



**WEST ARNHEM REGIONAL COUNCIL**  
**ORDINARY COUNCIL MEETING**  
**AGENDA**

**WEDNESDAY, 13 APRIL 2022**



## **WEST ARNHEM REGIONAL COUNCIL**

Notice is hereby given that an Ordinary Meeting of the West Arnhem Regional Council will be held in Council Chambers, Jabiru on Wednesday, 13 April 2022 at 9:00 am.

Kim Sutton  
Chief Executive Officer (Acting)

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	The report will be dealt with under Section 99(2) of the <i>Local Government Act 2019</i> and Clause 51(e) of the <i>Local Government (General) Regulations 2021</i> . It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.	
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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 rising.**

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 13 APRIL 2022

<b>Agenda Reference:</b>	<b>3.1</b>
<b>Title:</b>	<b>Apologies and Leave of Absence</b>
<b>File Reference:</b>	<b>980328</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor</b>

#### SUMMARY

This report is to table, for Council's record, any apologies and requests for leave of absence received from Elected Members for the Ordinary Council meeting held on 13 April 2022.

#### BACKGROUND

Not applicable.

#### COMMENT

Council can choose to accept the apologies or requests for leave of absence as presented, or not accept them. Apologies or requests for leave of absence that are not accepted by Council will be recorded as absent without notice.

#### STATUTORY ENVIRONMENT

Section 47(o) of the *Local Government Act 2019* is relevant to this matter.

#### 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.

#### FINANCIAL IMPLICATIONS

Not applicable.

#### STRATEGIC IMPLICATIONS

Not applicable.

#### VOTING REQUIREMENTS

Not applicable.

#### RECOMMENDATION:

**That Council receives and notes Elected Member apologies and/or requests for leave of absence for the Ordinary Council meeting held on 13 April 2022.**

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 13 APRIL 2022

<b>Agenda Reference:</b>	<b>4.1</b>
<b>Title:</b>	<b>Absent without Notice</b>
<b>File Reference:</b>	<b>980363</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor</b>

#### SUMMARY

This report is to table, for Council's record, any Elected Members who are absent without notice from the Ordinary Council meeting held on 13 April 2022.

#### BACKGROUND

Not applicable.

#### COMMENT

Not applicable.

#### STATUTORY ENVIRONMENT

Section 47(o) of the *Local Government Act 2019* is relevant to this matter.

#### 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.

#### FINANCIAL IMPLICATIONS

Not applicable.

#### STRATEGIC IMPLICATIONS

Not applicable.

#### VOTING REQUIREMENTS

Not applicable.

#### RECOMMENDATION:

**That Council notes Elected Member absences without notice for the Ordinary Council meeting held on 13 April 2022.**

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 13 APRIL 2022

<b>Agenda Reference:</b>	<b>5.1</b>
<b>Title:</b>	<b>Acceptance of Agenda</b>
<b>File Reference:</b>	<b>982657</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor</b>

#### **SUMMARY**

Agenda papers are presented for acceptance at the Ordinary Council meeting held on 13 April 2022.

#### **BACKGROUND**

Not applicable.

#### **COMMENT**

Not applicable.

#### **STATUTORY ENVIRONMENT**

Section 92(1) of the *Local Government Act 2019* is relevant to this matter.

#### **POLICY IMPLICATIONS**

Not applicable.

#### **FINANCIAL IMPLICATIONS**

Not applicable.

#### **STRATEGIC IMPLICATIONS**

Not applicable.

#### **VOTING REQUIREMENTS**

Simple majority.

#### **RECOMMENDATION:**

**That the agenda papers for the Ordinary Council meeting held on 13 April 2022 as circulated be received for consideration at the meeting.**

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 13 APRIL 2022

<b>Agenda Reference:</b>	<b>6.1</b>
<b>Title:</b>	<b>Disclosure of Interest of Members or Staff</b>
<b>File Reference:</b>	<b>982658</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor</b>

#### SUMMARY

**Elected Members** are required to disclose an interest in a matter under consideration at the 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 meeting as soon as possible after the matter is raised.
- 2) In the case of a matter raised in a general debate or by any means other than the printed agenda of the Council meeting by disclosure as soon as possible after the matter is raised.

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

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

#### STATUTORY ENVIRONMENT

Section 114 *Local Government Act 2019* (Elected Members).  
Section 179 *Local Government Act 2019* (staff members).

#### 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.

#### VOTING REQUIREMENTS

Not applicable.

#### RECOMMENDATION:

**That the Council receives the declarations of interest as listed for the meeting held on 13 April 2022.**

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 13 APRIL 2022

<b>Agenda Reference:</b>	<b>7.1</b>
<b>Title:</b>	<b>Confirmation of Previous Minutes - Ordinary Council Meeting held on 9 March 2022</b>
<b>File Reference:</b>	<b>982663</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor</b>

#### SUMMARY

Minutes of the 9 March 2022 Ordinary Council meeting are submitted to Council for confirmation that those minutes are a true and correct record of the meeting.

#### STATUTORY ENVIRONMENT

Sections 101 and 102 of the *Local Government Act 2019*.

#### 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

The confirmation of previous minutes meets the following performance objectives outlined in goal 2 of the *Regional Plan and Budget 2021-2022*:

<b>GOAL 2 LOCAL GOVERNMENT ADMINISTRATION</b>	
<i>Systems and processes that support the effective and efficient use of financial and human resources.</i>	
<b>Objective 2.1</b>	An effective, efficient and accountable Regional Council.
<b>Objective 2.3</b>	Storage and retrieval of records processes which support efficient administration.
<b>Objective 2.4</b>	Planning and reporting that informs Council's decision-making processes.
<b>Objective 2.6</b>	The minimisation of risks associated with the operations of Council.

#### VOTING REQUIREMENTS

Simple majority.

#### RECOMMENDATION:

**That the minutes of the 9 March 2022 Ordinary Council meeting are confirmed as a true and correct record of the meeting.**

#### ATTACHMENTS

- 1 2022.03.09 Ordinary Council Meeting Minutes.pdf



Minutes of the West Arnhem Regional Council Ordinary Meeting  
 Wednesday, 9 March 2022 at 9:00 am  
 Council Chambers, Jabiru

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Chairperson Matthew Ryan declared the meeting open at 9:04 am, welcomed all in attendance and acknowledged the Traditional Owners.

**ELECTED MEMBERS PRESENT**

Chairperson	Matthew Ryan (Mayor)
Deputy Mayor	Elizabeth Williams
Councillor	Ralph Blyth
Councillor	Gabby Gumurdul (videoconference)
Councillor	Otto Dann (videoconference)
Councillor	Donna Nadjamerrek (videoconference)
Councillor	Henry Guwiyul (videoconference)

**STAFF PRESENT**

Chief Executive Officer	Daniel Findley
Chief Corporate Officer	David Glover
General Manager Technical Services	Fiona Ainsworth
Finance Manager	Andrew Shaw
Director of Organizational Growth	Kim Sutton
Chief Operating Officer (Acting)	Jesse Evans
Governance and Risk Advisor	Doreen Alusa (videoconference)

**VISITORS**

Member for Arafura	Lawrence Costa, MLA
Northern Territory Government	Anthony Clapton
Northern Territory Government	Patrick Heenan

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West Arnhem Regional Council	- 1 -	Ordinary Council Meeting Wednesday, 9 March 2022
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**Minute note:** The meeting began with a minute's silence in remembrance of West Arnhem residents who have passed away recently.

## **APOLOGIES**

### **3.1 APOLOGIES AND LEAVE OF ABSENCE**

The Council considered a report on apologies and leave of absence.

**Council received and noted Elected Member apologies from Councillors James Marrawal, James Woods, Catherine Ralph and Jacqueline Phillips for the Ordinary Council meeting held on 9 March 2022.**

## **ABSENT WITHOUT NOTICE**

### **4.1 ABSENT WITHOUT NOTICE**

The Council considered a report on absences without notice.

**Council noted that no Elected Members were absent without notice for the Ordinary Council meeting held on 9 March 2022.**

**Minute note:** Councillor Donna Nadjamerrek joined the meeting at 9:22 am.

## **ACCEPTANCE OF AGENDA**

### **5.1 ACCEPTANCE OF AGENDA**

The Council considered a report on acceptance of the agenda.

**OCM1/2022 RESOLVED:  
On the motion of Deputy Mayor Elizabeth Williams  
Seconded Councillor Henry Guwiyaul**

**The agenda papers for the Ordinary Council meeting held on 9 March 2022 as circulated were received for consideration at the meeting.**

**CARRIED**

## **DECLARATION OF INTEREST OF MEMBERS OR STAFF**

### **6.1 DISCLOSURE OF INTEREST OF MEMBERS OR STAFF**

The Council considered a report on disclosure of interest of members or staff.

**Council noted that there were no declarations of interest for the meeting held on 9 March 2022.**



**CONFIRMATION OF PREVIOUS MINUTES****7.1 CONFIRMATION OF PREVIOUS MINUTES - ORDINARY COUNCIL MEETING HELD ON 8 DECEMBER 2021**

The Council considered a report on the confirmation of minutes for the Ordinary Council Meeting held on 8 December 2021.

**OCM2/2022 RESOLVED:**

**On the motion of Deputy Mayor Elizabeth Williams  
Seconded Councillor Gabby Gumurdul**

**The minutes of the 8 December 2021 Ordinary Council meeting were confirmed as a true and correct record of the meeting.**

**CARRIED****CHIEF EXECUTIVE OFFICER'S REPORTS****8.1 PRESENTATIONS AND VISITORS**

The Council considered a report on presentations and visitors.

**Council noted that representatives from the Australian Electoral Commission were unable to attend the meeting.**

**8.2 INCOMING AND OUTGOING CORRESPONDENCE**

The Council considered a report on incoming and outgoing correspondence.

**Council received and noted the items of incoming and outgoing correspondence during the months of December 2021 to February 2022.**

**8.3 MEETINGS ATTENDED BY THE MAYOR**

The Council considered a report on meetings attended by the Mayor.

**OCM3/2022 RESOLVED:**

**On the motion of Deputy Mayor Elizabeth Williams  
Seconded Councillor Henry Guwiyaul**

**The Council noted the list of meetings attended by the Mayor and approved the associated costs of travel for these meetings.**

**CARRIED**

**8.4 REVIEW OF ACTION ITEMS LIST**

The Council reviewed the action items list.

**OCM4/2022 RESOLVED:**

**On the motion of Councillor Henry Guwiyaul  
Seconded Councillor Gabby Gumurdul**

Council reviewed the outstanding resolutions, and gave approval for the following completed items to be removed from the list:

1. OCM114/2021 Bus Stop Shelters in Maningrida.
2. OCM114/2021 Clinic Hard Structures in Maningrida.
3. OCM114/2021 Playground Equipment in Maningrida.
4. Elected Member Questions With or Without Notice: Additional Garbage Compactor Truck for West Arnhem Communities.

**CARRIED**

**8.5 AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION NATIONAL GENERAL ASSEMBLY AND LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY GENERAL ASSEMBLY**

The Council considered a report on the Australian Local Government Association (ALGA) National General Assembly 2022, and the Local Government Association of the Northern (LGANT) Territory General Assembly.

**OCM5/2022 RESOLVED:**

**On the motion of Councillor Gabby Gumurdul  
Seconded Councillor Henry Guwiyaul**

Council noted the report and approved travel and associated costs for the following Elected Members to attend the LGANT General Assembly from 6 - 7 April 2022, and the ALGA National General Assembly in Canberra from 19 - 22 June 2022:

1. Mayor Matthew Ryan – LGANT and ALGA
2. Deputy Mayor Elizabeth Williams – LGANT and ALGA
3. Councillor Ralph Blyth - LGANT

**CARRIED**

**8.6 AUSTRALIAN INSTITUTE OF COMPANY DIRECTORS**

The Council considered a report on the Australian Institute of Company Directors.

**OCM6/2022 RESOLVED:**

**On the motion of Councillor Catherine Ralph  
Seconded Mayor Matthew Ryan**

Council noted the report and directed the administration to present it for re-consideration at the next Council meeting.

**CARRIED**

#### 8.7 NOTICE OF PROPOSAL TO AMEND THE LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY CONSTITUTION

The Council considered the notice of proposal to amend the Local Government Association of the Northern Territory Constitution.

**Council:**

- Noted the report and the proposed changes in the draft LGANT constitution; and
- Noted that the draft constitution will be presented for consideration and possible approval at the LGANT General Assembly on Thursday 7 April 2022.

#### CORPORATE SERVICES REPORTS

##### 9.1 FINANCE REPORT FOR THE PERIOD ENDED 31ST JANUARY 2022

The Council considered the Finance Report for the period ended 31st January 2022.

**OCM7/2022 RESOLVED:**

**On the motion of Councillor Gabby Gumurdul  
Seconded Councillor Ralph Blyth**

**Council approved the financial report for the period ended 31<sup>st</sup> January 2022.**

**CARRIED**

##### 9.1 ORGANISATIONAL GROWTH UNIT REPORT

The Council considered the Organisational Growth Unit Report.

**Council received and noted the report on the activity and progress made by the Organisational Growth Unit in pursuit of the strategic goals as of January 2022.**

#### OPERATIONS REPORTS

##### 10.1 OPERATIONS REPORT - DECEMBER 2021 AND JANUARY 2022

The Council considered the Operations Report - December 2021 and January 2022.

**Council received and noted the report.**

##### 10.2 ADDITIONAL GARBAGE COMPACTOR FOR WARC COMMUNITIES.

The Council considered a report on an additional garbage compactor for West Arnhem Regional Council Communities..

**Council noted the report.**

**10.3 DISPOSAL OF SURPLUS FLEET ASSETS**

The Council considered a report on the disposal of surplus fleet assets.

**OCM8/2022 RESOLVED:**

**On the motion of Councillor Ralph Blyth  
Seconded Deputy Mayor Elizabeth Williams**

**Council received and noted the report, and approved the sale via auction of the following vehicle:**

- 1. 2016 Isuzu DMax utility - Jabiru**

**CARRIED****COMMITTEE AND LOCAL AUTHORITY REPORTS****11.1 MINUTES OF THE SPECIAL FINANCE COMMITTEE MEETING HELD ON 19 JANUARY 2022**

The Council considered a report on the minutes of the Special Finance Committee meeting held on 19 January 2022.

**OCM9/2022 RESOLVED:**

**On the motion of Mayor Matthew Ryan  
Seconded Deputy Mayor Elizabeth Williams**

**Council:**

- 1. Accepted the unconfirmed minutes of the Special Finance Committee meeting held on 19 January 2022; and**
- 2. Adopted the resolutions contained therein.**

**CARRIED****11.2 MINUTES OF THE SPECIAL FINANCE COMMITTEE MEETING HELD ON 9 FEBRUARY 2022**

The Council considered a report on the minutes of the Special Finance Committee meeting held on 9 February 2022.

**OCM10/2022 RESOLVED:**

**On the motion of Deputy Mayor Elizabeth Williams  
Seconded Councillor Donna Nadjamerrek**

**Council:**

- 1. Accepted the unconfirmed minutes of the Special Finance Committee meeting held on 9 February 2022; and**
- 2. Adopted the resolutions contained therein.**

**CARRIED**

**11.3 REPORT FOR THE MINJILANG LOCAL AUTHORITY MEETING HELD ON 10 FEBRUARY 2022**

The Council considered a report for the Minjilang Local Authority meeting held on 10 February 2022.

**Council noted the unconfirmed minutes of the Minjilang Local Authority meeting held on 10 February 2022.**

**Minute note:** Lawrence Costa MLA, Patrick Henaar and Anthony Clapton joined the meeting at 9:35 am and left at 11:00 am.

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

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

**OCM11/2022 RESOLVED:**

**On the motion of Councillor Gabby Gumurdul  
Seconded Mayor Matthew Ryan**

**Council:**

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

**CARRIED**

**11.2 REPORT FOR THE MANINGRIDA LOCAL AUTHORITY MEETING HELD ON 3 MARCH 2022**

The Council considered a report for the Maningrida Local Authority Meeting held on 3 March 2022.

**Council noted the unconfirmed minutes of the Maningrida Local Authority meeting held on 3 March 2022.**

**ELECTED MEMBER QUESTIONS WITH OR WITHOUT NOTICE****12.1 ELECTED MEMBER QUESTIONS WITH OR WITHOUT NOTICE**

The Council considered a report on Elected Member Questions With or Without Notice.

**The Chairperson noted the following questions with or without notice from Elected Members.**

- 1. Updates about streetlights in Jabiru on Council's Facebook page.**



**PROCEDURAL MOTIONS****14.1 CLOSURE TO THE PUBLIC FOR THE DISCUSSION OF CONFIDENTIAL ITEMS**

The Council considered a report on the closure of the meeting to the public for the discussion of confidential items.

**OCM12/2022 RESOLVED:**

**On the motion of Councillor Ralph Blyth  
Seconded Deputy Mayor Elizabeth Williams**

Council approved the closure of the meeting to the public as confidential items were about to be discussed. The meeting was closed in accordance with clause 51(c) of the *Local Government (General) Regulations 2021* as the matters to be discussed include information that, if publicly disclosed, would be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person; or (ii) prejudice the maintenance or administration of the law; or (iii) prejudice the security of the council, its members or staff; or (iv) subject to subregulation (3) – prejudice the interests of the council or some other person.

**CARRIED**

**Minute note:** The meeting was closed to the public to discuss confidential items at 9:30 am.

**15.3 DISCLOSURE OF CONFIDENTIAL RESOLUTIONS AND RE-ADMITTANCE OF THE PUBLIC**

The Council considered a report on the disclosure of confidential resolutions and re-admittance of the public.

**OCM15/2022 RESOLVED:**

**On the motion of Councillor Donna Nadjamerrek  
Seconded Councillor Ralph Blyth**

That Council opened the meeting to the public after the discussion of confidential items, and approved to disclose selected resolutions from the confidential section of this meeting in the non-confidential meeting minutes.

**CARRIED****CONFIDENTIAL ITEMS**

The information is classed as confidential under section 99(2) of the *Local Government Act 2019* and clauses 51 and 52 of the *Local Government (Administration) Regulations 2021*.

**15.1 MINUTES OF THE CONFIDENTIAL SPECIAL FINANCE MEETING HELD ON 19 JANUARY 2022**

The Council considered a report on the minutes of the confidential Special Finance Meeting held on 19 January 2022.

**OCM13/2022 RESOLVED:**

**On the motion of Deputy Mayor Elizabeth Williams  
Seconded Councillor Donna Nadjamerrek**

**Council noted the confidential minutes of the 19 January 2022 Special Finance Committee meeting and adopted the resolutions contained therein.**

**CARRIED****15.2 REQUEST FOR RATES CONCESSION**

The Council considered a report on request for rates concession.

**OCM14/2022 RESOLVED:**

**On the motion of Mayor Matthew Ryan  
Seconded Deputy Mayor Elizabeth Williams**

**Council:**

- **Approved a fifty percent (50%) rates concession for the years 2021-22 and 2022-23 to the Jabiru Golf Club for its two rateable lots in Jabiru Community, at a total reduction in rates of \$20,200.47;**
- **Directed the administration to cease the rates concession after this two year period (2021-22 and 2022-23 ); and**
- **Noted that if a further request for rates concession is received, it will be considered at that time.**

**CARRIED**

**Minute note:** The meeting was re-opened to the public at 9:50 am.

**NEXT MEETING**

The next meeting is scheduled to be held on Wednesday, 13 April 2022 at 9:00 am.

**MEETING DECLARED CLOSED**

Chairperson Mayor Matthew Ryan declared the meeting closed at 11:06 am.

This page and the preceding eight pages are the minutes of the Ordinary Council meeting held on Wednesday, 9 March 2022.

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 Chairperson

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 Date Confirmed

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 West Arnhem Regional Council

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 Ordinary Council Meeting  
 Wednesday, 9 March 2022

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 13 APRIL 2022

<b>Agenda Reference:</b>	<b>8.1</b>
<b>Title:</b>	<b>Incoming and Outgoing Correspondence</b>
<b>File Reference:</b>	<b>982670</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor</b>

#### SUMMARY

Council is provided with items of correspondence that were received and sent during the months of February and March 2022.

#### BACKGROUND

Due to the volume of incoming and outgoing correspondence received each month, it was Council's decision at the 10 October 2011 Ordinary Council meeting to exclude copies of the correspondence from the agenda. Hard copies are to be made available to Council on the day of each Ordinary Council meeting for its perusal, with additional copies available on request to individual Elected Members.

#### FINANCIAL IMPLICATIONS

Not applicable.

#### STRATEGIC IMPLICATIONS

Providing Council with a list of incoming and outgoing correspondence meets the following performance objectives outlined in goal 2 of 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 2.4

Planning and reporting that informs Council's decision-making processes.

#### VOTING REQUIREMENTS

Not applicable.

#### RECOMMENDATION:

**That Council receives and notes the items of incoming and outgoing correspondence during the months of February and March 2022.**



## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 13 APRIL 2022

<b>Agenda Reference:</b>	<b>8.2</b>
<b>Title:</b>	<b>Review of Action Items List</b>
<b>File Reference:</b>	<b>982673</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor</b>

#### SUMMARY

This report is submitted for Council to consider the progress on outstanding resolutions from Council meetings.

#### BACKGROUND

This report is a standard report submitted to each Council meeting to note the actions taken with respect to Council resolutions.

The attached summary provides the current status of the resolutions as provided by the relevant staff. The officer's recommendation lists the resolution but it is for Council to determine whether the item remains active or complete.

#### COMMENT

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

#### STRATEGIC IMPLICATIONS

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

##### GOAL 1 COMMUNITY ENGAGEMENT

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

<b>Objective 1.3</b>	Efficient and effective community service delivery.
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##### GOAL 2 LOCAL GOVERNMENT ADMINISTRATION

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

<b>Objective 2.1</b>	An effective, efficient and accountable Regional Council.
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<b>Objective 2.3</b>	Storage and retrieval of records processes which support efficient administration.
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<b>Objective 2.4</b>	Planning and reporting that informs Council's decision-making processes.
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## **VOTING REQUIREMENTS**

Simple majority.

### **RECOMMENDATION:**

**That Council reviews the outstanding resolutions, and gives approval for completed items to be removed from the list.**

## **ATTACHMENTS**

- 1 Action Items OCM - Ongoing.pdf

Ordinary Council Meeting Action Items – In Progress

<b>Meeting Date:</b> 9 March 2022	<b>Officer:</b> Heidi Walton	<b>Department:</b> Office of the CEO	<b>Progress:</b> Not Commenced / In Progress / Completed Completed
<b>Resolution:</b>			
<b>ELECTED MEMBER QUESTIONS WITH OR WITHOUT NOTICE</b>			
During the meeting, Councillor Ralph Blyth enquired whether updates about streetlights in Jabiru be provided on Council's Facebook page.			
<b>Updates:</b>			
<b>16 March 2022 – Heidi Walton</b>			
Power and Water Corporation advised that updates on planned works will be provided on the organization's website.			
<b>Meeting Date:</b> 8 December 2021	<b>Officer:</b> Kim Sutton	<b>Department:</b> Organizational Growth	<b>Progress:</b> Not Commenced / In Progress / Completed In Progress
<b>Resolution:</b>			
<b>OCM114/2021 SPEED HUMPS</b>			
Council directed the administration to try and source for funding for the supply and installation of eight speed humps in Maningrida over the next two financial years (four per year).			
<b>Updates:</b>			
<b>01 February 2022 – Michelle Hillman</b>			
The administration is in the process of applying for funding for remote road upgrades, and is exploring other funding options for this project.			
<b>23 February 2022 – Kim Sutton</b>			
The Grants team is currently exploring options with Grants Writer, Susan Wright.			
<b>05 April 2022 – Sarah Will</b>			
The Business Development Unit is exploring funding opportunities for the installation of the speed humps.			
<b>Meeting Date:</b> 11 August 2021	<b>Officer:</b> Fiona Ainsworth/ Kim Sutton	<b>Department:</b> Technical Services/ Organizational Growth	<b>Progress:</b> Not Commenced / In Progress / Completed In Progress
<b>Resolution:</b>			
<b>OCM70/2021 MANINGRIDA FOOTBALL OVAL CHANGE ROOMS</b>			
Council noted the unconfirmed minutes of the Maningrida Local Authority meeting held on 5 August 2021 and approved:			
<ul style="list-style-type: none"> <li>• The conceptual design of the Maningrida football oval change rooms after slight amendments were made to the location of female and male toilets.</li> <li>• The allocation of \$25,000 from Local Authority funding to meet costs for the architectural and structural drawings for the Maningrida football oval change rooms.</li> <li>• Council also directed the administration to source for approximately \$1,200,000 for the construction of two change rooms.</li> </ul>			
<b>Updates:</b>			
<b>1 October 2021 - Loukas Gikopoulos</b>			
<ul style="list-style-type: none"> <li>• The administration is currently sourcing quotes from architects/ engineers to provide design and structural proposals for the above mentioned project.</li> </ul>			

Ordinary Council Meeting Action Items – In Progress

<ul style="list-style-type: none"> <li>• Quotes expected to be submitted by end of October 2021 for assessment.</li> </ul> <p><b>30 November 2021- Loukas Gikopoulos</b></p> <ul style="list-style-type: none"> <li>• The conceptual design for the players change room has been completed by Draftlink</li> <li>• The Local Authority members reviewed the design and recommended some minor changes to the drawing.</li> <li>• Design drawings updated with changes included. Final design drawings were approved by the Local Authority members.</li> </ul> <p><b>01 February 2022 – Michelle Hillman</b> The administration is investigating funding options for this project including liaison with government departments that may be able to make a contribution to the project.</p> <p><b>23 February 2022 – Kim Sutton</b> The Grants team is currently exploring options with Grants Writer, Susan Wright.</p> <p><b>5 April 2022 – Sarah Will</b> The Business Development Unit has identified funding options which are currently being explored.</p>	<table border="1"> <thead> <tr> <th>Meeting Date:</th> <th>Officer</th> <th>Department:</th> <th>Progress: Not Commenced / In Progress /Completed</th> </tr> </thead> <tbody> <tr> <td>14 August 2019</td> <td>Katrina Hill/ Tamzin France</td> <td>Community Services</td> <td>In Progress</td> </tr> </tbody> </table> <p><b>Resolution:</b></p> <p><b>AFL STRATEGIC PLAN - WEST ARNHEM OCM146/2019</b> Council supports the development of a West Arnhem AFL strategic plan.</p> <p><b>Updates:</b></p> <p><b>02 October 2020 – Adrian McCann</b> An update on the current status of the AFL strategic plan will be presented during the next Council meeting on 11 November 2020.</p> <p><b>02 November 2020 – Adrian McCann</b> A report on the status of the AFL strategic plan is included in today’s agenda.</p> <p><b>09 December 2020 – Adrian McCann</b> A paper was presented during the November 2020 Ordinary Council meeting, and further updates, including reviews and consultations about the plan will be provided during the next meeting in February 2020.</p> <p><b>03 February 2021 - Adrian McCann</b> Consultations will be held with the Mayor and other stakeholders before the plan is revised and presented to Council during the next Council meeting in March.</p> <p><b>01 March 2021 – Doreen Alusa</b> The administration is in the process of completing a report on the AFL strategic plan. An update on this process will be presented at the next OCM in April 2021.</p>	Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed	14 August 2019	Katrina Hill/ Tamzin France	Community Services	In Progress
Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed						
14 August 2019	Katrina Hill/ Tamzin France	Community Services	In Progress						

### Ordinary Council Meeting Action Items – In Progress

<p><b>17 March 2021 - Doreen Alusa</b> Staff changes have caused delays in finalizing this action item. The administration will provide updates for this item once the recruitment of new staff is completed.</p>
<p><b>1 June 2021 - Doreen Alusa</b> Katrina Hill, the new Community Support Business Manager and other members of her team are reviewing the AFL strategic plan. An update on the way forward will be presented at the next Council meeting on 14 July 2021.</p>
<p><b>8 July 2021 – Katrina Hill</b> The administration is currently recruiting for a senior position that will oversee youth and recreational activities across the region. Once the process is complete, the successful applicant will continue working on the AFL strategic plan.</p>
<p><b>4 August 2021 – Katrina Hill</b> The recruitment process for a senior position that will oversee youth and recreational activities across the region is ongoing. Once this position is filled, a report will be presented to Council.</p>
<p><b>15 September 2021 – Katrina Hill</b> Recruitment for the role of Community Wellbeing Senior Project Officer is now complete. The new staff member is currently undergoing orientation and will provide an update at the next Council meeting.</p>
<p><b>5 October 2021 – Tamzin France</b> In the next few weeks, the Community Wellbeing Senior Project Officer will visit communities in the region to hold consultations on the AFL strategic plan. It is expected that the consultations will be completed by December 2021.</p>
<p><b>23 November 2021 – Tamzin France</b> To date, the Community Wellbeing Senior Project Officer has consulted with various stakeholders on the development of a West Arnhem AFL strategic plan resulting in the following proposals:</p> <ul style="list-style-type: none"> <li>• 1-2 month competition in the dry season during local competition off season</li> <li>• AFLNT could organise AFL player visits to community through their Remote AFL program</li> <li>• Floated idea of women's basketball competition held in conjunction with the Men's AFL, rather than a Women's AFL team. Felt there might be more buy in and ownership</li> </ul>
<p><b>28 February 2022 - Tamzin France</b></p> <ul style="list-style-type: none"> <li>• The administration is continuing to gather information about the development of the plan from each West Arnhem community.</li> <li>• Guidelines are being finalized to support Community Wellbeing Services teams to engage in community consultation, with online options for community consultation being explored during this time.</li> </ul>
<p><b>05 April 2022 – Katrina Hill</b></p> <ul style="list-style-type: none"> <li>• The administration has been holding discussions with the Northern Territory Football League (NTAFL) with regard to supporting competitions in West Arnhem.</li> <li>• The Business Development team is also exploring grant opportunities for sporting events.</li> </ul>

# WEST ARNHAM REGIONAL COUNCIL

## FOR THE MEETING 13 APRIL 2022

<b>Agenda Reference:</b>	<b>8.3</b>
<b>Title:</b>	<b>Progress Report on the Drafting of the 2022-2023 West Arnhem Regional Council Plan and Budget</b>
<b>File Reference:</b>	<b>1001899</b>
<b>Authors:</b>	<b>Doreen Alusa, Governance and Risk Advisor; Heidi Walton, Communications and Public Relations Coordinator; Brooke Darmanin, Executive Manager Advocacy and Strategy</b>

### SUMMARY

The purpose of this paper is to provide Council with an update on progress made towards drafting the West Arnhem Regional Council (WARC) Regional Plan and Budget for 2022-2023 as required by the *Local Government Act 2019*.

### BACKGROUND

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

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

There will be a significant difference between the 2022-2023 Regional Plan and Budget and previous plans because of the review of WARC's organizational goals. In December 2021, the administration embarked on the review of WARC's organizational goals through a consultation process with members of the community and senior management. This led to the identification of eight themes which community member wanted to incorporate into the new goals. The administration has now completed the process of reviewing and updating the goals, and revamped them into pillars. Please refer to the attachment at the end of this report for a visual description of the pillars.

These pillars will be used to outline the expected outcomes of WARC's performance objectives and service delivery plans in the 2022-2023 Regional Plan and Budget. Below is a summary of the progress made, and planned activities for the completion of the Regional Plan and Budget 2022-2023:

Activity	Status/ Completion Date
Review of organizational goals including consultations with communities and senior management.	Completed between December 2021 and March 2022
Presentation of draft pillars to Council for review and feedback.	Done during the Council workshop on 13 December 2021



Activity	Status/ Completion Date
Drafting of 2022-2023 Regional Plan and Budget sections including: <ul style="list-style-type: none"> <li>• Statement from the Mayor and CEO</li> <li>• Updates on Committees and Local Authorities</li> <li>• Assessment of Administrative and Regulatory Frameworks</li> <li>• Assessment of Cooperative Arrangements</li> <li>• Community Service Activities</li> <li>• Commercial Service Activities</li> <li>• Performance Objectives</li> <li>• Key Performance Indicators (KPIs) and objectives</li> </ul>	Senior management completed relevant sections between February and March 2022
Presentation of pillars to Council for review and approval.	13 April 2022
Completion of Council's budget.	To be done by 3 May 2022
Completion of draft Regional Plan and Budget 2022-2023, and presentation to Special Finance Committee for review as well as approval to consult with communities for a minimum of 21 days.	9 May 2022
Presentation of draft Regional Plan and Budget 2022-2023 at Local Authority meetings for review and feedback: <ul style="list-style-type: none"> <li>• Minjilang (12 May 2022)</li> <li>• Warruwi (19 May 2022)</li> <li>• Maningrida (25 May 2022)</li> <li>• Gunbalanya (26 May 2022)</li> </ul>	To be done between 12 May and 26 May 2022
Review of feedback from communities and amendment of draft Regional Plan and Budget 2022-2023 if applicable.	To be done by 30 May 2022.
Distribution of draft Regional Plan and Budget 2022-2023 to Elected Members for review.	To be done by 31 May 2022
Presentation of Regional Plan and Budget 2022-2023 to Council for approval.	8 June 2022
Submission of Regional Plan and Budget 2022-2023 to the Minister for Local Government.	To be done by 30 June 2022

## COMMENT

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

- (1) A council must adopt its municipal, regional or shire plan (or revisions to its municipal, regional or shire plan) between 1 April and 30 June in each year.
- (2) The council must give a copy of the plan to the Agency by the latter date mentioned in subsection (1).
- (3) Before the council adopts its municipal, regional or shire plan for a particular year, the council must:
  - (a) at a meeting of the council, approve a draft of the plan; and
  - (b) make the draft plan accessible on the council's website and make copies available for public inspection at the council's public offices; and
  - (c) publish a notice on its website and in a newspaper circulating generally in the area inviting written submissions on the draft plan within a period (at least 21 days) from the date of the notice; and
  - (d) consider the submissions made in response to the invitation and make any revisions to the draft the council considers appropriate in the light of the submissions.

- (4) A copy of the draft of the plan must be provided to the members of the council at least 6 business days before the meeting referred to in subsection (3)(a).
- (5) Although the council's budget forms part of its municipal, regional or shire plan, this section does not apply to the adoption of the budget or of an amended budget.
- (6) The adoption of a budget, or of an amended budget, operates to amend the municipal, regional or shire plan so that it conforms with the most recent budget of the council

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

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

## STATUTORY ENVIRONMENT

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

## POLICY IMPLICATIONS

Not applicable.

## FINANCIAL IMPLICATIONS

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

## STRATEGIC IMPLICATIONS

The development of the Regional Plan and Budget represents the most strategic planning exercise undertaken by Council. It creates a pathway for future considerations and clearly defines the expectations of Council in delivering core services. It is aimed at achieving all of the performance objectives which were established in the *Regional Plan and Budget 2021-2022* as follows:

<b>GOAL 1 COMMUNITY ENGAGEMENT</b>	
<i>Community members and stakeholders that are engaged in, connected to and participate in the affairs of the region.</i>	
<b>Objective 1.1</b>	Communication that engages the community.
<b>Objective 1.4</b>	Strong governance and leadership.

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



## **VOTING REQUIREMENTS**

Simple majority.

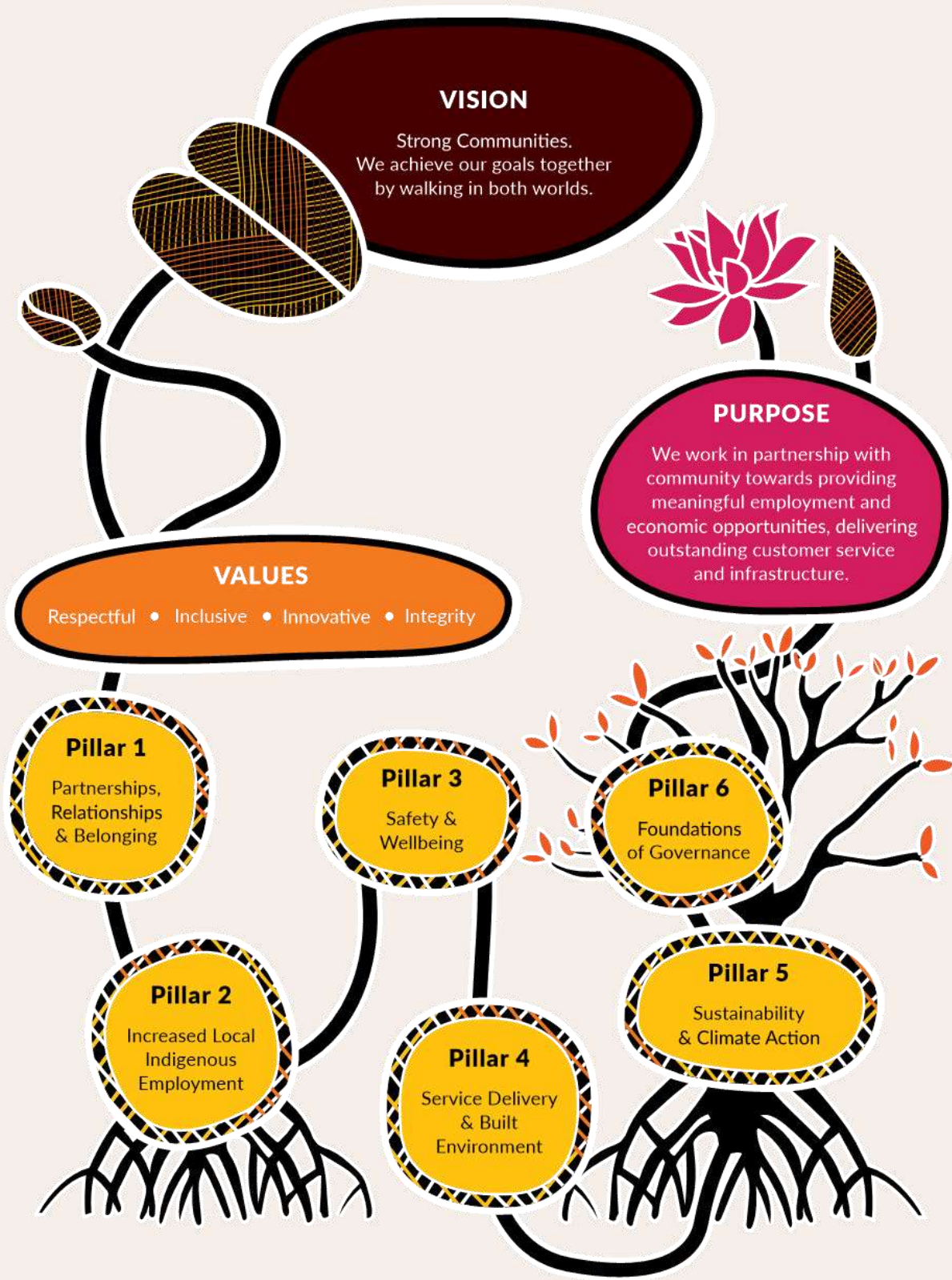
### **RECOMMENDATION:**

**That Council:**

- **Notes the progress made towards completing the 2022-2023 West Arnhem Regional Plan and Budget; and**
- **Reviews and approves the attached West Arnhem Regional Council pillars.**

## **ATTACHMENTS**

- 1 WARC Pillars.pdf



## WEST ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 13 APRIL 2022

<b>Agenda Reference:</b>	<b>8.4</b>
<b>Title:</b>	<b>Incorporation of Unincorporated Lands in the Cox-Daly and Marrakai-Douglas Daly Regions</b>
<b>File Reference:</b>	<b>1002206</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor</b>

#### SUMMARY

The purpose of this report is to seek Council's views about the Northern Territory (NT) government's proposal to include unincorporated lands in the Marrakai-Douglas Daly and Cox-Daly regions into other local government areas.

#### BACKGROUND

The NT government is proposing to include the Cox-Daly and Marrakai-Douglas Daly areas into local government areas, and is interested in the views of property owners, residents and other interested parties. None of the areas in the Cox-Daly region border West Arnhem. The region therefore does not have to be discussed by Council at this time.

The Marrakai–Douglas Daly unincorporated area includes Douglas Daly, Fleming, Hotham, Margaret River, Mary River National Park, Marrakai, Mount Bundy, Point Stuart, and Tortilla Flats, and comprises of approximately 533 allotments. West Arnhem Regional Council (WARC), Litchfield Council and Victoria Daly Regional Council border the unincorporated areas. Please refer to the map attached to this report for a visual description of the Marrakai–Douglas Daly unincorporated area and its proximity to neighbouring councils.

The key objective of including unincorporated areas into council areas is to enable residents of the unincorporated areas to benefit from services that councils provide within their jurisdictions. If WARC expands its boundaries to include any of the unincorporated areas, the Council would be expected to do the following in the newly incorporated areas:

1. Make provision for local representation by having elected members, and where applicable local authorities.
2. Provide opportunities for the community to give input about the planning and budgeting of Council's services.
3. Consult with residents in the newly incorporated areas, and advocate on their behalf on matters that are important to the communities.
4. Provide various services including waste management services and the construction and maintenance of community infrastructure.
5. Develop and administer by-laws where applicable.

It should be noted that the list above is not comprehensive, and the Department of the Chief Minister and Cabinet may provide additional information if WARC is considered as a location for the unincorporated areas.

WARC has been advised that the inclusion of the Cox-Daly and Marrakai-Douglas Daly areas into a local government areas would not occur before 1 July 2023, and all submissions should be sent to the Department by 20 May 2022. The Department has also advised that a decision on the proposed

locations of the unincorporated areas will be provided to stakeholders, including local councils, by December 2022.

## COMMENT

There are approximately 1,549 unincorporated areas in Cox-Daly including; Burrundie, Bynoe, Camp Creek, Charlotte, Dundee Beach, Dundee Downs, Dundee Forest, Finniss Valley, Litchfield National Park and Rakula. None of these areas is within the vicinity of West Arnhem and can therefore, not be considered for incorporation into the region.

Additional information about the NT government’s proposal is contained in the discussion paper attached to this report.

## STATUTORY ENVIRONMENT

The following legislation is relevant to this report:

1. With regards to changes in the boundaries of a local government area: Sections 16(j), 16(l), 18(d) and 20(d) of the *Local Government Act 2019*.
2. *Northern Territory Rates Act 1971*.

## POLICY IMPLICATIONS

Not applicable at this time.

## FINANCIAL IMPLICATIONS

The financial implications associated with the incorporation of unincorporated areas will be provided when the administration receives advice from the Department of the Chief Minister and Cabinet.

## STRATEGIC IMPLICATIONS

This report is aligned to the following objectives as outlined in the *Regional Plan and Budget 2021-2022*:

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

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

## **VOTING REQUIREMENTS**

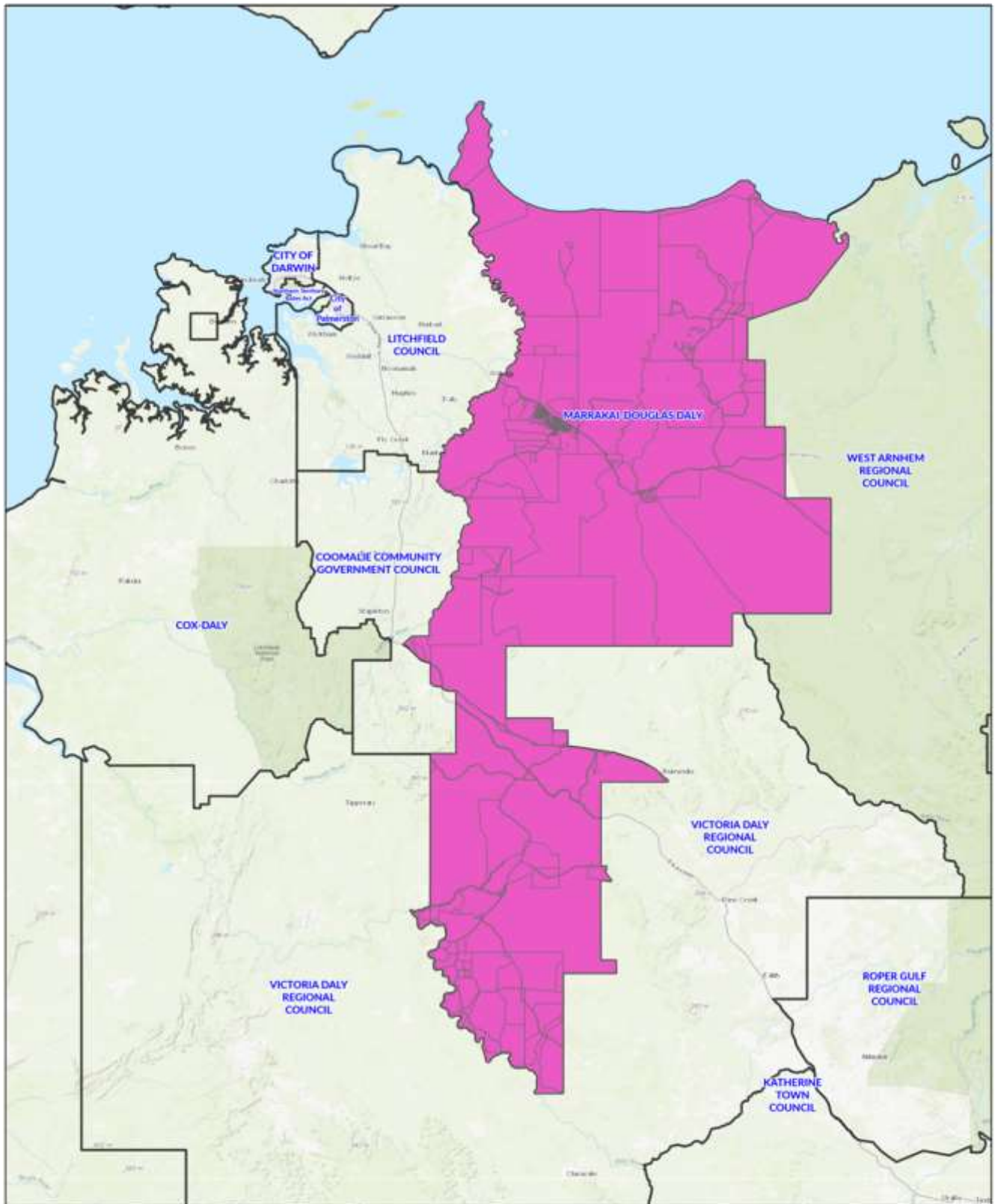
Simple majority.

### **RECOMMENDATION:**

**That Council notes the report and provides feedback on the Northern Territory government's proposal to include the Murrakai-Douglas Daly area into surrounding local government areas.**

## **ATTACHMENTS**

- 1** Map Murrakai-Douglas Daly.pdf
- 2** Unincorporated Areas.pdf



MAP DESCRIPTION	LEGEND	DISCLAIMER	KEY MAP
<p><b>Unincorporated Lands Marrakai-Douglas Daly Allotments - 533</b></p>	<p><b>Local Government Area</b></p> <p><span style="display:inline-block; width:15px; height:10px; background-color: #e91e63; border: 1px solid black;"></span> UN-INCORPORATED (MARRAKAI-DOUGLAS DALY)</p>	<p>The Northern Territory of Australia does not warrant that the product or any part of it is correct or complete and will not be liable for any loss, damage or injury suffered by any person as a result of its inaccuracy or incompleteness. You are encouraged to notify any error or omission in the material by emailing <a href="mailto:bushtel@nt.gov.au">bushtel@nt.gov.au</a>.</p>	
<p>PRODUCTION INFORMATION</p>		<p>SCALE</p>	
 <p>Projection: GDA 1994 Print Date: 10/08/2020 Produced by: Ed. RDET</p> 		 <p>Kilometers</p>	



# The Cox-Daly and Marrakai-Douglas Daly Unincorporated Areas – Inclusion into a local government area(s)

Discussion Paper



Please submit written comments to:

Mail: Local Government and Regional Development  
Department of the Chief Minister and Cabinet  
GPO Box 4621, Darwin NT 0801

Email: [LGLaw@nt.gov.au](mailto:LGLaw@nt.gov.au)

**Submissions close on 20 May 2022.**

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March 2022.



The Cox-Daly and Marrakai-Douglas Daly Unincorporated Areas – Inclusion into a local government area(s)

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The Cox-Daly and Marrakai-Douglas Daly Unincorporated Areas – Inclusion into a local government area(s)

## 1. Introduction

One of the major objectives of the 2008 local government reforms was the inclusion of the whole of the Northern Territory into local government areas.

The intention prior to 2008 was to have a Top End Council, which was to include the Cox Daly and Marrakai-Douglas Daly areas. However, the Top End Council was not created. As a result, both areas are unincorporated, that is, they are not within a local government area. It is estimated that there are a total of 2,082 allotments within these unincorporated areas, including 17 pastoral leases and 40 mining tenements.

A map of the Top End of the Northern Territory, which highlights both unincorporated areas is at Appendix A.

## 2. Cox-Daly Unincorporated Area

The Cox-Daly unincorporated area includes Burrundie, Bynoe, Camp Creek, Charlotte, Dundee Beach, Dundee Downs, Dundee Forest, Finniss Valley, Litchfield National Park and Rakula. There are approximately 1,549 allotments within this area. A map of the area is at Appendix B.

The Cox Daly unincorporated area includes the Litchfield National Park.

Most of the properties within this unincorporated area are serviced by roads funded by the Northern Territory Government. In addition, for Dundee Beach, Dundee Downs, Dundee Forest and Bynoe (the Dundee area), the Northern Territory Government provides services which would ordinarily be provided by a local government council, including management of the household waste transfer facility and maintenance of the drainage system, community water bore and public open spaces. The boat ramp was upgraded in 2016 by the Northern Territory Government.

There are approximately 1,160 allotments in the Dundee area.

The Cox-Daly unincorporated area includes the Kenbi land claim area. The Kenbi land claim was settled by the Northern Land Council and the Commonwealth and Northern Territory governments in June 2016. The land claim area involves a large portion of the Cox Peninsula and nearby islands. The area of the Cox Peninsula which is Aboriginal land under the *Aboriginal Land Rights (Northern Territory) Act 1976* (Cth) is approximately 52,000 hectares, while the area granted as Northern Territory freehold and available for future development is approximately 13,000 hectares.

## 3. Marrakai-Douglas Daly Unincorporated Area

The Marrakai-Douglas Daly unincorporated area includes Douglas Daly, Fleming, Hotham, Margaret River, Mary River National Park, Marrakai, Mount Bundy, Point Stuart, and Tortilla Flats. There are approximately 533 allotments within this area. A map of the area is at Appendix C.

Some of the properties within this area are serviced by roads funded by the Northern Territory Government, but not to the same extent as the Cox-Daly unincorporated area. There are currently no waste collection services in this area.

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The Cox-Daly and Murrumbidgee-Douglas Daly Unincorporated Areas – Inclusion into a local government area(s)

## 4. Local Government Councils near the Unincorporated Areas

There are seven council areas that neighbour these unincorporated areas:

- (i) Belyuen Community Government Council – this council is surrounded by the Cox-Daly unincorporated area
- (ii) Coomalie Community Government Council – this council borders both unincorporated areas. Most of the Cox-Daly unincorporated area is to its west and a significant portion of the Murrumbidgee-Douglas Daly unincorporated area is to its east and south east
- (iii) Litchfield Council – this council borders both unincorporated areas. The northern portion of the Cox-Daly unincorporated area is to its west and the northern portion of the Murrumbidgee-Douglas Daly unincorporated area is to its east
- (iv) Victoria Daly Regional Council – this council borders both unincorporated areas. Cox-Daly unincorporated area is to its north and it surrounds the southern portion of the Murrumbidgee-Douglas Daly unincorporated area
- (v) Wagait Shire Council – the Cox-Daly unincorporated area surrounds this council to its west and south. The Timor Sea is to the north and east of this council
- (vi) West Arnhem Regional Council – the Murrumbidgee-Douglas Daly unincorporated area is to its west.
- (vii) West Daly Regional Council – the Cox-Daly unincorporated area is to its north.

## 5. For Discussion

The Northern Territory Government proposes to include the Cox-Daly and Murrumbidgee-Douglas Daly unincorporated areas into a local government area(s).

The feedback from this discussion paper will inform which council area or areas might be appropriately extended to include these areas.

The inclusion of the Cox-Daly and Murrumbidgee-Douglas Daly unincorporated areas into a local government area(s) would not occur before 1 July 2023.

## 6. The Rationale

The inclusion of the Cox-Daly and Murrumbidgee-Douglas Daly unincorporated areas into a local government area(s) would facilitate the provision of local government services.

Ratepayers across the Territory pay council rates for the provision of local government services. Rates are a contribution which pay for waste management, parks maintenance, swimming pools, libraries, roadside amenities, recreation facilities and many other local government services.

Becoming part of an incorporated local government jurisdiction will allow for improved access to services and elected representatives, and local government council support for property owners within the Cox-Daly and Murrumbidgee-Douglas Daly unincorporated areas.

The Cox-Daly and Marrakai-Douglas Daly Unincorporated Areas – Inclusion into a local government area(s)

It is appropriate that all land owners contribute fairly and share in the opportunities that local government provides, including that property owners have representation on a local government council to make decisions about services in the local area and the level of rates. A local government council can advocate to other levels of government in respect of the needs of the area.

## 7. Call for Submissions

The Government is interested in the views of the public generally and councils which are neighbours to the Cox-Daly and Marrakai-Douglas Daly unincorporated areas.

You are invited to make a submission.

The questions below are designed to generate discussion and consideration of issues. You may also wish to raise matters not included in the Discussion Paper and this would be appreciated.

### Cox-Daly unincorporated area

- Question 1:** Should the whole of the Cox-Daly unincorporated area be included into one local government council area or should portions of the unincorporated area be included into different local government council areas?
- Question 2:** If the answer to Question 1 above is that the whole of the unincorporated area should be included into one local government area, then which existing local government council area should the unincorporated area be included into and why?
- Question 3:** If the answer to Question 1 above is that portions of the unincorporated area should be included into different local government council areas, please explain why that should be the case and give details of which portions of the unincorporated area should be included into which existing local government council areas.
- Question 4:** It is proposed that any inclusion of the Cox-Daly unincorporated area into a local government area(s) will not occur before 1 July 2023. Is there any reason why this timeframe should be reduced or extended?

### Marrakai-Douglas Daly unincorporated area

- Question 5:** Should the whole of the Marrakai-Douglas Daly unincorporated area be included into one local government council area or should portions of the unincorporated area be included into different local government council areas and why?
- Question 6:** If the answer to Question 5 above is that the whole of the unincorporated area should be included into one local government area, then which existing local government council area should the unincorporated area be included into and why?
- Question 7:** If the answer to Question 5 above is that portions of the unincorporated area should be included into different local government council areas, please explain why that



The Cox-Daly and Marrakai-Douglas Daly Unincorporated Areas – Inclusion into a local government area(s)

should be the case and give details of which portions of the unincorporated area should be included into which existing local government council areas.

**Question 8:** It is proposed that any inclusion of the Marrakai-Douglas Daly unincorporated area into a local government area(s) will not occur before 1 July 2023. Is there any reason why this timeframe should be reduced or extended?

## 8. Making a Submission

Written submissions can be sent by post or email to:

Mail: Local Government and Regional Development  
Department of the Chief Minister and Cabinet  
GPO Box 4396, Darwin NT 0801

Email: [LGLaw@nt.gov.au](mailto:LGLaw@nt.gov.au)

## 9. Closing Date for Submissions

The closing date for submissions is 20 May 2022.

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 13 APRIL 2022

<b>Agenda Reference:</b>	<b>8.5</b>
<b>Title:</b>	<b>Australian Institute of Company Directors</b>
<b>File Reference:</b>	<b>1000497</b>
<b>Author:</b>	<b>Charlotte Meneer, EA to the CEO and Mayor</b>

#### SUMMARY

The purpose of this report is to establish if Council would like to engage the Australian Institute of Company Directors (AICD) to deliver the 'Governance Essentials for Local Government' programme over a period of four years.

#### BACKGROUND

AICD is a national organisation whose aim is to strengthen society through world-class governance.

The full Governance Essentials for Local Government program consists of four half-day courses. The modules include;

- **The Role of the Council and Councillor** - Examines the governance role of the council.
- **Leadership: The Councillor's Role** - Provides an understanding of a councillor's own leadership style and that of others, leading to a more effective, high performing council.
- **Risk: Issues for Councillors** - Introduces the councillor's role in risk oversight and monitoring including the impact on councillors at a personal and organisational level.
- **Introduction to Financial Information for Councillors** - Provides an introduction to understanding financial reports within the regulatory requirements of local government

It should be noted that the content for the above modules is similar to the mandatory professional development training modules that are currently being delivered by the Department of the Chief Minister and Cabinet.

#### COMMENT

AICD would deliver one module per year over the Council's tenure. The approximate cost per Elected Member is \$3,300.00 + GST NB: This figure may increase due to travel and accommodation expenses. The minimum number of attendees required for this programme is 12.

#### POLICY IMPLICATIONS

The following policies are relevant to this report:

- Code of Conduct (Elected, Local Authority and Committee Members) Policy.

#### FINANCIAL IMPLICATIONS

As per provisions in Council's 2021-2022 budget.

## STRATEGIC IMPLICATIONS

This report is aligned to the following objectives in goals 1 and 2 of the *Regional Plan and Budget 2021-2022*:

GOAL 1 COMMUNITY ENGAGEMENT	
<i>Community members and stakeholders that are engaged in, connected to and participate in the affairs of the region.</i>	
Objective 1.4	Strong governance and leadership.

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

## VOTING REQUIREMENTS

Simple majority.

### RECOMMENDATION:

**That Council notes the report, and provides direction on which Elected Members may take part in the Governance Essentials for Local Government program at the Australian Institute of Company Directors.**

## ATTACHMENTS

- 1 Governance Essentials for Local Government.pdf

# Governance Essentials for Local Government

21/22 V1

## PRODUCT BRIEF

LEARNING LEVEL	DELIVERY METHOD	DURATION	DPD UNITS
Starting	<ul style="list-style-type: none"> <li>in-house only</li> <li>face-to-face</li> </ul>	2 days	20

Governance Essentials for Local Government is designed for Councillors, Mayors and executive management, and provides a basic overview of their duties and responsibilities. It consists of four sessions—*The Role of the Council and Councillor*, *Leadership: The Councillors Role*, *Introduction to Financial Statements for Councillors* and *Strategy and Risk: Issues for Councillors*.

Each session may be undertaken in conjunction with other sessions in the **Governance Essentials for Local Government** course or as a stand-alone education offering.

### Value proposition

Designed for Councillors, Mayors and executive management, *Governance Essentials for Local Government* provides a basic overview of their duties and responsibilities through interactive working sessions and the use of relevant case studies.

### Suitable for

Councillors, Mayors and executives who hold positions within Local Government organisations, and seek to learn more about:

- The duties and responsibilities of Councils and Councillors.
- Their governance responsibilities.

### Learning objectives

Upon completion of the program, you will be able to:

- Identify the duties and responsibilities of a Councillor



## GOVERNANCE ESSENTIALS FOR LOCAL GOVERNMENT – PRODUCT BRIEF

- Examine leadership in action within a Council context
- Outline the Councillors' roles with regard to financial statements and financial reports
- Recognise the link between corporate strategy and financial performance
- Identify the Councillor's role in formulating and monitoring strategy, and identifying and assessing risk

### Course delivery method

The **Governance Essentials for Local Government** course is an in-house only, face-to-face course.

This course has a length of 2 days, conducted over four sessions. Layout is generally cabaret, to enable small group work and table discussion. Input is provided by a facilitator and PowerPoint slides, with short activities and case studies included to guide discussion. Group size is customarily limited to a maximum of 25 people.

Our facilitators are experienced company directors. They are selected based on their knowledge of the board environment as well as their ability to engage and connect with participants.

### Content outline

#### **The Role of the Council and Councillor**

This session provides an overview of how the Council uses systems and processes to control and monitor—or govern—Council activities. These are distinct from management's role, which is to ensure that the day-to-day operations of the Council are carried out within the framework of policies and strategic guidelines the Councillors have established. Participants also explore the duties and responsibilities of a Councillor; and the Council's key governance relationships, including those with Local, State and Federal levels of Government, Local Government staff, the local community and special interest groups.

#### **Learning objectives**

At the end of this session, participants will be able to:

- Identify the role and key functions of the Council.
- Explain the purpose and essential features of good governance within local government organisations.
- Outline the key duties and responsibilities of Councillors and explain the associated liabilities and their related protection.
- Know the rights of Councillors.
- Recognise the consequences of breaching Councillors' duties.
- Identify the regulatory frameworks and the roles of various regulators.
- Know the role of the state government and state minister responsible for the local government portfolio.

#### **Leadership: The Councillor's Role**

This session assists Councillors to increase their understanding of their own leadership style, others' styles and how leadership is used to build an effective, high-performing Council. It examines the leadership

## GOVERNANCE ESSENTIALS FOR LOCAL GOVERNMENT – PRODUCT BRIEF

roles of primary Council representatives and illustrates how good leadership contributes to the solving and preventing of problems, the building of trust, and the enrichment of the local community.

**Learning objectives**

At the end of this session, participants will be able to:

- Understand essential competencies of effective leadership.
- Examine leadership in action within a Council context.
- Identify the differences in leadership for elected Councillors and executive managers.
- Know how to use leadership competencies to strengthen decision making and Council performance.
- Evaluate oneself as a leader.
- Create an individual leadership development plan.

**Introduction to Financial Statements for Councillors**

This session introduces Councillors to financial concepts, the key financial statements, the duties imposed on them, and how to establish a basic understanding of assessing financial performance. Participants learn common ratios used by boards to monitor performance; and consider issues to be mindful of when questioning management on the preparation of financial statements and when reviewing financial reports.

**Learning objectives**

At the end of this session participants will be able to:

- Examine the major elements of financial statements.
- Appreciate the relationship between financial statements.
- Explore the areas where Councillors need to question financial statements.
- Identify Councillors' roles with regard to financial statements and financial reports.
- Review performance over time through using each of the three main financial statements.
- Identify the financial ratios that can be used to monitor Council performance and consider those that are required to be included the annual financial statements.
- Consider the questions to ask of management when reviewing the monthly and long-term financial reporting.

### Strategy and Risk: Issues for Councillors

This session is designed as an introduction to the Councillor's role in relation to strategy and risk, and seeks to provide the basic tools to enable Councillors to take a more confident and active role in their strategic and risk governance roles, for the benefit of both the organisation and themselves.

### Learning objectives

At the end of the session participants will be able to:

- Explain the Councillor's and Council's role in risk and strategy
- Identify a Councillor's personal risk appetite, and recognise how this relates to the risks they are exposed to in their role.
- Recognise the relationship between strategy, risk management, risk culture and effective leadership.
- Appreciate the importance of strategy and strategic thinking for Councillors and Council when achieving outcomes for their community.
- Explain the Councillor's and Council's role in the development of the general integrated planning and reporting framework for local government.
- Evaluate a Councillor's and Council's strategic thinking skills.

### Assessment process

Not applicable.

### What do participants achieve upon completion?

Participants gain 5 DPD units for confirmed attendance of each session or 20 DPD units for the full two days. Statements of Attendance are available upon request from the managing Australian Institute of Company Directors state office.

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 13 APRIL 2022

<b>Agenda Reference:</b>	<b>8.6</b>
<b>Title:</b>	<b>Meetings Attended by the Mayor</b>
<b>File Reference:</b>	<b>1000498</b>
<b>Author:</b>	<b>Charlotte Meneer, EA to the CEO and Mayor</b>

#### SUMMARY

The report is presented to provide information to Council on meetings attended by the Mayor since the last Ordinary Council Meeting, and to raise any topics for discussion.

#### BACKGROUND

The meetings listed involve discussions that influence or may affect the operations of the Council or relationships with external agencies. The list is not a complete list of every meeting attended by the Mayor and excludes Council and Committee meetings.

#### COMMENT

Date(s)	Location	Reason for Travel	Person(s) met with
24.03.2022	Cooinda	Handback Ceremony	Ministers , TO's , Stakeholders
08.04.2022	Darwin	LGANT Conference & General Meeting	Other Regional Councils & LGANT Members

#### STATUTORY ENVIRONMENT

Not applicable.

#### POLICY IMPLICATIONS

Not applicable.

#### FINANCIAL IMPLICATIONS

Not applicable.

#### STRATEGIC IMPLICATIONS

Not applicable.

#### VOTING REQUIREMENTS

Simple majority.

#### RECOMMENDATION:

**The Council notes the list of meetings attended by the Mayor and approves the associated costs of travel for these meetings.**

# WEST ARNHAM REGIONAL COUNCIL

## FOR THE MEETING 13 APRIL 2022

<b>Agenda Reference:</b>	<b>9.1</b>
<b>Title:</b>	<b>Elected Member and Local Authority Allowances 2022-2023</b>
<b>File Reference:</b>	<b>997092</b>
<b>Author:</b>	<b>Imran Shajib, Management Accountant</b>

### SUMMARY

The purpose of this report is to set the Elected Member and Local Authority Allowances for the 2022-2023 financial year.

### BACKGROUND

The *Local Government Act 2019* refers to the payment of allowances to elected members under Chapter 7 which states:

#### ***Part 7.1 Allowances and expenses***

Section 106: Allowances for members of council

- (1) A member of a council is entitled to be paid the following allowances, the maximum amount of which is determined by the Remuneration Tribunal under section 7B of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006*:
  - (a) ordinary allowance;
  - (b) extra meeting allowance;
  - (c) professional development allowance.
- (2) The allowances payable under this section are to be paid by the council.
- (3) The council must publish the amounts of the allowances payable by the council on its website.
- (4) If there is no determination that applies to a council, the allowances are to be as determined by the Minister.
- (5) An allowance payable under this Part must not exceed the maximum amount.

Section 107 Allowance for members of local authority

- (1) A member of a local authority is to be paid an allowance by the council to the extent that any guidelines that the Minister may make and that apply in the relevant financial year that permit the allowance to be paid.
- (2) The allowance for a member of a local authority is to be paid by the council in accordance with any guidelines that the Minister may make and that apply in the relevant financial year.

The Minister for Local Government issues guidelines for the maximum allowances that can be paid to elected members. Additionally, each financial year the Department of Local Government provides councils with a Table of Maximum Council Member Allowances which are payable.

Under clause 10.1 *Guideline 1: Local Authorities 2021*, (Guideline 1) Council members and council staff are not eligible to a local authority payment in relation to attending local authority meetings or provisional meetings.

## COMMENT

*Guideline 2A: Council Member Allowances 2021* includes the categories of Councils across the NT. The West Arnhem Regional Council Allowances are listed under Category 3. The maximum allowances applicable for the 2022-23 financial year have been provided by the Department and attached to this report. They are unchanged from 2021-22.

In prior years, Council adopted the maximum level of Allowances payable, and this is the recommendation for 2022-23. The Base and Electoral Allowances are paid fortnightly in equal instalments, in arrears. The Professional Development Allowance is only made available for an elected member to use for attending Professional Development training, and conferences.

In accordance with sections 79(2) and 342(1) of the *Local Government Act 2019*, the Minister also issues guidelines (Guideline 1) relating to Local Authorities. Clause 10 of Guideline 1 relates to the payment of allowances to the ordinary members and the chairman of each Local Authority, as follows:

10.1 Council members and council staff are not eligible to a local authority payment in relation to attending local authority meetings or provisional meetings.

10.2 Eligible members of local authorities are entitled to the respective local authority payment for each local authority meeting or provisional meeting they attend:

- (a) for an eligible chairperson – 143 revenue units;
- (b) for other eligible members – 107 revenue units.

10.3 In calculating a local authority payment, the amount must be rounded down to the nearest dollar.

The value of a revenue unit for the relevant financial year is made available on the website of the Territory Revenue Office. As at the date of this report the values for 2022-23 are not yet published. For the purposes of this Council report, the number of revenue units is included. This will be applied to the 2022-23 revenue unit value to determine the monetary value of the allowance per day to be paid, when the information is released.

Notes for clause 10 of Guideline 1:

1 Subject to the Act and council policy, council members may be entitled to claim within the extra meeting allowance for attending a local authority meeting or provisional meeting.

2 Council may adopt a policy providing that members (including those members who are council members) are entitled to payment or reimbursement of reasonable expenses.

3 For local authority meetings, it is a matter for the CEO to apply the policy for payments and reimbursements for council staff in accordance with section 174(2) of the Act.

Pursuant to section 203 (3) of the *Local Government Act 2019*, once a Council has resolved the level of allowances for a financial year they cannot be changed by amendment.

## STATUTORY ENVIRONMENT

The following legislation is relevant to this report:

*Local Government Act 2019*

*Guideline 2A: Council Member Allowances 2021*

*Guideline 1: Local Authorities 2021*

## POLICY IMPLICATIONS

The Allowances and Expenses (Elected, Local Authority and Council Committee Members) Policy is relevant to this matter.

## FINANCIAL IMPLICATIONS

It is anticipated that the total allocation for 2022-23 financial year will be approximately \$350,000, based upon the increased number of extra meeting allowances due to increased Special Finance Committee meetings, and an assumption the revenue units for Local Authority allowances remain the same as 2021-2022.

## STRATEGIC IMPLICATIONS

In adopting the proposed Elected Member Allowances and Local Authority Allowances Council is ensuring that the following objective of the *Regional Plan and Budget 2021-2022* is met:

<b>GOAL 1 COMMUNITY ENGAGEMENT</b>	
<i>Community members and stakeholders that are engaged in, connected to and participate in the affairs of the region.</i>	
<b>Objective 1.4</b>	Strong governance and leadership.

## VOTING REQUIREMENTS

Simple majority.

### RECOMMENDATION:

That Council adopts the following member allowances for the financial year 2022-2023:

a) Base and Electoral Allowances			
Allowance	Ordinary Council Member \$	Deputy Principal Member \$	Principal Member \$
Base Allowance	\$13,509.96	\$27,776.12	\$75,116.61
Electoral Allowance	\$4,943.73	\$4,943.73	\$19,771.29
TOTAL	\$18,453.69	\$32,719.85	\$94,887.90
b) Professional Development Allowance			
Allowance	Ordinary Council Member	Deputy Principal Member	Principal Member
Professional Development Allowance	\$3,753.17	\$3,753.17	\$3,753.17
c) Extra Meeting Allowance			
Allowance	Ordinary Council Member	Deputy Principal Member	Principal Member
Extra Meeting Allowance	\$145.00 per meeting (to a maximum of \$9,006.64 per annum)	\$0.00	\$0.00
d) Acting Principal Member			
Allowance			
Daily Rate	\$261.34	Max Claimable (90 days)	\$23,520.60
e) Local Authority Members			
Allowance	Ordinary Local Authority Member	Local Authority Chairman	
Allowance Per Meeting	107 revenue units	143 revenue units	Value of revenue unit TBA

## ATTACHMENTS

- 1 Table of Maximum Council Member Allowances for 2022-23.pdf



Table of Maximum Council Member Allowances for 2022-23

Amounts applicable 1 July 2022

## Refer to Guideline 2A: Council member allowances

Ordinary Council Members other than Principal Member and the Deputy Principal Member				
	Category 1:	Category 2:	Category 3:	Category 4:
	Darwin	Alice Springs	Katherine	Belyuen
		Palmerston	Litchfield	Coomalie
			Barkly	Wagait
			Central Desert	
			East Arnhem	
			MacDonnell	
			Roper Gulf	
			Tiwi Islands	
			Victoria Daly	
			West Arnhem	
			West Daly	
Base Allowance	22,515.39	15,761.63	13,509.96	4,503.32
Electoral Allowance	8,238.34	5,767.68	4,943.73	1,647.90
Professional Development Allowance	3,753.17	3,753.17	3,753.17	3,753.17
Max extra meeting allowance	15,010.25	10,508.15	9,006.64	3,003.01
<b>Total Claimable</b>	<b>\$49,517.15</b>	<b>\$35,790.63</b>	<b>\$31,213.50</b>	<b>\$12,907.40</b>

Principal Member				
	Category 1:	Category 2:	Category 3:	Category 4:
	Darwin	Alice Springs	Katherine	Belyuen
		Palmerston	Litchfield	Coomalie
			Barkly	Wagait
			Central Desert	
			East Arnhem	
			MacDonnell	
			Roper Gulf	
			Tiwi Islands	
			Victoria Daly	
			West Arnhem	
			West Daly	
Base Allowance	125,192.75	87,635.66	75,116.61	25,039.28
Electoral Allowance	32,950.94	23,065.90	19,771.29	6,590.44
Professional Development Allowance	3,753.17	3,753.17	3,753.17	3,753.17
<b>Total claimable</b>	<b>\$161,896.86</b>	<b>\$114,454.73</b>	<b>\$98,641.07</b>	<b>\$35,382.89</b>

Table of Maximum Council Member Allowances for 2022-23

Acting Principal Member				
	Category 1:	Category 2:	Category 3:	Category 4:
	Darwin	Alice Springs	Katherine	Belyuen
		Palmerston	Litchfield	Coomalie
			Barkly	Wagait
			Central Desert	
			East Arnhem	
			MacDonnell	
			Roper Gulf	
			Tiwi Islands	
			Victoria Daly	
			West Arnhem	
			West Daly	
Daily Rate	433.16	304.91	261.34	87.11
Maximum claimable (90 days)	\$38,984.40	\$27,441.90	\$23,520.60	\$7,839.90

Deputy Principal Member				
	Category 1:	Category 2:	Category 3:	Category 4:
	Darwin	Alice Springs	Katherine	Belyuen
		Palmerston	Litchfield	Coomalie
			Barkly	Wagait
			Central Desert	
			East Arnhem	
			MacDonnell	
			Roper Gulf	
			Tiwi Islands	
			Victoria Daly	
			West Arnhem	
			West Daly	
Base Allowance	46,292.69	32,405.27	27,776.12	9,259.53
Electoral Allowance	8,238.34	5,767.68	4,943.73	1,647.90
Professional Development Allowance	3,753.17	3,753.17	3,753.17	3,753.17
<b>Total claimable</b>	<b>\$58,284.20</b>	<b>\$41,926.12</b>	<b>\$36,473.02</b>	<b>\$14,660.60</b>

# WEST ARNHAM REGIONAL COUNCIL

## FOR THE MEETING 13 APRIL 2022

<b>Agenda Reference:</b>	<b>9.2</b>
<b>Title:</b>	<b>Finance Report for the period ended 28th February 2022</b>
<b>File Reference:</b>	<b>998339</b>
<b>Author:</b>	<b>Michael Connell, Accountant; Andrew Shaw, Finance Manager</b>

### SUMMARY

The purpose of this report is to provide Council with the Financial Management Report for the period ended 28<sup>th</sup> February 2022.

### BACKGROUND

The *Local Government (General) Regulations 2021*, Division 7, Section 17 (as in force at 1 July 2021) apply to this monthly Financial Report and, state that Financial Reports to Council must set out and include the following:

- (1) (a) the actual income and expenditure of the Council for the period from the commencement of the financial year up to the end of the previous month; and  
(b) the most recently adopted annual budget; and  
(c) details of any material variances between the most recent actual income and expenditure of the Council and the most recently adopted annual budget.
- (2) (a) details of all cash and investments held by the Council (including money held in trust); and  
(b) the closing cash at bank balance split between tied and untied funds; and  
(c) a statement on trade debtors and a general indication of the age of the debts owed to the Council; and  
(d) a statement on trade creditors and a general indication of the age of the debts owed by the Council; and  
(e) a statement in relation to the Council's payment and reporting obligations for GST, fringe benefits tax, PAYG withholding tax, superannuation and insurance; and  
(f) other information required by the Council.
- (5)(a) a certification, in writing, by the CEO to the Council that, to the best of the CEO's knowledge, information and belief:
  - (i) the internal controls implemented by the Council are appropriate; and
  - (ii) the Council's financial report best reflects the financial affairs of the Council.

The set of Financial Reports follow in this report, and include the following as attachments:

- CEO Certification
- Graphical Presentation
- Supplier Payment Analysis
- Profit and Loss report
- Balance Sheet Report
- Accounts Receivable Analysis
- Accounts Payable Analysis

The report is a full detailed report. A graphical presentation will be viewed in conjunction with this report commentary.

## **COMMENT**

### **Snapshot Information (slide 2)**

This slide provides an overall snapshot of many aspects of Council's overall operations, which include:

- a) Profit and Loss related items: Total Revenue, and Operating surplus before capital.
- b) Balance sheet items (overall health of Council): Assets, Asset additions, investments, cash and;
- c) Key indicators of financial health: Our Working capital, cash flows and restricted assets.

### **Actual vs Budget Comparison-Operational (slide 3)**

This consolidated Financial Management Report relates to the year to date (YTD) period 1 July 2021 to 28 February 2022, eight months of the 2021-22 financial year. The report utilises Council's second approved budget, called Budget R.

#### *Total revenue*

Total revenue increased by \$3.07m in February to \$32.07m YTD and, is made up of operational revenue of \$27.92m and capital income of \$4.15m.

#### *Operational revenue*

Council's primary sources of operational revenue is derived from:

- (a) Income rates and charges - \$4.15m.
- (b) Income Operating Grants - \$13.68m, which consists of Brought Forward (B/F) Operational Grants, \$3.8m and current income allocation grants of \$9.88m and;
- (c) Income Agency and Commercial Services - \$4.75m. Some of which include:
  - Contract fee income - \$2.69m.
  - Service fee income - \$1.05m and;
  - Sales income - \$565k.

Income (Internal) allocation is \$4.50m. This covers internal income recovery across: staff housing, worker's compensation, vehicle, plant and equipment, information technology, printing, fuel, food purchases, internal labour works and contract administration.

#### *Operational expenditure*

Total Council operational expenditure YTD increased \$2.70m from \$19.96m in January to \$22.66m in February.

Employee expenses overall, are over the YTD budget of \$13.15m by \$124k. Contract and material expenses overall, are under budget by \$2.61m. Some activities are yet to incur expenditure against their YTD budgets. These include: The Mala'la Road Maningrida project activity 2358, Black Spot Funding and activity 2359, Department of Infrastructure, Planning and Logistics (DIPL), which are budgeted at \$500k and \$1m respectively. The Local Authority (LA) community projects, are budgeted at \$319k and activity 2363 - LRCI Phase1, Warruwi office asbestos removal is budgeted at \$100k.

## Actual vs Budget Comparison – Capital (slide 4)

Income from capital grants and contributions is \$4.15m and consists of:

- Current capital reserve allocations from the 2021-22 budget of \$458k.
- B/F capital grants to complete project works of \$605k.
- Current capital grants income allocation of \$624k and;
- B/F capital reserve funds to complete projects of \$2.47m.

Total Capital expenditure YTD is \$3.16m and includes: buildings \$425k, infrastructure \$1.42m, vehicles \$126k, plant and equipment \$506k and roads \$561k. It also includes the write off Asset Expense of \$123k from October 2021 related to Plant and Equipment (wheel loader from Warruwi).

Assets, once ready for use are financially “commissioned”. Council’s total value of commissioned assets YTD to February 2022 is \$2.04m. While Assets still “in progress” and not as yet completed, total \$4.46m.

## MANAGEMENT REPORT-RESULTS FOR THE YTD PERIOD JULY 2021 TO FEBRUARY 2022

A summary of Total Council comparative income and expenditure follows:



### Actuals v Budget by Reporting Group

as at 28 Feb 2022

Description	TOTAL COUNCIL				Annual Budget	Progress
	Actuals YTD	Budget YTD	Variance	%		
<b>Operational Revenue</b>						
61 - Income Rates and Charges	4,154,448	4,162,527	(8,079)	(0%)	6,243,790	67%
62 - Income Council Fees and Charges	237,735	242,634	(4,899)	(2%)	363,595	65%
63 - Income Operating Grants	13,684,967	13,529,041	155,926	1%	18,365,814	75%
64 - Income Investments	18,663	12,807	5,857	46%	19,210	97%
65 - Income Allocation	4,495,350	4,148,861	346,489	8%	6,199,351	73%
66 - Other Income	572,978	375,414	197,565	53%	402,334	100%+
67 - Income Agency and Commercial Services	4,754,588	4,924,721	(170,133)	(3%)	7,592,877	63%
<b>Total Operational Revenue</b>	<b>27,918,730</b>	<b>27,396,003</b>	<b>522,727</b>	<b>2%</b>	<b>39,186,971</b>	<b>71%</b>
<b>Operational Expenditure</b>						
71 - Employee Expenses	13,272,107	13,147,660	124,447	1%	19,678,867	67%
72 - Contract and Material Expenses	4,439,898	7,048,263	(2,608,365)	(37%)	9,293,154	48%
73 - Finance Expenses	7,664	9,137	(1,473)	(16%)	13,706	56%
74 - Travel, Freight and Accom Expenses	505,929	589,360	(83,431)	(14%)	899,833	56%
76 - Fuel, Utilities & Communication	1,455,390	1,426,456	28,935	2%	2,139,480	68%
79 - Other Expenses	2,974,752	2,866,226	108,527	4%	4,380,060	68%
<b>Total Operational Expenditure</b>	<b>22,655,741</b>	<b>25,087,101</b>	<b>(2,431,360)</b>	<b>(10%)</b>	<b>36,405,100</b>	<b>62%</b>
<b>Total Operational Surplus / (Deficit)</b>	<b>5,262,989</b>	<b>2,308,902</b>	<b>2,954,087</b>	<b>100%+</b>	<b>2,781,872</b>	<b>100%+</b>
<b>Capital Income</b>						
68 - Income Capital Grants and Contributions	4,151,911	4,153,911	(2,000)	(0%)	4,383,600	95%
69 - Proceeds from Sale of Assets	372	236,667	(236,295)	(100%)	355,000	0%
<b>Total Capital Income</b>	<b>4,152,283</b>	<b>4,390,577</b>	<b>(238,295)</b>	<b>(5%)</b>	<b>4,738,600</b>	<b>88%</b>
<b>Capital Expense</b>						
33 - Capital Expenditure	3,038,334	6,902,106	(3,863,771)	(56%)	7,361,056	41%
77 - Write Off Asset Expense	123,416	123,416	-	-	123,416	100%
78 - Cost of Assets Sold	-	24,000	(24,000)	(100%)	36,000	0%
<b>Total Capital Expense</b>	<b>3,161,751</b>	<b>7,049,522</b>	<b>(3,887,771)</b>	<b>(55%)</b>	<b>7,520,472</b>	<b>42%</b>
<b>Total Capital Surplus / (Deficit)</b>	<b>990,532</b>	<b>(2,658,945)</b>	<b>3,649,477</b>	<b>100%+</b>	<b>(2,781,872)</b>	<b>0%</b>
<b>Net Surplus / (Deficit)</b>	<b>6,253,521</b>	<b>(350,043)</b>	<b>6,603,563</b>	<b>100%+</b>	<b>0</b>	<b>100%+</b>

The Management Report total surplus of \$6,253,521 above is reconciled to the loss of -\$625,037 in the attachment titled "Profit and Loss Report-Consolidated". The Reconciliation follows:

Note that depreciation is not included in these management reports, neither is it a budget item.

**RECONCILIATION TO MANAGEMENT REPORT**

	<b>Total Surplus / (Deficit)</b>	<b><u>6,253,521</u></b>
<b>Add Grant Accounts (Cash basis)</b>		
6311 Operating Grant Income Australian Govt	2,750,872	
6312 Operating Grant Income Territory Govt	7,895,918	
6319 Operating Grant Income Other	89,340	
6811 Capital Grant Income Australian Govt	406,180	
6812 Capital Grant Income Territory Govt	369,027	
6813 Capital Grant Income Other	-	<u>11,511,337</u>
<b>Deduct Depreciation Accounts</b>		
7511 Depreciation Expense Buildings	(1,271,672)	
7512 Depreciation Expense Infrastructure	(1,047,954)	
7513 Depreciation Expense Plant	(632,845)	
7515 Depreciation Expense Furniture and Fittings	(10,681)	
7516 Depreciation Expense Vehicles	(246,763)	
7518 Depreciation Expense - Leasehold Land	(106,645)	
7519 Depreciation Expense Roads	(274,792)	<u>(3,591,352)</u>
		<u>7,919,985</u>
<b>Deduct Allocations for Reserve and Grants</b>		
6391 Carried Forward Operational Grants	(3,800,152)	
6393 Income Allocation Operational Grants	(9,884,815)	
6871 Capital reserve Allocation	(457,999)	
6891 Carried Forward Capital Grants	(604,699)	
6893 Income Allocation Capital Grants	(624,179)	
6895 Brought Forward Capital Reserve balance	(2,465,034)	<u>(17,836,878)</u>
<b>Add Capital Work In Progress Accounts</b>		
3321 Capital Expense Purchase Buildings	-	
3322 Capital Expense Construct Buildings	424,721	
3331 Capital Expenses Purchase/Construct Infrastructure	-	
3332 Capital Expense Upgrade Infrastructure	1,421,139	
3341 Capital Expense Purchase Vehicles	126,110	
3352 Capital Expenses Upgrade Plant and Equipment	-	
3361 Capital Purchase Furniture Fittings and Office Equipment	-	
3371 Capital Expense Purchase Plant	505,558	
3382 Capital Expense Construct/Upgrade Roads	560,806	<u>3,038,334</u>
		<u>(14,798,543)</u>
		<u>(625,037)</u>
<b>Reconciled to Profit and Loss Statement</b>		<b><u>(625,037)</u></b>

## CORE SERVICES – UNTIED FUNDING

Activities in this reporting group include Corporate Administration, Governance, Financial Management, Risk Management, Building Maintenance, Local Roads Maintenance, Rate collections, Parks and Reserves, etc.

Total operational revenue YTD is \$12.92m and above budget by \$705k.

Income YTD from rates and charges (general, sewerage and water, domestic waste and animal control) are \$4.15m and income operating grants (current allocations) are \$4.17m. Total operational expenditure YTD is \$13.37m and above budget by \$440k. Employee expenses overall, are over the YTD budget by \$395k. This comes mainly from salary-related expenses.

The capital income budget YTD includes proceeds from the sale of motor vehicles and plant that is yet to occur, which accounts for the negative variance of \$236k.

A summary of February's YTD comparative income and expenditure is shown below.



### Actuals v Budget by Reporting Group

as at 28 Feb 2022

Description	CORE SERVICES UNTIED				Annual Budget	Progress
	Actuals YTD	Budget YTD	Variance	%		
<b>Operational Revenue</b>						
61 - Income Rates and Charges	4,154,448	4,162,527	(8,079)	(0%)	6,243,790	67%
62 - Income Council Fees and Charges	154,047	152,382	1,665	1%	228,290	67%
63 - Income Operating Grants	4,174,454	4,174,454	-	-	6,261,681	67%
64 - Income Investments	18,663	12,807	5,857	46%	19,210	97%
65 - Income Allocation	3,954,547	3,409,161	545,386	16%	5,089,802	78%
66 - Other Income	366,825	182,765	184,059	100%+	199,632	100%+
67 - Income Agency and Commercial Services	101,673	125,307	(23,634)	(19%)	186,762	54%
<b>Total Operational Revenue</b>	<b>12,924,657</b>	<b>12,219,403</b>	<b>705,254</b>	<b>6%</b>	<b>18,229,166</b>	<b>71%</b>
<b>Operational Expenditure</b>						
71 - Employee Expenses	8,248,547	7,853,597	394,950	5%	11,769,785	70%
72 - Contract and Material Expenses	1,819,209	1,886,682	(67,473)	(4%)	2,792,157	65%
73 - Finance Expenses	4,302	4,271	31	1%	6,406	67%
74 - Travel, Freight and Accom Expenses	361,585	415,928	(54,342)	(13%)	622,828	58%
76 - Fuel, Utilities & Communication	1,145,567	1,105,555	40,012	4%	1,657,506	69%
79 - Other Expenses	1,786,072	1,658,938	127,134	8%	2,449,587	73%
<b>Total Operational Expenditure</b>	<b>13,365,282</b>	<b>12,924,970</b>	<b>440,312</b>	<b>3%</b>	<b>19,298,269</b>	<b>69%</b>
<b>Total Operational Surplus / (Deficit)</b>	<b>(440,625)</b>	<b>(705,567)</b>	<b>264,941</b>	<b>38%</b>	<b>(1,069,102)</b>	<b>41%</b>
<b>Capital Income</b>						
68 - Income Capital Grants and Contributions	-	-	-	-	-	0%
69 - Proceeds from Sale of Assets	372	236,667	(236,295)	(100%)	355,000	0%
<b>Total Capital Income</b>	<b>372</b>	<b>236,667</b>	<b>(236,295)</b>	<b>(100%)</b>	<b>355,000</b>	<b>0%</b>
<b>Capital Expense</b>						
33 - Capital Expenditure	19,369	25,202	(5,833)	(23%)	25,202	77%
77 - Write Off Asset Expense	123,416	123,416	-	-	123,416	100%
78 - Cost of Assets Sold	-	24,000	(24,000)	(100%)	36,000	0%
<b>Total Capital Expense</b>	<b>142,785</b>	<b>172,618</b>	<b>(29,833)</b>	<b>(17%)</b>	<b>184,618</b>	<b>77%</b>
<b>Total Capital Surplus / (Deficit)</b>	<b>(142,413)</b>	<b>64,049</b>	<b>(206,462)</b>	<b>(100%)+</b>	<b>170,382</b>	<b>0%</b>
<b>Net Surplus / (Deficit)</b>	<b>(583,038)</b>	<b>(641,518)</b>	<b>58,480</b>	<b>9%</b>	<b>(898,720)</b>	<b>65%</b>



## CORE SERVICES – TIED FUNDING

Activities here include Indigenous Jobs Development Funding, Road to Recovery work, Special Purpose Grants (SPG), Maningrida oval upgrade, Jabiru Beautification and place-making initiative projects, solar lighting projects and some of the LA projects.

Total operational revenue consists of current grant income allocations of \$2.59m YTD (currently showing \$162k over budget, due to grant funding received for activity 2371 – Local Government Immediate Priority (LGIP) towards purchase of rubbish compactor for Waruwi) and B/F operational grant balances from 2020-21 of \$2.50m to complete projects. Some of which include:

- 2178-Local Authorities Community Project Income \$1.63m.
- 2330-Local Roads and Community Infrastructure Program (LRCI Phase 1&2 Malabam Road Maningrida) \$694k and;
- Various projects related to Commonwealth Jabiru Beautification and NT Govt-Place-making Initiatives projects, combined B/F balances of \$323k.

Total operational expenditure YTD is \$950k and under budget by \$2.50m. This variance relates partly to earlier commentary regarding contractor expenditure for the Mala'la Road, LA and Waruwi office asbestos removal projects.

Capital income consists of the B/F capital grants balances from 2020-21 of \$587k and current income allocations of \$459k. Capital expenditure includes buildings \$94k, infrastructure \$1.04m, plant and equipment \$74k and roads \$488k.

A summary of February's YTD comparative income and expenditure is shown below.



### Actuals v Budget by Reporting Group

as at 28 Feb 2022

CORE SERVICES TIED						
Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
<b>Operational Revenue</b>						
61 - Income Rates and Charges	-	-	-	-	-	0%
62 - Income Council Fees and Charges	-	240	(240)	(100%)	360	0%
63 - Income Operating Grants	5,086,208	4,910,488	175,720	4%	6,100,377	83%
64 - Income Investments	-	-	-	-	-	0%
65 - Income Allocation	-	-	-	-	-	0%
66 - Other Income	166,238	166,238	-	-	166,238	100%
67 - Income Agency and Commercial Services	-	-	-	-	-	0%
<b>Total Operational Revenue</b>	<b>5,252,446</b>	<b>5,076,966</b>	<b>175,480</b>	<b>3%</b>	<b>6,266,974</b>	<b>84%</b>
<b>Operational Expenditure</b>						
71 - Employee Expenses	611,981	614,952	(2,971)	(0%)	913,925	67%
72 - Contract and Material Expenses	326,501	2,859,773	(2,533,272)	(89%)	2,877,313	11%
73 - Finance Expenses	-	-	-	-	-	0%
74 - Travel, Freight and Accom Expenses	1,903	(34,185)	36,088	(100%)+	(33,513)	0%
76 - Fuel, Utilities & Communication	8,532	7,540	992	13%	11,310	75%
79 - Other Expenses	1,517	2,293	(776)	(34%)	2,373	64%
<b>Total Operational Expenditure</b>	<b>950,435</b>	<b>3,450,374</b>	<b>(2,499,939)</b>	<b>(72%)</b>	<b>3,771,408</b>	<b>25%</b>
<b>Total Operational Surplus / (Deficit)</b>	<b>4,302,011</b>	<b>1,626,592</b>	<b>2,675,419</b>	<b>100%+</b>	<b>2,495,567</b>	<b>100%+</b>
<b>Capital Income</b>						
68 - Income Capital Grants and Contributions	1,046,710	1,046,710	-	-	1,276,399	82%
69 - Proceeds from Sale of Assets	-	-	-	-	-	0%
<b>Total Capital Income</b>	<b>1,046,710</b>	<b>1,046,710</b>	<b>-</b>	<b>-</b>	<b>1,276,399</b>	<b>82%</b>
<b>Capital Expenditure</b>						
33 - Capital Expenditure	1,700,501	3,609,624	(1,909,123)	(53%)	3,929,892	43%
77 - Write Off Asset Expense	-	-	-	-	-	0%
78 - Cost of Assets Sold	-	-	-	-	-	0%
<b>Total Capital Expenditure</b>	<b>1,700,501</b>	<b>3,609,624</b>	<b>(1,909,123)</b>	<b>(53%)</b>	<b>3,929,892</b>	<b>43%</b>
<b>Total Capital Surplus / (Deficit)</b>	<b>(653,791)</b>	<b>(2,562,914)</b>	<b>1,909,123</b>	<b>74%</b>	<b>(2,653,493)</b>	<b>25%</b>
<b>Net Surplus / (Deficit)</b>	<b>3,648,220</b>	<b>(936,322)</b>	<b>4,584,542</b>	<b>100%+</b>	<b>(157,926)</b>	<b>0%</b>



## COMMERCIAL SERVICES

This reporting group includes the provision of agency services such as Centrelink, Licenced Post Offices (LPOs) at Gunbalanya, Jabiru, and Maningrida, Childcare, Power and Water-essential services contract, Jabiru Town Development Authority (JTDA), Tenancy Management, Visitor Accommodation and Airstrip Maintenance. Commercial Services also generates internal revenue from maintenance of Council assets, etc.

Total Operational revenue YTD is \$4.64m and primarily comes from Income Agency and Commercial Services of \$4.42m. Some of which include:

- (a) 6723-Sales Income \$502k.
- (b) 6724-Service Fee Income \$971k and;
- (c) 6725-Contract Fee Income of \$2.69m (approximately \$1.32m relates to electricity and water management, \$336k for aerodrome maintenance, \$315k for post office operations and \$255k for Centrelink operations).

Total operational expenditure YTD is \$4.34m and over budget by \$257k. Contract and materials overall, are over budget by \$319k. Mainly in post office operations, aerodromes and ERA construction and rectification works. Capital activity is nil for this reporting group.

A summary of February's YTD comparative income and expenditure is shown below.



### Actuals v Budget by Reporting Group

as at 28 Feb 2022

Description	COMMERCIAL SERVICES					
	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
<b>Operational Revenue</b>						
61 - Income Rates and Charges	-	-	-	-	-	0%
62 - Income Council Fees and Charges	83,688	90,012	(6,324)	(7%)	134,945	62%
63 - Income Operating Grants	28,000	28,000	-	-	42,000	67%
64 - Income Investments	-	-	-	-	-	0%
65 - Income Allocation	87,599	123,694	(36,094)	(29%)	185,541	47%
66 - Other Income	17,916	1,410	16,506	100%+	1,464	100%+
67 - Income Agency and Commercial Services	4,418,551	4,566,614	(148,063)	(3%)	7,056,916	63%
<b>Total Operational Revenue</b>	<b>4,635,755</b>	<b>4,809,730</b>	<b>(173,976)</b>	<b>(4%)</b>	<b>7,420,865</b>	<b>62%</b>
<b>Operational Expenditure</b>						
71 - Employee Expenses	1,942,866	2,030,090	(87,224)	(4%)	3,029,529	64%
72 - Contract and Material Expenses	1,466,617	1,146,792	319,825	28%	1,902,582	77%
73 - Finance Expenses	3,362	4,867	(1,504)	(31%)	7,300	46%
74 - Travel, Freight and Accom Expenses	72,169	102,214	(30,045)	(29%)	153,194	47%
76 - Fuel, Utilities & Communication	129,192	139,034	(9,842)	(7%)	209,175	62%
79 - Other Expenses	724,916	658,817	66,099	10%	997,338	73%
<b>Total Operational Expenditure</b>	<b>4,339,122</b>	<b>4,081,813</b>	<b>257,309</b>	<b>6%</b>	<b>6,299,118</b>	<b>69%</b>
<b>Total Operational Surplus / (Deficit)</b>	<b>296,632</b>	<b>727,917</b>	<b>(431,284)</b>	<b>(59%)</b>	<b>1,121,747</b>	<b>26%</b>
<b>Capital Income</b>						
68 - Income Capital Grants and Contributions	-	-	-	-	-	0%
69 - Proceeds from Sale of Assets	-	-	-	-	-	0%
<b>Total Capital Income</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Capital Expense</b>						
33 - Capital Expenditure	-	-	-	-	-	0%
77 - Write Off Asset Expense	-	-	-	-	-	0%
78 - Cost of Assets Sold	-	-	-	-	-	0%
<b>Total Capital Expense</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Total Capital Surplus / (Deficit)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Net Surplus / (Deficit)</b>	<b>296,632</b>	<b>727,917</b>	<b>(431,284)</b>	<b>(59%)</b>	<b>1,121,747</b>	<b>26%</b>

## COMMUNITY SERVICES

This reporting group has a focus on externally-funded grants. This includes: Home Care, Children's Services, Community Safety, Disability Care, Aged Care, Sports & Recreation, Youth Programs, Indigenous Languages and Radio and Broadcasting Programs. It also includes Civic Events, such as the Australia Day celebrations, and the Kakadu Triathlon.

Total operational revenue YTD is \$5.11m and consists mainly of:

- B/F operational grants balances from 2020-21 of \$1.30m to complete projects.
- Current income operating grant allocations of \$3.09m and;
- Some apprenticeship subsidies and service fee revenue.

Total operational expenditure is \$3.98m YTD and under budget by \$641k. Contract and Material Expenses overall, are under by \$337k, mainly in contractor expenses with some projects yet to commence activity.

Capital income consists of the B/F capital grants balances from 2020-21 of \$17k and current income allocation, capital grants of \$165k. Capital expenditure includes: buildings \$35k, infrastructure \$115k and motor vehicles \$62k.

A summary of February's YTD comparative income and expenditure is shown below.



### Actuals v Budget by Reporting Group

as at 28 Feb 2022

Description	COMMUNITY SERVICES					Annual Budget	Progress
	Actuals YTD	Budget YTD	Variance	%			
<b>Operational Revenue</b>							
61 - Income Rates and Charges	-	-	-	-		-	0%
62 - Income Council Fees and Charges	-	-	-	-		-	0%
63 - Income Operating Grants	4,396,305	4,416,099	(19,794)	(0%)		5,961,757	74%
64 - Income Investments	-	-	-	-		-	0%
65 - Income Allocation	453,203	616,006	(162,803)	(26%)		924,009	49%
66 - Other Income	22,000	25,000	(3,000)	(12%)		35,000	63%
67 - Income Agency and Commercial Services	234,365	232,800	1,565	1%		349,200	67%
<b>Total Operational Revenue</b>	<b>5,105,873</b>	<b>5,289,905</b>	<b>(184,032)</b>	<b>(3%)</b>		<b>7,269,966</b>	<b>70%</b>
<b>Operational Expenditure</b>							
71 - Employee Expenses	2,468,713	2,649,021	(180,308)	(7%)		3,965,629	62%
72 - Contract and Material Expenses	817,452	1,154,658	(337,207)	(29%)	!	1,720,744	48%
73 - Finance Expenses	-	-	-	-		-	0%
74 - Travel, Freight and Accom Expenses	67,256	104,219	(36,963)	(35%)		156,140	43%
76 - Fuel, Utilities & Communication	172,099	174,326	(2,227)	(1%)		261,489	66%
79 - Other Expenses	458,836	542,739	(83,903)	(15%)		927,322	49%
<b>Total Operational Expenditure</b>	<b>3,984,356</b>	<b>4,624,964</b>	<b>(640,609)</b>	<b>(14%)</b>		<b>7,031,325</b>	<b>57%</b>
<b>Total Operational Surplus / (Deficit)</b>	<b>1,121,518</b>	<b>664,941</b>	<b>456,577</b>	<b>69%</b>		<b>238,641</b>	<b>100%+</b>
<b>Capital Income</b>							
68 - Income Capital Grants and Contributions	182,167	182,167	-	-		182,167	100%
69 - Proceeds from Sale of Assets	-	-	-	-		-	0%
<b>Total Capital Income</b>	<b>182,167</b>	<b>182,167</b>	<b>-</b>	<b>-</b>		<b>182,167</b>	<b>100%</b>
<b>Capital Expense</b>							
33 - Capital Expenditure	212,382	347,227	(134,845)	(39%)		485,909	44%
77 - Write Off Asset Expense	-	-	-	-		-	0%
78 - Cost of Assets Sold	-	-	-	-		-	0%
<b>Total Capital Expense</b>	<b>212,382</b>	<b>347,227</b>	<b>(134,845)</b>	<b>(39%)</b>		<b>485,909</b>	<b>44%</b>
<b>Total Capital Surplus / (Deficit)</b>	<b>(30,214)</b>	<b>(165,060)</b>	<b>134,845</b>	<b>82%</b>		<b>(303,742)</b>	<b>10%</b>
<b>Net Surplus / (Deficit)</b>	<b>1,091,303</b>	<b>499,881</b>	<b>591,422</b>	<b>100%+</b>		<b>(65,101)</b>	<b>0%</b>

## **Cash In vs Cash Out (slide 6)**

Overall, net cash decreased by -\$591k from \$10.60m in January to \$10.01m in February. As per statement of cash flows below, opening cash from 1 July 2021 was \$13.34m and cash at the end of the reporting period was \$10.01m. *Operating receipts* to February YTD are \$19.38m whereas, *operating payments* are \$20.57m and consists of the break-up of cash flow receipts and payments respectively, from operating activities below.

### **WEST ARNHEM REGIONAL COUNCIL-STATEMENT OF CASH FLOWS for the period ended 28 February 2022**

	<b>28 February 2022</b>
	<b>\$</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>	
<i>Receipts</i>	
Receipts from rates & annual charges	5,053,355
Receipts from user charges & fees	332,568
Interest received	15,862
Operating Grants & contributions	9,209,272
Other operating receipts	4,766,386
	<b>19,377,443</b>
<i>Payments</i>	
Payments to employees	(12,308,789)
Payments for materials & contracts	(5,431,011)
Payments of interest	(7,664)
Other operating payments	(2,819,449)
	<b>(20,566,913)</b>
<b>Net Cash Flows provided by/(used in) the Operating Activities</b>	<b>(1,189,470)</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>	
<i>Receipts</i>	
Capital Grants	775,207
Proceeds from sale of assets	372
	<b>775,578</b>
<i>Payments</i>	
Purchase of assets	(3,038,333)
Disposal of assets (write off)	123,416
	<b>(2,914,917)</b>
<b>Net Cash Flows (used in) the Investing Activities</b>	<b>(2,139,339)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>	
<i>Payments</i>	
Investment in Joint Venture	-
<b>Net Cash Flows used in the Investing Activities</b>	<b>-</b>
<b>NET INCREASE / (DECREASE) IN CASH HELD</b>	<b>(3,328,809)</b>
<b>Cash at Beginning of Reporting Period - 1 Jul 2021</b>	<b>13,339,541</b>
<b>Cash at End of Reporting Period</b>	<b>10,010,731</b>

## SUMMARY

Total Cash at Bank, cash on hand, and investments, *less* internal (capital reserve funded) and external (grant funded) restrictions totals \$1.62m as per the table below.

<b>Cash at Bank and on hand</b>	
Cash at Bank - Operational Account	299,406
Cash at Bank - Cash at Bank Business One Licenced Post Offices	144,008
Cash at Bank – Business Maxi Account	141
Cash at Bank - Dept of Agriculture, Water and the Environment (DAWE)	16,659
Trust Account	
Cash at Bank - Grant Trust Account	47,888
Cash at Bank - Traditional Credit Union	1,275
Cash on Hand General - Cash Floats in Communities	1,350
Traditional Credit Union - Shares	4
<b>Investments</b>	
Term Deposits	9,500,000
<b>Total Cash and Investments</b>	<b>10,010,731</b>
<b>Less Restricted Cash included further below</b>	<b>8,389,359</b>
<b>Balance Remaining</b>	<b>1,621,372</b>

### Term Deposits (slide 7)

Total investments remains unchanged since January and is \$9.50m in February. This amount is broken down into 13 individual current investments as listed in the table below. Based on the current investments below (on average), each investment is held approximately 145 days at a time in order to generate interest income for Council. Council has money falling due to reinvest, or to bring back to bank and use (on average) every two weeks. Investments are generally held between NAB and Westpac banks. Council receives quotes on each occasion to ensure a competitive interest rate is obtained.

<u>Deposit Date</u>	<u>Bank</u>	<u>Principal</u>	<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Term in Days</u>
29/10/2021	NAB	800,000.00	0.29%	2/03/2022	124
3/11/2021	NAB	1,500,000.00	0.31%	16/03/2022	133
9/11/2021	NAB	1,000,000.00	0.31%	30/03/2022	141
10/11/2021	NAB	1,000,000.00	0.31%	13/04/2022	154
24/11/2021	NAB	500,000.00	0.36%	27/04/2022	154
30/11/2021	NAB	500,000.00	0.37%	4/05/2022	155
8/12/2021	NAB	600,000.00	0.45%	11/05/2022	154
29/12/2021	NAB	500,000.00	0.48%	25/05/2022	147
5/01/2022	NAB	600,000.00	0.48%	1/06/2022	147
24/01/2022	NAB	500,000.00	0.46%	8/06/2022	135
24/01/2022	NAB	500,000.00	0.46%	22/06/2022	149
16/02/2022	NAB	750,000.00	0.46%	6/07/2022	140
16/02/2022	NAB	750,000.00	0.49%	20/07/2022	154
<b>Total Current Investments</b>		<b>\$9,500,000</b>			

Movement of the total value of investments for the past year is illustrated in the presentation slides (slide no.7).

## Restricted Assets (slides 8-10)

The following restricted assets have been excluded from above cash & cash equivalent:

### **RESTRICTED ASSETS:**

Internal Restrictions: Capital Reserve	1,800,404
External Restrictions: Restricted Grant Funding as at 28 February 2022	6,588,955
<b>TOTAL:</b>	<b>8,389,359</b>

## Internally Restricted (Reserve-funded projects)-Using Council's own Money

Capital Reserve is the use of Council's own funds for "internally restricted" projects. During February, \$48k was spent on the following Reserve-funded projects listed below.

Capital Reserve Activity	February 2022 Expenditure
5180.02 - Asset Purchase - Water Pump and Motor - Jabiru	\$22,700
5247.02 - Replace Tiles and Dive Blocks Swimming Pool - Jabiru	\$34
5265.00 - Network Upgrade - Region	\$25,000
<b>Total</b>	<b>\$47,734</b>

Current active projects follow (includes new projects introduced from Council's revised budget).

Reserve Activity	Approved Budget	Date of Approval	Expenditure to 30 Jun 2020	Expenditure to 30 Jun 2021	Expenditure to date FY2021-22	Balance as at 28.02.2022
5277.01 - Purchase Ride on Mower - Gunbalanya	35,000	FY 21/22	-	-	-	35,000
5281.05 - Purchase Ride on Mower - Warruwi	35,000	FY 21/22	-	-	-	35,000
5284.05 - Purchase Isuzu Russ Garbage Compactor - Warruwi	200,000	FY 21/22	-	-	-	200,000
5167.05 - Kerb and Channel Airport to Workshop Road - Warruwi	330,000	FY 19/20	(19,516)	(2,274)	(74,682)	233,528
5180.02 - Asset Purchase - Water Pump and Motor - Jabiru	20,000	FY 19/20	(6,185)	-	-	13,815
5181.02 - Asset Upgrade - Sewerage Pump Jabiru	28,000	FY 19/20	-	-	22,700	5,300
5197.03 - Kerb Channel and Reseal Bagshaw Road Maningrida	360,000	FY 20/21	-	(14,380)	-	345,620
5200.01 - Fencing for New Cemetery - Gunbalanya	20,000	FY 20/21	-	-	-	20,000

Reserve Activity	Approved Budget	Date of Approval	Expenditure to 30 Jun 2020	Expenditure to 30 Jun 2021	Expenditure to date FY2021-22	Balance as at 28.02.2022
5200.04 - Fencing for New Cemetery - Minjilang	30,000	FY 20/21	-	-	-	30,000
5200.05 - Fencing for New Cemetery - Warruwi	20,000	FY 20/21	-	-	-	20,000
5212.02 - Purchase - Rubbish Trailer - Jabiru	40,000	FY 20/21	-	-	-	40,000
5247.02 - Replace Tiles and Dive Blocks Swimming Pool Jabiru	79,904	FY 20/21	-	(165)	(78,454)	1,285
5253.01 - Purchase 3 Tonne Roller Gunbalanya	55,006	FY 20/21	-	(52,875)	(2,104)	27
5258.03 - Purchase Hino Garbage Compactor Maningrida	280,000	FY 20/21	-	-	(16,421)	263,579
5264.04 - Purchase Commercial Washer and Dryer Minjilang	20,000	FY 20/21	-	(6,919)	(423)	12,658
5265.00 - Network Upgrade Region	130,000	FY 20/21	-	-	(146,197)	(16,197)
5246.02 - Upgrade Community Hall Jabiru	171,718	FY 20/21	-	(153,401)	(8,201)	10,116
5187.04 - Council Contribution - Basketball Court Upgrade - Minjilang	185,893	FY 20/21	-	(139,972)	(43,869)	2,052
5206.05 - Council Contribution - Ablution Block - Warruwi	79,241	FY 20/21	-	-	(81,241)	(2,000)
5192.03 - Relocate dongas,shed and demolition of the amenities -Maningrida	120,000	FY 19/20	-	(65,679)	(18,730)	35,591
5238.01 - Replace Roofing Women's Centre Lot 439 Gunbalanya	51,069	FY 20/21	-	(41,119)	-	9,950
5251.05 - Upgrade Electrical/Plumbing Rec Centre Lot 2 Warruwi	11,776	FY 20/21	-	(7,833)	(1,855)	2,089
5271.01 - Purchase Isuzu Dmax Utility - Gunbalanya	55,000	FY 21/22	-	-	-	55,000
5272.02 - Purchase Isuzu Dmax Utility - Jabiru	55,000	FY 21/22	-	-	-	55,000
5273.03 - Purchase Isuzu Dmax Utility - Maningrida	55,000	FY 21/22	-	-	-	55,000
5274.04 - Purchase Isuzu Dmax Utility - Minjilang	55,000	FY 21/22	-	-	-	55,000
5275.05 - Purchase Isuzu Dmax Utility - Warruwi	55,000	FY 21/22	-	-	-	55,000
5276.00 - Purchase Isuzu Dmax Utility - Darwin	55,000	FY 21/22	-	-	-	55,000
5278.02 - Purchase Ride on Mower - Jabiru	35,000	FY 21/22	-	-	-	35,000
5279.03 - Purchase Ride on Mower - Maningrida	35,000	FY 21/22	-	-	-	35,000

Reserve Activity	Approved Budget	Date of Approval	Expenditure to 30 Jun 2020	Expenditure to 30 Jun 2021	Expenditure to date FY2021-22	Balance as at 28.02.2022
5280.04 - Purchase Ride on Mower - Minjilang	35,000	FY 21/22	-	-	-	35,000
5287.00 - Replace Executive Vehicle Toyota Prado - COO	70,000	FY 21/22	-	-	-	70,000
5291.03 - Capital Reserve - Maningrida Oval	26,468	FY 21/22	-	(28,468)	-	(2,000)
<b>Capital Reserve Balance</b>	<b>2,834,066</b>		<b>(25,701)</b>	<b>(513,085)</b>	<b>(494,877)</b>	<b>1,800,404</b>

The movement of capital reserve expenditure is illustrated in the presentation slide no.9.

The summary reserve income and expenditure statement in management report format follows.



## Actuals v Budget by Reporting Group

as at 28 Feb 2022

Description	RESERVE FUND PROJECTS					
	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
<b>Operational Revenue</b>						
61 - Income Rates and Charges	-	-	-	-	-	0%
62 - Income Council Fees and Charges	-	-	-	-	-	0%
63 - Income Operating Grants	-	-	-	-	-	0%
64 - Income Investments	-	-	-	-	-	0%
65 - Income Allocation	-	-	-	-	-	0%
66 - Other Income	-	-	-	-	-	0%
67 - Income Agency and Commercial Servic	-	-	-	-	-	0%
<b>Total Operational Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Operational Expenditure</b>						
71 - Employee Expenses	-	-	-	-	-	0%
72 - Contract and Material Expenses	5,255	358	4,897	(100%)+	358	100%+
73 - Finance Expenses	-	-	-	-	-	0%
74 - Travel, Freight and Accom Expenses	3,016	1,184	1,832	(100%)+	1,184	100%+
76 - Fuel, Utilities & Communication	-	-	-	-	-	0%
79 - Other Expenses	3,411	3,438	(27)	(1%)	3,438	99%
<b>Total Operational Expenditure</b>	<b>11,683</b>	<b>4,980</b>	<b>6,702</b>	<b>100%+</b>	<b>4,980</b>	<b>100%+</b>
<b>Total Operational Surplus / (Deficit)</b>	<b>(11,683)</b>	<b>(4,980)</b>	<b>(6,702)</b>	<b>(100%)+</b>	<b>(4,980)</b>	<b>100%+</b>
<b>Capital Income</b>						
68 - Income Capital Grants and Contribution	2,918,170	2,920,170	(2,000)	(0%)	2,920,170	100%
69 - Proceeds from Sale of Assets	-	-	-	-	-	0%
<b>Total Capital Income</b>	<b>2,918,170</b>	<b>2,920,170</b>	<b>(2,000)</b>	<b>(0%)</b>	<b>2,920,170</b>	<b>100%</b>
<b>Capital Expense</b>						
33 - Capital Expenditure	1,106,083	2,915,189	(1,809,106)	(62%)	2,915,189	38%
77 - Write Off Asset Expense	-	-	-	-	-	0%
78 - Cost of Assets Sold	-	-	-	-	-	0%
<b>Total Capital Expense</b>	<b>1,106,083</b>	<b>2,915,189</b>	<b>(1,809,106)</b>	<b>(62%)</b>	<b>2,915,189</b>	<b>38%</b>
<b>Total Capital Surplus / (Deficit)</b>	<b>1,812,086</b>	<b>4,980</b>	<b>1,807,106</b>	<b>100%+</b>	<b>4,980</b>	<b>100%+</b>
<b>Net Surplus / (Deficit)</b>	<b>1,800,404</b>	<b>-</b>	<b>1,800,404</b>	<b>100%</b>	<b>-</b>	<b>100%</b>



## Externally Restricted-Funds received from Grants (slide 10)

This includes grant funding as listed below. Note: Grants that are *overspent* are excluded from this report. Cash received to date for externally restricted grant funding is \$14.92m. This is either from B/F balances from last year, 2020-21 or received this year. Expenditure to date is \$8.33m and \$6.59m remains to be spent.

There are 39 current funding streams included in the table below. The total restricted assets expenditure movement of \$238k from January to February resulted in:

- (a) Internal restrictions (capital reserve) – movement down by -\$48k and;
- (b) External restrictions (grant funding) – movement up by \$286k.

The movement of the monthly expenditure - Restricted assets (both internal and external) are illustrated in slides 9-10 of the presentation.

<b>Restricted Assets-Tied Grant Funding</b>	<b>Annual Budget 2021-2022</b>	<b>Cash received to date (incl. Carried Forward)</b>	<b>Expenses to date</b>	<b>Balance as at 28 Feb 2022</b>
Library Service: Jabiru	126,641	126,281	(72,828)	53,453
Local Authorities Community Project Income	1,943,905	1,926,557	(604,459)	1,322,098
Oval Upgrade Maningrida	298,781	298,781	-	298,781
LRCI Phase 1 and 2	1,018,474	910,341	(15,800)	894,541
Commonwealth - Jabiru Beautification Project1 Consultation	118,875	(105,671)	(260,586)	(366,257)
NT Govt - Place-making Initiatives Jabiru 2020-21	428,373	428,373	(523,222)	(94,849)
WaRM - Waste and Resource Management	463,838	463,838	(114,016)	349,822
R2R - Malala Road (non gazetted) Maningrida - From Lot 1646	540,268	200,180	(175,702)	24,478
Community Road Safety Education	11,000	11,000	-	11,000
LGIP - Towards purchase of Rubbish Compactor - Warruwi	-	162,000	-	162,000
BBQ Trailer - Community Benefit Fund	10,367	10,367	-	10,367
<b>TOTAL CORE SERVICES-TIED</b>	<b>4,960,523</b>	<b>4,432,048</b>	<b>(1,766,614)</b>	<b>2,665,434</b>
Home Care Packages Program (HCP)	338,000	338,361	(310,911)	27,450
Commonwealth Home Support Program (CHSP)	1,267,645	849,083	(564,458)	284,625
Waruwi Outside School Hours Care	156,727	119,463	(104,706)	14,757
Safety and Wellbeing - Sport and Recreation	701,654	446,154	(379,260)	66,895
Remote Sport Program	345,311	345,311	(128,246)	217,066
Deliver Indigenous Broadcasting Programs (RIBS)	86,343	86,343	(10,053)	76,290
Children and Schooling - Youth	411,108	411,108	(249,333)	161,776
Australia Day Grant	25,000	23,000	(803)	22,197

<b>Restricted Assets-Tied Grant Funding</b>	<b>Annual Budget 2021-2022</b>	<b>Cash received to date (incl. Carried Forward)</b>	<b>Expenses to date</b>	<b>Balance as at 28 Feb 2022</b>
Women's Safe House : Gunbalanya	534,803	534,804	(211,775)	323,029
Women's Safe House - Garden Beautification and Furniture	7,868	7,868	(7,567)	301
Women's Safe House - Upgrades : Gunbalanya	8,604	8,604	(6,441)	2,164
Worker and Wellbeing Fund	7,350	7,350	(675)	6,675
Boundless possible Instagram Campaign	400	400	-	400
Domestic Family & Sexual Violence Program	102,292	102,292	(6,403)	95,889
Suicide Prevention Workshops	8,949	8,949	(2,168)	6,781
COVID-19 Domestic and Family Response	55,000	55,000	(153)	54,847
Aged Care Workforce Retention (ACWR)	1,440	1,440	-	1,440
Night Patrol Covid-19 Booster Program	372,272	372,272	(176,451)	195,821
Territory Day Community Grant	2,727	2,727	(2,096)	631
Aged Care Transitional Support	65,000	65,000	-	65,000
Strong Women for Healthy Country Network Forum	2,406	2,406	(1,271)	1,135
Gunbalanya Children's Playground	164,800	206,000	(99,955)	106,045
Youth Mobile Gym Program - Maningrida	2,000	2,000	(300)	1,700
Support Child Care Services - Jabiru	66,666	66,666	(10,000)	56,666
E-Tools - Commonwealth Home Support Program (CHSP)	480,102	507,913	(119,842)	388,070
<b>TOTAL COMMUNITY SERVICES</b>	<b>5,214,468</b>	<b>4,570,515</b>	<b>(2,392,865)</b>	<b>2,177,650</b>
Grants Commission-FAA General Purpose	1,318,224	1,145,238	(878,816)	266,422
Grants Commission-FAA Roads	1,298,456	1,130,086	(865,637)	264,449
NT Operational	3,645,000	3,645,000	(2,430,000)	1,215,000
<b>TOTAL UNTIED GENERAL PURPOSE</b>	<b>6,261,680</b>	<b>5,920,324</b>	<b>(4,174,453)</b>	<b>1,745,871</b>
<b>Total</b>	<b>16,436,670</b>	<b>14,922,888</b>	<b>(8,333,933)</b>	<b>6,588,955</b>

#### **Statement of Working Capital (slides 11-12)**

Total current assets decreased by -\$850k from \$5.02m in January to \$4.17m in February 2022. The movement of the closing balances in current asset items are illustrated in the table below. Cash and cash equivalents went down by -\$829k and is due to the overall difference between the movements (from January to February) in respect of:

- (a) A decrease in total cash and investments of -\$591k and;
- (b) An increase in the total movement in restricted cash (internal-capital reserve and external-restricted grant funding) of \$238k, which includes the effect of reflecting the revised budget from 1 December 2021.

Total current liabilities decreased by -\$515k from \$5.42m in January to \$4.90m in February. The movement of the closing balances in current liability items are also illustrated in the table below. Trade and other payables decreased by -\$112k, while other liabilities decreased by -\$399k. This is mainly due to the movement (from January to February of -\$360k) occurring in the liability for rates income in advance.

Council's net working capital (total current assets less total current liabilities) decreased from -\$396k in January down to -\$730k in February. This is the net result of the movements discussed above. This movement has resulted in the current ratio decreasing from 0.93 to 0.85. This is demonstrated in the bar graph presentation slides.

	JAN	FEB	Movement	%
<b>CURRENT ASSETS</b>				
Cash and cash equivalents	2,450,251	1,621,372	-\$828,879	-34%
Trade and Other Receivables	\$1,638,906	1,562,831	-\$76,075	-5%
Inventories (fuel and post office)	\$163,754	171,747	\$7,994	5%
Prepayments and Other	\$771,335	818,796	\$47,461	6%
<b>TOTAL CURRENT ASSETS</b>	<b>\$5,024,245</b>	<b>\$4,174,746</b>	<b>-\$849,500</b>	<b>-17%</b>
Less:				
<b>CURRENT LIABILITIES</b>				
Trade and Other Payables	\$984,893	872,915	-\$111,978	-11%
Provisions	\$2,156,262	2,152,053	-\$4,209	0%
Borrowings	-	-	-	0%
Other Liabilities	\$2,278,901	1,879,507	-\$399,394	-18%
<b>TOTAL CURRENT LIABILITIES</b>	<b>\$5,420,057</b>	<b>4,904,474</b>	<b>-\$515,582</b>	<b>-10%</b>
<b>NET CURRENT ASSETS (Working Capital)</b>	<b>-\$395,811</b>	<b>-\$729,729</b>	<b>-\$333,918</b>	<b>84%</b>
<b>CURRENT RATIO</b>	<b>0.93</b>	<b>0.85</b>	<b>-0.08</b>	<b>-8%</b>

Movement of the current ratio in line graph format for the past year is also illustrated in slide 12 of the presentation.

#### **Asset Additions and Additions to existing assets (slides 13-14)**

Capital expenditure to February YTD is \$3.04m. Assets, once ready for use are financially "commissioned". Council's total value of commissioned assets YTD to February is \$2.04m. While Assets still "in progress" and not as yet completed, total \$4.46m.

## Rates and Charges (No graphical slide)

Rates receivable decreased a further \$26k from \$353k in January to \$327k at the end of February. Approximately \$48k is under an agreed payment plan.

Location	Rates as at 28th February 2022				
	Arrears	2021/22 LEVY	Interest	Balance Payable	Current Payment Plans
	\$	\$	\$	\$	\$
ARNHEMLAND	1,448	5,997	-	7,445	-
GUNBALANYA	-	36,999	-	36,999	-
JABIRU	-	248,646	-	248,646	47,685
MANINGRIDA	-	24,486	-	24,486	-
MINJILANG	-	4,026	-	4,026	-
WARRUWI	1,842	4,026	-	5,868	-
	<b>3,290</b>	<b>324,180</b>	<b>-</b>	<b>327,470</b>	<b>47,685</b>

## Top 10 Payments Recurrent and Top 10 Payments Non-Recurrent (slides 15-16)

Recurrent YTD: includes Operational supplier-related costs, with top five largest being Jardine Lloyd Thompson (JLT), Power Water, Telstra, Council Biz and Australia Post – Maningrida LPO.

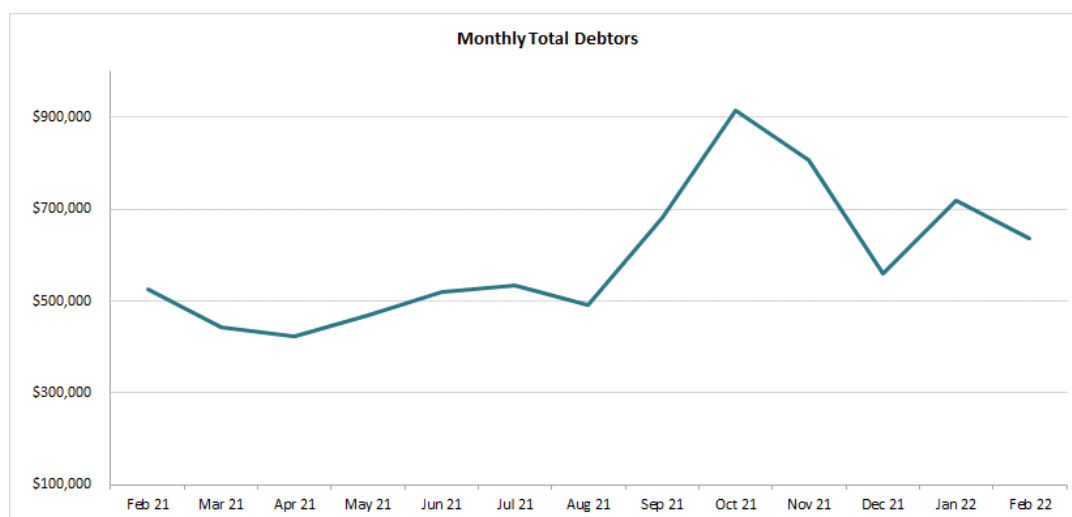
Non Recurrent YTD: generally the largest spending here is for Council's capital acquisitions. The top five include: JMK NT, Northern Projects, CJD Equipment, Hardy Landscaping Pty Ltd and Greenspace Group.

## Debtors (slide 15)

### Age Analysis - Summary Report - TOP 5 DEBTORS

Debtor No.	Debtor Name	Outstanding As at EoM	Outstanding % of Total	Ageing Dissection - Top 5			
				Current	> 30 days	> 60 days	> 90 days
715	Department of Infrastructure, Planning and Logistics	225,875	35%	46,563	115,001	48,000	16,311
310	Power and Water Corporation	196,164	31%	194,157	-	91	1,917
Various	NDIS Clients-Service Charges	66,894	11%	14,244	15,468	2,809	34,374
69	Energy Resources of Australia Ltd	61,100	10%	36,240	24,860	-	-
361	Stedman Constructions	25,650	4%	25,300	-	350	-
<b>TOTAL</b>		<b>575,683</b>	<b>90%</b>	<b>316,503</b>	<b>155,329</b>	<b>51,249</b>	<b>52,602</b>
	Remaining Debtors	61,133	10%	13,841	3,108	3,125	41,058
	<b>TOTAL DEBTORS AS AT 28th February 2022</b>	<b>636,816</b>	<b>100%</b>	<b>330,344</b>	<b>158,437</b>	<b>54,374</b>	<b>93,660</b>

Movement of the total value of debtors for the past year follows:



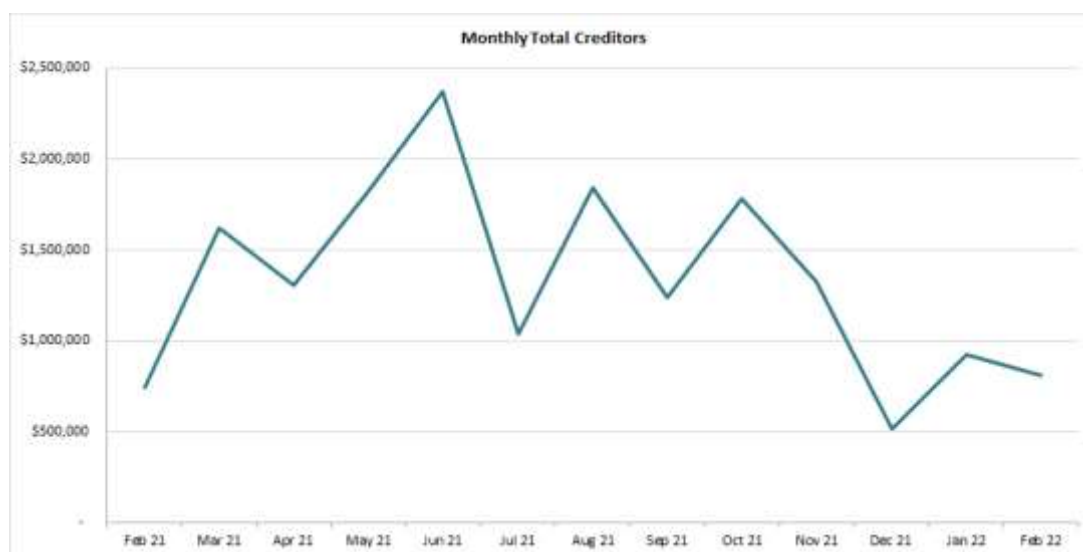
### Trade Creditors (slide 16)

#### Age Analysis - Summary Report - TOP 5 CREDITORS

Creditor No.	Creditor Name	Outstanding As at EoM	Outstanding % of Total	Ageing Dissection - Top 5			
				Current	> 30 days	> 60 days	> 90 days
13696	DEC Installations Pty Ltd	217,337	27%	-	-	-	217,337
11590	Statewide Superannuation	209,826	26%	209,826	-	-	-
12106	Australian Tax Office - PAYG Only	109,423	14%	109,423	-	-	-
11134	Powerwater	68,925	9%	67,944	-	-	981
11303	Stedman Construction & Engineering	38,195	5%	-	-	9,370	28,825
<b>TOTAL</b>		<b>643,705</b>	<b>80%</b>	<b>387,192</b>	<b>-</b>	<b>9,370</b>	<b>247,142</b>
Remaining Creditors		164,006	20%	101,719	2,005	8,769	51,513
<b>TOTAL CREDITORS AS AT 28th February 2022</b>		<b>807,710</b>	<b>100%</b>	<b>488,911</b>	<b>2,005</b>	<b>18,139</b>	<b>298,655</b>

Creditors that show 90 days+ are on retention and held until the defects liability period is completed.

The movement of the total value of creditors for the past year follows:



### **Note 1: Reporting and payment obligations with the Australian Taxation Office**

The Council has the following reporting and payment obligations with the Australian Taxation Office:

- i. Goods and Services Tax – Amounts are reported and remitted monthly;
- ii. PAYG Income Tax Withheld – Amounts are reported and remitted fortnightly as part of Single Touch Payroll (STP) arrangements; and
- iii. Fringe Benefits Tax – Instalment amounts are paid quarterly with an FBT return for the 12 month period ended 31 March required to be lodged each year.

As at the date of this report, all reporting and payment obligations had been met up to 28 February 2022.

### **Note 2: Superannuation**

Employees are paid superannuation contributions in accordance with the superannuation legislative framework. Superannuation contributions are paid to either an employee's choice of complying fund or the Council's default fund, which is currently Statewide Super.

Commencing 1 July 2021 the minimum Superannuation Guarantee Charge increased from 9.5 to 10 per cent. Most full-time employees of the Council receive a 12.5 per cent superannuation contribution as part of their agreed remuneration package.

Superannuation payments are due to be remitted on the 28<sup>th</sup> of the month following the previous quarter. However, the Council elects to remit superannuation accrued on a monthly basis in line with its Single Touch Payroll process. As at the date of this report, all superannuation contributions that had accrued up to 28 February 2022 had been subsequently remitted to employees' respective superannuation funds.

The Corporate Services (financial) division of the Council is not presently aware of any late and outstanding superannuation obligations due to current or former employees.

### **Note 3: Insurance**

Details of the Council's current insurance arrangements for the 2021-22 financial year are as follows. Period of cover is for the financial year 1 July 2021 to 30 June 2022.

	FY2021-22		
	Annual Premium Amount \$	Quarterly Premium Cum. Total \$	Date paid
Corporate Travel	\$ 7,865		30/07/2021
Councillors & Officers Liability w Employment Practices Liability	\$ 16,549		27/08/2021
Industrial Special Risks - Property	\$ 645,163		27/08/2021
Motor Vehicle	\$ 93,944		6/08/2021
Personal Accident	\$ 511		30/07/2021
Public Liability Business Pack - Australia Post-Maningrida, Gunbalanya and Jabiru Licensed Post Offices	\$ 1,302		30/07/2021
Public Liability / Professional Indemnity	\$ 89,645		27/08/2021
Workers' Compensation		\$ 326,503	3/12/2021
Public Sector Service Fee		\$ 37,701	3/12/2021
	<u>\$ 854,978</u>	<u>\$ 364,204</u>	

Due to the commercial-in-confidence nature of the Council's insurance policies, the specifics of the Council's insurance policies can be made available for review upon request.

## 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

Simple majority.

### RECOMMENDATION:

**That Council approves the financial report for the period ended 28<sup>th</sup> February 2022.**

## ATTACHMENTS

- 1 CEO Certification - Monthly Finance Report Feb 2022.pdf
- 2 Graphical Finance Presentation - Feb 2022.pdf
- 3 Top 10 Suppliers - Feb 2022.pdf
- 4 Profit and Loss Report-Consolidated - Feb 2022.pdf
- 5 Balance Sheet - Feb 2022.pdf
- 6 Accounts Receivable Analysis - Feb 2022.pdf
- 7 Accounts Payable Analysis - Feb 2022.pdf





## WEST ARNHEM REGIONAL COUNCIL

ABN 45 065 336 873

### MONTHLY FINANCE REPORT for February 2022

#### CEO CERTIFICATION

To the Councillors

I, Kim Sutton, Acting Chief Executive Officer of West Arnhem Regional Council ('the Council'), certify that to the best of my knowledge, information and belief:

- (i) The internal controls implemented by the Council are appropriate; and
- (ii) The accompanying finance report best reflects the financial affairs of the Council.

Signed

Kim Sutton  
Acting Chief Executive Officer

Dated this twenty eight day of March 2022



Jabiru (Head Office)  
☎ 08 8979 9444

Gunbalanya  
☎ 08 8970 3700

Manningridge  
☎ 08 8979 6600

Waruwi  
☎ 08 8970 3400

Micjilang  
☎ 08 8970 3500

PO Box 721, Jabiru NT 0886   info@westarnhem.nt.gov.au   www.westarnhem.nt.gov.au



**Financial Management Report for the  
period ended 28<sup>th</sup> February 2022**



# Snapshot – February 2022 Financial Report

**Total Revenue**  
(Operational and Capital)  
(Year to Date)  
**\$ 32.07**  
Million

**Total Operating Result**  
(Surplus / Deficit)  
(Year to Date)  
**\$ 5.26**  
Million

**Cash flows**  
(movement in February)  
**-\$ 0.59**  
Million

**Total Cash at Bank**  
**\$ 10.01**  
Million

**Term Deposits**  
**\$ 9.50**  
Million

**Restricted Assets (Cash)**  
**\$ 8.39**  
Million

**Working Capital Ratio**  
**0.85**

**New Assets or Additions**  
(Year to Date)  
**\$ 2.04**  
Million

**Total Assets**  
**\$ 92.64**  
Million



# Actual v Budget – Operational – February YTD 2022



## Actuals v Budget by Reporting Group as at 28 Feb 2022

Description	TOTAL COUNCIL			
	Actuals YTD	Budget YTD	Variance	%
<b>Operational Revenue</b>				
61 - Income Rates and Charges	4,154,448	4,162,527	(8,079)	(0%)
62 - Income Council Fees and Charges	237,735	242,634	(4,899)	(2%)
63 - Income Operating Grants	13,684,967	13,529,041	155,926	1%
64 - Income Investments	18,663	12,807	5,857	46%
65 - Income Allocation	4,495,350	4,148,861	346,489	8%
66 - Other Income	572,978	375,414	197,565	53%
67 - Income Agency and Commercial Services	4,754,588	4,924,721	(170,133)	(3%)
<b>Total Operational Revenue</b>	<b>27,918,730</b>	<b>27,396,003</b>	<b>522,727</b>	<b>2%</b>
<b>Operational Expenditure</b>				
71 - Employee Expenses	13,272,107	13,147,660	124,447	1%
72 - Contract and Material Expenses	4,439,898	7,048,263	(2,608,365)	(37%)
73 - Finance Expenses	7,664	9,137	(1,473)	(16%)
74 - Travel, Freight and Accom Expenses	505,929	589,360	(83,431)	(14%)
76 - Fuel, Utilities & Communication	1,455,390	1,426,456	28,935	2%
79 - Other Expenses	2,974,752	2,866,226	108,527	4%
<b>Total Operational Expenditure</b>	<b>22,655,741</b>	<b>25,087,101</b>	<b>(2,431,360)</b>	<b>(10%)</b>
<b>Total Operational Surplus / (Deficit)</b>	<b>5,262,989</b>	<b>2,308,902</b>	<b>2,954,087</b>	<b>100%+</b>

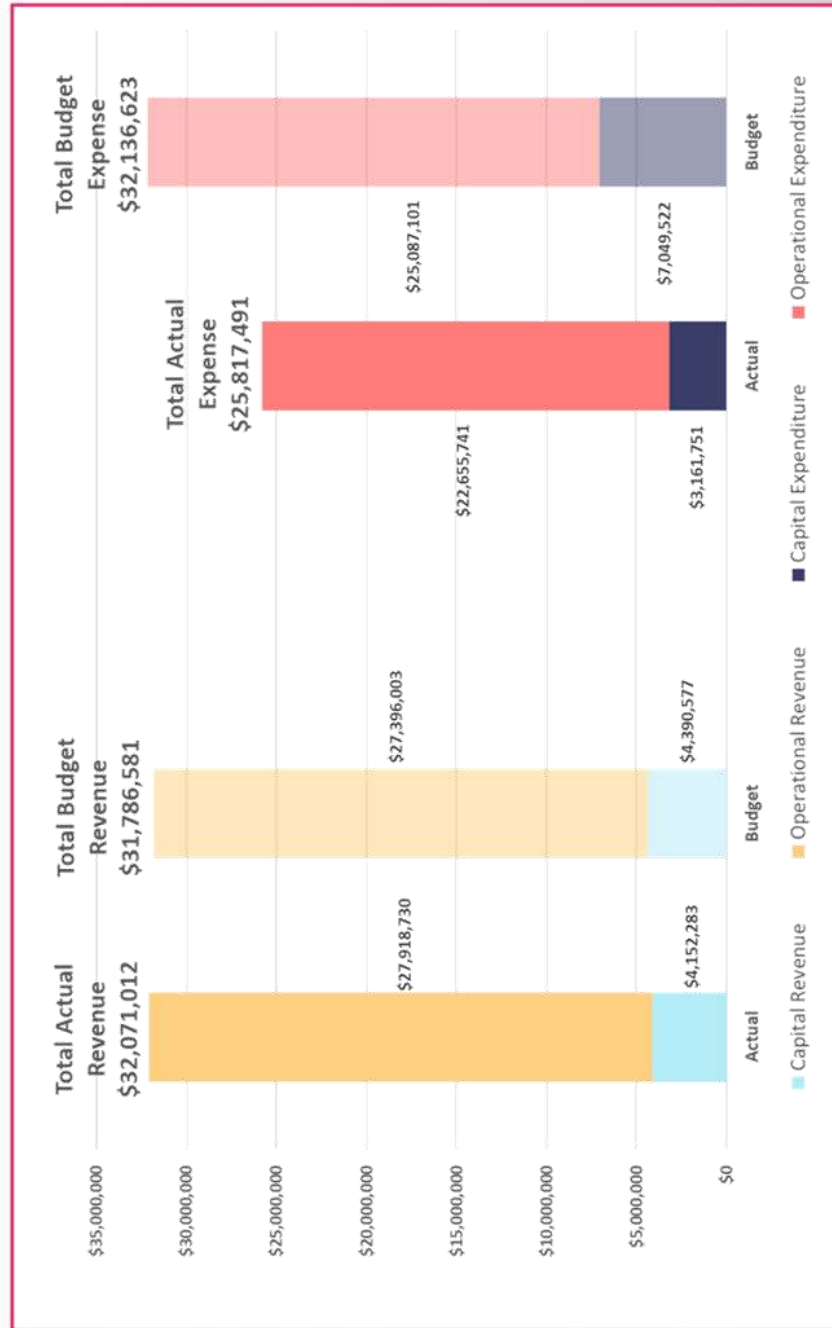








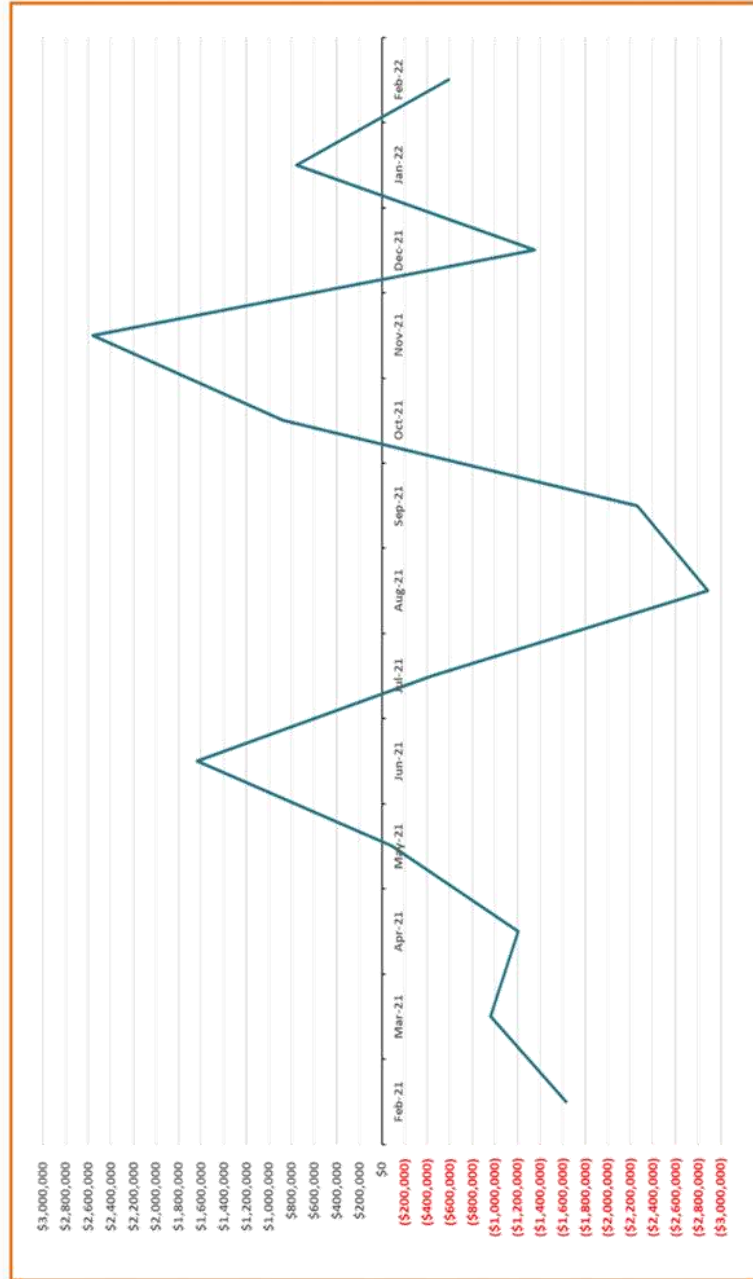
# Actual v Budget – Total Council – February YTD 2022





# Cash flow – Cash in vs Cash out

Month	Cash in / (out)
Feb-21	\$ (1,630,682)
Mar-21	\$ (962,588)
Apr-21	\$ (1,204,361)
May-21	\$ (83,034)
Jun-21	\$ 1,640,376
Jul-21	\$ (432,969)
Aug-21	\$ (2,885,311)
Sep-21	\$ (2,257,739)
Oct-21	\$ 875,386
Nov-21	\$ 2,560,863
Dec-21	\$ (1,353,286)
Jan-22	\$ 754,931
Feb-22	\$ (590,685)
Year to Date	\$ (3,328,810)



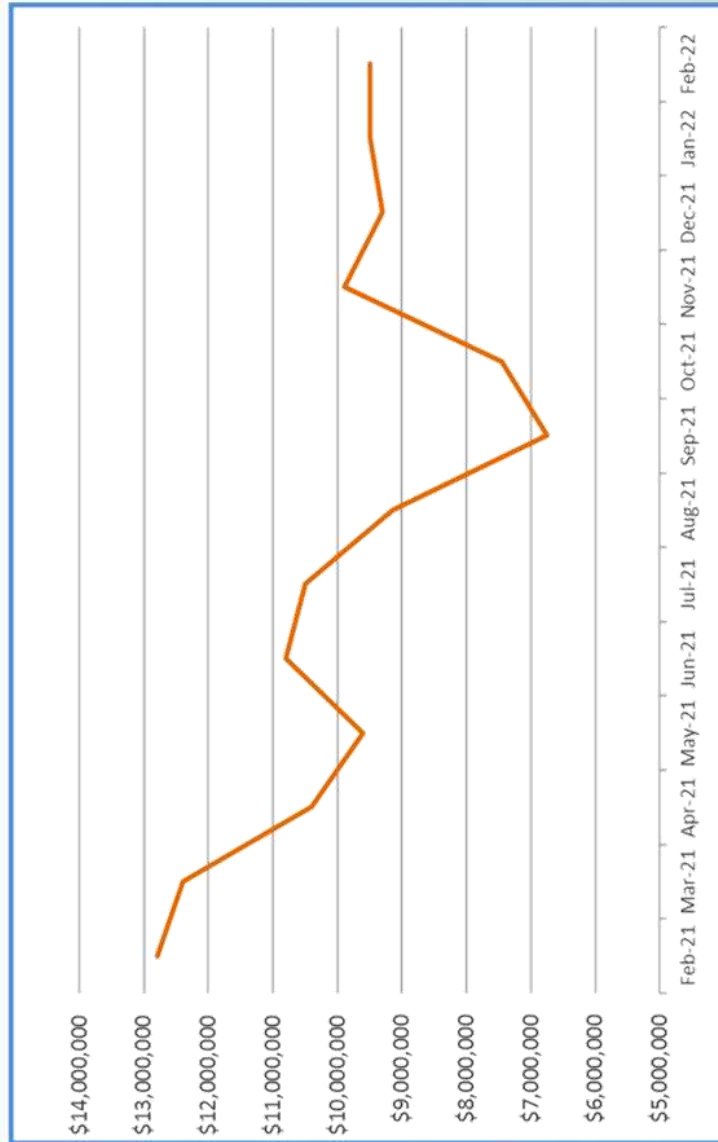




# Term Deposits over the past year



Month	Total Term Deposits
Feb-21	\$12,800,000
Mar-21	\$12,400,000
Apr-21	\$10,400,000
May-21	\$9,600,000
Jun-21	\$10,800,000
Jul-21	\$10,500,000
Aug-21	\$9,150,000
Sep-21	\$6,750,000
Oct-21	\$7,450,000
Nov-21	\$9,900,000
Dec-21	\$9,300,000
Jan-22	\$9,500,000
Feb-22	\$9,500,000



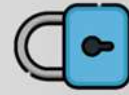


# Restricted Assets – February 2022

**Restricted Assets:**

• Internal Restrictions: Capital Reserve	\$1,800,404
• External Restrictions: Restricted Grant Funding as at 28 <sup>th</sup> February 2022	\$6,588,955
<b>TOTAL</b>	<b>\$8,389,359</b>

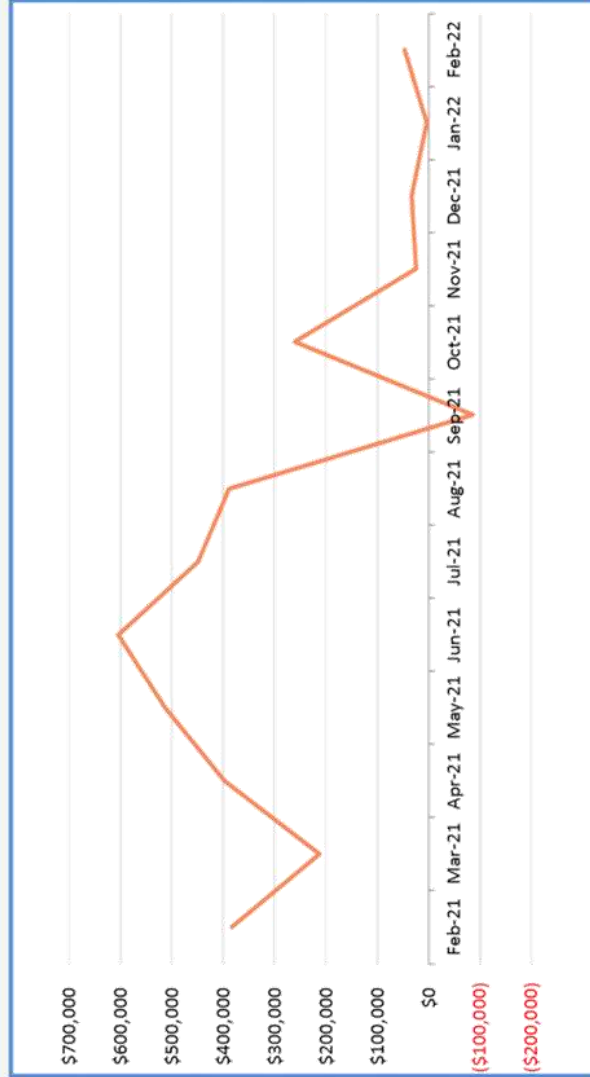
- Cash that belongs to Funding Bodies or is reserved for special projects of the Council
- Excluded from Cash & Cash equivalents for the purpose of Working Capital





# Internal Restrictions: Capital Reserve Expenditure for the past year

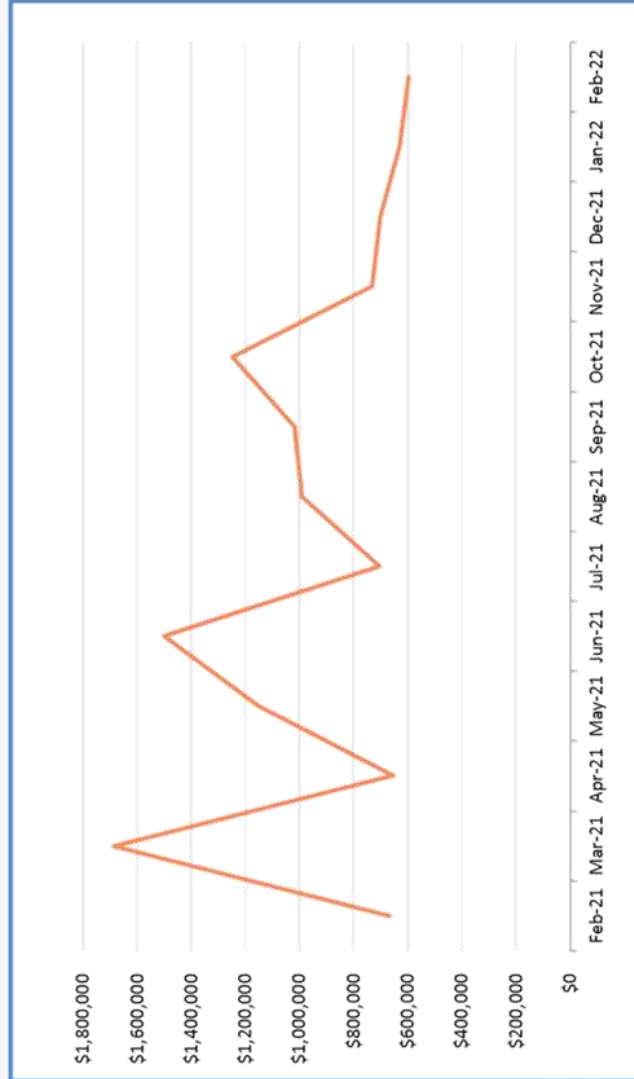
Capital Reserve Monthly Expenditure 2021/2022												
Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22
\$384,818	\$213,733	\$397,887	\$512,983	\$604,625	\$449,609	\$389,855	-\$86,126	\$260,672	\$25,789	\$33,601	\$4,996	-\$47,734





# External Restrictions: Expenditure for the past year

External Restrictions Monthly Expenditure 2021/2022												
Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22
\$667,416	\$1,684,768	\$653,099	\$1,153,931	\$1,499,854	\$704,863	\$990,956	\$1,017,980	\$1,246,382	\$731,688	\$702,404	\$630,750	\$597,344





# Working Capital / Current Ratio

“How many dollars we have for every dollar we owe”

WEST ARNHEM REGIONAL COUNCIL for the period ended 28 February 2022		28 Feb 2022
		\$
<b>CURRENT ASSETS</b>		
Cash and cash equivalents *		1,621,372
Trade and Other Receivables		1,562,831
Inventories		171,747
Prepayments and Other		818,796
<b>TOTAL CURRENT ASSETS</b>		<b>4,174,746</b>
Less:		
<b>CURRENT LIABILITIES</b>		
Trade and Other Payables		872,915
Provisions		2,152,053
Borrowings		-
Other Liabilities		1,879,507
<b>TOTAL CURRENT LIABILITIES</b>		<b>4,904,474</b>
<b>NET CURRENT ASSETS (Working Capital)</b>		<b>(729,729)</b>
	<b>CURRENT RATIO</b>	<b>0.85</b>

\* Note: does not include Restricted cash of \$8.39m as at 28<sup>th</sup> February 2022

$$\text{Current Ratio Formula} = \frac{\text{Current Assets}}{\text{Current Liabilities}}$$

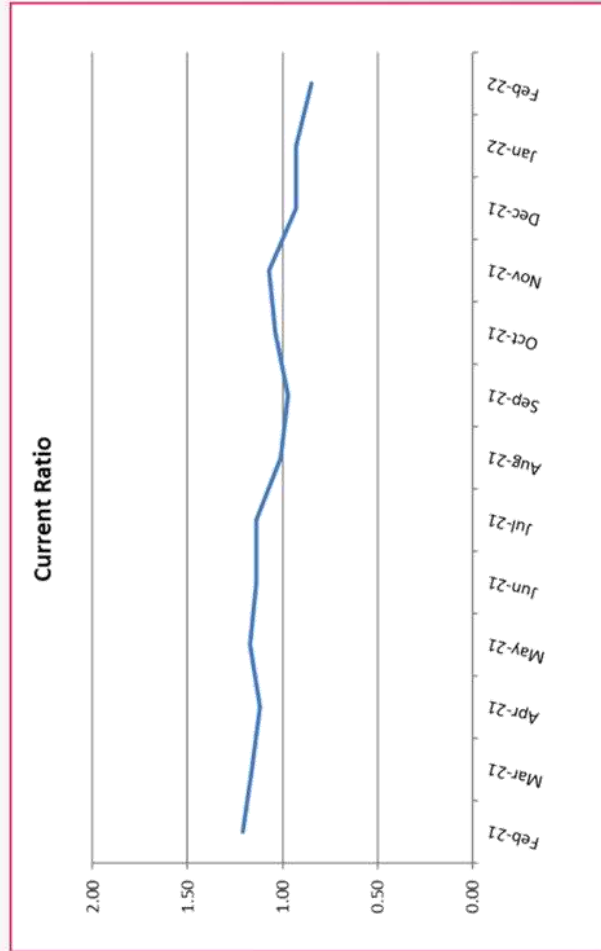
What makes an asset current is that it can be converted into cash within a year. What makes a liability current is that it is due within a year.





# Current Ratio for the past Year

Month	Current Ratio
Feb-21	1.21
Mar-21	1.16
Apr-21	1.12
May-21	1.17
Jun-21	1.14
Jul-21	1.14
Aug-21	1.01
Sep-21	0.97
Oct-21	1.04
Nov-21	1.07
Dec-21	0.93
Jan-22	0.93
Feb-22	0.85





# Asset Additions – July 2021 to February 2022

## Asset Additions As at 28th February 2022

Description	Location	Total
<b>New Assets</b>		
<b>3121 - Acquisition and Disposal of Buildings</b>		
500094 - Staff Housing Accommodation - Design drawings for Units for Lot 660A -Maningrida	Maningrida	35,580
500095 - Staff Housing Accommodation - Design drawings for Units for Lot 660B -Maningrida	Maningrida	35,580
<b>3131 - Acquisition and Disposal of Infrastructure</b>		
500098 - Jabiru Swimming Pool/Retractable Shade	Jabiru	247,536
600118 - Jabiru Swimming Pool Garden Edging	Jabiru	24,000
650504 - Sewer uplift (FLYGT) pump	Jabiru	22,700
<b>3141 - Acquisition and Disposal of Vehicles</b>		
100112 - Toyota Prado CEO	Jabiru	64,390
100113 - Toyota Hiace bus - Children and Schooling - Youth Sport & Recreation Program	Gunbalanya	60,956
100114 - Toyota Fortuner wagon	Minjilang	47,836
<b>3171 - Acquisition and Disposal of Plant</b>		
150162 - Kubota RTV Buggy	Warruwi	29,460
150163 - CAT CB 2.7 Compactor roller and accessories	Gunbalanya	54,621
150164 - Toyota Huski EWP Scissor Lift	Jabiru	15,400
150165 - Isuzu Garbage Compactor	Jabiru	241,790
150167 - Line Marker	Jabiru	29,640
		<b>909,490</b>

Description	Location	Total
<b>Additions to Existing Assets</b>		
<b>3121 - Acquisition and Disposal of Buildings</b>		
300014 - Upgrade Bathrooms and Kitchen Recreation Centre Building Lot 2	Warruwi	146,016
300017 - Flights and accommodation costs for contractors for Recreation Centre Building works	Warruwi	9,687
400005 - Staff House Lot 397 - Replace kitchen, upgrade bathroom and external painting	Gunbalanya	60,957
400010 - Accommodation for contractors for kitchen works at Staff House Lot 452A	Gunbalanya	873
400012 - Staff House Lot 535 CSM House - Upgrade bathroom/toilet and replace floor coverings	Gunbalanya	57,341
400016 - Replace Kitchen Council Office Lot 647	Gunbalanya	16,980
400022 - Depot Garage Lot 652 - Replace Roofing	Gunbalanya	63,838
400023 - Depot Main Shed Lot 652 - Replace kitchen	Gunbalanya	24,955
400025 - Gunbalanya Depot Cement Shed Lot 652 - Supply and installation of new roof sheeting	Gunbalanya	70,635
400026 - Depot Storage Plant Lot 652B - Replace shed	Gunbalanya	51,405
400039 - Gunbalanya Aged Care Centre - Supply and installation of new roof sheeting and insulation	Gunbalanya	34,937
400064 - Youth (Training) Centre/Fit out Lot 576 - Upgrade Furniture and Fittings	Gunbalanya	28,401
400091 - Gunbalanya Women's Safe House Lot 4288 - New fencing	Gunbalanya	4,201
500011 - Upgrade Staff House Lot 405 Downstairs Maningrida	Maningrida	98,667
500018 - Maningrida Visitor's Accommodation Buff Lodge - Bathroom upgrade	Maningrida	103,895
500024 - Staff House Lot 655 - Upgrade Bathroom Staff House Lot 655 A and B	Maningrida	59,513
500045 - Staff House Lot 430A - Replace kitchen	Maningrida	25,514
<b>3131 - Acquisition and Disposal of Infrastructure</b>		
500031 - Hard Cover for Playground	Maningrida	126,048
650414 - Water Tower Mural Painting	Jabiru	145,455
		<b>1,129,316</b>
	<b>Total Assets Commissioned</b>	<b>2,038,806</b>





# New Assets Commissioned – February 2022

## Sewer uplift (FLYGT) pump

Jabiru

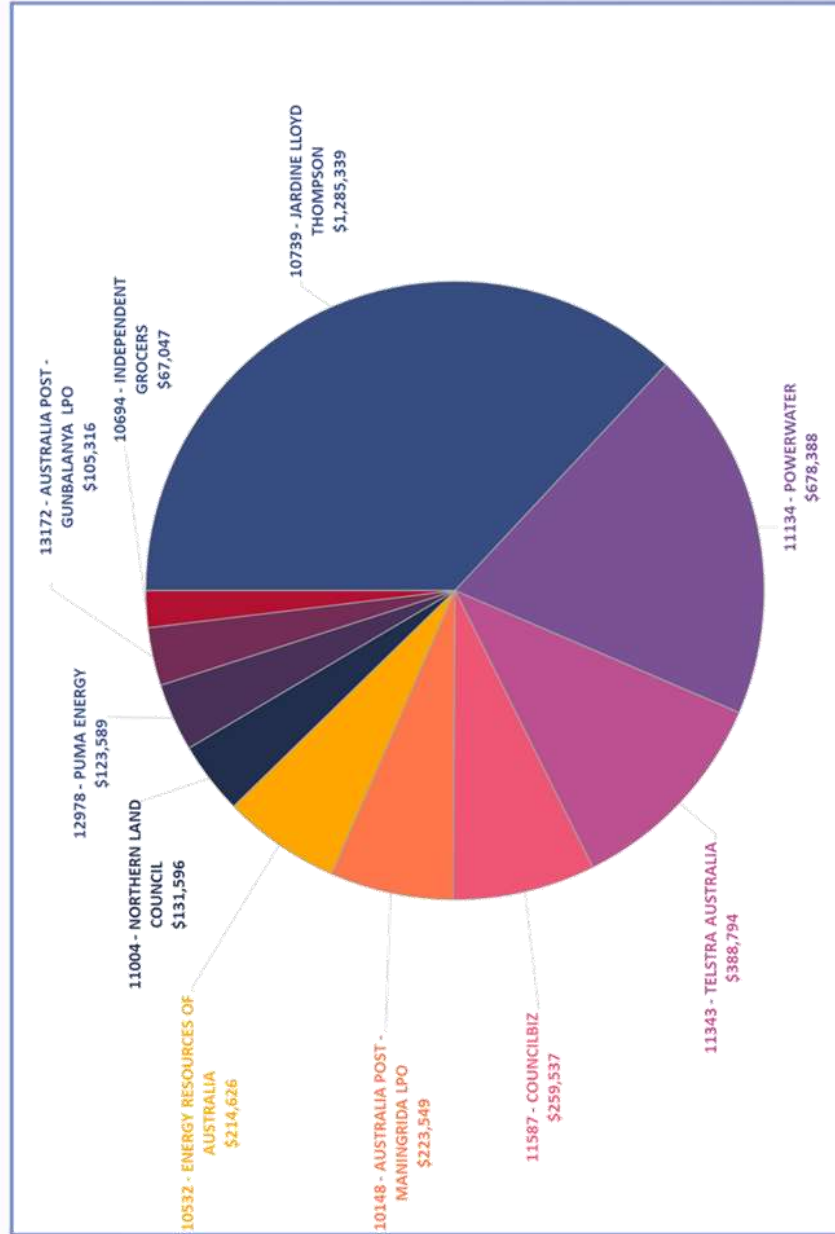
Asset no. 650504

\$22,700





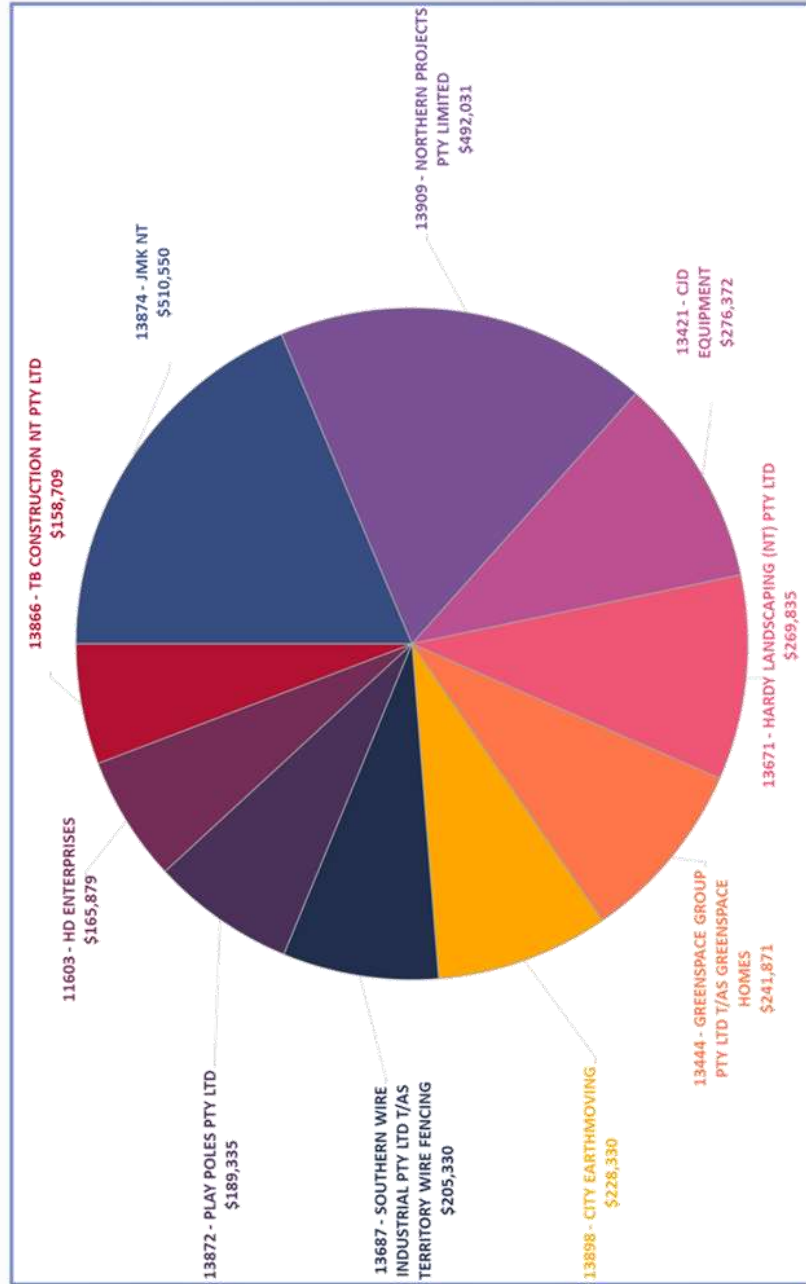
# Top 10 Payments Year To Date – Recurrent



	\$	%
Total Top 10 Recurrent Payments	\$ 3,477,781	30%
Total Top 10 Non-Recurrent Payments	\$ 2,738,242	24%
Total Payments to All Other Suppliers	\$ 5,403,815	47%
<b>Total Payments YTD</b>	<b>\$ 11,619,838</b>	<b>100%</b>



# Top 10 Payments Year To Date – Non Recurrent

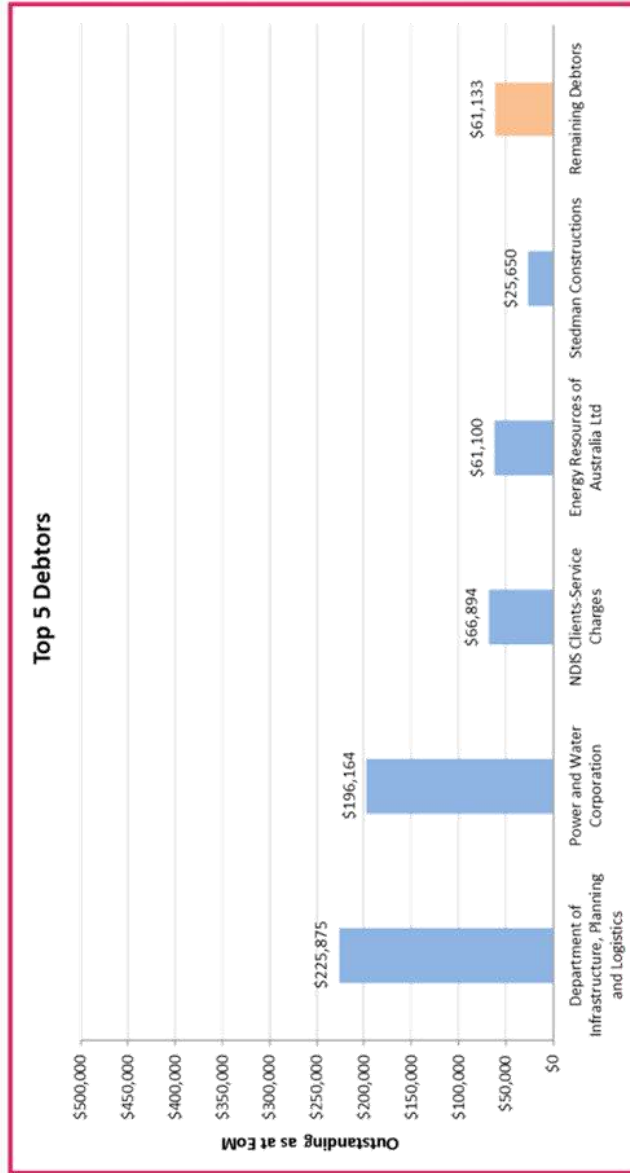


	\$	%
Total Top 10 Recurrent Payments	\$ 3,477,781	30%
Total Top 10 Non-Recurrent Payments	\$ 2,738,242	24%
Total Payments to All Other Suppliers	\$ 5,403,815	47%
<b>Total Payments YTD</b>	<b>\$ 11,619,838</b>	<b>100%</b>



# Debtors – as at 28<sup>th</sup> February 2022

“Money owed to Council”

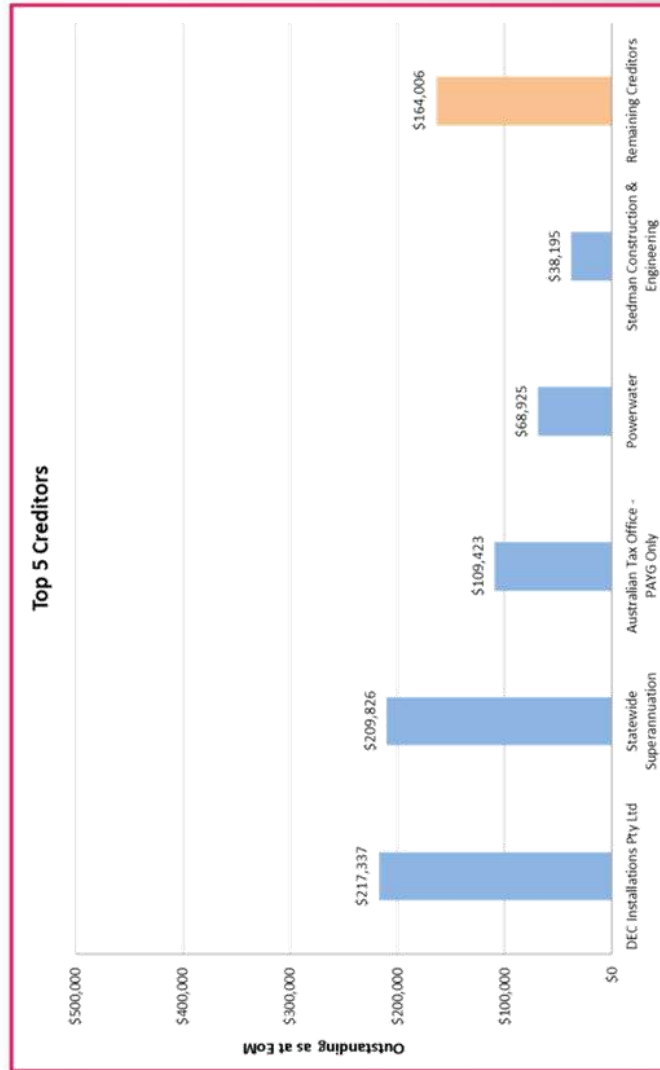


DEBTORS													
	Feb 21	Mar 21	Apr 21	May 21	Jun 21	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22
\$	526,356	442,523	422,841	467,714	518,987	533,633	492,460	681,802	916,137	807,424	558,980	718,450	636,816



# Creditors – as at 28<sup>th</sup> February 2022

“Money Council owes to its suppliers”



CREDITORS		Feb 21	Mar 21	Apr 21	May 21	Jun 21	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22
\$		742,504	\$ 1,618,615	\$ 1,307,015	\$ 1,821,008	\$ 2,373,836	\$ 1,039,409	\$ 1,843,963	\$ 1,240,785	\$ 1,785,216	\$ 1,325,300	\$ 513,237	\$ 924,659	\$ 807,710





## Supplier Payments Report

February 2022

Description	Amount	%
<b>Non-Recurrent Payments YTD</b>		
13874 - JMK NT	510,550	4%
13909 - NORTHERN PROJECTS PTY LIMITED	492,031	4%
13421 - CJD EQUIPMENT	276,372	2%
13671 - HARDY LANDSCAPING (NT) PTY LTD	269,835	2%
13444 - GREENSPACE GROUP PTY LTD T/AS GREENSPACE HOM	241,871	2%
13898 - CITY EARTHMOVING	228,330	2%
13687 - SOUTHERN WIRE INDUSTRIAL PTY LTD T/AS TERRITOR'	205,330	2%
13872 - PLAY POLES PTY LTD	189,335	2%
11603 - HD ENTERPRISES	165,879	1%
13866 - TB CONSTRUCTION NT PTY LTD	158,709	1%
<b>Subtotal</b>	<b>2,738,242</b>	<b>24%</b>
<b>Recurrent Payments YTD</b>		
10739 - JARDINE LLOYD THOMPSON	1,285,339	11%
11134 - POWERWATER	678,388	6%
11343 - TELSTRA AUSTRALIA	388,794	3%
11587 - COUNCILBIZ	259,537	2%
10148 - AUSTRALIA POST - MANINGRIDA LPO	223,549	2%
10532 - ENERGY RESOURCES OF AUSTRALIA	214,626	2%
11004 - NORTHERN LAND COUNCIL	131,596	1%
12978 - PUMA ENERGY	123,589	1%
13172 - AUSTRALIA POST - GUNBALANYA LPO	105,316	1%
10694 - INDEPENDENT GROCERS	67,047	1%
<b>Subtotal</b>	<b>3,477,781</b>	<b>30%</b>
All Other Suppliers	5,403,815	47%
<b>Total Payments YTD</b>	<b>11,619,838</b>	<b>100%</b>
<b>Non-Recurrent Payments MTD</b>		
13996 - GUNDJEIEMI ABORIGINAL CORP JABIRU TOWN	123,365	13%
13687 - SOUTHERN WIRE INDUSTRIAL PTY LTD T/AS TERRITOR'	85,330	9%
12891 - DEPENDABLE LAUNDRY SOLUTIONS	27,148	3%
11603 - HD ENTERPRISES	27,038	3%
11291 - DRAFTLINK	25,702	3%
14023 - LOVE, KRISTY JAYNE t/as RIX KIX ARTS	12,694	1%
13792 - HARVEY NORMAN AV/IT Superstore Darwin	11,317	1%
13823 - FUJIFILM Business Innovation Australia Pty Ltd	10,799	1%
12723 - REMOTE AREA GROUP P/L	10,661	1%
13704 - RICHARD MITCHELL PTY LTD T/A KAKADU CONTRACTIN	9,659	1%

Description	Amount	%
<b>Subtotal</b>	<b>343,712</b>	<b>37%</b>
<b>Recurrent Payments MTD</b>		
11134 - POWERWATER	123,325	13%
11587 - COUNCILBIZ	84,320	9%
10148 - AUSTRALIA POST - MANINGRIDA LPO	42,427	5%
11343 - TELSTRA AUSTRALIA	38,680	4%
10532 - ENERGY RESOURCES OF AUSTRALIA	23,024	2%
12895 - RECHARGE PETROLEUM	15,044	2%
12978 - PUMA ENERGY	12,948	1%
13172 - AUSTRALIA POST - GUNBALANYA LPO	7,488	1%
10258 - BUNNINGS DARWIN WAREHOUSE	4,164	0%
10777 - KAKADU AIR SERVICES	3,928	0%
<b>Subtotal</b>	<b>355,348</b>	<b>38%</b>
All Other Suppliers	234,883	25%
<b>Total Payments MTD</b>	<b>933,943</b>	<b>100%</b>

*Note that Statutory Payments (PAYG, Superannuation etc) are excluded from this report.*

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**West Arnhem Regional Council**  
**Consolidated Profit and Loss Report by Account Category**  
**Periodical Report - Ending 28th February 2022**

	Actual	Feb-22 Budget	\$ Variance	Actual	Year To Date Budget	\$ Variance	Full Year Budget
<b>OPERATING REVENUE</b>							
Income Rates and Charges	519,306	520,316	(1,010)	4,154,448	4,162,527	(8,079)	6,243,790
Income Council Fees and Charges	16,980	30,278	(13,297)	237,735	242,634	(4,899)	363,595
Income Operating Grants	802,907	533,038	269,869	10,736,130	17,390,570	(6,654,441)	18,365,814
Income Investments	2,676	1,601	1,075	18,663	12,807	5,857	19,210
Income Allocation	522,221	512,623	9,599	4,495,350	4,148,861	346,489	6,199,351
Other Income	58,802	4,230	54,572	572,978	375,414	197,565	402,334
Income Agency Services	51,794	35,750	16,044	287,467	286,000	1,467	429,000
Income Commercial Services	473,153	537,989	(64,836)	4,467,122	4,638,721	(171,599)	7,163,877
Income Capital Grants and Contributions	220,227	0	220,227	775,207	4,063,332	(3,288,126)	4,383,600
Proceeds from Sale of Assets	0	29,583	(29,583)	372	236,667	(236,295)	355,000
<b>Total Operating Revenue</b>	<b>2,668,066</b>	<b>2,205,407</b>	<b>462,659</b>	<b>25,745,471</b>	<b>35,557,532</b>	<b>(9,812,061)</b>	<b>43,925,572</b>

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**West Arnhem Regional Council**  
**Consolidated Profit and Loss Report by Account Category**  
**Periodical Report - Ending 28th February 2022**

	Actual	Feb-22 Budget	\$ Variance	Actual	Year To Date Budget	\$ Variance	Full Year Budget
<b>OPERATING EXPENDITURE</b>							
Employee Expenses	1,568,519	1,632,331	63,812	13,272,107	13,147,660	(124,447)	19,678,867
Contract and Material Expenses	447,525	885,613	438,088	3,948,715	6,479,261	2,530,546	8,510,756
Finance Expenses	671	1,142	471	7,664	9,137	1,473	13,706
Travel, Freight and Accom Expenses	26,525	77,224	50,699	505,929	589,360	83,431	899,833
Depreciation and Impairment Expense	416,372	0	(416,372)	3,591,351	0	(3,591,351)	0
Fuel, Utilities & Communication	182,149	178,128	(4,021)	1,455,390	1,426,456	(28,935)	2,139,480
Write Off Asset Expense	0	0	0	123,416	123,416	0	123,416
Cost of Assets Sold	0	3,000	3,000	0	24,000	24,000	36,000
Corporate Expenses	424,147	420,950	(3,197)	3,225,230	3,214,874	(10,356)	4,832,105
System and Network Expenses	51,115	27,500	(23,615)	240,705	220,353	(20,352)	330,353
<b>Total Operating Expenditure</b>	<b>3,117,023</b>	<b>3,225,889</b>	<b>108,866</b>	<b>26,370,508</b>	<b>25,234,517</b>	<b>(1,135,991)</b>	<b>36,564,516</b>
<b>Net Surplus / (Deficit) - Rev Exp Only:</b>	<b>(448,957)</b>	<b>(1,020,482)</b>	<b>571,525</b>	<b>(625,037)</b>	<b>10,323,014</b>	<b>(10,948,052)</b>	<b>7,361,056</b>
<b>Other Revenue &amp; Expenditure</b>							
Total Other Revenue & Expenditure	0	0	0	0	0	0	0
<b>ALLOCATIONS</b>							
Total Allocations	0	0	0	0	0	0	0
<b>Net Surplus / (Deficit) - incl. Allocations:</b>	<b>(448,957)</b>	<b>(1,020,482)</b>	<b>571,525</b>	<b>(625,037)</b>	<b>10,323,014</b>	<b>(10,948,052)</b>	<b>7,361,056</b>

Report\_WASC P&amp;L CONSOLIDATED BY ACCT CATEGORY - Feb 2022

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**West Arnhem Regional Council**  
**Balance Sheet Report**  
 As at Period Ending - 28th February 2022

As at February 2022  
**Actual**

**Current Assets**

		As at February 2022 Actual
<b>Cash</b>		
1111	Cash at Bank Operational General 035-302 133298	299,406
1114	Cash at Bank Community LPO Account 035-308 186614	144,008
1121	Cash at Bank Trust 2 DAWE RENT 6620	16,659
1131	Cash at Bank Trust 1 a/c 035308 146612	47,888
1138	Cash at Bank TCU #70000	1,275
1141	Cash on Hand General	1,350
<b>Cash Sub Total</b>		<b>510,586</b>
<b>Investments</b>		
1211	Investments	9,500,000
1221	Traditional Credit Union - Shares	4
1291	Westpac Max-i Direct A/C No. 190 970	141
<b>Investments Sub Total</b>		<b>9,500,145</b>
<b>Receivables</b>		
1311	Receivables Rates General, Sewerage and Waste Charges	327,470
1331	Receivables Water Rates	360,495
1341	Receivables Payroll General	(894)
1351	Receivables Grants General	11,000
1361	GST Receivable	72,765
1362	Fuel Tax Credit Receivable	3,910
1390	Receivables - Telstra Retention	3,018
1391	Receivables Trade Debtors	636,816
1394	Receivables Misc	148,250
1397	Clearing Account - Salary Sacrifice	621
<b>Receivables Sub Total</b>		<b>1,563,451</b>
<b>Inventory</b>		
1411	Inventory Fuel and Oil General	78,764
1431	Inventory Other Materials	15,011
1481	Inventory Control	59,781
1483	Security Deposits Lodged	18,191
<b>Inventory Sub Total</b>		<b>171,747</b>
<b>Prepayments</b>		
1591	Prepaid Expenses - Other General	368,156
1592	Accrued Income - Interest	7,282
1595	Accrued Income - Contracts	20,826
1596	Accrued Income - General	422,532
<b>Prepayments Sub Total</b>		<b>818,796</b>
<b>Total Current Assets</b>		<b>12,564,725</b>

**Non Current Assets**

<b>Acquisition of Assets</b>		
3111	Acquisition and Disposal of Land	688,500
3113	Acquisition Right of Use Section 19 Leases	5,193,323
3121	Acquisition and Disposal of Buildings	32,220,828
3122	Accumulated Depreciation of Buildings	(12,164,143)
3131	Acquisition and Disposal of Infrastructure	48,553,430
3132	Accumulated Depreciation of Infrastructure	(9,654,241)
3141	Acquisition and Disposal of Vehicles	3,146,641
3142	Accumulated Depreciation of Vehicles	(2,455,698)
3152	Accumulated Depreciation of Leasehold Land	(707,398)
3161	Acquisition and Disp. of Furniture Fittings and Office Equip	451,687
3162	Accumulated Depreciation of Furniture Fitt	(443,218)
3171	Acquisition and Disposal of Plant	9,100,529
3172	Accumulated Depreciation of Plant	(5,583,381)
3181	Acquisition and Disposal of Roads	28,940,830
3182	Accumulated Depreciation of Roads	(9,106,689)
<b>Acquisition of Assets Sub Total</b>		<b>88,187,020</b>
<b>Capital Expenditure</b>		
3322	Capital Expenses Construct/Upgrade Buildings	1,578,657
3329	EO Trans to Acq Build	(928,973)
3332	Capital Expenses Construct/Upgrade Infrastructure	1,421,139
3339	EO Trans to Acq Infra	(585,739)
3341	Capital Expenses Purchase Vehicles	126,110
3348	Capital Expenses Offset Motor Vehicles	(173,182)
3349	EO Trans to Acquisition of Plant and Equipment	(370,912)
3371	Capital Expense Purchase/Upgrade Plant and Equipment	2,807,686
3382	Capital Expense Construct/Upgrade Roads	560,806
<b>Capital Expenditure Sub Total</b>		<b>4,455,593</b>
<b>Total Non Current Assets</b>		<b>92,642,612</b>
<b>Total Assets</b>		<b>105,207,338</b>

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**West Arnhem Regional Council**  
**Balance Sheet Report**  
 As at Period Ending - 28th February 2022

		As at February 2022
		Actual
<b>Current Liabilities</b>		
<b>Creditors</b>		
2161	GST Payable	58,546
2181	FBT Liability	6,658
2191	Creditors - Trade Creditors	807,710
<b>Creditors Sub Total</b>		<b>872,915</b>
<b>Current Provisions</b>		
2213	Current Provision Employees Annual Leave	1,302,440
2214	Current Provision Long Service Leave	614,336
2221	Current Provision Doubtful Debt Genera	25,891
2291	Current Provision Other General	209,386
<b>Current Provisions Sub Total</b>		<b>2,152,053</b>
<b>Current Lease Liabilities</b>		
2392	Current - Section 19 Lease Liability	65,883
<b>Current Lease Liabilities Sub Total</b>		<b>65,883</b>
<b>Income Received in Advance</b>		
2511	Rates - income received in Advance	1,412,627
<b>Income Received in Advance Sub Total</b>		<b>1,412,627</b>
<b>Other Current Liabilities</b>		
2990	Contract Retention Held	(122,102)
2991	Other Current Liability Other General	176,408
2992	DAWE Rent and Bond Liability Account	16,659
2994	Bonds Held	123,650
2996	Accrued Expenses General	139,701
2997	Accrued Employee Expense	61,435
2998	Income Invoiced in Advance - Other income	5,245
<b>Other Current Liabilities Sub Total</b>		<b>400,997</b>
<b>Total Current Liabilities</b>		<b>4,904,474</b>
<b>Non Current Liabilities</b>		
<b>Non Current Provisions</b>		
4211	Non Current Provision Long Service Leave	509,877
<b>Non Current Provisions Sub Total</b>		<b>509,877</b>
<b>Non Current Lease Liability Other General</b>		
4392	Non Current - Section 19 Lease Liability	4,729,729
<b>Non Current Lease Liability Other General Sub Total</b>		<b>4,729,729</b>
<b>Total Non Current Liabilities</b>		<b>5,239,606</b>
<b>Total Liabilities</b>		<b>10,144,081</b>
<b>NET ASSETS</b>		<b>95,063,257</b>
<b>Equity</b>		
<b>Accumulated Surpluses</b>		
5111	Accumulated Surplus Deficit General	45,333,966
<b>Accumulated Surpluses Sub Total</b>		<b>45,333,966</b>
<b>Equity Adjustments</b>		
5211	Equity Adjust Land	(101,472)
5231	Equity Adjust Infrastructure	38,942
<b>Equity Adjustments Sub Total</b>		<b>(62,530)</b>
<b>Asset Revaluation Reserves</b>		
5321	Asset Revaluation Reserve Buildings	7,710,746
5331	Asset Revaluation Reserve Infrastructure	19,603,342
5381	Asset Revaluation Reserve ROADS	21,302,366
<b>Asset Revaluation Reserves Sub Total</b>		<b>48,616,454</b>
<b>Reserves</b>		
5992	Capital Reserve - Transfer In	15,625,054
5993	Capital Reserve - Transfer Out	(13,824,650)
<b>Reserves Sub Total</b>		<b>1,800,404</b>
<b>Total Equity</b>		<b>95,688,294</b>
<b>Retained Earnings</b>		<b>(625,037)</b>
<b>Allocations</b>		<b>0</b>
<b>NET EQUITY</b>		<b>95,063,257</b>

**Age Analysis (As At Date) Report - Summary Report**  
**Ledger ARACT Accounts Receivable (AUD)**

West Arnhem Regional Council

Re Access to All

As At 28/02/2022

Document Date	Type	Due Date	Reference	Original	Outstanding	Unapplied Credits	Current To 30/01/2022	>30days To 31/12/2021	>60days To 1/12/2021	>90days <= 30/11/2021	Future Items
00063	Account Total (AUD)		DEPARTMENT OF EDUCATION	-110.00	-110.00	-110.00	0.00	0.00	0.00	0.00	0.00
00069	Account Total (AUD)		ENERGY RESOURCES OF AUSTRALIA LTD	61,099.50	61,099.50	0.00	36,239.50	24,860.00	0.00	0.00	0.00
00082	Account Total (AUD)		MERCURE KAKADU CROCODILE HOTEL	175.00	175.00	0.00	175.00	0.00	0.00	0.00	0.00
00083	Account Total (AUD)		GAGUDJU ENTERPRISES PTY LTD Trading as BI	505.00	505.00	0.00	505.00	0.00	0.00	0.00	0.00
00084	Account Total (AUD)		GAGUDJU LODGE COOINDA	325.00	325.00	0.00	325.00	0.00	0.00	0.00	0.00
00158	Account Total (AUD)		KAKADU CONTRACTING NT	-1,127.00	669.00	-4.00	598.00	0.00	75.00	0.00	0.00
00161	Account Total (AUD)		KAKADU NATIONAL PARK ENV AUSTR	1,125.00	1,125.00	0.00	725.00	0.00	400.00	0.00	0.00
00276	Account Total (AUD)		NT POLICE FIRE & EMERGENCY SERVICES	-9,923.60	-4,796.22	-4,796.22	0.00	0.00	0.00	0.00	0.00
00285	Account Total (AUD)		OFFICE OF CRIME PREVENTION	1,000.00	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00
00310	Account Total (AUD)		POWER AND WATER CORPORATION - DARWE	130,961.26	194,394.22	-237.50	192,624.22	0.00	90.50	1,917.00	0.00
00330	Account Total (AUD)		168 GENERAL STORE Feng Shui Pty Ltd	308.79	308.79	-549.34	0.00	0.00	0.00	888.13	0.00

**Age Analysis (As At Date) Report - Summary Report  
Ledger ARACT Accounts Receivable (AUD)**

West Arnhem Regional Council

Re Access to All

As At 28/02/2022

Document Date	Type	Due Date	Reference	Original	Outstanding	Unapplied Credits	Current To 30/01/2022	>30days To 31/12/2021	>60days To 1/12/2021	>90days <= 30/11/2021	Future Items
00361	Account Total (AUD)		STEDMAN CONSTRUCTION	25,650.00	25,650.00	0.00	25,300.00	0.00	350.00	0.00	0.00
00476	Account Total (AUD)		VEOLIA ENVIRONMENTAL SERVICES	600.00	600.00	0.00	0.00	0.00	600.00	0.00	0.00
00497	Account Total (AUD)		DEPT OF ATTORNEY GENERAL AND JUSTICE ]	750.00	750.00	0.00	0.00	750.00	0.00	0.00	0.00
00715	Account Total (AUD)		DEPARTMENT OF INFRASTRURE, PLANNING &	25,179.01	22,874.76	-2,164.16	48,727.33	115,000.58	48,000.00	16,311.01	0.00
00753	Account Total (AUD)		GUNDEHMI ABORIGINAL CORPORATION	1,500.00	1,500.00	0.00	1,500.00	0.00	0.00	0.00	0.00
00952	Account Total (AUD)		JETSTREAM ELECTRICAL PTY LTD	450.00	450.00	-450.00	0.00	0.00	0.00	0.00	0.00
01156	Account Total (AUD)		KAKADU ENTERPRISES PTY LTD	450.00	450.00	0.00	325.00	125.00	0.00	0.00	0.00
01176	Account Total (AUD)		TOP END HEALTH SERVICES	-500.00	-500.00	-500.00	0.00	0.00	0.00	0.00	0.00
01209	Account Total (AUD)		DEPARTMENT OF AGRICULTURE WATER ANI	-11,651.92	13,154.66	-81.86	13,236.52	0.00	0.00	0.00	0.00
01216	Account Total (AUD)		NATIONAL DISABILITY INSURANCE AGENCY	-1,365.00	-145.00	-145.00	0.00	0.00	0.00	0.00	0.00
01290	Account Total (AUD)		KARA WANANG	4,604.80	4,326.61	0.00	2,208.26	0.00	0.00	2,118.35	0.00



**Age Analysis (As At Date) Report - Summary Report  
Ledger ARACT Accounts Receivable (AUD)**

As At 28/02/2022

West Arnhem Regional Council  
Re Access to All

Document Date	Type	Due Date	Reference	Original	Outstanding	Unapplied Credits	Current To 30/01/2022	>30days To 31/12/2021	>60days To 1/12/2021	>90days <= 30/11/2021	Future Items
01292	Account Total (AUD)		MICHAEL NAPINKUYNMI	701.94	2,084.01	-1,073.10	3,157.11	0.00	0.00	0.00	0.00
01294	Account Total (AUD)		CHRIS BURARRWANGA	637.26	637.26	0.00	637.26	0.00	0.00	0.00	0.00
01295	Account Total (AUD)		TREVOR NGANJIRRA	11,108.03	10,004.23	0.00	1,373.61	2,716.11	0.00	5,914.51	0.00
01296	Account Total (AUD)		ROLAND BARRAWANGA	957.66	957.66	0.00	0.00	870.60	0.00	87.06	0.00
01297	Account Total (AUD)		NEHEMIAH BURRUNALI	3,388.27	3,255.67	-300.42	558.03	1,314.72	0.00	1,683.34	0.00
01298	Account Total (AUD)		NELLIE MANAKGU	87.06	496.20	-55.18	551.38	0.00	0.00	0.00	0.00
01300	Account Total (AUD)		LINDY MARALNGURRA	1,436.48	1,765.62	-991.27	1,061.63	0.00	0.00	1,695.26	0.00
01301	Account Total (AUD)		DAWN BADARI	6,101.71	6,678.34	-61.81	2,099.29	3,174.94	0.00	1,465.92	0.00
01302	Account Total (AUD)		COLIN NABORLHBORLH	5,503.45	5,298.08	0.00	1,444.03	54.00	0.00	3,800.05	0.00
01304	Account Total (AUD)		CAROL MARALINGURRA	2,031.10	227.13	0.00	0.00	0.00	0.00	227.13	0.00
01306	Account Total (AUD)		JABIRU AREA SCHOOL	575.00	575.00	0.00	575.00	0.00	0.00	0.00	0.00

**Age Analysis (As At Date) Report - Summary Report  
Ledger ARACT Accounts Receivable (AUD)**

As At 28/02/2022

West Arnhem Regional Council

Re Access to All

Document Date	Type	Due Date	Reference	Original	Outstanding	Unapplied Credits	Current To 30/01/2022	>30days To 31/12/2021	>60days To 1/12/2021	>90days <= 30/11/2021	Future Items
01329	Account Total (AUD)		SUNDRY DEBTOR - CASH SALES	12.00	12.00	0.00	0.00	12.00	0.00	0.00	0.00
01333	Account Total (AUD)		ENOSH NABORLHBORLH	-1,148.46	-1,148.46	-1,255.52	0.00	87.06	0.00	0.00	0.00
01346	Account Total (AUD)		BRIAN MIKINJMIKGINJ	2,020.14	2,020.14	0.00	0.00	0.00	0.00	2,020.14	0.00
01347	Account Total (AUD)		SHADRACK PATLAS	2,414.87	2,414.72	0.00	0.00	0.00	0.00	2,414.72	0.00
01351	Account Total (AUD)		INTRACT AUSTRALIA PTY LTD	196.33	196.33	0.00	0.00	196.33	0.00	0.00	0.00
01352	Account Total (AUD)		CAIN NABEGAYO	1,225.49	1,225.49	0.00	558.03	0.00	0.00	0.00	667.46
01353	Account Total (AUD)		DEAN NGANJIMIRRA	-116.08	394.56	-127.80	522.36	0.00	0.00	0.00	0.00
01355	Account Total (AUD)		AMOS NGAJIMIRRA	-1,779.40	-1,779.40	-3,154.41	1,375.01	0.00	0.00	0.00	0.00
01356	Account Total (AUD)		ELITE INTERIORS NT PTY LTD T/A DCT AUSTI	25,017.00	24,782.00	0.00	0.00	0.00	0.00	24,782.00	0.00
01357	Account Total (AUD)		LEVI NABEGEYO	551.38	551.38	0.00	551.38	0.00	0.00	0.00	0.00
01358	Account Total (AUD)		DARRAD NARALDOL	87.06	87.06	0.00	0.00	0.00	0.00	87.06	0.00



**Age Analysis (As At Date) Report - Summary Report  
Ledger ARACT Accounts Receivable (AUD)**

As At 28/02/2022

West Arnhem Regional Council

Re Access to All

Document Date	Type	Due Date	Reference	Original	Outstanding	Unapplied Credits	Current To 30/01/2022	>30days To 31/12/2021	>60days To 1/12/2021	>90days <= 30/11/2021	Future Items
01359	Account Total (AUD)		DANE MANAKGU	2,723.51	2,723.51	0.00	1,707.81	377.26	0.00	638.44	0.00
01360	Account Total (AUD)		ALVESTER KELLY	1,697.63	1,697.63	0.00	0.00	1,494.49	0.00	203.14	0.00
01362	Account Total (AUD)		JORDAN NABEGEYO MARRDAY	1,945.46	1,945.46	0.00	1,945.46	0.00	0.00	0.00	0.00
01363	Account Total (AUD)		MATTHAM GUYMALA	1,380.36	881.10	0.00	474.82	0.00	0.00	406.28	0.00
01364	Account Total (AUD)		JEMSON BROWN	1,276.88	1,276.88	0.00	0.00	0.00	0.00	1,276.88	0.00
01368	Account Total (AUD)		SIMON BURA BURA	472.52	472.52	0.00	240.36	0.00	0.00	232.16	0.00
01370	Account Total (AUD)		ANASTASIA MANGIRU	556.14	556.14	-3,454.83	1,102.76	1,330.41	0.00	475.52	0.00
01371	Account Total (AUD)		HELEN LUGLIETTI	6,418.00	6,418.00	0.00	0.00	0.00	0.00	6,418.00	0.00
01374	Account Total (AUD)		AUBORA KAKADU LODGE & CARAVAN PARK	550.00	550.00	0.00	550.00	0.00	0.00	0.00	0.00
01375	Account Total (AUD)		WARNEI ABORIGINAL CORPORATION	7,275.53	7,275.53	-1,874.47	2,700.00	1,825.00	1,400.00	3,225.00	0.00
01376	Account Total (AUD)		BLUERIDGE ENGINEERING	-2,392.50	-192.50	-192.50	0.00	0.00	0.00	0.00	0.00

**Age Analysis (As At Date) Report - Summary Report  
Ledger ARACT Accounts Receivable (AUD)**

As At 28/02/2022

West Arnhem Regional Council

Re Access to All

Document Date	Type	Due Date	Reference	Original	Outstanding	Unapplied Credits	Current To 30/01/2022	>30days To 31/12/2021	>60days To 1/12/2021	>90days <= 30/11/2021	Future Items
01377	Account Total (AUD)		TROY NAMIIYLK	4,309.60	4,309.60	0.00	1,131.78	1,617.36	0.00	1,560.46	0.00
01380	Account Total (AUD)		MELCHIZEDEK MARALNGURRA	3,598.48	3,598.48	0.00	0.00	0.00	0.00	3,598.48	0.00
01381	Account Total (AUD)		ANBINIK KAKADU RESORT	-1,100.00	-1,125.00	-125.00	0.00	0.00	0.00	0.00	0.00
01382	Account Total (AUD)		ASLAH MARALNGURRA	1,788.12	1,788.12	0.00	888.50	0.00	0.00	899.62	0.00
01384	Account Total (AUD)		NOELINE NAYLIBIDJ	261.18	261.18	0.00	0.00	0.00	0.00	261.18	0.00
01388	Account Total (AUD)		BEST CONTRACTING	3,975.00	3,975.00	0.00	275.00	0.00	350.00	3,350.00	0.00
01391	Account Total (AUD)		RAY MUDJANDI	7,938.42	7,938.42	0.00	844.20	2,441.13	2,808.67	1,844.42	0.00
01395	Account Total (AUD)		HAWKINS & CLEMENTS HAWKINS & CLEMEN	2,025.00	2,025.00	0.00	1,525.00	200.00	300.00	0.00	0.00
01396	Account Total (AUD)		ERNEST GOODMAN	-1,235.52	-1,235.52	-1,235.52	0.00	0.00	0.00	0.00	0.00
01401	Account Total (AUD)		PAUL NARRIMUTIMU	2,650.76	2,526.76	0.00	1,530.36	0.00	0.00	796.40	0.00
01406	Account Total (AUD)		MARGARET ALLGOOD	2,850.60	2,850.60	0.00	1,425.30	0.00	0.00	1,425.30	0.00

**Age Analysis (As At Date) Report - Summary Report**  
**Ledger ARACT Accounts Receivable (AUD)**

West Arnhem Regional Council  
 Re Access to All

As At 28/02/2022

Document Date	Type	Due Date	Reference	Original	Outstanding	Unapplied Credits	Current To 30/01/2022	>30days To 31/12/2021	>60days To 1/12/2021	>90days <= 30/11/2021	Future Items
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563,762.90				636,815.97	-22,919.91	353,264.30	158,436.99	54,374.17	93,660.42	0.00
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100%      -4%      55%      25%      9%      15%

[END OF REPORT]

As At Allocation Date Used : 10/03/2022

**Selection Criteria**

- Ledger Name = 'ARACT'
- As At Date = 28/02/2022
- As At Allocation Date = 10/03/2022
- Show (Transaction or (B)ase currency? = 'B'
- (S)ummary (D)etail (E)xtended Detail = 'S'
- More...

**Sort Criteria**

- Account - Ascending
- @fl\_currency\_group - Ascending
- Transaction Number - Ascending
- Document Date - Ascending
- Document Type - Ascending
- Document Reference - Ascending

**Age Analysis (As At Date) Report - Summary Report  
 Ledger APACT Accounts Payable (AUD)**

West Arnhem Regional Council  
 Shire CY Data Entry

As At 28/02/2022

Document Date	Type	Due Date	Reference	Original	Outstanding	Unapplied Credits	Current	>30days	>60days	>90days	Future Items
							To 30/01/2022	To 31/12/2021	To 1/12/2021	<= 30/11/2021	
10023	Account Total (AUD)		CHILD SUPPORT AGENCY	827.13	827.13	0.00	827.13	0.00	0.00	0.00	0.00
10025	Account Total (AUD)		RTM (Receiver of Territory Monies)	125.00	125.00	0.00	125.00	0.00	0.00	0.00	0.00
10027	Account Total (AUD)		TERRITORY HOUSING RENT	4,527.00	4,527.00	0.00	4,527.00	0.00	0.00	0.00	0.00
10041	Account Total (AUD)		AAA CHARTER PTY LTD	1,180.00	1,180.00	0.00	1,180.00	0.00	0.00	0.00	0.00
10078	Account Total (AUD)		AIRPOWER	1,502.11	1,502.11	0.00	1,502.11	0.00	0.00	0.00	0.00
10079	Account Total (AUD)		AJURUMU SELF SERVICE STORE	659.25	659.25	0.00	628.90	30.35	0.00	0.00	0.00
10201	Account Total (AUD)		BAWINANGA ABORIGINAL CORPORATION (nb	3,074.79	3,074.79	0.00	3,074.79	0.00	0.00	0.00	0.00
10228	Account Total (AUD)		BLACKWOODS	172.87	172.87	0.00	172.87	0.00	0.00	0.00	0.00
10232	Account Total (AUD)		BLUERIDGE ENGINEERING PTY LTD	2,623.56	2,623.56	0.00	2,623.56	0.00	0.00	0.00	0.00
10238	Account Total (AUD)		BOC GASES AUSTRALIA LTD	50.31	50.31	0.00	50.31	0.00	0.00	0.00	0.00
10256	Account Total (AUD)		BUNNINGS - PALMERSTON	172.64	172.64	0.00	172.64	0.00	0.00	0.00	0.00
10258	Account Total (AUD)		BUNNINGS DARWIN WAREHOUSE	1,118.66	1,118.66	0.00	1,118.66	0.00	0.00	0.00	0.00

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				PAYTYPE	EFT	CREDITYPE	SUNDRY	TGGP	NA		
10315	Account Total (AUD)		CLEANAWAY	92.00	92.00	0.00	92.00	0.00	0.00	0.00	0.00
10353	Account Total (AUD)		WINC	406.57	406.57	0.00	406.57	0.00	0.00	0.00	0.00
10418	Account Total (AUD)		DARWIN LOCKSMITHS	200.00	200.00	0.00	200.00	0.00	0.00	0.00	0.00
10511	Account Total (AUD)		ECOMIST	27.50	27.50	0.00	27.50	0.00	0.00	0.00	0.00
10534	Account Total (AUD)		KPI Rosherville Pty Ltd U/AS ENZED SERVICE CE	48.40	48.40	0.00	48.40	0.00	0.00	0.00	0.00
10589	Account Total (AUD)		MERCURE KAKADU CROCODILE HOTEL	325.00	325.00	0.00	325.00	0.00	0.00	0.00	0.00
10632	Account Total (AUD)		GUNBALANYA AIR CHARTERS	660.00	660.00	0.00	660.00	0.00	0.00	0.00	0.00
10634	Account Total (AUD)		GUNBALANYA SERVICE STATION AND TAKEA	40.00	40.00	0.00	40.00	0.00	0.00	0.00	0.00
10651	Account Total (AUD)		HARDY AVIATION TRADING AS FLY TIWI	80.00	80.00	0.00	80.00	0.00	0.00	0.00	0.00
10694	Account Total (AUD)		INDEPENDENT GROCERS	3,641.79	3,641.79	0.00	3,641.79	0.00	0.00	0.00	0.00
10720	Account Total (AUD)		JABIRU FOODLAND	1,095.62	1,095.62	0.00	1,095.62	0.00	0.00	0.00	0.00
10729	Account Total (AUD)		CR JACQUELINE PHILLIPS	145.00	145.00	0.00	145.00	0.00	0.00	0.00	0.00

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					PAYTYPE	EFT	CREDITYPE	SUNDRY					
10777	Account Total (AUD)		KAKADU AIR SERVICES	495.00	495.00	0.00	495.00	0.00	0.00	0.00	0.00	0.00	0.00
10814	Account Total (AUD)		KMART	102.00	102.00	0.00	0.00	0.00	0.00	102.00	0.00	0.00	0.00
10877	Account Total (AUD)		MANINGRIDA PROGRESS ASSOCIATION	304.87	304.87	0.00	304.87	0.00	0.00	0.00	0.00	0.00	0.00
10921	Account Total (AUD)		MIDDY'S DATA & ELECTRICAL - MIDDENDOR	1,556.97	1,556.97	0.00	1,556.97	0.00	0.00	0.00	0.00	0.00	0.00
10997	Account Total (AUD)		NORSIGN NT	581.46	581.46	0.00	581.46	0.00	0.00	0.00	0.00	0.00	0.00
11015	Account Total (AUD)		NORTRUSS BUILDERS SUPPLIES	77.39	77.39	0.00	77.39	0.00	0.00	0.00	0.00	0.00	0.00
11053	Account Total (AUD)		SBA OFFICE NATIONAL	15.90	15.90	0.00	15.90	0.00	0.00	0.00	0.00	0.00	0.00
11134	Account Total (AUD)		POWERWATER	68,924.53	68,924.53	-921.56	68,865.14	0.00	0.00	0.00	0.00	980.95	0.00
11190	Account Total (AUD)		REPCO	1,152.51	1,152.51	0.00	1,152.51	0.00	0.00	0.00	0.00	0.00	0.00
11193	Account Total (AUD)		RHINO INDUSTRIAL PTY LTD	580.80	580.80	0.00	580.80	0.00	0.00	0.00	0.00	0.00	0.00
11261	Account Total (AUD)		SIMON GEORGE & SONS PTY LTD	647.60	647.60	0.00	647.60	0.00	0.00	0.00	0.00	0.00	0.00
11291	Account Total (AUD)		DRAFTLINK	13,722.50	13,722.50	0.00	13,722.50	0.00	0.00	0.00	0.00	0.00	0.00



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As At 28/02/2022

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							To 30/01/2022	To 31/12/2021	To 1/12/2021	<= 30/11/2021	
							CREDITYE	SUNDRY	TGGP	YES	
11303	Account Total (AUD)			138,194.74	38,194.74	0.00	0.00	0.00	9,370.00	28,824.74	0.00
11367	Account Total (AUD)			2,632.09	2,632.09	0.00	CREDITYE	SUNDRY	TGGP	NO	2,521.09
11374	Account Total (AUD)			1,800.00	1,800.00	0.00	CREDITYE	SUNDRY	TGGP	NA	0.00
11460	Account Total (AUD)			570.55	570.55	0.00	CREDITYE	SUNDRY	TGGP	NA	0.00
11539	Account Total (AUD)			917.49	917.49	0.00	CREDITYE	SUNDRY	TGGP	NA	0.00
11590	Account Total (AUD)			209,825.84	209,825.84	0.00	CREDITYE	SUPER	TGGP	NA	0.00
11735	Account Total (AUD)			610.30	610.30	0.00	CREDITYE	SUNDRY	TGGP	NA	0.00
12106	Account Total (AUD)			109,423.00	109,423.00	0.00	CREDITYE	OTHER	TGGP	NO	0.00
12114	Account Total (AUD)			340.15	340.15	0.00	CREDITYE	SUNDRY	TGGP	NA	0.00
12151	Account Total (AUD)			423.50	423.50	0.00	CREDITYE	SUNDRY	TGGP	NA	0.00
12445	Account Total (AUD)			1,942.51	1,942.51	0.00	CREDITYE	SUNDRY	TGGP	NA	0.00
12548	Account Total (AUD)			0.00	0.00	-143.20	CREDITYE	OTHER	TGGP	NA	0.00



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							To 30/01/2022	To 31/12/2021	To 1/12/2021	<= 30/11/2021	
					PAYTYPE	EFT	CREDITYPE	SUNDRY	TGGP	NO	
12627	Account Total (AUD)		DEPT OF INDUSTRY, TOURISM AND TRADE	1,838.06	1,838.06		1,838.06	0.00	0.00	0.00	0.00
12630	Account Total (AUD)		L&V NOMINEES PTY LTD	2,347.00		EFT	CREDITYPE	SUNDRY	TGGP	NO	0.00
12694	Account Total (AUD)		PFD FOOD SERVICES PTY LTD	1,357.55	691.30	EFT	CREDITYPE	SUNDRY	TGGP	NO	0.00
12723	Account Total (AUD)		REMOTE AREA GROUP P/L	4,224.44	4,224.44	EFT	CREDITYPE	SUNDRY	TGGP	YES	0.00
12870	Account Total (AUD)		ACCESS HARDWARE & NORTHERN LOCKSMI	451.14	451.14	EFT	CREDITYPE	SUNDRY	TGGP	NA	0.00
12984	Account Total (AUD)		DUN & BRADSTREET (Australia) PTY LTD (JENI	198.00	198.00	EFT	CREDITYPE	SUNDRY	TGGP	NA	0.00
13036	Account Total (AUD)		NT AUTO REPAIRS	2,075.43	2,075.43	EFT	CREDITYPE	SUNDRY	TGGP	NA	0.00
13056	Account Total (AUD)		MOWER WORLD DARWIN & CAMPING WORLJ	1,482.80	1,482.80	EFT	CREDITYPE	OTHER	TGGP	NA	0.00
13063	Account Total (AUD)		ADJUMARL LARL STORE	828.44	828.44	EFT	CREDITYPE	SUNDRY	TGGP	NO	0.00
13189	Account Total (AUD)		MAXIPARTS PTY LTD	186.02	186.02	EFT	CREDITYPE	SUNDRY	TGGP	NA	0.00
13205	Account Total (AUD)		TOTAL TOOLS DARWIN	69.00	69.00	EFT	CREDITYPE	SUNDRY	TGGP	NO	0.00
13300	Account Total (AUD)		ELITE INTERIORS NT P/L T/A DCT AUSTRALIA	34,672.00	24,782.00	EFT	CREDITYPE	SUNDRY	TGGP	YES	0.00
							0.00	0.00	0.00	24,782.00	0.00

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 Ledger APACT Accounts Payable (AUD)**

West Arnhem Regional Council  
 Shire CY Data Entry

As At 28/02/2022

Document Date	Type	Due Date	Reference	Original	Outstanding		Unapplied Credits		Current To 30/01/2022	>30days To 31/12/2021	>60days To 1/12/2021	>90days <= 30/11/2021	Future Items
					PAYTYPE	EFT	CREDITYPE	SUNDRY					
13304	Account Total (AUD)		CAPTOVATE	3,025.00	3,025.00	0.00	3,025.00	0.00	0.00	0.00	0.00	0.00	0.00
13497	Account Total (AUD)		TERRITORY SPRINGWATER AU Pty Ltd	55.00	55.00	0.00	55.00	0.00	0.00	0.00	22.00	0.00	0.00
13542	Account Total (AUD)		NORTHERN ROCK PEST CONTROL PTY LTD	198.00	198.00	0.00	198.00	0.00	0.00	0.00	0.00	0.00	0.00
13555	Account Total (AUD)		HEATH MOTOR GROUP T/A DARWIN ISUZU	375.41	375.41	0.00	375.41	0.00	0.00	0.00	0.00	0.00	0.00
13608	Account Total (AUD)		OZHOSHING.COM PTY LTD	-64.68	-64.68	0.00	-64.68	0.00	0.00	0.00	0.00	0.00	0.00
13626	Account Total (AUD)		NIWRAD FURNITURE PTY LTD - HARVEY NOR	795.00	795.00	0.00	795.00	0.00	795.00	0.00	0.00	0.00	0.00
13654	Account Total (AUD)		FRM REFRIGERATION & AIR CONDITIONING I	990.00	990.00	0.00	990.00	0.00	0.00	0.00	0.00	0.00	0.00
13671	Account Total (AUD)		HARDY LANDSCAPING (NT) PTY LTD	71,335.92	71,333.95	0.00	0.00	0.00	0.00	0.00	0.00	7,133.95	0.00
13678	Account Total (AUD)		CATER ME CAFE	426.00	426.00	0.00	426.00	0.00	0.00	0.00	0.00	0.00	0.00
13687	Account Total (AUD)		SOUTHERN WIRE INDUSTRIAL PTY LTD T/AS I	85,329.60	8,533.50	0.00	0.00	0.00	0.00	8,533.50	0.00	0.00	0.00
13696	Account Total (AUD)		DEC INSTALLATIONS PTY LTD	869,346.00	217,336.50	0.00	0.00	0.00	0.00	0.00	0.00	217,336.50	0.00
13704	Account Total (AUD)		RICHARD MITCHELL PTY LTD T/A KAKADU C	727.04	727.04	0.00	115.45	0.00	0.00	0.00	0.00	611.59	0.00

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Ledger APACT Accounts Payable (AUD)**

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Shire CY Data Entry

As At 28/02/2022

Document Date	Type	Due Date	Reference	Original	Outstanding	Unapplied Credits	Current To 30/01/2022	>30days To 31/12/2021	>60days To 1/12/2021	>90days <= 30/11/2021	Future Items
				PAYTYPE	EFT	CREDITYPE	SUNDRY	TGGP	NO		
13728	Account Total (AUD)		AURIGA LOGISTICS PTY LTD	1,303.75	1,303.75	0.00	1,303.75	0.00	0.00	0.00	0.00
13731	Account Total (AUD)		JANN MCDONNELL	1,504.01	1,504.01	0.00	1,504.01	0.00	0.00	0.00	0.00
13776	Account Total (AUD)		FIONA AINSWORTH	55.00	55.00	0.00	55.00	0.00	0.00	0.00	0.00
13792	Account Total (AUD)		HARVEY NORMAN AV/IT Superstore Darwin	1,180.00	1,180.00	0.00	0.00	1,180.00	0.00	0.00	0.00
13796	Account Total (AUD)		DEFEND FIRE SERVICES PTY LTD	440.00	440.00	0.00	440.00	0.00	0.00	0.00	0.00
13807	Account Total (AUD)		DREAMTECH AUDIO VISUAL PTY LTD	5,170.00	5,170.00	0.00	5,170.00	0.00	0.00	0.00	0.00
13836	Account Total (AUD)		MERCURE DARWIN AIRPORT RESORT	249.00	249.00	0.00	249.00	0.00	0.00	0.00	0.00
13845	Account Total (AUD)		GREENSAFE PTY LTD	50,380.00	13,464.40	0.00	0.00	0.00	0.00	13,464.40	0.00
13872	Account Total (AUD)		PLAY POLES PTY LTD	86,389.60	3,000.00	0.00	0.00	0.00	0.00	3,000.00	0.00
13874	Account Total (AUD)		JMK NT	9,570.00	9,570.00	0.00	9,570.00	0.00	0.00	0.00	0.00
13878	Account Total (AUD)		SEA SWIFT PTY LTD	55.00	55.00	0.00	55.00	0.00	0.00	0.00	0.00
13967	Account Total (AUD)		NEWS PTY LIMITED (Jabiru LPO)	372.38	372.38	0.00	372.38	0.00	0.00	0.00	0.00

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				PAYTYPE	EFT	CREDTYPE	COUNCIL	TGGP	YES		
13992	Account Total (AUD)		CR DONNA NADJAMERREK	145.00	145.00	0.00	145.00	0.00	0.00	0.00	0.00
14023	Account Total (AUD)		LOVE, KRISTY JAYNE U/as RIX KIX ARTS	12,694.00	12,694.00	0.00	12,694.00	0.00	0.00	0.00	0.00
14046	Account Total (AUD)		HOME GROWN LAWN MOWING PTY LTD	180.00	180.00	0.00	180.00	0.00	0.00	0.00	0.00
14053	Account Total (AUD)		Industriquip Safety Solutions	933.90	933.90	0.00	933.90	0.00	0.00	0.00	0.00
14058	Account Total (AUD)		HARRIS TECHNOLOGY PTY LTD	1,052.71	1,052.71	0.00	1,052.71	0.00	0.00	0.00	0.00
				<b>1,831,579.42</b>	<b>807,710.40</b>	<b>-1,129.44</b>	<b>490,040.77</b>	<b>2,005.35</b>	<b>18,138.50</b>	<b>298,655.22</b>	<b>0.00</b>

100% 0% 61% 0% 2% 37%

[END OF REPORT]

As At Allocation Date Used : 3/03/2022

Selection Criteria

Ledger Name = 'APACT'  
 As At Date = 28/02/2022  
 As At Allocation Date = 3/03/2022  
 Show (Transaction or (Base currency? = 'B'  
 (Summary (D)etail (E)xtended Detail = 'S'  
 More...

Sort Criteria

Accbrn - Ascending  
 @fl\_currency\_group - Ascending  
 Transaction Number - Ascending  
 Document Date - Ascending  
 Document Type - Ascending  
 Document Reference - Ascending

## WEST ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 13 APRIL 2022

<b>Agenda Reference:</b>	<b>9.3</b>
<b>Title:</b>	<b>Schedule of Fees and Charges 2022-2023</b>
<b>File Reference:</b>	<b>1002089</b>
<b>Author:</b>	<b>Andrew Shaw, Finance Manager</b>

#### SUMMARY

The purpose of this report is for the Committee to consider and adopt the fees and charges for the provision and hire of facilities and services for the 2022-2023 financial year.

#### BACKGROUND

Council reviews the Fees and Charges each year. The review is to ensure the items available for a charge, and the rates charged adequately reflect those prevailing in the wider community and to ensure the recoupment of the reasonable costs associated with the provision of the many services, such as plant hire, portable assets hire, room and hall hire, and waste collection and landfill.

#### COMMENT

In this proposed fees and charges schedule, prices have generally increased in line with the Consumer Price Index (CPI). As at 31 January, CPI was 6% in Darwin, NT, the most current CPI for this report. A number of new charges are introduced for the new year. A daily fee is introduced into the WARC Creche's at Warruwi and Minjilang. Cleaning charges are introduced for stays in excess of one week for the various accommodation types Council utilises.

Sewerage and water charges are subject to a pricing order under the Water Supply and Sewerage Services Act. The pricing for the 2022-23 year is released by the authority in late June 2022, which Council will follow. Any proposed changes in the pricing will therefore be provided to Council for consideration at the July 2022 meeting. In this report these charges remain blank.

The proposed Fees and Charges are included as an attachment to this report.

#### STATUTORY ENVIRONMENT

The *Local Government Act 2019* applies.  
*Water Supply and Sewerage Services Act 2000*.

#### POLICY IMPLICATIONS

No specific policies apply.

#### FINANCIAL IMPLICATIONS

The amounts raised through the hire of facilities or the provision of services does vary according to activities or needs within the communities. The revenue is listed across a number of activities within Council's budget.

## STRATEGIC IMPLICATIONS

In developing the Schedule of Fees and Charges the following Objective contained within the *Regional Plan and Budget 2021-2022* has been considered.

### GOAL 2 LOCAL GOVERNMENT ADMINISTRATION

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

#### Objective 2.1

An effective, efficient and accountable Regional Council.

## VOTING REQUIREMENTS

Simple majority.

### RECOMMENDATION:

**That the Council adopts the proposed Schedule of Fees and Charges for the financial year 2022-2023, noting that pricing for water supply and sewerage is to be adopted at a later date in June 2022 once the pricing order is issued.**

## ATTACHMENTS

- 1 Proposed Fees and Charges 22-23.pdf



**Proposed Schedule of Fees and Charges 2022-2023**

The following fees and charges apply to all Service Delivery Centres unless otherwise stated.  
A 10% discount can be provided to Pensioners upon appropriate documentation being shown.

If a New charge for 2022/2023, "New" is in column	DESCRIPTION	QUANTITY	2022/2023 RATE \$(GST inc)	Comment 2022-2023	2021/2022 RATE \$ (GST incl)
	<b>AFTER HOURS CALL OUT / SERVICE FEE</b>				
	This call out fee applies to any service provided outside of Council's business hours				
	Call out charge	Each	355.00	incr by CPI (6%), JE 30.3.22	335.00
	<b>GENERAL ADMINISTRATION</b>		0		
	Laminating (A4 and A5)	Each	5.30	incr by CPI (6%), JE 30.3.22	5.00
	Laminating (Credit card size)	Each	4.20	incr by CPI (6%), JE 30.3.22	4.00
	Printing & Photocopying (A4, Black and White)	Per page	0.30	incr by CPI (6%), JE 30.3.22	0.30
	Printing & Photocopying (A4, Colour)	Per page	1.10	incr by CPI (6%), JE 30.3.22	1.00
	Printing and Photocopying (A3, Black and White)	Per page	0.60	incr by CPI (6%), JE 30.3.22	0.60
	Printing and Photocopying (A3, Colour)	Per page	2.10	incr by CPI (6%), JE 30.3.22	2.00
	Scanning (max A3)	Per page	0.70	incr by CPI (6%), JE 30.3.22	0.70
	Faxing	Per transaction	2.10	incr by CPI (6%), JE 30.3.22	2.00
	Binding (1-50 double sided pages)	Per document	10.60	incr by CPI (6%), JE 30.3.22	10.00
	Binding (51+ double sided pages)	Per document	15.90	incr by CPI (6%), JE 30.3.22	15.00
	Key Cutting (including blank key)	Each	12.70	incr by CPI (6%), JE 30.3.22	12.00
	<b>REPORTS / POLICIES / APPLICATIONS</b>				
	Annual Report	Each	60.00	DA - incr based on est cost of printing B&W	30.00
	Regional Plan	Each	40.00	DA - incr based on est cost of printing B&W	20.00
	Copy of policies / by-laws / documents	Per double sided page	0.50	incr by CPI (6%) - A. Shaw	0.50
	Freedom of Information Search (through Jabiru Office only):				
	Personal Information				
	- Application Fee	Each	Free		Free
	-Supervising Examination of Information beyond 2 Hours	Per Hour	25.00	Ben H 15.02.2022. Fees and Charges set by the Information Commissioner - link below	25.00
	Non-Personal Information				
	- Application Fee	Each	30.00		30.00
	- Search Fee	Per hour	25.00		25.00
	- Consideration of Application	Per Hour	25.00	<a href="#">Fees and Charges   The Office of the Ir</a>	25.00
	-Supervising Examination of Information	Per Hour	25.00		25.00



Proposed Schedule of Fees and Charges 2022-2023

If a New charge for 2022/2023, "New" is in column	DESCRIPTION	QUANTITY	2022/2023 RATE \$(GST inc)	Comment 2022-2023	2021/2022 RATE \$ (GST incl)
	<b>TOWN HALL OR MEETING / TRAINING ROOMS</b>				
	Meeting room	Up to 4 hours	292.00	inc by CPI (6%), JE 30.3.22	275.00
	Meeting room	Full day (office hours only)	398.00	inc by CPI (6%), JE 30.3.22	375.00
	Meeting room Bond (ad hoc users only)	Per use	117.00	inc by CPI (6%), JE 30.3.22	110.00
	Town Hall (Jabiru) - Hall only	Up to 4 hours	170.00	inc by CPI (6%), JE 30.3.22	160.00
	Town Hall (Jabiru) - Hall and toilets	Up to 4 hours	281.00	inc by CPI (6%), JE 30.3.22	265.00
	Town Hall (Jabiru) - Hall, toilets and kitchen	Up to 4 hours	387.00	inc by CPI (6%), JE 30.3.22	365.00
	Town Hall (Jabiru) - Bond	Per use	530.00	inc by CPI (6%), JE 30.3.22	500.00
	Town Hall (Jabiru) - Cleaning Hall only	Per use (if not cleaned by user)	170.00	inc by CPI (6%), JE 30.3.22	160.00
	Town Hall (Jabiru) - Cleaning fee - Hall and toilets	Per use (if not cleaned by user)	239.00	inc by CPI (6%), JE 30.3.22	225.00
	Town Hall (Jabiru) - Cleaning fee - Hall, toilets and kitchen	Per use (if not cleaned by user)	313.00	inc by CPI (6%), JE 30.3.22	295.00
	Video Conferencing facilities	Per hour, min. 1 hr	159.00	inc by CPI (6%), RB 14.2.22	150.00
	Video Conferencing facilities	1/2 Day (max 3 hrs)	424.00	inc by CPI (6%), RB 14.2.22	400.00
	Teleconference facilities	Per hour, minimum 1 hr	106.00	inc by CPI (6%), RB 14.2.22	100.00
			0		
	<b>PORTABLE ASSETS</b>				
	Chairs (Non-meeting room use)	Per chair/day	3.20	inc by CPI (6%), JE 30.3.22	3.00
	Tables (Non-meeting room use)	Per table/day	4.20	inc by CPI (6%), JE 30.3.22	4.00
	Tables & chairs Bond	Per use	106.00	inc by CPI (6%), JE 30.3.22	100.00
	Portable whiteboard or screen	Per hour, min 1 hr	21.00	inc by CPI (6%), JE 30.3.22	20.00
	Portable whiteboard or screen (Bond)	Per use	53.00	inc by CPI (6%), JE 30.3.22	50.00
	Portable PA Sound System	Per Day	32.00	inc by CPI (6%), JE 30.3.22	30.00
	Portable PA Sound System (Bond)	Per Use	32.00	inc by CPI (6%), JE 30.3.22	30.00
	<b>ADVERTISING - Wire publication</b>				
	<b>Advertising Rates</b>				
	Full page (Black and white)	Per advert / notice	172.00	inc by CPI (6%) - A. Shaw	162.00
	Full page (Colour)	Per advert / notice	215.00	inc by CPI (6%) - A. Shaw	203.00
	Half page (Black and white)	Per advert / notice	101.00	inc by CPI (6%) - A. Shaw	95.00
	Half page (Colour)	Per advert / notice	130.00	inc by CPI (6%) - A. Shaw	123.00
	Up to, and including Quarter page (Black and white)	Per advert / notice	76.00	inc by CPI (6%) - A. Shaw	72.00
	Up to, Quarter page (Colour)	Per advert / notice	87.00	inc by CPI (6%) - A. Shaw	82.00
	Insert (Black and white)	Per advert / notice	205.00	inc by CPI (6%) - A. Shaw	193.00
	Insert (Colour)	Per advert / notice	281.00	inc by CPI (6%) - A. Shaw	265.00
	Insert (Self prepared)	Per advert / notice	147.00	inc by CPI (6%) - A. Shaw	139.00
	Electronic Edition Ad (full page with hyperlink)	Per advert / notice	76.00	inc by CPI (6%) - A. Shaw	72.00

Proposed Schedule of Fees and Charges 2022-2023

If a New charge for 2022/2023, "New" is in column	DESCRIPTION	QUANTITY	2022/2023 RATE \$(GST inc)	Comment 2022-2023	2021/2022 RATE \$ (GST incl)
	<b>LIBRARY (JABIRU ONLY)</b>				
	Used Paper backs	Each	4.20	inc by CPI (6%) - A. Shaw	4.00
	Used Hardcover books	Each	6.00	no incr., rnd to next whole dollar is too high	6.00
	Overdue notice (first notice)	Per book	2.90	inc by CPI (6%) - A. Shaw	2.70
	Overdue notice (second notice)	Per book	8.20	inc by CPI (6%) - A. Shaw	7.70
	Overdue notice (third notice)	Per item	Replacement Cost	no change	Replacement Cost
	Overdue notice administration fee	Per notice	5.80	inc by CPI (6%) - A. Shaw	5.50
	WI-FI BYO device	N/A	Free	no change	Free
	Internet/Email (non library members)	20 mins	2.00	no incr., round to next whole \$ is too high	2.00
	Internet/Email (non library members)	40 mins	4.00	no incr., round to next whole \$ is too high	4.00
	Internet/Email (non library members)	1 hour	6.00	no incr., round to next whole \$ is too high	6.00
	Printing A4 B/W per sheet	per sheet	0.40	inc by CPI (6%) - A. Shaw	0.40
	Printing A4 Colour	per sheet	1.20	inc by CPI (6%) - A. Shaw	1.10
	<b>FUNERAL PLOTS (JABIRU ONLY)</b>				
	Funeral plots (includes opening and closing of grave)	Each	986.00	inc by CPI (6%), JE 30.3.22	930.00
	<b>CONTROL OF DOG BY-LAWS (JABIRU ONLY)</b>				
	Registration of Entire Dog (without microchip) - Jul to Dec	per dog per year (ending financial year)	64.00	inc by CPI (6%), JE 30.3.22	60.00
	Registration of Entire Dog (with microchip) - Jan to Jun*	per dog per year (ending financial year)	32.00	inc by CPI (6%), JE 30.3.22	30.00
	Registration of Entire Dog (with microchip) - Jul to Dec	per dog per year (ending financial year)	53.00	inc by CPI (6%), JE 30.3.22	50.00
	Registration of Entire Dog (with microchip) - Jan to Jun*	per dog per year (ending financial year)	27.00	inc by CPI (6%), JE 30.3.22	25.00
	Registration of De-sexed Dog (without microchip) - Jul to Dec	per dog per year (ending financial year)	32.00	inc by CPI (6%), JE 30.3.22	30.00
	Registration of De-sexed Dog (with microchip) - Jan to Jun*	per dog per year (ending financial year)	16.00	inc by CPI (6%), JE 30.3.22	15.00
	Registration of De-sexed Dog (with microchip) - Jul to Dec	per dog per year (ending financial year)	21.00	inc by CPI (6%), JE 30.3.22	20.00
	Registration of De-sexed Dog (with microchip) - Jan to Jun*	per dog per year (ending financial year)	11.00	inc by CPI (6%), JE 30.3.22	10.00
	Registration of a Dog trained for the Blind or Hearing Impaired	per dog per year (ending financial year)	Free	inc by CPI (6%), JE 30.3.22	Free
	Tag replacement fee	per tag	10.00	inc by CPI (6%), JE 30.3.22	9.00
	Release fee (includes first day charge)	Per instance	106.00	inc by CPI (6%), JE 30.3.22	100.00
	Pound charge	per day (after day one)	53.00	inc by CPI (6%), JE 30.3.22	50.00
	Additional Release Fee (out of business hours) by prior arrangement only	Per instance (refer call out Fee)	350.00	inc by CPI (6%), JE 30.3.22	330.00
	* Option available only for new dog registrations made between January and June 2022				
	<b>PARKS, ROADS AND PUBLIC AREAS</b>				
	Stallholders permit (Jabiru only)	Per stall	34.00	inc by CPI (6%) - A. Shaw	32.00
	Hire of Sport oval - individual residents	Per use	Free	no change	Free
	Hire of Sport oval - organisations	Per event (max 8 hours)	133.00	inc by CPI (6%), JE 30.3.22	125.00
	Use of lights	Per hour	11.00	inc by CPI (6%), JE 30.3.22	10.00
	Sign permit fee (Jabiru only)	Annual	73.00	inc by CPI (6%), JE 30.3.22	69.00
	Road Work Permits	Per permit	106.00	inc by CPI (6%), JE 30.3.22	100.00

Proposed Schedule of Fees and Charges 2022-2023

If a New charge for 2022/2023, "New" is in column	DESCRIPTION	QUANTITY	2022/2023 RATE \$(GST inc)	Comment 2022-2023	2021/2022 RATE \$ (GST incl)
	<b>STAFF / LABOUR</b>				
	<i>After hours services will be charged at a 50% rate increase for weekdays after 4:30 PM and 100% rate increase for weekends</i>				
	Site Supervisor	Per hour, minimum 1 hr	154.00	inc by CPI (6%) JE 30.3.22 (whole dollar wf)	150.00
	Administration Assistant	Per hour, minimum 1 hr	88.00	inc by CPI (6%) JE 30.3.22 (whole dollar wf)	80.00
	Trade person (plumbing, electrical, painter etc.)	Per hour, minimum 1 hr	121.00	inc by CPI (6%) JE 30.3.22 (whole dollar wf)	120.00
	Trade assistant	Per hour, minimum 1 hr	77.00	inc by CPI (6%) JE 30.3.22 (whole dollar wf)	75.00
	Plant Operator	Per hour, minimum 1 hr	99.00	inc by CPI (6%) JE 30.3.22 (whole dollar wf)	95.00
	Cleaner	Per hour, minimum 1 hr	66.00	inc by CPI (6%) JE 30.3.22 (whole dollar wf)	60.00
	<b>ACCOMMODATION</b>				
	Guest house room / contractors quarters / bed in dorm room	Per person/night	159.00	inc by CPI (6%) - Kim S 4.3.2022	150.00
	Guest house room / contractors quarters / bed in dorm room	Per person/week (Monday to Sunday)	848.00	inc by CPI (6%) - Kim S 4.3.2022	800.00
	Self contained Cabin / Unit	Per person/night	180.00	inc by CPI (6%) - Kim S 4.3.2022	170.00
	Self contained Cabin / Unit	Per person/week (Monday to Sunday)	954.00	inc by CPI (6%) - Kim S 4.3.2022	900.00
	Storage of belongings	Per Day	request a Quote	Kim Sutton 4.3.2022	50% of day rate
	Entire dwelling rental - short/medium/long term	contact the Council Bus Devt Manager	request a Quote	New item for 2022-23	
	Laydown areas or additional parking	contact the Council Bus Devt Manager	request a Quote	Kim Sutton 4.3.2022	
	Extra cleaning charges (if not listed below)	Per hour (50% increase for weekdays after 4:30pm and 100% on weekends).	60.00	Kim Sutton 4.3.2022	55.00 hr
	<b>ACCOMMODATION - CLEANING CHARGES - STAYS &gt;ONE WK</b>				
	Vacate clean - 1 bedroom unit		450.00	Kim Sutton 4.3.2022	N/A
	Standard clean - 1 bedroom unit		120.00	Kim Sutton 4.3.2022	N/A
	Vacate clean - 2 bedroom unit		650.00	Kim Sutton 4.3.2022	N/A
	Standard clean - 2 bedroom unit		140.00	Kim Sutton 4.3.2022	N/A
	Vacate clean - 2 bedroom upstairs/downstairs unit		750.00	Kim Sutton 4.3.2022	N/A
	Standard clean - 2 bedroom upstairs/downstairs unit		160.00	Kim Sutton 4.3.2022	N/A
	Vacate clean - 3 bedroom house		1000.00	Kim Sutton 4.3.2022	N/A
	Standard clean - 3 bedroom house		180.00	Kim Sutton 4.3.2022	N/A
	Vacate clean - 4 bedroom house		1200.00	Kim Sutton 4.3.2022	N/A
	Standard clean - 4 bedroom house		240.00	Kim Sutton 4.3.2022	N/A

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Proposed Schedule of Fees and Charges 2022-2023

If a New charge for 2022/2023, "New" is in column	DESCRIPTION	QUANTITY	2022/2023 RATE \$(GST inc)	Comment 2022-2023	2021/2022 RATE \$ (GST incl)
	<b>SWIMMING POOL COMPLEX (JABIRU ONLY)</b>				
	Casual entry (adult)	Each	4.00	no incr., round to next whole \$ is too high	4.00
	Casual entry (13 to 17 years)	Each	2.00	no incr., round to next whole \$ is too high	2.00
	Child (0 to 12 years)	Each	Free	no change	Free
	10 Pool Pass (13 to 17 years)	Person	19.00	incr by CPI (6%) - A. Shaw	18.00
	10 Pool Pass (adult)	Person	38.00	incr by CPI (6%) - A. Shaw	36.00
	30 Pool Pass (13 to 17 years)	Person	40.00	incr by CPI (6%) - A. Shaw	38.00
	30 Pool Pass (adult)	Person	81.00	incr by CPI (6%) - A. Shaw	76.00
	Season Pass adult (3 months)	Person	106.00	incr by CPI (6%) - A. Shaw	100.00
	Season Pass adult (6 months)	Person	150.00	Katrina Hill (NEW - 6 months)	
	Season Pass - 13 to 17 years (3 months)	Person	53.00	incr by CPI (6%) - A. Shaw	50.00
	Season Pass - 13 to 17 years (6 months)	Person	75.00	Katrina Hill (NEW - 6 months)	
	Season Pass adult (12 months)	Person	276.00	incr by CPI (6%) - A. Shaw	260.00
	Season Pass - 13 to 17 years (12 months)	Person	138.00	incr by CPI (6%) - A. Shaw	130.00
	Swimming Lesson	Each	11.00	incr by CPI (6%) - A. Shaw	10.00
	Swimming Lessons	5 lessons bulk	42.00	incr by CPI (6%) - A. Shaw	40.00
	Pool Aqua Fitness includes entry	Session	11.00	incr by CPI (6%) - A. Shaw	10.00
	Pool Aqua Fitness includes entry	10 sessions bulk	85.00	incr by CPI (6%) - A. Shaw	80.00
	<b>SWIMMING POOL COMPLEX (JABIRU AND MANINGRIDA)</b>				
	Pool Hire Charge	Hour (outside of operational hours)	106.00	incr by CPI (6%), JE 30.3.22	100.00
	Pool Hire Charge (Bond)	Per use	387.00	incr by CPI (6%), JE 30.3.22	365.00
	Pool inflatable charge	Per hour	106.00	incr by CPI (6%), JE 30.3.22	100.00
	<b>WASTE COLLECTION AND LANDFILL DUMPING FEES</b>				
	240 ltr Wheelie Bin Replacement	Each	143.00	incr by CPI (6%), JE 30.3.22	135.00
	Commercial dumping fees	Per cubic metre	60.00	per Jesse Evans A/COO 30.3.22)	50.00
	Car / vehicles Bodies - Dumping only	Each	101.00	incr by CPI (6%), JE 30.3.22	95.00
	Car / vehicles Bodies - Removal & Dumping	Each	265.00	incr by CPI (6%), JE 30.3.22	250.00
	Sullage Charge	Per litre	0.63	incr by CPI (6%), JE 30.3.22	0.59
	White Goods (wash mach, fridge, A/C, freezer) - Commercial	Per item	53.00	incr by CPI (6%), JE 30.3.22	50.00



## Proposed Schedule of Fees and Charges 2022-2023

If a New charge for 2022/2023, "New" is in column	DESCRIPTION	QUANTITY	2022/2023 RATE \$(GST inc)	Comment 2022-2023	2021/2022 RATE \$ (GST incl)
<b>PLANT &amp; MISCELLANEOUS HIRE-COMMERCIAL RATES</b>					
All plant hire rates are for the cost of machinery and operator. No dry hire without the express permission of the Chief Operating Officer.					
	Cement mixer (full day hire only)	Per day	150.00	GB 14.02.2022	130.00
	Utility vehicle (no recreational use permitted) Maningrida only	per day	250.00	GB 14.02.2022	225.00
	Utility vehicle (no recreational use permitted) Maningrida only	per week (Mon to Sun)	1,500.00	GB 14.02.2022	1,165.00
	Backhoe (Mirijilang only)	Per day	1,590.00	GB 14.02.2022	1,540.00
	Mini Excavator	Per day	1,590.00	GB 14.02.2022	1,540.00
	Traxcavator (Gumbalanyia, Jabiru and Maningrida only)	Per day	2,125.00	GB 14.02.2022	2,065.00
	Excavator (20 tonne) (Gumbalanyia only)	Per day	2,125.00	GB 14.02.2022	2,065.00
	Motor Grader	Per day	2,125.00	GB 14.02.2022	2,065.00
	Small Drum Roller (Maningrida only)	Per day	1,590.00	GB 14.02.2022	1,540.00
	Wheel Loader under 10 tonne (Maningrida only)	Per day	1,590.00	GB 14.02.2022	1,540.00
	Wheel Loader over 10 tonne	Per day	1,775.00	GB 14.02.2022	1,715.00
	Skid steer loader (with attachments)	Per day	1,590.00	GB 14.02.2022	1,540.00
	Tractor with slasher	Per day	1,590.00	GB 14.02.2022	1,540.00
	Truck - flat top or tipper (Up to 10 tonne)	Per day	1,345.00	GB 14.02.2022	1,295.00
	Truck - flat top or tipper (over 10 tonne)	Per day	1,530.00	GB 14.02.2022	1,470.00
	Truck - with water tank 5000 ltr	Per day	1,530.00	GB 14.02.2022	1,470.00
	Truck - with water tank 13000 Ltr (Maningrida)	Per day	1,665.00	GB 14.02.2022	1,610.00
	Truck - Large Tipper & Tag Trailer (Gumbalanyia and Maningrida)	Per day	1,665.00	GB 14.02.2022	1,610.00
	Truck-Tilt Tray-Outside Town Limit	Per Klm	4.50	GB 14.02.2022	4.40
	Truck-Tilt Tray-Local Work (Jabiru Only)	Per day	1,520.00	GB 14.02.2022	1,470.00
	LED Display screen on Trailer (Maningrida only)	Per day	235.00	GB 14.02.2022	220.00
	Operator for mobilisation and demobilisation of LED display	Per occasion-mobilisation and Demobilisation	70.00	GB 14.02.2022	60.00
	Water Jetter (Maningrida and Jabiru only)	Per day	1,960.00	GB 14.02.2022	1,960.00
	Water Usage	Per Kilolitre	2.45	GB 14.02.2022	2.39

Proposed Schedule of Fees and Charges 2022-2023

If a New charge for 2022/2023, "New" is in column	DESCRIPTION	QUANTITY	2022/2023 RATE \$(GST inc)	Comment 2022-2023	2021/2022 RATE \$(GST incl)
<b>PLANT &amp; MISCELLANEOUS HIRE-LOCAL COMMUNITY ORGANISATION RATES</b>					
		Day Rates (GST Incl)	Hourly Rates (GST Inc)		Hourly Rates (GST Inc)
	Traxcavator (Gumbalanya, Maningrida and Jabiru only)		1,890.00	unchanged GB 14.2.2022	270.00
	Excavator 20 tonne (Gumbalanya only)		1,890.00	unchanged GB 14.2.2022	270.00
	Grader		1,890.00	unchanged GB 14.2.2022	270.00
	Small drum roller		1,330.00	unchanged GB 14.2.2022	190.00
	Truck - under 10 tonne		1,120.00	unchanged GB 14.2.2022	160.00
	Truck - over 10 tonne		1,260.00	unchanged GB 14.2.2022	180.00
	Truck - 5000 Ltr water tank		1,260.00	unchanged GB 14.2.2022	180.00
	Truck - 13000 Ltr water tank		1,400.00	unchanged GB 14.2.2022	200.00
	Truck - large tipper and trailer (Maningrida & Gumbalanya only)		1,400.00	unchanged GB 14.2.2022	200.00
	Tilt Tray - Local work (Jabiru only)		1,260.00	unchanged GB 14.2.2022	180.00
	Tilt Tray - Outside town limit (Jabiru only)		1,260.00	unchanged GB 14.2.2022	180.00
	LED display screen on trailer (Maningrida only)		220.00	N/A	N/A
	Operator for mobilisation and demobilisation of LED display		60.00	N/A	N/A
	Water Jetter (Maningrida and Jabiru only)		1,960.00	unchanged GB 14.2.2022	280.00
<b>Miscellaneous Equipment</b>					
	Barbeque (where available)	Per day		27.00 (incr by CPI (6%), JE 30.3.22)	25.00
	Barbeque (Bond)	Per use		53.00 (incr by CPI (6%), JE 30.3.22)	50.00
<b>STORAGE FEES</b>					
	Container Storage	Per Week		127.00 (incr by CPI (6%), JE 30.3.22)	120.00

Proposed Schedule of Fees and Charges 2022-2023

If a New charge for 2022/2023, "New" is in column	DESCRIPTION	QUANTITY	2022/2023 RATE \$(GST inc)	Comment 2022-2023	2021/2022 RATE \$ (GST incl)
	<b>WATER &amp; SEWERAGE (JABIRU ONLY)</b>				
	Water and sewerage tariffs and charges are regulated by the Territory Government via a Water and Sewerage Pricing Order issued by the Regulatory Minister.				
	Water usage	Per Kilolitre	Finance to complete		2.0064
	Up to 25mm	Fixed daily Charge	Finance to complete		0.8379
	26 – 40mm	Fixed daily Charge	Finance to complete		2.1451
	41 – 50mm	Fixed daily Charge	Finance to complete		3.3446
	51 – 100mm	Fixed daily Charge	Finance to complete		13.5125
	101 – 150mm	Fixed daily Charge	Finance to complete	Tariffs for 2022-23 are normally released by Utilities Commission of the NT on or around 26 June 2022 (utilicom.nt.gov.au). Jodie Cowdery is a contact at Utilities commission.	30.1612
	151 – 200mm	Fixed daily Charge	Finance to complete		53.6338
	0-2 SF	One Off Fixed Charge	Finance to complete		845.10
	3 SF TO 24 SF	Per Fitting	Finance to complete		845.10+575.34 ea
	25 SF TO 49 SF	Per Fitting	Finance to complete		13.502.58+539.68 ea
	50 SF TO 99 SF	Per Fitting	Finance to complete		26.994.58+501.06 ea
	100 SF TO 149 SF	Per Fitting	Finance to complete		52.047.58+465.56 ea
	>149 SF	Per Fitting	Finance to complete		75.325.58+450.84 ea
	Sewerage Dumped Waste Disposal	Per Kilolitre	64.00 incr by CPI (6%), JE 30.3.22		60.00
	<b>CHILDCARE CENTRE (JABIRU ONLY)</b>				
	Gecko Room (Full day)	Per child per day	105.00 Katrina Hill 7.3.22		101.00
	Possum Room (Full day)	Per child per day	105.00 Katrina Hill 7.3.22		101.00
	Barramundi Room (Full day)	Per child per day	105.00 Katrina Hill 7.3.22		101.00
	Barramundi Room (Pre School half day)	Per child per day	64.00 Katrina Hill 7.3.22		62.00
	<b>CRECHE (MINJILANG AND WARRUWI ONLY)</b>				
	Daily fee	Per child per day	10.00 Katrina Hill 7.3.22		N/A

NEW



**WEST ARNHAM REGIONAL COUNCIL**  
**FOR THE MEETING 13 APRIL 2022**

<b>Agenda Reference:</b>	<b>9.4</b>
<b>Title:</b>	<b>Organisational Growth Unit Report</b>
<b>File Reference:</b>	<b>999764</b>
<b>Author:</b>	<b>Katrina Hill, Director of Organisational Growth (Acting)</b>

### **SUMMARY**

The purpose of this report is to inform Council about the progress of achievement of the strategic goals within the Organisational Growth Unit.

The Organisational Growth Unit is focused on growing human and financial resource capacity and upholding adherence to quality and compliant service delivery, and includes the following teams:

- Business Development;
- People and Capability; and
- Community Support.

This Report also provides an overview of Business Development activities during the period, including the submission of Grants, commercial Contracts, and Tenders and the acquisition of housing.

### **BACKGROUND**

To provide Council with a monthly update on matters relating to the activities and outcomes of the Organisational Growth Unit including; Business Development (Grants, commercial Contracts, Tenders and Housing), People and Capability (Human Resources, Learning and Development, Work Health and Safety) and Community Support (Community Engagement, Community Care, Quality and Compliance).

### **COMMENT**

#### **1. BUSINESS DEVELOPMENT**

##### **1.1. Goals:**

Grow annual income.

##### **1.2. Grant and Tender submissions/income generating activity during the period:**

###### **1.2.1. Total number of Grants submitted: 5**

- *Remote Roads Program;*
- *NAIDOC Local Grants;*
- *Community Benefit Fund – Jabiru Library;*
- *Safe, Respected and Free From Violence Grant; and*
- *Youth Holiday Vibe Grant.*

- 1.2.2. Total dollar value of Grants submitted: \$1,088,872
- 1.2.3. Total number of Tenders/commercial proposals submitted: 0
- 1.2.4. Total dollar value of Tenders/commercial proposals submitted during the period: \$0

1.3. Grants and Tenders confirmed as successful during the period:

- 1.3.1. Total number of successful Grants submitted: 0
- 1.3.2. Total number of successful Tenders submitted: 0
- 1.3.3. Total value of income confirmed during the period: \$0

## 2. PEOPLE & CAPABILITY

Goal	Current Status	Progress Notes
<b>Indigenous Employment Levels</b> By June 2024 - 65% of WARC staff are Indigenous and represented at all levels of employment.	57%	Compared to 55.79% as of 30 June 2021.
<b>Indigenous Workforce Support</b> 100% of Indigenous staff receive tailored workplace support and guidance.	0.07%	<p>WARC's new Indigenous Employment Program is currently being developed and discussions have commenced to seek the funding required (EOIs through NIAA).</p> <p>Developing a "Choosing Your Way" pilot program to support development of literacy, numeracy and digital literacy skills for Indigenous staff. Framework should be ready for review by 30 April 2022.</p> <p>Nine Indigenous work crew from community were supported to participate in the CDU Ranger Ready Program.</p>
<b>Staff Turnover</b> Annual organic (non-terminated) staff turnover reduces to 25% by 30 June 2024.	YTD: 19.7%	Compared to 41.56% as of 30 June 2021.
<b>Cultural Awareness Training</b> 100% of WARC staff complete Cultural Awareness Training.	YTD: 21%	<p>All new starters with office roles continue to complete Cultural Awareness Training during their first three days of employment.</p> <p>Cross Cultural Awareness have filmed WARC's specific Indigenous cross cultural training video in Jabiru and Maningrida (14 – 16 March 2022). The first review of the film will be available by 15 April 2022.</p>
<b>Learning and Development</b> Employees identify annual Learning and Development goals and all staff complete at least one Learning and Development activity per year.	YTD: 27%	

### **3. COMMUNITY SUPPORT**

The Community Support team is now fully staffed and is working together to develop their inaugural Community Support Business Plan 2022-24. This plan will map out goals and activities across the areas of community care, service delivery quality and compliance and community engagement.

#### **STATUTORY ENVIRONMENT**

Not applicable.

#### **POLICY IMPLICATIONS**

Not applicable.

#### **FINANCIAL IMPLICATIONS**

Council projects and programs are heavily dependent on Grant funding and it is therefore vital that Council is updated on the status of grants.

#### **VOTING REQUIREMENTS**

Simple majority.

#### **RECOMMENDATIONS**

**That Council:**

- **Receives and notes the report on the activity and progress made by the Organisational Growth Unit in pursuit of the strategic goals;**
- **Notes and approves the attached acquittal of the priority infrastructure fund for 2020-2021; and**
- **Notes and approves the attached certification of 2021-2022 Minjilang Local Authority project funding.**

#### **ATTACHMENTS**

- 1** Acquittal - PIF Warruwi Airport Road Drainage - 14.12.21.pdf
- 2** Local Authority Project Funding Certification Minjilang 31 January 2022.pdf
- 3** Presentation - Organisational Growth OCM Report - 13.04.2022.pdf

# West Arnhem Regional Council

## Acquittal of Local Government Priority Infrastructure Fund 2020-21

File Number: LGR2016/00013

Purpose of Grant: Towards the Warruwi Airport Road drainage construction.

Application Number: PIF2100003

Purchases were in accordance with the Northern Territory Buy Local Plan:  Yes  No  
(If no please provide an explanation with this acquittal)

### INCOME AND EXPENDITURE ACQUITTAL FOR THE PERIOD ENDING 31 OCTOBER 2021

Local Government Priority Infrastructure Fund	\$300 000 (ex GST)
Other income/council contribution	<u>\$175 106</u>
Total income	<u>\$475,106</u>
Expenditure (Specify accounts and attach copies of ledger entries) An 'administration fee' is not to be apportioned to the grant for acquittal purposes.	
Capital expenditure – Warruwi Airport Road	<u>\$300,000</u>
Capital expenditure – Warruwi Airport Road	<u>\$93,862</u>
Total Expenditure	<u>\$393,862</u>
Surplus/(Deficit)	<u>\$81,244</u>

IS THE PROJECT COMPLETE:  Yes  No

We certify, in accordance with the conditions under which this grant was accepted, that the expenditure shown in this acquittal has been actually incurred and reports required to be submitted are in accordance with the stated purpose of this grant.

Acquittal prepared by: Brooke Meredith 14/12/2021

Laid before the Council at a meeting held on 09/02/2022 Copy of minutes to be attached.

CEO or CFO:  15/12/2021

### DEPARTMENTAL USE ONLY

Grant amount correct:  Yes  No

Expenditure conforms to purpose:  Yes  No

Capital Works – Bought from Territory Enterprise:  Yes  No

Minutes checked:  Yes  No

Balance of funds to be acquitted: \_\_\_\_\_

Date next acquittal due: \_\_\_\_/\_\_\_\_/\_\_\_\_

ACQUITTAL ACCEPTED:  Yes  No

Acquittal checked by: \_\_\_\_\_

Comments:

# West Arnhem Regional Council

Acquittal of Local Government Priority Infrastructure Fund 2020-21

Donna Hadfield, Manager Grants Program

\_\_\_\_\_ /\_\_\_\_/\_\_\_\_

# West Arnhem Regional Council

## CERTIFICATION OF 2021-2022 LOCAL AUTHORITY PROJECT FUNDING

Local Authority: Minjilang Local Authority

File number: \_\_\_\_\_

### INCOME AND EXPENDITURE FOR THE PERIOD ENDING 31 JANUARY 2022

LAPF Grant 2021 - 22	\$5,832.00 <b>NOT YET RECEIVED IN FULL</b>
Previous acquittal balance	\$105,137.64
Total Income	\$110,969.64
Total Expenditure	\$38,340.91
Surplus / (Deficit) as at 31 JANUARY 2022	\$72,628.73

The following projects, utilising the surplus quoted above, have been committed for Minjilang Local Authority funding.

Minjilang	
Project	Allocated Funding balance
Speed bump near ALPA Store	\$12,536.54
Welcome Sign	\$6,598.35
Solar Lights	\$36,075.85
Animal Management Program	\$2,940.00
<b>TOTAL</b>	<b>\$58,150.74</b>

We certify that the LAPF was spent in accordance with,

- the projects submitted by the Local Authority; Yes  No
- the LAPF funding guidelines; Yes  No
- the *Local Government Act and the Local Government (Accounting) Regulation; and* Yes  No
- the Northern Territory Government's buy from Territory enterprise policy. Yes  No

Certification report prepared by Brooke Meredith 10/03/22

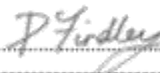
The local authority projects formed part of the agenda and minutes of Council's ordinary council meeting and local authority meeting.

Yes  No

Laid before the Council at a meeting (to be held on) 13/04/2022 Copy of minutes attached (TBA).

Laid before the LA at a meeting (to be held on) 12/05/2022 Copy of minutes attached (TBA).

CEO or CFO



10/03/2022

### DEPARTMENTAL USE ONLY

Grant amount correct:

Yes  No

Department of the Chief Minister and Cabinet





West Arnhem Regional Council

Balance of funds to be spent \$ \_\_\_\_\_

Date next certification ...../...../20\_\_

CERTIFICATION ACCEPTED

Yes  No

Comments

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Samantha Gasura – Grants and Rates Officer \_\_\_\_\_

...../...../20\_\_

Donna Hadfield – Manager Grants Program \_\_\_\_\_

...../...../20\_\_

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Department of the Chief Minister and Cabinet - optional

<Date Month Year> | Version X - optional

Page 2 of 2



WELCOME TO

# Organisational Growth Unit Report

APRIL 2022



# GRANTS/COMMERCIAL INCOME (YEAR TO DATE)

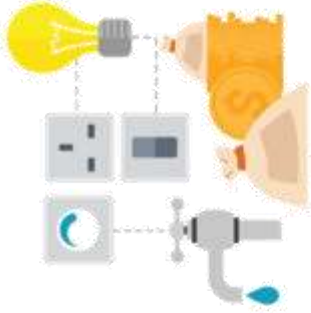


**Grant Income  
YTD**

**\$13,684,967**

Comparison to  
previous year

**\$12,486,361**



**Commercial  
(Tenders/Other)  
Income YTD**

**\$4,754,588**

**\$3,155,022**

Organisational Growth Unit Report



# GRANTS/TENDERS SUBMITTED (ACTIVITY FOR PERIOD)



**Grants Submitted**  
No. / \$

**Grants Successful**  
No. / \$

**Commercial (Tenders/Other) Submitted**  
No. / \$

**Commercial (Tenders/Other) Successful**  
No. / \$

5 / \$1,088,872

0 / \$0

0 / \$0

0 / \$0

Organisational Growth Unit Report



# PEOPLE & CAPABILITY (CURRENT STATUS)



**Indigenous Staff**

57%

Comparison to 30/06/2021

55.79%



**Professional Development Activity**  
*(staff completed)*

27%

NA



**Cultural Awareness Training**  
*(new staff completed)*

21%

NA



**Annual Staff Turnover**  
*(organic)*

19.7%

41.56%

Organisational Growth Unit Report

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 13 APRIL 2022

<b>Agenda Reference:</b>	<b>10.1</b>
<b>Title:</b>	<b>Disposal of Surplus Fleet Assets</b>
<b>File Reference:</b>	<b>1000495</b>
<b>Author:</b>	<b>Graham Baulch, Project Coordinator Fleet</b>

#### SUMMARY

The purpose of this report is to seek Council's approval for the disposal of a surplus vehicle by way of public auction.

#### BACKGROUND

In accordance with the fleet asset retention and disposal schedule developed within Council's Strategic Asset Management Policy, the General Manager Technical Services and Project Coordinator Fleet Operations identify vehicles and plant to be disposed of via public auction.

#### COMMENT

During ongoing audits the following item was identified as either not required for operational reasons, not economically viable to maintain or replaced in accordance with the fleet asset retention and disposal schedule developed within Council's Strategic Asset Management Policy.

1. 2010 Toyota Hilux utility - Warruwi

The utility has reached a condition where it is no longer viable to maintain.

#### STATUTORY ENVIRONMENT

This asset disposal will be conducted in accordance with relevant provisions in the *Local Government Act 2019*.

#### FINANCIAL IMPLICATIONS

Income from the sale of surplus vehicles and plant will be utilised to support the purchase of replacement vehicles and plant in line with Council's Strategic Asset Management Policy.

#### STRATEGIC IMPLICATIONS

This report is aligned to the following objectives in the *Regional Plan and Budget 2021-2022*:

<b>GOAL 3 LOCAL INFRASTRUCTURE</b>	
<i>Well maintained and enhanced built and natural environment.</i>	
<b>Objective 3.1</b>	Infrastructure and asset management strategies appropriate to the needs of Council.
<b>Objective 3.4</b>	Modern and well maintained fleet, plant and equipment capable of meeting service delivery requirements.

## **VOTING REQUIREMENTS**

Simple majority

### **RECOMMENDATION:**

**That Council receives and notes the report, and approves the sale via auction of the following vehicle:**

- 1. 2010 Toyota Hilux utility - Warruwi**

## **ATTACHMENTS**

There are no attachments for this report.



## WEST ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 13 APRIL 2022

<b>Agenda Reference:</b>	<b>11.1</b>
<b>Title:</b>	<b>Report for the Warruwi Local Authority Meeting held on 31 March 2022</b>
<b>File Reference:</b>	<b>999464</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor</b>

#### SUMMARY

The purpose of this report is to provide Council with the minutes of the Warruwi Local Authority meeting held on 31 March 2022.

#### BACKGROUND

The Ministerial Guidelines state that:

The minutes from local authority meetings or provisional meetings (these will normally be unconfirmed minutes) must form part of the agenda papers for the next ordinary meeting of council. The council must consider any items for attention, raised by each local authority meeting or provisional meeting, at the next ordinary meeting of council after the local authority meeting or provisional meeting (Section 13.1 *Ministerial Guideline 1 – Local Authorities 2021*).

#### COMMENT

During the meeting held on 31 March 2022, the Warruwi Local Authority made the following recommendations for Council's consideration.

#### 17.2 WARRUWI LOCAL AUTHORITY FUTURE PROJECTS

The Local Authority considered a report on future projects which include a proposal to install a shade sail at the Warruwi playground (Lot 137), and a proposal to upgrade the shade structure near the crèche and health centre.

##### **WAR137/2022 RESOLVED:**

**On the motion of Mr Ida Waianga  
Seconded Mr Nicholas Hunter**

**The Local Authority noted the report and requested Council to direct the administration to try and seek funding for:**

- **The installation of a shade sail at the Warruwi playground at an estimated cost of \$ 30, 000; and**
- **The upgrade of the shade structure near the crèche and health centre at an estimated cost of \$ 70, 400.**

**CARRIED**

#### STATUTORY ENVIRONMENT

1. Section 101(5) *Local Government Act 2019*.
2. Clause 13.1 *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.

## FINANCIAL IMPLICATIONS

Not applicable.

## STRATEGIC IMPLICATIONS

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

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

## VOTING REQUIREMENTS

Simple majority.

### RECOMMENDATION:

#### That Council:

- Notes the unconfirmed minutes of the Warruwi Local Authority meeting held on 31 March 2022; and
- Directs the administration to try and seek funding for:
  - The installation of a shade sail at the Warruwi playground at an estimated cost of \$ 30, 000; and
  - The upgrade of the shade structure near the crèche and health centre at an estimated cost of \$ 70, 400.

## ATTACHMENTS

- 1 2022.03.31 Warruwi Local Authority Meeting Minutes.pdf



Minutes of the West Arnhem Regional Council Local Authority Meeting  
Thursday, 31 March 2022 at 10:00 am  
Council Chambers, Warruwi

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**Chairperson (Acting) Nicholas Hunter declared the meeting open at 10:12 am, welcomed all in attendance and acknowledged the Traditional Owners.**

**APPOINTED MEMBERS**

Chairperson (Acting)	Nicholas Hunter
Member	Ida Waianga
Member	Alfred
Member	Phillip Wasaga

**ELECTED MEMBERS**

Deputy Mayor	Elizabeth Williams (video conference)
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**STAFF**

Chief Executive Officer (Acting)	Kim Sutton (video conference)
Chief Corporate Officer	David Glover (video conference)
Chief Operating Officer (Acting)	Jesse Evans
Governance and Risk Advisor	Doreen Alusa (video conference)
Finance Manager	Andrew Shaw (video conference)
Building and Civil Coordinator	Loukas Gikopoulos (video conference)
Council Services Manager	Paul Griffiths

**VISITORS**

Pandanus Evaluation	Stephanie Harrison (video conference)
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**Minute note:** The Local Authority appointed Nicholas Hunter as the acting Chairperson for this meeting.

**APOLOGIES****3.1 APOLOGIES AND LEAVE OF ABSENCE**

The Local Authority considered apologies and leave of absence.

The Warruwi Local Authority noted members' apologies from Mayor Matthew Ryan, Councillor James Marrawal, and Appointed Members Jason Mayinaj and Richard Nawirr for the meeting held on 31 March 2022.

**ABSENT WITHOUT NOTICE****4.1 ABSENT WITHOUT NOTICE**

The Local Authority considered absences without notice.

The Warruwi Local Authority noted that no members were absent without notice for the meeting held on 31 March 2022.

**ACCEPTANCE OF AGENDA****6.1 ACCEPTANCE OF AGENDA**

The Local Authority considered acceptance of the agenda.

**WAR134/2022 RESOLVED:**  
**On the motion of Deputy Mayor Elizabeth Williams**  
**Seconded Mr Phillip Wasaga**

The agenda for the Warruwi Local Authority meeting of 31 March 2022 as circulated was accepted.

**CARRIED**

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

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

The Warruwi Local Authority received no declarations of interest for the meeting held on 31 March 2022.

**CONFIRMATION OF PREVIOUS MINUTES****8.1 CONFIRMATION OF PREVIOUS LOCAL AUTHORITY MEETING MINUTES - 21 OCTOBER 2021**

The Local Authority considered the confirmation of previous minutes for the meeting held on 21 October 2021.

**WAR135/2022 RESOLVED:**  
**On the motion of Deputy Mayor Elizabeth Williams**  
**Seconded Mr Nicholas Hunter**

The minutes of the 21 October 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.

**WAR136/2022 RESOLVED:**  
**On the motion of Mr Eda Waianga**  
**Seconded Mr Alfred Gawaraidj**

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

1. Special Community Assistance and Local Employment (SCALE) Program 2019-2020 (OCM 184/2020).

**CARRIED**

**Minute note:** Stephanie Harrison from Pandanus Evaluation joined the meeting at 10:22 am.

**CSM REPORT ON REGIONAL COUNCIL SERVICES****12.1 CSM REPORT ON CURRENT REGIONAL COUNCIL SERVICES**

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

**The Warruwi Local Authority noted the report.**

**FINANCE REPORT****15.1 FINANCIAL REPORT TO FEBRUARY 2022**

The Local Authority considered the financial report to February 2022.

**The Warruwi Local Authority noted and received the financial report for the eight months, year to date period, July 2021 to February 2022.**

**15.2 LOCAL AUTHORITY FUNDING**

The Local Authority considered a report on Local Authority funding.

**The Local Authority noted the report.**

**VISITOR PRESENTATIONS****16.1 PRESENTATION - PANDANUS EVALUATION, ON BEHALF OF THE POWER AND WATER CORPORATION**

The Local Authority considered a presentation from Pandanus Evaluation. Power and Water Corporation have engaged Pandanus Evaluation to conduct remote community feedback into how they can work with communities to better talk about water.

**The Warruwi Local Authority noted that Pandanus Evaluation will conduct remote community feedback on water usage on behalf of the Power Water Corporation in May 2022.**

**Minute note:** It was noted that the administration will contact Pandanus Evaluation to get information about the specific dates and times for community consultation, as well as more information about the consultation process.

**Minute note:** Stephanie Harrison left the meeting at 11:01 am.

**GENERAL ITEMS****17.1 WARRUWI LOCAL AUTHORITY PROJECTS UPDATE**

The Local Authority considered a report on current Local Authority funded projects, which included the Animal Management Program and the installation of solar street lights.

**The Local Authority discussed and noted the report.**

**17.2 WARRUWI LOCAL AUTHORITY FUTURE PROJECTS**

The Local Authority considered a report on future projects which include a proposal to install a shade sail at the Warruwi playground (Lot 137), and a proposal to upgrade the shade structure near the crèche and health centre.

**WAR137/2022 RESOLVED:**

**On the motion of Mr Ida Waianga**

**Seconded Mr Nicholas Hunter**

The Local Authority noted the report and requested Council to direct the administration to try and seek funding for:

- The installation of a shade sail at the Warruwi playground at an estimated cost of \$ 30, 000; and
- The upgrade of the shade structure near the crèche and health centre at an estimated cost of \$ 70, 400.

**CARRIED**

**NEXT MEETING**

The next Warruwi Local Authority meeting is scheduled to take place on Thursday 19 May 2022.

**MEETING DECLARED CLOSED**

Chairperson (Acting) Nicholas Hunter declared the meeting closed at 11:25 am.

This page and the preceding four pages are the minutes of the Warruwi Local Authority meeting held on Thursday, 31 March 2022.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date Confirmed



## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 13 APRIL 2022

<b>Agenda Reference:</b>	<b>11.2</b>
<b>Title:</b>	<b>Minutes of the Risk Management and Audit Committee Meeting held on 21 March 2022</b>
<b>File Reference:</b>	<b>999469</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor</b>

#### SUMMARY

The purpose of this report is to present Council with the unconfirmed minutes of the 21 March 2022 Risk Management and Audit Committee meeting, and to request Council to consider adopting the resolutions contained therein.

#### COMMENT

At its March 2022 meeting, the Committee considered the following matters:

1. An update report on the recruitment of an independent member for the Risk Management and Audit Committee.
2. An update on Council's Work Health and Safety (WHS) management system.
3. A report on the Strategic Internal Audit Plan updates and topics for 2021 - 2023.
4. An update of the internal audit - payroll, infrastructure and asset management (procurement) tracking register.
5. An update of management's responses to the Nexia Edwards Marshall NT Audit Completion Report.

#### STATUTORY ENVIRONMENT

The minutes as submitted comply with section 101(5) of the *Local Government Act 2019*.

#### POLICY IMPLICATIONS

Not applicable.

#### FINANCIAL IMPLICATIONS

Not applicable.

#### STRATEGIC IMPLICATIONS

The contents of this report are aligned to the following performance objectives contained 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 1.4

Strong governance and leadership.

## 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.

Objective 2.4

Planning and reporting that informs Council's decision-making processes.

Objective 2.6

The minimisation of risks associated with the operations of Council.

### VOTING REQUIREMENTS

Simple majority.

### RECOMMENDATION:

That Council:

1. Accepts the unconfirmed minutes of the Risk Management and Audit Committee meeting held on 21 March 2022; and
2. Adopts the resolutions contained therein.

### ATTACHMENTS

- 1 2022.03.21 Risk Management and Audit Committee Minutes.pdf



Minutes of the West Arnhem Regional Council Audit Committee Meeting  
Monday, 21 March 2022 at 9:00 am  
Council Chamber, Jabiru

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Chairperson Carolyn Eagle declared the meeting open at 9:04 am, welcomed all in attendance and acknowledged the Traditional Owners.

**COMMITTEE MEMBERS PRESENT**

Chairperson	Carolyn Eagle (video conference)
Committee Member	Mayor Matthew Ryan (video conference)
Committee Member	Deputy Mayor Elizabeth Williams
Committee Member	Councillor Gabby Gumurdul (video conference)
Committee Member	Councillor Jacqueline Phillips (video conference)

**STAFF PRESENT**

Chief Executive Officer (Acting)	Kim Sutton
Chief Corporate Officer	David Glover
Chief Operating Officer (Acting)	Jesse Evans (video conference)
Governance and Risk Advisor	Doreen Alusa (video conference)
Director of Organizational Growth (Acting)	Katrina Hill (video conference)
Finance Manager	Andrew Shaw

**APOLOGIES****3.1 APOLOGIES AND LEAVE OF ABSENCE**

The Committee considered apologies and leave of absence.

The Risk Management and Audit Committee noted apologies from Councillor Catherine Ralph and Councillor James Woods for the meeting held on 21 March 2022.

**ABSENT WITHOUT NOTICE****4.1 ABSENT WITHOUT NOTICE**

The Committee considered absences without notice.

The Risk Management and Audit Committee noted that no members were absent without notice for the meeting held on 21 March 2022.

**ACCEPTANCE OF AGENDA****5.1 ACCEPTANCE OF AGENDA**

The Committee considered acceptance of the agenda.

**ACM1/2022 RESOLVED:**  
On the motion of Chairperson Carolyn Eagle  
Seconded Deputy Mayor Elizabeth Williams

The agenda for the Risk Management and Audit Committee meeting of 21 March 2022 as circulated was accepted.

**CARRIED**

**DECLARATION OF INTEREST OF MEMBERS OR STAFF****6.1 DISCLOSURE OF INTEREST OF MEMBERS OR STAFF**

The Committee considered the disclosure of interest of members or staff.

The Committee received no declarations of interest for the meeting held on 21 March 2022.

**CONFIRMATION OF PREVIOUS MINUTES****7.1 CONFIRMATION OF PREVIOUS RISK MANAGEMENT AND AUDIT COMMITTEE MINUTES - 27 OCTOBER 2021**

The Committee considered the confirmation of previous Risk Management and Audit Committee minutes for the meeting held on 27 October 2021.

**ACM2/2022 RESOLVED:**  
On the motion of Mayor Matthew Ryan  
Seconded Deputy Mayor Elizabeth Williams

The minutes of the 27 October 2021 Risk Management and Audit Committee meeting were adopted as a true and correct record of the meeting.

**CARRIED**

**GENERAL ITEMS****8.1 UPDATE ON GENERAL ACTION ITEMS**

The Committee considered an update on the general action items list.

**ACM3/2022 RESOLVED:**

On the motion of Deputy Mayor Elizabeth Williams  
Seconded Chairperson Carolyn Eagle

The Committee reviewed the list, and approved to remove the following completed items from the list:

1. Strategic Internal Audit Plan (ACM12/2021).
2. Recruitment of Independent Member (ACM35/2021).

**CARRIED**

**Minute note:** Councillor Jacqueline Phillips joined the meeting at 9:21 am.

**8.2 UPDATE REPORT: RECRUITMENT OF AN INDEPENDENT MEMBER FOR THE RISK MANAGEMENT AND AUDIT COMMITTEE**

The Committee considered an update report on the recruitment of an independent member for the Risk Management and Audit Committee.

**ACM4/2022 RESOLVED:**

On the motion of Councillor Jacqueline Phillips  
Seconded Deputy Mayor Elizabeth Williams

**The Committee:**

- Noted and discussed the report;
- Noted that the position of Independent Member will be re-advertised and include the selection criteria that applicants should reside in the NT; and
- Approved the revision of the Committee's Terms of Reference to include the provision that at least one of the Committee's Independent Members should reside in the NT at the time of their appointment and membership on the Committee.

**CARRIED**

**8.3 WORK HEALTH AND SAFETY (WHS) MANAGEMENT SYSTEM UPDATE**

The Committee considered a report on the WHS management system update

The Committee noted the report.

**Minute note:** Councillor Gabby Gumurdul joined the meeting at 9:40 am.

**AUDIT REPORTS****9.1 STRATEGIC INTERNAL AUDIT PLAN UPDATES AND TOPICS 2021 - 2023**

The Committee considered a report on the Strategic Internal Audit Plan updates and topics 2021 - 2023.

**ACM5/2022 RESOLVED:**

On the motion of Chairperson Carolyn Eagle  
Seconded Deputy Mayor Elizabeth Williams

**The Committee:**

- Noted the updates;
- Approved the new auditable areas and the internal audit project for 2021-2022; and
- Noted the revised audit review timeline for the next three years, 2021-2024.

**CARRIED****PROCEDURAL MOTIONS****10.1 CLOSURE TO THE PUBLIC FOR THE DISCUSSION OF CONFIDENTIAL ITEMS**

The Committee considered the closure of the meeting to the public for the discussion of confidential items.

**ACM6/2022 RESOLVED:**

On the motion of Mayor Matthew Ryan  
Seconded Deputy Mayor Elizabeth Williams

The Committee approved the closure of the meeting to the public as confidential items were about to be discussed. The meeting was closed in accordance with clause 51(c) of the *Local Government (General) Regulations 2021* as the matters to be discussed include information that, if publicly disclosed, would be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person; or (ii) prejudice the maintenance or administration of the law; or (iii) prejudice the security of the council, its members or staff; or (iv) subject to subregulation (3) – prejudice the interests of the council or some other person.

**CARRIED****EXCLUSION OF THE PUBLIC**

The information is classed as confidential under Section 99(2) of the *Local Government Act 2019* and clause 52 of the *Local Government (Administration) Regulations 2021*.

**Minute note:** The confidential section of meeting began at 10:05 am. The meeting was re-opened to the public at 10:25 am.



## RE-ADMITTANCE OF THE PUBLIC: DISCLOSURE OF CONFIDENTIAL ITEMS

**12.4 DISCLOSURE OF CONFIDENTIAL RESOLUTIONS AND RE-ADMITTANCE OF THE PUBLIC**

The Committee considered the disclosure of confidential resolutions and re-admittance of the public.

**ACM9/2022 RESOLVED:**

On the motion of Deputy Mayor Elizabeth Williams  
Seconded Councillor Jacqueline Phillips

The Committee opened the meeting to the public after the discussion of confidential items, and approved to disclose selected resolutions from the confidential section of this meeting in the non-confidential meeting minutes.

CARRIED

**12.1 CONFIRMATION OF PREVIOUS MINUTES - CONFIDENTIAL RISK MANAGEMENT AND AUDIT COMMITTEE MEETING HELD ON 27 OCTOBER 2021**

The Committee considered the confirmation of previous minutes for the confidential Risk Management and Audit Committee meeting held on 27 October 2021.

**ACM7/2022 RESOLVED:**

On the motion of Mayor Matthew Ryan  
Seconded Chairperson Carolyn Eagle

The confidential minutes of the 27 October 2021 Risk Management and Audit Committee meeting were confirmed as a true and correct record of the meeting.

CARRIED

**12.2 INTERNAL AUDIT - PAYROLL, INFRASTRUCTURE AND ASSET MANAGEMENT (PROCUREMENT) - TRACKING REGISTER UPDATE**

The Committee considered the internal audit - payroll, infrastructure and asset management (procurement) - tracking register update.

**ACM8/2022 RESOLVED:**

On the motion of Chairperson Carolyn Eagle  
Seconded Councillor Jacqueline Phillips

The Risk Management and Audit Committee:

- Noted the updates on two action items in the internal audit: Payroll, Infrastructure and Asset Management (Procurement) report; and
- Approved the removal of the following completed items from the tracking register:
  1. Employment Contract Information
  2. Employment Details Periodic Review
  3. Pre-Approval of Overtime and Higher Duties Allowance
  4. Road Inspections
  5. Procurement Procedures
  6. Procurement Plan
  7. Project Risk Management
  8. Conflict of Interest and Confidentiality
  9. Explore Options and Revise Scope
  10. Tender Assessment
  11. Contract Management Policy



**12.3 AUDITED FINANCIAL STATEMENTS 2020-21, MANAGEMENT RESPONSES TO NEXIA EDWARDS MARSHALL NT - AUDIT COMPLETION REPORT**

The Committee considered management responses to the Nexia Edwards Marshall NT - Audit Completion Report.

The Committee noted management's responses, and later updates to the areas of improvement identified by Nexia Edwards Marshall NT in the audit of West Arnhem Regional Council 2020-2021.

**Minute note:** It was noted that for the period 2022-2023, the administration will include the implementation status for the internal audit, and review the findings of the internal audit.

**NEXT MEETING**

The next meeting is scheduled to be held on Tuesday, 31 May 2022 at 10:00 am.

**MEETING DECLARED CLOSED**

Chairperson Carolyn Eagle declared the meeting closed at 10:30 am.

This page and the preceding five pages are the minutes of the Risk Management and Audit Committee meeting held on Monday, 21 March 2022.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date Confirmed

## WEST ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 13 APRIL 2022

<b>Agenda Reference:</b>	<b>12.1</b>
<b>Title:</b>	<b>Vacancies - Maningrida Local Authority Membership Nominations</b>
<b>File Reference:</b>	<b>1002117</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor</b>

#### SUMMARY

Council is being asked to consider a report on the filling of vacancies for Maningrida Local Authority.

#### BACKGROUND

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

Maningrida Local Authority currently comprises of the following members:

#### Elected Members

1. Mayor Matthew Ryan (ex officio)
2. Deputy Mayor Elizabeth Williams (ex officio)
3. Councillor James Woods
4. Councillor Jacqueline Phillips
5. Councillor Julius Don Kernan

#### Appointed Members

6. Mr Shane Namanurki
7. Ms Jessica Phillips
8. Mr Manual Brown

#### Expressions of Interest

There are currently three vacant positions on the Local Authority. To date, the following Maningrida residents have expressed interest to become a member of the Local Authority:

1. Ms Joyce Bohme
2. Ms Sharon Hayes

#### COMMENT

The appointment of community (appointed) members takes place through a nomination process, which has included the following steps:

1. The administration prepared a call for nominations which was placed on community notice boards in Maningrida, in Council's publication *the Wire* and on Council's social media websites on 8 October 2021. The closing date for Maningrida Local Authority nominations was Monday 22 November 2021. However, this date was extended and the call for nominations will remain open until all positions are filled.
2. The Maningrida Local Authority appointed a selection committee comprising of Councillor James Woods, Ms Jessica Phillips, Mr Shane Namanurki and Ms Yanja Thompson (providing administrative support) to receive and review the applications, and make a recommendation to Council.
3. To date, the selection committee has received two nominations (Ms Joyce Bohme and Ms Sharon Hayes) which are being presented to Council for consideration and approval.

### STATUTORY ENVIRONMENT

This report has been prepared in accordance with Section 77(1) of the *Local Government Act 2019* and *Guideline 1: Local Authorities 2021*

### POLICY IMPLICATIONS

This report has been prepared in accordance with West Arnhem Regional Council's Local Authority Policy.

### FINANCIAL IMPLICATIONS

The costs associated with local authority membership are included in Council's 2021-2022 budget.

### STRATEGIC IMPLICATIONS

In completing this report, Council is mindful of its objectives as contained within goal 1 of the *Regional Plan and Budget 2021-2022* as follows:

GOAL 1 COMMUNITY ENGAGEMENT	
<i>Community members and stakeholders that are engaged in, connected to and participate in the affairs of the region.</i>	
Objective 1.4	Strong governance and leadership.

### VOTING REQUIREMENTS

Simple majority.

### RECOMMENDATION:

**That Council considers and approves the nomination of Ms Joyce Bohme and Ms Sharon Hayes to the Maningrida Local Authority.**

## WEST ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 13 APRIL 2022

<b>Agenda Reference:</b>	<b>12.2</b>
<b>Title:</b>	<b>Operations Report - February and March 2022</b>
<b>File Reference:</b>	<b>1002113</b>
<b>Author:</b>	<b>Jesse Evans, Chief Operations Officer (Acting)</b>

#### SUMMARY

This report is presented to Council in order to provide an overview on operations and services delivered to the West Arnhem Regional Council communities.

#### BACKGROUND

High level operational figures are provided to ensure transparency, communication, and support is provided to elected members.

#### COMMENT

##### 1. Projects / Acquisitions:

###### All

- a. Veterinarian program for 2022 to recommence after Covid-19 restrictions, with Aboriginal Community Veterinary Services (ACVS) to commence community visit mid-May 2022.

###### Jabiru

- a. Digital Display Screen / TV for the pool installed early March 2022. IT network upgrades still required, obtaining quotes and capacity from local contractors.
- b. Water tower lights installation works completed mid-February 2022. Light timer set to turn-on 7:00pm – 10:00pm and 5:30am – 6:30 am.
- c. Council office extension (Westpac Bank Recertification) tender closed on 7<sup>th</sup> March 2022. Awaiting final 'As Constructed Drawings' prior to work commencing on 11<sup>th</sup> April 2022. Estimated completion date mid-June 2022.
- d. Office roof spray seal works to commence on the 5<sup>th</sup> February 2022. Weather permitting, works schedule to be completed by 6<sup>th</sup> May 2022.
- e. Fencing around Jabiru ELD power station is now completed.
- f. Jabiru council office roof spray reseal work completed late March 2022. Solar panels to be refitted early April 2022.
- g. Ride-on-mower funding approved and order placed. Schedule to be delivered late April 2022.

###### Gunbalanya

- a. Playground works has recommenced in late March 2022, to install new playground equipment, soft fall, bollards and solar lights. Works schedule to be completed by late May 2022.
- b. Funding approved for Gunbalanya oval fencing. Contractors requested to provide updated quotes and works schedule to commence early May 2022.
- c. LA funded LED screen and trailer, expected delivery delayed to mid-April 2022. Delivery to Gunbalanya will still occur post wet season.
- d. Still negotiating with NLC on the location of hard structure at the billabong jetty. NLC still to advised date for community consultation.

- e. Ride-on-mower funding approved and order placed. Schedule to be delivered late April 2022.

#### **Maningrida**

- a. Garbage compactor delivery to Darwin occurred mid-March 2022, with handover and training conducted on 23<sup>rd</sup> March 2022.
- b. Maningrida oval light-towers works to commence post wet season 2022.
- c. Mala'la road works and relocation of power pole has been drafted and submitted to PowerWater for review. Expected response by early April 2022.
- d. Coconut Grove half basketball is now completed, awaiting building certification. Additional works outside of original scope, to commence late early July 2022.
- e. Manufacture of the hard structure table and chairs near the Health Clinic is estimated to be completed early May 2022. Quotes are currently being sourced for the construction.
- f. Bus stop shelter manufacture to be completed in May 2022. Quotes being obtained to carry out the installation, schedule for early June 2022.
- g. Equipment for 2 new park shelters order late January 2022, awaiting delivery to community before work can commence, estimated late May 2022.
- h. New Wheel Loader order, expected delivery late May 2022.
- i. New Toyota Hilux Ute order, accessories to be fitted prior to delivery mid-May 2022.

#### **Minjilang**

- a. Solar streetlights have been installed. A further 4 x solar lights ordered, expected delivery to Darwin now delayed to mid-April 2022.
- b. New Toyota Hilux Ute order, accessories to be fitted prior to delivery mid-May 2022.

#### **Waruwi**

- a. Waruwi airport access road remediation works has been delayed, due to the Covid-19 travel restrictions. Traditional Owners have granted permission for contractor to proceed with works, contractors awaiting on NLC permit approvals.
- b. Asbestos Office removal works now completed and clearance certificates received.
- c. Ten replacement solar lights ordered, expected delivery to Darwin March 2022.
- d. Ride-on-mower funding approved and order placed. Schedule to be delivered late April 2022.
- e. New Toyota Hilux Ute order, accessories to be fitted prior to delivery mid-May 2022.
- f. New Garbage compactor order, expected delivery late 2022.

- 2. Post office services:
  - a. Total amount of post received and delivered for the reporting period = 16,984 kg and 28 pallets via barge.
  - b. Jabiru Administration Coordinator and Retail and Postal Service Officer attended "Lott" training in March 2022.
  - c. New Post Office Team Leader Jabiru has been recruited, commencement date Tuesday 19<sup>th</sup> April 2022.
  - d. Some interruption to services in Maningrida, due to several brake-ins that occurred in late January and early February 2022.
  - e. Some interruption to mail delivery services in both Minjilang and Waruwi, due to Covid-19 travel restriction and limited freight flights to and from the communities.
- 3. Sport and recreation programs:
  - a. Total amount of attendance to the sport and recreation programs for the reporting period = 2,559.
  - b. Currently reviewing YSR Officer Jabiru position and services that can be provided. Increasing stakeholder engagement to form a collaborative approach to Youth Services.
  - c. Jabiru looking to re-commence Wednesday evening sports in the coming month.

- d. NT Tennis workshop schedule to be held in Jabiru in early April 2022.
  - e. New Youth, Sport and Recreation (YSR) Assistant commenced, assisting YSR Team Leader and ALF NT deliver 'All Things AFL' program.
  - f. With Covid-19 restrictions easing in Gunbalanya, YSR team working on propose dates for Tennis NT, Skateboarding, Music and Basketball clinics to resume.
  - g. YSR staff assisted Malala Health clinic with their Covid-19 response by carrying out testing, food drops and power access for families in isolation.
  - h. Manguldaldutj Senior Basketball competition has commence in Minjilang, with the grand final being held on 28<sup>th</sup> May 2022.
  - i. With the implementation of the "No School, No After School Sports" program, attendance has increased at both the Warruwi School and YSR programs.
  - j. YSR Day staff assist Warruwi School students with take photos for the school yearbook and community.
4. Aquatic Centers:
- a. Total amount of attendance to the Aquatic Centers = 2,245.
  - b. Pool Officer Jabiru completed Lifeguard refresher course.
  - c. New front gate roller door install at the Jabiru pool.
  - d. Revised Covid-19 Safety Plan in place for the Maningrida pool.
5. Early Learning Centers:
- a. Total amount of attendance to the Early Learning Centers = 1152.
  - b. Jabiru Childcare Centre implemented new learning program in February 2022.
  - c. Jabiru Childcare Center, along with the Library, interior walls freshly painted.
  - d. New Childcare Senior Officer Minjilang commenced on Tuesday 22<sup>nd</sup> March 2022.
  - e. Jabiru Childcare Centre Manager visited Warruwi Crèche in late January, to delivery internal staff training.
  - f. Childcare Support Office Jabiru provide relief assistance for the Warruwi Crèche in early March 2022, while staff were on leave in early March 2022.
6. Meals are provided for Aged Care services:
- a. Total amount of meals provided = 6,093.
  - b. Currently recruiting for a Community Care Cook to assist the Gunbalanya team and male support works to assist with Jabiru clients.
  - c. Gunbalanya team assisted with mowing lawns for Community Care clients.
  - d. Community Care have started prepping and cooking meals for Minjilang clinics, when staffing number permits. Alpa Store still assisting with meals as required.
7. Disability care for NDIS participants:
- a. Total amount of NDIS participants = 59.
8. Landfill sites:
- a. Total amount of landfill/waste removed from communities = 0 tonnes.
  - b. Despite Covid-19 cases and restrictions, the Gunbalanya works crew have worked together to ensure services were still covered and provided to the community.
9. CSM's attendance:
- a. Total amount of meetings attended = 108.
10. Vacancies:
- a. Total number of vacancies across the council = 48.
  - b. Jabiru = 18 (Across all business areas).
  - c. Gunbalanya = 5
  - d. Maningrida = 5

- e. Minjilang = 15
- f. Warruwi = 5

11. Attendance rates:

- a. Total percentage of attendance across the communities = 76.10 %.

12. Wins:

- a. International Women's Day celebrated across the council, with an all staff lunch and presentation conducted via video conference held on Tuesday 8<sup>th</sup> March 2022.
- b. Jabiru Wellbeing team assisting with preparation for the up-coming Kakadu Triathlon.
- c. Essential Services Officer Gunbalanya, Andrew Garbe, nominated for an Australia Day recognition.

### STATUTORY ENVIRONMENT

Not applicable.

### POLICY IMPLICATIONS

Not applicable.

### FINANCIAL IMPLICATIONS

As outlined in Council's 2021-2022 budget.

### STRATEGIC IMPLICATIONS

All CSMs have been provided with new KPIs that support the organisational goals and objectives as outlined in the *Regional Plan and Budget 2021-2022*.

## GOAL 6 COMMUNITY SOCIAL PROGRAMMES AND COMMERCIAL SERVICES

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

### Objective 6.1

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

### Objective 6.2

The provision of Commercial Services which contribute to the economic functionality of Council's communities.

### VOTING REQUIREMENTS

Not applicable.

### RECOMMENDATION:

**That Council receives and notes the report for February and March 2022.**

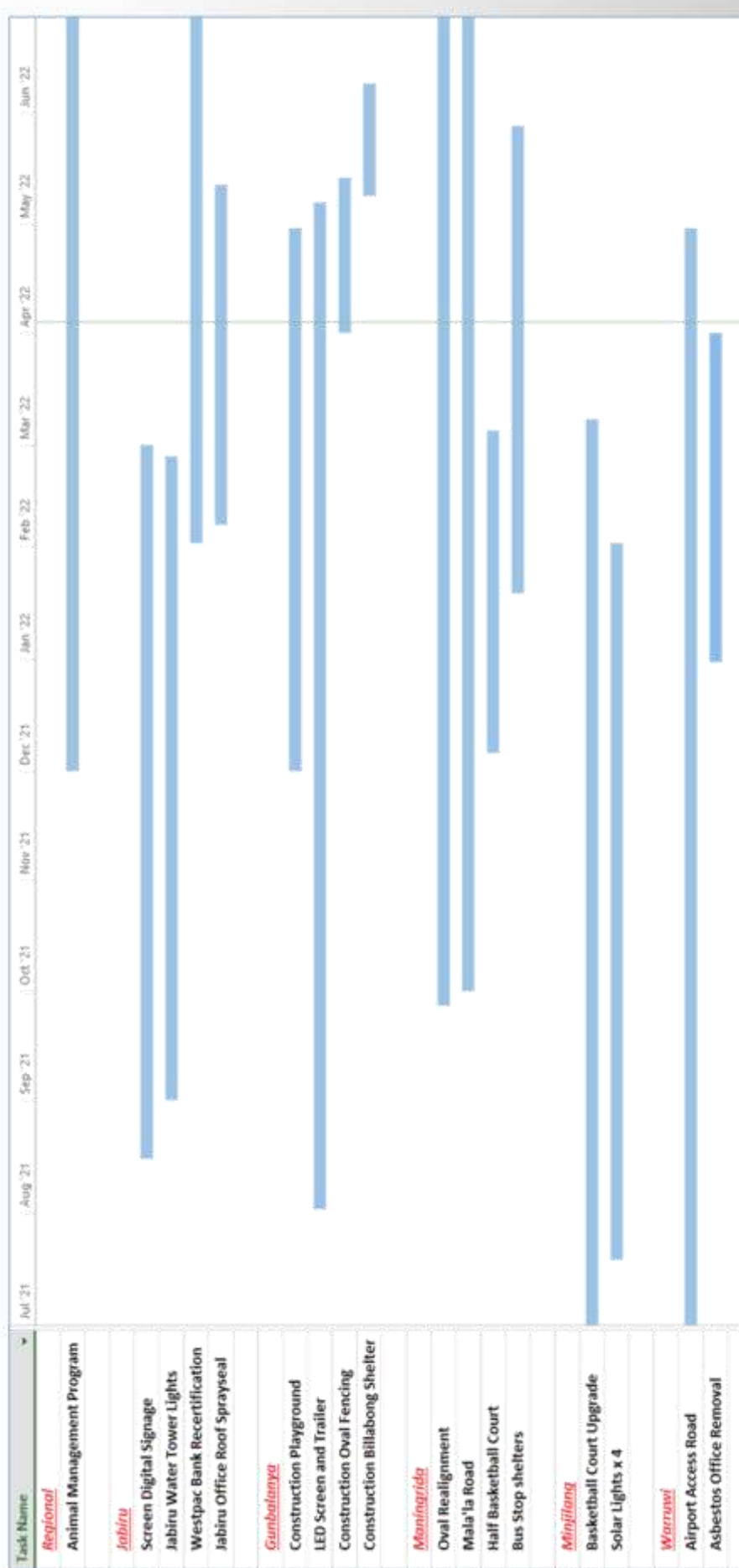
### ATTACHMENTS

- 1 Projects Snapshot.pdf
- 2 Operations Snapshot.pdf





# Projects Snapshot – February & March 2022






# Operations Snapshot – February & March 2022

**Post Received**  
**16984kg**  
 20/21 comparison: 4711kg



**Sport & Recreation Attendance**  
**2559**  
 20/21 comparison: 4110



**Aquatic Centre Attendance**  
**2245**  
 20/21 comparison: 4910




**Early Learning Student Attendance**  
**1152**  
 20/21 comparison: 695



**Meals Provided**  
**6093**  
 20/21 comparison: 3587



**NDIS Participants**  
**59**  
 20/21 comparison: 58



**Landfill/Waste Removed**  
**0.0t**  
 20/21 comparison: 0.4t



**CSM Meetings & Events Attended**  
**108**  
 20/21 comparison: 149



**Staff Attendance Rates**  
**76.10%**  
 20/21 comparison: 76.65%



# WEST ARNHEM REGIONAL COUNCIL

## FOR THE MEETING 13 APRIL 2022

<b>Agenda Reference:</b>	<b>12.4</b>
<b>Title:</b>	<b>West Arnhem Regional Council Elected Member Training: Phase Two</b>
<b>File Reference:</b>	<b>999501</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor</b>

### SUMMARY

The purpose of this report is to inform Council about the second phase of mandatory training for Elected Members in accordance with provisions in the *Local Government Act 2019*.

### BACKGROUND

#### Training Topics:

The Department of the Chief Minister and Cabinet has confirmed that the second phase of mandatory training for West Arnhem Elected Members will take place on Tuesday, June 7 2022. The training will take place through a workshop that will focus on the following topics:

1. Understanding Local Government
2. Council Decision Making and Meeting Procedures
3. Council Finances and Budgets

#### Training Method

Training will be interactive, and will include:

1. Online modules that each Elected Member will have access to through the NT government's e-learning website; and
2. A face-to-face workshop.

#### Training Material

Reading material for each topic will be provided during the training session. Elected Members will also receive support from Council's administration and the Department throughout the training period, including full support when participating in online training.

#### Certificate of Attendance

Section 45(3) of the *Local Government Act 2019* states that Elected Members should complete mandatory training within 12 months of each local government election. To meet this requirement, Elected Members need to complete all training module activities and achieve a passing grade in the quiz of each module. Each Elected member will receive a certificate of attendance when the course is completed.

### COMMENT

After completing the mandatory topics, Elected Members may also receive training on other topics that will provide them with a better understanding of:

1. The role of local authorities
2. Leadership in local government
3. Representation and advocacy
4. Confidentiality and privacy
5. Risk in local government
6. Dispute resolution and complaint handling

## STATUTORY ENVIRONMENT

Section 45(3) of the *Local Government Act 2019*

## POLICY IMPLICATIONS

Council's Responsibilities, Induction and Training (Elected, Local Authority and Committee Members) Policy is relevant to this matter.

## FINANCIAL IMPLICATIONS

Not applicable at this time.

## STRATEGIC IMPLICATIONS

Elected member training will contribute to the achievement of the following objectives as outlined in the *Regional Plan and Budget 2021-2022*.

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

GOAL 2 LOCAL GOVERNMENT ADMINISTRATION	
<i>Systems and processes that support the effective and efficient use of financial and human resources.</i>	
Objective 2.1	An effective, efficient and accountable Regional Council.
Objective 2.2	A professional, skilled, safe and stable workforce.
Objective 2.4	Planning and reporting that informs Council's decision-making processes.
Objective 2.6	The minimisation of risks associated with the operations of Council.

## VOTING REQUIREMENTS

Not applicable.

### RECOMMENDATION:

**That Council notes the report, and the requirement to complete the second phase of Elected Members mandatory training which will take place on 7 June 2022.**

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 13 APRIL 2022

<b>Agenda Reference:</b>	<b>13.1</b>
<b>Title:</b>	<b>Elected Member Questions With or Without Notice</b>
<b>File Reference:</b>	<b>982688</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor</b>

#### **SUMMARY**

The purpose of this report is to give Elected Members a formal forum in which to table items they wish to be debated by Council.

#### **BACKGROUND**

Not applicable.

#### **COMMENT**

No comment is required.

#### **STATUTORY ENVIRONMENT**

Not applicable.

#### **POLICY IMPLICATIONS**

Not applicable.

#### **FINANCIAL IMPLICATIONS**

Not applicable.

#### **STRATEGIC IMPLICATIONS**

Not applicable.

#### **VOTING REQUIREMENTS**

Not applicable.

#### **RECOMMENDATION:**

**That the Chairperson invites questions with or without notice from Elected Members.**

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 13 APRIL 2022

<b>Agenda Reference:</b>	<b>14.1</b>
<b>Title:</b>	<b>Closure to the Public for the Discussion of Confidential Items</b>
<b>File Reference:</b>	<b>999474</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor</b>

#### SUMMARY

Pursuant to section 99(2) of the *Local Government Act 2019* and clause 52 of the *Local Government (Administration) Regulations 2021*, the meeting is to be closed to the public to consider confidential matters.

#### STATUTORY ENVIRONMENT

Section 99(2) of the *Local Government Act 2019*

Clauses 51 and 52 of the *Local Government (Administration) Regulations 2021*

#### VOTING REQUIREMENTS

Simple majority.

#### RECOMMENDATION:

**That Council approves the closure of the meeting to the public as confidential items are about to be discussed. The meeting is closed in accordance with clause 51(c) of the *Local Government (General) Regulations 2021* as the matters to be discussed include information that, if publicly disclosed, would be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person; or (ii) prejudice the maintenance or administration of the law; or (iii) prejudice the security of the council, its members or staff; or (iv) subject to subregulation (3) – prejudice the interests of the council or some other person.**

**WEST ARNHEM REGIONAL COUNCIL  
FOR THE ORDINARY COUNCIL MEETING**

**13 APRIL 2022**

**EXCLUSION OF THE PUBLIC**

The information in this section of the agenda is classed as confidential under section 99(2) of the *Local Government Act 2019* and clause 51 of the *Local Government (Administration) Regulations 2021*.



**WEST ARNHEM REGIONAL COUNCIL  
FOR THE ORDINARY COUNCIL MEETING**

**13 APRIL 2022**

**RE-ADMITTANCE OF THE PUBLIC**