

Minutes of the West Arnhem Regional Council Ordinary Council Meeting  
Monday, 22 April 2024 at 10:00 am  
Council Chambers

---

**1 ACKNOWLEDGEMENT OF COUNTRY AND OPENING OF MEETING**

**Chairperson Mayor Woods declared the meeting open at 10:19 on Monday 22 April 2024, welcomed all in attendance and did an Acknowledgement of Country.**

**ELECTED MEMBERS PRESENT**

Chairperson	James Woods (Mayor) (via phone)
Deputy Mayor	Elizabeth Williams
Councillor	Ralph F Blyth
Councillor	Mickitja Onus (via video)
Councillor	Otto Dann
Councillor	Henry Guwiyul
Councillor	Jacqueline Phillips (via video)
Councillor	James Marrawal

**STAFF PRESENT**

Chief Executive Officer	Andrew Walsh
Director Finance	Jocelyn Nathanael-Walters
General Manager Technical Services (Acting)	Clem Beard
Finance Manager (Acting)	Corey White
Communications and Public Relations Coordinator	Heidi Walton
Governance and Risk Advisor (Acting)	Jasmine Mortimore
Manager Community Services Support	Marnie Mitchell

**OCM62/2024 RESOLVED:**

**On the motion of Cr Marrawal  
Seconded Cr Guwiyul**

THAT COUNCIL deferred the Ordinary Council meeting to 9:00am on Tuesday 23 April 2024 due to sorry business in the region on Monday 22 April 2024.

**CARRIED**

**Chairperson Mayor Woods declared the meeting open at 9:05 on Tuesday 23 April 2024, welcomed all in attendance and did an Acknowledgement of Country.**

**3 APOLOGIES AND ABSENCES**

---

<b>Agenda Reference:</b>	<b>3.1</b>
<b>Title:</b>	<b>Apologies, Leave of Absence and Absent without Notice</b>
<b>Author:</b>	<b>Jasmine Mortimore, Acting Governance and Risk Advisor</b>

The Council considered a report on Apologies, Leave of Absence and Absent without Notice.

**OCM63/2024 RESOLVED:**

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

THAT COUNCIL

1. Notes the apology received from Donna Nadjamerrek, Gabby Gumurdul, Julius Kernan for meeting held 22 - 23 April 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>

The Council considered a report on Acceptance of Agenda.

**OCM64/2024 RESOLVED:**

**On the motion of Cr Blyth  
Seconded Mayor Woods**

THAT COUNCIL accept the agenda papers as circulated for the Ordinary Council meeting held on 23 April 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>

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

**OCM65/2024 RESOLVED:**

**On the motion of Cr Dann  
Seconded Cr Guwiyul**

THAT COUNCIL received no declarations of interest as listed for the Ordinary Council meeting held on 23 April 2024.

**CARRIED**

**6 CONFIRMATION OF PREVIOUS MINUTES**

<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>

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

**OCM66/2024 RESOLVED:**

**On the motion of Cr Dann  
Seconded Cr Guwiyul**

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

**CARRIED**

<b>Agenda Reference:</b>	<b>6.2</b>
<b>Title:</b>	<b>Confirmation of Local Authority Meeting Minutes</b>
<b>Author:</b>	<b>Jasmine Mortimore, Acting Governance and Risk Advisor</b>

The Council considered a report on Confirmation of Local Authority Meeting Minutes.

**OCM67/2024 RESOLVED:**

**On the motion of Cr Blyth  
Seconded Mayor Woods**

THAT COUNCIL

1. Confirmed the minutes of the following Local Authority meetings and reviewed decisions made by the Local Authority:

<b>Community</b>	<b>Date Held</b>	<b>Quorum</b>	<b>Date of next meeting</b>
<b>Minjilang</b>	<b>25 March 2024</b>	<b>Yes</b>	<b>30 May 2024</b>

2. Noted concerns on reversing the WARC logo handshake and;
3. Requests further information from the Minjilang Local Authority on their request for Council to consider reversing the WARC logo handshake.

**CARRIED**

<b>Agenda Reference:</b>	<b>6.3</b>
<b>Title:</b>	<b>Confirmation of Kakadu Ward Advisory Committee Minutes</b>
<b>Author:</b>	<b>Jasmine Mortimore, Acting Governance and Risk Advisor</b>

The Council considered a report on Confirmation of Kakadu Ward Advisory Committee Minutes.

**OCM68/2024 RESOLVED:**

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

THAT COUNCIL

1. Confirmed the minutes of 3 April 2024 Kakadu Ward Advisory Committee as a true and correct record of the meeting, with the added minute note to reflect that Chairperson Blyth requested to invite the Northern Territory Electoral Commission to the next scheduled Ordinary Council meeting; and
2. Reviewed decisions made by the Committee.

**CARRIED**

**7 ACTION REPORTS**

<b>Agenda Reference:</b>	<b>7.1</b>
<b>Title:</b>	<b>Review of Action Items</b>
<b>Author:</b>	<b>Jasmine Mortimore, Acting Governance and Risk Advisor</b>

Cr Phillips joined the meeting 9:57

The Council considered a report on Review of Action Items.

**OCM69/2024 RESOLVED:**

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

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 including item OCM190/2023: letter to Minister of Infrastructure, OCM44/2023: feedback to K9 Security and OCM44/2024: inviting the Northern Territory Police to Ordinary Council meeting.
3. Requested item OCM52/2023 for Minjilang airport lease be escalated to NLC, Traditional Owners and DIPL by invitation to a Ordinary Council meeting.

**CARRIED**

<b>Agenda Reference:</b>	<b>7.2</b>
<b>Title:</b>	<b>Approval to Dispose of Surplus Fleet Assets</b>
<b>Author:</b>	<b>Graham Baulch, Project Coordinator Fleet Operations</b>

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

**OCM70/2024 RESOLVED:**  
**On the motion of Cr Blyth**  
**Seconded Cr Marrawal**

THAT COUNCIL:

1. Received and noted the report entitled *Approval to Dispose of Surplus Fleet Assets*; and
2. Approve to dispose of the surplus fleet assets.

**CARRIED**

<b>Agenda Reference:</b>	<b>7.3</b>
<b>Title:</b>	<b>Australian Local Government Association National General Assembly</b>
<b>Author:</b>	<b>Andrew Walsh, Chief Executive Officer</b>

The Council considered a report on Australian Local Government Association National General Assembly.

**OCM71/2024 RESOLVED:**  
**On the motion of Mayor Woods**  
**Seconded Deputy Mayor Williams**

THAT COUNCIL:

1. Received and noted the report entitled *Australian Local Government Association National General Assembly*;
2. Rescind decision OCM47/2024 - Point 3. *Approves the attendance of Mayor Woods and Elected Member Jacqueline Phillips, Mickitja Onus, Otto Dann, Donna Nadjamerrek accompanied by the Chief Executive Officer at the National General Assembly.*
3. Approves the attendance of Mayor Woods and Elected Member Mickitja Onus accompanied by the Chief Executive Officer at the National General Assembly.
4. Approves Jacqueline Phillips to be the proxy in the absence of an Elected Members attendance.

**CARRIED**

<b>Agenda Reference:</b>	<b>7.4</b>
<b>Title:</b>	<b>West Arnhem Regional Council Reduce, Reuse, Recycle Strategy 2024-2034</b>
<b>Author:</b>	<b>Sara Fitzgerald, Waste and Resource Coordinator</b>

The Council considered a report on West Arnhem Regional Council Reduce, Reuse, and Recycle Strategy 2024-2034.

**OCM72/2024 RESOLVED:**  
**On the motion of Cr Onus**  
**Seconded Mayor Woods**

THAT COUNCIL:

1. Received and noted the report entitled *West Arnhem Regional Council Reduce, Reuse, Recycle Strategy 2024-2034*; and
2. Endorsed the West Arnhem Regional Council Reduce, Reuse and Recycle Strategy 2024-2034 for publication and implementation.

**CARRIED**

<b>Agenda Reference:</b>	<b>7.5</b>
<b>Title:</b>	<b>Special Measures</b>
<b>Author:</b>	<b>Andrew Walsh, Chief Executive Officer</b>

The Council considered a report on Special Measures.

**OCM73/2024 RESOLVED:**

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

THAT COUNCIL:

1. Received and noted the report entitled *Special Measures*; and
2. Approves the Chief Executive Officer to implement Special Measures Recruitment and Identified Positions into West Arnhem Regional Council.

**CARRIED**

<b>Agenda Reference:</b>	<b>7.6</b>
<b>Title:</b>	<b>Elected Member &amp; Local Authority Member Uniforms</b>
<b>Author:</b>	<b>Jasmine Mortimore, Acting Governance and Risk Advisor</b>

The Council considered a report on Elected Member & Local Authority Member Uniforms.

**OCM74/2024 RESOLVED:**

**On the motion of Cr Marrawal  
Seconded Cr Guwiyul**

THAT COUNCIL:

1. Received and noted the report entitled *Elected Member & Local Authority Member Uniforms*; and
2. Approve for Option 1 to be the selected West Arnhem Councillor uniform, Option 2 for Local Authority Member uniform and Option 3 for staff member uniform, subject to budget requirements.

**CARRIED**

<b>Agenda Reference:</b>	<b>7.7</b>
<b>Title:</b>	<b>Maningrida Local Decision Making Agreement</b>
<b>Author:</b>	<b>Andrew Walsh, Chief Executive Officer</b>

The Council considered a report on Maningrida Local Decision Making Agreement.

**OCM75/2024 RESOLVED:**

**On the motion of Cr Marrawal  
Seconded Cr Dann**

THAT COUNCIL:

1. Received and noted the report entitled *Maningrida Local Decision Making Agreement*;
2. Endorse West Arnhem Regional Council being a signatory to the Maningrida Local Decision Making Agreement.
3. Nominate Mayor James Woods & Councillor Julius Kernan to act as signatories for the agreement.

**CARRIED**

## **8 RECEIVE AND NOTE REPORTS**

<b>Agenda Reference:</b>	<b>8.1</b>
--------------------------	------------

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

The Council considered a report on Incoming and Outgoing Correspondence.

**OCM76/2024 RESOLVED:**  
**On the motion of Cr Blyth**  
**Seconded Cr Onus**

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

**CARRIED**

<b>Agenda Reference:</b>	<b>8.2</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>

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

**OCM77/2024 RESOLVED:**  
**On the motion of Deputy Mayor Williams**  
**Seconded Cr Onus**

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

**CARRIED**

<b>Agenda Reference:</b>	<b>8.3</b>
<b>Title:</b>	<b>Meetings and Events attended by the CEO</b>
<b>Author:</b>	<b>Andrew Walsh, Chief Executive Officer</b>

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

**OCM78/2024 RESOLVED:**  
**On the motion of Mayor Woods**  
**Seconded Cr Marrawal**

THAT COUNCIL

1. Received and noted the report entitled *Meetings and Events attended by the CEO*.
2. Invite Red Lily CEO to an Ordinary Council Meeting to discuss permanent doctor for Jabiru.

**CARRIED**

<b>Agenda Reference:</b>	<b>8.4</b>
<b>Title:</b>	<b>Finance Report for the period ended 29 February 2024</b>
<b>Author:</b>	<b>Corey White, Accountant</b>

Meeting broke at 11:03 and recommenced at 11:32

Cr Otto Dann left the meeting at 11:05

The Council considered a report on Finance Report for the period ended 29 February 2024.

**OCM79/2024 RESOLVED:**  
**On the motion of Cr Blyth**  
**Seconded Mayor Woods**

THAT COUNCIL received and noted the report entitled *Finance Report for the period ended 29 February 2024*.

**CARRIED**

<b>Agenda Reference:</b>	<b>8.5</b>
<b>Title:</b>	<b>Report for Business Development Team January to March 2024</b>

<b>Author:</b>	<b>Leanne Johansson, Business Development Manager</b>
----------------	---

The Council considered a report on Report for Business Development Team January to March 2024.

**OCM80/2024 RESOLVED:**

**On the motion of Cr Marrawal**

**Seconded Deputy Mayor Williams**

THAT COUNCIL received and noted the report entitled *Report for Business Development Team January to March 2024*.

**CARRIED**

<b>Agenda Reference:</b>	<b>8.6</b>
<b>Title:</b>	<b>Operations Report - February and March 2024</b>
<b>Author:</b>	<b>Fiona Ainsworth, Director of Community and Council Services</b>

The Council considered a report on Operations Report - February and March 2024.

**OCM81/2024 RESOLVED:**

**On the motion of Cr Blyth**

**Seconded Cr Onus**

THAT COUNCIL received and noted the report entitled *Operations Report - February and March 2024*.

**CARRIED**

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

<b>Agenda Reference:</b>	<b>9.1</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>

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

**OCM91/2024 RESOLVED:**

**On the motion of Mayor Woods**

**Seconded Cr Onus**

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

1. Raised petition to change WARC logo to be circulated with staff, LA members and Elected Members.

**CARRIED**

**10 PROCEDURAL MOTIONS**

<b>Agenda Reference:</b>	<b>10.1</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>

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

**OCM82/2024 RESOLVED:**

**On the motion of Deputy Mayor Williams**

**Seconded Mayor Woods**

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

**CARRIED**

## 11 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*.

<b>Agenda Reference:</b>	<b>12.8</b>
<b>Title:</b>	<b>Disclosure of Confidential Resolutions and Re-admittance of the Public</b>
<b>Author:</b>	<b>Jasmine Mortimore, Acting Governance and Risk Advisor</b>

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

**OCM99/2024 RESOLVED:**  
**On the motion of Mayor Woods**  
**Seconded Cr Blyth**

THAT COUNCIL opened the meeting to the public after the discussion of confidential items, and approved to disclose resolution 12.1, 12.2, 12.3, 12.4, 12.5 and 12.7 from the confidential section of this meeting in the non-confidential meeting minutes.

**CARRIED**

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

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

**OCM93/2024 RESOLVED:**  
**On the motion of Mayor Woods**  
**Seconded Cr Guwiyul**

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

**CARRIED**

<b>Agenda Reference:</b>	<b>12.2</b>
<b>Title:</b>	<b>Write Off of Debt</b>
<b>Author:</b>	<b>Jocelyn Nathanael-Walters, Director Finance</b>

The Council considered a report on Write Off of Debt.

**OCM94/2024 RESOLVED:**  
**On the motion of Cr Marrawal**  
**Seconded Cr Guwiyul**

THAT COUNCIL:

1. Receive and note the report titled Write Off of Debt;
2. Receive and note the Chief Executive Officer's written Write Off of Debt Certification; and
3. Approve the write off of debts identified in the report to the total value of \$35,151.80.
4. Requested summary to be sent to Elected Members by email on controls in place.

**CARRIED**

<b>Agenda Reference:</b>	<b>12.3</b>
<b>Title:</b>	<b>Bank Authority – Safe Custody Packet</b>
<b>Author:</b>	<b>Jocelyn Nathanael-Walters, Director Finance</b>

The Council considered a report on Bank Authority - Safe Custody Packet.



**OCM92/2024 RESOLVED:  
On the motion of Mayor Woods  
Seconded Cr Onus**

THAT COUNCIL:

3. Receive and note the report titled Bank Authority – Safe Custody Packet; and
4. Approve the replacement of all previous appointed Council officers with the following Council officers to access and deal with the Safe Custody Packet facility, held by the Westpac Bank for Jabiru Town Council, on the Council’s behalf:
  - a. Andrew Walsh
  - b. Jocelyn Nathanael-Walters
  - c. Imran Shajib
  - d. Corey White.

**CARRIED**

<b>Agenda Reference:</b>	<b>12.4</b>
<b>Title:</b>	<b>Mayor and CEO Council Credit Card</b>
<b>Author:</b>	<b>Jocelyn Nathanael-Walters, Director Finance</b>

The Council considered a report on Mayor and CEO Council Credit Card.

**OCM95/2024 RESOLVED:  
On the motion of Cr Onus  
Seconded Cr Phillips**

THAT COUNCIL:

1. Receive and note the report titled Mayor and CEO Council Credit Card; and
2. Approve the issuing of the following Council Credit Cards, which are subject to Council’s *Credit Card (Mayor and CEO) Policy* and conditions:
  - a. The Mayor to be issued with a Credit Card with a limit up to \$5,000; and
  - b. The CEO to be issued with a Credit Card with a limit up to \$15,000.

**CARRIED**

<b>Agenda Reference:</b>	<b>12.5</b>
<b>Title:</b>	<b>Current Status of Outstanding Regional Land Use Agreements from the Northern Land Council</b>
<b>Author:</b>	<b>Clem Beard, Project Manager Technical Services</b>

The Council deferred a report on Current Status of Outstanding Regional Land Use Agreements from the Northern Land Council due to not meeting quorum requirements.

<b>Agenda Reference:</b>	<b>12.7</b>
<b>Title:</b>	<b>24-110-JAB Jabiru Civil and Roads Maintenance for 12 Months</b>
<b>Author:</b>	<b>Hilal Ahmad, Senior Project Manager</b>

The Council considered a report on 24-110-JAB Jabiru Civil and Roads Maintenance for 12 Months.

**OCM98/2024 RESOLVED:  
On the motion of Deputy Mayor Williams  
Seconded Cr Blyth**

THAT COUNCIL notes that for *24-110-JAB Jabiru Civil and Roads Maintenance* has accepted the schedule of rates from City Earth Moving via exemption in line with the Local Government Regulations for a total cost of \$280,000.00.

**CARRIED**

The public was re-admitted at 16:18.

**12 NEXT MEETING**

The next meeting is scheduled to take place on 15 May 2024.

**13 MEETING DECLARED CLOSED**

Chairperson Mayor Woods declared the meeting closed at 16:19.

This page and the preceding pages are the minutes of the Ordinary Council Meeting held on Tuesday 23 April 2024.

UNCONFIRMED