



WEST ARNHEM



REGIONAL COUNCIL

WEST ARNHEM REGIONAL COUNCIL
LOCAL AUTHORITY MEETING
AGENDA

THURSDAY, 16 FEBRUARY 2023

WEST ARNHAM REGIONAL COUNCIL

Notice is hereby given that a Local Authority Meeting of the West Arnhem Regional Council will be held in Warruwi on Thursday, 16 February 2023 at 10:00.

Paul Hockings
Chief Executive Officer

Code of Conduct: The Local Government Act 2019.

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

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

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18 NEXT MEETING

Acknowledgement of Country

West Arnhem Regional Council acknowledges the First Nations Custodians, and the many Language and Family groups who are Managers and Caretakers to each of their Traditional homelands and Waters across the West Arnhem Region Wards.

West Arnhem Regional Council pays its respects and acknowledges Elders, past, present and rising.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 16 FEBRUARY 2023

| | |
|--------------------------|--|
| Agenda Reference: | 3.1 |
| Title: | Apologies and Leave of Absence |
| File Reference: | 1058312 |
| Author: | Jessie Schaecken, 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 16 February 2023.

BACKGROUND Not applicable.

COMMENT Not applicable.

STATUTORY ENVIRONMENT

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

STRATEGIC IMPLICATIONS

This report is aligned to goals in pillar 6 in the *Regional Plan and Budget 2022-2023* as outlined below:

| | |
|--|--|
| PILLAR 6 FOUNDATIONS OF GOVERNANCE | |
| Integrity is at the heart of everything we do. We are leaders of best practice and excellence in governance, advocacy, consultation and administration. Our processes, procedures and policies are ethical and transparent. | |
| Goal 6.3 | Council and Local Authorities Excellence in governance, consultation administration and representation |

VOTING REQUIREMENTS

Simple Majority

| |
|---|
| RECOMMENDATION: That the Warruwi Local Authority notes members’ apologies and/or requests for leave of absence for the meeting held on 16 February 2023. |
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WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 16 FEBRUARY 2023

| | |
|--------------------------|--|
| Agenda Reference: | 4.1 |
| Title: | Absent Without Notice |
| File Reference: | 1058313 |
| Author: | Jessie Schaecken, 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 16 February 2023.

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

This report is aligned to goals in pillar 6 in the *Regional Plan and Budget 2022-2023* as outlined below:

PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

| | |
|-----------------|--|
| Goal 6.3 | Council and Local Authorities Excellence in governance, consultation administration and representation |
|-----------------|--|

VOTING REQUIREMENTS

Not applicable.

RECOMMENDATION:

That the Warruwi Local Authority notes members absences without notice for the meeting held on 16 February 2023.

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 16 FEBRUARY 2023

| | |
|--------------------------|--|
| Agenda Reference: | 6.1 |
| Title: | Acceptance of Agenda |
| File Reference: | 1058314 |
| Author: | Jessie Schaecken, Governance and Risk Advisor |

SUMMARY

Agenda papers are submitted for acceptance by appointed members for the Warruwi Local Authority meeting of 16 February 2023.

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

This report is aligned to goals in pillar 6 in the *Regional Plan and Budget 2022-2023* as outlined below:

PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

| | |
|-----------------|---|
| Goal 6.2 | Records Delivery of storage and retrieval of records processes which support efficient and transparent administration |
|-----------------|---|

| | |
|-----------------|--|
| Goal 6.3 | Council and Local Authorities Excellence in governance, consultation administration and representation |
|-----------------|--|

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|-----------------|--|
| Goal 6.5 | Planning and Reporting Robust planning and reporting that supports Council's decision-making processes |
|-----------------|--|

VOTING REQUIREMENTS

Simple majority.

RECOMMENDATION:

That the agenda for the Warruwi Local Authority meeting of 16 February 2023 as circulated be accepted.

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 16 FEBRUARY 2023

| | |
|--------------------------|--|
| Agenda Reference: | 7.1 |
| Title: | Disclosure of Interest of Members or Staff |
| File Reference: | 1058317 |
| Author: | Jessie Schaecken, 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.

Council staff attending the meeting 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 them to do so.

STATUTORY ENVIRONMENT

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

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

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

STRATEGIC IMPLICATIONS

This report is aligned to goals in pillar 6 in the *Regional Plan and Budget 2022-2023* as outlined below:

| | |
|--|--|
| PILLAR 6 FOUNDATIONS OF GOVERNANCE | |
| Integrity is at the heart of everything we do. We are leaders of best practice and excellence in governance, advocacy, consultation and administration. Our processes, procedures and policies are ethical and transparent. | |
| Goal 6.3 | Council and Local Authorities Excellence in governance, consultation administration and representation |

VOTING REQUIREMENTS

Not applicable at this time.

| |
|---|
| RECOMMENDATION: That the Warruwi Local Authority receives and records declarations of interest for the meeting held on 16 February 2023. |
|---|

WEST ARNHEM REGIONAL COUNCIL
FOR THE MEETING 16 FEBRUARY 2023

| | |
|--------------------------|--|
| Agenda Reference: | 8.1 |
| Title: | Confirmation of Previous Local Authority Meeting Minutes - 9 January 2023 |
| File Reference: | 1058321 |
| Author: | Jessie Schaecken, Governance and Risk Advisor |

SUMMARY

Unconfirmed minutes of the 9 January 2023 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

This report is aligned to pillar 6 in the *Regional Plan and Budget 2022-2023* as outlined below:

PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

| | |
|-----------------|---|
| Goal 6.2 | Records Delivery of storage and retrieval of records processes which support efficient and transparent administration |
| Goal 6.3 | Council and Local Authorities Excellence in governance, consultation, administration and representation |
| Goal 6.5 | Planning and Reporting Robust planning and reporting that supports Council's decision-making processes |

VOTING REQUIREMENTS

Simple majority.

RECOMMENDATION:

That the minutes of the 9 January 2023 Warruwi Local Authority meeting are adopted as a true and correct record of the meeting.

ATTACHMENTS

- 1 2023.01.09 Warruwi Local Authority Minutes.pdf



Minutes of the West Arnhem Regional Council a Local Authority Meeting
Monday, 9 January 2023 at 10:00
Council Chambers, Warruwi

As the chairperson was absent Paul Hockings CEO declared the meeting open at 10:20, welcomed all in attendance and did an Acknowledgement of Country.

MEMBERS PRESENT

| | |
|----------------------|-------------------|
| Chairperson (Acting) | Eda Waianga |
| Member | Alfred Gawaraidji |
| Member | Richard Nawirr |
| Member | Philip Wasaga |

STAFF PRESENT

| | |
|--|-------------------------------------|
| Chief Executive Officer | Paul Hockings (video conference) |
| Executive Manager, Advocacy and Strategy | Brooke Darmanin (video conference) |
| Council Services Manager | Matthew Griffiths |
| Governance and Risk Advisor | Jessie Schaecken (video conference) |
| Project Manager Technical Services | Clem Beard (video conference) |

Minute Note: In the absence of Chairperson Jason Mayinaj the Warruwi Local Authority appointed Eda Waianga to act as chairperson for this meeting.

APOLOGIES

3.1 APOLOGIES AND LEAVE OF ABSENCE

The Committee considered Apologies and Leave of Absence.

WAR145/2023 RESOLVED:

On the motion of Mr Eda Waianga

Seconded Member Phillip Wasaga

The Warruwi Local Authority noted apologies from Cr James Marrawal and Mayor Ryan for the meeting held on 9 January 2022.

CARRIED

ABSENT WITHOUT NOTICE

4.1 ABSENT WITHOUT NOTICE

The Committee considered Absent Without Notice.

WAR146/2023 RESOLVED:

On the motion of Mr Alfred Gawaraidji
 Seconded Member Phillip Wasaga
 The Warruwi Local Authority noted members Jason Mauinaj and Nicholas Hunter absent without notice for the meeting held on 9 January 2023.

CARRIED

ACCEPTANCE OF AGENDA

5.1 ACCEPTANCE OF AGENDA

The Committee considered Acceptance of Agenda.

WAR147/2023 RESOLVED:
 On the motion of Member Phillip Wasaga
 Seconded Mr Richard Nawirr
 The agenda for the Warruwi Local Authority meeting of 9 January 2023 as circulated is accepted.

CARRIED

CONFIRMATION OF PREVIOUS MINUTES

6.1 CONFIRMATION OF PREVIOUS LOCAL AUTHORITY MEETING MINUTES - 19 OCTOBER 2022

The Committee considered Confirmation of Previous Local Authority Meeting Minutes - 19 October 2022.

WAR148/2023 RESOLVED:
 On the motion of Member Phillip Wasaga
 Seconded Mr Alfred Gawaraidji
 The minutes of the 19 October 2022 Warruwi Local Authority meeting are adopted as a true and correct record of the meeting as amended in item 4.1 apologies Eda Waianga not Ida Waianga.

CARRIED

GENERAL ITEMS

7.1 NORTHERN TERRITORY GOVERNMENT REVIEW OF LOCAL AUTHORITIES

The Committee considered the Northern Territory Government Review of Local Authorities.

The Warruwi Local Authority provided feedback on ways in which the Local Authority can be strengthened and improved. The Administration committed to providing a summary of recommendations and feedback to the local Authority through the Council Services Manager Warruwi.

NEXT MEETING

The next meeting will be held on 16 February 2023 at 10:00.

MEETING DECLARED CLOSED

Chairperson Eda Waianga declared the meeting closed at 11:48.

This page and the preceding 2 pages are the minutes of the Warruwi Local Authority Meeting held on 9 January 2023.

Chairperson

Date Confirmed

UNCONFIRMED

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 16 FEBRUARY 2023

| | |
|--------------------------|--|
| Agenda Reference: | 10.1 |
| Title: | Council's Response to Local Authority Issues Raised |
| File Reference: | 1058398 |
| Author: | Paul Hockings, Chief Executive Officer |

SUMMARY

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

BACKGROUND

The CEO presented the minutes and motions from the Warruwi Local Authority meeting held on 9 January 2023 to the Council meeting held on 18 January 2023.

COMMENT

At the Ordinary Council meeting held on 18 January 2023, Council noted the report titled Warruwi Local Authority meeting held on 10 January 2023 and it was agreed that Warruwi Local Authority would be delegated authority to approve spending of the Local Authority budget.

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 goals in pillars 1 and 6 in the *Regional Plan and Budget 2022-2023* as outlined below.

PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

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

Goal 1.1

Community Engagement

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

PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

| | |
|-----------------|---|
| Goal 6.2 | Records Delivery of storage and retrieval of records processes which support efficient and transparent administration |
| Goal 6.3 | Council and Local Authorities Excellence in governance, consultation administration and representation |
| Goal 6.5 | Planning and Reporting Robust planning and reporting that supports Council's decision-making processes |

VOTING REQUIREMENTS

Not applicable.

RECOMMENDATION:

That the Warruwi Local Authority notes the report.

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 16 FEBRUARY 2023

| | |
|--------------------------|--|
| Agenda Reference: | 11.1 |
| Title: | Review of Local Authority Action Items |
| File Reference: | 1058399 |
| Author: | Jessie Schaecken, 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 goals in pillars I and 6 of the *Regional Plan and Budget 2022-2023* as outlined below:

PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

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

Goal 1.1

Community Engagement

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

PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

Goal 6.2

Records

Delivery of storage and retrieval of records processes which support efficient and transparent administration

Goal 6.3

Council and Local Authorities

Excellence in governance, consultation administration and representation

Goal 6.5

Planning and Reporting

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 |
|----------------|---|--|--------------------|-------------|
| 10 August 2022 | <p>Warruwi Animal Management Program OCM74/2022</p> <p>The Council approved a total of approximately \$15,170.15 from future Warruwi Local Authority funding for the next 3 years towards the animal management program as per the breakdown below:</p> <ul style="list-style-type: none"> o \$4,718.70 from 2022-2023 Warruwi Local Authority funding. o \$5, 049.01 from 2023-2024 Warruwi Local Authority funding. o \$5, 402.15 from 2024-2025 Warruwi Local Authority funding. | <p>Update 12 October 2022 Vet services for next year have been put out for tender for the next 12 months.</p> <p>Update 08 February 2023 Vet Services tender for 2023 has been awarded to The Ark Animal Hospital for the WARC region.</p> <p>Intended visits will be publicised throughout the community on communication platforms prior to arrival to inform community members.</p> <p>Warruwi community is scheduled to receive (2) two proposed annual visits:</p> <ul style="list-style-type: none"> • 5 vet days in July • 5 vet days in September | Technical Services | In progress |
| 13 April 2022 | <p>Shade Sail at the Warruwi Playground OCM28/2022</p> <p>Council directed the administration to try and seek funding for the installation of a shade sail at the Warruwi playground at an estimated cost of \$30, 000.</p> | <p>Update 09 May 2022</p> <ul style="list-style-type: none"> • The grants team is in the process of investigating funding options for this project with Grants writer, Susan Wright, and will provide an updated report on this progress during the next meeting. <p>Update 13 July 2022</p> <ul style="list-style-type: none"> • The Grants team is still in the process of investigating specific funding options for this project with Grants Writer, Susan Wright. <p>Update: 30/09/2022 – Sarah Will</p> <ul style="list-style-type: none"> • The grants team applied for a Community Benefit Fund Grant on 19 August 2022 and were advised by the Department to withdraw the Application from the current round and reapply in January 2023. | Grants | In progress |

Warruwi Local Authority Action Item List – In Progress

| Meeting Date | Resolution/ Item Number | Comment | Action Officer | Status |
|-------------------|---|---|----------------------------|-------------|
| 22 September 2021 | <p>Solar Lights - Warruwi OCM87/2021 On the motion of Councillor James Marrawal Seconded Deputy Mayor Elizabeth Williams Council: Approved the installation of solar lights in various locations in Warruwi at an estimated cost of \$55,000</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. <p>Update 04 February 2022</p> <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 April 2022. <p>Update 09 May 2022</p> <ul style="list-style-type: none"> The CSM to arrange plant and material to install the solar lights. CSM to provide further update for procurement. <p>Update 13 July 2022</p> <ul style="list-style-type: none"> The CSM is making arrangements for local contractor Stedman's Constructions to install lights in nominated locations. <p>Update 08 February 2023</p> <ul style="list-style-type: none"> Next set of lights to be installed have locations and existing poles are already in place Awaiting Stedman's Constructions for the installation of the lights on arrival of a scissor lift/boom. Expected mid to late February. Stedman's behind with some non-urgent jobs currently. Will allow maintenance and installation of lights (able to check timings of lights operation). | CSM/ Technical Services | In progress |

Warruwi Local Authority Action Item List – In Progress

| Meeting Date | Resolution/ Item Number | Comment | Action Officer | Status |
|-------------------|---|--|----------------|-------------|
| 22 September 2021 | <p>Warruwi Crèche – Shade and Seating OCM87/2021</p> <p>On the motion of Councillor James Marrawal Seconded Deputy Mayor Elizabeth Williams</p> <p>Directed the administration to prepare a scope and budget for a new shade and additional seating near the Warruwi crèche OCM28/2022</p> | <p>Update 08 October 2021</p> <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 <p>Update 22 March 2022</p> <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 on 31 March 2022. | Grants | In progress |
| 13 April 2022 | <p>Council directed the administration to try and seek funding for the upgrade of the shade structure near the crèche and health centre at an estimated cost of \$ 70, 400.</p> | <p>Update 09 May 2022</p> <ul style="list-style-type: none"> The grants team is currently investigating funding options for this project and will provide an updated report on this progress during the next meeting. <p>Update 13 July 2022</p> <ul style="list-style-type: none"> The Grants team is still in the process of investigating specific funding options for this project with grants writer, Susan Wright. <p>Update: 30/09/2022 – Sarah Will</p> <ul style="list-style-type: none"> The grants team applied for a Community Benefit Fund Grant on 19 August 2022 and were advised by the Department to withdraw the Application from the current round and reapply in January 2023. | | |

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 16 FEBRUARY 2023

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|--------------------------|--|
| Agenda Reference: | 12.1 |
| Title: | CSM Operations Report on Current Council Services |
| File Reference: | 1058060 |
| Author: | Fiona Ainsworth, Acting Chief Operating Officer |

SUMMARY

This report will present the 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) Matthew Griffiths.

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 Matthew Griffiths.

STATUTORY ENVIRONMENT Not applicable.

POLICY IMPLICATIONS Not applicable.

FINANCIAL IMPLICATIONS Not applicable.

STRATEGIC IMPLICATIONS

The contents of this report are aligned to pillar 6 in the *Regional Plan and Budget 2022-2023* as outlined below:

PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

Goal 6.3

Council and Local Authorities

Excellence in governance, consultation, administration and representation

VOTING REQUIREMENTS

Not applicable.

RECOMMENDATION

That the Warruwi Local Authority received and noted the report entitled *CSM Operations Report on Current Council Services*.

ATTACHMENTS

- 1 LA Operations Report - Warruwi.pdf

Local Authority report

Warruwi
6/02/2023



Service Delivery

1. Attendance rates

1.1. Staff Attendance

The Warruwi Council department has averaged 63.10% attendance for the past three months which has impacted on the ability of Council to complete the required works in the community.

| | |
|---------------------------|---|
| Total number of vacancies | 4 |
|---------------------------|---|

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 except for the below periods:

- Office closure for 3 hours on Monday 9th January 2023, due to brake-in over the weekend.
- Some computer systems were updated from "Councilbiz" with no disruption, including the changeover to Teams from Starleaf. Awaiting full rollout.
- 'Intract' Indigenous Housing have been using some office space, due to an issue with their previous office space.

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.

- Office staff able to clear backlog of uncollected mail, with single day delivery of mail, and "return to Sender" for any other mail.

| | |
|------------------------|--------|
| Total postage received | 733 kg |
|------------------------|--------|

2.3. Centrelink

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

- Still issue with faulty equipment and silver service. Have received some replacement items, but still awaiting full replacement of faulty equipment.
- Services Australia visited late October 2022 and utilising Yagbani Offices. In discussion regarding utilising WARC office while visiting the community, to support and assist WARC Centrelink staff.
- New Centrelink signage ordered, awaiting delivery.

2.4. Cleaning

Scheduled cleaning of council assets have been completed as follows:

- Council office – twice a week – total of 24 occasions.
- Playground amenities – once a week – total of 12 occasions
- Public toilets – twice a week – total of 24 occasions.
- Airport Area – once a week – a total of 12 occasions.
- Recreation Hall – once a week – a total of 12 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 2, and bookings can be made through the Warruwi office only.

- Visitor accommodation has been heavily booked by both internal staff and external contractors and organisation, with solid booking up to mid-February 2023.
- There have been a few issues and faults with booking accommodation and clients receiving confirmations, particularly with the NT & Federal Government travel agents. This has now been rectified.
- Discussion with Yagbani to arrange accommodation into the future, for up-coming projects and contractor, as well as visiting staff.
- Lot 93 is designate as WARC emergency accommodation. Contractors currently using only until renovations have been finalised.
- Sewer issue at Lot 93, has now been addressed.
- New oven installed at Lot 21 in December 2022.

3. Wellbeing Services

3.1. Sport & Recreation

As restrictions eased the after school program has seen numbers increase. Some new equipment in relation to sports and activities along with other items are in the hall area.

- Youth, Sport and Recreation (YSR) programs, as well as school holiday programs occurred during the reporting period.
- Discussion continue between WARC and the School management, on program development and collaboration on deliverables, including re-establish 'day patrol' program and service, and a music program. The 'day patrol' program would be tailored to the individual needs of the community and encourage student to attend school. The music program scheduled for term 1, 2023, and linking into the Yarning Circle Goulburn Project November 2023.
- After internal discussions, Night Patrol team will now take a more active part and assist with community youth events.
- New Year's Eve celebration held at the recreation hall, with 70 -100 people in attendance, despite being a very wet night. Gifts were given out and enjoyed by all.
- Warruwi Basketball Grand Final held on 25th November, and was well supported by te community. Traditional Owner, Jenny Inmulugulu, assisted with funding for referees to fly over from Maningrida, to umpire the game. It was a huge success, ending with trophy presentation and community barbeque.
- Australia Day celebration held on Thursday 27th January 2023, which included 'Welcome to County', smoking ceremony, basketball games, gymnastics, local dance, painting and arts, slip-and-slide, and colour fun run. Community also enjoyed pancakes for brunch, while activities occurred. Estimated 120 people over the course of the day.

| | |
|-------------------|-----|
| Attendance totals | 836 |
|-------------------|-----|



New Year's Eve celebration at the Community Recreation Hall.

3.2. Early Learning

The childcare centre operated Monday to Friday, 7:30am to 5:00pm. Daily attendances as follows:

- Variety of activities provided including gardening and cooking.
- Continual issues with the air-conditioner unit, due to black ants eating wires and causing the cooling fault. New units on order.
- Exit signs have now been fitted and compliant with Work, Health and Safety standards.
- Senior Childcare Officer Minjilang provided assistance with staff coverage at the Warruwi Crèche, from 9th – 13th January 2023.
- Increase enrolments over the past month, particularly in the pre-school age group.
- Providing 3 meals per day, 5 days a week, a total of 500 meals during the reporting period.

| | |
|-------------------|-----|
| Attendance totals | 409 |
|-------------------|-----|

3.3. Aged Care

There has been very little change in aged care client numbers after the Christmas period and sorry business / funerals.

- Total number of current clients are 2 x HCP, 1 x CHSP, & 3 x NDIS.
- Meals on Wheels provided 5 days a week, with a total of 66 x HCP meals, 44 x CHSP meals, 110 x NDIS meals provided during the reporting period.
- Various provide to aged care clients, including but not limited to personal care, domestic care, washing services, transportation and social support.
- Waiting for 1 new client through NDIS who we will commence providing services to, once the care plan has been finalised and returned to us.

| | |
|----------------------|-----|
| Total meals provided | 791 |
|----------------------|-----|

3.4. Disability care

Continue to provide community services under the National Disability Insurance scheme (NDIS) and these are as follows:

- Meals on Wheels provided 5 days a week, with a total of 110 meals provided to 3 NDIS clients.
- Weekend Packs also provided to our current 3 NDIS clients.

| | |
|-----------------------------------|---|
| Total number of NDIS participants | 3 |
|-----------------------------------|---|

3.5. Night Patrol

Night patrol services were provided on all rostered shifts between 7.00 pm and 3.00 am. Start times vary dependent on community needs.

- Night patrol services continues with the current 5 staff being on rotating roster, 2 staff members per shift. New roster allows for the Community Safety Senior Officer to be in the office once a week and add in a Saturday shift.
- New reporting structure has set daily tasking for the community safety team.
- Other changes to Night Patrol include the 'Yarning Circle'. The Community Safety team will taking the lead with chatting with young males in the community and elders to assist with music.
- New radios and torches available for staff.
- Night patrol staff have identified areas of concern, finding a number open doors / gates to various community buildings, reducing risk to the properties.
- The community does have a Women's Safe House. Traditional Owners and Police raising with various forums, the need for a shelter or emergency accommodation.



Night Patrol on New Years Eve. Extend patrol hours.

3.6. Broadcasting

In conjunction with TEABBA, broadcasting services were provided on the majority of available days, between 9:00 am and 3:00 pm.

- Services were not provided on 30 shifts during the three months due to no staff available.
- Local broadcasting to occur in conjunction with community events, commencing as of February 2023.
- TEABBA available on FM 106.1, 24 hours a day.

| | |
|------------------------------|--------|
| Total number of On-Air hours | 68 hrs |
|------------------------------|--------|

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.

- Regular hard rubbish collection occurring.
- Community looking clean and the works team continually looking out for rubbish.

4.2. Roads

Road repairs have commenced across the community.

- Road maintenance continues as weather allows, grading of roads.
- Sealing of Airport Road and Beach Rd outside Police Station and Council Office, now completed.
- Some minor potholes repaired by crews.
- More damage has occurred to paved roads after heavy rains over December 2022 and January 2023.
- Midway through installation of traffic signage, including roadside safety markers.
- Issue with youths damaging the white posts near town.
- Discussion with NIAA, regards further English /Mawng signage for the community.

4.3. Waste

Landfill site operated between Monday to Friday, 8:30am to 4:00pm with no disruption to service.

- Landfill site signs to be set-up and designated dumping areas is working well.
- Old tires to be recycled as borders for the different types of designated areas.
- New rubbish pit excavated and being used by contractors overseeing the community housing rebuilds.
- Still investigating removal and disposal of oil from the landfill site.
- Replacement of the community 240L wheelie bins rolling out mid-February 2023.
- Environmental Protection Authority (EPA) mentioned low level fencing around landfill site boundary to catch any runoff or wind picked up items. Being investigated.
- Currently, no removal of landfill waste or recycling is occurring, due to cost to transport off the island.

| | |
|---|------|
| Total amount of waste removed from landfill | 0 kg |
|---|------|

4.4. Plant and equipment

- All heavy equipment operational, other than major fault with tipper and grader hosing.
- Hydraulic hoses ordered for grader.
- Tipper parts ordered and awaiting delivery.
- Hoist issues recertified in October 2022.
- Majority of vehicles required air-conditioner repairs

5. Essential Services

5.1. Power

- 2 x genset services conducted and tune up each month.
- 4 x after hours call out occurred.
- 3 x large fuel deliveries during reporting period.
- Single power outage after lightning strikes early January 2023. All repairs carried out and contingencies reviewed. PowerWater repaired power line into the Radar for Bureau of Meteorology.

- Under power line clean-up contract well underway, with both the Essential Services Officer (ESO) and Works team completing 90% contracted works. Expected to complete remainder of the works by the end of February 2023, weather permitting.
- PowerWater to remove some trees near power lines, which is outside the scope of clearance removal contract.

5.2. Water

- Water samples conducted as per scheduled review. All returned positive readings.
- Fault/leak located in bottom camp and rectified by ESO and Works team.
- ESO busy repairing a number of leaking / burst pipes throughout community.
- ESO identified several pipe leaks after water pressure raised, repairs completed.
- Providing monthly water usage sign photo to PowerWater.
- A number of visits by contractors and ESO to fix leaks around the community,
- Plumbing repairs required at Lot 9, including the water tank, new pipes and missing water meter.
- PowerWater and NLC in discussion, regarding the need for new bores or deeper borers with new housing development commencing in November 2022.

5.3. Sewage

- Transfer pump has now been replaced.
- Sewage transfer station service after lighting strike, to check unit integrity.
- Major blockage outside Lot 29. PowerWater called in to assist as unable to be rectified by ESO and WARC team. Upon inspection, blockage caused by shirt caught on tree roots in the main sewer.

5.4. Airfield

28 Daily inspections were undertaken by the ARO. No significant issues were noted.

- End of month inspection, weed cutting, poisoning & grading of fence line.
- Slashed the runway shoulders and fence perimeter on several occasions.
- Backfilled exposed bottom of the fencing, to prevent animals entering aerodrome.
- Data and contract information now captured on 'works toolbox talk'.
- Weekend planes now more often.
- 4 x care after hours flights during reporting period.
- Rubber matting fitted under lights and windsock.
- Airport border road now part of the truck OD route from the barge. There were no issues and area was widened by works teams to suit.
- Incident occurred, where a plane tyre bust upon landing from east and ARO, contractors and other WARC staff assisted with moving plane off runway to safe location. Both CASA emergency procedures and general WHS processes observed, with no injuries, lost of life or damage to property occurring.

6. Trade Services

6.1. Scheduled Servicing

- **Mechanic**
 - Air-conditioner repairs required, now about half way through servicing.
 - Works still required to Community Services vehicle (Isuzu ute) with major electrical issue that is hard to diagnose.
 - Major clutch and other mechanical issues with Isuzu tipper. Gearbox in Darwin for major repairs and other parts on order.
 - New Youth, Sport and Recreation vehicle received and allocated to staff.

- All Isuzu utes have some issue or fault, making some unusable.
- Checked all vehicles safety kits, replacement parts ordered, arrived and fitted back to the relevant cars.
- **Plumber**
 - Works being conducted on Lot 9 for reconnection of improved water.
 - Similar upgrade occurring with works yard.
 - Sewer at Lot 93 requiring urgent repair. Believed to be a tree at neighboring property boundary.
 - Issue with solar at Lot 25, Stedmans contractors to assess.

6.2. Unplanned Maintenance

- **Mechanic**
 - Repairs to tractor gearstick / control arm still ongoing.
- **Electrician**
 - Repaired work sheds power main in November 2022. Security lights to sheds need adjustment, as not connecting correctly after hours.
 - Crèche air-conditions units replaced after 2 system faults, due to ants damaging wires and causing the units to short-out.
 - Damage to power box and new switchboard required at the recreation hall.
 - Council officer GPO power board currently in the room rented by TCU bank. Locked after hours and fire/emergency hazard risk.
 - Major damage to Council office from termites and/or ants. Pest spray in and around property, but the ants returned late November 2022.
- **Carpenter**
 - Assistance with community shelter project, recreation hall, council office and staff house. Stedmans to assist on some of the works.
 - Water damage to Council office walls. Further assessment of damage and asbestos required.

7. Community

7.1. Local Authority projects

- **Current**
 - LA funded playground completed and being used by children in community.
 - Town Centre project being reviewed, expecting approval early February 2023.
 - Solar light installation underway.
 - Australia Day project, metal sign at airport with a map drawn by local artists with 'Welcome to Warruwi' or similar.
- **Future**
 - Vet community visit 2023 to commence in the dry season.
 - Investigation into a trailer or hearse for sorry business transportation.

7.2. Other projects

- **Opportunities**
 - Looking at Mawng / English signage for community.
- **Current**
 - ANZAC memorial plaque for 2023 ANZAC Dawn service event.
 - Road grading (Airport and Beach Rd) completed.
 - Road damage after rain storms over December 2022. Contractors to re-enforced damaged areas prior to road upgrade.

- Major construction works of 5 community houses commenced in August 2022, with demolition and build underway. Whole project expected to take 14 months to complete.
- **Future**
 - Upgrades to barge landing.
 - Upgrades to town square shade cloth and other amenities.

7.3. Community meetings and events

Council Services Manager (CSM) has attended various over the reporting period, including:

- WARC Christmas / End of Year breakup at the school, with CEO presenting.
- Community Heads of Agency meeting on Thursday 12th January 2023.
- Emergency Management (EM) Meeting on Monday 16th January 2023, with SES and Police from Darwin in attendance.

| | |
|---|----|
| Total number of meetings and events attended by the CSM | 89 |
|---|----|

7.4. Community key focus areas

- Youths causing trouble, raising concerns around perceptions of safety. Increased community request to target patrols and enable prevention strategies.
- Local youth continually braking into both community and council properties.
- Issues over late night online gaming by young people, has lead to bullying and unrest between some youth.
- Consideration of a Youth committee to work with the Local Authority.
- Increase of crocodiles near township and domestic animals.
- Raised concerns over night patrol operational hours.
- Police present in the community.



WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 16 FEBRUARY 2023

| | |
|--------------------------|--|
| Agenda Reference: | 15.1 |
| Title: | Financial Report to December 2022 |
| File Reference: | 1057206 |
| Author: | Corey White, Accountant; Andrew Shaw, Finance Manager |

SUMMARY

This Financial Report for the year to date period 1 July 2022 to 31 December 2022, the first six months of the 2022-23 financial year, is prepared for the Warruwi 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 2022. 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 2022

| Description | Actuals YTD | Budget YTD | TOTAL COUNCIL | | Annual Budget | Progress |
|--|------------------|------------------|-----------------|--------------|--------------------|-------------|
| | | | Variance | % | | |
| Operational Revenue | | | | | | |
| 61 - Income Rates and Charges | 88,874 | 88,887 | (13) | (0%) | 177,774 | 50% |
| 62 - Income Council Fees and Charges | 2,362 | 3,673 | (1,311) | (36%) | 6,673 | 35% |
| 63 - Income Operating Grants | 372,443 | 379,730 | (7,287) | (2%) | 660,338 | 56% |
| 65 - Income Allocation | 14,959 | 6,500 | 8,459 | 100%+ | 13,000 | 100%+ |
| 66 - Other Income | 3,878 | 2,500 | 1,378 | 55% | 5,000 | 78% |
| 67 - Income Agency and Commercial Services | 395,586 | 426,491 | (30,905) | (7%) | 852,982 | 46% |
| Total Operational Revenue | 878,101 | 907,781 | (29,679) | (3%) | 1,715,767 | 51% |
| Operational Expenditure | | | | | | |
| 71 - Employee Expenses | 999,775 | 923,218 | 76,557 | 8% | 1,872,025 | 53% |
| 72 - Contract and Material Expenses | 105,751 | 251,060 | (145,309) | (58%) | 489,701 | 22% |
| 73 - Finance Expenses | 156 | 120 | 36 | 30% | 240 | 65% |
| 74 - Travel, Freight and Accom Expenses | 62,739 | 72,667 | (9,928) | (14%) | 136,016 | 46% |
| 76 - Fuel, Utilities & Communication | 112,847 | 105,329 | 7,518 | 7% | 211,508 | 53% |
| 79 - Other Expenses | 217,678 | 198,441 | 19,237 | 10% | 450,277 | 48% |
| Total Operational Expenditure | 1,498,946 | 1,550,835 | (51,889) | (3%) | 3,159,767 | 47% |
| Total Operational Surplus / (Deficit) | (620,845) | (643,054) | 22,209 | 3% | (1,444,000) | 43% |
| Capital Income | | | | | | |
| 68 - Income Capital Grants and Contributions | 377,862 | 413,450 | (35,587) | (9%) | 377,862 | 100% |
| Total Capital Income | 377,862 | 413,450 | (35,587) | (9%) | 377,862 | 100% |
| Capital Expense | | | | | | |
| 33 - Capital Expenditure | 324,118 | 327,253 | (3,135) | (1%) | 382,253 | 85% |
| Total Capital Expense | 324,118 | 327,253 | (3,135) | (1%) | 382,253 | 85% |
| Total Capital Surplus / (Deficit) | 53,745 | 86,197 | (32,452) | (38%) | (4,391) | 0% |
| Net Surplus / (Deficit) | (567,100) | (556,857) | (10,243) | (2%) | (1,448,391) | 39% |

STATUTORY ENVIRONMENT

Regulation 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 Pillar 6 as outlined in the *Regional Plan and Budget 2022-2023*.

PILLAR 6 FOUNDATIONS OF GOVERNANCE

Integrity is at the heart of everything we do. We are leaders of best practice and excellence in governance, advocacy, consultation and administration.

Our processes, procedures and policies are ethical and transparent.

Goal 6.1

Financial Management

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

VOTING REQUIREMENTS

Not applicable.

RECOMMENDATION:

That the Warruwi Local Authority notes and receives the Financial Report for the year to date period, July 2022 to December 2022.

ATTACHMENTS

- 1 Graphical Finance Presentation Warruwi- December 2022.pdf



**Warruwi Local Authority Committee
Financial Management Report for the
period ended 31st December 2022**

Actual v Budget – Operational – July 2022 to December 2022

Actuals v Budget by Reporting Group

as at 31 Dec 2022

| Description | TOTAL COUNCIL | | | |
|--|------------------|------------------|-----------------|-------------|
| | Actuals YTD | Budget YTD | Variance | % |
| Operational Revenue | | | | |
| 61 - Income Rates and Charges | 88,874 | 88,887 | (13) | (0%) |
| 62 - Income Council Fees and Charges | 2,362 | 3,673 | (1,311) | (36%) |
| 63 - Income Operating Grants | 372,443 | 379,730 | (7,287) | (2%) |
| 65 - Income Allocation | 14,959 | 6,500 | 8,459 | 100%+ |
| 66 - Other Income | 3,878 | 2,500 | 1,378 | 55% |
| 67 - Income Agency and Commercial Services | 395,586 | 426,491 | (30,905) | (7%) |
| Total Operational Revenue | 878,101 | 907,781 | (29,679) | (3%) |
| Operational Expenditure | | | | |
| 71 - Employee Expenses | 999,775 | 923,218 | 76,557 | 8% |
| 72 - Contract and Material Expenses | 105,751 | 251,060 | (145,309) | (58%) |
| 73 - Finance Expenses | 156 | 120 | 36 | 30% |
| 74 - Travel, Freight and Accom Expenses | 62,739 | 72,667 | (9,928) | (14%) |
| 76 - Fuel, Utilities & Communication | 112,847 | 105,329 | 7,518 | 7% |
| 79 - Other Expenses | 217,678 | 198,441 | 19,237 | 10% |
| Total Operational Expenditure | 1,498,946 | 1,550,835 | (51,889) | (3%) |
| Total Operational Surplus / (Deficit) | (620,845) | (643,054) | 22,209 | 3% |



Actual v Budget – Capital – July 2022 to December 2022

Actuals v Budget by Reporting Group

as at 31 Dec 2022

| Description | TOTAL COUNCIL | | | Annual Budget | Progress |
|--|------------------|------------------|-----------------|---------------|-------------|
| | Actuals YTD | Budget YTD | Variance | | |
| Capital Income | | | | | |
| 68 - Income Capital Grants and Contributions | 377,862 | 413,450 | (35,587) | (9%) | 100% |
| Total Capital Income | 377,862 | 413,450 | (35,587) | (9%) | 100% |
| Capital Expense | | | | | |
| 33 - Capital Expenditure | 324,118 | 327,253 | (3,135) | (1%) | 85% |
| Total Capital Expense | 324,118 | 327,253 | (3,135) | (1%) | 85% |
| Total Capital Surplus / (Deficit) | 53,745 | 86,197 | (32,452) | (38%) | 0% |
| Net Surplus / (Deficit) | (567,100) | (556,857) | (10,243) | (2%) | 39% |

Legend:

- Unfavourable variance over \$75,000
- Unfavourable variance under \$75,000
- Favourable variance
- ! Variance over \$300,000





Actual v Budget – Warruwi – July 2022 to December 2022



Council Funded Projects – July 2022 to December 2022

| Reserve Activity | Approved Budget | Date of Approval | Expenditure to 30 Jun 2020 | Expenditure to 30 Jun 2021 | Expenditure to 30 Jun 2022 | Expenditure to date FY 2022-23 | Balance as at 31 December 2022 |
|---|-----------------|------------------|----------------------------|----------------------------|----------------------------|--------------------------------|--------------------------------|
| 5167.05 - Kerb and Channel Airport to Workshop Road | 330,000 | FY 19/20 | (19,516) | (2,274) | (154,682) | (94,093) | 59,434 |
| 5275.05 - Purchase Isuzu Dmax Utility | 55,000 | FY 21/22 | - | - | - | (52,194) | 2,806 |
| 5281.05 - Purchase Ride on Mower | 30,078 | FY 21/22 | - | - | (30,078) | - | - |
| 5284.05 - Purchase Isuzu Russ Garbage Compactor | 7,335 | FY 21/22 | - | - | - | (7,335) | - |
| Capital Reserve Balance | 422,413 | | (19,516) | (2,274) | (184,760) | (153,622) | 62,240 |



Grant Funding – Local Authority Projects - July 2022 to December 2022



| Grant Funding - Local Authority Projects | Approved Budget | Year of Budget Approval | Cash received to date (incl. Carried Forward) | Expenditure prior years | Expenditure to date 2022-23 | Cash Balance as at 31 December 2022 |
|--|-----------------|-------------------------|---|-------------------------|-----------------------------|-------------------------------------|
| Local Authority Projects (LAP) 2021-22 Project Funding \$58,700 | | | | | | |
| LAP - Animal Management Program FY 22/23 | 4,718 | FY 22/23 | 4,718 | - | (4,718) | - |
| LAP - Replace Solar Lights | 55,000 | FY 21/22 | 51,237 | (23,808) | (5,247) | 22,182 |
| TOTAL LOCAL AUTHORITY PROJECTS | 59,718 | | 55,955 | (23,808) | (9,965) | 22,182 |



Grant Funding – Community Projects – July 2022 to December 2022

| Grant Funding - Community Projects | Approved Income Budget | Year of Budget Approval | Cash received to date (incl. Carried Forward) | Expenditure prior years | Expenditure to date 2022-23 | Cash Balance as at 31 December 2022 |
|--|------------------------|-------------------------|---|-------------------------|-----------------------------|-------------------------------------|
| Local Government Immediate Priority (LGIP grant) - Towards purchase of Rubbish Compactor | 162,000 | FY 21/22 | 162,000 | | (162,000) | - |
| Commonwealth Home Support Program (CHSP) | - | FY 22/23 | - | | (38,963) | - |
| NT Jobs Package - Aged Care | - | FY 22/23 | - | | (79,718) | - |
| Night Patrol | - | FY 22/23 | - | | (138,417) | - |
| Outside School Hours Care | 95,756 | FY 22/23 | 2,497 | | (30,067) | - |
| Safety and Wellbeing - Sport and Recreation | - | FY 22/23 | - | | (35,666) | - |
| Remote Sport Program | - | FY 22/23 | - | | (18,198) | - |
| Deliver Indigenous Broadcasting Programs (RIBS) | - | FY 22/23 | - | | (3,000) | - |
| Manage Crèche | 406,760 | FY 21/22 | 351,739 | | (183,733) | 168,006 |
| TEABBA Staff Funding - Indigenous Broadcasting Prgm (RIBS) | - | FY 22/23 | - | | (18,688) | - |
| Get Up Stand Up Show Up - NAIDOC Week Activity | - | FY 22/22 | - | | (890) | - |
| Celebrating Aboriginal Culture (Australia Day) | - | FY 22/23 | 1,250 | | - | 1,250 |
| TOTAL COMMUNITY PROJECTS | 664,516 | | 517,486 | - | (709,340) | 169,256 |



New Assets or Additions to Existing Assets – December 2022

ISUZU GARBAGE COMPACTOR

Warruwi

Asset no. 150174

\$168,225



WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 16 FEBRUARY 2023

| | |
|--------------------------|--------------------------------|
| Agenda Reference: | 15.2 |
| Title: | Local Authority Funding |
| File Reference: | 1057697 |
| Author: | Robyn Oswald, |

SUMMARY

This report provides an overview of the status of current project funding 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.

Unallocated funds as at 31 December 2022: \$0

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 | Cash balance as at 31 December 2022 |
| Ablution Block | - |
| Animal Management Program | - |
| Replace Solar Lights | \$22,182 |
| TOTAL | \$22,182 |

COMMENT

Whilst all funding received to date has been allocated, it would be worth thinking about and nominating new priority projects. Items discussed at previous Warruwi Local Authority Meetings as potential projects for exploration include; a shade sail at the Warruwi Playground, solar lights in various locations and shade and seating at Warruwi Crèche.

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

This report is aligned to pillar 1 in the *Regional Plan and Budget 2022-2023* as outlined below:

PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

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

Goal 1.2**Economic Partnerships**

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

PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

Goal 6.3**Council and Local Authorities**

Excellence in governance, consultation administration and representation

VOTING REQUIREMENTS

Not applicable at this time.

RECOMMENDATION:

That the Local Authority:

- 1. Received and noted report entitled *Local Authority Funding*; and**
- 2. Continues to discuss and recommend projects 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 16 FEBRUARY 2023

| | |
|--------------------------|--|
| Agenda Reference: | 17.1 |
| Title: | Purchase of Cultural/Funeral Trailer |
| File Reference: | 1057072 |
| Author: | Clem Beard, Project Manager Technical Services; Sam Fazzolari, Project Coordinator Infrastructure |

SUMMARY

The township and community of Warruwi averages about 5-6 funerals per year. These funerals are heavily attended by local and adjacent community members and Sorry Business can double or triple the town population.

BACKGROUND

There is no funeral Director or full time police staffing located at Warruwi. If a death occurs, the local Red Lily Ambulance/emergency vehicle is utilised to transport the deceased from location to the clinic, and later to a chartered plane who collects the deceased from Warruwi, to be taken into Darwin for Coronial matters or to be held pending a funeral date. Given the weather and distance at Warruwi, this can be up to 6-8 months later after a person has passed before returning to Warruwi for Sorry Business and burial. The Red Lily emergency vehicle is not designed and should not be utilised for deceased movement or ceremonial events as it is the townships first responder vehicle.

On a deceased's arrival at Warruwi, chosen family members will attend the plane and remove the deceased from the plane to a waiting vehicle. Currently safe removal of the deceased from the plane and a suitable vehicle for the purposes of transporting the deceased is unavailable without use of the Red Lily vehicle. This is often a rushed and last minute decision, and community members older cars or utilities are used or accessed. This causes undue stress on family, and to staff at Warruwi re safety of mourners and the deceased.

During this time, community elders will lead a guard of honour that will escort the vehicle with the deceased through the township to or from the airfield to the location of Sorry Business. This also occurs on burial day with a ceremony/parade from sorry business to location of burial. The distance travelled in a vehicle is always under 4 km in distance, and on bitumen roads. The majority of the township will line the streets or join in at some point. The speed of the ceremony is guided by the guard of honour, and is less than 10 KPH (Walking pace).

COMMENT

The issue of safely and respectfully moving a deceased person in the community has been raised time and time again. It has now been brought to a LA meeting by Alfred GAWARAIDJI at LA meeting: 21/07/2021 under unrecorded: Agenda Reference.' 13.3 Local Authority Members Questions.

SOLUTIONS/OPTIONS:

- 1) HEARSE/STATION WAGON: A fit for purpose vehicle.**

Ongoing Maintenance, registration, security of vehicle and lack of use makes the cost and lack of use prohibitive and a poor investment. Other smaller communities who have one, rarely use same and is not utilised for the reason it was purchased.

CSM RECOMMENDATION: Not suitable

2) USE OF WARC VEHICLES:

Not a long term solution. The only ute suitable is the Toyota Hilux and would need to be available. The fit of a coffin is not ideal and a number of safety concerns are relevant. It would also need a change of policy to allow for this usage.

CSM RECOMMENDATION: Not suitable

3) TRAILER:

Proposal of a dual axle trailer to be used only for funeral use. The cost of the trailer is approximately \$12,000 along with a suitable second hand gurney/stretchers (circa \$2,000) and can be managed and owned by WARC as an asset. The trailer can be towed by most vehicles with a towbar and as fit for purpose would always be available for the movement of deceased from the first instance to burial.

ADVANTAGES:

- Single reasonable purchase cost.
- Trailer and gurney/stretchers has ability to carry weight of deceased and other local traditional requirements for Sorry Business.
- Safe for use, less chance of dropping or injury from lifting as stretchers will be able to be used.
- Unable to use stretchers/gurney in a ute or station wagon.
- Reduces risk at airport of accidentally dropping deceased.
- Flat ramp at rear to allow easy movement of a gurney onto the trailer.
- Deceased can be strapped in via stretchers to trailer.
- Allows public mourning as deceased is part of ceremonial parade to/from airport or to burial.
- Shows a commitment from LA to the community.
- Shows in kind and ongoing support from WARC to the Waruwi community for the yearly cost of registering a trailer.
- At the sorry camp, allows a raised platform for Lore and performances by community.
- Allows the ability for the trailer to be decorated and carry flags and other ceremonial items when the deceased is moved.
- Trailer can be managed and stored safely at the WARC work sheds.

| Cultural/Funeral Trailer | | |
|---|-------------|---------------------|
| Resource | Unit | Total |
| Materials/Logistics | | |
| Funeral trailer | Each | \$ 12,000.00 |
| Barge Freight | Each | \$ 1,150.00 |
| Registration | Each | \$ 150.00 |
| Stretchers | Each | \$ 2,000.00 |
| Contingency 15% | Only | \$ 2,295.00 |
| | | |
| Total Estimated/Indicative Costs | | \$ 17,595.00 |



STATUTORY ENVIRONMENT

This asset acquisition will be conducted in accordance with relevant provisions in the Local Government Act 2019.

POLICY IMPLICATIONS

Council Purchasing Policy to be adhered to during procurement.

FINANCIAL IMPLICATIONS

No current budget allocation for these works - sourcing LA Funding for project.

STRATEGIC IMPLICATIONS

This report is aligned to pillar 4 in the *Regional Plan and Budget 2022-2023* as follows:

| PILLAR 4 SERVICE DELIVERY AND BUILT ENVIRONMENT | |
|---|--|
| We provide high quality infrastructure and service delivery that meets the unique needs of each community, creates a sense of place and contributes towards promoting a sense of pride in community. | |
| Goal 4.1 | Strategic Infrastructure and Asset Management Strategically manage, maintain and enhance community infrastructure |
| Goal 4.2 | Fleet, Plant and Equipment Provide a modern and well-maintained fleet of plant and vehicles capable of meeting service delivery requirements |

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION:

That the Local Authority:

- 1. Received and Noted report entitled *Purchase of Cultural/Funeral Trailer*;**
- 2. Reviews this project and approves the allocation of \$17,595.00 for a Cultural/Funeral Trailer from Warruwi Local Authority funding;**

ATTACHMENTS

There are no attachments for this report.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 16 FEBRUARY 2023

| | |
|--------------------------|--|
| Agenda Reference: | 17.2 |
| Title: | Local Authority Members Questions |
| File Reference: | 1058400 |
| Author: | Jessie Schaecken, Governance and Risk Advisor |

SUMMARY

The purpose of this report is to give Local Authority Members a formal forum where they can table items for discussion at the Local Authority meeting.

BACKGROUND

Part 5.1 of the *Local Government Act 2019* (the Act) identifies local authorities as an essential forum for local decision making in remote communities. The key functions of local authorities as outlined in the Act are:

- a. To involve local communities more closely in issues related to local government.
- b. To ensure that local communities have the opportunity to express their opinions on questions affecting local government.
- c. To allow local communities a voice in the formulation of policies for the locality as well as policies for the area and the region.
- d. To take the views of local communities back to the council and act as advocates on their behalf.
- e. To contribute to the development of the relevant regional plan.
- f. To make recommendations to the council in relation to:
 - i. The council's budget; and
 - ii. The part of the council's area within which the local authority performs its functions.
- g. To perform other functions assigned to the local authority by the minister, in accordance with any guidelines that the minister may make.

Local Authority Members are encouraged to raise any other matters that they wish to discuss during the meeting.

COMMENT

No comment is required.

STATUTORY ENVIRONMENT

Section 78 of the *Local Government Act 2019*.

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable at this time.

STRATEGIC IMPLICATIONS

This report is aligned to pillars 1 and 6 in the *Regional Plan and Budget 2022-2023* as outlined below:

PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

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

Goal 1.1

Community Engagement

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

PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

Goal 6.3

Council and Local Authorities

Excellence in governance, consultation administration and representation

Goal 6.5

Planning and Reporting

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

VOTING REQUIREMENTS

Not applicable at this time.

RECOMMENDATION:

That the Chairperson invites questions from Local Authority Members.

ATTACHMENTS

**WEST ARNHEM REGIONAL COUNCIL
FOR THE MEETING 16 FEBRUARY 2023**

Closure of the meeting