



WEST ARNHEM REGIONAL COUNCIL AGENDA

**ORDINARY COUNCIL MEETING
WEDNESDAY, 20 MARCH 2024**



WEST ARNHAM 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 20 March 2024 at 9:00 am.

Andrew Walsh
Chief Executive Officer

Code of Conduct: The Local Government Act 2019

As stipulated in Schedule 1 of the Act, the Code of Conduct for Members is as follows:

1. *Honesty and Integrity:* A member must act honestly and with integrity in performing official functions.
2. *Care and diligence:* A member must act with reasonable care and diligence in performing official functions.
3. *Courtesy:* A member must act with courtesy towards other members, council staff, electors and members of the public.
4. *Prohibition on bullying:* A member must not bully another person in the course of performing official functions.
5. *Conduct towards Council staff:* A member must not direct, reprimand, or interfere in the management of, council staff.
6. *Respect for cultural diversity and culture:* A member must respect cultural diversity and must not therefore discriminate against others, or the opinions of others, on the ground of their cultural background.
A member must act with respect for cultural beliefs and practices in relation to other members, council staff, electors and members of the public.
7. *Conflict of interest:* A member must avoid any conflict of interest, whether actual or perceived, when undertaking official functions and responsibilities.
If a conflict of interest exists, the member must comply with any statutory obligations of disclosure.
8. *Respect for confidences:* A member must respect the confidentiality of information obtained in confidence in the member's official capacity.
A member must not make improper use of confidential information obtained in an official capacity to gain a private benefit or to cause harm to another.
9. *Gifts:* Members must not solicit, encourage or accept gifts or private benefits from any person who might have an interest in obtaining a benefit from the council.
A member must not accept a gift from a person that is given in relation to the person's interest in obtaining a benefit from the council.'
10. *Accountability:* A member must be prepared at all times to account for the member's performance as a member and the member's use of council resources.
11. *Interests of municipality, region or shire to be paramount:* A member must act in what the member genuinely believes to be the best interests of the municipality, region or shire.
In particular, a member must seek to ensure that the member's decisions and actions are based on an honest, reasonable and properly informed judgment about what best advances the best interests of the municipality, region or shire.
12. *Training:* A member must undertake relevant training in good faith.

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Acknowledgement of Country

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 20 MARCH 2024

Agenda Reference:	3.1
Title:	Apologies, Leave of Absence and Absence Without Notice
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

SUMMARY

This report is to table, for Council's record, any apologies, requests for leave of absence received by Council's Chief Executive Officer from Elected Members as well as Elected Members absent without notice for the Ordinary Council meeting held on 20 March 2024.

RECOMMENDATION

THAT COUNCIL

1. Received and noted Elected Member apologies and/or requests for leave of absence for the Ordinary Council meeting held on 20 March 2024.
2. Noted Elected Member absent without notice for the Ordinary Council meeting held on 20 March 2024.

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.

LEGISLATION AND POLICY

Section 47(o) of the *Local Government Act 2019*.

Council's Scheduling and Conduct of Meetings (Elected, Local Authority and Council Committee Members) Policy.

STRATEGIC IMPLICATIONS

This report is aligned to the following pillars and goals in the *Regional Plan and Budget*:

PILLAR 6 FOUNDATIONS OF GOVERNANCE

Integrity is at the heart of everything we do. We are leaders of best practice and excellence in governance, advocacy, consultation and administration. Our processes, procedures and policies are ethical and transparent.

Goal 6.3 Council and Local Authorities

Excellence in governance, consultation administration and representation

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 MARCH 2024

Agenda Reference:	4.1
Title:	Acceptance of Agenda
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

SUMMARY

Agenda papers are presented for acceptance at the Ordinary Council meeting held on 20 March 2024.

RECOMMENDATION

THAT COUNCIL accept the agenda papers as circulated for the Ordinary Council meeting held on 20 March 2024.

LEGISLATION AND POLICY

Section 92(1) *Local Government Act 2019*.

Council's Scheduling and Conduct of Meetings (Elected, Local Authority and Council Committee Members) Policy.

STRATEGIC IMPLICATIONS

This report is aligned to the following pillars and goals in the *Regional Plan and Budget*:

PILLAR 6 FOUNDATIONS OF GOVERNANCE

Integrity is at the heart of everything we do. We are leaders of best practice and excellence in governance, advocacy, consultation and administration. Our processes, procedures and policies are ethical and transparent.

Goal 6.3 Council and Local Authorities

Excellence in governance, consultation administration and representation

Goal 6.5 Planning and Reporting

Robust planning and reporting that supports Council's decision-making processes

ATTACHMENTS

Nil

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 20 MARCH 2024

Agenda Reference:	5.1
Title:	Disclosure of Interest of Members or Staff
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

SUMMARY

Elected Members are required to disclose an interest in a matter under consideration at an Ordinary Council 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, disclosure as soon as possible after the matter is raised.

Under disclosure, the Member must abide by the decision of the Council on whether they 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 them to leave the Chambers.

Staff Members of the Council are required to disclose an interest in a matter at any time on 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 their delegated authority unless Council expressly directs them to do so.

RECOMMENDATION

THAT COUNCIL received the declarations of interest as listed for the Ordinary Council meeting held on 20 March 2024.

LEGISLATION AND POLICY/STATUTORY ENVIRONMENT

Section 114 (Elected Members) *Local Government Act 2019*

Section 179 (staff members) *Local Government Act 2019*

Council's Scheduling and Conduct of Meetings (Elected, Local Authority and Council Committee Members) Policy.

STRATEGIC IMPLICATIONS

This report is aligned to the following pillars and goals in the *Regional Plan and Budget*:

PILLAR 6 FOUNDATIONS OF GOVERNANCE

Integrity is at the heart of everything we do. We are leaders of best practice and excellence in governance, advocacy, consultation and administration. Our processes, procedures and policies are ethical and transparent.

Goal 6.4 Risk Management

The monitoring and minimisation of risks associated with the operations of Council.

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 MARCH 2024

Agenda Reference:	6.1
Title:	Confirmation of Ordinary Council Meeting Minutes
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

SUMMARY

The Minutes of the Ordinary Council meeting held on 20 – 21 February 2024 are submitted to Council for confirmation that those minutes are a true and correct record of the meeting.

RECOMMENDATION

THAT COUNCIL confirm the minutes of 20 – 21 February 2024 Ordinary Council meeting as a true and correct record of the meeting.

STATUTORY AND POLICY

Section 101 and 102 *Local Government Act 2019*

Council's Scheduling and Conduct of Meetings (Elected, Local Authority and Council Committee Members) Policy.

STRATEGIC IMPLICATIONS

This report is aligned to the following pillars and goals of the *Regional Plan and Budget*:

PILLAR 6 FOUNDATIONS OF GOVERNANCE

Integrity is at the heart of everything we do. We are leaders of best practice and excellence in governance, advocacy, consultation and administration. Our processes, procedures and policies are ethical and transparent.

Goal 6.3 Council and Local Authorities

Excellence in governance, consultation administration and representation.

ATTACHMENTS

1. 2024.02.20 ordinary council meeting minutes_-_unconfirmed 0 [6.1.1 - 10 pages]



Minutes of the West Arnhem Regional Council Ordinary Council Meeting
Tuesday, 20 February 2024 at 9:00 am
Council Chambers

1 ACKNOWLEDGEMENT OF COUNTRY AND OPENING OF MEETING

Chairperson Mayor Ryan declared the meeting open at 12:01, welcomed all in attendance and did an Acknowledgement of Country.

ELECTED MEMBERS PRESENT

Chairperson	Matthew Ryan (Mayor)
Deputy Mayor	Elizabeth Williams
Councillor	Ralph F Blyth
Councillor	Mickitja Onus
Councillor	Jacqueline Phillips (via video conference)
Councillor	James Woods (via video conference)
Councillor	Julius Don Kernan (via video conference)
Councillor	Henry Guwiyul (via video conference)
Councillor	Donna Nadjamerrek (via video conference)
Councillor	Gabby Gumurdul (via video conference)

STAFF PRESENT

Chief Executive Officer (acting)	Jessie Schaecken
Director of Finance conference)	Jocelyn Nathanael Walters (via video
Director of Community and Council Services	Fiona Ainsworth (via video conference)
General Manager Technical Services (acting)	Clem Beard
Governance and Risk Advisor (acting)	Jasmine Mortimore
Information Advisor	Ben Heaslip (via video conference)
Manager Community Services Support	Marnie Mitchell
Waste and Resource Coordinator	Sara Fitzgerald
Business Development Manager	Leanne Johansson
Finance Manager	Corey White (via video conference)
Projects Coordinator Infrastructure	Sam Fazzolari

3 APOLOGIES AND ABSENCES

Agenda Reference:	3.1
Title:	Apologies and Leave of Absence
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

The Council considered a report on Apologies and Leave of Absence.

OCM9/2024 RESOLVED:
On the motion of Deputy Mayor Williams
Seconded Cr Woods

THAT COUNCIL received and noted Elected Member apologies for

1. James Marrawal and Otto Dann for the Ordinary Council meeting held on 20 - 21 February 2024
2. Mickitja Onus for the Ordinary Council meeting held on 20 February 2024
3. Gabby Gumurdul for the Ordinary Council meeting held on 21 February 2024

CARRIED

Agenda Reference:	3.2
Title:	Absent without Notice
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

The Council considered a report on Absent without Notice.

OCM10/2024 RESOLVED:
On the motion of Cr Guwiyul
Seconded Deputy Mayor Williams

THAT COUNCIL noted NIL Elected Member absences without notice for the Ordinary Council meeting held on 20 - 21 February 2024.

CARRIED

4 ACCEPTANCE OF AGENDA

Agenda Reference:	4.1
Title:	Acceptance of Agenda
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

The Council considered a report on Acceptance of Agenda.

OCM11/2024 RESOLVED:
On the motion of Cr Blyth
Seconded Mayor Ryan

THAT COUNCIL accept the agenda papers as circulated for the Ordinary Council meeting held on 20 - 21 February 2024.

CARRIED

5 DECLARATION OF INTEREST OF MEMBERS OR STAFF

Agenda Reference:	5.1
Title:	Disclosure of Interest of Members or Staff

Author:	Jasmine Mortimore, Acting Governance and Risk Advisor
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The Council considered a report on Disclosure of Interest of Members or Staff.

OCM12/2024 RESOLVED:
On the motion of Cr Blyth
Seconded Cr Guwiyul

THAT COUNCIL received the NIL declarations of interest as listed for the Ordinary Council meeting held on 20 February 2024.

CARRIED

6 CONFIRMATION OF PREVIOUS MINUTES

Agenda Reference:	6.1
Title:	Confirmation of Ordinary Council Meeting Minutes
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

The Council considered a report on Confirmation of Ordinary Council Meeting Minutes.

OCM13/2024 RESOLVED:
On the motion of Cr Blyth
Seconded Deputy Mayor Williams

THAT COUNCIL:

1. Confirmed the minutes of 20 December 2023 Ordinary Council meeting as a true and correct record of the meeting; and
2. Confirmed the minutes of 31 January 2024 Ordinary Council meeting as a true and correct record of the meeting.

CARRIED

7 DEPUTATIONS AND PRESENTATIONS

Agenda Reference:	7.1
Title:	Presentations and Visitors
Author:	Ben Heaslip, Information Advisor

The Council considered a report on Presentations and Visitors.

OCM14/2024 RESOLVED:
On the motion of Mayor Ryan
Seconded Cr Blyth

THAT COUNCIL noted the presentations on

1. Update on Future of Jabiru by Gundjehmi Aboriginal Corporation Jabiru Town.

CARRIED

8 ACTION REPORTS

Agenda Reference:	8.1
Title:	Review of Action Items
Author:	Jessie Schaecken, Acting Chief Executive Officer

Meeting broke for lunch at 13:48 and recommenced at 14:15
 The Council considered a report on Review of Action Items.

OCM15/2024 RESOLVED:

**On the motion of Cr Blyth
Seconded Deputy Mayor Williams**

THAT COUNCIL:

1. Received and noted the report entitled *Review of Action Items*; and
2. Reviewed the outstanding action items and gave approval for completed items to be removed from the register.
3. Contact relevant agencies to raise concerns regarding staff inconsistencies and roll on effects relating to sport and rec service delivery in community and possibilities for funding channels.

CARRIED

Agenda Reference:	8.2
Title:	Special Finance Committee and Meetings
Author:	Ben Heaslip, Information Advisor

Mayor Ryan closed the meeting at 14:55 on Tuesday 20 February 2024 and recommenced at 9:08 on Wednesday 21 February 2024

The Council considered a report on Special Finance Committee and Meetings.

OCM16/2024 RESOLVED:

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

THAT COUNCIL:

1. Received and noted the report entitled *Special Finance Committee and Meetings*; and
2. Nominated Cr Onus and Cr Woods as a member of the Special Finance Committee; and
3. Accepted resignation for Cr Phillips for the Special Finance Committee
4. Approved that an Ordinary Council Meeting will be replaced by a Special Finance Committee meeting when a quorum cannot be achieved.

CARRIED

Agenda Reference:	8.3
Title:	Expenditure of WaRM Grant Funding
Author:	Sara Fitzgerald, Waste and Resource Coordinator

Cr Guwiyul joined the meeting at 9:22

The Council considered a report on Expenditure of WaRM Grant Funding.

OCM17/2024 RESOLVED:

**On the motion of Cr Blyth
Seconded Deputy Mayor Williams**

THAT COUNCIL:

1. Received and noted the report entitled *Expenditure of WaRM Grant Funding*; and
2. Approved the expenditure of the following amounts from the WaRM Grant Funding of \$140,000:
 - \$85,000 contribution towards purchase of a new Wheel Loader for Maningrida
 - \$40,000 for Community Engagement Activities
 - \$10,000 for Reduce, Reuse, Recycle Community Grant Program

- \$ 5,000 to run a West Arnhem Waste Forum

CARRIED

Agenda Reference:	8.4
Title:	Maningrida Change Rooms
Author:	Sam Fazzolari, Proejct Coordinator Infrastructure

Cr Kernan joined meeting at 9:53

The Council considered a report on Maningrida Change Rooms.

OCM18/2024 RESOLVED:

On the motion of Mayor Ryan

Seconded Deputy Mayor Williams

THAT COUNCIL:

1. Received and noted the report entitled *Maningrida Change Rooms*

CARRIED

Agenda Reference:	8.5
Title:	Community Buses Commitment
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

The Council considered a report on Community Buses Commitment.

OCM19/2024 RESOLVED:

On the motion of Cr Onus

Seconded Cr Nadjamerrek

THAT COUNCIL:

1. Received and noted the report entitled *Community Buses Commitment*; and
2. Does not endorse current letter from Mayor accepting offer of funding to purchase community buses; and
3. Directed Council to reach out to the Office of Marion Scrymgour to offer funding to better suited West Arnhem Organisation to accept funding for purchase of community buses.
4. Requested alternative letter outlining organisations in communities better suited to deliver service within the communities, cc'ing in those organisations

CARRIED

9 RECEIVE AND NOTE REPORTS

Agenda Reference:	9.1
Title:	Incoming and Outgoing Correspondence
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

Meeting broke for morning tea at 10:22 and recommenced at 10:57

The Council considered a report on Incoming and Outgoing Correspondence.

OCM20/2024 RESOLVED:

On the motion of Cr Blyth

Seconded Cr Woods

THAT COUNCIL

1. Received and noted the attached items of incoming and outgoing correspondence.

2. Tabled draft letter from Mayor to Federal Ministers for PowerWater and Telsta issues in West Arnhem

CARRIED

Agenda Reference:	9.2
Title:	Meetings and Events attended by the Mayor
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

The Council considered a report on Meetings and Events attended by the Mayor.

OCM21/2024 RESOLVED:
On the motion of Cr Blyth
Seconded Cr Woods

THAT COUNCIL received and noted the report entitled *Meetings and Events attended by the Mayor*.

CARRIED

Agenda Reference:	9.3
Title:	Meetings and Events attended by the CEO
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

The Council considered a report on Meetings and Events attended by the CEO.

OCM22/2024 RESOLVED:
On the motion of Deputy Mayor Williams
Seconded Cr Onus

THAT COUNCIL

1. Received and noted the report entitled *Meetings and Events attended by the CEO*.
2. Approved 2 days Annual leave from Monday 26 February 2024 – 27 Tuesday February 2024 inclusive.

CARRIED

Agenda Reference:	9.4
Title:	Finance Report for the period ended 31 December 2023
Author:	Corey White, Accountant

The Council considered a report on Finance Report for the period ended 31 December 2023.

OCM23/2024 RESOLVED:
On the motion of Cr Blyth
Seconded Mayor Ryan

THAT COUNCIL received and noted the report entitled *Finance Report for the period ended 31 December 2023*.

CARRIED

Agenda Reference:	9.5
Title:	Appreciation of WARC Staff - NYE Celebrations Maningrida
Author:	Clem Beard, Project Manager Technical Services

The Council considered a report on Appreciation of WARC Staff - NYE Celebrations Maningrida.

OCM24/2024 RESOLVED:

**On the motion of Deputy Mayor Williams
Seconded Cr Woods**

THAT COUNCIL

1. Received and noted the report entitled Appreciation of WARC Staff - NYE Celebrations Maningrida
2. Requested the administration to formally write a letter of appreciation from the Council thanking each staff member for their dedication to delivering the most successful event held in Maningrida for NYE celebrations.

CARRIED

Agenda Reference:	9.6
Title:	Maningrida NYE Event support from Chief Ministers and Cabinet
Author:	Fiona Ainsworth, Acting Chief Operations Officer

The Council considered a report on Maningrida NYE Event support from Chief Ministers and Cabinet.

OCM25/2024 RESOLVED:

**On the motion of Cr Onus
Seconded Cr Kernan**

THAT COUNCIL

1. Received and noted the report entitled Maningrida NYE Event support from Chief Ministers and Cabinet.
2. Letter to Ken Davies and Marey De Lacey to show appreciation for 2023 event and constructive feedback for 2024 NYE Events for all West Arnhem Communities.

CARRIED

Agenda Reference:	9.7
Title:	Operations Report - December 2023 and January 2024
Author:	Fiona Ainsworth, Acting Chief Operations Officer

The Council considered a report on Operations Report - December 2023 and January 2024.

OCM26/2024 RESOLVED:

**On the motion of Deputy Mayor Williams
Seconded Cr Onus**

THAT COUNCIL received and noted the report entitled *Operations Report - December 2023 and January 2024*.

CARRIED

Agenda Reference:	9.8
Title:	Business Development Report October to December 2023
Author:	Leanne Johansson, Business Development Manager

The Council considered a report on Business Development Report October to December 2023.

OCM27/2024 RESOLVED:

**On the motion of Cr Woods
Seconded Cr Onus**

THAT COUNCIL received and noted the report entitled *Business Development Report October to December 2023*.

CARRIED

Agenda Reference:	9.9
Title:	Building Plans and Concept Design for New Warruwi Office
Author:	Clem Beard, Project Manager Technical Services

The Council considered a report on Building Plans and Concept Design for New Warruwi Office.

**OCM28/2024 RESOLVED:
On the motion of Mayor Ryan
Seconded Cr Phillips**

THAT THE COUNCIL:

1. Received and note the report entitled Building Plans and Concept Design for New Warruwi Office
2. A variation to current budget for the allocation of Council funds to supply a concept design and cost allocation for project at an estimated cost of \$13,805.00

CARRIED

Agenda Reference:	9.10
Title:	Report on Aboriginal Leadership and Governance Forum
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

The Council considered a report on Report on Aboriginal Leadership and Governance Forum.

**OCM29/2024 RESOLVED:
On the motion of Cr Blyth
Seconded Mayor Ryan**

THAT COUNCIL received and noted the report entitled *Report on Aboriginal Leadership and Governance Forum*.

CARRIED

10 ELECTED MEMBER QUESTIONS WITH OR WITHOUT NOTICE

Agenda Reference:	10.1
Title:	Elected Member Questions with or without Notice
Author:	{author-name}, {position}

The Council considered a report on Elected Member Questions with or without Notice.

**OCM30/2024 RESOLVED:
On the motion of Cr Blyth
Seconded Cr Phillips**

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

1. Mayor Ryan raised issue with street lights in Maningrida being too dim

2. Cr Phillips raised maintenance of dirt tracks around Maningrida towards sewerage pond and around oval near TEABBA
3. Mayor Ryan raised contractors dumping rubbish in Maningrida
4. Cr Kernan raised putting rocks at bottom of cliff to stop corrosion
5. Deputy Mayor raised survey footpaths in Jabiru to ensure they are regularly maintained
6. Cr Onus raised community garden for Jabiru
7. Cr Kernan raised having Councils rubbish truck timetable for community members to access

CARRIED

11 PROCEDURAL MOTIONS

Agenda Reference:	11.1
Title:	Closure to the Public for the Discussion of Confidential Items
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

The Council considered a report on Closure to the Public for the Discussion of Confidential Items.

OCM31/2024 RESOLVED:

On the motion of Cr Blyth

Seconded Deputy Mayor Williams

That pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 52 of the Local Government (General) Regulations 2021 the meeting be closed to the public to consider the Confidential items of the Agenda.

CARRIED

12 CONFIDENTIAL ITEMS

The information in this section of the Agenda is classed as confidential under Section 293(1) of the *Local Government Act 2019* and Regulation 51 of the *Local Government (Administration) Regulations 2021*.

Agenda Reference:	12.1
Title:	Confirmation of Confidential Ordinary Council Meeting Minutes
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

The Council considered a report on Confirmation of Confidential Ordinary Council Meeting Minutes.

OCM32/2024 RESOLVED:

On the motion of Mayor Ryan

Seconded Deputy Mayor Williams

THAT COUNCIL confirm the minutes of 20 December 2023 Ordinary Council meeting as a true and correct record of the meeting.

CARRIED

Agenda Reference:	12.2
Title:	Current Status of Outstanding Regional Land Use Agreements from the Northern Land Council
Author:	Clem Beard, Project Manager Technical Services

Mayor Ryan, Cr Kernan declared they are members of the NLC executives Council and Cr Phillips is a member of the full Council.

The Council considered a report on Current Status of Outstanding Regional Land Use Agreements from the Northern Land Council.

OCM33/2024 RESOLVED:
On the motion of Deputy Mayor Williams
Seconded Cr Blyth

THAT COUNCIL:

1. Received and noted the report entitled Current Status of Outstanding Regional Land Use Agreements from the Northern Land Council; and
2. Status of outstanding Land Use Agreements noted.

CARRIED

Agenda Reference:	12.4
Title:	Disclosure of Confidential Resolutions and Re-admittance of the Public
Author:	Ben Heaslip, Information Advisor

The Council considered a report on Disclosure of Confidential Resolutions and Re-admittance of the Public.

OCM35/2024 RESOLVED:
On the motion of Cr Blyth
Seconded Cr Guwiyul

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

CARRIED

Mayor Ryan, Deputy Mayor Williams and the Councillors thanked Jessie Schaecken for her commitment to West Arnhem Regional Council in her role as acting Chief Executive Officer and acknowledged the many achievements throughout her tenure.

14 NEXT MEETING

The next Ordinary Council meeting is scheduled to take place on Wednesday 20 March 2024

Chairperson Mayor Ryan declared the meeting closed at 14:19.

This page and the preceding pages are the minutes of the Ordinary Council Meeting held on Tuesday 20 and Wednesday 21 February 2024.

Chairperson

Date Confirmed

West Arnhem Regional Council

- 19 -

Ordinary Council Meeting
Tuesday 20 February 2024

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 MARCH 2024

Agenda Reference:	7.1
Title:	Presentations and Visitors - Department of Infrastructure, Planning and Logistics
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

SUMMARY

The purpose of this report is to provide Council with a list of presentations to be made by various stakeholders of the West Arnhem Regional Council.

RECOMMENDATION

THAT COUNCIL noted the presentations on Community Planning by Department of Infrastructure, Planning and Logistics.

BACKGROUND

At various times, Council requests that presentations be made so that issues can be raised and information shared.

COMMENT

The following visitors/presentations will be in attendance at today's meeting.

Ordinary Council Meeting – Presentations / Visitors			
Topic	Presenter/Visitor	Organisation	Invited by
Community Planning	Garret Smith – Director Land Tenure	Department of Infrastructure, Planning and Logistics	West Arnhem Regional Council
	Allision Hooper – Acting Director of Lands Planning		
	Steven Kubasiewicz – Senior Planner – Development Assessment Services		

STRATEGIC IMPLICATIONS

This report is aligned to the following pillars and goals of the *Regional Plan and Budget*:

PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

Investing in relationships and partnerships at all levels supports and strengthens community and belonging. We prioritise the value of partnerships and relationships as a key determinant of a happy, strong and thriving community.

Goal 1.1 Community Engagement

Seek out and support diverse perspectives and collaborations with community, community leaders, businesses, agencies and local service providers to enhance community life.

ATTACHMENTS

Nil

WEST ARNHem REGIONAL COUNCIL

FOR THE MEETING 20 MARCH 2024

Agenda Reference:	7.2
Title:	Presentations and Visitors - Department of Chief Minister and Cabinet
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

SUMMARY

The purpose of this report is to provide Council with a list of presentations to be made by various stakeholders of the West Arnhem Regional Council.

RECOMMENDATION

THAT COUNCIL noted the presentations on Update on Jabiru / Kakadu Projects by Department of Chief Minister and Cabinet.

BACKGROUND

At various times, Council requests that presentations be made so that issues can be raised and information shared.

COMMENT

The following visitors/presentations will be in attendance at today's meeting.

Ordinary Council Meeting – Presentations / Visitors			
Topic	Presenter/Visitor	Organisation	Invited by
Update on Jabiru / Kakadu Projects	David Boustead – Regional Director Jabiru / Kakadu	Department of Chief Minister and Cabinet	West Arnhem Regional Council

STRATEGIC IMPLICATIONS

This report is aligned to the following pillars and goals of the *Regional Plan and Budget*:

PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

Investing in relationships and partnerships at all levels supports and strengthens community and belonging. We prioritise the value of partnerships and relationships as a key determinant of a happy, strong and thriving community.

Goal 1.1 Community Engagement

Seek out and support diverse perspectives and collaborations with community, community leaders, businesses, agencies and local service providers to enhance community life.

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 MARCH 2024

Agenda Reference:	7.3
Title:	Presentations and Visitors - National Indigenous Australians Agency
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

SUMMARY

The purpose of this report is to provide Council with a list of presentations to be made by various stakeholders of the West Arnhem Regional Council.

RECOMMENDATION

THAT COUNCIL noted the presentations on Update on National Indigenous Australians Agency (NIAA) Activity by NIAA.

BACKGROUND

At various times, Council requests that presentations be made so that issues can be raised and information shared.

COMMENT

The following visitors/presentations will be in attendance at today's meeting.

Ordinary Council Meeting – Presentations / Visitors			
Topic	Presenter/Visitor	Organisation	Invited by
Update on National Indigenous Australians Agency activity in West Arnhem Region	David King – Engagement Director	National Indigenous Australians Agency	West Arnhem Regional Council

STRATEGIC IMPLICATIONS

This report is aligned to the following pillars and goals of the *Regional Plan and Budget*:

PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

Investing in relationships and partnerships at all levels supports and strengthens community and belonging. We prioritise the value of partnerships and relationships as a key determinant of a happy, strong and thriving community.

Goal 1.1 Community Engagement

Seek out and support diverse perspectives and collaborations with community, community leaders, businesses, agencies and local service providers to enhance community life.

ATTACHMENTS

Nil

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 20 MARCH 2024

Agenda Reference:	7.4
Title:	Presentations and Visitors - Independent Commissioner Against Corruption
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

SUMMARY

The purpose of this report is to provide Council with a list of presentations to be made by various stakeholders of the West Arnhem Regional Council.

RECOMMENDATION

THAT COUNCIL noted the presentations on Introduction of the Independent Commissioner Against Corruption (ICAC).

BACKGROUND

At various times, Council requests that presentations be made so that issues can be raised and information shared.

COMMENT

The following visitors/presentations will be in attendance at today's meeting.

Ordinary Council Meeting – Presentations / Visitors			
Topic	Presenter/Visitor	Organisation	Invited by
Introduction of the Independent Commissioner Against Corruption (ICAC)	Michael Riches – Commissioner for ICAC	Independent Commissioner Against Corruption (ICAC)	West Arnhem Regional Council

STRATEGIC IMPLICATIONS

This report is aligned to the following pillars and goals of the *Regional Plan and Budget*:

PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

Investing in relationships and partnerships at all levels supports and strengthens community and belonging. We prioritise the value of partnerships and relationships as a key determinant of a happy, strong and thriving community.

Goal 1.1 Community Engagement

Seek out and support diverse perspectives and collaborations with community, community leaders, businesses, agencies and local service providers to enhance community life.

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 MARCH 2024

Agenda Reference:	8.1
Title:	Review of Action Items
Author:	Jessie Schaecken, Governance and Risk Advisor

SUMMARY

This report is submitted for Council to review and discuss the progress on outstanding action items from Council meetings.

RECOMMENDATION

THAT COUNCIL:

1. Received and noted the report entitled *Review of Action Items*; and
2. Reviewed the outstanding action items and gave approval for completed items to be removed from the register.

BACKGROUND

Action items arise out of resolutions of Council or questions asked by Councillors. The attached register provides the current status of the action items as provided by the administration. The administration recommends items as complete but it is for Council to determine whether the item remains active or is complete and can be removed.

COMMENT

The actions that Council resolves to occur are to be acted upon by the administration. This report enables Council to progressively discuss and acknowledge the status of items.

STRATEGIC IMPLICATIONS

This report is aligned to the following pillars and goals in the *Regional Plan and Budget*:

PILLAR 6 FOUNDATIONS OF GOVERNANCE

Integrity is at the heart of everything we do. We are leaders of best practice and excellence in governance, advocacy, consultation and administration. Our processes, procedures and policies are ethical and transparent.

Goal 6.3 Council and Local Authorities

Excellence in governance, consultation administration and representation.

ATTACHMENTS

1. Doce Assembler Action Items OCM Ongoing [8.1.1 - 1 page]
2. Action Items OCM Ongoing [8.1.2 - 11 pages]

Meeting Date	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
20/02/2024	8.5	Community Buses Commitment	Not yet started	<p>Please action as per resolution.</p> <p>OCM19/2024 RESOLVED: On the motion of Cr Onus Seconded Cr Nadjamerrek</p> <p>THAT COUNCIL:</p> <ol style="list-style-type: none"> 1. Received and noted the report entitled <i>Community Buses Commitment</i>; and 2. Does not endorse current letter from Mayor accepting offer of funding to purchase community buses; and 3. Directed Council to reach out to the Office of Marion Scrymgour to offer funding to better suited West Arnhem Organisation to accept funding for purchase of community buses. 4. Requested alternative letter outlining organisations in communities better suited to deliver service within the communities, cc'ing in those organisations 	Fiona Ainsworth, Jasmine Mortimore, Jessie Schaecken	In Progress
20/02/2024	9.5	Appreciation of WARC Staff - NYE Celebrations Maningrida	Not yet started	<p>Please action as per resolution.</p> <p>OCM24/2024 RESOLVED: On the motion of Deputy Mayor Williams Seconded Cr Woods</p> <p>THAT COUNCIL</p> <ol style="list-style-type: none"> 1. requested the administration to formally write a letter of appreciation from the Council thanking each staff member for their dedication to delivering the most successful event held in Maningrida for NYE celebrations. 	Clem Beard	In Progress

Ordinary Council Meeting Action Items – In Progress

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
31 January 2024	Cathy Makings	CSM Minjilang	In Progress
OCM232/2024			
Cr Guwiyul raised concerns with community members making short cuts for the main roads in Minjilang.			
Updates:			
<p>06 February 2024 – Cathy Makings Senior Works Officer met with Cr Guwiyul on 02/02/24 to pinpoint where the short cuts are happening. SWO will send report to Tech Services H. Ahmad 06/02/24. CSM sent email to all stakeholders asking them to refrain from driving through the short cuts to stop potential danger to children walking to and from school and playing in the areas where short cuts have been made. Also advised of potential erosion.</p> <p>07 March 2024 – Cathy Makings Little improvement since CSM sent email. Sent a reminder email again to stakeholders who are the perpetrators.</p>			

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
31 January 2024	Dana Hewett	CSM Jabiru	Completed
OCM232/2024			
Cr Onus raised what Council can do to support the Jabiru Men's Shed sourcing a potential location / storage space			
Updates:			
<p>12 February 2024 – Marnie Mitchell Potentially Jabiru may work with the Grants coordinator to look at potential grant opportunities to support a Mens Shed.</p> <p>13 February 2024 – Dana Hewett Jabiru CSM has contracted Jabiru Area School as there is a workshop space that is rarely used. Principal of school is open to the idea of Men's Shed using the space for meeting and/or storage. There is a fee of \$75 for up to 4 hours and \$150 for the day to assist with covering electricity costs. If the Men's Shed will assist with clearing out the space and maintaining it, the Principal will go to the school council and request a reduced fee. CSM suggests a site visit with Principal and Cr Onus.</p> <p>12March 2024 – Dana Hewett Information provided to EA to CEO and Mayor, as well as previously A / CEO. Jabiru Area School Principal's contact details passed on, and this should close out council's action of identifying possible locations. Manager Community Services Support has noted there may be grant opportunities.</p>			

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
20 December 2023	Marnie Mitchell	Community Services	In Progress
OCM224/2023			
Cr Dann raised increasing night patrol hours in Gunbalanya and a more collaborated effort with the police involved.			
Updates:			
<p>12 February 2024 – Marnie Mitchell All communities, including Gunbalanya are in a position to run Night Patrol to meet the needs of their community with in the budget of the grant funding. Gunbalanya have made a decision to have walking and push bike patrols in the community, to enable staff to cover different areas, not only following the regular road pattern.</p> <p>08 March 2024 – Marnie Mitchell</p>			

Ordinary Council Meeting Action Items – In Progress

Marnie is working with Grants team to identify specific budgets for each community with the CSMs.

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
20 December 2023	Hilal Ahmad	Technical Services	In Progress
OCM216/2023			
Nominated sections; Cahill's Crossing to Gunbalanya turn off, Creek crossings between Gunbalanya and Maningrida, Maningrida to Ramingining turnoff the Arnhem Link Road to prioritise for intended roadwork upgrades.			
Updates:			
10 January 2024 – Hilal Ahmad Sent an email to the NT Strategic Roads Team to organise a meeting to present the Nominated Sections. 09 February 2024 – Hilal Ahmad Met with the representatives from DIPL and presented all the nominated sections. DIPL will update WARC once the final areas are nominated. 11 March 2024 – Hilal Ahmad DIPL will update WARC once the final areas are nominated.			

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
20 December 2023	Fiona Ainsworth	Operations	
OCM215/2023			
Approved \$43,000 to fund the Maningrida security programme for 2024. -Requested feedback be provided to MPA alongside the funding that this initiative could also be an opportunity for local training and employment.			
Updates:			
06 February 2024 – Debbie Gough Providing feedback at the next Heads of Agency meeting in February.			

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
20 December 2023	Jessie Schaecken	CEO	In progress
OCM205/2023			
Invite ALPA CDP to attend 2024 February Ordinary Council Meeting			
Updates:			
04 January 2024 – Jessie Schaecken Invitation sent via email for meeting in February 2024 13 March 2024 – Jasmine Mortimore ALPA Advised in email on 19/02/2024 that they would like to postpone their attendance until they better understand the changes to CDP within West Arnhem.			

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
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Ordinary Council Meeting Action Items – In Progress

20 December 2023	Hilal Ahmad	Technical Services	In Progress
OCM204/2023			
Noted presentation by the Department of Infrastructure, Planning and Logistics on the Maningrida Subdivision handover and requested that DIPL be invited to attend the 2024 Ordinary Council Meetings to discuss issues surrounding policies, town planning, housing allocation, guidelines and community facilities in a unified approach.			
Updates:			
10 January 2024 – Hilal Ahmad Administration is liaising with DIPL to Schedule a meeting.			
09 February 2024 – Hilal Ahmad Administration is liaising with DIPL to Schedule a meeting.			
11 March 2024 – Hilal Ahmad DIPL Team will attend the OCM on 20 th March 2024 for a presentation.			

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
22 November 2023	Clem Beard/Grants	Technical Services	In Progress
Resolution 190/2023			
Cr Phillips raised new basketball court facility / location as current one is dangerous and not fit for purpose			
Updates:			
05 December 2023 – Clem Beard: Investigate previous workings on the proposal/Grant application for a multipurpose building in Maningrida in partnership with MPA and Building Better Regions Fund per below updates. A report has been included in the December meeting providing background to the proposal and correspondence received in December 2023 from LGANT.			
12 March 2024 – Clem Beard Administration will work with Grants to seek funding streams for a multipurpose centre in Maningrida Community			

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
22 November 2023	Jasmine Mortimore/Fiona Ainsworth	CEO/ Operations	In Progress
Resolution 190/2023			
Mayor Ryan requested Council write to the Minister for infrastructure and Minister for Local Government re tenders for Local Organisations			
Updates:			
12 December 2023– Jasmine Mortimore/Fiona Ainsworth Seeking support to petition joint matters of WARC inclusion to apply for tenders, with significant applicable award weight to provide increased local participation to tender recipient. Letters will be forwarded at the commencement of 2024 to ensure suitable attention is given to the raised issues.			
13 February 2024 – Jasmine Mortimore Letter being drafted to advocate for this issue			
13 March 2024 – Jasmine Mortimore Letter sent to Chief Minister on 06.03.2024 (noted in Correspondence report for reference)			

Ordinary Council Meeting Action Items – In Progress

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
22 November	Clem Beard/Fiona Ainsworth	Technical Services	In Progress
Resolution 190/2023			
Elected members requests the topic of the construction of a new Waruwi Council Office be brought back to Council for further discussion.			
Updates:			
<p>05 December 2023 – Clem Beard: Concept plans are underway to be presented to the next Waruwi Local Authority for discussion. Recent site visit from the Architect indicates a temporary office will be required whilst construction and demolition works are underway (2 years). The administration is suggesting to utilise Lot 71 adjacent to the School to utilised for possible contractor’s accommodation after use with approval from the NLC for change of Land Use Agreement.</p> <p>09 January 2024 – Clem Beard: Administration preparing a report to the Waruwi Local Authority to discuss options for future planning of proposed project in preparation for Grant Applications.</p> <p>15 January 2024 – Matt Griffiths: Ongoing discussion with technical services to suggest temporary site for the WARC admin. Ongoing.</p> <p>09 February 2024 – Clem Beard A report is included in this meeting to allocate Council funding to update Concept Plan and a QS report for future Grant stream funding opportunities.</p> <p>11 March 2024 – Clem Beard Concept design drawings currently in progress of updating to a concrete block design for longevity and ‘fit for purpose’ – On receivable of updated designs a QS report will be requested to establish indicative building costs to source external grant funding streams.</p>			

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
22 November	Jasmine Mortimore	CEO	In Progress
Resolution 190/2023			
Cr Gumurdul raised community safety in Gunbalanya – invite Territory Families and Police Commissioner and Minister for Police, MLA for Arafura to the community to talk about responsibilities with community leaders.			
Updates:			
<p>13 December 2023 – Jasmine Mortimore Letter has been drafted and is ready to be endorsed by Council before sending to relevant persons</p> <p>28 December 2023 – Jasmine Mortimore Letter sent, awaiting responses.</p> <p>13 February 2024 – Jasmine Mortimores Due to communities conflicting priorities this has been postponed until further notice.</p> <p>13 March 2024 No further update at this time</p>			

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
22 November	Hilal Ahmad	Technical Services	In Progress
Resolution 190/2023			

Ordinary Council Meeting Action Items – In Progress

Cr Phillips and Cr Woods raised issues with new drain out the front of clinic / road quality for wet season.
Updates:
05 December 2023 – Hilal Ahmad: A Council report is included into the agenda today for discussion of options to be presented to Council members.
10 January 2024 – Hilal Ahmad: Purchase Order raised to concrete the crossing, U shaped rails installed on both sides of the crossing to make it safe. 22 Check dams installed in the drain to slow the water and stop scouring.
09 February 2024 – Hilal Ahmad Contractor will commence the works, depending on the weather.
11 March 2024 – Hilal Ahmad Contractor will commence the works, depending on the weather as concreting works are involved installing additional culverts.

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
22 November	Jasmine Mortimore	CEO	In Progress
Resolution 190/2023			
Admin to look into updating elected members allowances policy to include travel allowance			
Updates:			
13 December 2023 – Jasmine Mortimore No updates at this time			
13 February 2024 – Jasmine Mortimore In Progress – delay due to staffing shortage			
13 March 2024 – Jasmine Mortimore Will review our policy in line with the current Northern Territory Remuneration Tribunal			

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
22 November	Jessie Schaecken	CEO	
Resolution 191/2023			
Acting CEO to develop a strategy to approach NTG regarding superannuation inequality and compensation for elected members and principle members. Noting that there is an expectation that elected members pay tax on payments however, are not afforded superannuation.			
Updates:			
08 December 2023 – Jessie Schaecken: Acting CEO has arranged a preliminary meeting with Alice Springs Mayor Paterson; begun gathering support information; and has spoken with Mayor Ryan and this will come to a later OCM.			
12 February 2024 – Jessie Schaecken: The new CEO will pick up this item.			

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
10 – 11 October 2023	Clem Beard	Technical Services	In Progress
Resolution: OCM175/2023			
Cr Woods raised concerns with airport usage for sorry business – asked about another airport shelter using the emergency management funds			

Ordinary Council Meeting Action Items – In Progress

Updates:
<p>02 November 2023 – Clem Beard: The administration has lodged an ‘Expression of Interest’ for land tenure at the Maningrida Airstrip as nominated by Cr Woods. Awaiting NLC to advise scheduling of consultations with Traditional Owners of Maningrida for next year 2024 to commence process of consultations.</p> <p>05 December 2024 – Clem Beard: Due to recent passing of Chairman at the NLC – no updated consultations dates have been progress to provide any further updates.</p> <p>10 January 2024 – Clem Beard: Administration scheduled meeting with NLC in late January to source updates on planned community consultations for land tenure requests.</p> <p>09 February 2024 – Clem Beard Awaiting community consultation dates for WARC region for 2024 to commence discussions with Land Owners for possible Land Use Agreements.</p> <p>12 March 2024 – Clem Beard Awaiting further advice from NLC for upcoming consultations for Maningrida.</p>

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
20 September 2023	Jessie Schaecken	CEO	In Progress
Resolution: OCM147/2023			
Relinquish Lease for Gunbalanya Lot 385A and Lot 385B to the NLC.			
Updates:			
<p>03 October 2023: Administration has begun the process of relinquishing the lease.</p> <p>02 November 2023 – Clem Beard - The administration has received correspondence from the NLC confirming they have sent a letter to the Gunbalanya Aboriginal Economic Development Corporation:</p> <ul style="list-style-type: none"> • advising that WARC intends to yield up its interest in Lot 385 and; • requesting that GAEDC submit a s.19 EOI as soon as possible for Lots 385A and 385B <p>05 December 2023 – Clem Beard: No further updates received from the NLC in relation or concerns with the Yield Up of Lot 385</p> <p>10 January 2024 – Clem Beard: Administration scheduled meeting with the NLC in late January to source updates on Yield Up provisions for Gunbalanya Lot 385.</p> <p>09 February 2024 – Clem Beard NLC have advise the Administration that GAEDC have not lodged an application for leasing Lot 385 as at the end of January 2024</p>			

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
23 August 2023	Leanne Johansson	Corporate	
Resolution:			
Mayor Ryan requested a report to Council on the financial viability of the Darwin Office			
Updates:			
<p>05 September 2023 – Deirdre O’Sullivan: Leanne Johansson to undertake a comprehensive analysis of costs associated with Darwin office and present to OCM in November</p> <p>02 October 2023 – Leanne Johansson: Colliers Real Estate of Darwin has been contracted to provide detailed information about costs and opportunities. Other investigations in preparation for November OCM report.</p> <p>07 November 2023 - Ben Heaslip: Report in Confidential Late Agenda of 13 November meeting</p> <p>06 December 2023 - Ben Heaslip: Report carried over from November meeting to be presented in today’s Confidential agenda</p>			

Ordinary Council Meeting Action Items – In Progress

12 February 2024 – Ben Heaslip: Report has been deferred until new CEO starts

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
12 April 2023	Clem Beard	Technical Services	In progress
Resolution: OCM 52/2023 – Review of Action items list			
Requests Council submit an EOI to NLC for the land at Minjilang next to the airstrip for facilities.			
Updates:			
01 May 2023 – Clem Beard			
<ul style="list-style-type: none"> Administration have reached out to the NLC to commence the leasing arrangements for the Minjilang Airport. Currently liaising with the NLC on next steps in applying for lease through Jone Lotu – NLC WARC representative 			
09 June 2023 – Clem Beard			
<ul style="list-style-type: none"> Administration conducting ongoing discussions with NLC on land tenure for airport facilities and ongoing discussions with CDP to provide labour and some equipment to assist with construction of facilities for ongoing community use. 			
11 August 2023 – Clem Beard			
<ul style="list-style-type: none"> Jone Lotu from NLC is facilitating ongoing discussions and consultations with Traditional Owners on the future of leases pertaining to airports across the region. Administration will provide outcomes from same. 			
12 September 2023 – Clem Beard			
<ul style="list-style-type: none"> Administration met with the NLC S19 leasing team on Monday 11/09/2023 to source an EOI lease at the waiting area to incorporate a future ablution facility. NLC to confirm the existing airport lease in place with DIPL and establish the current boundaries of existing lease to confirm available vacant land. 			
02 October 2023 – Clem Beard			
<ul style="list-style-type: none"> Await further information from NLC. To date no update available. 			
02 November 2023 – Clem Beard			
<ul style="list-style-type: none"> The NLC received correspondence from NTG on 30 October 2023 which set out that DIPL will be seeking Traditional Owner consent to secure tenure over 11 “certified” aerodromes in the NLC’s region, including Minjilang. To secure and satisfy the CASA regulations DIPL will be entering into s.19 land use agreement and establishing a third party aerodrome operator to sub-lease to – proposed to be WARC? NLC note that the letter set out that “The area of land, aerodrome facility, sought to be leased will exceed the existing fenced area around the airstrips in most cases, this is to enable the DIPL to comply with the new CASA regulations and any future upgrades. NLC advice it may be best to wait until after DIPL has secured a s.19 agreement to determine the boundaries around which for WARC to upgrade/ put in a new waiting area or at least wait until NLC receive the land area that DIPL will be seeking tenure over in their EOI? At this stage NLC cannot provide a time line on how long this will take but will keep Council updated. 			
06 December 2023 – Clem Beard			
<ul style="list-style-type: none"> No further updates received from NLC – Administration will continue to seek updated communication on Airport leases thru the NLC. 			
07 February 2024 – Clem Beard			
<ul style="list-style-type: none"> Administration were advised by NLC in late January that lease negotiations are planned for Airstrips with DIPL/NLC. 			
11 March 2024 – Clem Beard			

Ordinary Council Meeting Action Items – In Progress

- No further updates received, administration will continue raise this issue with the NLC.

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
8 February 2023	Records & GRA	OoCEO	In progress
Resolution:			
OCM1/2023 RESOLVED:			
<ol style="list-style-type: none"> Cr Kernan raised the void in available historic information about and acknowledgement of past Councillors and would like administration to investigate. recounted that the Maningrida Community Government Council had laid a plaque in a Maningrida Park to commemorate the start of Maningrida. He suggested that plaques be laid in all WARC remote communities to memorialise the Missions commencement. 			
Updates:			
<p>03 March 2023 – Ben Heaslip: Records and Governance have had preliminary conversation and will meet in March to draw up research plan</p> <p>3 April 2023 – Jessie Schaecken: More work to be done on scope and research plan</p> <p>13 April 2023 – Jessie Schaecken : Meeting discussed the need for Ben/Jessie to attend Jabiru Library, trip to potentially coincide with Waruwi LA on 18 May 2023</p> <p>26 May 2023 – Ben Heaslip: Searches have been conducted and potential sources of information identified in the records of the National Archives, the Northern Territory Archives and the Northern Territory Library catalogue. Some Archive records are available online, others can be visited in the Darwin offices of the National and Territory Archives, while others are held interstate. Most library records are held in Darwin but there are a couple of records are in the Jabiru Library. Further searches will be conducted including in the hard copy records held by WARC.</p> <p>16 August 2023 – Ben Heaslip: Email sent to councillors including spreadsheet of search results and links to documents available electronically.</p> <p>12 September 2023 – Ben Heaslip: No further update at this time</p> <p>03 October 2023 – Ben Heaslip: Have found the original Constitution of Gunbalanya Council Incorporated from 1976 signed by the chairman and vice-chairman with some associated documents.</p> <p>07 November 2023 – Ben Heaslip: Due to staffing shortages this research will be delayed until the New Year.</p> <p>11 March 2024 – Ben Heaslip: Have re-commenced searching through the online files from the National Archives. I will copy records that have relevant information and compile a collection.</p>			

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
18 January 2023	Jessie Schaecken	GRA	IN PROGRESS
Resolution:			
OCM20/2023 Northern Territory Government Review of Local Authorities			
<ol style="list-style-type: none"> Approved the delegation to each Local Authority to commit and spend funds up to the value of their annual grant funding allocation, Directed the administration to create a place in each Local Authority Agenda which details the code of conduct, number and names of elected members, appointed members including the chair, the number of members required to reach a quorum and the number of members necessary to hold a provisional meeting, and investigate leadership training appropriate to Local Authority members. 			

Ordinary Council Meeting Action Items – In Progress

3. Directed the administration to invite Linda Weatherhead Director Policy & Projects, Local Government, Chief Minister and Cabinet to conduct code of conduct and Governance training for each Local Authority on the day prior to the upcoming February 2023 round of Local Authority meetings.
4. Supported the findings from each Local Authority consultation that communication between Council and the Local Authorities requires improvement; and
5. Directed the administration to work with each Local Authority and their respective Council Services Manager to improve communication.

Updates:

1 February 2023 Paul Hockings

Item 3 above Code of Conduct and Governance training has been organised for the following dates utilising Enock Menge Manger Strategic Projects & Development:

Community	Training Date	LA Meeting Date
Minjilang:	21 February 2023 *	9 February 2023
Warruwi:	15 February 2023	16 February 2023
Gunbalanya:	22 February 2023	23 February 2023
Maningrida:	1 March 2023	2 March 2023

03 April 2023 – Maningrida and Gunbalanya are yet to complete the training – Jessie is working with the department & CSM's to secure a date

29 May 2023 – Jessie has sent another request to Linda Weatherhead and Enock Menge for upcoming dates to lock this is for Gunbalanya & Maningrida

14 June 2023 – Dates confirmed for day before the next LA meeting Gunbalanya and Maningrida

11 August 2023 – Gunbalanya completed, Maningrida to be completed on Monday 28 August 2023

12 September 2023 – **Ben Heaslip:** Maningrida training postponed. New date to be arranged.

03 October 2023: No further update

07 November 2023 – **Ben Heaslip:** will aim for training in early 2024, to be negotiated with Department and LA members.

08 December 2023 – **Ben Heaslip:** No Further Update

13 February 2024 – **Jasmine Mortimore:** Currently organising to be held day before Maningrida LA

13 March 2024 – **Jasmine Mortimore:** Department of Chief Minister and Cabinet could not attend on today and will look to hold in June 2024.

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
9 November 2022	Hilal Ahmed	Technical Services	In Progress

Resolution:

OCM101/2022 MANINGRIDA SUBDIVISION HANDOVER REVIEW FROM NTG TO WARC

The Administration will instruct NTG to complete the civil remedial works for new subdivision to the required Australian Standards per independent consultant recommendations and Delay for another wet season to ensure the roads, drains, road furniture and culverts are sufficiently designed and constructed to accommodate wet season run off and to mitigate any potential areas of flooding.

OCM62/2023 – New Subdivision meeting held with DIPL and WARC 17 March 23 RE Gunbalanya and Maningrida new subdivision

Directs the administration to;

- a. To assist representatives from DIPL to conduct a full and comprehensive conditional report for Maningrida Subdivision post Wet Season 2022/23.

Ordinary Council Meeting Action Items – In Progress

- b. Work closely with NTG on future subdivision development.
- c. Instruct a subcontractor to carry out immediate works on the remediation of potholes in Maningrida.

Updates:

05 December 2022 – Fiona Ainsworth

The administration has drafted a response to the NTG stating conditions of handover required prior to accepting ownership.

06 January 2023 – Fiona Ainsworth

NTG have acknowledged receipt of letter and will provide information on conditional items when complete.

25 January 2023 – Fiona Ainsworth

Administration await finalisation of conditional items.

27 February 2023 – Fiona Ainsworth: No further update.

24 March 2023 – Fiona Ainsworth: Report included in April OCM

28 April 2023 – Fiona Ainsworth: As per April OCM Report WARC continues to wait for DIPL action and reports regarding flooding mitigation strategies for subdivision.

09 June 2023 – Hilal Ahmad

WARC met with DIPL on site and discussed the current deteriorating condition and fire risk of the drainage network. DIPL has agreed to cover the cost for the drainage works rectification and has requested WARC to provide a quote for the remediation of the drainage network. WARC is awaiting quotes from JMK and City Earthmoving for the drainage network remediation.

09 August 2023 – Hilal Ahmad: WARC works staff in conjunction with JMK will continue to clean out drains progressively and complete prior to onset of wet season to reduce flooding and scouring in the new subdivision.

13 September 2023 – Hilal Ahmad

WARC works staff continue working in conjunction contractors where required to complete drainage clean out as part of Pre-Cyclone wet season internal road network maintenance program. If works staff capacity is limited, WARC will engage subcontractors to complete the works. WARC has requested DIPL's representative to attend the next LA to discuss the deteriorating condition of new subdivision.

29 September 2023 – Hilal Ahmad

WARC works staff continue working in conjunction contractors where required to complete drainage clean out as part of Pre-Cyclone wet season internal road network maintenance program. If works staff capacity is limited, WARC will engage subcontractors to complete the works. WARC has requested DIPL's representative to attend the next LA to discuss the deteriorating condition of new subdivision.

03 November 2023 – Hilal Ahmad

WARC works staff continue working in conjunction with contractors where required to complete drainage clean out as part of Pre-Cyclone wet season internal road network maintenance program. If works staff capacity is limited, WARC will engage subcontractors to complete the works. WARC has requested DIPL's representative to attend the next LA to discuss the deteriorating condition of new subdivision. DIPL representative will attend the OCM to discuss the new subdivision handover in Maningrida and Gunbalanya.

05 December 2023 – Hilal Ahmad

WARC works staff continue working in conjunction with contractors where required to complete drainage clean out as part of Pre-Cyclone wet season internal road network maintenance program. If works staff capacity is limited, WARC will engage subcontractors to complete the works. WARC has requested DIPL's representative to attend the December OCM to discuss the deteriorating condition of new subdivision.

10 January 2024—Hilal Ahmad

Ordinary Council Meeting Action Items – In Progress

WARC works staff continue working in conjunction with contractors where required to complete drainage clean out as part of Pre-Cyclone wet season internal road network maintenance program. If works staff capacity is limited, WARC will engage subcontractors to complete the works

9 February 2024 – Hilal Ahmad

WARC works staff continue working in conjunction with contractors where required to complete drainage clean out, mowing grass and weed spraying.

11 March 2024 – Hilal Ahmad

WARC works staff continue working in conjunction with contractors where required to complete drainage clean out, mowing grass and weed spraying. 6 Bags of Cold mix (1 Ton each) have been delivered to Maningrida to fix the potholes.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 MARCH 2024

Agenda Reference:	8.2
Title:	New Years Eve Fireworks Display - Maningrida, Warruwi and Minjilang Communities
Author:	Clem Beard, Project Manager Technical Services

SUMMARY

This report is to update the Council on the indicative cost to hold New Year's Eve fireworks event a in the Maningrida, Minjilang and Warruwi Communities.

RECOMMENDATION

THAT COUNCIL:

1. Received and noted the report entitled *New Years Eve Fireworks Display - Maningrida, Warruwi and Minjilang Communities*; and
2. Approve / Do not approve for the administration to source external funding for listed fireworks.

BACKGROUND

The foundation of this report is to explore the opportunities to hold a high impact additional firework displays on New Year's Eve (NYE) in the Warruwi and Minjilang Island Communities.

COMMENT

Administration has formulated indicative costs based on the previous two (2) years NYE fireworks display which have been held at the Maningrida Oval.

<i>Maningrida Only</i>		<i>Indicative Costs</i>
Permits includes \$20m Public Liability	Pyro and local permits	\$ 625.00
Flights	equivalent to 4 return flights	\$ 6,000.00
Darwin Accommodation	6-night equivalent	\$ 1,500.00
Maningrida Accommodation	6-night equivalent	\$ 1,800.00
Freight to Maningrida	10/20ft container	\$ 9,500.00
Freight back from Maningrida	10/20ft container	\$ 7,000.00
Hire Truck Darwin	2 days	\$ 1,200.00
Insurance Levy		\$ 1,590.00
Administration		\$ 1,980.00

Pyro Freight from Sydney		\$ 3,500.00
Pyro Freight to Sydney		\$ 2,500.00
Wages including Travel & Meal Allowances	2 x Technicians	\$ 7,300.00
Pyro		\$ 29,950.00
Materials to secure site (Fencing/Bunting/Safety)	Barge Freight	\$ 2,500.00
Wages/ Penalty rates for staff	Security	\$ 10,000.00
Total		\$ 86,945.00
Assumes availability of a Ute or truck on location		
Includes two on-site technicians.		
\$20m public liability and all permits.		

<i>Minjilang Only - No Oval Lighting/No Oval Fencing</i>		<i>Indicative Costs</i>
Permits includes \$20m Public Liability	Pyro and local permits	\$ 625.00
Flights	Equivalent to 2 return flights	\$ 6,000.00
Darwin Accommodation	6-night equivalent	\$ 1,500.00
Minjilang Accommodation	4-night equivalent	\$ 1,800.00
Freight to Minjilang	10/20ft container	\$ 9,500.00
Freight back from Darwin	10/20ft container	\$ 7,000.00
Hire Truck Darwin	2-day equivalent	\$ 2,800.00
Insurance Levy		\$ 1,590.00
Administration		\$ 1,980.00
Pyro Freight from Sydney		\$ 3,500.00

Pyro Freight to Sydney		\$ 2,500.00
Wages including Travel & Meal Allowances	2 x Technicians	\$ 7,300.00
Pyro		\$ 29,950.00
Hire of Light Towers for event x 3	Barge in/out of location	\$ 15,000.00
Materials to secure site (Fencing/Bunting/Safety)	Barge Freight	\$ 9,500.00
Wages/ Penalty rates for staff	Security inside oval	\$ 10,000.00
Total		\$ 110,545.00
Includes two on-site technicians.		
\$20m public liability and all permits.		

<u>Waruwi Only - No Oval Lighting</u>		<i>Indicative Costs</i>
Permits includes \$20m Public Liability	Pyro and local permits	\$ 625.00
Flights	Equivalent to 2 return flights	\$ 6,000.00
Darwin Accommodation	6-night equivalent	\$ 1,500.00
Minjilang/Warruwi Accommodation	4-night equivalent	\$ 1,800.00
Freight to Minjilang/Warruwi	10/20ft container	\$ 9,500.00
Freight back from Gunbalanya	10/20ft container	\$ 7,000.00
Hire Truck Darwin	2-day equivalent	\$ 2,800.00
Insurance Levy		\$ 1,590.00
Administration		\$ 1,980.00
Pyro Freight from Sydney		\$ 3,500.00
Pyro Freight to Sydney		\$ 2,500.00

Wages including Travel & Meal Allowances	2 x Technicians	\$ 7,300.00
Pyro		\$ 29,950.00
Hire of Light Towers for event x 3	Barge in/out of location	\$ 15,000.00
Materials to secure site (Fencing/Bunting/Safety)	Barge Freight	\$ 5,500.00
Wages/ Penalty rates for staff	Security inside oval	\$ 10,000.00
Total		\$ 106,545.00
Includes two on-site technicians.		
\$20m public liability and all permits.		

<i>Gunbalanya (Dry Season/Stone Country Festival) assuming Oval Lights are installed and commissioned.</i>		<i>Indicative Costs</i>
Permits includes \$20m Public Liability	Pyro and local permits	\$ 605.00
Flights	Equivalent to 2 return flights	\$ 3,000.00
Darwin Accommodation	6-night equivalent	\$ 1,500.00
Gunbalanya Accommodation	4-night equivalent	\$ 1,100.00
Freight to Gunbalanya		\$ 1,600.00
Freight back from Gunbalanya		\$ 1,100.00
Hire Truck Darwin	5-day equivalent	\$ 2,800.00
Hire 4x4 and Car Trailer	4-day equivalent	\$ 2,220.00
Insurance Levy		\$ 1,590.00
Administration		\$ 1,980.00
Pyro Freight from Sydney		\$ 3,000.00
Pyro Freight to Sydney		\$ 2,000.00

Wages including travel & meal Allowances	2 x Technicians	\$ 7,000.00
Pyro		\$ 29,950.00
Materials to secure site (Fencing/Bunting/Safety)	WARC	\$ 3,500.00
Wages/Penalty rates for staff	WARC	\$ 7,000.00
Total		\$ 69,945.00

Uncontrollable variables and assumptions to consider when staging an event for NYE 2025.

- Monsoon/cyclonic weather conditions for show time;
- Cancelled flights due to weather conditions;
- Restricted accommodation availability in Warruwi;
- Reliance of Sea Swift Pty Ltd barge deliveries and back loading (islands);
- Limited firefighting equipment available;
- Limited staff resources to run an event at NYE on islands;
- Security provision of fireworks storage; and
- Event security during execution of display as per NT Work Safe regulations.

LEGISLATION AND POLICY

Local Government procurement policy to be followed when procuring fireworks.

FINANCIAL IMPLICATIONS

External funding will be required to hold events on the islands on New Year's Eve.

STRATEGIC IMPLICATIONS

This report is aligned to the following pillars and goals of the *Regional Plan and Budget*:

PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

Investing in relationships and partnerships at all levels supports and strengthens community and belonging. We prioritise the value of partnerships and relationships as a key determinant of a happy, strong and thriving community.

Goal 1.4 Community Events

Deliver cultural, civic and sporting events which engage and unite the community.

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 MARCH 2024

Agenda Reference:	8.3
Title:	Australian Local Government Association National General Assembly
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

SUMMARY

The purpose of this report is to inform Council of the 2024 Australian Local Government Association (ALGA) Annual Conference, the National General Assembly of Local Government (NGA).

THAT COUNCIL:

1. Received and noted the report entitled *Australian Local Government Association National General Assembly*; and
2. Considered nominating elected members to attend; and
3. Submit / do not submit a motion for the National General Assembly

BACKGROUND

The Australian Local Government Association Annual Conference, the National General Assembly of Local Government (NGA), will be occurring in Canberra from 2 to 4 July 2024 at the National Convention Centre. In addition, the Federal Government has again offered to host Mayors at the Australian Council of Local Government (ACLG) on 5 July 2024.

COMMENT

ALGA is now calling for councils to submit motions for the 2024 NGA. Attending this Conference to debate policy motions that will be considered by the ALGA Board, the NGA is your opportunity to shape the federal advocacy agenda that ALGA will undertake on behalf of Australian local governments.

The theme of the 2024 NGA will be "Building Community Trust". ALGA is seeking motions that align with this theme and identify opportunities for new federal programs and policies that will support councils to build trust, both in our communities and as a local delivery partner for the Australian Government.

This [discussion paper](#) will help you prepare your council's motions, which can be submitted online at www.alga.com.au until Friday 29 March 2024.

LEGISLATION AND POLICY

Not applicable.

FINANCIAL IMPLICATIONS

Approx \$15,000.00 for travel, tickets etc.

STRATEGIC IMPLICATIONS

This report is aligned to the following pillars and goals of the *Regional Plan and Budget*:

PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

Investing in relationships and partnerships at all levels supports and strengthens community and belonging. We prioritise the value of partnerships and relationships as a key determinant of a happy, strong and thriving community.

Goal 1.1 Community Engagement

Seek out and support diverse perspectives and collaborations with community, community leaders, businesses, agencies and local service providers to enhance community life.

Goal 1.4 Community Events

Deliver cultural, civic and sporting events which engage and unite the community.

PILLAR 6 FOUNDATIONS OF GOVERNANCE

Integrity is at the heart of everything we do. We are leaders of best practice and excellence in governance, advocacy, consultation and administration. Our processes, procedures and policies are ethical and transparent.

Goal 6.3 Council and Local Authorities

Excellence in governance, consultation administration and representation.

Goal 6.5 Planning and Reporting

Robust planning and reporting that supports Council's decision-making processes.

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 MARCH 2024

Agenda Reference:	8.4
Title:	Ballot for Mayor
Author:	Jessie Schaecken, Governance and Risk Advisor

SUMMARY

This purpose of this report is to table the resignation of Mayor Matthew Ryan and call for nominations for the position of Mayor and the position of Elected Member for Maningrida Ward.

RECOMMENDATION

THAT COUNCIL:

1. Received and noted the report entitled *Ballot for Mayor*; and
 2. Approved the resignation of Matthew Ryan from the position of Mayor of West Arnhem Regional Council;
 3. Elected to fill the Mayoral vacancy by appointment and accept nominations for the Mayors position for West Arnhem Regional Council, voting by silent Ballot;
- or
4. Deferred the nomination of Mayor to [DATE]

BACKGROUND

The Chief Executive Officer was notified of the intended resignation of Mayor Matthew Ryan from his position as Mayor with West Arnhem Regional Council as a result of his successful appointment as Chairman of the Northern Land Council (NLC).

COMMENT

The vacancy in the seat of Principle Member (Mayor) will be filled in line with Council Policy 'Filling Casual Vacancies' (attachment 1) which determines this vacancy is filled by appointment from within the existing Councillors by silent ballot at this Council meeting or defer the appointment to a later date.

Council is encouraged to discuss the roles and responsibilities of the Mayor as outlined in the attached Responsibilities, Induction and Training Policy.

LEGISLATION AND POLICY

The Local Government Act 2019.
Filling Casual Vacancies Policy
Responsibilities, Induction and Training

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

This report is aligned to the following pillars and goals of the *Regional Plan and Budget*:

PILLAR 6 FOUNDATIONS OF GOVERNANCE

Integrity is at the heart of everything we do. We are leaders of best practice and excellence in governance, advocacy, consultation and administration. Our processes, procedures and policies are ethical and transparent.

Goal 6.3 Council and Local Authorities

Excellence in governance, consultation administration and representation.

ATTACHMENTS

1. Filling Casual Vacancies Policy v 1.0 20210223 [8.4.1 - 4 pages]

2. Responsibilities Induction and Training (Elected) Policy v 2.0 20210701 [8.4.2 - 7 pages]



Policy Name	Filling Casual Vacancies	
Publication Date:	24/02/2021	
Council Decision (Reference):	SFC11/2021	
Classification:	Governance Policy	
Categorisation:	Governance	
Review Frequency:	3 years	
Review Date:	24/01/2024	
Responsible Officer:	Executive Manager, Office of the CEO	
Version (Revision Number):	1.0	

1. PURPOSE

This policy outlines how casual vacancies for the position of an ordinary member and an appointed Mayor and Deputy Mayor, may be filled.

2. SCOPE

This policy applies to all casual vacancies for Elected Members with Council.

3. DEFINITIONS

In the context of this policy the following definitions apply:

Casual vacancy means a vacancy in the office of a member of Council.

Ordinary member means an Elected Member of Council who is not the Mayor or Deputy Mayor.

4. POLICY STATEMENT

Casual Vacancies – Ordinary Member

Council will fill casual vacancies in the office of an ordinary member as follows:

Date Vacancy Occurs	Action	Section of the Act
18 months or more before the next general election.	Council will hold a by-election to fill the vacancy.	54(2)c
Less than 18 months, but not less than 6 months, before the next general election.	Council will appoint a person to fill the vacancy until the next general election (in accordance with the clause on filling the office of an ordinary member – see below).	54(2)a

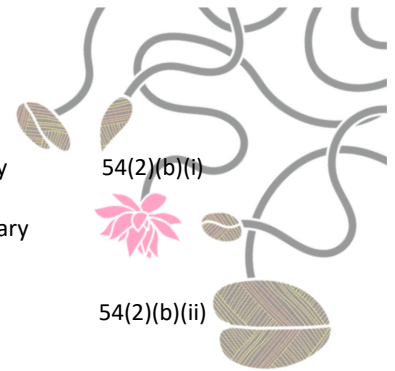


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6 months or less, but not less than 3 months, before the next general election.	Council will appoint a person to fill the vacancy until the next general election (in accordance with the clause on filling the office of an ordinary member – see below).
3 months or less before the next general election.	Council will leave the office of the ordinary member vacant.

54(2)(b)(i)

54(2)(b)(ii)

Filling the Office of an Ordinary Member

As soon as practicable after the casual vacancy occurs in the office of an ordinary member, the Chief Executive Officer (CEO) will advertise the vacancy for appointment by publishing an advertisement in a local newspaper, on the council website, and on council noticeboards in the community.

The advertisement will:

- Invite applications from electors who are:
 - Eligible under section 46 of the Act; and
 - Enrolled in the relevant ward; and
- Invite applicants to provide a either a written statement (1 page) or video submission (3 minutes) that outlines why the person wants to be a Council Member and the qualities they would contribute to the Council; and
- Advise that the written statement or video submission of the applicant may be made public by the Council.

The closing date for applications will be four (4) weeks (20 business days) from the date the advertisement is published in the local newspaper and on the council website.

As soon as practicable after the closing date, the CEO will provide copies of all applicant statements to all Council Members. At the next ordinary Council Meeting following the closing date, the matter is to be included as an agenda item for Council’s consideration.

When appointing a person to be a Council Member, Council will give due consideration to:

- The person’s level of community involvement;
- The person’s suitability for the role; and
- Any other relevant matters.

Council will decide the appointment by resolution, to take effect seven (7) days after the date of the resolution.

The CEO is to ensure the successful applicant is advised of their appointment to Council and that an induction to the position is undertaken as soon as practicable.

Casual Vacancies – Mayor and Deputy Mayor

As appointment is the basis for filling the office of the Mayor and Deputy Mayor, Council will fill casual vacancies in the office of the Mayor and/or Deputy Mayor as follows:

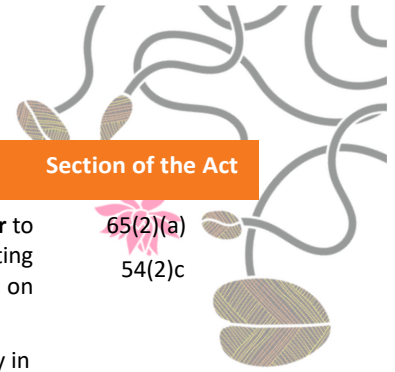


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Date Vacancy Occurs	Action	Section of the Act
18 months or more before the next general election.	Council will appoint an existing Council Member to be the Mayor/Deputy Mayor, by vote of existing members (in accordance with the clause below on Appointing a Mayor or Deputy Mayor). Council will hold a by-election to fill the vacancy in the office of an ordinary member.	65(2)(a) 54(2)c
Less than 18 months, but not less than 6 months, before the next general election.	Council will appoint an existing Council Member to be the Mayor/Deputy Mayor, by vote of existing members (in accordance with the clause below on Appointing a Mayor or Deputy Mayor). Council will appoint a person to fill the vacancy in the office an ordinary member until the next general election (in accordance with the clause above on filling the office of an ordinary member.)	65(2)(a) 54(2)a
6 months or less, but not less than 3 months, before the next general election.	Council will appoint an existing Council Member to be the Mayor/Deputy Mayor, by vote of existing members (in accordance with the clause below on Appointing a Mayor or Deputy Mayor). Council will appoint a person to fill the vacancy in the office an ordinary member until the next general election (in accordance with the clause above on filling the office of an ordinary member.)	65(2)(a) 54(2)(b)(i)
3 months or less before the next general election.	Council will appoint an existing Council Member to be the Mayor/Deputy Mayor, by vote of existing members (in accordance with the clause below on Appointing a Mayor or Deputy Mayor). Council will leave the office of the ordinary member vacant.	65(2)(b)(i) 54(2)(b)(ii)

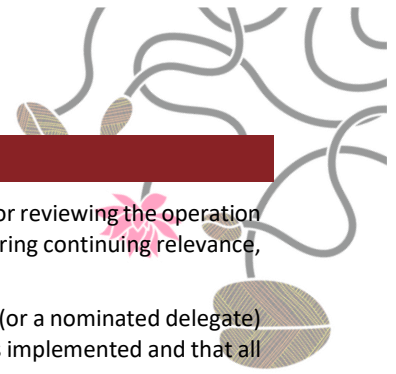
Appointing a Mayor or Deputy Mayor

The matter of appointing a person to fill a casual vacancy in the office of the Mayor or Deputy Mayor is to be on the agenda at the next ordinary Council Meeting after the vacancy occurs. At the ordinary Council Meeting, Council will, by vote of existing Council Members, resolve:

- To appoint an existing Council Member to fill the vacancy in the office of the Mayor or Deputy Mayor until the next general election; and
- For the appointment to commence immediately.

The vacancy in the office of the ordinary member will be filled in accordance with the clause above on filling the office of an ordinary member.





5. Responsibilities

The Chief Executive Officer is the Policy Custodian for this policy and is responsible for reviewing the operation of the policy (every 3 years or more frequently as may be required), and for monitoring continuing relevance, effectiveness, and consistency with related documents and the Law.

Following approval of this policy document, the Chief People and Capability Officer (or a nominated delegate) is also responsible for ensuring that the implementation and communication plan is implemented and that all Council employees have access to the policy.

6. Related Documents

Legislation and References

Local Government Act 2019 (NT)

Policy documents

Responsibilities, Induction and Support (Elected, Local Authority and Council Committee Members) Policy

Procedures

Nil

Instructions, tools, guidelines, forms and templates

Nil



Approved by Chief Executive Officer

Date 24/02/2021

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Policy Name	Responsibilities, Induction and Training (Elected, Local Authority and Council Committee Members)	
Publication Date:	01/07/2021	
Council Decision (Reference):	60/2021	
Classification:	Governance Policy	
Categorisation:	Governance	
Review Frequency:	3 years	
Review Date:	01/06/2024	
Responsible Officer:	Executive Manager, Office of the CEO	
Version (Revision Number):	2.0	

1. PURPOSE

The West Arnhem Regional Council is committed to ensuring our Elected Members, Local Authority Members and Council Committee Members (Members) have access to the corporate support, information, and resources they need to undertake their roles appropriately and to the best of their ability. This includes our commitment to building and sustaining strong professional working relationships between our Members, and between Members and our senior staff led by the Chief Executive Officer (CEO).

The purpose of this policy is to:

- Provide a framework for understanding the respective roles and responsibilities of Council, Local Authorities, and Council Committees.
- Confirm Council's commitment to a formalised process for providing new Members with induction training, and opportunities for ongoing training and development.

Provide guidance on how Members and Council staff are to interact, including the processes and requirements for incoming and outgoing correspondence record keeping.

2. SCOPE

This policy applies to all Elected, Local Authority and Council Committee Members, and to all employees of the West Arnhem Regional Council with responsibility for applying this policy.

3. DEFINITIONS

In the context of this policy the following definitions apply:

Correspondence Register means the electronic record of Council's correspondence, kept by applying metadata in Council's compliant electronic recordkeeping system.

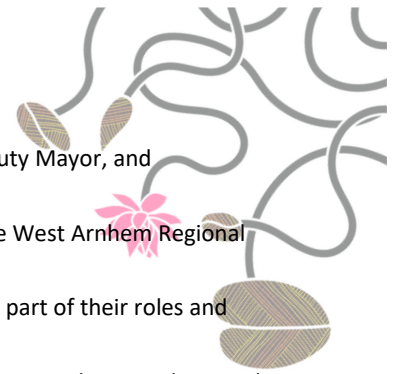


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Elected Member means an individual elected to Council, including the Mayor, Deputy Mayor, and Councillors.

Local Authority Member means a member of a Local Authority as appointed by the West Arnhem Regional Council.

Mandatory training means any training that an Elected Member must complete as part of their roles and responsibilities.

Member means a collective noun referring to Elected Members, Local Authority Members, and Council Committee Members of the West Arnhem Regional Council.

4. POLICY STATEMENT

The purpose of this policy is to provide Elected, Local Authority and Council Committee Members with a framework for understanding their respective roles and responsibilities. Council is committed to ensuring our Members have access to the corporate support, resources, and knowledge they need to undertake their roles appropriately and to the best of their ability.

To this end, the policy confirms Council's commitment to provide Members with induction training and provides guidance on how Elected Members are to interact with Council employees, including in relation to incoming and outgoing correspondence record keeping requirements.

Role and responsibilities of the Mayor and Elected Members of Council

The West Arnhem Regional Council consists of the Mayor, Deputy Mayor and Ordinary Members. The role of Council and of the Mayor, is as stipulated in the *Local Government Act*.

In undertaking their roles, all Elected Members have a responsibility to comply with the provisions of the *Local Government Act*, *Local Government Regulations*, *Ministerial Guidelines* and Council policy and procedures.

Additional Roles and Responsibilities of the Mayor

The Office of the Mayor also entails some additional responsibilities, which are recognised and supported through the provision of Mayoral Allowance/s. See *Allowances and Expenses Policy (Elected, Local Authority and Council Committee Members)*.

The role of the Mayor is viewed as a 24-hour responsibility. As such, it is important that the Mayor acts with integrity at all times, and in accordance with the *Code of Conduct*, as both their professional and personal conduct is likely to be viewed by the public as the conduct of the Mayor of the West Arnhem Regional Council.

The Mayor is also the principal spokesperson for Council, including with the media, and has a responsibility to be familiar with and comply with Council's *Marketing, Media and Communications Policy*.

Elected Member Acting as a Formal Representative of Council

From time to time, Council may be asked to nominate the Mayor (or another Elected Member), to act as a formal representative of Council on a committee or body organised by a government, non-government, or community organisation (e.g., LGANT, other community committees, boards etc.).

To be a recognised representative of Council, the Mayor/Elected Member in question will need to receive formal approval from Council.

As part of the approval process for appointing a recognised representative of Council, Council will undertake the following steps:





- Council will direct Council administration to undertake a due diligence check of the organisation in question, to ensure good governance practices are in place and to mitigate any risk of reputational damage to the Mayor/Member and/or Council.
- Council will take into consideration the following questions:
 - Are there any conflicts of interest, perceived or otherwise?
 - What are the cost implications with regard to resources, travel etc.?
 - Will the time, workload and subject matter conflict with the roles and responsibilities of the Mayor/Member and/or Council?
 - What benefits are evident for Council?

Acting Principal Member Arrangements

In the event that the Mayor will be travelling outside of the West Arnhem Region for a period of time greater than 14 days, the Mayor must notify the CEO within a reasonable time frame. Arrangements will be made for an Acting Principal Member, which in the first instance will be the Deputy Mayor.

Elected Member Interaction with Council's Administrative Management

Council is committed to building and sustaining strong professional working relationships between our Elected Members, and between Elected Members and Council's senior staff led by the Chief Executive Officer (CEO).

During induction training, Members will receive information about the protocols for interaction with Council employees.

Council recognises that Council's Community Service Managers (CSM) are often a first point of contact for our Elected Members within communities. Any requests made by a Member to a CSM (or another member of Council staff) will go through the appropriate approval process.

Pursuant to the *Local Government Act*, an Elected Member (individually) – in contrast to Elected Members as a collective – has no direct authority in the absence of Council approval, to:

- Commit Council to a course of action; or
- Commit Council resources; or
- Direct staff under any circumstances.

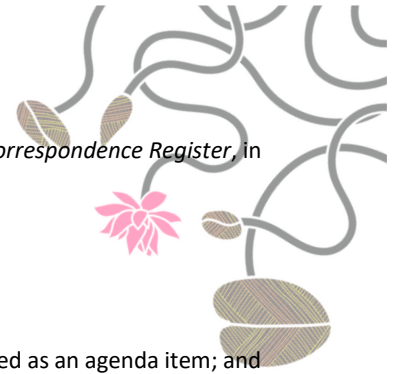
An Elected Member, including the Mayor, may request the CEO to include an item on the Agenda for a forthcoming Meeting for Council consideration so to progress an idea, project, or proposal. Council can then determine the appropriate action.

Correspondence and Record Keeping

Council is committed to complying with the legislative requirements in relation to incoming and outgoing correspondence. All correspondence sent to or addressed by the Mayor or Council, is a record of Council and therefore, the correspondence forms part of Council property.

- Incoming correspondence is any document formally addressed to the Mayor or an Elected Member of Council. The document can be in paper or electronic format, including an attachment to an email.
- Outgoing correspondence is any document formally addressed by or on behalf of the Mayor or an Elected Member of Council. The document can be in paper or electronic format, including an attachment to an email.





A copy of all incoming and outgoing correspondence is to be saved into Council's *Correspondence Register*, in accordance with Council's *Procedure - Incoming and Outgoing Correspondence*.

All incoming and outgoing correspondence is to be:

- Saved into Council's electronic recordkeeping system.
- Entered into the *Correspondence Register*.
- Made available at the next scheduled Ordinary Council Meeting and included as an agenda item; and
- Archived as a permanent document.

Any correspondence tabled under the incoming and outgoing correspondence agenda item may also be tabled as a separate business paper in the same or subsequent meeting.

Any other item deemed necessary by the CEO, Mayor, or Deputy Mayor may be tabled as part of the Incoming or Outgoing Correspondence Agenda Item.

Role and Responsibilities of Local Authorities

In accordance with the legislative requirements, Council maintains Local Authorities in the Gunbalanya (Oenpelli), Maningrida, Minjilang, and Warruwi communities.

Council is committed to the principles of good governance and to ensuring that our Local Authorities are supported to carry out their roles and responsibilities effectively and efficiently with the community at the heart of all advice and recommendations that are provided to Council.

Council will actively support Local Authorities and where necessary facilitate and create opportunities for residents to participate in and/or contribute to local government.

Local Authorities operate within the framework of the *Local Government Act*, *Local Government Regulations*, *Ministerial Guidelines* (including *Guideline 8: Regional Councils and Local Authorities*), and Council policy and procedures.

In undertaking their roles, Local Authority Members have a responsibility to:

- Actively support the democratically elected governing body that is the West Arnhem Regional Council.
- Act as an advisory body only to Council. It is Council's prerogative to approve or not approve recommendations from Local Authorities.
- Ensure that community needs are at the forefront of all advice and recommendations to Council.

The CEO will ensure that there is secretariat and administrative support for Local Authorities.

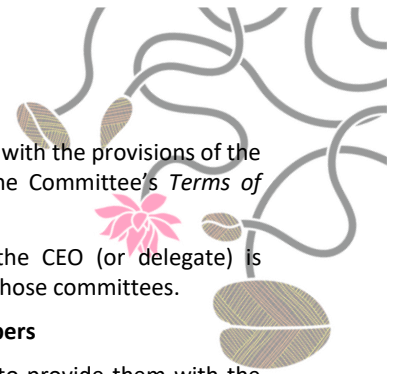
Council will have an up-to-date list of its Local Authorities, with the names of members, meeting dates, agendas, and minutes, available on Council's website.

Role and Responsibilities of Council Committees

Under the *Local Government Act*, Council may establish a Council Committee that consists of members appointed by Council. The functions of that Committee (either advisory or executive) will be assigned by Council and reflected in the Committee's Terms of Reference.

The Terms of Reference are to reflect any relevant legislative requirements and include directions on the roles and responsibilities of the Committee, Committee Membership, Committee Meetings, and Authority of the Committee. While the Committee remains under the control and direction of Council, the Committee may determine its own meeting procedures. See the *Scheduling and Conduct of Meetings (Elected, Local Authority and Council Committee Members) Policy*.





In undertaking their roles, all Committee Members have a responsibility to comply with the provisions of the *Local Government Act, Local Government Regulations, Ministerial Guidelines, the Committee's Terms of Reference,* and Council policy and procedures.

In accordance with the requirements of the *Local Government Regulations,* the CEO (or delegate) is responsible for maintaining a list of Council's committees and the membership of those committees.

Induction and Training for Elected, Local Authority and Council Committee Members

Council is committed to providing Members with appropriate induction training to provide them with the context and knowledge they need to perform their roles efficiently, effectively and to the best of their ability.

Following the results of a general election being declared, Council will organise for all Elected Members to receive induction training, which will cover the following broad topics:

- **Orientation to Council:** which may include but is not limited to Areas and Elected Representatives of the West Arnhem Regional Council; Local Government Association of the NT (LGANT); Relationship between Council and the Northern Territory Government; Powers of Council; Roles and Responsibilities of Elected Members and Separation of Powers to Council and it's Staff; The Function of Local Authorities; The Function of Council Committees; Staffing profile, Organisational Chart and Statutory delegations.
- **Strategic Context and Directions:** which may include but is not limited to Current Operations, Key Policy Areas and Projects, Key Contractual Obligations, Funding Agreements and Initiatives, The Strategic Plan/Regional Plan, Core and Non-Core functions of Council.
- **Conduct of Members and Procedure at Meetings:** which may include but is not limited to Relationship and Interaction with Council staff, Policies applicable to Members (e.g., Code of Conduct, Conflict of Interest etc), Meeting Procedure/s, Terms of Disqualification for Members.
- **Corporate Governance:** which may include but is not limited to Finance (Budget, Expenditure to date, rating principles), Risk and Compliance Management, Governance practices, Leadership practices, Community Building and Development, Diversity, and Inclusivity practices at Council.

Induction training session/s will be delivered at a location convenient to presenters and participants.

In the event of a casual vacancy that is filled by a new Elected Member, Council will organise to provide the new Member with induction training.

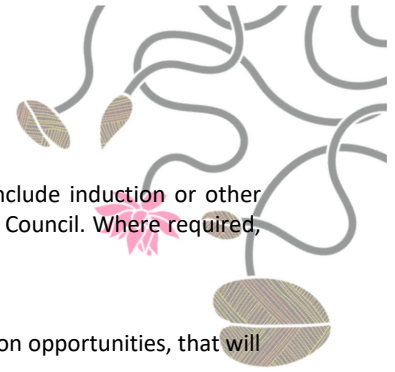
Local Authority Members and Council Committee Members will also receive induction training to support them to understand and undertake their respective roles to the best of their ability.

Local Authority Members will be invited to attend an orientation and information session, which will include (but is not limited to):

- Information to help them understand their role and responsibilities.
- Introductions to key contacts at Council.
- Familiarising them with the support and resources available to them in their roles as Local Authority Members.

Council Committee Members will also receive information to help them understand their roles and responsibilities, and to orientate them to the Terms of Reference for the Committee.





Mandatory Training for Elected Members

Elected Members will be required to undertake mandatory training. This may include induction or other training sessions, with content and the timeframe for completion being set by the Council. Where required, mandatory training will be provided in accordance with the *Local Government Act*.

Ongoing Training and Development Opportunities for Members

Council is committed to providing our Members with ongoing training and education opportunities, that will support them in their roles.

In addition to induction training, Elected Members receive a *Professional Development Allowance* to attend conferences or training courses that enable Elected Members to continue to develop their capabilities in their role. See *Allowances and Expenses (Elected, Local Authority and Council Committee Members) Policy*.

Council will also look to capitalise on other opportunities for our Members to access training and development, which may include (but is not limited to):

- Having a guest speaker or presentation at a Meeting where Members are in attendance.
- Negotiating access to training or forums being held by Council for Council employees.
- Delivery of periodic, targeted training designed to address areas of knowledge that Council determines it would benefit from, and/or grow the capability of our Members to perform in their roles.

Responsibilities

- All Members are responsible for actively participating in Induction training.
- The CEO (or delegate) is responsible for designing induction training program/s, in consultation with the Mayor.
- The Chief Capability Officer, People and Learning is responsible for coordinating preparation and delivery of all induction training.
- The Governance Coordinator is responsible for maintaining and making available on Council's website, an up-to-date list of Council's Local Authorities, the names of Members, meeting dates, agendas, and minutes.
- The CEO (or delegate) is responsible for maintaining a register of Elected Members in accordance with the requirements of the *Local Government (Administration) Regulations*.

The CEO (or delegate) is responsible for creating and maintaining the *Correspondence Register*, in accordance with the requirements of the *Local Government (Administration) Regulations*.

5. Responsibilities

The Executive Manager, Office of the CEO is the Policy Custodian for this policy and is responsible for reviewing the operation of the policy (every 3 years or more frequently as may be required), and for monitoring continuing relevance, effectiveness, and consistency with related documents and the Law.

Following approval of this policy document, the Executive Manager, Office of the CEO (or a nominated delegate) is also responsible for ensuring that the implementation and communication plan is implemented and that all Council employees have access to the policy.

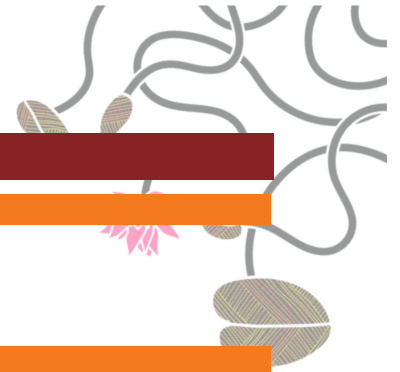


Approved by Chief Executive Officer

P Findley

Date 01/07/2021

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6. Related Documents

Legislation and References

Local Government Act (NT)
Local Government Regulations (NT)
Local Government General Instruction Number 3: Audit Committees (NT)
Ministerial Guideline 8: Regional Councils and Local Authorities (NT)

Policy documents

Allowances and Expenses Policy (Elected, Local Authority and Council Committee Members)
Code of Conduct Policy (Elected, Local Authority and Council Committee Members)
Conflict of Interest Policy (Elected, Local Authority and Council Committee Members)
Gifts, Benefits and Hospitality Policy (Elected, Local Authority and Council Committee Members)
Local Authority Appointments, Resignations and Terminations Policy
Marketing, Media and Communications Policy
Scheduling and Conduct of Meetings Policy (Elected, Local Authority and Council Committee Members)
Travel and Accommodation Policy (Elected, Local Authority and Council Committee Members)

Procedures

Incoming and Outgoing Correspondence Procedure

Instructions, tools, guidelines, forms and templates

Register of Council Members
Correspondence Register
List of Committees and Membership
Magiq Guide – Correspondence Registration



Approved by Chief Executive Officer

Date 01/07/2021

Page 7 of 7

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 MARCH 2024

Agenda Reference:	8.5
Title:	Local Government Association of the Northern Territory April Conference
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

SUMMARY

This purpose of this report is to inform Council on the upcoming Local Government Association Northern Territory (LGANT) April Conference and consider submitting motions for the 19 April General Meeting.

RECOMMENDATION

THAT COUNCIL:

1. Received and noted the report entitled *Local Government Association of the Northern Territory April Conference*; and
2. Approve / Do not approve Elected Member attendance to the LGANT April Conference.
3. Submit / Do not submit motion to the LGANT April General Meeting.
4. Discussed a date change for West Arnhem Regional Councils April Ordinary Council Meeting due to conflicts with LGANT events.

COMMENT

LGANT's next General meeting will be held in Darwin on 19 April 2024. Acting CEO Mary Watson is calling for motions for the 19 April 2024 General Meeting to be submitted by 28 March 2024.

On Wednesday 17 April 2024 Andrew Walsh has been invited to LGANTs CEO Forum and Mayor Ryan, Cr Woods and our CEO have been invited to a reception with His Honour Professor the Honourable Hugh Heggie AO PSM. Both events clash with our April Ordinary Council meeting in Jabiru.

LEGISLATION AND POLICY

The following policies are relevant to this report:

Allowances and Expenses (Elected, Local Authority and Committee Members) Policy.
Travel and Accommodation (Elected, Local Authority and Committee Members) Policy.
Code of Conduct (Elected, Local Authority and Committee Members) Policy.

FINANCIAL IMPLICATIONS

Ticket prices for the LGANT Conference have not been released. Travel costs will dependant on Elected Member attendance.

STRATEGIC IMPLICATIONS

This report is aligned to the following pillars and goals of the *Regional Plan and Budget*:

PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

Investing in relationships and partnerships at all levels supports and strengthens community and belonging. We prioritise the value of partnerships and relationships as a key determinant of a happy, strong and thriving community.

Goal 1.1 Community Engagement

Seek out and support diverse perspectives and collaborations with community, community leaders, businesses, agencies and local service providers to enhance community life.

PILLAR 6 FOUNDATIONS OF GOVERNANCE

Integrity is at the heart of everything we do. We are leaders of best practice and excellence in governance, advocacy, consultation and administration. Our processes, procedures and policies are ethical and transparent.

Goal 6.3 Council and Local Authorities

Excellence in governance, consultation administration and representation.

ATTACHMENTS

1. 2024-02-04 Notice of G M, Constitution changes and call for motions WARC [**8.5.1** - 1 page]
2. LGANT Calls for Motions [**8.5.2** - 4 pages]



4 March 2024

Mayor Matthew Ryan
West Arnhem Regional Council
matthew.ryan@westarnhem.nt.gov.au

Dear Mayor Ryan,

NOTICE OF GENERAL MEETING, CONSTITUTION CHANGES, AND CALL FOR MOTIONS

In accordance with the LGANT Constitution, I am writing to provide notice of LGANT's next General Meeting. It will be held in Darwin on 19 April 2024.

I am also writing to provide the necessary six weeks' written notice of proposed amendments to LGANT's Constitution. The main proposed amendment is to enable an allowance (or sitting fee) for LGANT Board members as per agenda item 7.12 of the 10 November 2023 General Meeting. The Board cannot be paid an allowance until the amendments are approved by members.

Other proposed amendments to the Constitution include:

- removing reference to LGANT being a charity. Advice received is that LGANT does not meet the criteria;
- providing clarity on the winding up of the company; and
- adding a section on the order of voting of Board positions as, until now, this has somewhat been corporate knowledge.

The proposed changes will be emailed to member councils for feedback once endorsed by the Board at its 20 March 2024 meeting. LGANT can receive feedback via email but will also hold an online discussion and Q&A for members before the General Meeting to talk through the changes.

I also call for motions for the 19 April 2024 General Meeting and have attached the template that must be used. As you would be aware, motions are proposals for action so are important for setting the direction of LGANT. The closing date for the submission of motions is 28 March 2024.

In closing, we plan to have registrations open for the April conference and General Meeting soon. I'll let you know when ready via email.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Mary Watson', is written over a light blue horizontal line.

Mary Watson
A/CEO

P (08) 8944 9697 **A** 21 Parap Rd, Parap NT 0820
E info@lgant.asn.au PO Box 2017, Parap NT 0804
W lgant.asn.au ABN: 53 069 465 021

We are local. We connect.



LGANT

CALL FOR MOTIONS

P (08) 8944 9697
E info@lgant.asn.au
W lgant.asn.au

A 21 Parap Rd, Parap NT 0820
PO Box 2017, Parap NT 0804
ABN: 53 069 465 021

We are local. We connect.



CALL FOR MOTIONS

About this document

LGANT's purpose, as per the Strategic Plan 2021-2024, is to support and represent member councils to drive economic and social development for NT communities by providing:

- Advocacy and representation
- Capacity building
- Promotion of the sector
- Governance development
- Service delivery and infrastructure

The purpose of *this* document is to provide a template for member councils to submit motions to LGANT on issues for consideration, such as governance, policy positions and advocacy efforts, at either the April or November General Meetings.

Policy positions are a statement or declaration of an organisation's stance on a particular topic(s). Further, LGANT seeks to influence public policy which is laws, guidelines and actions decided and taken by governments. Motions from councils help LGANT form its policy positions and statements that in turn, assist with advocacy efforts. LGANT's current policy statements can be found [here](#).

Advocacy is a broad term encompassing endeavours to achieve change. For LGANT, advocacy is activity undertaken to promote and influence issues that collectively effect local government.

Timeframes

This 'call for motion' template will usually accompany LGANT's notice of a General Meeting, but motions can be submitted at any time.

To make the Agenda of a General Meeting, motions must be submitted in advance. Late motions will not be accepted (unless urgent) and will instead be referred to the next General Meeting.

If the motion is urgent, councils may consider calling a Special General Meeting or request the Board address through their monthly meetings.

Other important information

There should only be ONE issue per motion. It is suggested that the council submitting the motion first discuss it with LGANT so they can outline existing activity, if any, in the topic area and assist with developing the business case.

Motions need to be approved by resolution of the local government council prior to submission to LGANT.

LGANT will assess the motion for completeness and appropriateness and if necessary, discuss it with the submitting member council and request more information or redrafting before including in the General Meeting Agenda. This process may require the council to re-endorse its motion.

LGANT will draft a cover business paper for each motion and may present the final motions to the Board for review, before distribution to members via the final General Meeting Agenda.

By submitting a motion, your council has the opportunity to move and speak to the motion at the General Meeting it is going to.

The better your council's argument or case, the more likely it is to be resolved by members. Resolved motions are minuted following the General Meeting, allocated to LGANT staff for action, and reported on at monthly Board meetings.



TEMPLATE CALL FOR MOTIONS

Councils are invited to submit motions for debate to be included at General Meetings using this template.

Name of Council:

Click or tap here to enter council name.

Contact person and title:

Click or tap here to enter your full name and position.

Phone:

Click or tap here to enter text.

Email:

Click or tap here to enter text.

Date of Council resolution on the motion: Click or tap to enter a date.

Motion to be presented at:

LGANT General Meeting date - Click or tap to enter a date.

Motion title:

Click or tap here to enter text.

Resolution sought (Motion):

- Motions should be clear and concise and limited to one subject matter/ issue.
- Consider the action your council wants LGANT to do for your council or the members as a collective e.g.,
 - "...Council calls on LGANT to advocate...."
 - "...Council calls on LGANT to assist with...."
 - "...Council calls on LGANT to develop a policy position on...."
 - "...Council calls on LGANT to review its policy position on...."
 - "...Council calls on LGANT to change the Constitution to...."

Click or tap here to enter council name. **calls on LGANT to** Click or tap here to enter text.



Background and supporting information:

Include here:

- Background to the issue e.g. how this issue came to light and how your council has tried to deal with it to date?
- If the subject matter or issue is strategic in nature e.g. housing supply or planning legislation?
- Is the motion relevant to your council solely or local government sector more broadly e.g. a collection of, or all LGANT members?
- If your council has tested the issue and proposed motion with other member councils e.g. through the relevant LGANT Strategic Priority Working Group?
- Has your council reviewed LGANT's Constitution, Governance Charter and Policy Statements in preparing this motion?
- Evidence, research, and data to support the motion and to provide members with enough information for a considered discussion, response and/or decision.

Maximum 600 words. If additional information is required, provide as attachment/s.

Click or tap here to enter text.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 MARCH 2024

Agenda Reference:	9.1
Title:	Incoming and Outgoing Correspondence
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

SUMMARY

This report is to table items of correspondence received and sent since the last Ordinary Council Meeting.

RECOMMENDATION

THAT COUNCIL received and noted the attached items of incoming and outgoing correspondence.

BACKGROUND

In October 2012 Council resolved only to table hard copy mail due to its volume. In 2021 the Administration aligned its definition of Correspondence with section 55(2) of the *Local Government (General) Regulations 2021*, as all correspondence addressed to, or sent by, the council or its principal member. Correspondence matching that definition is presented to Council in this report.

COMMENT

Correspondences listed below for reference

INCOMING CORRESPONDENCES

ATTACHMENT	DATE RECEIVED	SENT BY	DOCUMENT NAME
Refer to item 8.5	04.03.2024	LGANT Acting CEO – Mary Watson	2024-02-04 Notice of GM, Constitution changes and call for motions WARC
2	04.03.2024	Minister Potter	Itr_Mr Ryan

OUTGOING CORRESPONDENCES

ATTACHMENT NO:	DATE SENT	SENT TO	DOCUMENT NAME
1	01.03.2024	Hon Linda Burney MP Hon Kristy McBain MP Hon Catherine King MP Hon Chris Bowen MP Senator Thorpe Senator McCarthy Senator Nampijinpa Price Manuel Brown Marion Scrymgour Chief Minister	2024.02.29 Letter - Mayor of West Arnhem Regional Council to Hon Linda Burney MP RE Urgent Response for Faulty Prepaid Power System in Remote Community

3	06.03.2024	Chief Minister	Letter - Mayor of West Arnhem to Chief Minister RE NTG Tender Process - 06.03.2024
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LEGISLATION AN POLICY

Local Government (General) Regulations 2021 s55(2)
Incoming and Outgoing Correspondence Policy

STRATEGIC IMPLICATIONS

This report is aligned to the following pillars of the *Regional Plan and Budget 2023-2024*:

PILLAR 6 FOUNDATIONS OF GOVERNANCE

Integrity is at the heart of everything we do. We are leaders of best practice and excellence in governance, advocacy, consultation and administration. Our processes, procedures and policies are ethical and transparent.

Goal 6.3 Council and Local Authorities

Excellence in governance, consultation administration and representation.

ATTACHMENTS

1. 2024.02.29 Letter - Mayor of West Arnhem Regional Council to Hon Linda Burney MP RE Urgent Response [9.1.1 - 4 pages]
2. ltr Mr Ryan [9.1.2 - 1 page]
3. Letter - Mayor of West Arnhem to Chief Minister RE NTG Tender Process - 06.03.2024 [9.1.3 - 1 page]



Hon Linda Burney MP
PO Box 6022
House of Representatives
Parliament House
Canberra ACT 2600

Sent via email: Linda.Burney.MP@aph.gov.au

29 February 2024

Urgent Response Required: Faulty Prepaid Power System in Remote Community

Dear Hon Linda Burney MP,

I am writing to you to draw attention to the inequitable prepaid power system in remote Indigenous communities, and specifically the current situation the residents of Maningrida are facing, due to poor services delivered by Power and Water – a corporation under direct ownership of the Northern Territory Government.

Maningrida is one of the largest remote communities in the Northern Territory, and is located approximately 500km east of Darwin in Arnhem Land. Maningrida is the major service centre for the population of 2,518 as well as more than 30 outstations or homelands, during the wet season Maningrida Communities population balloons to in excess of 5000 people.

Our Council has advocated for our remote Indigenous communities for many years. We speak on behalf of the most disadvantaged and vulnerable people who are still suffering due to the failures of the Northern Territory Government.

We will not sit quietly on this current issue and with a lack of action by the Northern Territory Government, I write to you as our Federal Minister.

Current situation

The residents of Maningrida are currently experiencing an unprecedented level of interrupted power service and billing disputes due to Power and Water Corporation's discriminatory prepaid power meters failing. To fully understand how this has happened and what the effects are, I have provided an overview below.

Prepaid power meters

In remote Indigenous communities across the Northern Territory, the Power and Water Corporation delivers all power and water services through its not for profit branch Indigenous Essential Services. Residents in some 77 communities and 60 homelands are required to pre purchase credit in order to access power. When they have used the allocated power for their value purchased the power to the residence is disconnected. As an advocate for equality and reconciliation it still perplexes me how this system is considered appropriate when non-Indigenous communities are not subjected to a billing system that can leave them without power at very little notice.

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



Jabiru (Head Office)
☎ 08 8979 9444

Gunbalanya
☎ 08 8970 3700

Maningrida
☎ 08 8979 6600

Warruwi
☎ 08 8970 3600

Minjilang
☎ 08 8970 3500





Current issue

On 22 January 2024, Maningrida experienced an outage of the Telstra 3G network. As reported by Power and Water Corporation, this has created a technical issue to individual resident's prepaid Power and Water power meters. It is reported that the 3G outage has disabled the disconnection feature of the prepaid meters. Obviously I cannot speak to Power and Water Corporation's operations or technology, but this has been widely communicated as the reasoning for the failure.

Without this disconnection feature, resident's power meters were not disconnecting even when the recharge amount was reached. The outcome of this failure has resulted in residents being unaware of accumulating debt with Power and Water Corporation.

The biggest failing of this event has come from a lack of communication from Power and Water Corporation in informing customers of how to manage their power account in this failure and avoid incurring debt. Many residents have been left with unmanageable debts to repay whilst returning to trying to adequately prepay for power moving forward. I have also been informed of residents who have had no power connection at all due to the outage and not been given any reasonable direction for assistance.

Correspondence received from Power and Water on Thursday, 15 February stated:

The Telstra 3G network outage in Maningrida has now been resolved.

As you are aware, during network outage the disconnection feature on Power and Water prepayment meters was affected impacted the disconnection feature of power meters when reaching the debt level.

Customers were encouraged to continue to add credit to their meters during the outage, some customers have fallen into arrears.

We will continue to work with customers in the community to pay off their debt balance and can offer financial hardship assistance through payment plans.

To re-connect your power meter and view your current balance, please follow the below steps:

STEP 1. *Go to the meter at home at push 'CONNECT' button*

STEP 2. *Your meter will reconnect. If it doesn't, wait 15 mins and try again.*

STEP 3. *If it is still not working, call the Power and Water customer service team on 1800 245 092 to help you.*

I firstly wish to point out the complete disregard by Power and Water to take responsibility, and more importantly, the concept of 'payment plans' for the customers who are now in financial hardship.

I have also heard many accounts that residents, including our most vulnerable people - the aged, the sick and those in overcrowded homes, are still facing issues with the power meters:





- The above instructions are not working on the meters to reconnect them
- Residents' power is disconnected even though they are up to date on their bills
- Residents do not know who to talk too for assistance
- Families who have accumulated huge debts are being forced to pay upfront in order to have power switched back on (this includes distressed community members who are on Renal Peritoneal Dialysis and rely on their powered machine each night for 8 hours)
- Many community members who live weekly are now struggling to make ends meet
- Meters are not displaying the correct balance making is unclear if the amount is credit or debt.

Currently, the Northern Territory is in our 'Wet Season' which sees temperatures rising to over 40 degrees and stormy weather conditions that make it uncomfortable to be outside, however the residents of Maningrida without power have no other choice than to face these harsh conditions.

Concurrently, people in Maningrida are literally cooking under their verandahs, because they have no power and face a huge debt due to this failing service.

Lack of action

This issue was flagged with the relevant departments weeks ago and it appears departments are playing politics and not taking responsibility.

Specifically, I have spoken personally with:

- Member for Arafura, Mr Manuel Brown MLA
- The office of Office of The Hon. Marion Scrymgour MP
- Tim Keane A/Regional Director - West Arnhem Region, Department of the Chief Minister and Cabinet

For weeks, there has been no concrete answers, reasoning or taking of accountability from Northern Territory Government and Power and Water Corporation.

Meanwhile, at the community level, Maningrida residents are distressed and left in an unacceptable situation.

I am calling for immediate action at the Federal level, to seek answers and restitution for the people of Maningrida. Our residents are calling for the debt incurred during this time to be repealed or to be offered compensation by Power and Water Corporation. An apology will not suffice in this situation, First Nations People have heard sorry far too many times for it to hold any value.

Access to power is a basic service, but still after so much time and little action, Indigenous Communities remain disadvantaged and neglected from mainstream norms and forgotten by the higher levels of Government.





Yours Sincerely,

A handwritten signature in black ink, appearing to read "Matthew Ryan".

Matthew Ryan
Mayor
West Arnhem Regional Council

Kindly note this letter has also been sent to the following;
Chris.Bowen.MP@aph.gov.au , Catherine.King.MP@aph.gov.au ,
Kristy.McBain.MP@aph.gov.au , Senator.McCarthy@aph.gov.au ,
senator.thorpe@aph.gov.au , Senator.NampijinpaPrice@aph.gov.au





MINISTER FOR POLICE

Parliament House
State Square
Darwin NT 0800
minister.potter@nt.gov.au

GPO Box 3146
Darwin NT 0801
Telephone: 08 8936 5532

Matthew Ryan
Mayor of West Arnhem Regional Council

Via email: Jessie.schaecken@westarnhem.nt.gov.au

Dear Mr Ryan

I would like to thank you for meeting with myself, the Member for Arafura, Manuel Brown MLA, and the Commissioner of Police.

I am writing to provide an update relating to Police conduct in Minjilang Community, specifically with regards to your letter dated 16 February 2024. I have sought advice from the Northern Territory Police Force to provide you with the most contemporary information.

Maningrida Constables attended Minjilang for a scheduled patrol between 9 and 12 February 2024. During this engagement, the Police became aware of instances of the manufacture, distribution and consumption of homebrew alcohol within the community. Consequently, several residences within the community were searched with alcohol manufacturing equipment located and a number of intoxicated residents spoken to.

I am advised that Police body worn footage was recording at the time of all Police attendances, with a review of the seizures and interaction with the residents completed by Superintendent Jody Nobbs.

I am satisfied that there has been no breach of privacy or confidentiality by the attending Police officers, and that the reference as outlined in your letter ('If you have any problems, talk to the Council') has been taken out of context and refers to comments made by residents that they should be allowed to consume liquor in the community and were advocating for changes to alcohol restrictions.

Please reach out to Superintendent Nobbs if you still have any concerns. He can be contacted on telephone 8985 8743 or via email at jody.nobbs@pfes.nt.gov.au.

Yours sincerely

A handwritten signature in blue ink that reads "Brent Potter".

BRENT POTTER

- 4 MAR 2024





Parliament House, Darwin NT 0800
GPO Box 3146, Darwin NT 0801
Sent via email; chief.minister@nt.gov.au

6 March 2024

Subject: Feedback on NTG Tender Process and Request for Review

Dear Chief Minister,

I am writing to bring attention to concerns within the community regarding the Northern Territory Government's (NTG) tender process. Specifically, there is growing dissatisfaction with the current practice of awarding tenders designated for 'local organisations' to companies based in Darwin, rather than prioritising West Arnhem based organisations.

It is our understanding that the primary goal of awarding tenders to local organisations is to stimulate economic growth within the communities directly affected. However, the current approach appears to be inconsistent with this objective, as it disproportionately favours Darwin based companies.

We kindly request you consider reviewing of the existing tender framework to ensure that West Arnhem based organisations are given fair and equal opportunities to secure contracts. This review should include an examination of the criteria used to define 'local organisations', with the aim of revising and refining the definitions to better reflect the unique needs and context of the West Arnhem region.

We propose a modification to the framework that allows West Arnhem based organisations to be eligible for tender awards and, if necessary, to sub-contract work in instances where they may lack immediate capacity. This adjustment would empower local organisations, enabling them to have more control and influence over projects within their own community.

We are concerned about the adherence to procurement standards by organisations awarded tenders. There is a prevailing belief within the community that, once awarded, these organisations may not consistently follow the procurement standards outlined in the tender agreements. To address this, we request an investigation into how the NTG ensures accountability among the organisations awarded tenders and their compliance with the established procurement standards.

We believe that these proposed changes and investigations will contribute to a more equitable and community-focused tendering process. We appreciate your attention to these matters and are open to engaging in further discussions to find collaborative solutions.

Thank you for your time and consideration.

Yours Sincerely,

Matthew Ryan
Mayor, West Arnhem Regional Council

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



Jabiru (Head Office)	Gunbalanya	Maningrida	Warruwi	Minjilang
☎ 08 8979 9444	☎ 08 8970 3700	☎ 08 8979 6600	☎ 08 8970 3600	☎ 08 8970 3500



WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 20 MARCH 2024

Agenda Reference:	9.2
Title:	Meetings and Events attended by the Mayor
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

SUMMARY

This report provides information to Council on meetings and events attended by the Mayor since the last Ordinary Council Meeting.

RECOMMENDATION

THAT COUNCIL received and noted the report entitled *Meetings and Events attended by the Mayor*.

BACKGROUND

The meetings and events 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 or event attended by the Mayor and excludes Council and Committee meetings.

COMMENT

Date(s)	Location	Reason for Meeting	Person(s) met with
22.02.2024	Darwin	Meeting regarding Warruwi Community Safety Concerns and Lack of Police Presences in our Island Communities	Acting CEO Jessie Schaecken , MLA – Manuel Brown, Police Minister Brent Potter, Police Commissioner Michael Murphy
23.02.2024	Darwin	Meeting with LGANT Acting CEO regarding Advocacy	Mary Watson – Acting Chief Executive Officer for LGANT
04.03.2024	Maningrida	Met with CEO Andrew Walsh	Andrew Walsh
05.03.2024	Jabiru	Elected Member Workshop with CEO Andrew Walsh	Elected Members, Andrew Walsh
07.03.2024	Maningrida	Maningrida Service Delivery Committee Meeting	Various Maningrida Stakeholders
07.03.2024	Maningrida	Maningrida Community Meeting	Various Maningrida Stakeholders

LEGISLATION AND POLICY

Allowances and Expenses (Elected, Local Authority and Committee Members) Policy.
Travel and Accommodation (Elected, Local Authority and Committee Members) Policy.

FINANCIAL IMPLICATIONS

As per Council's policies and budget.

STRATEGIC IMPLICATIONS

This report is aligned to the following pillars and goals of the *Regional Plan and Budget*:

PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

Investing in relationships and partnerships at all levels supports and strengthens community and

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

Goal 1.1 Community Engagement

Seek out and support diverse perspectives and collaborations with community, community leaders, businesses, agencies and local service providers to enhance community life.

ATTACHMENTS

Nil

WEST ARNHem REGIONAL COUNCIL

FOR THE MEETING 20 MARCH 2024

Agenda Reference:	9.3
Title:	Meetings and Events attended by the CEO
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

SUMMARY

This report provides information on meetings and events attended by the CEO since the last Ordinary Council Meeting.

RECOMMENDATION

THAT COUNCIL received and noted the report entitled *Meetings and Events attended by the CEO*.

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 CEO and excludes Council and Committee meetings.

For period between 21 February 2024 – 4 March 2024 meetings were attended by Acting CEO Jessie Schaecken, all meetings after were attended by CEO Andrew Walsh

COMMENT

Date(s)	Location	Reason for Meeting	Person(s) Met with
22.02.2024	Darwin	Meeting regarding Warruwi Community Safety Concerns and Lack of Police Presences in our Island Communities	Acting CEO Jessie Schaecken , MLA – Manuel Brown, Police Minister Brent Potter, Police Commissioner Michael Murphy
23.02.2024	Darwin	Meeting with LGANT Acting CEO regarding Advocacy	Mary Watson – Acting Chief Executive Officer for LGANT
23.02.2024	Via Teams	Meeting with nation Disability Insurance Agency (NDIA)	Kerrie Oxley – Assistant Director for Service Delivery in the Northern Territory
04.03.2024	Maningrida	Met with Mayor of West Arnhem, Elected Members and Staff in Maningrida	Matthew Ryan, James Woods, Debbie Gough
04.03.2024	Jabiru	Elected Member Workshop	Elected Members of West Arnhem Regional Council
11.03.2024	Gunbalanya	Site visit and introduction to Gunbalanya	Elected Members and West Arnhem Staff
13.03.2024	Warruwi	Site visit and introduction to Warruwi	Elected Members and West Arnhem Staff
13.03.2024	Minjilang	Site visit and introduction to Minjilang	Elected Members and West Arnhem Staff
15.03.2024	Darwin	Meet with Regional Director for Kakadu / Jabiru	David Boustead

19.03.2024	Via Teams	NIAA - Briefing on the Remote Jobs and Economic Development Program	National Indigenous Australians Agency
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LEGISLATION AND POLICY

Allowances and Expenses (Elected, Local Authority and Committee Members) Policy.
Travel and Accommodation (Elected, Local Authority and Committee Members) Policy.

FINANCIAL IMPLICATIONS

As per Council's policies and budget.

STRATEGIC IMPLICATIONS

This report is aligned to the following pillars and goals of the *Regional Plan and Budget*:

PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

Investing in relationships and partnerships at all levels supports and strengthens community and belonging. We prioritise the value of partnerships and relationships as a key determinant of a happy, strong and thriving community.

Goal 1.1 Community Engagement

Seek out and support diverse perspectives and collaborations with community, community leaders, businesses, agencies and local service providers to enhance community life.

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 March 2024

Agenda Reference:	9.4
Title:	Finance Report for the period ended 31 January 2024
Author:	Corey White, Accountant

SUMMARY

The purpose of this report is to provide Council with the Financial Management Report for the period ended 31 January 2024.

RECOMMENDATION

THAT COUNCIL received and noted the report entitled *Finance Report for the period ended 31 January 2024*.

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) The report must be accompanied by
 - (a) a certification in writing by the CEO to the Council, 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
- Profit and Loss report
- Balance Sheet Report
- Monthly Financial Report Form – as required by the Department of Chief Minister & Cabinet [a new requirement from November 2022]

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, & cash.
- c) Key indicators of financial health: 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 2023 to 31 January 2024, the first seven months of the 2023-2024 financial year. The report compares actual income and costs compared to Council's revised budget; the finance team refer to this as "Budget R".

Total revenue

Total revenue (operational and capital) for the first seven months to January 2024 is \$28.472M. This is comprised of operational revenue \$24.464M and capital income of \$4.008M. This includes brought forward grant amounts of \$3.478M and \$1.366M = \$4.844M of the \$28.427M total.

Operational revenue

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

- (a) Income rates and charges - \$1.466M.
- (b) Charges – Sewerage - \$421K
- (c) Charges – Water - \$1.128M
- (d) Charges – Waste - \$858K
- (e) Income Operating Grants - \$11.240M, which consists of current income allocation grants of \$8.102M and brought forward grants of \$3.138M;
- (f) Income Agency and Commercial Services - \$3.867M. Some of which include:
 - Contract fee income - \$2.190M.
 - Service fee income - \$583K
 - Sales income - \$527K,
 - FAO Childcare Benefit - \$305K
 - Other Agency Income - \$250K
 - Sales Commissions Received - \$12K

Income (Internal) allocation is \$3.567M. This covers internal income recovery. Major contributors are internal income from: staff housing, vehicle, plant & equipment, information technology, printing, fuel, internal labour work, and contract administration.

Operational expenditure

Total Council operational expenditure for January YTD is \$19.861M.

Employee expenses are over the budget of \$10.926M by \$139K. Contract and material expenses are under the budget of \$5.596M by \$1.955M or 35%.

Actual vs Budget Comparison – Operating Position - Capital (slide 4)

Additional income is \$4.008M. This consists of Brought Forward Capital Grants - \$1.366M, Capital Grant Income Allocation - \$2.434M, Brought Forward Capital Reserve Balance - \$114K and proceeds from sale of assets - \$94K. Total Capital expenditure YTD is \$3.338M and mostly relates to repairs to Mala'la road in Maningrida and various Local Authority Projects being completed. No new assets were commissioned in January 2024. Assets still "in progress" and not as yet completed total \$2,103,436.



Actuals v Budget

as at 31 Jan 2024

Description	TOTAL COUNCIL					
	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operational Revenue						
Income Rates and Charges	1,465,748	1,481,631	(15,883)	(1%)	2,539,939	58%
Charges - Sewerage	421,065	424,943	(3,878)	(1%)	728,474	58%
Charges - Water	1,127,943	1,163,687	(35,743)	(3%)	1,994,892	57%
Charges - Waste	858,343	864,959	(6,616)	(1%)	1,482,787	58%
Income Council Fees and Charges	370,500	316,260	54,241	17%	541,894	68%
Income Operating Grants	11,239,865	11,521,395	(281,529)	(2%)	17,417,928	65%
Income Investments	112,085	107,333	4,752	4%	184,000	61%
Income Allocation	3,567,479	3,491,585	75,894	2%	5,996,596	59%
Other Income	1,434,352	1,412,061	22,291	2%	1,469,123	98%
Income Agency and Commercial Services	3,867,048	5,069,591	(1,202,543)	(24%)	7,864,350	49%
Total Operational Revenue	24,464,430	25,853,445	(1,389,015)	(5%)	40,219,984	61%
Operational Expenditure						
Employee Expenses	11,065,261	10,926,470	138,791	1%	18,860,966	59%
Contract and Material Expenses	3,641,059	5,595,620	(1,954,562)	(35%)	8,681,797	42%
Finance Expenses	7,918	6,854	1,064	16%	11,750	67%
Travel, Freight and Accom Expenses	526,998	812,590	(285,592)	(35%)	1,283,487	41%
Fuel, Utilities & Communication	1,407,279	1,403,601	3,678	0%	2,386,051	59%
Other Expenses	2,994,162	3,639,321	(645,160)	(18%)	6,927,486	43%
Elected Member Allowances	203,020	213,500	(10,480)	(5%)	366,000	55%
Elected Member Expenses	8,503	37,450	(28,947)	(77%)	64,200	13%
Council Committee & LA Allowances	6,200	12,575	(6,375)	(51%)	16,750	37%
Council Committee & LA Expenses	105	251	(146)	(58%)	355	30%
Total Operational Expenditure	19,860,504	22,648,233	(2,787,729)	(12%)	38,598,843	51%
Total Operational Surplus / (Deficit)	4,603,926	3,205,212	1,398,714	44%	1,621,141	100%+



Annual Budget Operating Position

as at 31 Jan 2024

Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operating Surplus / (Deficit)	4,603,926	3,205,212	1,398,714	44%	1,621,141	100%+
Remove NON-CASH ITEMS						
Less Non-Cash Income	(3,567,479)	(3,491,585)	(75,894)	(2%)	(5,996,596)	59%
Add Back Non-Cash Expenses	3,567,479	3,590,048	(22,570)	(1%)	5,961,382	60%
Total Non-Cash Items	-	98,464	(98,464)	(100%)	(35,214)	0%
Less ADDITIONAL OUTFLOWS						
Capital Expenditure	(3,256,603)	(3,812,811)	556,208	15%	(6,444,341)	51%
Borrowing Repayments (Principal Only)	-	-	-	-	-	0%
Transfer to Reserves	-	-	-	-	-	0%
Other Outflows	(81,375)	(8,501)	(72,874)	(100%)+	(163,002)	50%
Total Additional Outflows	(3,337,978)	(3,821,312)	483,334	13%	(6,607,343)	51%
Add ADDITIONAL INFLOWS						
Capital Grants Income	2,433,810	2,524,810	(91,000)	(4%)	3,942,340	62%
Prior Year Carry Forward Tied Funding	1,366,255	1,276,394	89,861	7%	1,276,394	100%+
Other Inflow of Funds	93,682	45,455	48,227	100%+	241,346	39%
Transfers from Reserves	113,802	88,737	25,065	28%	88,737	100%+
Total Additional Inflows	4,007,550	3,935,397	72,153	2%	5,548,817	72%
Net Budgeted Operating Position	5,273,497	3,417,761	1,855,737	54%	527,401	100%+

MANAGEMENT REPORT - RESULTS FOR THE FINANCIAL YEAR JANUARY 2024 YTD

A summary of Total Council comparative income and expenditure follows:

The Management Report total surplus of \$5,273,497 above is reconciled to the loss of \$162,558 in the attachment titled "Profit and Loss Report-Consolidated" as follows:

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

RECONCILIATION TO MANAGEMENT REPORT			
	Total Surplus / (Deficit)		5,273,497
Add Grant Accounts (Cash basis)			
6311	Operating Grant Income Australian Govt	3,030,563	
6312	Operating Grant Income Territory Govt	5,639,069	
6319	Operating Grant Income Other	54,691	
6811	Capital Grant Income Australian Govt	1,861,915	
6812	Capital Grant Income Territory Govt	928,800	
6813	Capital Grant Income Other	-	11,515,038
Deduct Depreciation Accounts			
7511	Depreciation Expense Buildings	(1,009,987)	
7512	Depreciation Expense Infrastructure	(1,172,125)	
7513	Depreciation Expense Plant	(545,369)	
7515	Depreciation Expense Furniture and Fittings	(64,815)	
7516	Depreciation Expense Vehicles	(183,183)	
7518	Depreciation Expense - Leasehold Land	(98,489)	
7519	Depreciation Expense Roads	(1,796,745)	
7520	Depreciation Jabiru Town Sub Leases	(183,251)	(5,053,964)
			6,461,074
Deduct Allocations for Reserve and Grants			
6391	Carried Forward Operational Grants	(3,138,042)	
6393	Income Allocation Operational Grants	(8,101,824)	
6871	Capital reserve Allocation	-	
6891	Carried Forward Capital Grants	(1,366,255)	
6893	Income Allocation Capital Grants	(2,433,810)	
6895	Brought Forward Capital Reserve balance	(113,802)	(15,153,733)
Add Capital Work In Progress Accounts			
3321	Capital Expense Purchase Buildings	-	
3322	Capital Expense Construct Buildings	230,018	
3331	Capital Expenses Purchase/Construct Infrastructure	-	
3332	Capital Expense Upgrade Infrastructure	394,118	
3341	Capital Expense Purchase Vehicles	-	
3362	Capital Expenses Upgrade Plant and Equipment	-	
3361	Capital Purchase Furniture Fittings and Office Equipment	165,584	
3371	Capital Expense Purchase Plant	116,188	
3382	Capital Expense Construct/Upgrade Roads	2,350,697	3,256,604
			(11,897,129)
	Reconciled to Profit and Loss Statement		(162,558)

CORE SERVICES – UNRESTRICTED FUNDING

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

Total operational revenue for the year-to-date is \$13.273M being over budget by \$175K.

Income from rates and charges is as follows:

- Income Rates and Charges \$1.466M
- Charges – Sewerage \$421K
- Charges – Water \$1.128M
- Charges – Waste \$858K

The summary below shows that Employee expenses are over budget by 5%.

A summary of the month's comparative income and expenditure is shown below.

Actuals v Budget - Core Services Unrestricted

as at 31 Jan 2024

Description	TOTAL COUNCIL					Annual Budget	Progress
	Actuals YTD	Budget YTD	Variance	%			
Operational Revenue							
Income Rates and Charges	1,465,748	1,481,631	(15,883)	(1%)	🟡	2,539,939	58%
Charges - Sewerage	421,065	424,943	(3,878)	(1%)	🟡	728,474	58%
Charges - Water	1,127,943	1,163,687	(35,743)	(3%)	🟡	1,994,892	57%
Charges - Waste	858,343	864,959	(6,616)	(1%)	🟡	1,482,787	58%
Income Council Fees and Charges	346,815	289,399	57,416	20%	🟢	495,867	70%
Income Operating Grants	4,183,203	4,183,203	0	0%	🟢	7,130,582	59%
Income Investments	112,085	107,333	4,752	4%	🟢	184,000	61%
Income Allocation	3,276,584	3,107,847	168,737	5%	🟢	5,264,026	62%
Other Income	1,401,967	1,385,142	16,825	1%	🟢	1,441,787	97%
Income Agency and Commercial Services	79,597	90,613	(11,016)	(12%)	🟡	155,550	51%
Total Operational Revenue	13,273,351	13,098,757	174,594	1%	🟢	21,417,904	62%
Operational Expenditure							
Employee Expenses	6,467,114	6,152,519	314,595	5%	🔴 !	10,633,837	61%
Contract and Material Expenses	2,107,660	2,283,724	(176,064)	(8%)	🟢	3,878,094	54%
Finance Expenses	3,750	3,098	652	21%	🟡	5,310	71%
Travel, Freight and Accom Expenses	338,273	486,103	(147,830)	(30%)	🟢	788,069	43%
Fuel, Utilities & Communication	1,068,558	1,044,596	23,962	2%	🟡	1,783,523	60%
Other Expenses	1,709,202	1,946,534	(237,332)	(12%)	🟢	3,337,792	51%
Elected Member Allowances	203,020	213,500	(10,480)	(5%)	🟢	366,000	55%
Elected Member Expenses	8,503	37,450	(28,947)	(77%)	🟢	64,200	13%
Council Committee & LA Allowances	6,200	12,575	(6,375)	(51%)	🟢	16,750	37%
Council Committee & LA Expenses	105	251	(146)	(58%)	🟢	355	30%
Total Operational Expenditure	11,912,385	12,180,350	(267,965)	(2%)	🟢	20,873,931	57%
Total Operational Surplus / (Deficit)	1,360,966	918,408	442,559	48%	🟢	543,973	100%+

Annual Budget Operating Position - Core Services Unrestricted

as at 31 Jan 2024

Description	Actuals YTD	Budget YTD	Variance	%		Annual Budget	Progress
Operating Surplus / (Deficit)	1,360,966	918,408	442,559	48%	🟢 !	543,973	100%+
Remove NON-CASH ITEMS							
Less Non-Cash Income	(3,276,584)	(3,107,847)	(168,737)	(5%)	🔴	(5,264,026)	62%
Add Back Non-Cash Expenses	1,605,431	1,542,434	62,997	4%	🟢	2,586,497	62%
Total Non-Cash Items	(1,671,152)	(1,565,412)	(105,740)	(7%)	🔴	(2,677,529)	62%
Less ADDITIONAL OUTFLOWS							
Capital Expenditure	(243,380)	(199,436)	(43,944)	(22%)	🟡	(222,116)	100%+
Borrowing Repayments (Principal Only)	-	-	-	-	🟢	-	0%
Transfer to Reserves	-	-	-	-	🟢	-	0%
Other Outflows	(81,375)	(8,501)	(72,874)	(100%)+	🟡	(163,002)	50%
Total Additional Outflows	(324,755)	(207,937)	(116,817)	(56%)	🔴	(385,117)	84%
Add ADDITIONAL INFLOWS							
Capital Grants Income	-	-	-	-	🟢	-	0%
Prior Year Carry Forward Tied Funding	-	-	-	-	🟢	-	0%
Other Inflow of Funds	93,682	45,455	48,227	100%+	🟢	241,346	39%
Transfers from Reserves	-	-	-	-	🟢	-	0%
Total Additional Inflows	93,682	45,455	48,227	100%+	🟢	241,346	39%
Net Budgeted Operating Position	(541,259)	(809,488)	268,229	33%	🟢	(2,277,328)	24%

CORE SERVICES – RESTRICTED FUNDING

Activities include Indigenous Jobs Development Funding, Library Services, LRCI Grants (Phases 1-4), Gunbalanya Oval Lighting, Road to Recovery, Warruwi Community Hall Upgrade, Waste & Resource Management, a number of LA projects, and Black Spot Funding for Mala'la Road at Maningrida.

Total operational revenue consists of current **grant income allocations totalling \$2.061M.**

Employee costs are in line with budget for the YTD; whilst Contract & Material expenditure is only 21% of budget for the YTD. A summary of the year's comparative income and expenditure is shown below.



Actuals v Budget - Core Services Restricted

as at 31 Jan 2024

Description	TOTAL COUNCIL				Annual Budget	Progress
	Actuals YTD	Budget YTD	Variance	%		
Operational Revenue						
Income Council Fees and Charges	27	27	-	-	27	100%
Income Operating Grants	2,061,460	2,004,915	56,545	3%	2,671,631	77%
Charges - Sewerage	-	-	-	-	-	0%
Charges - Water	-	-	-	-	-	0%
Charges - Waste	-	-	-	-	-	0%
Total Operational Revenue	2,061,487	2,004,942	56,545	3%	2,671,658	77%
Operational Expenditure						
Employee Expenses	529,015	525,483	3,533	1%	900,520	59%
Contract and Material Expenses	163,032	770,906	(607,873)	(79%)	807,391	20%
Travel, Freight and Accom Expenses	18,624	62,610	(43,987)	(70%)	63,515	29%
Fuel, Utilities & Communication	8,029	12,070	(4,041)	(33%)	18,264	44%
Other Expenses	26,861	2,210	24,651	(100%)+	1,599	100%+
Elected Member Allowances	-	-	-	-	-	0%
Elected Member Expenses	-	-	-	-	-	0%
Council Committee & LA Allowances	-	-	-	-	-	0%
Council Committee & LA Expenses	-	-	-	-	-	0%
Total Operational Expenditure	745,562	1,373,280	(627,718)	(46%)	1,791,288	42%
Total Operational Surplus / (Deficit)	1,315,925	631,662	684,262	100%+	880,370	100%+



Annual Budget Operating Position - Core Services Restricted

as at 31 Jan 2024

Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operating Surplus / (Deficit)	1,315,925	631,662	684,262	100%+	880,370	100%+
Remove NON-CASH ITEMS						
Less Non-Cash Income	-	-	-	-	-	0%
Add Back Non-Cash Expenses	131,474	34,233	97,241	100%+	52,723	100%+
Total Non-Cash Items	131,474	34,233	97,241	100%+	52,723	100%+
Less ADDITIONAL OUTFLOWS						
Capital Expenditure	(2,940,988)	(3,568,944)	627,956	18%	(6,134,315)	48%
Borrowing Repayments (Principal Only)	-	-	-	-	-	0%
Transfer to Reserves	-	-	-	-	-	0%
Other Outflows	-	-	-	-	-	0%
Total Additional Outflows	(2,940,988)	(3,568,944)	627,956	18%	(6,134,315)	48%
Add ADDITIONAL INFLOWS						
Capital Grants Income	2,433,810	2,524,810	(91,000)	(4%)	3,942,340	62%
Prior Year Carry Forward Tied Funding	1,366,255	1,276,394	89,861	7%	1,276,394	100%+
Other Inflow of Funds	-	-	-	-	-	0%
Transfers from Reserves	-	-	-	-	-	0%
Total Additional Inflows	3,800,066	3,801,205	(1,139)	(0%)	5,218,734	73%
Net Budgeted Operating Position	2,306,476	898,156	1,408,320	100%+	17,513	100%+

COMMERCIAL SERVICES

This reporting group includes the provision of activities of a commercial or community nature, including Childcare, Centrelink, Licenced Post Offices (LPOs) at Gunbalanya, Jabiru, and Maningrida, Power and Water-essential services contract, Tenancy Management, Visitor Accommodation, and Airstrip Maintenance. Not all activities have generated a surplus, such as a childcare operation, and one of the Post Offices.

Overall, a net operating surplus of \$812K was generated for the year to date, which is \$538K under budget. Agency and Commercial services income is under budget by \$1.246M, whilst Contract and Material expenses are under budget by \$632K. Employee expenses are under budget by \$43K.

A summary of the year's comparative income and expenditure is shown below:

WEST ARNHEM REGIONAL COUNCIL		Actuals v Budget - Commercial Services				
		as at 31 Jan 2024				
		TOTAL COUNCIL				
Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operational Revenue						
Income Council Fees and Charges	23,658	26,833	(3,175)	(12%)	46,000	51%
Charges - Sewerage	-	-	-	-	-	0%
Charges - Water	-	-	-	-	-	0%
Charges - Waste	-	-	-	-	-	0%
Income Operating Grants	18,952	18,952	-	-	32,490	58%
Income Allocation	96,431	118,130	(21,699)	(18%)	277,243	35%
Other Income	17,399	11,858	5,541	47%	12,275	100%+
Income Agency and Commercial Services	3,567,536	4,813,894	(1,246,358)	(26%)	7,425,913	48%
Total Operational Revenue	3,723,977	4,989,668	(1,265,691)	(25%)	7,793,920	48%
Operational Expenditure						
Employee Expenses	1,981,861	2,025,001	(43,140)	(2%)	3,444,352	58%
Contract and Material Expenses	915,727	1,547,927	(632,200)	(41%)	2,319,921	39%
Finance Expenses	4,165	3,757	408	11%	6,440	65%
Travel, Freight and Accom Expenses	59,862	99,182	(39,320)	(40%)	169,773	35%
Fuel, Utilities & Communication	158,762	150,736	8,025	5%	255,977	62%
Other Expenses	633,250	681,726	(48,476)	(7%)	1,116,729	57%
Elected Member Allowances	-	-	-	-	-	0%
Elected Member Expenses	-	-	-	-	-	0%
Council Committee & LA Allowances	-	-	-	-	-	0%
Council Committee & LA Expenses	-	-	-	-	-	0%
Total Operational Expenditure	3,753,627	4,508,329	(754,702)	(17%)	7,313,191	51%
Total Operational Surplus / (Deficit)	(29,651)	481,338	(510,989)	(100%)+	480,729	0%

WEST ARNHEM REGIONAL COUNCIL		Annual Budget Operating Position - Commercial Services				
		as at 31 Dec 2023				
Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operating Surplus / (Deficit)	(42,746)	726,563	(769,309)	(100%)+	480,729	0%
Remove NON-CASH ITEMS						
Less Non-Cash Income	(91,391)	(106,016)	14,626	14%	(277,243)	33%
Add Back Non-Cash Expenses	817,853	856,188	(38,335)	(4%)	1,638,450	50%
Total Non-Cash Items	726,462	750,172	(23,710)	(3%)	1,361,207	53%
Less ADDITIONAL OUTFLOWS						
Capital Expenditure	-	-	-	-	-	0%
Borrowing Repayments (Principal Only)	-	-	-	-	-	0%
Transfer to Reserves	-	-	-	-	-	0%
Other Outflows	-	-	-	-	-	0%
Total Additional Outflows	-	-	-	-	-	0%
Add ADDITIONAL INFLOWS						
Capital Grants Income	-	-	-	-	-	0%
Prior Year Carry Forward Tied Funding	-	-	-	-	-	0%
Other Inflow of Funds	-	-	-	-	-	0%
Transfers from Reserves	-	-	-	-	-	0%
Total Additional Inflows	-	-	-	-	-	0%
Net Budgeted Operating Position	683,716	1,476,735	(793,019)	(54%)	1,841,937	37%

COMMUNITY SERVICES

This reporting group has a focus on externally-funded grants. This includes: Home Care, Home Support, Aged Care, Night Patrols, Children's Services, Community Safety, Disability Care, Sports & Recreation, Youth Programs, Indigenous Languages and Radio and Broadcasting Programs.

Funds received for Community Services are restricted funds, through a funding agreement with Government, except for a few minor projects such as Civic Events (Australia Day celebrations, the Kakadu Triathlon).

Total operational revenue received for Community Service through grants and other income is \$5.405M for the YTD. Nearly all of this is from direct grants, to be spent and reported back to funding agencies.

Total operational expenditure for the YTD is \$3.447M, which is 25% less than budgeted. There is a separate list of funds received but not yet spent later in this report. It is referred to as External Restricted cash.

A summary of the year's comparative income and expenditure is shown below.

Actuals v Budget - Community Services

as at 31 Jan 2024

Description	TOTAL COUNCIL					
	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operational Revenue						
Income Operating Grants	4,976,250	5,314,324	(338,074)	(6%)	7,583,226	66%
Income Allocation	194,464	265,608	(71,144)	(27%)	455,328	43%
Other Income	14,987	15,062	(75)	(0%)	15,062	100%
Income Agency and Commercial Services	219,760	165,085	54,676	33%	282,887	78%
Charges - Sewerage	-	-	-	-	-	0%
Charges - Water	-	-	-	-	-	0%
Charges - Waste	-	-	-	-	-	0%
Total Operational Revenue	5,405,461	5,760,078	(354,617)	(6%)	8,336,502	65%
Operational Expenditure						
Employee Expenses	2,087,271	2,223,468	(136,197)	(6%)	3,882,257	54%
Contract and Material Expenses	454,640	993,063	(538,424)	(54%)	1,676,391	27%
Travel, Freight and Accom Expenses	110,238	164,694	(54,456)	(33%)	262,131	42%
Fuel, Utilities & Communication	171,930	196,198	(24,268)	(12%)	328,288	52%
Other Expenses	623,195	1,008,024	(384,829)	(38%)	2,470,539	25%
Elected Member Allowances	-	-	-	-	-	0%
Elected Member Expenses	-	-	-	-	-	0%
Council Committee & LA Allowances	-	-	-	-	-	0%
Council Committee & LA Expenses	-	-	-	-	-	0%
Total Operational Expenditure	3,447,273	4,585,448	(1,138,175)	(25%)	8,619,607	40%
Total Operational Surplus / (Deficit)	1,958,188	1,174,630	783,557	67%	(283,105)	0%

Annual Budget Operating Position - Community Services

as at 31 Jan 2024

Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operating Surplus / (Deficit)	1,958,188	1,174,630	783,557	67%	(283,105)	0%
Remove NON-CASH ITEMS						
Less Non-Cash Income	(194,464)	(265,608)	71,144	27%	(455,328)	43%
Add Back Non-Cash Expenses	892,906	1,026,817	(133,911)	(13%)	1,683,712	53%
Total Non-Cash Items	698,442	761,209	(62,766)	(8%)	1,228,385	57%
Less ADDITIONAL OUTFLOWS						
Capital Expenditure	-	-	-	-	-	0%
Borrowing Repayments (Principal Only)	-	-	-	-	-	0%
Transfer to Reserves	-	-	-	-	-	0%
Other Outflows	-	-	-	-	-	0%
Total Additional Outflows	-	-	-	-	-	0%
Add ADDITIONAL INFLOWS						
Capital Grants Income	-	-	-	-	-	0%
Prior Year Carry Forward Tied Funding	-	-	-	-	-	0%
Other Inflow of Funds	-	-	-	-	-	0%
Transfers from Reserves	-	-	-	-	-	0%
Total Additional Inflows	-	-	-	-	-	0%
Net Budgeted Operating Position	2,656,630	1,935,839	720,791	37%	945,280	100%+

Cash In vs Cash Out (slide 6)

Overall, net cash decreased by \$589K from \$8.022M in December 2023 to \$7.433M in January 2024.

WEST ARNHEM REGIONAL COUNCIL-STATEMENT OF CASH FLOWS	
for the period ended 31 January 2024	
	31 January 2024
	\$
CASH FLOWS FROM OPERATING ACTIVITIES	
<i>Receipts</i>	
Receipts from rates & annual charges	5,527,314
Receipts from user charges & fees	545,323
Interest received	148,102
Operating Grants & contributions	5,847,397
Other operating receipts	5,646,012
	17,714,147
<i>Payments</i>	
Payments to employees	(10,196,185)
Payments for materials & contracts	(5,091,007)
Payments of interest	(7,918)
Other operating payments	(3,095,790)
	(18,390,900)
Net Cash Flows provided by/(used in) the Operating Activities	(676,753)
CASH FLOWS FROM INVESTING ACTIVITIES	
<i>Receipts</i>	
Capital Grants	2,790,715
Proceeds from sale of assets	93,682
	2,884,397
<i>Payments</i>	
Purchase of assets	(3,256,603)
Disposal of assets (write off)	-
	(3,256,603)
Net Cash Flows (used in) the Investing Activities	(372,206)
CASH FLOWS FROM FINANCING ACTIVITIES	
<i>Payments</i>	
Investment in Joint Venture	-
Net Cash Flows used in the Investing Activities	-
NET INCREASE / (DECREASE) IN CASH HELD	(1,048,960)
Cash at Beginning of Reporting Period - 1 Jul 2023	8,481,990
Cash at End of Reporting Period	7,433,031

SUMMARY

Total Cash at Bank, cash on hand, and investments, **less** internal (capital reserve funded) and external (grant funded) restrictions totals \$1,094,418 as per the table below.

Cash at Bank - Operational Account	(90,186)
Cash at Bank - Cash at Bank Business One Licenced Post Offices	27,655
Cash at Bank – Business Maxi Account	3,884,074
Cash at Bank - Dept of Agriculture, Water and the Environment (DAWE)	0
Trust Account	
Cash at Bank - Grant Trust Account	954,284
Cash at Bank - Traditional Credit Union	0
Cash on Hand General - Cash Floats in Communities	2,200
Traditional Credit Union - Shares	4
Term Deposits	2,655,000
Total Cash and Investments	<u>7,433,031</u>
Less Restricted Cash included further below	6,338,612
Balance Remaining	<u>1,094,418</u>

Investments (slide 7)

Total investments decreased from \$7.560M in December to \$6.539M in January 2024. Total current investments are broken down into 8 individual investments as listed in the table below. The investments listed below are held for a term on average of 143 days and generate interest income for Council. The Westpac CMA investment for \$3,884,074 is currently being held in a Cash Management Account, with intentions of placing this into a Term Deposit in the near future. 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>
21/03/2022	WEST	5,000.00	3.85%	21/03/2024	365
2/08/2023	NAB	450,000.00	5.20%	29/01/2024	180
14/11/2023	NAB	300,000.00	5.05%	12/02/2024	90
28/11/2023	NAB	400,000.00	4.95%	26/02/2024	90
12/12/2023	NAB	500,000.00	5.00%	12/03/2024	91
2/01/2024	NAB	500,000.00	5.05%	2/04/2024	91
15/01/2024	NAB	500,000.00	5.00%	17/04/2024	93
20/07/2023	WEST CMA	3,884,074.11	1.55%		
Total Current Investments		<u>\$6,539,074</u>			

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

Restricted Assets (slides 8-10)**RESTRICTED ASSETS:**

Internal Restrictions: Capital Reserve	39,914
External Restrictions: Restricted Grant Funding as at 31 January 2024	<u>6,298,699</u>
	<u>6,338,612</u>

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

Funds allocated from Capital Reserve to Council projects are considered to be "internally restricted" funds.

Expenditure on Reserve-funded projects in recent months is listed below.

Capital Reserve Activity	Nov 2023 Expenditure	Dec 2023 Expenditure	Jan 2024 Expenditure
5265.00 - Network Upgrade : Region	-	-	-
5276.00 - Purchase Toyota Hilux - Darwin	-	-	-
5271.01 - Purchase Toyota Hilux - Gunbalanya	-	-	-
5294.01 - Concrete Stand for Diesel Tank - Gunbalanya	-	-	-
5272.02 - Purchase Toyota Hilux - Jabiru	-	-	-
5292.02 - Capital Reserve -Upgrade Council Office Jabiru Stage 2	-	-	-
5197.03 - Kerb Channel and Reseal Bagshaw Road Maningrida	-	-	-
5273.03 - Purchase Toyota Hilux - Maningrida	-	-	-
5279.03 - Purchase Ride on Mower - Maningrida	-	-	-
5293.03 - Mobilisation and Demobilisation Maningrida Oval Contractors	-	-	-
5274.04 - Purchase Toyota Hilux - Minjilang	-	-	-
5280.04 - Purchase Ride on Mower - Minjilang	-	-	-
5167.05 - Kerb and Channel Airport to Workshop Road - Warruwi	-	-	-
5275.05 - Purchase Toyota Hilux - Warruwi	-	-	-
5284.05 - Purchase Isuzu Russ Garbage Compactor - Warruwi	-	-	-
	-	-	-

The full list of current active projects follows:

Reserve Activity	Approved Budget	Date of Approval	Prior Year Expenditure	Expenditure to Date FY 2023-2024	Balance as at 31.01.2024
5265.00 - Network Upgrade: Region	11,643	FY 22/23	13,357	-	25,000
5276.00 - Purchase Toyota Hilux Utility - Darwin	55,000	FY 21/22	(52,194)	-	2,806
SUB-TOTAL FOR REGION	66,643		(38,837)	-	27,806
527101 - Purchase Toyota Hilux Utility - Gunbalanya	55,000	FY 21/22	(52,194)	-	2,806
529401 - Concrete Stand for Diesel Tank - Gunbalanya	70,000	FY 22/23	(64,198)	(2,930)	2,872
SUB-TOTAL FOR GUNBALANYA	125,000		(116,392)	(2,930)	5,678
5272.02 - Purchase Toyota Hilux Utility - Jabiru	55,000	FY 21/22	(52,194)	-	2,806
5292.02 - Upgrade Council Office Jabiru Stage 2	174,700	FY 21/22	(227,505)	-	(52,805)
SUB-TOTAL FOR JABIRU	229,700		(279,699)	-	(49,999)
5197.03 - Kerb Channel and Reseal Bagshaw Road Maningrida	360,000	FY 20/21	(359,248)	-	752
5273.03 - Purchase Toyota Hilux Utility - Maningrida	55,000	FY 21/22	(52,194)	-	2,806
5279.03 - Purchase Ride on Mower - Maningrida	35,000	FY 21/22	-	(35,479)	(479)
5293.03 - Mobilisation and Demobilisation Maningrida Oval Contractors	47,800	FY 22/23	(39,065)	-	8,735
SUB-TOTAL FOR MANINGRIDA	497,800		(450,507)	(35,479)	11,814
5274.04 - Purchase Toyota Hilux Utility - Minjilang	55,000	FY 21/22	(52,194)	-	2,806
5280.04 - Purchase Ride on Mower - Minjilang	35,000	FY 21/22	-	(35,479)	(479)
SUB-TOTAL FOR MINJILANG	90,000		(52,194)	(35,479)	2,327
5167.05 - Kerb and Channel Airport to Workshop Road - Warruwi	330,000	FY 19/20	(286,520)	-	43,480
5275.05 - Purchase Toyota Hilux Utility - Warruwi	55,000	FY 21/22	(52,194)	-	2,806
5284.05 - Purchase Isuzu Russ Garbage Compactor - Warruwi	7,335	FY 21/22	(11,335)	-	(4,000)
SUB-TOTAL FOR WARRUWI	392,335		(350,049)	-	42,286
Capital Reserve Balance	1,401,478		(1,287,678)	(73,888)	39,914

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 - Reserve Fund Projects

as at 31 Jan 2024

Description	TOTAL COUNCIL					
	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operational Revenue						
Charges - Sewerage	-	-	-	-	-	0%
Charges - Water	-	-	-	-	-	0%
Charges - Waste	-	-	-	-	-	0%
Total Operational Revenue	-	-	-	-	-	0%
Operational Expenditure						
Other Expenses	1,653	827	827	100%	827	100%+
Elected Member Allowances	-	-	-	-	-	0%
Elected Member Expenses	-	-	-	-	-	0%
Council Committee & LA Allowances	-	-	-	-	-	0%
Council Committee & LA Expenses	-	-	-	-	-	0%
Total Operational Expenditure	1,653	827	827	100%	827	100%+
Total Operational Surplus / (Deficit)	(1,653)	(827)	(827)	(100%)	(827)	100%+



Annual Budget Operating Position - Reserve Fund Projects

as at 31 Jan 2024

Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operating Surplus / (Deficit)	(1,653)	(827)	(827)	(100%)	(827)	100%+
Remove NON-CASH ITEMS						
Less Non-Cash Income	-	-	-	-	-	0%
Add Back Non-Cash Expenses	-	-	-	-	-	0%
Total Non-Cash Items	-	-	-	-	-	0%
Less ADDITIONAL OUTFLOWS						
Capital Expenditure	(72,235)	(44,430)	(27,805)	(63%)	(87,911)	82%
Borrowing Repayments (Principal Only)	-	-	-	-	-	0%
Transfer to Reserves	-	-	-	-	-	0%
Other Outflows	-	-	-	-	-	0%
Total Additional Outflows	(72,235)	(44,430)	(27,805)	(63%)	(87,911)	82%
Add ADDITIONAL INFLOWS						
Capital Grants Income	-	-	-	-	-	0%
Prior Year Carry Forward Tied Funding	-	-	-	-	-	0%
Other Inflow of Funds	-	-	-	-	-	0%
Transfers from Reserves	113,802	88,737	25,065	28%	88,737	100%+
Total Additional Inflows	113,802	88,737	25,065	28%	88,737	100%+
Net Budgeted Operating Position	39,914	43,480	(3,567)	(8%)	-	100%

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 these externally restricted grant funding projects is \$12.963M. This is either from B/F balances from last year, 2022-23, or received this year. Expenditure for January YTD for these projects is \$7.763M, and \$6.299M remains to be spent.

There are 55 current funding streams included in the table below. The net movement in restricted assets from December to January was (a) Internal restrictions (capital reserve) – remaining the same, and (b) External restrictions (grant funding) – decreased by \$115K.

The monthly expenditure of restricted assets is illustrated in slides 9-10 of the presentation.

Restricted Assets-Tied Grant Funding	Annual Budget 2023-2024	Cash received to date (incl. Carried Forward)	Expenses to date	Balance as at 31 January 2024
2070 - Indigenous Jobs Development Funding - DHCD	794,000	198,500	(463,167)	-
2144 - Library Service: Jabiru	140,073	140,073	(76,929)	63,144
2178 - Local Authorities Community Project Income	1,583,073	1,056,348	(523,772)	532,576
2352 - WaRM - Waste and Resource Management	148,800	148,800	-	148,800
2359 - Mala'la Rd - Maningrida - DIPL \$1m	220,368	220,368	(220,368)	-
2373 - Preparing Australian Communities - LED Screens	75,158	75,158	(190,026)	-
2374 - CBF - Jabiru Library Upgrade	409	409	(409)	-
2375 - LRCI Phase 3 - Malabam Road - Maningrida	1,079,260	537,400	(1,057,093)	-
2377 - PIF - Sewerage Telemetry	117,920	117,920	(30,003)	87,918
2380 - R2R - Mala'la Road	540,269	540,269	(539,200)	1,069
2381 - Warruwi Community Hall Upgrade	415,000	415,000	(8,591)	406,409
2383 - LRCI Phase 4 - Malabam Road - Maningrida	540,268	511,144	(540,268)	-
2384 - ABA - Maningrida Oval Changerooms	540,466	270,233	(33,907)	236,326
2385 - DCMC - Local Decision Making Warruwi	15,000	15,000	-	15,000
2386 - Gunbalanya Oval Lighting	1,092,000	780,000	(2,277)	777,723
2387 - Seeding New Investment	48,060	43,691	-	43,691
2388 - R2R - Main Road Gunbalanya - Lot 651 to Lot 330	540,269	540,269	(540)	539,729
TOTAL CORE SERVICES-TIED	7,890,393	5,610,582	(3,686,550)	2,852,384
3001 - Home Care Packages Program (HCP)	259,195	157,645	(160,263)	(2,618)
3002 - Commonwealth Home Support Program (CHSP)	244,289	63,538	(125,679)	(62,141)
3003 - NT Jobs Package - Aged Care	959,020	959,020	(394,173)	564,847
3004 - Night Patrol	1,130,992	627,653	(758,417)	-
3009 - Warruwi Outside School Hours Care	64,467	113,781	(49,926)	63,855
3011 - Safety and Wellbeing - Sport and Recreation	-	-	-	-
3012 - Remote Sport Program	428,641	421,291	(262,291)	159,000
3025 - Deliver Indigenous Broadcasting Programs (RIBS)	35,000	156,344	(69,217)	87,127
3028 - Manage Creche	1,262,486	640,833	(204,239)	436,594
3040 - Children and Schooling - Youth	-	-	(1,641)	-
3070 - Australia Day Grant	3,376	3,376	(1,174)	2,202
3087 - Women's Safe House : Gunbalanya	526,894	304,828	(340,626)	-
3112 - Remote Sports Voucher Program	6	6	-	6
3119 - Boundless possible Instagram Campaign	400	400	(400)	-
3120 - Domestic Family & Sexual Violence Program	35,652	35,652	-	35,652
3121 - Mental Health and Suicide and Suicide Prevention awareness	44,137	44,137	(44,136)	1
3126 - Territory Day Community Grant	631	631	(631)	-
3127 - Aged Care Transitional Support	45,799	45,799	(918)	44,881
3129 - Strong Women for Healthy Country Network Forum	1,135	1,135	-	1,135
3130 - eHCP Home Care Packages Program	235,000	192,632	(143,894)	48,738
3131 - TEABBA Staff Funding - Indigenous Broadcasting Prgm (RIBS)	184,474	12,329	(1,915)	10,414
3133 - Youth Mobile Gym Program - Maningrida	760	760	-	760
3134 - Support Child Care Services - Jabiru	66,666	66,666	-	66,666
3135 - E-Tools - Commonwealth Home Support Program (CHSP)	1,477,391	1,083,070	(170,355)	912,716
3139 - Flexible Support Packages and COVID-19 Service Delivery Cost	71,615	71,615	(4,326)	67,288
3141 - Get Up Stand Up Show Up - NAIDOC Week Activity	24,924	24,924	(10,145)	14,779
3143 - Culture school Holiday Activities in Maningrida	0	-	-	-
3145 - Celebrating Aboriginal Culture (Australia Day)	3,071	3,071	(475)	2,596
3146 - Indigenous Skills and Employment Program	50,000	50,000	(50,000)	-
3147 - Jabiru Safe and Healthy Youth Project	10,377	10,377	-	10,377
3148 - International Women's Day - Library Event	-	2,000	-	2,000
3150 - Ninja Warrior Obstacle Course	14,300	15,200	(13,816)	1,384
3151 - NIAA - Local Investments Funding Grant Agreement	45,000	45,000	(45,120)	-
3152 - TFHC - Womens Safe House NPA	200,202	200,202	-	200,202
3153 - Voice 2 Parliament Referendum Expenditure	-	-	(1,994)	-
3154 - Sports and Recreation	900,403	550,265	(392,771)	157,495
3155 - National Australia Day Council - Australia Day Grant	10,000	8,000	(3,777)	4,223
TOTAL COMMUNITY SERVICES	8,336,302	5,912,179	(3,252,318)	2,830,179
Grants Commission-FAA Roads	1,413,043	1,440,411	(824,275)	616,136
TOTAL UNTIED GENERAL PURPOSE	1,413,043	1,440,411	(824,275)	616,136
Total	17,639,737	12,963,172	(7,763,143)	6,298,699

Statement of Working Capital / Current Ratio (slides 11-12)

Total current assets decreased by \$669K from \$3.838M in December 2023 to \$3.169M in January. This is due to a decrease of \$474K in cash and cash equivalents and a decrease of \$195K in Trade and Other Receivables.

Cash and cash equivalents decreased by \$669K and is due to:

- (a) A decrease in cash at bank (including term deposits) of \$589K and;
- (b) An decrease in restricted cash of \$115K.

Total current liabilities decreased by \$1K from \$2.257M in December to \$2.256M in January 2024. The movement in current liability items is also shown in the table below. Council's net working capital (total current assets less total current liabilities) decreased from \$1.581M in December 2023 to \$913K in January 2024, as the net result of the movements noted above. The current ratio decreased from 1.70 to 1.40, as at 31 January 2024. This calculation is also shown in the presentation slide 11.

	DECEMBER	JANUARY	Movement	%
CURRENT ASSETS				
Cash and cash equivalents	\$1,568,608	1,094,418	-\$474,189	-30%
Trade and Other Receivables	\$2,269,417	2,074,702	-\$194,715	-9%
Inventories (fuel and post office)	-	-	-	0%
Prepayments and Other	-	-	-	0%
TOTAL CURRENT ASSETS	\$3,838,024	\$3,169,121	-\$668,904	-17%
Less:				
CURRENT LIABILITIES				
Trade and Other Payables	\$1,340,827	1,114,578	-\$226,249	-17%
Provisions	\$502,668	500,782	-\$1,886	0%
Other Liabilities	\$413,817	\$640,604	\$226,787	55%
TOTAL CURRENT LIABILITIES	\$2,257,312	\$2,255,964	-\$1,348	0%
NET CURRENT ASSETS (Working Capital)	\$1,580,713	\$913,157	-\$667,556	-42%
CURRENT RATIO	1.70	1.40	-0.30	-17%

Asset Additions and Additions to existing assets (slide 13)

Capital expenditure to January YTD is \$3.338M. Assets, once ready for use are financially "commissioned". Council's total value of commissioned assets to January YTD is \$1.733M, whilst the Assets still "in progress" and not as yet completed total \$2.103M.

Rates and Charges (No graphical slide)

Rates receivable is \$505K as at 31 January 2024.

Location	Rates as at 31st January				
	Arrears	2023/24 LEVY	Interest	Balance Payable	Current Payment Plans
	\$	\$	\$	\$	\$
ARNHEMLAND	4,549	4,782	-	9,331	-
GUNBALANYA	7,622	41,882	-	49,504	-
JABIRU	-	388,731	-	388,731	-
MANINGRIDA	(1,062)	58,458	-	57,396	-
MINJILANG	-	-	-	-	-
WARRUWI	-	-	-	-	-
	11,109	493,853	-	504,961	-

Top 10 Payments Recurrent and Top 10 Payments Non-Recurrent (slides 14-15)

Recurrent Payments: includes Operational supplier-related costs, with top five largest being Councilbiz, Jardine Lloyd Thompson, Power and Water, Mercure Kakadu Crocodile Hotel and Caltex.

Non Recurrent Payments: generally the largest spending here is for Council's capital acquisitions. The top five include: Department of Health and Ageing, Fireworks Australia, Kakadu Contracting, Dreamtech Audio Visual, Simconnect National.

Debtors (slide 16)

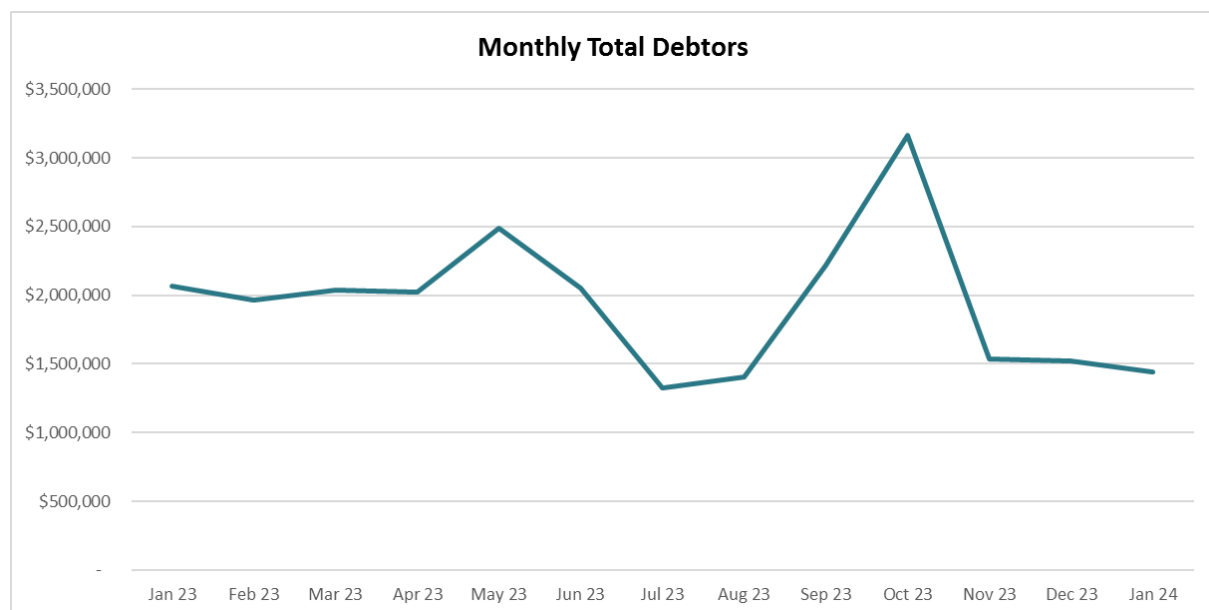
Debtors by Category

Debtor Category	Outstanding As at EoM	Outstanding % of Total	Ageing Dissection				
			Arrangement	Current	> 30 days	> 60 days	> 90 days
Rates - General	504,961	35%	334,533	-	-	-	170,428
Rates - Water	223,058	15%	-	200,315	-	4,355	18,388
Childcare	32,778	2%	-	4,868	5,338	3,846	18,725
NDIS	171,395	12%	-	46,887	-	9,894	114,614
Trade Debtors	509,553	35%	-	304,438	62,280	49,265	93,570
TOTAL DEBTORS	1,441,745	100%	334,533	556,508	67,619	67,360	415,725

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
310	Power and Water Corporation	214,267	15%	214,267	-	-	-
	NDIS Clients	171,395	12%	46,887	-	9,894	114,614
	Energy Resources of Australia	155,836	11%	155,836	-	-	-
715	Department of Infrastructure, Planning	133,302	9%	27,184	50,842	23,423	31,852
161	Jabiru Kabolkmakmen Ltd	109,997	8%	-	-	-	109,997
	TOTAL	784,796	54%	444,174	50,842	33,317	256,462
	Remaining Debtors	656,949	46%	112,334	16,776	34,044	159,263
	TOTAL DEBTORS AS AT 31st January 2024	1,441,745	100%	556,508	67,619	67,360	415,725

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



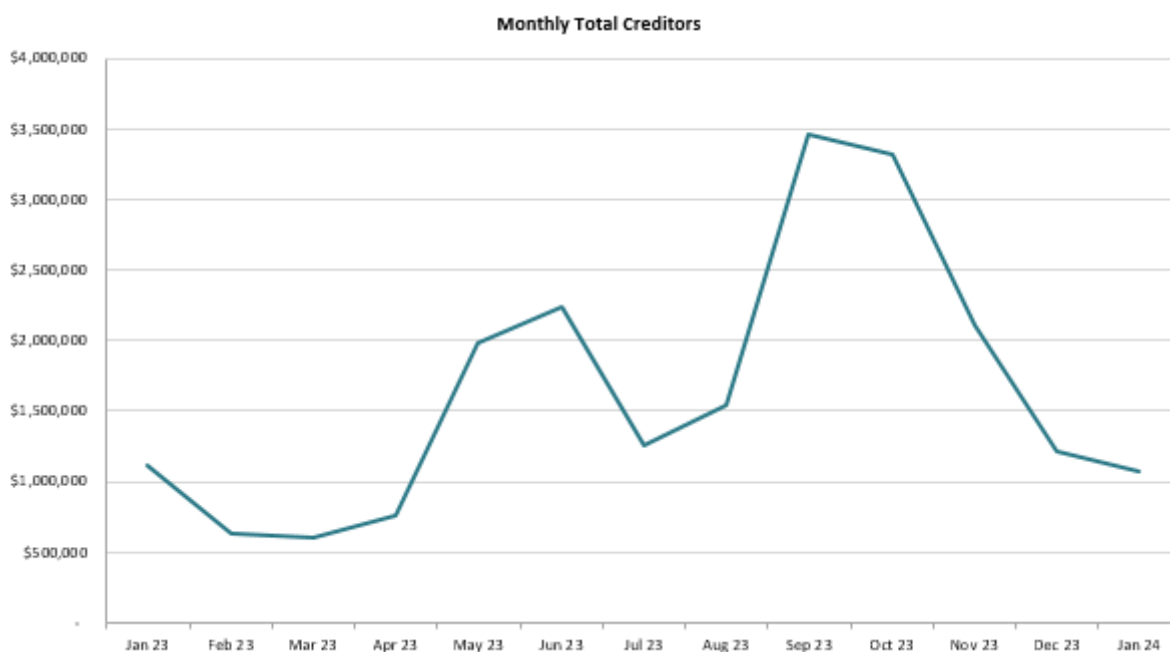
Trade Creditors (slide 17)

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
13898	City Earthmoving	172,677	16%	-	-	-	172,677
11590	Quick Super	131,092	12%	131,092	-	-	-
11997	Department of Health and Ageing	120,663	11%	-	120,663	-	-
12106	Australian Tax Office - PAYG Only	108,900	10%	108,900	-	-	-
14121	Fireworks Australia (Importeds) Pty Ltd	69,500	6%	69,500	-	-	-
TOTAL		602,831	56%	309,492	120,663	-	172,677
Remaining Creditors		466,783	44%	245,653	176,765	7,095	37,270
TOTAL CREDITORS AS AT 31st January 2024		1,069,614	100%	555,144	297,428	7,095	209,947

*Creditors that are >90 Days are currently on a retainer

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



LICENSED POST OFFICES – CASH VARIANCES

The Council operates Australia Post Licensed Post Offices (LPOs) at Jabiru, Maningrida and Gunbalanya.

Discrepancies between the actual cash balance at each LPO and the expected cash balance in the period between 1 January 2024 to 31 January 2024 are listed below:

LPO:	Amount:	Comment
Jabiru	\$0.00	
Maningrida	\$0.05 positive	
Gunbalanya	\$199.43 negative	Currently being investigated
Total	\$199.38 negative	

I

STATUTORY ENVIRONMENT

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

FINANCIAL IMPLICATIONS

Not Applicable.

STRATEGIC IMPLICATIONS

This report aligns to the following pillars and goals as outlined in the *Regional Plan and Budget*:

PILLAR 6 FOUNDATIONS OF GOVERNANCE

Integrity is at the heart of everything we do. We are leaders of best practice and excellence in governance, advocacy, consultation and administration. Our processes, procedures and policies are ethical and transparent.

Goal 6.1 Financial Management

Provision of strong financial management and leadership which ensures long term sustainability and growth.

ATTACHMENTS

1. Graphical Finance Presentation - January 2024 [9.4.1 - 17 pages]
2. Combined PL and Balance Sheet - January 2024 [9.4.2 - 7 pages]
3. Monthly Financial Report Form - January 2024 [9.4.3 - 6 pages]



Financial Management Report for the period ended 31st January 2024

Snapshot – January 2024 Financial Report

 <p>Total Revenue (Operational and Capital) (Year to Date)</p> <p>\$ 28.47</p> <p>Million</p>	 <p>Total Operating Result (Surplus / Deficit) (Year to Date)</p> <p>\$ 4.60</p> <p>Million</p>	 <p>Cash flows (Movement in Jan)</p> <p>(\$ 0.59)</p> <p>Million</p>
 <p>Total Cash at Bank</p> <p>\$ 7.43</p> <p>Million</p>	 <p>Restricted Cash</p> <p>\$ 6.34</p> <p>Million</p>	 <p>Unrestricted Cash</p> <p>\$ 1.09</p> <p>Million</p>
 <p>Working Capital Ratio</p> <p>1.40</p>	 <p>New Assets or Additions (Year to Date)</p> <p>\$1.73</p> <p>Million</p>	 <p>Total Assets</p> <p>\$ 101.30</p> <p>Million</p>

Actual v Budget – Operational – January YTD 2024



Actuals v Budget

as at 31 Jan 2024

Description	TOTAL COUNCIL				Annual Budget	Progress
	Actuals YTD	Budget YTD	Variance	%		
Operational Revenue						
Income Rates and Charges	1,465,748	1,481,631	(15,883)	(1%)	2,539,939	58%
Charges - Sewerage	421,065	424,943	(3,878)	(1%)	728,474	58%
Charges - Water	1,127,943	1,163,687	(35,743)	(3%)	1,994,892	57%
Charges - Waste	858,343	864,959	(6,616)	(1%)	1,482,787	58%
Income Council Fees and Charges	370,500	316,260	54,241	17%	541,894	68%
Income Operating Grants	11,239,865	11,521,395	(281,529)	(2%)	17,417,928	65%
Income Investments	112,085	107,333	4,752	4%	184,000	61%
Income Allocation	3,567,479	3,491,585	75,894	2%	5,996,596	59%
Other Income	1,434,352	1,412,061	22,291	2%	1,469,123	98%
Income Agency and Commercial Services	3,867,048	5,069,591	(1,202,543)	(24%)	7,864,350	49%
Total Operational Revenue	24,464,430	25,853,445	(1,389,015)	(5%)	40,219,984	61%
Operational Expenditure						
Employee Expenses	11,065,261	10,926,470	138,791	1%	18,860,966	59%
Contract and Material Expenses	3,641,059	5,595,620	(1,954,562)	(35%)	8,681,797	42%
Finance Expenses	7,918	6,854	1,064	16%	11,750	67%
Travel, Freight and Accom Expenses	526,998	812,590	(285,592)	(35%)	1,283,487	41%
Fuel, Utilities & Communication	1,407,279	1,403,601	3,678	0%	2,386,051	59%
Other Expenses	2,994,162	3,639,321	(645,160)	(18%)	6,927,486	43%
Elected Member Allowances	203,020	213,500	(10,480)	(5%)	366,000	55%
Elected Member Expenses	8,503	37,450	(28,947)	(77%)	64,200	13%
Council Committee & LA Allowances	6,200	12,575	(6,375)	(51%)	16,750	37%
Council Committee & LA Expenses	105	251	(146)	(58%)	355	30%
Total Operational Expenditure	19,860,504	22,648,233	(2,787,729)	(12%)	38,598,843	51%
Total Operational Surplus / (Deficit)	4,603,926	3,205,212	1,398,714	44%	1,621,141	100%+



Actual v Budget – Operating Position – January YTD 2024



Annual Budget Operating Position

as at 31 Jan 2024

Description	Actuals YTD	Budget YTD	Variance	%		Annual Budget	Progress
Operating Surplus / (Deficit)	4,603,926	3,205,212	1,398,714	44%		1,621,141	100%+
Remove NON-CASH ITEMS							
Less Non-Cash Income	(3,567,479)	(3,491,585)	(75,894)	(2%)		(5,996,596)	59%
Add Back Non-Cash Expenses	3,567,479	3,590,048	(22,570)	(1%)		5,961,382	60%
Total Non-Cash Items	-	98,464	(98,464)	(100%)		(35,214)	0%
Less ADDITIONAL OUTFLOWS							
Capital Expenditure	(3,256,603)	(3,812,811)	556,208	15%		(6,444,341)	51%
Borrowing Repayments (Principal Only)	-	-	-	-		-	0%
Transfer to Reserves	-	-	-	-		-	0%
Other Outflows	(81,375)	(8,501)	(72,874)	(100%)+		(163,002)	50%
Total Additional Outflows	(3,337,978)	(3,821,312)	483,334	13%		(6,607,343)	51%
Add ADDITIONAL INFLOWS							
Capital Grants Income	2,433,810	2,524,810	(91,000)	(4%)		3,942,340	62%
Prior Year Carry Forward Tied Funding	1,366,255	1,276,394	89,861	7%		1,276,394	100%+
Other Inflow of Funds	93,682	45,455	48,227	100%+		241,346	39%
Transfers from Reserves	113,802	88,737	25,065	28%		88,737	100%+
Total Additional Inflows	4,007,550	3,935,397	72,153	2%		5,548,817	72%
Net Budgeted Operating Position	5,273,497	3,417,761	1,855,737	54%		527,401	100%+

Legend:

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

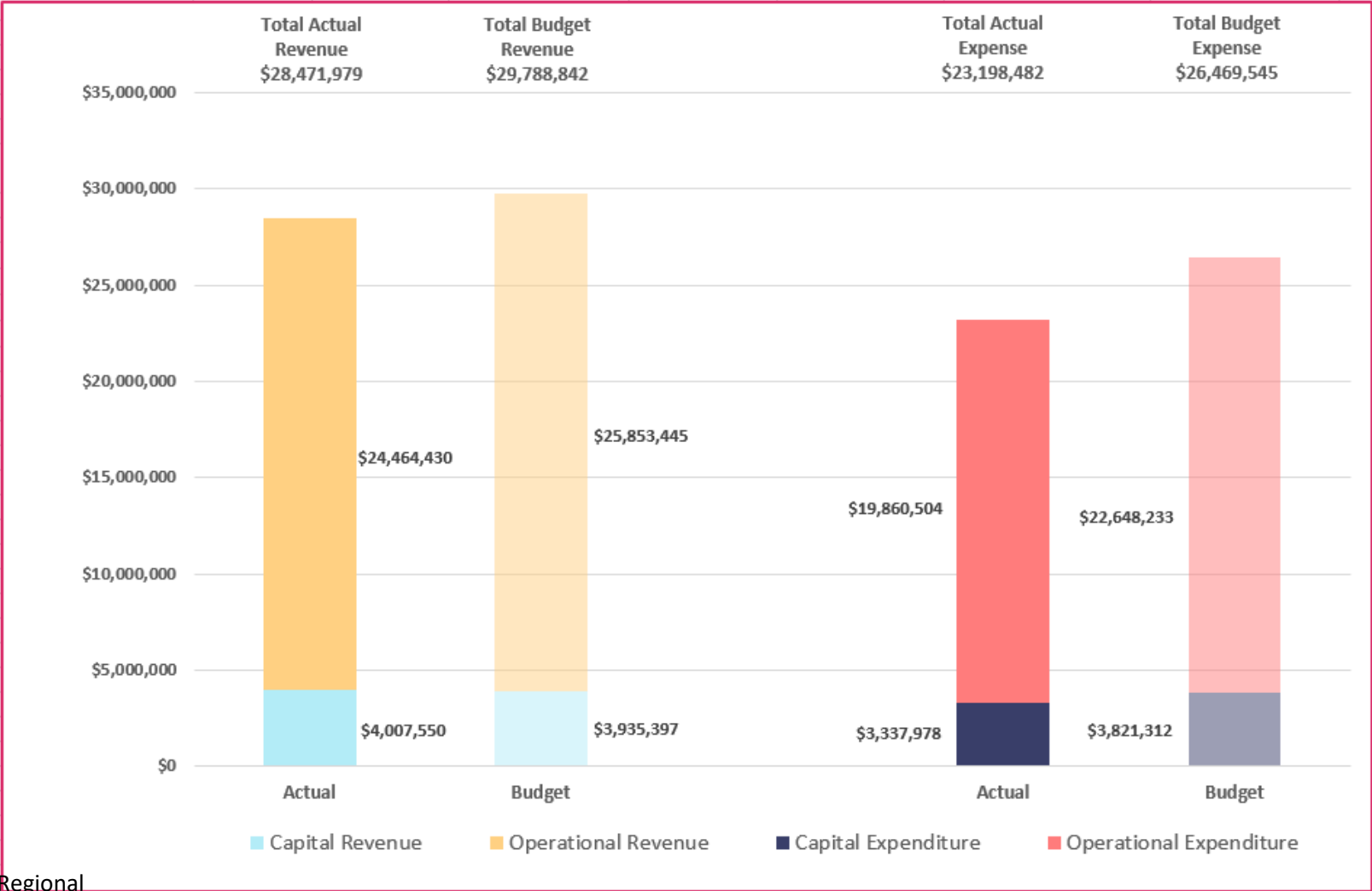
West Arnhem Regional Council
Variance over \$300,000



Ordinary Council Meeting
Wednesday 20 March 2024



Actual v Budget – Total Council – January YTD 2024





Cash flow – Cash in vs Cash out

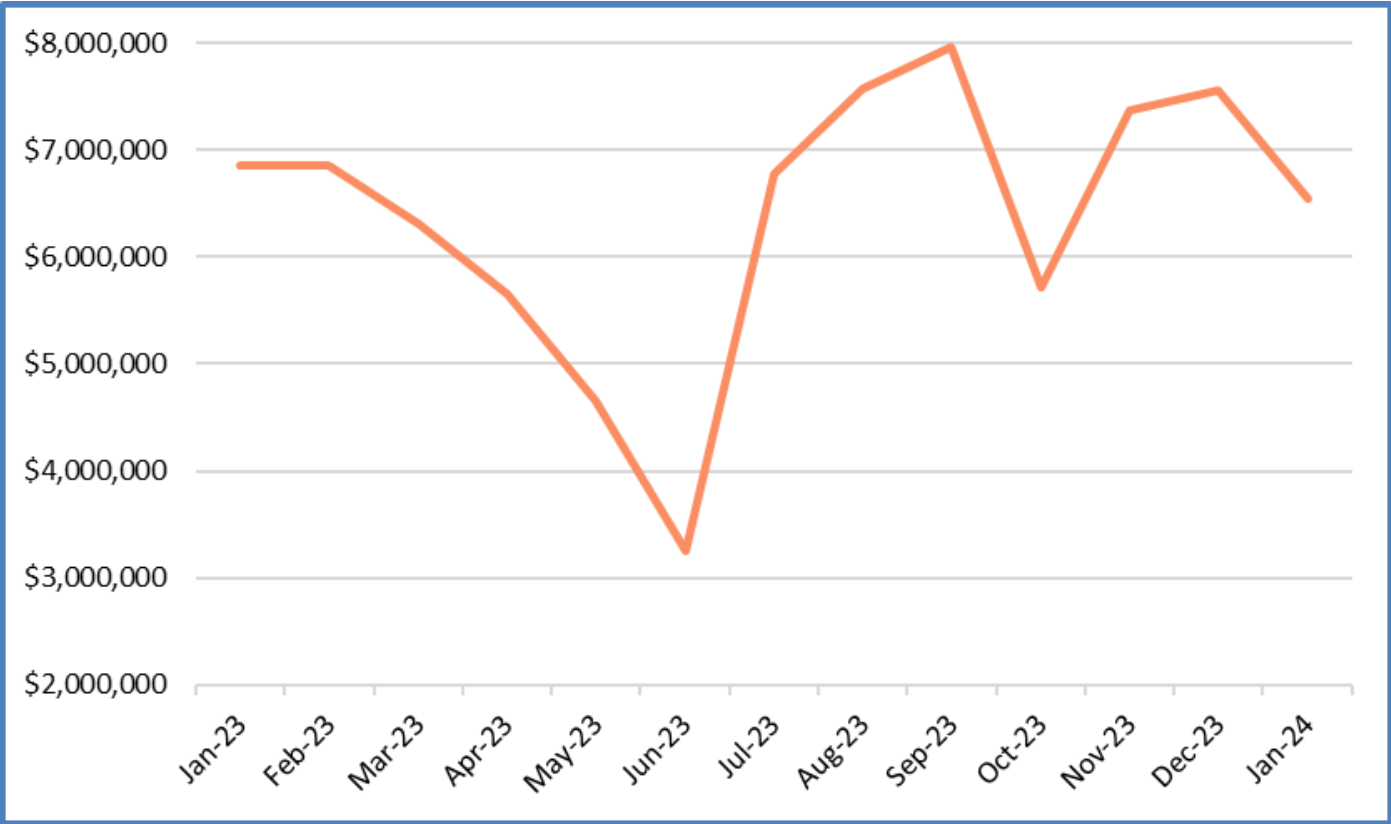
Month	Cash in / (out)
Jan-23	\$ 508,651
Feb-23	\$ (91,977)
Mar-23	\$ (937,932)
Apr-23	\$ (755,025)
May-23	\$ 392,462
Jun-23	\$ 2,057,668
Jul-23	\$ (1,213,855)
Aug-23	\$ 722,941
Sep-23	\$ (35,056)
Oct-23	\$ 1,270,508
Nov-23	\$ (432,008)
Dec-23	\$ (775,323)
Jan-24	\$ (588,713)
Year to Date	\$ (386,310)





Term Deposits & CMA over the past year

Month	Total Deposits
Jan-23	\$6,855,139
Feb-23	\$6,855,139
Mar-23	\$6,305,139
Apr-23	\$5,655,139
May-23	\$4,655,139
Jun-23	\$3,255,139
Jul-23	\$6,768,208
Aug-23	\$7,573,661
Sep-23	\$7,958,567
Oct-23	\$5,714,824
Nov-23	\$7,364,285
Dec-23	\$7,560,762
Jan-24	\$6,539,074



Restricted Assets – January 2024

Restricted Assets:

• Internal Restrictions: Capital Reserve	\$39,914
• External Restrictions: Restricted Grant Funding as at 31 st January 2024	\$6,298,699
TOTAL	<u>\$6,338,612</u>

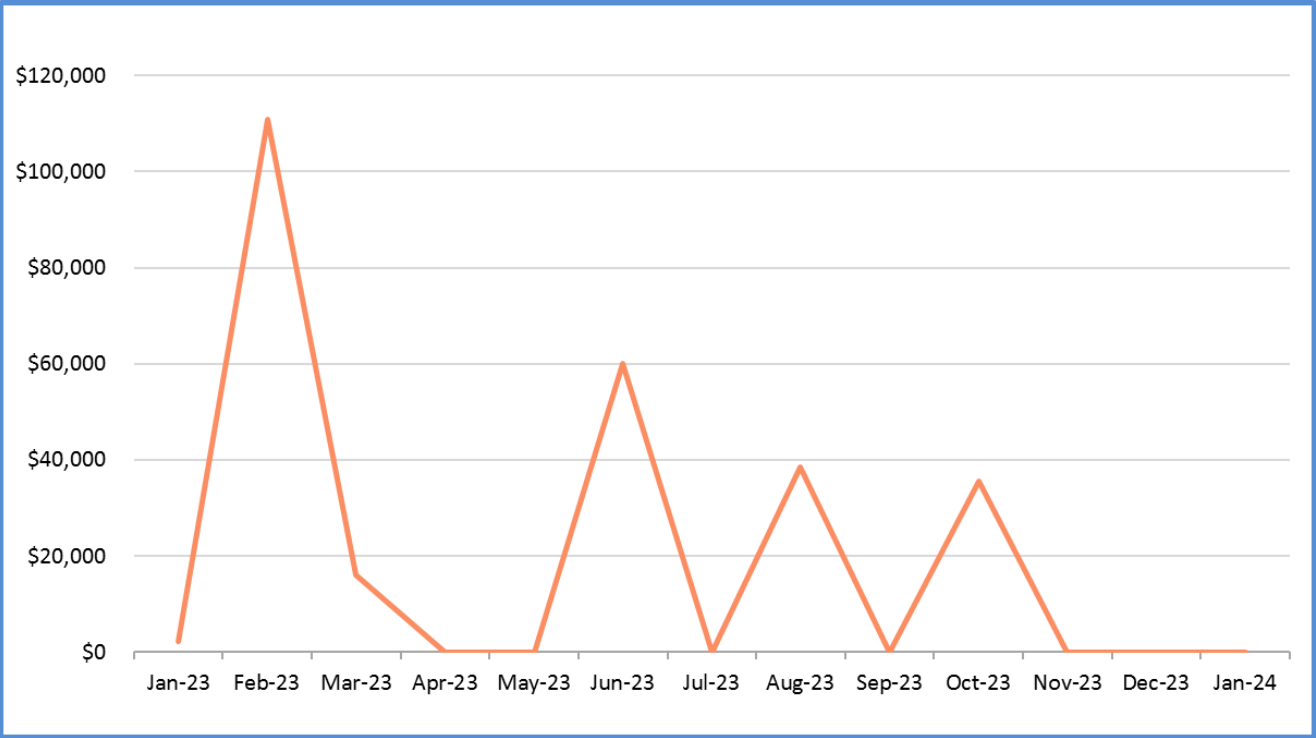
- Includes Cash that belongs to Funding Bodies, Grant income that is tied, and cash reserved for special projects of the Council
- These amounts are excluded from Cash & Cash equivalents for the Working Capital calculation.



Internal Restrictions: Capital Reserve Expenditure for the past year



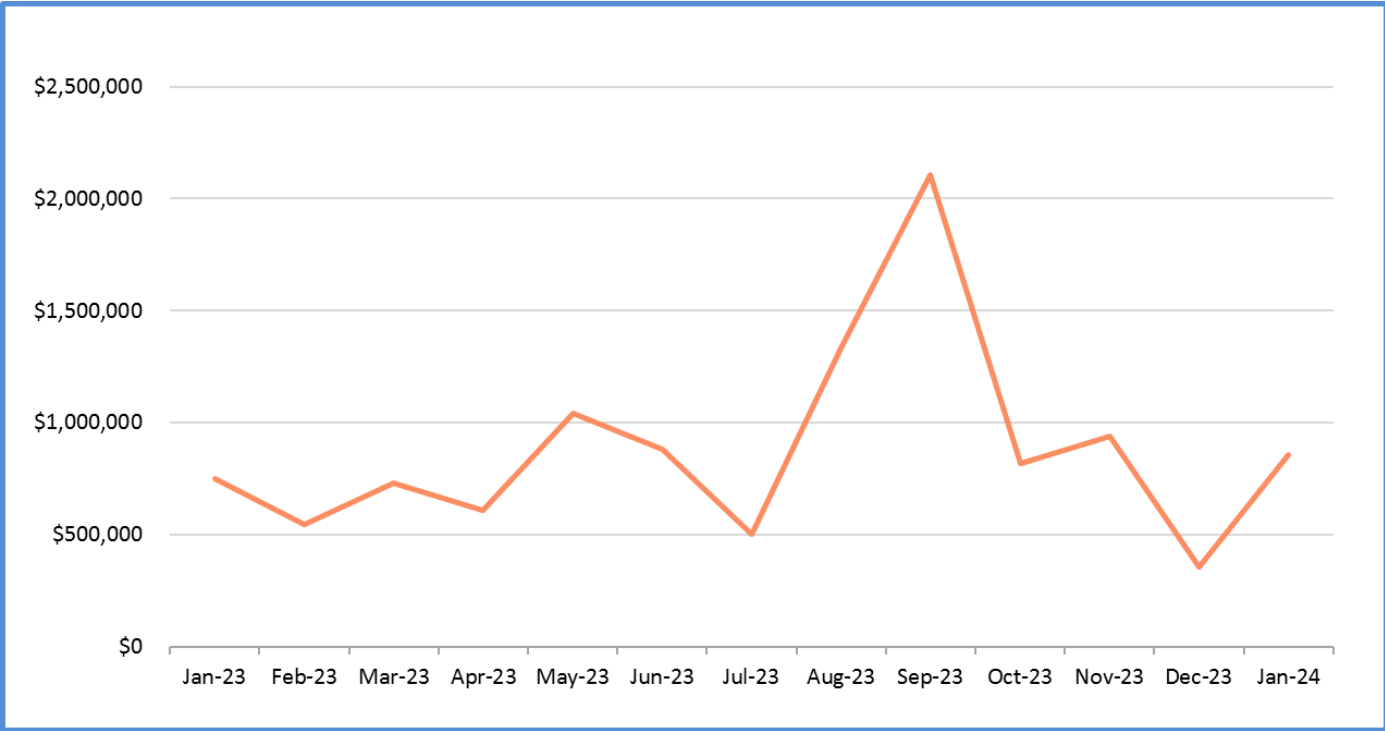
Capital Reserve Monthly Expenditure 2023/2024												
Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24
\$2,200	\$110,967	\$15,955	Nil	Nil	\$60,036	Nil	\$38,409	\$0	\$35,479	\$0	\$0	\$0





External Restrictions: Expenditure for the past year

External Restrictions Monthly Expenditure 2023/2024												
Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24
\$747,934	\$544,398	\$727,895	\$610,353	\$1,039,160	\$883,093	\$500,907	\$1,333,365	\$2,108,199	\$818,155	\$938,702	\$355,916	\$857,397





Working Capital / Current Ratio

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

WEST ARNHEM REGIONAL COUNCIL for the period ended 31 January 2024	
	31 January 2024
	\$
CURRENT ASSETS	
Cash and cash equivalents *	1,094,418
Trade and Other Receivables	2,074,702
Inventories	-
Prepayments and Other	-
TOTAL CURRENT ASSETS	3,169,121
Less:	
CURRENT LIABILITIES	
Trade and Other Payables	1,114,578
Provisions	500,782
Borrowings	-
Other Liabilities	640,604
TOTAL CURRENT LIABILITIES	2,255,964
NET CURRENT ASSETS (Working Capital)	913,157
CURRENT RATIO	1.40

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.

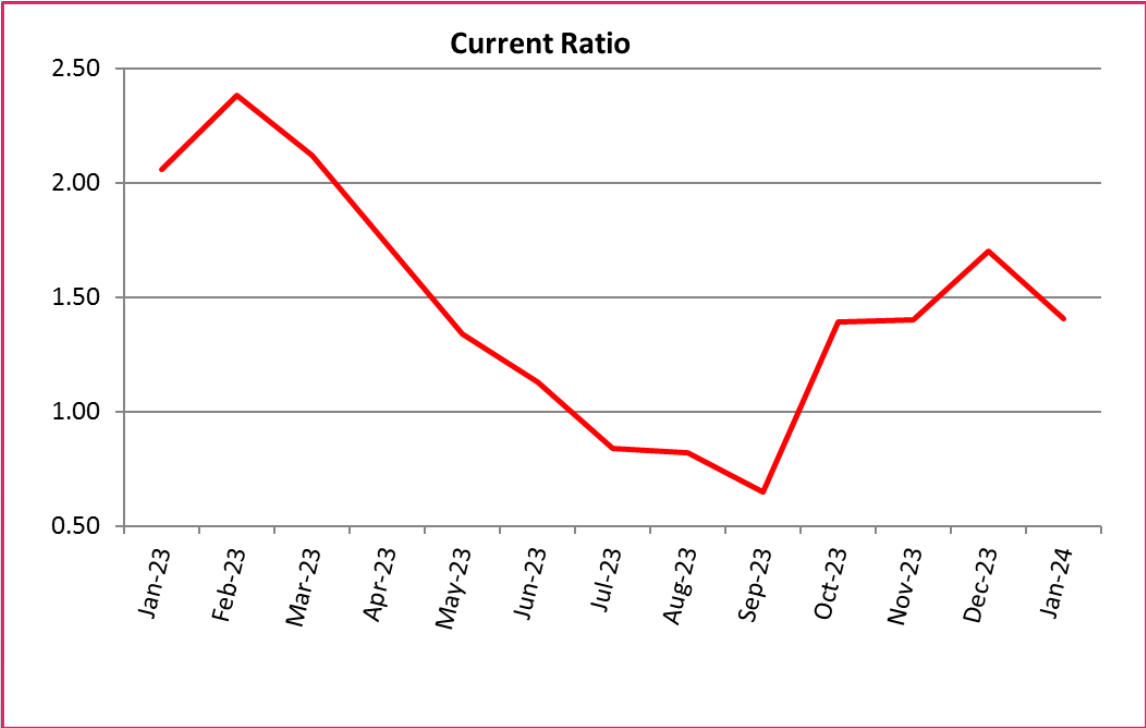
- **Note: does not include restricted cash of \$6.339 million as at 31 January 2024**



Current Ratio for the past Year



Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24
2.06	2.38	2.12	1.73	1.34	1.13	0.84	0.82	0.65	1.39	1.40	1.70	1.40



Commissioned Assets – January 2024



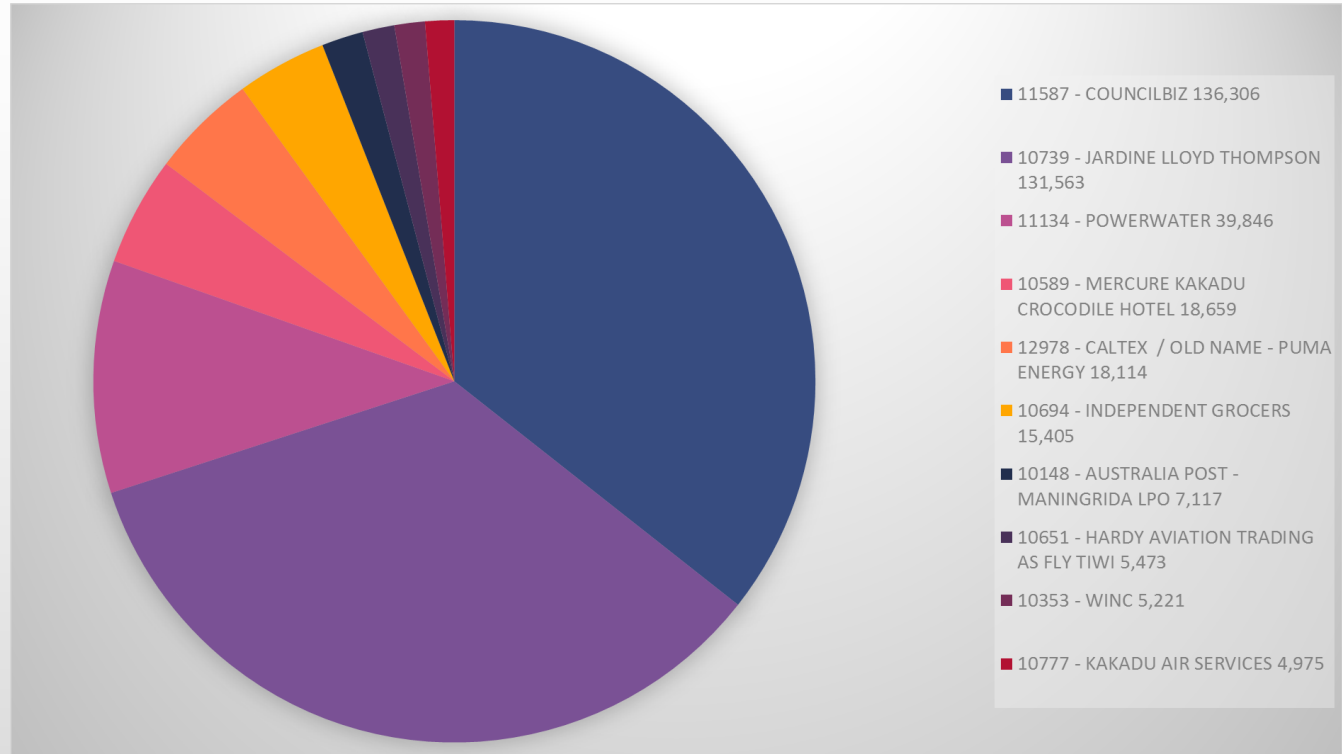
No new assets were commissioned in January 2024





Top 10 Payments Month To Date – Recurrent

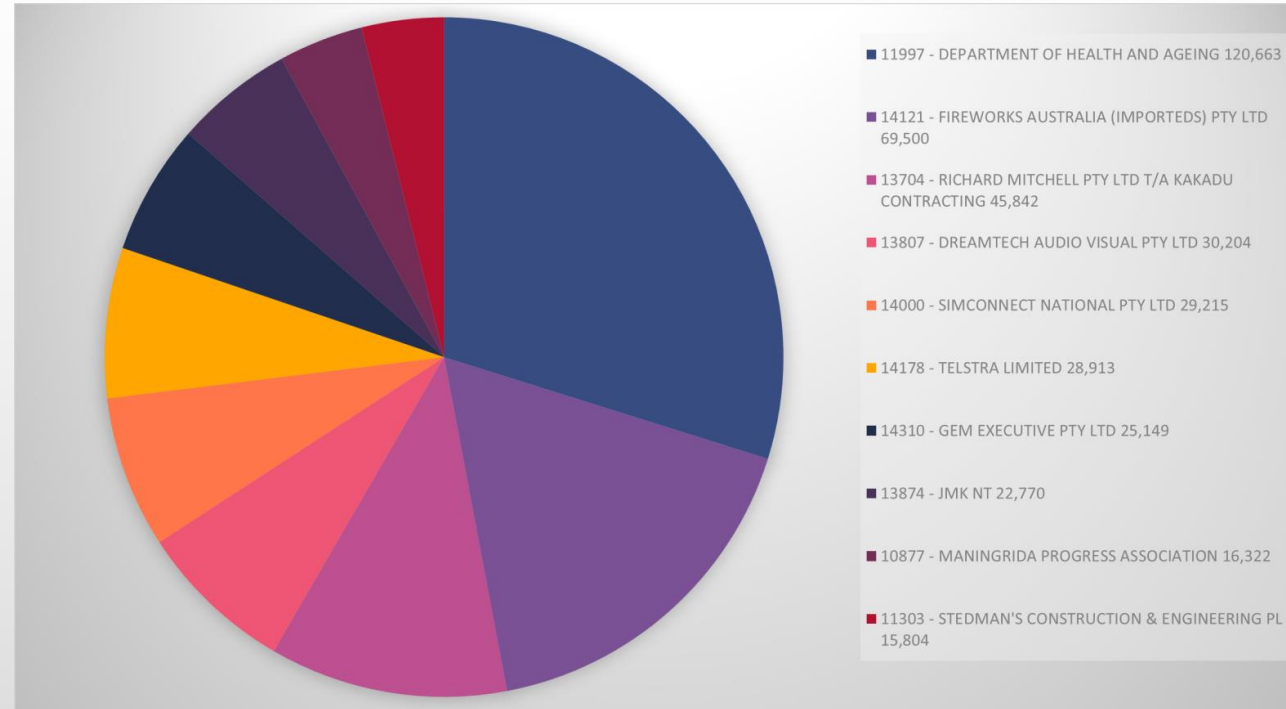
	\$	%
Total Top 10 Recurrent Payments	\$ 382,681	40%
Total Top 10 Non-Recurrent Payments	\$ 404,382	42%
Total Payments to All Other Suppliers	\$ 177,952	18%
Total Payments MTD	\$ 965,015	100%





Top 10 Payments Year To Date – Non Recurrent

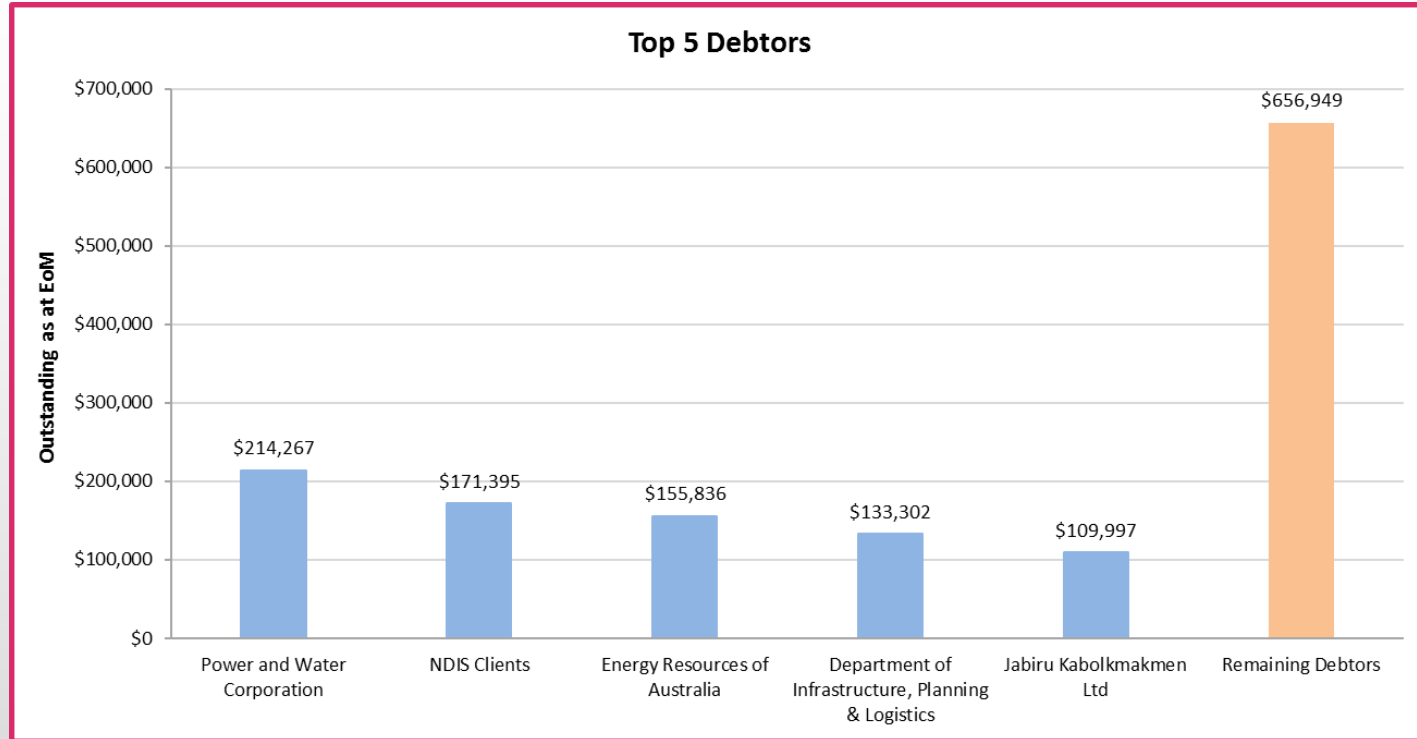
	\$	%
Total Top 10 Recurrent Payments	\$ 382,681	40%
Total Top 10 Non-Recurrent Payments	\$ 404,382	42%
Total Payments to All Other Suppliers	\$ 177,952	18%
Total Payments MTD	\$ 965,015	100%





Debtors – as at 31st January 2024

“Money owed to Council”

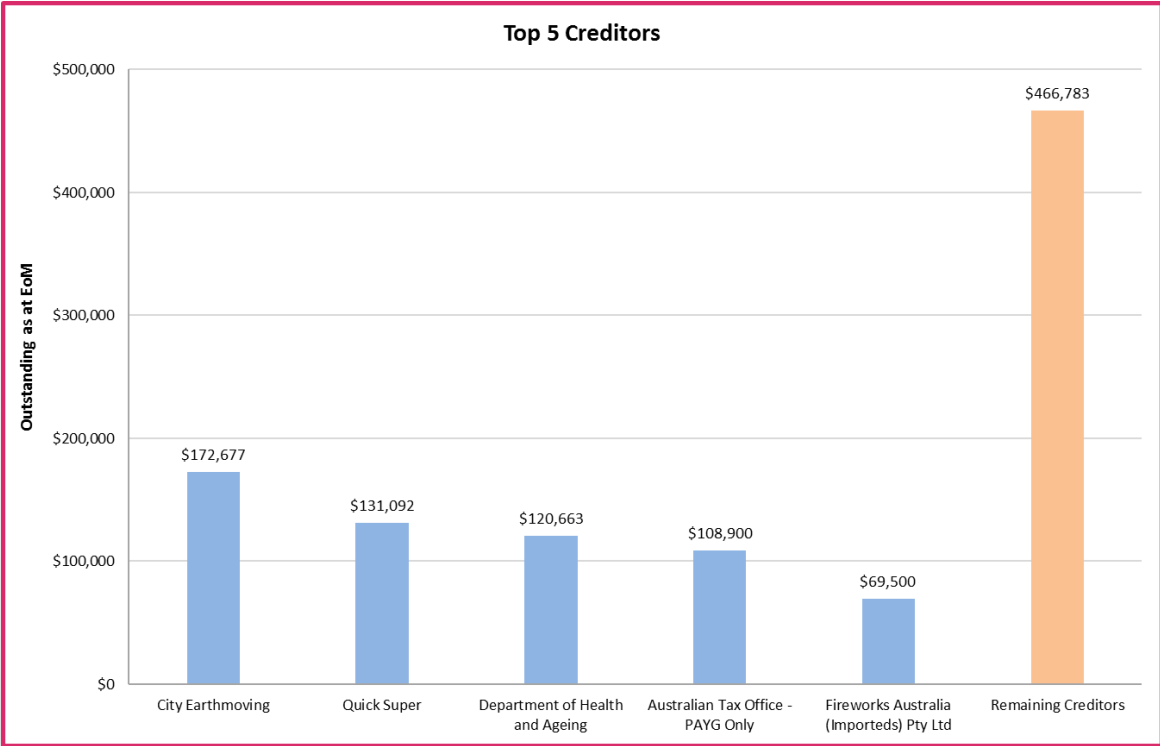


DEBTORS												
Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24
\$ 2,064,976	\$ 1,965,022	\$ 2,038,419	\$ 2,019,803	\$ 2,489,874	\$ 2,048,769	\$ 1,326,946	\$ 1,401,401	\$ 2,222,168	\$ 3,165,499	\$ 1,538,572	\$ 1,523,654	\$ 1,441,745

Creditors – as at 31st January 2024



“Money Council owes to its suppliers”



CREDITORS												
Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24
\$ 1,120,671	\$ 635,480	\$ 602,269	\$ 758,067	\$ 1,986,246	\$ 2,244,581	\$ 1,254,692	\$ 1,538,246	\$ 3,457,568	\$ 3,325,223	\$ 2,103,420	\$ 1,208,433	\$ 1,069,614

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West Arnhem Regional Council
Consolidated Profit and Loss Report by Account Category
Periodical Report - Ending 31st January

		January			Year To Date			Full Year
		Actual	Budget	\$ Variance	Actual	Budget	\$ Variance	Budget
OPERATING REVENUE								
Income Rates and Charges								
6111	General Rate Income Base	203,835	198,572	5,262	1,375,242	1,390,007	(14,765)	2,382,869
6115	General Rate Commercial Income	0	0	0	0	0	0	0
6121	Sewerage Charges Income Base	62,352	60,706	1,646	421,065	424,943	(3,878)	728,474
6131	Water Charges Income Base	164,222	166,241	(2,019)	1,127,943	1,163,687	(35,743)	1,994,892
6141	Domestic Waste Charge Income Base	114,365	111,576	2,789	774,027	781,029	(7,002)	1,338,907
6143	Commercial Waste Charge Income	12,087	11,990	97	84,316	83,930	386	143,880
6151	Animal Control - Special Rate	13,536	13,089	447	90,507	91,624	(1,118)	157,070
	Sub Total	570,396	562,174	8,222	3,873,100	3,935,220	(62,120)	6,746,092
Income Council Fees and Charges								
6211	License and Permit Fee Income	0	60	(60)	0	420	(420)	720
6213	Animal Registration Fee Income	103	83	20	624	583	41	1,000
6221	Council Fees and Charges Income	1,480	6,952	(5,472)	34,705	48,988	(14,282)	83,746
6223	Property Lease and Rental Fee Income	12,919	11,819	1,099	103,146	82,736	20,410	141,833
6225	Equipment Hire Income	3,764	4,175	(411)	26,889	29,225	(2,336)	50,100
6226	Landfill Tipping Fee Income	37,382	21,975	15,407	204,977	153,825	51,152	263,700
6229	Other User Charge Income	0	63	(63)	159	483	(324)	795
	Sub Total	55,647	45,127	10,520	370,500	316,260	54,241	541,894
Income Operating Grants								
6311	Operating Grant Income - Australian Government	348,943	1,422,215	(1,073,272)	3,030,563	4,246,082	(1,215,519)	4,391,125
6312	Operating Grant Income - Territory Government	210,623	2,596,214	(2,385,591)	5,639,069	8,857,880	(3,218,812)	9,315,130
6319	Operating Grant Income - Other	0	172,145	(172,145)	54,691	226,836	(172,145)	233,205
6391	Brought Forward Operational Grants	(340,427)	17,685	(358,112)	3,138,042	3,390,043	(252,002)	3,478,469
6392	Brought Forward Grants Offset	340,427	0	340,427	(3,138,042)	0	(3,138,042)	0
6393	Income Allocation Grants	1,083,627	1,161,622	(77,995)	8,101,824	8,131,351	(29,528)	13,939,459
6394	Income Allocation Grants OFFSET	(1,083,627)	(1,161,622)	77,995	(8,101,824)	(8,131,351)	29,528	(13,939,459)
	Sub Total	559,566	4,208,259	(3,648,693)	8,724,322	16,720,841	(7,996,518)	17,417,928
Income Investments								
6411	Interest Income General Operating	46	333	(288)	1,966	2,333	(367)	4,000
6412	Interest Income from Investments	20,286	15,000	5,286	110,119	105,000	5,119	180,000
6413	Interest Income Rates and Charges	0	0	0	0	0	0	0

Report_WASC P&L CONSOLIDATED BY ACCT CATEGORY - January 2024

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West Arnhem Regional Council
Consolidated Profit and Loss Report by Account Category
Periodical Report - Ending 31st January

		January			Year To Date			Full Year
		Actual	Budget	\$ Variance	Actual	Budget	\$ Variance	Budget
Sub Total		20,332	15,333	4,999	112,085	107,333	4,752	184,000
Income Allocation								
6513	Internal Staff Cost Allocation - Income	0	5,217	(5,217)	10,905	70,040	(59,135)	159,459
6514	Internal Staff Housing Cost Allocation - Income	146,440	146,082	358	1,110,160	1,106,222	3,938	1,836,632
6516	Workers Comp Cost Allocation - Income	27,320	19,780	7,540	225,667	138,457	87,210	237,354
6520	Internal Insurance Premium Allocation - Income	0	417	(417)	0	2,917	(2,917)	5,000
6524	Internal Vehicle and Plant Cost Allocation - Income	75,900	74,700	1,200	536,200	523,300	12,900	896,800
6525	Internal Plant & Equip Hire Allocation - Income	0	0	0	2,389	2,389	0	2,389
6531	Internal Information Technology Cost Allocation - Incon	62,556	63,177	(621)	445,341	442,237	3,104	758,120
6535	Internal Printing Cost Allocation - Income	1,865	1,930	(65)	13,255	13,510	(255)	23,160
6536	Internal Accommodation Cost Allocation - Income	18,671	8,779	9,893	98,807	61,450	37,357	105,343
6537	Internal Fuel Cost Allocation - Income	3,522	9,006	(5,484)	43,123	63,044	(19,922)	108,076
6538	Internal Food Purchase Allocation - Income	2,304	1,935	369	11,520	13,547	(2,027)	23,223
6553	Internal Work Cost Allocation - Income	41,198	37,944	3,254	195,158	267,180	(72,022)	456,899
6561	Contract Admin Fee Cost Allocation - Income	120,157	112,328	7,830	800,627	786,293	14,334	1,347,931
6581	Contribution In Kind Income - Travel and Accommodat	0	0	0	0	0	0	35,210
6582	Contribution In Kind Income - Other Foregone Fees	73,327	0	73,327	74,327	1,000	73,327	1,000
Sub Total		573,261	481,294	91,967	3,567,479	3,491,585	75,894	5,996,596
Other Income								
6611	Reimbursement Income from Australian Govt	0	0	0	5,000	0	5,000	0
6615	Reimbursement Income from Other	0	0	0	18,253	10,602	7,651	10,602
6616	Reimbursement Income from Insurance Claims	29,066	0	29,066	1,311,241	1,317,359	(6,118)	1,349,912
6617	Reimbursement Income from Workers Compensation	307	0	307	11,298	25,245	(13,947)	25,245
6618	Reimbursement Income from Employees	0	0	0	2,359	1,003	1,356	1,003
6619	Reimbursement Income from Centrelink	0	0	0	15,890	14,124	1,766	14,124
6631	Cash from Fundraising	0	83	(83)	0	583	(583)	1,000
6632	Cash Donation and Gift Income	0	0	0	7,955	6,955	1,000	6,955
6640	Fuel Tax Credit	7,553	3,833	3,720	31,858	26,833	5,024	46,000
6641	Other Income	2,938	985	1,953	30,500	9,358	21,142	14,284
Sub Total		39,864	4,902	34,962	1,434,352	1,412,061	22,291	1,469,123
Income Agency Services								
6729	Other Agency Income	132,029	27,917	104,112	250,205	194,489	55,716	334,073
6730	Sales Commissions Received	1,907	1,500	407	11,650	10,500	1,150	18,000
Sub Total		133,936	29,417	104,519	261,855	204,989	56,866	352,073

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West Arnhem Regional Council
Consolidated Profit and Loss Report by Account Category
Periodical Report - Ending 31st January

		January			Year To Date			Full Year
		Actual	Budget	\$ Variance	Actual	Budget	\$ Variance	Budget
Income Commercial Services								
	Sub Total	433,465	540,850	(107,385)	3,605,038	4,864,602	(1,259,563)	7,512,277
Income Capital Grants and Contributions								
6811	Capital Grant Income - Australian Government	270,233	540,268	(270,035)	1,861,915	2,431,307	(569,392)	2,701,540
6812	Capital Grant Income - Territory Government	0	0	0	928,800	928,800	0	1,240,800
6813	Capital Grant Income - Other	0	0	0	0	0	0	0
6871	Capital Reserve Income Allocation	0	0	0	0	(25,065)	25,065	(25,065)
6891	Brought Forward Capital Grants	0	0	0	1,366,255	1,276,394	89,861	1,276,394
6892	Brought Forward Capital Grants Offset	0	0	0	(1,366,255)	0	(1,366,255)	0
6893	Income Allocation Capital Grants	192,506	283,506	(91,000)	2,433,810	2,524,810	(91,000)	3,942,340
6894	Income Allocation Capital Grants OFFSET	(192,506)	(283,506)	91,000	(2,433,810)	(2,524,810)	91,000	(3,942,340)
6895	Brought Forward Capital Reserve balance	0	0	0	113,802	113,802	0	113,802
6896	Brought Forward Capital Reserve balance - OFFSET	0	0	0	(113,802)	0	(113,802)	0
	Sub Total	270,233	540,268	(270,035)	2,790,715	4,725,239	(1,934,524)	5,307,472
Proceeds from Sale of Assets								
6914	Proceeds from Sale Plant	0	0	0	29,545	0	29,545	177,735
6917	Proceeds from Sale Motor Vehicles	0	0	0	64,136	45,455	18,682	63,610
	Sub Total	0	0	0	93,682	45,455	48,227	241,346
Total Operating Revenue		2,656,700	6,427,624	(3,770,924)	24,833,129	35,823,584	(10,990,455)	45,768,801

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West Arnhem Regional Council
Consolidated Profit and Loss Report by Account Category
 Periodical Report - Ending 31st January

	Actual	January Budget	\$ Variance	Actual	Year To Date Budget	\$ Variance	Full Year Budget
OPERATING EXPENDITURE							
Employee Expenses							
Sub Total	1,568,219	1,576,209	7,991	11,065,261	10,926,470	(138,791)	18,860,966
Contract and Material Expenses							
Sub Total	341,556	696,405	354,849	3,054,241	4,667,215	1,612,974	7,105,180
Finance Expenses							
Sub Total	745	979	234	7,915	6,854	(1,061)	11,750
Travel, Freight and Accom Expenses							
Sub Total	54,499	95,516	41,017	533,005	819,841	286,836	1,295,843
Depreciation and Impairment Expense							
Sub Total	728,694	0	(728,694)	5,053,965	0	(5,053,965)	0
Fuel, Utilities & Communication							
Sub Total	216,417	203,399	(13,018)	1,407,279	1,403,601	(3,678)	2,386,051
Cost of Assets Sold							
Sub Total	0	0	0	81,375	8,501	(72,874)	163,002
Corporate Expenses							
Sub Total	489,686	738,926	249,240	3,425,869	4,534,526	1,108,657	8,442,381
System and Network Expenses							
Sub Total	121,713	41,389	(80,323)	366,929	289,725	(77,204)	496,672
Total Operating Expenditure	3,521,528	3,352,823	(168,704)	24,995,840	22,656,734	(2,339,106)	38,761,845
Net Surplus / (Deficit) - Rev Exp Only:	(864,828)	3,074,800	(3,939,628)	(162,711)	13,166,850	(13,329,561)	7,006,956
Other Revenue & Expenditure							
Total Other Revenue & Expenditure	0	0	0	0	0	0	0
ALLOCATIONS							
Total Allocations	0	0	0	0	0	0	0
Net Surplus / (Deficit) - incl. Allocations:	(864,828)	3,074,800	(3,939,628)	(162,711)	13,166,850	(13,329,561)	7,006,956

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West Arnhem Regional Council		WEST ARNHEM
Balance Sheet Report		
As at Period Ending - 31st January		REGIONAL COUNCIL
ASSETS	TOTALS	NOTE REFERENCE
Cash at Bank		(1)
Tied Funds	6,338,612	
Untied Funds	1,114,578	
Cash Sub Total	7,453,191	
Accounts Receivable		
Trade Debtors	680,948	(2)
Rates & Charges Debtors	728,020	
Grants Receivable	591,453	
ATO Receivables	79,318	(4)
Receivables Sub Total	2,079,737	
Other Current Assets	(5,020)	
Inventory	198,496	
Prepayments	1,005,000	
TOTAL CURRENT ASSETS	10,731,405	
Non-Current Financial Assets		
Property, Plant and Equipment	-	
Acquisition of Assets	88,486,236	
Capital Expenditure	2,103,436	
TOTAL NON-CURRENT ASSETS	90,589,672	
TOTAL ASSETS	101,321,077	
LIABILITIES		
Accounts Payable	1,071,175	(3)
ATO & Payroll Liabilities	43,253	(4)
Current Provisions	2,003,127	
Income Received in Advance	1,942,488	
Accruals	373,098	
Other Current Liabilities	267,656	
TOTAL CURRENT LIABILITIES	5,700,797	
Non-Current Provisions	372,320	
Other Non-Current Liabilities	7,766,975	
TOTAL NON-CURRENT LIABILITIES	8,139,295	
TOTAL LIABILITIES	13,840,092	
NET ASSETS	87,480,984	
EQUITY		
Asset Revaluation Reserve	48,616,443	
Reserves	39,914	
Accumulated Surplus	38,866,832	
Equity Adjustments	(62,530)	
TOTAL EQUITY	87,460,659	

Note 1. Details of Cash and Investments Held

Cash at Bank Operational General 035-302 133298	-	90,186				
Cash at Bank Community LPO Account 035-308 186614		27,655				
Cash at Bank Trust 2 DAWE RENT 6620		-				
Cash at Bank Trust 1 a/c 035308 146612		954,284				
Cash at Bank TCU #70000		-				
Cash on Hand General		2,200				
Term Deposits	2,655,000					<i>Further Breakdown of Investments held on page 11 of report</i>
Traditional Credit Union - Shares		4				
Westpac Max-i Direct A/C No: 190 970		3,884,074				
Total		7,433,031				

Note 2. Statement of Trade Debtors*Example:*

<i>(Council can select timing of the age of trade debtors)</i>	Current	Past Due 1 – 30 Days	Past Due 31 – 60 Days	Past Due 61-90 Days	Past Due 90+ Days	Total *
Trade Debtors		\$ 351,325	\$ 62,280	\$ 59,159	\$ 208,184	\$ 680,948

Note 3. Statement on Trade Creditors*Example:*

<i>(Council can select timing of the age of creditors)</i>	Current	Past Due 1 – 30 Days	Past Due 31 – 60 Days	Past Due 61-90 Days	Past Due 90+ Days	Total
Trade Creditors		\$ 555,144	\$ 297,428	\$ 7,095	\$ 209,947	\$ 1,069,614
Other Creditors						\$ -
Total Accounts Payable	\$ -	\$ 555,144	\$ 297,428	\$ 7,095	\$ 209,947	\$ 1,069,614

Note 4. Statement on Australian Tax Office (ATO) and Payroll Obligations**Reporting and payment obligations with the Australian Taxation Office**

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

Goods and Services Tax – Amounts are reported and remitted monthly;

PAYG Income Tax Withheld – Amounts are reported and remitted fortnightly as part of Single Touch Payroll (STP) arrangements; and

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 31 January 2024.

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 2023 the minimum Superannuation Guarantee Charge increased from 10.5 to 11.0 percent. Most full-time employees of the Council receive a 12.5 per cent overall superannuation contribution as part of their agreed remuneration package.

Superannuation payments are due to be remitted on the 28th 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. All superannuation contributions that had accrued up to 31 December 2023 have been remitted to employees' respective superannuation funds as at the date of this report.

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.

Insurance

Details of the Council's current insurance arrangements for the 2023-24 financial year are as follows. Period of cover is for the financial year 1 July 2023 to 30 June 2024.

	<u>FY 2023-24</u>	
	Annual Premium Amount \$ excl GST	Quarterly Premium cum. Total \$
Corporate Travel	\$ 8,347	
Councillors & Officers Liability w Employment Practices Liability	\$ 17,727	
Industrial Special Risks	\$ 932,831	
Motor Vehicle	\$ 103,079	
Personal Accident	\$ 1,044	
Public Liability Business Pack - (Australia Post-Meningrida, Gunbalanya and Jabiru Licensed Post Offices)	\$ 1,307	
Public Liability / Professional Indemnity	\$ 89,405	
Workers' Compensation [paid in 4 instalments] - 1st instalment:		\$ 119,603
Workers' Compensation [paid in 4 instalments] - 2nd instalment:		\$ 119,603
Workers' Compensation [paid in 4 instalments] - 3rd instalment:		\$ 119,603
Workers' Compensation [paid in 4 instalments] - 4th instalment:		\$ 119,603
Public Sector Service Fee [paid in 4 instalments] - 1st Instalment		\$ 12,120
Public Sector Service Fee [paid in 4 instalments] - 2nd Instalment		\$ 12,120
Public Sector Service Fee [paid in 4 instalments] - 3rd Instalment		\$ 12,120
Public Sector Service Fee [paid in 4 instalments] - 4th Instalment		\$ 12,120
	<u>\$ 1,153,740</u>	<u>\$ 526,892</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.



Actuals v Budget

as at 31 Jan 2024

Description	TOTAL COUNCIL				Annual Budget	Progress
	Actuals YTD	Budget YTD	Variance	%		
Operational Revenue						
Income Rates and Charges	1,465,748	1,481,631	(15,883)	(1%)	2,539,939	58%
Charges - Sewerage	421,065	424,943	(3,878)	(1%)	728,474	58%
Charges - Water	1,127,943	1,163,687	(35,743)	(3%)	1,994,892	57%
Charges - Waste	858,343	864,959	(6,616)	(1%)	1,482,787	58%
Income Council Fees and Charges	370,500	316,260	54,241	17%	541,894	68%
Income Operating Grants	11,239,865	11,521,395	(281,529)	(2%)	17,417,928	65%
Income Investments	112,085	107,333	4,752	4%	184,000	61%
Income Allocation	3,567,479	3,491,585	75,894	2%	5,996,596	59%
Other Income	1,434,352	1,412,061	22,291	2%	1,469,123	98%
Income Agency and Commercial Services	3,867,048	5,069,591	(1,202,543)	(24%)	7,864,350	49%
Total Operational Revenue	24,464,430	25,853,445	(1,389,015)	(5%)	40,219,984	61%
Operational Expenditure						
Employee Expenses	11,065,261	10,926,470	138,791	1%	18,860,966	59%
Contract and Material Expenses	3,641,059	5,595,620	(1,954,562)	(35%)	8,681,797	42%
Finance Expenses	7,918	6,854	1,064	16%	11,750	67%
Travel, Freight and Accom Expenses	526,998	812,590	(285,592)	(35%)	1,283,487	41%
Fuel, Utilities & Communication	1,407,279	1,403,601	3,678	0%	2,386,051	59%
Other Expenses	2,994,162	3,639,321	(645,160)	(18%)	6,927,486	43%
Elected Member Allowances	203,020	213,500	(10,480)	(5%)	366,000	55%
Elected Member Expenses	8,503	37,450	(28,947)	(77%)	64,200	13%
Council Committee & LA Allowances	6,200	12,575	(6,375)	(51%)	16,750	37%
Council Committee & LA Expenses	105	251	(146)	(58%)	355	30%
Total Operational Expenditure	19,860,504	22,648,233	(2,787,729)	(12%)	38,598,843	51%
Total Operational Surplus / (Deficit)	4,603,926	3,205,212	1,398,714	44%	1,621,141	100%+



Annual Budget Operating Position

as at 31 Jan 2024

Description	Actuals YTD	Budget YTD	Variance	%		Annual Budget	Progress
Operating Surplus / (Deficit)	4,603,926	3,205,212	1,398,714	44%		1,621,141	100%+
Remove NON-CASH ITEMS							
Less Non-Cash Income	(3,567,479)	(3,491,585)	(75,894)	(2%)		(5,996,596)	59%
Add Back Non-Cash Expenses	3,567,479	3,590,048	(22,570)	(1%)		5,961,382	60%
Total Non-Cash Items	-	98,464	(98,464)	(100%)		(35,214)	0%
Less ADDITIONAL OUTFLOWS							
Capital Expenditure	(3,256,603)	(3,812,811)	556,208	15%		(6,444,341)	51%
Borrowing Repayments (Principal Only)	-	-	-	-		-	0%
Transfer to Reserves	-	-	-	-		-	0%
Other Outflows	(81,375)	(8,501)	(72,874)	(100%+)		(163,002)	50%
Total Additional Outflows	(3,337,978)	(3,821,312)	483,334	13%		(6,607,343)	51%
Add ADDITIONAL INFLOWS							
Capital Grants Income	2,433,810	2,524,810	(91,000)	(4%)		3,942,340	62%
Prior Year Carry Forward Tied Funding	1,366,255	1,276,394	89,861	7%		1,276,394	100%+
Other Inflow of Funds	93,682	45,455	48,227	100%+		241,346	39%
Transfers from Reserves	113,802	88,737	25,065	28%		88,737	100%+
Total Additional Inflows	4,007,550	3,935,397	72,153	2%		5,548,817	72%
Net Budgeted Operating Position	5,273,497	3,417,761	1,855,737	54%		527,401	100%+



Capital Expenditure

as at 31 Jan 2024

Description	TOTAL COUNCIL					
	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Capital Expenditure						
Plant & Equipment	(116,187)	(241,858)	125,672	52%	(241,858)	48%
Infrastructure	(394,118)	(800,486)	406,368	51%	(2,451,665)	16%
Roads	(2,350,697)	(2,322,973)	(27,724)	(1%)	(2,963,914)	79%
Buildings	(230,018)	(369,753)	139,735	38%	(686,745)	33%
Furniture, Fittings and Office Equipment	(165,584)	(77,740)	(87,844)	(100%)+	(100,158)	100%+
Vehicles	-	-	-	-	-	0%
Total Capital Expenditure *	(3,256,603)	(3,812,811)	556,208	15%	(6,444,341)	51%
Total Capital Expenditure Funded By						
Operating Income (amount allocated to fund capital items)	355,840	-	355,840	100%	-	100%
Capital Grants	3,800,066	3,801,205	(1,139)	(0%)	5,218,734	73%
Transfers from Cash Reserves	113,802	88,737	25,065	28%	88,737	100%+
Total Capital Expenditure Funding	4,269,708	3,889,942	379,766	(10%)	5,307,472	80%



Member and CEO Council Credit Card Transactions for January

Transaction Date	Amount	Suppliers Name	Reason for Transaction
Cardholder Name: COO - Fiona Ainsworth			
02-Jan-24	\$ 36.54	Kidsoft	Direct Debit Facility Fee - Jabiru Childcare Centre
02-Jan-24	\$ 199.00	Kidsoft	Monthly License Fee - Jabiru Childcare Centre
03-Jan-24	\$ 149.00	Vend Pos	Monthly Subscription - Newsagents POS System - Australia Post Jabiru
05-Jan-24	\$ 81.00	Safe NT	WWCC - Josie Balmana - Community Safety Senior Officer - Darwin
12-Jan-24	\$ 199.00	Kidsoft	Monthly License Fee - Minjilang Crèche
12-Jan-24	\$ 199.00	Kidsoft	Monthly License Fee - Warruwi Crèche
25-Jan-24	\$ 81.00	Safe NT	CHC - Jessica Powell - Early Childhood Educator Assistant Jabiru
25-Jan-24	\$ 81.00	Safe NT	CHC - Nicholas Rix - Community Care Cook Gunbalanya
25-Jan-24	\$ 81.00	Safe NT	CHC - Brooke Best - WHS Manager Jabiru
01-Feb-24	\$ 81.00	Safe NT	WWCC - Chelsea Yalagula - Youth Sport Recreation Officer Minjilang
01-Feb-24	\$ 81.00	Safe NT	WWCC - Leah Holt - Youth Sport Recreation Officer Jabiru
01-Feb-24	\$ 27.00	Safe NT	WWCC - Christopher Whitehurst - Works Assistant Gunbalanya
01-Feb-24	\$ 27.00	Safe NT	WWCC - Christopher Whitehurst - Works Assistant Gunbalanya
01-Feb-24	\$ 27.00	Safe NT	WWCC - Christopher Whitehurst - Works Assistant Gunbalanya
01-Feb-24	\$ 81.00	Safe NT	WWCC - Tamia Fejo - Childcare Officer Warruwi
Total	\$ 1,430.54		
Cardholder Name: Mayor - Matthew Ryan			
08-Jan-24	\$ 160.00	Hayes Enterprises NT Katherine	Fuel for Mayor Vehicle
Total	\$ 160.00		
Cardholder Name: Director of Corporate Services - James Stockdale			
04-Jan-24	\$ 110.00	Amart	Housing Stock Purchase 2 HARS Dining Chairs
04-Jan-24	\$ 242.00	PropertyMe	Monthly Subscription
08-Jan-24	\$ 550.00	TaxEd	TaxEd FBT Seminar - Corey WHITE
08-Jan-24	\$ 81.00	Safe NT	Police Check - Josei Balmana
08-Jan-24	\$ 81.00	Safe NT	Police Check - Eric Pascoe
10-Jan-24	\$ 1,328.50	Word of Mouth	2 Belmmans Hearing Devices for Councillors
10-Jan-24	\$ 81.00	Safe NT	Police Check - Ethan Nabulwad
11-Jan-24	\$ 81.00	Safe NT	Police Check - Dana Hewett
15-Jan-24	\$ 81.00	Safe NT	Police Check - Violette Stehlin
15-Jan-24	\$ 349.00	Service M8	Monthly Subscription 13/01 - 13/02
24-Jan-24	\$ 81.00	Safe NT	Police Check - Lami Lami Lennie
24-Jan-24	\$ 81.00	Safe NT	Police Check - Naylilbidj Lewia
24-Jan-24	\$ 81.00	Safe NT	Police Check - Nicolas Rix
24-Jan-24	\$ 81.00	Safe NT	Police Check - Gwynn Murray
30-Jan-24	\$ 87.95	Jaycar	12 Volt Powersupply
30-Jan-24	\$ 195.00	Food Business Registration	Food Registration Renewal
01-Feb-24	\$ 1,033.50	LGANT	Rates and Finance Symposium Tickets
Total	\$ 4,624.95		



Actuals v Budget by Local Authority Area

as at 31 Jan 2024

Description	REGION			GUNBALANYA			JABIRU		
	Actuals YTD	Budget YTD	Variance	Actuals YTD	Budget YTD	Variance	Actuals YTD	Budget YTD	Variance
Operational Revenue									
Income Rates and Charges	11,578	11,096	482	218,487	215,080	3,406	774,574	799,933	(25,359)
Charges - Sewerage	-	-	-	-	-	-	421,065	424,943	(3,878)
Charges - Water	-	-	-	-	-	-	1,127,943	1,163,687	(35,743)
Charges - Waste	-	-	-	209,233	209,263	(30)	155,974	167,470	(11,497)
Income Council Fees and Charges	82,391	64,181	18,210	12,635	10,752	1,883	221,863	183,742	38,121
Income Operating Grants	8,068,728	8,406,802	(338,074)	1,040,875	1,040,875	-	160,553	160,553	-
Income Investments	112,085	107,333	4,752	-	-	-	-	-	-
Income Allocation	3,256,718	3,141,460	115,259	177,983	168,408	9,575	37,572	67,883	(30,310)
Other Income	1,234,380	1,233,333	1,047	15,860	10,271	5,589	10,787	15,330	(4,543)
Income Agency and Commercial Services	14,151	138,806	(124,655)	1,101,685	1,012,860	88,825	1,149,752	2,265,494	(1,115,742)
Total Operational Revenue	12,780,031	13,103,011	(322,980)	2,776,758	2,667,510	109,248	4,060,084	5,249,035	(1,188,951)
Operational Expenditure									
Employee Expenses	4,083,070	4,040,038	43,033	1,560,619	1,407,038	153,581	2,204,558	2,196,838	7,720
Contract and Material Expenses	782,029	1,062,208	(280,180)	603,702	1,091,941	(488,239)	1,273,667	1,952,854	(679,188)
Finance Expenses	3,440	2,794	646	1,706	1,336	370	1,227	1,033	194
Travel, Freight and Accom Expenses	209,976	297,505	(87,529)	50,108	105,343	(55,235)	45,815	48,017	(2,202)
Fuel, Utilities & Communication	246,059	260,099	(14,040)	210,428	188,290	22,138	383,299	390,791	(7,492)
Other Expenses	1,336,583	1,618,556	(281,973)	358,933	491,928	(132,995)	633,567	620,698	12,869
Elected Member Allowances	203,020	213,500	(10,480)	-	-	-	-	-	-
Elected Member Expenses	8,503	37,450	(28,947)	-	-	-	-	-	-
Council Committee & LA Allowances	-	-	-	2,450	2,850	(400)	-	-	-
Council Committee & LA Expenses	-	-	-	-	146	(146)	-	-	-
Total Operational Expenditure	6,872,680	7,532,151	(659,471)	2,787,946	3,288,871	(500,925)	4,542,133	5,210,231	(668,098)
Total Operational Surplus / (Deficit)	5,907,352	5,570,861	336,491	(11,188)	(621,361)	610,173	(482,049)	38,804	(520,853)



Actuals v Budget by Local Authority Area as at 31 Jan 2024

Description	MANINGRIDA			MINJILANG			WARRUWI			TOTAL COUNCIL		
	Actuals YTD	Budget YTD	Variance	Actuals YTD	Budget YTD	Variance	Actuals YTD	Budget YTD	Variance	Actuals YTD	Budget YTD	Variance
Operational Revenue												
Income Rates and Charges	368,589	363,775	4,814	35,672	35,408	263	56,849	56,338	511	1,465,748	1,481,631	(15,883)
Charges - Sewerage	-	-	-	-	-	-	-	-	-	421,065	424,943	(3,878)
Charges - Water	-	-	-	-	-	-	-	-	-	1,127,943	1,163,687	(35,743)
Charges - Waste	400,189	395,350	4,839	36,932	36,659	273	56,015	56,217	(202)	858,343	864,959	(6,616)
Income Council Fees and Charges	34,927	41,258	(6,331)	9,400	11,958	(2,558)	9,283	4,368	4,915	370,500	316,260	54,241
Income Operating Grants	846,683	846,683	(0)	590,721	592,379	(1,658)	532,305	474,102	58,202	11,239,865	11,521,395	(281,529)
Income Investments	-	-	-	-	-	-	-	-	-	112,085	107,333	4,752
Income Allocation	35,916	21,281	14,635	41,212	66,473	(25,261)	18,077	26,081	(8,004)	3,567,479	3,491,585	75,894
Other Income	119,708	131,712	(12,004)	19,696	18,207	1,489	33,922	3,208	30,714	1,434,352	1,412,061	22,291
Income Agency and Commercial Services	699,545	713,871	(14,326)	445,502	492,520	(47,018)	456,413	446,040	10,373	3,867,048	5,069,591	(1,202,543)
Total Operational Revenue	2,505,558	2,513,929	(8,371)	1,179,136	1,253,605	(74,469)	1,162,863	1,066,355	96,508	24,464,430	25,853,445	(1,389,015)
Operational Expenditure												
Employee Expenses	1,137,825	1,097,248	40,577	835,895	916,481	(80,586)	1,243,293	1,268,827	(25,534)	11,065,261	10,926,470	138,791
Contract and Material Expenses	681,203	936,460	(255,257)	131,839	318,503	(186,665)	168,620	233,653	(65,033)	3,641,059	5,595,620	(1,954,562)
Finance Expenses	517	613	(96)	650	858	(207)	379	222	157	7,918	6,854	1,064
Travel, Freight and Accom Expenses	78,053	105,256	(27,203)	74,527	120,432	(45,905)	68,519	136,037	(67,519)	526,998	812,590	(285,592)
Fuel, Utilities & Communication	242,210	220,161	22,048	185,742	203,261	(17,518)	139,542	140,999	(1,458)	1,407,279	1,403,601	3,678
Other Expenses	298,224	350,858	(52,634)	139,503	207,606	(68,103)	227,351	349,676	(122,325)	2,994,162	3,639,321	(645,160)
Elected Member Allowances	-	-	-	-	-	-	-	-	-	203,020	213,500	(10,480)
Elected Member Expenses	-	-	-	-	-	-	-	-	-	8,503	37,450	(28,947)
Council Committee & LA Allowances	2,400	4,800	(2,400)	1,350	4,050	(2,700)	-	875	(875)	6,200	12,575	(6,375)
Council Committee & LA Expenses	-	-	-	105	105	-	-	-	-	105	251	(146)
Total Operational Expenditure	2,440,431	2,715,396	(274,965)	1,369,611	1,771,295	(401,684)	1,847,703	2,130,289	(282,586)	19,860,504	22,648,233	(2,787,729)
Total Operational Surplus / (Deficit)	65,127	(201,467)	266,593	(190,475)	(517,690)	327,215	(684,840)	(1,063,934)	379,095	4,603,926	3,205,212	1,398,714

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 March 2024

Agenda Reference:	9.5
Title:	Lease of House in Maningrida to AFLNT
Author:	Leanne Johansson, Business Development Manager

SUMMARY

This report serves to update Council on the ongoing lease of Lot 716A in Maningrida to AFLNT for a further 12 months.

RECOMMENDATION

THAT COUNCIL received and noted the report entitled *Lease of House in Maningrida to AFLNT*.

BACKGROUND

AFLNT has leased Maningrida Lot 716A from WARC since the 17 April 2023. AFLNT has been unsuccessful to date in securing a Section 19 lease directly in Maningrida and wish to continue to offer their program and support in Maningrida. They approached WARC to request a 12 month extension to their current lease.

COMMENT

WARC considered staff housing requirements in Maningrida and the importance of the AFLNT program to the community. An extension of the lease was considered reasonable.

From 17 April 2023, the rent on the one bedroom unit was \$550 per week. Comparing the increase in Darwin and regional rental prices over the last 12 months across several platforms including ABS, Domain and SQM, a rental increase of \$30 per week to \$580 per week was determined. This is an average of the smallest increase and the largest increase across these platforms.

A 12 month lease of Lot 716A in Maningrida has been offered to AFLNT for \$580 per week from 17 April 2024 to 16 April 2025. Bond will be incrementally increased to reflect the additional rent.

STATUTORY ENVIRONMENT

Lot 716A Maningrida has been offered to AFLNT with a lease governed by the Residential Tenancies Act (2020).

FINANCIAL IMPLICATIONS

Council will be paid rent of \$580 per week over the 12 months of the lease. This is a total of \$30,160.

STRATEGIC IMPLICATIONS

This report aligns to the following pillars and goals as outlined in the *Regional Plan and Budget*:

PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

Investing in relationships and partnerships at all levels supports and strengthens community and belonging. We prioritise the value of partnerships and relationships as a key determinant of a happy, strong and thriving community.

Goal 1.1 Community Engagement

Seek out and support diverse perspectives and collaborations with community, community leaders, businesses, agencies and local service providers to enhance community life.

Goal 1.2 Economic Partnerships

Secure increased income opportunities (grants and commercial) that create employment and/or improve community life.

PILLAR 6 FOUNDATIONS OF GOVERNANCE

Integrity is at the heart of everything we do. We are leaders of best practice and excellence in

governance, advocacy, consultation and administration. Our processes, procedures and policies are ethical and transparent.

Goal 6.1 Financial Management

Provision of strong financial management and leadership which ensures long term sustainability and growth.

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 MARCH 2024

Agenda Reference:	10.1
Title:	Elected Member Questions with or without Notice
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

SUMMARY

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

RECOMMENDATION

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

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 MARCH 2024

Agenda Reference:	11.1
Title:	Closure to the Public for the Discussion of Confidential Items
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

SUMMARY

Pursuant to section 99(2) and 293(1) of the *Local Government Act 2019* and regulation 52 of the *Local Government (General) Regulations 2021*, the meeting is to be closed to the public to consider confidential matters.

LEGISLATION AND POLICY

Section 99(2) of the *Local Government Act 2019*
Regulations 51 and 52 of the *Local Government (Administration) Regulations 2021*

RECOMMENDATION

That pursuant to section 99(2) and 293(1) of the *Local Government Act 2019* and section 52 of the *Local Government (General) Regulations 2021* the meeting be closed to the public to consider the Confidential items of the Agenda.

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 MARCH 2024

EXCLUSION OF THE PUBLIC

The information in this section of the agenda is classed as confidential under section 293(1) of the *Local Government Act 2019* and regulation 52 of the *Local Government (Administration) Regulations 2021*.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 MARCH 2024

RE-ADMITTANCE OF THE PUBLIC

- 13 NEXT MEETING**
- 14 MEETING DECLARED CLOSED**