj

Seconded Mr Kenneth Mangiru

The Gunbalanya Local Authority:

- **Noted the report and continued to discuss the use of:**
 - \$20,235 unallocated project funding;
 - \$19,560 funding available for reallocation to other projects; and
 - \$113,034 of additional funding that will be available later this month.
- **Requested Council to direct the administration to reallocate \$60,687 that had previously been allocated to upgrade the Gunbalanya oval fence on Lot 649 to other projects.**
- **Noted the attached Local Authority project funding certification for Gunbalanya for the period ending 30 November 2021.**

CARRIED

Minute note: Sam Riley from the Department of Infrastructure, Planning and Logistics joined the meeting at 10:25 am and left at 11:15 am.

Minute note: Judith Meiklejohn and Ryan Salzke from OrangeSky joined the meeting at 10:38 am and left at 10:54 am.

Minute note: The meeting broke off for morning tea at 10:55 am and resumed at 11:07 am.

VISITOR PRESENTATIONS**15.1 PRESENTATION - DEPARTMENT OF INFRASTRUCTURE, PLANNING AND LOGISTICS**

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

The Gunbalanya Local Authority noted the presentation.

15.2 PRESENTATION - ORANGESKY AUSTRALIA

The Local Authority considered a presentation by OrangeSky Australia.

The Gunbalanya Local Authority noted the presentation.

GENERAL ITEMS**16.1 GUNBALANYA AIRPORT ABLUTION BLOCK**

The Local Authority considered a report on the Gunbalanya Airport ablution block.

The Local Authority noted that the report should be presented at the next meeting scheduled to take place on 26 May 2022.

16.2 GUNBALANYA LOCAL AUTHORITY SUMMARY OF CURRENT PROJECTS

The Local Authority considered a report on a summary of current projects.

The Local Authority noted the report.

NEXT MEETING

The next meeting is scheduled to take place on Thursday, 26 May 2022.

MEETING DECLARED CLOSED

Chairperson Andy Garnarradj declared the meeting closed at 11:26 am.

This page and the preceding four pages are the minutes of the Gunbalanya Local Authority Meeting held on Thursday, 24 February 2022.

Chairperson

Date Confirmed

West Arnhem Regional Council

- 5 -

Gunbalanya Local Authority Meeting
Thursday, 24 February 2022

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 26 MAY 2022

Agenda Reference:	7.2
Title:	Re-submission: Confirmation of Previous Local Authority Meeting Minutes - 29 July 2021
File Reference:	1009088
Author:	Doreen Alusa, Governance and Risk Advisor

SUMMARY

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

BACKGROUND

The minutes of the Gunbalanya Local Authority meeting are being resubmitted for consideration at today's meeting as they could not be confirmed during the provisional meeting held on 23 November 2021.

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 26 MAY 2022

Agenda Reference:	8.1
Title:	Council's Response to Local Authority Issues Raised
File Reference:	1009091
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 9 March 2022.

COMMENT

At the Ordinary Council meeting held on 9 March 2022, Council noted the report titled Gunbalanya Local Authority meeting held on 24 February 2022.

The Council passed the following resolution:

COMMITTEE AND LOCAL AUTHORITY REPORTS

11.1 REPORT FOR THE GUNBALANYA LOCAL AUTHORITY MEETING HELD ON 24 FEBRUARY 2022

The Council considered a report for the Gunbalanya Local Authority meeting held on 24 February 2022.

OCM11/2022 RESOLVED:
On the motion of Councillor Gabby Gumurdul
Seconded Mayor Matthew Ryan

Council:

- **Noted the unconfirmed minutes of the Gunbalanya Local Authority meeting held on 24 February 2022; and**
- **Directed the administration to reallocate \$60,687 that had previously been allocated to upgrade the Gunbalanya oval fence on Lot 649 to other projects.**

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 26 MAY 2022

Agenda Reference:	9.1
Title:	Review of Local Authority Action Items
File Reference:	1009122
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 Team/ 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. <p>05 November 2021- Loukas Gikopoulos</p> <p>To date the following works have been completed</p> <ul style="list-style-type: none"> • Shelters have been painted • Existing playground equipment has been removed • Existing selected playground equipment is being painted and repaired <p>Ready to commence the following</p> <ul style="list-style-type: none"> • Excavation of footings for the hard structure to commence on the 21st November • Erection of the hard structure is expected to commence on the 24th November • New playground equipment is expected to arrive in Darwin in the first week of December 2021. <p>11 February 2022 - Loukas Gikopoulos</p> <p>The following works have been completed to date:</p> <ul style="list-style-type: none"> • Construction of the hard structure columns and roof trusses has commenced. • Playground equipment has arrived in Gunbalanya. • No further works have progressed due to Covid travel restrictions. <p>13 May 2022- Loukas Gikopoulos</p> <p>The construction works have recommenced and the following has been completed to date.</p>	Technical Services

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Team/ Officer
11 August 2021	OCM69/2021	COMMUNITY GARDEN HARD STRUCTURE	In Progress	<ul style="list-style-type: none"> • Hard structure completed • Concrete kerb around the hard structure • Columns for the playground erected • Fill sand for the soft fall area 	Technical Services
10 March 2021	OCM1/2021	INSTALLATION OF A FENCE AT THE GUNBALANYA OVAL	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 <p>05 November 2021- Loukas Gikopoulos</p> <ul style="list-style-type: none"> • No further updates to report. No works to commence until community consultation has been carried out by NLC <p>11 February 2022 - Loukas Gikopoulos</p> <ul style="list-style-type: none"> • NLC community consultations have been postponed due to Covid travel restrictions. No further updates provided. <p>13 May 2022- Loukas Gikopoulos</p> <ul style="list-style-type: none"> • NLC have advised that community consultation to discuss the project will commence on 23rd May 2022. 	Technical Services
10 March 2021	OCM1/2021	INSTALLATION OF A FENCE AT THE GUNBALANYA OVAL	In Progress	<p>16 July 2021 – Loukas Gikopoulos</p> <ul style="list-style-type: none"> • Three 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. 	Technical Services

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Team/ Officer
				<ul style="list-style-type: none"> • The administration is waiting for the LRCI funding to be approved before commencing the works. <p>05 November 2021- Loukas Gikopoulos</p> <ul style="list-style-type: none"> • No outcome regarding the LRCI funding. Works still on hold until LRCI funding has been finalised <p>11 February 2022 - Loukas Gikopoulos</p> <ul style="list-style-type: none"> • LRCI funding approved for fencing works. • Installation quotes to be sourced • Works cannot commence until Cahills Crossing becomes passable for contractors to mobilise. • Current Covid travel restrictions in place. <p>13 May 2022- Loukas Gikopoulos</p> <ul style="list-style-type: none"> • Purchase order has been issued to the contractor. Works are scheduled to commence in June 2022. 	
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. <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. 	Technical Services

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Team/ Officer
				<p>12 November 2021- Loukas Gikopoulos</p> <ul style="list-style-type: none"> Project is expected to be completed in January 2022. Supplier to provide further updates as manufacturing nears completion. <p>11 February 2022 - Loukas Gikopoulos</p> <ul style="list-style-type: none"> Further update from the supplier has indicated the LED screen and trailer will not be ready until mid-March 2022 due to supply issues. <p>13 May 2022- Loukas Gikopoulos</p> <ul style="list-style-type: none"> Further manufacturing delays experienced. The contractor has indicated the LED screen and trailer to be finalised by the end of May 2022. 	
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. <p>12 November 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

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Team/ Officer
				<p>11 February 2022 - Loukas Gikopoulos</p> <ul style="list-style-type: none"> A report with a full overview is included in the agenda for this meeting. <p>13 May 2022- Loukas Gikopoulos</p> <ul style="list-style-type: none"> A report with a full overview is included in the agenda for this meeting. 	
08 September 2020	GUN2/2020	ELECTED MEMBERS BOARD OF RECOGNITION	Completed	<p>22 September 2020 - Doreen Alusa 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> <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> <p>12 November 2021- Loukas Gikopoulos</p> <ul style="list-style-type: none"> The honour board is in Gunbalanya and will be installed by the CSM and his team. 	Technical Services/ CSM

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Team/ Officer
				<p>11 February 2022 - Loukas Gikopoulos</p> <ul style="list-style-type: none"> The CSM is waiting for contractors to arrive in the community to install the honour board. Likely delays due to Covid travel restrictions <p>13 May 2022- Loukas Gikopoulos</p> <ul style="list-style-type: none"> The honour board will be installed by Friday 20/05/2022 	
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>	Technical Services

Gunbalanya Local Authority Action Items List – Ongoing

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

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Team/ Officer
				<p>25 January 2021 – Clem Beard Traditional Aboriginal owners identified that a possible site for a new cemetery could be near the clearing behind the "Welcome to Gunbalanya" sign (at the intersection of the airport road and main road into Gunbalanya). However, in November last year, NLC anthropologists stated that this is close to a registered restricted works area. More research into whether this area is suitable is being undertaken by NLC's anthropology team.</p> <p>The administration has contacted the NLC again requesting for consultation dates for all communities in 2021, and to clarify S19's outstanding Expressions of Interest applications including sourcing a suitable site for the Gunbalanya cemetery. It is expected that the NLC will confirm consultation dates by the end of February 2021.</p> <p>20 July 2021 – Clem Beard The NLC has advised that consultations will recommence in Gunbalanya during the dry season. The administration has requested again confirmation dates for the NLC consultations.</p> <p>19 October 2021- Loukas Gikopoulos The administration has been advised that sourcing a suitable site for the Gunbalanya cemetery will be discussed at the next round of consultation with the community in January 2022.</p> <p>12 November 2021- Loukas Gikopoulos No further updates to report until the next round of consultations have been held in January 2022 with NLC and the Gunbalanya community</p>	

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Team/ Officer
				<p>11 February 2022 - Loukas Gikopoulos</p> <ul style="list-style-type: none"> No further updates. NLC community consultations have been postponed due to the Covid travel restrictions. <p>13 May 2022- Loukas Gikopoulos</p> <ul style="list-style-type: none"> NLC have advised that community consultation to discuss the project will commence on the 23 May 2022. 	
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 Government Association of the Northern Territory (LGANT); engage with BAC and deemed to obtain letters of support; and consider raising a petition regarding the matter. 	In Progress	<p>30 April 2020 – Gordon Smith</p> <p>A letter was sent to the Minister regarding the above. The response from the Minister was noted at the January meeting of Council – see below. This matter was discussed at the Gunbalanya Service Delivery meeting held in December which was convened by Mr Nic Sharah of DCM. The meeting was attended by Mr Lawrence Costa, MLA, and Member for Arafura. Mr Sharah undertook to escalate this matter. Further action is yet to be finalised.</p> <p>Minute note from January 2020 Council meeting: The letter regarding the gravel pits was discussed and the comment was that these matters have not been resolved and that Minister Lawler's advice was not up-to-date. The Administration will respond and continue to pursue this matter.</p> <p>The Administration has sent the Department another email requesting a further update and clarification on access to the Gravel Pits.</p> <ul style="list-style-type: none"> Department of Infrastructure, Planning and Logistics (DIP) has been granted formal access to nominated extraction areas from NLC for road construction materials along the Maningrida Road at various locations. 	Technical Services

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Team/ Officer
				<ul style="list-style-type: none"> • 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> <p>02 October 2020 - Stephen Hoyne</p> <ul style="list-style-type: none"> • WARC has commenced gravel extraction from a DIPL pit to source material for use on the Maningrida road as a component of work sub-contracted by BAC to WARC for road pavement improvements. • On Monday, 28 September 2020, the Administration sought an update from DIPL on the status of extraction of pit investigations for the Oenpelli area. A response is pending. <p>25 January 2021 – Clem Beard The administration has contacted the DIPL again to request for updates on status of locating suitable borrow pits for gravel. The following response was received from DIPL on 10/12/2020:</p>	

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Team/ Officer
				<p>"DIPL have received advice that burrow gravel pits OR1 and OR2 have been consulted on and it is expected that these will be made available to DIPL upon execution of the relevant Mineral Extraction Agreements. Sampling of these pits will be required into the future to ascertain correct material required for road construction. Pits OR3, OR4 and OR5 have yet to be consulted on."</p> <p>20 July 2021 – Clem Beard Now that the road is accessible to the gravel pits, the administration has contacted DIPL to source updates/progression of pits for community use. Awaiting mobilisation dates from DIPL to test suitability of gravel pits.</p> <p>19 October 2021 - Loukas Gikopoulos DIPL has provided the current update 'Application is with NLC and is waiting for a response as to the number of cultural monitors required to attend and commencement dates for the works'. Further updates will be provided once NLC have confirmed the above actions</p> <p>12 November 2021 - Loukas Gikopoulos The administration contacted DIPL and received the response below: 'DIPL had applied for cultural monitors so we could assess the areas identified between the Oepelli turn off and three ways but due to various cultural matters this is still pending. We remain in contact with NLC but there is still no response and time is fast running out for fieldwork this year' 'There is a positive to this and that is that DIPL applied for extraction agreements for some areas along Oepelli Road some time ago and consultation is now complete. Agreements</p>	

Gunbalanya Local Authority Action Items List – Ongoing

Date of Meeting	Item Number	Action Required	Status	Comment	Action Team/ Officer
				<p>will need to be drawn up between NLC and DIPL and when signed would provide areas we can fully assess and move forward with a gravel area for WARC.</p> <p>11 February 2022 - Loukas Gikopoulos</p> <ul style="list-style-type: none"> No further updates, NLC community consultations have been postponed due to Covid travel restrictions. <p>13 May 2022- Loukas Gikopoulos</p> <ul style="list-style-type: none"> NLC have advised that community consultation to discuss the project will commence on the 23 May 2022. 	

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 26 MAY 2022

Agenda Reference:	10.1
Title:	CSM Report on Current Regional Council Services
File Reference:	1008731
Author:	Rick Mulvey, 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 Gunbalanya Local Authority notes the report.

ATTACHMENTS

- 1 LA Operations Report - Gunbalanya.pdf

Local Authority report

Gunbalanya

10/05/2022



Service Delivery

1. Attendance rates

1.1. Staff Attendance

The Gunbalanya Council department has averaged 78.5% attendance for the past three months which is a great improvement and is reflected in the work that is being carried out in the community.

Total number of vacancies	4
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2. Administration Services

2.1. Administration

The Gunbalanya Council administration office operation hours are from 8:00am to 4:00pm on each business day.

- Several interruptions occurred over the past 3 months. Sorry business and a couple of staff shortages impacted the operation of the Post Office, Centrelink and Council Offices on several occasions.
- A new Post and Administration officer has commenced on Tuesday 3rd May 2022.
- Administration team continue to support other council teams as appropriate.
- Half day office closure on Monday 11th April 2022, due to sorry business.

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.

- LPO staff were busy with the increased demand through internet shopping.
- There has been a significant increase in the receipt of mail and packages.
- Sales of items through the PO are also increasing, especially phones with around 20 a week being sold.

Total postage received	4,390 kg
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2.3. Centrelink

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

- Staff were kept busy assisting residents with enquiries and facilitating agency contact via computers and phone.
- Currently recruiting for a new Centrelink Assistant.

2.4. Cleaning

Scheduled cleaning of council assets have been completed as follows:

- Council office cleaned daily
- Public toilets cleaned daily
- Common areas cleaned once a week
- Visitor Accommodation rooms 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.

- Accommodation bookings are increasing since Covid-19 bio-security restrictions lifted, despite the community still being an exclusion zone.

3. Wellbeing Services

3.1. Sport & Recreation

- Attendance numbers are increasing, since Covid-19 social distancing restrictions eased.
- Run a school holiday program consisting of trips to the swimming pool, basketball, football, tug of war and boxing classes.
- Kids business creating art piece for Art Expo held on Wednesday 20th April 2022, the winners receiving prizes.
- Hunting and gathering bush excursions to collect objects to make wind chimes.
- Created a photo wall at the youth Centre.
- Build Up Skateboarding from Darwin visited the community on the 26th and 27th April 2022, to run skateboarding workshops, including donating skateboards and safety equipment.

Attendance totals	331
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3.2. Community Care

- Breakfast program continues to be well received.
- New Wellbeing Service Coordinator commenced on Monday 18th April 2022.
- We currently have 41 people receiving meals on wheels.
- Total number of meal delivery has increase, to include breakfast packs provided.

Total meals provided	6960
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New Wellbeing Services Coordinator, Brendan Morrison.

3.3. Disability Care

- Currently providing meals and services to 22 clients.
- Community Care Project Officer commenced on Monday 28th March 2022 for 3 months, to oversee client data base, ensuring all records are up-to-date and compliant. Will also assist with training incoming NDIS Support Worker.
- New NDIS Support Worker employed, due to commence on Monday 16th May 2022.
- Continue to provide laundry and hygiene services to clients.

Total number of NDIS participants	22
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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 29 women and children accommodated over the reporting period.

- New washing machine and dryer installed.
- We were visited by some executives from
- Territory Families representatives visited the Women's Safe House on Monday 4th April 2022, and were pleased with the level of services provide.
- National Indigenous Australians Agency (NIAA) site inspection to occur on Wednesday 11th May 2022.

3.5. Night and Day Patrol

- Regular night patrol services continue to make a difference, with positive feedback received for community members.
- Request for lifts continue to be an issue, which is outside of the scope of works.

Attendance totals	220
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3.6. Broadcasting

- Currently recruiting for new Broadcast Officer.

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

4.1. Parks and Open Space

The works crew have been working hard to keep the community looking good with lots of mowing and rubbish removal.

- Rubbish runs continue to operate 5 days a week.
- Team is kept busy mowing community public spaces with consistent rain over the wet season.

4.2. Roads

- Potholes continue to be identified and repaired with regular road inspections.
- Work has been done on the roadside drains to minimise dirt washed onto the road during the wet.



4.3. Waste

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

- Community waste collection continues to happen 5 days a week.
- Hard rubbish collection has also been occurring regularly and taken to the tip for disposal.
- Landfill Officer continues to keep the landfill site looking neat and tidy, and constantly looking at ways to improve operations.

4.4. Plant and equipment

- New track tensioner installed on the 20 tonne landfill excavator.
- New alternator and starter motor installed on ESO Landcruiser ute. New transfer case also required.
- CSM Hilux ute requires new rear wheel bearing.
- Senior Works Isuzu ute requires major gearbox repairs.
- Community Care Troop Carrier requires a wheel balance.
- Community Care bus in Darwin for panel repairs.
- Other plant and equipment serviced as required.

5. Essential Services

5.1. Power

- Daily inspect of the solar farm conducted.
- Daily oil top up required on generator 1.
- Weekly generation reports completed.
- Weekly servicing carried out as required.

- Quarterly PowerWater reads conducted.
- Repairs carried out to electrical meters.
- Regular maintenance of all assets.
- Whipper snipping and blowing, weed spraying, and removal of burnt trees from access roads conducted.

5.2. Water

- Daily bore field reads conducted (apart from those now under water).
- Weekly water samples taken.
- Repairs carried out on water leaks
- Chlorine cylinders swapped out.



5.3. Sewage

- Town run chlorine reads were conducted.
- Daily sewer reads conducted. Lift lids and check pits, clean sewer pit floats and low level pump outs.
- Check sewer ponds & outflow reads.
- 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 and ARO completed:

- Slashing of the runway shoulders and fence perimeter.
- Poisoning the fence perimeter.
- All EVAC callouts attended, no issues to report.
- Fence around airstrip needs replacing, WARC carrying out maintenance and repairs.
- Some issues with animals (cattle, dingo's and birds) getting into the area.



6. Trade Services

6.1. Scheduled Servicing

- **Mechanic**
 - Various puncture repairs and day-to-day operations.
 - Maintaining council vehicle fleet.
 - New tyre changer received.

6.2. Unplanned Maintenance

- **Electrician**
 - Minor repairs and maintenance carried out in various staff residences.
- **Carpenter**
 - Repairs to CSM house verandah.
 - Other minor repairs to various council buildings.

7. Community

7.1. Local Authority projects

- **Current**
 - Vet program running as of 10th May with a lot of community interest.
 - Playground is back underway and should be completed by the end of May.
 - Oval fencing needs repairs, to be replaced when able.
- **Future**
 - Ongoing funding commitment for Animal Management Control.
 - Community garden hard structure.
 - LED portable screen.

7.2. Other projects

- **Opportunities**
 - BBQ Trailer grant successful.
- **Current**
 - Nil.
- **Future**
 - More solar street lighting.
 - Improve line marking on roads.

7.3. Community meetings and events

CSM attended Service Delivery Committee meetings with other stakeholders. Some of these were:

- Local Emergency Management Committee around Covid-19 updates and strategies.
- Service Delivery Meetings.
- Money management team will be coming out in May.

Total amount of meetings and events attended by the CSM	27
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7.4. Community key focus areas

- Need for more solar street lights for safety of community members.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 26 MAY 2022

Agenda Reference:	11.1
Title:	Financial Report to March 2022
File Reference:	1007865
Author:	Michael Connell, Accountant; Andrew Shaw, Finance Manager

SUMMARY

This Financial Management Report for the year to date period 1 July 2021 to 31 March 2022, nine 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 Financial Management Report for the period ended 31 March 2022. The report covers all of the activities within the Gunbalanya Community. There are activities related to Core Services both Tied and Untied, Commercial Services, and Community Service activities. Additionally, there are some projects that are funded from Council's own money.

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



Actuals v Budget by Reporting Group

as at 31 Mar 2022

TOTAL GUNBALANYA						
Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operational Revenue						
61 - Income Rates and Charges	466,545	469,798	(3,253)	(1%)	626,398	74%
62 - Income Council Fees and Charges	16,040	13,816	2,224	16%	18,164	88%
63 - Income Operating Grants	1,423,349	1,409,629	13,720	1%	1,629,000	87%
65 - Income Allocation	345,260	244,680	100,580	41%	326,160	100%+
66 - Other Income	63,777	43,180	20,597	48%	51,680	100%+
67 - Income Agency and Commercial Services	1,277,432	1,256,211	21,221	2%	1,674,852	76%
Total Operational Revenue	3,592,403	3,437,314	155,089	5%	4,326,254	83%
Operational Expenditure						
71 - Employee Expenses	2,123,873	2,109,619	14,255	1%	2,791,999	76%
72 - Contract and Material Expenses	882,092	1,296,211	(414,119)	(32%)	1,612,829	55%
73 - Finance Expenses	790	1,875	(1,085)	(58%)	2,500	32%
74 - Travel, Freight and Accom Expenses	57,278	90,021	(32,743)	(36%)	119,440	48%
76 - Fuel, Utilities & Communication	326,337	284,448	41,889	15%	379,180	86%
79 - Other Expenses	541,861	485,972	55,890	12%	713,170	76%
Total Operational Expenditure	3,932,231	4,268,145	(335,914)	(8%)	5,619,118	70%
Total Operational Surplus / (Deficit)	(339,829)	(830,832)	491,003	59%	(1,292,863)	26%
Capital Income						
68 - Income Capital Grants and Contributions	489,834	489,834	0	0%	489,834	100%+
Total Capital Income	489,834	489,834	0	0%	489,834	100%+
Capital Expense						
33 - Capital Expenditure	532,034	891,407	(359,373)	(40%)	891,407	60%
Total Capital Expense	532,034	891,407	(359,373)	(40%)	891,407	60%
Total Capital Surplus / (Deficit)	(42,199)	(401,573)	359,373	89%	(401,573)	11%
Net Surplus / (Deficit)	(382,028)	(1,232,404)	850,377	69%	(1,694,436)	23%

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Not Applicable.

FINANCIAL IMPLICATIONS

Not Applicable.

STRATEGIC IMPLICATIONS

The contents of this report are aligned to 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 Management Report for the nine months, July 2021 to March 2022.

ATTACHMENTS

- 1 Graphical Finance Presentation Gunbalanya - Mar 2022.pdf



**Gunbalanya Local Authority Committee
Financial Management Report for the
period ended 31st March 2022**

Actual v Budget – Operational – Jul 2021 to Mar 2022

Actuals v Budget by Reporting Group

as at 31 Mar 2022

Description	TOTAL GUNBALANYA			
	Actuals YTD	Budget YTD	Variance	%
Operational Revenue				
61 - Income Rates and Charges	466,545	469,798	(3,253)	(1%)
62 - Income Council Fees and Charges	16,040	13,816	2,224	16%
63 - Income Operating Grants	1,423,349	1,409,629	13,720	1%
65 - Income Allocation	345,260	244,680	100,580	41%
66 - Other Income	63,777	43,180	20,597	48%
67 - Income Agency and Commercial Services	1,277,432	1,256,211	21,221	2%
Total Operational Revenue	3,592,403	3,437,314	155,089	5%
Operational Expenditure				
71 - Employee Expenses	2,123,873	2,109,619	14,255	1%
72 - Contract and Material Expenses	882,092	1,296,211	(414,119)	(32%)
73 - Finance Expenses	790	1,875	(1,085)	(58%)
74 - Travel, Freight and Accom Expenses	57,278	90,021	(32,743)	(36%)
76 - Fuel, Utilities & Communication	326,337	284,448	41,889	15%
79 - Other Expenses	541,861	485,972	55,890	12%
Total Operational Expenditure	3,932,231	4,268,145	(335,914)	(8%)
Total Operational Surplus / (Deficit)	(339,829)	(830,832)	491,003	59%







Actual v Budget – Capital – Jul 2021 to Mar 2022

Actuals v Budget by Reporting Group

as at 31 Mar 2022

Description	TOTAL GUNBALANYA			
	Actuals YTD	Budget YTD	Variance	%
Capital Income				
68 - Income Capital Grants and Contributions	489,834	489,834	0	0%
Total Capital Income	489,834	489,834	0	0%
Capital Expense				
33 - Capital Expenditure	532,034	891,407	(359,373)	(40%)
Total Capital Expense	532,034	891,407	(359,373)	(40%)
Total Capital Surplus / (Deficit)	(42,199)	(401,573)	359,373	89%

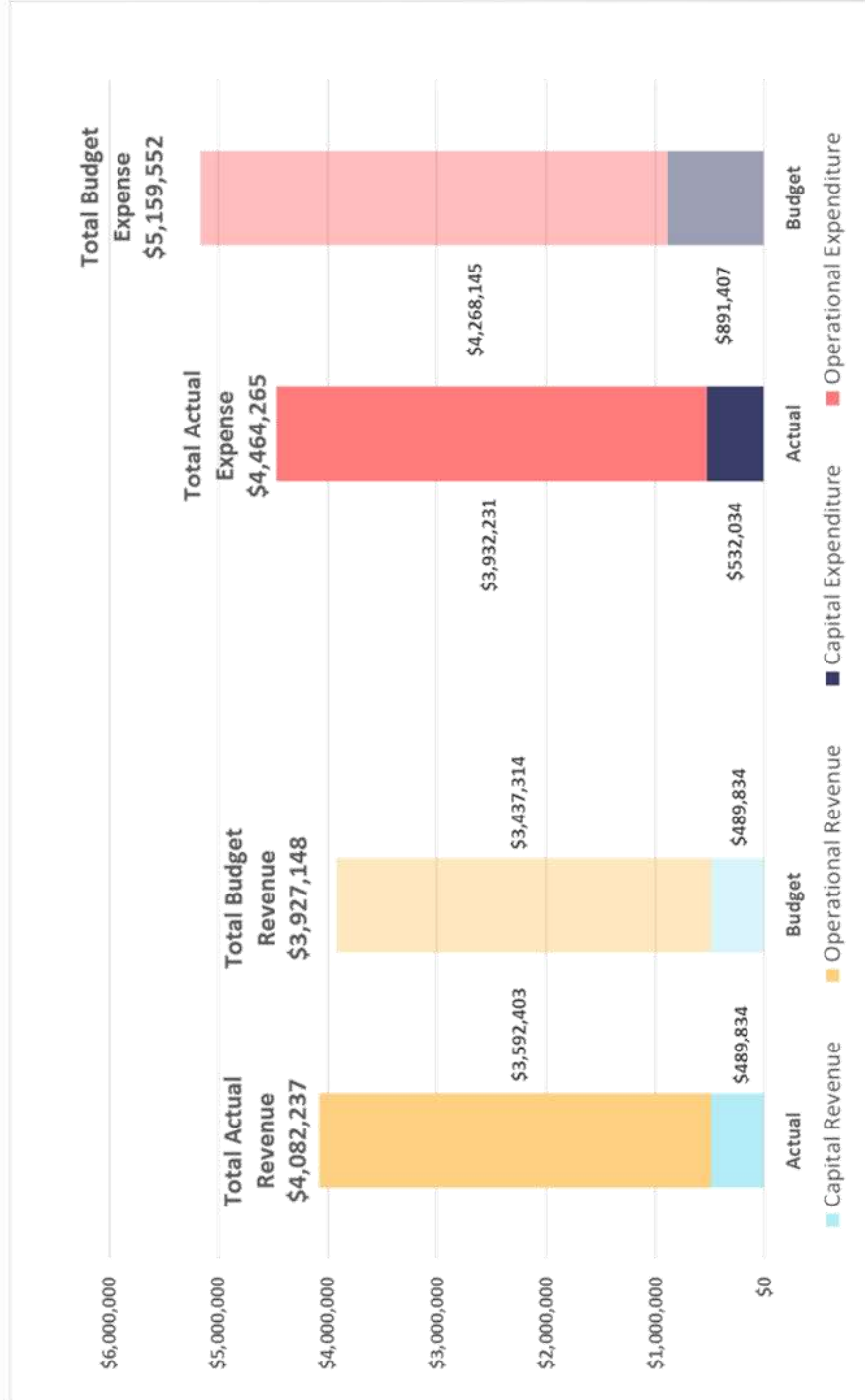
Legend:

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



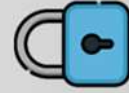


Actual v Budget – Gunbalanya – Jul 2021 to Mar 2022



Council Funded Projects – Jul 2021 to Mar 2022

Reserve Activity	Approved Budget	Date of Approval	Expenditure to 30 Jun 2021	Expenditure to date FY2021-22	Balance as at 31.03.2022
5200.01 - Fencing for New Cemetery	20,000	FY 20/21	-	-	20,000
5238.01 - Replace Roofing Women's Centre Lot 439	51,069	FY 20/21	(41,119)	-	9,950
5253.01 - Purchase 3 Tonne Roller	55,006	FY 20/21	(52,875)	(2,104)	27
5271.01 - Purchase Isuzu Dmax Utility	55,000	FY 21/22	-	-	55,000
5277.01 - Purchase Ride on Mower	35,000	FY 21/22	-	-	35,000
Council Funded (Reserve) Balance	216,075		(93,994)	(2,104)	119,977





Grant Funding – Local Authority Projects - Unallocated Funding - Jul 2021 to Mar 2022

Grant Funding - Local Authority Projects	Approved Income Budget	Year of Budget Approval	Cash received to date (incl. Carried Forward)	Expenditure prior years	Expenditure 2021-22	Cash Balance as at 31.03.2022
Local Authority Projects (LAP) - funding available not yet allocated	193,956	FY 21/22	193,956	-	-	193,956



Grant Funding – Local Authority Projects – Jul 2021 to Mar 2022

Grant Funding - Local Authority Projects	Approved Income Budget	Year of Budget Approval	Cash received to date (incl. Carried Forward)	Expenditure prior years	Expenditure 2021-22	Cash Balance as at 31.03.2022
Local Authority Projects (LAP) The 2021-22 project funding of \$159,700 has been received in full.						
Local Authority Projects (LAP) - Unallocated	193,956	FY 21/22	193,956			193,956
LAP - Elected Members board of recognition	2,013	FY 20/21	2,013	-	(2,415)	(402)
LAP - Dog Health Program	23,060	FY 20/21	23,060	(3,500)	-	19,560
LAP - Children's Playground (See also the Community Projects table below, which shows additional assistance from ABA for this project)	170,265	FY20/21	170,265	(470)	(119,282)	50,514
LAP - Animal Management Program	13,720	FY 21/22	13,720	-	-	13,720
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	-	(36,800)	49,201
TOTAL LOCAL AUTHORITY PROJECTS	597,014		597,014	(3,970)	(158,496)	434,548

Available to be re-allocated to other projects



Grant Funding – Community Projects – Jul 2021 to Mar 2022

Grant Funding - Community Projects	Approved Income Budget	Year of Budget Approval	Cash received to date (incl. Carried Forward)	Expenditure prior years	Expenditure 2021-22	Cash Balance as at 31.03.2022
Oval Upgrade - Planning and Design	-	FY 20/21	-	(11,450)	(2,750)	-
Home Care Packages Program (HCP)	238,000	FY 21/22	262,298		(258,966)	3,332
Commonwealth Home Support Program (CHSP)	-	FY 21/22	-		(45,106)	-
NT Jobs Package - Aged Care	-	FY 21/22	-		(120,337)	-
Night Patrol	-	FY 21/22	-		(293,348)	-
Safety and Wellbeing - Sport and Recreation	-	FY 21/22	-		(13,735)	-
Remote Sport Program	-	FY 21/22	-		(9,275)	-
Deliver Indigenous Broadcasting Programs (RIBS)	-	FY 21/22	-		(188)	-
Children and Schooling - Youth	411,108	FY 21/22	411,108		(268,129)	142,979
Australia Day Grant	-	FY 21/22	-		(3,857)	-
Women's Safe House	534,803	FY 21/22	534,804		(269,259)	265,545
Women's Safe House - Garden Beautification and Furniture	7,868	FY 21/22	7,868		(7,567)	301
Women's Safe House - Upgrades	8,604	FY 21/22	8,604		(6,441)	2,163
Domestic Family & Sexual Violence Program	102,292	FY 21/22	102,292		(6,403)	95,889
Night Patrol Covid-19 Booster Program	-	FY 20/21	-		(35,755)	-
eHCP - Home Care Packages Program from eTools	218,000	FY 21/22	213,447		(257,298)	-
TEABBA Staff Funding - Indigenous Broadcasting Prgm (RIBS)	-	FY 21/22	-		(6,918)	-
Children's Playground (ABA funding)	164,800	FY 21/22	206,000		(99,955)	106,045
TOTAL COMMUNITY PROJECTS	1,685,476		1,746,421	(11,450)	(1,705,287)	616,254





New Assets or Additions to Existing Assets – Mar 2022

- No new Assets were commissioned during March 2022.



WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 26 MAY 2022

Agenda Reference:	11.2
Title:	Local Authority Funding
File Reference:	1007811
Author:	Kim Sutton, Director Organizational Growth

SUMMARY

This report provides an overview of the status of current project funding from the Department of Local Government, Housing and Community Development for Gunbalanya Local Authority.

BACKGROUND

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

Cash balance as at 31 March 2022: \$434,548

Allocated funds as at 31 March 2022: \$240,592

Gunbalanya	
Project	Allocated funding balance as at 31 March 2022
1. Gunbalanya Children's Playground	\$50,514
2. Elected Members Board of Recognition	-\$402
3. Dog Health Program – Available to be re-allocated to other projects	\$19,560
4. Animal Management Program	\$13,720
5. Community Garden Hard Structure & Amenities Lot 649	\$108,000
6. Portable LED Screen	\$49,201
TOTAL	\$240,592

Unallocated funds as at 31 March 2022: \$193,956

Funding available for reallocation to other projects as at 31 March 2022: \$19,560

(Total funds available for allocation to projects: \$213,516)

COMMENT

The 2021-22 project funding, totalling \$159,700, has been paid in two instalments. A part payment of \$46,666 was received in November 2021 and the balance of \$113,034 was received in February 2022. 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

Simple majority.

RECOMMENDATION:

That the Local Authority:

- **Notes the report**
- **Continues to discuss the use of the remaining \$213,516 funds available for allocation:**
 - **\$193,956 unallocated project funding; and**
 - **\$19,560 funding available for reallocation to other projects.**

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 26 MAY 2022

Agenda Reference:	12.1
Title:	Presentation - Drones for Life
File Reference:	1008850
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

Today's meeting will include a presentation about the Drones for Life Project. The essence of the project is to improve access to medication in remote communities. Please refer to the document attached to this report for more details.

STRATEGIC IMPLICATIONS

The presentation will provide community members with information that is aligned to goals 1 and 6 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.
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Objective 1.4	Strong governance and leadership.
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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.
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VOTING REQUIREMENTS

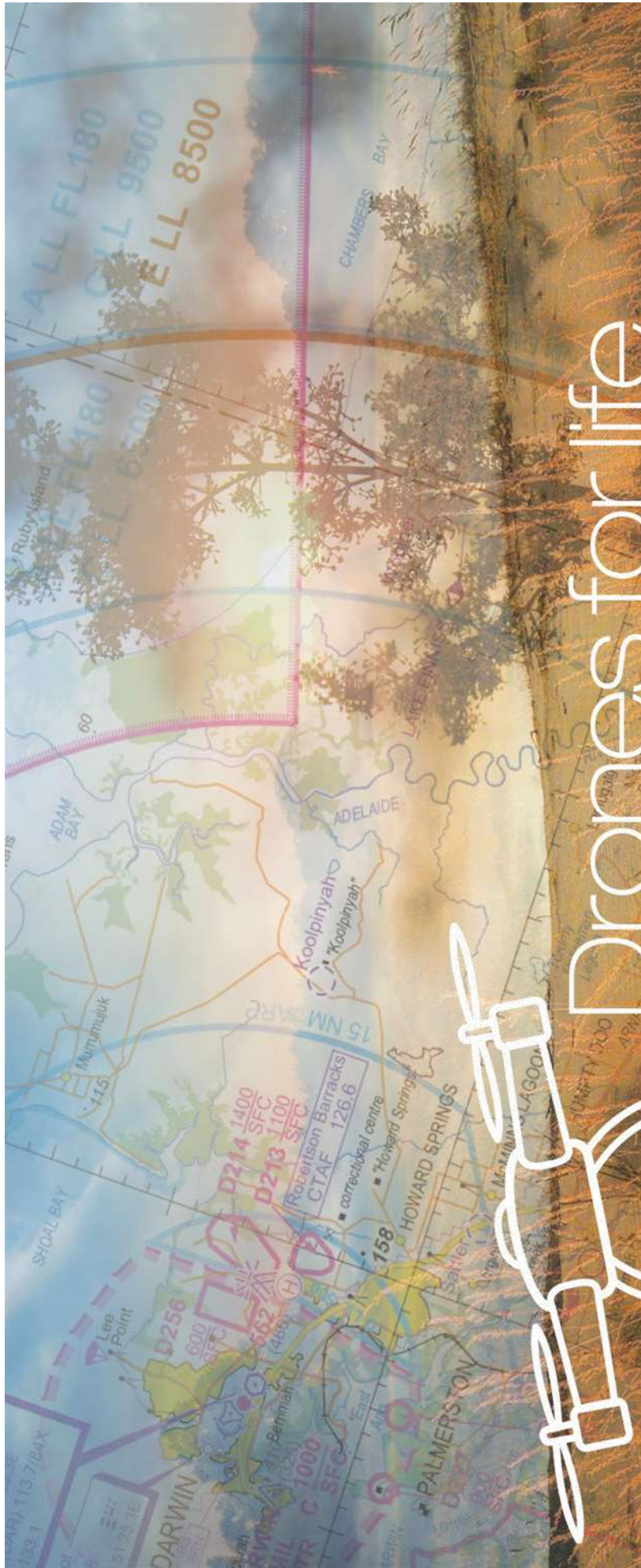
Not applicable.

RECOMMENDATION:

That the Gunbalanya Local Authority notes the presentation.

ATTACHMENTS

- 1 Drones for Life_Gunbalanya Presentation (002).pdf



health.nt.gov.au



Who is part of the Project team?

1. North Australian Centre for Autonomous Systems, Charles Darwin University
2. NT Health
3. iMOVE Corporate Research Centre





What is the Project about?

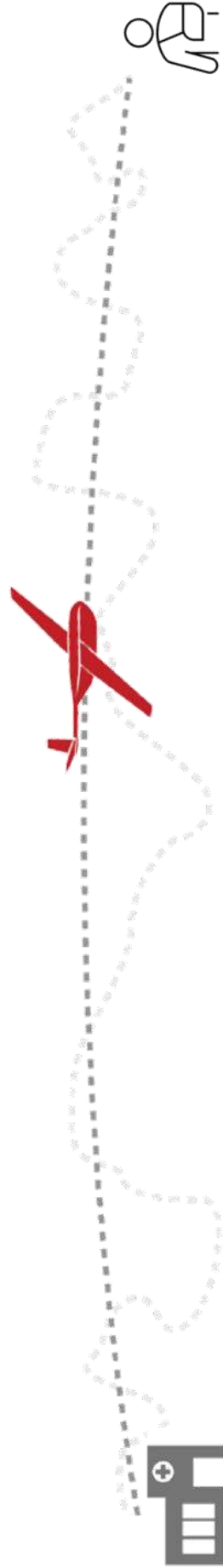
Helping make Mob healthier by transporting medication closer to remote Indigenous communities, using *drones*





How will we do this?

We will put medication inside the drone, and our Chief Remote Pilot will fly the drone from Gunbalanya Health Centre to remote communities and outstations.



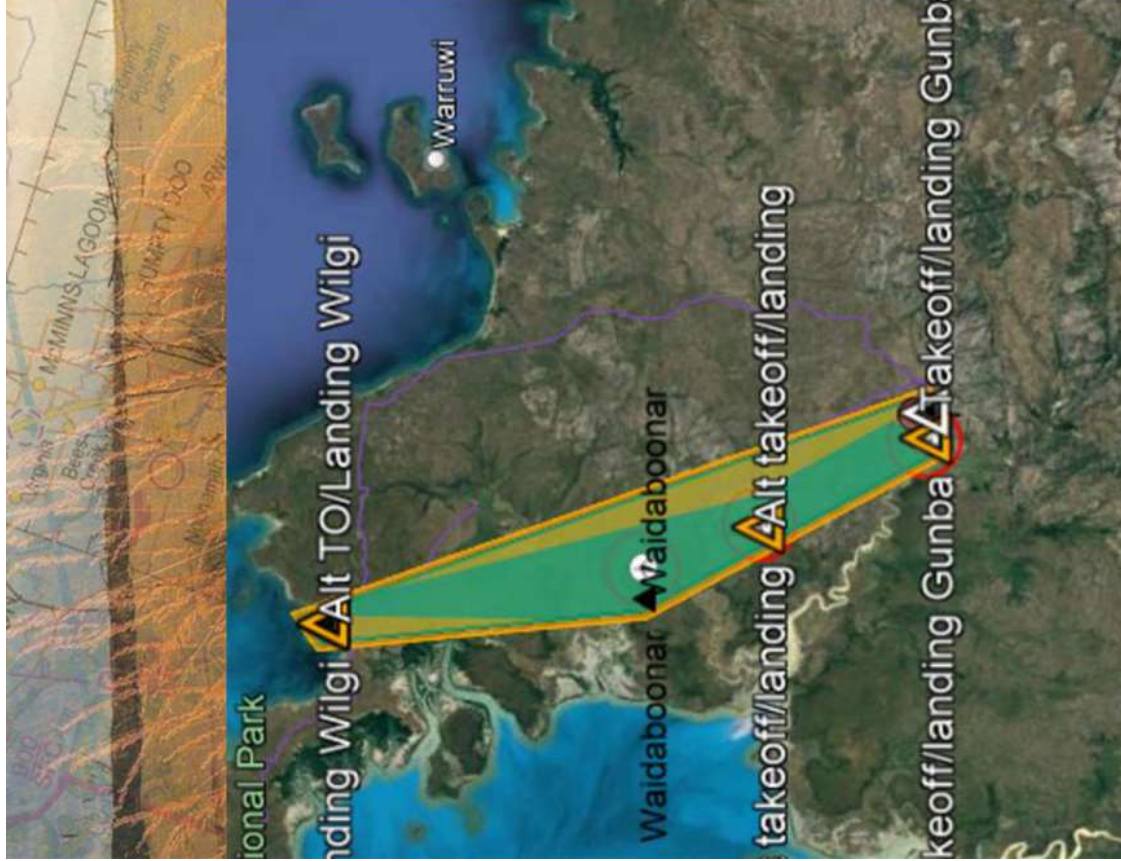
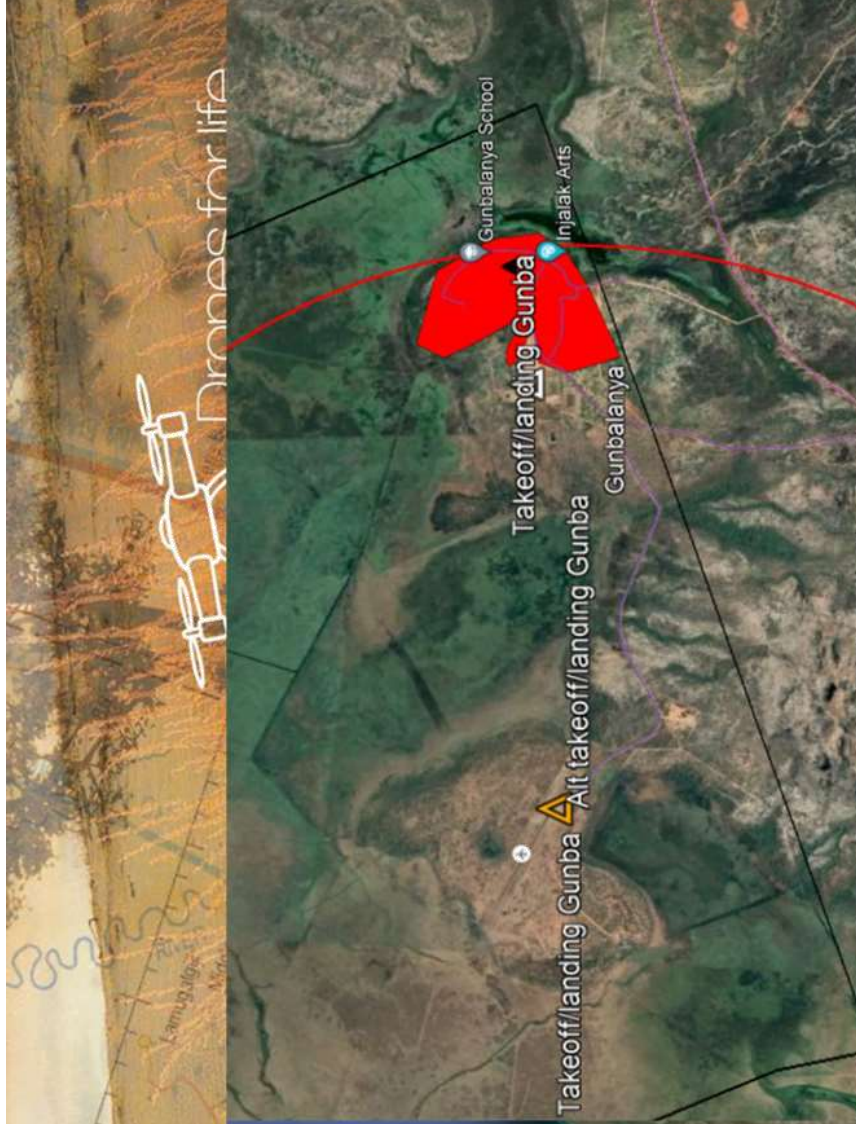




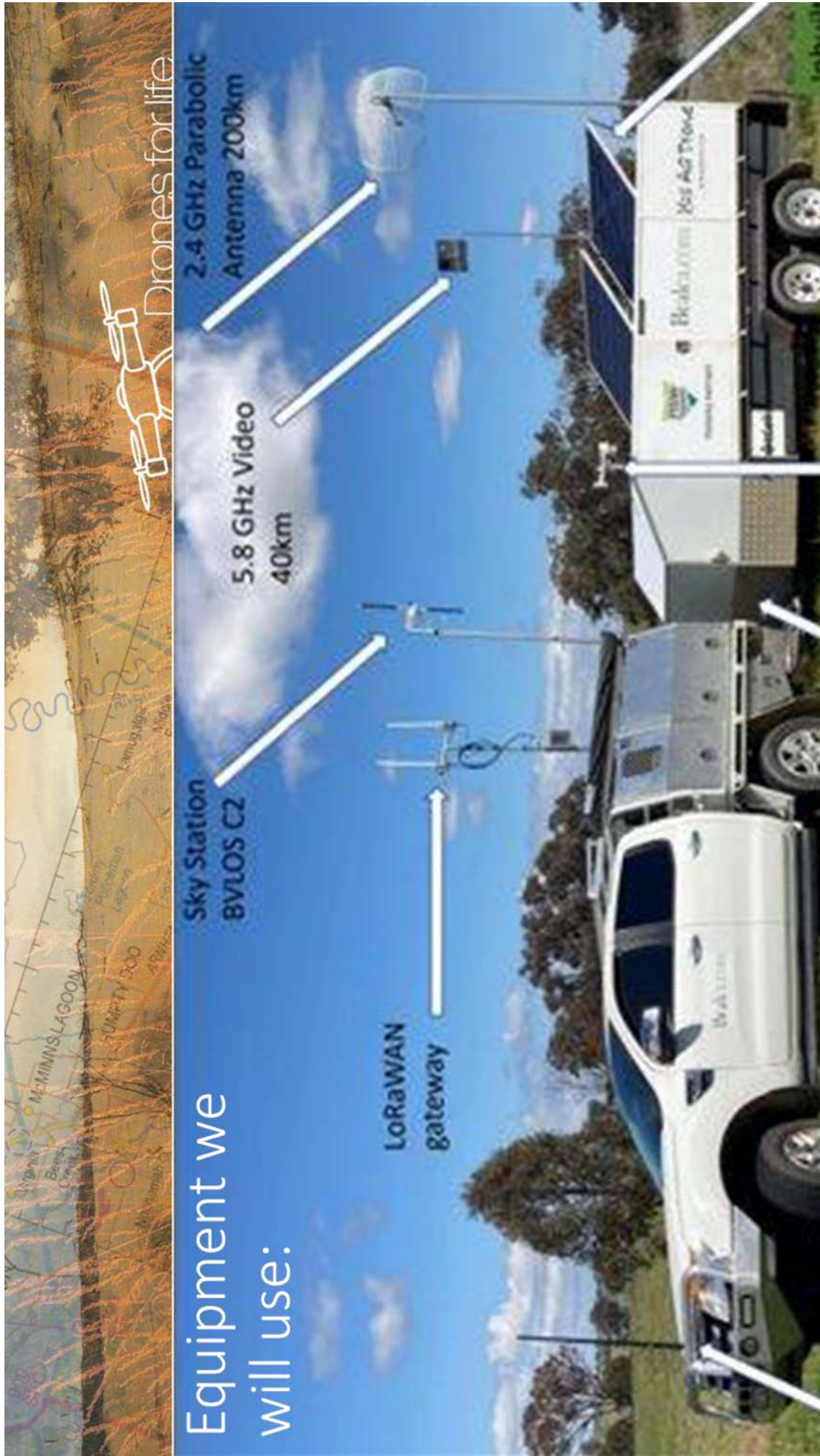
About the Drone:

- Wingspan: 3.5metres
- Height: 60cm
- Weight: 25kg
- Flight time: 2-3 hours depending on payload
- Flight range: 180km
- Maximum payload: 3kg
- Cruise speed: 100km/hour





- Propose to take off and land at new airstrip
- Gunbalanya township remains a No-Fly Zone





Travel Cases



Orange Cube detects air traffic



GCS – Ground Control Station



What we want to achieve:

- Improve access to medication in remote communities
- Seek guidance from Indigenous Communities on:
 - Where drones should fly
 - What medical items they should carry
- Set up regular drone flights from Gunbalanya to other remote communities/ outstations
- Support future development of remote Indigenous skills and capabilities

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 26 MAY 2022

Agenda Reference:	13.1
Title:	Process for Naming New Subdivision
File Reference:	998362
Author:	Doreen Alusa, Governance and Risk Advisor

SUMMARY

The purpose of this report is to outline the key requirements for naming a location in the Northern Territory in anticipation that this process will be followed during the naming of the new subdivision in Gunbalanya. It has been written at the request of Councillor Otto Dann.

BACKGROUND

The purpose of this report is to provide the Local Authority with the requirements for naming a location in the Northern Territory in anticipation that this process will be followed when Traditional Owners in Gunbalanya are selecting a name for the new subdivision. All suggestions for naming locations in the Northern Territory are submitted through the Northern Territory Place Names Committee. The Committee is responsible for making recommendations to the Minister for Infrastructure, Planning and Logistics about the naming, or altering of names of places in the Territory.

The Committee's decisions are guided by the *Place Names Act 1967*, which sets out the minimum consultation requirements that must be met before the Committee can recommend a name to the Minister for approval. The Committee's decision-making process typically involves the following key steps:

1. Receipt of supporting documents outlining a request to name or alter the name of a place.
2. Conduct consultations with interested parties and community members.
3. Make recommendations to the Minister.
4. If the Minister approves a place name, it is included in the NT Place Names Register.
5. Mapping companies and members of the public are then able to use the new name.

Please see the attached document for additional information on the process for naming a location.

COMMENT

Not applicable at this time.

STATUTORY ENVIRONMENT

Place Names Act 1967

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

STRATEGIC IMPLICATIONS

This report is aligned to goal 1 as outlined in the *Regional Plan and Budget 2020-2021*

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 1.4	Strong governance and leadership.

VOTING REQUIREMENTS

Not applicable.

RECOMMENDATION:

That the Gunbalanya Local Authority receives the report, and notes the process for naming a location in the Northern Territory.

ATTACHMENTS

- 1 Place Naming Process NT.PDF

NT Place Naming Process for Registered Names

Expression of Interest



- Any person or organisation can request a place name.
- Contact the Department to advise interest in registering a place name.
- The Department will provide advice on what is needed and may assist you to develop an engagement plan. Requirements will depend on the type of place name.
- The Department will check that the name meets NT place names guidelines and national standards.

Engagement



- The person or organisation who wants to request the name is responsible for undertaking engagement.
- All 'interested parties' identified in the engagement plan must be invited to participate.

Submission to the NT Place Names Committee



- A place name submission including supporting engagement documentation is made online.
- The Place Names Committee considers the submission at its next meeting.
- If the proposed place name meets the criteria it is then recommended to the Minister for approval.

Place Name Approval



- The Minister is responsible for approving official registered place names.
- If approved, the place name is included in the NT Place Names Register.

Place Name Acknowledgement



- Once the name is registered in the [NT Place Names Register](#), mapping companies and other people are able to use the name.
- Signage is the responsibility of the local council or equivalent for that area.
- Place names for geographic features are entered into a National Register.

If you are interested in developing a place naming request you can visit www.placenames.nt.gov.au for more information, and contact the Department of Infrastructure, Planning and Logistics by email place.names@nt.gov.au or phone 8995 5334.

WEST ARNHem REGIONAL COUNCIL

FOR THE MEETING 26 MAY 2022

Agenda Reference:	13.2
Title:	Consultation - West Arnhem Regional Council Regional Plan 2022 - 2023
File Reference:	1003867
Author:	Doreen Alusa, Governance and Risk Advisor; Heidi Walton, Communications and Public Relations Coordinator; Brooke Darmanin, Executive Manager Advocacy and Strategy

SUMMARY

The purpose of this paper is to provide the Gunbalanya Local Authority with a draft of the West Arnhem Regional Council (WARC) Regional Plan 2022-2023 for feedback.

This is to ensure that the proposed strategies contained herein accurately reflect the projects and priorities of the Local Authority as required by the *Local Government Act 2019*.

BACKGROUND

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

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

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

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

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

Six key themes emerged during the consultation process which have been transformed into six foundational pillars upon which Council's strategic direction for 2022 -2023 is supported

Pillar 1: Partnerships, Relationships and Belonging

Pillar 2: Increased Local Indigenous Employment

Pillar 3: Safety and Wellbeing

Pillar 4: Service Delivery and Built Environment

Pillar 5: Sustainability and Climate Action

Pillar 6: Foundations of Governance

Copies of the draft 2022-2023 Regional Plan are available for public consultation at all Council offices in Warrawi, Minjilang, Gunbalanya, Jabiru and Maningrida. The document can also be downloaded from Council's website using the following link:

<https://warcdocs.councilbiz.nt.gov.au/docs/WARC%20Docs/Regional%20Plan%20and%20Budget/2022%20-%202023%20Regional%20Plan%20-%20DRAFT%20FOR%20CONSULTATION.pdf>

COMMENT

Section 35 of the *Local Government Act 2019* states:

- (1) A council must adopt its municipal, regional or shire plan (or revisions to its municipal, regional or shire plan) between 1 April and 30 June in each year.
- (2) The council must give a copy of the plan to the Agency by the latter date mentioned in subsection (1).
- (3) Before the council adopts its municipal, regional or shire plan for a particular year, the council must:
 - (a) at a meeting of the council, approve a draft of the plan; and
 - (b) make the draft plan accessible on the council's website and make copies available for public inspection at the council's public offices; and
 - (c) publish a notice on its website and in a newspaper circulating generally in the area inviting written submissions on the draft plan within a period (at least 21 days) from the date of the notice; and
 - (d) consider the submissions made in response to the invitation and make any revisions to the draft the council considers appropriate in the light of the submissions.
- (4) A copy of the draft of the plan must be provided to the members of the council at least 6 business days before the meeting referred to in subsection (3)(a).
- (5) Although the council's budget forms part of its municipal, regional or shire plan, this section does not apply to the adoption of the budget or of an amended budget.
- (6) The adoption of a budget, or of an amended budget, operates to amend the municipal, regional or shire plan so that it conforms with the most recent budget of the council

In developing this Regional Plan Council must consider the Core Services it is responsible for delivering as stated in Section 36 of the *Local Government Act 2019* as follows:

- 1) The Minister may, by *Gazette* notice, advise a council as to the services that, in the Minister's view, are services that the council should, as a priority, provide.
- 2) The council must consider the advice when adopting and renewing its plan.

The draft WARC Regional Plan and Budget was reviewed and endorsed for release for consultation at the West Arnhem Regional Council Special Finance Committee Meeting on 9 May 2022.

The Gunbalanya Local Authority Members are encouraged to review, discuss and provide feedback on the attached Strategic Plan and circulated Regional Plan 2022- 2023.

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

The financial implications will be discussed as part of the budget deliberations for 2022-2023.

STRATEGIC IMPLICATIONS

The development of the Regional Plan and Budget represents the most strategic planning exercise undertaken by Council. It creates a pathway for future considerations and clearly defines the expectations of Council in delivering Core Services. It is aimed at achieving all of the performance objectives which were established 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 1.4	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.

VOTING REQUIREMENTS

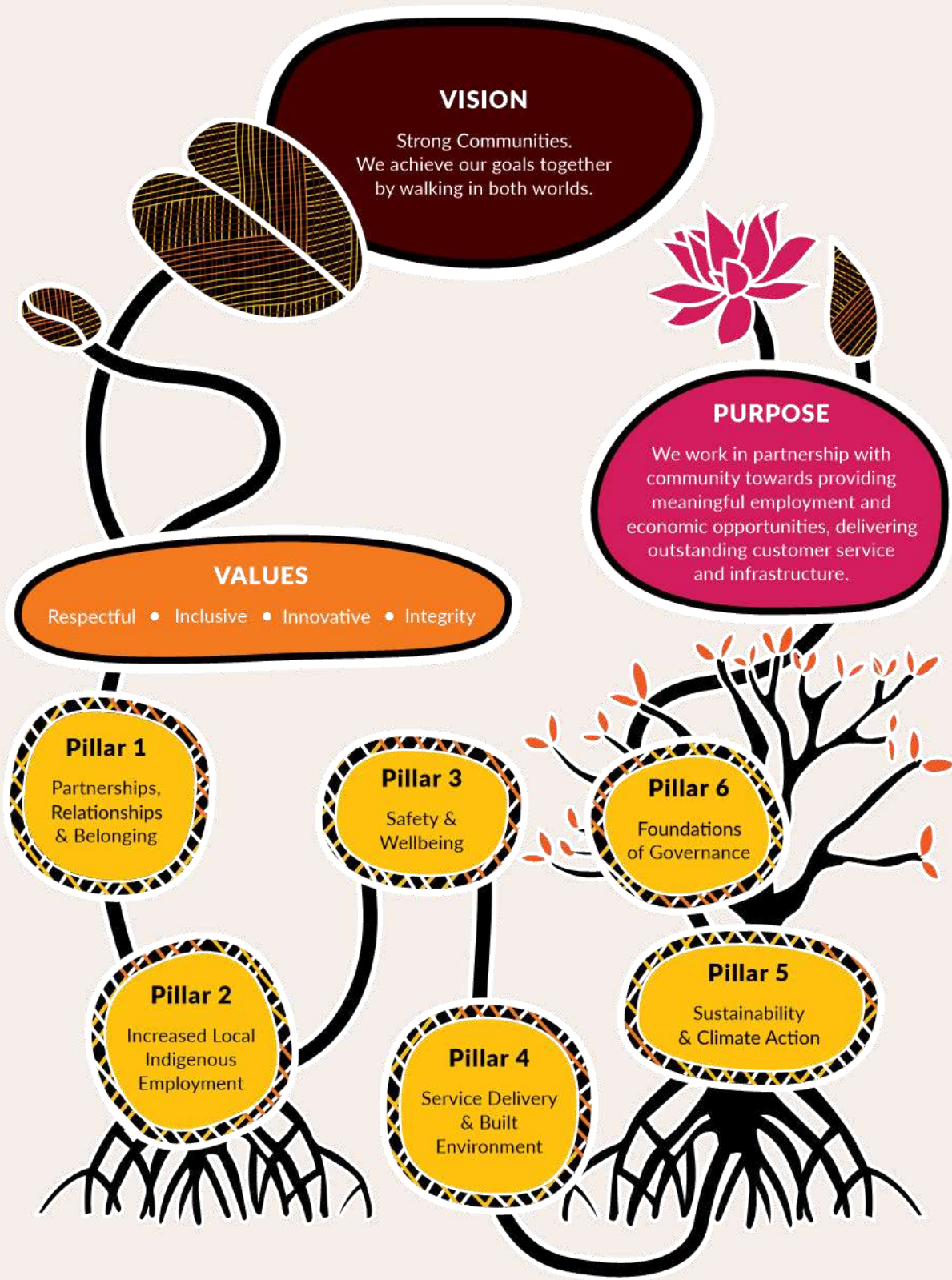
Simple majority.

RECOMMENDATION:

That the Gunbalanya Local Authority notes the report, and provides feedback on the draft 2022-2023 West Arnhem Regional Plan.

ATTACHMENTS

- 1 WARC Pillars.pdf
- 2 DRAFT Pillars Goals and Service Delivery Plans 2022-2023.docx



Partnerships, Relationships and Belonging

Pillar *Investing in relationships and partnerships at all levels supports and strengthens community and belonging.*

1 *We prioritise the value of partnerships and relationships as a key determinant of a happy, strong and thriving community.*

Goal	Strategy	Measure	Target
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	Engage with Traditional Owners to assist local cultural events with road closures, facilities hire and/or use, provide signage and general support	In-kind support to assist with cultural events provided	100%
	Attend and contribute to heads of agencies meetings	Heads of agencies meetings attended and information shared locally with teams and across the organisation	100%
	Develop well-planned, community-led sport and recreational programs	Programs and initiatives are informed by the expressed needs and voices of the local people they serve and the staff who deliver them	100%
	Actively seek out and develop collaborative partnerships that encourage service coordination and integration	Community meetings coordinated, informed and participated in	100%
1.2 Economic Partnerships Secure increased income opportunities (grants and commercial) that create employment and/or improve community life	Devise inaugural Business Development Strategy to drive economic outcomes	Inaugural Business Development Strategy completed	September 2022
		Local employment opportunities increased	June 2023

	Identify and pursue opportunities for further partnerships, income and growth	Council-run community services are adequately resourced to provide culturally appropriate, safe, community-led programs	100%
	Grow and maintain WARC's staff housing portfolio in order to: a. attract and retain staff b. promote staff stability and contribute to community life	Every tenancy is delivered according to the RTA and WARC policies	100%
		All applicable opportunities for funding for new housing and housing maintenance contracts pursued	100%
	Seek to retain and uplift existing grants and contracts	Existing contracts retained and additional contracts procured	Minimum uplift CPI or above
1.3 Communication			
Deliver dynamic communication which is culturally informed and appropriate, engaging and relevant to the interests of Council	Develop and manage Council's social media and communication channels, including the website	Uplift of website 'hits', likes and shares on social media	10% increase on prior year
	Publish <i>The Wire</i> once a fortnight	Community contribution of articles and/or photos to each edition	4
	Publish a community event calendar on noticeboards and the website	Noticeboards and website current and up-to-date community event calendar displayed	100%
	Create and promote the use of pictorial and/or promotional materials in local languages via Council's established communication channels (internal and external)	Internal and external communication and promotional materials in local languages and/or pictorials are delivered according to the actions of WARC's Reconciliation Action Plan	100%
		Staff newsletter <i>In the Loop</i> published monthly	12 per annum
	Foster an organisational culture of innovation in communication which engages staff and enhances internal communication	All internal requests for WARC branded communication materials including calendars, posters, digital displays and social media posts are facilitated and delivered by WARC Communications and Public Relations Coordinator	100%
	Work with stakeholders to foster positive relationships and build effective networks locally, across the region and nationally	Stakeholder news shared through social media and communication channels on behalf of stakeholders as per request	85%

1.4 Community Events Deliver cultural, civic and sporting events which engage and unite the community	Conduct civic events which recognise and celebrate community sentiment	Civic events held in each community hosted by Council	4 per annum
	Provide support to community organisations to deliver community-based events	In-kind support provided to community groups as requested	90%
1.5 Cultural Awareness Training Develop increased understanding and observation of cultural protocols	Develop and launch cultural awareness program	Cultural awareness providers engaged and worked with to design and deliver a WARC-appropriate cultural awareness program	2022 - 2023
		Online learning course for all WARC staff, contractors and consultants developed	100%
		All new employees completed cultural awareness training within first week of employment	100%
		Cultural awareness and cultural safety in WARC's People and Capability Strategy embedded	July 2022
		Local people worked with to develop community-specific training courses and engaged to deliver to all new staff	March 2023
		A series of half day cultural awareness workshops delivered	2022 - 2023
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	Design and deliver youth engagement programs in consultation with youth and community stakeholders	Youth and community consultations informed by program design and activity work plans	100%
	Deliver regional planning activities with Youth, Sport and Recreation and Community Services teams	Youth, Sport and Recreation and Community Services delivery well-planned, with programs reflecting the expressed needs of the community and WARC's regional goals designed	100%
	Plan and deliver diverse and engaging holiday programs that meet the needs and interests of all	Holiday programs delivered and attendance is increased in each community throughout the school holiday period	Uplift 10%

children/young people and which run for a longer period each day			
Remote Voucher Scheme activities are well planned, meet the needs of local youth and delivered as required	Activities are well planned and delivered as per the funding agreement and well attended		100%
Identify funds to diversify the range of youth activities and establish new services as requested by the community	A more diverse range of youth activities and events, catering to different age groups, interests, genders and localities are planned and delivered		June 2023
Promote, celebrate and report on activities and events in publications such as <i>The Wire</i> and social media	Photos and/or stories for publication in <i>The Wire</i> and social media provided by Youth, Sport and Recreation and Community Services teams		Minimum 2 per month
Ensure robust data collection systems and contribute to community knowledge	Data collection tool reviewed; data uploaded by all Team Leaders and good quality reporting provided		December 2022

Increased Local Indigenous Employment

Pillar We are committed to investing in and supporting local Indigenous employment.

2 We recognise the instrumental value that Indigenous staff bring to our organisation and the social force that occurs with employment opportunities.

Goal	Strategy	Measure	Target
2.1 Indigenous Employment Framework Create Council Indigenous employment framework including tailored pathways to employment	Develop a WARC Indigenous Employment Strategy including Indigenous identified positions, dedicated People and Capability support, career pathways, apprenticeships and traineeships	Indigenous Employment Strategy finalised and Indigenous employment increased to 65% of WARC staff	June 2024
	Work with community to understand employment obstacles for local people and identify solutions	Employment consultation workshops and initiatives delivered in each community	December 2022
	Seek funding to support WARC's Indigenous Employment Strategy	Funding opportunities identified and funds applied for	December 2022
	Undertake a skills gap and training needs analysis	Results of skills and training gap analysis used to draft training plan	December 2022
	Earmark roles as 'Indigenous identified positions'	The number of 'Indigenous identified positions' increased annually	5% per annum
2.2 Traineeships and Apprenticeships Provide local residents opportunities to learn and obtain professional qualifications in trades and administration	Create a traineeships and apprenticeships program which partners with community stakeholders, including local schools, to identify potential traineeship and apprenticeship candidates and linking candidates to employment pathways with Council	Traineeships and apprenticeships program devised and launched	February 2023
2.3 Policy and Procedures Research, review and develop policy to underpin and inform Council's intent and strategy to increase local Indigenous employment	Review and update Council's tendering processes to increase local Indigenous employment	Council's tendering processes updated and embedded	December 2022

Review WARC recruitment processes, partnerships and systems for local people	Recruitment process recommendations implemented	100%
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Safety and Wellbeing

Pillar 3

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	Strategy	Measure	Target
3.1 Cultural Safety Delivery of actions in the WARC 'Innovate' Reconciliation Action Plan	Complete all actions of Council's 'Innovate' Reconciliation Action Plan	'Innovate' Reconciliation Action Plan actions completed as per plan	June 2023
	Provide reports to Council and Local Authorities on the challenges, highlights and progress of implementing the Reconciliation Action Plan initiatives	Reconciliation Action Plan updates and reports provided to Council and Local Authorities each quarter	100%
	Contribute articles and updates to staff newsletter <i>In the Loop</i> on the highlights of the Reconciliation Action Plan progress	Reconciliation Action Plan working group and Council Service Managers contributed to alternating monthly update/story to <i>In the Loop</i> staff newsletter	100%
	Review success of Reconciliation Action Plan against actions and determine Council's next steps towards reconciliation actions for 2024 and beyond	Progress of 'Innovate' plan reviewed and next steps determined by Chief Executive Officer and Reconciliation Action Plan working group	June 2023
3.2 Health and Safety Staff and public safety is achieved via planning, education and training	Create a Work Health and Safety Framework and Strategic Plan	Work Health and Safety Framework and Strategic Plan completed	December 2022
	Develop and deliver a training program that meets work health and safety, staff and organisational needs	Work health and safety training completed as per training schedule	100%

	Review policies and procedures in accordance with statutory requirements	Policies and procedures continue to be reviewed in accordance with the required timelines	100%
3.3 Training and Development Deliver training and development which is effective and culturally appropriate, engaging and increases future employment opportunities and pathways	Establish a WARC Learning and Development Framework	Learning and Development Framework completed	2022 - 2023
	Review policies and procedures in accordance with statutory requirements	Policies and procedures continue to be reviewed in accordance with the required timelines	100%
	Review and improve WARC's performance framework, including probation and on-boarding program	Review of performance framework, probation and on-boarding program completed and improvements embedded	December 2022
		Probation/annual goal and development planning with Line Manager undertaken by 100% of staff	September 2022
		Performance reviews tracked and monitored by People and Capability team and completed on time by Line Managers	90%
Deliver selection and interview training for selection panels	Training for selection panels is delivered as part of new Line Management Lunch and Learn program	August 2022	
3.4 Community Service Delivery Provision of high quality, culturally informed programs that support and enhance the safety and wellbeing of community members	Programs and services are well planned with activities and expected outcomes identified prior to delivery commencing	Activity plans are developed in consultation with local teams for each service and initiative	100%
	High quality care is provided to all recipients of community services delivered by Council	All staff are provided with opportunities to upskill via access to professional development relevant to their roles and responsibilities	100%
	Service delivery is compliant with the expectations of funders and relevant legislation	Report providing recommendations on service quality and compliance improvement opportunities reviewed and delivered by the Community Support team	July 2023

	All activities, reports and compliance tasks completed as per contractual arrangement, aged care standards, NDIS care standards	100%
	Timely data/monitoring returns and funding reports delivered by Community Wellbeing team	100%
Remote Indigenous Broadcasting Services supporting local Indigenous languages are managed and supported across the region	Broadcasters are offered support training opportunities with TEABBA	90%
Local teams engage with schools and the community to identify members of the community as potential new broadcasters	Identified potential new broadcasters are engaged with by local teams and opportunities for training in broadcasting discussed and offered	January 2023
High quality early learning activities for child development are delivered	All NQS and ACEQUA crèche and childcare standards met	100%
High quality, accessible care is provided to clients who are impacted by domestic and family violence at WARC's Women's Safe House in Gunbalanya	The Gunbalanya Women's Safe House open and staffed 24-hours per day, 7 days per week	100%
Review of current Safe House models and procedures	Review completed and recommendations implemented in 2022 - 2023	100%
	All clients accommodated up to 3 months as needed	100%
Strengthen ability to respond to community safety needs, including the provision of staff enrolment in training that enhances and sustains appropriate community safety skills and provide opportunities for professional development	Local staff worked with to increase the competency levels in responding to domestic and family violence, specifically intake, case management and safety planning with clients	2022 - 2023
Engage in the broader Northern Territory domestic and family violence sector	Staff attendance and participation in person or remotely via video or teleconference at sector conferences and meetings with heads of agencies	80%
	Specialist Homeless Service Collection participated in by date lodged monthly to the Australian Institute of Health and Welfare	100%
Provision of all reporting required by funding bodies	Statistical profile reports via SHIP - Client Management System completed and submitted	100%

		Two narrative reports per year to Territory Families completed and submitted	100%
	Provide to the community well-managed and maintained library collections, including a culturally relevant library collection	Diversity audit completed and recommendations implemented	2022 - 2023
		Connected Communities: Vision for the Northern Territory Public Libraries 2017 - 2023 enacted as applicable to West Arnhem	100%
	Plan, prepare and present educational and engaging early childhood activities weekly	Weekly early childhood activities are well planned and delivered as per schedule	100%

Service Delivery and Built Environment

Pillar

- 4** *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	Strategy	Measure	Target
4.1 Strategic Infrastructure and Asset Management Strategically manage, maintain and enhance community infrastructure	Develop and manage a corporate Asset Management Strategy and Asset Management Plans for defined asset classes with a focus on: a. identifying and developing an asset maintenance tracking system that includes cyclical inspections b. managing the renewal and replacement program c. coordinating projects within community	Corporate Asset Management Strategy completed	December 2022
		Asset management tracking system implemented	December 2022
	Investigate opportunities to source external funding for infrastructure upgrades	Scoping, plans and cost estimates for critical infrastructure assets identified for future funding requirements	December 2022
	Develop and schedule maintenance programs for parks, ovals, cemeteries and reserves	Safety audits conducted yearly on trees within community which are designated to Council responsibility	100%
		All maintenance activities carried out in accordance with budget allocation	100%
		Park equipment safety audits, inspections and maintenance program carried out to schedule	100%
Continue community consultations on the establishment of gazetted cemeteries in Warruwi, Minjilang and Maningrida	Community consultations on the establishment of gazetted cemeteries in Warruwi, Minjilang and Maningrida progressed	June 2023	

		Opening hours to meet community requirements provided with a comparison year-on-year increase in operating costs of no more than 10%	June 2023
		Staff employed to meet supervision ratios and cultural needs	100%
	Ensure community swimming pools operate according to community needs and all legislative and work health and safety requirements	Operational procedures are adhered to and documented as required by WARC and legislated standards	100%
		Pool maintenance regime is established and sustainable	December 2022
4.2 Fleet, Plant and Equipment			
Provide a modern and well-maintained fleet of plant and vehicles capable of meeting service delivery requirements	Review and update the Strategic Fleet Asset Management Strategy	Strategic Fleet Asset Management Strategy maintained and improved	June 2023
	Implement effective cost recovery mechanisms for use of Council's vehicles, plant and equipment	Annual review and update of Council's Fees and Charges against operating and replacement costs	June 2022
		Fleet, plant and equipment hire contracts to support and ensure effective cost recovery for Council prepared	December 2022
	Ensure vehicles, plant and equipment are fully serviced as per the Strategic Plan for the useful life of the asset	All vehicles inspected as per Strategic Plan	100%
		Repairs and maintenance requests performed in line with Strategic Plan	100%
		Accurate vehicle, plant and equipment data maintained	100%
	Maintain adequate stock levels	Stocks purchased and used in community workshops reviewed and monitored	90%
	Upgrade fuel distribution infrastructure to comply with work, health and safety relevant standards and business requirements	Infrastructure audit as per current legislation completed and report including recommended plan for upgrades delivered	June 2023
4.3 Waste and Water Management			
Deliver environmentally and	Provide scheduled domestic waste collection in each community	Waste collections completed as per schedule	100%

economically sound solid waste, water and sewerage services	Landfill sites are licensed and operate in accordance with NT Environment Protection Authority (NTEPA) authorities	Landfill sites remain operational	100%
	Work with other government and commercial entities in order to plan for long term waste disposal needs	Utilise Charles Darwin University's <i>Academic Review of Future Waste Management Strategy</i>	June 2023
		Northern Territory Local Government Association liaised and collaborated with on advocacy initiatives and waste strategies	June 2023
	Adhere to water and sewerage operations and maintenance schedules	Disruption to Jabiru town water supply	10% or less
		Disruption to Jabiru sewerage network	10% or less
		All legislated standards for potable water testing in Jabiru met	100%
		Annual audit of water treatment practices including policies and procedures conducted	June 2023
	4.4 Local Road Management and Maintenance Tactically monitor, maintain and manage Council gazetted roads and community safety via traffic management	Develop and schedule yearly road, footpath and stormwater repairs and maintenance programs for each community which: a. determines a road maintenance schedule for the course of the year b. determines grading frequency of internal access roads c. schedules hazard identification and road condition reports (actions and frequency) d. schedules footpath and stormwater inspections	Deliver yearly road, footpath and stormwater repairs and maintenance delivered as per schedule with records maintained for each community in Council's records management system - currently 'Magiq'
All footpaths and stormwater inspected quarterly			100%
Percentage of known footpath hazards made safe within 24 hours			85%
Continually monitor and carry out minor road repairs			Roads monitored and minor repairs completed as required
Consult with Local Authorities to incorporate local priorities for traffic management into traffic management strategies and/or plans		Consultations on traffic management priorities are minuted and reported to Council and WARC executive	100%
Deliver plans as per schedule for managing street lighting		All non-functioning street lights repaired bi-annually as per set program	100%

	Functioning street lights per audit per community	85%
Update and/or develop Traffic Management Plans for each community	Traffic Management Plans for each community reviewed/developed	80%

Sustainability and Climate Action

Pillar 5

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	Strategy	Measure	Target
5.1 Recycling and Waste Develop recycling and waste initiatives which protect and preserve community natural resources and the local environment	Review strategic and environmental risks associated with climate change and sustainability and draft 10 year strategy for reuse, recycle and reduce waste initiatives	Reuse, Recycle and Reduce Waste Strategy completed	June 2023
	Continue pre-cyclone community waste collections	Pre-cyclone waste collections held twice yearly as per published schedule	100%
	Continue whole-of-community approach to identify and implement innovative initiatives to reuse, recycle and reduce waste	Keep Australia Beautiful and local schools collaborated with and Clean up Australia Day, Tidy Towns campaign and eco schools program participated in	June 2023
5.2 Procurement Develop and implement a leading-edge sustainability procurement strategy	Review WARC current procurement practices against sustainability and climate action NT and national procurement benchmarks and develop leading-edge Procurement Strategy	Leading-edge Procurement Strategy completed	June 2023
5.3 Reduce Office Waste All offices recycle and reduce waste and consumables	Conduct carbon audit of each community Council office	Carbon audit of each community Council office completed	June 2023

	Encourage local office solutions to waste by holding quarterly competitions	Quarterly competitions held and celebrated via internal communication channels including <i>In the Loop</i>	100%
5.4 Education Develop and deliver locally relevant education initiatives on sustainability and climate impacts across multiple mediums and platforms	Engage with local schools to develop age and locally appropriate educational resources	Education campaign collateral created and displayed in community and schools	June 2023
	Facilitate relationships between businesses, community leaders and youth with a focus on conserving natural resources	Community-appropriate collaborative materials, initiatives and messages developed and promoted via community noticeboards and social media	June 2023
	Encourage and promote community understanding and correct use of sorting bays	Uplift in correct use of sorting bays	50%
5.5 Energy Develop a Renewable Energy Strategy	Develop a Renewable Energy Strategy in consultation with local stakeholders that aligns with the ALGA, Northern Territory and Australian Federal Government renewable energy strategies and targets	Consultations completed and Renewable Energy Strategy finalised	June 2023
5.6 Policy Devise and implement a Sustainability and Climate Action Policy	Research and develop WARC Environment and Sustainability Management Strategy and Policy	Environment and Sustainability Management Strategy and Policy completed	June 2023
	Commence developing a strategy to reduce environmental impact of Council's fleet, plant and machinery	Progress of draft strategy to reduce environmental impact of Council's fleet, plant and machinery reviewed	June 2023

Foundations of Governance

Pillar *Integrity is at the heart of everything we do. We are leaders of best practice and excellence in governance, advocacy, consultation and administration.*

6 *Our processes, procedures and policies are ethical and transparent.*

Goal	Strategy	Measure	Target
6.1 Financial Management Provision of strong financial management and leadership which ensures long term sustainability and growth	Develop and implement a financially sustainable long term financial plan, annual budget and periodic budget reviews	Statutory requirements and external audit qualifications fully complied with	100%
	Management of Council's revenue and payable functions		
	Manage and deliver on Council's annual statutory and financial obligations		
	Management of Council's asset accounting practices	Contractual arrangements complied with	100%
	Monitor and coordinate external funding provided through grants and commercial contracts		
	Maintain the rates database including all property details	Statutory requirements fully complied with and percentage of rates debtors outstanding	100%
	Maintain the rates register		100%
	Prepare the annual rates declaration		Less than 5%
	Apply concessions as appropriate		100%
	Determine the rateability of properties	Interest on investments	100%
	Manage and provide advice on Council's investments in accordance with adopted policies		> \$18,000
Monitor returns of investments including roll-over of term deposits		FY2022-2023	

	Manage Council-funded projects to maintain a positive working capital ratio	Positive working capital ratio	Minimum ratio 1:1
	Annual review and update of Council's Fees and Charges	Review and update of Council's Fees and Charges completed	100%
6.2 Records Delivery of storage and retrieval of records processes which support efficient and transparent administration	Maintain records in accordance with legislation	Statutory requirements including freedom of information fully complied with	100%
	Implement disposal schedule by sentencing and disposing of records	Electronic records held in records management system eligible for destruction sentenced	85%
	Train staff in the use of Council's records management system - currently 'Magiq'	Training delivered to new staff using records management system 'Magiq' during their probation period	85%
	Support staff to identify and save important records	Number of queries/requests telephoned or sent to records@ for support and responded to within 24 hours	85%
6.3 Council and Local Authorities Excellence in governance, consultation administration and representation	Ensure capacity for customer relationship management, including mechanisms for feedback on service delivery	Complaints and positive feedback reported to the administration	100%
		Complaints acknowledged within five working days	90%
		Complaints finalised within fifteen working days	95%
		At least one training program attended each financial year by Council and Local Authority Members	100%
	Improve accountable and transparent decision-making by facilitating the participation of Councillors in Council, Committee and Local Authority Meetings	Ongoing administrative and secretarial support for Council, Local Authority and Committee Meetings provided	100%
		Four meetings of each Local Authority held each financial year	100%

	Enable community members to participate in local decision-making by ensuring that non-confidential Agendas and Minutes of Council are publicly available at Council offices in each community	All non-confidential Agendas and Minutes publicly available three working days before a meeting (Agendas) and ten working days after a meeting (Minutes)	100%
	Establish formal and informal mechanisms for community consultation on key issues and input into decision-making	Community outreach event hosted by Council in each community every financial year	100%
	Create opportunities for Councillors and senior staff to be available to community members to discuss Council decisions, programs and projects, either informally or through community meetings	Local Authority Meetings attended by at least one relevant Councillor and at least one Senior Manager	100%
	Ensure advocacy and representation of Council interests through government, the private sector and the media	Advocacy framework, strategy and communication plan completed	December 2022
	Create an advocacy framework, strategy and communication plan in consultation with Councillors		
6.4 Risk Management			
The monitoring and minimisation of risks associated with the operations of Council	Update risk registers and ensure appropriate treatment plans are implemented	Overall risk rating within the risk register reduced	10% reduction
	Undertake internal audits as per audit plan	Internal audits completed as per the adopted plan	100%
	Regularly review insurance cover and premiums	Annual full appraisal of cover required, policies reviewed via insurance broker	June 2023
6.5 Planning and Reporting			
Robust planning and reporting that supports Council's decision-making processes	Produce key policy and direction documents for the Council including the Regional Plan, Annual Reports and policies	Regional Plan finalised and shared, Annual Report delivered, and policies requiring review are reviewed and updated as per required timelines	100%
	Jabiru Masterplan Meetings are attended by CEO and/or designated executive	All Masterplan meetings scheduled are attended	100%

6.6 Information and Communication Technology Effective and innovative information technology solutions which maximise service delivery and support Council's operations	Plan and deliver Council's technology needs through the provision of a well-maintained and managed information and communication technology (ICT) platform	Council's ICT Strategic Plan reviewed annually by 31 December	December 2022
	Optimise the delivery of ICT services and equipment to required work locations to meet staff and service delivery needs	Industry standard hardware and maintenance and replacement schedule complied with	90%
	Provision of innovative, relevant and cost-effective ICT solutions to solve service delivery challenges	Annual review of ICT needs in line with the ICT Strategic Plan completed	100%
	Optimise costs associated with ICT delivery, including communications, both fixed and mobile, data, voice and video services and staff equipment		

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 26 MAY 2022

Agenda Reference:	13.3
Title:	Consultation - West Arnhem Regional Council Draft Budget 2022-2023
File Reference:	1008814
Author:	David Glover, Chief Corporate Officer

SUMMARY

The purpose of this paper is to provide the Authority with an opportunity to provide input into the development of West Arnhem Regional Council's Regional Plan and Budget for 2022-2023.

BACKGROUND

In accordance with section 81 of the *Local Government Act 2019*, Council is required to consult with Local Authorities and get recommendations about Council's budget, priorities for expenditure, service delivery, regional plans, strategic directions and funding to ensure that Council's strategies and plans are informed by the vision and priorities of the local authority.

COMMENT

The Regional Plan and Budget 2022-23 was presented to West Arnhem Regional Council at a Special Finance Committee meeting held on 9 May 2022. That Special Meeting accepted the draft Regional Plan, and accepted the draft Budget for 2022-23.

The Regional Plan of Council is discussed in this meeting agenda, and a budget for all activities within the Gunbalanya Community is attached to this report. The Local Authority members are encouraged to review, discuss, and comment on this attachment.

During the year the local authority held its scheduled meetings. During the year, Council also discussed current and future Local Authority and Council priority spending, and services delivered in each community.

Copies of the draft 2022-2023 Regional Budget are available for public consultation at all Council offices in Minjilang, Waruwi, Gunbalanya, Jabiru and Maningrida. The document can also be downloaded from Council's website by using the following link:

<https://warcdocs.councilbiz.nt.gov.au/docs/WARC%20Docs/Regional%20Plan%20and%20Budget/2022%20-%202023%20Regional%20Budget%20-%20DRAFT%20FOR%20CONSULTATION.pdf>

STATUTORY ENVIRONMENT

Section 81 of the *Local Government Act 2019* as referenced above is relevant to this report.

POLICY IMPLICATIONS

This report has been prepared in accordance with Council's policy on local authorities and *Guideline 1: Local Authorities 2021* as issued by the Minister.

FINANCIAL IMPLICATIONS

Gunbalanya's priorities for expenditure will form part of the Budget considerations for this draft budget 2022-2023.

STRATEGIC IMPLICATIONS

This report 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 1.4	Strong governance and leadership.

VOTING REQUIREMENTS

Not applicable.

RECOMMENDATION:

That the Gunbalanya Local Authority reviews and provides recommendations on West Arnhem Regional Council's Budget for 2022-2023.

ATTACHMENTS

- 1 23GLBUDA Gunbalanya 11.05.2022.pdf

Budget Presentation Summary - Gunbalanya 2022-23

Financial Year 2022/23



Description	Operational			Capital			Total		
	Income	Expenses	Net Result	Income	Expenses	Net Result	Income	Expenses	Net Result
SDC: Gunbalanya									
CORE SERVICES UNTIED									
Administration & Customer Management									
2012 - Community Service Delivery	3,824	575,776	(571,952)	-	-	-	3,824	575,776	(571,952)
	3,824	575,776	(571,952)	-	-	-	3,824	575,776	(571,952)
Animal Control									
2001 - Animal Control	30,810	38,400	(7,590)	-	-	-	30,810	38,400	(7,590)
	30,810	38,400	(7,590)	-	-	-	30,810	38,400	(7,590)
Buildings & Facilities									
2008 - Maintain & construct council controlled buildings & land	5,433	167,347	(161,914)	-	-	-	5,433	167,347	(161,914)
2049 - Maintain staff houses	5,433	12,700	(7,267)	-	-	-	5,433	12,700	(7,267)
	-	154,647	(154,647)	-	-	-	-	154,647	(154,647)
Fleet									
2048 - Maintain plant, equipment and motor vehicles	80,320	262,981	(182,661)	-	-	-	80,320	262,981	(182,661)
2016 - Operate Fuel Storage Facility	17,000	217,481	(200,481)	-	-	-	17,000	217,481	(200,481)
	63,320	45,500	17,820	-	-	-	63,320	45,500	17,820
Governance									
2071 - Manage Council Governance	-	2,750	(2,750)	-	-	-	-	2,750	(2,750)
	-	2,750	(2,750)	-	-	-	-	2,750	(2,750)
Infrastructure Services Leadership									
2335 - Trade Services	-	14,400	(14,400)	-	-	-	-	14,400	(14,400)
	-	14,400	(14,400)	-	-	-	-	14,400	(14,400)
IT & Communications									
2038 - Manage Information Technology and Communications	-	19,685	(19,685)	-	-	-	-	19,685	(19,685)
	-	19,685	(19,685)	-	-	-	-	19,685	(19,685)
Lighting for Public Safety									
2004 - Install and maintain street lights	-	32,414	(32,414)	-	-	-	-	32,414	(32,414)
	-	32,414	(32,414)	-	-	-	-	32,414	(32,414)
Local Roads									
2009 - Maintain local roads	-	251,442	(251,442)	-	-	-	-	251,442	(251,442)
	-	251,442	(251,442)	-	-	-	-	251,442	(251,442)
Parks, Reserves & Open Spaces									
2010 - Manage and maintain cemeteries	500	299,149	(298,649)	-	-	-	500	299,149	(298,649)
2017 - Parks and Public Open Space - including weed control	-	1,000	(1,000)	-	-	-	-	1,000	(1,000)
	500	298,149	(297,649)	-	-	-	500	298,149	(297,649)
Public Relations									
2021 - Support Civic and community events	-	1,200	(1,200)	-	-	-	-	1,200	(1,200)
	-	1,200	(1,200)	-	-	-	-	1,200	(1,200)
Revenue Growth									
2040 - Manage Rates and charges	287,572	-	287,572	-	-	-	287,572	-	287,572
	287,572	-	287,572	-	-	-	287,572	-	287,572
Waste, Water & Sewerage Management									
2013 - Waste Management	329,262	330,795	(1,533)	-	-	-	329,262	330,795	(1,533)
	329,262	330,795	(1,533)	-	-	-	329,262	330,795	(1,533)
Total Core Services Untied	737,721	1,996,339	(1,258,618)	-	-	-	737,721	1,996,339	(1,258,618)

Budget Presentation Summary - Gunbalanya 2022-23

Financial Year 2022/23



Description	Operational			Capital			Total		
	Income	Expenses	Net Result	Income	Expenses	Net Result	Income	Expenses	Net Result
CORE SERVICES TIED									
Local Authorities Administration									
2178 - Local Authorities Community Project Income	159,700	159,700	-	-	-	-	159,700	159,700	-
	159,700	159,700	-	-	-	-	159,700	159,700	-
Local Roads									
2360 - LRCI Phase 1-Gun Diesel Tank	160,000	-	160,000	160,000	-	160,000	160,000	160,000	-
	160,000	-	160,000	160,000	-	160,000	160,000	160,000	-
Sport and Recreation									
2362 - LRCI Phase 1-Gunbalanya Oval Fencing	65,000	-	65,000	65,000	-	65,000	65,000	65,000	-
	65,000	-	65,000	65,000	-	65,000	65,000	65,000	-
Total Core Services Tied	384,700	159,700	225,000	225,000	-	(225,000)	384,700	384,700	-
COMMERCIAL SERVICES									
Total Commercial Services	1,529,700	1,000,903	528,797	-	-	-	1,529,700	1,000,903	528,797
COMMUNITY SERVICES									
Aged Care Services									
3130 - eHCP - Home Care Packages Program from eTools	608,500	748,191	(139,691)	-	-	-	608,500	748,191	(139,691)
	268,000	340,500	(72,500)	-	-	-	268,000	340,500	(72,500)
3001 - Home Care Packages Program (HCP)	340,500	272,615	67,885	-	-	-	340,500	272,615	67,885
3003 - NT Jobs Package - Aged Care	-	135,076	(135,076)	-	-	-	-	135,076	(135,076)
Community Safety Programs									
3004 - Night Patrol	484,107	960,299	(376,192)	-	-	-	484,107	960,299	(376,192)
	-	275,797	(275,797)	-	-	-	-	275,797	(275,797)
3125 - Night Patrol Covid-19 Booster Program	-	100,395	(100,395)	-	-	-	-	100,395	(100,395)
3138 - Safe house Paint and Furnitur , Gunbalanya	43,655	43,655	-	-	-	-	43,655	43,655	-
3087 - Women's Safe House : Gunbalanya	440,452	440,452	-	-	-	-	440,452	440,452	-
Community Support Programs									
3070 - Australia Day Grant	95,889	100,889	(5,000)	-	-	-	95,889	100,889	(5,000)
	-	5,000	(5,000)	-	-	-	-	5,000	(5,000)
3120 - Domestic Family & Sexual Violence Program	95,889	95,889	-	-	-	-	95,889	95,889	-
Home and Community Care									
3002 - Commonwealth Home Support Program (CHSP)	-	29,820	(29,820)	-	-	-	-	29,820	(29,820)
	-	29,820	(29,820)	-	-	-	-	29,820	(29,820)
Radio Broadcasting Services									
3026 - Deliver Indigenous Broadcasting Programs (RIBS)	-	49,850	(49,850)	-	-	-	-	49,850	(49,850)
	-	8,557	(8,557)	-	-	-	-	8,557	(8,557)
3131 - TEABBA Staff Funding - Indigenous Broadcasting Prgm (RIBS)	-	41,294	(41,294)	-	-	-	-	41,294	(41,294)
Sport and Recreation									
3012 - Remote Sport Program	-	44,530	(44,530)	-	-	-	-	44,530	(44,530)
	-	31,720	(31,720)	-	-	-	-	31,720	(31,720)
3011 - Safety and Wellbeing - Sport and Recreation	-	12,809	(12,809)	-	-	-	-	12,809	(12,809)
Youth Programs									
3040 - Children and Schooling - Youth	277,333	277,333	-	-	-	-	277,333	277,333	-
	277,333	277,333	-	-	-	-	277,333	277,333	-
Total Community Services	1,465,829	2,110,913	(645,084)	-	-	(645,084)	1,465,829	2,110,913	(645,084)



Budget Presentation Summary - Gunbalanya 2022-23
Financial Year 2022/23

Description	Operational		Capital		Total	
	Income	Expenses	Income	Expenses	Income	Expenses
RESERVE FUND PROJECTS						
Fleet						
5504 - Diesel tank concrete stand for Gunbalanya	-	70,000	70,000	-	70,000	70,000
	-	70,000	70,000	-	70,000	70,000
Total Reserve Fund Projects	-	70,000	70,000	-	70,000	70,000
Net Surplus / (Deficit) - Gunbalanya	4,117,950	5,337,854	70,000	225,000	4,187,950	5,562,854
						(1,374,904)

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 26 MAY 2022

Agenda Reference:	13.4
Title:	Gunbalanya Airport Ablution Block
File Reference:	1008614
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 3km 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 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 estimated 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	Costs for blockwork toilet and solar system	\$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

Note: WARC does not have a lease agreement over the airport. A lease agreement will make WARC responsible for all the day to day repair maintenance and any infrastructure upgrades at the Council's cost.

Attachment 1 flushable toilet block floor layout

Attachment 2 concept design

Note: NLC and 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 is approximately \$5,000

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.

<p>RECOMMENDATION: That the Local Authority:</p> <ul style="list-style-type: none">• 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 Local Authority funding to meet costs for the architectural and structural drawings for the toilet designs.

ATTACHMENTS

- 1 kazuba eco toilet.pdf
- 2 Attachment 3 concept of flushable toilet.pdf





WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 26 MAY 2022

Agenda Reference:	13.5
Title:	Gunbalanya Local Authority Summary of Current Projects
File Reference:	1008633
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 and delivered to Gunbalanya.	The planned installation date is 20 May 2022.
Gunbalanya LED Screen	The purchase of a portable LED Screen with trailer. Awarded to 'Dreamtech' for the supply and installation of the above mentioned equipment. The LED screen and trailer currently in production. Expected completion of the screen and trailer end of May	Build completion by end of May 2022.
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 been completed <ul style="list-style-type: none">• Posts for the playground equipment installed• Hard structure roof and columns completed• Concrete kerb edging• Fill sand for soft fall area	Works expected to be completed by end of May 2022.
Animal Management Program	For the delivery service of a Community Veterinary Animal Management Program. The Aboriginal Community Veterinary Services delivered its first animal management visit to Gunbalanya From 10 th May- 16 th May.	Completed the first visit.

Project	Project Description	Anticipated completion
Gunbalanya Football Oval Fence Lot 641	LRCI funded project for the upgrading of the existing oval fence. Works to include : Install new top and bottom missing rails. Install 1200mm high chainmesh fence Purchase Order has been raised. Waiting for approval to be issued.	Contractor is scheduled to commence the works in June 2022.
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 community consultation date to discuss the project is scheduled for 23 rd May 2022.

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

1 playground.pdf



WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 18 MAY 2022

Agenda Reference:	13.6
Title:	Gunbalanya Local Authority Membership
File Reference:	1002503
Author:	Doreen Alusa, Governance and Risk Advisor

SUMMARY

The Gunbalanya Local Authority is being asked to consider a report on the nomination of new members to the Local Authority.

BACKGROUND

Gunbalanya Local Authority Membership

Section 77(1) of the *Local Government Act 2019* states that a Local Authority should comprise of at least one Elected Member appointed to the Authority by Council resolution, and other members of the community within the Local Authority area. As per Council's policy, each Local Authority should have a minimum of six (6) appointed members who reside in the community, and a maximum of fourteen (14) members, including Elected Members. The Mayor and Deputy Mayor are ex officio members of each of the Local Authorities in West Arnhem. Elected Member appointed to Local Authorities must be representatives of the Ward in which the Local Authority is located.

Currently, the Gunbalanya Local Authority comprises of the following members:

Elected Members

1. Mayor Matthew Ryan (ex officio)
2. Deputy Mayor Elizabeth Williams (ex officio)
3. Councillor Otto K Dann
4. Councillor Donna Nadjamerrek
5. Councillor Gabby Gumurdul

Appointed Members

1. Andy Garnarradj (Chairperson)
2. Connie Nayinggul
3. Evonne Gumurdul
4. Henry Yates
5. Kenneth Mangiru
6. Maxwell Garnarradj

Local Authority Meetings Attendance and Membership

Since 2019, some appointed members of the Gunbalanya Local Authority have not been able to consistently attend meetings due to various personal reasons. This has led to the convening of provisional meetings over the past three (3) Gunbalanya Local Authority meetings as a quorum was not achieved. Clause 7.1(f) of Ministerial *Guideline 1: Local Authorities 2021*, states that a Council must have a policy for its Local Authorities that provides for how, and in what circumstances the appointment of a member may be revoked or otherwise cease. In line with the Ministerial Guidelines,

Council's policy on Local Authority Appointments, Resignations and Terminations, states that if a Local Authority quorum has not been achieved at two (2) consecutive meetings, the Council, at its discretion may terminate the membership of the members who have not attended – and may call for new nominations and/or choose not to fill some vacant positions pursuant to the minimum number of members allowed under the *Local Government Act 2019*.

The administration is therefore requesting the meeting to consider the nomination of new community members who may replace members who have not attended meetings over the past year.

Appointment Process for Local Authority Members

The appointment of community members takes place through a nomination process, which includes the following steps:

1. A call for nominations will be widely advertised and promoted to ensure that Gunbalanya residents are aware that the nomination period is now open.
2. Permanent residents of the community have up to 28 days to apply for membership by filling in and submitting a Local Authority Nomination Form by the closing date for nominations. The form can be obtained from Council's offices in Gunbalanya.
3. Following closure of the nomination period, a selection committee will meet to determine which nominations will be put forward to Council for approval.
 - a. The selection committee will include at least one Elected Member who resides within the Local Authority area, and two community members.
 - b. The Council Services Manager (CSM) will provide administrative support to the committee.
4. Council will then consider the nominations put forward by the selection committee at the next Ordinary Meeting of Council. Council will have the final say on appointing Local Authority Members.

COMMENT

Section 78 of the *Local Government Act 2019* outlines the functions of Local Authorities as follows:

- a. To involve local communities more closely in issues related to local government.
- b. To ensure that local communities are given an opportunity to express their opinions on questions affecting local government.
- c. To allow local communities a voice in the formulation of policies for the locality as well as policies for the area and the region.
- d. To take the views of local communities back to the council and act as advocates on their behalf.
- e. To contribute to the development of the relevant regional plan.
- f. To make recommendations to the council in relation to:
 - (i) The Council's budget; and
 - (ii) The part of the Council's area within which the Local Authority performs its functions.
- g. To perform other functions assigned to the Local Authority by the Minister (for Local Government), in accordance with any guidelines that the Minister may make.

Each Local Authority in West Arnhem holds four meetings a year.

STATUTORY ENVIRONMENT

Section 78 of the *Local Government Act 2019*.

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

Clause 7 and 10.2 of *Guideline 1: Regional Councils and Local Authorities 2021*.

POLICY IMPLICATIONS

- Local Authority Appointments, Resignations and Terminations Policy.
- Allowances and Expenses (Elected, Local Authority and 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.
- Travel and Accommodation (Elected, Local Authority and Committee Members) Policy.

FINANCIAL IMPLICATIONS

Allowances for attending Local Authority meetings for the 2021-2022 financial year are indicated below:

Allowance	Elected Member	Appointed Local Authority Member	Local Authority Chairperson
Allowance per meeting	\$145.00 per meeting (to a maximum of \$9,006.64 per annum for all extra meeting allowances)	\$132.00	\$177.00

Ex-officio members and Local Authority members who work for Council do not get an allowance for attending the meetings.

STRATEGIC IMPLICATIONS

Council has the opportunity to appoint committed individuals, via the nomination process, who will represent their respective communities with regard to the delivery of local government services as per the following objectives 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 1.4	Strong governance and leadership.

VOTING REQUIREMENTS

Simple majority.

RECOMMENDATION:

That the Local Authority:

- **Received and notes the report;**
- **Nominates an Elected Member and at least two community members to the Gunbalanya Local Authority nomination committee; and**
- **Encourages members of the community to nominate as members of the Gunbalanya Local Authority.**

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 26 MAY 2022

Agenda Reference:	13.7
Title:	Local Authority Members Questions
File Reference:	1009128
Author:	Doreen Alusa, Governance and Risk Advisor

SUMMARY

The purpose of this report is to give Local Authority Members a formal forum where they can table items for discussion at the Local Authority meeting.

BACKGROUND

Part 5.1 of the *Local Government Act 2019* (the Act) identifies local authorities as an essential forum for local decision making in remote communities. The key functions of local authorities as outlined in the Act are:

- a. To involve local communities more closely in issues related to local government.
- b. To ensure that local communities have the opportunity to express their opinions on questions affecting local government.
- c. To allow local communities a voice in the formulation of policies for the locality as well as policies for the area and the region.
- d. To take the views of local communities back to the council and act as advocates on their behalf.
- e. To contribute to the development of the relevant regional plan.
- f. To make recommendations to the council in relation to:
 - i. The council's budget; and
 - ii. The part of the council's area within which the local authority performs its functions.
- g. To perform other functions assigned to the local authority by the minister, in accordance with any guidelines that the minister may make.

Local Authority Members are encouraged to raise any other matters that they wish to discuss during the meeting.

COMMENT

No comment is required.

STATUTORY ENVIRONMENT

Section 78 of the *Local Government Act 2019*.

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable at this time.

STRATEGIC IMPLICATIONS

This report is aligned to the following objectives as outlines in 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 at this time.

RECOMMENDATION:

That the Chairperson invites questions from Local Authority Members.

WEST ARNHEM REGIONAL COUNCIL

FOR THE GUNBALANYA MEETING

26 MAY 2022