



Agenda

Ramingining

LOCAL AUTHORITY MEETING

On

18 September 2023

EAST ARNHEM REGIONAL COUNCIL

Notice is given that a meeting of the Ramingining Local Authority will be held at the East Arnhem Regional Council Office on Monday, 18 September 2023 at 10.00AM.

Dale Keehne
Chief Executive Officer

Under closing the gap priority reforms, socio economic outcome 16 – Aboriginal and Torres Strait Islander languages are strong, supported and flourishing and it is standard practice for reports to be considered, discussed and debated in the traditional dialects of the East Arnhem region, Yolngu Matha or Anindilyakwan.

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Dial into the Conference# 02 8318 0005

Meeting ID: 882 568 767#

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APOLOGIES

ITEM NUMBER 3.1
TITLE Apologies and Absence Without Notice
REFERENCE 1807643
AUTHOR Wendy Brook, Executive Assistant to the CEO

**SUMMARY**

This report is to table, for the Council's record, any absences, apologies and requests for leave of absence received from the Local Authority Members and what absences that the Local Authority gives permission for.

The report author does not have a conflict of interest in this matter (Section 179 of the Act).

RECOMMENDATION

That Council:

- (a) Notes the absence of <>.**
- (b) Notes the apology received from <>.**
- (c) Notes <> are absent with permission of the Local Authority.**
- (d) Determines <> are absent without permission of the Local Authority.**

ATTACHMENTS:

There are no attachments to this report.

APOLOGIES

ITEM NUMBER	3.2
TITLE	Local Authority Membership
REFERENCE	1807742
AUTHOR	Dale Keehne, Chief Executive Officer

**SUMMARY:**

This report lists the community and Council appointed members and the resignation and vacancies of the Local Authority.

BACKGROUND

The meeting needs to consider the membership of the Local Authority.

A Local Authority can have between 6 and 14 members, including the appointed Councillors.

GENERAL

Following are the current community members of this Local Authority.

Ramingining

Daphne Malibirr
John Djoma
Gilbert Walkuli
Lizzy Mindhili
Lloyd Garrawurra
Judith Dhuru
Fabian Garawirrtja
Shirley Balalnydju

The following elected Councillors are appointed by the Council as members of the Local Authority.

Ramingining

Cr Jason Mirritjawuy
Cr Robert Yawarngu

The report author does not have a conflict of interest in this matter (Section 179 of the Act).

RECOMMENDATION

The Local Authority notes the member list and calls for new members to fill up existing vacancies.

ATTACHMENTS:

There are no attachments to this report.

CONFLICT OF INTEREST

ITEM NUMBER 4.1
TITLE Conflict of Interest
REFERENCE 1807747
AUTHOR Wendy Brook, Executive Assistant to the CEO

**SUMMARY**

This report is tabled for members to declare any conflicts they have within the agenda.

BACKGROUND

The Local Government Act (Chapter 7, Part 7.2, Section 114 – Conflict of Interest) details that “A member has a conflict of interest in a question arising for decision by the audit committee, council, council committee or Local Authority if the member or an associate of the member has any of the following interests in how the question is decided:

- (a) A direct interest
- (b) An indirect financial interest
- (c) An indirect interest by close association
- (d) An indirect interest due to conflicting duties”.

GENERAL

A conflict of interest is a situation that has the potential to undermine a person’s ability to be impartial because of the possibility of a clash between the person’s self-interest and professional interest or public interest.

When this occurs the Local Authority Member should declare the interest and remove them self from the decision making process.

The report author does not have a conflict of interest in this matter (Section 179 of the Act).

RECOMMENDATION

That the Local Authority notes no conflicts of interest declared at today’s meeting.

OR

That the Local Authority notes any conflicts of interest declared at today’s meeting.

ATTACHMENTS:

There are no attachments to this report.

PREVIOUS MINUTES

ITEM NUMBER	5.1
TITLE	Previous Minutes for Ratification
REFERENCE	1807752
AUTHOR	Wendy Brook, Executive Assistant to the CEO



SUMMARY

The Local Authority is asked to confirm the unconfirmed minutes from the previous meeting.

BACKGROUND

In line with the Northern Territory *Local Government Act 2019* (Chapter 6, Part 6.3, Section 101- 3), The Audit Committee, Council, Council Committee or Local Authority must, at its next meeting, or next ordinary meeting, confirm the minutes (with or without amendment), including any confidential business considered at the meeting, as a correct record of the meeting.

According to the *Local Authority Guideline 1* (Part 12, Section 12.4), Members at a provisional meeting can confirm the minutes of a previous provisional meeting. However, members at a provisional meeting cannot confirm the minutes of a previous Local Authority meeting.

GENERAL

Local Authority members need to read the unconfirmed minutes carefully before they endorse them as a true record of the previous meeting.

The report author does not have a conflict of interest in this matter (Section 179 of the Act).

RECOMMENDATION

That the Local Authority notes the minutes from the additional meeting of 18 April 2023 and the meeting of 15 May 2023 to be true records of these meetings.

ATTACHMENTS:

- 1 Local Authority - Ramingining 2023-04-18 [2045] Minutes.DOCX
- 2 Local Authority - Ramingining 2023-05-15 [2061] Minutes.DOCX



Mission

East Arnhem Regional Council is dedicated to promoting the power of people, protection of community and respect for cultural diversity in the East Arnhem Regional Council. It does this by forming partnerships, building community capacity, advocating for regional and local issues, maximising service effectiveness and linking people with information.

Core Values

Respect
Professionalism
Human Dignity
Organisational Growth
Equity
Community

MINUTES FOR THE RAMINGINING LOCAL AUTHORITY MEETING

18 April 2023

Under closing the gap priority reforms, socio economic outcome 16 – Aboriginal and Torres Strait Islander languages are strong, supported and flourishing and it is standard practice for reports to be considered, discussed and debated in the traditional dialects of the East Arnhem region, Yolngu Matha or Anindilyakwan.

MINUTES OF THE LOCAL AUTHORITY MEETING HELD IN THE RAMINGINING
COUNCIL OFFICE ON TUESDAY, 18 APRIL 2023 AT 12:00PM

ATTENDANCE

In the Chair Cr. Jason Mirritjawuy, Cr. Robert Yawarngu, Local Authority Members Daphne Malibirr, Gilbert Walkuli, Lizzy Mindhili, Fabian Garawirrtja and Judith Dhuru.

COUNCIL STAFF

Signe Balodis - Regional Manager - Community Development.
Jennifer Newton - Council Operations Manager – Ramingining.

GUEST SPEAKERS

Rachael Norman
Jay Hill

Minute taker – Nawshaba Razzak, Corporate Planning and Policy Officer

MEETING OPENING

Chair opened the meeting at 12:15PM and welcomed all members and guests.

PRAYER

Lizzy Mindhili.

Apologies**3.1 APOLOGIES AND ABSENCE WITHOUT NOTICE****SUMMARY**

This report is to table, for the Council's record, any absences, apologies and requests for leave of absence received from the Local Authority Members and what absences that the Local Authority gives permission for.

282/2023 RESOLVED (Robert Yawarngu/Fabian Garawirrtja)

That Local Authority:

- (a) Notes the absence of Lloyd Garrawurra and John Djoma.**
- (b) Notes the apology received from Lloyd Garrawurra and John Djoma .**
- (c) Notes Lloyd Garrawurra and John Djoma are absent with permission of the Local Authority.**

Conflict of Interest**4.1 CONFLICT OF INTEREST****SUMMARY**

This report is tabled for members to declare any conflicts they have within the agenda.

283/2023 RESOLVED (Lizzy Mindhili/Daphne Malibirr)

MINUTES OF THE LOCAL AUTHORITY MEETING HELD IN THE RAMINGINING
COUNCIL OFFICE ON TUESDAY, 18 APRIL 2023 AT 12:00PM

That the Local Authority notes no conflicts of interest declared at today's meeting.

General Business

8.1 COMMUNITY DEVELOPMENT PROGRAM REFORM

SUMMARY:

The NIAA would like to consult with the Ramingining Local Authority Chair and members on CDP Reform.

28/4/2023 **RESOLVED (Robert Yawarngu/Jason Mirritjawuy)**

That Local Authority:

- (a) Notes the report on CDP reform.**
- (b) Requests a guest speaker from NIAA to come to the next LA meeting on 15 May and discuss the program.**
- (c) Request CDP participants to get training for specific jobs of their interest within each community.**
- (d) Requests CDP activity to be changed to CDP work.**
- (e) Requests CDP to provide a variety of work that meets the job requirements of each community.**
- (f) Requests CDP work to recognise culture responsibilities.**
- (g) Requests CDP to engage with all stakeholders in each community to provide opportunities to their participants to work experience.**
- (h) Requests CDP to provide support for participants who would like to develop a business plan with the view of starting their own business and to provide extended period of support as required.**

MEETING CLOSE

The meeting ended at 1:05pm.

This page and the preceding pages are the minutes of the Local Authority Additional Meeting held on Tuesday, 18 April 2023.



Mission

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Core Values

Respect
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Equity
Community

MINUTES FOR THE RAMINGINING LOCAL AUTHORITY MEETING

15 May 2023

Under closing the gap priority reforms, socio economic outcome 16 – Aboriginal and Torres Strait Islander languages are strong, supported and flourishing and it is standard practice for reports to be considered, discussed and debated in the traditional dialects of the East Arnhem region, Yolngu Matha or Anindilyakwan.

MINUTES OF THE LOCAL AUTHORITY MEETING HELD IN THE RAMINGINING
COUCIL OFFICE ON MONDAY, 15 MAY 2023 AT 10.00AM

ATTENDANCE

In the Chair Cr. Jason Mirritjawuy, Cr. Robert Yawarngu, Daphne Malibirr, Gilbert Walkuli, , Lloyd Garrawurra. John Djoma, Fabian Garawirtja, Judith Dhuru and Shirley Balalnydju

COUNCIL STAFF

Dale Keehne – CEO.
Shane Marshall – Director Technical and Infrastructure (via video).
Andrew Walsh – Director, Community Development.
Peter Dunkley – Regional Manager, Youth Sport and Recreation.
Jennifer Newton – Council Operations Manager.

Minute Taker – Wendy Brook, EA to the CEO.

GUESTS

Superintendent Jody Nobbs – Northern Division, Northern Territory Police – Law & Order Community Update.
Megan Smith – Engagement Assistant Director, National Indigenous Australians Agency.
Courtney Warr – Executive Director, Territory Housing.
Joseph Smith – Operations Manager, Country Connect.

MEETING OPENING

Chair opened the meeting at 10.26AM and welcomed all members and guests.

PRAYER

By Daphne Malibirr

Apologies

3.1 APOLOGIES AND ABSENCE WITHOUT NOTICE

SUMMARY

This report is to table, for the Council's record, any absences, apologies and requests for leave of absence received from the Local Authority Members and what absences that the Local Authority gives permission for.

The report author does not have a conflict of interest in this matter (Section 179 of the Act).

285/2023 RESOLVED (Robert Yawarngu/John Djoma)

That Council:

- (a) Notes the absence of Lizzy Mindhili, Judith Dhuru**
- (b) Notes the apology received from Lizzy Mindhili, Judith Dhuru.**
- (c) Notes Lizzy Mindhili, Judith Dhuru are absent with permission of the Local Authority.**

MINUTES OF THE LOCAL AUTHORITY MEETING HELD IN THE RAMINGINING
COUCIL OFFICE ON MONDAY, 15 MAY 2023 AT 10.00AM

3.2 LOCAL AUTHORITY MEMBERSHIP

SUMMARY:

This report lists the community and Council appointed members and the resignation and vacancies of the Local Authority.

286/2023 RESOLVED (Fabian Garawirrtja/Lloyd Garrawurra)

The Local Authority notes the member list and calls for new members to fill up existing vacancies.

Conflict of Interest

4.1 CONFLICT OF INTEREST

SUMMARY

This report is tabled for members to declare any conflicts they have within the agenda.

287/2023 RESOLVED (Robert Yawarngu/Gilbert Walkuli)

That the Local Authority notes no conflicts of interest declared at today's meeting.

Previous Minutes

5.1 PREVIOUS MINUTES FOR RATIFICATION

SUMMARY

The Local Authority is asked to confirm the unconfirmed minutes from the previous meeting.

288/2023 RESOLVED (John Djoma/Daphne Malibirr)

That the Local Authority notes the minutes from the meeting of 20 March 2023 to be a true record of the meeting.

Local Authorities

6.1 LOCAL AUTHORITY ACTION REGISTER AUTHORITY MEETING.

SUMMARY

The Local Authority is asked to review the range of actions and progress to complete them.

289/2023 RESOLVED (Fabian Garawirrtja/John Djoma)

That the Local Authority notes the progress of actions from the previous meetings, new actions and request that completed items be removed from the Action Register

MINUTES OF THE LOCAL AUTHORITY MEETING HELD IN THE RAMINGINING
COUCIL OFFICE ON MONDAY, 15 MAY 2023 AT 10.00AM

for the Council to endorse.

MOTION MOVE TO LUNCH BREAK AT 12.26PM

290/2023 RESOLVED (Robert Yawarngu/John Djoma)

MOTION MEETING RESUMED AT 12.57PM

291/2023 RESOLVED (Fabian Garawirrtja/Lloyd Garrawurra)

General Business

8.1 CEO REPORT

SUMMARY

This is a report of the key broad issues since the last report to Council, in addition to those covered in other parts of the agenda.

292/2023 RESOLVED (Fabian Garawirrtja/John Djoma)

That the Local Authority:

- (a) Notes the CEO Report.
- (b) Calls for greater funding to build on current Youth Sport and Recreation services and engagement, prevention and early intervention.
- (c) Calls for the Director Community Development to develop a range of proposals and report to the next Local Authority, based on input provided today at the Local Authority meeting.
- (d) In relation to Country Connect, that a clear timetable is provided to the Police of their work, confirmation there will be a curfew of 9.00pm for young participants, there be clear consequences if the participants don't follow the program, that this includes school attendance, and that the Country Connect Manager be invited to the next Local Authority meeting to advise on the program.

**8.2 TECHNICAL AND INFRASTRUCTURE PROGRAM AND CAPITAL PROJECT
UPDATES**

This report is tabled for the Local Authority, to provide program updates within the Technical and Infrastructure directorate. In addition to progress updates associated with capital projects and initiatives associated with the 2022-2023 Annual Plan.

- 4 -

MINUTES OF THE LOCAL AUTHORITY MEETING HELD IN THE RAMINGINING
COUCIL OFFICE ON MONDAY, 15 MAY 2023 AT 10.00AM

293/2023 RESOLVED (John Djoma/Robert Yawarngu)

That the Local Authority notes the Technical and Infrastructure report.

**8.3 EAST ARNHEM MURAL PROJECT
SUMMARY**

This report is to provide an update to the Local Authority members on the progress to date of the East Arnhem Mural Project. The report in addition seeks to confirm approval of the concept design.

294/2023 RESOLVED (Fabian Garawirrtja/Gilbert Walkuli)

That the Local Authority:

(a) Notes the report.

(b) Approves of the final concept design presented in the presentation.

**8.4 YOUTH, SPORT AND RECREATION COMMUNITY UPDATE.
SUMMARY**

This report sets out to highlight Youth, Sport and Recreation staffing updates, events, activities, successes and challenges in your community.

295/2023 RESOLVED (Robert Yawarngu/Fabian Garawirrtja)

That the Local Authority notes the Youth Sport and Recreation report.

**8.5 COUNCIL OPERATIONS REPORT
SUMMARY**

This report is provided by the Council Operations Manager at every Local Authority meeting to provide information or updates to members.

296/2023 RESOLVED (Jason Mirritjawuy/Fabian Garawirrtja)

That Local Authority notes the Council Operations Report.

MINUTES OF THE LOCAL AUTHORITY MEETING HELD IN THE RAMINGINING
COUNCIL OFFICE ON MONDAY, 15 MAY 2023 AT 10.00AM

8.6 CORPORATE SERVICES REPORT

SUMMARY

This report presents the financials plus employment statistics as of 30 April 2023 within the Local Authority area.

297/2023 RESOLVED (Lloyd Garrawurra/John Djoma)

That the Local Authority receives the Financial and Employment information as of 30 April 2023.

8.7 BUDGET 2023-2024

SUMMARY:

This report is to progress the Regional Plan

298/2023 RESOLVED (Lloyd Garrawurra/Fabian Garawirtja)

The Local Authority notes the proposed draft Annual Plan.

QUESTIONS FROM MEMBERS:

For EARC to work with Uniting Church to improve lighting at the Church Ground.

The members asked when the barge road works would be completed. The Regional Roads Manager advised that they are being arranged and will be expected to be done from June.

MINUTES OF THE LOCAL AUTHORITY MEETING HELD IN THE RAMINGTON
COUNCIL OFFICE ON MONDAY, 15 MAY 2023 AT 10.00AM

DATE OF NEXT MEETING

17 July 2023.

MEETING CLOSE

The meeting terminated at 3.19PM.

This page and the preceding pages are the minutes of the Local Authority Meeting held on Monday, 15 May 2023.

Unconfirmed

LOCAL AUTHORITIES

ITEM NUMBER 6.1
TITLE Local Authority Action Register
REFERENCE 1810909
AUTHOR Wendy Brook, Executive Assistant to the CEO

**SUMMARY**

The Local Authority is asked to review the range of actions and progress to complete them.

BACKGROUND

The current Local Authority Action Items List, and updates on progress to complete them, is attached.

GENERAL

The attached report gives the Local Authority an opportunity to check that actions from previous meetings are being implemented. New actions will be added to the Action Register.

If an action is completed the Local Authority need to request for the item to be removed from the Action Register, for the Council to endorse.

The report author does not have a conflict of interest in this matter (Section 179 of the Act).

RECOMMENDATION

That the Local Authority notes the progress of actions from the previous meetings, new actions and request that completed items be removed from the Action Register for the Council to endorse.

ATTACHMENTS:

1  Local Authority - Ramingining August 2023.docx

RAMINGINING ACTIONS

ACTION ITEM	ACTIONS	STATUS
01/2020 RESOLVED	<p>That the Local Authority:</p> <ul style="list-style-type: none"> a) Notes the report on the Kava Pilot: Allowing the commercial importation of kava. b) Supports comprehensive community consultation as highlighted in the Northern Territory Government's submission to the Australian Government's Kava Pilot Phase 2: Allowing the Commercial Importation of Kava consultation paper, and the call for Commonwealth funding to support either: <ul style="list-style-type: none"> 1) increased compliance and policing for the increase in the illicit kava trade, or 2) effective and informed local decision making about kava management to minimise potential harms. c) Supports the Northern Territory Government's request for funding to support research into the health and social impacts from increased kava availability. 	<p>25.01.21 – The Local Authorities resolution has been shared with the Department of Chief Minister.</p> <p>12.05.2021 – Email was received, stating that there is no action regarding the Kava Pilot – Ongoing</p> <p>19.05.2021 – Updated has been provided to the Local Authority Members, with further updates to come.</p> <p>15.11.2021 – A separate report was presented by the CEO in the meeting.</p> <p>17.01.2022 – The CEO will provide further updates in the next meeting. The LA will continue to discuss Kava with the community.</p> <p>02.06.2022 - Call on the Northern Territory and Australian Governments to work with the Local Authorities and Regional Council to ensure genuine and thorough consultation and engagement with and understanding of all communities and homelands of East Arnhem Land, on the important and pressing issues of the possible introduction of the legal sale of kava and alcohol and support the leadership of the President on this issue.</p> <p>19.10.22 President and CEO to follow up a positive discussion on this issue at a meeting with the Chief Minister to the region, with the Executive Director of the Department of the Chief Minister and Cabinet, on gaining action on the Local Authority and Council resolutions.</p> <p>21.11.2022 – As above.</p> <p>16.1.2022 – CEO to provide update next round.</p>

RAMINGINING ACTIONS

ACTION ITEM	ACTIONS	STATUS
		<p>20.03.2023 – This is progressing with letters written to the Chief Minister – further updates to be provided.</p> <p>26.05.23 - Ongoing</p>
Street Naming for New Subdivision	<p>001/2022 RESOLVED That the Raminging Local Authority Members consult further with Traditional Owners and the wider community and provide a list to the Director Technical and Infrastructure services through the Community Development Coordinator for tabling in the next LA meeting.</p>	<p>14.03.2022 - There will be a separate report on Street naming in this meeting.</p> <p>02.06.2022 – Ongoing confirmation and consultation still required.</p> <p>12.09.2022 – Ongoing and awaiting confirmation to DTSI & SPW&I</p> <p>19.09.2022 – Confirmed agreement on the new names of the Road in the sub-division to be Maypinyi Road (represents water hole with rainbow snake). The new Close to be called Ngulurdjapin Close (represents resting place of the red kangaroo after being speared).</p> <p>16.01.2023 – Submission lodgement has been made to place names.</p> <p>20.03.2023 – As above, process can take some time.</p> <p>15.05.23 – application for road names has been made</p>

RAMINGINING ACTIONS

ACTION ITEM	ACTIONS	STATUS
Concerns with Country Connect Program	Raised concerns over that the Country Connect program that supports youth in trouble, came into community without consulting the Local Authority or Traditional Owners	<p>20.03.2023 - Requests the Director of Community Services to raise these concerns with Country Connect and Bulungunum, to support how to not undermine community safety in Raminging, including pathways to training and jobs, and the need for all parties to work together including involving the NT Police.</p> <p>Would like Country Connect, to attend the next Local Authority meeting to present and discuss their work. And invite the NT Police to be involved in this session.</p> <p>27.04.23 – Letter sent on 5/4/23 and Country Connect accepted the invitation to the Local Authority meeting.</p> <p>15.05.23 – Country Connect joined LA meeting for discussions and further actions to arise out of today's meeting.</p> <p>29.06.23 – Ongoing</p> <p>29.08.23 – monthly catch up with Superintendent – no further update. Has been raised. No result to date.</p>
Umpire training for sports.	Requests the Youth Sport & Recreation Regional Manager organise umpire training for sports like basketball and football.	<p>20.03.2023 – YSR Regional Manager to follow up and update to be provided at next Local Authority meeting.</p> <p>15.05.23 - Youth Sport and Recreation has organised umpire training for football and another agency has organised basketball umpire training. This month and next.</p> <p>29.06.23 – Confirmation if training has been completed at next LA meeting.</p> <p>29.08.23 - still pending</p>

RAMBLING ACTIONS

ACTION ITEM	ACTIONS	STATUS
Training in administration etc.,	Requests the Youth Sport and Recreation Regional Manager look into more training, possibly through Charles Darwin University, for Sport and Recreation officers in administration, computer skills, literacy and numeracy.	<p>20.03.2023 – YSR Regional Manager to follow up and update to be provided at next Local Authority meeting.</p> <p>15.05.23 – All Youth Sport and Recreation officers from all over Region engaged in extensive course. This is in progress.</p> <p>29.06.23 – Confirmation if training has been completed at next LA meeting.</p> <p>29.08.23 - ongoing.</p>
<p>FUTURE ACTION ITEM/ACTION ON HOLD:</p> <p>Community Oval Stage/Advocacy</p>	Extend the Community Oval Stage and construct a stage at the Church grounds. \$200,000	<p>18.01.2021 Design and engineering being finalised for market release – release due end of November with Construction anticipated February – March 2021</p> <p>12.05.2021 – Ongoing</p> <p>19.05.2021 – Project update will be provided at next Local Authority Meeting. Design stage is currently in the process.</p> <p>15.11.2021 – Construction of lights will begin in January. Ongoing. Quotation will go out in a few weeks. Local authority to put LA money of \$138,934.00 to the community oval stage project.</p> <p>17.01.2022 - Request for Tender (RFT) for Lighting to be released in two weeks due to capacity and staff leave over the Christmas period. Request For Tender (RFT) documents for the stage to be released to market end of February.</p> <p>14.03.2022 – will go to the market this Friday</p> <p>02.06.2022 – To be dealt with in a separate pool</p>

RAMINGINING ACTIONS

ACTION ITEM	ACTIONS	STATUS
		<p>22.06.2022 – tender evaluated – pricing beyond available funds – report in this Council meeting.</p> <p>12.09.2022 – Remove from Action and move to Advocacy items.</p> <p>16.01.2023 – No change at this stage.</p> <p>20.03.2023 – Oval stage – looking for future grant funding - no change at this stage.</p>
<p>181/2021 Series of Murals (re-tabled)</p>	<p>That the Local Authority consider and advise when agreed what significant person or people to include in the series of murals.</p>	<p>12.05.2021 – Ongoing</p> <p>12.10.2021 – LA are still deciding what way they would like to proceed with.</p> <p>17.01.2022 – The CDC to work with the members and provide update (list of items) on the next LA meeting.</p> <p>14.03.2022 – ongoing discussion.</p> <p>02.06.2022 - LA supports the murals to be based on a map of Raminging and its homelands.</p> <p>19.09.2022 – Design consultant to work with community on design.</p> <p>19.10.22 – Design consultant to work with each Local Authority, community and homeland members to develop an agreed design, of a map of the region, including key cultural aspects of each part of the region.</p> <p>21.11.2022 – As above.</p>

RAMINGINING ACTIONS

ACTION ITEM	ACTIONS	STATUS
		<p>16.01.2023 - Consultant to meet with communities in March.</p> <p>20.03.2023 – Consultant meeting with Community, the children and members on 21.03.23, to discuss what they would like on the map to represent their community.</p> <p>27.04.23 – Community consultations have taken place. Ongoing.</p> <p>15.05.23 Report presented on final content – approvals being sought from Members.</p>
Council Operations on Public Holidays	Requests a range of traditional and western programs be developed to mark Australia Day, Easter, Anzac Day and NAIDOC Day.	<p>20.03.2023 - Director of Community Services and COM to develop with Community.</p> <p>27.04.23 – Ongoing</p> <p>15.05.23 Work in progress – Consultation with staff to occur.</p> <p>29.06.23 – Ongoing – consultation could take some months.</p>

RAMINGINING COMPLETED ACTIONS:

RAMINGTON ACTIONS

White Line Markings on Bitumen Roads		30.6.2022 – completed
Community Entrance Signage Project		22.06.2022 – completed
Oval lighting		30.6.2022 completed
Landfill Trench for Clothing		19.10.22 Completed.
Noise concerns	Noise concerns have been raised by the Local Authority with the Police.	20.03.2023 – No ongoing concerns Action to be removed – awaiting approval of April Council meeting. 27.04.23 – Approved removal - April Council meeting.

GUEST SPEAKERS

ITEM NUMBER	7.1
TITLE	Northern Territory Police - Law & Order Community Update
REFERENCE	1817754
AUTHOR	Andrew Walsh, Director Community Development

**SUMMARY**

This report is for a law and order update to be provided to the members of the Local Authority by an officer of the Northern Territory Police.

GENERAL

Northern Territory Police to provide an update on community safety and law and order, and allow for discussion and the expression of views of Local Authority Members.

The report author does not have a conflict of interest in this matter (Section 179 of the Act).

RECOMMENDATION

That the Local Authority thanks the Guest Speakers for their update.

ATTACHMENTS:

There are no attachments to this report.

GUEST SPEAKERS

ITEM NUMBER	7.2
TITLE	Guest Speaker - Mel George, Executive Director - Bula' Bula Arts
REFERENCE	1818783
AUTHOR	Wendy Brook, Executive Assistant to the CEO

**GENERAL**

Mel would like to share some of the current successes of Bula' Bula Arts with the members, from the viewpoint of being one of the only locally owned Yolngu businesses in community.

The report author does not have a conflict of interest in this matter (Section 179 of the Act).

RECOMMENDATION

The Local Authority thanks the guest speaker for her presentation.

ATTACHMENTS:

There are no attachments to this report.

GUEST SPEAKERS

ITEM NUMBER	7.3
TITLE	Guest Speaker - Bulungkunum
REFERENCE	1819164
AUTHOR	Wendy Brook, Executive Assistant to the CEO



GENERAL

The purpose of this meeting is to allow an opportunity to share information on the work of Bulungkunum and opportunities for further collaboration.

The report author does not have a conflict of interest in this matter (Section 179 of the Act).

RECOMMENDATION

The Local Authority thanks the guest speaker for their presentation.

ATTACHMENTS:

There are no attachments to this report.

GENERAL BUSINESS



ITEM NUMBER	8.1
TITLE	CEO Report
REFERENCE	1813664
AUTHOR	Dale Keehne, Chief Executive Officer

SUMMARY

This is a report of the key broad issues since the last report to the Local Authority, in addition to those covered in other parts of the agenda.

GENERAL

Staff Survey and Action

The results of a comprehensive Staff Survey provide a very positive overall picture. This includes staff understanding and alignment to Council's overall goals; levels of pride, overall satisfaction and belonging, Council being viewed as a supportive and caring employer; learning and development; perceptions about immediate manager and Council's focus on community.

There are, however, a range of particular opportunities for improvement that have been identified that I will be working closely to address.

I discussed the Staff Survey results recently in a Council wide teleconference with all 9 communities and the Nhulunbuy and Darwin support offices, and an explanation of the next steps for action.

They include a detailed analysis of issues and workshopping of practical actions by staff from all different parts of Council to address them, followed by focused discussion and engagement between the Senior Leadership Team to decide on and implement necessary changes.

Local and Regional Decision Making and Voice

A letter from President Lapulung Dhamarrandji was sent to the Chief Minister, Minister for Indigenous Australians and Assistant Minister proposing a joint way forward through the development of a Local Decision Making Agreement, as detailed in Attachment 1.

Youth, Justice Law, Order and Support

Based on the resolutions of the Milingimbi and Yirrkala Local Authorities, and key points raised at a meeting with 15 Secretaries, CEOs and Deputy CEOs of Australian Government Departments and the CEO of the NT Department of the Chief Minister and Cabinet (CM&C) – Council endorsed a range of actions. These have been put to Jody Broun, the CEO of the National Indigenous Australians Agency and CEO of NT CM&C, as well Yingiya Guyula the NT Member for Mulka, as detailed in Attachments 2 and 3.

Kava and Alcohol Management

Council made a resolution to call for immediate action on clarifying the situation with kava and alcohol, as detailed in Attachment 4.

The report author does not have a conflict of interest in this matter (Section 179 of the Act).

RECOMMENDATION

That the Local Authority notes the CEO Report.

ATTACHMENTS:

- 1 [!\[\]\(b4fd951633a5d21f350c61bae231fccd_img.jpg\) Letter from EARC to Ministers Re Local Decision Making 8 Sep 23.pdf](#)
- 2 [!\[\]\(759c0e2077cdd4ad825d0623d7576687_img.jpg\) Letter from EARC Re Youth Justice Law Order Support 8 Sep 23.pdf](#)
- 3 [!\[\]\(63c5565f9d347484697bbaa3c02c6ed0_img.jpg\) Letter to Yingiya Guyula MLA from EARC Re Youth Justice Law Order Support 8 Sep 24.pdf](#)
- 4 [!\[\]\(ca226b194dd1eb41099e9e6e25acd5f0_img.jpg\) Letter from EARC Re Kava and Alcohol 8 Sep 23.pdf](#)



T 08 8986 8986
F 08 8986 8999
E info@eastarnhem.nt.gov.au
P PO Box 1060, Nhulunbuy NT 0881
W www.eastarnhem.nt.gov.au

ABN 92 334 301 078

8 September 2023

Hon Natasha Fyles
Chief Minister
Chief.minister@nt.gov.au

Hon Linda Burney
Minister for Indigenous Australians
ministerburney@ia.pm.gov.au

Hon Malarndirri McCarthy
Senator for the Northern Territory
Assistant Minister for Indigenous Australians
Senator.Mccarthy@aph.gov.au

Dear Chief Minister and Ministers,

Re: Local Decision Making Agreement with East Arnhem Regional Council

I write following an important meeting held on Saturday 5 August in the East Arnhem Land community of Yirrkala, between 15 Council and Local Authority representatives, and 15 Secretaries, CEOs and Deputy CEOs of Australian Government Departments, as well as the CEO of the Northern Territory Department of the Chief Minister and Cabinet, Frank Daly.

This important meeting came out of a commitment given by the CEO of the National Indigenous Australians Agency, Jody Broun, in a meeting with a delegation of Council to Canberra in June.

Five key discussion points were put to the Senior Australian Government officials and their Departments in the weeks leading up to the meeting, to enable them to prepare and respond.



The first key point raised at the meeting was the broadest, fundamental issue of Council's Call for Recognition. That is:

Nationally consistent recognition of the role and value of Aboriginal Controlled Local and Regional Government, to help achieve real progress through Closing the Gap, Local Decision Making and, if successful the Local, Regional and National Indigenous Voice to Parliament and the Executive arms of Government, through deep engagement with the range of Indigenous voices, and capacity to deliver quality and innovative programs, projects and initiatives.

Further discussion points from Councilors and Local Authority Members on the Call for Recognition included the following.

We want our voices to be heard.

Come to the communities and talk to the people and listen.

We need to hear our voices in Darwin and Canberra.

There are grass roots issues we need to talk about.

We are here to look after our people across the region.

We are voted in, properly, by our people.

Our regional council has been here for 15 years, following and building on our smaller community councils for decades before that.

We want the gap closed not widened.

It's not one size fits all.

The answers don't come from Canberra, it is with us.

A productive discussion was held directly after the meeting between Jodi Broun, the Chief Executive Officer of the National Indigenous Australians Agency, Frank Daly, the Chief Executive Officer of the Northern Territory Department of the Chief Minister and Cabinet, and Dale Keehne, the Chief Executive Officer of the East Arnhem Regional Council.

We welcome that the CEOs of NIAA and NT CM&C stated they would be willing to enter into a Local Decision Making Agreement with the East Arnhem Regional Council. I also welcome the reflections and agreement on the need to ensure effective coordination and collaboration in agreement making processes between the multiple levels of government, and the need to work towards practical, achievable outcomes.

Of particular note in the Northern Territory was the Remote Service Delivery Strategy from 2009 to 2014, a tri-partite process in which 7 of the 9 East Arnhem Land communities were involved in extensive consultation and planning over many years to develop Local Implementation Plans, with only limited actual outcomes.

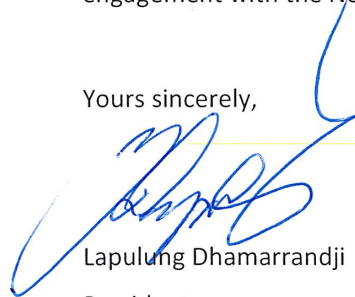
In the interests of achieving genuine and meaningful outcomes from any new whole of government planning process, Council has made the following resolution at its Ordinary Council Meeting on 31 August.

That Council endorses the development of a Local Decision Making Agreement with the Northern Territory and Australian Governments, based on:

- (a) The formal recognition of Council as East Arnhem Land's Aboriginal Controlled Local and Regional Government.
- (b) The formal recognition of the value of working in close collaboration and partnership to help hear and understand the range of voices of people of the region, and secure a commitment to work together in a flexible, creative and innovative way to achieve progress to address a range of different challenges over time.
- (c) Nationally consistent recognition of the role and value of Aboriginal Controlled Local and Regional Government, to help achieve real progress through Closing the Gap, Local Decision Making and, if successful the Local, Regional and National Indigenous Voice to Parliament and the Executive Arm of Government, through deep engagement with the range of Indigenous voices, and capacity to deliver quality and innovative programs, projects and initiatives.

As President of East Arnhem Regional Council, and on behalf of up to 126 Local and Regional representatives across East Arnhem Land, I look forward to formal engagement with the Northern Territory and Australian Governments.

Yours sincerely,



Lapulung Dhamarrandji

President

East Arnhem Regional Council



T 08 8986 8986
F 08 8986 8999
E info@eastarnhem.nt.gov.au
P PO Box 1060, Nhulunbuy NT 0881
W www.eastarnhem.nt.gov.au
ABN 92 334 301 078

8 September 2023

Jody Broun
Chief Executive Officer
National Indigenous Australians Agency
jody.broun@niaa.gov.au

Frank Daly
Chief Executive Officer
Department of the Chief Minister and Cabinet
frank.daly@nt.gov.au

Dear Jody and Frank,

Re: Youth, Justice, Law, Order and Support

I write following an important meeting held with on Saturday 5 August in the East Arnhem Land community of Yirrkala, between 15 Council and Local Authority representatives, and 15 Secretaries, CEOs and Deputy CEOs of Australian Government Departments, as well as the CEO of the Northern Territory Department of the Chief Minister and Cabinet, Frank Daly.

Council would like to express its gratitude to all the senior government officials who participated in this meeting, and the key support of NIAA CEO Jody Broun and the many NIAA staff who supported the engagement of so many significant agencies.

The issue of youth justice, law, order and support as one of the key points for discussion at the meeting. The specific discussion point raised was:

The creation of in-community facilities and programs to provide effective and coordinated engagement and support of young offenders, to provide them a pathway out of incarceration, and into a healthy life, training and employment.

At its Ordinary Council Meeting on 31 August Council also considered resolutions regarding the issue of youth justice, law, order and support made by the Yirrkala and Milingimbi Local Authorities.

Following discussion and consideration of the points made at the meeting of Senior Government officials and the particular resolutions of the two Local Authorities, Council made the following formal resolution.

That Council endorses the following actions to help address issues with youth justice, law and order across East Arnhem Land:

- (a) Calls on the Northern Territory Government for an increase in policing and an increase in Aboriginal Liaison Officers.
- (b) Calls for the establishment of a Justice and Mediation Committee in each community similar to established functions in areas of Northern Queensland and Yugal Mangi and Ngkurr.
- (c) Calls on urgent funding for Community CCTV and monitoring for Community Safety and include active monitoring.
- (d) Calls for the increased reporting by community members and local organisations of crime, and for further work to assess how to break down barriers to do this.
- (e) Calls for street lights to be repaired and new lights installed where needed, to improve community safety.
- (f) Calls for an increase in funding for Youth Sport and Recreation activities and Community Leaders to do more cultural activities for young people, for more engagement of young people.
- (g) Calls for the creation of in-community facilities and programs to provide effective and coordinated engagement and support of young offenders, to provide them a pathway out of incarceration, and into a healthy life, training and employment.
- (h) Include the following range of points made by Councillors and Local Authority Member representatives from across East Arnhem Land in correspondence on this important issue.

Need support, to get off VSA, drugs, alcohol, deal with trauma, sport and rec, training and jobs – but need to stay at the facility, or go back to detention or jail.

Links to building a stronger CDP.


Need to include support for much higher school attendance, and stronger Rapiirri, and have a real voice for the cultural leaders. Continue progress of NT judge connecting with authority of cultural leaders in Ramingining to take charge of young people in trouble.

Need to support parents to find ways to raise their kids strong, encourage the Government to reintroduce a program similar to the Federal Government ASSPA program of the 1990's and early 2000's, to provide financial incentive for parents to encourage improved school attendance.

Control of mobile phones.

Need for whole of government cooperation, with community, to make all this happen.

We need to find, to create another pathway. We need to work something out together. We are trying but we can do more. We are coming from two cultures, you need to listen to us.



The Local Authorities and Regional Council recognise the issue of youth justice, law, order and support is extremely difficult and complex.

They also recognise and the need for close collaboration between the Local Authorities, Regional Council, and the Northern Territory and Australian Governments, and all community and organisational stakeholders to address it.

We look forward to engaging with the Northern Territory and Australian Governments to discussing and develop a positive way forward.

Yours sincerely,



Dale Keehne

Chief Executive Officer



T 08 8986 8986
F 08 8986 8999
E info@eastarnhem.nt.gov.au
P PO Box 1060, Nhulunbuy NT 0881
W www.eastarnhem.nt.gov.au

ABN 92 334 301 078

8 September 2023

Hon Yingiya Guyula
Member for Mulka
Legislative Assembly of the
Northern Territory
electorate.mulka@nt.gov.au

Dear Yingiya,

Re: Youth, Justice, Law, Order and Support

At its Ordinary Council Meeting on 31 August Council considered resolutions made by the Yirrkala and Mililingimbi Local Authorities on the important issue of youth justice, law, order and support.

Following discussion and consideration of the particular resolutions of the two Local Authorities, Council made the following formal resolution.

That Council endorses the following actions to help address issues with youth justice, law and order across East Arnhem Land:

- (a) Calls on the Northern Territory Government for an increase in policing and an increase in Aboriginal Liaison Officers.
- (b) Calls for the establishment of a Justice and Mediation Committee in each community similar to established functions in areas of Northern Queensland and Yugal Mangi and Ngkurr.
- (c) Calls on urgent funding for Community CCTV and monitoring for Community Safety and include active monitoring.
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- (f) Calls for an increase in funding for Youth Sport and Recreation activities and Community Leaders to do more cultural activities for young people, for more engagement of young people.

(g) Calls for the creation of in-community facilities and programs to provide effective and coordinated engagement and support of young offenders, to provide them a pathway out of incarceration, and into a healthy life, training and employment.

(h) Include the following range of points made by Councillors and Local Authority Member representatives from across East Arnhem Land in correspondence on this important issue.

Need support, to get off VSA, drugs, alcohol, deal with trauma, sport and rec, training and jobs – but need to stay at the facility, or go back to detention or jail.

Links to building a stronger CDP.

Need to include support for much higher school attendance, and stronger Rapirri, and have a real voice for the cultural leaders. Continue progress of NT Judge connecting with authority of cultural leaders in Ramingining to take charge of young people in trouble.

Need to support parents to find ways to raise their kids strong, encourage the Government to reintroduce a program similar to the Federal Government ASSPA program of the 1990's and early 2000's, to provide financial incentive for parents to encourage improved school attendance.

Control of mobile phones.

Need for whole of government cooperation, with community, to make all this happen.

We need to find, to create another pathway. We need to work something out together. We are trying but we can do more. We are coming from two cultures, you need to listen to us.

(i) Calls on the Independent Member for Mulka to meaningfully advocate for the above.

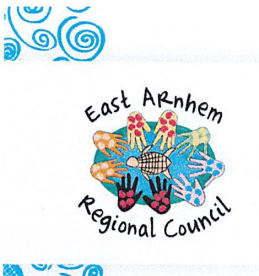
Council recognises and values your significant role as the Member of the Legislative Assembly for the Mulka electorate. In turn it seeks your advocacy and support for the very difficult issue of youth justice, law, order and support.

Yours sincerely,



Dale Keehne

Chief Executive Officer



T 08 8986 8986
F 08 8986 8999
E info@eastarnhem.nt.gov.au
P PO Box 1060, Nhulunbuy NT 0881
W www.eastarnhem.nt.gov.au
ABN 92 334 301 078

8 September 2023

Hon Natasha Fyles
Chief Minister
Chief.minister@nt.gov.au

Hon Linda Burney
Minister for Indigenous Australians
ministerburney@ia.pm.gov.au

Hon Malarndirri McCarthy
Senator for the Northern Territory
Assistant Minister for Indigenous Australians
Senator.Mccarthy@aph.gov.au

Dear Chief Minister and Ministers,

I write following a decision of the East Arnhem Regional Council that met last week on the important issues of kava and alcohol.

The Local Authorities and Regional Council have been considering and making decisions over the last two years to oppose the introduction of the sale of alcohol, and calling for thorough consultation on the possible regulated sale and of kava, and management of its impacts, by the respective communities and homeland areas of East Arnhem Land.

The series of relevant Local Authority and Regional Council resolutions regarding the legal sale of kava and alcohol are detailed in Attachment A.

The Local Authorities and Council have been advised over the last two months that the Department of Chief Minister and Cabinet has commenced funding the development of consultation materials on these issues, however to date no consultation has actually commenced.

At its most recent meeting on 31 August 2023 Council resolved to call for me as CEO to *'contact the Chief Minister of the Northern Territory to inform her that East Arnhem Regional Council requires immediate action on clarifying the kava and alcohol situation'*.

I have also written to yourselves Minister Burney and Assistant Minister and Senator McCarthy, in recognition of the significant role of the Australian Government and the need for effective cross-government collaboration to gain progress on this matter.

Council looks forward to your response.



Dale Keehne

Chief Executive Officer

Attachment A**Local Authority and Regional Council Resolutions Regarding
the Legal Sale of Kava and Alcohol****23 February 2023 Ordinary Council Meeting Resolution**

That Council:

- (a) Notes the report.*
- (b) Writes a letter to Mayor Matt Patterson expressing its support of Alice Springs Town Council actions that have led to the return of Alcohol restrictions.*
- (c) Writes a letter to the Northern Territory Government acknowledging their actions to legislate new alcohol reforms and reiterate the resolutions of all Local Authorities and Council supporting the non-introduction of Alcohol in East Arnhem Land.*
- (d) Reiterate the resolutions of all Local Authorities and Council supporting the non-introduction of Alcohol in East Arnhem Land and in relation to the possible sale of Kava.*
- (e) Supports the development of comprehensive Community Safety Action Plans, including the provision of information of the current status of the actual use of all substances across the Region, and health education.*

30 June 2022 Ordinary Council Meeting Resolution

That Council:

Calls on the Northern Territory and Australian Governments to;

- a) Work with the Local Authorities and Regional Council to ensure genuine and thorough consultation and engagement with, and understanding of, all communities and homelands of East Arnhem Land, on the important and pressing issues of the possible introduction of the legal sale of kava and alcohol and support the leadership of the President on this issue.*
- b) Advise the Northern Territory and Australian Governments of the very strong position across Local Authorities and Council to oppose the introduction of the legal sale of alcohol to prevent the massive social and health affects it will bring; and*
- c) There is a need to focus on the issue of kava and consideration across the many communities and homelands across East Arnhem whether to approve it's legal sale, where, and if so, how that would be managed to properly deal with the health and social impacts on families and work, and that any profits go to the benefit of communities and homelands.*

May 2022 Local Authority Meetings Resolutions.

Unified resolution to:

Call on the Northern Territory and Australian Governments to work with the Local Authorities and Regional Council to ensure genuine and thorough consultation and engagement with and understanding of all communities and homelands of East Arnhem Land, on the important and pressing issues of the possible introduction of the legal sale of kava and alcohol.

The Angurugu and Umbakumba Local Authorities strengthened the resolution further by adding "and support the leadership of the President on this issue".

GENERAL BUSINESS



ITEM NUMBER	8.2
TITLE	Technical and Infrastructure Program and Capital Project Updates
REFERENCE	1808595
AUTHOR	Shane Marshall, Director Technical & Infrastructure Services

SUMMARY

This report is tabled for the Local Authority, to provide program updates within the Technical and Infrastructure directorate. In addition to progress updates associated with capital projects and initiatives associated with the 2023-2024 Annual Plan.

BACKGROUND

As part of the annual plan, there were a range of tabled projects and initiatives subsequently approved by the Local Authorities and Council for the current financial year.

Each meeting will have updates associated with the annual plan actions, in addition to the reporting of any new initiatives or business arising for the community.

The information below covers actions associated with the below services:

- 108 – Veterinary and Animal Control Services.
- 116 – Lighting for Public Safety.
- 118 – Local Road Maintenance & Traffic Management.
- 119 – Local Road Upgrade and Construction.
- 122 – Building Infrastructure Services.
- 129 – Waste and Environmental Services.
- 169 – MS Public Works and Infrastructure.

GENERAL

Service Profile:	<u>108 - Core – Veterinary and Animal Control Services</u>
Business Unit:	<u>Veterinary and Animal Control</u>

Action ID:

Provide program outcome statistics to Local Authority and Council meetings

Community: Ramingining

Reporting Month/eriod: July-August 2023

Overall Comments:

- Dr Tania visited Ramingining from 10-14 July. Dr Erica and two students from Melbourne university i visited from 10-21 July for two weeks.
- Our first week was fairly quiet, with many community members attending a funeral on Howard Island. Engagement improved on the second week but was still low compared to previous visits.

- Animals in community generally appear healthy with a good level of welfare.
- Next Visits to community:
 - 17 -20 October
 - 1 -3 November

Service Delivery Table:

AMP Delivery: Ramingining	This period of reporting	Calendar Year to date	Last year's Annual delivery
Dogs Desexed	14	25	15
Cats Desexed	6	11	7
Community consultations	15	47	71
Remote/Phone consultations	2	17	n/a*
EARC Veterinary Cabinet medication dispensed	1	9	
Minor procedures/other surgeries	4	7	
Parasite Treatments	112	383	85
Euthanasia	1	4	n/a*
Private practice consultations (Mainland)	5	21	
TOTAL Engagements	160	524	179

*N/A = not applicable

Community Education Activities:

School holiday education session on 11 July, collaborated with Sizol from EARC Sports and Recreation and Miwatj Health.

A handful of kids aged 7-10 years attended, playing basketball and table tennis, then sitting for a chat with Dr Tania about keeping watu ga butjikit healthy. A couple of dogs attended with their owners so the kids loved the opportunity to listen to a dog's heart beat using a stethoscope.

All attending kids were very interested and interactive, and were excited to receive a bottle of dog shampoo to take home and bath their own dog.

Additional Collaborations/Stakeholder Engagements:

- Our ongoing collaboration with the University of Melbourne veterinary program continues to be successful, assisting training future veterinarians and improving their awareness of community animal management programs. The veterinary students provide benefits to our program, sharing current veterinary knowledge and assisting with service provision.
- Miwatj Public Health team did house visits with Dr Tania and Dr Erica during the June visit. They assisted speaking to owners and families about why we give out parasite treatments to the animals. The workers were very helpful, enthused and passionate about what we do.
- Dinybulu Homelands - Dr Maddy emailed Tammi from Alpa to ask again if they would like contracted veterinary services during our two week trip in July. Alpa never got back to Dr Maddy so no homeland work was completed at Ramingining during the visit which is very disappointing for the homelands mob.

Concerns/Challenges:

- Animal welfare concerns/cases: none

- Dangerous Dog incidents: none
- Other: Low level of engagement, even with multiple announcements via loud speaker, Facebook noticeboard, EARC Facebook pages, and the Miwatj team made a TikTok video explaining the importance of manyak natha and veterinary care for pets.

Follow-Up List for next Visit:

- Continuing de-sexing for population control and providing parasite treatments.
- Pre-wet season tick treatments planned for end of year/early next year.



Dr Erica and University of Melbourne final year veterinary students, Hannah and Ruth, helping with parasite treatments of dogs and cats around Ramingining



School holiday education session – Dr Tania talking about Healthy Watu ga Butjikit.

Service Profile: 116 - Core - Lighting for Public Safety
Business Unit: Transport Infrastructure

Action ID:

Manage, maintain and upgrade streetlights in Ramingining

Maintenance of Public Street Lights – Angurugu, Umbakumba, Milyakburra, Ramingining, Mililingimbi, Gapuwiyak, Galiwinku, Yirrkala and Gunyangara

Non-operational Public Street lights per community based on recent audit inspection shown below.

Replacement LED street lights have been procured with the supplier, Geckolighting, with a delivery lead time of eight - nine weeks to arrive on site at all nine communities.

Supply of replacement LED Street lights materials due to arrive at all nine communities, week beginning 16 October 2023.

Request for Quotations (RFQs) will be emailed out to potential contractors, with a closing date of 1 September 2023.

Community	Geckolighting LED Street Light out of service based on audit inspection
Angurugu	10
Umbakumba	2
Milyakburra	2
Ramingining	20

Milingimbi	6
Gapuwiyak	6
Galiwinku	33
Yirrkala	20
Gunyangara	4

Service Profile: 118 - Core - Local Road Maintenance and Traffic Management
Business Unit: Transport and Infrastructure

Action ID:

Manage the maintenance and upgrade of local roads drainage and pedestrian infrastructure under core allocated funds and grant project funding.

Local Road Maintenance and Upgrade Ramingining.

The first of the bi-annual grading rounds in Ramingining with the awarded contract BV Contracting Pty Ltd on the gravel road network and the internal roads shoulders is nearing completion, the second round of works will resume in April which will consist of another round of reformation and rolling on link and barge roads.



Ramingining Barge Road



Service Profile: 122 - Support – Building and Infrastructure Services
Business Unit: Technical and Infrastructure

Action ID

Provide relevant Program / Project updates to every Local Authority community meeting as required.

Conduct minor and capital upgrades to various council controlled buildings throughout the region, in line with the allocated budget and completion time lines per community.

Undertake security upgrades at operational facilities and council housing.

Lot 96 MS /Public Works Shed

Roofing and Wall sheeting upgrades / internal amenities renovations.

Design and planning for procurement release



RFT14111-2306 – Lot 111 Ramingining – Roofing Works and Bathroom Renovations

Renovations to Lot 111 the MSS Staff housing are completed.



Bathroom / wet area upgrades
New security Fencing
New roofing

RFTMCML230220 – Staff Housing Fencing Upgrade



Project Completed 100%.



Service Profile: 129 - Core - Waste and Environmental Services
Business Unit: Regional Waste and Environment

Develop and implement environmental management plans for all Council operated Waste Management and Transfer Station Facilities

Environmental Management Plans (EMP) have been developed and implemented across the six landfill facilities at Umbakumba, Milyakburra, Ramingining, Milingimbi, Gapuwiyak and Galiwin'ku. Three draft EMPs are currently being prepared for Angurugu, Yirrkala and Gunyangara Transfer Stations.



Project Status – Partially Completed 75%

4.1.5.6 Construct Listed Waste Compounds at the Ramington Waste Management facility

As reported in May 2023 Local Authority meeting, construction of listed waste compounds at the Ramington Waste Management Facility has been fully completed. EARC Municipal Services have completed all the earth moving and heavy machinery works to develop earth bunded separation bays for; tyres, batteries, whitegoods, greenwaste, scrap metal, e-waste and construction waste

Project Status – Complete 100%**Develop a Master Site Plan for each of Council's Waste Management Facilities.**

Updated master site plans are planned for development in FY22. All six landfill sites historic data will be reviewed, as well as future planning to schedule out new waste cells and life of facility estimations. Currently, all site plans are in draft form and nearing completion.

Project Status – Ongoing 50%**Implement and conduct a quarterly community household rewards program for waste and environmental practices in each community in conjunction with the Community Development program in each community.**

Planning has begun to conduct rewards programs in conjunction with the quarterly community clean-ups. A Bulk Waste Clean-Up was conducted across all nine communities during the week of the 6 to the 10 February.

Waste Services are hoping to grow the rewards programs across all nine communities as part of the Quarterly Hard Rubbish Cleanups. It is planned to continue to roll out Tidiest Yard awards, as well as prizes for Cash 4 Container Recycler of the Year in each Community

Project Status – Ongoing**Coordinate and monitor quarterly waste bin audits and repairs in conjunction with the Municipal Services Program in each community.**

Waste Services have been trialing the use of Konect software for wheelie bin audits. Due to the success of these audits, this financial year all bin repairs/audits will begin to be captured through Konect, with the assistance of Municipal Services.

The first Wheelie Bin audit has been completed and the Municipal Services Teams have been busy repairing and replacing broken bins identified during the bin audit.

Project Status Ongoing**Enter into partnerships and agreements, particularly for the transport or processing of recyclable material, to maximize the recycling opportunities for East Arnhem communities.**

Currently, Council have ongoing recycling partnerships with:

- Sea Swift (Barging of materials back to Darwin).
- Envirobank (Container Deposit Scheme).
- Ecocycle (Household Batteries).
- Mobilemuster (Mobile Phones and Accessories).
- TechCollect (E-Waste).
- TyreCycle (Tyres).
- Sell & Parker (Scrap Metal and lead acid batteries) and
- Veolia (Waste Oil and other hazardous materials).

Project Status – Ongoing review and assessment

Undertake and report on the removal of recycling streams within each community location.

Waste Services are always looking at improving its recycling program and options for community. The below graphic illustrates what and how much was recycled from Ramingining between 1 July 2022 and 30 June 2023. The two big successes during this financial year has been the completion of the scrap metal removal project in Ramingining, where 426 tonnes of metal were recovered and our waste oil project which removed over 3,000 litres of old oils from the community.



Implement and manage appropriate public area litter infrastructure and collection schedules within all communities.

Waste Services are trying to setup a visit with Keep Australia Beautiful NT to assist in the development of community specific litter management plans, provide some education to local communities.

Service Profile	169 - Core - Municipal Services
Business Unit:	Technical and Infrastructure

Ramingining Oval Lighting Towers

The Oval Lighting project is nearing completion – with the completion date expected prior to the LA meeting – an event is being planned for the night of the LA with staff staying to attend the Light on at Ramingining civic event. Lights were turned on Wednesday 6th night with a positive reaction from the community. Lighting/Lux levels around all areas of the oval are excellent despite a couple of troublesome light fittings. Two lights were faulty and the replacements are on the way.



Ramingining Oval Irrigation

Repairs to the irrigation are complete at the oval, with the sprinkler system operating manually by the assistance of Municipal Services Supervisor Craig Walker. The WIFI issues for the scheduled watering system are currently being investigated.

Please remind community residents that vandalism to the irrigation system only affects the playing field and with the new light towers now installed, we want to ensure the oval is ready and in top condition for the next AFL season and any future civic events.

The report author does not have a conflict of interest in this matter (Section 179 of the Act).

RECOMMENDATION

That the Local Authority notes the Technical and Infrastructure report.

ATTACHMENTS:

There are no attachments to this report.

GENERAL BUSINESS



ITEM NUMBER	8.3
TITLE	Youth, Sport and Recreation Community Update
REFERENCE	1817785
AUTHOR	Peter Dunkley, Regional Manager Youth Sports and Recreation

SUMMARY

This report sets out to highlight Youth, Sport and Recreation staffing updates, events, activities, successes and challenges in your community.

BACKGROUND

The Youth, Sport and Recreation program aims to strengthen young people, helping them live happy, healthy lives. As such, we deliver a range of funded activities and programs which strengthen and support their connection to body, mind, kinship and culture.

GENERAL

The Youth, Sport and Recreation program seeks input, feedback and support from the Local Authority in an effort to continually improve what we do. Please note the following updates for Youth, Sport and Recreation in your community.

- Community staffing update.
- Current after School hour's programs.
- School holiday programs.
- Upcoming events.
- Remote Sports Program (formal and informal competition, visits from peak sporting bodies).
- Youth Diversion (Yirrkala/Gunyangara, Milingimbi, Ramingining, Gapuwiyak).
- Program success / challenges.

The report author does not have a conflict of interest in this matter (Section 179 of the Act).

RECOMMENDATION

That the Local Authority notes the Youth Sport and Recreation report.

ATTACHMENTS:

There are no attachments to this report.

GENERAL BUSINESS

ITEM NUMBER	8.4
TITLE	Council Operations Report
REFERENCE	1806879
AUTHOR	Jennifer Newton, Council Operations Manager

**SUMMARY**

This report is provided by the Council Operations Manager at every Local Authority Meeting to provide information or updates to members.

BACKGROUND

In line with Guideline 1: Local Authorities; it is a requirement for a report to be included on service delivery issues in the local Authority area.

GENERAL

Over the past two months East Arnhem Regional Council in Ramingining has worked to build partnerships with community stakeholders, in an effort to encourage service providers within Ramingining to work together, to increase the success of community run projects, events and partnerships.

Council Services

Please welcome Senior Cleaner and new staff member, Salote Streil. Salote transferred over to us from Galiwinku with her dog Peanut. Salote moved to Ramingining in June, and has been doing an outstanding job at both accommodations and council office.



dog Peanut



Salote Streil

Salote's

I have been engaging in bi-weekly meetings with the Community Development Program (CDP) to explore the possibility of integrating CDP participants into various EARC service units including Youth Sport and Recreation (YS&R), Aged Care, and Council Delivery Service (CDS).

To date, successful placements have been achieved in the Aged Care and Youth Sport and Recreation. The current feedback indicates that these placements have been highly productive and mutually beneficial. CDP has played an important role in identifying suitable participants for these activities, thereby facilitating successful collaborations between the two organizations.

Community Night Patrol (CNP)

CNP remains a strong program. There is a new van which is proving to be a highlight with residents who are preferring this mode of transport over the previous vehicle. CNP staff work with police to provide the community support that is required each night. It is noted that a lot of antisocial behaviour happens after the patrol hours.



CNP Survey has been completed for 2023. There was a total of 115 surveys completed for Ramingining. The main points that residents have raised are desires to have extended hours, have two teams, partner with stakeholders and for CNP workers to keep community safe and stop the children from doing break ins. I will work with CNP staff to see how we can support some of these community needs.

Municipal Services

Municipal Services has recruited a supervisor for the team, his name is Craig Walker. Frank Durrurrnga will step down as acting Municipal Services Supervisor and will return to his role as Team Leader. Frank and the team have done a great job over the past months. Craig has been employed with council for two months now and is settling in well.

Aged Care and Disability

This program is strong and provides high quality services to the people in their care. All staff work hard to deliver best practice care and services.

The report author does not have a conflict of interest in this matter (Section 179 of the Act).

RECOMMENDATION

That the Local Authority notes the Council Operations Report.

ATTACHMENTS:

There are no attachments to this report.

GENERAL BUSINESS



ITEM NUMBER	8.5
TITLE	Local Authority Policy
REFERENCE	1819099
AUTHOR	Chloe Irlam, Governance and Compliance Officer

SUMMARY

Due to a recent update within the *Local Government Act 2019* and the Guidelines, the Local Authority Policy has been updated and must get approval for publication by the Local Authorities and Council.

BACKGROUND

The updated *Guideline 1: Local Authorities* was brought into effect by the Minister for Local Government on 08 August 2023. Subsequently, the East Arnhem Regional Council Local Authority Policy has been updated to reflect these changes.

GENERAL

In response to the updated Act and Guidelines, the Local Authority Policy has been updated.

The key changes to the previous Policy are as follows:

- Meeting count each financial year:
 - Provisional meetings of Local Authorities may be counted to satisfy the minimum number of meetings (4) each financial year.
- Proxies introduced:
 - A Local Authority may recommend to the Council that proxies are allowed. A proxy membership has the authority to represent someone else.
- Minimum one Councilor per Local Authority Meeting:
 - There must be, at a minimum, one (1) Councillor present in every Local Authority Meeting.
- Remuneration:
 - Local Authority Member sitting fees are now based on the length of time the meeting is held for.

The report author does not have a conflict of interest in this matter (Section 179 of the Act).

RECOMMENDATION

That the Local Authority notes the Local Authority Policy.

ATTACHMENTS:

- 1  Local Authority Policy_September 2023.pdf
- 2  Guideline 1 - Local Authorities.pdf



Local Authority Policy

Policy Number	GOV/000
Policy Category	Governance
Responsibility	Corporate Services Manager
Council decision (reference/date) or CEO Adoption:	Reference & Date approved by Council
Date to take effect:	
Legislative reference:	Local Government Act 2019 Guideline 1: Local Authorities Northern Territory Remuneration Tribunal
Policy reference:	LGA8.7 – (Specific Part of an Act/Legislation/Regulation)
Next Review date:	Date of Next review – annual/ 2years/4years

1. Purpose

The purpose of this policy is to clarify the East Arnhem Regional Council's (EARC) commitment to upholding the Local Authorities and enabling them to provide vital community representation. To achieve this, EARC will ensure that the Local Authorities are valued resources and receive adequate support and recognition from both the council and the community.

2. Definitions

The Act	Local Government Act. 2019
Appointed Member	A member of a Local Authority
Elected Member	Elected representatives of a ward (Councillors)
Councillor	Elected member of the EARC
Eligibility	Nominee must be a permanent resident of the community
Quorum	Majority of Local Authority Members
Provisional	Meeting where requirements of quorum are not met but one third of the members are present
LA	Local Authority
CEO	Chief Executive Officer
COM	Council Operations Manager
EARC	East Arnhem Regional Council
Council	East Arnhem Regional Council

3. Principle

The following principles will be followed:

- East Arnhem Regional Council will actively and sufficient support and genuinely engage with Local Authorities;
- Local Authorities will actively engage with and support Council;
- Local Authorities are an advisory body to Council;
- To ensure that the legislative requirements of the *Local Government Act 2019* and Guideline 1: Local Authorities, are met;
- To provide guidance to Council staff and Local Authority members on how to run Local Authority Meetings; and
- To ensure Local Authorities are empowered to make decisions for their communities through an effective Governance Structure. This will lead to improved outcomes for the EARC Community residents.

Local Authority Policy

4. Application of policy

4.1 Local Authority Functions

The functions of the Local Authorities are stated in the Northern Territory *Local Government Act, 2019*, Section 78:

- Involve local communities more closely in issues related to local government;
- Ensure that local communities are given an opportunity to express their opinions on questions affecting local government;
- Allow local communities a voice in the formulation of policies for the locality as well as policies for the area and region;
- Take the views of local communities back to the Council and act as advocates on their behalf;
- Contribute to the development of the relevant regional plan;
- Make recommendations to the Council in relation to the Council's budget and the part of the Council's area within which the Local Authority performs its functions;
- Endorse the cemetery plan and cemetery policies for each public cemetery and community cemetery located within the authority's area; and
- Perform other functions assigned to the Local Authority by the Minister, in accordance with any Guidelines that the Minister may make.

N.B. A Local Authority must comply with any guidelines that the Minister may make and is subject to control and direction by the Council, subject to any guidelines that the Minister may make.

4.2 Locations

Local Authorities will be established in the Communities listed in the schedule of Guideline 1: Local Authorities. The Council will determine the Local Authority areas which include in the Community and surrounding area.

East Arnhem Regional Council Local Authorities:

Community	#meetings p/a	Chair	# members	Cr. Apt.	Proxies?
Angurugu	6	Resolved Per Meeting	14	2	Allowed
Galiwin'ku	6	Resolved Per Meeting	14	3	Allowed
Gapuwiyak	6	Resolved Per Meeting	14	2	Allowed
Gunyangara	6	Resolved Per Meeting	14	3	Allowed
Milingimbi	6	Appointed	14	2	Allowed
Milyakburra	6	Resolved Per Meeting	14	2	Allowed
Ramingining	6	Appointed	14	2	Allowed
Umbakumba	6	Resolved Per Meeting	14	2	Allowed
Yirrkala	6	Resolved Per Meeting	14	3	Allowed

4.3 Meetings Per Annum

As per the Guideline, the CEO must ensure that at least four (4) meetings for each Local Authority are held in the financial year. Provisional meetings of Local Authorities may be counted to satisfy the minimum number of meetings.

Local Authority Policy

5. Membership

5.1 Membership size

Local Authorities must have representation from key groups in the community. The Act mandates that at least one (1) Elected Member of the Council from each Ward be appointed to their respective Local Authorities by way of resolution. Other members of the community within the local authority's area are also required to make up the rest of the local authority.

The Council must appoint the members mentioned in accordance with any guidelines that the minister may make.

The number of members a Local Authority may have is a minimum of six (6) members and up to a maximum of fourteen (14) members. Different local authorities may have different numbers of members.

Council must keep a register, accessible to the public, of the following information in relation to each member of a local authority:

- Member name
- Date of appointment
- LA member represents
- Council member or community member
- Date of cessation of membership

5.2 Nominations and Appointment for Membership

5.2.1 Call for Nominations

In the event of a vacancy existing on a Local Authority, community members are invited to submit their applications for membership. The nominations received will be an item in the next scheduled Local Authority meeting.

5.2.2 Eligibility for Membership

If you reside in the Ward, have strong connections with the community within the Local Authority's jurisdiction, and are 18 years or above, you can nominate yourself or another person for Local Authority membership. Fill out a nomination form and submit it to the Council Operations Manager (COM). The Local Authority and Council will review for consideration.

5.2.3 Selection Process

The nominations received will be considered during the next scheduled Local Authority meeting. Following this, the nominations will be brought to the next Ordinary Meeting of Council for approval of appointment. It is important to note that the appointment to the Local Authority is solely at the discretion of East Arnhem Regional Council. The Council will assess all nominations and appoint the most suitable candidate for the vacancy via a resolution, taking into consideration the recommendations of the Local Authority. The assessment and appointment process will be a separate agenda item discussed during the Council Meeting.

5.2.4 Proxy Membership

A Local Authority may recommend to the Council that proxies are allowed. A proxy membership has the authority to represent someone else.

A proxy membership can only substitute for each Local Authority member at a maximum of two (2) meetings in a financial year.

Local Authority Policy

Appointment of a proxy for a meeting should be notified to the Council Operations Manager (COM) at least two (2) days before a meeting. The COM will provide a briefing to the proxy member including:

- Minutes from the previous meeting;
- Current Agenda items for discussion;
- An outline of the role and expectations of a Local Authority member.

5.3 Resignation and Revocation of Membership

Local Authority members shall have the same character and integrity requirements as Elected Members. Local Authority members cease being members if any of the s47(1) *Local Government Act 2019* prescribed criteria becomes applicable to them with the exception of s47(1)(d).

When a member resigns in writing or the appointment is revoked by the Council, a previously appointed membership position becomes vacant on the Local Authority.

Additionally, the Council must take into account specific circumstances that may lead to the revocation of an appointed member's position, which include:

- Dereliction of obligations under the Local Government Act, Guideline, EARC Policy, and Code of Conduct;
- Committing a criminal offense and receiving a custodial sentence;
- Leaving the local authority area for a period of three (3) months or more;
- Being absent from two (2) consecutive meetings of the local authority

6. Local Authority Procedure

6.1 Ordinary Local Authority Meetings

Below are the guidelines for when conducting Local Authority Meetings:

- A minimum of four (4) meeting must be held every financial year;
- The Local Authority should elect a chair at the initial meeting;
- The quorum for a Local Authority Meeting is half plus one (1) of its total members;
- For a provisional meeting, one-third (1/3) of the Local Authority members must be present;
- The Local Authority is supported by the Council staff who will provide secretarial assistance and advice the Chair and Members;
- Meeting notices with draft Agendas must be advertised at least three (3) days before the meeting; and
- Council has override provisions and can direct the Local Authority.

6.1.1 Reporting

- Local Authority members will advise on strategic matters only, not operational;
- Council discusses both Local Authority reports and the management responses and decides on actions through the 'Action List'; and
- Local Authority Members report to their Community about their advice to Council and take Community views to Council.

6.1.2 Chairperson

Each individual Local Authority chooses a Chairperson from its members, who can serve for a specific period or for each Local Authority meeting. Changes to the Chairperson can only be made with a quorum present to ensure fairness and that the selection process is done democratically. Having a Chairperson for

Local Authority Policy

each Local Authority ensures efficient and effective meetings. The Local Authority decides who will serve as Chairperson and informs EARC of their choice.

6.1.3 Administrative Support

Local authorities play an advisory role to Council. This implies that decisions taken regarding Council activities must be approved by Council Members.

At least one (1) of the Councillors who were appointed to their respective wards are required to attend the local authority meetings within their wards. There must be, at a minimum, one (1) Councillor present in every Local Authority Meeting.

The council is responsible for providing the necessary resources to the secretariat, ensuring that local authorities function adequately. Council staff maintain and report through local authority minutes to ensure that concerns raised by local authorities are addressed.

6.1.4 Provisional Local Authority Meeting where quorum not present

If a quorum isn't reached for a meeting, but at least one-third (1/3) of the total number of Local Authority members are present, a provisional meeting may be held.

Provisional meetings operate very similarly to an ordinary meeting, however a few differences and limitations do arise:

- During a provisional meeting, all Agenda items may be discussed and minutes must be kept;
- Members at the provisional meeting may, by majority vote, make recommendations to Council. This recommendation must be specifically qualified as a recommendation of a provisional meeting;
- A provisional meeting may **not** approve the minutes of an Ordinary Local Authority Meeting, but they may approve the minutes of a previous provisional meeting;
- An ordinary Local Authority can ratify a provisional decision at a subsequent Local Authority Meeting, and if it chooses to do so, it becomes a decision of the Local Authority;
- A provisional meeting does not have the same powers or functions which Council may have delegated to the Local Authority; and
- Members present at the provisional meeting are entitled to the regular sitting fees.

6.1.5 Special Local Authority Meetings

Additional Local Authority Meetings can be convened by the Chief Executive Officer in adherence to a decision of the Council, or by request of the Local Authority Chairperson. These meetings are subject to the *Local Government Act 2019* requirements, which include agenda items/contents, minutes, and deadlines.

Special Local Authority Meetings are held to discuss important or extraordinary issues that cannot wait until the next scheduled Ordinary Local Authority Meeting. Council may request the Local Authority to meet on a matter(s) that the Council deems to be in the best interests of the Local Authority and/or the community. Approval for holding extraordinary meetings by a Local Authority is necessary in all respects.

It is crucial to ensure that all Local Authority Meetings are conducted in a professional and organized manner. By adhering to the requirements set out in the *Local Government Act 2019*, the Local Authority can make sound decisions that benefit the community. Therefore, Local Authorities must make every effort to follow the rules and regulations set out in the Act to ensure that all meetings are productive and successful.

6.1.6 Confidential Local Authority Meetings

Confidentiality is a crucial aspect of many meetings, particularly those involving sensitive topics or information. To ensure that confidentiality is maintained, it is common practice to ask any non-essential attendees, such as visitors, guest speakers, or staff members, to wait outside the meeting room while

Local Authority Policy

confidential matters are being discussed. This helps to ensure that only those who need to be privy to the information are present, reducing the risk of leaks or breaches of confidentiality.

When attendees are asked to step out of the meeting, it is important to record the time that they leave and return. This is typically done in the meeting's minutes, which serve as a record of what was discussed and decided upon during the meeting. By noting the time that non-essential attendees stepped out and returned, the minutes provide a clear record of who was present during confidential discussions, which can be important for future reference or legal purposes.

Overall, maintaining confidentiality is an important responsibility for all attendees of a meeting, and taking steps such as asking non-essential attendees to step out can help to ensure that sensitive information remains secure.

6.2 Local Authority Meeting Agenda Items

Local Authority Meeting Agendas **must** comply with Guideline 1: Local Authorities, specifically s10(1)(2).

The Agenda must be prepared in consultation with the Chairperson of the Local Authority and include the following:

- Any declarations of interest;
- Previous minutes;
- Items requested by members;
- A report from the CEO (or delegate);
- Visitor presentations;
- General business;
- Community questions

Annually, the Agenda must include;

- The Council's Annual Report for the previous financial year;
- The Councils proposed Regional Plan for the upcoming financial year;
- The Councils budget for proposed projects for the Local Authority area for the upcoming financial year;
- Any relevant community plans.

6.3 Remuneration

Local Authority member allowance is a payment provided to members of the Local Authority for attending meetings. This payment is governed by the Local Government Act 2019 and its statutory instruments. Councils are responsible for ensuring that the payment of Local Authority member allowances is done in accordance with the legislation.

It is important to note that council staff who attend meetings as Local Authority members during their normal work hours will not receive a Local Authority member allowance. However, if a meeting is held outside of their normal work hours, or they are on leave, they may be entitled to the allowance.

Council members are not eligible for Local Authority member allowance payments for attending Local Authority meetings or provisional meetings.

Eligible members, including proxy and provisional members, can receive a local authority payment determined by the Remuneration Tribunal if they meet certain requirements. These requirements include complying with the guidelines and being present for at least 75% of the scheduled meeting time.

The Northern Territory Remuneration Tribunal's Determination of Allowances for Members of Local Government Authorities (determination No. 1 of 2023) has been set as below.

Local Authority Policy

Chairperson Entitlement:

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

Local Authority Members Entitlement:

If the meeting is held up to 2 hours	\$200
If the meeting is held between 2 and 4 hours	\$300
If the meeting held for more than 4 hours	\$400

5. Version

Version	Decision Number	Adoption date	History

Guideline 1: Local Authorities

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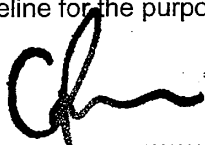
Guideline 1: Local Authorities

LOCAL GOVERNMENT GUIDELINE NO. 1

Local Government Act 2019

Making of Guideline

I, Chanston James Paech, Minister for Local Government, under section 342 of the *Local Government Act 2019*, hereby make this Guideline for the purposes of the Act.



Minister for Local Government

8 / 8 / 2023

Guideline 1: Local Authorities

1 Title

- 1.1 This Guideline is titled *Guideline 1: Local Authorities*.

2 Commencement

- 2.1 This Guideline commences on the day after it is made by the Minister for Local Government. All previous versions of this Guideline are revoked.

3 Definitions

For the purposes of this Guideline:

Act means the *Local Government Act 2019*.

council means a council for a region.

member means a local authority member.

provisional member is a member nominated by the local authority and awaiting ratification by council.

provisional decision means a decision, by majority vote, made by the members at a provisional meeting (see clause 11.5).

provisional meeting means, at the time and place set for a local authority meeting when a quorum has not been established, at least one third of members are present and agree to hold a meeting (see clause 11.1).

4 Establishing and maintaining local authorities

- 4.1 A council must establish and maintain the local authorities for the council listed in the Schedule to this Guideline.
- 4.2 A council must determine the area for each of its local authorities.
- 4.3 While area boundaries are defined it is acknowledged that initiatives that deliver community outcomes may cross boundaries.

5 Local authority members

- 5.1 The council will consider recommendations from the local authority on its composition and membership of the local authority. A council must resolve the number of members for each local authority.
- 5.2 There must be at least 6 members and a maximum of 14 members for each local authority, unless the Minister approves a different maximum number of members for a particular local authority. Different local authorities of a council may have different numbers of members.
- 5.3 A local authority may recommend for consideration by the council, different categories of membership or representation at meetings (such as associate membership, stakeholder representation, honorary membership, observers; or specific representation from certain groups such as Traditional Owners, clans, young people, women).
- 5.4 A council must keep a register, accessible on the council's website and at the council's public office, of the following information in relation to each current member of a local authority:
- (a) the member's name;
 - (b) the date of appointment;
 - (c) the local authority the member represents;
 - (d) whether the member is a council member or otherwise a community member;
 - (e) the date of the cessation of the member's membership (if applicable).

Guideline 1: Local Authorities

6 Policy for appointments and resignations

- 6.1** A council must have a policy for its local authorities that provides for the following:
- (a) calling for nominations as soon as practicable after a vacancy arises;
 - (b) how the call for nominations is to be advertised and promoted so that residents of the local authority area know about it, know who to give a nomination to and when nominations close;
 - (c) consideration of the nominations received, which must be an item of business at the first ordinary meeting of the council after nominations close;
 - (d) the selection process for local authority members;
 - (e) how it takes into account the recommendations of the local authority;
 - (f) the selection process and term of appointment of the chairperson, including the option of a rotating chairperson;
 - (g) the process for the resignation of a member in writing;
 - (h) how, and in what circumstances, appointment of a member may be revoked or otherwise cease (such as non-attendance).
- 6.2** The local authority may resolve to endorse provisional membership for any vacancies at an ordinary meeting or a provisional meeting. Provisional membership will count for the purposes of quorum but must subsequently be ratified by council.

7 Minimum number of meetings

- 7.1** The CEO must ensure that at least 4 meetings for each local authority are held in a financial year, unless the local authority resolves to meet less than 4 times a year and the lesser number of meetings is ratified by council.
- 7.2** Provisional meetings may be counted to satisfy the minimum number of meetings.

8 Proxy membership

- 8.1** A local authority may recommend to the council that proxies are allowed.
- 8.2** Where a local authority and the council agree to proxy membership, a proxy can only substitute for each local authority member at a maximum of 2 meetings in a financial year.
- 8.3** Appointment of a proxy for a meeting should be notified to council at least 2 days before a meeting. Council will provide a briefing to the proxy member, including:
- minutes from the previous meeting;
 - current agenda items for discussion;
 - an outline of the role and expectations of a local authority member.

9 Local authority payments

- 9.1** Eligible members, including proxy and provisional members, are entitled to the respective local authority payment as determined by the Remuneration Tribunal if they comply with the requirements of this guideline and are present for at least 75 per cent of the scheduled meeting time for which the meeting payment is claimed.
- 9.2** To access the Remuneration Tribunal's Determination of Allowances for Members of Local Government Authorities, visit cmc.nt.gov.au.
- 9.3** Council members are not eligible for a local authority payment in relation to attending local authority meetings or provisional meetings but may be entitled to claim extra meeting allowance.

Guideline 1: Local Authorities

10 Local authority meetings

10.1 The agenda for local authority meetings must be prepared in consultation with the chairperson of the local authority and include the following:

- (a) any declarations of conflicts of interest by members;
- (b) previous minutes;
- (c) items requested by members;
- (d) a report from the CEO (or delegate) on all local authority matters before council; including a progress and financial report on local authority projects and a report on current council services and projects in the local authority area;
- (e) visitor presentations;
- (f) general business and community questions.

10.2 Once in each financial year, a local authority agenda must include a review of:

- (a) the council's annual report for the previous financial year;
- (b) the council's proposed regional plan for the next financial year;
- (c) the council's budget for proposed projects for the local authority area for the next financial year;
- (d) community plans of the council or local authority where they exist.

10.3 The minutes of a local authority meeting must record decisions taken.

Notes for clause 10

- 1 Section 97(3) of the Act requires that notice convening a local authority meeting, which includes the agenda, must be publicly available on the council's website and at the council's public office.
- 2 Section 102(2) of the Act requires that a copy of local authority minutes must be publicly available on the council's website and at the council's public office within 10 business days after the date of the meeting.

11 Provisional meetings

11.1 If there is no quorum for a local authority meeting, but one third of total members are present, the members who are present may hold a **provisional meeting**.

Example for clause 11.1

If there are 9 total members of a local authority and 6 members are unable to attend, the 3 members who are present may agree to hold a provisional meeting.

11.2 A provisional meeting does not have the powers or functions that the council may have delegated to the local authority.

11.3 During a provisional meeting, all agenda items may be discussed. Minutes must be taken and the minutes must clearly state that it was a provisional meeting.

11.4 Members at a provisional meeting can confirm the minutes of a previous provisional meeting. However, members at a provisional meeting cannot confirm the minutes of a previous local authority meeting.

11.5 Members at a provisional meeting may, by majority vote, make recommendations to the council, provided any such recommendations are qualified as being a decision of the members at a provisional meeting (**provisional decision**).

11.6 The minutes of a provisional meeting must identify decisions taken as provisional decisions.

11.7 A copy of the minutes from provisional meetings must, within 10 business days after the date of the meeting, be available to the public on the council's website and

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Guideline 1: Local authorities

Guideline 1: Local Authorities

at the council's public office.

- 11.8** A local authority meeting can confirm the minutes of a provisional meeting.
- 11.9** A local authority can ratify a provisional decision at a subsequent local authority meeting, and if it chooses to do so, it becomes a decision of the local authority.

12 Consideration of draft local authority minutes by council

- 12.1** Draft minutes and items for attention from local authority meetings, including provisional meetings, must be tabled at the next ordinary meeting of the council and included in the agenda.

Note for clause 12.1

Sections 101(4) and 101(5) of the Act have an equivalent requirement for local authority meetings.

- 12.2** The council's response to the draft minutes from local authority meetings must be recorded in the minutes of the meeting of the council.

Note for clause 12.2

Section 101(5) of the Act has an equivalent requirement for local authority meetings.

13 Reporting

- 13.1** The council must decide on and report back to the local authority on its response to the meeting minutes and items raised for attention.

Note for clause 13.1

Section 40 of the Act provides that a council may delegate its powers and functions to a local authority, except where a council resolution is required under the Act.

Guideline 1: Local Authorities

Schedule

Local authorities to be established and maintained by councils:

Barkly Regional Council:

1. Ali Curung
2. Alupurrurulam
3. Ampilatwatja
4. Arlparra
5. Elliott
6. Tennant Creek
7. Wutunugurra (Epenarra)

Central Desert Regional Council:

8. Anmatjere (Nturiya, Pmara Jutunta, Wilora, Ti Tree)
9. Atitjere
10. Engawala
11. Lajamanu
12. Laramba
13. Nyirripi
14. Willowra
15. Yuelamu
16. Yuendumu

East Arnhem Regional Council:

17. Angurugu
18. Galiwin'ku
19. Gapuwiyak
20. Gunyangara
21. Milingimbi
22. Milyakburra
23. Ramingining
24. Umbakumba
25. Yirrkala

MacDonnell Regional Council:

26. Amoonguna
27. Areyonga
28. Finke (Aputula)
29. Haasts Bluff (Ikuntji)
30. Hermannsburg (Ntaria)
31. Imanpa
32. Kaltukatjara (Docker River)
33. Kintore (Walungurru)
34. Mt Liebig (Amundurrngu)
35. Papunya
36. Santa Teresa (Ltyentye Apurte)
37. Titjikala
38. Wallace Rockhole

Roper Gulf Regional Council:

39. Barunga
40. Beswick (Wugularr)
41. Borrooloola
42. Bulman
43. Jilkminggan
44. Manyallaluk (Eva Valley)
45. Mataranka
46. Minyerri (Hodgson Downs)
47. Ngukurr
48. Numbulwar
49. Robinson River
50. Urapunga

Tiwi Islands Regional Council:

51. Milikapiti
52. Pirlangimpi
53. Wurrumiyanga (Nguu)

Victoria Daly Regional Council:

54. Amanbidji
55. Bulla
56. Kalkaringi / Dagaragu
57. Nauiyu (Daly River)
58. Pine Creek
59. Timber Creek
60. Yarralin / Pigeon Hole

West Arnhem Regional Council:

61. Gunbalanya (Oenpelli)
62. Maningrida
63. Minjilang
64. Warruwi

West Daly Regional Council:

65. Nganmarriyanga
66. Peppimenarti
67. Wadeye

GENERAL BUSINESS

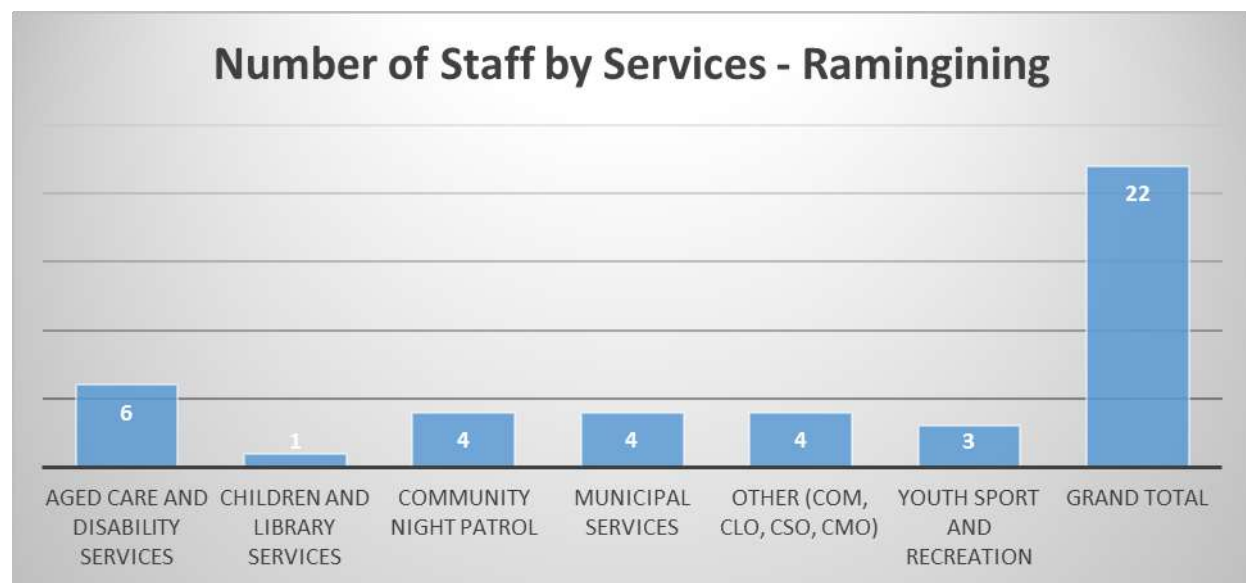
ITEM NUMBER 8.6
TITLE Corporate Services Report
REFERENCE 1805324
AUTHOR Michael Freeman, Corporate Services Manager

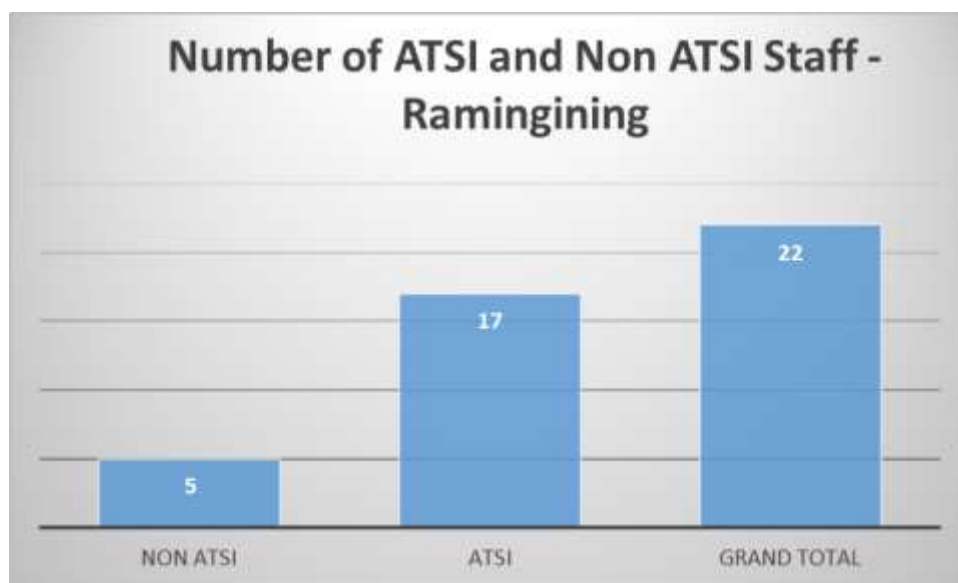
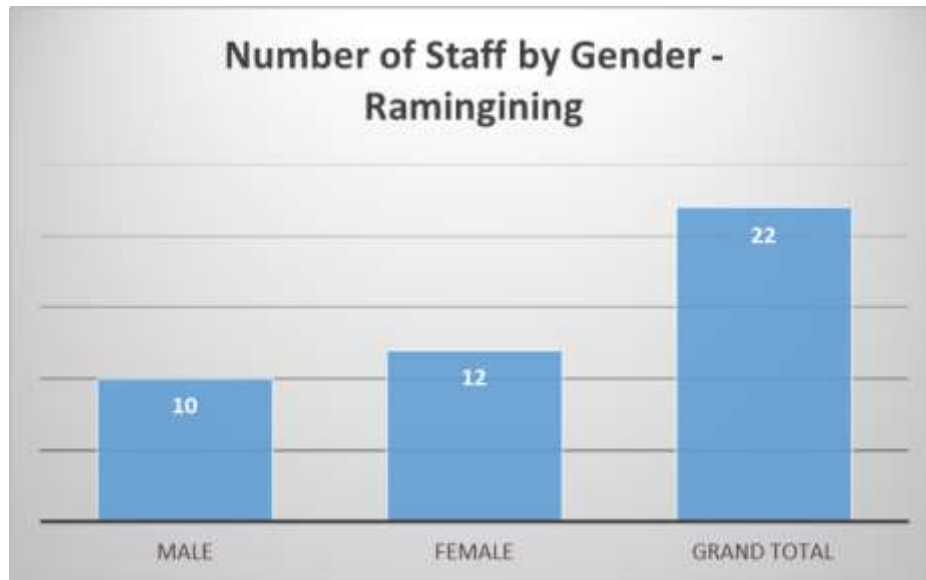
**SUMMARY**

This report presents the financials plus employment statistics as of 31 August 2023 within the Local Authority area.

BACKGROUND

Local Authorities need to consider the Finance Report carefully as it details the current actual figures against the budget for the Local Authority area. Also the report details the number of staff against the different service areas.

GENERALEmployee Statistics:



Vacancies as of 31 August 2023:

Position	Level
ACDS Care Coordinator	Level 5
ACDS Officer	Level 3
ACDS Support Worker	Level 1
Community Library Officer	Level 1
Municipal Services Officer	Level 1
Municipal Services Officer	Level 1
Youth Sport and Recreation Worker	Level 1

The report author does not have a conflict of interest in this matter (Section 179 of the Act).

RECOMMENDATION

That the Local Authority receives the Financial and Employment information as of 31 August 2023.

ATTACHMENTS:

1 [!\[\]\(190a36d1b1405bdf7cd8ed6b6e3ea2b7_img.jpg\)](#) INCOME AND EXPENSE - Ramingining.pdf

EACH REPORTING LOCATION INCOME AND EXPENSE STATEMENT YEAR TO DATE 31 AUGUST 2023	Ramining			
	ACTUALS YTD	BUDGET YTD	VARIANCE YTD	
OPERATING REVENUE				
Grants	176,755	449,117	(272,361)	
User Charges and Fees	85,099	176,590	(91,491)	
Rates and Annual Charges	-	-	-	
Other Operating Revenues	7,921	5,231	2,690	
Council Internal Allocations	(6,292)	-	(6,292)	
Untied Revenue Allocation	404,334	404,334	-	
TOTAL OPERATING REVENUES	667,817	1,035,272	(367,455)	
OPERATING EXPENSES				
Employee Expenses	273,714	372,817	(99,103)	
Materials and Contracts	131,307	273,781	(142,474)	
Council Committee & LA Allowance	-	5,800	(5,800)	
Other Operating Expenses	140,211	97,081	43,130	
Council Internal Allocations	225,999	218,158	7,842	
TOTAL OPERATING EXPENSES	771,231	967,637	(196,406)	
OPERATING SURPLUS / (DEFICIT)	(103,414)	67,635	(171,049)	
Less Additional Outflows				
Capital Expenses	-	-	-	
Transfer to Reserves	-	(9,597)	9,597	
TOTAL ADDITIONAL OUTFLOWS	-	(9,597)	9,597	
NET SURPLUS / (DEFICIT)	(103,414)	58,038	(161,452)	
Add Additional Inflows				
Carried Forward Grants Revenue	394,211	3,505	390,706	
Transfer from Reserves	-	161,022	(161,022)	
TOTAL ADDITIONAL INFLOWS	394,211	164,527	229,684	
NET OPERATING POSITION - SURPLUS / (DEFICIT)	290,797	222,565	68,232	
			-	