



**WEST ARNHEM**



**REGIONAL COUNCIL**



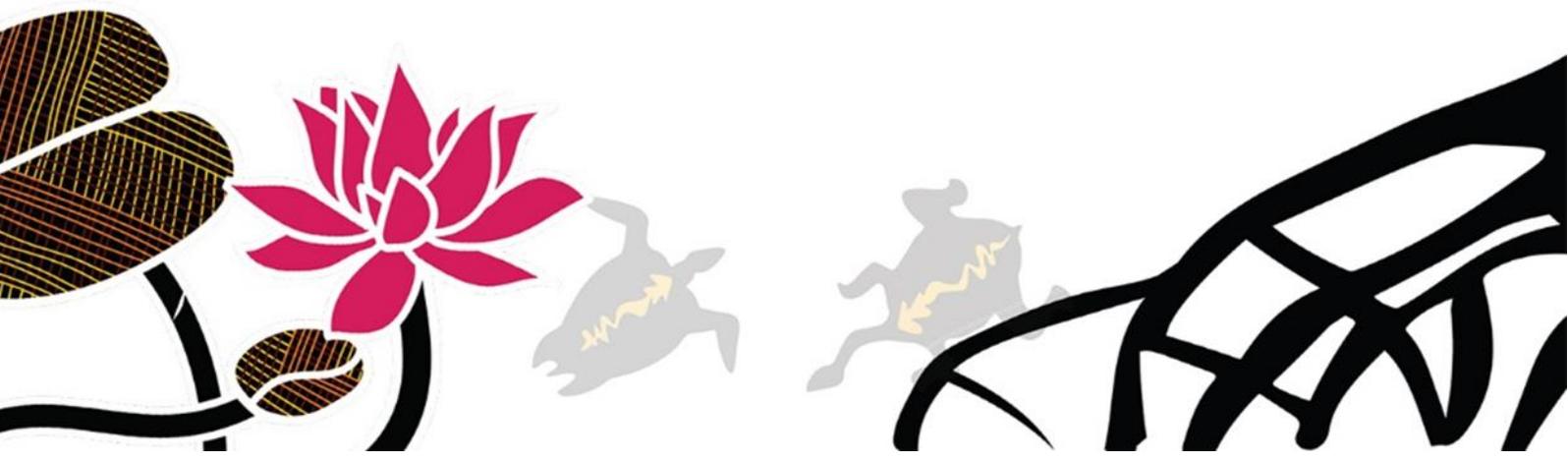
# MINJILANG

WEST ARNHEM REGIONAL COUNCIL

LOCAL AUTHORITY MEETING

**AGENDA**

**THURSDAY, 10 FEBRUARY 2022**



## **WEST ARNHEM REGIONAL COUNCIL**

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

Daniel Findley  
Chief Executive Officer

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***The West Arnhem Regional Council acknowledges and respects the Traditional Owners past and present of the West Arnhem Region.***

***We also acknowledge the attachment and relationship of Aboriginal people to country.***

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 10 FEBRUARY 2022

<b>Agenda Reference:</b>	<b>3.1</b>
<b>Title:</b>	<b>Apologies and Leave of Absence</b>
<b>File Reference:</b>	<b>990203</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor</b>

#### SUMMARY

This report is to table, for the Minjilang Local Authority's record, any apologies and requests for leave of absence received from Authority members for the meeting held on 10 February 2022.

#### BACKGROUND

Not applicable.

#### COMMENT

Not applicable.

#### STATUTORY ENVIRONMENT

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

#### VOTING REQUIREMENTS

Not applicable.

#### RECOMMENDATION:

**That the Minjilang Local Authority notes members apologies and/or requests for leave of absence for the meeting held on 10 February 2022.**

**WEST ARNHEM REGIONAL COUNCIL**  
**FOR THE MEETING 10 FEBRUARY 2022**

<b>Agenda Reference:</b>	<b>4.1</b>
<b>Title:</b>	<b>Absent Without Notice</b>
<b>File Reference:</b>	<b>990204</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor</b>

**SUMMARY**

This report is to table, for the Minjilang Local Authority's record, any Local Authority members that are absent without notice for the meeting held on 10 February 2022.

**BACKGROUND**

Not applicable.

**COMMENT**

Not applicable.

**STATUTORY ENVIRONMENT**

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

**STRATEGIC IMPLICATIONS**

Not applicable.

**VOTING REQUIREMENTS**

Not applicable.

**RECOMMENDATION:**

**That the Minjilang Local Authority notes members absences without notice for the meeting held on 10 February 2022.**

**WEST ARNHEM REGIONAL COUNCIL**  
**FOR THE MEETING 10 FEBRUARY 2022**

<b>Agenda Reference:</b>	<b>5.1</b>
<b>Title:</b>	<b>Acceptance of Agenda</b>
<b>File Reference:</b>	<b>990211</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor</b>

**SUMMARY**

Agenda papers are submitted for acceptance by appointed members for the Minjilang Local Authority meeting of 10 February 2022.

**COMMENT**

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

**STATUTORY ENVIRONMENT**

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

**STRATEGIC IMPLICATIONS**

Not applicable.

**VOTING REQUIREMENTS**

Simple majority.

**RECOMMENDATION:**

**That the agenda for the Minjilang Local Authority meeting of 10 February 2022 as circulated be accepted.**

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 10 FEBRUARY 2022

<b>Agenda Reference:</b>	<b>6.1</b>
<b>Title:</b>	<b>Disclosure of Interest of Members or Staff</b>
<b>File Reference:</b>	<b>990213</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor</b>

#### SUMMARY

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

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

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

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

#### STATUTORY ENVIRONMENT

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

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

Clause 11.1(a) *Guideline 1: Local Authorities 2021*

#### VOTING REQUIREMENTS

Not applicable.

#### RECOMMENDATION:

**That the Minjilang Local Authority receives and records declarations of interest for the meeting held on 10 February 2022.**

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 10 FEBRUARY 2022

<b>Agenda Reference:</b>	<b>7.1</b>
<b>Title:</b>	<b>Confirmation of Previous Local Authority Meeting Minutes - 25 November 2021</b>
<b>File Reference:</b>	<b>990214</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor</b>

#### SUMMARY

Unconfirmed minutes of the 25 November 2021 Minjilang Local Authority meeting are submitted to the Authority for confirmation that the minutes are a true and correct record of the meeting.

#### BACKGROUND

Not applicable.

#### COMMENT

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

#### STRATEGIC IMPLICATIONS

Not applicable.

#### VOTING REQUIREMENTS

Simple majority.

#### RECOMMENDATION:

**That the minutes of the 25 November 2021 Minjilang Local Authority meeting are adopted as a true and correct record of the meeting.**

#### ATTACHMENTS

- 1 2021.11.25 Minjilang Local Authority Minutes.pdf



Minutes of the West Arnhem Regional Council Local Authority Meeting  
Thursday, 25 November 2021 at 10:00 am  
Council Chambers, Minjilang

**Chairperson Mathew Nagarlbin declared the meeting open at 10:10 am, welcomed all in attendance and acknowledged the Traditional Owners.**

**APPOINTED MEMBERS PRESENT**

Chairperson	Mathew Nagarlbin
Member	Shane Wauchope
Member	

**ELECTED MEMBERS PRESENT**

Deputy Mayor	Elizabeth Williams (video conference)
Councillor	Henry Guwiyaul

**STAFF PRESENT**

Chief Executive Officer	Daniel Findley (video conference)
Chief Operating Officer	Chris Kelly (video conference)
Chief Corporate Officer	David Glover (video conference)
Council Services Manager	Cathy Makings
Finance Manager	Andrew Shaw (video conference)
Governance and Risk Advisor	Doreen Alusa (video conference)
Building and Civil Coordinator	Loukas Gikopoulos (video conference)

**VISITORS PRESENT**

Regional Network and Department of Chief Minister and Cabinet	Colvin Crowe (video conference)
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**Minute note:** As a quorum was not achieved, this was a provisional meeting in accordance with clause 12.1 of *Guideline 1: Local Authorities 2021*.

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

The Local Authority considered apologies and leave of absence.

The Minjilang Local Authority noted members apologies from Mayor Matthew Ryan, and appointed members Lachlan Nagegeyo, Charles Yirrawala, Jimmy Cooper and Isobel Lami Lami for the meeting held on 25 November 2021.

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

The Local Authority considered absences without notice.

The Minjilang Local Authority noted that no members were absent without notice for the meeting held on 25 November 2021.

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

The Local Authority considered acceptance of the agenda.

**MIN133/2021 RESOLVED:**

**On the motion of Mr Shane Wauchope**

**Seconded Mr Henry Guwiyaul**

The agenda for the Minjilang Local Authority meeting of 25 November 2021 as circulated was accepted.

**CARRIED**

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

The Local Authority considered Disclosure of Interest of Members or Staff.

The Minjilang Local Authority received no declarations of interest for the meeting held on 25 November 2021.

**CONFIRMATION OF PREVIOUS MINUTES****7.1 CONFIRMATION OF PREVIOUS LOCAL AUTHORITY PROVISIONAL MEETING MINUTES - 14 OCTOBER 2021**

The Local Authority considered the confirmation of previous Local Authority minutes for the meeting held on 14 October 2021.

**MIN134/2021 RESOLVED:  
On the motion of Mr Shane Wauchope  
Seconded Mr Henry Guwiyaul**

**The minutes of the 14 October 2021 Minjilang Local Authority provisional meeting were adopted as a true and correct record of the meeting.**

**CARRIED**

**7.2 CONFIRMATION OF PREVIOUS LOCAL AUTHORITY MEETING MINUTES - 10 JUNE 2021**

The Local Authority considered the confirmation of previous Local Authority minutes for the meeting held on 10 June 2021.

**As this was a provisional meeting, the minutes of the previous meeting held on 10 June 2021 could not be confirmed and will be re-tabled at the next Minjilang Local Authority meeting.**

**LOCAL AUTHORITY ACTION ITEMS****9.1 REVIEW OF LOCAL AUTHORITY ACTION ITEMS**

The Local Authority reviewed the of Local Authority Action Items.

**MIN135/2021 RESOLVED:  
On the motion of Mr Shane Wauchope  
Seconded Mr Henry Guwiyaul**

**The Minjilang Local Authority reviewed the action items list and approved to remove the following completed item from the list:**

- 1. Installation of welcome sign and street names (OCM197/2020).**

**CARRIED**

**CSM REPORT ON REGIONAL COUNCIL SERVICES****10.1 CSM REPORT ON CURRENT REGIONAL COUNCIL SERVICES**

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

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

**FINANCE REPORT****13.1 FINANCIAL REPORT TO OCTOBER 2021**

The Local Authority considered the financial report to October 2021.

**The Minjilang Local Authority noted and received the financial report for July to October 2021.**

**GENERAL ITEMS****15.1 LOCAL AUTHORITY FUNDING**

The Local Authority considered Local Authority Funding.

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

**15.2 MINJILANG LOCAL AUTHORITY SUMMARY OF PROJECTS**

The Local Authority considered Minjilang Local Authority Summary of Projects.

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

**15.3 MINJILANG AIRPORT SHELTER UPGRADE**

The Local Authority considered a report on the Minjilang Airport shelter upgrade.

**The Local Authority discussed the proposal to construct a shelter at the Minjilang Airport, and informed the meeting that Local Authority members would hold further consultations with the community before the reports are presented at the next Local Authority meeting.**

**15.4 MINJILANG COUNCIL OFFICE DISABLED ACCESS RAMP AND TOILET**

The Local Authority considered a report on the Minjilang Council office disabled access ramp and toilet.

**The Local Authority discussed the proposal to construct a disabled access ramp and toilet at the Minjilang Council office, and informed the meeting that Local Authority members would hold further consultations with the community before the reports are presented at the next Local Authority meeting.**

**15.5 MINJILANG AIRPORT FLUSHABLE TOILET**

The Local Authority considered a report on the installation of flushable toilets at the Minjilang Airport.

**The Local Authority discussed the proposal to install flushable toilets at the Minjilang Airport, and informed the meeting that Local Authority members would hold further consultations with the community before the reports are presented at the next Local Authority meeting.**

**15.6 LOCAL AUTHORITY MEETING DATES - 2022**

The Local Authority considered Local Authority meeting dates for 2022.

The Minjilang Local Authority noted the 2022 meeting dates.

**NEXT MEETING**

The next meeting is scheduled to take place on 10 February 2022.

**MEETING DECLARED CLOSED**

Chairperson Mathew Nagarlbin declared the meeting closed at 11:00 am.

This page and the preceding pages are the minutes of the Minjilang Local Authority Meeting held on Thursday, 25 November 2021.

\_\_\_\_\_  
Chairperson

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

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 10 FEBRUARY 2022

<b>Agenda Reference:</b>	<b>7.2</b>
<b>Title:</b>	<b>Confirmation of Previous Local Authority Meeting Minutes - 10 June 2021</b>
<b>File Reference:</b>	<b>990216</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor</b>

#### SUMMARY

Unconfirmed minutes of the 10 June 2021 Minjilang Local Authority meeting are re-submitted to the Authority for confirmation that the minutes are a true and correct record of the meeting.

#### BACKGROUND

The minutes of the 10 June 2021 meeting were presented at the 14 October 2021 and 25 November 2021 Minjilang Local Authority meetings but could not be confirmed, as they were provisional meetings. Clause 12.4 of *Guideline 1: Local Authorities 2021* states that a provisional meeting of a Local Authority can confirm the minutes of a previous provisional meeting. However, members at a provisional meeting cannot confirm the minutes of a previous local authority meeting.

#### COMMENT

The minutes as submitted and confirmation of the minutes must comply with section 101 of the *Local Government Act 2019* and clause 12.4 of the *Guideline 1: Local Authorities 2021*.

#### STRATEGIC IMPLICATIONS

Not applicable.

#### VOTING REQUIREMENTS

Simple majority.

#### RECOMMENDATION:

**That the minutes of the 10 June 2021 Minjilang Local Authority meeting are adopted as a true and correct record of the meeting.**

#### ATTACHMENTS

- 1 2021.06.10 Minjilang Local Authority Minutes.pdf



Minutes of the West Arnhem Regional Council Local Authority Meeting  
 Thursday, 10 June 2021 at 10:00 am  
 Council Chambers, Minjilang

Chairperson Mathew Nagarlbin declared the meeting open at 10:05 am, welcomed all in attendance and acknowledged the Traditional Owners.

**APPOINTED MEMBERS PRESENT**

Chairperson	Mathew Nagarlbin
Member	Shane Wauchope
Member	Lachlan Nagegeyo
Member	Charles Yirrawala

**ELECTED MEMBERS PRESENT**

Mayor	Mathew Ryan
Deputy Mayor	Elizabeth Williams

**STAFF PRESENT**

Chief Executive Officer	Daniel Findley
Chief Corporate Officer	David Glover
Finance Manager	Andrew Shaw
Building and Civil Coordinator	Loukas Gikopoulos (videoconference)
Chief Operating Officer	Chris Kelly (videoconference)
Governance Coordinator	Doreen Alusa
Council Services Manager (Acting)	Margaret Allgood

**VISITORS PRESENT**

Department of Chief Minister	Colvin Crowe
Red Lily Health Board	Stephen Hayes
Top End Health Services	Christine Connors
Top End Health Services	Rhonda Powell
Top End Health Services	William Costigan
Top End Health Services	Elliot Debham

**VISITORS PRESENT**

Top End Health Services

Priscilla Muswibe

Australia Bureau of Statistics

Bruce-Lee King (teleconference)

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

The Local Authority considered apologies and leave of absence.

**The Minjilang Local Authority noted members apologies from Councillors Phillip Wasaga, and James Marrawal, and Appointed Members Isobel Lami Lami and Jimmy Cooper for the meeting held on 10 June 2021.**

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

The Local Authority considered absences without notice.

**The Minjilang Local Authority noted that there were no members absent without notice for the meeting held on 10 June 2021.**

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

The Local Authority considered acceptance of the agenda.

**MIN121/2021 RESOLVED:  
On the motion of Mayor Matthew Ryan  
Seconded Mr Lachlan Nabegeyo**

**The agenda for the Minjilang Local Authority meeting of 10 June 2021 as circulated was accepted.**

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

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

**The Minjilang Local Authority received no declarations of interest for the meeting held on 10 June 2021.**

**CONFIRMATION OF PREVIOUS MINUTES****7.1 CONFIRMATION OF PREVIOUS LOCAL AUTHORITY MEETING MINUTES - 11 FEBRUARY 2021**

The Local Authority considered the confirmation of previous Local Authority meeting minutes for the meeting held on 11 February 2021.

**MIN122/2021 RESOLVED:**

**On the motion of Chairperson Matthew Nagarlbin  
Seconded Mr Lachlan Nabegeyo**

**The minutes of the 11 February 2021 Minjilang Local Authority meeting were adopted as a true and correct record of the meeting.**

**CARRIED****COUNCIL'S RESPONSES - LOCAL AUTHORITY ISSUES****8.1 COUNCIL'S RESPONSE TO LOCAL AUTHORITY ISSUES RAISED**

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

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

**LOCAL AUTHORITY ACTION ITEMS****9.1 REVIEW OF LOCAL AUTHORITY ACTION ITEMS**

The Local Authority reviewed the Local Authority action items list.

**MIN123/2021 RESOLVED:**

**On the motion of Mr Shane Wauchope  
Seconded Mr Lachlan Nabegeyo**

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

- **Elected Members Board of Recognition.**

**CARRIED****CEO / CSM REPORT ON REGIONAL COUNCIL SERVICES****10.1 CEO/CSM REPORT ON CURRENT REGIONAL COUNCIL SERVICES**

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

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

**FINANCE REPORT****13.1 FINANCIAL REPORT TO APRIL 2021**

The Local Authority considered the Financial Report to April 2021.

**The Minjilang Local Authority noted and received the Financial Report for the ten months, July 2020 to April 2021.**

**13.2 CONSULTATION - COUNCIL DRAFT REGIONAL PLAN AND DRAFT BUDGET 2021-22**

The Local Authority considered a report on the consultation of Council's Draft Regional Plan and Draft Budget 2021-2022.

**The Minjilang Local Authority noted that the administration had conducted extensive public consultation on West Arnhem Regional Council's Plan and Budget for 2021-2022.**

**Minute note:** Visitors from Red Lily Health Board and Top End Health Service joined the meeting at 10:52 am.

**VISITOR PRESENTATIONS****14.1 PRESENTATION - AUSTRALIAN BUREAU OF STATISTICS (ABS) CENSUS**

The Local Authority considered a presentation about the 2021 ABS census.

**The Minjilang Local Authority noted the presentation.**

**Minute note:** Bruce-Lee King, the representative from ABS joined the meeting at 11:30 am and left at 11:53 am

**Minute note:** It was noted that the census will take place in two phases in Minjilang. Phase one will be conducted from 14<sup>th</sup> June to 2<sup>nd</sup> July 2021, and phase two will take place from 27<sup>th</sup> July to 20<sup>th</sup> August 2021.

**14.2 PRESENTATION - TOP END HEALTH SERVICE AND RED LILY HEALTH**

The Local Authority considered a presentation by Top End Health Service and Red Lily Health Board.

**The Minjilang Local Authority noted the presentation.**

**Minute note:** Representatives from Red Lily Health Board and Top End Health Service left the meeting at 11:43 am.

**GENERAL ITEMS****15.1 LOCAL AUTHORITY FUNDING**

The Local Authority considered Local Authority Funding.

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

**15.2 MINJILANG AIRPORT ABLUTION BLOCK**

The Local Authority considered a report about the Minjilang Airport Ablution Block.

The Local Authority discussed the report, and agreed that more time is needed to review the following recommendations:

- Commits the use of 2021-2022 future LA project funding for this project, and recommends that the administration tries to sources for additional funding for the supply and installation of the ablution block and construction of the paved area at an estimated cost of \$176,400.00;
- Requests Council to direct the administration to commence consultation with the NLC for a lease agreement and AAPA for land use clearance;
- Approves the location for the installation of the toilet; and
- Approves the Eco toilet design for certification.

The Local Authority also requested for scopes and budgets for the following items:

- Construction of separate male and female seating areas at the airport.
- Construction of separate male and female toilets at the airport.
- Construction of flushable toilets at the airport.

**15.3 ANIMAL MANAGEMENT CONTROL**

The Local Authority considered a report about the Animal Management Program.

**MIN124/2021 RESOLVED:**

**On the motion of Mr Shane Wauchope  
Seconded Mayor Matthew Ryan**

**The Local Authority:**

- Noted the report; and
- Allocated \$2,940 of Local Authority funding towards the 2021/2022 Animal Management Program.

**CARRIED**

**15.4 MINJILANG HONOUR BOARD**

The Local Authority considered a report about the Minjilang Honour Board.

**MIN125/2021 RESOLVED:**

**On the motion of Mr Shane Wauchope  
Seconded Chairperson Matthew Nagarbin**

**The Local Authority:**

- Received and noted the report;
- Confirmed that the names of Elected Members and dates in the attached document are accurate; and
- Requested Council to direct the administration to purchase and install the Minjilang Elected Members Board of Recognition based on the attached honour board mock up photo.

**CARRIED**

**Minute note:** Shane Wauchope will email the final list of the Elected Members Board to Chris Kelly.

#### 15.5 MINJILANG WELCOME SIGN

The Local Authority considered a report about the Minjilang Welcome Sign.

**MIN126/2021 RESOLVED:**

**On the motion of Mr Lachlan Nabegeyo  
Seconded Mayor Matthew Ryan**

**The Local Authority**

- Reviewed the concept designs for the welcome signs and agreed to the following options:
  - Option 1 - Sign to be constructed near the airport.
  - Option 2 - Sign to be put up at a community location.

**CARRIED**

#### 15.6 SCOPE AND BUDGET FOR STREET LIGHTS

The Local Authority considered the scope and budget for street lights.

**MIN127/2021 RESOLVED:**

**On the motion of Mayor Matthew Ryan  
Seconded Mr Charles Yirrawala**

**The Local Authority:**

- Received and noted the report;
- Discussed the use of project funding, and recommended the supply and installation of 6 x street lights at an estimated cost of \$39,421.88
- Confirmed the suggested locations for the solar lights as final.

**CARRIED**

#### NEXT MEETING

The next meeting is scheduled to take place on Thursday, 15 July 2021.

#### MEETING DECLARED CLOSED

Chairperson Mathew Nagarbin declared the meeting closed at 12:25 pm.

This page and the preceding pages are the minutes of the Minjilang Local Authority meeting held on Thursday, 10 June 2021.

\_\_\_\_\_  
Chairperson

West Arnhem Regional Council

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

Minjilang Local Authority Meeting  
Thursday, 10 June 2021

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 10 FEBRUARY 2022

<b>Agenda Reference:</b>	<b>8.1</b>
<b>Title:</b>	<b>Council's Response to Local Authority Issues Raised</b>
<b>File Reference:</b>	<b>990480</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor</b>

#### SUMMARY

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

#### BACKGROUND

The CEO presented the minutes from the Minjilang Local Authority meetings held on 14 October 2021, and 25 November 2021 at the West Arnhem Regional Council meeting held on 8 December 2021.

#### COMMENT

At the Ordinary Council meeting held on 8 December 2021, Council noted the Minjilang Local Authority reports from meetings held in October 2021 and November 2021 as follows:

##### **11.3 REPORT FOR THE MINJILANG LOCAL AUTHORITY MEETING HELD ON 14 OCTOBER 2021**

The Council considered a report for the Minjilang Local Authority meeting held on 14 October 2021.

**Council noted the unconfirmed minutes of the Minjilang Local Authority meeting held on 14 October 2021.**

##### **11.4 REPORT FOR THE MINJILANG LOCAL AUTHORITY MEETING HELD ON 25 NOVEMBER 2021**

The Council considered a report for the Minjilang Local Authority meeting held on 25 November 2021.

**Council noted the unconfirmed minutes of the Minjilang Local Authority meeting held on 25 November 2021.**

#### STATUTORY ENVIRONMENT

Not applicable.

#### POLICY IMPLICATIONS

Not applicable.

#### FINANCIAL IMPLICATIONS

Not applicable.

## STRATEGIC IMPLICATIONS

The contents of this report are aligned to objectives in goal 1 and 2 in the *Regional Plan and Budget 2020-2021* as outlined below.

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

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

## VOTING REQUIREMENTS

Not applicable.

**RECOMMENDATION:**  
**That the Minjilang Local Authority notes the report.**

**WEST ARNHEM REGIONAL COUNCIL**  
**FOR THE MEETING 10 FEBRUARY 2022**

<b>Agenda Reference:</b>	<b>9.1</b>
<b>Title:</b>	<b>Review of Local Authority Action Items</b>
<b>File Reference:</b>	<b>990217</b>
<b>Author:</b>	<b>Doreen Alusa, Governance and Risk Advisor</b>

**SUMMARY**

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

**BACKGROUND**

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

**COMMENT**

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

**STRATEGIC IMPLICATIONS**

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

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

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

## **VOTING REQUIREMENTS**

Simple majority.

### **RECOMMENDATION:**

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

## **ATTACHMENTS**

- 1 Minjilang LA Action Items List - In Progress.pdf

**Minjilang Local Authority Action Item List – In Progress**

Date of Meeting	Item/ Resolution Number	Action Required	Status	Comment	Action Officer
14.07.2021	OCM/59/2021	<b>ANIMAL MANAGEMENT PROGRAM – MINJILANG</b> Council approved the allocation of \$2,940 of Local Authority funding to the 2021/2022 Animal Management Program	In progress	<b>Update: 28 January 2022</b> Community visits have been postponed due to COVID-19 travel restrictions. New dates will be scheduled once the restrictions are lifted.	Technical Services/ CSM
31.03.2015	10.3.3	<b>EXPANSION OF THE RUBBISH DUMP</b> That the Local Authority recommends that Council work on plotting the expansion of the rubbish dump with Northern Land Council (NLC)	In progress	License has been sought from NLC for Lot221/A  <b>Update: 07 October 2020</b> The administration met with NLC lawyers on 28 September 2020, and was advised that NLC consultations in Minjilang will recommence in 2021.  <b>Update: 05 February 2021</b> The NLC has confirmed that consultations in Minjilang will restart in 2021.  <b>Update: 07 June 2021</b> The administration contacted the NLC on 7 June 2021 and is waiting on the NLC to confirm consultation dates.  <b>Update: 11 August 2021</b> The Quantity Surveyor report has been completed and the administration is reviewing the cost estimate report to determine outcome. The NLC have been engaged to explore the extension of the existing Lot size to provide sustainable waste management in the future and we await outcome.  <b>Update: 01 October 2021</b> NLC are reviewing the current agreements for the waste facilities. Update and advise on consultation dates expected by November 2021.	Technical Services/ CSM

**Minjilang Local Authority Action Item List – In Progress**

Date of Meeting	Item/ Resolution Number	Action Required	Status	Comment	Action Officer
05.11.2020	OCM173/2020 On the motion of Deputy Mayor Anna Egerton Seconded Councillor James Marrawal	<b>SCOPE AND BUDGET FOR RECYCLING SERVICES</b> Council considered the Minjilang Local Authority's recommendation for the administration to provide a scope and budget for recycling services.	In progress	<p><b>Update: 16 November 2021</b> NLC have advised consultation dates have been delayed due to the COVID situation. New dates still to be confirmed.</p> <p><b>Update: 28 January 2022</b> NLC have advised that consultation dates have been delayed due to COVID-19 restrictions. The administration is following up on the confirmation of new consultation dates.</p> <p><b>Update: 01 October 2020</b> A report providing options for recycling services is included in the agenda.</p> <p><b>Update: 05 February 2021</b> The administration is working closely with the Local Government Association of the Northern Territory (LGANT), which is currently developing a program for waste management for West Arnhem communities. Updates on recycling services will be forwarded to LA members as soon as they are received from LGANT.</p> <p><b>Update: 06 June 2021</b> Local Members to discuss the recycling services program at the next LA meeting.</p> <p><b>Update: 4 October 2021</b> Administration is liaising with Seaswift for transportation options of recycling from the community. The Quantity Surveyor report has been completed and the administration is reviewing the cost estimate report to determine outcome. Updates will be provided as determined.</p> <p><b>Update: 16 November 2021</b> The administration is waiting for Seaswift to provide transportation options of recycling from the community.</p>	Technical Services/ CSM

### Minjilang Local Authority Action Item List – In Progress

Date of Meeting	Item/ Resolution Number	Action Required	Status	Comment	Action Officer
16.12.2020	OCM197/2020 On the motion of Councillor James Marrawal Seconded Councillor Otto Dann	<b>FUNDING AND INSTALLATION OF STREET LIGHTS</b> Council approved the allocation of \$ 30,804.15 of Local Authority funding as part of the funding for the installation of street lights at an estimated cost of \$70,261.88, and directed the administration to source for additional funding for the project.	In progress	<b>Update: 31 January 2022</b> Charles Darwin University has completed a waste/ recycling service report has been completed. The report will be used by the administration to seek funding to support setting up a transfer station and clean-up of legacy waste and recycling services.	
14 July 2021	OCM59/2021 On the motion of Mayor Matthew Ryan Seconded Councillor James Marrawal	Council approved the supply and installation of 6 x street lights at an estimated cost of \$39,421.88		<p><b>Update: 05 February 2021</b> The administration is trying to source for additional funding for this project.</p> <p><b>Update: 02 June 2021</b> A report has been prepared for the scope and budget for this meeting held on 10 June 2021</p> <p><b>Update: 14 July 2021</b> Additional funding has been approved for the supply and installation of 6 x solar lights. Location for the installation has been approved by LA members. The administration is waiting on quotes to be received in order to raise a PO</p> <p><b>Update: 11 August 2021</b> A purchase order for the supply of the solar lights has been raised. The solar lights expected to be manufactured by 17<sup>th</sup> September and delivered to Darwin before being transported to Minjilang for installation.</p> <p><b>Update: 01 October 2021</b> The completion date of manufacturing the solar lights has been delayed due to Covid 19 impact. Expected completion and delivery of lights to Darwin is 12 October 2021.</p> <p><b>Update: 15 November 2021</b> The solar lights have been manufactured and are in Darwin.</p>	Technical Services/ CSM/ Office of CEO

### Minjilang Local Authority Action Item List – In Progress

Date of Meeting	Item/ Resolution Number	Action Required	Status	Comment	Action Officer
				<p>Expected delivery to Minjilang is 17/11/2021. Installation of the lights is scheduled for 30<sup>th</sup> November</p> <p><b>Update: 28 January 2022</b> The initial 6 solar lights have been installed. The Council has since ordered another 4 solar lights. Expected delivery to Darwin is end of March 2022.</p>	
05.11.2020	OCM173/2020 On the motion of Deputy Mayor Anna Egerton Seconded Councillor James Marrawal	<p><b>SCOPE AND BUDGET FOR AIRPORT SHELTER UPGRADE</b> Council considered the Minjilang Local Authority's recommendation for the administration to provide a scope and budget for:</p> <ul style="list-style-type: none"> <li>○ The upgrading of the airport shelter.</li> </ul>	In progress	<p><b>Update: 01 October 2020</b> A report providing the scope and budget for this item is included in the agenda.</p> <p><b>Update: 05 February 2021</b> The administration is preparing a proposal that will be submitted to the Building Better Regions Fund (BBRF) program in March 2021. The BBRF is an Australian government infrastructure scheme that provides funding for projects in regional and remote areas.</p> <p><b>Update: 7 June 2021</b> A scope for this project will be included in the agenda for the next meeting scheduled for July 15 2021.</p> <p><b>Update: 01 October 2021</b> A report outlining the scope upgrade and cost estimate has been prepared and will be presented at the LA meeting.</p> <p><b>Update: 15 November 2021</b> A report outlining the scope upgrade and cost estimate has been prepared and will be presented at the LA meeting.</p> <p><b>Update: 28 January 2022</b> An updated report outlining the scope upgrade and cost estimate has been prepared and will be presented at the LA meeting.</p>	Technical Services/ CSM/ Office of CEO
16.12.2020	OCM197/2020 On the motion of Councillor James Marrawal Seconded Councillor Otto Dann	<p><b>AIRPORT UPGRADE</b> Council directed the administration to write to DIPL, and request the Department to divert \$ 39,515.00 of Local Authority funds to Council controlled projects to meet the cost of upgrading the airport shelter in Minjilang.</p>			

**Minjilang Local Authority Action Item List – In Progress**

Date of Meeting	Item/ Resolution Number	Action Required	Status	Comment	Action Officer
16.12.2020	<p>OCM197/2020 On the motion of Councillor James Marrawal Seconded Councillor Otto Dann</p>	<p><b>DISABILITY RAMP AND TOILET</b> Council directed the administration to provide a scope and budget for the following projects in anticipation of future Local Authority funding:</p> <ul style="list-style-type: none"> <li>• A disability ramp at the Council office in Minjilang.</li> <li>• A public toilet that caters for the disabled.</li> </ul>	<p>In Progress</p>	<p><b>Update: 04 February 2021</b> The technical services team is sourcing for quotes and will prepare a report for the next Local Authority meeting.</p> <p><b>Update: 06 June 2021</b> The administration is working with the building certifier and architect to design a disabled ramp and convert the current toilets to a compliant disabled toilet to provide a scope of work and cost estimate.</p> <p><b>Update 11 August 2021</b> A report has been prepared by the administration and will be presented at the next LA meeting</p> <p><b>Update 01 October 2021</b> A report has been prepared by the administration and will be presented at the LA meeting.</p> <p><b>Update 15 November 2021</b> A report has been prepared by the administration and will be presented at the LA meeting.</p> <p><b>Update 28 January 2022</b> The administration has prepared a report that will be presented at the LA meeting.</p>	<p>Technical Services/ CSM</p>

**WEST ARNHEM REGIONAL COUNCIL**  
**FOR THE MEETING 10 FEBRUARY 2022**

<b>Agenda Reference:</b>	<b>10.1</b>
<b>Title:</b>	<b>CSM Report on Current Regional Council Services</b>
<b>File Reference:</b>	<b>990215</b>
<b>Author:</b>	<b>Jesse Evans, Chief Operations Officer (Acting)</b>

**SUMMARY**

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

**BACKGROUND**

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

**COMMENT**

The following report has been prepared by CSM Cathy Makings.

**STRATEGIC IMPLICATIONS**

Not applicable.

**VOTING REQUIREMENTS**

Not applicable.

**RECOMMENDATION**

**That the Authority notes the report.**

**ATTACHMENTS**

- 1 CSM Report - LA Minjilang.pdf

## LOCAL AUTHORITY REPORT

**Minjilang**  
24/01/2022



### Service Delivery

#### 1. Attendance rates

##### 1.1. Staff Attendance

Minjilang Council has averaged 42% attendance since the last reporting period, with all required works still being completed in the community.

- Currently recruiting to fill 4 vacant positions, due to new COVID-19 legislation

Total number of vacancies	11
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#### 2. Administration Services

##### 2.1. Administration

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

- Mobile and landline communications services were affected during 12<sup>th</sup> – 19<sup>th</sup> December 2021, 26<sup>th</sup> – 28<sup>th</sup> December 2021 and 4<sup>th</sup> – 7<sup>th</sup> January 2022. Communications went down again on 27<sup>th</sup> January 2022, with no ETA on when it will be resolved. This has impacted operations.

##### 2.2. Post Office

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

- Mail services have been disrupted over the past 2 months due to Covid-19 restrictions.

Total postage received	254 kg
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##### 2.3. Centrelink

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

- Interruptions to servicing and enquiries, due to no phone and internet services from 12<sup>th</sup> – 19<sup>th</sup> December 2021, 26<sup>th</sup> – 28<sup>th</sup> December 2021 and 4<sup>th</sup> – 7<sup>th</sup> January 2022.
- Monthly stats reports submitted on time.
- Liaising with Centrelink to replace the computer in the Centrelink room.

##### 2.4. Cleaning

Scheduled cleaning of council assets have been completed as follows:

- Council Office – once every week – Total of 10 occasions.
- Playground Amenities – once every week – total of 10 occasions.
- Public Toilets once every week – Total of 10 occasions.
- Visitor Accommodation rooms cleaned as required.

### 2.5. Visitor Accommodation

Total number of current visitor accommodation available is 10, and bookings can be made through Little Hotelier.

- Accommodation bookings are averaging 60% capacity.

## 3. Wellbeing Services

### 3.1. Sport & Recreation

Leah Holt Youth, Sport and Recreation Officer from Warruwi, is on a 3-6 month secondment in Minjilang as Acting Wellbeing Coordinator, while recruitment of this position is reviewed.

- Minjilang held Junior Basketball Grand Final night held on Friday 17th December 2021. Trophies were presented, followed by an outdoor disco.
- Community Christmas party held on 25<sup>th</sup> December 2021, with presents given to the children. ALPA donated food and gifts, and staff assisted with catering for about 120 people.
- Minjilang staff cooked dinner for 120 people for the New Year's count down disco, which included a dance competition and \$1000.00 worth of goods donated by ALPA.
- Musician, Kenyon Brown, visited Minjilang on the Wednesday 5th January 2022, which was a huge success and enjoyed by all in the community.
- During the school holidays, basketball, gymnastics and other events were organised for each week day.
- Due to Covid-19 travel restriction, RIX KIX ARTS community visit was cancelled. This dance program now been conducted via the internet, with a video showcasing the community children.

Attendance totals	1504
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### 3.2. Early Learning

The childcare centre operated Monday to Friday, 7:30am to 5:00pm. Daily attendances of about 3-9 children.

- Currently in final stage of recruitment for a new Child Care Senior Officer.
- Youth, Sport and Recreation Officers provide daily assistance with preparing food and other tasks when required.
- The Christmas party was held on 15<sup>th</sup> December 2022 and presents given out to the children.
- The crèche closed over the Christmas period from 20<sup>th</sup> December 2021 – 4<sup>th</sup> January 2021.
- Currently looking into funding options to possibly air-conditioning the facility.

Attendance totals	112
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### 3.3. Aged Care

Currently provided support for 3 clients. Possibility that support can be made available for more clients in the future.

- Daily meals are still being prepared by Alpa Store.
- Assisting clients with personal care and household tasks.

Total meals provided	158
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### 3.4. Night Patrol

Night patrol services are provided on Monday to Friday nights, between 9pm and 3am.

- Currently recruiting for new Community Safety Senior Officer.
- Over the past few months, staff have been busy attending to several unrests and fighting due to illegal alcohol.

## 4. Community Works

### 4.1. Parks and Open Space

The community is generally clean and tidy.

- Preparation for the wet season has been completed.
- Playground is operational and tidy.
- Mowing and whipper snipping where carried out.

### 4.2. Roads

Road inspections conducted and repairs are scheduled to occur before wet season.

- Removal of corrugation in roads has been occurring every 2 weeks.

### 4.3. Waste

The landfill site is opened to the public. As required staff clean the site and manage the rubbish pits.

- Kerbside pickups occurred on schedule, Mondays and Thursday of each week – total of 20 times
- Hard rubbish is collected every 2 weeks. An extra 2 collections were done during December 2021 and January 2022 in preparation for cyclones.

Total amount of waste removed from landfill	0 kg
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#### 4.4. Plant and equipment

- Council ride on mowers have broken down a few times over the last month, staff were able to make repairs each time.
- All other plant working OK

## 5. Essential Services

Long serving ESO, Terence Jackson, resigned on 25<sup>th</sup> November 2021, after near 12 years of working with the council. The Relief ESO already based on Minjilang, was the successful at winning the permanent ESO position.

### 5.1. Power

- Genset 3 failed during the night 1<sup>st</sup> December 2021. It was isolated from generation system and placed as 'Out of service' until Cummins can do complete rebuild.
- Genset 1 failed with electrical issue on 2<sup>nd</sup> December 2021 and was taken offline. PowerWater electrician and Cummins mechanic conducted inspection on 3<sup>rd</sup> December 2021, and repairs carried out and back online 6<sup>th</sup> December 2021.
- Diesel deliveries occurred as usual.
- Genset 1 Serviced on 11<sup>th</sup> December 2021 and again on 21<sup>st</sup> December 2021, due to engine oil pump U/S. Service by manual pump. Additional service conducted 31<sup>st</sup> December 2021.
- Request sent to PowerWater regarding tree near power line at the Council Workshop. Informed line crew due for maintenance in January 2022.

### 5.2. Water

- Water samples conducted as per scheduled review.
- Water shed parts and equipment organization ongoing.
- Water chlorine levels LOW, due to malfunction of Chlorination Dosing Pump on the 2<sup>nd</sup> December 2022. Replacement Chlorination Dosing Pump and PVR Valve installed.
- Repair mains leak at Lot 100 on 10<sup>th</sup> December 2021, including replacement of mains tapping band and ferrel cock assembly, water restored to service lines.
- Bore Pump 3 leak from Hydr cyclone filter, Coordinator informed.
- SPS Pump 2 showed fault on 24<sup>th</sup> December 2021. Coordinator informed and placed 'Out of Service' until further notice.
- Ongoing issues with community water supply chlorination levels. Daily checks required to ensure readings are in tolerance. PowerWater to install new system in the coming months.

### 5.3. Sewage

- Contractors on site 10<sup>th</sup> December to install Macerator and SPS sewer basin clean.
- Sewer pump pulled and cleaned with low level pump out.
- Sewer pond wells cleaned.
- Monthly sewer samples taken.

#### 5.4. Airfield

All inspections were undertaken by the ARO. No significant issues were noted. The works crew:

- Slashed the runway shoulders and fence perimeter on 1 occasion.
- There was no interruption to the above services.
- Unable to complete mowing surround areas of the airfield due to slasher break down. Once replacement parts and repairs conducted, works will recommence.

There was no interruption to the above services.

## 6. Trade Services

### 6.1. Scheduled Servicing

- Mechanic –Mechanic, David Ciosmak in community 10<sup>th</sup> – 13<sup>th</sup> January 2022.

### 6.2. Unplanned Maintenance

- Nil.

## 7. Community

### 7.1. Local Authority projects

- **Current**
  - Awaiting pathway solar lights.
- **Future**
  - LA funded fencing around the council office to keep animals at bay.
  - New Minjilang Airport Shelter.
  - Disable ramp, toilets and shower to install at council office.
  - Toilets to be installed at airport.

### 7.2. Other projects

- **Opportunities** – Outdoor cinema including seating at rear of council office.
- **Current** – Road works and mowing currently under way.
- **Future** – N/A.

### 7.3. Community meetings and events

- Kenyon Brown 5<sup>th</sup> January 2022.
- LEMC Cyclone Preparation Meeting 6<sup>th</sup> January 2022.
- LEMC Pandemic Meeting 6<sup>th</sup> January 2022.
- Home brewing alcohol and violence 14<sup>th</sup> and 18<sup>th</sup> January 2022.
- Australia Day Celebrations to be held on the beach 26<sup>th</sup> January 2022.

Total number of meetings and events attended by the CSM	8
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### 7.4. Community key focus areas

- Police presence still in community which is shared with Waruwi
- Illegal home brewing still happening in the community and the violence has started to escalate.
- Animal Control needed in the community and arrangements have been made for visiting vets to come to Minjilang – March 7 -11

### 7.5. Good news stories

- Congratulations to Charles Yirrawala, Works Officer and Tuteus Tapara, Community Safety Officer, who have completed 5 years or more of service with the council.

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 10 FEBRUARY 2022

<b>Agenda Reference:</b>	<b>13.1</b>
<b>Title:</b>	<b>Financial Report to December 2021</b>
<b>File Reference:</b>	<b>989388</b>
<b>Author:</b>	<b>Michael Connell, Finance Officer; Andrew Shaw, Finance Manager</b>

#### SUMMARY

This Financial Report for the year to date period 1 July to 31 December 2021, six months of the 2021-22 financial year, is prepared for the Minjilang Local Authority.

#### BACKGROUND

This Financial Reports include the following attachment:

- Graphical Finance Presentation

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

#### COMMENT

The Local Authority members are encouraged to discuss the Finance Report for the period ended 31 December 2021. The report covers all of the activities within the Minjilang Community. There are activities related to Core Services both Tied and Untied, Commercial Services, and Community Service activities. Additionally, there are some projects that are funded from Council's own money.

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

## Actuals v Budget by Reporting Group

as at 31 Dec 2021

Description	TOTAL MINJILANG					Annual Budget	Progress
	Actuals YTD	Budget YTD	Variance	%			
<b>Operational Revenue</b>							
61 - Income Rates and Charges	56,236	56,237	(0)	(0%)		112,473	50%
62 - Income Council Fees and Charges	5,648	6,750	(1,102)	(16%)		13,500	42%
63 - Income Operating Grants	347,615	328,259	19,356	6%		499,195	70%
65 - Income Allocation	42,729	45,329	(2,600)	(6%)		90,659	47%
66 - Other Income	4,050	3,650	400	11%		6,950	58%
67 - Income Agency and Commercial Services	429,596	430,632	(1,036)	(0%)		861,105	50%
<b>Total Operational Revenue</b>	<b>885,875</b>	<b>870,857</b>	<b>15,018</b>	<b>2%</b>		<b>1,583,882</b>	<b>56%</b>
<b>Operational Expenditure</b>							
71 - Employee Expenses	745,945	674,896	71,049	11%		1,338,975	56%
72 - Contract and Material Expenses	121,848	220,543	(98,694)	(45%)		371,456	33%
73 - Finance Expenses	676	850	(174)	(20%)		1,700	40%
74 - Travel, Freight and Accom Expenses	65,972	74,116	(8,144)	(11%)		147,691	45%
76 - Fuel, Utilities & Communication	137,248	133,864	3,384	3%		267,467	51%
79 - Other Expenses	185,481	201,478	(15,997)	(8%)		391,548	47%
<b>Total Operational Expenditure</b>	<b>1,257,170</b>	<b>1,305,747</b>	<b>(48,577)</b>	<b>(4%)</b>		<b>2,518,838</b>	<b>50%</b>
<b>Total Operational Surplus / (Deficit)</b>	<b>(371,295)</b>	<b>(434,890)</b>	<b>63,595</b>	<b>15%</b>		<b>(934,956)</b>	<b>40%</b>
<b>Capital Income</b>							
68 - Income Capital Grants and Contributions	194,413	194,413	-	-		194,413	100%
<b>Total Capital Income</b>	<b>194,413</b>	<b>194,413</b>	<b>-</b>	<b>-</b>		<b>194,413</b>	<b>100%</b>
<b>Capital Expense</b>							
33 - Capital Expenditure	85,676	262,331	(176,655)	(67%)		311,663	27%
<b>Total Capital Expense</b>	<b>85,676</b>	<b>262,331</b>	<b>(176,655)</b>	<b>(67%)</b>		<b>311,663</b>	<b>27%</b>
<b>Total Capital Surplus / (Deficit)</b>	<b>108,737</b>	<b>(67,918)</b>	<b>176,655</b>	<b>100%+</b>		<b>(117,249)</b>	<b>0%</b>
<b>Net Surplus / (Deficit)</b>	<b>(262,558)</b>	<b>(502,808)</b>	<b>240,250</b>	<b>48%</b>		<b>(1,052,205)</b>	<b>25%</b>

## STATUTORY ENVIRONMENT

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

## POLICY IMPLICATIONS

Not Applicable.

## FINANCIAL IMPLICATIONS

Not Applicable.

## STRATEGIC IMPLICATIONS

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

### GOAL 2 LOCAL GOVERNMENT ADMINISTRATION

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

#### Objective 2.1

An effective, efficient and accountable Regional Council.

## VOTING REQUIREMENTS

Not applicable.

### RECOMMENDATION:

**That the Minjilang Local Authority notes and receives the Financial Report for the year to date period, July to December 2021.**

## ATTACHMENTS

- 1 Graphical Finance Presentation Minjilang - Dec 2021.pdf



**Minjilang Local Authority Committee  
Financial Management Report for the  
period ended 31<sup>st</sup> December 2021.**

# Actual v Budget – Operational – July to December 2021

## Actuals v Budget by Reporting Group

as at 31 Dec 2021

Description	TOTAL MINJILANG			
	Actuals YTD	Budget YTD	Variance	%
<b>Operational Revenue</b>				
61 - Income Rates and Charges	56,236	56,237	(0)	(0%)
62 - Income Council Fees and Charges	5,648	6,750	(1,102)	(16%)
63 - Income Operating Grants	347,615	328,259	19,356	6%
65 - Income Allocation	42,729	45,329	(2,600)	(6%)
66 - Other Income	4,050	3,650	400	11%
67 - Income Agency and Commercial Services	429,596	430,632	(1,036)	(0%)
<b>Total Operational Revenue</b>	<b>885,875</b>	<b>870,857</b>	<b>15,018</b>	<b>2%</b>
<b>Operational Expenditure</b>				
71 - Employee Expenses	745,945	674,896	71,049	11%
72 - Contract and Material Expenses	121,848	220,543	(98,694)	(45%)
73 - Finance Expenses	676	850	(174)	(20%)
74 - Travel, Freight and Accom Expenses	65,972	74,116	(8,144)	(11%)
76 - Fuel, Utilities & Communication	137,248	133,864	3,384	3%
79 - Other Expenses	185,481	201,478	(15,997)	(8%)
<b>Total Operational Expenditure</b>	<b>1,257,170</b>	<b>1,305,747</b>	<b>(48,577)</b>	<b>(4%)</b>
<b>Total Operational Surplus / (Deficit)</b>	<b>(371,295)</b>	<b>(434,890)</b>	<b>63,595</b>	<b>15%</b>



# Actual v Budget – Capital – July to December 2021

## Actuals v Budget by Reporting Group as at 31 Dec 2021

Description	TOTAL MINJILANG			
	Actuals YTD	Budget YTD	Variance	%
<b>Capital Income</b>				
68 - Income Capital Grants and Contributions	194,413	194,413	-	-
<b>Total Capital Income</b>	<b>194,413</b>	<b>194,413</b>	<b>-</b>	<b>-</b>
<b>Capital Expense</b>				
33 - Capital Expenditure	85,676	262,331	(176,655)	(67%)
<b>Total Capital Expense</b>	<b>85,676</b>	<b>262,331</b>	<b>(176,655)</b>	<b>(67%)</b>
<b>Total Capital Surplus / (Deficit)</b>	<b>108,737</b>	<b>(67,918)</b>	<b>176,655</b>	<b>100%+</b>

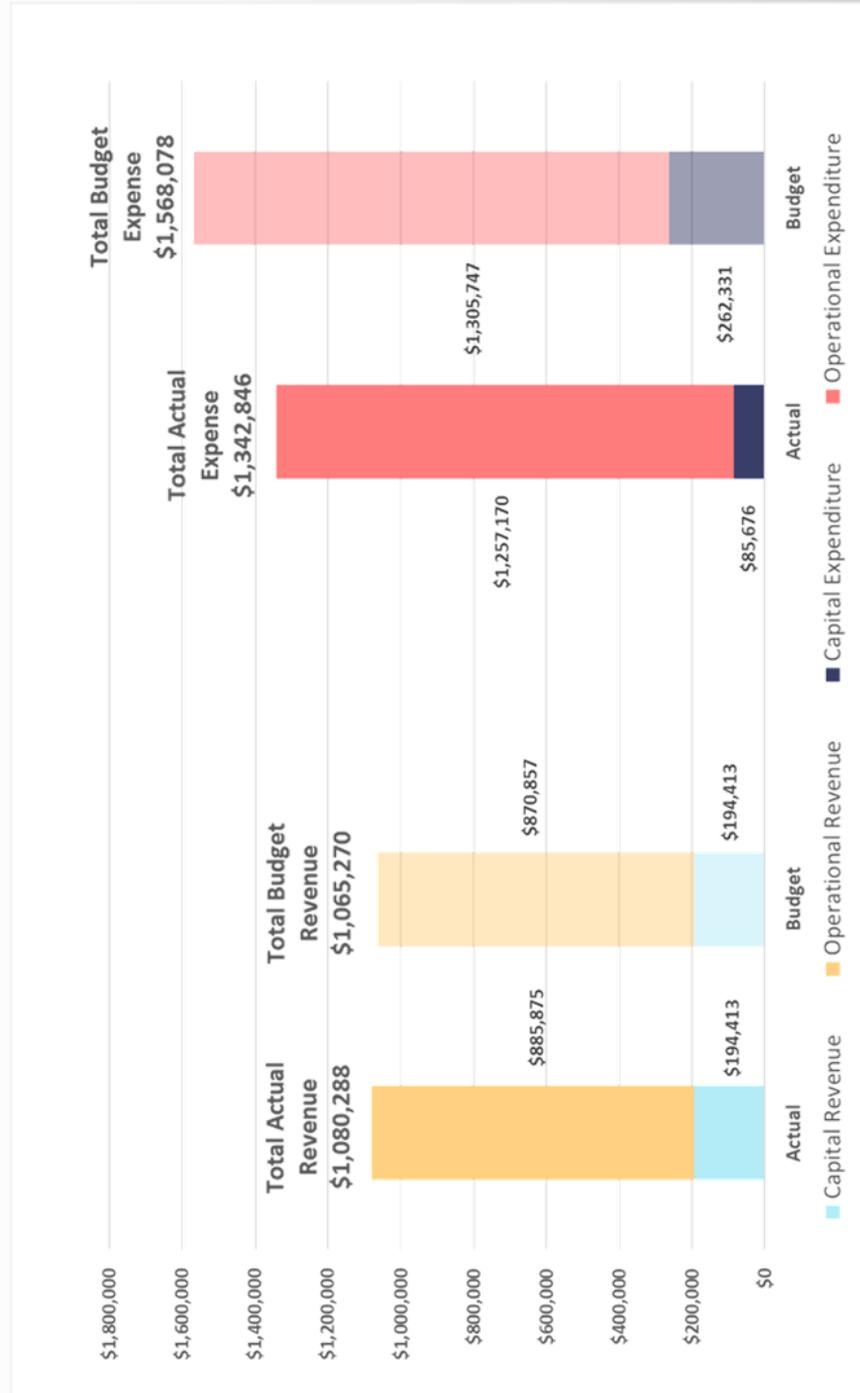
Legend:

-  Unfavourable variance over \$25,000
-  Unfavourable variance under \$25,000
-  Favourable variance
-  Variance over \$300,000



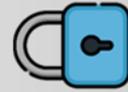


# Actual v Budget – Minjilang – July to December 2021



## Council Funded Projects – July to December 2021

Reserve Activity	Approved Budget	Date of Approval	Expenditure to 30 Jun 2020	Expenditure to 30 Jun 2021	Expenditure to date FY2021-22	Balance as at 31.12.2021
5187.04 - Council Contribution - Basketball Court Upgrade	185,893	FY 20/21	-	(139,972)	(43,869)	2,052
5200.04 - Fencing for New Cemetery	30,000	FY 20/21	-	-	-	30,000
5264.04 - Purchase Commercial Washer and Dryer	20,000	FY 20/21	-	(6,919)	(423)	12,658
5274.04 - Purchase Isuzu Dmax Utility	55,000	FY 21/22	-	-	-	55,000
5280.04 - Purchase Ride on Mower	35,000	FY 21/22	-	-	-	35,000
<b>Capital Reserve Balance</b>	<b>325,893</b>		<b>-</b>	<b>(146,891)</b>	<b>(44,292)</b>	<b>134,710</b>



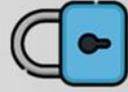
## Grant Funding – Local Authority Projects – July to December 2021

Grant Funding - Local Authority Projects	Approved Budget	Year of Budget Approval	Cash received to date (incl. Carried Forward)	Expenditure prior years	Expenditure to date 2021-22	Cash Balance as at 31.12.2021
Local Authority Projects (LAP) 2021-22 Project Funding \$36,900 - \$5,832 received, \$31,068 outstanding - relates to cumulative balance of FY2018-19 unspent funds. To be released once fully spent.	36,900	FY 21/22	5,832	-	-	
Local Authority Projects (LAP) - Unallocated	15,119	FY 21/22	15,119			15,119
LAP - Shrubs and Trees for Playground - <b>completed</b>	4,224	FY 19/20	4,224	(4,224)		-
LAP - Bin Surround - <b>completed</b>	2,781	FY 19/20	2,781	(2,781)		-
LAP - Elected Members Board of Recognition - <b>completed</b>	2,076	FY 20/21	2,076	-	(2,076)	-
LAP - Speed Bump near Shop	12,537	FY 20/21	12,537	-	-	12,537
LAP - Welcome Sign	8,072	FY 20/21	8,072	-	(1,474)	6,598
LAP - Solar Lights	70,226	FY 20/21	70,226	-	(26,273)	43,953
LAP - Animal Management Program	2,940	FY 20/21	2,940	-	-	2,940
<b>TOTAL LOCAL AUTHORITY PROJECTS</b>	<b>154,874</b>	-	<b>123,806</b>	<b>(7,004)</b>	<b>(29,823)</b>	<b>81,147</b>



## Grant Funding – Community Projects – July to December 2021

Grant Funding - Community Projects	Approved Income Budget	Year of Budget Approval	Cash received to date (incl. Carried Forward)	Expenditure Prior years	Expenditure to date 2021-22	Cash Balance as at 31.12.2021
Local Roads and Community Infrastructure Program	-	FY 21/22	-	-	-	-
Upgrade Minjilang Basketball Court	146,026	FY 19/20	146,026	(130,615)	(15,411)	-
Community Road Safety Education	-	FY 21/22	-	-	-	-
Commonwealth Home Support Program (CHSP)	-	FY 21/22	-	-	(24,981)	-
NT Jobs Package - Aged Care	-	FY 21/22	-	-	(8,811)	-
Night Patrol	-	FY 21/22	-	-	(43,230)	-
Safety and Wellbeing - Sport and Recreation	-	FY 21/22	-	-	(62,201)	-
Remote Sport Program	-	FY 21/22	-	-	-	-
Deliver Indigenous Broadcasting Programs (RIBS)	-	FY 21/22	-	-	-	-
Manage Crèche	357,158	FY 21/22	179,218	-	(189,418)	-
Australia Day Grant	-	FY 21/22	-	-	-	-
Night Patrol Covid-19 Booster Program	-	FY 21/22	-	-	(103,039)	-
TEABBA Staff Funding - Indigenous Broadcasting Prgm (RIBS)	7,759	FY 21/22	-	-	(14,864)	-
<b>TOTAL COMMUNITY PROJECTS</b>	<b>510,942</b>		<b>325,244</b>	<b>(130,615)</b>	<b>(461,955)</b>	<b>-</b>





## New Assets or Additions to Existing Assets Commissioned – July to December 2021

Toyota Fortuner Wagon  
Minjilang  
Asset no. 100114  
\$47,836



## WEST ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 10 FEBRUARY 2022

<b>Agenda Reference:</b>	<b>13.2</b>
<b>Title:</b>	<b>Local Authority Funding</b>
<b>File Reference:</b>	<b>989933</b>
<b>Author:</b>	<b>Michelle Hillman, Manager Business Development</b>

#### SUMMARY

Project funding is provided each year from the Department of Local Government, Housing and Community Development for Minjilang Local Authority. This report provides an update on the status of this funding.

#### BACKGROUND

The Minjilang Local Authority is allocated funding each financial year by the Department of Local Government, Housing and Community Development for projects of local importance as identified by the Local Authority membership. Local Authority funding will need to be fully expended within two years of receipt.

**Allocated funds as 31 December 2021:** \$66,028

Local Authority funding has been allocated to complete the projects detailed in the table below. These projects have been endorsed by Council.

<b>Minjilang</b>	
<b>Project</b>	<b>Allocated Funding balance as at 31 December 2021</b>
Speed bump near shop	\$12,537
Welcome sign	\$6,598
Solar lights	\$43,953
Animal Management Program	\$2,940
<b>TOTAL</b>	<b>\$66,028</b>

**Unallocated funds as at 31 December 2021:** \$15,119

**Total as at 31 December 2021:** \$81,147

The 2021-22 project funding, totalling \$36,900, has not yet been received in full. A part payment of \$5,832 was received with the balance of \$31,068 to be paid once all of FY2018-19 allocated funding has been spent.

#### VOTING REQUIREMENTS

Simple majority

#### RECOMMENDATION:

**That the Minjilang Local Authority notes the report and continues to discuss the use of Local Authority project funding to allocate all available funding.**

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 10 FEBRUARY 2022

<b>Agenda Reference:</b>	<b>15.1</b>
<b>Title:</b>	<b>Minjilang Airport Shelter Upgrade</b>
<b>File Reference:</b>	<b>989677</b>
<b>Author:</b>	<b>Loukas Gikopoulos, Buildings and Civil Coordinator</b>

#### SUMMARY

The purpose of this report is to provide the Minjilang Local Authority a proposal to upgrade the airport shelter.

#### BACKGROUND

The Minjilang Local Authority has requested the administration to scope and budget the upgrade of the existing airport shelter. The airport shelter was constructed 30 years ago and has not had any repairs or upgrades. The shelter is used by locals and visitors as a waiting area for departures and arrivals.

#### COMMENT

The shelter structure will require minor works to be a practical waiting area to accommodate departures and arrivals.

The upgrade will include:

- Roofing
- Purlins
- Gutters
- Downpipes
- Painting
- Seating
- Stairs and handrails
- Concrete path
- Full length separation wall

Due to cultural sensitivity, the administration is taking into account that a separate seating area for males and females is required. This will entail the construction of a high wall in the middle of the airport shelter.

Below table includes scope of works and cost breakdown

ITEMS	DESCRIPTION	AMOUNT
Establishment costs	Contractor expenses- flights and accommodation	\$15,000
Demolition	Roof, gutters, downpipes, seating, stairs	\$6,000
Construction	Roof structure- purlins, sheets, downpipes, gutters, Full length wall, seating, steps and handrails	\$30,000
Painting	All steel work, downpipes, decking, seating	\$18,000
Concrete	1.5 mtr path around the shelter	\$12,000
Barge costs	Plant and material	\$10,000
<b>Total estimated cost</b>		<b>\$91,000</b>

Note: West Arnhem Regional Council does not have a lease agreement with the Northern Land Council (NLC) or the Department of Infrastructure, Planning and Logistics (DIPL) for a license to maintain the airport facilities. Maintenance requests are issued by DIPL to WARC to carry out maintenance works to the airstrip.

Attached are mock up photos and the floor layout which indicates the extent of the proposed works.

#### **STATUTORY ENVIRONMENT**

Not applicable at this time.

#### **POLICY IMPLICATIONS**

Not applicable

#### **FINANCIAL IMPLICATIONS**

Not applicable at this time.

#### **STRATEGIC IMPLICATIONS**

The contents of this report are aligned to the objectives in goals 3 of the *Regional Plan and Budget 2021-2022* as outlined below:

<b>GOAL 3 LOCAL INFRASTRUCTURE</b>	
<i>Well maintained and enhanced built and natural environment.</i>	
<b>Objective 3.1</b>	Infrastructure and asset management strategies appropriate to the needs of Council.
<b>Objective 3.5</b>	Buildings, facilities and infrastructure assets that are fit for purpose and sufficient to service operational requirements

#### **VOTING REQUIREMENTS**

Simple majority

#### **RECOMMENDATION:**

##### **That the Local Authority:**

- **Notes the report;**
- **Reviews this project and recommends whether it should be prioritized over other projects discussed during this meeting; and**
- **Requests Council to direct the administration to try and seek additional funding for the Minjilang Airport upgrade at an estimated cost of \$91,000.**

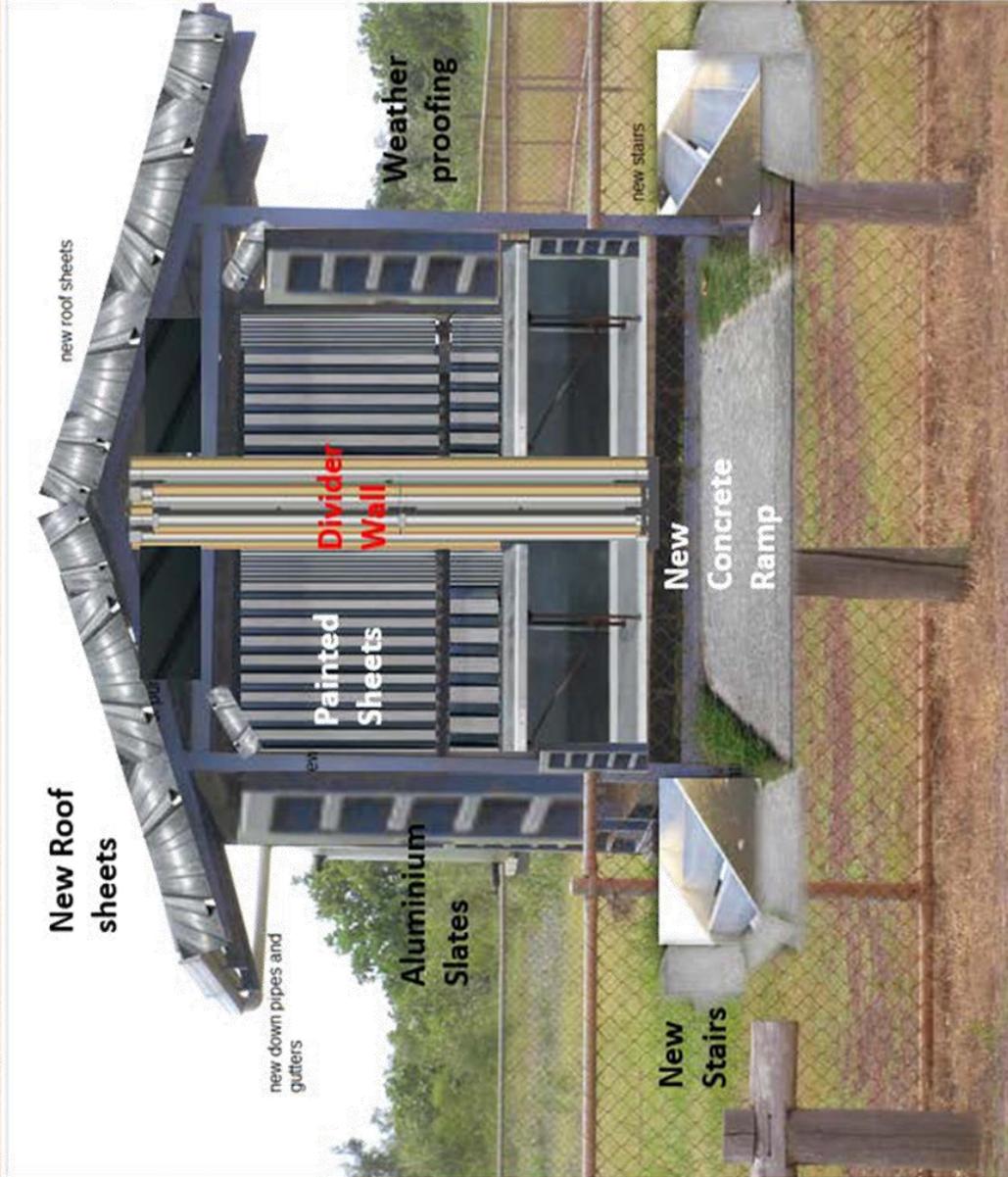
#### **ATTACHMENTS**

- 1 airport shelter.pdf

# Proposed Airport Shelter Upgrade

The upgrade will include:

- Roofing
- Purlins
- Gutters
- Downpipes
- Painting
- Seating
- Stairs and handrails
- Concrete path



**Total estimated cost: \$ 91000**

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 10 FEBRUARY 2022

<b>Agenda Reference:</b>	<b>15.2</b>
<b>Title:</b>	<b>Minjilang Council Office Disabled Access Ramp and Toilet</b>
<b>File Reference:</b>	<b>989678</b>
<b>Author:</b>	<b>Loukas Gikopoulos, Buildings and Civil Coordinator</b>

#### SUMMARY

The purpose of this report is to provide to the Minjilang Local Authority a proposal to scope and budget to install a disabled access ramp to the Council office and construct a disabled toilet.

#### BACKGROUND

As per OCM197/2020, Council directed the administration to provide a scope and budget in anticipation of future Local Authority funding to provide for a disabled access ramp to the Council office and a disabled toilet for public use.

#### COMMENT

##### DISABLED RAMP

The administration has prepared a scope and cost estimate to construct a disabled ramp based on initial site inspection and the guidelines of the Building Code of Australia (BCA)

The disabled ramp will be constructed at the board room end of the Council building as it provides safe access and complies with the BCA and Australian Standards requirements for a disabled ramp.

Key design requirements for a compliant and certified disabled ramp

- Meets the minimum grade requirement 1:14
- Has a continuous path of travel from the Council entrance to the ramp.
- The ramp will feature handrails to both sides at the appropriate height
- Landing areas with tactile indicators to be installed at the bottom and top of the ramp.
- An estimated cost has been prepared for the supply, certification/ permits, structural and installation of the ramp.

The cost breakdown below is based on the above assumptions. Actual construction costs to be determined based on approved design drawings and documentation

QUANTITY	SCOPE OF WORKS	COSTINGS
1	Structural design drawings	\$3,000
1	Supply and install new disabled ramp	\$50,000
2	Construct concrete landings	\$5,000
2	Supply and install handrails	\$25,000
3	Supply and install tactile flooring	\$2,000
3	Supply and install ramps and rails to entry doors	\$4,500
1	Building certification/ permits	\$7,000
	Total cost estimate	\$96,500

Note: The building certifier will undertake a preliminary site inspection and confirm the exact scope requirements to determine whether the Council office will need to be upgraded as part of the disabled ramp compliance.

## DISABLED TOILET

The administration has prepared a scope and cost estimate to construct a compliant disabled toilet at the Minjilang Council building.

The scope involves modifying and changing one of the shower rooms in each of the male and females to a disabled toilet. This will entail new wall partition, door, handrails, toilets and hand basins.

The administration has determined the existing shower/ toilets at the Minjilang Office as the most practical and cost effective location and solution rather than a stand-alone toilet block. This will ensure the construction costs are minor and the disabled toilet is accessed directly in line with the disabled ramp.

Key benefits of modifying the existing toilet to a disable toilet

- No new electrical or plumbing services are required
- No site servicing plans or PWC approvals are required
- No additional footpath or access ramp required
- No new building construction is required
- NLC approvals or AAPA clearances is not required
- No structural drawings required

The below cost breakdown is based on the above assumptions. Actual construction costs to be determined based on approved design drawings and documentation

QUANTITY	SCOPE OF WORKS	COSTINGS
1	Supply design drawings	\$3,000
1	Supply and install new male disabled toilet	\$30,000
1	Supply and install new female disabled toilet	\$30,000
2	Supply and install ramps to entry doors	\$4,500
1	Building certification/ permits	\$7,000
	Total cost estimate	\$80,000

**Total construction costs for the disabled ramp and disabled toilet projects is \$176,500**

**Note: An initial outlay of \$25k is required for the ramp and toilet certified drawings.**

## STRATEGIC IMPLICATIONS

The contents of this report are aligned to the objectives in goals 3 of the *Regional Plan and Budget 2021-2022* as outlined below:

GOAL 3 LOCAL INFRASTRUCTURE	
<i>Well maintained and enhanced built and natural environment.</i>	
Objective 3.1	Infrastructure and asset management strategies appropriate to the needs of Council.
Objective 3.5	Buildings, facilities and infrastructure assets that are fit for purpose and sufficient to service operational requirements

## **VOTING REQUIREMENTS**

Simple majority

### **RECOMMENDATION:**

**That the Local Authority:**

- **Notes the report;**
- **Reviews this project and recommends whether it should be prioritized over other projects discussed during this meeting;**
- **Requests Council to direct the administration to try and seek additional funding for this project at an estimated cost of \$176,500; and**
- **Considers the allocation of \$25,000 of future Local Authority funding to meet costs for the architectural and structural drawings for this project.**

### **ATTACHMENTS**

- 1 disabled ramp.pdf**
- 2 disabled toilets.pdf**

# Proposed Disabled Access Ramp



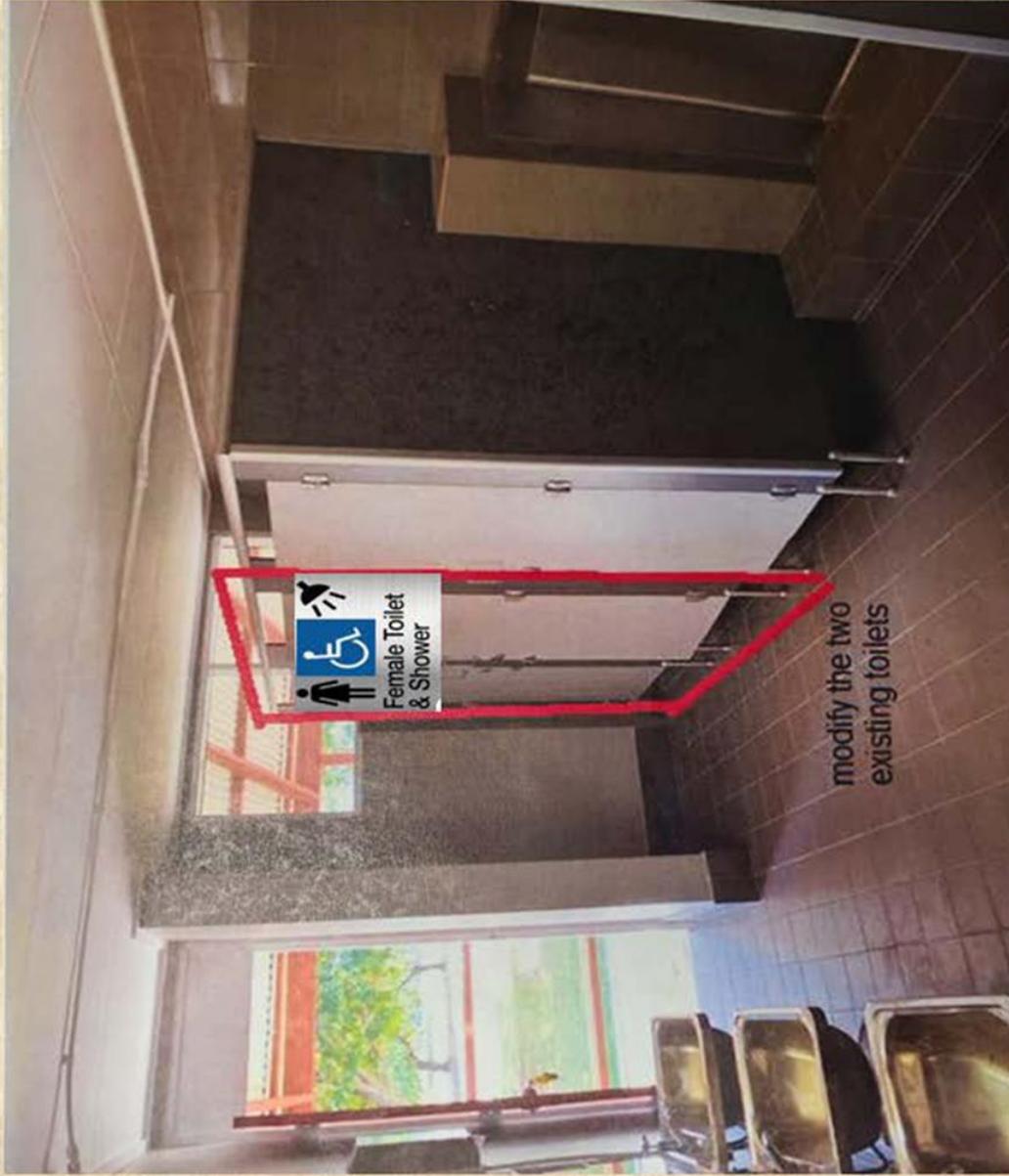
**Disable Ramp:**  
Access to council office building

Total Cost Estimate = \$ 96500

## Proposed Disable Toilets

The total estimated cost for 1 Male and 1 Female disabled toilets = \$ 80000.

- No new electrical or plumbing services are required.
- No site servicing plans or PWC approvals required.
- Modify one female shower to a compliant disabled toilet.
- Modify one male shower to a compliant disabled toilet.



## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 10 FEBRUARY 2022

<b>Agenda Reference:</b>	<b>15.3</b>
<b>Title:</b>	<b>Minjilang Airport Flushable Toilet</b>
<b>File Reference:</b>	<b>989679</b>
<b>Author:</b>	<b>Loukas Gikopoulos, Buildings and Civil Coordinator</b>

#### SUMMARY

The purpose of this report is to provide a scope and budget to constructing a flushable toilet at the Minjilang Airport for the Local Authority's consideration.

#### BACKGROUND

During the last Local Authority meeting held on 10 June 2021, the administration presented an Eco toilet design to the Minjilang Local members to consider as a toilet option.

The Local Authority, made the decision for the administration to further explore the possibility of sourcing a flushable toilet system with separate male and female toilets.

#### COMMENT

The administration has sought a custom built toilet to be manufactured for the project in order to function as a conventional flushable toilet. The design feature will consist of a septic tank set up combined with a solar pump system, connected to a bore pump and to the structural blockwork toilet.

The toilet block will have sewerage and water services connected and operate like a conventional toilet (flushable). The solar product and septic tank is used on all off grid projects on remote sites that have no plumbing or electrical services.

The proposed ablution block will be constructed in blockwork and consist of separate male and female toilets fitted with wash basins.

Key design features include

- 3000 ltr holding tank
- Pump out pit
- Absorption trench
- Solar septic pump
- Batteries
- 2000 ltr water tank
- Pressure pump solar system

Ongoing maintenance - timeframe to be determined upon usage

- Sewerage pump out costs (from Darwin)
- Ongoing maintenance of equipment
- Water tanks to be refilled when empty

The expected timeframe from confirmation of order is 10 weeks.

The costs estimates provided by the administration is based on supplier technical data and designs that are suitable for the site conditions and similar systems in other remote regions.

The table below includes the scope of works and cost breakdown for the septic tank/ solar system and the construction of a blockwork toilet.

STRUCTURAL ABLUTION BLOCK	DESCRIPTION	AMOUNT
1.0	Design and documentation	\$15,000
1.1	Site preparation	\$20,000
1.2	Water and sewerage plumbing connections	\$20,000
1.3	Water tank/ guttering and stand	\$20,000
1.4	Structural construction	\$80,000
1.5	Internal fit out	\$30,000
Total construction costs		\$185,000
SEPTIC TANK/ SOLAR SYSTEM		
2.0	Site preparation	\$15,000
2.1	Install plumbing and equipment	\$20,000
2.2	Install solar system for septic tank	\$15,000
2.3	Install solar system for water pressure pump	\$15,000
2.4	Install water tank and pressure pump	\$15,000
	Install septic tank system	\$20,000
2.5	Connect to blockwork plumbing	\$5,000
2.6	Commissioning	\$5,000
Total solar system costs		\$110,000
<b>TOTAL ESTIMATED COSTS</b>		<b>Costs for blockwork toilet and solar system</b>
		<b>\$295,000</b>

**TOTAL construction costs including certification is \$295,000**

Note: NLC and AAPA fees have not been included in the actual construction costs. These will be determined once EOI applications have been lodged. The below prices have been determined from past submissions.

NLC consultation and approvals \$5,000  
 AAPA clearance and certificates \$30,000

Please see the attached toilet block floor layout and solar system for more details.

**STATUTORY ENVIRONMENT**

Not applicable

**POLICY IMPLICATIONS**

WARC purchasing policy

**FINANCIAL IMPLICATIONS**

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

## STRATEGIC IMPLICATIONS

The contents of this report are aligned to the objectives in goals 3 of the *Regional Plan and Budget 2021-2022* as outlined below:

GOAL 3 LOCAL INFRASTRUCTURE	
<i>Well maintained and enhanced built and natural environment.</i>	
Objective 3.1	Infrastructure and asset management strategies appropriate to the needs of Council.
Objective 3.5	Buildings, facilities and infrastructure assets that are fit for purpose and sufficient to service operational requirements

## VOTING REQUIREMENTS

Simple majority

### RECOMMENDATION:

#### That the Local Authority:

- Notes and the report;
- Reviews this project and recommends whether it should be prioritized over other projects discussed during this meeting; and
- Requests Council to direct the administration to try and seek additional funding for the construction of a flushable toilet at the Minjilang airport at an estimated cost of \$295,000.

## ATTACHMENTS

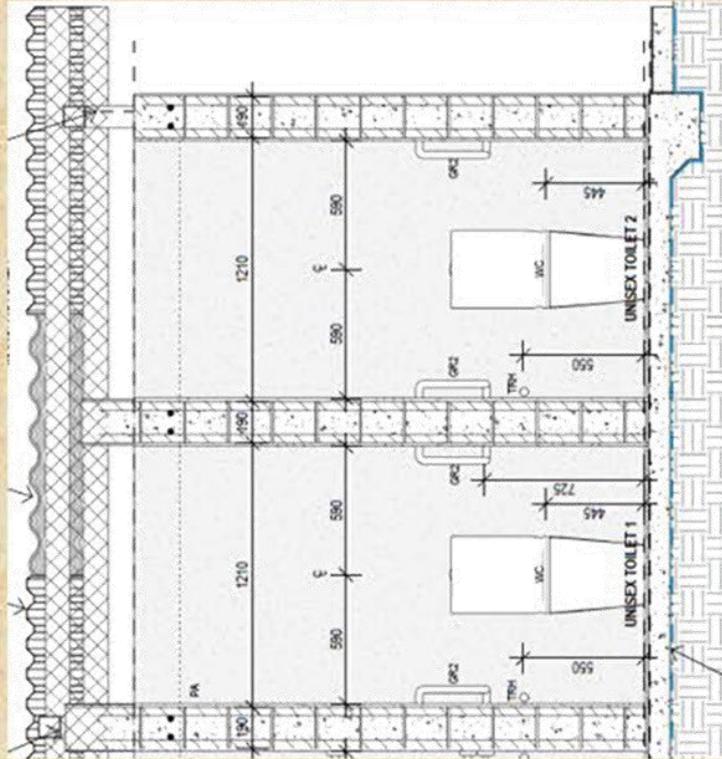
- 1 flushable toilet.pdf

# Proposed Flushable Toilets (Airport)

Proposed Image



The total estimated cost for the proposed airport flushable toilets = **\$ 295,000**



## WEST ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 10 FEBRUARY 2022

<b>Agenda Reference:</b>	<b>15.4</b>
<b>Title:</b>	<b>Local Authority Summary of Projects</b>
<b>File Reference:</b>	<b>989688</b>
<b>Author:</b>	<b>Loukas Gikopoulos, Buildings and Civil Coordinator</b>

#### SUMMARY

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

#### BACKGROUND

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

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

#### COMMENT

The following is a summary of the current status of the Local Authority projects.

Project	Project Description	Anticipated completion
Solar street lights	For the supply and installation of 6 x pathway solar lights at various locations. Attached photos of recently installed solar lights	Installation completed.
Solar street lights	For the supply and installation of a further 4 x pathway solar lights. Solar lights are currently being manufactured in Melbourne and expected to be delivered to Darwin by the end of February	Installation date is scheduled for March 2022.
Animal Management Program	For the delivery of a Community Veterinary Animal Management Program. The administration has awarded the tender/service to Aboriginal Community Veterinary Services. The vet service is currently on hold due to the COVID-19 situation and the travel restrictions in the communities	Minjilang vet service have been postponed until further notice.

#### STATUTORY ENVIRONMENT

Not applicable at this time.

#### POLICY IMPLICATIONS

Not applicable at this time.

## FINANCIAL IMPLICATIONS

As per the allocated budget for each project.

## STRATEGIC IMPLICATIONS

This report is aligned to objectives in goals 3 and 4 as outlined in the *Regional Plan and Budget 2021-2022* as follows:

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

GOAL 4 LOCAL ENVIRONMENTAL HEALTH	
<i>Initiatives which promote healthy, clean living conditions to improve health outcomes</i>	
Objective 4.2	Implementation of sustainable dog management programs which improve the overall health and wellbeing of remote communities.

## VOTING REQUIREMENTS

Not applicable.

### RECOMMENDATION:

**That the Local Authority notes the report.**

## ATTACHMENTS

- 1 solar light.pdf
- 2 solar light 2.pdf





**WEST ARNHEM REGIONAL COUNCIL**  
**FOR THE MINJILANG LOCAL AUTHORITY MEETING**  
**10 FEBRUARY 2022**