



WEST ARNHEM



REGIONAL COUNCIL



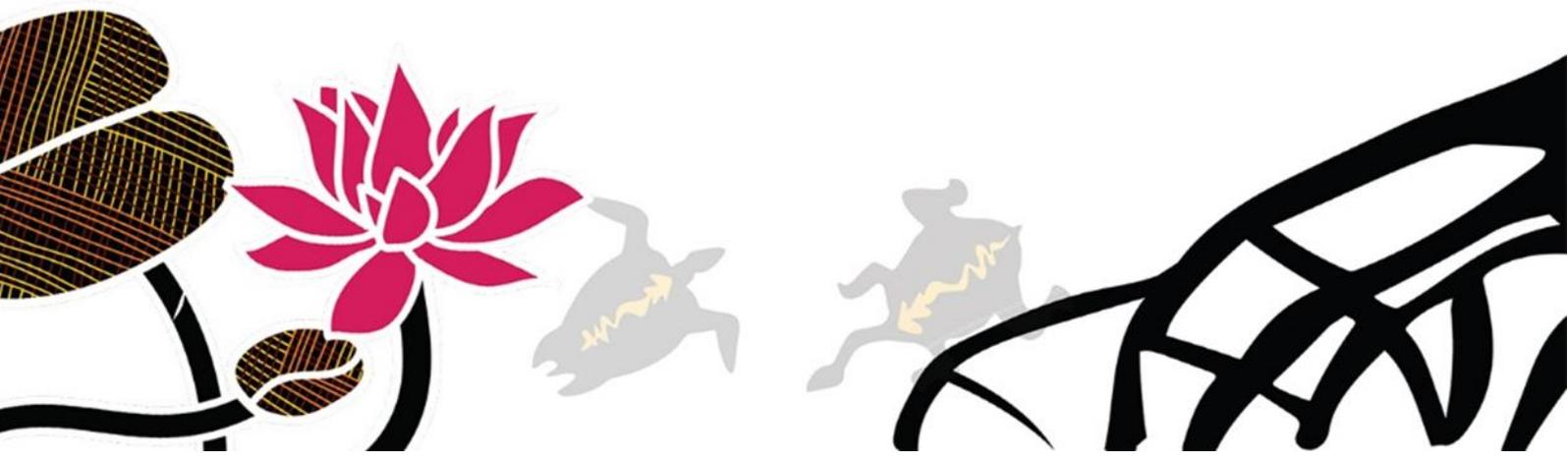
WARRUWI

WEST ARNHEM REGIONAL COUNCIL

LOCAL AUTHORITY MEETING

AGENDA

THURSDAY, 17 FEBRUARY 2022



WEST ARNHAM REGIONAL COUNCIL

Notice is hereby given that a Local Authority Meeting of the West Arnhem Regional Council will be held in Council Chambers, Warruwi on Thursday, 17 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 ARNHAM REGIONAL COUNCIL
FOR THE MEETING 17 FEBRUARY 2022

Agenda Reference:	3.1
Title:	Apologies and Leave of Absence
File Reference:	990524
Author:	Doreen Alusa, Governance and Risk Advisor

SUMMARY

This report is to table, for the Warruwi Local Authority's record, any apologies and requests for leave of absence received from Authority members for the meeting held on 17 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 Warruwi Local Authority notes members apologies and/or requests for leave of absence for the meeting held on 17 February 2022.

WEST ARNHAM REGIONAL COUNCIL
FOR THE MEETING 17 FEBRUARY 2022

Agenda Reference:	4.1
Title:	Absent Without Notice
File Reference:	990528
Author:	Doreen Alusa, Governance and Risk Advisor

SUMMARY

This report is to table, for the Warruwi Local Authority's record, any appointed members that are absent without notice for the meeting held on 17 February 2022.

BACKGROUND

Not applicable.

COMMENT

Not applicable.

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

This report has been prepared in accordance with Council's Scheduling and Conduct of Meetings (Elected, Local Authority and Council Committee Members) Policy.

STRATEGIC IMPLICATIONS

Not applicable.

VOTING REQUIREMENTS

Not applicable.

RECOMMENDATION:

That the Warruwi Local Authority notes members absences without notice for the meeting held on 17 February 2022.

WEST ARNHAM REGIONAL COUNCIL
FOR THE MEETING 17 FEBRUARY 2022

Agenda Reference:	6.1
Title:	Acceptance of Agenda
File Reference:	990530
Author:	Doreen Alusa, Governance and Risk Advisor

SUMMARY

Agenda papers are submitted for acceptance by appointed members for the Warruwi Local Authority meeting of 17 February 2022.

BACKGROUND

Not applicable.

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 Warruwi Local Authority meeting of 17 February 2022 as circulated be accepted.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 17 FEBRUARY 2022

Agenda Reference:	7.1
Title:	Disclosure of Interest of Members or Staff
File Reference:	990531
Author:	Doreen Alusa, Governance and Risk Advisor

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 Warruwi Local Authority receives and records declarations of interest for the meeting held on 17 February 2022.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 17 FEBRUARY 2022

Agenda Reference:	8.1
Title:	Confirmation of Previous Local Authority Meeting Minutes - 21 October 2021
File Reference:	990534
Author:	Doreen Alusa, Governance and Risk Advisor

SUMMARY

Unconfirmed minutes of the 21 October 2021 Warruwi 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 21 October 2021 Warruwi Local Authority meeting are adopted as a true and correct record of the meeting.

ATTACHMENTS

- 1 2021.10.22 Warruwi Local Authority Meeting Minutes.pdf



Minutes of the West Arnhem Regional Council Local Authority Meeting
 Thursday, 21 October 2021 at 10:00 am
 Council Chambers, Warruwi

Chairperson Jason Mayinaj declared the meeting open at 10:21 am, welcomed all in attendance and acknowledged the Traditional Owners.

APPOINTED MEMBERS PRESENT

Chairperson	Jason Mayinaj
Member	Ida Waianga
Member	Richard Nawirr
Member	Nicholas Hunter

ELECTED MEMBERS PRESENT

Mayor	Matthew Ryan
Deputy Mayor	Elizabeth Williams
Councillor	James Marrawal

STAFF PRESENT

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

VISITORS PRESENT

Community member	Phillip Wasaga
Services Australia	Rachael Cortes (teleconference)
Services Australia	Karina Brink (teleconference)

APOLOGIES**3.1 APOLOGIES AND LEAVE OF ABSENCE**

The Local Authority considered apologies and leave of absence.

The Warruwi Local Authority noted that there were no member apologies or requests for leave of absence for the meeting held on 21 October 2021.

ABSENT WITHOUT NOTICE**4.1 ABSENT WITHOUT NOTICE**

The Local Authority considered absences without notice.

The Warruwi Local Authority noted that appointed member Alfred Gawaraidji was absent without notice for the meeting held on 21 October 2021.

ACCEPTANCE OF AGENDA**6.1 ACCEPTANCE OF AGENDA**

The Local Authority considered acceptance of the agenda.

WAR129/2021 RESOLVED:

**On the motion of Mayor Matthew Ryan
Seconded Councillor James Marrawal**

The agenda for the Warruwi Local Authority meeting of 21 October 2021 as circulated was accepted.

CARRIED

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

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

The Warruwi Local Authority received no declarations of interest for the meeting held on 21 October 2021.

CONFIRMATION OF PREVIOUS MINUTES**8.1 CONFIRMATION OF PREVIOUS LOCAL AUTHORITY MEETING MINUTES - 22 JULY 2021**

The Local Authority considered the confirmation of previous Local Authority meeting Minutes - 22 July 2021.

WAR130/2021 RESOLVED:
On the motion of Mr Ida Waianga
Seconded Councillor James Marrawal

The minutes of the 22 July 2021 Warruwi Local Authority meeting were adopted as a true and correct record of the meeting.

CARRIED

COUNCIL'S RESPONSES - LOCAL AUTHORITY ISSUES**10.1 COUNCIL'S RESPONSE TO LOCAL AUTHORITY ISSUES RAISED**

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

The Warruwi Local Authority noted the report.

LOCAL AUTHORITY ACTION ITEMS**11.1 REVIEW OF LOCAL AUTHORITY ACTION ITEMS**

The Local Authority reviewed the action items list.

WAR131/2021 RESOLVED:
On the motion of Mayor Matthew Ryan
Seconded Mr Nicholas Hunter

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

- Construction of public toilets (OCM88/2020)
- Elected Members Board of Recognition (OCM184/2020)
- Veterinary visits Warruwi (OCM214/2020)
- Playground lights (OCM214/2020)

• **CARRIED**

Minute note: The meeting was informed that children from Warruwi School had selected the turtle and crocodile designs for the mural for the recently completed public toilets. The administration will continue to liaise with the artists until the painting is finalized.

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

The Local Authority considered CEO/CSM Report on Current Regional Council Services.

That the Warruwi Local Authority notes the report.

FINANCE REPORT**15.1 FINANCIAL REPORT TO AUGUST 2021**

The Local Authority considered the Financial Report to August 2021.

The Warruwi Local Authority noted and received the financial report for the two months, July to August 2021.

15.2 LOCAL AUTHORITY FUNDING

The Local Authority considered a report on Local Authority Funding.

The Local Authority noted the report and the attached project funding certification for Warruwi for the period ended 30 June 2021.

VISITOR PRESENTATIONS**16.1 PRESENTATION - SERVICES AUSTRALIA**

The Local Authority considered a presentation by Services Australia.

The Warruwi Local Authority noted the presentation.

Minute note: Representatives from Services Australia left the meeting at 10:43 am.

GENERAL ITEMS**17.1 WARRUWI LOCAL AUTHORITY FUTURES PROJECT**

The Local Authority considered a report on Warruwi Local Authority future projects.

**WAR132/2021 RESOLVED:
On the motion of Councillor James Marrawal
Seconded Mr Ida Waianga**

The Local Authority:

- Notes the report; and
- Recommended that a decision about the project should be deferred until Local Authority for the 2021 - 2022 financial year funding is received

CARRIED

17.2 VACANCIES - WARRUWI LOCAL AUTHORITY MEMBERS

The Local Authority considered a report on Vacancies - Warruwi Local Authority Members.

WAR133/2021 RESOLVED:

**On the motion of Councillor James Marrawal
Seconded Chairperson Jason Mayinaj**

The Local Authority:

- Received and noted the report;
- Nominated the following members to the Local Authority Members Selection Panel;
 1. James Marrawal
 2. Richard Nawirr
 3. Nicholas Hunter
- Noted that Stephen Dawkins, the Council Services Manager in Warruwi, will Chair the Local Authority Members Selection Panel which will meet after the close of nominations on November 8 2021; and
- Noted that Phillip Wasaga had submitted his expression of interest to become a member of Warruwi Local Authority.

CARRIED

17.3 WARRUWI LOCAL AUTHORITY PROJECTS UPDATE

The Local Authority considered Warruwi Local Authority projects update.

The Local Authority noted the report.

17.4 LOCAL AUTHORITY MEETING DATES - 2022

The Local Authority considered Local Authority Meeting Dates - 2022.

The Local Authority noted the 2022 meeting dates.

NEXT MEETING

The next meeting is scheduled to take place on Thursday, 17 February 2022.

MEETING DECLARED CLOSED

Chairperson Jason Mayinaj declared the meeting closed at 11:40 am.

This page and the preceding pages are the minutes of the Warruwi Local Authority meeting held on Thursday, 21 October 2021.

Chairperson

Date Confirmed

West Arnhem Regional Council

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Warruwi Local Authority Meeting
Thursday, 21 October 2021

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 17 FEBRUARY 2022

Agenda Reference:	10.1
Title:	Council's Response to Local Authority Issues Raised
File Reference:	990539
Author:	Doreen Alusa, Governance and Risk Advisor

SUMMARY

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

COMMENT

At the Ordinary Council meeting held on 8 December 2021, Council noted the report titled Warruwi Local Authority meeting held on 21 October 2021. The Council passed the following resolution:

COMMITTEE AND LOCAL AUTHORITY REPORTS

11.5 REPORT FOR THE WARRUWI LOCAL AUTHORITY MEETING HELD ON 21 OCTOBER 2021

The Council considered a report for the Warruwi Local Authority meeting held on 21 October 2021.

OCM112/2021 RESOLVED:

**On the motion of Councillor Gabby Gumurdul
Seconded Councillor James Woods**

Council:

- **Noted the unconfirmed minutes of the Warruwi Local Authority meeting held on 21 October 2021;**
- **Noted that the following members were appointed to the Local Authority Members Selection Panel;**
 - 1. Councillor James Marrawal**
 - 2. Mr Richard Nawirr**
 - 3. Mr Nicholas Hunter**
 - 4. Mr Stephen Dawkins (Provide administrative support)**
- **Noted that Mr Phillip Wasaga submitted his expression of interest to become a member of Warruwi Local Authority.**

CARRIED

13.3 VACANCIES - WARRUWI LOCAL AUTHORITY MEMBERSHIP NOMINATION

The Council considered a report on vacancies - Warruwi Local Authority membership nomination.

OCM115/2021 RESOLVED:

**On the motion of Councillor James Woods
Seconded Councillor Otto Dann**

Council considered and approved the nomination of Mr. Phillip Wasaga to the Warruwi Local Authority.

CARRIED

STATUTORY ENVIRONMENT

Sections 101(4), 101(5) and 101(6) of the *Local Government Act 2019* are relevant to this report.

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 2021-2022* as outlined below.

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

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

VOTING REQUIREMENTS

Not applicable.

RECOMMENDATION:

That the Warruwi Local Authority notes the report.

WEST ARNHEM REGIONAL COUNCIL
FOR THE MEETING 17 FEBRUARY 2022

Agenda Reference:	11.1
Title:	Review of Local Authority Action Items
File Reference:	990540
Author:	Doreen Alusa, Governance and Risk Advisor

SUMMARY

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

BACKGROUND

The Warruwi 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:

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

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

VOTING REQUIREMENTS

Simple majority.

RECOMMENDATION:

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

ATTACHMENTS

- 1 Warruwi LA Action Items - In Progress.pdf

Warruwi Local Authority Action Item List – In Progress

Meeting Date	Resolution/ Item Number	Comment	Action Officer	Status
09 September 2020	<p>Special Community Assistance and Local Employment (SCALE) Program 2019-2020 OCM184/2020</p> <p>On the motion of Deputy Mayor Anna Egerton Seconded Councillor Elizabeth Williams</p> <p>Council noted the receipt and conditions of funding for Warruwi under the the SCALE program 2019-2020, and approved the recommendation to use funding to paint a mural on the new ablation block being constructed on lot 137.</p>	<p>Update: 09 October 2020 A report about this item is included in this meeting's agenda.</p> <p>Update: 10 February 2021 Shaun Lee, a Larrakia man who has been commissioned to facilitate the painting of the mural will begin work as soon as the construction of the ablation block is complete.</p> <p>Update: 11 May 2021 The design for the mural is being finalized as the artist waits for the ablation block to be completed. Painting of the mural will begin as soon as construction completed.</p> <p>Update: 15 July 2021 Works on the ablation block has progressed, and the construction team has finalized the external structure. Once the internal fittings have been finalized, painting of the mural will begin.</p> <p>Update: 13 October 2021 Shaun Lee, the mural artist who has been engaged to complete the mural has now sent a number of images to the communities. Once the preferred images have been selected, the mural will be painted.</p> <p>Update: 08 February 2022 The mural has been completed.</p>	CSM/ Technical Services	Completed
22 September 2021	<p>Solar Lights - Warruwi OCM87/2021</p> <p>On the motion of Councillor James Marrawal Seconded Deputy Mayor Elizabeth Williams</p>	<p>Update 08 October 2021</p> <ul style="list-style-type: none"> The Council has raised a purchase order for the supply of 12 x solar lights and 2 x poles. Production of the solar lights has commenced and expected completion and delivery by mid-December 2021. 	CSM/ Technical Services	In progress

Warruwi Local Authority Action Item List – In Progress

Meeting Date	Resolution/ Item Number	Comment	Action Officer	Status
	Council: Approved the installation of solar lights in various locations in Warruwi at an estimated cost of \$55,000	Update 04 February 2022 <ul style="list-style-type: none"> The solar lights have been delivered to Warruwi. The CSM has advised that the installation of the lights to be completed by the end of March 2022. 		
22 September 2021	Warruwi Crèche – Shade and Seating OCM87/2021 On the motion of Councillor James Marrawal Seconded Deputy Mayor Elizabeth Williams Directed the administration to prepare a scope and budget for a new shade and additional seating near the Warruwi crèche	Update 08 October 2021 <ul style="list-style-type: none"> A cost estimate for the proposed project has been prepared and provided in the 'Future Projects' report which will be presented at the next LA meeting Update 07 February 2022 <ul style="list-style-type: none"> A cost estimate for the proposed project has been prepared and provided in the 'Future Projects' report which will be presented at the LA meeting. 	Technical Services	In progress
22 September 2021	Additional Funding for Projects OCM87/2021 On the motion of Councillor James Marrawal Seconded Deputy Mayor Elizabeth Williams Directed the administration to try and look for additional funding to meet any funding shortfall for the construction of a new shade and additional seating near the Warruwi crèche.	Update: 13 October 2021 The grants team is exploring funding options for this project and will present a report at the next meeting. Update: 09 February 2022 The grants team is working with technical services to explore funding options for these projects.	Grants/ Technical Services	In progress

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 17 FEBRUARY 2022

Agenda Reference:	12.1
Title:	CSM Report on Current Regional Council Services
File Reference:	991097
Author:	Jesse Evans, Chief Operations Officer (Acting)

SUMMARY

This report will present the Warruwi 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) Stephen Dawkins.

BACKGROUND

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

COMMENT

The following report has been prepared by CSM Stephen Dawkins.

STRATEGIC IMPLICATIONS

Not applicable.

VOTING REQUIREMENTS

Not applicable.

RECOMMENDATION

That the Warruwi Local Authority notes the report.

ATTACHMENTS

- 1 CSM Report - LA Warruwi.pdf

Local Authority report

Warruwi

27/01/2022



Service Delivery

1. Attendance rates

1.1. Staff Attendance

The Warruwi Council department has averaged 72% attendance for the past the reporting period.

- Wellbeing Services Coordinator, Charlies Opio, has returned after 6 months Acting Council Services Manager in Maningrida.
- Youth, Sport and Recreation Officer, Leah Holt, on a 3-6 month secondment in Minjilang as Acting Wellbeing Coordinator.
- Vacant positions on works crew filled

Total number of vacancies	4
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2. Administration Services

2.1. Administration

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

2.2. Post Office

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

- There has been a large volume of parcels recently, with residents seemingly making the most of online shopping.
- Average of 1kg per day outgoing mail.

Total postage received	855 kg
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2.3. Centrelink

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

- Staff were kept busy assisting residents with enquiries and facilitating agency contact via computers and phone.
- Monthly report submitted on time.
- Desk top audit undertaken with no issues raised.
- Staff absences covered by office staff.

2.4. Cleaning

Scheduled cleaning of council assets have been completed as follows:

- Council office – average three a week – total of 36 occasions.
- Playground amenities – once a week – total of 12 occasions.

- Public toilets – twice a week – total of 24 occasions.
- Common areas cleaned once a week – total of 12 occasions.
- Visitor Accommodation rooms cleaned as required – total 40 room cleans.

2.5. Visitor Accommodation

Total number of current visitor accommodation available is 15 during the reporting period, and bookings can be made through Little Hotelier.

- New vinyl floors and bathroom installed, no on-going issues.

3. Wellbeing Services

3.1. Sport & Recreation

- Program included gymnastics, basketball, discos and outdoor sports, with good and consistent attendance.
- Casual Youth, Sport and Recreation Assistant positions has been filled.
- Mural painted in chill space.
- New music equipment purchased and a successful concert was held for Australia Day celebrations.

During the reporting period, the day service staff have continued working closely with the school and the youth as part of the both-ways learning program.

- Program getting good response from kids and school, with increase in school engagement.
- Four young people involved in the program.
- Staff worked with kids and family to look at further school options.

Attendance totals (inc chill out space)	2858
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3.2. Early Learning

The childcare centre operated Monday to Friday, 7:30am to 2:00pm. Daily attendances as follows:

- Variety of activities provided, including gardening and cooking.
- Has seen and increase attendance numbers over the reporting period.
- Casual staff covering for extended staff absences.
- Total of 1056 meals provided.

Attendance totals	329
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3.3. Aged Care

Social distancing requirements have meant that many of the day programs offered at the aged care centre have had to be minimised or stopped until mid-June.

- Currently 2 x HCP clients, 4 x NDIS clients (plus 2 from East Arnhem) and 3 x CHSP clients.
- Services provided includes personal care, household tasks and meals.
- Recruitment for new Community Care Team Leader now finalised, with new staff member commencing in January 2022.

Total meals provided	702
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3.4. Disability care

There are currently 4 NDIS clients (plus 2 extra temporarily from East Arnhem). Services provided are as follows:

- Accommodation,
- Personal care / household tasks,
- Centre Activities,
- Home modifications,
- Plan management, and
- Transport.

Total number of NDIS participants	4
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3.5. Night Patrol

Night patrol services were provided on all week nights.

- No issues in community, despite large number of people here for sorry business during November 2021.

4. Community Works

4.1. Parks and Open Space

The community is generally clean and tidy.

- Rubbish runs continue to operate 3 times per week.
- Hard rubbish regularly collected, with 'on foot' rubbish collection as required.
- Community continues to look well maintained.

4.2. Roads

- Road maintenance continues as weather allows.
- Recent wet weather has made an impact on roads.
- Waiting on road works and sealing to be completed.

4.3. Waste

- Landfill signs have been installed.
- Designated dumping areas is working well.
- Hard rubbish picked up as required.

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

- Cars and equipment serviced during the recent visit for the Jabiru Mechanic.
- All other plant working, with no issues to report.
- Workshop area cleaned and looking neat and tidy.

5. Essential Services

5.1. Power

- Regular genset services conducted.
- Larger, but fewer fuel deliveries occurred during reporting period.
- No other power issues.

5.2. Water

- Water samples conducted as per scheduled review.
- Rainfall has increased bore levels.
- Minor service leaks fixed immediately, water pressure remains good across the community.
- New water tank on bore field installed and the old tank to remain.

- Regular works and inspections undertaken by contractors

5.3. Sewage

- Pond mowed.
- Positive report after received site inspection.

5.4. Airfield

Daily inspections were undertaken by the ARO, no significant issues were noted. The works crew:

- Slashed the internal areas of airport
- There was no interruption to the above services.

6. Trade Services

6.1. Scheduled Servicing

- Nil.

6.2. Unplanned Maintenance

- New vinyl installed at Crèche.
- Asbestos work scheduled for the council office.

7. Community

7.1. Local Authority projects

- **Current**
 - Toilet block mural completed.
 - Solar lights have arrived and will be installed.
- **Future**
 - Vet visit due to occur in March 2022, subject to Covid-19 travel restrictions.

7.2. Other projects

- **Opportunities** – Looking at signage for community.
- **Current** – Road grading being undertaken.
- **Future** – To be discussed at this meeting.

7.3. Community meetings and events

- Bureau of Meteorology to undertake major service on radar later this year.

Total number of meetings and events attended by the CSM	22
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7.4. Community key focus areas

- Ongoing issues with Telstra and communication outages.
- No regular police presents on the island.
- Covid vaccination rates across the community.

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 17 FEBRUARY 2022

Agenda Reference:	15.1
Title:	Financial Report to December 2021
File Reference:	989784
Author:	Andrew Shaw, Finance Manager; Michael Connell, Accountant

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 Warruwi Local Authority.

BACKGROUND

This Financial Report includes 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 Warruwi 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 Warruwi income and expenditure is shown below.



Actuals v Budget by Reporting Group

as at 31 Dec 2021

TOTAL WARRUWI						
Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operational Revenue						
61 - Income Rates and Charges	86,564	86,564	(0)	(0%)	173,127	50%
62 - Income Council Fees and Charges	4,277	4,500	(223)	(5%)	9,000	48%
63 - Income Operating Grants	340,937	360,731	(19,794)	(5%)	590,724	58%
65 - Income Allocation	6,818	28,662	(21,844)	(76%)	57,324	12%
66 - Other Income	2,313	1,400	913	65%	2,800	83%
67 - Income Agency and Commercial Services	379,155	379,574	(419)	(0%)	758,973	50%
Total Operational Revenue	820,064	861,431	(41,367)	(5%)	1,591,949	52%
Operational Expenditure						
71 - Employee Expenses	1,120,200	1,082,554	37,646	3%	2,124,319	53%
72 - Contract and Material Expenses	145,210	199,727	(54,517)	(27%)	459,477	32%
73 - Finance Expenses	14	150	(136)	(90%)	300	5%
74 - Travel, Freight and Accom Expenses	14,873	30,234	(15,361)	(51%)	97,109	15%
76 - Fuel, Utilities & Communication	93,519	101,052	(7,533)	(7%)	201,920	46%
79 - Other Expenses	189,472	183,116	6,356	3%	359,017	53%
Total Operational Expenditure	1,563,288	1,596,833	(33,545)	(2%)	3,242,141	48%
Total Operational Surplus / (Deficit)	(743,223)	(735,402)	(7,822)	(1%)	(1,650,193)	45%
Capital Income						
68 - Income Capital Grants and Contributions	1,040,289	1,050,350	(10,061)	(1%)	1,050,350	99%
Total Capital Income	1,040,289	1,050,350	(10,061)	(1%)	1,050,350	99%
Capital Expense						
33 - Capital Expenditure	692,089	1,243,993	(551,904)	(44%)	1,290,220	54%
Total Capital Expense	692,089	1,243,993	(551,904)	(44%)	1,290,220	54%
Total Capital Surplus / (Deficit)	348,200	(193,643)	541,843	100%+	(239,870)	0%
Net Surplus / (Deficit)	(395,023)	(929,044)	534,021	57%	(1,890,063)	21%

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 Warruwi Local Authority notes and receives the financial report for the six months year to date period, July to December 2021.

ATTACHMENTS

- 1 Graphical Finance Presentation Warruwi- Dec 2021.pdf



**Waruwi Local Authority Committee
Financial Management Report for the
period ended 31st December 2021.**

Actual v Budget – Operational - July to December 2021

Actuals v Budget by Reporting Group

as at 31 Dec 2021

Description	TOTAL WARRUWI				
	Actuals YTD	Budget YTD	Variance	%	Annual Budget Progress
Operational Revenue					
61 - Income Rates and Charges	86,564	86,564	(0)	(0%)	173,127 50%
62 - Income Council Fees and Charges	4,277	4,500	(223)	(5%)	9,000 48%
63 - Income Operating Grants	340,937	360,731	(19,794)	(5%)	590,724 58%
65 - Income Allocation	6,818	28,662	(21,844)	(76%)	57,324 12%
66 - Other Income	2,313	1,400	913	65%	2,800 83%
67 - Income Agency and Commercial Services	379,155	379,574	(419)	(0%)	758,973 50%
Total Operational Revenue	820,064	861,431	(41,367)	(5%)	1,591,949 52%
Operational Expenditure					
71 - Employee Expenses	1,120,200	1,082,554	37,646	3%	2,124,319 53%
72 - Contract and Material Expenses	145,210	199,727	(54,517)	(27%)	459,477 32%
73 - Finance Expenses	14	150	(136)	(90%)	300 5%
74 - Travel, Freight and Accommodation Expenses	14,873	30,234	(15,361)	(51%)	97,109 15%
76 - Fuel, Utilities & Communication	93,519	101,052	(7,533)	(7%)	201,920 46%
79 - Other Expenses	189,472	183,116	6,356	3%	359,017 53%
Total Operational Expenditure	1,563,288	1,596,833	(33,545)	(2%)	3,242,141 48%
Total Operational Surplus / (Deficit)	(743,223)	(735,402)	(7,822)	(1%)	(1,650,193) 45%



Actual v Budget – Capital – July to December 2021

Actuals v Budget by Reporting Group

as at 31 Dec 2021

Description	TOTAL WARRUWI			
	Actuals YTD	Budget YTD	Variance	%
Capital Income				
68 - Income Capital Grants and Contributions	1,040,289	1,050,350	(10,061)	(1%)
Total Capital Income	1,040,289	1,050,350	(10,061)	(1%)
Capital Expense				
33 - Capital Expenditure	692,089	1,243,993	(551,904)	(44%)
Total Capital Expense	692,089	1,243,993	(551,904)	(44%)
Total Capital Surplus / (Deficit)	348,200	(193,643)	541,843	100%+
			(239,870)	0%

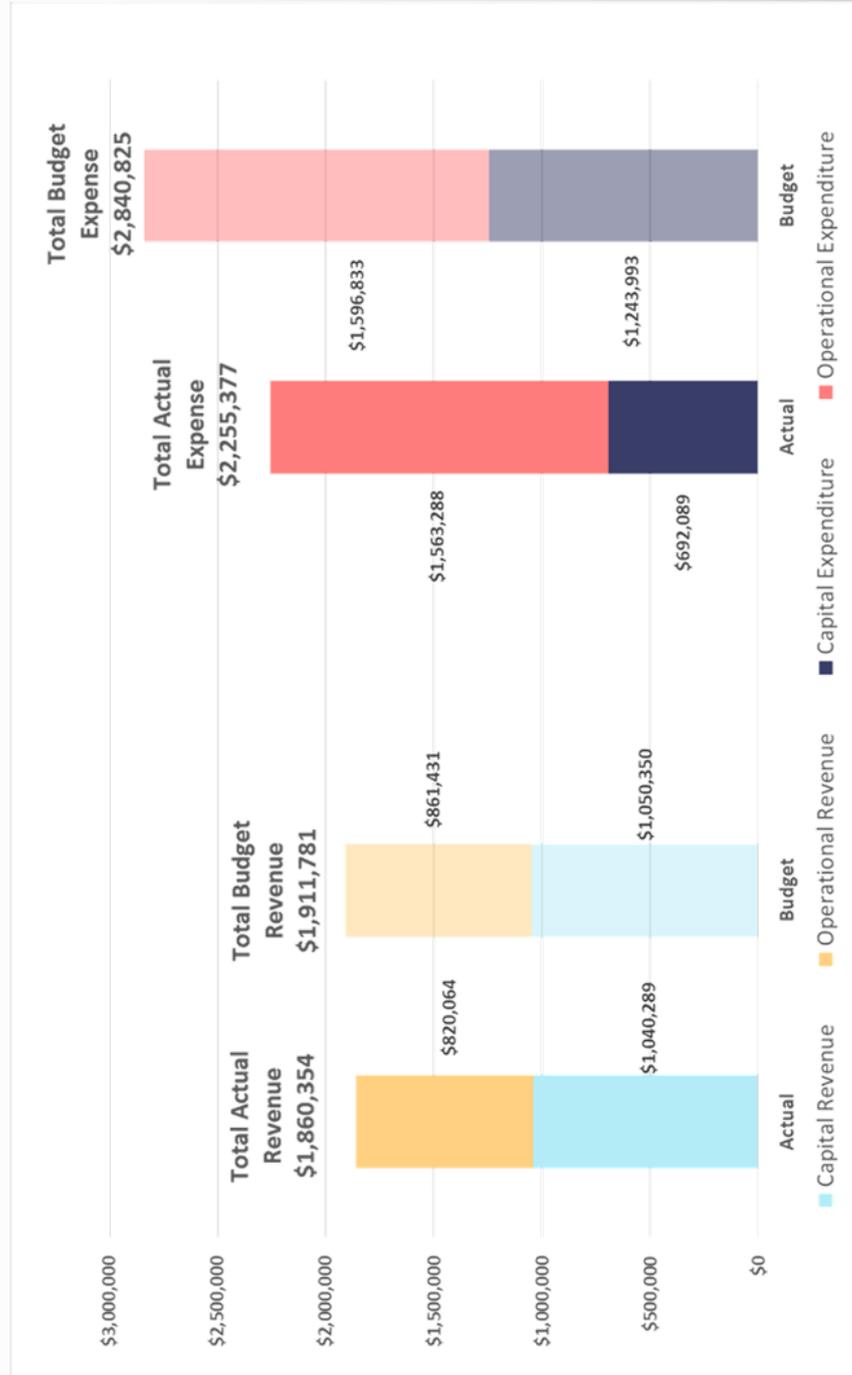
Legend:

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



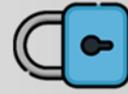


Actual v Budget – Warruwi - July to December 2021



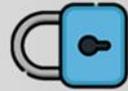
Council Funded Projects - July to December 2021

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 Dec 2021
5167.05 - Kerb and Channel Airport to Workshop Road	330,000	FY 19/20	(19,516)	(2,274)	(74,682)	233,528
5200.05 - Fencing for New Cemetery	20,000	FY 20/21	-	-	-	20,000
5206.05 - Council Contribution - Ablution Block	79,241	FY 20/21	-	-	(81,241)	(2,000)
5251.05 - Upgrade Electrical/Plumbing Rec Centre Lot 2	11,776	FY 20/21	-	(7,883)	(1,855)	2,089
5275.05 - Purchase Isuzu Dmax Utility	55,000	FY 21/22	-	-	-	55,000
5281.05 - Purchase Ride on Mower	35,000	FY 21/22	-	-	-	35,000
5284.05 - Purchase Isuzu Russ Garbage Compactor	200,000	FY 21/22	-	-	-	200,000
Capital Reserve Balance	731,017		(19,516)	(10,107)	(157,777)	543,617



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 Dec 2021
Local Authority Projects (LAP) 2021-22 Project Funding \$58,700 (**Note: Funds received on 25 Nov 2021)						
LAP - Ablution Block	218,700	FY 19/20	218,700	(150,323)	(66,364)	2,014
LAP - Complete Playground	114,471	FY 19/20	114,471	(75,818)	(37,172)	1,480
LAP - Members Board of Recognition	2,068	FY 20/21	2,068	-	(1,830)	238
LAP - Animal Management Program	4,410	FY 21/22	4,410	-	-	4,410
LAP - Replace Solar Lights	55,000	FY 21/22	52,223	-	-	52,223
TOTAL LOCAL AUTHORITY PROJECTS	394,649		391,872	(226,141)	(105,366)	60,365



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 Dec 2021
Airport Road Drainage Construction	300,000	FY 20/21	300,000	-	(300,000)	-
LRCI Phase1 - Office Asbestos Removal	-	FY 21/22	-		-	-
Community Road Safety Education	-	FY 21/22	-		-	-
Commonwealth Home Support Program (CHSP)	-	FY 21/22	-		(43,214)	-
NT Jobs Package - Aged Care	-	FY 21/22	-		(60,165)	-
Night Patrol	-	FY 21/22	-		(181,461)	-
Warruwi Outside School Hours Care	156,727	FY 21/22	71,585		(69,471)	2,114
Safety and Wellbeing - Sport and Recreation	-	FY 21/22	-		(54,136)	-
Remote Sport Program	-	FY 21/22	-		(13,106)	-
Deliver Indigenous Broadcasting Programs (RIBS)	-	FY 21/22	-		(3,097)	-
Manage Crèche	305,530	FY 21/22	132,972		(194,131)	-
Australia Day Grant	-	FY 21/22	-		-	-
Suicide Prevention Workshops	-	FY 21/22	-		(2,168)	-
Night Patrol Covid-19 Booster Program	-	FY 21/22	-		(21,571)	-
TEABBA Staff Funding - Indigenous Broadcasting Prgm (RIBS)	8,061	FY 21/22	-		(21,851)	-
TOTAL COMMUNITY PROJECTS	770,318		504,557	-	(964,370)	2,114



New Assets Commissioned – July to December 2021

Kubota RTV Buggy

Warruwi

Asset no. 150162

\$29,460





New Additions to Existing Assets Commissioned – July to December 2021

Upgrade Bathrooms and Kitchen Recreation Centre

Building Lot 2

Warruwi

Asset no. 300014

\$146,016



WEST ARNHAM REGIONAL COUNCIL
FOR THE MEETING 17 FEBRUARY 2022

Agenda Reference:	15.2
Title:	Local Authority Funding
File Reference:	991423
Author:	Michelle Hillman, Manager Business Development

SUMMARY

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

BACKGROUND

The Warruwi 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.

Allocated funds brought forward from prior years: \$0

Unallocated funds as at 31 December 2021: \$0

2021-22 LAPF Grant received on 25 November 2021: \$58,700. Fully allocated, \$0 remaining to spend.

All available funding, including 2021-22, has been allocated to complete the projects listed in the table below. These projects have been endorsed by Council.

Warruwi	
Project	Allocated Funding as at 31 December 2021
Warruwi Children's Playground	\$1,480
Public Ablution Block	\$2,014
Elected Members Board of Recognition	\$238
Replace Solar Lights	\$52,223
Animal Management	\$4,410
TOTAL	\$60,365

COMMENT

Whilst all funding received to date has been allocated, it would be worth thinking about and nominating new priority projects.

FINANCIAL IMPLICATIONS

Local Authority funding is to be spent within two years of receipt.

STRATEGIC IMPLICATIONS

Not applicable.

VOTING REQUIREMENTS

Not applicable at this time.

RECOMMENDATION:

That the Local Authority:

- **Notes the report; and**
- **Continues to discuss and recommend project that are of importance to the Local Authority irrespective of available funding as financial support for these projects may be sourced from elsewhere if approved by Council.**

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 17 FEBRUARY 2022

Agenda Reference:	17.1
Title:	Warruwi Local Authority Projects Update
File Reference:	990698
Author:	Loukas Gikopoulos, Buildings and Civil Coordinator

SUMMARY

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

BACKGROUND

The Warruwi 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 or completed.

COMMENT

The following is an overview of the current status of the Local Authority projects.

Project	Project Description	Anticipated completion
Animal Management Program	For the delivery of a Community Veterinary Animal Management Program. The vet service has been suspended due to the current travel restrictions to the communities as a result of Covid. The Council will monitor the situation and assess when the vet service can be scheduled.	Commencement of vet service date to be announced.
Solar street lights	For the supply and installation of <ul style="list-style-type: none">10 x solar lights head units only2 x solar lights complete units Solar lights have been delivered to Warruwi. CSM has advised installation of the lights to be completed by the end of March	March 31 2022

STATUTORY ENVIRONMENT

Not applicable

FINANCIAL IMPLICATIONS

As per the approved budget for the projects.

STRATEGIC IMPLICATIONS

This report is aligned to goal 3 in the *Regional Plan and Budget 2021-2022*.

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 3.4	Modern and well maintained fleet, plant and equipment capable of meeting service delivery requirements.
Objective 3.5	Buildings, facilities and infrastructure assets that are fit for purpose and sufficient to service operational requirements
Objective 3.6	Effective development and enforcement of laws that enhance economic development and community safety

VOTING REQUIREMENTS

Simple majority

RECOMMENDATION:
That the Local Authority notes the report.

ATTACHMENTS

There are no attachments for this report.

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 17 FEBRUARY 2022

Agenda Reference:	17.2
Title:	Warruwi Local Authority Future Projects
File Reference:	990475
Author:	Loukas Gikopoulos, Buildings and Civil Coordinator

SUMMARY

The purpose of this report is to provide the Warruwi Local Authority members with a list of future Local Authority projects for consideration.

BACKGROUND

The Local Authority has requested the administration to explore future community project opportunities in anticipation of future Local Authority funding.

The administration is providing cost estimates for the Local Authority's consideration and budget purposes.

COMMENT

Following the Local Authority's request, the administration has outlined the proposed projects and prepared indicative cost estimates.

The cost estimates are based on initial site inspections and discussions, and Local Authority members are encouraged to provide feedback on the proposed projects:

Suggested Project/ Project Location	Project Description	Estimated Cost
Warruwi Playground Lot 137 Shade Sail	Remove the damaged shade sail and supply and install a new waterproof dome shade sail. Price includes labour, plant and equipment, freight and contractor expenses. Photo attachment A	\$30,000.00
Warruwi Shade Structure Lot 50 near the Crèche and Health Centre	Upgrade the existing shade structure and amenities. The proposed upgrade will include the following <ul style="list-style-type: none">• Repair the existing steel frame structure• Supply and install new shade sail• Supply and install 2 x aluminium tables• Supply and install 4 x aluminium bench seating• Supply and install solar lights Note: WARC does not have a lease in place over the Lot or the shade structure Photo Attachment B	\$70,400.00 This includes \$20,000 for the purchase of the solar lights

Actual construction and installation costs will be based on approved structural drawings, PWC development charges, building certification and specific scope of works.

The administration will prepare high level costings and provide the specific scope of works once the Local Authority has prioritized the projects outlined above.

STATUTORY ENVIRONMENT

Not applicable

POLICY IMPLICATIONS

Not applicable

FINANCIAL IMPLICATIONS

Not applicable at this time

STRATEGIC IMPLICATIONS

This report is aligned to goal 3 in the *Regional Plan and Budget 2021-2022*.

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 3.4	Modern and well maintained fleet, plant and equipment capable of meeting service delivery requirements.
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;
- Recommends the allocation of future 2022-2023 Warruwi Local Authority funding towards the project; and
- Requests Council to direct the administration to try and seek funding for the identified priority projects.

ATTACHMENTS

- 1 photo attachment A.pdf
- 2 photo attachment B.png





WEST ARNHEM REGIONAL COUNCIL
FOR THE WARRUWI LOCAL AUTHORITY MEETING
17 FEBRUARY 2022