



# **WEST ARNHEM REGIONAL COUNCIL AGENDA**

**ORDINARY COUNCIL MEETING  
TUESDAY 20 & WEDNESDAY  
21 FEBRUARY 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 Tuesday 20 February 2024 at 12:00pm.

Jessie Schaecken  
Acting 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 ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 20 FEBRUARY 2024

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

#### SUMMARY

This report is to table, for Council's record, any apologies, and requests for leave of absence received by Council's Chief Executive Officer from Elected Members for the Ordinary Council meeting held on 20 February 2024.

#### RECOMMENDATION

THAT COUNCIL received and noted Elected Member apologies and/or requests for leave of absence for the Ordinary Council meeting held on 20 - 21 February 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 ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 20 FEBRUARY 2024

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

#### SUMMARY

This report is to table, for Council's record, any Elected Members who are absent without notice from the Ordinary Council meeting held on 20 - 21 February 2024.

#### RECOMMENDATION

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

#### 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 FEBRUARY 2024

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

#### SUMMARY

Agenda papers are presented for acceptance at the Ordinary Council meeting held on 20 - 21 February 2024.

#### RECOMMENDATION

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

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

#### SUMMARY

**Elected Members** are required to disclose an interest in a matter under consideration at the Local Authority meeting:

- 1) In the case of a matter featured in an officer's report or written agenda item by disclosing the interest to the meeting as soon as possible after the matter is raised.
- 2) In the case of a matter raised in a general debate or by any means other than the printed agenda of the Council meeting, 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 - 21 February 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 FEBRUARY 2024

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

#### SUMMARY

The Minutes of the Ordinary Council meetings held on 20 December 2023 and 31 January 2024 are submitted to Council for confirmation that those minutes are a true and correct record of the meeting.

#### RECOMMENDATION

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.

#### 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. 2023.12.20 - Ordinary Council Meeting Minutes [6.1.1 - 10 pages]
2. 2024.01.31 Ordinary Council Minutes [6.1.2 - 4 pages]



Minutes of the West Arnhem Regional Council an Ordinary Meeting  
Wednesday, 20 December 2023 at 9:00 am  
Darwin Council Chambers

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**Chairperson Matthew Ryan declared the meeting open at 9:02am, welcomed all in attendance and did an Acknowledgement of Country.**

**ELECTED MEMBERS PRESENT**

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

**STAFF PRESENT**

Chief Executive Officer (acting)	Jessie Schaecken
Chief Corporate Officer	James Stockdale (via video conference)
Senior Council Services Manager	Dana Hewett (via video conference)
Governance and Risk Advisor (acting)	Jasmine Mortimore
Senior Projects Manager	Hilal Ahmad
Manager Community Services Support	Marnie Mitchell
Waste and Resource Coordinator	Sara Fitzgerald (via videoconference)

**APOLOGIES**

**3.1 APOLOGIES AND LEAVE OF ABSENCE**

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

<b>OCM195/2023 RESOLVED: On the motion of Cr Marrawal Seconded Cr Onus</b>
--

**That Council;**

- 1. Received and noted Elected Member apologies for Cr Ralph F Blyth for the Ordinary Council meeting held on 20 December 2023.**
- 2. Elected not to accept the apology for Cr Julius Don Kernan and request administration to send a second letter stating that an apology will not be accepted for the next scheduled Ordinary Council Meeting.**

**CARRIED**

**ABSENT WITHOUT NOTICE**

**4.1 ABSENT WITHOUT NOTICE**

The Council considered a report on Absent Without Notice.

**OCM196/2023 RESOLVED:**

**On the motion of Deputy Mayor Williams**

**Seconded Cr Onus**

**That the Council received and noted no member's absences without notice for the meeting held on 20 December 2023.**

**CARRIED**

**ACCEPTANCE OF AGENDA**

**5.1 ACCEPTANCE OF AGENDA**

The Council considered a report on Acceptance of Agenda.

**OCM197/2023 RESOLVED:**

**On the motion of Cr Woods**

**Seconded Cr Gumurdul**

**That the agenda papers for the Ordinary Council meeting held on 20 December 2023 as circulated be received for consideration at the meeting.**

**CARRIED**

**DECLARATION OF INTEREST OF MEMBERS OR STAFF**

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

The Council considered a report on Disclosure of Interest of Members or Staff.

**OCM198/2023 RESOLVED:**

**On the motion of Mayor Ryan**

**Seconded Cr Dann**

**That Council received no declarations of interest as listed for the meeting held on 20 December 2023.**

**CARRIED**

**CONFIRMATION OF PREVIOUS MINUTES**

**7.1 CONFIRMATION OF PREVIOUS MINUTES ORDINARY COUNCIL MEETING 22 NOVEMBER 2023**

The Council considered a report on Confirmation of Previous Minutes Ordinary Council Meeting 22 November 2023.

**OCM199/2023 RESOLVED:**

**On the motion of Cr Gumurdul**

**Seconded Cr Phillips**

**That the minutes of 22 November 2023 Ordinary Council meeting are confirmed as a true and correct record of the meeting.**

**CARRIED**



Cr woods left the meeting at 9:24 and re-joined at 10:20

Cr Kernan joined the meeting at 11:25

Meeting broke for morning tea at 11:30 and recommenced at 12:10

#### CHIEF EXECUTIVE OFFICER'S REPORTS

##### 8.1 REVIEW OF ACTION ITEMS LIST

The Council considered a report on Review of Action Items List.

**OCM200/2023 RESOLVED:**

**On the motion of Cr Gumurdul**

**Seconded Cr Marrawal**

**That Council:**

- 1. Received and noted report entitled 'Review of Action items list'; and**
- 2. Reviewed the outstanding resolutions, and gave approval for completed items to be removed from the list.**

**CARRIED**

##### 8.2 INCOMING AND OUTGOING CORRESPONDENCE

The Council considered a report on Incoming and Outgoing Correspondence.

**OCM201/2023 RESOLVED:**

**On the motion of Cr Marrawal**

**Seconded Cr Gumurdul**

**That Council:**

**Received and noted the attached items of incoming and outgoing correspondence since the October Ordinary Council Meeting.**

**CARRIED**

##### 8.3 MEETINGS AND EVENTS ATTENDED BY THE MAYOR

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

**OCM202/2023 RESOLVED:**

**On the motion of Cr Gumurdul**

**Seconded Cr Dann**

**That Council:**

- 1. Received and noted the report entitled 'Meetings and Events Attended by the Mayor'; and**
- 2. Approved associated travel cost to attend the listed meetings and events.**

**CARRIED**

##### 8.4 MEETINGS AND EVENTS ATTENDED BY THE ACTING CEO

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

**OCM203/2023 RESOLVED:**

**On the motion of Cr Gumurdul**

**Seconded Cr Onus**

**That Council:**

- 1. Received and noted the report entitled 'Meetings and Events Attended by the Acting CEO'.**
- 2. Endorsed Acting CEO 1 day of Personal Leave for the date Tuesday 19.12.2023**

**CARRIED**

**8.5 PRESENTATIONS AND VISITORS**

The Council considered a report on Presentations and Visitors.

**OCM204/2023 RESOLVED:**

On the motion of Cr Marrawal  
Seconded Cr Woods

That Council:

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.

**CARRIED**

**8.6 CDP HOST ACTIVITY AGREEMENT WITH ALPA**

The Council considered a report on CDP Host Activity Agreement with ALPA.

**OCM205/2023 RESOLVED:**

On the motion of Cr Gumurdul  
Seconded Cr Woods

That Council:

1. Received and noted the report entitled '*CDP Host Activity Agreement with ALPA.*'
2. Endorsed WARC's participation with ALPA in CDP Activities.
3. Invite ALPA CDP to attend 2024 February Ordinary Council Meeting

**CARRIED**

**8.7 ELECTED MEMBER PAYMENTS**

The Council considered a report on Elected Member Payments.

**OCM206/2023 RESOLVED:**

On the motion of Cr Onus  
Seconded Cr Guwiyul

That Council:

1. Approved to revoke resolution OCM1/2023 and give Elected Members a choice in whether they are paid by the PAYG system or by the Finance team.
2. Approved for current Members to remain in the PAYG system unless they advise the CEO that they wish to move to payment by the Finance Team.

**CARRIED**

**8.8 RENTAL INCREASE JABIRU RESIDENTIAL PROPERTIES**

The Council considered a report on Rental Increase Jabiru Residential Properties.

**OCM207/2023 RESOLVED:**

On the motion of Cr Onus  
Seconded Cr Woods

That Council received and noted the report entitled '*Rental Increase Jabiru Residential Properties*'

**CARRIED**

**CORPORATE SERVICES REPORTS****9.1 FINANCE REPORT FOR THE PERIOD ENDED 31 OCTOBER 2023**

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

**OCM208/2023 RESOLVED:**  
**On the motion of Cr Gumurdul**  
**Seconded Cr Dann**  
**That Council received and noted report entitled 'Finance Report for the period ended 31 October 2023'.**

**CARRIED**

Broke for lunch at 13:53 and recommenced at 14:22

**9.2 WEST ARNHEM REGIONAL COUNCIL REVISED OPERATIONAL AND CAPITAL BUDGET 2023-24**

The Council considered a report on West Arnhem Regional Council Revised Operational and Capital Budget 2023-24.

**OCM209/2023 RESOLVED:**  
**On the motion of Mayor Ryan**  
**Seconded Cr Onus**  
**That Council:**  
**1. Adopts the Revised Operating and Capital Budget for 2023-24 as per Section 203(2) of the Local Government Act 2019, and**  
**2. Adopts a minimum threshold of \$150,000 as the basis for including budgeted major capital works projects in Table 3.1.**

**CARRIED**

**TECHNICAL SERVICES REPORTS**

**10.1 MALABAM ROAD UPDATE AND FUTURE DRAINAGE UPGRADES.**

The Council considered a report on Malabam road update and future drainage upgrades..

**OCM210/2023 RESOLVED:**  
**On the motion of Cr Gumurdul**  
**Seconded Cr Onus**  
**That Council received and noted the report entitled 'Malala Road Update and future plans'.**

**CARRIED**

**10.2 APPROVAL TO DISPOSE OF SURPLUS FLEET ASSET**

The Council considered a report on Approval to Dispose of Surplus Fleet Asset.

**OCM211/2023 RESOLVED:**  
**On the motion of Cr Phillips**  
**Seconded Cr Dann**  
**That Council:**  
**1. Received and noted the report entitled 'Approval to Dispose of Surplus Fleet Asset'; and**  
**2. Approved the sale via auction of the Standby Generator and trailer - Jabiru.**

**CARRIED**

**10.3 CONSTRUCTION OF GUNBALANYA OVAL LIGHTS UPDATE**

The Council considered a report on Construction of Gunbalanya Oval Lights Update.

**OCM212/2023 RESOLVED:**  
**On the motion of Cr Dann**  
**Seconded Cr Guwiyul**

That Council received and noted the report entitled '*Gunbalanya Oval Lights Update*'.  
CARRIED

**10.4 PROJECT NOMINATED FOR BLACKSPOT PROGRAMME 2024-25**

The Council considered a report on Project Nominated for Blackspot Programme 2024-25.

**OCM213/2023 RESOLVED:**  
On the motion of Mayor Ryan  
Seconded Cr Onus  
That Council received and noted the report entitled '*Project Nominated for Blackspot Programme 2024-25*'.  
CARRIED

**COMMITTEE AND LOCAL AUTHORITY REPORTS**

**11.1 ADOPTION OF LOCAL AUTHORITY MEETING MINUTES.**

The Council considered a report on Adoption of Local Authority Meeting minutes..

**OCM214/2023 RESOLVED:**  
On the motion of Deputy Mayor Williams  
Seconded Mayor Ryan  
That Council:  

1. Received and noted the report entitled '*Adoption of Local Authority Meeting minutes.*' and;
2. Endorsed the minutes of the Gunbalanya Local Authority meeting held on 26 October 2023 and reviewed decisions made by the Local Authority.
3. Approved the nominated additional member Grant Nayinggul for the Gunbalanya Local Authority meeting.
4. Endorsed the minutes of the Maningrida Local Authority meeting held on 30 November 2023 and reviewed decisions made by the Local Authority.

CARRIED

**GENERAL ITEMS**

**12.1 K9 SECURITY FUNDING**

The Council considered a report on K9 Security Funding.

**OCM215/2023 RESOLVED:**  
On the motion of Cr Dann  
Seconded Cr Woods  
That Council:  

1. Received and noted the report entitled '*K9 security Funding*'.
2. Approved \$43,000 to fund the Maningrida security programme for 2024.
3. Requested feedback be provided to MPA alongside the funding that this initiative could also be an opportunity for local training and employment.

CARRIED

**12.2 NT STRATEGIC ROADS PROGRAM - STAKEHOLDER FEEDBACK**

The Council considered a report on NT Strategic Roads Program - Stakeholder Feedback.

**OCM216/2023 RESOLVED:**  
On the motion of Cr Woods  
Seconded Cr Onus  
That Council:

1. Received and noted the report entitled 'NT Strategic Roads Program – Stakeholder Feedback'.
2. 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.

CARRIED

**12.3 LIMITED CHRISTMAS OPERATIONS**

The Council considered a report on Limited Christmas Operations.

**OCM217/2023 RESOLVED:**

On the motion of Cr Marrawal

Seconded Cr Dan

That Council:

Received and noted the report entitled '*Limited Christmas Operations*'.

CARRIED

**12.4 PROPOSED RETURN OF THREE LEASED PROPERTIES TO ERA**

The Council considered a report on Proposed Return of three leased properties to ERA.

**OCM218/2023 RESOLVED:**

On the motion of Mayor Ryan

Seconded Cr Guwiyul

That Council:

1. Received and noted the report entitled 'Proposed return of leased properties to ERA'; and
2. Approved the surrender of leases on 2, 3 and 12 Spencer Court, Jabiru.

CARRIED

**12.5 OPERATIONS REPORT - OCTOBER AND NOVEMBER 2023**

The Council considered a report on Operations Report - October and November 2023.

**OCM219/2023 RESOLVED:**

On the motion of Cr Guwiyul

Seconded Cr Onus

That Council received and noted the report entitled '*Operations Report – July 2023*'.

CARRIED

**12.6 TECHNICAL SERVICES REPORT - NOVEMBER-DECEMBER 2023**

The Council considered a report on Technical Services Report - November-December 2023.

**OCM220/2023 RESOLVED:**

On the motion of Cr Marrawal

Seconded Cr Gumurdul

That Council deferred report to next scheduled Ordinary Council.

CARRIED

**12.7 UPDATE ON MANINGRIDA CYCLONE SHELTER AND MULTI-PURPOSE BUILDING**

The Council considered a report on Update on Maningrida Cyclone Shelter and Multi-Purpose Building.

**OCM221/2023 RESOLVED:**

On the motion of Cr Gumurdul

Seconded Cr Woods  
That Council deferred report to next scheduled Ordinary Council.

CARRIED

#### 12.8 REPORT ON WEST ARNHAM YOUTH LEADERSHIP SUMMIT.

The Council considered a report on Report on West Arnhem Youth Leadership Summit..

**OCM222/2023 RESOLVED:**  
On the motion of Cr Gumurdul  
Seconded Cr Kernan  
That Council received and noted the Report '*West Arnhem Youth Leadership Summit*'.

CARRIED

#### 12.9 PURCHASE OF HEARING DEVICES FOR ELECTED MEMBERS

The Council considered a report on Purchase of Hearing Devices for Elected Members.

**OCM223/2023 RESOLVED:**  
On the motion of Cr Dann  
Seconded Cr Gumurdul  
That Council:  
1. Received and noted report entitled '*purchase of hearing devices for elected members*'.  
2. Approved the purchase of two Bellman BE8054 Audio Maxi Pro TV Set Bundles.

CARRIED

#### ELECTED MEMBER QUESTIONS WITH OR WITHOUT NOTICE

##### 13.1 ELECTED MEMBER QUESTIONS WITH OR WITHOUT NOTICE

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

**OCM224/2023 RESOLVED:**  
On the motion of Mayor Ryan  
Seconded Cr Guwiyul  
That the Chairperson invite questions with or without notice from Elected Members.  
Cr Marrawal raised locking up WARC fleet during the holiday season.  
Cr Dann raised increasing night patrol hours in Gunbalanya and a more collaborated effort with the police involved.

CARRIED

#### PROCEDURAL MOTIONS

##### 14.1 CLOSURE TO THE PUBLIC FOR THE DISCUSSION OF CONFIDENTIAL ITEMS

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

**OCM225/2023 RESOLVED:**  
On the motion of Cr Dann  
Seconded Cr Onus  
That Council approved 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

**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*.

**15.1 CONFIRMATION OF PREVIOUS MINUTES CONFIDENTIAL ORDINARY COUNCIL MEETING HELD 22 NOVEMBER 2023**

The Council considered a report on Confirmation of Previous Minutes Confidential Ordinary Council Meeting held 22 November 2023.

**OCM226/2023 RESOLVED:**  
**On the motion of Cr Gumurdul**  
**Seconded Cr Woods**  
**That the minutes of 22 November 2023 Confidential Council meeting are confirmed as a true and correct record of the meeting.**

**CARRIED****15.3 WEST ARNHEM REGIONAL COUNCIL - COMMERCIAL REVISED BUDGET 2023-24**

The Council considered a report on West Arnhem Regional Council - Commercial Revised Budget 2023-24.

**OCM227/2023 RESOLVED:**  
**On the motion of Cr Marrawal**  
**Seconded Cr Guwiyul**  
**That the Council adopted the Revised Operating and Capital Budget 2023-24 for the Commercial Activities.**

**CARRIED****15.5 FINANCIAL COSTS AND BENEFITS OF THE DARWIN OFFICE**

The Council considered a report on Financial Costs and Benefits of the Darwin Office.

**OCM228/2023 RESOLVED:**  
**On the motion of Cr Dann**  
**Seconded Deputy Mayor Williams**  
**That Council:**  
**Deferred report to Ordinary Council Meeting scheduled for February 2024.**

**CARRIED****CURRENT STATUS OF OUTSTANDING REGIONAL LAND USE AGREEMENTS FROM THE NORTHERN LAND COUNCIL**

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

**OCM229/2023 RESOLVED:**  
**On the motion of Mayor Ryan**  
**Seconded Cr Woods**  
**The Council:**  
**1. Deferred report until next scheduled ordinary council meeting.**

**CARRIED****15.8 DISCLOSURE OF CONFIDENTIAL RESOLUTIONS AND RE-ADMITTANCE OF THE PUBLIC**

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

**OCM230/2023 RESOLVED:**

West Arnhem Regional Council

- 9 -

Ordinary Council Meeting  
Monday, 18 December 2023

**On the motion of Cr Woods  
Seconded Cr Gumurdul  
That Council opened the meeting to the public after the discussion of confidential items,  
and approved to disclose selected resolutions from the confidential section of this meeting  
in the non-confidential meeting minutes.**

**CARRIED**

**NEXT MEETING**

The next meeting is scheduled to take place on Wednesday, 24 January 2023

**MEETING DECLARED CLOSED**

Chairperson Matthew Ryan declared the meeting closed at 5:00pm

This page and the preceding pages are the minutes of the ordinary council meeting Ordinary Council Meeting held on Wednesday, 20 December 2023.

\_\_\_\_\_  
Chairperson

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





Minutes of the West Arnhem Regional Council Ordinary Council Meeting  
Wednesday, 31 January 2024 at 1:00 pm  
Council Chambers

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**ELECTED MEMBERS PRESENT**

Chairperson	Ralph Blyth
Councillor	Otto Dann
Councillor	Mickitja Onus
Councillor	James Marrawal
Councillor	James Woods
Councillor	Henry Guwiyul
Councillor	Donna Nadjamerrek
Councillor	Gabby Gumurdul - joined at 13:27

**STAFF PRESENT**

Chief Executive Officer (acting)	Jessie Schaecken
Chief Corporate Officer	James Stockdale
Governance and Risk Advisor (acting)	Jasmine Mortimore
Accountant	Corey White
Information Advisor	Ben Heaslip

**1 NOMINATION OF CHAIR FOR METING**

<b>Agenda Reference:</b>	<b>1.1</b>
<b>Title:</b>	<b>Nomination of Chair for Meeting</b>
<b>Author:</b>	<b>Jasmine Mortimore, Acting Governance and Risk Advisor</b>

**OCM1/2024 RESOLVED:**

**On the motion of Cr Onus**

**Seconded Cr Woods**

THAT COUNCIL nominated Cr Blyth to Chair the Ordinary Council meeting held on 31 January 2024.

**CARRIED**

**3 APOLOGIES AND ABSENCES**

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

**OCM2/2024 RESOLVED:**

**On the motion of Cr Gumurdul**

**Seconded Cr Blyth**

THAT COUNCIL received and noted Elected Member apologies for Mayor Ryan, Deputy Mayor Williams, Cr Phillips, Cr Kernan for the Ordinary Council meeting held on 31 January 2024.

**CARRIED**

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

**OCM3/2024 RESOLVED:**

**On the motion of Cr Gumurdul**

**Seconded Cr Blyth**

THAT COUNCIL noted NIL absences without notice for the Ordinary Council meeting held on 31 January 2024.

**CARRIED**

**4 ACCEPTANCE OF AGENDA**

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

**OCM4/2024 RESOLVED:**

**On the motion of Cr Woods**

**Seconded Cr Onus**

THAT COUNCIL accept the agenda papers as circulated for the Ordinary Council meeting held on 31 January 2024.

**CARRIED**

**5 DECLARATION OF INTEREST OF MEMBERS OR STAFF**

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

**OCM5/2024 RESOLVED:****On the motion of Cr Onus****Seconded Cr Gumurdul**

THAT COUNCIL received NIL declarations of interest as listed for the Ordinary Council meeting held on 31 January 2024.

**CARRIED****6 ACTION REPORTS**

<b>Agenda Reference:</b>	<b>6.1</b>
<b>Title:</b>	<b>CALL FOR NOMINATIONS NT Place Names Committee LGANT representation</b>
<b>Author:</b>	<b>Jasmine Mortimore, Acting Governance and Risk Advisor</b>

**OCM6/2024 RESOLVED:****On the motion of Cr Woods****Seconded Cr Onus**

THAT COUNCIL:

1. Received and noted the report entitled *CALL FOR NOMINATIONS NT Place Names Committee LGANT representation*; and
2. Endorsed Cr Blyth's nomination to be the LGANNT Representative for the Place Names Committee

**CARRIED****7 RECEIVE AND NOTE REPORTS**

<b>Agenda Reference:</b>	<b>7.1</b>
<b>Title:</b>	<b>Finance Report for the period ended 30 November 2023</b>
<b>Author:</b>	<b>Corey White, Accountant</b>

**OCM7/2024 RESOLVED:****On the motion of Cr Onus****Seconded Cr Marrawal**

THAT COUNCIL received and noted the report entitled *Finance Report for the period ended 30 November 2023*

**CARRIED****8 ELECTED MEMBER QUESTIONS WITH OR WITHOUT NOTICE**

<b>Agenda Reference:</b>	<b>8.1</b>
<b>Title:</b>	<b>Elected Member Questions with or without Notice</b>
<b>Author:</b>	<b>Jasmine Mortimore, Acting Governance and Risk Advisor</b>

**OCM8/2024 RESOLVED:****On the motion of Cr Woods**

**Seconded Cr Blyth**

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

1. Cr Guwiyul raised concerns with community members making short cuts for the main roads in Minjilang.
2. Cr Onus raised a potential location / storage space for a trailer for Jabiru Men's Shed and what Council can do to support

**CARRIED**

**9 NEXT MEETING**

The next meeting is scheduled to take place on 20 -21 February 2024.

**10 MEETING DECLARED CLOSED**

Chairperson Blyth declared the meeting closed at 14:05.

This page and the preceding pages are the minutes of the Ordinary Council Meeting held on Wednesday 31 January 2024.

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 20 FEBRUARY 2024

<b>Agenda Reference:</b>	<b>7.1</b>
<b>Title:</b>	<b>Presentations and Visitors</b>
<b>Author:</b>	<b>Ben Heaslip, Information Advisor</b>

#### 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

1. Update on Future of Jabiru by Gundjeihmi Aboriginal Corporation Jabiru Town.
2. Presentation on CDP and Job Ready Opportunities in West Arnhem by Arnhem Land Progress Aboriginal Corporation.
3. Presentation on the Strategic Investment on ABA Grant Funding by Northern Territory Aboriginal Investment Corporation.

#### 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 Future of Jabiru	Dr Emma Young - CEO	Gundjeihmi Aboriginal Corporation Jabiru Town	Council
Presentation on CDP and Job Ready Opportunities in West Arnhem	Matt Stevenson – CDP Manager	Arnhem Land Progress Aboriginal Corporation	Council
Presentation on the Strategic Investment on ABA Grant Funding	Jeanie Govan – Acting General Manager – Strategy and Engagement	Northern Territory Aboriginal Investment Corporation	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 FEBRUARY 2024

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

#### 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. Action Items OCM 14.02.2024 [8.1.1 - 27 pages]

### 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
<b>OCM232/2024</b>			
Cr Guwiyul raised concerns with community members making short cuts for the main roads in Minjilang.			
<b>Updates:</b>			
<p><b>6 February 2024 – Cathy Makings</b> 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>			
<b>OCM232/2024</b>			
Cr Onus raised what Council can do to support the Jabiru Men's Shed sourcing a potential location / storage space			
<b>Updates:</b>			
<p><b>12 February 2024 – Marnie Mitchell</b> Potentially Jabiru may work with the Grants coordinator to look at potential grant opportunities to support a Men's Shed.</p> <p><b>13 February 2024 – Dana Hewett</b> 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>			
<b>OCM224/2023</b>			
Cr Dann raised increasing night patrol hours in Gunbalanya and a more collaborated effort with the police involved.			
<b>Updates:</b>			
<p><b>12 February 2024 – Marnie Mitchell</b> 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>			
<b>OCM216/2023</b>			
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.			

### Ordinary Council Meeting Action Items – In Progress

<b>Updates:</b>
<b>10 January 2024 – Hilal Ahmad</b> Sent an email to the NT Strategic Roads Team to organise a meeting to present the Nominated Sections.
<b>9 February 2024 – Hilal Ahmad</b> Met with the representatives from DIPL and presented all the nominated sections. 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	
<b>OCM215/2023</b>			
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.			
<b>Updates:</b>			
<b>06 February 2024 – Debbie Gough</b> 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
<b>OCM205/2023</b>			
Invite ALPA CDP to attend 2024 February Ordinary Council Meeting			
<b>Updates:</b>			
<b>04 January 2024 – Jessie Schaecken</b> Invitation sent via email for meeting in February 2024			

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
20 December 2023	Hilal Ahmad	Technical Services	In Progress
<b>OCM204/2023</b>			
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.			
<b>Updates:</b>			
<b>10 January – Hilal Ahmad</b> Administration is liaising with DIPL to Schedule a meeting.			
<b>9 February 2024 – Hilal Ahmad</b> Administration is liaising with DIPL to Schedule a meeting.			



### Ordinary Council Meeting Action Items – In Progress

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
22 November	Jasmine Mortimore/Fiona Ainsworth	CEO/ Operations	In Progress
<b>Resolution 190/2023</b>			
Mayor Ryan requested Council write to the Minister for infrastructure and Minister for Local Government re tenders for Local Organisations			
<b>Updates:</b>			
<b>12 December – Jasmine Mortimore/Fiona Ainsworth</b> 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.			
<b>13 February 2024 – Jasmine Mortimore</b> Letter being drafted to advocate for this issue			
<b>Resolution 190/2023</b>			
Elected members requests the topic of the construction of a new Waruwi Council Office be brought back to Council for further discussion.			
<b>Updates:</b>			
<b>05 December – Clem Beard:</b> 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.			
<b>09 January – Clem Beard:</b> Administration preparing a report to the Waruwi Local Authority to discuss options for future planning of proposed project in preparation for Grant Applications.			
<b>15 January – Matt Griffiths:</b> Ongoing discussion with technical services to suggest temporary site for the WARC admin. Ongoing.			
<b>09 February – Clem Beard</b> 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.			
<b>Resolution 190/2023</b>			
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.			
<b>Updates:</b>			
<b>13 December 2023 – Jasmine Mortimore</b> Letter has been drafted and is ready to be endorsed by Council before sending to relevant persons			
<b>28 December 2023 – Jasmine Mortimore</b> Letter sent, awaiting responses.			
<b>13 February 2024 – Jasmine Mortimore</b>			

### Ordinary Council Meeting Action Items – In Progress

Due to communities conflicting priorities this has been postponed until further notice.

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
22 November	Clem Beard	Operations	COMPLETED
<b>Resolution 190/2023</b>			
Cr Dann requested more lighting and cameras around Gunbalanya Council Office for protection from break ins			
<b>Updates:</b>			
<b>12 December – Clem Beard</b>			
Additional security floodlights delivered and installed to Gunbalanya Council office 11 December 2023.			

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
22 November	Clem Beard	Technical Services	COMPLETED
<b>Resolution 190/2023</b>			
Cr Dann raised community water fountain in Gunbalanya.			
<b>Updates:</b>			
<b>05 December – Clem Beard</b>			
Temporary water fountain installed prior to wet season due to road closure previous week – Iced water fountain options (powered and plumbed) to be presented at the next Local Authority meeting in 2024.			
<b>07 February – Clem Beard</b>			
A report has been prepared for the Gunbalanya Local Authority meeting scheduled for Thursday 7 March 2024 for installation of a chilled water fountain at the Gunbalanya Office. Recommend moving this item to The Gunbalanya LA Action Items.			

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
22 November	Hilal Ahmad	Technical Services	In Progress
<b>Resolution 190/2023</b>			
Cr Phillips and Cr Woods raised issues with new drain out the front of clinic / road quality for wet season.			
<b>Updates:</b>			
<b>05 December – Hilal Ahmad:</b> A Council report is included into the agenda today for discussion of options to be presented to Council members.			
<b>10 January – Hilal Ahmad:</b> 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.			
<b>9 February 2024 – Hilal Ahmad</b>			
Contractor will commence the works, depending on the weather.			

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
22 November	Clem Beard	Technical Services/Grants	In Progress

## Ordinary Council Meeting Action Items – In Progress

<b>Resolution: *Request Council approval to remove from OCM Action and add to Maningrida LA Action Item</b>			
<b>Resolution 190/2023</b>			
Cr Phillips raised new basketball court facility / location as current one is dangerous and not fit for purpose			
<b>Updates:</b>			
<b>05 December – Clem Beard:</b> 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			
<b>Meeting Date:</b>	<b>Officer</b>	<b>Department:</b>	<b>Progress: Not Commenced / In Progress /Completed</b>
22 November	Jasmine Mortimore	CEO	In Progress
<b>Resolution 190/2023</b>			
Admin to look into updating elected members allowances policy to include travel allowance			
<b>Updates:</b>			
<b>13 December 2023 – Jasmine Mortimore</b> No updates at this time			
<b>13 February 2024 – Jasmine Mortimore</b> In Progress – delay due to staffing shortage			
<b>Meeting Date:</b>	<b>Officer</b>	<b>Department:</b>	<b>Progress: Not Commenced / In Progress /Completed</b>
22 November	Jessie Schaecken	CEO	
<b>Resolution 191/2023</b>			
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.			
<b>Updates:</b>			
<b>08 December 2023 – Jessie Schaecken:</b> 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.			
<b>12 February – Jessie Schaecken:</b> The new CEO will pick up this item.			
<b>Meeting Date:</b>	<b>Officer</b>	<b>Department:</b>	<b>Progress: Not Commenced / In Progress /Completed</b>
10 – 11 October 2023	Jasmine Mortimore	CEO	COMPLETED
<b>Resolution: OCM150/2023 and OCM 182/2023</b>			
Council request CEO issue letter to Cr Kernan reminding of responsibility to attend in line with the Act			
<b>Updates:</b>			
<b>23 October 2023 – Jasmine Mortimore:</b> Letter sent to Cr Kernan by AusPost			

### Ordinary Council Meeting Action Items – In Progress

**22 November OCM182/2023:** That the Council received and noted Julius Kernan absences without notice for the meeting held on 22 November 2023 in line with section 47(1)(o) of the Local Government Act 2019 and will refer the matter to NTCAT.

**13 December 2023 – Jasmine Mortimore**  
After discussions with the Mayor, staff have decided to try one more attempt on contacting before referring the matter to NTCAT

**13 February 2024 – Jasmine Mortimore:**  
Requesting Approval from Council to remove action item as Acting CEO has spoken to Cr Kernan RE Attendance

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
10 – 11 October 2023	Marnie Mitchell	Community Services	In Progress
<b>*Request Council approval to remove from OCM Action as it is an ongoing commitment from WARC to our Communities.</b>			
<b>Resolution: OCM157/2023</b>			
<b>Request increased advocacy for AFL in West Arnhem Region</b>			
<b>Updates:</b>			
<p><b>27 October 2023 – Marnie Mitchell:</b> Through a partnership with AFL NT remote development managers will help support program and development sessions for both Minjilang and Waruwi with WARC covering accommodation/travel/meal costs and AFLNT cover wages of the staff. Community leadership are working together to facilitate the community visits bimonthly.</p> <p><b>04 November 2023 – Dana Hewett:</b> Jabiru YSR is working with Clontarf staff members and has established Jabiru as a recognised AusKick centre. Clontarf Staff are undertaking this exercise outside of Clontarf duties, with support from YSR and senior Jabiru Bombers players. Auskick is scheduled every Thursday for 8 weeks, starting 19 October 2023. 24 children attended on 19 October 2023. Each child receives an Auskick pack at the completion of the 8 weeks, once registration has been paid.</p> <p><b>06 November 2023 - Cathy Makings:</b> Minjilang community will liaise with Waruwi community for best time for AFL coordinator to visit both islands. Minjilang would like to concentrate of junior AFL</p> <p><b>06 November 2023 – Craig Ballard:</b> Maningrida AFL Competition Leadership, AFL NT and WARC are planning Round 1 for the new Women’s and Men’s AFL competition to start Mid November 2023.</p> <p><b>29 November 2023 – Cathy Makings:</b> AFL Development Officer Matt Leving booked into to visit Minjilang 06-08/12/23 for Development with the children.</p> <p><b>07 December 2023 – Dana Hewett:</b> The Auskick sessions for 2023 have been completed and was celebrated with a BBQ on Monday 4 December at the Magela Oval. Jabiru’s YSR will return from parental leave on 2 January 2024 – CSM to discuss with YSR how AFL may continue upon her return.</p> <p><b>08 December 2023 – Craig Ballard:</b> Toni Sagiba has been appointed Women’s AFL NT representative to be based in Maningrida. The first women’s AFL training session commenced in Maningrida on Thursday 7<sup>th</sup> December.</p> <p><b>11 December 2023 – Marnie Mitchell:</b> December 4-11 – AFLNT have visited Waruwi and Minjilang – working in partnership with the schools and WARC Rec and Sport staff. They have focussed on women and girls as well as working separately with the boys and men. These sessions include skills training and sportsmanship.</p> <p><b>11 December 2023 – Matt Griffiths:</b> As above: Over 100 interactions with youth at both Waruwi School and Rec Hall/oval and highly successful event in Waruwi. 5 community members signed up for umpiring.</p> <p><b>15 January 2024 – Matt Griffiths:</b> Nil further. AFL &amp; AFLW included on YSR participation plans.</p> <p><b>12 February 2024 – Marnie Mitchell</b> Matt Levens from AFLNT continues to work with Waruwi and Minjilang. Sport and Recreation staff in community are working with Community to have bi monthly visits to community working in conjunction with the school and council.</p>			

### Ordinary Council Meeting Action Items – In Progress

<b>13 February 2024 – Dana Hewett:</b> Jabiru – Plans are to continue with Auskick in 2024.			
<b>Meeting Date:</b>	<b>Officer</b>	<b>Department:</b>	<b>Progress: Not Commenced / In Progress /Completed</b>
10 – 11 October 2023	Clem Beard	Technical Services	In Progress
<b>Resolution: OCM175/2023</b>			
<b>Cr Woods raised concerns with airport usage for sorry business – asked about another airport shelter using the emergency management funds</b>			
<b>Updates:</b>			
<p><b>02 November – Clem Beard:</b> 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><b>05 December – Clem Beard:</b> Due to recent passing of Chairman at the NLC – no updated consultations dates have been progress to provide any further updates.</p> <p><b>10 January – Clem Beard:</b> Administration scheduled meeting with NLC in late January to source updates on planned community consultations for land tenure requests.</p> <p><b>09 February – Clem Beard</b> Awaiting community consultation dates for WARC region for 2024 to commence discussions with Land Owners for possible Land Use Agreements.</p>			
<b>Meeting Date:</b>	<b>Officer</b>	<b>Department:</b>	<b>Progress: Not Commenced / In Progress /Completed</b>
10 – 11 October 2023	Clem Beard	Technical Services	In Progress
<b>Resolution: *Request Council approval to remove from OCM Action and add to Maningrida LA Action Item</b>			
<b>Resolution: OCM175/2023</b>			
<b>Cr Woods raised shelters in Maningrida at bottom camp foreshore to be put on Maningrida LA wish list.</b>			
<b>Updates:</b>			
<p><b>02 November 2023 – Clem Beard:</b> The administration has lodged an ‘Expression of Interest’ for land tenure at the Maningrida Foreshore locations supplied by Cr Woods. Awaiting NLC to advise scheduling of consultations with Traditional Owners of Maningrida for next year 2024.</p> <p><b>05 December – Clem Beard:</b> Due to recent passing of Chairman at the NLC – no updated consultations dates have been progress to provide any further updates.</p> <p><b>10 January – Clem Beard:</b> Administration scheduled meetings with NLC in late January to source updates on planned community consultations for land tenure requests.</p> <p><b>09 February – Clem Beard</b> Awaiting community consultation dates for WARC region for 2024 to commence discussions with Land Owners for possible Land Use Agreements.</p>			
<b>Meeting Date:</b>	<b>Officer</b>	<b>Department:</b>	<b>Progress: Not Commenced / In Progress /Completed</b>
20 September 2023	Jessie Schaecken	CEO	In Progress
<b>Resolution: OCM147/2023</b>			
<b>Relinquish Lease for Gunbalanya Lot 385A and Lot 385B to the NLC.</b>			
<b>Updates:</b>			
<b>03 October:</b> Administration has begun the process of relinquishing the lease.			

### Ordinary Council Meeting Action Items – In Progress

<p><b>02 November – Clem Beard</b> - 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"> <li>• advising that WARC intends to yield up its interest in Lot 385 and;</li> <li>• requesting that GAEDC submit a s.19 EOI as soon as possible for Lots 385A and 385B</li> </ul> <p><b>05 December – Clem Beard:</b> No further updates received from the NLC in relation or concerns with the Yield Up of Lot 385</p> <p><b>10 January – Clem Beard:</b> Administration scheduled meeting with the NLC in late January to source updates on Yield Up provisions for Gunbalanya Lot 385.</p> <p><b>09 February – Clem Beard</b> NLC have advise the Administration that GAEDC have not lodged an application for leasing Lot 385 as at the end of January 2024</p>
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Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
20 September 2023	Jasmine Mortimore	CEO	In Progress
<b>*Request Council approval to remove from OCM Action</b>			
<b>Resolution: OCM160/2023</b>			
<ol style="list-style-type: none"> <li>1. Offer a letter of support to the Maningrida Homelands School Company to apply for their own housing and/or a Section 19 lease through NLC to build housing for staff accommodation.</li> <li>2. Discuss the offer of a limited lease agreement from January 2024 (at the current AFL-leased house).</li> </ol>			
<b>Updates:</b>			
<p><b>3 October 2023 – Jasmine Mortimore</b> Email sent to Shaun Ansell 3 October 2023 to inform the Homelands School Company on Council resolution. It has also been discussed that we cannot house both the AFL NT and Maningrida Homelands School.</p> <p><b>25 October 2023:</b> No update for November OCM</p> <p><b>11 December 2023 – Jasmine Mortimore:</b> No response from Maningrida Homelands School regarding offer for letter of support</p> <p><b>13 February 2024 – Jasmine Mortimore:</b> Requesting approval to remove from action items as Maningrida Homelands School has not made any attempts to contact Council for assistance</p>			

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
23 August 2023	Leanne Johansson	Corporate	
<b>Resolution:</b>			
Mayor Ryan requested a report to Council on the financial viability of the Darwin Office			
<b>Updates:</b>			
<p><b>5<sup>th</sup> September 2023 – Deirdre O’Sullivan:</b> Leanne Johansson to undertake a comprehensive analysis of costs associated with Darwin office and present to OCM in November</p> <p><b>2nd October 2023 – Leanne Johansson:</b> 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><b>07 November 2023 - Ben Heaslip:</b> Report in Confidential Late Agenda of 13 November meeting</p> <p><b>06 December 2023 - Ben Heaslip:</b> Report carried over from November meeting to be presented in today’s Confidential agenda</p>			

### Ordinary Council Meeting Action Items – In Progress

**12 February 2023 – Ben Heaslip:** Report has been deferred until new CEO starts

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
<b>23 August 2023</b>	Leanne Johansson	Business Development Manager	
<b>Resolution: *Request Council approval to remove from OCM Action and add to Kakadu Ward Advisory Committee Action Item</b>			
Deputy Mayor Williams raised upgrading the Jabiru playground			
<b>Updates:</b>			
<p><b>5 September 2023 – Deirdre O’Sullivan:</b> DOS has followed up with David Boustead DCM on Rio Tinto Funding for Jabiru that contains a proposal of funding for infrastructure for children. The proposal has been passed to Rio Tinto for final approval, DCM will provide an update once finalised</p> <p><b>2 October – Ben Heaslip:</b> No update from Rio Tinto on funding as yet</p> <p><b>1 November 2023 – Leanne Johansson:</b> Draft still being reviewed by Rio Tinto – no further update</p> <p><b>7 December 2023 – Dana Hewett:</b> Steering Committee of GAC, NTG, Rio Tinto and GAC JT meeting week commencing 04 December 2023, report findings and endorsed actions will be made public when process is completed.</p> <p><b>9 January 2024 – Dana Hewett</b> Suggest this item be moved to Kakadu Ward Advisory Committee, as it is Jabiru specific. A new playground was not included on the short list of items collated by various Jabiru Stakeholders. CMC have requested a report from WARC firming up cost, scope and schedule for six items that WARC is the proponent for. Shortlisted items: Developing a working group to produce a report for a consultant to create a Business Case for a Sport and Recreation Centre; Erecting the grandstand and installing lights at Brockman Oval; Youth Activity Investment (details WIP); a new 4WD Hiace bus with wheelchair access; Smart Poles or Wi-Fi access in mutually agreed spaces.</p>			

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
<b>23 August 2023</b>		CSM Gunbalanya	<b>COMPLETED</b>
<b>Resolution:</b>			
Cr Dann raised fixing the lighting for the TV in the Gunbalanya Council Chambers			
<b>Updates:</b>			
<p><b>12 September 2023 – Tim Hema</b> Works have been scoped by Kakadu Contracting and a new light unit is on order. Works will be done on receipt of new light unit. Await timeline for completion.</p> <p><b>2 October 2023 – Fiona Ainsworth</b> Still waiting on light unit to arrive to complete works.</p> <p><b>2 November 2023 – Fiona Ainsworth</b> At the time of writing the track light is scheduled to arrive in Jabiru this week. Richard from Kakadu Contracting has advised the light will be fitted onsite w/c 06/11/2023 at the Gunbalanya Council chambers.</p> <p><b>11 December – Clem Beard</b> Additional lighting for the Gunbalanya Council Chambers to be installed w/c 11/12/2023.</p> <p><b>13 February 2024 – Clem Beard</b> Works completed</p>			

### Ordinary Council Meeting Action Items – In Progress

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
23 August 2023	Fiona Ainsworth	Operations	IN PROGRESS
<b>Resolution: *Request Council approval to remove from OCM Action and add to Kakadu Ward Advisory Committee Action Item</b>			
<p>Cr Ralph raised the following questions with the Acting CEO</p> <ul style="list-style-type: none"> <li>- Disabled Car Park Town Hall end: can they be repainted and signage installed</li> <li>- Disabled Car Park Northern Car Park: Can we put 1 designated space in front of the clinic and a 2<sup>nd</sup> in front of access to library?</li> <li>- Kinchella Road Repairs: Can it be confirmed if further resurfacing of the area that was repaired after the water main works were completed?</li> <li>- Street Lights: Jabiru Drive lights not coming on</li> </ul>			
<ul style="list-style-type: none"> <li>• Updates:</li> </ul>			
<p><b>13<sup>th</sup> September 2023 - Clem Beard</b></p> <ul style="list-style-type: none"> <li>• Kinchella Road Repairs to be included in next round of Parks Australia Funding for reseal works in Jabiru. Timeline to be determined pending funding.</li> <li>• Murgarella Road will be regraded from Coopers Creek to Three ways by DEMED by mid-September.</li> </ul> <p><b>13<sup>th</sup> September 2023 – Dana Hewett</b></p> <ul style="list-style-type: none"> <li>• <b>Disabled Car Parks – Line marking for new and existing car parks will be completed when line marking crew in Jabiru for next lot of road repairs through Parks funding.</b></li> <li>• Bank of street lights not working on Jabiru Drive – This is due to a cable fault. Power and Water crew attended Jabiru in August to inspect and a quote is to be provided. Quote has not been received but CSM has followed up on 28/08/23, 07/09/23, 13/09/23.</li> </ul> <p><b>29<sup>th</sup> September 2023- Hilal Ahmad</b></p> <ul style="list-style-type: none"> <li>• WARC technical team is liaising with Parks Australia to sign a contract for Jabiru sinkholes stage 2 works.</li> <li>• <b>Kinchella road repairs and Disabled carpark line marking will be included in the stage 2 works.</b></li> </ul> <p><b>4<sup>th</sup> October 2023 – Dana Hewett</b></p> <ul style="list-style-type: none"> <li>• Bank of street lights not working on Jabiru Drive – Power and Water made contact on 25/09/2023 to check number of lights not working. Two separate banks reported (6 lights and 5 lights), awaiting quote from Power and Water.</li> </ul> <p><b>3<sup>rd</sup> November 2023 – Dana Hewett</b></p> <ul style="list-style-type: none"> <li>• Bank of street lights not working on Jabiru – Power and Water were on site in Jabiru 23 October through to 26 October 2023. Light bulbs and timers have been repaired around the township. One bank of lights on Jabiru Drive have been fixed (due to a timer issue). The bank which is out due to a cable fault has been investigated and waiting for a quote from Power and Water to rectify.</li> </ul> <p><b>5<sup>th</sup> December 2023- Hilal Ahmad</b></p> <ul style="list-style-type: none"> <li>• WARC has awarded the Jabiru sinkholes work to CEM and the work will commence April 2024</li> </ul>			



### Ordinary Council Meeting Action Items – In Progress

**Kinchella road repairs and Disabled carpark line marking are included in the stage 2 works.**

**7 December 2023 – Dana Hewett**

- Bank of street lights not working on Jabiru Drive – CSM spoke with Power and Water scheduler 07 December 2023 who will seek further information and report back on Monday 11 December 2023. The likely delay on the quote for the cable fault is Power and Water trying to source a local contractor to undertake the earthworks.

**9 January 2024 – Dana Hewett**

- Bank of street lights not working on Jabiru Drive – CSM actively chasing Power and Water for the quote to investigate the cable fault. The likely delay on the quote for the cable fault is Power and Water trying to source a local contractor to undertake the earthworks.

**9 February 2024 – Hilal Ahmad**

- WARC has awarded the Jabiru sinkholes work to CEM and the work will commence April 2024

**Kinchella road repairs and Disabled carpark line marking are included in the stage 2 works**

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
23 August 2023	Clem Beard	Technical Services	IN PROGRESS
<b>Resolution: *Request Council approval to remove from OCM Action and add to Gunbalanya LA Action Item</b>			
Cr Gumurdul requested a report on Council assisting and facilitating paths for elders' homes to assist with wet season pick-ups.			
<b>Updates:</b>			
<b>11 September 2023 – Clem Beard</b>			
Administration has reached out to Regional Services, Top End Territory Families, Housing and Communities. Housing have requested a list of Aged Care clients and provided lot numbers for tenants to complete a Housing Alteration Form to facilitate/authorise works to proceed. Once authorisation is received will source quotes for planned works.			
<b>2 October 2023 – Clem Beard</b>			
Process underway, awaiting authorisations to source quotations for works.			
<b>6 November 2023 – Clem Beard</b>			
NTG Tenancy Contract Officers were onsite in Gunbalanya w/c 30/10/23 and had a large majority of forms signed by the households.			
NTG Tenancy Contract Officers will be processing forms and sending through to DIPL for the technical approval process. Once approval is granted Tenancy Officers will forward to WARC and attempt to engage CDP to assist with the projects as suggested by the department of Housing. Aged Care clients visited in Gunbalanya by Tenancy equals (28) twenty eights homes requiring pathway pavers.			
<b>05 December – Clem Beard</b>			
Territory Housing/DIPL have approved (9) nine homes for the installation of pavers, awaiting a further (6) six homes to be approved.			
DIPL strongly recommend that the pavers be installed securely and to standard by a qualified tradesman. Pavers which are not installed correctly, and with the current wet weather conditions will disrupt the pavers and they may become an uneven surface causing trip hazards, hence why this will not be DIPL responsibility including the ongoing maintenance. The ongoing maintenance will be a tenant responsibility.			
<b>09 February – Clem Beard</b>			

### Ordinary Council Meeting Action Items – In Progress

Territory Housing/DIPL have approved (10) ten homes for the installation of pavers, awaiting updates further (5) five homes to be approved. As per DIPL instructions works to be carried out in Gunbalanya by qualified tradesmen after the wet season when road access is available.

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
23 June 2023	Fiona Ainsworth/Yanja Thompson	COO/Cultural Advisor	<b>COMPLETED</b>
<b>Resolution:</b> OCM 59/2023 and OCM104/2023 (Action Items merged 23 August 2023)			
<ol style="list-style-type: none"> <li>1. Requested DCMC, AAPA &amp; NLC representatives arrange for an upcoming in person community meetings for further consultation on the <i>Burial and Cremation Act 2022</i> and funding support available for communities.</li> <li>2. Requested the administration respond to the DCMC that greater consultation occur within the communities of WARC on the Burial guidelines including:               <ol style="list-style-type: none"> <li>a. timeliness and sense of urgency around implementing the Burial and Cremation Act 2022 without the proper consultation</li> <li>b. with particular mention to the transportation of human remains from outstations,</li> <li>c. the cost associated with the new specifications of transport,</li> <li>d. the lack of morgues and resources and where the responsibility falls to which authority and associated costs; and</li> </ol> </li> <li>3. Proposed that DCMC invite the Attorney General and Justice to attend community consultation regarding the coronial matters and lack of resources and facilities.</li> </ol>			
<b>Updates:</b>			
<p><b>01 May 2023 – Fiona Ainsworth:</b> Representatives from DCMC will present the consultation period for the draft guideline for the management of human remains at today's meeting from Darwin office.</p> <p><b>13 May 2023 – Fiona Ainsworth:</b> As discussed at the previous Council meeting the DCM&amp;C are required to embark on further consultations with the draft guidelines to seek further feedback from remote communities.</p> <p><b>13 June 2023 – Fiona Ainsworth:</b> Awaiting DCMC to carry out further consultations with WARC remote communities on proposed legislation and the challenges for remote burials as listed</p> <p><b>21 July 2023 – Fiona Ainsworth</b> Several meetings and follow-up has been undertaken with DCM&amp;C to request all community onsite meetings and provide detail of the concerns raised in the OCM. After negotiating attendance at the Maningrida LA workshop as a commencement to community visits, the confirmation was retracted as DCM&amp;C are unable to be in any way aligned with the Yes campaign. We continue to navigate suitable attendance times and will provide update when available.</p> <p><b>14 August 2023 – Fiona Ainsworth:</b> DCMC (Hugh and Doreen) attended August Maningrida LA and members requested further consultations &amp; visits to all community LA's.</p> <p><b>14 September 2023 – Fiona Ainsworth:</b> DCMC (Hugh and Doreen) attended the September Minjilang LA and the LA members requested further consultations and visits to all community LA's.</p> <p><b>2 October 2023 – Fiona Ainsworth:</b> DCMC continue to attend LA meetings as per LA members' requests.</p> <p><b>3 November 2023 – Fiona Ainsworth:</b> DCMC continue to attend LA meetings as per LA members' requests. CMC have expressed interest in speaking directly to WARC team members and are currently liaising with the Cultural Advisor re same.</p> <p><b>8 December 2023 – Fiona Ainsworth</b> DCMC (Melina and Doreen) convened a meeting with WARC management and provided a briefing on the new legislation including documentation required to record burials where cemeteries have been nominated. Awaiting DCMC to declare listed cemeteries at Minjilang, Maningrida &amp; Jabiru. Administration awaiting on the outcome of Grant applications to commence additional infrastructure works. Will continue to request DCMC to continue the consultation for upcoming LA meetings.</p>			

### Ordinary Council Meeting Action Items – In Progress

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
23 June 2023	Clem Beard	Tech Services	IN PROGRESS
<p><b>*Request Council approval to remove from OCM Action as these are managed as Gunbalanya LA Action Items</b></p> <p><b>Resolution: 109/2023</b></p>			
<p>1. Cr Dann raised a need:</p> <ol style="list-style-type: none"> <li>for solar lights on Gunbalanya Back Road and Powerhouse Turn Off,</li> <li>to recycle scrap metal at the back of the Gunbalanya Waste Management Facility,</li> </ol> <p>2. Cr Phillips suggested outdoor gym equipment be installed in the parks/recreation areas along the foreshore in Maningrida as part of an overall improvement in the beautification of this area,</p>			
<p><b>Updates:</b></p> <p><b>14 September – Clem Beard</b></p> <ul style="list-style-type: none"> <li>Cr Dann: <b>solar lights on Gunbalanya Back Road and Powerhouse Turn Off</b> - Report to be tabled at the next Gunbalanya LA Meeting Thursday 26 October 2023</li> <li>Cr Phillips: <b>outdoor gym equipment along the foreshore in Maningrida</b> – Report to be tabled at the next Maningrida LA meeting to propose the installation of gym equipment at the Swimming Pool in Maningrida scheduled for 02 November 2023.</li> </ul> <p><b>2 October – Clem Beard</b></p> <ul style="list-style-type: none"> <li>As above, no further updates at this time.</li> </ul> <p><b>24 October – Dana Hewett:</b> Bank of street lights not working on Jabiru – Power and Water were on site in Jabiru 23 October through to 26 October 2023. Light bulbs and timers have been repaired around the township. One bank of lights on Jabiru Drive have been fixed (due to a timer issue). The bank which is out due to a cable fault has been investigated and waiting for a quote</p> <p><b>02 November – Clem Beard</b></p> <p>Cr Dann: <b>for solar lights on Gunbalanya Back Road and Powerhouse Turn Off</b> - resolution now been passed are Gunbalanya LA. Lights have been ordered to arrive prior to wet season for installation as requested.</p> <p>Cr Dann: <b>to recycle scrap metal at the back of the Gunbalanya Waste Management Facility</b> Sell &amp; Parker are working 6-10 November recycling scrap metal in Gunbalanya Waste Management Facility.</p> <p>Cr Phillips: <b>outdoor gym equipment along the foreshore in Maningrida</b> – Report to be tabled at the next Maningrida LA meeting to propose the installation of gym equipment at the Swimming Pool in Maningrida scheduled for 30 November 2023.</p> <p><b>06 December – Clem Beard</b></p> <p>Cr Dann: <b>for solar lights on Gunbalanya Back Road and Powerhouse Turn Off</b> - resolution now been passed are Gunbalanya LA. Lights have been ordered and are due arrive in Darwin mid-December for installation post wet season in Gunbalanya.</p> <p>Cr Dann: <b>to recycle scrap metal at the back of the Gunbalanya Waste Management Facility</b> Sell &amp; Parker completed works on the 6-10 November recycling scrap metal in Gunbalanya Waste Management Facility – now completed.</p> <p>Cr Phillips: <b>outdoor gym equipment along the foreshore in Maningrida</b> – Report to be tabled at the next Maningrida LA meeting to propose the installation of gym equipment at the Swimming Pool in Maningrida scheduled for February 2024. Administration has requested Land Use Agreements from the NLC for foreshore designated areas.</p>			

### Ordinary Council Meeting Action Items – In Progress

#### 06 February – Clem Beard

Cr Dann: **for solar lights on Gunbalanya Back Road and Powerhouse Turn Off** - resolution now been passed Gunbalanya LA. Lights have been ordered and have arrived in Darwin for installation post wet season in Gunbalanya.

Cr Dann: **to recycle scrap metal at the back of the Gunbalanya Waste Management Facility** Sell & Parker completed works on the 6-10 November recycling scrap metal in Gunbalanya Waste Management Facility – now completed.

Cr Phillips: **outdoor gym equipment along the foreshore in Maningrida** – Report to be tabled at the next Maningrida LA meeting to propose the installation of gym equipment at the Swimming Pool in Maningrida scheduled for February 2024. Administration has requested Land Use Agreements from the NLC for foreshore designated areas.

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
10 May 2023	Fiona Ainsworth/Jessie Schaecken	COO/CEO	COMPLETED
<b>Resolution: OCM75/2023 - Elected Member Questions with or without notice</b>			
Asked that the administration advocate to Territory Families, Community and Housing to provide Mrs Barbara Wauchope with a proper house given the state of the present temporary housing being provided by WARC.			
<b>Resolution: OCM148/2023; OCM75/2023 on 20 September 2023</b> - Request a letter be sent to Minister of Housing, Chief Minister and MLA Mr Manuel Brown regarding the lack of priority housing for Barbara Wauchope highlighting the issues and risk surrounding her current housing.			
<b>Resolution: OCM158/2023</b> - Acting CEO took housing relocation on notice and will reply to Council next week.			
<b>Updates:</b>			
<b>09 June 2023 – Fiona Ainsworth:</b> CEO Paul Hockings has met with Jules Hudd, Director Housing and Communities, Territory Families on several occasions to lobby for alternative accommodations for Mrs Wauchope. An outcome of these meeting determined Mrs Wauchope’s Housing Application and accompanying documents were not submitted, this has now been rectified and she is in consideration for the next round of housing allocations in Gunbalanya. WARC continue to campaign the urgency of this matter and will provide updates as available.			
<b>21 July 2023 – Fiona Ainsworth:</b> The next proposed date for the Housing Reference Group in Gunbalanya is Wednesday August 30. Negotiation discussions for house and occupants allocations will commence at this time.			
<b>14 August 2023 – Fiona Ainsworth:</b> As noted, the next proposed date for the Housing Reference Group in Gunbalanya is Wednesday August 30. Negotiation discussions for house and occupants allocations will commence at this time			
<b>13 September 2023 – Fiona Ainsworth:</b> Housing Reference Group meeting held in Gunbalanya on September 5 and currently await updates and outcome from this meeting.			
<b>2 October 2023 – Fiona Ainsworth:</b> Housing was not allocated to Barbara in the current round of six allocations. A meeting with Territory Families confirmed her inclusion on the application list however only as a recent applicant, placing her below others registered despite state of current residence. Currently seeking solutions for this matter.			
<b>Resolution: OCM158/2023 03 October 2023:</b> CEO Replied to Council by email September 27, will continue to provide updates as they occur.			
<b>07 November 2023:</b> Mayor Ryan’s letter to Hon Selena Uiibo Minister for Housing 20 October – to be tabled at this meeting			
<b>11 December 2023:</b> Barbara was moved from Lot 587 due to safety concerns and relocated to the Gunbalanya Women’s Safe House (WSH) on Nov 30. Barbara currently remains in this location whilst negotiations for suitable lodgings are identified. Barbara will be relocated to Toad Hall for the Christmas period if a permanent outcome has not been reached. Lot 587 has had power disconnected and been secured until this matter is finalised.			
<b>13 February – Jessie Schaecken:</b> Mrs Wauchope has GOTTEN THE KEYS TO HER NEW HOME!! Relocated Monday 12 February 2024			

### Ordinary Council Meeting Action Items – In Progress

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
10 May 2023	CSMs/Fiona Ainsworth	Operations	<b>IN PROGRESS</b>
<b>*Request Council approval to remove from OCM Action as it is an ongoing commitment from WARC to our Communities</b>			
<b>Resolution: OCM75/2023 - Elected Member Questions with or without notice</b>			
<ul style="list-style-type: none"> <li>• Raised concerns around the height of pest weeds in and around Maningrida particularly Mission Grass which is drying off and presents a fire risk. He suggested the administration liaise with the Maningrida Ranger Group to spray these weeds before they become a problem.</li> <li>• Expand weed management item to all communities, working with Parks and Territory Families including pest weed proximity to houses</li> </ul>			
<b>Updates: Maningrida</b>			
<p><b>09 June 2023 – Fiona Ainsworth:</b> Maningrida Works crew are continuing to slash Mission Grass in the community to reduce fire risk. The CSM is liaising with the Maningrida Ranger Group to schedule a program of spraying weeds at the end of the wet for maximum effect of poisoning weeds.</p> <p><b>14 Aug 2023 – Craig Ballard</b> Working with Tom Nagle, Ranger Manager, to coordinate Mission Grass control with WARC around Maningrida.</p> <p><b>13 Sep 2023 – Craig Ballard</b> Works crew have been slashing mission grass at the ocean end of the airport runway and surrounding areas. The works crew will next move onto identified mission grass sights in the New Sub area and use chemical control and slashing weed management methods.</p> <p><b>26 Sep 2023 – Craig Ballard</b> I met with Leslie Gordon (BAC) on Fri 22 Sep to coordinate weed management effects in Maningrida. Tom Nagle from the Rangers is on leave. The Works crew will use a coloured dye to mark areas sprayed. Areas sprayed will be cut next day and burnt at site. I am requesting educational material be advertised to the Maningrida community to help residents identify and eradicate weeds in and around their home areas.</p> <p><b>24 Oct 2023 – Craig Ballard</b> Chemical spraying of Mission grass has commenced along the drains and kerb areas in New Sub. Identifying, cutting, gathering and burning of Mission grass on site is occurring one day after spraying. Tom Nagle has returned from leave and we are planning to meet to coordinate our weed management efforts around the township.</p> <p><b>8 Dec 2023 – Craig Ballard</b> Weed management in New Sub has now been completed with maintenance ongoing. The Works Crews are currently conducting weed management and mission grass control in the Coconut Grove and airport areas.</p> <p><b>13 Feb 2024 – Debbie Gough</b> Due to wet season, the weed management program will resume March/April 2024</p>			
<b>Updates: Gunbalanya</b>			
<p><b>2 October 2023 – Fiona Ainsworth</b> Weed management will be investigated with the relevant stakeholders and an update provided in November.</p> <p><b>6 November 2023 – Fiona Ainsworth</b> Weed management will be discussed with the incoming CSM. Additionally Senior Works Officer is procuring additional spray/herbicide for the impending wet season to utilise as required to control Mission Grass outbreaks in the community.</p>			

### Ordinary Council Meeting Action Items – In Progress

<p><b>11 December 2023 – Clem Beard</b> Additional herbicide spray has arrived in the community in preparation for any weed breakout, to be utilised at the end of wet season for best results.</p>
<p><b>Updates: Minjilang</b></p> <p><b>02 October 2023 – Cathy Makings</b> Weed Management in Minjilang is controlled by the Garngi Rangers. Community has advised they do not want weed spraying around their homes. The only Mission Grass problem Minjilang has is up at the Telstra tower. Last year the grass was so high Telstra contracted the outdoor team to clean up inside and around the perimeter of the tower. The outdoor crew keep all community grass under control all year round.</p> <p><b>03 November 2023 – Cathy Makings</b> As per previous comment. No further update</p> <p><b>29 November 2023 – Cathy Makings</b> The outdoor crew will continue keep all community grass under control all year round</p> <p><b>13 February 2024 – Cathy Makings</b> As per previous comment. No further update</p>
<p><b>Updates: Warruwi</b></p> <p><b>2 October 2023 – Fiona Ainsworth</b> Weed management will be investigated with the relevant stakeholders and an update provided in November.</p> <p><b>30 October 2023 – Matthew Griffiths</b> Back-burning with WARC, Rangers and NTES earlier in year reduced weeds around township border areas. Weed spraying to take place in November in conjunction with Rangers.</p> <p><b>11 December 2023 – Matt Griffiths</b> Given dry conditions, weeds mostly taken out by fire in October. Rain/wet now starting and weeds will be managed as they appear.</p> <p><b>07 February – Matt Griffiths CSM</b> Weed removal in areas of concern, being Airport and associated roads. Slashing and poison where needed.</p>
<p><b>Updates: Jabiru</b></p> <p><b>4 October 2023 – Dana Hewett</b> Parks Rangers manage weed Management in Jabiru. Council works crew spray around council assets (e.g. buildings, town centre, and waste tip facility) and other areas we manage around town.</p> <p><b>28 October 2023– Dana Hewett</b> As per previous comment. No further update.</p> <p><b>06 December 2023 – Dana Hewett</b> Weed Management in and around Jabiru is currently managed by Parks Rangers. Council works crew spray around council assets (e.g. buildings, town centre, and waste tip facility) and other areas we manage around town.</p> <p><b>07 February 2024 – Dana Hewett</b> Weed Management in and around Jabiru is currently managed by Parks Rangers. Council works crew spray around council assets (e.g. buildings, town centre, and waste tip facility) and other areas we manage around town.</p>

### Ordinary Council Meeting Action Items – In Progress

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
12 April 2023	Clem Beard	Technical Services	In progress
<b>Resolution:</b> 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.			
<b>Updates:</b>			
<p><b>01 May – Clem Beard</b></p> <ul style="list-style-type: none"> <li>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</li> </ul> <p><b>09 June – Clem Beard</b></p> <ul style="list-style-type: none"> <li>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.</li> </ul> <p><b>11 August 2 – Clem Beard</b></p> <ul style="list-style-type: none"> <li>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.</li> </ul> <p><b>12 September – Clem Beard</b></p> <ul style="list-style-type: none"> <li>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.</li> </ul> <p><b>02 October – Clem Beard</b></p> <ul style="list-style-type: none"> <li>Await further information from NLC. To date no update available.</li> </ul> <p><b>02 November – Clem Beard</b></p> <ul style="list-style-type: none"> <li>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?</li> <li>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.</li> <li>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.</li> </ul> <p><b>06 December – Clem Beard:</b> No further updates received from NLC – Administration will continue to seek updated communication on Airport leases thru the NLC.</p> <p><b>07 February – Clem Beard</b> Administration were advised by NLC in late January that lease negotiations are planned for Airstrips with DIPL/NLC.</p>			
<b>Meeting Date:</b>			
<b>Officer</b>			
<b>Department:</b>			
<b>Progress: Not Commenced / In Progress /Completed</b>			



### Ordinary Council Meeting Action Items – In Progress

8 February 2023	Records & GRA	OoCEO	In progress
<b>Resolution:</b>			
<b>OCM1/2023 RESOLVED:</b>			
<ol style="list-style-type: none"> <li>1. Cr Kernan raised the void in available historic information about and acknowledgement of past Councillors and would like administration to investigate.</li> <li>2. 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.</li> </ol>			
<b>Updates:</b>			
<p><b>03 March 2023 – Ben Heaslip:</b> Records and Governance have had preliminary conversation and will meet in March to draw up research plan</p> <p><b>3 April 2023 – Jessie Schaecken:</b> More work to be done on scope and research plan</p> <p><b>13 April 2023 – Jessie Schaecken :</b> Meeting discussed the need for Ben/Jessie to attend Jabiru Library, trip to potentially coincide with Warruwi LA on 18 May 2023</p> <p><b>26 May 2023 – Ben Heaslip:</b> 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><b>16 August 2023 – Ben Heaslip:</b> Email sent to councillors including spreadsheet of search results and links to documents available electronically.</p> <p><b>12 September – Ben Heaslip:</b> No further update at this time</p> <p><b>03 October – Ben Heaslip:</b> Have found the original Constitution of Gunbalanya Council Incorporated from 1976 signed by the chairman and vice-chairman with some associated documents.</p> <p><b>07 November – Ben Heaslip:</b> Due to staffing shortages this research will be delayed until the New Year.</p> <p><b>12 February – Ben Heaslip:</b> Have commenced searching through the online files from the National Archives, will advise when anything discovered.</p>			

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
18 January 2023	Sara Fitzgerald	Waste Coordinator	In progress
<b>Resolution: *Request Council approval to remove from OCM Action as it is an ongoing Maningrida LA Action Item</b>			
<b>OCM21/2023 - Elected Members Question With or Without Notice</b>			
Cr Kernan asked that Council educate the Maningrida community not to chuck clothes from deceased family members into the saltwater.			
<b>Updates:</b>			
<p><b>25 January 2023 – Fiona Ainsworth:</b> Waste and Resource Coordinator interviews underway with a preferred candidate identified. Update to be provided. Once this role is filled, will work in conjunction with Cultural team to broker a solution with Traditional Owners.</p> <p><b>23 February 2023 – Fiona Ainsworth :</b> Waste and Resource Coordinator commenced on Monday 27 February 2023 and will work with the Cultural team to facilitate community consultation and to broker a solution with Traditional Owners.</p> <p><b>28 March 2023 – Fiona Ainsworth:</b> The Waste and Resource Coordinator has commenced working with the Maningrida Acting CSM and the First Nations Cultural Advisor to determine culturally appropriate alternatives. Report included in April OCM</p> <p><b>28 April 2023 – Fiona Ainsworth:</b> Scheduled to be included in the next LA meeting for discussion with members on the 01/06/2023</p>			



### Ordinary Council Meeting Action Items – In Progress

**09 June 2023 – Clem Beard:** Options presented at the Local Authority meeting, 31st of May 2023 were not accepted due to not being culturally appropriate, further consultations in progress.

**11 August 2023 – Clem Beard:** At the LA Meeting held 03/08/2023 the administration presented alternative methods of dealing with Cultural Waste by providing mesh/shade cloth clothes bags 900x 600 for securing and storage for cultural waste for waterfront cleansing. Concrete anchor points were presented as an option to place on tidal rocks for cultural waste cleansing to facilitate clothing and belongings. This will be a trial with a review in the coming months for suitability to eliminate clothing entering the waterways on a permanent basis.

**13 September 2023 – Sara Fitzgerald**

In process of procuring Shade cloth bags and working with Maningrida Waste Team Lead and Works Supervisor to create anchors to use at waterfront for cultural cleansing. Community engagement messaging in development for advertising cultural Waste and Resource Coordinator expect to visit Maningrida End September to develop solution further. Further consultation with Waste Team leader in developing a cultural waste burning and burying space at the landfill to occur later this month.

**29 September 2023 – Sara Fitzgerald:** Visit to Maningrida planned for first week of November to develop landfill space plan and initiate water-based cultural cleansing.

**3 November 2023 – Sara Fitzgerald:** Visit to Maningrida postponed to first week December to develop landfill space plan and initiate water-based cultural cleansing.

**05 December 2023 – Sara Fitzgerald**

2 options for cultural waste diversion have been initiated within Maningrida. Currently landfill staff are working towards establishing a cultural waste burning and burial site near the entrance to the landfill. This site will be behind the tree line to allow for privacy for families. Council have committed to ensuring a balanda staff is available to assist where necessary. The second option is to contain waterfront cleansing in mesh bags with council assistance. Operationally we are moving forward with procurement of the items necessary to commence this in the New Year. At the request of the Maningrida LA there is also going to be a 'how to video' created to help communicate with community the options are available as alternative to ocean dumping.

**08 January 2024 – Sara Fitzgerald**

Currently developing community education to support positive messaging around disposal of cultural waste including instructional methods on the new disposal options as per Maningrida LA suggestion

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
18 January 2023	Marnie Mitchell	Community Services	In progress
<b>Resolution: *Request Council approval to remove from OCM Action as it is an ongoing commitment from WARC to West Arnhem</b>			
<b>OCM/2023 - Elected Members Question With or Without Notice</b>			
the Wellbeing Team work with the Youth, Sport and Recreation Officers and other relevant stakeholders to focus on promoting sportsmanship to eliminate violence at sporting events. This could be via education on sportsmanship at future programmes and clinics, a code of conduct which players agree to prior to the event or the referee / umpire has a system to manage violence e.g. red or yellow cards.			
<b>Updates:</b>			
<b>25 January 2023 Peter Ryan</b>			
Plan is to meet with Sport and Rec Officers in each community to devise a strategy around sportsmanship			
<b>5 February 2023 Peter Ryan</b>			
The A/DoOG and Senior Project officer have met on this matter. It was decided that whilst we i.e. Council staff may be able to assist in this matter we considered that we should explore whether or not it is culturally acceptable for Balanda to be involved in giving advice. With this in mind it is my intention to liaise with Cr. Woods to call			

### Ordinary Council Meeting Action Items – In Progress

upon his expertise surrounding local sport to ascertain whether our concerns relating to this are valid. If so we will work with locals to ensure that together we can offer a workable solution.

**3 May 2023 – Peter Ryan**

I have discussed the matter with Cr. Woods. He has suggested that we collect and collate all current Codes of Conduct. I have commenced that process and will continue to liaise with Council on this matter. I have also had the opportunity to discuss the matter with the local Police Sergeant who has advised the CEO and I in a meeting last week that trouble at sports venues in the Maningrida area are a rare issue.

**14 June 2023 – Peter Ryan** – Discussions have been held with the Remote AFL Officer Matt from Maningrida in relation to this matter. He has agreed to assist Council with ongoing support and advice relative to the resolution of these matters. I shall be meeting with him again in July in Maningrida to move this matter forward.

**16 Aug 2023 – Ben Heaslip**

Acting DoOG no longer with WARC. Administration to communicate with Matt to progress item.

**11 September – Ben Heaslip:** No further update

**02 October 2023**

Re-assigned to Marnie Mitchell, Manager Community Services. Emailed Matt from AFL (currently on leave) to arrange meeting time to progress issue.

**28 October – Marnie Mitchell:** Matt just returned from leave, negotiating time to catch up.

**11 December – Marnie Mitchell**

I am currently working with the newly appointed Senior Well Being Officer on this item. I will support her with this. Maningrida Basketball and AFL both, I understand currently have Code of Conducts for their associations, that all players, supporters and support staff are a part of. AFLNT have scheduled visits to Waruwi and Minjilang where coaching, umpiring, game skills and sportsmanship are part of the sessions. Kurrung Sports Carnival also included a Code of Conduct that each participant must follow.

**11 December – Matt Griffiths:** As above: Note that 5 community members now signed up for umpire training in Waruwi.

**15 January 2024 - Matt Griffiths**

In promoting safe events, NYE was heavily promoted on Social media and locally as a drug and alcohol free event. Majority of town turned up and nil incidents occurred. While not an actual sporting event per se, the heavy on line promotion of no alcohol played a major part in a safe event without violence or incident.

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**

1. Approved the delegation to each Local Authority to commit and spend funds up to the value of their annual grant funding allocation,
2. 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.
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

### Ordinary Council Meeting Action Items – In Progress

5. Directed the administration to work with each Local Authority and their respective Council Services Manager to improve communication.															
<b>Updates:</b>															
<p><b>1 February 2023 Paul Hockings</b> Item 3 above Code of Conduct and Governance training has been organised for the following dates utilising Enock Menge Manger Strategic Projects &amp; Development:</p> <table border="1"> <thead> <tr> <th>Community</th> <th>Training Date</th> <th>LA Meeting Date</th> </tr> </thead> <tbody> <tr> <td>Minjilang:</td> <td>21 February 2023 *</td> <td>9 February 2023</td> </tr> <tr> <td>Warruwi:</td> <td>15 February 2023</td> <td>16 February 2023</td> </tr> <tr> <td>Gunbalanya:</td> <td>22 February 2023</td> <td>23 February 2023</td> </tr> <tr> <td>Maningrida:</td> <td>1 March 2023</td> <td>2 March 2023</td> </tr> </tbody> </table> <p><b>3 April 2023</b> – Maningrida and Gunbalanya are yet to complete the training – Jessie is working with the department &amp; CSM’s to secure a date  <b>29 May 2023</b> – Jessie has sent another request to Linda Weatherhead and Enock Menge for upcoming dates to lock this is for Gunbalanya &amp; Maningrida  <b>14 June 2023</b> - Dates confirmed for day before the next LA meeting Gunbalanya and Maningrida  <b>11 August 2023</b> – Gunbalanya completed, Maningrida to be completed on Monday 28 August 2023  <b>12 September – Ben Heaslip:</b> Maningrida training postponed. New date to be arranged.  <b>03 October:</b> No further update  <b>07 November – Ben Heaslip:</b> will aim for training in early 2024, to be negotiated with Department and LA members.  <b>08 December – Ben Heaslip:</b> No Further Update  <b>13 February 2024 – Jasmine Mortimore:</b> Currently organising to be held day before Maningrida LA</p>	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
Community	Training Date	LA Meeting Date													
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Warruwi:	15 February 2023	16 February 2023													
Gunbalanya:	22 February 2023	23 February 2023													
Maningrida:	1 March 2023	2 March 2023													

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
14 December 2023	Fiona Ainsworth/Sara Fitzgerald	Technical Services	<b>In Progress</b>
<b>Resolution:</b>			
<b>ELECTED MEMBER QUESTIONS WITH OR WITHOUT NOTICE: CEMETERY CLIFF MANINGRIDA</b>			
It was noted that the administration will investigate ways to assist community relocating graves from the eroding cliff face.			
<b>Updates:</b>			
<b>2 February 2023:</b> To be investigated			
<b>28 March 2023 – Fiona Ainsworth</b>			
In accordance with the introduced Burial and Cremation Act 2022, prior approval must be sought from the Dept to exhume and relocate graves.			
<b>12 September 2023 – Clem Beard</b>			
Department of the Chief Minister and Cabinet representatives are discussing the guidelines of the Burial and Cremation Act including exhumations at each LA meeting across the region to assist the community to understand the regulations when relocating graves to the listed cemetery.			
<b>29 September – Sara Fitzgerald</b>			
No further update currently seeking further information from Department of the Chief Minister and Cabinet regarding the individual case for presentation at next Maningrida LA meeting.			

### Ordinary Council Meeting Action Items – In Progress

**3 November – Sara Fitzgerald**

No further update currently seeking further information from Department of the Chief Minister and Cabinet regarding the individual case for presentation at next Maningrida LA meeting.

**5 December – Sara Fitzgerald**

Department of the Chief Minister and Cabinet have advised that the site of the remains are not a registered burial ground and any exhumation would fall with the family of those buried to enact. Council will work to make space available at the new cemetery site as soon as possible to ensure there is a relocation space for these remains. Further communications are in progress with community members to ascertain the level of assistance we can provide in this matter.

**8 January – Sara Fitzgerald**

No further update continued communications with community members to offer assistance within councils capacity.

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
9 November 2022	Hilal Ahmed	Technical Services	In Progress
<b>Resolution:</b>			
<b>OCM101/2022 MANINGRIDA SUBDIVISION HANDOVER REVIEW FROM NTG TO WARC</b>			
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.			
<b>OCM62/2023 – New Subdivision meeting held with DIPL and WARC 17 March 23 RE Gunbalanya and Maningrida new subdivision</b>			
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.			
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.			
<b>Updates:</b>			
<b>5 December 2022 – Fiona Ainsworth</b>			
The administration has drafted a response to the NTG stating conditions of handover required prior to accepting ownership.			
<b>6 January 2023 – Fiona Ainsworth</b>			
NTG have acknowledged receipt of letter and will provide information on conditional items when complete.			
<b>25 January 2023 – Fiona Ainsworth</b>			
Administration await finalisation of conditional items.			
<b>27 February 2023 – Fiona Ainsworth:</b> No further update.			
<b>24 March 2023 – Fiona Ainsworth:</b> Report included in April OCM			
<b>28 April 2023 – Fiona Ainsworth:</b> As per April OCM Report WARC continues to wait for DIPL action and reports regarding flooding mitigation strategies for subdivision.			
<b>09 June 2023 – Hilal Ahmad</b>			

### Ordinary Council Meeting Action Items – In Progress

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**

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.

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
10 August 2022	Jasmine Mortimore	OOCEO	COMPLETE
<b>Resolution</b>			
<b>ELECTED MEMBER QUESTIONS WITH OR WITHOUT NOTICE: WOMEN'S SAFE HOUSE IN MANINGRIDA</b>			
The administration will make an enquiry about male access to the women's safe house in Maningrida, and provide an update at the next Council meeting.			
<b>ResolutionOCM148/2023 20 September 2023:</b> Requested contact with Territory Families regarding the concerns with the Maningrida Women's safe house and men accessing this facility and the lack of community engagement. Invite to next OCM and Maningrida LA to discuss ongoing concerns.			
<b>Updates:</b>			

### Ordinary Council Meeting Action Items – In Progress

<p><b>3 October 2022</b> An update will be provided at December 2022 Council meeting.</p> <p><b>6 December 2022 – Brooke Darmanin</b> Reached out to the NTG to coordinate a meeting between Mayor Ryan, Men Safe house and Women’s Safe house.</p> <p><b>11 January 2022 – Brooke Darmanin</b> There is no further update at this time</p> <p><b>31.01.2023 Brooke Darmanin</b> There is no further update at this time</p> <p><b>14 June 2023:</b> This matter has now been tasked to the First Nation’s Advisor to obtain information and report to DoOG who will then prepare a report to Council at the next OCM following the recent resignation of the previously assigned officer.</p> <p><b>17 August 2023:</b> Men can access the safe house for help and support and relationship counselling as a couple and the reason why the men would come to the women’s safe house is because the women cannot go to the men’s space and so the men had been welcomed to be with their partner to work through issues/queries. <b>The men have not been allowed to stay in the facility-strictly women and children ONLY.</b></p> <p><b>3 October 2023 – Jasmine Mortimore</b> TFHC have verbally advised that the programs allowing men to access the safe house have not been active since May 2023 (due to no Maningrida based position). They stated the old TFHC Team Leader had done community consultation before commencing programs that allowed men to access safe house. I am awaiting an email with further information including consultation that occurred.</p> <p><b>08 November 2023 – Jasmine Mortimore</b> Email sent to elected members with TFHC response</p> <p><b>11 December 2023 – Jasmine Mortimore</b> Response sent to TFHC on 8/11/2023 with no response, follow up email sent on 6/12/2023 with still no response.</p> <p><b>22 December 2023 – Jasmine Mortimore</b> Email sent to TFHC stating that no men should be allowed access, seeking approval to close this action as discussed in OCM on 20 December 2023.</p>
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Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
10 August 2022	Cathy Makings	Technical Services	In Progress
<b>Resolution: *Request Council approval to remove from OCM Action as it is an ongoing Minjilang LA Action Item</b>			
<b>OCM78/2022: FUNDING FOR MINJILANG AIRPORT SHELTER UPGRADE</b>			
Council directed the administration to send letters to other stakeholders in Minjilang, and request them to co-contribute to the cost of the Minjilang Airport shelter upgrade.			
<b>Updates:</b>			
<b>30/09/2022 – Sarah Will</b> Ongoing conversations with Technical Services at an Executive level regarding the lease for the land that the shelter occupies.			
<b>03/10/2022 – Kim Sutton</b> Chief Operating Officer has concerns over feasibility. Chief Operating Officer to provide update on feasibility options to Minjilang LA meeting.			
<b>02/12/2022 – Sarah Will</b> No further update received from DoOG or COO - please advise.			

### Ordinary Council Meeting Action Items – In Progress

**12.01.2023 – Peter Ryan:** No further update at this time

**05/04/2023 – Peter Ryan:** This is currently a land tenure matter nor is it a Council asset and is being treated as land tenure legacy. This matter will continue to be an issue until the land tenure matter concerning ownership is resolved.

**01 May 2023 – Clem Beard:** Administration has commenced discussions with the NLC on the best way forward to commence lease negotiations at the Minjilang Airport.

**01 June 2023 – Clem Beard:** NLC will discuss with Traditional Owners on the next scheduled visit to commence lease negotiations at the Minjilang Airport.

**11 September 2023 – Clem Beard**  
CDEP/WARC are working in a joint venture to complete works as materials are onsite – awaiting labour(CDEP) and plant(WARC) to become available to commence works when participants return from cultural obligations across the Arnhem region. If labour is unavailable may need to engage Stedmans Constructions to complete works as required materials are onsite in Minjilang for upgrade.

**24 October 2023 – Cathy Makings**  
WARC Minjilang team have removed the roof of the shelter. Spoke to CDP Jack who advised they have been waiting 2 months for the metal primer to arrive. WARC Team are arranging to reorder the primer and awaiting on quotes from Darwin paint stores. Once the CDP do the painting of the steel the team will install the roof.ARC crew have begun prep work taking equipment to the airfield. Will begin work once full complement of staff are at work.

**03 November 2023 – Cathy Makings:** Paint arrived 01/11/23 Advised CDP if they could paint the beams so WARC staff can reinstall the roof.

**29 November 2023 – Cathy Makings:** Waiting for CDP to complete painting

**10 January 2024 – Cathy Makings:** Waiting for more staff to return to work so new roof can be laid. Will need welding of the purlins so require experience welding team member to be present.

**6 February 2024 – Cathy Makings:** Due to extensive bad weather staff cannot reinstall roof.

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
10 August 2022	Leanne Johansson	Organisational Growth	In Progress
<b>Resolution: *Request Council approval to remove from OCM Action as it is an ongoing Minjilang LA Action Item</b>			
<b>OCM78/2022: FUNDING FOR MINJILANG COUNCIL OFFICE DISABLED ACCESS RAMP AND TOILET</b>			
Council directed the administration to try and seek additional funding for the construction of the Minjilang Council office disabled access ramp and toilet at an estimated cost of \$586,900.00			
<b>Updates:</b>			
<b>30 Sep 2022 – Sarah Will:</b> Contacted external Grants Writer, Susan Wright, to seek potential funding opportunities for this project.			
<b>02 Dec 2022 – Sarah Will:</b> No further update - still seeking potential grant funding opportunity for this project.			
<b>12 Jan 2023 – Peter Ryan:</b> No further update at this time			
<b>05 April 2023 – Peter Ryan</b>			
Council's Grants Officer has been tasked to source suitable grants from various sources and this is ongoing and a report will be supplied as to progress at next OCM. This has been brought about as Council's Acting GM Technical Services Clem Beard has costed the project and suggested that the only way WARC could afford to achieve this is to seek relevant grants to support our bid to make these changes.			
<b>03 May 2023 - Peter Ryan:</b> Nothing further on this matter as no grants monies have been found which would be suitable for this project. The search will continue			
<b>14 June 2023 – Peter Ryan</b> I am able to report that despite the best efforts of the grants officer a grant solution still has not been found.			

### Ordinary Council Meeting Action Items – In Progress

**16 August – Ben Heaslip:** A Growing Regions Expression of Interest was submitted on 1 August. If this EOI is successful Council will be invited to submit a grant application.

**12 September 2023 – Leanne Johansson:** No response from Department as yet.

**2nd October 2023 – Leanne Johansson:** No response from Department as yet.

**8 November 2023 – Bryony Stracey:** Grant timelines have been extended to close on 27 November. If EOI is successful and we are invited to apply full application must be lodged by 15 January 2024.

**6 December 2023 – Bryony Stracey:** We have been successful with our EOI and have been invited to submit a full application due to be submitted 15 January 2024.

**18 January 2024**  
Full application submitted 15/01/24 – awaiting outcome

**13 February 2024**  
Awaiting outcome of full application

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
8 December 2021	Craig Ballard	Technical Services	In Progress
<b>Resolution:</b>			
<b>OCM114/2021 SPEED HUMPS</b>			
Council directed the administration to try and source for funding for the supply and installation of eight speed humps in Maningrida over the next two financial years (four per year).			
<b>Updates:</b>			
<b>01 February 2022 – Michelle Hillman</b>			
The administration is in the process of applying for funding for remote road upgrades, and is exploring other funding options for this project.			
<b>23 February 2022 – Kim Sutton:</b> The Grants team is currently exploring options with Grants Writer, Susan Wright.			
<b>31 May 2022 – Sarah Will:</b> Ongoing – regular conversations with Grants Writer, Susan Wright, to identify grant opportunities applicable to this project.			
<b>27 July 2022 – Kim Sutton:</b> The Grants team are continuing to explore options for funding.			
<b>30 September 2022 – Sarah Will:</b> Ongoing - the Grants team are continuing to explore options for funding.			
<b>02 December 2022 – Sarah Will:</b> Ongoing - this project is regularly discussed with the Grants team and we are still to identify a grant funding opportunity for this project.			
<b>12 January 2023 – Peter Ryan -</b> No further update at this time.			
<b>02 February 2023 – Peter Ryan –</b> Kevin Voisey contacted this date and advised that the Speed Hump he installed at Maningrida was installed as a ‘one off’ following a complaint from the T/O in Coconut Grove that cars were regularly speeding down the street endangering young and older people. This was installed as a safety measure to slow these speeding vehicles down. This installation is not part of any grant or grant application. It is not part of the eight (8) spoken about previously.			
<b>05 April 2023 – Peter Ryan</b>			
Information has been received that Council has the stock available to complete or partially complete the installation of the eight (8) speed humps. Discussions are currently underway with Technical Services to verify this information and if correct for them to commence the installation of the speed humps ensuring that a community consultation process has been or will be undertaken. A further report will be furnished at the May OCM.			
<b>01 May 2023 - Clem Beard:</b> Consultations are underway in MGD to identify suitable locations for Speed Bumps in the Community for installation purposes.			



### Ordinary Council Meeting Action Items – In Progress

**11 August 2023 – Clem Beard:** Speed Bumps installation in progress and locations have been nominated by the Maningrida Local Authority. These works will be completed prior to onset of wet season.

**04 September 2023 – Craig Ballard**

Additional speed bumps and U-rails (to prevent vehicle drive-around) have been sourced and have arrived into Maningrida over the last fortnight. Speed bumps will be installed at the half court and near the pool in the coming days when capacity allows. U-rails will also be installed to the sides of all speed bumps but there are electrical safety matters to be addressed for sites close to electrical transformers and power poles before work commences.

**13 September 2023 – Craig Ballard:** Two further speed humps and U-rails have been installed near the half basketball court and near the men's shed. The Installation of U-rails to existing speed humps will continue as staff capacity allows.

**26 September 2023 – Craig Ballard:** One more U-rail will be installed at the half basketball court and four U-rails at the two established speed hump locations near the half basketball court by mid-October.

**24 October 2023 – Craig Ballard**

U-rails are scheduled to be installed at New Sub over the next fortnight. The speed humps located near the Men's Shed and half basketball court are installed onto a single lane two way road. Speed humps require an asphalt pavement surface for safe installation and this is why the speed humps mentioned above are only one lane wide. We are planning to locate additional barriers beside some U-rails to stop vehicles driving around the speed humps.

**08 December 2023 – Craig Ballard:** There are now a total of fifteen (15) speed humps installed across the Maningrida Township. Speed hump warning road signs have been installed at Coconut Grove and area and U-rails and speed hump warning road signs are currently being installed at New Sub.

**07 February – Clem Beard**

The administration has had (3) replacements speed bumps delivered to community to replace existing speed humps which are not suitable for community due to damage to local vehicles and concerns for ambulance transportation – if suitable a replacement program can be put into place for all main roads in Maningrida.

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 20 FEBRUARY 2024

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

#### SUMMARY

This report seeks an elected member's nomination for the Council's Special Finance Committee and for Council to discuss the role of the Special Finance Committee.

#### RECOMMENDATION

THAT COUNCIL:

1. Received and noted the report entitled *Special Finance Committee and Meetings*; and
2. Approved/Did not approve ..... as a member of the Special Finance Committee; and
3. Approved that every second Ordinary Council Meeting be changed to a Special Finance Committee meeting OR an Ordinary Council Meeting will be replaced by a Special Finance Committee meeting when a quorum cannot be achieved.

#### BACKGROUND

The Local Government Act requires Council to hold an Ordinary Council Meeting at least once every two months. In the alternate months, a Council can either hold an Ordinary Council Meeting or a Special Finance Committee (SFC) meeting.

Council's Special Finance Committee was formed in December 2020 to review and approve the monthly Finance Report when Ordinary Council Meetings do not take place. The Terms of Reference (attached) state that it must consist of five elected members. Since the resignation of Cr Ralph membership sits at four.

The advantages of holding SFC meetings rather than Ordinary Meetings is that it is easier to achieve a quorum and meet Council's legal obligations to review the Finance Report each month..

#### COMMENT

Currently members of the SFC are:

Mayor Matthew Ryan  
Deputy Mayor Williams  
Councillor Phillips  
Councillor Nadjamerrek

In order to fulfill its functions the Special Finance Committee seeks nominations from an elected member to bring the number up to five.

Also, Council is being asked to discuss whether the Ordinary Council Meetings held via videoconference can be replaced with a Special Finance Committee meeting or whether SFC meetings should only be used when it is clear that a quorum cannot be reached.

#### LEGISLATION AND POLICY

Section 90 *Local Government Act*

Sections 17 and 19 of the *Local Government (General) Regulations 2021*

#### 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**

Nil

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 20 FEBRUARY 2024

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

#### SUMMARY

This report is to seek Council's approval on the expenditure of the annually allocated Waste Resources Management funding pool (WaRM Grant)

#### RECOMMENDATION

THAT COUNCIL:

1. Received and noted the report entitled *Expenditure of WaRM Grant Funding*; and
2. Approved/Did not approve 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

#### BACKGROUND

Every year Council Receives an allocation of funding from the office of Chief Minister and Cabinet for use in Waste and Resource Management. This year our funding has been allocated at \$140,000 which requires Councils resolution for expenditure. Last year this money was used towards the purchase of a wheel loader for Warruwi which was a critical asset required to perform waste management in the community.

#### COMMENT

The Waste and Resource Coordinator proposes that this year's funding be allocated as follows.

1. A sum of \$85,000 allocated to the purchase of a wheel loader and accessories for Maningrida with the knowledge that an application of \$247,000 has been submitted to the Community Benefit fund to fund the remaining costs of this purchase
2. A sum of \$40,000 allocated to community engagement as outlined in attachment 8.4.1 2024 Waste and Sustainability Community Engagement Program
3. A sum of \$10,000 allocated to create a Reduce, Reuse, Recycle Community Grant program as outlined in attachment 8.4.1 2024 Community Grants Program
4. A sum of \$5000 allocated to a West Arnhem Waste Forum to bring together all staff working in waste across the region to share ideas and devise a regional waste measurement system

The above allocation has been made in consideration of the Council's operational and strategic needs including the West Arnhem Waste Strategy 2021-26 and upcoming Reduce Reuse Recycle Strategy due to be released in April 2024.

#### LEGISLATION AND POLICY

Local Government Act 2019

West Arnhem Regional Council Waste Strategy 2021-2026

#### FINANCIAL IMPLICATIONS

Insert text here

#### 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 1.3 Communication**

Deliver dynamic communication which is culturally informed and appropriate, engaging and relevant to the interests of Council.

## **PILLAR 4 SERVICE DELIVERY AND BUILT ENVIRONMENT**

We provide high quality infrastructure and service delivery that meets the unique needs of each community, creates a sense of place and contributes towards promoting a sense of pride in community.

### **Goal 4.1 Strategic Infrastructure and Asset Management**

Strategically manage, maintain and enhance community infrastructure.

### **Goal 4.3 Waste and Water Management**

Deliver environmentally and economically sound solid waste, water and sewerage services.

## **PILLAR 5 SUSTAINABILITY AND CLIMATE ACTION**

Leading by example, we commit to developing a culture of sustainable practice. We recognise and champion the importance of safe-guarding our environment for future generations by working collectively with community, private enterprises and all tiers of government.

### **Goal 5.1 Recycling and Waste**

Develop recycling and waste initiatives which protect and preserve community natural resources and the local environment.

## **ATTACHMENTS**

1. 2024 Waste and Sustainability Community Engagement program [8.3.1 - 3 pages]
2. 2024 Community Grants Program [8.3.2 - 2 pages]

West Arnhem Regional Council

# WASTE AND SUSTAINBILIY COMMUNITY ENGAGEMENT PROGRAM

2024



## Introduction

**As a part of West Arnhem Regional Councils Commitment to Waste and Sustainability Community engagement is integral in reaching our goals and working hand in hand with our communities. the concept of I love West Arnhem will be used across this program to help educate and build awareness of caring for country and community.**

## Objectives

The key objectives of this engagement program are:

- Improved litter rating for all communities
- Increased community awareness of councils waste and litter programs
- Increase community engagement in waste and litter management
- Community understanding of waste management options in each community
- Building relationships between WARC, Community and stakeholders and promoting sense of community

## Snapshot of Activities

- I love Gunbalanya, I Love Jabiru, I Love Maningrida and I Love Waruwi logo design competition
- Tidy Yard Awards - prizes to encourage community members to keep yard areas tidy
- Tidy Yard Kits - Council borrow kits with litter tongs rakes and garbage bags available for residents to clean up yards
- Waste Warriors - Awards for Community members who are champions for waste initiatives
- Community events - reward and recognition for helping keep community clean and inclusive education
- Community education videos - helping people understand dangers of littering and dumping in waterways
- Recycled Art Competition - building community involvement in waste and recycling
- Keep Australia Beautiful Community visits - Vists by Ceo of Keep Australia Beautiful to Asses for Tidy Towns
- Merchandise for I Love West Arnhem Campaign



## OUTCOMES

- Improved results in Tidy Towns Awards
- Improved litter in and beatification of West Arnhem Communities
- Better community understanding of how to manage waste
- Improved community engagement with West Arnhem Regional Council activities
- Improved Community engagement with regional stakeholders
- Considered and culturally appropriate engagement - including video graphical and in language messaging
- Support and recognition for community members who are champions in the waste and litter field





West Arnhem Regional Council  
**REDUCE, REUSE,  
RECYCLE**  
**COMMUNITY GRANT  
PROGRAM**  
**2024**



## Introduction

As a part of West Arnhem Regional Councils Commitment to Waste and Sustainability there will be a community grant program offered with a pool of \$10,000 available to residents or organisations based within West Arnhem Regional Council Areas to undertake projects that are designed reduce waste going to landfill.

## Objectives

The key objectives of this grant program are to;

- Support activities that will reduce the amount of waste going to landfill Within the West Arnhem Region
- Support economic growth for the West Arnhem Region.
- Increase community engagement in waste and litter management

## Who Can Apply

This Grant is open to:

- Any business with an ABN with a postal address in the West Arnhem Region
- Any not for profit operating in the West Arnhem Region
- Any Aboriginal Corporation operating in the West Arnhem Region

## Projects that will be considered

West Arnhem Regional Council wishes to support five projects to the value of \$2000 each across its communities. Some projects that will be considered

- A local enterprise wishing to start cash for containers
- Composting set up for a community Garden
- An arts program reusing recyclable materials
- A community group wishing to run a clean up day
- transportation costs for recyclables
- assets to support recycling and reuse within community



## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 20 FEBRUARY 2024

<b>Agenda Reference:</b>	<b>8.4</b>
<b>Title:</b>	<b>Maningrida Change Rooms</b>
<b>Author:</b>	<b>Sam Fazzolari, Proejct Coordinator Infrastructure</b>

#### SUMMARY

This report is to provide the Council with an update on the two (2) design options for Football Oval changerooms in Maningrida.

#### RECOMMENDATION

THAT COUNCIL:

1. Received and noted the report entitled *Maningrida Change Rooms*; and
2. Approved/Did not approve a change room grandstands:
  - restricted viewing area
  - unrestricted viewing area

#### BACKGROUND

Maningrida Community has a growing number of senior football teams and currently there is no allocated change rooms or toilet amenities at the oval for players, officials or spectators alike. The school has been supporting the AFLNT with the development of the Women's AFL and additionally coordinating the process including a number of junior teams.

The requirement to build additional infrastructure is critical to develop the game locally and follow the WARC strategic plan to cater for a growing number of players and supporters throughout the Maningrida Community. Enhanced facilities can drive improved healthy living programs, enhanced fitness programs and deliver better wellbeing throughout the community.

In December 2023 Council received notification of grant funding to the value of \$4.6M from the National Indigenous Australians Agency (NIAA) for the construction of change room facilities for the Maningrida oval.

The administration worked closely with the funding body to map out a plan for the release of initial funding to commence community consultation with key stakeholders, Local Authority Members, Traditional Owners, Northern Land Council, Community Members, and the AFLNT to develop a concept plan for community approval. It has been negotiated to deliver the project in 2 phases, with Phase 1 comprising consultation, concept, design and improvements to the existing ablution facilities at the WARC offices. Phase 2 encompasses project delivery with completion at the end of 2025. It is estimated that this project will run for 3 years.

Administration engaged Keogh Bay Consulting team with experience in remote sporting facilities environment to complete consultant works. After the consultation, the administration has liaised with the funding body to commence Phase 1 financial release and schedule works to commence per agreement.

#### COMMENT

Upon receiving confirmation from the funding body, the administration commenced the engineering and architectural design works for tender purposes.

Administration sourced quotes for the engineering, architectural and structural drawings from various local companies to engage works required.

The requirements of engineering and legislative building requirements (BCA) included:

- Structural Design S40
- GEO Technical Report
- Seating and Slab Design
- Electrical Design S40
- Hydraulic Design S40
- Mechanical Design S40
- Site Servicing Plans

The administration has received preliminary drawings, which it has reviewed and provided the necessary feedback on changes to allow fit for purpose.

The consultants have provided two options for the change rooms for Council to consider, which are:

- 1) Change rooms with grandstand restricted viewing area – attached 3D image
- 2) Change rooms with grandstand unrestricted viewing area – attached 3D image

The administration recommends releasing tenders for both options and consider costings when tenders are received to ascertain the amount of available funding for project.

The next steps required in the process for the administration to meet for project are:

- Submission of final construction documents for the Maningrida Sporting Change Rooms to National Indigenous Australians Agency (NIAA)
- Plans to be endorsed by NIAA once completed prior to tender release
- Development consent approval
- AAPA approvals
- NTFRS report
- Served bench in accordance with AS1428.2
- 1 handrail for each set of steps
- Tactile Ground indicators for building
- Erect signage for project as per agreement
- Rerelease ablution block upgrade with changeroom tender.

## **LEGISLATION AND POLICY**

Local Government Act procurement policy will be followed via tender process.

## **FINANCIAL IMPLICATIONS**

Funded by National Indigenous Australians Agency

## **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 1.2 Economic Partnerships**

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

#### **Goal 1.4 Community Events**

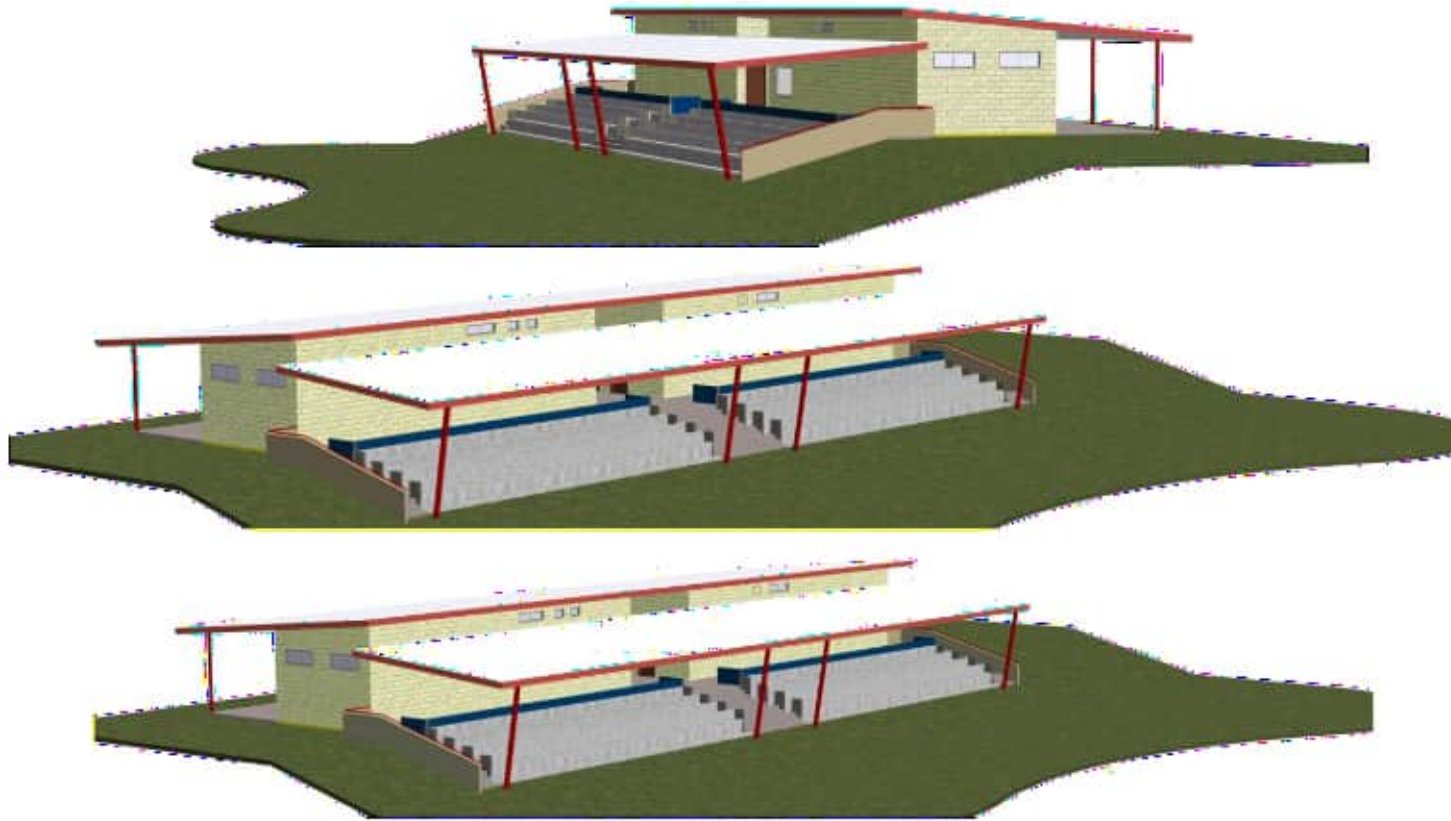
Deliver cultural, civic and sporting events which engage and unite the community.

**Goal 1.6 Youth Engagement**

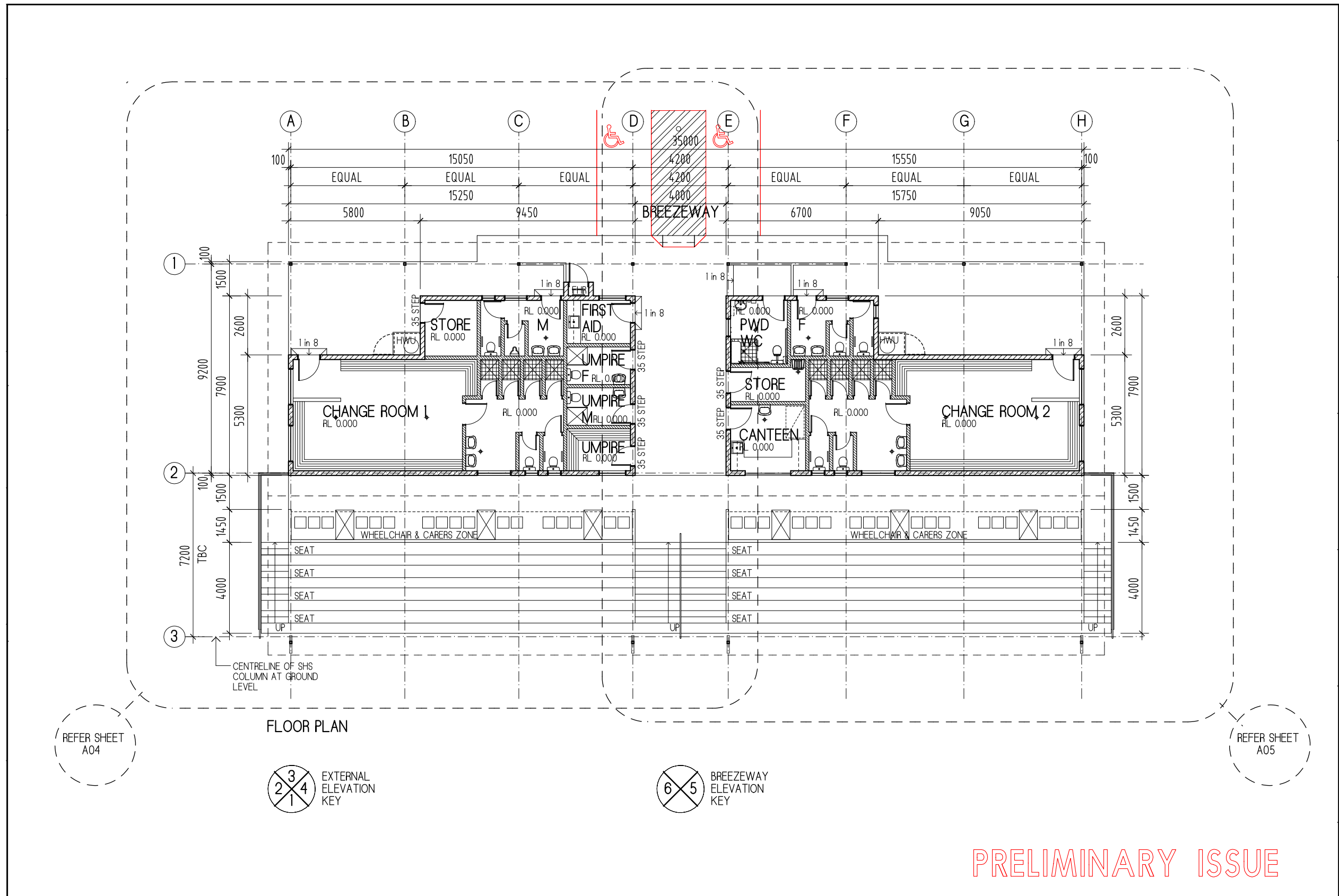
Deliver diverse, targeted programs and events which actively empower and engage young people as valuable partners in decision-making which effects them.

**ATTACHMENTS**

1. MGD Option one [8.4.1 - 1 page]
2. MGD Option two [8.4.2 - 1 page]
3. Maningrida Changerooms floorplan [8.4.3 - 1 page]







No.	AMENDMENT	DRN	DATE

**draftLink**  
 Stuart Park NT  
 PO Box 1461 DARWIN NT 0801 Ph. 0413 833 843  
 Email: dlink@bigpond.net.au ABN 85 866 599 367

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 JOB TITLE  
**PROPOSED PLAYERS CHANGE ROOM  
 LOT 479 MANINGRIDA COMMUNITY  
 WEST ARNHEM REGIONAL COUNCIL**

USE FIGURED DIMENSIONS IN PREFERENCE TO SCALE  
 DRAWING TITLE  
**SETOUT FLOOR PLAN**

ALL DIMENSIONS TO BE VERIFIED AND CHECKED ON JOB	
DATE	JAN '24
DRAWN	PM
CHECKED	
SCALE	1 : 150 (A3)
JOB No.	DL21/493
DRAWING No.	A03
ISSUE No.	PRELIM



## WEST ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 20 FEBRUARY 2024

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

#### SUMMARY

The purpose of this report is to endorse a letter from the Mayor to accept funding from Hon. Marion Scrymgour for a community bus for Maningrida and Gunbalanya.

#### RECOMMENDATION

THAT COUNCIL:

1. Received and noted the report entitled *Community Buses Commitment*; and
2. Endorsed letter from Mayor accepting offer of funding to purchase community buses

#### BACKGROUND

The Office of Hon. Marion Scrymgour MP reached out to confirm the commitment for community buses, one for Maningrida and one for Gunbalanya, is still active and would require a letter of confirmation from WARC.

The buses will be covered by funding from the Office for Sport - Australian Government Department of Health and Aged Care

#### COMMENT

Please see letter attached to report for endorsing.

#### LEGISLATION AND POLICY

N/A

#### FINANCIAL IMPLICATIONS

N/A

#### 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 1.2 Economic Partnerships**

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

##### **PILLAR 3 SAFETY AND WELLBEING**

As an 'Employer of Choice', we provide and promote a positive culture of safety, inclusion and respect. Our people are skilled, informed and have opportunities to grow and develop within our organisation. Services provided to community are professional, impactful, engaging and appropriate to local needs.

##### **Goal 3.4 Community Service Delivery**

Provision of high quality, culturally informed programs that support and enhance the safety and wellbeing of community members.

**ATTACHMENTS**

1. Letter of Acceptance Offer for Community Buses [8.5.1 - 1 page]



Marion Scrymgour  
Federal Member for Lingiari  
425 Stuart Highway  
Coolalinga Central  
NT 0839

14 February 2024

**Letter of Acceptance – Community Buses**

Dear Marion,

I'm pleased to inform you on behalf of the West Arnhem Regional Council, please use this letter as our acceptance of your offer of funding to purchase a community bus.

A community bus will be a real benefit to our community, enabling us to provide additional services to the community and to enhance existing services.

We will be able to house the bus in a secure location and keep the bus properly serviced and in good working condition.

The costs for regular maintenance of the bus will be factored into funding applications for the various services we currently provide to the community.

Can you please pass on details of the departmental officials we will need to contact to work through the funding arrangements.

We thank you for this opportunity.

Yours Sincerely,

Matthew Ryan  
Mayor

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

## WEST ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 20 FEBRUARY 2024

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

#### 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.

#### 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. Australian Local Government Association Letter to Mayor - 15 December 2023 [9.1.1 - 1 page]
2. Correspondence from Mayor RE Responsible Parties for Managing Community Safety Gunbalanya [9.1.2 - 2 pages]
3. RE Correspondence from West Arnhem Regional Council Mayor to Ministers RE Responsible Parties for M [9.1.3 - 2 pages]
4. Letter to WARC Mayor from Minister Ngaree Ah Kit - RE Gunbalanya Safety - 29.01.2024 [9.1.4 - 1 page]
5. Ltr CEO DITT to West Arnhem RC Remote Power System Strategy [9.1.5 - 2 pages]
6. Community Government Council Consultation [9.1.6 - 1 page]
7. Lord Mayor invitation to attend City of Darwin's 2024 Bombing of Darwin Commemorative Service [9.1.7 - 1 page]
8. Kakadu Ward by-election report 2023 [9.1.8 - 16 pages]
9. Letter - WARC CEO to Shadow Minister for Local Government RE Community Government Council Consultati [9.1.9 - 1 page]
10. RE Remote community prepayment meter replacement program [9.1.10 - 3 pages]



15 December 2023

Mayor Matthew Ryan  
West Arnhem Regional Council  
PO Box 721  
JARRIJ NT 0886

Dear Mayor Ryan,

**You're Invited: 2024 Australian Local Government Association National General Assembly**

I'm delighted to officially invite you to our Australian Local Government Association Annual Conference, the National General Assembly of Local Government (NGA), which 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.

As a result, 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 our 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.

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

Next year's Conference is shaping up to be even bigger than this year's record setting event, and we are again so proud to be partnering with the Federal Government to incorporate the ACLG into the week.

This year's ACLG was the first to be held in ten years and was a wonderful opportunity for us to speak directly to Federal Ministers with one voice about the challenges and opportunities in our communities.

Further information about both the 2024 NGA and ACLG – including registration details – will be provided to your councils in the New Year. Should you require any further details, please do not hesitate to contact ALGA on (02) 6122 9400 or at [alga@alga.asn.au](mailto:alga@alga.asn.au).

I look forward to receiving your 2024 NGA motions and welcoming you to Canberra next July.

Yours sincerely,

A handwritten signature in black ink that reads "Linda Scott".

Councillor Linda Scott  
President, Australian Local Government Association

**From:** Minister Paech  
**Sent:** Tue, 9 Jan 2024 03:30:53 +0000  
**To:** Jasmine Mortimore  
**Subject:** RE: Correspondence from West Arnhem Regional Council Mayor to Ministers RE Responsible Parties for Managing Community Safety In Gunbalanya

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Good afternoon Jasmine,

Thanks for inviting Minister Paech to this meeting. Unfortunately Minister Paech is not available to attend on this occasion.

I hope the meeting goes well and that WARC gets some favourable outcomes – or a way forward that benefits the community.

Kind regards,

Brionee

---

**Brionee Noonan**

Chief of Staff  
Office of the Hon Chansey Paech MLA

t. (08) 8936 5557 | m. 0488 006 680 | e. [brionee.noonan@nt.gov.au](mailto:brionee.noonan@nt.gov.au)

*I/We acknowledge the Traditional Owners of Country throughout Australia and recognise their continuing connection to land, waters and culture. We pay our respects to their Elders past, present and emerging.*

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---

**From:** Jasmine Mortimore <[Jasmine.Mortimore@westarnhem.nt.gov.au](mailto:Jasmine.Mortimore@westarnhem.nt.gov.au)>  
**Sent:** Monday, 8 January 2024 4:11 PM  
**To:** Manuel Brown <[Manuel.Brown@nt.gov.au](mailto:Manuel.Brown@nt.gov.au)>; Chief Minister <[Chief.Minister@nt.gov.au](mailto:Chief.Minister@nt.gov.au)>; Brent Potter <[Brent.Potter@nt.gov.au](mailto:Brent.Potter@nt.gov.au)>; Minister AhKit <[Minister.AhKit@nt.gov.au](mailto:Minister.AhKit@nt.gov.au)>; Minister Paech <[Minister.Paech@nt.gov.au](mailto:Minister.Paech@nt.gov.au)>  
**Cc:** Matthew Ryan <[Matthew.Ryan@westarnhem.nt.gov.au](mailto:Matthew.Ryan@westarnhem.nt.gov.au)>; Jessie Schaecken <[jessie.schaecken@westarnhem.nt.gov.au](mailto:jessie.schaecken@westarnhem.nt.gov.au)>; Elizabeth Williams <[elizabeth.williams@westarnhem.nt.gov.au](mailto:elizabeth.williams@westarnhem.nt.gov.au)>; Gabby Gumurdul <[gabby.gumurdul@westarnhem.nt.gov.au](mailto:gabby.gumurdul@westarnhem.nt.gov.au)>; Otto Dann <[otto.dann@westarnhem.nt.gov.au](mailto:otto.dann@westarnhem.nt.gov.au)>; Donna

Nadjamerrek <donna.nadjamerrek@westarnhem.nt.gov.au>

**Subject:** RE: Correspondence from West Arnhem Regional Council Mayor to Ministers RE Responsible Parties for Managing Community Safety In Gunbalanya

**Importance:** High

Good afternoon all & Happy New Year,

Mr Manuel Brown MLA and representatives from Territory Families, Housing and Communities have confirmed their availability to attend Gunbalanya on Thursday 18 January 2024,

As a collaborative effort to address these important concerns with the Gunbalanya Community, can we please ask that you confirm your available also.

We look forward to hearing from you,

Kind regards



**Jasmine Mortimore**

Travel and Executive Assistant to the CEO & Mayor | West Arnhem Regional Council

T: 08 8979 9469 | M: 0473 884 355 | PO Box 721 Jabiru NT 0886

E: [Jasmine.mortimore@westarnhem.nt.gov.au](mailto:Jasmine.mortimore@westarnhem.nt.gov.au) | W: [www.westarnhem.nt.gov.au](http://www.westarnhem.nt.gov.au)

**OUR VALUES:** Respectful Inclusive Innovative Integrity



*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 Regions Wards. West Arnhem Regional Council pay their respects and acknowledge Elders past, present and rising.*

---

**From:** Jasmine Mortimore

**Sent:** Thursday, 28 December 2023 12:45 PM

**To:** [Manuel.Brown@nt.gov.au](mailto:Manuel.Brown@nt.gov.au); [chief.minister@nt.gov.au](mailto:chief.minister@nt.gov.au); [Brent.Potter@nt.gov.au](mailto:Brent.Potter@nt.gov.au); [Minister.AhKit@nt.gov.au](mailto:Minister.AhKit@nt.gov.au); [Minister.Paech@nt.gov.au](mailto:Minister.Paech@nt.gov.au)

**Cc:** Matthew Ryan <[Matthew.Ryan@Westarnhem.nt.gov.au](mailto:Matthew.Ryan@Westarnhem.nt.gov.au)>; Jessie Schaecken ([jessie.schaecken@westarnhem.nt.gov.au](mailto:jessie.schaecken@westarnhem.nt.gov.au)) <[jessie.schaecken@westarnhem.nt.gov.au](mailto:jessie.schaecken@westarnhem.nt.gov.au)>

**Subject:** Correspondence from West Arnhem Regional Council Mayor to Ministers RE Responsible Parties for Managing Community Safety In Gunbalanya

**Importance:** High

Good afternoon,

Please see attached correspondence from our Mayor Matthew Ryan,

Kind regards



**Jasmine Mortimore**

Travel and Executive Assistant to the CEO & Mayor | West Arnhem Regional Council

T: 08 8979 9469 | M: 0473 884 355 | PO Box 721 Jabiru NT 0886

E: [Jasmine.mortimore@westarnhem.nt.gov.au](mailto:Jasmine.mortimore@westarnhem.nt.gov.au) | W: [www.westarnhem.nt.gov.au](http://www.westarnhem.nt.gov.au)

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**From:** Minister Paech  
**Sent:** Thu, 28 Dec 2023 06:13:46 +0000  
**To:** Jasmine Mortimore  
**Cc:** Matthew Ryan; Jessie Schaecken  
**Subject:** RE: Correspondence from West Arnhem Regional Council Mayor to Ministers RE Responsible Parties for Managing Community Safety In Gunbalanya

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Good afternoon

On behalf of the Hon Chansey Paech MLA, Attorney-General and Minister for Justice. I acknowledge receipt of your correspondence dated 28 December 2023.

Thankyou for writing to Minister Paech on this issue.

Yours sincerely,

**Office of the Hon Chansey Paech MLA**

Deputy Chief Minister  
Attorney-General and Justice  
Leader of Government Business  
Aboriginal Affairs and Treaty  
Local Government  
Arts, Culture and Heritage

Northern Territory Government  
Parliament House, Darwin  
GPO Box 3146, Darwin NT 0801

*We acknowledge the Traditional Owners of Country throughout Australia and recognise their continuing connection to land, waters and culture. We pay our respects to their Elders past, present and emerging.*

---

**From:** Jasmine Mortimore <Jasmine.Mortimore@westarnhem.nt.gov.au>  
**Sent:** Thursday, 28 December 2023 12:45 PM  
**To:** Manuel Brown <Manuel.Brown@nt.gov.au>; Chief Minister <Chief.Minister@nt.gov.au>; Brent Potter <Brent.Potter@nt.gov.au>; Minister AhKit <Minister.AhKit@nt.gov.au>; Minister Paech <Minister.Paech@nt.gov.au>  
**Cc:** Matthew Ryan <Matthew.Ryan@westarnhem.nt.gov.au>; Jessie Schaecken <jessie.schaecken@westarnhem.nt.gov.au>  
**Subject:** Correspondence from West Arnhem Regional Council Mayor to Ministers RE Responsible



Parties for Managing Community Safety In Gunbalanya

**Importance:** High

Good afternoon,

Please see attached correspondence from our Mayor Matthew Ryan,

Kind regards



**Jasmine Mortimore**

**Travel and Executive Assistant to the CEO & Mayor | West Arnhem Regional Council**

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E: [Jasmine.mortimore@westarnhem.nt.gov.au](mailto:Jasmine.mortimore@westarnhem.nt.gov.au) | W: [www.westarnhem.nt.gov.au](http://www.westarnhem.nt.gov.au)

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MINISTER FOR TERRITORY FAMILIES

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

GPO Box 3146  
Darwin NT 0801  
Telephone: 08 8936 5590

Mr Matthew Ryan  
Mayor  
West Arnhem Regional Council

Via email: [Matthew.Ryan@westarnhem.nt.gov.au](mailto:Matthew.Ryan@westarnhem.nt.gov.au)  
[Jasmine.Mortimore@westarnhem.nt.gov.au](mailto:Jasmine.Mortimore@westarnhem.nt.gov.au)

Dear Mayor *matty*

Thank you for your correspondence on 28 December 2023, in relation to managing community safety in Gunbalanya.

Following discussions between the West Arnhem Regional Council and the Department of Territory Families, Housing and Communities, I am aware that staff have engaged to meet in Gunbalanya in January 2024 and discuss the community's concerns, as well as provide clarity on responsibility for managing anti-social behaviour within the community.

Yours sincerely

NGAREE AH KIT

*29/01/2024*





Department of  
INDUSTRY, TOURISM AND TRADE

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19 The Mall, DARWIN NT 0800

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T 08 8999 5204

File reference  
DITT2023/00260-0103

20 December 2023

Mr Matthew Ryan  
Mayor  
West Arnhem Regional Council  
19 Benison Road  
Winnellie NT 0820  
Email: [Matthew.Ryan@westarnhem.nt.gov.au](mailto:Matthew.Ryan@westarnhem.nt.gov.au)  
CC: [Jessie.Schaecken@westarnhem.nt.gov.au](mailto:Jessie.Schaecken@westarnhem.nt.gov.au)

Dear Mr Ryan

Re: Northern Territory Government Remote Power System Strategy

I am writing to inform you of a significant Northern Territory Government initiative that may directly affect the communities you represent and to seek your engagement to inform its development.

The initiative, the Remote Power System Strategy (RPSS), is a proposal for coordinated investment to achieve an ambitious target of an average 70% renewable energy by 2030 across the 72 communities provided power through the Indigenous Essential Services program, including in the communities of Gunbalanya, Maningrida, Minjilang, and Waruwi. The RPSS is being progressed by the Office of Sustainable Energy in my Department of Industry, Tourism and Trade.

The RPSS is currently in the planning phase. This involves technical assessments of community power systems and the preparation of a detailed business case setting out the social, environmental and economic case for the initiative. Subject to a favourable business case and necessary approvals, the delivery phase of the initiative would follow and involve the rollout of new renewable energy infrastructure in participating communities.

A series of engagement activities with community stakeholders is proposed to inform the preparation of the business case, seeking input on a range of matters, including on:

- any community issues or aspirations likely to influence community support for renewables;
- local First Nations organisations, businesses and corporations' interest in investing or contracting for the delivery of renewable energy infrastructure; and
- the availability of suitable land to host renewable energy infrastructure.

Northern Territory Government Remote Power System Strategy

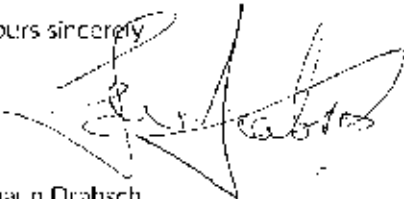
As a key stakeholder, I am seeking your engagement and support for this initiative through:

- attendance at a group information session for relevant local government council leaders in the week commencing 22 January 2024, outlining the Remote Power System Strategy, its objectives, and the matters being considered; and
- participation in a one-on-one meeting with representatives of the Office of Sustainable Energy in late January or February 2023, to gain your insights and perspectives.

Group information sessions will be facilitated through the Local Government Association of the Northern Territory. Details on these sessions will be sent out shortly, and representatives from the Office of Sustainable Energy will make contact to arrange the one-on-one meeting with you.

The Remote Power System Strategy has the potential to deliver significant benefits to the Northern Territory and participating communities, and I would greatly appreciate and welcome your input and advice in this process.

Yours sincerely



Shaun Drahsch  
Chief Executive Officer



SHADOW MINISTER FOR LOCAL GOVERNMENT

Parliament House  
State Square  
Darwin NT 0800  
[Opposition.Leader@nt.gov.au](mailto:Opposition.Leader@nt.gov.au)

GPO Box 3700  
DARWIN NT 0801  
Telephone: 08 8936 5659  
Facsimile: 08 8942 6827

Ms Jessie Schaecken  
Chief Executive Officer  
West Arnhem Regional Council  
PO Box 721  
Jabiru NT 0886

Dear Ms Schaecken

**Community Government Council Consultation**

The Opposition is currently consulting widely with Territorians on a pathway to stronger local government in remote and regional areas. We are very keen to receive your input into how a reshape of local government in the bush, away from the large regional council model, could improve local outcomes, decision making and control.

Territorians living in the bush had local control and decision making taken away from them in 2008 when the 'Super Shire' model amalgamated 70 small local councils.

The Opposition has heard the concerns of Territorians living in the bush, particularly on Aboriginal communities, that centralised service delivery is not meeting the aspirations and expectations of residents.

If you have a view on service delivery, the current local government system, how improvements could be made or general observations, please let us know. We are seeking direct input from stakeholders like yourself, that will help shape the best way forward to ensure the future of community government councils is tailored to meet the unique requirements of remote communities across the Territory.

If you are interested in providing feedback or discussing this important reform, please contact me on the above details.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Steve Edgington'.

Steve Edgington M.A  
Shadow Minister for Local Government

18 December 2023

**From:** RSVP Invite <RSVPinvite@darwin.nt.gov.au>  
**Sent:** Tuesday, 19 December 2023 9:06 AM  
**To:** Info WestArnhem <info@westarnhem.nt.gov.au>  
**Subject:** Lord Mayor invitation to attend the City of Darwin's 2024 Bombing of Darwin Commemorative Service

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The Right Worshipful the Lord Mayor of Darwin  
The Hon. Kon Vatskalis  
has pleasure inviting  
*Mr Matthew Ryan and Guest*

at the  
Commemorative Service, a national day of observance  
**Bombing of Darwin Day**  
**Monday 19 February 2024**  
commencing 9:40 am at the Darwin Cenotaph, Esplanade  
(please arrive by 9:30 am to be seated)

**RSVP is essential for seating purposes by 2 February 2024**  
Please RSVP to City of Darwin via email: [rsvpinvite@darwin.nt.gov.au](mailto:rsvpinvite@darwin.nt.gov.au)  
**you will be seated in AREA B**  
Dress: Territory Rig (Tie not compulsory)

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# West Arnhem Regional Council

## Kakadu Ward by-election



Northern Territory  
Electoral Commission  
EVERY vote counts



**NT Electoral Commission version control****2023 West Arnhem Regional Council – Kakadu Ward by-election report**

<b>Version Number</b>	<b>Purpose/change</b>	<b>Author</b>	<b>Date</b>
1.0	Draft report	K. Parker	3.11.2023
1.1	Final report	K. Parker	6/12/2023

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**ISBN:** 978-0-6486023-0-9





## Election timetable

### 2023 West Arnhem Kakadu Ward by-election

9 September 2023

Date	Time	
Tuesday 8 August		Nominations open
Wednesday 9 August	5:00 pm	Electoral roll closes
Friday 18 August	12:00 noon	Nominations close
	1:00 pm	Declaration of nominations, draw for position on ballot papers
Monday 21 August		Postal vote mail-out commences
Monday 4 September	8:00 am	Early voting commences Mobile voting commences
Tuesday 5 September	6:00 pm	Overseas postal voting despatches cease
Thursday 7 September	6:00 pm	All postal voting despatches cease
Friday 8 September	4:30 pm	Early voting ceases
<b>Saturday 9 September</b>		<b>Election day</b> Election day voting commences: <i>Mobile voting only</i> Election day voting ceases: <i>Mobile voting only</i>
	6:00 pm	Mobile voting ceases Primary counts of ordinary, postal and early votes commence
Monday 11 September	9:00 am	Declaration vote verification checks, commence recheck of all counts
Thursday 14 September	9:00 am	Primary counts of accepted declaration votes, further postal counts
Friday 22 September	12:00 noon	Deadline for receipt of postal votes Final counts of postal votes commence
	2:00 pm	Distribution of preferences
Monday 25 September	10:00 am	Declaration of the election result

Correct as at 5 July 2023

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2023 West Arnhem Regional Council by-election report - Kakadu Ward

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**BACKGROUND****Election**

A by-election for one vacancy in the Kakadu Ward of the West Arnhem Regional Council was caused by the resignation of a councillor (Catherine Ralph) on 22 June 2023. The NT Electoral Commission (NTEC) was advised of the vacancy on the same day and was requested to run the by-election on behalf of the council.

Election day for the by-election was Saturday 9 September with the successful candidate declared on Friday 22 September following the deadline for the receipt of postal votes.

**Legislation**

Section 54(2)(c) of the *Local Government Act 2019* (the Act) requires a by-election to be held where a casual vacancy occurs 18 months or more before the next general election.

Section 136(7) of the Act allows a council to appoint their CEO or another person (other than the Electoral Commissioner) to be the returning officer for the by-election. The process to be followed including passing the resolution and notifying the Electoral Commissioner is set out in section 136 of the Act. If a person is not appointed, the by-election is to be conducted as decided by the Electoral Commissioner. The West Arnhem Regional Council has, so far, requested the NTEC run their by-elections.

***Recent legislative changes***

The 2021 Local Government Elections were the first elections conducted under the new *Local Government Act 2019* and consequently updated Local Government (Electoral) Regulations 2021, both of which commenced 1 July 2021.

The relevant electoral legislative changes from the new Act and updated regulations were reported in the West Arnhem Regional Council report for the 2021 Local Government Elections.

However, new financial disclosure requirements for local government elections, although part of the new Act, did not come into effect until 1 July 2022. This means they did not apply to the 2021 general elections, but did apply to the by-election. See financial disclosure paragraphs on page 6 for more details.

**Service level agreement**

A service level agreement (SLA) between the West Arnhem Regional Council and the NTEC was signed by both parties by 12 July 2023 and established the costing program for the preparation and conduct of the by-election.

The SLA stated that the NTEC will apply the requirements of the Act and regulations, and provided details of the voting services. The SLA also detailed any services provided or facilitated by the council which would offset the final costs.

For Kakadu Ward by-election, the West Arnhem Regional Council opted to provide or facilitate the following in order to offset costs:

- acting as an agent to receive and forward nominations to the NTEC
- promotion of the election on council social media outlets
- premises for voting services at no cost
- participation in de-briefing at the conclusion of the election.

**BOUNDARY CHANGES**

The ward boundary changes made prior to the 2021 Local Government Elections (creating Minjilang and Warruwi Wards and abolishing Barrah Ward) are still in place, and no changes were made to West Arnhem Regional Council as a result of the 2022 Local Government Representative Reviews.

## 2023 West Arnhem Regional Council by-election report - Kakadu Ward

**ENROLMENT**

At the close of the electoral roll on Wednesday 9 August at 5:00pm, there was a total of 556 electors enrolled in the Kakadu Ward. This is a 5.5% increase in enrolment (up from 527 electors) from the local government general elections held in August 2021.

**CANDIDATES**

Nominations opened Tuesday 8 August and closed Friday 18 August at 12:00 noon. There were 2 accepted nominations for the one vacancy, with no rejected or withdrawn nominations.

The declaration of nominations and the draw for ballot paper position order took place at the NTEC office soon after the nominations closed. The ballot paper positions for each candidate were selected by a random number generator and results were uploaded onto the NTEC's website and Facebook page once the draw was completed.

*Summary of accepted nominations/candidates*

Position	Candidates in ballot paper order
<b>Councillor (one vacancy)</b>	Mickitja ONUS
	Charlotte MENEER

**VOTING SERVICES****Postal voting**

All electors have the option to postal vote and applications can be made once a council vacancy has been reported to the NTEC.

Postal votes were despatched from Monday 21 August to Thursday 7 September, and had to be returned by 12 noon Friday 22 September to be eligible to be admitted to the count.

Postal votes were arranged for eligible prisoners at the Territory's correctional centres.

*Postal voting statistics*

Postal voting	Number
Postal vote applications received	28
Postal votes issued	25 (89.3% of applications)
Postal vote applications rejected	3 (10.7% of applications)
Postal votes returned	18 (72.0% of postal votes issued)
Postal votes not returned	7 (28.0% of postal votes issued)
Postal votes admitted to the count	16 (88.9% of postal votes returned)
Postal votes rejected	2 (11.1% of postal votes returned)

The reasons for rejecting the postal vote applications were:

- applied too late (2)
- cancelled on request by elector (1)

The reasons for rejecting the returned postal votes were:

- postal vote certificate not signed (2).

## 2023 West Arnhem Regional Council by-election report - Kakadu Ward

**Early voting**

Early voting services for the by-election were provided at the NTEC office in Darwin from Monday 4 September to Friday 8 September 2023 for Kakadu Ward electors who were in Darwin during the voting period. The early voting centre issued 3 early votes.

**Remote mobile voting**

A remote mobile voting team provided voting services to communities within the Kakadu Ward over 3 days from Thursday 7 September to Saturday 9 September.

83% of all votes counted for this by-election (including accepted declaration votes) were cast at a remote mobile voting centre. Details of the remote voting schedule and the number of votes issued are in the table below.

**Remote voting statistics**

<b>Community</b>	<b>Date</b>	<b>Time</b>	<b>No. of votes issued*</b>
Mudginberri	7 September	11:00am – 12:00pm	6
Cooinda	7 September	2:00pm – 3:00pm	11
Kakadu National Park office	8 September	9:15am – 10:15am	8
Manabadurma	8 September	11:30am – 12:15pm	7
Jabiru	8 September	2:15pm – 5:15pm	49
Jabiru	9 September	8:00am – 4:30pm	67
<b>TOTAL</b>			<b>148</b>

\* Note the number of votes issued does not always equate to the number of votes counted. Votes issued includes ordinary and declaration votes.

**Declaration voting**

A declaration vote can be issued to a person who cannot be found on the electoral roll by completing and signing a declaration envelope. Their ballot paper is placed in the envelope and a scrutiny of all declaration envelopes commences the day after election day.

Legislative amendments passed in May 2021 created a savings provision for local government elections that allows eligible electors who are unenrolled at the close of roll date, a chance to have their vote admitted to the count. During the declaration scrutiny process, all declaration envelopes are forwarded to the Australian Electoral Commission (AEC) and eligible electors are added to the roll using the envelope as an enrolment form, and where the entitlement to vote is confirmed, the vote will count. Where voters are unable to be enrolled, or are found to be already enrolled in a different council area in the NT, the declaration vote is rejected.

A total of 10 declaration votes were issued for the by-election with all 10 admitted to the count.

## 2023 West Arnhem Regional Council by-election report - Kakadu Ward

**Voting summary***Number of votes counted by vote type*

<b>Vote type</b>	<b>No. of votes counted</b>	<b>% of total votes</b>
Remote mobile voting	138	82.6%
Early voting centre – Darwin	3	1.8%
Declaration voting	10	6.0%
Postal voting	16	9.6%
<b>TOTAL</b>	<b>167</b>	<b>100%</b>
Formal votes	164	98.2%
Informal votes	3	1.8%

*Turnout and participation*

<b>Turnout</b>	<b>Number or percentage</b>
Enrolment at close of roll	556
Total votes counted	167
Turnout rate – by number of votes counted	30.0%
<b>Participation</b>	<b>Number or percentage</b>
Postal votes applications rejected (voter eligible)	5
Postal votes not returned	7
Postal votes returned but rejected	2
Declaration votes rejected	0
Excuses lodged	6
Total additional participation	20
<b>TOTAL participation</b>	<b>187</b>
<b>Participation rate</b>	<b>33.6%</b>

**Informality**

Of the 167 ballot papers counted, 3 (or 1.8%) were deemed to be informal and were therefore not counted. Of the informal votes, all 3 were considered to be intentionally informal.



## ELECTION OUTCOMES

### Voting system

The voting system for local government by-elections where there is just one vacancy to fill is the preferential system. This means:

- electors must number all the boxes on their ballot paper sequentially starting with the number one for their first choice for their vote to be formal.
- for a candidate to be elected they must receive more than 50% of the formal votes.
- first preference votes for each candidate on the formal ballot papers are counted. If no candidate receives more than 50% of the formal votes, a distribution of preferences is conducted until a candidate does.

As the Kakadu Ward by-election only had 2 candidates, the count of formal first preference votes determines the successful candidate and no distribution of preferences is needed.

### Vote counting – election day

Vote counting began at 6:00pm on Saturday 9 September. The initial count of first preference votes was undertaken at the NTEC Darwin office which was the scrutiny centre for this by-election. This count only included ballot papers cast with the remote mobile team.

### Post-election day counts

- On Monday 11 September a fresh scrutiny of the remote mobile votes was conducted. Declaration votes were also forwarded to the Australian Electoral Commission for processing.
- Once the declaration votes were processed, a scrutiny of declaration envelopes was conducted on Thursday 14 September.
- On Friday 22 September, following the deadline for the receipt of postal votes at 12 noon, an initial count of all admitted postal and declaration votes, as well as the 3 early votes, was conducted. A fresh scrutiny occurred immediately afterwards.
- As there were only 2 candidates for this by-election, no further counts were required.

Results from all counts, on and after election day, were published on the NTEC website at the conclusion of each count.

## Results

The first preference votes received by each candidate were recorded as follows:

Candidate	First preference votes
Mickitja ONUS	100
Charlotte MENEER	64
<b>TOTAL</b>	<b>164</b>

As there were only 2 candidates for this by-election, the candidate with the higher number of first preference votes will achieve the required 'more than 50%' of the formal vote.

Therefore **Mickitja ONUS** was duly elected.

A copy of the results is available on the NTEC website [www.ntec.nt.gov.au](http://www.ntec.nt.gov.au).

### Declaration of the results

A letter to the CEO of the West Arnhem Regional Council certifying the result of the by-election, and a letter to the Minister for Local Government advising of the result, were both sent on Friday 22 September 2023.

2023 West Arnhem Regional Council by-election report - Kakadu Ward

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**Non-voters**

After an election, all enrolled electors not marked off as having voters are compiled into a list of non-voters. This list is then cleansed to remove people who did make an effort to participate in the election, for example: those who had postal vote applications rejected, electors who updated their enrolment to indicate they are overseas, electors who updated their enrolment to a different council area after the close of roll date, electors who provided a valid excuse for not voting during the election period, among others. The NTEC also removes electors aged over 70 and those in special category enrolment (like itinerant voters) who are likely to have a valid excuse for not voting but may be unable to communicate this easily. The final list of apparent non-voters is then sent infringement notices.

The NTEC conducts non-voter activities independent of councils for by-elections.

**PUBLIC AWARENESS**

**Website**

A web page for the by-election was launched on Tuesday 1 August. The web page provided information on nominating, a list of candidates, voting services and results.

**Print**

The following statutory advertisements were placed in the West Arnhem Wire:

- 28 July 2023 – Call for nominations/enrolment
- 1 September 2023 – List of candidates and voting centres and times
- 22 August 2023 – Declaration of nominations (NT News)
- 25 September 2023 – Results

**Direct messaging to voters**

Any elector who has provided either their mobile phone number or email address (or both) are able to be contacted directly by the NTEC to provide election information. Eligible electors in the Kakadu Ward received direct messages providing information about voting dates and times for the community they are enrolled in.

- SMS messages were sent to 291 electors
- Emails were sent to 199 electors

**Social media**

During the voting period, the NTEC posted on Facebook providing voting information. The council also posted this information on their Facebook page.

**DONATIONS DISCLOSURE**

Part 8.6 of the new *Local Government Act 2019* introduced new requirements for all candidates in local government elections, including by-elections, to submit to the NTEC campaign donation returns covering a prescribed disclosure period. Disclosure and publication of such returns aims to provide greater transparency of candidate funding during election campaigns.

Donations disclosure at the local government requires candidates to submit information about any donations or loans (whether cash or non-cash) they receive for use in an election campaign. This information must be submitted to the NTEC within a legislated timeframe. The NTEC must then make this information available to the public by publishing the returns on its website, and having a hardcopy available in its office.

These new financial disclosure requirements came into effect on 1 July 2022, and were therefore applied to the Kakadu Ward by-election. All candidates were contacted directly by the NTEC and provided an overview of the new requirements and their obligations.

## 2023 West Arnhem Regional Council by-election report - Kakadu Ward

The key dates of financial disclosure obligations for the by-elections were:

Election day	9 September 2023
Disclosure period	1 July 2023 to 9 October 2023
Return due date	18 November 2023

There were no campaign donation returns received for the by-election.

### ELECTION COSTS

The estimated cost for the Kakadu Ward by-election was \$17,203 (GST included). The final actual cost was slightly lower at \$16,914. A breakdown of costs for the by-election is below.

Expense category	Cost
Staff wages	\$4,856
Staff accommodation	\$2,340
Statutory advertising	\$2,000
Staff super/payroll tax	\$841
Staff travel allowance	\$782
Staff training package	\$745
Ballot paper printing	\$675
Webpage	\$500
Car hire	\$431
SMS/email notifications	\$100
Social media	\$100
<b>Sub-total</b>	<b>\$13,370</b>
Corporate overhead (15%)	\$2,006
<b>Sub-total</b>	<b>\$15,376</b>
GST (10%)	\$1,538
<b>TOTAL</b>	<b>\$16,914</b>

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Parliament House  
State Square  
Darwin NT 0800

Sent via email: [Opposition.leader@nt.gov.au](mailto:Opposition.leader@nt.gov.au)

16 January 2024

**RE: Community Government Council Consultation**

Dear Mr Steve Edgington,

Thank you for your letter dated 19 December 2023 regarding Community Government Council Consultation,

West Arnhem Regional Council would like to invite you to our Ordinary Council meetings and Local Authority meetings to discuss this important reform with our elected and local authority members,

Please see below list of our next scheduled West Arnhem Regional Council meetings

- Minjilang Local Authority Meeting: Thursday 1 February 2024 held in the Minjilang Council Chambers
- Warruwi Local Authority Meeting: Thursday 8 February 2024 held in the Warruwi Council Chambers
- Ordinary Council Meeting: Tuesday 20 February 2024 held in the Jabiru Council Chambers
- Gunbalanya Local Authority Meeting: Thursday 7 March 2024 held in the Gunbalanya Council Chambers
- Maningrida Local Authority Meeting: Thursday 14 March 2024 held in the Maningrida Council Chambers.

Please confirm your attendance via email for the above-mentioned dates,

I look forward to hearing from you,

Yours Sincerely,

A handwritten signature in blue ink, appearing to read 'Jessie Schaecken'.

Jessie Schaecken  
Acting Chief Executive Officer

PO Box 721, Jabiru NT 0886 | [info@westarnhem.nt.gov.au](mailto:info@westarnhem.nt.gov.au) | [www.westarnhem.nt.gov.au](http://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



**From:** Jasmine Mortimore  
**Sent:** Tue, 13 Feb 2024 04:35:45 +0000  
**To:** Jasmine Mortimore  
**Subject:** RE: Remote community prepayment meter replacement program

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**From:** Trude Blizzard <[Trude.Blizzard@powerwater.com.au](mailto:Trude.Blizzard@powerwater.com.au)>  
**Sent:** Thursday, 18 January 2024 11:24 AM  
**To:** Info WestArnhem <[info@westarnhem.nt.gov.au](mailto:info@westarnhem.nt.gov.au)>  
**Subject:** Remote community prepayment meter replacement program

You don't often get email from [trude.blizzard@powerwater.com.au](mailto:trude.blizzard@powerwater.com.au). [Learn why this is important](#)

**CAUTION:** This is an external email, please take care when clicking links or opening attachments.  
When in doubt, contact your IT Department

Good morning,

I am reaching out to provide an update on upcoming changes in prepayment metering in remote communities, including communities in the West Arnhem Regional Council area.

As a result of Telstra's decommissioning of the 3G mobile network in June this year, Power and Water is replacing 3G prepayment meters in remote communities with 4G meters. In the West Arnhem region this includes **Maningrida, Gunbalanya, Minjilang and Warruwi**. We will engage with each community ahead of time, and aim to attend a Local Authority meeting ahead of the roll-out. At this stage we are looking at replacements works in these communities over April and May 2024.

If the council executive team would like a project briefing, I would be very happy to arrange it.

**Project summary**

- The 3G mobile network will be decommissioned by Telstra in June 2024. As a result the 3600 electronic 3G prepayment meters in remote communities will no longer work and need to be replaced with 4G meters
- Also in scope are approximately 1200 paper token meters in communities that now have 4G cover
- The new meters are digital 4G meters and will introduce a different process for customers to add credit in-store.
- The same 4G meters have been in place since 2018-19 for approximately 2300 customers in urban areas across the NT, including Darwin, Katherine, Tennant Creek and Alice Springs. Over the past five months we have also replaced 1800 meters in remote communities, including Yirrkala and Galiwin'ku. It is likely some customers are familiar with the new meters.
- The new top up process uses a physical credit card sized card with a barcode to identify the meter.
  - This card does not hold any money and is unique to the property



- Every household will receive 3 identical cards as well as a lanyard with a card holder and a silicone card wallet (e.g. for the back of a phone) to store cards in.
- The barcode can be stored digitally on a mobile device as a photo or in a loyalty card app, as well as issued via text or email.
- The card can be used at over 100 retailers across the NT.
- We understand that the card can present a challenge and this is a particular area of focus when we talk to customers.
- Power and Water has also introduced an online top up. This is a basic online solution that only accepts debit/credit card. We also offer assisted online top up over the phone. To date, approximately 12% of all top up transactions are done online.

There is further information, including animated videos, available on our website here:

<https://www.powerwater.com.au/about/projects/current-projects/prepayment-meter-replacement-program>

<https://www.powerwater.com.au/customers/power/power-meters/remote-prepayment-meter>

### Support

Our team will be onsite during the roll-out and go around to people's homes once the new meter has been installed to explain both the meter itself as well as the changes to the top up. We prioritise the homes of people who may need some extra support, as well as the homes of 'go-to people' in the community, that others may turn to with questions, based on guidance from the community.

We welcome the option for a community member to go around with us, in exchange for an in-kind credit payment to their prepayment meter.

We are working with AIS to have interpreters and/or resources in language available to support customer with the change.

We move the meter balance across during the replacement process. We also update Territory Families to ensure that future NTCS and SRS concession payments are processed to the new meter.

Many stores in the West Arnhem communities are already set up to support the new top up process.

We will contact the other community stores over the next week or so to start the transition.

Happy to discuss at any time.

Kind regards,

Trude

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### Trude Blizzard

Senior Project Manager | IES PPM Rollout  
Core Operations

T 08 8924 5150 M 0409 643 578

[Trude.Blizzard@powerwater.com.au](mailto:Trude.Blizzard@powerwater.com.au)

### Power and Water Corporation

Level 1, Ben Hammond Complex

Illife Street, Stuart Park NT 0820, Larrakia Country

GPO Box 3596, Darwin NT 0801



[powerwater.com.au](http://powerwater.com.au)

*I acknowledge the Traditional Owners and Custodians of the lands on which I live and work and pay my respect to Elders past, pr*

The information and any attachments in the email is intended solely for the addressee named, may be confidential information and may be subject to legal privilege and copyright. If you are not the intended recipient, please telephone or email the sender and delete this message and any attachment from your system. If you are not the intended recipient, any use, disclosure or copying of this message or any attachments is unauthorised. No representation or warranty is given that this email and any attached files are free from viruses or other defects. Virus scanning is recommended and is the responsibility of the recipient. The recipient assumes all responsibility for any loss or damage resulting directly or indirectly from the use of the email and any attached files.

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 20 FEBRUARY 2024

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

#### 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

Due to the festive season and wet season, there has been minimal travel and minimal meetings with external stakeholders for this reporting period.

#### Upcoming

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

#### 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 FEBRUARY 2024

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

#### SUMMARY

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

#### RECOMMENDATION

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.

#### 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.

#### COMMENT

Date(s)	Location	Reason for Meeting	Person(s) Met with
21.12.2023	Warruwi	Warruwi End of Year Function	Warruwi Staff
24.01.2024	Via Teams	Maningrida Local Decision Making Agreement – Disability	Tim Keane – Department of Chief Minister and Cabinet
30.01.2024	Via Team	Operations Team Meeting	WARC Operations Team
07.02.2024	Via Teams	Senior Leadership Meeting	WARC Senior Leadership Team
19.02.2024	Darwin	Commemorative Service, Bombing of Darwin Day	Various Stakeholders

#### Upcoming

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	Mayor Matthew Ryan, MLA – Manuel Brown, Police Minister Brent Potter, Police Commissioner Michael Murphy

#### 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 February 2024

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

#### SUMMARY

The purpose of this report is to provide Council with the Financial Management Report for the period ended 31 December 2023.

#### RECOMMENDATION

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

#### 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 December 2023, the first six 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 six months to December 2023 is \$25.709M. This is comprised of operational revenue \$21.894M and capital income of \$3.815M. This includes brought forward grant amounts of \$3.478M and \$1.366M = \$4.844M of the \$25.709M total.**

#### *Operational revenue*

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

- (a) Income rates and charges - \$1.248M.
- (b) Charges – Sewerage - \$359K
- (c) Charges – Water - \$964K
- (d) Charges – Waste - \$732K
- (e) Income Operating Grants - \$10.497M, which consists of current income allocation grants of \$7.018M and brought forward grants of \$3.478M;
- (f) Income Agency and Commercial Services - \$3.299M. Some of which include:
  - Contract fee income - \$1.942M.
  - Service fee income - \$500K
  - Sales income - \$454K,
  - FAO Childcare Benefit - \$276K
  - Other Agency Income - \$118K
  - Sales Commissions Received - \$10K

Income (Internal) allocation is \$2.994M. 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 December YTD is \$17.068M.

Employee expenses are over the budget of \$9.351M by \$196K. Contract and material expenses are under the budget of \$4.710M by \$1.503M or 32%.



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

Additional income is \$3.815M. This consists of Brought Forward Capital Grants - \$1.366M, Capital Grant Income Allocation - \$2.241M, Brought Forward Capital Reserve Balance - \$114K and proceeds from sale of assets - \$94K. Total Capital expenditure YTD is \$3.215M and mostly relates to repairs to Mala'la road in Maningrida and various Local Authority Projects being completed. Several new assets were commissioned in December 2023, these are detailed in the attached powerpoint. Assets still "in progress" and not as yet completed total \$2,192,159.



### Actuals v Budget

as at 31 Dec 2023

TOTAL COUNCIL						
Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
<b>Operational Revenue</b>						
Income Rates and Charges	1,248,378	1,269,970	(21,592)	(2%)	2,539,939	49%
Charges - Sewerage	358,713	364,237	(5,524)	(2%)	728,474	49%
Charges - Water	963,721	997,446	(33,725)	(3%)	1,994,892	48%
Charges - Waste	731,891	741,393	(9,502)	(1%)	1,482,787	49%
Income Council Fees and Charges	314,853	271,133	43,720	16%	541,894	58%
Income Operating Grants	10,496,665	10,342,088	154,577	1%	17,417,928	60%
Income Investments	91,753	92,000	(247)	(0%)	184,000	50%
Income Allocation	2,994,218	3,010,291	(16,073)	(1%)	5,996,596	50%
Other Income	1,394,488	1,407,160	(12,672)	(1%)	1,469,123	95%
Income Agency and Commercial Services	3,299,493	4,499,324	(1,199,831)	(27%)	7,864,350	42%
<b>Total Operational Revenue</b>	<b>21,894,174</b>	<b>22,995,041</b>	<b>(1,100,867)</b>	<b>(5%)</b>	<b>40,219,984</b>	<b>54%</b>
<b>Operational Expenditure</b>						
Employee Expenses	9,497,043	9,351,097	145,946	2%	18,861,802	50%
Contract and Material Expenses	3,206,942	4,709,901	(1,502,959)	(32%)	8,681,797	37%
Finance Expenses	7,170	5,875	1,295	22%	11,750	61%
Travel, Freight and Accom Expenses	472,587	718,095	(245,507)	(34%)	1,283,487	37%
Fuel, Utilities & Communication	1,190,862	1,200,202	(9,340)	(1%)	2,386,051	50%
Other Expenses	2,505,223	3,086,846	(581,622)	(19%)	6,927,486	36%
Elected Member Allowances	173,120	183,000	(9,880)	(5%)	366,000	47%
Elected Member Expenses	8,414	32,100	(23,686)	(74%)	64,200	13%
Council Committee & LA Allowances	6,200	8,900	(2,700)	(30%)	16,750	37%
Council Committee & LA Expenses	105	230	(125)	(54%)	355	30%
<b>Total Operational Expenditure</b>	<b>17,067,666</b>	<b>19,296,245</b>	<b>(2,228,579)</b>	<b>(12%)</b>	<b>38,599,679</b>	<b>44%</b>
<b>Total Operational Surplus / (Deficit)</b>	<b>4,826,508</b>	<b>3,698,796</b>	<b>1,127,712</b>	<b>30%</b>	<b>1,620,305</b>	<b>100%+</b>



### Annual Budget Operating Position

as at 31 Dec 2023

Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
<b>Operating Surplus / (Deficit)</b>	<b>4,826,508</b>	<b>3,698,796</b>	<b>1,127,712</b>	<b>30%</b>	<b>1,620,305</b>	<b>100%+</b>
<b>Remove NON-CASH ITEMS</b>						
Less Non-Cash Income	(2,994,218)	(3,010,291)	16,073	1%	(5,996,596)	50%
Add Back Non-Cash Expenses	2,994,218	3,100,984	(106,766)	(3%)	5,961,386	50%
<b>Total Non-Cash Items</b>	<b>-</b>	<b>90,693</b>	<b>(90,693)</b>	<b>(100%)+</b>	<b>(35,210)</b>	<b>0%</b>
<b>Less ADDITIONAL OUTFLOWS</b>						
Capital Expenditure	(3,133,491)	(3,726,115)	592,624	16%	(6,444,341)	49%
Borrowing Repayments (Principal Only)	-	-	-	-	-	0%
Transfer to Reserves	-	-	-	-	-	0%
Other Outflows	(81,375)	(8,501)	(72,874)	(100%)+	(163,002)	50%
<b>Total Additional Outflows</b>	<b>(3,214,866)</b>	<b>(3,734,616)</b>	<b>519,750</b>	<b>14%</b>	<b>(6,607,343)</b>	<b>49%</b>
<b>Add ADDITIONAL INFLOWS</b>						
Capital Grants Income	2,241,304	2,241,304	-	-	3,942,340	57%
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%+
<b>Total Additional Inflows</b>	<b>3,815,044</b>	<b>3,651,891</b>	<b>163,153</b>	<b>4%</b>	<b>5,548,817</b>	<b>69%</b>
<b>Net Budgeted Operating Position</b>	<b>5,426,685</b>	<b>3,706,764</b>	<b>1,719,921</b>	<b>46%</b>	<b>526,570</b>	<b>100%+</b>

## MANAGEMENT REPORT - RESULTS FOR THE FINANCIAL YEAR DECEMBER 2023 YTD

A summary of Total Council comparative income and expenditure follows:

The Management Report total surplus of \$5,426,685 above is reconciled to the profit of \$702,117 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.

<b>RECONCILIATION TO MANAGEMENT REPORT</b>			
	<b>Total Surplus / (Deficit)</b>		<b>5,426,685</b>
<b>Add Grant Accounts (Cash basis)</b>			
6311	Operating Grant Income Australian Govt	2,681,620	
6312	Operating Grant Income Territory Govt	5,428,446	
6319	Operating Grant Income Other	54,691	
6811	Capital Grant Income Australian Govt	1,591,682	
6812	Capital Grant Income Territory Govt	928,800	
6813	Capital Grant Income Other	-	10,685,239
<b>Deduct Depreciation Accounts</b>			
7511	Depreciation Expense Buildings	(864,270)	
7512	Depreciation Expense Infrastructure	(1,002,932)	
7513	Depreciation Expense Plant	(468,496)	
7515	Depreciation Expense Furniture and Fittings	(45,245)	
7516	Depreciation Expense Vehicles	(156,771)	
7518	Depreciation Expense - Leasehold Land	(86,031)	
7519	Depreciation Expense Roads	(1,537,680)	
7520	Depreciation Jabiru Town Sub Leases	(163,847)	(4,325,272)
			6,359,967
<b>Deduct Allocations for Reserve and Grants</b>			
6391	Carried Forward Operational Grants	(3,478,469)	
6393	Income Allocation Operational Grants	(7,018,197)	
6871	Capital reserve Allocation	-	
6891	Carried Forward Capital Grants	(1,366,255)	
6893	Income Allocation Capital Grants	(2,241,304)	
6895	Brought Forward Capital Reserve balance	(113,802)	(14,218,027)
<b>Add Capital Work In Progress Accounts</b>			
3321	Capital Expense Purchase Buildings	-	
3322	Capital Expense Construct Buildings	226,336	
3331	Capital Expenses Purchase/Construct Infrastructure	-	
3332	Capital Expense Upgrade Infrastructure	353,913	
3341	Capital Expense Purchase Vehicles	-	
3362	Capital Expenses Upgrade Plant and Equipment	-	
3361	Capital Purchase Furniture Fittings and Office Equipment	86,359	
3371	Capital Expense Purchase Plant	116,188	
3382	Capital Expense Construct/Upgrade Roads	2,350,697	3,133,492
			(11,084,535)
	<b>Reconciled to Profit and Loss Statement</b>		<b>702,117</b>

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 \$11.461M being over budget by \$20K.

Income from rates and charges is as follows:

- Income Rates and Charges \$1.248M
- Charges – Sewerage \$359K
- Charges – Water \$964K
- Charges – Waste \$732K

The summary below shows that Employee expenses are over budget by 6%.

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



## Actuals v Budget - Core Services Unrestricted

as at 31 Dec 2023

Description	TOTAL COUNCIL					Annual Budget	Progress
	Actuals YTD	Budget YTD	Variance	%			
<b>Operational Revenue</b>							
Income Rates and Charges	1,248,378	1,269,970	(21,592)	(2%)	🟡	2,539,939	49%
Charges - Sewerage	358,713	364,237	(5,524)	(2%)	🟡	728,474	49%
Charges - Water	963,721	997,446	(33,725)	(3%)	🟡	1,994,892	48%
Charges - Waste	731,891	741,393	(9,502)	(1%)	🟡	1,482,787	49%
Income Council Fees and Charges	294,932	248,106	46,826	19%	🟢	495,867	59%
Income Operating Grants	3,593,728	3,593,727	0	0%	🟢	7,130,582	50%
Income Investments	91,753	92,000	(247)	(0%)	🟡	184,000	50%
Income Allocation	2,749,562	2,676,611	72,951	3%	🟢	5,264,026	52%
Other Income	1,360,569	1,380,324	(19,755)	(1%)	🟡	1,441,787	94%
Income Agency and Commercial Services	67,894	77,625	(9,731)	(13%)	🟡	155,550	44%
<b>Total Operational Revenue</b>	<b>11,461,141</b>	<b>11,441,438</b>	<b>19,702</b>	<b>0%</b>	<b>🟢</b>	<b>21,417,904</b>	<b>54%</b>
<b>Operational Expenditure</b>							
Employee Expenses	5,554,061	5,262,047	292,014	6%	🔴	10,634,673	52%
Contract and Material Expenses	1,846,211	1,937,157	(90,946)	(5%)	🟢	3,878,094	48%
Finance Expenses	3,307	2,655	652	25%	🟡	5,310	62%
Travel, Freight and Accom Expenses	321,735	425,872	(104,136)	(24%)	🟢	788,069	41%
Fuel, Utilities & Communication	900,486	896,810	3,675	0%	🟡	1,783,523	50%
Other Expenses	1,508,427	1,687,653	(179,226)	(11%)	🟢	3,337,792	45%
Elected Member Allowances	173,120	183,000	(9,880)	(5%)	🟢	366,000	47%
Elected Member Expenses	8,414	32,100	(23,686)	(74%)	🟢	64,200	13%
Council Committee & LA Allowances	6,200	8,900	(2,700)	(30%)	🟢	16,750	37%
Council Committee & LA Expenses	105	230	(125)	(54%)	🟢	355	30%
<b>Total Operational Expenditure</b>	<b>10,322,066</b>	<b>10,436,425</b>	<b>(114,359)</b>	<b>(1%)</b>	<b>🟢</b>	<b>20,874,766</b>	<b>49%</b>
<b>Total Operational Surplus / (Deficit)</b>	<b>1,139,075</b>	<b>1,005,014</b>	<b>134,061</b>	<b>13%</b>	<b>🟢</b>	<b>543,137</b>	<b>100%+</b>



## Annual Budget Operating Position - Core Services Unrestricted

as at 31 Dec 2023

Description	Actuals YTD	Budget YTD	Variance	%		Annual Budget	Progress
<b>Operating Surplus / (Deficit)</b>	<b>1,139,075</b>	<b>1,005,014</b>	<b>134,061</b>	<b>13%</b>	<b>🟢</b>	<b>543,137</b>	<b>100%+</b>
<b>Remove NON-CASH ITEMS</b>							
Less Non-Cash Income	(2,749,562)	(2,676,611)	(72,951)	(3%)	🟡	(5,264,026)	52%
Add Back Non-Cash Expenses	1,390,924	1,334,410	56,514	4%	🟢	2,586,501	54%
<b>Total Non-Cash Items</b>	<b>(1,358,638)</b>	<b>(1,342,201)</b>	<b>(16,437)</b>	<b>(1%)</b>	<b>🟡</b>	<b>(2,677,525)</b>	<b>51%</b>
<b>Less ADDITIONAL OUTFLOWS</b>							
Capital Expenditure	(233,765)	(197,936)	(35,829)	(18%)	🟡	(222,116)	100%+
Borrowing Repayments (Principal Only)	-	-	-	-	🟢	-	0%
Transfer to Reserves	-	-	-	-	🟢	-	0%
Other Outflows	(81,375)	(8,501)	(72,874)	(100%)+	🟡	(163,002)	50%
<b>Total Additional Outflows</b>	<b>(315,140)</b>	<b>(206,437)</b>	<b>(108,703)</b>	<b>(53%)</b>	<b>🔴</b>	<b>(385,117)</b>	<b>82%</b>
<b>Add ADDITIONAL INFLOWS</b>							
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%
<b>Total Additional Inflows</b>	<b>93,682</b>	<b>45,455</b>	<b>48,227</b>	<b>100%+</b>	<b>🟢</b>	<b>241,346</b>	<b>39%</b>
<b>Net Budgeted Operating Position</b>	<b>(441,021)</b>	<b>(498,170)</b>	<b>57,149</b>	<b>11%</b>	<b>🟢</b>	<b>(2,278,160)</b>	<b>19%</b>

## 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 \$1.920M.**

Employee costs are in line with budget for the YTD; whilst Contract & Material expenditure is only 16% 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 Dec 2023

Description	TOTAL COUNCIL					
	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
<b>Operational Revenue</b>						
Income Council Fees and Charges	27	27	-	-	27	100%
Income Operating Grants	1,920,038	1,871,572	48,467	3%	2,671,631	72%
Charges - Sewerage	-	-	-	-	-	0%
Charges - Water	-	-	-	-	-	0%
Charges - Waste	-	-	-	-	-	0%
<b>Total Operational Revenue</b>	<b>1,920,065</b>	<b>1,871,599</b>	<b>48,467</b>	<b>3%</b>	<b>2,671,658</b>	<b>72%</b>
<b>Operational Expenditure</b>						
Employee Expenses	456,708	450,475	6,233	1%	900,520	51%
Contract and Material Expenses	129,598	793,222	(663,625)	(84%)	807,391	16%
Travel, Freight and Accom Expenses	18,163	62,430	(44,267)	(71%)	63,515	29%
Fuel, Utilities & Communication	6,838	9,132	(2,293)	(25%)	18,264	37%
Other Expenses	3,929	1,780	2,149	(100%)+	1,599	100%+
Elected Member Allowances	-	-	-	-	-	0%
Elected Member Expenses	-	-	-	-	-	0%
Council Committee & LA Allowances	-	-	-	-	-	0%
Council Committee & LA Expenses	-	-	-	-	-	0%
<b>Total Operational Expenditure</b>	<b>615,235</b>	<b>1,317,039</b>	<b>(701,803)</b>	<b>(53%)</b>	<b>1,791,288</b>	<b>34%</b>
<b>Total Operational Surplus / (Deficit)</b>	<b>1,304,830</b>	<b>554,560</b>	<b>750,270</b>	<b>100%+</b>	<b>880,370</b>	<b>100%+</b>



### Annual Budget Operating Position - Core Services Restricted

as at 31 Dec 2023

Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
<b>Operating Surplus / (Deficit)</b>	<b>1,304,830</b>	<b>554,560</b>	<b>750,270</b>	<b>100%+</b>	<b>880,370</b>	<b>100%+</b>
<b>Remove NON-CASH ITEMS</b>						
Less Non-Cash Income	-	-	-	-	-	0%
Add Back Non-Cash Expenses	54,144	30,534	23,610	77%	52,723	100%+
<b>Total Non-Cash Items</b>	<b>54,144</b>	<b>30,534</b>	<b>23,610</b>	<b>77%</b>	<b>52,723</b>	<b>100%+</b>
<b>Less ADDITIONAL OUTFLOWS</b>						
Capital Expenditure	(2,827,491)	(3,430,944)	603,453	18%	(6,134,315)	46%
Borrowing Repayments (Principal Only)	-	-	-	-	-	0%
Transfer to Reserves	-	-	-	-	-	0%
Other Outflows	-	-	-	-	-	0%
<b>Total Additional Outflows</b>	<b>(2,827,491)</b>	<b>(3,430,944)</b>	<b>603,453</b>	<b>18%</b>	<b>(6,134,315)</b>	<b>46%</b>
<b>Add ADDITIONAL INFLOWS</b>						
Capital Grants Income	2,241,304	2,241,304	-	-	3,942,340	57%
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%
<b>Total Additional Inflows</b>	<b>3,607,560</b>	<b>3,517,699</b>	<b>89,861</b>	<b>3%</b>	<b>5,218,734</b>	<b>69%</b>
<b>Net Budgeted Operating Position</b>	<b>2,139,043</b>	<b>671,849</b>	<b>1,467,194</b>	<b>100%+</b>	<b>17,513</b>	<b>100%+</b>

## 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 \$684K was generated for the year to date, which is \$338K over budget. Agency and Commercial services income is under budget by \$1.142M, whilst Contract and Material expenses are under budget by \$300K. Employee expenses are under budget by \$23K.

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



### Actuals v Budget - Commercial Services

as at 31 Dec 2023

Description	TOTAL COUNCIL					
	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
<b>Operational Revenue</b>						
Income Council Fees and Charges	19,894	23,000	(3,106)	(14%)	46,000	43%
Charges - Sewerage	-	-	-	-	-	0%
Charges - Water	-	-	-	-	-	0%
Charges - Waste	-	-	-	-	-	0%
Income Operating Grants	16,245	16,245	-	-	32,490	50%
Income Allocation	91,391	106,016	(14,626)	(14%)	277,243	33%
Other Income	17,092	11,775	5,318	45%	12,275	100%+
Income Agency and Commercial Services	3,137,888	4,280,175	(1,142,287)	(27%)	7,425,913	42%
<b>Total Operational Revenue</b>	<b>3,282,511</b>	<b>4,437,211</b>	<b>(1,154,700)</b>	<b>(26%)</b>	<b>7,793,920</b>	<b>42%</b>
<b>Operational Expenditure</b>						
Employee Expenses	1,718,453	1,741,131	(22,678)	(1%)	3,444,352	50%
Contract and Material Expenses	856,568	1,157,019	(300,451)	(26%)	2,319,921	37%
Finance Expenses	3,863	3,220	643	20%	6,440	60%
Travel, Freight and Accom Expenses	55,562	86,564	(31,003)	(36%)	169,773	33%
Fuel, Utilities & Communication	136,522	127,988	8,533	7%	255,977	53%
Other Expenses	554,289	594,725	(40,436)	(7%)	1,116,729	50%
Elected Member Allowances	-	-	-	-	-	0%
Elected Member Expenses	-	-	-	-	-	0%
Council Committee & LA Allowances	-	-	-	-	-	0%
Council Committee & LA Expenses	-	-	-	-	-	0%
<b>Total Operational Expenditure</b>	<b>3,325,257</b>	<b>3,710,648</b>	<b>(385,391)</b>	<b>(10%)</b>	<b>7,313,191</b>	<b>45%</b>
<b>Total Operational Surplus / (Deficit)</b>	<b>(42,746)</b>	<b>726,563</b>	<b>(769,309)</b>	<b>(100%)+</b>	<b>480,729</b>	<b>0%</b>



### Annual Budget Operating Position - Commercial Services

as at 31 Dec 2023

Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
<b>Operating Surplus / (Deficit)</b>	<b>(42,746)</b>	<b>726,563</b>	<b>(769,309)</b>	<b>(100%)+</b>	<b>480,729</b>	<b>0%</b>
<b>Remove NON-CASH ITEMS</b>						
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%
<b>Total Non-Cash Items</b>	<b>726,462</b>	<b>750,172</b>	<b>(23,710)</b>	<b>(3%)</b>	<b>1,361,207</b>	<b>53%</b>
<b>Less ADDITIONAL OUTFLOWS</b>						
Capital Expenditure	-	-	-	-	-	0%
Borrowing Repayments (Principal Only)	-	-	-	-	-	0%
Transfer to Reserves	-	-	-	-	-	0%
Other Outflows	-	-	-	-	-	0%
<b>Total Additional Outflows</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Add ADDITIONAL INFLOWS</b>						
Capital Grants Income	-	-	-	-	-	0%
Prior Year Carry Forward Tied Funding	-	-	-	-	-	0%
Other Inflow of Funds	-	-	-	-	-	0%
Transfers from Reserves	-	-	-	-	-	0%
<b>Total Additional Inflows</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Net Budgeted Operating Position</b>	<b>683,716</b>	<b>1,476,735</b>	<b>(793,019)</b>	<b>(54%)</b>	<b>1,841,937</b>	<b>37%</b>

### 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 \$5.230M 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 \$2.803M, which is 27% 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 Dec 2023

Description	TOTAL COUNCIL					
	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
<b>Operational Revenue</b>						
Income Operating Grants	4,966,655	4,860,544	106,110	2%	7,583,226	65%
Income Allocation	153,265	227,664	(74,398)	(33%)	455,328	34%
Other Income	16,827	15,062	1,766	12%	15,062	100%+
Income Agency and Commercial Services	93,710	141,524	(47,814)	(34%)	282,887	33%
Charges - Sewerage	-	-	-	-	-	0%
Charges - Water	-	-	-	-	-	0%
Charges - Waste	-	-	-	-	-	0%
<b>Total Operational Revenue</b>	<b>5,230,457</b>	<b>5,244,793</b>	<b>(14,336)</b>	<b>(0%)</b>	<b>8,336,502</b>	<b>63%</b>
<b>Operational Expenditure</b>						
Employee Expenses	1,767,821	1,897,443	(129,622)	(7%)	3,882,257	46%
Contract and Material Expenses	374,565	822,503	(447,937)	(54%)	1,676,391	22%
Travel, Freight and Accom Expenses	77,127	143,229	(66,102)	(46%)	262,131	29%
Fuel, Utilities & Communication	147,016	166,271	(19,255)	(12%)	328,288	45%
Other Expenses	436,924	801,861	(364,936)	(46%)	2,470,539	18%
Elected Member Allowances	-	-	-	-	-	0%
Elected Member Expenses	-	-	-	-	-	0%
Council Committee & LA Allowances	-	-	-	-	-	0%
Council Committee & LA Expenses	-	-	-	-	-	0%
<b>Total Operational Expenditure</b>	<b>2,803,454</b>	<b>3,831,307</b>	<b>(1,027,853)</b>	<b>(27%)</b>	<b>8,619,607</b>	<b>33%</b>
<b>Total Operational Surplus / (Deficit)</b>	<b>2,427,003</b>	<b>1,413,486</b>	<b>1,013,516</b>	<b>72%</b>	<b>(283,105)</b>	<b>0%</b>



## Annual Budget Operating Position - Community Services

as at 31 Dec 2023

Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
<b>Operating Surplus / (Deficit)</b>	<b>2,427,003</b>	<b>1,413,486</b>	<b>1,013,516</b>	<b>72%</b>	<b>(283,105)</b>	<b>0%</b>
<b>Remove NON-CASH ITEMS</b>						
Less Non-Cash Income	(153,265)	(227,664)	74,398	33%	(455,328)	34%
Add Back Non-Cash Expenses	731,297	879,852	(148,555)	(17%)	1,683,712	43%
<b>Total Non-Cash Items</b>	<b>578,031</b>	<b>652,188</b>	<b>(74,157)</b>	<b>(11%)</b>	<b>1,228,385</b>	<b>47%</b>
<b>Less ADDITIONAL OUTFLOWS</b>						
Capital Expenditure	-	-	-	-	-	0%
Borrowing Repayments (Principal Only)	-	-	-	-	-	0%
Transfer to Reserves	-	-	-	-	-	0%
Other Outflows	-	-	-	-	-	0%
<b>Total Additional Outflows</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Add ADDITIONAL INFLOWS</b>						
Capital Grants Income	-	-	-	-	-	0%
Prior Year Carry Forward Tied Funding	-	-	-	-	-	0%
Other Inflow of Funds	-	-	-	-	-	0%
Transfers from Reserves	-	-	-	-	-	0%
<b>Total Additional Inflows</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Net Budgeted Operating Position</b>	<b>3,005,034</b>	<b>2,065,674</b>	<b>939,360</b>	<b>45%</b>	<b>945,280</b>	<b>100%+</b>



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

Overall, net cash decreased by \$775K from \$8.797M in November 2023 to \$8.022M in December 2023.

<b>WEST ARNHEM REGIONAL COUNCIL-STATEMENT OF CASH FLOWS</b>	
<b>for the period ended 31 December 2023</b>	
	<b>31 December 2023</b>
	<b>\$</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>	
<i>Receipts</i>	
Receipts from rates & annual charges	5,368,373
Receipts from user charges & fees	464,053
Interest received	115,729
Operating Grants & contributions	5,283,077
Other operating receipts	4,931,508
	<b>16,162,741</b>
<i>Payments</i>	
Payments to employees	(8,957,635)
Payments for materials & contracts	(4,534,593)
Payments of interest	(7,170)
Other operating payments	(2,604,262)
	<b>(16,103,659)</b>
<b>Net Cash Flows provided by/(used in) the Operating Activities</b>	<b>59,081</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>	
<i>Receipts</i>	
Capital Grants	2,520,482
Proceeds from sale of assets	93,682
	<b>2,614,164</b>
<i>Payments</i>	
Purchase of assets	(3,133,491)
Disposal of assets (write off)	-
	<b>(3,133,491)</b>
<b>Net Cash Flows (used in) the Investing Activities</b>	<b>(519,328)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>	
<i>Payments</i>	
Investment in Joint Venture	-
<b>Net Cash Flows used in the Investing Activities</b>	<b>-</b>
<b>NET INCREASE / (DECREASE) IN CASH HELD</b>	<b>(460,246)</b>
<b>Cash at Beginning of Reporting Period - 1 Jul 2023</b>	<b>8,481,990</b>
<b>Cash at End of Reporting Period</b>	<b>8,021,744</b>

## SUMMARY

Total Cash at Bank, cash on hand, and investments, **less** internal (capital reserve funded) and external (grant funded) restrictions totals \$1,568,608 as per the table below.

Cash at Bank - Operational Account	30,329
Cash at Bank - Cash at Bank Business Maningrida PO	34,598
Cash at Bank – Business Maxi Account	4,905,762
Cash at Bank - Dept of Agriculture, Water and the Environment (DAWE)	0
Trust Account	
Cash at Bank - Grant Trust Account	392,576
Cash at Bank - Traditional Credit Union	1,275
Cash on Hand General - Cash Floats in Communities	2,200
Traditional Credit Union - Shares	4
Term Deposits	2,655,000
<b>Total Cash and Investments</b>	<b>8,021,744</b>
<b>Less Restricted Cash included further below</b>	<b>6,453,136</b>
<b>Balance Remaining</b>	<b>1,568,608</b>

## Investments (slide 7)

Total investments increased from \$7.364M in November to \$7.3540 in December 2023. 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 177 days and generate interest income for Council. The Westpac CMA investment for \$4,905,762 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
5/07/2023	NAB	500,000.00	5.40%	2/01/2024	181
19/07/2023	NAB	500,000.00	3.90%	16/03/2024	241
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
20/07/2023	WEST CMA	4,905,761.53	1.55%		
<b>Total Current Investments</b>		<b>\$7,560,762</b>			

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

**Restricted Assets (slides 8-10)**

Internal Restrictions: Capital Reserve	39,914
External Restrictions: Restricted Grant Funding as at 31 December 2023	<u>6,413,223</u>
	<u><b>6,453,136</b></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	Oct 2023 Expenditure	Nov 2023 Expenditure	Dec 2023 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	\$35,479	-	-
5167.05 - Kerb and Channel Airport to Workshop Road - Warruwi	-	-	-
5275.05 - Purchase Toyota Hilux - Warruwi	-	-	-
5284.05 - Purchase Isuzu Russ Garbage Compactor - Warruwi	-	-	-
	<u><b>\$35,479</b></u>	-	-

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 31.12.2023
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
<b>SUB-TOTAL FOR REGION</b>	<b>66,643</b>		<b>(38,837)</b>	<b>-</b>	<b>27,806</b>
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
<b>SUB-TOTAL FOR GUNBALANYA</b>	<b>125,000</b>		<b>(116,392)</b>	<b>(2,930)</b>	<b>5,678</b>
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)
<b>SUB-TOTAL FOR JABIRU</b>	<b>229,700</b>		<b>(279,699)</b>	<b>-</b>	<b>(49,999)</b>
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
<b>SUB-TOTAL FOR MANINGRIDA</b>	<b>497,800</b>		<b>(450,507)</b>	<b>(35,479)</b>	<b>11,814</b>
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)
<b>SUB-TOTAL FOR MINJILANG</b>	<b>90,000</b>		<b>(52,194)</b>	<b>(35,479)</b>	<b>2,327</b>
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)
<b>SUB-TOTAL FOR WARRUWI</b>	<b>392,335</b>		<b>(350,049)</b>	<b>-</b>	<b>42,286</b>
<b>Capital Reserve Balance</b>	<b>1,401,478</b>		<b>(1,287,678)</b>	<b>(73,888)</b>	<b>39,914</b>

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

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



## Actuals v Budget - Reserve Fund Projects

as at 31 Dec 2023

Description	TOTAL COUNCIL					
	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
<b>Operational Revenue</b>						
Charges - Sewerage	-	-	-	-	-	0%
Charges - Water	-	-	-	-	-	0%
Charges - Waste	-	-	-	-	-	0%
<b>Total Operational Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Operational Expenditure</b>						
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%
<b>Total Operational Expenditure</b>	<b>1,653</b>	<b>827</b>	<b>827</b>	<b>100%</b>	<b>827</b>	<b>100%+</b>
<b>Total Operational Surplus / (Deficit)</b>	<b>(1,653)</b>	<b>(827)</b>	<b>(827)</b>	<b>(100%)</b>	<b>(827)</b>	<b>100%+</b>



## Annual Budget Operating Position

as at 31 Dec 2023

Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
<b>Operating Surplus / (Deficit)</b>	<b>(1,653)</b>	<b>(827)</b>	<b>(827)</b>	<b>(100%)</b>	<b>(827)</b>	<b>100%+</b>
<b>Remove NON-CASH ITEMS</b>						
Less Non-Cash Income	-	-	-	-	-	0%
Add Back Non-Cash Expenses	-	-	-	-	-	0%
<b>Total Non-Cash Items</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Less ADDITIONAL OUTFLOWS</b>						
Capital Expenditure	(72,235)	(97,235)	25,000	26%	(87,911)	82%
Borrowing Repayments (Principal Only)	-	-	-	-	-	0%
Transfer to Reserves	-	-	-	-	-	0%
Other Outflows	-	-	-	-	-	0%
<b>Total Additional Outflows</b>	<b>(72,235)</b>	<b>(97,235)</b>	<b>25,000</b>	<b>26%</b>	<b>(87,911)</b>	<b>82%</b>
<b>Add ADDITIONAL INFLOWS</b>						
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%+
<b>Total Additional Inflows</b>	<b>113,802</b>	<b>88,737</b>	<b>25,065</b>	<b>28%</b>	<b>88,737</b>	<b>100%+</b>
<b>Net Budgeted Operating Position</b>	<b>39,914</b>	<b>(9,324)</b>	<b>49,238</b>	<b>100%+</b>	<b>-</b>	<b>100%</b>

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

This includes grant funding as listed below. Note: Grants that are *overspent* are excluded from this report. Cash received to date for these externally restricted grant funding projects is \$12.308M. This is either from B/F balances from last year, 2022-23, or received this year. Expenditure for December YTD for these projects is \$6.788M, and \$6.413M remains to be spent.

There are 54 current funding streams included in the table below. The net movement in restricted assets from November to December was (a) Internal restrictions (capital reserve) – remaining the same, and (b) External restrictions (grant funding) – increased by \$481K.

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 December 2023
2070 - Indigenous Jobs Development Funding - DHCD	794,000	198,500	(397,000)	-
2144 - Library Service: Jabiru	140,073	140,073	(69,556)	70,517
2178 - Local Authorities Community Project Income	1,583,073	1,056,348	(459,201)	597,147
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	(86,514)	-
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	-	(31,707)	-
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
<b>TOTAL CORE SERVICES-TIED</b>	<b>7,890,393</b>	<b>5,340,349</b>	<b>(3,442,727)</b>	<b>2,688,002</b>
3001 - Home Care Packages Program (HCP)	259,195	119,929	(140,948)	(21,019)
3002 - Commonwealth Home Support Program (CHSP)	244,289	264,412	(111,682)	152,730
3003 - NT Jobs Package - Aged Care	959,020	613,394	(326,598)	286,796
3004 - Night Patrol	1,130,992	604,949	(651,700)	-
3009 - Warruwi Outside School Hours Care	64,467	64,467	(47,410)	17,057
3011 - Safety and Wellbeing - Sport and Recreation	-	-	-	-
3012 - Remote Sport Program	428,641	212,668	(192,970)	19,698
3025 - Deliver Indigenous Broadcasting Programs (RIBS)	35,000	16,422	(12,657)	3,766
3028 - Manage Creche	1,262,486	640,833	(185,808)	455,025
3040 - Children and Schooling - Youth	-	-	4,968	4,968
3070 - Australia Day Grant	3,376	3,376	(384)	2,992
3087 - Women's Safe House : Gunbalanya	526,894	306,668	(279,231)	27,437
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	70,848	(108,674)	-
3131 - TEABBA Staff Funding - Indigenous Broadcasting Prgm (RIBS)	184,474	12,329	(28,202)	-
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	1,423,497	(43,714)	1,379,783
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	(345)	2,726
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
3150 - Ninja Warrior Obstacle Course	14,300	15,200	(13,816)	1,384
3151 - NIAA - Local Investments Funding Grant Agreement	45,000	45,000	(34,145)	10,855
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	(352,878)	197,387
3155 - National Australia Day Council - Australia Day Grant	10,000	8,000	-	8,000
<b>TOTAL COMMUNITY SERVICES</b>	<b>8,336,302</b>	<b>5,527,632</b>	<b>(2,638,745)</b>	<b>2,991,331</b>
Grants Commission-FAA Roads	1,413,043	1,440,411	(706,522)	733,890
<b>TOTAL UNTIED GENERAL PURPOSE</b>	<b>1,413,043</b>	<b>1,440,411</b>	<b>(706,522)</b>	<b>733,890</b>
<b>Total</b>	<b>17,639,737</b>	<b>12,308,392</b>	<b>(6,787,993)</b>	<b>6,413,223</b>

Tuesday 20 February 2024

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

Total current assets decreased by \$1.243M from \$5.081M in November 2023 to \$3.838M in December. This is due to a decrease of \$1.356M in cash and cash equivalents and a increase of \$113K in Trade and Other Receivables.

Cash and cash equivalents decreased by \$1.356M and is due to:

- (a) A decrease in cash at bank (including term deposits) of \$775K and;
- (b) An increase in restricted cash of \$581K.

Total current liabilities decreased by \$1.370M from \$3.628M in November to \$2.257M in December 2023. 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) increased from \$1.453M in November 2023 to \$1.581M in December 2023, as the net result of the movements noted above. The current ratio increased from 1.40 to 1.70, as at 31 December 2023. This calculation is also shown in the presentation slide 11.

	NOVEMBER	DECEMBER	Movement	%
<b>CURRENT ASSETS</b>				
Cash and cash equivalents	\$2,924,568	1,568,608	-\$1,355,960	-46%
Trade and Other Receivables	\$2,156,021	2,269,417	\$113,395	5%
Inventories (fuel and post office)	-	-	-	0%
Prepayments and Other	-	-	-	0%
<b>TOTAL CURRENT ASSETS</b>	<b>\$5,080,589</b>	<b>\$3,838,024</b>	<b>-\$1,242,565</b>	<b>-24%</b>
Less:				
<b>CURRENT LIABILITIES</b>				
Trade and Other Payables	\$2,170,608	1,340,827	-\$829,781	-38%
Provisions	\$512,234	502,668	-\$9,566	-2%
Other Liabilities	\$944,806	\$413,817	-\$530,989	-56%
<b>TOTAL CURRENT LIABILITIES</b>	<b>\$3,627,648</b>	<b>\$2,257,312</b>	<b>-\$1,370,336</b>	<b>-38%</b>
<b>NET CURRENT ASSETS (Working Capital)</b>	<b>\$1,452,942</b>	<b>\$1,580,713</b>	<b>\$127,771</b>	<b>-9%</b>
<b>CURRENT RATIO</b>	<b>1.40</b>	<b>1.70</b>	<b>0.30</b>	<b>21%</b>

### **Asset Additions and Additions to existing assets (slide 13)**

Capital expenditure to December YTD is \$3.215M. Assets, once ready for use are financially "commissioned". Council's total value of commissioned assets to December YTD is \$1.521M, whilst the Assets still "in progress" and not as yet completed total \$2.192M.



**Rates and Charges (No graphical slide)**

Rates receivable is \$511K as at 31 December 2023.

<u>Location</u>	<u>Rates as at 31st December</u>				
	<u>Arrears</u>	<u>2023/24 LEVY</u>	<u>Interest</u>	<u>Balance Payable</u>	<u>Current Payment Plans</u>
	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
ARNHEMLAND	4,549	4,782	-	9,331	-
GUNBALANYA	7,622	41,882	-	49,504	-
JABIRU	-	394,331	-	394,331	-
MANINGRIDA	(1,062)	58,458	-	57,396	-
MINJILANG	-	-	-	-	-
WARRUWI	-	-	-	-	-
	<u>11,109</u>	<u>499,453</u>	<u>-</u>	<u>510,561</u>	<u>-</u>

**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 Jardine Lloyd Thompson, Powerwater, Councilbiz, Energy Resources of Australia and Caltex.

**Non Recurrent Payments:** generally the largest spending here is for Council's capital acquisitions. The top five include: City Earthmoving, JMK NT, Best Contracting, Gundjeihmi Aboriginal Corp Jabiru Town and Sim Connect National Pty Ltd.

## Debtors (slide 16)

### Debtors by Category

Debtor Category	Ageing Dissection					
	Outstanding As at EoM	Outstanding % of Total	Current	> 30 days	> 60 days	> 90 days
Rates - General	510,561	34%	-	-	499,453	11,109
Rates - Water	410,546	27%	382,506	7,470	-	20,570
Childcare	35,244	2%	7,334	5,338	3,846	18,725
NDIS	116,756	8%	-	6,788	20,254	89,714
Trade Debtors	450,546	30%	198,080	62,158	82,316	107,993
<b>TOTAL DEBTORS</b>	<b>1,523,654</b>	<b>100%</b>	<b>587,920</b>	<b>81,754</b>	<b>605,869</b>	<b>248,111</b>

### 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	201,668	13%	118,447	-	43,423	39,798
	Energy Resources of Australia	157,816	10%	157,816	-	-	-
	NDIS Clients	116,756	8%	-	6,788	20,254	89,714
715	Department of Infrastructure, Planning & Logistics	110,156	7%	53,000	25,304	23,423	8,429
161	Jabiru Kabolkmakmen Ltd	109,997	7%	-	-	109,997	-
	<b>TOTAL</b>	<b>696,392</b>	<b>46%</b>	<b>329,263</b>	<b>32,092</b>	<b>197,096</b>	<b>137,941</b>
	Remaining Debtors	827,261	54%	258,657	49,662	408,773	110,170
	<b>TOTAL DEBTORS AS AT 31st December 2023</b>	<b>1,523,654</b>	<b>100%</b>	<b>587,920</b>	<b>81,754</b>	<b>605,869</b>	<b>248,111</b>

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



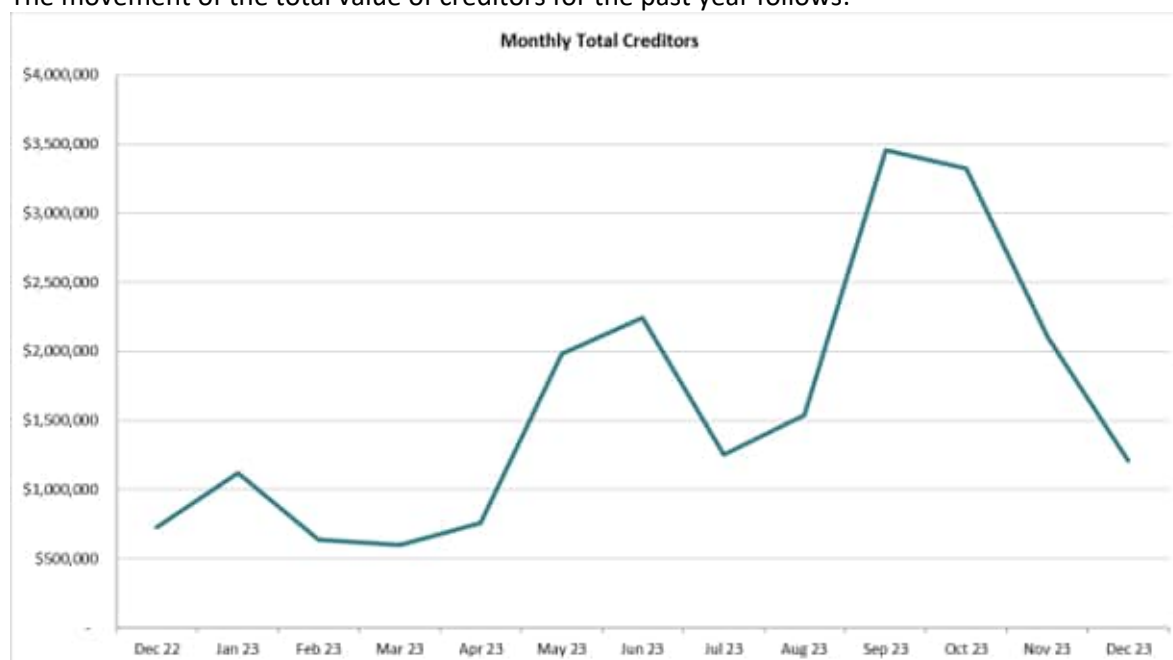
## Trade Creditors (slide 17)

### 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
11590	Quick Super	207,842	17%	207,842	-	-	-
13898	City Earthmoving	172,677	14%	-	-	-	172,677
12106	Australian Tax Office - PAYG Only	116,716	10%	116,716	-	-	-
13874	JMK NT	83,908	7%	83,908	-	-	-
13285	Best Contracting	64,019	5%	1,702	62,317	-	-
<b>TOTAL</b>		<b>645,162</b>	<b>53%</b>	<b>410,168</b>	<b>62,317</b>	<b>-</b>	<b>172,677</b>
Remaining Creditors		<b>563,271</b>	<b>47%</b>	<b>101,910</b>	<b>372,571</b>	<b>50,618</b>	<b>38,172</b>
<b>TOTAL CREDITORS AS AT 31st December 2023</b>		<b>1,208,433</b>	<b>100%</b>	<b>512,078</b>	<b>434,888</b>	<b>50,618</b>	<b>210,849</b>

\*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 December 2023 to 31 December 2023 are listed below:

LPO:	Amount:	Comment
Jabiru	\$626.10 negative	Currently being investigated
Maningrida	\$0.65 positive	
Gunbalanya	\$199.65 negative	Currently being investigated
<b>Total</b>	<b>\$825.10 negative</b>	

## **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. CEO Certification - December Monthly Finance Report [**9.4.1** - 1 page]
2. Graphical Finance Presentation - December 2023 [**9.4.2** - 19 pages]
3. Monthly Financial Report Form - December 2023 [**9.4.3** - 8 pages]
4. Combined PL and Balance Sheet - December 2023 [**9.4.4** - 7 pages]



## WEST ARNHEM REGIONAL COUNCIL

ABN 45 065 336 873

### MONTHLY FINANCE REPORT for December 2023

#### CEO CERTIFICATION

To the Councillors

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

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

Signed

A handwritten signature in blue ink, appearing to be 'Jessie Schaecken'.

Jessie Schaecken  
Acting Chief Executive Officer

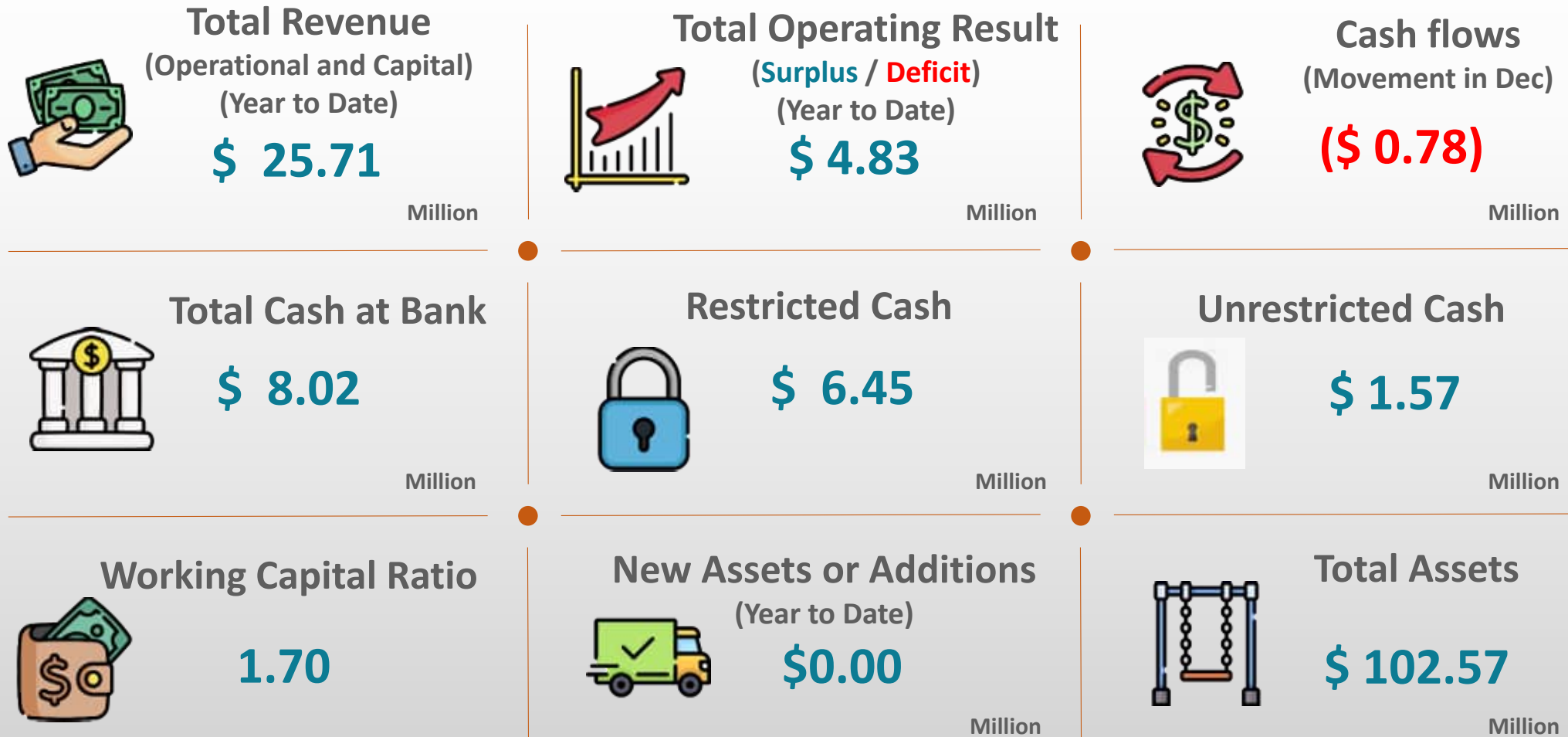
Dated this fourteenth day of February 2024





## Financial Management Report for the period ended 31<sup>st</sup> December 2023

# Snapshot – December 2023 Financial Report



# Actual v Budget – Operational – December YTD 2023



## Actuals v Budget

as at 31 Dec 2023

Description	TOTAL COUNCIL				Annual Budget	Progress
	Actuals YTD	Budget YTD	Variance	%		
<b>Operational Revenue</b>						
Income Rates and Charges	1,248,378	1,269,970	(21,592)	(2%)	2,539,939	49%
Charges - Sewerage	358,713	364,237	(5,524)	(2%)	728,474	49%
Charges - Water	963,721	997,446	(33,725)	(3%)	1,994,892	48%
Charges - Waste	731,891	741,393	(9,502)	(1%)	1,482,787	49%
Income Council Fees and Charges	314,853	271,133	43,720	16%	541,894	58%
Income Operating Grants	10,496,665	10,342,088	154,577	1%	17,417,928	60%
Income Investments	91,753	92,000	(247)	(0%)	184,000	50%
Income Allocation	2,994,218	3,010,291	(16,073)	(1%)	5,996,596	50%
Other Income	1,394,488	1,407,160	(12,672)	(1%)	1,469,123	95%
Income Agency and Commercial Services	3,299,493	4,499,324	(1,199,831)	(27%)	7,864,350	42%
<b>Total Operational Revenue</b>	<b>21,894,174</b>	<b>22,995,041</b>	<b>(1,100,867)</b>	<b>(5%)</b>	<b>40,219,984</b>	<b>54%</b>
<b>Operational Expenditure</b>						
Employee Expenses	9,497,043	9,351,097	145,946	2%	18,861,802	50%
Contract and Material Expenses	3,206,942	4,709,901	(1,502,959)	(32%)	8,681,797	37%
Finance Expenses	7,170	5,875	1,295	22%	11,750	61%
Travel, Freight and Accom Expenses	472,587	718,095	(245,507)	(34%)	1,283,487	37%
Fuel, Utilities & Communication	1,190,862	1,200,202	(9,340)	(1%)	2,386,051	50%
Other Expenses	2,505,223	3,086,846	(581,622)	(19%)	6,927,486	36%
Elected Member Allowances	173,120	183,000	(9,880)	(5%)	366,000	47%
Elected Member Expenses	8,414	32,100	(23,686)	(74%)	64,200	13%
Council Committee & LA Allowances	6,200	8,900	(2,700)	(30%)	16,750	37%
Council Committee & LA Expenses	105	230	(125)	(54%)	355	30%
<b>Total Operational Expenditure</b>	<b>17,067,666</b>	<b>19,296,245</b>	<b>(2,228,579)</b>	<b>(12%)</b>	<b>38,599,679</b>	<b>44%</b>
<b>Total Operational Surplus / (Deficit)</b>	<b>4,826,508</b>	<b>3,698,796</b>	<b>1,127,712</b>	<b>30%</b>	<b>1,620,305</b>	<b>100%+</b>





# Actual v Budget – Operating Position – December YTD 2023



## Annual Budget Operating Position as at 31 Dec 2023

Description	Actuals YTD	Budget YTD	Variance	%		Annual Budget	Progress
<b>Operating Surplus / (Deficit)</b>	<b>4,826,508</b>	<b>3,698,796</b>	<b>1,127,712</b>	<b>30%</b>		<b>1,620,305</b>	<b>100%+</b>
<b>Remove NON-CASH ITEMS</b>							
Less Non-Cash Income	(2,994,218)	(3,010,291)	16,073	1%		(5,996,596)	50%
Add Back Non-Cash Expenses	2,994,218	3,100,984	(106,766)	(3%)		5,961,386	50%
<b>Total Non-Cash Items</b>	<b>-</b>	<b>90,693</b>	<b>(90,693)</b>	<b>(100%)+</b>		<b>(35,210)</b>	<b>0%</b>
<b>Less ADDITIONAL OUTFLOWS</b>							
Capital Expenditure	(3,133,491)	(3,726,115)	592,624	16%		(6,444,341)	49%
Borrowing Repayments (Principal Only)	-	-	-	-		-	0%
Transfer to Reserves	-	-	-	-		-	0%
Other Outflows	(81,375)	(8,501)	(72,874)	(100%)+		(163,002)	50%
<b>Total Additional Outflows</b>	<b>(3,214,866)</b>	<b>(3,734,616)</b>	<b>519,750</b>	<b>14%</b>		<b>(6,607,343)</b>	<b>49%</b>
<b>Add ADDITIONAL INFLOWS</b>							
Capital Grants Income	2,241,304	2,241,304	-	-		3,942,340	57%
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%+
<b>Total Additional Inflows</b>	<b>3,815,044</b>	<b>3,651,891</b>	<b>163,153</b>	<b>4%</b>		<b>5,548,817</b>	<b>69%</b>
<b>Net Budgeted Operating Position</b>	<b>5,426,685</b>	<b>3,706,764</b>	<b>1,719,921</b>	<b>46%</b>		<b>526,570</b>	<b>100%+</b>

Legend:

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

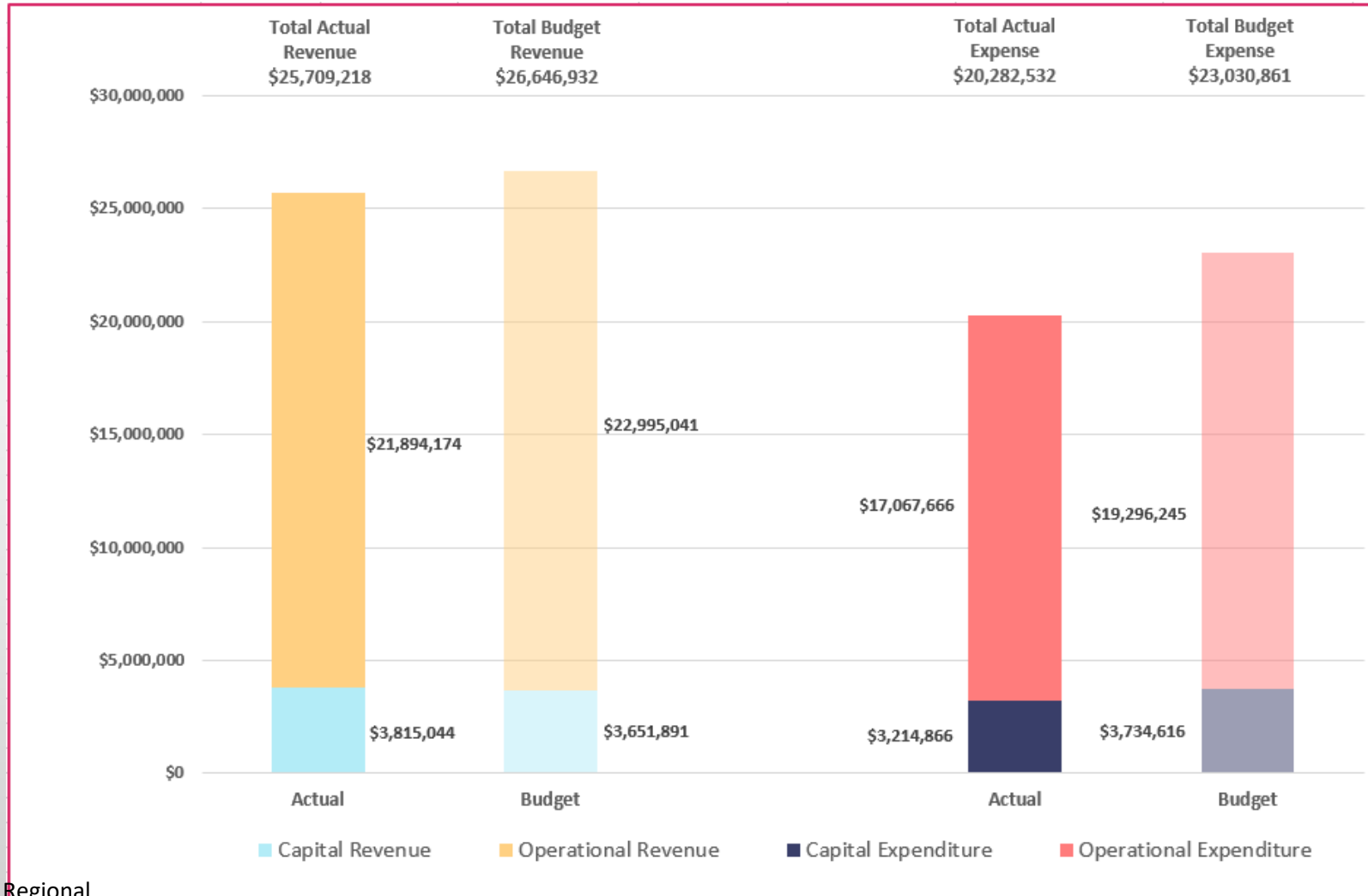
West Arnhem Regional Council  
Variance over \$300,000



Ordinary Council Meeting  
Tuesday 20 February 2024



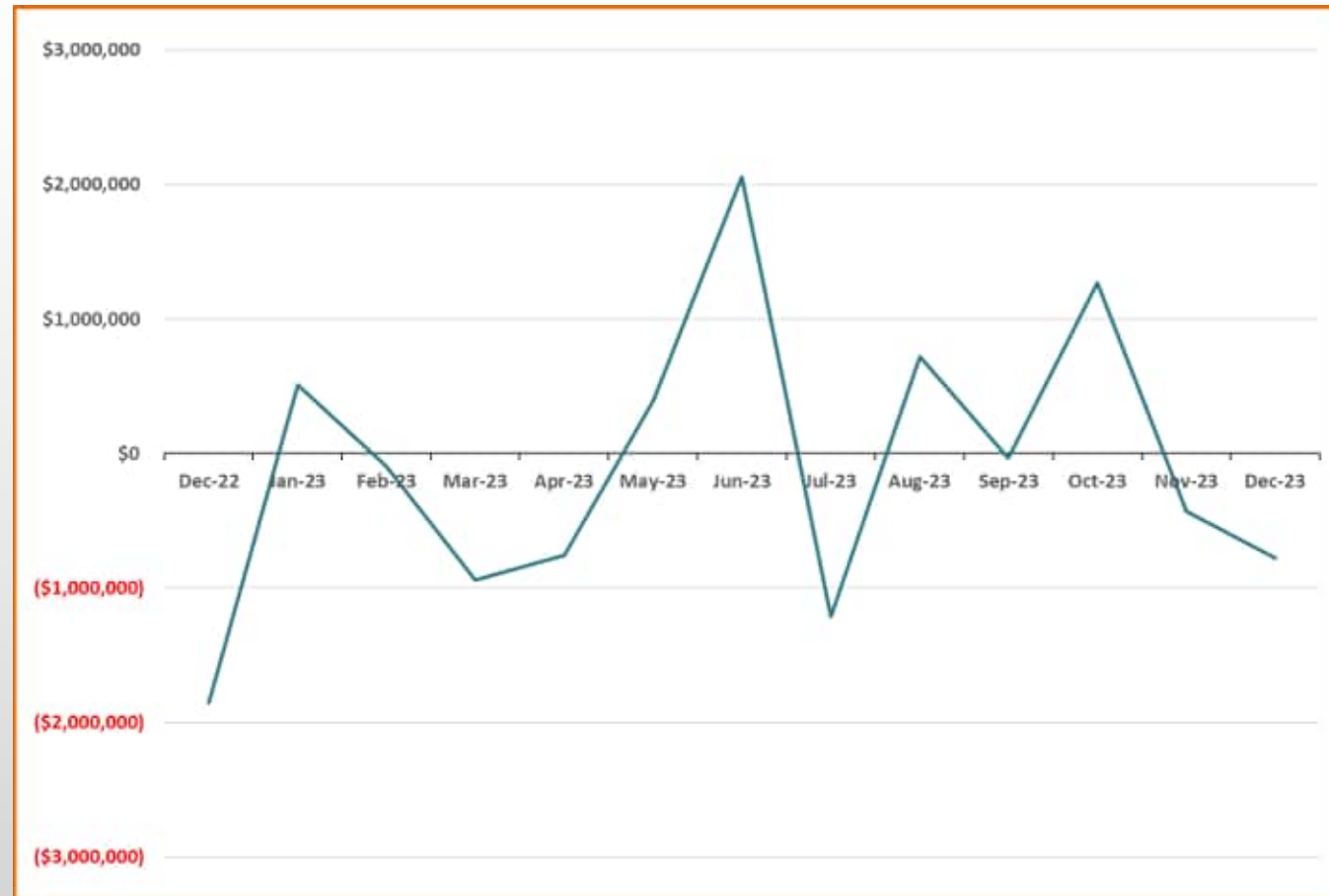
# Actual v Budget – Total Council – December YTD 2023





# Cash flow – Cash in vs Cash out

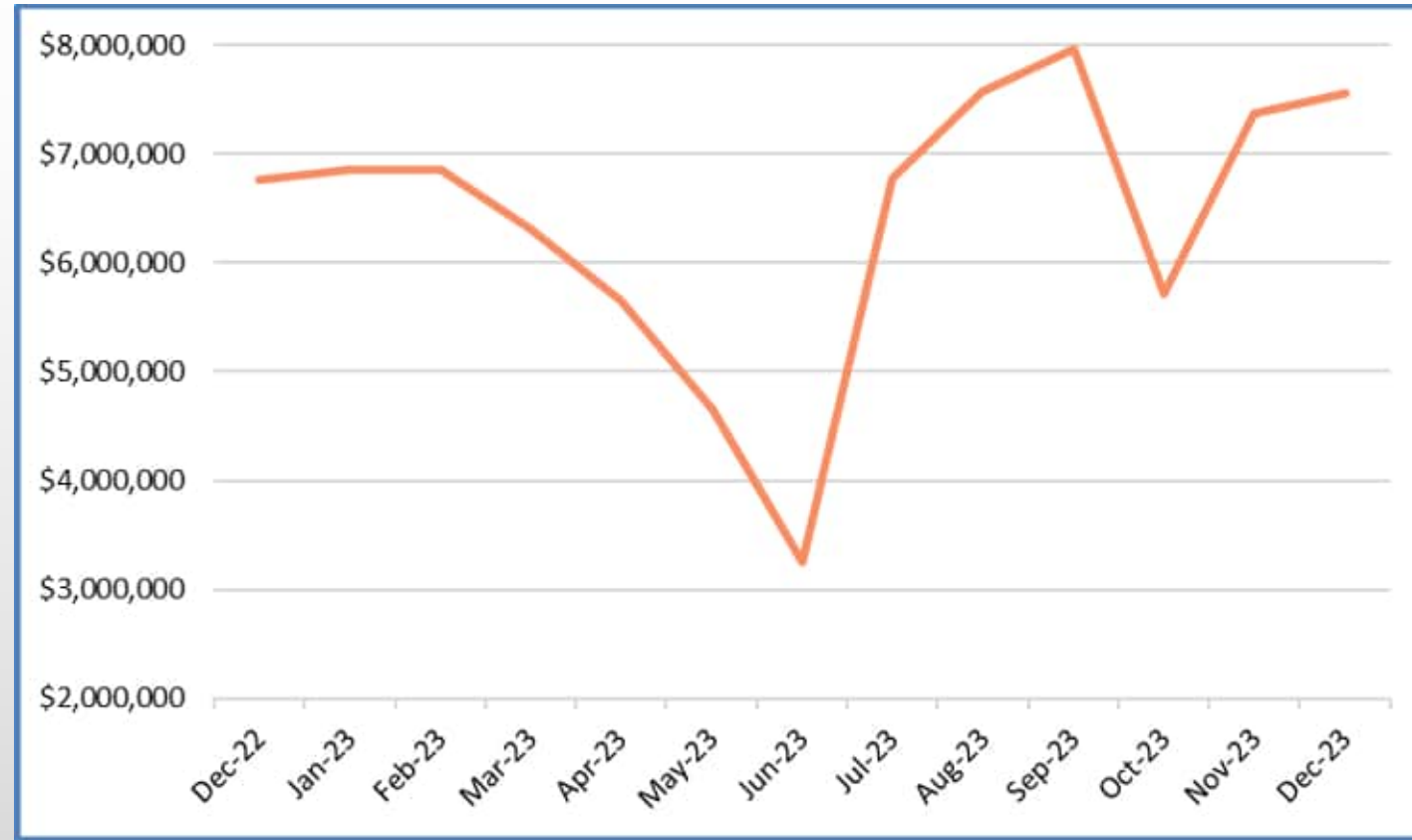
Month	Cash in / (out)
Dec-22	\$ (1,853,442)
Jan-23	\$ 508,651
Feb-23	\$ (91,977)
Mar-23	\$ (937,932)
Apr-23	\$ (755,025)
May-23	\$ 392,462
Jun-23	\$ 2,057,668
Jul-23	\$ (1,213,855)
Aug-23	\$ 722,941
Sep-23	\$ (35,056)
Oct-23	\$ 1,270,508
Nov-23	\$ (432,008)
Dec-23	\$ (775,323)
<b>Year to Date</b>	<b>\$ 711,054</b>





# Term Deposits & CMA over the past year

Month	Total Deposits
Dec-22	\$6,755,139
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



# Restricted Assets – December 2023

## Restricted Assets:

• Internal Restrictions: Capital Reserve	\$39,914
• External Restrictions: Restricted Grant Funding as at 31 <sup>st</sup> December 2023	\$6,413,223
<b>TOTAL</b>	<b><u>\$6,453,136</u></b>

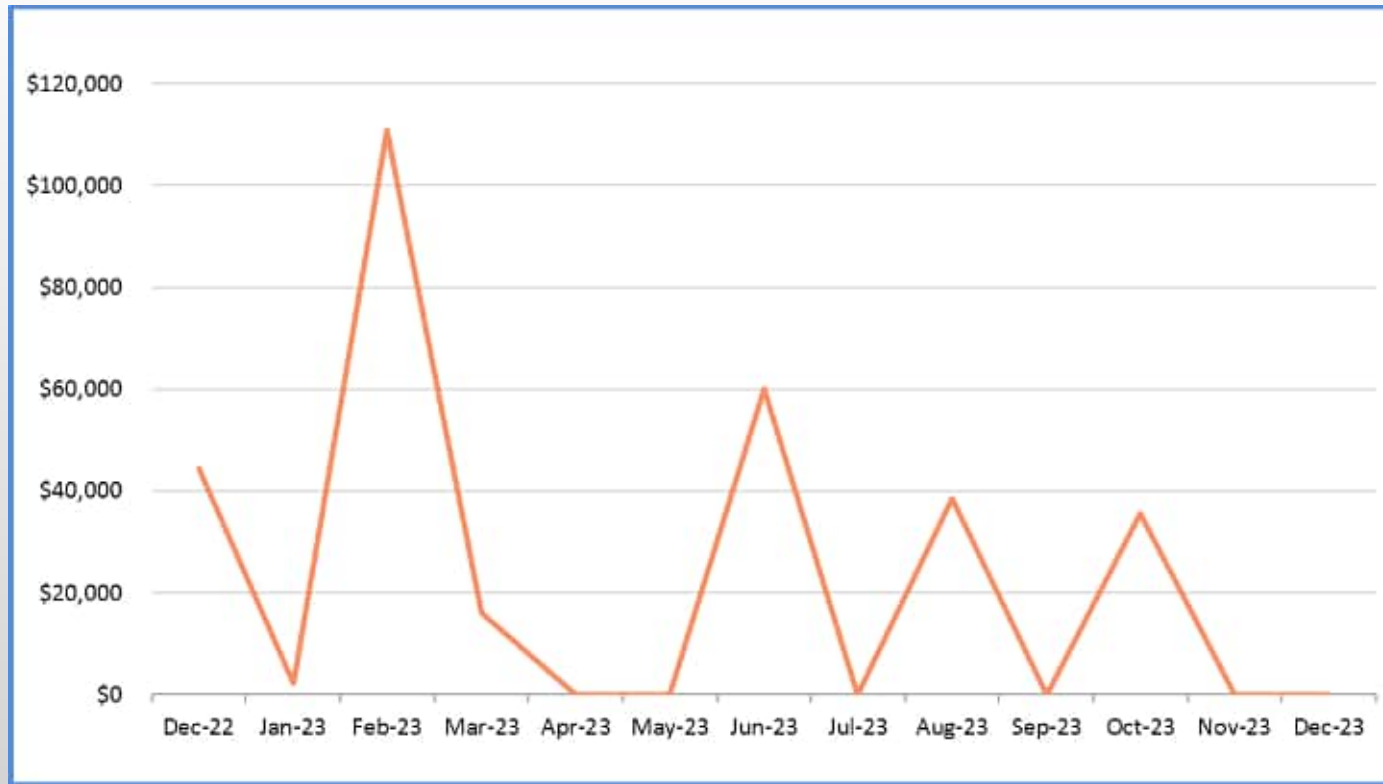
- Includes Cash that belongs to Funding Bodies, Grant income that is tied, and cash reserved for special projects of the Council
- These amounts are excluded from Cash & Cash equivalents for the Working Capital calculation.





# Internal Restrictions: Capital Reserve Expenditure for the past year

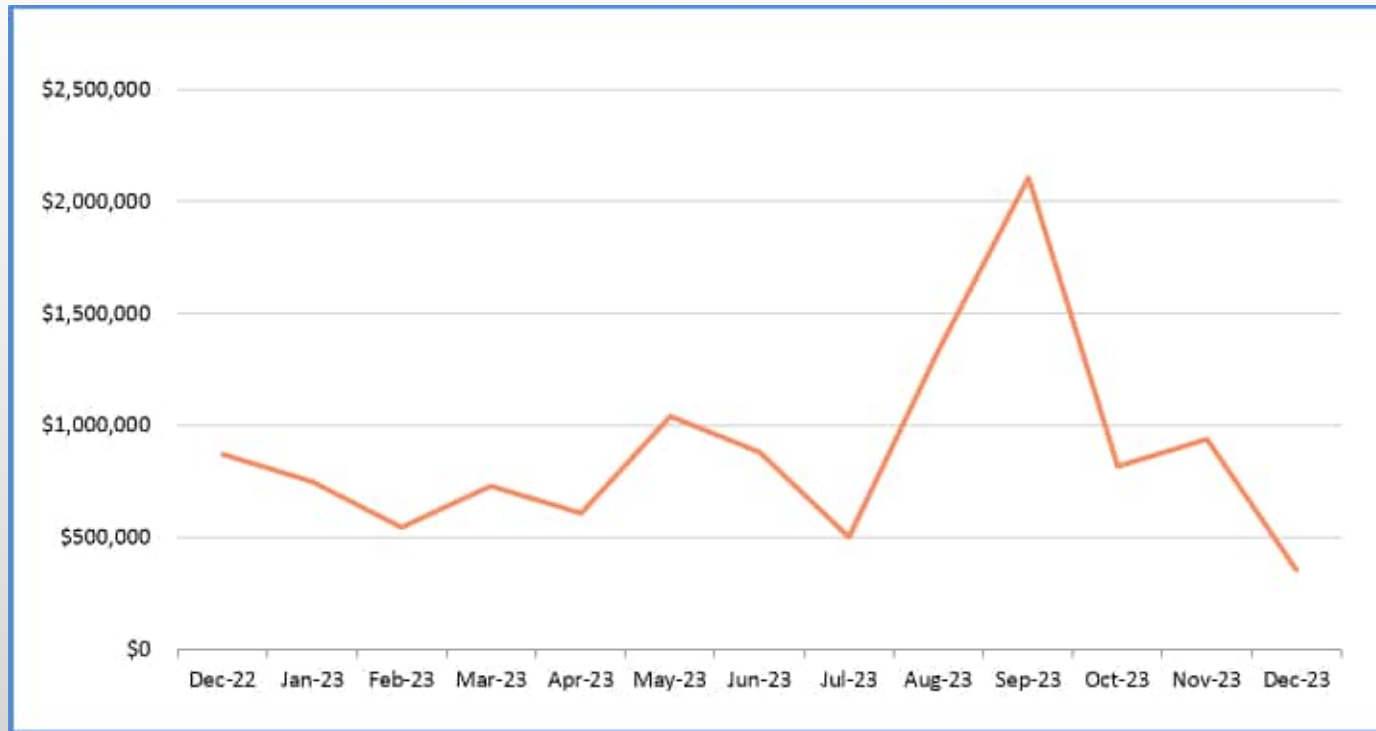
Capital Reserve Monthly Expenditure 2022/2023												
Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23
\$44,318	\$2,200	\$110,967	\$15,955	Nil	Nil	\$60,036	Nil	\$38,409	\$0	\$35,479	\$0	\$0





# External Restrictions: Expenditure for the past year

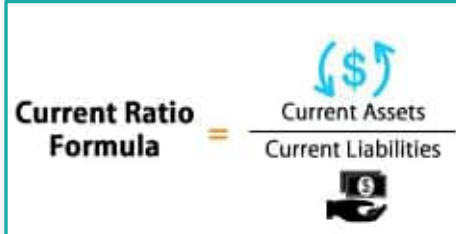
External Restrictions Monthly Expenditure 2022/2023												
Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23
\$871,632	\$747,934	\$544,398	\$727,895	\$610,353	\$1,039,160	\$883,093	\$500,907	\$1,333,365	\$2,108,199	\$818,155	\$938,702	\$355,916



# Working Capital / Current Ratio

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

WEST ARNHEM REGIONAL COUNCIL for the period ended 31 December 2023		31 December 2023
		\$
<b>CURRENT ASSETS</b>		
Cash and cash equivalents *		1,568,608
Trade and Other Receivables		2,269,417
Inventories		-
Prepayments and Other		-
<b>TOTAL CURRENT ASSETS</b>		<b>3,838,024</b>
Less:		
<b>CURRENT LIABILITIES</b>		
Trade and Other Payables		1,340,827
Provisions		502,668
Borrowings		-
Other Liabilities		413,817
<b>TOTAL CURRENT LIABILITIES</b>		<b>2,257,312</b>
<b>NET CURRENT ASSETS (Working Capital)</b>		<b>1,580,713</b>
<b>CURRENT RATIO</b>		<b>1.70</b>



The diagram shows the Current Ratio Formula:  $\text{Current Ratio} = \frac{\text{Current Assets}}{\text{Current Liabilities}}$ . It includes icons for a dollar sign with arrows, a stack of coins, and a hand holding a coin.

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 \$6.453 million as at 31 December 2023**

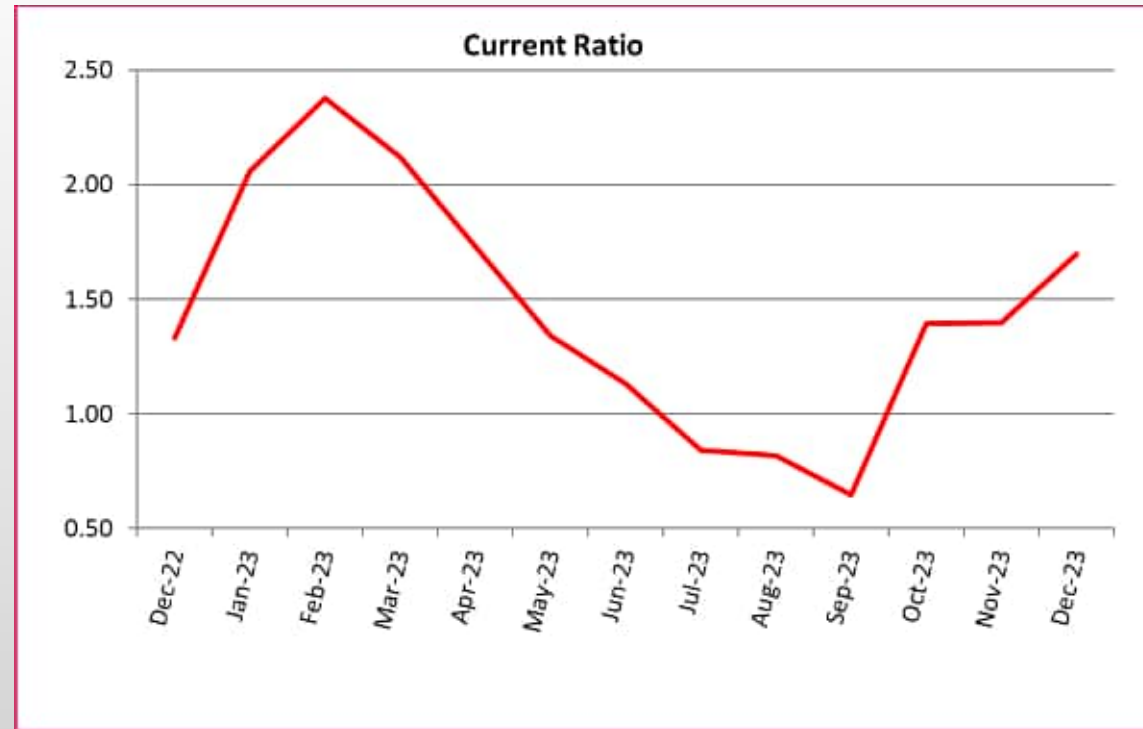






# Current Ratio for the past Year

Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23
1.33	2.06	2.38	2.12	1.73	1.34	1.13	0.84	0.82	0.65	1.39	1.40	1.70



# Commissioned Assets – December 2023



## Gunbalanya Depot Fuel Tank

Gunbalanya  
Asset no. 400095  
\$227,128



## Maningrida Rest Shelters

Maningrida  
Asset no. 600153  
\$53,995



# Commissioned Assets – December 2023

## LED Screen – Gunbalanya Office

Gunbalanya  
Asset no. 700011  
\$44,630



## LED Screen – Maningrida Office

Maningrida  
Asset no. 700012  
\$43,962





# Commissioned Assets – December 2023

## LED Screen – Minjilang Office

Minjilang

Asset no. 700013

\$37,887



West Arnhem Regional Council

## LED Screen – Warruwi Office

Warruwi

Asset no. 700014

\$36,471



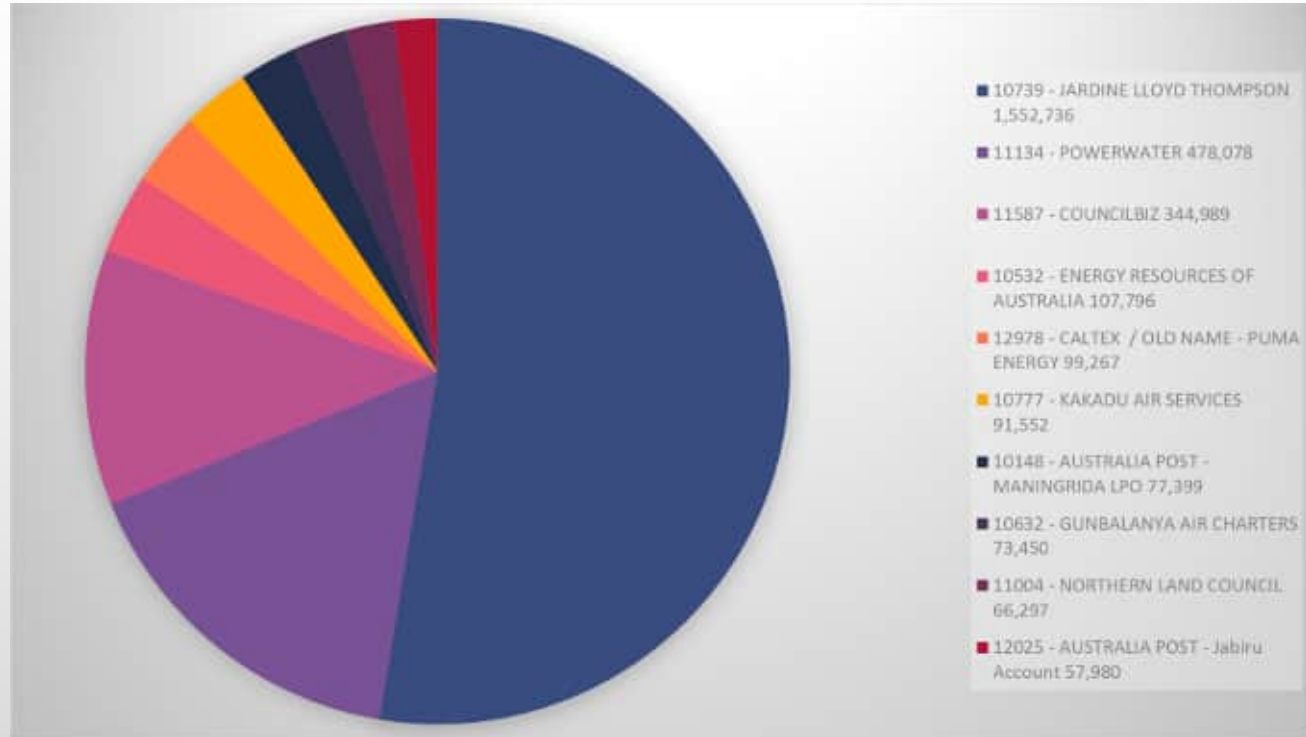
Ordinary Council Meeting  
Tuesday 20 February 2024





# Top 10 Payments Year To Date – Recurrent

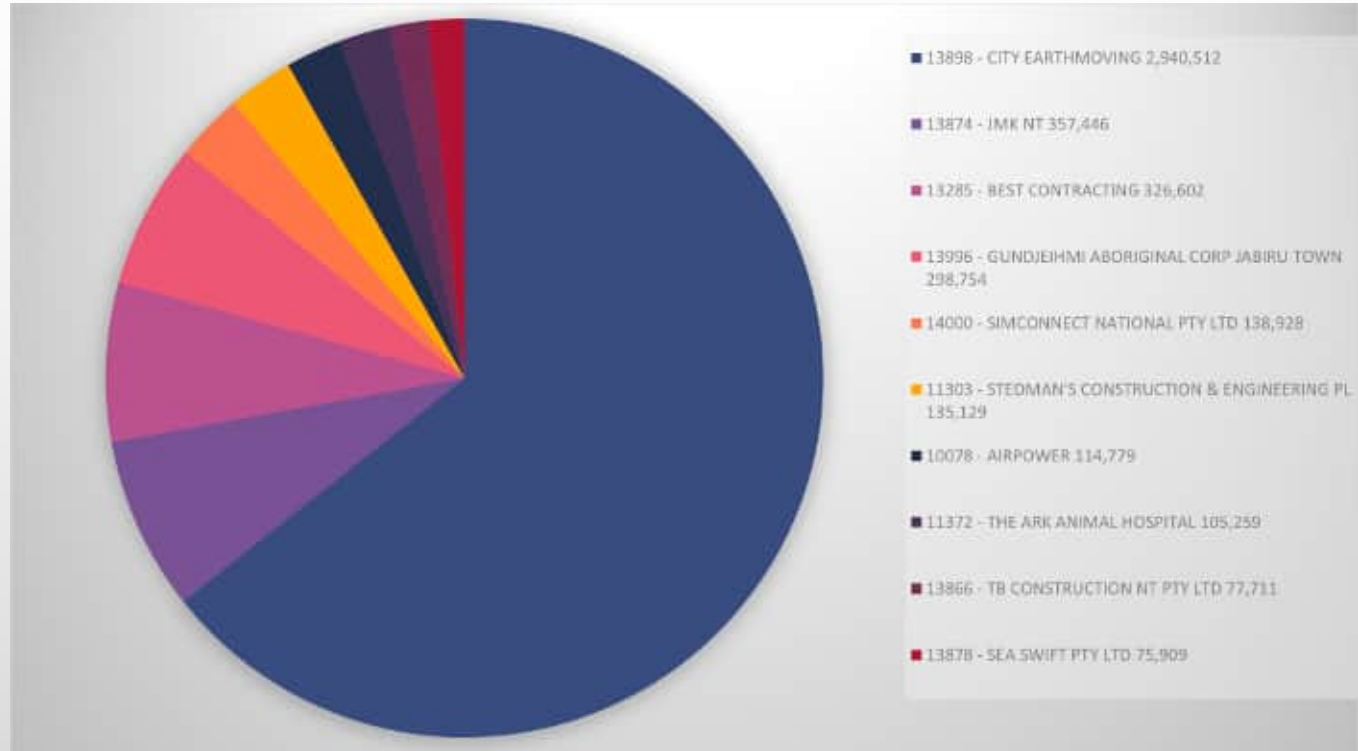
	\$	%
Total Top 10 Recurrent Payments	\$ 2,949,544	28%
Total Top 10 Non-Recurrent Payments	\$ 4,571,029	43%
Total Payments to All Other Suppliers	\$ 3,035,033	29%
<b>Total Payments YTD</b>	<b>\$ 10,555,606</b>	<b>100%</b>





# Top 10 Payments Year To Date – Non Recurrent

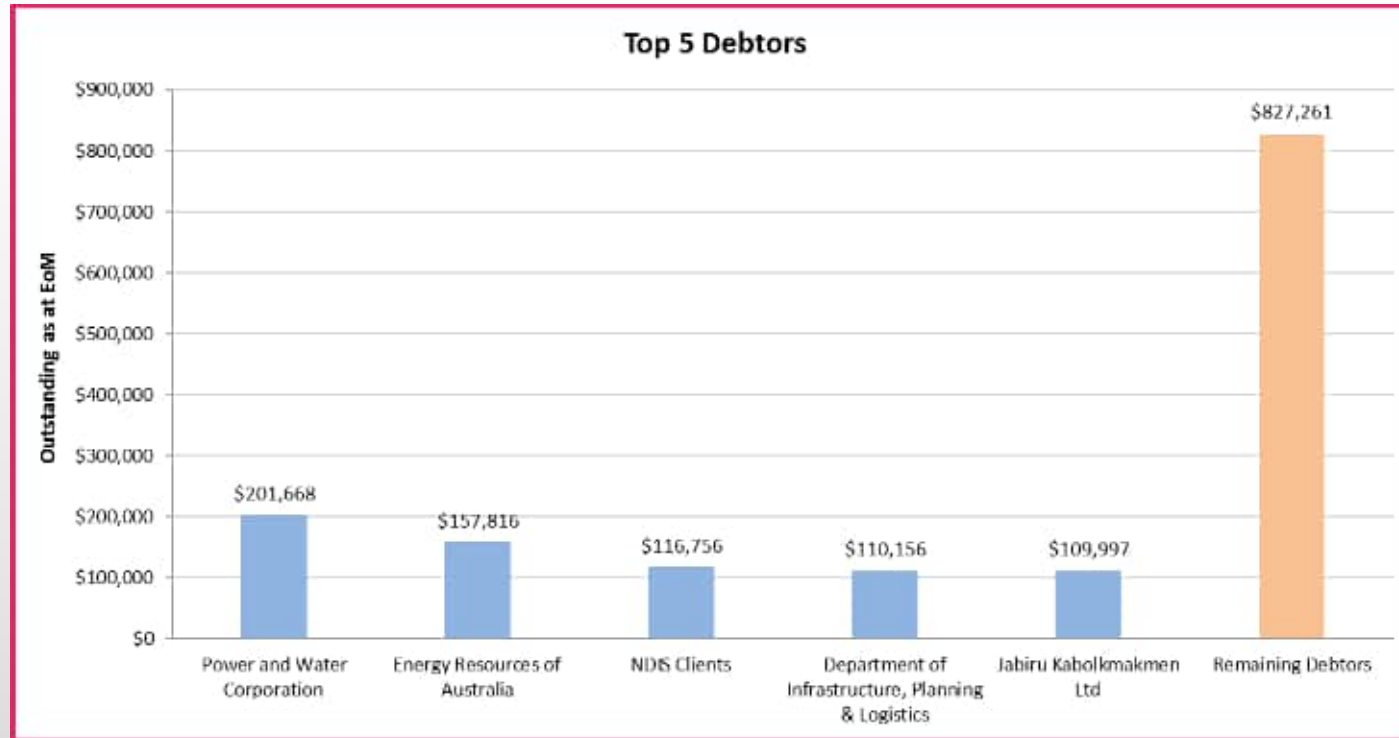
	\$	%
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Total Payments to All Other Suppliers	\$ 3,035,033	29%
<b>Total Payments YTD</b>	<b>\$ 10,555,606</b>	<b>100%</b>





# Debtors – as at 31<sup>st</sup> December 2023

“Money owed to Council”

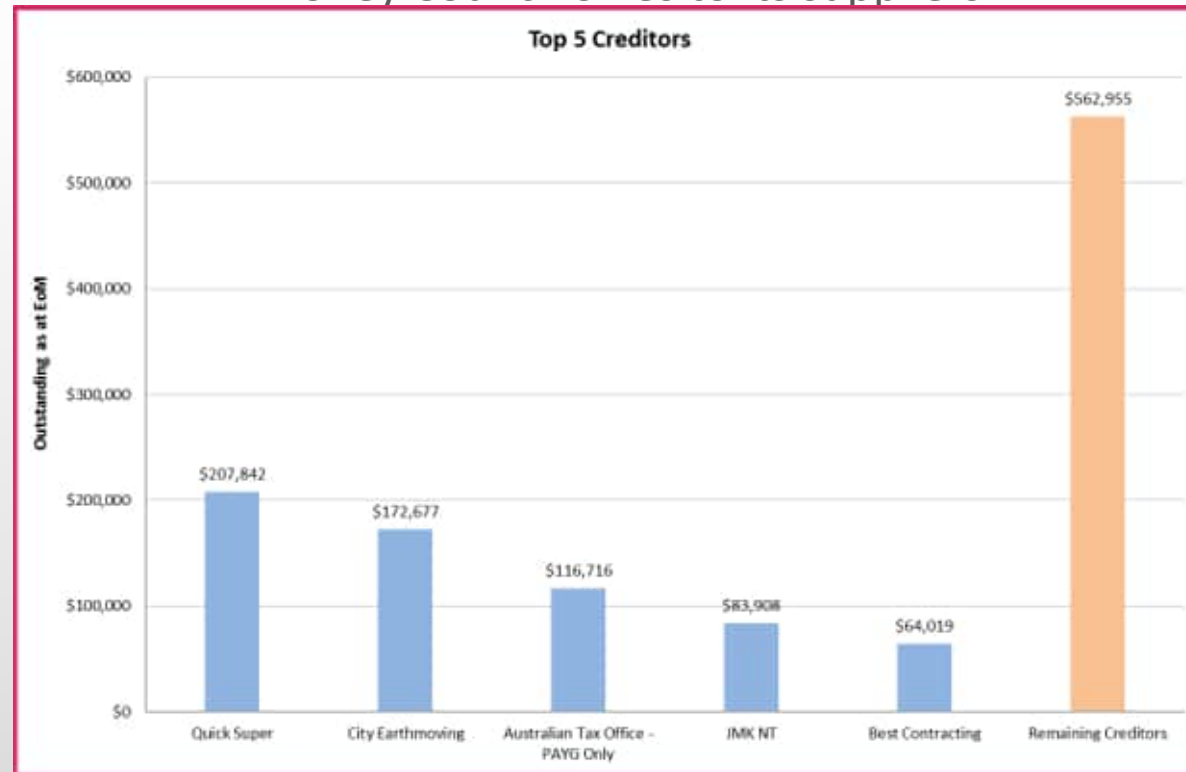


DEBTORS												
Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23
\$ 1,346,023	\$ 2,064,976	\$ 1,965,022	\$ 2,038,419	\$ 2,019,803	\$ 2,489,874	\$ 2,048,769	\$ 1,326,946	\$ 1,401,401	\$ 2,222,168	\$ 3,165,499	\$ 1,538,572	\$ 1,523,654



# Creditors – as at 31<sup>st</sup> December 2023

“Money Council owes to its suppliers”



CREDITORS												
Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23
\$ 724,508	\$ 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	\$ 1,208,117





## Actuals v Budget

as at 31 Dec 2023

TOTAL COUNCIL							
Description	Actuals YTD	Budget YTD	Variance	%		Annual Budget	Progress
<b>Operational Revenue</b>							
Income Rates and Charges	1,248,378	1,269,970	(21,592)	(2%)	🟡	2,539,939	49%
Charges - Sewerage	358,713	364,237	(5,524)	(2%)	🟡	728,474	49%
Charges - Water	963,721	997,446	(33,725)	(3%)	🟡	1,994,892	48%
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Employee Expenses	9,497,043	9,351,097	145,946	2%	🔴	18,861,802	50%
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Elected Member Allowances	173,120	183,000	(9,880)	(5%)	🟢	366,000	47%
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Council Committee & LA Allowances	6,200	8,900	(2,700)	(30%)	🟢	16,750	37%
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<b>Total Operational Expenditure</b>	<b>17,067,666</b>	<b>19,296,245</b>	<b>(2,228,579)</b>	<b>(12%)</b>	🟢	<b>38,599,679</b>	<b>44%</b>
<b>Total Operational Surplus / (Deficit)</b>	<b>4,826,508</b>	<b>3,698,796</b>	<b>1,127,712</b>	<b>30%</b>	🟢	<b>1,620,305</b>	<b>100% +</b>



## Annual Budget Operating Position

as at 31 Dec 2023

Description	Actuals YTD	Budget YTD	Variance	%		Annual Budget	Progress
<b>Operating Surplus / (Deficit)</b>	<b>4,826,508</b>	<b>3,698,796</b>	<b>1,127,712</b>	<b>30%</b>		<b>1,620,305</b>	<b>100%+</b>
<b>Remove NON-CASH ITEMS</b>							
Less Non-Cash Income	(2,994,218)	(3,010,291)	16,073	1%		(5,996,596)	50%
Add Back Non-Cash Expenses	2,994,218	3,100,984	(106,766)	(3%)		5,961,386	50%
<b>Total Non-Cash Items</b>	<b>-</b>	<b>90,693</b>	<b>(90,693)</b>	<b>(100%)+</b>		<b>(35,210)</b>	<b>0%</b>
<b>Less ADDITIONAL OUTFLOWS</b>							
Capital Expenditure	(3,133,491)	(3,726,115)	592,624	16%		(6,444,341)	49%
Borrowing Repayments (Principal Only)	-	-	-	-		-	0%
Transfer to Reserves	-	-	-	-		-	0%
Other Outflows	(81,375)	(8,501)	(72,874)	(100%)+		(163,002)	50%
<b>Total Additional Outflows</b>	<b>(3,214,866)</b>	<b>(3,734,616)</b>	<b>519,750</b>	<b>14%</b>		<b>(6,607,343)</b>	<b>49%</b>
<b>Add ADDITIONAL INFLOWS</b>							
Capital Grants Income	2,241,304	2,241,304	-	-		3,942,340	57%
Prior Year Carry Forward Tied Funding	1,366,255	1,276,394	89,861	7%		1,276,394	100%+
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<b>Total Additional Inflows</b>	<b>3,815,044</b>	<b>3,651,891</b>	<b>163,153</b>	<b>4%</b>		<b>5,548,817</b>	<b>69%</b>
<b>Net Budgeted Operating Position</b>	<b>5,426,685</b>	<b>3,706,764</b>	<b>1,719,921</b>	<b>46%</b>		<b>526,570</b>	<b>100%+</b>



## Capital Expenditure

as at 31 Dec 2023

Description	TOTAL COUNCIL					
	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
<b>Capital Expenditure</b>						
Plant & Equipment	(116,187)	(241,858)	125,672	52%	(241,858)	48%
Infrastructure	(353,913)	(720,486)	366,572	51%	(2,451,665)	14%
Roads	(2,350,697)	(2,322,973)	(27,724)	(1%)	(2,963,914)	79%
Buildings	(226,336)	(363,058)	136,722	38%	(686,745)	33%
Furniture, Fittings and Office Equipment	(86,359)	(77,740)	(8,619)	(11%)	(100,158)	86%
Vehicles	-	-	-	-	-	0%
<b>Total Capital Expenditure *</b>	<b>(3,133,491)</b>	<b>(3,726,115)</b>	<b>592,624</b>	<b>16%</b>	<b>(6,444,341)</b>	<b>49%</b>
<b>Total Capital Expenditure Funded By</b>						
Operating Income (amount allocated to fund capital items)	355,475	-	355,475	100%	-	100%
Capital Grants	3,607,560	3,517,699	89,861	3%	5,218,734	69%
Transfers from Cash Reserves	113,802	88,737	25,065	28%	88,737	100%+
<b>Total Capital Expenditure Funding</b>	<b>4,076,837</b>	<b>3,606,436</b>	<b>470,401</b>	<b>(13%)</b>	<b>5,307,472</b>	<b>77%</b>



### Budget by Planned Major Capital Works

as at 31 Dec 2023

		TOTAL COUNCIL				
Class of Assets		Total Prior Year(s) Actuals	YTD Actuals	Total Actuals	\$ Total Planned Budget	Expected Project Completion Date
Furniture, Fittings and Office Equipment	Preparing Australian Communities - LED Screens	-	86,359	86,359	170,000	28/02/2024
Infrastructure	Construct 2 Half Basketball Courts- Maningrida	164,288	61,208	225,496	398,909	31/12/2024
Infrastructure	Warnwi Community Hall Upgrade	-	2,860	2,860	415,000	30/06/2024
Infrastructure	Gunbalanya Oval Lighting	-	540	540	1,580,000	31/08/2024
Infrastructure	Maningrida Oval Changerooms	-	33,907	33,907	4,500,000	31/12/2025
Roads	Upgrade Mala'la Rd - Maningrida	778,362	220,368	998,730	1,000,000	
Roads	LRCI Phase 3 - Malabam Road - Maningrida	9,952	1,050,321	1,060,273	1,080,536	31/12/2023
Roads	LRCI Phase 4 - Malabam Road - Maningrida	-	540,268	540,268	540,268	30/06/2024
Roads	R2R - Malala Road (non gazetted) Maningrida - From Lot 736	-	539,200	539,200	539,200	
Roads	LRCI Phase 4B - Top Camp Road - Maningrida	-	-	-	311,000	30/06/2024
Roads	R2R- Gunbalanya Roadworks and Shoulder works	-	540	540	540,269	30/06/2024
Roads	Parks Australia- Jabiru Road Maintenance works	-	13,311	13,311	280,000	30/06/2024
Roads	Parks Australia- Jabiru Sinkhole Works	-	373	373	1,301,368	
			-	-		
	<b>Total</b>	<b>962,602</b>	<b>2,549,255</b>	<b>3,501,867</b>	<b>12,636,560</b>	





## Member and CEO Council Credit Card Transactions for December

Transaction Date	Amount	Suppliers Name	Reason for Transaction
<b>Cardholder Name: Acting COO - Fiona Ainsworth</b>			
01-Dec-23	\$ 50.24	Hanuman Darwin	Lunch - Angela Jager - Darwin Office 2023 End of Year Staff Function
01-Dec-23	\$ 52.74	Hanuman Darwin	Lunch - Ben Heaslip - Darwin Office 2023 End of Year Staff Function
01-Dec-23	\$ 52.74	Hanuman Darwin	Lunch - Fiona Ainsworth - Darwin Office 2023 End of Year Staff Function
01-Dec-23	\$ 57.74	Hanuman Darwin	Lunch - Imran Shajib - Darwin Office 2023 End of Year Staff Function
01-Dec-23	\$ 45.74	Hanuman Darwin	Lunch - James Stockdale - Darwin Office 2023 End of Year Staff Function
01-Dec-23	\$ 46.74	Hanuman Darwin	Lunch - Jessie Schaecken - Darwin Office 2023 End of Year Staff Function
01-Dec-23	\$ 34.24	Hanuman Darwin	Lunch - Linda Veugen-Yong - Darwin Office 2023 End of Year Staff Function
01-Dec-23	\$ 56.74	Hanuman Darwin	Lunch - Lorena Parra - Darwin Office 2023 End of Year Staff Function
01-Dec-23	\$ 53.74	Hanuman Darwin	Lunch - Luisa Arango - Darwin Office 2023 End of Year Staff Function
01-Dec-23	\$ 48.24	Hanuman Darwin	Lunch - Mailen Mirochnik - Darwin Office 2023 End of Year Staff Function
01-Dec-23	\$ 46.24	Hanuman Darwin	Lunch - Pania Withnall - Darwin Office 2023 End of Year Staff Function
01-Dec-23	\$ 57.74	Hanuman Darwin	Lunch - Sam Fazzolari - Darwin Office 2023 End of Year Staff Function
01-Dec-23	\$ 50.73	Hanuman Darwin	Lunch - Sarah Ahmad - Darwin Office 2023 End of Year Staff Function
02-Dec-23	\$ 87.82	Kidsoft	Direct Debit Facility Fee - Jabiru Childcare Centre
02-Dec-23	\$ 199.00	Kidsoft	Monthly License Fee - Jabiru Childcare Centre
03-Dec-23	\$ 149.00	Vend	Monthly Subscription - Newsagents POS System - Australia Post Jabiru
04-Nov-23	\$ 242.00	PropertyMe	Monthly subscription - Tenancy software system
05-Dec-23	\$ 81.00	Safe NT	CHC - Karen Meyers - Administration Coordinator Jabiru
05-Dec-23	\$ 81.00	Safe NT	CHC - Jessica Sharman - Early Childhood Assistant Educator
05-Dec-23	\$ 81.00	Safe NT	CHC - Misilas Robert - Works Officer Jabiru
05-Dec-23	\$ 81.00	Safe NT	CHC - Chase Baird - Works Assistant Jabiru
06-Dec-23	\$ 81.00	Safe NT	CHC - Gaston Nula - Works Assistant Maningrida
06-Dec-23	\$ 81.00	Safe NT	CHC - Lauren Managku - Youth, Sport & Recreation Assistant Gunbalanya
06-Dec-23	\$ 81.00	Safe NT	WWCC - Thelina Nigarli - Childcare Assistant Waruwi
07-Dec-23	\$ 81.00	Safe NT	CHC - Sianlee Harris - Community Wellbeing Senior Project Officer Jabiru
07-Dec-23	\$ 81.00	Safe NT	WWCC - Sianlee Harris - Community Wellbeing Senior Project Officer Jabiru
07-Dec-23	\$ 236.90	Temple & Wenster	New Kitchen Mixer Tap - Childcare Centre Jabiru
08-Dec-23	\$ 81.00	Safe NT	CHC - Jessica Scheibe - Early Childhood Educator Jabiru
11-Dec-23	\$ 81.00	Safe NT	CHC - Leanne Naylibidj - Community Care Assistant Gunbalanya
11-Dec-23	\$ 38.98	Fresh Point Co.	Lunch - Fiona Ainsworth - Technical Services EOY Function
11-Dec-23	\$ 35.99	Fresh Point Co.	Lunch - Clem Beard - Technical Services EOY Function
11-Dec-23	\$ 35.99	Fresh Point Co.	Lunch - Hilal Ahmad - Technical Services EOY Function
11-Dec-23	\$ 32.99	Fresh Point Co.	Lunch - Sam Fazzolari - Technical Services EOY Function
11-Dec-23	\$ 30.99	Fresh Point Co.	Lunch - Graham Bauch - Technical Services EOY Function
11-Dec-23	\$ 35.99	Fresh Point Co.	Lunch - Sara Fitzgerald - Technical Services EOY Function
11-Dec-23	\$ 31.99	Fresh Point Co.	Lunch - Pania Withnall - Technical Services EOY Function
12-Dec-23	\$ 81.00	Safe NT	WWCC - Christian Butler - Pool Officer Jabiru
12-Dec-23	\$ 199.00	Kidsoft	Monthly License Fee - Minjilang Crèche
12-Dec-23	\$ 199.00	Kidsoft	Monthly License Fee - Waruwi Crèche
<b>Total</b>	<b>\$</b>	<b>3,181.25</b>	



## Member and CEO Council Credit Card Transactions for December

Transaction Date	Amount	Suppliers Name	Reason for Transaction
<b>Cardholder Name: Mayor - Matthew Ryan</b>			
28.12.2023	\$ 150.00	Gulin Gulin Community - Bulmar Fuel	for trip back to Maningrida via central Arnhem road - no receipt provided by machine
<b>Total</b>	<b>\$ 150.00</b>		
<b>Cardholder Name: Director of Corporate Services - James Stockdale</b>			
14-Dec-23	\$ 349.00	SERVICEM8	Monthly Subscription
19-Dec-23	\$ 308.30	CAFE21	Catering for the OCM held in Darwin on 20.12.2023
19-Dec-23	\$ 200.00	CAFE21	Catering for the OCM held in Darwin on 20.12.2023
22-Dec-23	\$ 81.00	SAFE NT	National Police Check - Glenn McCoy
22-Dec-23	\$ 144.43	SMS Broadcast	SMS Broadcast Service (2000 @\$0.065) for Water Telemetry System (Alerts Work Crew to outages or incidents)
22-Dec-23	\$ 237.60	LASTPASS.COM	Password Manager Software - Annual Subs 21/12/2023 - 20/12/2024 for 3 users @\$72 ea (net)
28-Dec-23	\$ 81.00	SAFE NT	National Police Check - Atalea Frank
28-Dec-23	\$ 81.00	SAFE NT	National Police Check - Amarni Lee Harris
28-Dec-23	\$ 81.00	SAFE NT	National Police Check - Rachel Turner
29-Dec-23	\$ 81.00	SAFE NT	National Police Check - Christian Butler
<b>Total</b>	<b>\$ 1,644.33</b>		



## Actuals v Budget by Local Authority Area

as at 31 Dec 2023

Description	REGION			GUNBALANYA			JABIRU		
	Actuals YTD	Budget YTD	Variance	Actuals YTD	Budget YTD	Variance	Actuals YTD	Budget YTD	Variance
<b>Operational Revenue</b>									
Income Rates and Charges	9,972	9,511	461	186,921	184,355	2,567	658,380	685,657	(27,277)
Charges - Sewerage	-	-	-	-	-	-	358,713	364,237	(5,524)
Charges - Water	-	-	-	-	-	-	963,721	997,446	(33,725)
Charges - Waste	-	-	-	178,814	179,369	(555)	131,123	143,546	(12,423)
Income Council Fees and Charges	72,125	55,014	17,111	4,910	9,216	(4,306)	190,558	157,497	33,061
Income Operating Grants	7,515,282	7,409,171	106,110	990,863	990,863	-	140,217	140,217	-
Income Investments	91,753	92,000	(247)	-	-	-	-	-	-
Income Allocation	2,743,175	2,704,687	38,489	133,730	144,376	(10,646)	28,366	63,132	(34,766)
Other Income	1,234,380	1,233,333	1,047	15,328	8,937	6,391	8,252	15,038	(6,787)
Income Agency and Commercial Services	12,187	95,273	(83,086)	836,145	867,942	(31,796)	1,067,811	2,119,354	(1,051,542)
<b>Total Operational Revenue</b>	<b>11,678,874</b>	<b>11,598,989</b>	<b>79,885</b>	<b>2,346,712</b>	<b>2,385,058</b>	<b>(38,346)</b>	<b>3,547,141</b>	<b>4,686,124</b>	<b>(1,138,983)</b>
<b>Operational Expenditure</b>									
Employee Expenses	3,511,845	3,431,491	80,353	1,328,974	1,211,040	117,934	1,890,590	1,879,769	10,821
Contract and Material Expenses	635,199	890,022	(254,823)	528,032	954,719	(426,687)	1,192,587	1,509,685	(317,099)
Finance Expenses	3,032	2,395	637	1,697	1,145	553	1,068	885	183
Travel, Freight and Accom Expenses	192,223	263,336	(71,113)	33,372	93,660	(60,288)	41,821	43,133	(1,312)
Fuel, Utilities & Communication	201,559	224,053	(22,495)	188,040	160,149	27,891	321,639	334,147	(12,508)
Other Expenses	1,019,118	1,442,096	(422,978)	314,581	399,906	(85,325)	587,172	567,610	19,561
Elected Member Allowances	173,120	183,000	(9,880)	-	-	-	-	-	-
Elected Member Expenses	8,414	32,100	(23,686)	-	-	-	-	-	-
Council Committee & LA Allowances	-	-	-	2,450	2,050	400	-	-	-
Council Committee & LA Expenses	-	-	-	-	125	(125)	-	-	-
<b>Total Operational Expenditure</b>	<b>5,744,509</b>	<b>6,468,495</b>	<b>(723,986)</b>	<b>2,397,146</b>	<b>2,822,795</b>	<b>(425,649)</b>	<b>4,034,877</b>	<b>4,335,230</b>	<b>(300,353)</b>
<b>Total Operational Surplus / (Deficit)</b>	<b>5,934,365</b>	<b>5,130,495</b>	<b>803,871</b>	<b>(50,434)</b>	<b>(437,737)</b>	<b>387,303</b>	<b>(487,736)</b>	<b>350,894</b>	<b>(838,630)</b>





### Actuals v Budget by Local Authority Area as at 31 Dec 2023

Description	MANNINGRIDA			MINJILANG			WARRLUWI			TOTAL COUNCIL		
	Actuals YTD	Budget YTD	Variance	Actuals YTD	Budget YTD	Variance	Actuals YTD	Budget YTD	Variance	Actuals YTD	Budget YTD	Variance
<b>Operational Revenue</b>												
Income Rates and Charges	313,853	311,807	2,046	30,548	30,350	198	48,704	48,290	414	1,248,378	1,269,970	(21,592)
Charges - Sewerage	-	-	-	-	-	-	-	-	-	358,713	364,237	(5,524)
Charges - Water	-	-	-	-	-	-	-	-	-	963,721	997,446	(33,725)
Charges - Waste	342,501	338,871	3,630	31,627	31,422	205	47,827	48,186	(359)	731,891	741,393	(9,502)
Income Council Fees and Charges	32,340	35,370	(3,030)	7,112	10,250	(3,138)	7,808	3,785	4,023	314,853	271,133	43,720
Income Operating Grants	815,750	815,750	(0)	546,304	547,725	(1,421)	488,250	438,363	49,888	10,498,685	10,342,088	154,577
Income Investments	-	-	-	-	-	-	-	-	-	91,753	82,000	(9,753)
Income Allocation	33,489	18,241	15,248	37,381	57,500	(20,119)	18,077	22,355	(4,278)	2,994,218	3,010,291	(16,073)
Other Income	113,995	129,477	(15,482)	18,981	17,624	1,357	3,551	2,750	801	1,394,488	1,407,160	(12,672)
Income Agency and Commercial Services	612,158	612,276	(118)	381,803	422,160	(40,357)	389,388	382,320	7,068	3,299,493	4,499,324	(1,199,831)
<b>Total Operational Revenue</b>	<b>2,264,085</b>	<b>2,281,791</b>	<b>2,294</b>	<b>1,063,786</b>	<b>1,117,031</b>	<b>(53,278)</b>	<b>1,003,605</b>	<b>946,048</b>	<b>57,557</b>	<b>21,894,174</b>	<b>22,995,041</b>	<b>(1,100,867)</b>
<b>Operational Expenditure</b>												
Employee Expenses	969,098	952,775	16,323	723,970	789,840	(65,870)	1,072,587	1,086,181	(13,614)	9,497,043	9,351,097	145,946
Contract and Material Expenses	570,729	887,697	(307,968)	127,617	265,886	(138,269)	143,778	201,891	(58,113)	3,206,042	4,709,901	(1,502,959)
Finance Expenses	507	525	(19)	498	735	(237)	368	190	178	7,170	5,875	1,295
Travel, Freight and Accom Expenses	66,913	89,824	(22,711)	72,317	107,076	(34,760)	65,942	121,265	(55,324)	472,587	718,096	(245,507)
Fuel, Utilities & Communication	200,025	188,328	11,697	161,951	172,404	(10,454)	117,848	121,120	(3,272)	1,190,862	1,200,202	(9,340)
Other Expenses	265,873	300,811	(34,938)	114,583	177,981	(63,398)	203,897	188,440	15,457	2,505,223	3,086,846	(581,622)
Elected Member Allowances	-	-	-	-	-	-	-	-	-	173,120	183,000	(9,880)
Elected Member Expenses	-	-	-	-	-	-	-	-	-	8,414	32,100	(23,686)
Council Committee & LA Allowances	2,400	3,400	(1,000)	1,350	2,700	(1,350)	-	750	(750)	6,200	8,900	(2,700)
Council Committee & LA Expenses	-	-	-	105	105	-	-	-	-	105	230	(125)
<b>Total Operational Expenditure</b>	<b>2,084,545</b>	<b>2,423,160</b>	<b>(338,616)</b>	<b>1,202,390</b>	<b>1,516,728</b>	<b>(314,338)</b>	<b>1,604,200</b>	<b>1,729,838</b>	<b>(125,638)</b>	<b>17,067,686</b>	<b>19,296,245</b>	<b>(2,228,579)</b>
<b>Total Operational Surplus / (Deficit)</b>	<b>179,541</b>	<b>(161,369)</b>	<b>340,910</b>	<b>(148,634)</b>	<b>(399,697)</b>	<b>251,064</b>	<b>(600,595)</b>	<b>(783,790)</b>	<b>183,195</b>	<b>4,826,508</b>	<b>3,698,796</b>	<b>1,127,712</b>



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

		December			Year To Date			Full Year
		Actual	Budget	\$ Variance	Actual	Budget	\$ Variance	Budget
<b>OPERATING REVENUE</b>								
<b>Income Rates and Charges</b>								
6111	General Rate Income Base	200,783	198,572	2,210	1,171,407	1,191,435	(20,027)	2,382,869
6121	Sewerage Charges Income Base	60,660	60,706	(46)	358,713	364,237	(5,524)	728,474
6131	Water Charges Income Base	203,136	166,241	36,895	963,721	997,446	(33,725)	1,994,892
6141	Domestic Waste Charge Income Base	113,396	111,576	1,820	659,662	669,453	(9,792)	1,338,907
6143	Commercial Waste Charge Income	12,087	11,990	97	72,230	71,940	290	143,880
6151	Animal Control - Special Rate	13,254	13,089	165	76,970	78,535	(1,565)	157,070
	<b>Sub Total</b>	<b>603,316</b>	<b>562,174</b>	<b>41,141</b>	<b>3,302,703</b>	<b>3,373,046</b>	<b>(70,342)</b>	<b>6,746,092</b>
<b>Income Council Fees and Charges</b>								
6211	License and Permit Fee Income	0	60	(60)	0	360	(360)	720
6213	Animal Registration Fee Income	0	83	(83)	521	500	21	1,000
6221	Council Fees and Charges Income	924	6,952	(6,028)	33,225	42,036	(8,811)	83,746
6223	Property Lease and Rental Fee Income	18,829	11,819	7,009	90,227	70,916	19,311	141,833
6225	Equipment Hire Income	1,364	4,175	(2,811)	23,125	25,050	(1,925)	50,100
6226	Landfill Tipping Fee Income	26,335	21,975	4,360	167,595	131,850	35,745	263,700
6229	Other User Charge Income	0	63	(63)	159	420	(261)	795
	<b>Sub Total</b>	<b>47,451</b>	<b>45,127</b>	<b>2,324</b>	<b>314,853</b>	<b>271,133</b>	<b>43,720</b>	<b>541,894</b>
<b>Income Operating Grants</b>								
6311	Operating Grant Income - Australian Government	299,772	549,005	(249,233)	2,681,620	2,823,866	(142,247)	4,391,125
6312	Operating Grant Income - Territory Government	900	666,341	(665,441)	5,428,446	6,261,667	(833,221)	9,315,130
6319	Operating Grant Income - Other	3,000	3,000	0	54,691	54,691	0	233,205
6391	Brought Forward Operational Grants	0	(32,315)	32,315	3,478,469	3,372,358	106,110	3,478,469
6392	Brought Forward Grants Offset	0	0	0	(3,478,469)	0	(3,478,469)	0
6393	Income Allocation Grants	1,509,335	1,161,622	347,713	7,018,197	6,969,730	48,467	13,939,459
6394	Income Allocation Grants OFFSET	(1,509,335)	(1,161,622)	(347,713)	(7,018,197)	(6,969,730)	(48,467)	(13,939,459)
	<b>Sub Total</b>	<b>303,672</b>	<b>1,186,032</b>	<b>(882,360)</b>	<b>8,164,756</b>	<b>12,512,582</b>	<b>(4,347,826)</b>	<b>17,417,928</b>
<b>Income Investments</b>								
6411	Interest Income General Operating	0	333	(333)	1,921	2,000	(79)	4,000
6412	Interest Income from Investments	16,687	15,000	1,687	89,833	90,000	(167)	180,000
	<b>Sub Total</b>	<b>16,687</b>	<b>15,333</b>	<b>1,354</b>	<b>91,753</b>	<b>92,000</b>	<b>(247)</b>	<b>184,000</b>
<b>Income Allocation</b>								

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

		December			Year To Date			Full Year
		Actual	Budget	\$ Variance	Actual	Budget	\$ Variance	Budget
6513	Internal Staff Cost Allocation - Income	7,718	5,217	2,501	10,905	64,823	(53,917)	159,459
6514	Internal Staff Housing Cost Allocation - Income	151,040	154,370	(3,330)	963,720	960,140	3,580	1,836,632
6516	Workers Comp Cost Allocation - Income	41,947	19,780	22,167	198,347	118,677	79,670	237,354
6520	Internal Insurance Premium Allocation - Income	0	417	(417)	0	2,500	(2,500)	5,000
6524	Internal Vehicle and Plant Cost Allocation - Income	75,900	74,700	1,200	460,300	448,600	11,700	896,800
6525	Internal Plant & Equip Hire Allocation - Income	0	297	(297)	2,389	2,389	0	2,389
6531	Internal Information Technology Cost Allocation - Incon	82,275	63,177	19,098	382,785	379,060	3,725	758,120
6535	Internal Printing Cost Allocation - Income	1,585	1,930	(345)	11,390	11,580	(190)	23,160
6536	Internal Accommodation Cost Allocation - Income	11,909	8,779	3,131	80,136	52,671	27,464	105,343
6537	Internal Fuel Cost Allocation - Income	6,393	9,006	(2,613)	39,601	54,038	(14,437)	108,076
6538	Internal Food Purchase Allocation - Income	0	1,935	(1,935)	9,216	11,611	(2,395)	23,223
6553	Internal Work Cost Allocation - Income	28,802	37,944	(9,142)	153,959	229,236	(75,276)	456,899
6561	Contract Admin Fee Cost Allocation - Income	90,617	112,328	(21,710)	680,470	673,966	6,504	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	0	1,000	(1,000)	1,000	1,000	0	1,000
	<b>Sub Total</b>	<b>498,186</b>	<b>490,879</b>	<b>7,308</b>	<b>2,994,218</b>	<b>3,010,291</b>	<b>(16,073)</b>	<b>5,996,596</b>
	<b>Other Income</b>							
6611	Reimbursement Income from Australian Govt	0	0	0	5,000	0	5,000	0
6615	Reimbursement Income from Other	7,651	0	7,651	18,253	10,602	7,651	10,602
6616	Reimbursement Income from Insurance Claims	0	228,067	(228,067)	1,282,174	1,317,359	(35,185)	1,349,912
6617	Reimbursement Income from Workers Compensation	602	0	602	10,991	25,245	(14,254)	25,245
6618	Reimbursement Income from Employees	1,259	0	1,259	2,359	1,003	1,356	1,003
6619	Reimbursement Income from Centrelink	1,766	0	1,766	15,890	14,124	1,766	14,124
6631	Cash from Fundraising	0	83	(83)	0	500	(500)	1,000
6632	Cash Donation and Gift Income	0	0	0	7,955	6,955	1,000	6,955
6640	Fuel Tax Credit	3,268	3,833	(565)	24,305	23,000	1,305	46,000
6641	Other Income	72	985	(913)	27,562	8,373	19,189	14,284
	<b>Sub Total</b>	<b>14,618</b>	<b>232,968</b>	<b>(218,350)</b>	<b>1,394,488</b>	<b>1,407,160</b>	<b>(12,672)</b>	<b>1,469,123</b>
	<b>Income Agency Services</b>							
6729	Other Agency Income	7,900	27,917	(20,016)	118,176	166,573	(48,396)	334,073
6730	Sales Commissions Received	1,450	1,500	(50)	9,743	9,000	743	18,000
	<b>Sub Total</b>	<b>9,350</b>	<b>29,417</b>	<b>(20,066)</b>	<b>127,919</b>	<b>175,573</b>	<b>(47,653)</b>	<b>352,073</b>
	<b>Income Commercial Services</b>							

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

	December			Year To Date			Full Year
	Actual	Budget	\$ Variance	Actual	Budget	\$ Variance	Budget
<b>Sub Total</b>	<b>610,135</b>	<b>1,741,515</b>	<b>(1,131,380)</b>	<b>3,171,574</b>	<b>4,323,751</b>	<b>(1,152,178)</b>	<b>7,512,277</b>
<b>Income Capital Grants and Contributions</b>							
6811 Capital Grant Income - Australian Government	1,080,538	1,109,662	(29,124)	1,591,682	1,891,039	(299,357)	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	(25,065)	25,065	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	1,641,328	823,775	817,553	2,241,304	2,241,304	0	3,942,340
6894 Income Allocation Capital Grants OFFSET	(1,641,328)	(823,775)	(817,553)	(2,241,304)	(2,241,304)	0	(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
<b>Sub Total</b>	<b>1,080,538</b>	<b>1,084,597</b>	<b>(4,059)</b>	<b>2,520,482</b>	<b>4,184,971</b>	<b>(1,664,489)</b>	<b>5,307,472</b>
<b>Proceeds from Sale of Assets</b>							
6914 Proceeds from Sale Plant	29,545	0	29,545	29,545	0	29,545	177,735
6917 Proceeds from Sale Motor Vehicles	18,682	0	18,682	64,136	45,455	18,682	63,610
<b>Sub Total</b>	<b>48,227</b>	<b>0</b>	<b>48,227</b>	<b>93,682</b>	<b>45,455</b>	<b>48,227</b>	<b>241,346</b>
<b>Total Operating Revenue</b>	<b>3,232,181</b>	<b>5,388,042</b>	<b>(2,155,861)</b>	<b>22,176,429</b>	<b>29,395,960</b>	<b>(7,219,532)</b>	<b>45,768,801</b>

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

	December			Year To Date			Full Year Budget
	Actual	Budget	\$ Variance	Actual	Budget	\$ Variance	
<b>OPERATING EXPENDITURE</b>							
Employee Expenses							
Sub Total	1,507,274	1,525,580	18,306	9,497,043	9,351,097	(145,946)	18,861,802
Contract and Material Expenses							
Sub Total	349,340	424,594	75,254	2,712,685	3,970,810	1,258,125	7,105,180
Finance Expenses							
Sub Total	756	979	223	7,170	5,875	(1,295)	11,750
Travel, Freight and Accom Expenses							
Sub Total	51,040	90,745	39,705	478,507	724,325	245,818	1,295,843
Depreciation and Impairment Expense							
Sub Total	4,325,271	0	(4,325,271)	4,325,271	0	(4,325,271)	0
Fuel, Utilities & Communication							
Sub Total	195,074	195,313	239	1,190,862	1,200,202	9,340	2,386,051
Cost of Assets Sold							
Sub Total	81,375	0	(81,375)	81,375	8,501	(72,874)	163,002
Corporate Expenses							
Sub Total	138,386	576,283	437,897	2,936,184	3,795,601	859,417	8,442,381
System and Network Expenses							
Sub Total	37,779	41,389	3,610	245,217	248,336	3,119	496,672
<b>Total Operating Expenditure</b>	<b>6,686,295</b>	<b>2,854,884</b>	<b>(3,831,411)</b>	<b>21,474,312</b>	<b>19,304,746</b>	<b>(2,169,566)</b>	<b>38,762,680</b>
<b>Net Surplus / (Deficit) - Rev Exp Only:</b>	<b>(3,454,114)</b>	<b>2,533,158</b>	<b>(5,987,272)</b>	<b>702,117</b>	<b>10,091,214</b>	<b>(9,389,097)</b>	<b>7,006,121</b>
<b>Other Revenue &amp; Expenditure</b>							
<b>Total Other Revenue &amp; Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ALLOCATIONS</b>							
<b>Total Allocations</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Surplus / (Deficit) - incl. Allocations:</b>	<b>(3,454,114)</b>	<b>2,533,158</b>	<b>(5,987,272)</b>	<b>702,117</b>	<b>10,091,214</b>	<b>(9,389,097)</b>	<b>7,006,121</b>

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<b>West Arnhem Regional Council</b>		<b>WEST ARNHEM</b>
<b>Balance Sheet Report</b>		
<b>As at Period Ending - 31st December</b>		<b>REGIONAL COUNCIL</b>
<b>ASSETS</b>	<b>TOTALS</b>	<b>NOTE REFERENCE</b>
Cash at Bank		(1)
Tied Funds	6,453,136	
Untied Funds	1,568,608	
<b>Cash Sub Total</b>	<b>8,021,744</b>	
Accounts Receivable		
Trade Debtors	567,302	(2)
Rates & Charges Debtors	921,107	
Grants Receivable	591,453	
ATO Receivables	194,191	(4)
<b>Receivables Sub Total</b>	<b>2,274,052</b>	
Other Current Assets	(4,636)	
Inventory	198,849	
Prepayments	882,270	
<b>TOTAL CURRENT ASSETS</b>	<b>11,372,280</b>	
Non-Current Financial Assets		
Property, Plant and Equipment	-	
Acquisition of Assets	89,003,095	
Capital Expenditure	2,192,159	
<b>TOTAL NON-CURRENT ASSETS</b>	<b>91,195,254</b>	
<b>TOTAL ASSETS</b>	<b>102,567,533</b>	
<b>LIABILITIES</b>		
Accounts Payable	1,208,436	(3)
ATO & Payroll Liabilities	132,391	(4)
Current Provisions	2,010,671	
Income Received in Advance	2,354,860	
Accruals	140,162	
Other Current Liabilities	273,655	
<b>TOTAL CURRENT LIABILITIES</b>	<b>6,120,175</b>	
Non-Current Provisions	354,900	
Other Non-Current Liabilities	7,766,975	
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>8,121,874</b>	
<b>TOTAL LIABILITIES</b>	<b>14,242,049</b>	
<b>NET ASSETS</b>	<b>88,325,483</b>	
<b>EQUITY</b>		
Asset Revaluation Reserve	48,616,443	
Reserves	39,914	
Accumulated Surplus	39,731,658	
Equity Adjustments	(62,530)	
<b>TOTAL EQUITY</b>	<b>88,325,484</b>	

**Note 1. Details of Cash and Investments Held**

Cash at Bank Operational General 035-302 133298	30,329	
Cash at Bank Community LPO Account 035-308 186614	34,598	
Cash at Bank Trust 2 DAWE RENT 6620	-	
Cash at Bank Trust 1 a/c 035308 146612	392,576	
Cash at Bank TCU #70000	1,275	
Cash on Hand General	2,200	
Term Deposits	2,655,000	Further Breakdown of Investments held on page 11 of report
Traditional Credit Union - Shares	4	
Westpac Max-i Direct A/C No: 190 970	4,905,762	
<b>Total</b>	<b>8,021,744</b>	

**Note 2. Statement of Trade Debtors**

Example:

(Council can select timing of the age of trade debtors)	Current	Past Due 1 – 30 Days	Past Due 31 – 60 Days	Past Due 61-90 Days	Past Due 90+ Days	Total *
Trade Debtors		\$ 194,974	\$ 72,052	\$ 102,569	\$ 197,707	\$ 567,302

**Note 3. Statement on Trade Creditors**

Example:

(Council can select timing of the age of creditors)	Current	Past Due 1 – 30 Days	Past Due 31 – 60 Days	Past Due 61-90 Days	Past Due 90+ Days	Total
Trade Creditors		\$ 512,397	\$ 434,888	\$ 50,618	\$ 210,849	\$ 1,208,752
Other Creditors						\$ -
<b>Total Accounts Payable</b>	\$ -	\$ 512,397	\$ 434,888	\$ 50,618	\$ 210,849	\$ 1,208,752

**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 December 2023.

**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 28<sup>th</sup> of the month following the previous quarter. However, the Council elects to remit superannuation accrued on a monthly basis in line with its Single Touch Payroll process. All superannuation contributions that had accrued up to 30 November 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	\$ 8,317	
Councillors & Officers Liability w Employment Practices Liability	\$ 17,727	
Industrial Special Risks	\$ 232,831	
Motor Vehicle	\$ 103,079	
Personal Accident	\$ 1,044	
Public Liability Business Pack - (Australia Post-Manningra, 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>\$ 525,892</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.

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 20 February 2024

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

#### SUMMARY

This report is to formally recognise the efforts of WARC staff at the New Years Eve Celebrations in Maningrida.

#### RECOMMENDATION

##### 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.

#### BACKGROUND

As part of WARC goals to deliver cultural, civic and sporting events which engage and unite the community of Maningrida, the Local Authority funded a NYE Fireworks display at the Sporting Oval in Maningrida.

#### COMMENT

To hold a successful fireworks show on New Years Eve in Maningrida required a committed input from staff in order to manage a number of mandatory requirements to keep this event safe and enjoyable for the entire community.

Tasks included but were not limited to:

- Procurement and recruitment of pyrotechnics, materials and challenging logistics of an event from an interstate organization.
- Working with multiple stakeholders to deliver a high impact celebration event.
- Working with MERGS, Police and NT WorkSafe to ensure all legislation and W&HS procedures are followed to the required standard.
- Engaging WARC to staff to work out of hours for safety and security of Sporting Oval exclusion zones including a positive reduction of many known risks with a fireworks event.

#### STATUTORY ENVIRONMENT

The event encompasses the legislation for safely storing and transporting explosives and all regulations to the use of fireworks in a controlled environment.

#### FINANCIAL IMPLICATIONS

NYE Fireworks Maningrida in funded by the Local Authority - MAN203/2023

#### 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 1.3 Communication**

Deliver dynamic communication which is culturally informed and appropriate, engaging and relevant to the interests of Council.

**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 February 2024

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

#### SUMMARY

This report is to provide feedback to Council on the New Years Eve activities and celebrations held in Maningrida that were supported and funded by the Department of the Chief Minister and Cabinet

#### RECOMMENDATION

THAT COUNCIL received and noted the report entitled Maningrida NYE Event support from Chief Ministers and Cabinet.

#### BACKGROUND

Chief Minister and Cabinet (CM&C) approached WARC 6 December 2023 to assist in holding an event in Maningrida for the New Year Eve celebrations. Initial ideas the CM&C and the Event Organiser, SRO Group, wished to facilitate were with no security or wet weather plan in place:

- Food Stalls.
- Band performance including local bands – providing stage and own power.
- Marquees provided by event organiser.
- Jumping Castles from Darwin.
- Ice-cream vendors from Darwin.

#### COMMENT

WARC staff worked with CM&C and event organizer SRO to deliver additional entertainment for the community alongside the Fireworks display planned many months in advance.

Unfortunately, due to the festive season, public holidays and time constraints. Limited barge services were available in late December and the only entertainment that could proceed would be the music bands and providing some food and drinks at the Cricket Oval with the 3-phase power supplied by WARC at the Swimming Pool.

#### STATUTORY ENVIRONMENT

Insert text here

#### FINANCIAL IMPLICATIONS

Additional New Year activities were funded by the Department of the Chief Minister and Cabinet

#### 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 1.4 Community Events**

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

##### **Goal 1.6 Youth Engagement**

Deliver diverse, targeted programs and events which actively empower and engage young people as valuable partners in decision-making which effects them.

**ATTACHMENTS**

Nil

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 20 February 2024

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

#### SUMMARY

This report is presented to the Council to provide an overview of community operations and services delivered across the West Arnhem Regional Council locations, for the reporting period 15 November 2023 – 31 January 2024.

#### RECOMMENDATION

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

#### BACKGROUND

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

#### COMMENT

##### 1. Post Office Services

Total amount of post received and delivered for reporting period = 35,770 kg.

- New Retail and Post Team Leader Jabiru was filled internally, effective 11 December 2023, after acting in the position from 26 October 2023.
- New Retail and Postal Services Officer Jabiru (full-time position) commenced 11 December 2023 and new Retail and Postal Services Officer Jabiru (part-time position) commenced 14 December 2023.
- Jabiru Post office team busy ordering new stock, to provide large range of items for customers, at a reasonable retail price.
- The Jabiru administration team continue to provide post office support across the region, particularly for Jabiru and Maningrida Licensed Post Offices (LPO) during December 2023 and January 2024.
- Due to Sorry business, Maningrida Post Office was closed for a period on 15 December 2023.

##### 2. Centrelink Services

- Centrelink Assistant Gunbalanya commenced 19 December 2023 and on 08 January 2024 stepped into Acting Wellbeing Coordinator position until 03 March 2024, while recruitment for this position proceeds.
- Centrelink Senior Officer Jabiru on leave 27-29 December 2023 and Centrelink Office Jabiru was closed for these days.
- Relief Administration Officer Jabiru has commenced Centrelink training, two mornings per week.

##### 3. Sport and Recreation Programs

Total attendance at the sport and recreation programs for reporting period = 8,373.

- Blair McFarland from Central Australian Youth Link-Up Service (CAYLUS) assisted with facilitating another two laptops for the Gunbalanya Youth Centre.
- Alcohol and Other Drugs Officers from Dept. of Health conducted a Health Focused Program with the young men of Gunbalanya, during Men's Health Week in early December 2023.
- Adjumarllarl Aboriginal Corporation organised a hairdresser's workshop and pool party for the December 2023 school holidays.

- Build-Up Skateboarding workshop held in Gunbalanya as part of December's school holiday activities.
- Youth, Sport and Recreation (YSR) Officer Jabiru fixed term contract (for parental leave coverage) ended on 24 November 2023. Permant YSR Officer Jabiru returned from leave mid-January 2024.
- Jabiru Library held school holiday activities through December 2023 and January 2024, including arts and crafts, video games and movies.
- YSR Officer Jabiru returned to work on 02 January 2024, after taking parental leave.
- Maningrida school holiday program consisted of the community favorites volleyball, basketball and dodgeball, also included other ball games, arts and crafts.
- Maningrida basketball finals were held on 15 December 2023.
- Warruwi Chill Space room closure until further notice, due to damage of TV and water leaks from the monsoon rains. Repairs to commence post wet season.
- Regular toolbox meetings occurring with Warruwi YSR staff, highlighting the importance of completing incidents report and recording attendances.
- Warruwi YSR programs and activities were not operating 18-20 December 2023, due to staff shortage.



Jabiru Youth, Sport and Recreation school holiday activities.

#### 4. Aquatic Centres (Jabiru and Maningrida only)

Total attendance at the Aquatic Centres for the reporting period = 4,626.

- A new Pool Officer Jabiru commends mid-December 2023 casually, until able to complete Pool Lifeguard course in early March 2024.
- Jabiru 'Learn to Swim' lessons continue and currently combined to 1 afternoon while staff numbers are reduced.
- Jabiru Aquatic Centre held the annual Kids Christmas Party held on Sunday 26 November 2023.
- Jabiru Splash (Australia Day) held on 26 January 2024.
- Due to chlorine issue Maningrida pool was closed from 27 December 2023, re-opening 03 January 2024.

#### 5. Library (Jabiru only)

Total attendance at the Library for the reporting period = 725.

- Jabiru library will continue to support and donate books to the Street Libraries in communities, to provide access to literacy for all people.
- Gunbalanya and Maningrida Street Libraries to be launched early 2024.
- Librarian was invited to attend the Jabiru Aged Care Christmas party, as a thank you for all support provided in the Community Care space.



Minjilang Street Library launched on 19 October 2023.



Warruwi Street Library launched on 21 November 2023.

#### 6. Early Learning Centres (Jabiru and Warruwi only)

Total attendance at the Early Learning Centres for reporting period = 906.

- Jabiru Childcare Centre has implemented the new OWNA Childcare Management (software) system, with families re-enrolling children for 2024 using this new system and completed roll-over commenced on 08 January 2024.
- Jabiru Childcare Centre closure over the Christmas holidays, from 22 December 2023 and re-open on 09 January 2024.
- Jabiru Childcare Centre staff returned to work on 08 January 2024, for professional development training and prepare centre facilities for re-opening on 09 January 2024.
- New Early Childhood Education Assistant commenced on 25 January 2024.
- Currently advertising for Childcare Centre Manager, Early Childhood Educational Leader and Early Childhood Cook and Educator for the Jabiru Childcare Centre, applications close on 14 February 2024 and interviews to proceed shortly thereafter.
- Jabiru Childcare Centre held graduation on 23 November 2023 at the ALPA building and catering provided by Sodexo.
- Jabiru Childcare Centre held annual Christmas party on 30 November 2023, which was well supported with donations and other recourses from the community, ie: catering by Sodex, fruit platters by Foodland, Jabiru Area School supplying popcorn machine, syrup and volunteer server, WARC Finance Officer assisting with hair and face painting, WARC works teams facility and technical set-up and pack-up, WARC Community Engagement Officer taking videos and photos throughout the event.
- Jabiru Childcare Centre staff volunteered their time to provide entertainment (bubbles, painting and games for the children) at the Jabiru Community Christmas party held on 26 November 2023. The Jabiru Childcare Centre received a \$1,000 donation for centre resources and equipment, to thank staff for their assistance.

- Warruwi Crèche closure from 20 November 2023, due to Childcare Senior Officer and Childcare Assistant on medical leave. Expected to resume operations mid-February 2024.

## **7. Aged Care Services**

Total meals provided for the reporting period = 5,045.

- Gunbalanya staff continuing with Language, Literacy and Numeracy (LLN) training course, provided by Charles Darwin University (CDU), next visit schedule for 05-07 February 2024.
- Jabiru Community Care team held Christmas lunch at the Crocodile Hotel on 08 December 2023, which clients also attended.
- Jabiru Community Care team made hardcopy client files and stored them in a plastic container in the event of an emergency, natural disaster and/or evacuation.
- Review of the Community Care team IT equipment required, as staff are currently limited to sending and receiving emails and are unable to print or scan documents. The equipment is aging and needs to be assessed for replacement options.
- Christmas event for Warruwi aged care clients held in December 2023 and enjoyed by all.
- Community Store assisted with providing some meals due to Community Care Team Leader on leave and limited staff availability.
- More individual support training is to follow for all Community Care staff across the region.

## **8. Disability Care for NDIS Participants**

Total National Disability Insurance Scheme (NDIS) participants for reporting period = 27.

- NDIS Support Officer Jabiru providing support by conducted weekly visit to the Gunbalanya Community Care centre, prior to Cahill Crossing wet-season closure.

## **9. Women's Safe House (Gunbalanya only)**

Total number of clients accommodated for the reporting period = 45.

- Large amounts of alcohol being brought into the Gunbalanya community has resulted in numerous intakes for domestic violence.
- During December 2023, there were 2 referrals from Darwin Aboriginal & Islander Women's Shelter (DAIWS).
- The Women's Safe House team had a decline in client intakes during January 2024, possibly due to the amount of rain that occurred.

## **10. Night Patrol Services**

- Large amounts of alcohol have been brought into the Gunbalanya community, resulting in Community Safety staff dealing with an increase in numerous fights and break-ins across the community during the reporting period.
- Weekly toolbox meetings with the Acting Wellbeing Services Coordinator commenced in January 2024.
- Post wet-season, Gunbalanya team looking to implement bike patrols.
- Staff shortage in the Warruwi Community Safety team occurred late November and early December 2023, due to ceremony and sorry business occurring on the mainland. Plans to increase the pool of casual Community Safety staff are underway to help fill the gap when staff are absent or on leave for a long time.
- Warruwi Community Safety team are playing a more active part with youth activities and assisting at community events, including being present at the closing for community safety and positive perceptions. As of January 2024, Community Safety team is overseeing closure of the recreation hall of an evening, taking pressure off the younger YSR staff.

## **11. K9 Security Pilot Program (Maningrida only)**

- Total number of incidents occurred in the reporting period = 5.
- Barlmark alarm was activated on 19 January 2024, no reportable damage to the property or good stolen.
- Maningrida Progress Association (MPA) alarm was activated on 22 January 2024, no false alarm due to a dog being inside the property.



- A vehicle stolen from a residence yard on 25 January 2024, vehicle found undamaged.
- A vehicle was stolen from Stedmans Construction on 25 January 2024, and the vehicle was found undamaged.
- Petrol stolen from Stedmans Construction yard on 26 January 2024.
- The K9 security program 2023 is managed by MPA and funded by a number of Maningrida organisations and the NT Government. The council contributes to the funding of this program.
- Stakeholder discussion and funding are still ongoing, to extend the Maningrida Community K9 Security Pilot program to 2024.

## 12. Broadcasting

Total number of Top End Aboriginal Bush Broadcasting Association (TEABBA) on-air hours for reporting period = 84 hours.

- Limited services were provided across all communities during this reporting period, due to staff availability.
- Gunbalanya and Minjilang currently recruiting for new Broadcasting Officer.
- Local broadcasting in conjunction with Waruwi community events to commence as of February 2024.
- Suggested major repairs to Waruwi TEABBA mast to occur in 2024, date yet to be advised.
- Propose linking Waruwi TEABBA with the Community Safety and Youth, Sport and Recreation (YSR) team, to develop youth engagement and safe usage of media.

## 13. Community works

- All communities continue with wet-season hard rubbish collection, clearing of storm water drains and general rubbish waste pick-ups (emu bobs) of parks and opens spaces.
- Waste and Resource Coordinator, along with Keep Australia Beautiful Committee NT CEO visited the west arnhem communities late November 2023.
- Jabiru town received a 4-star rating from Keep Australia Beautiful.
- Jabiru works team had 2 new indigenous casual staff commence in December 2023, one who had been getting work ready with ALPA and another a local 2023 school graduate.
- The Malabam Road Upgrade Project is complete. New road signs have arrived and have been installed.
- A total of 7 tonnes of landfill waste was removed from Maningrida and taken to Darwin for recycling.
- Minjilang Work's crew assisted Mamaruni School, with mowing the school grounds and staff accommodation prior to school commencing in early February 2024.
- New sealing work at floodway outside Waruwi workshop and airstrip has perished, rectification planning underway.
- Grading and drainage planned works to occur on Waruwi Barge Landing Road, in conjunction with other works around the barge landing.



Installation of road signs throughout the Maningrida community.

## 14. CSM Meetings and Events Attended

Total meetings attended for reporting period = 7.



- All Council Services Managers (CSM) across the West Arnhem region attended the Northern Region Emergency Committee (NREC) meeting held on 14 December 2023, which included Bureau of Meteorology (BOM) situational awareness update on Tropical Cyclone Jasper.
- All CSM's attended Harbour Software Doc Assembler system training on 04 or 05 December 2023, which is replacing the InfoCouncil system.
- Acting CSM Gunbalanya, attended community bbq on 24 November 2023 hosted by the police and another community bbq held on 27 November for Men's Health Week.
- Other meetings attend by Acting CSM Gunbalanya, were Department of Health inspection of WARC Cabins on 28 November 2023 and Gunbalanya Service Delivery Committee (SDC) Meeting 28 November 2023.
- CSM Jabiru attended Cultural Awareness Workshop (via Teams VC) on 24 November 2023, along with other Jabiru staff
- CSM Jabiru attended various meetings during the reporting period, including Service Delivery Committee meeting (JSDC), Program Steering Group meeting and WARC Cemeteries and Regional Burial Grants Program.
- CSM Maningrida attended the Local Emergency Committee meeting on 27 November 2023.
- A/CSM Maningrida attended New Years Eve (NYE) Fireworks coordination meeting on 29 December 2023.
- CSM Minjilang, along with other Council staff and community members, attended Careflight Trauma Course held on 23 November 2023.
- Vets visited the Minjilang community from 27 November – 01 December 2023.
- Community Engagement Officer Jabiru visited Minjilang from 04 – 07 December 2023.
- Waruwi YSR and Community Safety teams lead New Years Eve on 31 December 2023, with 253 in attendance. It was a drug and alcohol-free event, with a 'Dance Off' and other activities for the community.

#### 15. Vacancies

Total number of vacancies across the Council for the reporting period = 44.

- Gunbalanya = 10
- Jabiru = 7 (Operations team only)
- Maningrida = 12
- Minjilang = 9
- Waruwi = 6

#### 16. Staff Attendance

Total percentage of attendance across the communities for the reporting period = 73.52%.

#### 17. Community Wins

- Gunbalanya Community Day events were held on 26 January 2024, and despite the rain was well supported by the community, who participated in the fishing competition and enjoyed a hot-cooked breakfast. Traditional Owner (TO) Evonne Gumurdul taking home a \$100 store voucher prize for the 40cm catfish she caught.



- Maningrida New Years Eve fireworks display.



- Maningrida Day held on 26 January 2024, was a huge success despite the rain.



- Warruwi Mardbalk Day was held on 26 January 2024, at the Recreation Hall.



**STATUTORY ENVIRONMENT**

Not applicable.

## FINANCIAL IMPLICATIONS

Not applicable.

## 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 1.3 Communication

Deliver dynamic communication which is culturally informed and appropriate, engaging and relevant to the interests of Council.

#### Goal 1.4 Community Events

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

#### Goal 1.6 Youth Engagement

Deliver diverse, targeted programs and events which actively empower and engage young people as valuable partners in decision-making which effects them.

### PILLAR 3 SAFETY AND WELLBEING

As an 'Employer of Choice', we provide and promote a positive culture of safety, inclusion and respect. Our people are skilled, informed and have opportunities to grow and develop within our organisation. Services provided to community are professional, impactful, engaging and appropriate to local needs.

#### Goal 3.4 Community Service Delivery

Provision of high quality, culturally informed programs that support and enhance the safety and wellbeing of community members.

### 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. Operations Snapshot - December 2023- January 2024 [9.7.1 - 3 pages]



# Operations Snapshot – December 2023 & January 2024

## Post Received



**35,770kg**

2022/23 comparison: 28,776kg

## Sport & Recreation Attendance



**8,373**

2022/23 comparison: 3,093

## Aquatic Centre Attendance



**4,626**

2022/23 comparison: 4,236

## Early Learning Student Attendance



**906**

2022/23 comparison: 1,038

## Aged Care Meals Provided



**5,045**

2022/23 comparison: 2,986

## NDIS Participants



**27**

2022/23 comparison: 28

## Broadcasting On-Air Hours



**84.0hrs**

2022/23 comparison: n/a

## CSM Meetings & Events Attended



**96**

2022/23 comparison: 87

## Staff Attendance Rates



**73.52%**

2022/23 comparison: 60.40%



# Operations Snapshot – December 2023

## Post Received



Gunbalanya – 3,265kg  
Jabiru – 10,763kg  
Maningrida – 8,424kg  
Minjilang – 222kg  
Warruwi – 358kg

## Sport & Recreation



### Attendance

Gunbalanya – 2,862  
Jabiru – 200  
Maningrida – 1,560  
Minjilang – 0  
Warruwi – 503

## Aquatic Centre

### Attendance



Gunbalanya – n/a  
Jabiru – 1,473  
Maningrida – 1,125  
Minjilang – n/a  
Warruwi – n/a

## Early Learning Student



### Attendance

Gunbalanya – n/a  
Jabiru – 616  
Maningrida – n/a  
Minjilang – 0  
Warruwi – 10

## Aged Care Meals



### Provided

Gunbalanya – 2,867  
Jabiru – 68  
Maningrida – n/a  
Minjilang – 114  
Warruwi – 177

## NDIS Participants



Gunbalanya – 21  
Jabiru – 3  
Maningrida – n/a  
Minjilang – 0  
Warruwi – 3

## Broadcasting On-Air

### Hours



Gunbalanya – 0.0hrs  
Jabiru – n/a  
Maningrida – 63.0hrs  
Minjilang – 0.0hrs  
Warruwi – 6.0hrs

## CSM Meetings & Events



### Attended

Gunbalanya – 6  
Jabiru – 25  
Maningrida – 3  
Minjilang – 9  
Warruwi – 11

## Staff Attendance

### Rates



Gunbalanya – 80.00%  
Jabiru – 93.00%  
Maningrida – 80.00%  
Minjilang – 47.15%  
Warruwi – 72.00%



# Operations Snapshot – January 2024

## Post Received



Gunbalanya – 2,465kg  
 Jabiru – 6,403kg  
 Maningrida – 3,372kg  
 Minjilang – 119kg  
 Warruwi – 379kg

## Sport & Recreation



### Attendance

Gunbalanya – 809  
 Jabiru – 209  
 Maningrida – 1,590  
 Minjilang – 167  
 Warruwi – 503

## Aquatic Centre

### Attendance



Gunbalanya – n/a  
 Jabiru – 660  
 Maningrida – 1,368  
 Minjilang – n/a  
 Warruwi – n/a

## Early Learning Student



### Attendance

Gunbalanya – n/a  
 Jabiru – 280  
 Maningrida – n/a  
 Minjilang – 0  
 Warruwi – 0

## Aged Care Meals



### Provided

Gunbalanya – 1,579  
 Jabiru – 46  
 Maningrida – n/a  
 Minjilang – 62  
 Warruwi – 132

## NDIS Participants



Gunbalanya – 21  
 Jabiru – 3  
 Maningrida – n/a  
 Minjilang – 0  
 Warruwi – 2

## Broadcasting On-Air

### Hours



Gunbalanya – 0.0hrs  
 Jabiru – n/a  
 Maningrida – 0.0hrs  
 Minjilang – 0.0hrs  
 Warruwi – 15.0hrs

## CSM Meetings & Events



### Attended

Gunbalanya – 1  
 Jabiru – 12  
 Maningrida – 1  
 Minjilang – 9  
 Warruwi – 19

## Staff Attendance

### Rates



Gunbalanya – 80.00%  
 Jabiru – 93.50%  
 Maningrida – 67.00%  
 Minjilang – 51.55%  
 Warruwi – 71.00%

Ordinary Council Meeting  
 Tuesday 20 February 2024

## WEST ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 20 February 2024

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

#### SUMMARY

This report sets out the activity of the Business Development Team for the period October to December 2023

#### RECOMMENDATION

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

#### BACKGROUND

The Business Development team covers employee tenancy, contracts and grants. There are 5 staff, including the manager.

#### COMMENT

##### GRANTS:

Key events between from 1/10/2023 to 31/12/2023

- Resubmission of the 2021/22 acquittal for CHSP program resulting in a reduction of unexpended funds to be returned to the funder from \$260,450 to \$120,662
- Successfully negotiating \$13,137 of unspent funds from small community grants to fund discos in each community – as requested by youth at the '23 Youth Leadership Summit
- Outside School Hours Care on Warruwi, funding extended to 30/12/2024

Grant and Tender submissions/income generating activity during the period:

- Total number of Grants and Tenders submitted: 9
- Total dollar value of Grants submitted: \$1,246,636
  - Black Spot Nomination – Airport Road \$260,000
  - Immediate Priority Grant – Minjilang Garbage Compactor \$266,746
  - Immediate Priority Grant – Minjilang Staff Housing Repairs \$250,000
  - Targeted Regional Initiatives for Suicide (TRISP) - \$312,000
  - International Women's Day - \$3,000
  - Australia Day community grants - \$3,000
  - National Australia Day Council grant - \$10,000
  - Minjilang Remote Burials Grant - \$50,000
  - Maningrida, Warruwi Remote Burials Grant - \$91,890

Grants confirmed as successful during the period:

- Total number of successful Grants awarded: 2
- Total dollar value of successful Grants awarded: \$93,000 +
  - Minjilang Remote Burials Grant - \$50,000
  - Maningrida, Warruwi Remote Burials Grant - \$43,000
  - IDF Subsidy for an Additional Educator; Jabiru Child Care Centre – (dependent on need)
  - Growing Regions Grant EOI – successful – can progress to second stage

The ABA grant for the Maningrida Sporting Change Rooms was signed and work has started with community consultation underway.

WARC has received final approval for the Capital Business Case to replace the roof of the Minjilang crèche. Preparations are underway to replace the roof at the beginning of the 2024 Dry season and have the crèche open again by July 2024.

Negotiations continue with NIAA regards the Indigenous Broadcasting grant. NIAA is offering substantially less funding than is required for WARC to run the program they have requested competently.

Negotiations continue on a number of underspends from grants awarded for the 2022/2023 year.

**CONTRACTS:**

Severe understaffing of Utilities Support Contract (USC) Workers (previously called ESO’s) has impacted the work load of the Contracts Coordinator. A series of interviews for the four vacant positions has been undertaken, but to date, only one successful candidate has accepted. More interviews are scheduled for January.

WARC has been able to supply continuous coverage of all communities as per our contract with PWC, but this has meant countless hours arranging, and often rearranging, outside contractors over the last 5 months. Well done to the Contracts Coordinator for her patience with this task.

The DIPL contract for supply of Aerodrome Reporting Officers is to expire at 1 March 2024. DIPL has contacted WARC to request an extension of the current contract to 1 July 2024 so DIPL can prepare their next tender document. WARC has agreed to the extension.

**HOUSING:**

Housing continues as normal with incoming and outgoing staff keeping Tenancy staff busy. WARC has handed three properties (2, 3 and 12 Spencer Crt) back to ERA. This is possible as WARC now has leases on 51 properties from GACJT. These properties plus four properties subleased from ERA or JKL are sufficient for staff housing pending receiving the full GACJT allocation of 63 tenancies.

Council approved the increase of rent in Jabiru from 1/1/2024. For staff whose discussions about employment begin after that date, rent will be:

- \$70 pw for 1 bedroom accommodation
- \$140 pw for 2 bedroom accommodation
- \$210 pw for 3 or 4 bedroom accommodation

There are 2 grandfather clauses which are also in place. All WARC staff outside Darwin who commenced employment before 31 May 2022 and lease accommodation through WARC pay \$5 per week, no matter the size of the accommodation. Employees who commenced from 1 June 2022 pay \$35 pw for 1 bedroom, \$70 per week for 2 bedroom and \$105 per week for 3-4 bedroom accommodation. These rates will continue for staff outside Jabiru in Council supported housing until they cease employment with WARC.

Current Priorities		Dates
1. Bi-annual inspections	Scheduling & conducting community routine inspections due February & March.	End March 2024
2. Organising planned maintenance due for communities	All communities due for all annual planned maintenance (AC servicing, RCD & Smoke Alarm testing & Termite inspections by April). Driving communities GUN & MAN to be conducted MAY/JUNE.	End March 2024



## STATUTORY ENVIRONMENT

Nil

## FINANCIAL IMPLICATIONS

Nil

## 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 1.2 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 6.5 Planning and Reporting**

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

## ATTACHMENTS

1. WARC Staff Housing Statistics at 31 12 2023 (1) [9.8.1 - 1 page]

## WARC staff housing statistics at 31/12/2023.

	Total # Properties	Total # Leased Properties	Total # Vacant Properties	% Leases Signed and in place (Target 100%) (on time and within RTA guidelines)	Bonds Paid (Target 100%) (requires reconciliation between Housing Team and Finance)	22/23FY Bi-annual Inspections Complete (%) (RTA = 6 monthly)		Total # Open Maintenance Requests	Average Time of Maintenance Delivery
Jabiru	54	44	8 2 transit dwellings	100%	88%	1 <sup>st</sup>	2 <sup>nd</sup>	53	4 – 6 weeks
						No	Yes		
Gunbalanya	16	9	3 4 cannot be leased	100%	88%	1 <sup>st</sup>	2 <sup>nd</sup>	16	6-12 weeks
						Yes	Yes		
Maningrida	17	11	5 1 cannot be leased	100%	100%	1 <sup>st</sup>	2 <sup>nd</sup>	37	6-12 weeks
						Yes	Yes		
Minjilang	6	3	3	100%	100%	1 <sup>st</sup>	2 <sup>nd</sup>	4	12 weeks
						Yes	Yes		
Waruwi	8	4	2 2 short term	100%	100%	1 <sup>st</sup>	2 <sup>nd</sup>	7	6-12 weeks
						Yes	Yes		

## WEST ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 20 February 2024

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

#### SUMMARY

This report is to present a conceptual design and a cost estimate for the proposed Council Office redevelopment on Lot 53 Warruwi to the Council for endorsement.

#### RECOMMENDATION

THAT THE COUNCIL:

- received and note the report entitled Building Plans and Concept Design for New Warruwi Office
- 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**

#### BACKGROUND

The administration has developed a conceptual design for the proposed Council Office. The design focuses on the current office space layout requirements and a requirement for future growth if additional positions/activities are available. Community services including Centrelink, TCU and Postal Services are encompassed in the attached plan.

The current Council office is dilapidated and needs major rectification work to keep it functional. The Council office was constructed pre-cyclone building code and the building material contains asbestos.

Upgrading the Council office will require significant funding to comply with the current building code and standards. The Council office and the office space is limited and cannot accommodate all Council staff and other essential service providers in the one area. The useful life cycle of the current building has expired.

The attached preliminary concept is based on a prefabricated modular system which includes eight (8) building units, stairs and a full-length verandah, however for longevity and fit for purpose the structure will be built in Besser Block due to Lot 53 situated directly beside the Arafura Sea with continual salt ingress for proposed building.

The overall dimension of the proposed office building and verandah plan is 331 m2.

The current Warruwi Office Building encompasses 297 m2

#### COMMENT

Quantity Survey Reports are determined from approved structural and architectural drawings, approved site servicing plans, and building certification. The NLC and AAPA fees will be calculated once EOI applications are lodged. The pricing in the table above for NLC and AAPA has been estimated from past submissions.

Further costs to demolish the existing building and dispose of the asbestos will need to be considered before the new Council Office is constructed on Lot 53. Preliminary costs include:

- Demolish existing building including disposal and removal of asbestos- \$295,000
- Supply and installation of new 1200mm chainmesh fence- \$75,000

Attached concept floor plan indicates the layout and office configuration. This can be modified to meet the specific requirements of the Council.

The preliminary office building layout includes:

- Boardroom
- Kitchen with crib room
- Councilor's office
- Male and female toilets
- Disabled toilet
- Storeroom
- Communication room
- Office area for support staff
- Senior Works Officer office
- Community Service Manager office
- Traditional Credit Union office
- Centrelink office
- Waiting room for the public and community members

The building design and specifications includes:

- Full length compliant disabled ramp and stairs
- Split system air conditioner
- Commercial vinyl flooring
- Ceiling fans
- Fluorescent lights
- Crimsafe security screens
- Trimdek roof sheets
- Custom orb external wall cladding

The administration recommends the Warruwi Council Office to be constructed in structural blockwork based on the following details:

- Savings and the whole of life costs (more economical)
- Longevity (expected life 50 years)
- Modifications or extensions easier to scope
- Blockwork more suited to the environment (cyclones and coastal conditions)
- More secure, less damages

Temporary office location during the building period will also need to be sourced and costing considered.

The administration is recommending an interim office space to be set up on Lot 21 utilizing demountable prefabricated buildings to be converted to contractor accommodation once the new office is operational.

<b>Proposed WARC Office Warruwi Community - Fee Proposal</b>	
<b>Product Item</b>	<b>Price</b>
Provide blockwork construction (Conceptual Design) from provided modular demountable design	\$ 6,050.00
Quality Services fee for cost estimates of proposed office building	\$ 6,500.00
Contingencies 10%	\$ 1,255.00

<b>Total Indicative costs</b>	<b>\$ 13,805.00</b>
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## **LEGISLATION AND POLICY**

Not applicable at this preliminary stage

## **FINANCIAL IMPLICATIONS**

External Grant funding will be required to proceed with project

## **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 2 INCREASED LOCAL INDIGENOUS EMPLOYMENT**

We are committed to investing in and supporting local Indigenous employment. We recognise the instrumental value that Indigenous staff bring to our organisation and the social force that occurs with employment opportunities.

#### **Goal 2.1 Indigenous Employment Framework**

Create Council Indigenous employment framework including tailored pathways to employment.

### **PILLAR 3 SAFETY AND WELLBEING**

As an 'Employer of Choice', we provide and promote a positive culture of safety, inclusion and respect. Our people are skilled, informed and have opportunities to grow and develop within our organisation. Services provided to community are professional, impactful, engaging and appropriate to local needs.

#### **Goal 3.2 Health and Safety**

Staff and public safety is achieved via planning, education and training.

### **PILLAR 4 SERVICE DELIVERY AND BUILT ENVIRONMENT**

We provide high quality infrastructure and service delivery that meets the unique needs of each community, creates a sense of place and contributes towards promoting a sense of pride in community.

#### **Goal 4.1 Strategic Infrastructure and Asset Management**

Strategically manage, maintain and enhance community infrastructure.

## **ATTACHMENTS**

1. Building Plans - Concept Design - New Waruwi Office [9.9.1 - 5 pages]



SHEET SCHEDULE	
SHEET	TITLE
S00	SHEET SCHEDULE
S0.1	3D PRESENTATION
S0.2	3D PRESENTATION
S0.3	3D PRESENTATION
S01	FLOOR PLAN
S02	ELEVATIONS

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REV	DATE	BY	DESCRIPTION
A	20/10/19	NP	ISSUED FOR REVIEW

GENERAL NOTES:

DRAWN BY:	CHECKED (P#):
NP	GW
CHECKED (P#):	STAMPER:
RH	RH



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PROB5 - IW - West Arnhem Council (WAC)  
DSXXXX - 14.4x23m Office Building w/3m Verandah  
SHEET SCHEDULE

DRAWING NUMBER:	SHEET:	ISSUE:	REVISION:
NTD19-10011	S00		A





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REV	DATE	BY	DESCRIPTION
A	25/10/18	NP	ISSUED FOR REVIEW

GENERAL NOTES:

DRAWN BY:	CHECKED (PV):
NP	GW
CHECKED (PS):	STARTER:
RH	RH



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PROB5 - IW - West Arnhem Council (WAC) DSXXXX - 14.4x23m Office Building w/3m Verandah 3D PRESENTATION			
DRAWING NUMBER: NTD19-10011	SHEET: S0.1	ISSUE: A	REVISION: A

FILE LOCATION: C:\Users\NP\REVIT\PROJ205 - 14.4x23m Office Building WAC\_xdmba@northerntransportables.com.rvt

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A	25/10/18	NP	ISSUED FOR REVIEW

DESIGNER (PT)	CHECKED (PW)
RH	GW

STARTER	CHECKED (PW)
RH	GW

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PROB5 - IW - West Arnhem Council (WAC)  
DSXXXX - 14.4x23m Office Building w/3m Verandah  
3D PRESENTATION

DESKING NUMBER	SHEET	TOTAL	REVISION
NTD19-10011	SD.2		A

FILE LOCATION: C:\Users\jw\REV\1\PROB5 - 14.4x23m Office Building WAC\_northerntransportables.com.rvt






KITCHEN



OFFICE AREA



ACCESSIBLE TOILET



WAITING ROOM



OFFICE AREA

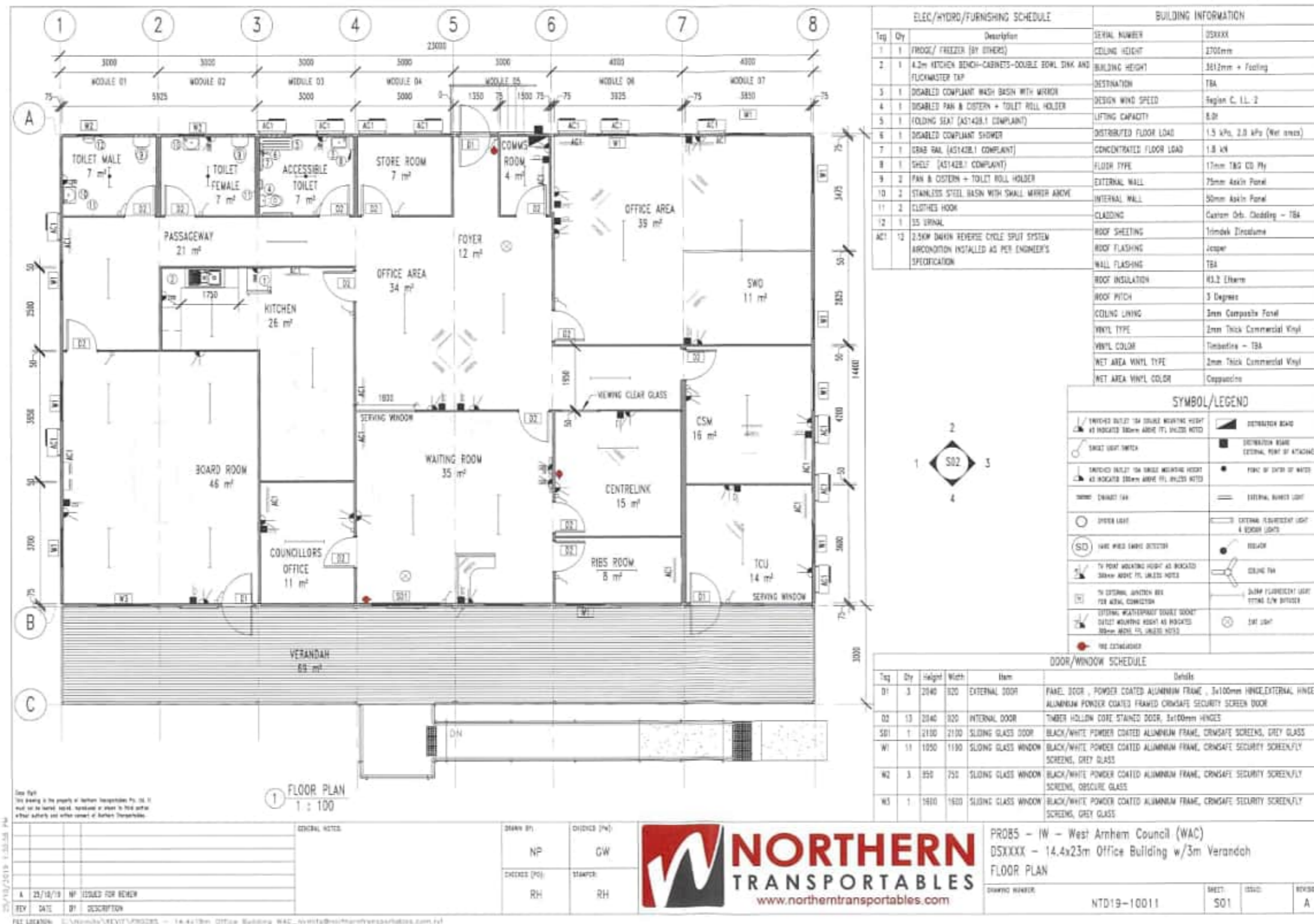
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	RH	RH		

DRAWING NUMBER:	NTD19-10011	SHEET:	S0.3	ISSUE:		REVISION:	A
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## WEST ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 20 February 2024

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

#### SUMMARY

The purpose of this report is for Cr Blyth and Cr Dann to talk about their experiences at the Aboriginal Leadership and Governance Forum they attended in September 2023.

#### RECOMMENDATION

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

#### BACKGROUND

In September 2023 Council agreed to send Cr Blyth and Cr Dann to Alice Springs to attend the Aboriginal Leadership and Governance Forum.

#### COMMENT

##### What was the purpose of the forum?

This forum showcased the work and governance steps that are being used in remote areas that are on traditional lands and looked at better ways to engage those involved.



##### What did we learn at the forum?

The different strategies taken on by other providers in communities compared to Local Government.

There was a presentation from Children's Ground, the chair William Tilmouth gave an overview of how they work from the ground up to incorporate local languages in their work and how they have taken a more grass roots approach.

There were also presentations by participants that had sporting backgrounds and how they have been able to use their experiences from on the field and apply it off the field.





How do you think these things benefit the West Arnhem region?

The conference gave an overview of others incorporating a governance structure into their work.

It was also evident that in all work areas there is a governance structure involved and the stronger that is the better performance will be evident to all.

It brings accountability and is a good tool assisting with reporting.

For West Arnhem it was evident that we have good governance right across and this governance supports all of us which is evident across our region.



**STATUTORY ENVIRONMENT**

N/A

**FINANCIAL IMPLICATIONS**

N/A

**STRATEGIC IMPLICATIONS**

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

### **PILLAR 3 SAFETY AND WELLBEING**

As an 'Employer of Choice', we provide and promote a positive culture of safety, inclusion and respect. Our people are skilled, informed and have opportunities to grow and develop within our organisation. Services provided to community are professional, impactful, engaging and appropriate to local needs.

#### **Goal 3.3 Training and Development**

Deliver training and development which is effective and culturally appropriate, engaging and increases future employment opportunities and pathways.

### **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 ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 20 FEBRUARY 2024

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

#### **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 FEBRUARY 2024

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

#### **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 FEBRUARY 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 FEBRUARY 2024**

**RE-ADMITTANCE OF THE PUBLIC**