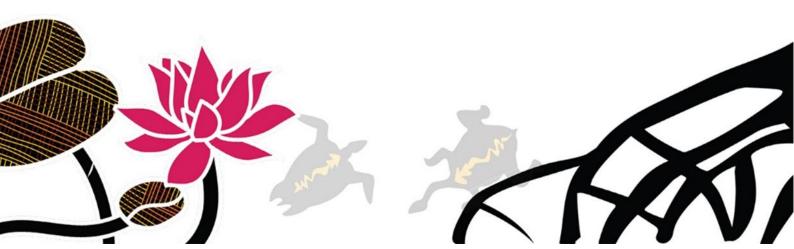


LOCAL AUTHORITY MEETING

AGENDA

THURSDAY, 31 MARCH 2022



Notice is hereby given that a Local Authority Meeting of the West Arnhem Regional Council will be held in Council Chambers, Warruwi on Thursday, 31 March 2022 at 10:00 am.

Kim Sutton Chief Executive Officer (Acting)

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

FOR THE MEETING 31 MARCH 2022

Agenda Reference: 3.1

Title: Apologies and Leave of Absence

File Reference: 990524

Author: Doreen Alusa, Governance and Risk Advisor

SUMMARY

This report is to table, for the Warruwi Local Authority's record, any apologies and requests for leave of absence received from Authority members for the meeting held on 31 March 2022.

BACKGROUND

Not applicable.

COMMENT

Not applicable.

STATUTORY ENVIRONMENT

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

VOTING REQUIREMENTS

Not applicable.

RECOMMENDATION:

That the Warruwi Local Authority notes members' apologies and/or requests for leave of absence for the meeting held on 31 March 2022.

FOR THE MEETING 31 MARCH 2022

Agenda Reference: 4.1

Title: Absent Without Notice

File Reference: 990528

Author: Doreen Alusa, Governance and Risk Advisor

SUMMARY

This report is to table, for the Warruwi Local Authority's record, any appointed members that are absent without notice for the meeting held on 31 March 2022.

BACKGROUND

Not applicable.

COMMENT

Not applicable.

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

This report has been prepared in accordance with Council's Scheduling and Conduct of Meetings (Elected, Local Authority and Council Committee Members) Policy.

STRATEGIC IMPLICATIONS

Not applicable.

VOTING REQUIREMENTS

Not applicable.

RECOMMENDATION:

That the Warruwi Local Authority notes members absences without notice for the meeting held on 31 March 2022.

FOR THE MEETING 31 MARCH 2022

Agenda Reference: 6.1

Title: Acceptance of Agenda

File Reference: 990530

Author: Doreen Alusa, Governance and Risk Advisor

SUMMARY

Agenda papers are submitted for acceptance by appointed members for the Warruwi Local Authority meeting of 31 March 2022.

BACKGROUND

Not applicable.

COMMENT

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

STATUTORY ENVIRONMENT

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

STRATEGIC IMPLICATIONS

Not applicable.

VOTING REQUIREMENTS

Simple majority.

RECOMMENDATION:

That the agenda for the Warruwi Local Authority meeting of 31 March 2022 as circulated be accepted.

FOR THE MEETING 31 MARCH 2022

Agenda Reference: 7.1

Title: Disclosure of Interest of Members or Staff

File Reference: 990531

Author: Doreen Alusa, Governance and Risk Advisor

SUMMARY

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

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

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

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

STATUTORY ENVIRONMENT

Sections 114 (Elected Members) Local Government Act 2019 Section 179 (staff members) Local Government Act 2019 Clause 11.1(a) Guideline 1: Local Authorities 2021

VOTING REQUIREMENTS

Not applicable.

RECOMMENDATION:

That the Warruwi Local Authority receives and records declarations of interest for the meeting held on 31 March 2022.

FOR THE MEETING 31 MARCH 2022

Agenda Reference: 8.1

Title: Confirmation of Previous Local Authority Meeting Minutes - 21 October

2021

File Reference: 990534

Author: Doreen Alusa, Governance and Risk Advisor

SUMMARY

Unconfirmed minutes of the 21 October 2021 Warruwi Local Authority meeting are submitted to the Authority for confirmation that the minutes are a true and correct record of the meeting.

BACKGROUND

Not applicable.

COMMENT

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

STRATEGIC IMPLICATIONS

Not applicable.

VOTING REQUIREMENTS

Simple majority.

RECOMMENDATION:

That the minutes of the 21 October 2021 Warruwi Local Authority meeting are adopted as a true and correct record of the meeting.

ATTACHMENTS

1 2021.10.22 Warruwi Local Authority Meeting Minutes.pdf



Minutes of the West Arnhem Regional Council Local Authority Meeting Thursday, 21 October 2021 at 10:00 am Council Chambers, Warruwi

Chairperson Jason Mayinaj declared the meeting open at 10:21 am, welcomed all in attendance and acknowledged the Traditional Owners.

APPOINTED MEMBERS PRESENT

ChairpersonJason MayinajMemberIda WaiangaMemberRichard NawirrMemberNicholas Hunter

ELECTED MEMBERS PRESENT

Mayor Matthew Ryan

Deputy Mayor Elizabeth Williams

Councillor James Marrawal

STAFF PRESENT

Chief Executive Officer Daniel Findley
Chief Operating Officer Chris Kelly
Governance and Risk Advisor Doreen Alusa

Finance Manager Andrew Shaw (video conference)

Building and Civil Coordinator Loukas Gikopoulos
Council Services Manager Stephen Dawkins

VISITORS PRESENT

Community member Phillip Wasaga

Services Australia Rachael Cortes (teleconference)
Services Australia Karina Brink (teleconference)

West Arnhem Regional Council

Warruwi Local Authority Meeting Thursday, 21 October 2021

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APOLOGIES

3.1 APOLOGIES AND LEAVE OF ABSENCE

The Local Authority considered apologies and leave of absence.

The Warruwi Local Authority noted that there were no member apologies or requests for leave of absence for the meeting held on 21 October 2021.

ABSENT WITHOUT NOTICE

4.1 ABSENT WITHOUT NOTICE

The Local Authority considered absences without notice.

The Warruwi Local Authority noted that appointed member Alfred Gawaraidji was absent without notice for the meeting held on 21 October 2021.

ACCEPTANCE OF AGENDA

6.1 ACCEPTANCE OF AGENDA

The Local Authority considered acceptance of the agenda.

WAR129/2021 RESOLVED:

On the motion of Mayor Matthew Ryan

Seconded Councillor James Marrawal

The agenda for the Warruwi Local Authority meeting of 21 October 2021 as circulated was accepted.

CARRIED

DECLARATION OF INTEREST OF MEMBERS OR STAFF

7.1 DISCLOSURE OF INTEREST OF MEMBERS OR STAFF

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

The Warruwi Local Authority received no declarations of interest for the meeting held on 21 October 2021.

CONFIRMATION OF PREVIOUS MINUTES

8.1 CONFIRMATION OF PREVIOUS LOCAL AUTHORITY MEETING MINUTES - 22 JULY 2021

The Local Authority considered the confirmation of previous Local Authority meeting Minutes - 22 July 2021.

WAR130/2021 RESOLVED:

On the motion of Mr Ida Waianga

Seconded Councillor James Marrawal

The minutes of the 22 July 2021 Warruwi Local Authority meeting were adopted as a true and correct record of the meeting.

CARRIED

COUNCIL'S RESPONSES - LOCAL AUTHORITY ISSUES

10.1 COUNCIL'S RESPONSE TO LOCAL AUTHORITY ISSUES RAISED

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

The Warruwi Local Authority noted the report.

LOCAL AUTHORITY ACTION ITEMS

11.1 REVIEW OF LOCAL AUTHORITY ACTION ITEMS

The Local Authority reviewed the action items list.

WAR131/2021 RESOLVED:

On the motion of Mayor Matthew Ryan Seconded Mr Nicholas Hunter

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

- Construction of public toilets (OCM88/2020)
- Elected Members Board of Recognition (OCM184/2020)
- Veterinary visits Warruwi (OCM214/2020)
- Playground lights (OCM214/2020)

CARRIED

Minute note: The meeting was informed that children from Warruwi School had selected the turtle and crocodile designs for the mural for the recently completed public toilets. The administration will continue to liaise with the artists until the painting is finalized.

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West Arnhem Regional Council

Warruwi Local Authority Meeting Thursday, 21 October 2021

CSM REPORT ON REGIONAL COUNCIL SERVICES

12.1 CSM REPORT ON CURRENT REGIONAL COUNCIL SERVICES

The Local Authority considered CEO/CSM Report on Current Regional Council Services.

That the Warruwi Local Authority notes the report.

FINANCE REPORT

15.1 FINANCIAL REPORT TO AUGUST 2021

The Local Authority considered the Financial Report to August 2021.

The Warruwi Local Authority noted and received the financial report for the two months, July to August 2021.

15.2 LOCAL AUTHORITY FUNDING

The Local Authority considered a report on Local Authority Funding.

The Local Authority noted the report and the attached project funding certification for Warruwi for the period ended 30 June 2021.

VISITOR PRESENTATIONS

16.1 PRESENTATION - SERVICES AUSTRALIA

The Local Authority considered a presentation by Services Australia.

The Warruwi Local Authority noted the presentation.

Minute note: Representatives from Services Australia left the meeting at 10:43 am.

GENERAL ITEMS

17.1 WARRUWI LOCAL AUTHORITY FUTURES PROJECT

The Local Authority considered a report on Warruwi Local Authority future projects.

WAR132/2021 RESOLVED:

On the motion of Councillor James Marrawal Seconded Mr Ida Waianga

The Local Authority:

- Notes the report; and
- Recommended that a decision about the project should be deferred until Local Authority for the 2021 - 2022 financial year funding is received

CARRIED

Page 13

West Arnhem Regional Council

Attachment 1

- 4 - Warruwi Local Authority Meeting Thursday, 21 October 2021

17.2 VACANCIES - WARRUWI LOCAL AUTHORITY MEMBERS

The Local Authority considered a report on Vacancies - Warruwi Local Authority Members.

WAR133/2021 RESOLVED:

On the motion of Councillor James Marrawal Seconded Chairperson Jason Mayinaj

The Local Authority:

- Received and noted the report;
- Nominated the following members to the Local Authority Members Selection Panel;
 - 1. James Marrawal
 - 2. Richard Nawirr
 - 3. Nicholas Hunter
- Noted that Stephen Dawkins, the Council Services Manager in Warruwi, will Chair the Local Authority Members Selection Panel which will meet after the close of nominations on November 8 2021; and
- Noted that Phillip Wasaga had submitted his expression of interest to become a member of Warruwi Local Authority.

CARRIED

Thursday, 21 October 2021

17.3 WARRUWI LOCAL AUTHORITY PROJECTS UPDATE

The Local Authority considered Warruwi Local Authority projects update.

The Local Authority noted the report.

17.4 LOCAL AUTHORTY MEETING DATES - 2022

The Local Authority considered Local Authority Meeting Dates - 2022.

The Local Authority noted the 2022 meeting dates.

NEXT MEETING

The next meeting is scheduled to take place on Thursday, 17 February 2022.

MEETING DECLARED CLOSED

Chairperson Jason Mayinaj declared the meeting closed at 11:40 am.

This page and the preceding pages are the minutes of the Warruwi Local Authority meeting held on Thursday, 21 October 2021.

Chairperson Date Confirmed

West Arnhem Regional Council - 5 - Warruwi Local Authority Meeting

FOR THE MEETING 31 MARCH 2022

Agenda Reference: 10.1

Title: Council's Response to Local Authority Issues Raised

File Reference: 990539

Author: Doreen Alusa, Governance and Risk Advisor

SUMMARY

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

BACKGROUND

During the meeting held on 8 December 2021, Council passed the following resolutions as per recommendations from the Warruwi Local Authority meeting held on 21 October 2021.

COMMITTEE AND LOCAL AUTHORITY REPORTS

11.5 REPORT FOR THE WARRUWI LOCAL AUTHORITY MEETING HELD ON 21 OCTOBER 2021

The Council considered a report for the Warruwi Local Authority meeting held on 21 October 2021.

OCM112/2021 RESOLVED:

On the motion of Councillor Gabby Gumurdul Seconded Councillor James Woods

Council:

- Noted the unconfirmed minutes of the Warruwi Local Authority meeting held on 21
 October 2021;
- Noted that the following members were appointed to the Local Authority Members Selection Panel:
 - 1. Councilor James Marrawal
 - 2. Mr Richard Nawirr
 - 3. Mr Nicholas Hunter
 - 4. Mr Stephen Dawkins (Provide administrative support)
- Noted that Mr Phillip Wasaga submitted his expression of interest to become a member of Warruwi Local Authority.

CARRIED

13.3 VACANCIES - WARRUWI LOCAL AUTHORITY MEMBERSHIP NOMINATION

The Council considered a report on vacancies - Warruwi Local Authority membership nomination.

OCM115/2021 RESOLVED:

On the motion of Councillor James Woods

Seconded Councillor Otto Dann

Council considered and approved the nomination of Mr. Phillip Wasaga to the Warruwi Local Authority.

CARRIED

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

STRATEGIC IMPLICATIONS

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

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

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

VOTING REQUIREMENTS

Not applicable.

RECOMMENDATION:

That the Warruwi Local Authority notes the report.

FOR THE MEETING 31 MARCH 2022

Agenda Reference: 11.1

Title: Review of Local Authority Action Items

File Reference: 990540

Author: Doreen Alusa, Governance and Risk Advisor

SUMMARY

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

BACKGROUND

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

COMMENT

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

STRATEGIC IMPLICATIONS

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

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

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

VOTING REQUIREMENTS

Simple majority.

RECOMMENDATION:

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

ATTACHMENTS

1 Warruwi LA Action Items - In Progress.pdf

Warruwi Local Authority Action Item List – In Progress

Meeting Date	Resolution/ Item Number	Comment	Action Officer	Status
09 September 2020	Special Community Assistance and Local Employment (SCALE) Program 2019-2020 OCM184/2020 On the motion of Deputy Mayor Anna Egerton Seconded Councillor Elizabeth Williams Council noted the receipt and conditions of funding for Warruwi under the the SCALE program 2019-2020, and approved the recommendation to use funding to paint a mural on the new ablution block being constructed on lot 137.	Update: 09 October 2020 A report about this item is included in this meeting's agenda. Update: 10 February 2021 Shaun Lee, a Larrrakia man who has been commissioned to facilitate the painting of the mural will begin work as soon as the construction of the ablution block is complete. Update: 11 May 2021 The design for the mural is being finalized as the artist waits for the ablution block to be completed. Painting of the mural will begin as soon as construction completed. Update: 15 July 2021 Works on the ablution block has progressed, and the construction team has finalized the external structure. Once the internal fittings have been finalized, painting of the mural will begin. Update: 13 October 2021 Shaun Lee, the mural artist who has been engaged to complete the mural has now sent a number of images to the communities. Once the preferred images have been selected, the mural will be painted. Update: 22 March 2022 The mural has been completed.	CSM/ Technical Services	Completed
22 September 2021	Solar Lights - Warruwi OCM87/2021 On the motion of Councillor James Marrawal Seconded Deputy Mayor Elizabeth Williams	 Update 08 October 2021 The Council has raised a purchase order for the supply of 12 x solar lights and 2 x poles. Production of the solar lights has commenced and expected completion and delivery by mid-December 2021. 	CSM/ Technical Services	In progress

Warruwi Local Authority Action Item List – In Progress

Meeting Date	Resolution/ Item Number	Comment	Action Officer	Status
	Council: Approved the installation of solar lights in various locations in Warruwi at an estimated cost of \$55,000	 Update 04 February 2022 The solar lights have been delivered to Warruwi. The CSM has advised that the installation of the lights to be completed by the end of April 2022. 		
22 September 2021	Warruwi Crèche – Shade and Seating OCM87/2021 On the motion of Councillor James Marrawal Seconded Deputy Mayor Elizabeth Williams Directed the administration to prepare a scope and budget for a new shade and additional seating near the Warruwi crèche	A cost estimate for the proposed project has been prepared and provided in the 'Future Projects' report which will be presented at the next LA meeting Update 22 March 2022 A cost estimate for the proposed project has been prepared and provided in the 'Future Projects' report which will be presented at the LA meeting on 31 March 2022.	Technical Services	In progress
22 September 2021	Additional Funding for Projects OCM87/2021 On the motion of Councillor James Marrawal Seconded Deputy Mayor Elizabeth Williams Directed the administration to try and look for additional funding to meet any funding shortfall for the construction of a new shade and additional seating near the Warruwi crèche.	Update: 13 October 2021 The grants team is exploring funding options for this project and will present a report at the next meeting. Update: 22 March 2022 The grants team is working with technical services to explore funding options for these projects.	Grants/ Technical Services	In progress

FOR THE MEETING 31 MARCH 2022

Agenda Reference: 12.1

Title: CSM Report on Current Regional Council Services

File Reference: 999761

Author: Jesse Evans, Chief Operations Officer (Acting)

SUMMARY

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

BACKGROUND

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

COMMENT

The attached report has been prepared by CSM Matthew Griffiths.

STRATEGIC IMPLICATIONS

Not applicable.

VOTING REQUIREMENTS

Not applicable.

RECOMMENDATION

That the Warruwi Local Authority notes the report for the period from October 2021 to March 2022.

ATTACHMENTS

1 CSM LA Report.pdf

Local Authority report



Warruwi 18/03/2022

Service Delivery

1. Attendance rates

1.1. Staff Attendance

The Warruwi Council department has averaged 70.00% attendance for the past the reporting period.

- Wellbeing Services Coordinator, Charlies Opio, has returned after 6 months Acting Council Services Manager in Maningrida.
- Youth, Sport and Recreation Officer, Leah Holt, on a 3-6 month secondment in Minjilang as Acting Wellbeing Coordinator.
- · Vacant positions on works crew filled.
- New Council Services Manager and Senior Administration Officer arrived commenced on Monday 28th February 2022.

Total number of vacancies	4
---------------------------	---

2. Administration Services

2.1. Administration

The Warruwi Council administration office was open from 8:30am to 4:30pm on each business day during the report period.

• Full administration office staffing and near 100% attendance rate.

2.2. Post Office

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

- There has been a large volume of parcels recently, with residents seemingly making the most of online shopping.
- Average of 1kg per day outgoing mail.
- During January and February 2022, there were some delays with mail delivery due to COVID bio-security travel restriction. Mail delivery return to normal, arriving every week day.

Total postage received	1353 kg
------------------------	---------

2.3. Centrelink

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

- Staff were kept busy assisting residents with enquiries and facilitating agency contact via computers and phone.
- Extra payments and assistance given during COVID restrictions.

- · Monthly report submitted on time.
- Desk top audit undertaken with no issues raised.
- · Staff absences covered by office staff.
- Incoming Council Services Manager and Senior Administration Officer, also trained and certified to assist with Centrelink coverage.

2.4. Cleaning

Scheduled cleaning of council assets have been completed as follows:

- Council office average three a week total of 36 occasions.
- Playground amenities once a week total of 12 occasions.
- Public toilets twice a week total of 24 occasions.
- Common areas cleaned once a week total of 12 occasions.
- Visitor Accommodation rooms cleaned as required total 40 room cleans.

2.5. Visitor Accommodation

Total number of current visitor accommodation available is 15 during the reporting period, and bookings can be made through Little Hotelier.

- New vinyl floors and bathroom installed, no on-going issues.
- With COVID bio-security zones now removed and travel restrictions easing, the visitors accommodation is nearly fully booked for the upcoming weeks.

3. Wellbeing Services

3.1. Sport & Recreation

- Program included gymnastics, basketball, discos and outdoor sports, with good and consistent attendance.
- Casual Youth, Sport and Recreation Assistant positions has been filled.
- · Mural painted in chill space.
- New music equipment purchased and a successful concert was held for Australia Day celebrations.

During the reporting period, the day service staff have continued working closely with the school and the youth as part of the both-ways learning program.

- Program getting good response from kids and school, with increase in school engagement.
- Four young people involved in the program.
- Staff worked with kids and family to look at further school options.

Attendance totals (inc chill out space)	2522

3.2. Early Learning

The childcare centre operated Monday to Friday, 7:30am to 2:00pm. Daily attendances as follows:

- Variety of activities provided, including gardening and cooking.
- Has seen and increase attendance numbers over the reporting period.
- Casual staff covering for extended staff absences.
- Total of 1056 meals provided.

Attendance totals	443
-------------------	-----

3.3. Aged Care

Social distancing requirements have meant that many of the day programs offered at the aged care centre have had to be minimised or stopped until mid-June.

- Currently 2 x HCP clients, 4 x NDIS clients (plus 2 from East Arnhem) and 3 x CHSP clients.
- Services provided includes personal care, household tasks and meals.
- Recruitment for new Community Care Team Leader finalised, and new staff member commenced in January 2022.

Total meals provided	1593	

3.4. Disability care

There are currently 4 NDIS clients (plus 2 extra temporarily from East Arnhem). Services provided are as follows:

- · Accommodation,
- Personal care / household tasks,
- · Centre Activities,
- · Home modifications,
- · Plan management, and
- Transport.

Total number of NDIS participants	21

3.5. Night Patrol

Night patrol services were provided on all week nights.

- No issues in community, despite large number of people in community due to sorry business during November 2021.
- Services altered during January and February 2022, to assist with sorry business, community numbers, and COVID pandemic requirements as needed.

4. Community Works

4.1. Parks and Open Space

The community is generally clean and tidy.

- Rubbish runs continue to operate 3 times per week.
- Hard rubbish regularly collected, with 'on foot' rubbish collection as required.
- · Community continues to look well maintained.

4.2. Roads

- Road maintenance continues as weather allows.
- Recent wet weather has made an impact on roads.
- Waiting on road works and sealing to be completed. Expected to recommence late April 2022.

4.3. Waste

- Landfill signs have been installed.
- · Designated dumping areas is working well.
- · Hard rubbish picked up as required.

Total amount of waste removed from landfill	0 kg
---	------

4.4. Plant and equipment

- Cars and equipment serviced during the recent visit for the Jabiru Mechanic.
- All other plant working, exceptions being the grader and font loader bucket that have broken hydraulic hoses. Both on order.
- · Workshop area cleaned and looking neat and tidy.

5. Essential Services

5.1. Power

- Regular genset services conducted.
- Larger, but fewer fuel deliveries occurred during reporting period.
- No other power issues.

5.2. Water

- Water samples conducted as per scheduled review.
- Rainfall has increased bore levels.
- Minor service leaks fixed immediately, water pressure remains good across the community.
- New water tank on bore field installed and the old tank to remain.
- Regular works and inspections undertaken by contractors

5.3. Sewage

- Pond mowed.
- · Positive report after received site inspection.

5.4. Airfield

Daily inspections were undertaken by the ARO, no significant issues were noted. The works crew:

- Slashed the internal areas of airport
 - There was no interruption to the above services.

6. Trade Services

6.1. Scheduled Servicing

Nil.

6.2. Unplanned Maintenance

 Asbestos removal works in the council office, occurred Monday 21st March – Wednesday 23rd March 2022.

7. Community

7.1. Local Authority projects

- Current
 - Toilet block mural completed mid-December 2021.
 - Solar lights have arrived and will be installed during April 2022.
- Future
 - Vet visit due to occur by mid 2022, subject to Covid-19 travel restrictions.

7.2. Other projects

- Opportunities Looking at signage for community. Signs on site.
- Current Road grading being undertaken.
- Future To be discussed at this meeting.

7.3. Community meetings and events

- Bureau of Meteorology to undertake major service on radar later this year.
- Telstra upgrading mobile phone tower infrastructure early April 2022.

Total number of meetings and events attended by the CSM	34
---	----

7.4. Community key focus areas

- Ongoing issues with Telstra and communication outages.
- No regular police presents on the island.
- Covid vaccination rates across the community.
- Water usage.
- Accommodation availably, bother residential and for visitors.

FOR THE MEETING 31 MARCH 2022

Agenda Reference: 15.1

Title: Financial Report to February 2022

File Reference: 989784

Author: Andrew Shaw, Finance Manager; Michael Connell, Accountant

SUMMARY

This Financial Report for the year to date period 1 July 2021 to 28 February 2022, eight months of the 2021-22 financial year, is prepared for the Warruwi Local Authority.

BACKGROUND

This Financial Report includes the following attachment:

• Graphical Finance Presentation

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

COMMENT

The Local Authority members are encouraged to discuss the Finance Report for the period ended 28 February 2022. The report covers all of the activities within the Warruwi Community. There are activities related to Core Services both Tied and Untied, Commercial Services, and Community Service activities. Additionally, there are some projects that are funded from Council's own money.

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

WEST ARNHEM **≯**⊕**≯**

Actuals v Budget by Reporting Group as at 28 Feb 2022

GIONAL COUNCIL AS AT 28 Feb 2022			TOTAL WAR	RUWI	
escription	Actuals YTD	Budget YTD	Variance	%	Annual Budget Progres
Operational Revenue					
61 - Income Rates and Charges	115,418	115,418	(0)	(0%)	173,127 67%
62 - Income Council Fees and Charges	5,291	6,000	(709)	(12%)	9,000 59%
63 - Income Operating Grants	579,602	437,395	142,206	33%	
65 - Income Allocation	7,436	38,216	(30,780)	(81%)	57,324 13%
66 - Other Income	3,265	1,867	1,399	75%	2,800 100%+
67 - Income Agency and Commercial Services	499,408	506,041	(6,632)	(1%)	758,973 66%
Total Operational Revenue	1,210,421	1,104,937	105,484	10%	1,591,949 76%
Operational Expenditure					
71 - Employee Expenses	1,424,461	1,429,119	(4,658)	(0%)	2,124,319 67%
72 - Contract and Material Expenses	209,016	354,647	(145,631)	(41%)	
73 - Finance Expenses	14	200	(186)	(93%)	
74 - Travel, Freight and Accom Expenses	59,860	52,825	7,034	13%	
76 - Fuel, Utilities & Communication	127,600	134,675	(7,075)	(5%)	201,920 63%
79 - Other Expenses	237,251	241,750	(4,499)	(2%)	359,017 66%
Total Operational Expenditure	2,058,202	2,213,216	(155,014)	(7%)	3,242,141 63%
Total Operational Surplus / (Deficit)	(847,781)	(1,108,279)	260,498	24%	(1,650,193) 51%
Capital Income					
68 - Income Capital Grants and Contributions	1,040,289	1,050,350	(10,061)	(1%)	1,050,350 99%
Total Capital Income	1,040,289	1,050,350	(10,061)	(1%)	1,050,350 99%
Capital Expense					
33 - Capital Expenditure	661,682	1,243,993	(582,311)	(47%)	! 1,290,220 51%
Total Capital Expense	661,682	1,243,993	(582,311)	(47%)	1,290,220 51%
Total Capital Surplus / (Deficit)	378,608	(193,643)	572,250	100%+	(239,870) 0%
et Surplus / (Deficit)	(469,174)	(1,301,922)	832,748	64%	(1,890,063) 25%

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Not Applicable.

FINANCIAL IMPLICATIONS

Not Applicable.

STRATEGIC IMPLICATIONS

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

GOAL 2 LOCAL GOVERNMENT ADMINISTRATION

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

Objective 2.1

An effective, efficient and accountable Regional Council.

VOTING REQUIREMENTS

Not applicable.

RECOMMENDATION:

That the Warruwi Local Authority notes and receives the financial report for the eight months, year to date period, July 2021 to February 2022.

ATTACHMENTS

1 Graphical Finance Presentation Warruwi- Feb 2022.pdf



Financial Management Report for the Warruwi Local Authority Committee period ended 28th February 2022





Actual v Budget - Operational - July 2021 to February 2022



Actuals v Budget by Reporting Group

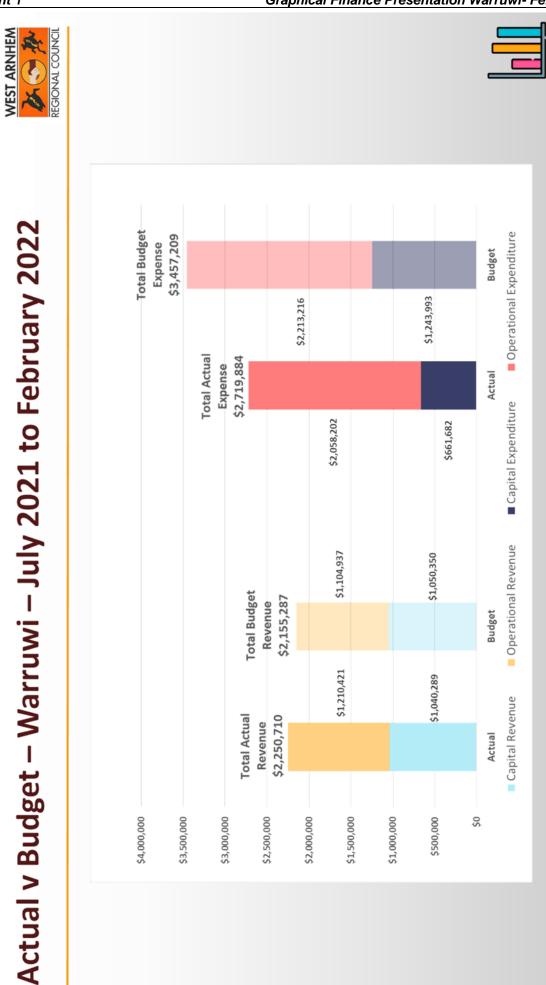
REGIONAL COUNCIL			IMI IGG AM I ATOT	IWI	
Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget Progres
Operational Revenue					
61 - Income Rates and Charges	115,418	115,418	(0)	(%0)	173,127 67%
62 - Income Council Fees and Charges	5,291	000'9	(607)	(12%)	9,000 59%
63 - Income Operating Grants	579,602	437,395	142,206	33%	590,724 98%
65 - Income Allocation	7,436	38,216	(30,780)	(81%)	57,324 13%
66 - Other Income	3,265	1,867	1,399	75%	2,800 100%+
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Total Operational Revenue	1,210,421	1,104,937	105,484	10%	1,591,949 76%
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73 - Finance Expenses	14	200	(186)	(93%)	300 2%
74 - Travel, Freight and Accom Expenses	59,860	52,825	7,034	13%	97,109 62%
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79 - Other Expenses	237,251	241,750	(4,499)	(2%)	359,017 66%
Total Operational Expenditure	2,058,202	2,213,216	(155,014)	(%2)	3,242,141 63%
Total Operational Surplus / (Deficit)	(847,781)	(1,108,279)	260,498	24%	(1,650,193) 51%



Actual v Budget – Capital – July 2021 to February 2022



	WEST ARNHEM WEST ARNHEM WEST ARNHEM	Actuals v Budget by Reporting Group	y Report	ing Group	0		
					TOTAL WARRUWI	RUWI	
	Description		Actuals YTD	Budget YTD	Variance	%	Annual Budget Progress
	Capital Income	me					
	68 - Income	68 - Income Capital Grants and Contributions	1,040,289	1,050,350	(10,061)	(1%)	1,050,350 99%
	Total Capital Income	tal Income	1,040,289	1,050,350	(10,061)	(1%)	1,050,350 99%
	Capital Expense	ense					
	33 - Capital	33 - Capital Expenditure	661,682	1,243,993	(582,311)	(47%)	1,290,220 51%
	Total Capit	Total Capital Expense	661,682	1,243,993	(582,311)	(47%)	1,290,220 51%
	Total Capita	Total Capital Surplus / (Deficit)	378,608	(193,643)	572,250	100%+	(239,870) 0%
Legend: Unfavourable variance over \$25,000 Unfavourable variance under \$25,000 Pavourable variance Variance over \$300,000	rriance over \$2 rriance under \$ ance 300,000	5,000 25,000					







Council Funded Projects - July 2021 to February 2022

Reserve Activity	Approved Budget	Date of Approval	Date of Expenditure Expenditure Approval to 30 Jun 2020 to 30 Jun 2021	Expenditure to 30 Jun 2021	Expenditure to date FY2021-22	Balance as at 28 Feb 2022
5281.05 - Purchase Ride on Mower	35,000	FY 21/22	-		-	35,000
5284.05 - Purchase Isuzu Russ Garbage Compactor	200,000	FY 21/22	•	-	-	200,000
5167.05 - Kerb and Channel Airport to Workshop Road	330,000	FY 19/20	(19,516)	(2,274)	(74,682)	233,528
5200.05 - Fencing for New Cemetery	20,000	FY 20/21	-	-	-	20,000
5206.05 - Council Contribution - Ablution Block	79,241	FY 20/21	-	•	(81,241)	(2,000)
5251.05 - Upgrade Electrical/Plumbing Rec Centre Lot 2	11,776	FY 20/21	-	(7,833)	(1,855)	2,089
5275.05 - Purchase Isuzu Dmax Utility	55,000	FY 21/22			-	55,000
Capital Reserve Balance	731.017		(19.516)	(10.107)	(157.777)	543.617



Grant Funding - Local Authority Projects - July 2021 to February 2022



Grant Funding - Local Authority Projects	Approved Budget	Year of Budget Approval	cash received to date (incl. Carried	Expenditure prior years	Expenditure Expenditure to prior years date 2021-22	Cash Balance as at 28 Feb 2022
			LOIMAIU			
Local Authority Projects (LAP) 2021-22 Project Funding \$58,700						
(**Note: Funds receipted on 25 Nov 2021)						
LAP - Ablution Block	218,700	FY 19/20	218,700	(150,323)	(66,364)	2,014
LAP - Complete Playground	114,471	FY 19/20	114,471	(75,818)	(37,172)	1,480
LAP - Members Board of Recognition	2,068	FY 20/21	2,068		(1,830)	238
LAP - Animal Management Program	4,410	FY 21/22	4,410		*	4,410
LAP - Replace Solar Lights	55,000	FY 21/22	52,223	-	(23,694)	28,529
TOTAL LOCAL AUTHORITY PROJECTS	394,649		391,872	(226,141)	(129,060)	36,671





Grant Funding – Community Projects – July 2021 to February 2022

Grant Funding - Community Projects	Approved Income Budget	Year of Budget Approval	Cash received to date (incl. Carried Forward)	Expenditure prior years	Expenditure Expenditure to prior years date 2021-22	Cash Balance as at 28 Feb 2022
Airport Road Drainage Construction	300,000	FY 20/21	300,000	•	(300,000)	*
LRCI Phase1 - Office Asbestos Removal	*	FY 21/22			*	
Community Road Safety Education	*	FY 21/22	,			
Local Government Immediate Priority (LGIP grant) - Towards purchase of Rubbish Compactor		FY 21/22	162,000			162,000
Commonwealth Home Support Program (CHSP)	*	FY 21/22	,		(61,807)	٠
NT Jobs Package - Aged Care		FY 21/22	,		(74,977)	
Night Patrol		FY 21/22	,		(241,730)	
Outside School Hours Care	156,727	FY 21/22	119,463		(104,706)	14,757
Safety and Wellbeing - Sport and Recreation		FY 21/22	-		(69,134)	
Remote Sport Program		FY 21/22			(20,674)	*
Deliver Indigenous Broadcasting Programs (RIBS)		FY 21/22			(3,097)	*
Manage Crèche	305,530	FY 21/22	132,972		(213,103)	•
Australia Day Grant		FY 21/22	,		*	
Suicide Prevention Workshops	*	FY 21/22	,		(2,168)	
Night Patrol Covid-19 Booster Program	*	FY 21/22	,		(21,571)	,
TEABBA Staff Funding - Indigenous Broadcasting Prgm (RIBS)	8,061	FY 21/22	,		(25,105)	,
TOTAL COMMUNITY PROJECTS	770,318		714,435	•	(1,138,073)	176,757



New Assets Commissioned – July 2021 to February 2022

Kubota RTV Buggy Warruwi

Asset no. 150162 \$29,460



Attachment 1 Page 37

WEST ARNHEM

New Additions to Existing Assets Commissioned – July 2021 to February 2022





Upgrade Bathrooms and Kitchen Recreation Centre

Building Lot 2

Asset no. 300014 \$146,016









Page 38 Attachment 1

FOR THE MEETING 31 MARCH 2022

Agenda Reference: 15.2

Title: Local Authority Funding

File Reference: 991423

Author: Sarah Will, Business Development Manager

SUMMARY

Project funding is provided each year from the Department of Local Government, Housing and Community Development for Warruwi Local Authority.

BACKGROUND

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

Allocated funds brought forward from prior years: \$0

Unallocated funds as at 28 February 2022: \$0

2021-22 LAPF Grant received on 25 November 2021: \$58,700 (Fully allocated)

All available funding, including 2021-22, has been allocated to complete the projects listed in the table below. These projects have been endorsed by Council.

Warruwi	
Project	Cash balance as at 28 February 2022
Warruwi Children's Playground	\$1,480
Public Ablution Block	\$2,014
Elected Members Board of Recognition	\$238
Replace Solar Lights	\$28,529
Animal Management	\$4,410
TOTAL	\$36,671

COMMENT

Whilst all funding received to date has been allocated, it would be worth thinking about and nominating new priority projects.

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

Not applicable.

VOTING REQUIREMENTS

Not applicable at this time.

RECOMMENDATION:

That the Local Authority:

- Notes the report; and
- Continues to discuss and recommend project that are of importance to the Local Authority irrespective of available funding as financial support for these projects may be sourced from elsewhere if approved by Council.

FOR THE MEETING 31 MARCH 2022

Agenda Reference: 16.1

Title: Presentation - Pandanus Evaluation, on behalf of the Power and Water

Corporation

File Reference: 996852

Author: Doreen Alusa, Governance and Risk Advisor

SUMMARY

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

COMMENT

A representative from Pandanus Evaluation will attend today's meeting. Power and Water have engaged Pandanus Evaluation to conduct remote community feedback into how they can work with communities to better talk about water. The purpose of this presentation is to highlight the objectives of the consultation process.

STRATEGIC IMPLICATIONS

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

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

VOTING REQUIREMENTS

Not applicable.

RECOMMENDATION:

That the Warruwi Local Authority:

- Notes the presentation; and
- Notes that Pandanus Evaluation will conduct remote community feedback on water usage on behalf of the Power Water Company in May 2022.

ATTACHMENTS

1 Northern LAs and Governance Groups _Request to visit (002).pdf

Permission for Power and Water to visit and consult with community



Power and Water Corporations' (PWC) 'Water Demand - Remote' unit have contracted the Darwin-based company Pandanus Evaluation to conduct its upcoming remote community consultations. The purpose of this letter is to explain this initiative and seek permission to visit and consult with your community.

This project is called 'Our Water - Thinking, Talking and Listening with people in remote Northern Territory communities about water'. The aim is to gather feedback from people living in remote Northern Territory about PWC's messaging, themes and methods for communicating with remote customers.

PWC wants to find out community understandings around water and how its messaging can better connect and align with each unique community context. Feedback will be used to provide recommendations on ways PWC can improve its service for remote customers. It will also directly inform the development of PWC's communication strategy.

Consultants from Pandanus Evaluation seek community permission to visit your community for three - four days in late April/early May. The plan is to be present in community and take time to walk around and talk with people about water. We want to speak with a range of people including Traditional Owners, Elders, council workers, families, individuals, young people, schools, health clinics and other service providers. The approach on this project will include a mix of methods including semi-structured interviews of individuals and focussed groups using a questionnaire, as well as Observation in the field.

Would this be agreeable?

Pandanus Evaluation is committed to ethical and local engagement. We plan to employ a member of the community to act as a community liaison and/or interpreter to support the engagement. We can adapt our approach and methods to best meet the needs and circumstances of the community.

We are planning to visit:

Wurrimiyanga between 28th April and 1st of May

Warruwi between 2nd of May and 5th of May

Galiwin'ku between 6th of May and 9th of May

Numbulwar between 10th of May and 13th of May

We would appreciate the opportunity to attend your next LA meeting to discuss this proposal and how we can work together to better talk about water.

Please don't hesitate to contact our Project Manager Stephanie Harrison at the address below if you have future questions or concerns. We look forward to hearing from you.

Regards,

Stephanie Harrison

Project Manager - Pandanus Evaluation, on behalf of the Power and Water Corporation

Email: stephanie@pandanusevaluation.com

Ph: 0409 703 961





Attachment 1 Page 42

FOR THE MEETING 31 MARCH 2022

Agenda Reference: 17.1

Title: Warruwi Local Authority Projects Update

File Reference: 990698

Author: Loukas Gikopoulos, Buildings and Civil Coordinator

SUMMARY

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

BACKGROUND

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

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

COMMENT

The following is an overview of the current status of the Local Authority projects.

Project	Project Description	Anticipated completion
Animal Management Program	For the delivery of a Community Veterinary Animal Management Program. The vet service has been scheduled to recommence in May 2022. Actual date to be confirmed	May 2022
Solar street lights	For the supply and installation of • 10 x solar lights head units only • 2 x solar lights complete units Solar lights have been delivered to Warruwi. CSM has advised installation of the lights to be completed by the end of April 2022.	April 2022

STATUTORY ENVIRONMENT

Not applicable

POLICY IMPLICATIONS

Not applicable

FINANCIAL IMPLICATIONS

As per the approved budget for the projects.

STRATEGIC IMPLICATIONS

This report is aligned to goal 3 in the Regional Plan and Budget 2021-2022.

GOAL 3 LOCAL INFRASTRUCTURE		
Well maintained and enhanced built and natural environment.		
Objective 3.1	Infrastructure and asset management strategies appropriate to the needs of Council.	
Objective 3.2	Safe and reliable roads, footpaths and street lighting.	
Objective 3.3	Attractive parks, gardens, streetscapes and open spaces.	
Objective 3.4	Modern and well maintained fleet, plant and equipment capable of meeting service delivery requirements.	
Objective 3.5	Buildings, facilities and infrastructure assets that are fit for purpose and sufficient to service operational requirements	

VOTING REQUIREMENTS

Not applicable.

RECOMMENDATION:

That the Local Authority notes the report.

ATTACHMENTS

There are no attachments for this report.

FOR THE MEETING 31 MARCH 2022

Agenda Reference: 17.2

Title: Warruwi Local Authority Future Projects

File Reference: 990475

Author: Loukas Gikopoulos, Buildings and Civil Coordinator

SUMMARY

The purpose of this report is to provide the Warruwi Local Authority members with a list of future Local Authority projects for consideration.

BACKGROUND

The Local Authority has requested the administration to explore future community project opportunities in anticipation of future Local Authority funding. The administration is providing cost estimates for the Local Authority's consideration and budget purposes.

COMMENT

Following the Local Authority's request, the administration has outlined the proposed projects and prepared indicative cost estimates.

The cost estimates are based on initial site inspections and discussions, and Local Authority members are encouraged to provide feedback on the proposed projects:

Suggested Project/ Project Location	Project Description	Estimated Cost
Warruwi Playground Lot 137 Shade Sail	Remove the damaged shade sail and supply and install a new waterproof dome shade sail. Price includes labour, plant and equipment, freight and contractor expenses. Photo attachment A	\$30,000.00
Warruwi Shade Structure Lot 50 near the Crèche and Health Centre	Upgrade the existing shade structure and amenities. The proposed upgrade will include the following Repair the existing steel frame structure Supply and install new shade sail Supply and install 2 x aluminium tables Supply and install 4 x aluminium bench seating Supply and install solar lights Note: WARC does not have a lease in place over the Lot or the shade structure	\$70,400.00 This includes \$20,000 for the purchase of the solar lights

Actual construction and installation costs will be based on approved structural drawings, Power and Water Company development charges, building certification and specific scope of works.

The administration will prepare high-level costings and provide the specific scope of works once the Local Authority has prioritized the projects outlined above.

POLICY IMPLICATIONS

Not applicable

FINANCIAL IMPLICATIONS

Not applicable at this time

STRATEGIC IMPLICATIONS

This report is aligned to goal 3 in the Regional Plan and Budget 2021-2022.

GOAL 3 LOCAL INFRASTRUCTURE		
Well maintained and enhanced built and natural environment.		
Objective 3.1	Infrastructure and asset management strategies appropriate to the needs of Council.	
Objective 3.2	Safe and reliable roads, footpaths and street lighting.	
Objective 3.3	Attractive parks, gardens, streetscapes and open spaces.	
Objective 3.4	Modern and well maintained fleet, plant and equipment capable of meeting service delivery requirements.	
Objective 3.5	Buildings, facilities and infrastructure assets that are fit for purpose and sufficient to service operational requirements	

VOTING REQUIREMENTS

Simple majority

RECOMMENDATION:

That the Local Authority:

- Notes the report;
- Reviews this project and recommends whether it should be prioritized over other projects discussed during this meeting;

Requests Council to direct the administration to try and seek funding for the identified priority projects; and Recommends the allocation of future 2022-2023 Warruwi Local Authority funding towards the projects.

ATTACHMENTS

- 1 photo attachment A.pdf
- 2 photo attachment B.png



Attachment 1 Page 47



Attachment 2 Page 48

WEST ARNHEM REGIONAL COUNCIL FOR THE WARRUWI LOCAL AUTHORITY MEETING

31 MARCH 2022