



# **Agenda**

## **Gapuwiyak**

### **LOCAL AUTHORITY MEETING**

On

**22 September 2023**

**EAST ARNHEM REGIONAL COUNCIL**

Notice is given that a meeting of the Gapuwiyak Local Authority will be held at the East Arnhem Regional Council on Friday, 22 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.

**Join on your computer or mobile app**

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Dial into the Conference# 02 8318 0005

Meeting ID: 882 568 767#

## TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	<b>WELCOME</b>	
2	<b>PRAYER</b>	
3	<b>APOLOGIES</b>	
3.1	Apologies and Absence Without Notice .....	4
3.2	Local Authority Membership .....	5
4	<b>CONFLICT OF INTEREST</b>	
4.1	Conflict of Interest.....	6
5	<b>PREVIOUS MINUTES</b>	
5.1	Previous Minutes for Ratification .....	7
5.2	Previous Confidential Minutes for Ratification	
	<i>The report will be dealt with under Section 99 of the Local Government Act and Section 51 (c)(i) of the Local Government (General) Regulations. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person.</i>	
6	<b>LOCAL AUTHORITIES</b>	
6.1	Local Authority Action Register .....	8
7	<b>GUEST SPEAKERS</b>	
7.1	Northern Territory Police - Law & Order Community Update .....	20
8	<b>GENERAL BUSINESS</b>	
8.1	CEO Report .....	21
8.2	Technical and Infrastructure Program and Capital Project Updates .....	34
8.3	Youth, Sport and Recreation Community Update .....	46
8.4	Council Operations Report .....	47
8.5	Local Authority Policy .....	51
8.6	Corporate Services Report .....	66
9	<b>COMMUNITY REPORTS</b>	
	<i>Nil</i>	
10	<b>QUESTIONS FROM MEMBERS</b>	
	<i>Nil</i>	
11	<b>QUESTIONS FROM PUBLIC</b>	
	<i>Nil</i>	
12	<b>DATE OF NEXT MEETING</b>	
13	<b>MEETING CLOSED</b>	

**APOLOGIES**

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**ITEM NUMBER** 3.1  
**TITLE** Apologies and Absence Without Notice  
**REFERENCE** 1813635  
**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**

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<b>ITEM NUMBER</b>	3.2
<b>TITLE</b>	Local Authority Membership
<b>REFERENCE</b>	1813636
<b>AUTHOR</b>	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:

**Gapuwiyak**

Freddie Ganambarr  
Simon Gawirrin  
Maymuru, Ricky Guyula  
Ivan Wanambi  
Trudy Wunungmurra  
Jessica Wunungmurra  
Thomas Guyula  
Merril Guyula  
Alice Wanambi

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

**Gapuwiyak**

Cr Bobby Wunungmurra  
Cr Wesley Bandi Wunungmurra

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 for this report.

**CONFLICT OF INTEREST**

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**ITEM NUMBER** 4.1  
**TITLE** Conflict of Interest  
**REFERENCE** 1813639  
**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**

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<b>ITEM NUMBER</b>	5.1
<b>TITLE</b>	Previous Minutes for Ratification
<b>REFERENCE</b>	1813640
<b>AUTHOR</b>	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 meetings of 24 March and 19 April 2023 to be true records of the meetings.**

**ATTACHMENTS:**

There are no attachments to this report.

**LOCAL AUTHORITIES**

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<b>ITEM NUMBER</b>	6.1
<b>TITLE</b>	Local Authority Action Register
<b>REFERENCE</b>	1813641
<b>AUTHOR</b>	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 [!\[\]\(899d8b7697d64725bf017d3296cfcf1b\_img.jpg\)](#) Local Authority - Gapuwiyak August 2023.docx

**GAPUWIYAK ACTIONS**

<b>ACTION ITEM</b>	<b>ACTIONS</b>	<b>STATUS</b>
001/2020  Resolved	<p>That the Local Authority:</p> <p>a) Notes the report on the Kava Pilot: Allowing the commercial importation of kava.</p> <p>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:</p> <p>1) increased compliance and policing for the increase in the illicit kava trade, or</p> <p>2) effective and informed local decision making about kava management to minimise potential harms.</p> <p>c) Supports the Northern Territory Government's request for funding to support research into the health and social impacts from increased kava availability.</p> <p>d) Seek clarification from Northern Territory Government how Kava is going to be managed in the Northern Territory during the next two years, the duration of the pilot.</p>	<p>12.05.2021 – Email was received, stating that there is no action regarding the Kava Pilot - Ongoing</p> <p>12.10.2021 – Update provided to LA Members - ongoing</p> <p>17.12.2021 – A separate report will be presented by the CEO in the meeting.</p> <p>21.01.2022 – CEO is having meetings about consultation on 8 Feb 2022.</p> <p>18.03.2022 – Cr Bandi Wunungmurra and the Director Community Development to attend the regional Children and Families Meeting on the 5 April to advocate Council's position on this.</p> <p>09.05.2022 - Dale Keehne and President Lapulung Dhamarrandji attended the RCFC and will provide updates to the Local Authority.</p> <p>20.05.2022 - 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 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.</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>25.11.2022 – As noted above.</p> <p>20.11.2022 – CEO to provide further update.</p> <p>24.03.2023 – CEO to update.</p>

**GAPUWIYAK ACTIONS**

ACTION ITEM	ACTIONS	STATUS
<p>PA System</p> <p>Upgrades to the PA system \$43,000</p>	<p>The Director of Technical &amp; Infrastructure Services to provide an update on the upgrade to the PA system at next meeting.</p>	<p>10.07.2020 - Action item issued to ICT Department and are looking into options for positioning at the oval potentially on one of the lighting towers given power and mounting height already available.</p> <p>25.09.2020 The Local Authority confirms it wants a new PA system installed to ensure PA coverage across the whole community.</p> <p>29.01.2021 – Jonathan Lora sent a revised action for commencement. The work to produce a revised design and costing is underway.</p> <p>19.03.2021 – Installation to commence in four weeks. Speakers to cover across the whole community</p> <p>12.05.2021 – Revised price for installation will be taken to next LA, \$63,000 pricing.</p> <p>21.05.2021 – Needs more funding to go towards project, update will be provided at next LA. – Funding options to be further discussed.</p> <p>19.11.2021 – Additional fund is required for the project. LA approves an additional \$20,000 for a full upgrade of the PA system based on the quotation received.</p> <p>21.01.2022 – funds approved at Council meeting in December – project to start in February.</p> <p>28.05.2022 - Telstra and Wyatt Broadcast and Media Solutions P/L have been engaged - a tentative start date for the 25th of April 2022 and a completion date for the 29th of June 2022.</p> <p>There has been a delay due to additional requirements with a clearance mounting pole and costs, all pricing received for additions and will be actioned.</p> <p>22.06.2022 – as above – no action until new ICT Manager starts July 12.</p>

**GAPUWIYAK ACTIONS**

ACTION ITEM	ACTIONS	STATUS
		<p>19.10.22 gear ordered should be here mid-November is progressing</p> <p>20.01.23 – Equipment has arrived, looking at March to begin. Weather dependant.</p> <p>24.03.2023 – The Contractors will start working as soon as the weather settles down and roads are open.</p> <p>27.04.23 – ongoing</p> <p>29.06.23 – Underway and waiting approximately 2 weeks for road to open.</p> <p>20.07.23 Pole is on its way, still going ahead within the fortnight.</p> <p><b>29.08.23</b> Waiting on brackets for the pole – 2 to 3 weeks</p>

**GAPUWIYAK ACTIONS**

<b>ACTION ITEM</b>	<b>ACTIONS</b>	<b>STATUS</b>
Changes to the EARC Funeral Services and Cemetery Management Policy	Local Authority members with support of Council staff hold a community meeting to explain the changes to the EARC Funeral Services and Cemetery Management Policy.  Approves the use of the headstone moulds purchased for burial headstone requirements in the community.  Recommends an expression of interest application being lodged for installation of water and power at the Gapuwiyak Cemetery for consideration as an LAPF Project.  Recommends installation of lighting and shelters at the Gapuwiyak Cemetery.	20.01.23 – Director Technical and Infrastructure Services to advise. Director of Community Services to also advise and follow up.  24.03.2023 – Council has submitted a motion to LGANT for Funeral services and cemetery management. Lighting and shelters are waiting to be actioned.  27.04.23 – Looking for resolution in June have spoken with LGANT from Legislation. 29.06.23 – Ongoing  20.07.03 Ongoing  <b>29.08.23 – update to be provided</b>
Public wifi	The current public wifi is placed in the Library Building. Public wifi to be placed a place to ensure convenience and maximum usage.	24.03.2023 - The public wifi to be placed at the Council Meeting room to ensure that more people can access and use free wifi. Director Technical and Infrastructure Services to approach Telstra to include the public wifi as part of their public telephone service. Director Technical and Infrastructure Services to explore option for broader community wifi coverage.  29.06.23 – Ongoing  20.07.23 – Move tower and relocate wifi new tower 2 months away update next meeting.  <b>29.08.23 - moving tower to new position, which has been mapped out. Already budgeted for.</b>  24.03.23 – Director Technical and Infrastructure Services to provide update.
Safety concerns Marrangu Street	Director Technical and Infrastructure Services asked to look into the installation of speed humps on the said street.	<b>20.07.23 Ongoing.</b>



GAPUWIYAK ACTIONS		
ACTION ITEM	ACTIONS	STATUS
Lack of Walkways (community members walking through people's houses and properties.	Director Community Development to write a letter to Territory Housing raising this issue and requesting action.	24.03.23 – Director Community Development to provide update. 20.07 Update prior to next meeting by Director Community Services. <b>29.08</b> Ongoing discussion around footpaths and how they will link up with existing.

GAPUWIYAK ACTIONS		
Items on Hold/Advocacy Items	ACTIONS	STATUS
Upgrade Airport Waiting Area		22.05.2020 – The advice received was that the NTG is only responsible for grounds maintenance and the structure was built by the Community Incorporated Council/Shire at the transition of local government.
		29.01.2021 – The Local Authority has recommended a financial contribution toward a co-funded grant opportunity – to be tabled at the February Council meeting.
		19.03.2021 – Council have put \$50 aside to work with NT Government to help with costs on the upgrade of the airport area
		12.05.2021 – Ongoing – Funding opportunity will be advised
		21.05.2021 – Advocacy has been sought for funding, next round has been open and funding options will be available at next LA meeting.
		21.01.2022 – Ongoing
		20.05.2022 – no change – seeking additional funding.
		30.06.2022 – no change
		Move to advocacy
		<b>20.01.22 – No further grants</b>

**GAPUWIYAK ACTIONS**

175/2021	That the Local Authority:	19.03.2021 – Awaiting on suggestions, LA members still to speak to families seeking permission.
Series of Murals (re-tabled)	(a) Continue to consider and advise when agreed what significant person or people to include in the series of murals. (b) Speak to family members, and start gathering together photos, of possible candidates, to be given to the Community Development Coordinator.	12.05.2021 – Ongoing – Still waiting on suggestions from LA Members.
		12.10.2021 – LA members have gathered a list of names for the murals and are waiting for family to approve the inclusion in the murals.
		19.11.2021 – Consultation with community members and Traditional Owners continuing.
		21.01.2022 – Further consultation and discussion with the Local Authority is ongoing. A potential idea was to have the School logo referencing tribes in the community. The Director Technical and Infrastructure services to develop a concept design for consultation with community, Traditional Owners and Milintji Corporation.
		18.03.2022 – The CDC to work with the LA members and the community to agree on the Murals.
		09.05.2022 – CDC has scheduled meeting 10.05.2022 with LA members to agree on murals. Update to be given in next LA Meeting 20.05.2022
		20.05.2022 – Community elders have requested the presence of the Elected Members to consult with regarding the selection of founders of Gapuwiyak for inclusion in the murals.
		20.01.22 – Consultant engaged. To visit communities and conduct workshops etc.
		<b>20.07.16/9 and 25/9 mural to be painted – charters and planes for members to travel to Nhulunbuy and be part of it.</b>

**GAPUWIYAK ACTIONS**

Council Operations on Public Holidays.	<p>(a) Notes we Yolngu and Balanda are living together now, and requests a range of traditional and western programs be developed to mark New Year's Day, Australia Day, Anzac Day and NAIDOC Day, where Yolngu and Balanda celebrate together.</p> <p>(b) Involve and work with NORFORCE in arranging the Anzac Day celebrations.</p> <p>(c) Recommends to arrange safe boxing events as part of New Year's Day celebration.</p>	29.06.23 – ongoing discussions with staff. Remove Action to Advocacy
Council Operations on Public Holidays.	<p>(d) Notes we Yolngu and Balanda are living together now, and requests a range of traditional and western programs be developed to mark New Year's Day, Australia Day, Anzac Day and NAIDOC Day, where Yolngu and Balanda celebrate together.</p> <p>(e) Involve and work with NORFORCE in arranging the Anzac Day celebrations.</p> <p>(f) Recommends to arrange safe boxing events as part of New Year's Day celebration.</p>	29.06.23 – ongoing discussions with staff.

**GAPUWIYAK ACTIONS**

Gapuwiyak aerodrome	Local Authority would like to approach the relevant authority for information on future plans for the Gapuwiyak aerodrome.	<p>20.01.23 - If available invite representatives to meet with the Local Authority to discuss future aspirations for the Gapuwiyak aerodrome including extensions of the strip and inclusion of public facilities and toilets.</p> <p><b>27.04.23 – ONGOING – TO DISCUSS NEXT MEETING.</b></p> <p>29.06.23 – ONGOING</p> <p>20.07 TO BE COVERED IN REPORT LATER IN MEETING.</p> <p>29.08.23 ONGOING</p> <p><b>MOVE TO ADVOCACY</b></p>
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**COMPLETED ACTIONS:**

178/2021 Questions from Members	<p>That the Local Authority:</p> <p>a) Notes the question from members.</p> <p>b) Requests a letter be written from the Local Authority to NT Health and Miwatj Health requesting the provision of a morgue service in Gapuwiyak, as in Galiwin'ku, as it is an essential and very important need for the community.</p>	<b>Completed</b>
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**GAPUWIYAK ACTIONS**

Purchase of a four wheel drive equipped Coaster bus, as offered by the Federal Government Opposition	The Gapuwiyak Local Authority supports the purchase a four wheel drive equipped Coaster bus, as offered by the Federal Government Opposition ahead of the next election, and requests Council management to work with the school, and possibly other organisations on how to ensure the most effective use of the bus, and funding for its repair and maintenance.	<b>30.06.2022 – Remove item – will not progress any further.</b>
Community Entrance Signage Project – Gapuwiyak	That Local Authority members review the tabled Community Entry signs and provide feedback on the structure of the information and design of the sign specific for the Gapuwiyak community entrance.	<b>22.06.2022 – Completed</b>
12/1/2020 Gapuwiyak Community Footpath Installation	That the Local Authority notes the report and approves the new locations marked in green for the allocation of Local Authority Project Funding on Gapuwiyak community footpaths.	<b>19.10.22 completed</b>
Church Repairs		<b>19.10.22 APAC engineering program has conducted maintenance and upgrades to the facility. – Remove from action list.</b>
Infrastructure for Youth to hang out		20.01.22 - Remove from action list Facility completed. <b>Approved February Council meeting and removed.</b>
Street Naming for Gapuwiyak Subdivision Stage 2 & Stage 3	The Local Authority recommends the following street names to submit to the NT Place names Committee for consideration: a) Road 1 – Dhurrbinda (meaning - a bush plum) b) Road 2 – Dhayarrmirri (meaning – a small river for locals to swim)	10.03.2022 – Names suggested going to next Council for support approval at the next meeting then will be placed in front of the Place name committee. <b>24.03.2023 – Waiting to hear back from the committee after their review and discussion.</b> <b>29.06.23 – Completed</b>

**GAPUWIYAK ACTIONS**

Notice prior to power cuts	COM to talk to Power and Water officers to provide proper notice.	<b>24.03.23 – COM to provide update at next LA meeting.</b>
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**GUEST SPEAKERS**

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<b>ITEM NUMBER</b>	7.1
<b>TITLE</b>	Northern Territory Police - Law & Order Community Update
<b>REFERENCE</b>	1817760
<b>AUTHOR</b>	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.



**GENERAL BUSINESS**

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<b>ITEM NUMBER</b>	8.1
<b>TITLE</b>	CEO Report
<b>REFERENCE</b>	1818996
<b>AUTHOR</b>	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** [!\[\]\(4e333a6106fc298d0ae6dff272a736ef\_img.jpg\)](#) Letter from EARC to Ministers Re Local Decision Making 8 Sep 23.pdf
- 2** [!\[\]\(97089f8e07e24e31baa67366e358a709\_img.jpg\)](#) Letter from EARC Re Youth Justice Law Order Support 8 Sep 23.pdf
- 3** [!\[\]\(9496824b8cff3a19f59b81b37b57d8b6\_img.jpg\)](#) Letter to Yingiya Guyula MLA from EARC Re Youth Justice Law Order Support 8 Sep 24.pdf
- 4** [!\[\]\(ec8d0f7e486e2280c113cd85015a8548\_img.jpg\)](#) Letter from EARC Re Kava and Alcohol 8 Sep 23.pdf



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8 September 2023

Hon Natasha Fyles  
Chief Minister  
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Hon Linda Burney  
Minister for Indigenous Australians  
[ministerburney@ia.pm.gov.au](mailto:ministerburney@ia.pm.gov.au)

Hon Malarndirri McCarthy  
Senator for the Northern Territory  
Assistant Minister for Indigenous Australians  
[Senator.Mccarthy@aph.gov.au](mailto: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.

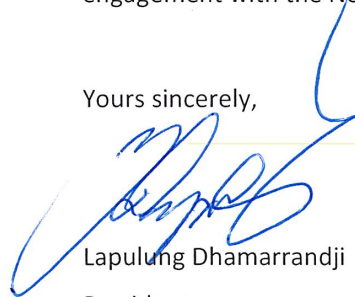
In the interests of achieving genuine and meaningful outcomes from any new whole of government planning process, Council has made the following resolution at its Ordinary Council Meeting on 31 August.

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



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8 September 2023

Jody Broun  
Chief Executive Officer  
National Indigenous Australians Agency  
[jody.broun@niaa.gov.au](mailto:jody.broun@niaa.gov.au)

Frank Daly  
Chief Executive Officer  
Department of the Chief Minister and Cabinet  
[frank.daly@nt.gov.au](mailto: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





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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](mailto: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.
- (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 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





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8 September 2023

Hon Natasha Fyles  
Chief Minister  
[Chief.minister@nt.gov.au](mailto:Chief.minister@nt.gov.au)

Hon Linda Burney  
Minister for Indigenous Australians  
[ministerburney@ia.pm.gov.au](mailto:ministerburney@ia.pm.gov.au)

Hon Malarndirri McCarthy  
Senator for the Northern Territory  
Assistant Minister for Indigenous Australians  
[Senator.Mccarthy@aph.gov.au](mailto: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**

<b>ITEM NUMBER</b>	8.2
<b>TITLE</b>	Technical and Infrastructure Program and Capital Project Updates
<b>REFERENCE</b>	1808607
<b>AUTHOR</b>	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 2022-2023 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**

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

Action ID:

**Provide program outcome statistics to Local Authority and Council meetings.**

Community: Gapuwiyak

Reporting Month/Period: July-August

Overall comments:

- No veterinary visit during the months of July-August period. Only remote consultations via phone and EARC office staff.
- Next visit to community:
  - Full veterinary visit: Dr Tania and Sarah will be visiting Gapuwiyak again from 18 - 22 September.

Service Delivery Table:

<b>AMP Delivery: Gapuwiyak</b>	<b>This period of reporting</b>	<b>Calendar Year to date</b>	<b>Last year's Annual delivery</b>
<b>Dogs De-sexed</b>	<u>0</u>	<u>27</u>	<u>32</u>
<b>Cats De-sexed</b>	<u>0</u>	<u>21</u>	<u>48</u>
<b>Community consultations</b>	<u>0</u>	<u>53</u>	<u>226</u>
<b>Remote/Phone consultations</b>	<u>2</u>	<u>16</u>	<u>N/A*</u>
<b>EARC Veterinary Cabinet medication dispensed</b>	<u>1</u>	<u>14</u>	
<b>Minor procedures/other surgeries</b>	<u>0</u>	<u>8</u>	
<b>Parasite Treatments</b>	<u>0</u>	<u>238</u>	<u>221</u>
<b>Euthanasia</b>	<u>0</u>	<u>11</u>	<u>N/A*</u>
<b>Private practice consultations (Mainland)</b>	<u>0</u>	<u>18</u>	
<b>TOTAL Engagements</b>	<u>3</u>	<u>406</u>	<u>527</u>

\*N/A – new reporting system so some data is not applicable

Community Education activities:

- Dr Maddy organised a skype meeting on 28 August with the Gapuwiyak Principal Chris to discuss the education dawal for the upcoming veterinary visit in September. The AMP team is very keen to get into the school this year for animal education activities

Staff Education/Training Activities:Additional Collaborations/Stakeholder Engagements:

- Dr Maddy met with the Laynhapuy team to discuss how EARC can assist with homeland veterinary services surrounding Gapuwiyak

Follow-up list for next Visit:

- September program will hopefully including an education trip to the Gapuwiyak School.
- Miwatj collaboration to continue during the next veterinary visit with some targeted house visits

**Service Profile:** 116 - Core - Lighting for Public Safety

**Business Unit:** Transport Infrastructure

Action ID:

**Manage, maintain and upgrade streetlights in Gapuwiyak**

**Public Street Lights Maintenance Audit Inspection Program**

The proposed audit inspection of public streetlights is now complete reported via the KONECT software management application. A contractor is engaged to repair the non-functioning lights and install new lighting at select locations where lighting for public safety is required.

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

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

**T23-203320.1 East Arnhem Region – Civil Maintenance of Pavements and Drainage Program**

The survey proved positive for the participating members and gave a real appreciation in relation to the extent and distance associated with the program requirements.







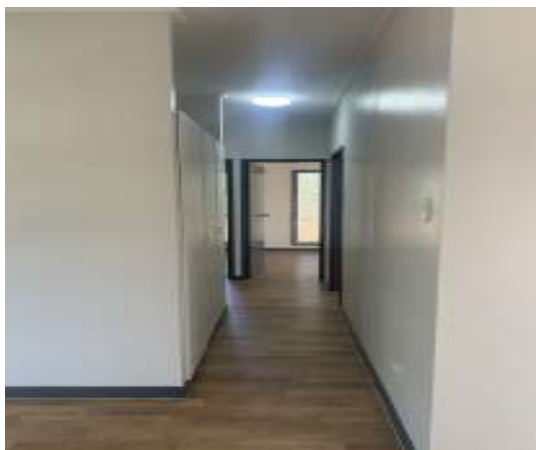
**Service Profile:** 122 - Support – Building and Infrastructure Services  
**Business Unit:** Technical and Infrastructure

Action ID

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

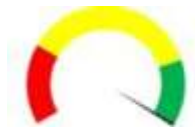
Conduct minor and capital upgrades to various council controlled buildings throughout the region, in line with the allocated budget and completion time lines per community.

Lot 83 Gapuwiyak – Staff Housing Upgrades



Completed 100%.

**Contract: RFQ1694-2211 - Lot 94 Gapuwiyak (Conference Room) - Refurbishment Work**



**Completed 100%**

**Contract: RFT1695-2208 Lot 95 Child Care - Security Fencing**



**Completed 100%**

**Contract: RFQ16118-2301 Lot 118 Gapuwiyak - Vanity & Concrete Pathway Work**



**Completed 100%**

**RFTMCML2302 Staff Housing Security Upgrade**

East Arnhem Regional Council (EARC) have awarded a contract for the supply and installation services of security mesh screening on all windows on the below Council Assets:

6 x properties in Gapuwiyak Lot 83, Lot 111, Lot 115, Lot 116 A & B & Lot 118



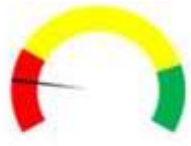
**Percentage completed 20%**



### **RFTMCML230220 – Staff Housing Fencing Upgrade**

East Arnhem Regional Council (EARC) has engaged a contractor for the removal and replacement of old 1.2m high perimeter fencing and gate hardware, with the supply and installation of new 1.8m high security fencing, gates and locking hardware on the staff housing property boundaries listed below.

5 x properties in Gapuwiyak. Lot 51, Lot 111, Lot 118, Lot 116 A & B



**Percentage completed 20%**

**Completion Date the end of August**

<b>Service Profile:</b>	<b>129 - Core - Waste and Environmental Services</b>
<b>Business Unit:</b>	<b>Regional Waste and Environment</b>

Action ID

<b>4.1.4.1</b>	<b>Manage a regular residential kerb side waste collection service in Gapuwiyak</b>
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<b>4.1.9.11</b>	<b>Implement an aerial mosquito and weed spray program within locations</b>
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<b>4.1.7.2</b>	<b>Enter into partnerships and agreements, particularly for the transport or processing of recyclable material, to maximize the recycling opportunities for East Arnhem communities.</b>
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### **Scrap Metal Recovery**

Sell and Parker mobilised their machinery to Milingimbi on Tuesday 6 September to complete the scrap metal recovery project for the community. Sell and Parker were expected to be in the community for six - eight weeks collecting; scrap metal, white goods, and car bodies, however issues with the barge have meant that they will likely not be finished until the end of June.

Once finished in Milingimbi Sell & Parker will move to Gapuwiyak to complete the Scrap Metal Recovery project there. It is estimated that there is 400 tonnes of scrap metal to remove from Gapuwiyak, with works expected to be completed before the wet season.

### **Cash 4 Containers**

Cash 4 Containers has continued going strong in Gapuwiyak. The Council Depot processed 231,511 containers between since July 2022, which is almost five times the amount of any other community in East Arnhem and approximately half of the total 427,803 containers collected to date for this financial year.



**4.1.9.11 Coordinate and report on Bi –Annual ground litter audits in conjunction with the municipal Services Program in each Community.**

Implement and Manage Appropriate Public Area Litter Infrastructure and Collection Schedules within all Communities.

Waste Services are in the process of organising a visit in August with Keep Australia Beautiful NT to assist in the development of community specific litter management plans, provide some education to local organisations and provide some strategies that are working in other communities.

EARC have also engaged a consulting team to canvas the local residents to identify potential issues with litter and investigate community led initiatives to improve litter management in East Arnhem Land. This project is nearly completed with the results expected in August, more details on this project are below and Cross Cultural Consultants will be delivering an update at this meeting.

The goal of the Council's litter management strategy is to have all communities looking as good as the below pictures from Ramingining. This public space is a popular walkway from the shops to the clinic and their homes yet with some simple litter bins, great work from the MS Team and community residents willing to use the bins they have some beautiful walk ways around the town.

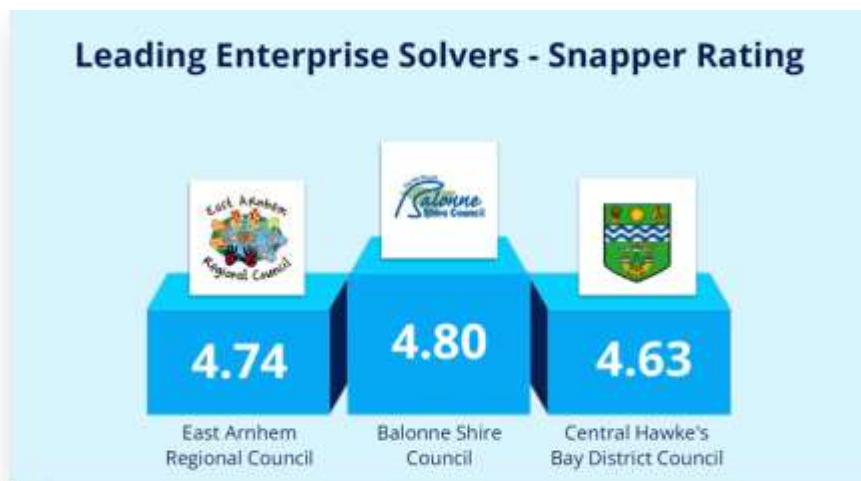


Service Profile	169 - Core - Municipal Services/Public Works
Business Unit:	Technical and Infrastructure

4.1 Maintain and enhance a clean, tidy, welcoming community.

#### Snap Send Solve Update

Great to see **EARC as a leading Enterprise Solver across Australia/NZ** based on snapper ratings for June 2023. Well done.



### Road Maintenance - Pot Hole Repairs



*MS Gapuwiyak Team completing pothole works around Gapuwiyak*

### Recycling



*CDS Recycling June 22 2023*

### Recruiting for Municipal Services Officer

One MSO position available now, if you know of anyone interested in the position who has a drivers licence, please encourage them to see Greg and complete a job application form.



<b>Gregory</b>	<b>Mitchell</b>	<b>MSS</b>	<b>Gapuwiyak</b>
Ricky	Guyula	MSO/TL	Gapuwiyak
James	Wunungmurra	MSO	Gapuwiyak
Garth	Dhagapan	MSO	Gapuwiyak

#### *Current Filled Positions*

#### Smartsheet

Municipal Services (MS) will complete the electronic form on a mobile/iPad to assist with freight notifications to all East Arnhem Communities. The form will provide evidence of delivery for staff to process invoices and ensure their goods arrive in the correct community and coordinate works when materials arrive.

Automated workflows are set up, the MS Team's simply complete the form and the notification email sends to the Nhulunbuy Regional Support office and the applicable Community group email address.

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

## RECOMMENDATION

That the Local Authority:

- (a) Notes the Technical & Infrastructure Services report.
- (b) Approves for \$150,000.00 inclusive GST from LAPF Funding for the Fuel Bowser cover as requested by the Local Authority.



**ATTACHMENTS:**

There are no attachments to this report.

**GENERAL BUSINESS**

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<b>ITEM NUMBER</b>	8.3
<b>TITLE</b>	Youth, Sport and Recreation Community Update
<b>REFERENCE</b>	1817789
<b>AUTHOR</b>	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**

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<b>ITEM NUMBER</b>	8.4
<b>TITLE</b>	Council Operations Report
<b>REFERENCE</b>	1810337
<b>AUTHOR</b>	Anesuishe Hector, 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**

Welcome Local Authority members and Councillors to the September 2023 Local Authority Meeting.

On Friday 21 July 2023, Council hosted the family fun day working alongside Gapuwiyak Culture and Arts, Police and other Service Providers. It was indeed a great day and night with ABC Backroads filming, thank you all for your support.



Community Fun Day BBQ



NT Police engaging with the children

Community Night Patrol (CNP) team continues to provide a very valued service to our community. Volatile substance abuse in the last few months has calmed down and contractors are being more careful and locking up their containers.

The CNP patrol team are now scheduled to meet with the Police once every month and update them on issues happening in community, Local Authority members are welcome to attend the meetings as we value your ideas, suggestions and feedback.

Highlights for The Wapurarr' Place include:

- High attendance and engagement at Library Club
- Making our own books at Miyalk Night
- VSA education camp in response to a period of escalating VSA in community
- Collaboration with Gapuwiyak School and Learning On Country to run emotional regulation education sessions at school camp
- Full caseload for The Wapurarr' Place intensive clients
- Reports of The Wapurarr' Place intensive clients teaching emotional regulation techniques to other community members





Children enjoying playing a puzzle at the Wappurar' Place



n enjoying Art and Crafts at the Wappurar' Place



Childre

Children at Library Club – Wappurar' Place

There has been consistent attendance at the Child Care centre, with a group of faces we see regularly. The team continues to work hand in hand with the school FAFT program and Miwatj having programs together every Tuesday. Millie Wunungmurra has joined the team as a childcare worker.



Children showing off their paintings at Child Care

Thank you to all for your ongoing commitment to building and ensuring Gapuwiyak Community stays strong.

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**

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<b>ITEM NUMBER</b>	8.5
<b>TITLE</b>	Local Authority Policy
<b>REFERENCE</b>	1819118
<b>AUTHOR</b>	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 per financial year:
  - Provisional meetings of Local Authorities may be counted to satisfy the minimum number of meetings (4) per 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 [!\[\]\(633dd45d48d71eb51a85c6dd83ee51e9\_img.jpg\)](#) Local Authority Policy\_September 2023.pdf
- 2 [!\[\]\(bdddf9191a284aa0945448444083c5b0\_img.jpg\)](#) Guideline 1 - Local Authorities.pdf





# Local Authority Policy

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

### **Contents**

1	Title.....	2
2	Commencement.....	2
3	Definitions .....	2
4	Establishing and maintaining local authorities .....	2
5	Local authority members .....	2
6	Policy for appointments and resignations .....	3
7	Minimum number of meetings .....	3
9	Local authority payments .....	3
10	Local authority meetings .....	4
11	Provisional meetings .....	4
13	Reporting .....	5
	Schedule.....	6

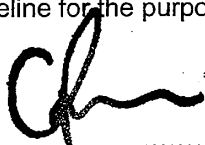
### ***Guideline 1: Local Authorities***

#### **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***

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### **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***

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### **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](http://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

Page 4 of 6

Guideline 1: Local authorities

## ***Guideline 1: Local Authorities***

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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. Borroloola
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**

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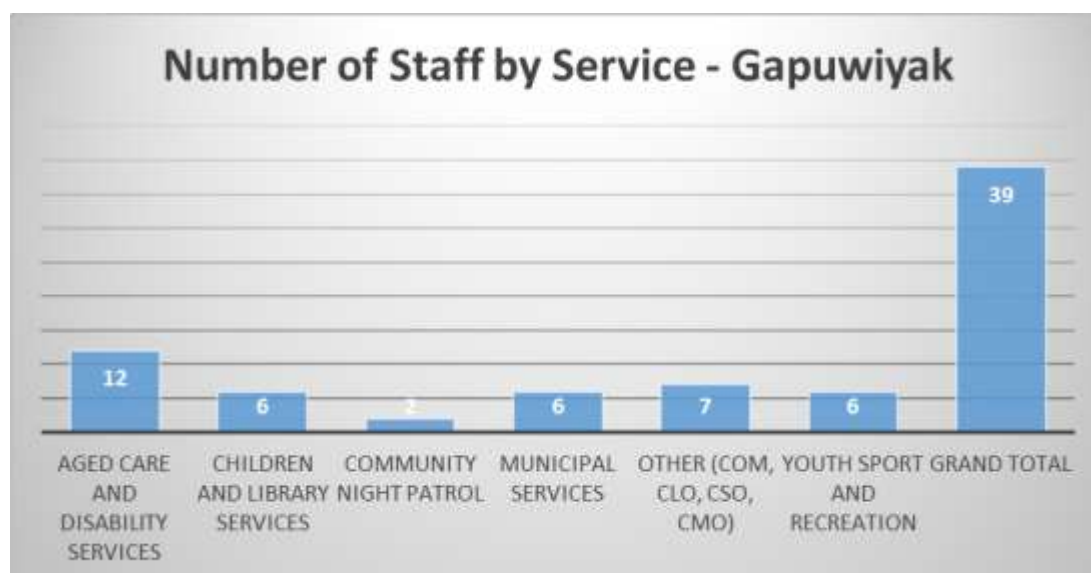
**ITEM NUMBER** 8.6  
**TITLE** Corporate Services Report  
**REFERENCE** 1805331  
**AUTHOR** Michael Freeman, Corporate Services Manager

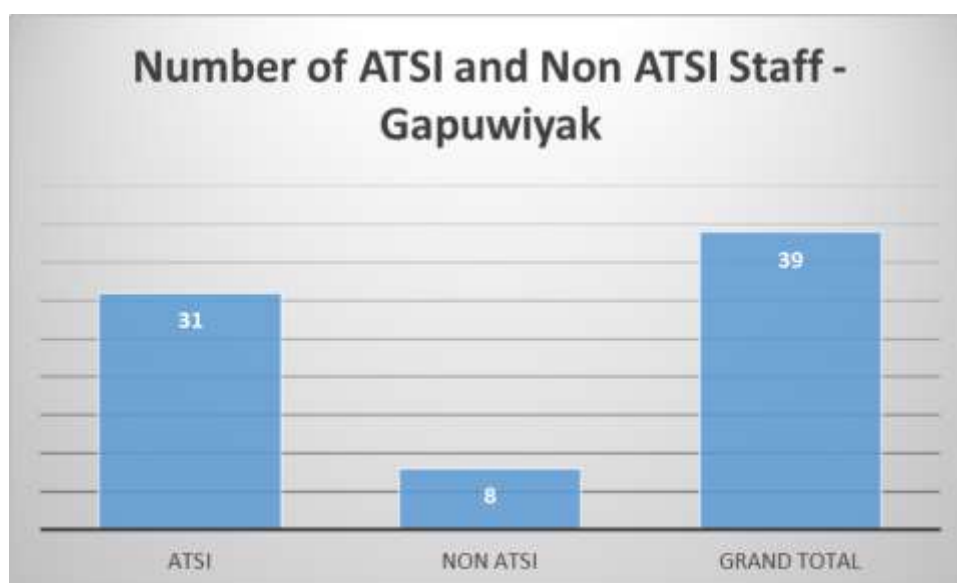
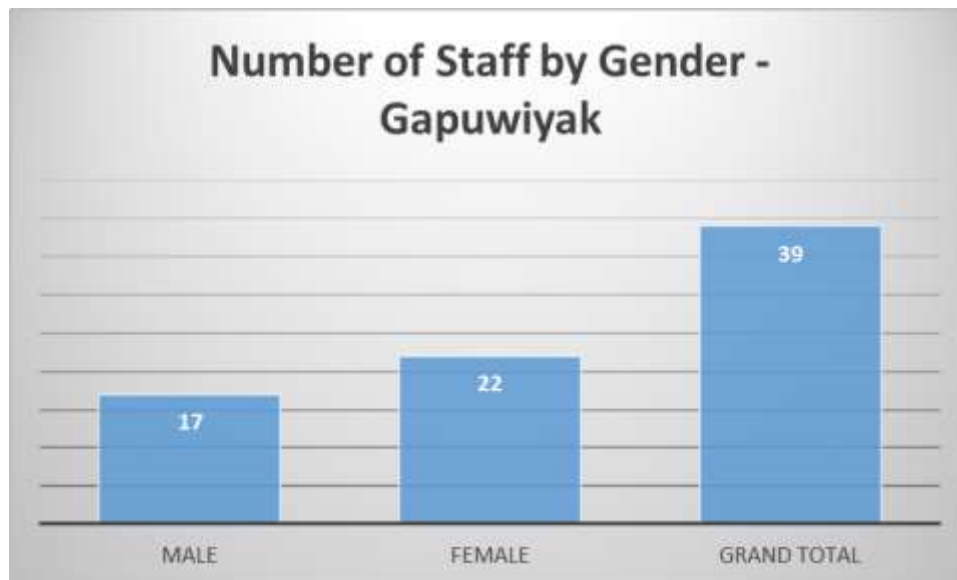
**SUMMARY**

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.

**GENERAL**Employee Statistics:



Vacancies as of 31 August 2023:

Position	Level
Community Media Officer	Level 1
Community Night Patrol Officer	Level 1
Youth Mentor	Level 2

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  INCOME AND EXPENSE - Gapuwiyak.pdf

EACH REPORTING LOCATION INCOME AND EXPENSE STATEMENT YEAR TO DATE 31 AUGUST 2023	Gapuwiyak			
	ACTUALS YTD	BUDGET YTD	VARIANCE YTD	
<b>OPERATING REVENUE</b>				
Grants	484,178	766,116	(281,938)	
User Charges and Fees	130,506	238,048	(107,542)	
Rates and Annual Charges	1,156	-	1,156	
Other Operating Revenues	168,165	151,082	17,082	
Council Internal Allocations	(6,292)	-	(6,292)	
Untied Revenue Allocation	501,106	501,106	-	
<b>TOTAL OPERATING REVENUES</b>	<b>1,278,818</b>	<b>1,656,352</b>	<b>(377,534)</b>	
<b>OPERATING EXPENSES</b>				
Employee Expenses	417,415	444,223	(26,809)	
Materials and Contracts	145,727	179,180	(33,453)	
Council Committee & LA Allowance	3,000	5,800	(2,800)	
Other Operating Expenses	255,823	288,290	(32,467)	
Council Internal Allocations	299,911	295,187	4,724	
<b>TOTAL OPERATING EXPENSES</b>	<b>1,121,875</b>	<b>1,212,680</b>	<b>(90,805)</b>	
<b>OPERATING SURPLUS / (DEFICIT)</b>	<b>156,943</b>	<b>443,672</b>	<b>(286,729)</b>	
<b>Less Additional Outflows</b>				
Capital Expenses	-	(158,333)	158,333	
Transfer to Reserves	-	(68,073)	68,073	
<b>TOTAL ADDITIONAL OUTFLOWS</b>	<b>-</b>	<b>(226,406)</b>	<b>226,406</b>	
<b>NET SURPLUS / (DEFICIT)</b>	<b>156,943</b>	<b>217,266</b>	<b>(60,323)</b>	
<b>Add Additional Inflows</b>				
Carried Forward Grants Revenue	172,661	473,311	(300,650)	
Transfer from Reserves	-	305,409	(305,409)	
<b>TOTAL ADDITIONAL INFLOWS</b>	<b>172,661</b>	<b>778,720</b>	<b>(606,059)</b>	
<b>NET OPERATING POSITION - SURPLUS / (DEFICIT)</b>	<b>329,604</b>	<b>995,986</b>	<b>(666,382)</b>	
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