



WEST ARNHEM

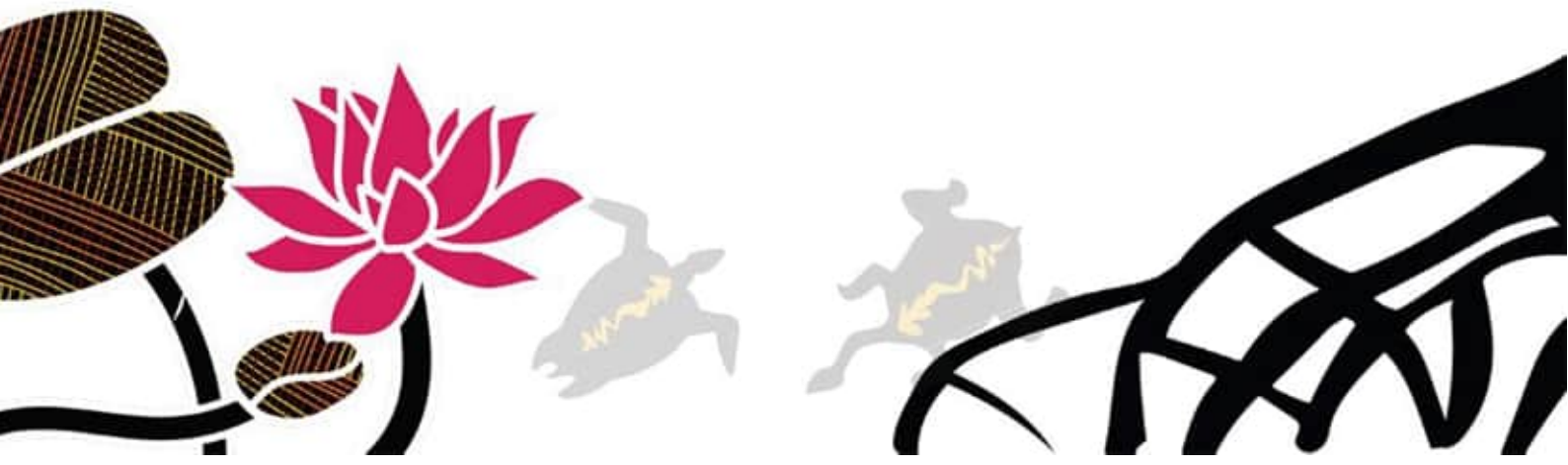


REGIONAL COUNCIL



WEST ARNHEM REGIONAL COUNCIL
LOCAL AUTHORITY MEETING
AGENDA

THURSDAY, 1 JUNE 2023



WEST ARNHEM REGIONAL COUNCIL

Notice is hereby given that a Local Authority Meeting of the West Arnhem Regional Council will be held in on Thursday, 1 June 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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17 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 1 JUNE 2023

Agenda Reference:	3.1
Title:	Apologies and Leave of Absence
File Reference:	1079362
Author:	Jessie Schaecken, Governance and Risk Advisor

SUMMARY

This report is to table, for the Maningrida Local Authority's record, any apologies and requests for leave of absence received from Authority members for the meeting held on 1 June 2023.

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
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RECOMMENDATION:

That Maningrida Local Authority noted members apologies and/or requests for leave of absence for the meeting held on 1 June 2023.

ATTACHMENTS

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 1 JUNE 2023

Agenda Reference:	4.1
Title:	Absent Without Notice
File Reference:	1079363
Author:	Jessie Schaecken, Governance and Risk Advisor

SUMMARY

This report is to table, for the Maningrida Local Authority's record, any appointed members that are absent without notice for the meeting held on 1 June 2023.

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 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
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RECOMMENDATION

That Maningrida Local Authority noted members absences without notice for the meeting held on 1 June 2023.

ATTACHMENTS

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 1 JUNE 2023

Agenda Reference:	6.1
Title:	Acceptance of Agenda
File Reference:	1079364
Author:	Jessie Schaecken, Governance and Risk Advisor

SUMMARY

Agenda papers are submitted for acceptance by appointed members for the Maningrida Local Authority meeting of 1 June 2023.

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 6.3	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
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RECOMMENDATION:

That the agenda for the Maningrida Local Authority meeting of 1 June 2023 as circulated be accepted.

ATTACHMENTS

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 1 JUNE 2023

Agenda Reference:	7.1
Title:	Disclosure of Interest of Members or Staff
File Reference:	1079365
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.

Staff members of 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*

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 6.4	Risk Management The monitoring and minimisation of risks associated with the operations of Council
Goal 6.5	Planning and Reporting Robust planning and reporting that supports Council's decision-making processes

RECOMMENDATION:

That Maningrida Local Authority received and recorded declarations of interest for the meeting held on 1 June 2023.

ATTACHMENTS

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 1 JUNE 2023

Agenda Reference:	8.1
Title:	Confirmation of Previous Local Authority Meeting Minutes - 2 March 2023
File Reference:	1079366
Author:	Jessie Schaecken, Governance and Risk Advisor

SUMMARY

Unconfirmed minutes of the 2 March 2023 Maningrida Local Authority meeting are submitted to the Authority for confirmation that the minutes are a true and correct record of the meeting.

STATUTORY ENVIRONMENT

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

STRATEGIC IMPLICATIONS

The confirmation of previous minutes is aligned to the following goals as outlined in pillar 6 of 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 6.2	Records Delivery of storage and retrieval of records processes which support efficient and transparent administration
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Goal 6.5	Planning and Reporting Robust planning and reporting that supports Council's decision-making processes
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RECOMMENDATION:

That the minutes of the 2 March 2023 Maningrida Local Authority meeting are adopted as a true and correct record of the meeting.

ATTACHMENTS

- 1 2023.03.02 Maningrida Local Authority Minutes - Unconfirmed.pdf



Minutes of the Maningrida Local Authority Meeting
Thursday, 2 March 2023 at 10:00

Chairperson Sharon Hayes declared the meeting open at 10:38, welcomed all in attendance and acknowledged the Traditional Owners.

APPOINTED MEMBERS PRESENT

Chairperson	Sharon Hayes
Member	Shane Namanurki

ELECTED MEMBERS PRESENT

Acting Mayor	Elizabeth Williams
Councillor	James Woods
Councillor	Julius Kernan

STAFF PRESENT

Chief Executive Officer	Paul Hockings
Chief Corporate Officer	David Glover (Video Conference)
Chief Operating Officer (Acting)	Fiona Ainsworth (Video Conference)
Council Services Manager (Acting)	Kevin Voisey
Executive Manager, Advocacy and Strategy	Brooke Darmanin (Video Conference)
Governance and Risk Advisor	Jessie Schaecken (Video Conference)
Project Coordinator Infrastructure	Sam Fazzolari (Video Conference)

Resignation received from local authority member Manuel Brown – email attached as appendix 1

APOLOGIES

3.1 APOLOGIES AND LEAVE OF ABSENCE

The Committee considered Apologies and Leave of Absence.

MAN172/2023 RESOLVED:

On the motion of Cr James Woods

Seconded Mr Shane Namanurki

That Maningrida Local Authority noted members apologies Joyce Bohme, Jessica and Jacqueline Phillips for the meeting held on 2 March 2023.

CARRIED

ABSENT WITHOUT NOTICE

4.1 ABSENT WITHOUT NOTICE

The Committee considered Absent Without Notice.

MAN173/2023 RESOLVED:

On the motion of Cr Julius Kernan
Seconded Cr James Woods

That Maningrida Local Authority noted member Sophia Brian absent without notice for the meeting held on 2 March 2023.

CARRIED

ACCEPTANCE OF AGENDA**6.1 ACCEPTANCE OF AGENDA**

The Committee considered Acceptance of Agenda.

MAN174/2023 RESOLVED:

On the motion of Mr Shane Namanurki
Seconded Cr James Woods

That the agenda for the Maningrida Local Authority meeting of 2 March 2023 as circulated be accepted.

CARRIED

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

The Committee considered Disclosure of Interest of Members or Staff.

MAN175/2023 RESOLVED:

On the motion of Mr Shane Namanurki
Seconded Cr Julius Kernan

That Maningrida Local Authority received and recorded nil declarations of interest for the meeting held on 2 March 2023.

CARRIED

CONFIRMATION OF PREVIOUS MINUTES**8.1 CONFIRMATION OF PREVIOUS LOCAL AUTHORITY MEETING MINUTES - 12 JANUARY 2023**

The Committee considered Confirmation of Previous Local Authority Meeting Minutes - 12 January 2023.

MAN176/2023 RESOLVED:

On the motion of Cr James Woods
Seconded Mr Shane Namanurki

That the minutes of the 12 January 2023 Maningrida Local Authority meeting are adopted as a true and correct record of the meeting.

CARRIED

LOCAL AUTHORITY ACTION ITEMS**10.1 REVIEW OF LOCAL AUTHORITY ACTION ITEMS**

The Committee considered Review of Local Authority Action Items.

MAN177/2023 RESOLVED:

On the motion of Mr Shane Namanurki
Seconded Cr James Woods

That Maningrida Local Authority reviewed the action items list and approved to remove any completed actions.

CARRIED

CEO / CSM REPORT ON REGIONAL COUNCIL SERVICES**11.1 CSM OPERATIONS REPORT ON CURRENT COUNCIL SERVICES**

The Committee considered CSM Operations Report on Current Council Services.

MAN178/2023 RESOLVED:

On the motion of Chairperson Sharon Hayes

Seconded Mr Shane Namanurki

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

CARRIED

14.1 CONSULTATION - WEST ARNHEM REGIONAL COUNCIL REGIONAL PLAN STRATEGIC PLAN 2023 -2024

The Committee considered Consultation - West Arnhem Regional Council Regional Plan Strategic Plan 2023 -2024.

MAN179/2023 RESOLVED:

On the motion of Cr Julius Kernan

Seconded Cr James Woods

1. That the Maningrida Local Authority notes the report and nominates projects and priorities of local significance which will inform the West Arnhem Regional Plan and;
 - a. Roads
 - b. Housing
 - c. Local in-house training opportunities
 - d. Youth engagement
 - e. Employment
 - f. Community planning
 - g. Opportunities for homelands
2. Provides feedback on the current organisational values and suggests alternative values for consideration by the administration
 - a. Council Values – Community Values
 - b. Representing all community cultures and cultural values
 - c. Connection

CARRIED

FINANCE REPORT

GENERAL ITEMS

16.1 INSTALLATION OF BOLLARDS AND PLAQUE AT THE COCONUT GROVE HALF BASKETBALL COURT.

The Committee considered Installation of Bollards and plaque at the Coconut Grove half basketball court.

MAN180/2023 RESOLVED:

On the motion of Mr Shane Namanurki

Seconded Chairperson Sharon Hayes

That Maningrida Local Authority:

1. Received and noted report entitled Installation of Bollards and Plaque at the coconut Grove half basketball court;
2. Directs the administration for this project to utilise available funding for installation of bollards and commemorative plaque at the Coconut Grove Half Basketball Court for the indicative costs of \$48,990.

CARRIED

16.2 PURCHASE OF NEW SEASIDE BUS SHELTERS AND INSTALLATION - MANINGRIDA

The Committee considered Purchase of New Seaside Bus Shelters and Installation - Maningrida.

MAN181/2023 RESOLVED:

West Arnhem Regional Council

- 3 -

Maningrida Local Authority Meeting
Thursday, 2 March 2023

On the motion of Chairperson Sharon Hayes

Seconded Cr James Woods

That Maningrida Local Authority:

1. received and noted the report entitled *Purchase of New Seaside Bus Shelters and Installation - Maningrida*,
2. location for shelters to be reviewed and decided with reference to the original map providing location of all 8 bus shelters; and
3. approved the allocation of \$105,270 from Maningrida Local Authority funding for the project to provide 2 bus shelters to ascertain suitability and fit for purpose of project.

CARRIED

16.3 NORTHERN TERRITORY GOVERNMENT REVIEW OF LOCAL AUTHORITIES

The Committee considered Northern Territory Government Review of Local Authorities.

MAN182/2023 RESOLVED:

On the motion of Cr Julius Kernan

Seconded Mr Shane Namanurki

That Maningrida Local Authority considered and noted the submission made to the Northern Territory Review of Local Authorities.

CARRIED

16.4 LOCAL AUTHORITY MEMBERS QUESTIONS

The Committee considered Local Authority Members Questions.

MAN183/2023 RESOLVED:

On the motion of Cr Julius Kernan

Seconded Mr Shane Namanurki

That the Chairperson invites questions from Local Authority Members.

1. Requested administration put a call out for nominations for new Local Authority Members and potentially invite youth to learn the governance.
2. Department of Infrastructure, Planning and Logistics (DIPL) – Expansion area/end of the 1st street in new subdivision has large pothole and drains need cleaning and mowing, barricade the table drain to stop traffic movement.
3. Shelters beside the Mala'la Health Centre – who has responsibility for picking up rubbish after sorry business. Further being more prepared at times of sorry business by moving bins closer to the area so families have easier access to them and considering installing bin posts.

CARRIED

Maryanne Walley from Australian Electoral Commission joined the meeting at 12:55 and presented to the Local Authority on Enrolment drives. Cr Kernan provided feedback on cultural obligations and appropriateness for increasing enrolment. Maryanne left the meeting at 13:03.

14.2 FINANCIAL REPORT TO JANUARY 2023

The Committee considered Financial Report to January 2023.

MAN184/2023 RESOLVED:

On the motion of Mr Shane Namanurki

Seconded Cr Julius Kernan

That Maningrida Local Authority noted and received the Financial Report for the year to date period, July 2022 to January 2023.

CARRIED

NEXT MEETING

The next meeting of the Maningrida Local Authority will take place on 1 June 2023.

MEETING DECLARED CLOSED

Chairperson Sharon Hayes declared the meeting closed at 13:23.

This page and the preceding pages are the minutes of the Maningrida Local Authority meeting held on 2 March 2023.

Chairperson

Date Confirmed

UNCONFIRMED

Appendix 1 – Resignation email from Local Authority Member Manuel Brown

From: Manuel Brown <manuebrown83@gmail.com>
Sent: Saturday, February 25, 2023 4:43:09 PM
To: mathew.ryan@westarnhem.nt.gov.au <mathew.ryan@westarnhem.nt.gov.au>; Paul.hocking@westarnhem.nt.gov.au <Paul.hocking@westarnhem.nt.gov.au>; Kevin Voisey <Kevin.Voisey@westarnhem.nt.gov.au>
Subject: Fwd: resignation

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

Date: 25th February 2023

Dear Paul CEO & Matty Mayor of West Arnhem Regional Council (WARC)

I regret to inform you that I am resigning from my position as a Local Authority Member from WARC effective immediately.

This is in accordance with the rules of the NT Electoral Commission as I intend to nominate to run for the seat of Arafura in the upcoming by-election.

I would like to thank the Executive and Members of WARC for the work they do in our communities.

Regardless of whether or not I am lucky enough to become the Member for Arafura I will continue to champion the great work of WARC.

Regards
Manuel Brown

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 1 JUNE 2023

Agenda Reference:	10.1
Title:	Review of Local Authority Action Items
File Reference:	1079368
Author:	Jessie Schaecken, Governance and Risk Advisor

SUMMARY

This report presents the Maningrida Local Authority an update on the action items list and the 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 1 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
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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
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Goal 6.3	Council and Local Authorities Excellence in governance, consultation administration and representation
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RECOMMENDATION:

That Maningrida Local Authority reviewed the action items list and approved to remove any completed actions.

ATTACHMENTS

- 1 Maningrida LA Action Items List.pdf

Maningrida Local Authority Action Items List – Ongoing

Date of meeting	Resolution number	Action required	Status	Comment	Action officer/ Team
2.02.2023	MAN183/2023	Putting a call out for nominations for new Local Authority members & Potentially invite youth to learn the governance	In Progress	Governance is asking LA members to consider people and to have conversations with youth. Nomination forms are available through CSM and will need to go to the next possible Council meeting.	Governance
2.02.2023	MAN183/2023	Shelter beside the Mala'ia Health Centre – who has responsibility for picking up rubbish - moving bins closer at times of sorry business- consider installing bin posts.	In Progress	Works to be discussed with CSM in consultations with Mala'ia	CSM
2.03.2023	MAN183/2023	DIP/ Expansion area/end of 1 st street in the new subdivision has a large pothole and drains need cleaning/mowing – potentially barricade the table drain to stop traffic movement	In Progress	NTG WARC tech team met onsite to investigate the road network and the drains in the new subdivision – NTG engaged Stedman construction has temporarily fixed pothole and will be permanently be fixed once subdivision works are completed.	Technical Services
				NTG and WARC tech team inspected all drains and have compiled a report – NTG will soon engaged WARC to clean drains and remove grass/ compact the drains	
14.12.22	OCM119/2022	Solar Lighting Local Authority funding towards the installation of solar lights \$27,554.58 at the Take-away Store in Maningrida; and approved the allocation of an additional \$2,445.15 to fund 1 further light overlooking the carpark.	In Progress	31 January 2023 – Clem Beard Solar Lights ordered 20/12/2022 – Expect delivery mid-February into Maningrida – JMK to install by the end of February/early March 2023 20 February 2023 – Fiona Ainsworth Await contractor installation for finalisation of project 22 May 2023 – Clem Beard	Technical Services

Maningrida Local Authority Action Items List – Ongoing

				Solar Lights installed by JMK await further feedback from LA on additional lights required in subject area to be discussed.	
8.06.2022	Elected Member Questions With or Without Notice	Pollution of Waterways in Maningrida It was noted that the administration would assist Councillor Kernan to liaise with other stakeholders in the community to discuss the pollution of waterways in Maningrida.	In Progress	<p>27 July 2022 – Rick Mulvey Delay due to current recruitment of Waste and Resource Coordinator who will take the lead within business in relation to environmental improvements.</p> <p>26 October 2022 – Jesse Evans Still in the recruitment process for a Waste and Resources Coordinator whom will take the lead within the business in relation to environmental improvements</p> <p>10 February 2023 – Fiona Ainsworth WARC have recruited a Waste and Resource Coordinator who will work with the Cultural advisory team to address this matter.</p> <p>22 May 2023 – Clem Beard Waste and Resource Coordinator will present a comprehensive report included in this meeting. Regarding alternatives to the pollution of waterways in Maningrida</p>	Operations
08.12.2021	OCM114/2021	Supply and Installation of Speed Humps Council directed the administration to try and source for funding for the	In Progress	23 February 2022 – Kim Sutton The Grants team is currently exploring options with Grants Writer, Susan Wright.	Grants

Maningrida Local Authority Action Items List – Ongoing

		supply and installation of eight speed humps over the next two financial years (four per year)		<p>18 May 2022 – Sarah Will The grants team is investigating options for funding the purchase and installation of speed humps.</p> <p>27 July 2022 – Kim Sutton The Grants team are continuing to explore options for funding.</p> <p>19 October 2022 – Sarah Will The Grants team are continuing to explore appropriate options for funding.</p>	
08.12.2021	OCM114/2021	Installation of Bus Stop Shelters Council directed the administration to install four bus stop shelters at an estimated cost of \$80,000.	In Progress	<p>18 February 2022- Loukas Gikopoulos The administration has raised a purchase order for the supply of four bus shelters. Expected fabrication and delivery is at the end of April</p> <p>13 May 2022- Loukas Gikopoulos Manufacturing delays experienced and have pushed back completion to June 2022.</p> <p>19 July 2022- Clem Beard Bus Shelters have been dispatched expecting arrival at the community in early August 2022 for installation.</p> <p>19 October 2022- Sam Fazzolari One shelter has been installed in the new subdivision LA members now to nominate the remaining three sites for the shelters to be constructed on. The administration has prepared a report that will be presented at this LA meeting to nominate the three other locations.</p> <p>14 December 2022 OCM 119/2022 Council approved the locations selected by Maningrida Local Authority for the installation of the remaining bus</p>	Technical Services

Maningrida Local Authority Action Items List – Ongoing

	<p>stop Shelters (2 along the new subdivision road and 1 to the back of the new subdivision).</p> <p>Administration will scope and budget further bus stop option to present to the Local Authority.</p> <p>10 February 2023 – Fiona Ainsworth We await determination of locations from LA for installation.</p> <p>22 May 2023 – Clem Beard A report has been included in this meeting to discuss and direct administration on the suitable locations for the installation of speed bumps on the internal road network including Mallala Road under construction.</p>			
<p>08.12.2021</p>	<p>Health Clinic Hard Structures Council directed the administration to construct two hard structures for the health clinic on Lot 659 at an estimated cost of \$80,000.</p>	<p>In Progress</p>	<p>18 February 2022- Loukas Gikopoulos The administration has raised a purchase order for the supply of two hard structures. Expected fabrication and delivery is at the end of April</p> <p>13 May 2022- Loukas Gikopoulos Due to manufacturing delays, the hard structures completion date is now estimated to be June 2022.</p> <p>19 July 2022- Clem Beard Hard structures have arrived. Local Authority to decide exact location at the clinic after this meeting.</p> <p>19 October 2022 – Sam Fazzolari The two hard structures have been constructed on the nominated areas onsite, sand has been installed edging to be completed when access is granted.</p>	<p>Technical Services</p>

Maningrida Local Authority Action Items List – Ongoing

	<p>10 February 2023 – Fiona Almsworth Contractors on site completing works when access is available.</p> <p>22 May 2023 – Clem Beard A report has been included in this meeting to discuss the additional structure requested at the Health Clinic.</p>				
<p>11.08.2021</p>	<p>02 November 2021 – Doreen Alusa The grants team is investigating funding options for this project, and will provide a report during the next meeting.</p> <p>23 February 2022 – Kim Sutton The Grants team is currently exploring options with Grants Writer, Susan Wright.</p> <p>18 May 2022 – Sarah Will The grants team is investigating funding options for the construction of change rooms in Maningrida.</p> <p>26 July 2022 – Sarah Will The Grants team are continuing to explore funding options and looking for grant opportunities with Grants Writer, Susan Wright.</p> <p>19 October 2022 – Sarah Will The Grants team applied for an ABA Grant with NIAA in September 2022. Currently awaiting the outcome response.</p>	<p>In Progress</p>	<p>Funding for Change Rooms Council directed the administration to source for approximately \$1,200,000 for the construction of two change rooms.</p>	<p>OCM69/2021</p>	<p>Grants team</p>

Maningrida Local Authority Action Items List – Ongoing

09.06.2021	OCM43/2021	<p>Funding for Basketball Court Council directed the administration to try and source for funding for a third basketball court, and carry out further consultations on the location of the third basketball courts.</p>	<p>In Progress</p>	<p>26 July 2021 – Doreen Alusa The grants team is in the process of investigating funding options for this project, and will provide a report during the next meeting.</p> <p>02 November 2021 – Michelle Hillman</p> <ul style="list-style-type: none"> The administration is seeking input from the Local Authority on a suitable location for court number 3 as this would enhance the search and request for funding. The project is listed for funding and to date, no available source has been identified. <p>23 February 2022 – Kim Sutton The Grants team is currently exploring options with Grants Writer, Susan Wright.</p> <p>18 May 2022 – Sarah Will The grants team is investigating funding options for the construction of a third basketball court.</p> <p>26 July 2022 – Sarah Will The Grants team are continuing to explore funding options and looking for grant opportunities with Grants Writer, Susan Wright.</p> <p>19 October 2022 – Sarah Will The Grants team are continuing to explore funding options and appropriate opportunities.</p>	Grants team
06.07.2020	MANLA90/2019	<p>3 x Half Basketball Courts The Local Authority asks Council to consider erection 3 x half basketball</p>	<p>In Progress</p>	<p>OCM19/2020 Council provides in principle support for the capital projects suggested by the Authority and directs the</p>	Technical Services

Maningrida Local Authority Action Items List – Ongoing

	<p>administration to fully research and consider all aspects of the projects (3 half basketball courts, repair existing footpath to the new subdivision and construction of speed bump)</p> <p>Report with indicative pricing tabled for Maningrida LA Agenda 13.02.20</p>		<p>courts located alongside existing playground, asks Council to seek funding for the courts construction and asks Council to investigate whether \$19 leases are in place for these playgrounds.</p>	
	<p>16 July 2020 - Stephen Hoyne Preferred design option includes half court with lights and roof estimated cost - \$464k.</p> <p>17 November 2020 – Clem Beard The administration is following up on funding options for the project.</p>			
	<p>25 January 2021 – Clem Beard The administration has received consent (14/01/2021) from the NLC for a license to maintain Lot 895 Playground Area in Coconut Grove. The administration is awaiting confirmation on Lot 343 Bottom Camp prior to commencing the procurement process works. Lot 343 Playground Area Bottom camp was not consented to, and NLC/TO's have requested further consultations with the community.</p>			
	<p>26 May 2021 A report highlighting the progress made for this project is included in this meeting's agenda.</p> <p>01 June 2021 - Loukas Gikopoulos Tender documents are being prepared for the half basketball court located at Lot 895 and waiting for PWC to approve the site servicing plans</p>			
	<p>An EOI has been submitted with NLC for Lot 343 and the New Sub and consultation with the Maningrida</p>			

Maningrida Local Authority Action Items List – Ongoing

<p>community will be held on 1st July to discuss the proposed locations.</p>	<p>20 July 2021 - Loukas Gikopoulos</p> <ul style="list-style-type: none"> NLC have postponed all community consultations due to the current Covid situation. Expected meeting to be held in AUG/ SEP to discuss the new preferred location at the 'New Sub' next to the cemetery as per the Local Authority MAN123/2021 resolution PWC have rejected the electrical SSP for Lot 895. The administration is now looking at installing solar lights for the basketball court. The new design will be ready by the end of the week and the tender documents to be released by the end of July. 	<p>01 November 2021 - Loukas Gikopoulos</p> <ul style="list-style-type: none"> The tender for the Half Basketball Court at Lot 895 has been awarded to Stedman Constructions. <p>To date the following works have been completed.</p> <ul style="list-style-type: none"> Remove the existing playground Preparation of site Footings for the hard structure completed Slab court being prepared Fabrication of the hard structure <p>Still to be completed</p> <ul style="list-style-type: none"> Construction of the hard structure Solar lights Fencing Line marking 	<p>An Expression of Interest has been lodged with NLC for community consultation regarding the proposed 2nd Half basketball court at 'New Sub Lot 740'.</p>
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Maningrida Local Authority Action Items List – Ongoing

	<p>Consultation dates have been postponed until the end of November. Waiting on NLC for advice/ approval outcome before proceeding any further.</p> <p>21 February 2022- Loukas Gikopoulos</p> <ul style="list-style-type: none"> An Expression of Interest has been lodged with NLC for community consultation regarding the proposed 2nd half basketball court at 'New Sub Lot 740'. Due to Covid travel restrictions the consultation dates have been postponed until the end of March 2022 Waiting on NLC for advice/ approval outcome before proceeding any further. 		
	<p>13 May 2022- Loukas Gikopoulos NLC consultation dates have been scheduled for 21 June 2022 to discuss this project.</p>		
	<p>19 July 2022- Clem Beard Due to staffing constraints, NLC have advised that consultations have been delayed and will recommence by the end of August 2022 in Maningrida.</p>		
	<p>19 October 2022 – Sam Fazzolari The administration has prepared a report that will be presented at this LA for the drainage options for the new half basketball court in Coconut Grove.</p>		
	<p>20 December 2022 OCM119/2022 – Approved request directing administration to:</p> <ul style="list-style-type: none"> extend the existing concrete slab by 1.5 meters with raised rounded curb and spoon drain around 2 sides at the half basketball court on Coconut Road 		

Maningrida Local Authority Action Items List – Ongoing

				<ul style="list-style-type: none"> scope and budget for bollards and existing community plaque to be installed at the half basketball court on Coconut Road. 							
				<p>10 February 2023 – Fiona Ainsworth NLC to consult on location. Await advise to commence planning.</p>							
				<p>22 May 2023 – Clem Beard NLC Response - 18/05/2023 NLC took Lot 782 to consult in Maningrida on 21 March 2023. TO's consented to half basketball court being built at Lot 782. Anthropology report has not been released yet though confirming decision makers so cannot progress until report released – hoping to go before June Executive Council Meeting</p>							

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 1 JUNE 2023

Agenda Reference:	11.1
Title:	CSM Operations Report on Current Council Services
File Reference:	1079273
Author:	Craig Ballard, CSM Maningrida

SUMMARY

This report will present the 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) Craig Ballard.

BACKGROUND

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

COMMENT

The following report has been prepared by CSM Craig Ballard.

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
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RECOMMENDATION

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

ATTACHMENTS

- 1 CSM Operations Report - Maningrida.pdf

Local Authority report

Maningrida

17/05/2023



Service Delivery

1. Attendance rates

1.1. Staff Attendance

The Maningrida Council department has averaged 50% attendance for the past three months which has impacted on the ability of Council to complete the required works in the community.

- CSM Minjilang was Acting CSM Maningrida from Thursday 30th March 2023, through to Tuesday 2nd May 2023.
- Team Leader Roads Maningrida was Acting CSM Warruwi from Wednesday 3rd May 2023, through to 16th May 2023.
- New CSM Maningrida commenced on Wednesday 26th May 2023, and completed corporate induction at the Jabiru Head Office, within the first 3 days of employment.

Currently recruiting for the following positions:

- Team Leader Parks – Shortlisting of preferred applicant in progress, with interviews to follow shortly.
- Team Leader Waste – Advertising closed on Wednesday 3rd May 2023, for review and shortlisting for interviews.
- Wellbeing Services Coordinator – Gunbalanya & Maningrida – Advertising closed on Wednesday 10th May 2023, for review and shortlisting for interviews.
- Team Leader Youth Sport and Recreation – To be advertised.
- Administration Trainee – To be advertised.
- Work Assistants x 4 – Recruitment in final process.
- Youth Sport and Recreation Assistant x 1 – Recruitment in final process.

CSM met with CDP provider, regarding urgent need for 3 people with licences for immediate start in the works team. Also requested an additional 6 x casuals workers, waiting for response on availability.

Total number of vacancies	10
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2. Administration Services

2.1. Administration

The Maningrida Council administration office was open from 8:30am to 4:30pm on each business day during the report period except for the below periods:

- Sorry business resulted in a half day closure on the Monday 17th April 2023.
- ANZAC Day Public Holiday, on Tuesday 25th April 2023.
- May Day Public Holiday, on Monday 1st May 2023.
- New Customer Service Officer started on the 20th February 2023.
- Administration Trainee position currently vacant.

2.2. Post Office

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

- Still receiving large volumes of parcels.

Postage received via Airnorth	3,356.0 kg
Postage received via Auriga Barge	10,556.4 kg
Total postage received	13,912.4 kg

2.3. Cleaning

Scheduled cleaning of council assets have been completed as follows:

- Council office – once a day – Monday to Friday.
- Public toilets – once a day – Monday to Friday.
- Mechanical and workshop area – once a day – Monday to Friday.
- Visitor Accommodation rooms cleaned as required.

2.4. Visitor Accommodation

Total number of current visitor accommodation available is 13, and bookings can be made through Little Hotelier.

Works completed at Smarty Pack:

- Replaced back door.
- Extractor Fan and Stove non-operational.
- Water pipe leaking.

3. Wellbeing Services

3.1. Sport & Recreation

YSR staff have been kept busy running afternoon activities of Basketball, Soccer and AFL for kids. Staff attendance was low during the month of May.

- Wellbeing Services Coordinator has been vacant since late December 2022.
- Children's and women's ALF footy, basketball and children's soccer programs held during the report period.
- Held arts and craft actives at the Maningrida pool, when weather prevented the normal outdoor actives.

Attendance totals	1,328
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3.2. Aquatic Centre

The Aquatic Centre was open Wednesday, Thursday and Friday 6.00am – 8.00am & 1.00pm – 6.00pm, and Saturday & Sunday 8.00am – 12.00pm and 1:30pm – 5.00pm as per regular schedule.

- Carried out a deep clean and some repairs of the pool plant room Wednesday 8th – Friday 10th March 2023. Pool closed for the morning sessions 6.00am – 8.00am during these dates, which had minimal impact on attendance figures.
- Water polo and night swimming continue every Wednesday evenings.
- Kids Swim Club continues to run on Thursdays.
- Adults' skill and drills occur on Friday afternoons.
- Still continue to provide healthy fruit for the kids, on Saturdays and Sundays.
- Pool pump is leaking. Parts and second replacement pump have arrived, awaiting installation.
- We held several events and had bookings, within and outside of opening hours, for the local school, NDIS service providers and local football clubs.
- Hosted a school incentive party that included approximately 120 kids, 13 teachers and roughly 30 adult family members.
- There were two (2) birthday parties held at the pool during the report period, which included the slippery slide.
- Celebrated first anniversaries of employment for two of the staff, one of the Youth Sport and Recreation Assistant and a Pool Officer.
- Easter Hunt was held on Thursday 6th April 2023.
- Relief

- Pool Officer Jabiru provide coverage 11th – 24th April 2023, while Team Leader Pool was on leave.
- Held Mothers' Day brunch on on Sunday 14th May 2023. There was about 30-40 people in attendance, served pancakes whilst the children made Mothers' Day cards for their mum's

Attendance totals	6,177
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3.3. K9 Security Pilot Program (Maningrida Only)

Total number of incidents occurred in the reporting period = 13, 11 were minor incidents with no property damage or goods stolen. There were 2 reportable incident on the night 25th March 2023 and 9th April 2023, which were reported to the police.

- Maningrida Community K9 Security Pilot program commence mid-February 2023, with two (2) security personnel and two (2) dogs patrolling the community through out the night.
- K9 Patrol 1 runs from 7.00pm – 4.00am and K9 Patrol 2 runs from 9.00pm – 6.00am, rotate throughout the community including visiting Maningrida Progress Association (MPA) store, Bawinanga Aboriginal Corporation (BAC), Mala'la Health Service, Maningrida School, Police Station, Wild Foods Cafe, Dhukurrdji Lodge and Council office, pool and works yards.
- If an incident occurs, the relevant asset owner and/or corporation is notified immediately and daily reports submitted at the end of each shift and filed into Magiq.
- This K9 Security Pilot program is a joint venture with co-contributions from the NTG and other community stakeholders, and WARC paying 10% of the program costs.

3.4. Broadcasting

In conjunction with Top End Aboriginal Bush Broadcasting Association (TEABBA), broadcasting services were provided on 17 days of the 89 available days during the reporting period.

- Services were not provided for the majority of the reporting period due to no staff available.

Total number of On-Air hours	61 hrs
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4. Community Works

4.1. Parks and Open Space

The community is generally clean and tidy.

- Rubbish runs continue to operate Monday to Friday, accept for the public holidays, ANZAC Day Tuesday 25th April 2023 and May Day Monday 1st May 2023. Due to the 2 short weeks in a row, rubbish collection was delayed in some areas.
- Mowing and whipper snipping of street and park land around township has been hindered by equipment breakdowns and staff shortages. Majority for the mowers are now operational working and the works teams have commenced services at New Sub and other parts of town.
- Removal of fallen trees around township.
- Slashing around weather station completed.
- Slashing of airport flight path has been completed.
- Mowed around the 1,000 houses in the new sub, in preparations for the Chief Ministers handover, which was postponed due to sorry business.
- Mowing and debris removal at the women's center was completed Wed 3rd May.
- The ladder on the Children's play equipment is broken and a new part has arrived but is the wrong part. The correct part has been sent, and will be installed once it has arrived.
- Mowed AFL oval seven times over the reporting period.

4.2. Roads

Road repairs have commenced across the community.

- Minor maintenance of internal roads has continued across the community.
- Pot-hole repairs around township ongoing.
- Middle camp road has been repaired with stabilized dirt to make it safe.
- JMK completed remediation works to McSweeny Road, next to the school.

- BAC have completed remediation work to Top Camp and Oval roads.
- The Malabam Road Upgrade Project re-commenced on 27th April 2023.
- The works teams have been filling pot holes and scoured road areas caused by the wet season.

4.3. Waste

Landfill site operated between Mondays to Friday, 7:30am to 3:30pm with no disruption to service.

- The heavy equipment used at the tip is now all serviceable.
- General waste at the tip face has been pushed-up into its pit area but not covered due to equipment under repair and the shortage of man power.
- Vegetation pile is also pushed-up into its designated area.
- Hard rubbish pick up occurred twice during the reporting period.

4.4. Plant and equipment

- Front deck mower gear box sent to Jabiru for Mechanic to rebuild for spares.
- John Deere mower power train repaired by contractor.
- Windscreen arrived for Kubota loader awaiting mechanic to fit.
- Repaired broken gearbox on Kubota front deck mower.
- Replaced broken belt in front deck mower.
- Replaced broken gearbox drive shaft on front deck mower.
- Dmax Ute has fuel problem, mechanic to investigate problem.
- Tipper returned to community after major repairs in Darwin 12th April 2023.
- Ongoing repairs and maintenance to ride on mowers
- The front end loader has been repaired by JMK and is now serviceable.
- The tipper returned to community but now requires repairs and is awaiting parts.
- Servicing, washing and cleaning of all works equipment continues to be completed every Friday afternoon.
- Ongoing repairs and maintenance to ride on mowers continues.
- All mowers have been serviced by JMK.
- Servicing of the vehicle fleet by JMK is ongoing.

5. Essential Services

- Relief Essential Services Officer (ESO) Jabiru provided coverage, while ESO was on annual leave 13th – 20th April 2023.

5.1. Power

- 40 service Requests from IES.
- 8 engine services.
- 17 power meter replacements.
- Power coordinator onsite.

5.2. Water

- 60 bore reads.
- 13 water samples taken.
- 61 residual chlorine daily reads.
- 19 water mains repairs.
- Power Water Hydrologist onsite.

5.3. Sewerage

- SPS 1, SPS 2 and SPS 3 cleaned out 12 times.
- 60 sewer pond inspections.
- 60 daily hours reading on sewer pumps.

5.4. Plumber

- Replaced hot water unit at Laundry with 125L hot water unit.

5.5. Airfield

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

- One apron and one taxi light out and one runway base is broken.
- Two windsock lights out of order.
- Inside fence needs repairs in three places.
- Commenced mowing of air field grassed area.
- Whippersnipped all light and bollards.
- Mowed around terminal areas.
- 30 Daily inspections.
- 4 light audits.
- 4 light globes replaced.

There was no interruption to the above services.

6. Trade Services

6.1. Scheduled Servicing

- Mechanic – Using contractor until a mechanic is secured.
- Electrician
 - Contractor to repair lights at basketball courts only half are working
 - Contractor to repair Airport Windsock lights 3rd April 2023.
- Carpenter – Nil
- Plumber – Investigate water leak at lot 604A.
- Painter – Nil

6.2. Unplanned Maintenance

- Mechanic – Using contractor until a mechanic is hired.
- Electrician - Nil
- Carpenter - Nil
- Plumber - Nil
- Painter - Nil

7. Community

7.1. Local Authority projects

- **Current**
 - All historical projects highlighted by the LA during last meeting have been addressed.
 - Bus stop location to be reconfirmed.
 - More solar lighting to be placed behind basketball courts.
 - Bin stand and bins to be located near shelter at Malala heath clinic.
- **Future**
 - LA funded toilet block being finalised. This will include fencing for toilet block and playground.

7.2. Other projects

- **Opportunities** – Nil
- **Current** – AFL Oval lights have been calibrated and aligned by DEC.
- **Future**
 - AFL oval change sheds and ablutions block have been funded and are scheduled to commence at some stage next year
 - PA system for community is be investigate this was highlighted at the extra LA meeting
 - The spare parts burnt in the Electrician shed fire for the video screen are to be reordered and a quote has been sourced.
 - The spare parts for the video screen that were burnt in the electrical fire, quotes are being obtained for reorder.

7.3. Community meetings and events

- LA meeting held via video link in council chambers on the 2nd February 2023
- Meeting with School regarding Learn to Swim Classes at pool 6th April 2023.

- Meeting with ANZAC Day Coordinator 11th April 2023.
- ANZAC Day Ceremony 25th April 2023.

Total number of meetings and events attended by the CSM	4
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7.4. Community key focus areas

- K9 Security Pilot Program
- AFL oval development – New gates locations to access the oval have been identified.
- Major road upgrades to begin 27th April 2023 for approximately 4 months.



Maningrida AFL Oval Upgrades



Maningrida works crew have commenced aerodrome ground maintenance.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 1 JUNE 2023

Agenda Reference:	14.1
Title:	Financial Report to April 2023
File Reference:	1078747
Author:	James Stockdale, Finance Manager; Corey White, Accountant

SUMMARY

This Financial Report for the year to date period 1 July 2022 to 30 April 2023, the first 10 months of the 2022-23 financial year, is prepared for the Maningrida 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 30 April 2023. The report covers all of the activities within the Maningrida 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 Maningrida income and expenditure is shown below.

Actuals v Budget - Maningrida

as at 30 Apr 2023

Description	MANINGRIDA					
	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operational Revenue						
Income Rates and Charges	479,590	479,590	0	0%	575,509	83%
Charges - Sewerage	-	-	-	-	-	0%
Charges - Water	-	-	-	-	-	0%
Charges - Waste	504,292	504,292	(0)	(0%)	605,150	83%
Income Council Fees and Charges	34,746	41,742	(6,996)	(17%)	50,309	69%
Income Operating Grants	1,023,699	925,123	98,576	11%	1,228,937	83%
Income Investments	-	-	-	-	-	0%
Income Allocation	99,254	81,838	17,416	21%	96,811	100%+
Other Income	151,555	164,274	(12,719)	(8%)	169,440	89%
Income Agency and Commercial Services	1,024,907	1,032,445	(7,538)	(1%)	1,238,974	83%
Total Operational Revenue	3,318,043	3,229,304	88,739	3%	3,965,131	84%
Operational Expenditure						
Employee Expenses	1,486,281	1,429,743	56,538	4%	1,708,341	87%
Contract and Material Expenses	830,629	1,464,697	(634,068)	(43%)	1,637,935	51%
Finance Expenses	702	867	(165)	(19%)	1,040	67%
Travel, Freight and Accom Expenses	183,310	183,416	(105)	(0%)	212,971	86%
Depreciation and Impairment Expense	-	-	-	-	-	0%
Fuel, Utilities & Communication	362,580	325,330	37,250	11%	387,895	93%
Other Expenses	457,743	469,488	(11,745)	(3%)	563,232	81%
Elected Member Allowances	-	-	-	-	-	0%
Elected Member Expenses	-	-	-	-	-	0%
Council Committee & LA Allowances	3,333	4,333	(1,000)	(23%)	5,200	64%
Council Committee & LA Expenses	-	-	-	-	-	0%
Total Operational Expenditure	3,324,577	3,877,873	(553,296)	(14%)	4,516,614	74%
Total Operational Surplus / (Deficit)	(6,534)	(648,569)	642,035	99%	(551,483)	1%

Annual Budget Operating Position - Maningrida

as at 30 Apr 2023

Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operating Surplus / (Deficit)	(6,534)	(648,569)	642,035	99%	(551,483)	1%
Remove NON-CASH ITEMS						
Less Non-Cash Income	(99,254)	(81,838)	(17,416)	(21%)	(96,811)	100%+
Add Back Non-Cash Expenses	714,393	669,983	(44,410)	(7%)	792,236	90%
Total Non-Cash Items	615,138	588,145	26,994	5%	695,425	88%
Less ADDITIONAL OUTFLOWS						
Capital Expenditure	(1,818,358)	(2,832,640)	(1,014,283)	(36%)	(4,244,460)	43%
Borrowing Repayments (Principal Only)	-	-	-	-	-	0%
Transfer to Reserves	-	-	-	-	-	0%
Other Outflows	-	-	-	-	-	0%
Total Additional Outflows	(1,818,358)	(2,832,640)	(1,014,283)	(36%)	(4,244,460)	43%
Add ADDITIONAL INFLOWS						
Capital Grants Income	1,543,622	1,543,622	-	-	1,752,346	88%
Prior Year Carry Forward Tied Funding	1,105,571	1,105,571	-	-	1,489,940	74%
Other Inflow of Funds	-	-	-	-	-	0%
Transfers from Reserves	482,953	482,953	-	-	478,994	100%+
Total Additional Inflows	3,132,146	3,132,146	-	-	3,721,280	84%
Net Budgeted Operating Position	1,922,393	239,081	1,683,312	100%+	(379,238)	0%

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
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VOTING REQUIREMENTS

Simple majority.

RECOMMENDATION:

That the Maningrida Local Authority noted and received the Financial Report for the year to date period 1 July 2022 to 30 April 2023.

ATTACHMENTS

- 1 Graphical Finance Presentation Maningrida - April 2023.pdf



**Maningrida Local Authority Committee
Financial Management Report for the
period ended 30th April 2023**



Actual v Budget – Operational – Jul 2022 to April 2023



Actuals v Budget - Maningrida as at 30 Apr 2023

Description	MANINGRIDA			
	Actuals YTD	Budget YTD	Variance	%
Operational Revenue				
Income Rates and Charges	479,590	479,590	0	0%
Charges - Sewerage	-	-	-	0%
Charges - Water	-	-	-	0%
Charges - Waste	504,292	504,292	(0)	(0%)
Income Council Fees and Charges	34,746	41,742	(6,996)	(17%)
Income Operating Grants	1,023,690	925,123	98,567	11%
Income Investments	-	-	-	0%
Income Allocation	99,254	81,838	17,416	21%
Other Income	151,555	164,274	(12,719)	(8%)
Income Agency and Commercial Services	1,024,907	1,032,445	(7,538)	(1%)
Total Operational Revenue	3,318,043	3,229,304	88,739	3%
Operational Expenditure				
Employee Expenses	1,486,281	1,429,743	56,538	4%
Contract and Material Expenses	830,629	1,464,697	(634,068)	(43%)
Finance Expenses	702	867	(165)	(19%)
Travel, Freight and Accom Expenses	183,310	183,416	(105)	(0%)
Depreciation and Impairment Expense	-	-	-	0%
Fuel, Utilities & Communication	362,580	325,330	37,250	11%
Other Expenses	457,743	469,488	(11,745)	(3%)
Elected Member Allowances	-	-	-	0%
Elected Member Expenses	-	-	-	0%
Council Committee & LA Allowances	3,333	4,333	(1,000)	(23%)
Council Committee & LA Expenses	-	-	-	0%
Total Operational Expenditure	3,324,577	3,877,873	(553,296)	(14%)
Total Operational Surplus / (Deficit)	(6,534)	(648,569)	642,035	99%
			(661,483)	1%



Actual v Budget – Operational – Jul 2022 to April 2023

Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operating Surplus / (Deficit)	(6,534)	(648,569)	642,035	99%	!	(551,483) 1%
Remove NON-CASH ITEMS						
Less Non-Cash Income	(99,254)	(81,838)	(17,416)	(21%)		(96,811) 100%+
Add Back Non-Cash Expenses	714,393	669,983	(44,410)	(7%)		792,236 90%
Total Non-Cash Items	615,138	588,145	26,994	5%		695,425 88%
Less ADDITIONAL OUTFLOWS						
Capital Expenditure	(1,818,358)	(2,832,640)	(1,014,283)	(36%)	!	(4,244,480) 43%
Borrowing Repayments (Principal Only)	-	-	-	-		- 0%
Transfer to Reserves	-	-	-	-		- 0%
Other Outflows	-	-	-	-		- 0%
Total Additional Outflows	(1,818,358)	(2,832,640)	(1,014,283)	(36%)		(4,244,480) 43%
Add ADDITIONAL INFLOWS						
Capital Grants Income	1,543,622	1,543,622	-	-		1,752,346 88%
Prior Year Carry Forward Tied Funding	1,105,571	1,105,571	-	-		1,489,940 74%
Other Inflow of Funds	-	-	-	-		- 0%
Transfers from Reserves	482,953	482,953	-	-		478,994 100%+
Total Additional Inflows	3,132,146	3,132,146	-	-		3,721,280 84%
Net Budgeted Operating Position	1,922,393	239,081	1,683,312	100%+		(379,238) 0%

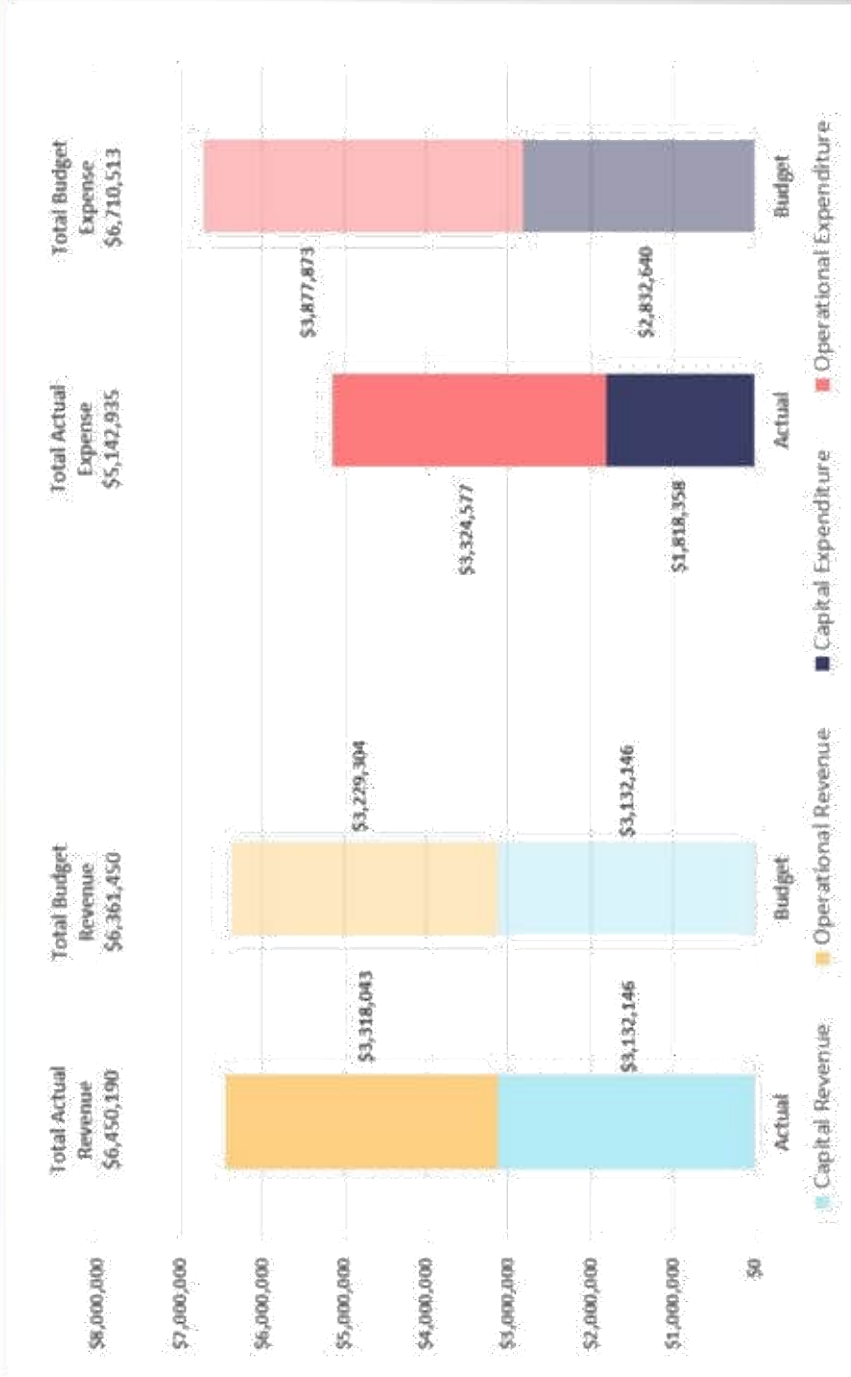
Legend:

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





Actual v Budget – Maningrida – Jul 2022 to April 2023





Council Funded Projects – Jul 2022 to April 2023

Reserve Activity	Approved Budget	Date of Approval	Expenditure to 30 Jun 2022	Expenditure to date	Balance as at 30.04.2023
5197.03 - Kerb Channel and Reseal Bagshaw Road Maningrida	360,000	FY 20/21	(14,847)	(344,401)	752
5273.03 - Purchase Isuzu Dmax Utility - Maningrida	55,000	FY 21/22	-	(52,194)	2,806
5279.03 - Purchase Ride on Mower - Maningrida	35,000	FY 21/22	-	-	35,000
5293.03 - Mobilisation and Demobilisation Maningrida Oval Contractors	47,800	FY 22/23	-	(47,800)	-
Council Funded (Reserve) Balance	497,800		(14,847)	(444,395)	38,558





Grant Funding – Local Authority Projects - Unallocated Funding - Jul 2022 to April 2023

Grant Funding - Local Authority Projects	Budget for 2022-23	Year of Budget Approval	Cash received to date (incl. Carried Forward)	Expenditure Prior years	Commitments to Date	Balance as at 30.04.2023
LAP - funding available 22/23 not yet allocated or received	371,200	FY 22/23	-	-	(245,461)	125,739





Grant Funding – Local Authority Projects – Allocated funding – Jul 2022 to April 2023

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 30.04.2023
Local Authority Projects (LAP) 2022-23 LA Funding of \$371,200 is approved but yet to be received						
LAP - funding available but not yet allocated (or received)	125,739	FY 22/23	-	-	-	-
LAP - Fireworks (New Year 2023)	70,000	FY 22/23	70,000	-	(69,483)	517
LAP - Veterinarian Program	25,412	FY 19/20	25,412	(14,857)	(10,555)	-
LAP - Construct Half Basketball Court No.1 (Lot 895) - Commissioned	270,000	FY 20/21	208,798	(140,795)	-	68,003
LAP - Construct Half Basketball Court No.2	270,000	FY 20/21	270,000	(296)	(27,215)	242,489
LAP - Hard Cover for Playground	190,000	FY 20/21	190,000	(126,048)	(5,215)	58,737
LAP - Support Basketball Competitions in Maningrida	10,000	FY 20/21	10,000	(1,999)	-	8,001
LAP - Community initiatives and events	50,000	FY 21/22	50,000	(26,229)	-	23,771
LAP - Architectural & structural drawings football oval change rooms	25,000	FY 21/22	25,000	(9,810)	(3,200)	11,990
LAP - Installation of four bus stop shelters	80,000	FY 21/22	80,000	(29,972)	(40,477)	9,551
LAP - Construction of two hard structures for Health Clinic	80,000	FY 21/22	80,000	(27,924)	(39,423)	12,653
LAP - Repair Playground equipment near Council Office	29,000	FY 21/22	29,000	-	(29,646)	(646)
LAP - Solar Lights at the Ceremonial Grounds - Maningrida	29,924	FY 22/23	29,924	-	(28,556)	1,368
LAP - Animal Management Program - 2022/2023	29,885	FY 22/23	29,885	-	(4,047)	25,838
LAP - Solar Light the TAKEWAY STORES - Maningrida	30,000	FY 22/23	-	-	(18,171)	(18,171)
LAP - Installation of Bollards and Plaque at half basketball	48,990	FY 22/23	-	-	(28,884)	(28,884)
LAP - Purchase and Install New Seaside Bus shelters	105,270	FY 22/23	-	-	-	-
LOCAL AUTHORITY PROJECTS 2022-23	1,469,220		1,098,020	(377,930)	(304,872)	415,217





Grant Funding – Community Projects – Jul 2022 to April 2023

Grant Funding - Community 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 30.04.2023
Oval Upgrade	277,381	FY 19/20	277,381	(21,400)	(255,981)	-
Malala Rd - Maningrida - Black Spot Funding	500,000	FY 21/22	-		(500,000)	-
Malala Rd - Maningrida - DIPL \$1m	1,000,000	FY 21/22	1,000,000		(136,724)	863,276
LRCI Phase 2 - Maningrida Oval Resurfacing Ground	316,320	FY 21/22	-		(75,925)	-
LRCI Phase 2 - Maningrida Oval Goal Posts Installation	-	FY 21/22	-		-	-
LRCI Phase 2 - Maningrida Oval Footing for light pole	296,043	FY 21/22	-		(270,759)	-
LRCI Phase 2 - Maningrida Oval repair holes	18,000	FY 21/22	-		(18,071)	-
LRCI Phase 2 - Maningrida Oval Line Marking of Surface	10,197	FY 21/22	-		(75)	-
LRCI Phase 3 - Malabam Road - Maningrida	-	FY 22/23	-		(9,952)	-
Safety and Wellbeing - Sport and Recreation	-	FY 21/22	-		(111,884)	-
Remote Sport Program	-	FY 21/22	-		(29,489)	-
Deliver Indigenous Broadcasting Programs (RIBS)	-	FY 21/22	-		(10,149)	-
Children and Schooling - Youth	-	FY 22/23	-		(1,351)	-
Australia Day Grant	-	FY 22/23	-		(694)	-
TEABBA Staff Funding - Indigenous Broadcasting Prgm (RIBS)	-	FY 21/22	-		(26,377)	-
NAIDOC Week	-	FY 22/23	-		(226)	-
Youth Mobile Gym Program	2,000	FY 21/22	2,000		(1,240)	760
Culture school Holiday Activities in Maningrida	2,000	FY 21/22	2,000		(1,424)	576
TOTAL COMMUNITY PROJECTS	2,421,941		1,281,381	(21,400)	(1,450,321)	864,612





New Assets or Additions to Existing Assets – April 2023

No new assets were commissioned in April 2023



WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 1 JUNE 2023

Agenda Reference:	14.2
Title:	Local Authority Project Funding
File Reference:	1079540
Author:	Peter Ryan, A/ Director of Organisational Growth

SUMMARY

This report provides an overview of the status of current project funding from the Department of Chief Minister and Cabinet.

BACKGROUND

The Maningrida 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.

Cash balance as at 30 April 2023: \$415,217:

- **Allocated funds as at 30 April 2023:** \$415,217
- **Unallocated funds as at 30 April 2023:** \$0

Funds allocated are for the completion of the projects listed in the table below. These projects have been endorsed by Council. Included in this allocation total is the 2022-23 LAPF Grant, of \$371,200, which has been approved but not yet received.

Maningrida	
Project	Allocated funding balance as at 30 April 2023
LAPF - Fireworks (New Year 2023)	\$517
LAPF - Veterinarian Program	-
LAPF - Construct Half Basketball Court No. 1 (Lot 895)	\$68,003
LAPF - Construct Half Basketball Court No. 2	\$242,489
LAPF - Hard Cover for Playground	\$58,737
LAPF - Support Basketball Competition in Maningrida	\$8,001
LAPF - Community Initiatives and Events	\$23,771
LAPF - Architectural & Structural Drawings – Football Oval Change Rooms	\$11,990
LAPF - Installation of Four Bus Stop Shelters	\$9,551
LAPF - Construction of Two Hard Structures for Health Clinic	\$12,653
LAPF - Repair Playground Equipment near Council Office	(\$646)
LAPF - Solar Lights at the ceremonial Grounds - Maningrida	\$1,368
LAPF - Animal Management Program – 2022/2023	\$25,838
LAPF - Solar Light the TAKEWAY STORES – Maningrida	(\$18,171)
LAPF - Installation of Bollards and Plaque at half basketball	(\$28,884)
LAPF - Purchase and Install New Beachside Bus Shelters	-
TOTAL	\$415,217

COMMENT

As of the time of writing the amount of \$371,200 for the LAPF for 2022/2023 has not yet been received.

STATUTORY ENVIRONMENT

Not applicable.

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Local Authority Project funding is to be spent within two years of receipt. As of 30 April 2023 the amount of \$125,739 has not been allocated.

STRATEGIC IMPLICATIONS

The contents of this report are aligned to goals in pillars 1 and 6 as outlined in the *Regional Plan and Budget 2022-2023*.

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 Maningrida Local Authority:

- **Notes the report;**

- Notes the attached Maningrida Local Authority Project funding certification report for the period ended 30 April 2023.

ATTACHMENTS

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 1 JUNE 2023

Agenda Reference:	16.1
Title:	Revised Funding Guidelines Local Authority Project Funding
File Reference:	1079281
Author:	Clem Beard, Project Manager Technical Services

SUMMARY

Local Authority Project Funds (LAPF) is provided by the Local Government Unit of the Department of the Chief Minister and Cabinet (DCM&C) to regional councils to support priority projects in individual communities recommended by a local authority through a community consultation process.

BACKGROUND

The role of the Reference Group will be to advise on and support the development of the **Local Authority Review Implementation Plan**

In developing the Plan, the Reference Group will:

- Listen to feedback from LA's, councils, and communities;
- Consider different models of operation, tailored approaches, and best practice examples;
- Suggest ways for LAs to operate to be culturally aligned with traditional governance and authority, community controlled service delivery, and Local Decision Making projects;
- Advise DCM&C on a review of Local Authority Project Fund funding guidelines to address barriers to utilising funding;
- Advise DCM&C on removing unnecessary administrative/procedural impediments to the functioning of LA's;
- Advise on the development of training and capacity building for the LAs and council staff;

Advise DCM&C on indicators of success to guide evaluation. The objectives of the program are to:

- Support the timely delivery of priority projects recommended by a community through their local authority.
- Assist in building improved communities by providing funding assistance for community priority projects that facilitates community activity.
- Promote community engagement and involvement in and representation to regional councils through local authorities.

Promote the development of local authority capacity to represent, govern and engage with their communities and positively influence the business of council.

COMMENT

Without limiting the scope of projects the LAPF can be used for, provided below are examples of acceptable use of the funding.

- Repairs and maintenance of community assets controlled or owned by the council. For example:- park fencing, solar lighting, road repairs and ablution facilities.
- Acquisition of plant and equipment directly related to local government service delivery. For example:- trailers, graders, garden maintenance equipment such as brush cutters, lawn mowers and pressure cleaners, rubbish bin enclosures /stands.
- Upgrade/enhancement of community facilities. For example sporting venues, upgrade of community ovals, basketball courts and playgrounds, shade structures, picnic areas, seating and park furniture, tree planting and irrigation; upgrade of women's or men's sheds /shelters.

- Festivals or other events – to be conducted only within the Local Authority area LAPF has been provided for.
- Community based programs – including music, art or dance; uniforms for sporting events; or preservation of culture or traditions.

STATUTORY ENVIRONMENT

Per Draft Guidelines contained in this report.

POLICY IMPLICATIONS

Council's Procurement Policy is relevant to all projects.

FINANCIAL IMPLICATIONS

At the beginning of each financial year regional councils will receive a letter of offer and acceptance documentation from the Department of the Chief Minister and Cabinet detailing the LAPF allocation being offered to each individual local authority.

STRATEGIC IMPLICATIONS

This report is aligned to goal 4.1 in the *Regional Plan and Budget 2022-2023*:

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

VOTING REQUIREMENTS

Simple majority

RECOMMENDATION:

That Maningrida Local Authority:

1. Received and noted the report '*Revised Funding Guidelines Local Authority Project Funding*'; and
2. Reviewed the draft guidelines and provided feedback to the Reference Group on proposed revised funding guidelines.

ATTACHMENTS

- 1 LAPF new guideline draft for circulation 9 May23.docx
- 2 new guideline-1-local-authorities draft 10 May 2023.docx

Revised Funding Guidelines

Local Authority Project Funding

Purpose

Local Authority Project Funds (LAPF) is funding provided by the Local Government Unit of the Department of the Chief Minister and Cabinet to regional councils to support priority projects in individual communities recommended by a local authority through a community consultation process.

Objectives

The objectives of the program are to:

- Support the timely delivery of priority projects recommended by a community through their local authority.
- Assist in building improved communities by providing funding assistance for community priority projects that facilitates community activity.
- Promote community engagement and involvement in and representation to regional councils through local authorities.
- Promote the development of local authority capacity to represent, govern and engage with their communities and positively influence the business of council.

Funding Pool

You do not have to make an application for LAPF funding. It is allocated for each local authority based on a pre-set formula. Funding is allocated only to those local authorities published in the guidelines made by the Minister for Local Government under Part 5.1 of the *Local Government Act 2019*.

The level of LAPF offered annually for each local authority will be fixed for the term of the council

Local Authority Project Recommendations and Approvals

As part of the budget development process, regional councils must work with individual Local Authorities to develop a list of projects that are identified and prioritised through a community engagement process.

The list of recommended projects should ensure projects can be delivered within the time frame allowed to retain and fully expend LAPF funds. Projects must be completed within 2 years, or in the case of approved major projects, 4 years.

Details of projects to be delivered with the LAPF is to be published in the council's annual budget with each local authority's budget.

Tip: While prioritising projects councils should consider timelines and potential delays, such as availability of trades and materials or negotiation of leases with the relevant land council, and prioritise projects accordingly. For example, if a project will take more than a year to deliver because of the need to obtain permits and leases, work should commence on securing those permits and leases but another project that can be delivered within a shorter timeline should be prioritised for completion with available funding.

The local authority must pass a resolution at a local authority meeting for each project the LAPF will be used for. A copy of the minutes must then be formally considered by the regional council at its next council meeting for consideration and ratification.

The council should ensure projects are considered and approved as expeditiously as possible. A special meeting should be considered if there is a long delay before the next ordinary council meeting. Feedback should be provided to the local authority and the community as soon as projects are approved.

If a Local Authority Project is not approved the Local Authority is to be advised of the reasons for this decision by council.

Delegation of LAPF decision making to local authorities

A regional council may delegate powers to individual local authorities including the authority to allocate and approve projects the LAPF funding is to be used for. The minutes of the local authority meeting is to form part of the council's meeting agenda papers for noting and implementation. Council staff must action the local authority's decision as soon as practical.

Major Projects

A major project is where a regional council intends to deliver a project combining more than two years' LAPF funding into a single project.

Local authority projects that seek to combine funding in this way must submit a project plan to the Department of the Chief Minister and Cabinet for approval.

Specific details of the project must be published in the regional council's annual budget for the relevant local authority and a progress report of the project is to be submitted as part of the annual grant acquittal process.

The major project must be completed within four years of receipt of the original year's LAPF funding.

Joint projects/pooled funds

LAPF funds can be pooled with funds from another entity for a particular project. The LAPF can either be used as a payment contribution to an external agency; or an external agency may provide funds to the regional council to pool with the LAPF.

In these cases a project management plan should be developed and agreed to by both parties which clearly details the financial contributions, roles and responsibilities of each of the parties to ensure the successful delivery of the project. Factors such as risk considerations before during and after completion of the project must be taken into consideration if funds are to be pooled with other entities (see also Risk Management below).

Where funds are provided by an external agency to the regional council to pool with the LAPF, the management of all funds must comply with all legislative requirements applicable to the council including the *Local Government Act 2019* and related *Local Government General Regulations 2021*.

Pre-conditions

If the proposed project relies on pre-conditions (such as the acquisition of a section 19 lease under the *Aboriginal Land Rights (Northern Territory) Act 1976*), then the project should make provision for consultations or pre-conditions in the planning stage and as far as possible build these requirements into the timelines to ensure LAPF funds are fully spent within the allowable time limit.

Risk Management

Where funds are to be used for a purpose outside the council's sole control, or on an asset or land that is not owned or controlled by council, the council must consider the liability and insurance requirements associated with that project.

For example:

- Where an asset or land is not owned or controlled by council then agreement of the owner should be secured if possible. If this is not secured then Council should weigh up the risks against consequences for other council or LA work or outcomes in the community if the project is not advanced.

Where funding is pooled and a project is to be delivered in partnership with another organisation, a project plan should be in place to mitigate risks and clarify responsibilities including:

- Project Lead or Coordination Committee and Project Manager
- Appropriate insurance and any underwriting arrangements
- Who will maintain records, verify invoices, make payments
- Compliance with regulatory requirements
- Certification, acquittal and reporting
- Evaluation

All risks associated with the project are to be managed by the council. The Department of the Chief Minister and Cabinet will not be held responsible for any liability arising out of the use of these funds.

What can LAPF be used for?

Without limiting the scope of projects the LAPF can be used for, provided below are examples of acceptable use of the funding. The list below is not exhaustive and if clarification is required then advice should be sought from the Local Government Unit of the Department of the Chief Minister and Cabinet.

- Repairs and maintenance of community assets controlled or owned by the council. For example:- park fencing, solar lighting, road repairs and ablution facilities.
- Acquisition of plant and equipment directly related to local government service delivery. For example:- trailers, graders, garden maintenance equipment such as brush cutters, lawn mowers and pressure cleaners, rubbish bin enclosures /stands.
- Upgrade/enhancement of community facilities. For example sporting venues, upgrade of community ovals, basketball courts and playgrounds, shade structures, picnic areas, seating and park furniture, tree planting and irrigation; upgrade of women's or men's sheds /shelters.
- Festivals or other events – to be conducted only within the Local Authority area LAPF has been provided for.
- Community based programs – including music, art or dance; uniforms for sporting events; or preservation of culture or traditions.

What LAPF shouldn't be used for?

- Purchase of vehicles and fuel expenses
- Payment of recurrent staff salaries or entitlements; or recurrent operating costs of council
- Cash prizes or sponsorships
- Meeting costs and associated payments to local authority members
- Travel costs or any form of allowances
- Purposes that are not related to local government services and that should be addressed by another government agency.
- Administration and/or project management fees are not to be levied on this grant funding.

Council employee costs

Council employee costs directly related to the delivery of a specific approved LAPF project, such as constructing a playground, or producing flyers and organising a community event, are permitted to be expensed against the LAPF.

Where council employees are utilised to deliver approved projects, the value of such labour that can be expensed to the project is at the employee's hourly rate to a maximum of 10% of the total annual local authority funding.

Payment of ongoing employee costs or application of an administrative fee to the LAPF is not allowed.

Process for Grant Payment

At the beginning of each financial year regional councils will receive a letter of offer and acceptance documentation from the Department of the Chief Minister and Cabinet detailing the LAPF allocation being offered to each individual local authority.

LAPF will only be paid following an assessment of the grant acquittal and confirmation that funds have been used as per the terms and conditions of the grant, and the LAPF grant acceptance form is signed and returned to the Department of the Chief Minister and Cabinet.

Where a grant acquittal does not appear to meet the terms and conditions of the grant, then payment of that particular local authority's funding may be withheld until all queries have been resolved.

Reports to the Local Authority

At each local authority meeting, a report is to be submitted by the council detailing the total amount of funding available and spent on each local authority project under this program in that financial year.

Funds Management

- The LAPF must be fully expended within two years, or in the case of major projects within four years, of receipt of funding.
- Failure to expend the grant within the time limit may result in the Department of the Chief Minister and Cabinet withholding a LAPF payment for a particular local authority that has not fully spent funds within the two year time limit; or may request unspent funds to be repaid.
- A funding acquittal for the year ended 30 June for each local authority must be submitted in the required format for each local authority on or before 31 August in each year. Failure to provide the financial reports by 31 August will result in delays in paying further funds.
- All approved projects are required to be procured in accordance with the Local Government Act 2019 and, as far as practical under the NT Government's Buy Local Plan
- Requests to carry-over unspent funds after the allowed time limit is to be submitted via email to: lg.grants@nt.gov.au. All requests will be considered on a case by case basis and approval is not automatic.
- The Department of the Chief Minister and Cabinet reserves the right to request the full value of the grant to be returned if the council disposes of an asset acquired with this funding within four years of the payment of the grant.

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1 Title

- 1.1 This Guideline is titled *Guideline 1: Local Authorities*.

2 Commencement

- 2.1 This Guideline commences on the day on which it is made by the Minister for Local Government.

3 Definitions

For the purposes of this Guideline:

Act means the *Local Government Act 2019*.

council means a council for a region.

member means a local authority member.

provisional member is a member nominated by the local authority and awaiting ratification by council.

provisional decision means a decision, by majority vote, made by the members at a provisional meeting (see clause 12.5).

provisional meeting means, at the time and place set for a local authority meeting when a quorum has not been established, at least one third of members are present and agree to hold a meeting (see clause 12.1).

4 Establishing and maintaining local authorities

- 4.1 A council must establish and maintain the local authorities for the council listed in the Schedule to this Guideline.
- 4.2 A council must determine the area for each of its local authorities.
- 4.3 While area boundaries are defined it is acknowledged that initiatives that deliver community outcomes may cross boundaries.

5 Local authority members

- 5.1 The local authority will make recommendations to the council on the composition and membership of the local authority. A council must resolve the number of members for each local authority.
- 5.2 There must be at least 6 members and a maximum of 14 members for each local authority, unless the Minister approves a different maximum number of members for a particular local authority. Different local authorities of a council may have different numbers of members.
- 5.3 A local authority may recommend for consideration by the council, different categories of membership or representation at meetings (e.g. associate membership, stakeholder representation, honorary membership (Traditional Owners), observers; or specific representation from certain groups such as young people, women, TOs).
- 5.4 A council must keep a register, accessible on the council's website and at the council's public office, of the following information in relation to each current member of a local authority:
- (a) the member's name;
 - (b) the date of appointment;
 - (c) the local authority the member represents;
 - (d) whether the member is a council member or otherwise a community member;
 - (e) the date of the cessation of the member's membership (if applicable).

6 Policy for appointments and resignations

- 6.1** A council must have a policy for its local authorities that provides for the following:
- (a) the CEO calling for nominations as soon as practicable after a vacancy arises and allowing at least 21 days for nominations to be received;
 - (b) how the call for nominations is to be advertised and promoted so that residents of the local authority area know about it, know who to give a nomination to and when nominations close;
 - (c) consideration of the nominations received – which must be an item of business at the first ordinary meeting of the council after nominations close;
 - (d) the selection process for local authority members and how it takes into account the recommendations of the local authority,
 - (e) the term of appointment of the chairperson;
 - (f) the process for the resignation of a member in writing;
 - (g) how, and in what circumstances, appointment of a member may be revoked or otherwise cease.

Example for clause 6.1(f)

The policy may state that the council will consider revoking an appointment where a member is absent, without permission of the local authority, from two consecutive local authority meetings.

- 6.2** The local authority may resolve to endorse provisional membership for any vacancies. Provisional membership will count for the purposes of quorum but must subsequently be ratified by council.

7 Minimum number of meetings

- 7.1** The CEO must ensure that at least 4 meetings for each local authority are held in a financial year, unless the local authority resolves to meet less than 4 times a year.
- 7.2** Provisional meetings may be counted to satisfy the minimum number of meetings.

8 Appointment of a chair

- 8.1** Members of each local authority must appoint the chairperson of the local authority for a specified period.

9 Proxy membership

- 9.1** A local authority may recommend to the council that proxies are allowed, and the process for doing so.
- 9.2** Where a local authority and the council agree to proxy membership, a proxy can only substitute for a local authority member at a maximum of 2 meetings in a financial year.

10 Local authority payments

- 10.1** Eligible members of local authorities are entitled to payment for each local authority meeting or provisional meeting they attend in accordance with the relevant determination of the Remuneration Tribunal under section 7B of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006*.
- 10.2** Eligible members includes members, proxy members and provisional members if subsequently ratified by council. Eligible members must attend at least 75% of the duration of the meeting to claim payment for a meeting.
- 10.3** Council members are not eligible to a local authority payment in relation to attending local authority meetings or provisional meetings but may be entitled to claim extra meeting allowance.

11 Local authority meetings

- 11.1 The agenda for local authority meetings must be prepared in consultation with the chairperson of the local authority and include the following:
- (a) any declarations of conflicts of interest by members;
 - (b) previous minutes;
 - (c) items requested by members;
 - (d) a report from the CEO on all local authority matters before council; including a progress and financial report on local authority projects and a report on current council services and projects in the local authority area;
 - (e) visitor presentations;
 - (f) general business and community questions.

- 11.2 Once in each financial year, a local authority agenda must include a review of:

- (a) the council's annual report for the previous financial year;
- (b) the council's proposed regional plan for the next financial year;
- (c) the council's budget for proposed projects for the local authority area for the next financial year;
- (d) any relevant community plan of the council or local authority.

- 11.3 The minutes of a local authority meeting must record decisions taken.

Notes for clause 11

1 Section 97(3) of the Act requires that notice convening a local authority meeting, which includes the agenda, must be publicly available on the council's website and at the council's public office.

2 Section 102(2) of the Act requires that a copy of local authority minutes must be publicly available on the council's website and at the council's public office within 10 business days after the date of the meeting.

12 Provisional meetings

- 12.1 If there is no quorum for a local authority meeting, but one third of total members are present, the members who are present may hold a **provisional meeting**.

Example for clause 12.1

If there are 9 total members of a local authority and 6 members are unable to attend, the 3 members who are present may agree to hold a provisional meeting.

- 12.2 A provisional meeting does not have the powers or functions that the council may have delegated to the local authority.

- 12.3 During a provisional meeting, all agenda items may be discussed. Minutes must be taken and the minutes must clearly state that it was a provisional meeting.

- 12.4 Members at a provisional meeting can confirm the minutes of a previous provisional meeting. However, members at a provisional meeting cannot confirm the minutes of a previous local authority meeting.

- 12.5 Members at a provisional meeting may, by majority vote, make recommendations to the council, provided any recommendations are qualified as being a decision of the members at a provisional meeting (**provisional decision**).

- 12.6 The minutes of a provisional meeting must identify decisions taken as provisional decisions.

- 12.7 A copy of the minutes from provisional meetings must, within 10 business days after the date of the meeting, be available to the public on the council's website and at the council's public office.

- 12.8 A local authority meeting can confirm the minutes of a provisional meeting.

- 12.9 A local authority can ratify a provisional decision at a subsequent local authority meeting, and if it chooses to do so, it becomes a decision of the local authority.

13 Consideration of draft local authority minutes by council

- 13.1** Minutes and items for attention from local authority meetings, including provisional meetings, must be tabled at the next ordinary meeting of the council and included in the agenda.

Note for clause 13.1

Sections 101(4) and 101(5) of the Act have an equivalent requirement for local authority meetings.

- 13.2** The council's response to the minutes from local authority meetings must be recorded in the minutes of the meeting of the council.

Note for clause 13.2

Section 101(5) of the Act has an equivalent requirement for local authority meetings.

14 Reporting

- 14.1** The council must decide on and report back to the local authority on its response to the meeting minutes and items raised for attention.

Note for clause 14.1

A council may delegate its powers and functions to a local authority under s40, except where a council resolution is required under the Act.

Schedule

Local authorities to be established and maintained by councils:

Barkly Regional Council:

1. Ali Curung
2. Alupurrurulam
3. Ampilatwatja
4. Arlparra
5. Elliott
6. Tennant Creek
7. Wutunugurra (Epenarra)

Central Desert Regional Council:

8. Anmatjere (Nturiya, Pmara Jutunta, Wilora, Ti Tree)
9. Atitjere
10. Engawala
11. Lajamanu
12. Laramba
13. Nyirripi
14. Willowra
15. Yuelamu
16. Yuendumu

East Arnhem Regional Council:

17. Angurugu
18. Galiwin'ku
19. Gapuwiyak
20. Gunyangara
21. Milingimbi
22. Milyakburra
23. Ramingining
24. Umbakumba
25. Yirrkala

MacDonnell Regional Council:

26. Amoonguna
27. Areyonga
28. Finke (Aputula)
29. Haasts Bluff (Ikuntji)
30. Hermannsburg (Ntaria)
31. Imanpa
32. Kaltukatjara (Docker River)
33. Kintore (Walungurru)
34. Mt Liebig (Amundurrngu)
35. Papunya
36. Santa Teresa (Ltyentye Apurte)
37. Titjikala
38. Wallace Rockhole

Roper Gulf Regional Council:

39. Barunga
40. Beswick (Wugularr)
41. Borrooloola
42. Bulman
43. Jilkminggan
44. Manyallaluk (Eva Valley)
45. Mataranka
46. Minyerri (Hodgson Downs)
47. Ngukurr
48. Numbulwar
49. Robinson River
50. Urapunga

Tiwi Islands Regional Council:

51. Milikapiti
52. Pirlangimpi
53. Wurrumiyanga (Nguiu)

Victoria Daly Regional Council:

54. Amanbidji
55. Bulla
56. Kalkaringi / Dagaragu
57. Nauiyu (Daly River)
58. Pine Creek
59. Timber Creek
60. Yarralin / Pigeon Hole

West Arnhem Regional Council:

61. Gunbalanya (Oenpelli)
62. Maningrida
63. Minjilang
64. Warruwi

West Daly Regional Council:

65. Nganmariyanga
66. Peppimenarti
67. Wadeye

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 1 JUNE 2023

Agenda Reference:	16.2
Title:	Proposed Concept Design Maningrida Football Oval Change Rooms Project
File Reference:	1060494
Author:	Fiona Ainsworth, Acting Chief Operating Officer; Clem Beard, Project Manager Technical Services

SUMMARY

The purpose of this report is provide the Local Authority Members with updated information regarding status of the Maningrida Football Oval Change Rooms Project including toilets, umpires room, canteen and first aid room.

BACKGROUND

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

The AFLNT has now appointed a Remote Development Manager in Maningrida to provide and facilitate social employment outcomes and assist with education outcomes. Through football theme programs, AFLNT can drive improved healthy living programs, enhanced fitness programs and deliver better wellbeing throughout the community.

COMMENT

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

The administration has been working with the funding body to map out a plan for the release of initial funding to commence community consultation with key stakeholders, Local Authority Members, Traditional Owners, Northern Land Council, Community Members, and the AFLNT to develop a concept plan for community approval. It has been negotiated to deliver the project in 2 phases, with Phase 1 comprising consult, concept, design and improvements to the existing ablution facilities at the WARC offices including the addition of temporary transportable change rooms. Phase 2 comprises project delivery. It is estimated this project will run across 3 financial years.

Administration is currently sourcing quotations to engage a suitable consulting team with experience in a remote facilities environment. Concurrently quotations are being sourced for existing ablution block improvements. Once these quotations are finalised, the administration will return to the funding body to commence Phase 1 financial release.

STATUTORY ENVIRONMENT

The reports relates to the Native Title Act and the Aboriginal Areas Protection Authority.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Council are in consultations with (NIAA) National Indigenous Australians Agency.

STRATEGIC IMPLICATIONS

This report is aligned to goal 4.1 in the *Regional Plan and Budget 2022-2023*:

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

VOTING REQUIREMENTS

Simple majority

RECOMMENDATION:

That the Maningrida Local Authority received and noted the report entitled '*Proposed Concept Design Maningrida Football Oval Change Rooms Project*'.

ATTACHMENTS

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 1 JUNE 2023

Agenda Reference:	16.3
Title:	Variation Architectural Drawings & Structural Estimates for the Public Ablutions at WARC office.
File Reference:	1076293
Author:	Clem Beard, Project Manager Technical Services

SUMMARY

This report is to provide the Maningrida Local Authority an indicative cost estimate of the architectural drawings and design for extension of the Public Ablution Facility at the WARC office including estimates.

BACKGROUND

Further to the Maningrida Football Oval Change Rooms Project, administration has negotiated funding for the consultation and design works to commence in the Maningrida Community. This project is forecast for consult, concept and delivery across 3 financial years.

Currently there are no provisions for change rooms or public toilets for players or spectators. The administration has met with NIAA (the funding body) requesting inclusion of provision of capital works for the extension of the existing ablutions outside WARC offices, including disability compliance, until the new facilities are completed and delivered to the community.

On 5 August 2021, the Local Authority allocated \$25,000 for design works for change rooms at the oval and \$11,990 remains unspent of the allocated amount.

COMMENT

The administration is seeking a variation to the scope of existing committed LA funds as noted above to allow the preliminary works to proceed to ascertain expected costs to extend the current public ablutions block located at the WARC office.

Works will include the upgrade to existing toilets, extending the facility to include 2 additional ambulant rooms for both male and female toilets and upgrading the facility to required compliance for disability access for community members.

The administration has received 2 concept design options for discussion, ensuring the plans are culturally appropriate and suitable for the community to allow for the upgrade and expansion of the public facility ablutions. Once a design is selected the administration will obtain estimated costs from a Quality Surveyor (QS) and request an early release of funds from NIAA to commence works.

Additionally, administration will work with NIAA to provide transportable rooms at the oval whilst the Maningrida Football Oval Change Rooms Project is in progress, to provide a facility for team meetings and change rooms temporarily and with power connection only.

Extension of Public Toilets at the Council Office				
Vaiation Maningrida Footbal Oval Changerooms - LA Activity 2958.03				
Resource	Unit	Qty	Est Price	Total
Incurring expenses on previous changerooms	Only	1	\$ 13,010.00	\$ 13,010.00
Design Works - Draftlink	Only	1	\$ 4,500.00	\$ 4,500.00
Structural Engineer - WGA	Only	1	\$ 3,500.00	\$ 3,500.00
Quantity Surveyor	Only	1	\$ 1,800.00	\$ 1,800.00
Contingencies	Only	1	\$ 2,190.00	\$ 2,190.00
Total Estimated/Indicative Costs				\$ 25,000.00

STATUTORY ENVIRONMENT

Not applicable.

POLICY IMPLICATIONS

Council's Procurement Policy is relevant to this project.

FINANCIAL IMPLICATIONS

The project scope will require no additional committed funding to deliver the project from the Maningrida Local Authority.

STRATEGIC IMPLICATIONS

This report is aligned to goal 4.1 in the *Regional Plan and Budget 2022-2023*:

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

VOTING REQUIREMENTS

Simple Majority

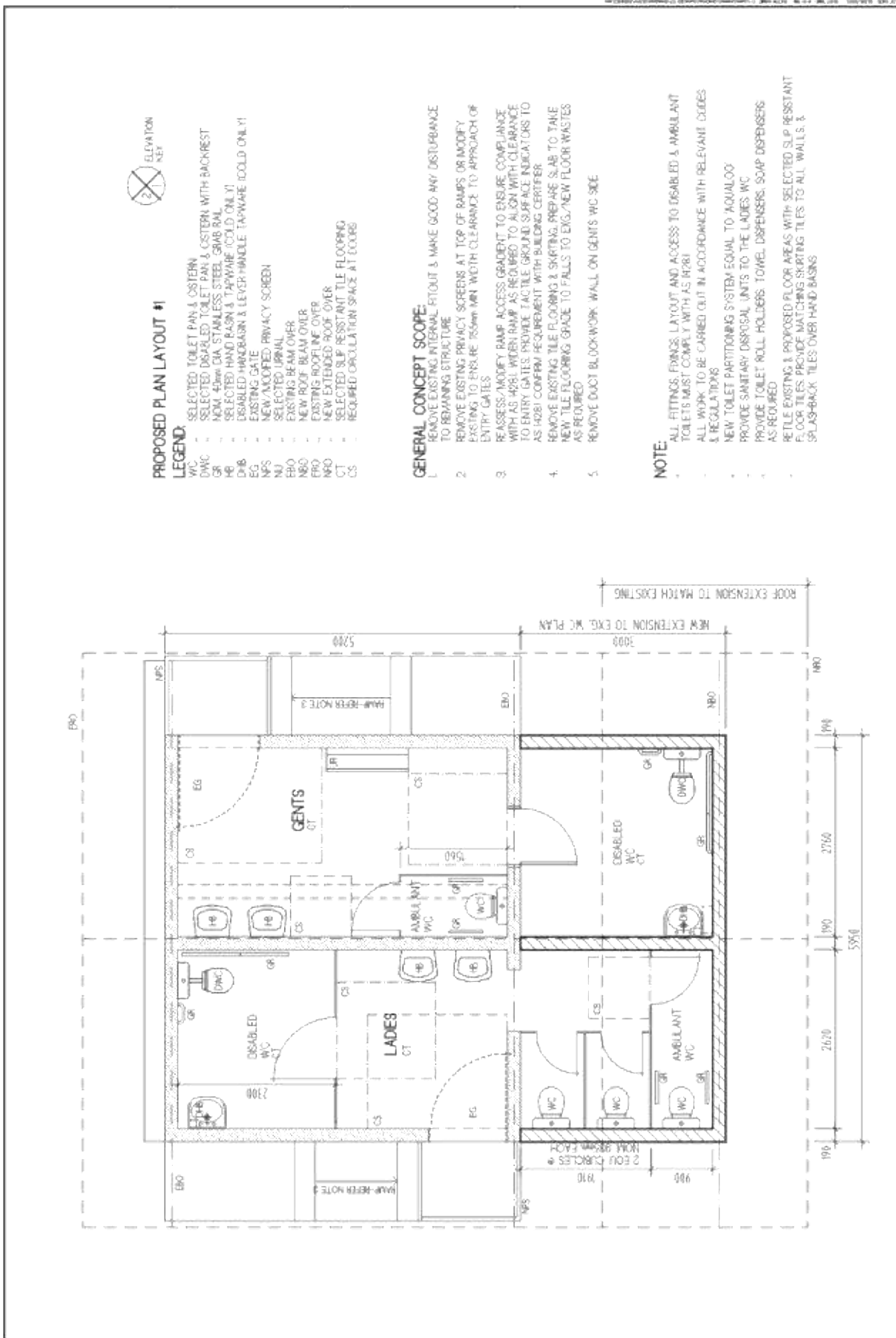
RECOMMENDATION:

That the Maningrida Local Authority:

- 1. Recommended the variation to scope of the previous allocated amount of \$25,000 utilizing the balance of funds of \$11,990 for design/Quantity Survey of works on extension and upgrade of WARC office public ablutions.**
- 2. Selected the preferred concept design being Proposed Extension MGD Toilets Option for extension of the ablutions block.**

ATTACHMENTS

- 1 Proposed Extension MGD Toilets Option 1.pdf
- 2 Proposed Extension MGD Toilets Option 2.pdf



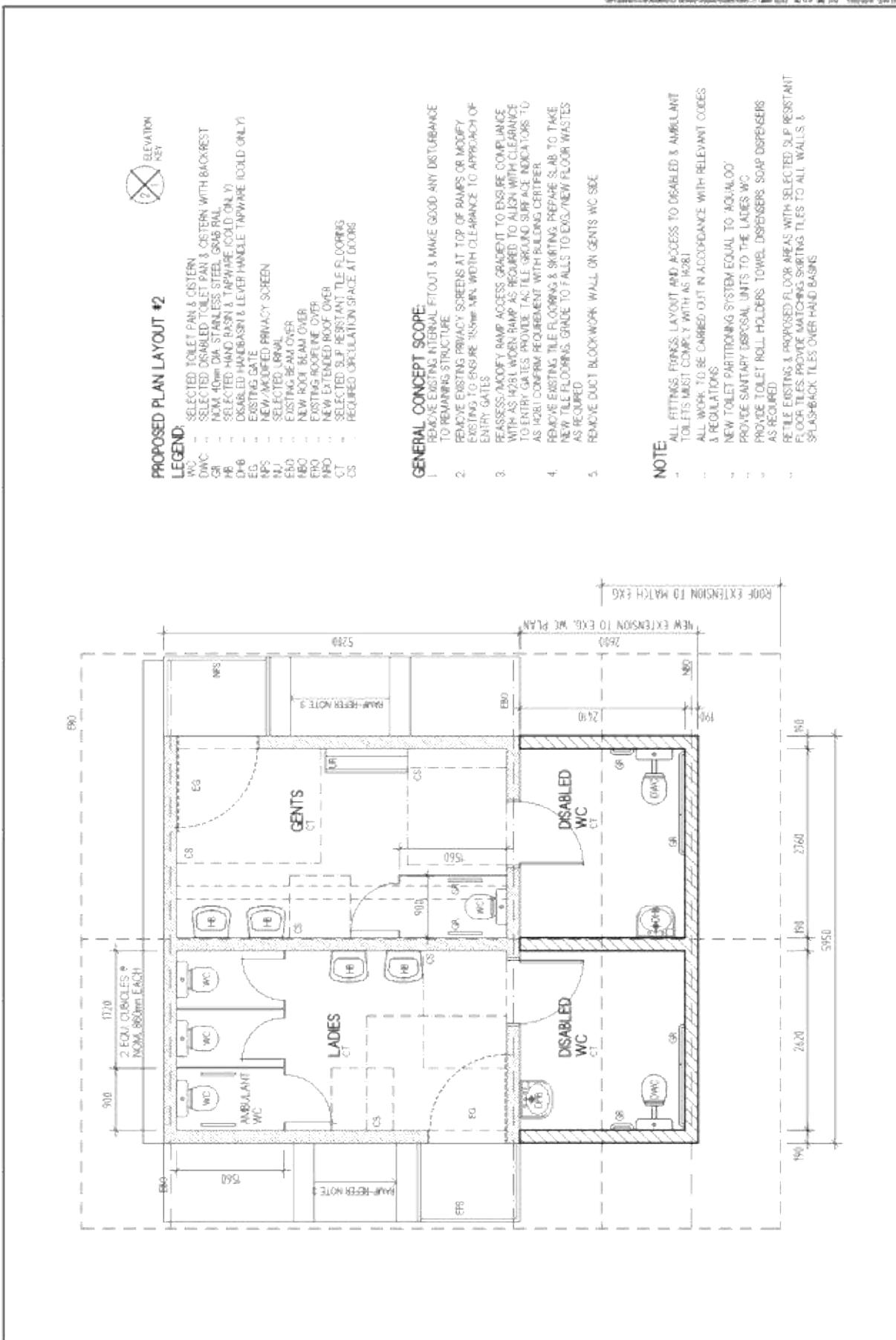
draftLink
 75, 80-82, 84-86 ST ST
 SYDNEY NSW 2000
 TEL: 02 9550 6200
 FAX: 02 9550 6201
 WWW.DRAFTLINK.COM.AU

**PROPOSED EXPANSION
 MANGERA PUBLIC TOILETS
 FOR WEST ARNHEM REGIONAL COUNCIL**

**CONCEPT
 PLAN LAYOUT #1**

ALL INFORMATION IS SUBJECT TO THE
 TERMS AND CONDITIONS OF THE
 CONTRACT

DATE: 11/07/20
 DRAWN BY: JH
 CHECKED BY: JH
 SCALE: 1:30 (AS)
 SHEET NO: CONCEPT
 SHEET OF: A10



PROPOSED PLAN LAYOUT #2

- LEGEND:**
- WC - SELECTED TOILET PAN & CISTERN
 - DWC - SELECTED DISABLED TOILET PAN & CISTERN WITH BACKREST
 - GR - 40mm DIA. STAINLESS STEEL GRAB RAIL
 - HB - SELECTED HAND BASIN & TAPWARE (COLD ONLY)
 - DHB - DISABLED HAND BASIN & LEVER HANDLE TAPWARE (COLD ONLY)
 - ES - EXISTING GATE
 - APS - NEW/AMOUNTED PRIVACY SCREEN
 - MJ - SELECTED MIRROR
 - EX - EXISTING BEAM COVER
 - NR - NEW ROOF BEAM COVER
 - EO - EXISTING ROOFLINE OVER
 - NRD - NEW EXTENDED ROOF OVER
 - CT - SELECTED SLIP RESISTANT TILE FLOORING
 - CS - REQUIRED CIRCULATION SPACE AT DOORS

GENERAL CONCEPT SCOPE:

1. REMOVE EXISTING INTERNAL FITOUT & MAKE GOOD ANY DISTURBANCE TO REMAINING STRUCTURE.
2. REMOVE EXISTING PRIVACY SCREENS AT TOP OF RAMPS OR MODIFY EXISTING TO ENSURE 300mm MIN. WIDTH CLEARANCE TO APPROACH OF ENTRY GATES.
3. FEASIBILITY/RAMP ACCESS GRADIENT TO ENSURE COMPLIANCE WITH AS 19281 WORK RAMP AS REQUIRED TO ALIGN WITH CLEARANCE TO ENTRY GATES. PROVIDE TACTILE GROUND SURFACE INDICATIONS TO AS 19281 COMPLIANCE REQUIREMENT WITH BUILDING CERTIFIER.
4. REMOVE EXISTING TILE FLOORING & SKIRTING PREPARE SLAB TO TAKE NEW TILE FLOORING. GRADE TO FALLS TO EXISTING FLOOR WASTES AS REQUIRED.
5. REMOVE DUCT BLOCKWORK WALL ON GENTS WC SIDE.

NOTE:

1. ALL FITTINGS, FINISHES, LAYOUT AND ACCESS TO DISABLED & AMBULANT TOILETS MUST COMPLY WITH AS 19281
2. ALL WORK TO BE CARRIED OUT IN ACCORDANCE WITH RELEVANT CODES & REGULATIONS
3. NEW TOILET PARTITIONING SYSTEM EQUAL TO 'AQUALOO'
4. PROVIDE SANITARY DISPOSAL UNITS TO THE LADIES WC
5. PROVIDE TOILET ROLL HOLDERS, TOWEL DISPENSERS, SOAP DISPENSERS AS REQUIRED
6. FETILE EXISTING & PROPOSED FLOOR AREAS WITH SELECTED SLIP RESISTANT FLOOR TILES. PROVIDE MATCHING SKIRTING TILES TO ALL WALLS & SLASHBACK TILES OVER HAND BASINS

DATE	REV	BY	APP'D
MAY 21	1	PAJ	AD3
PROJECT		CONCEPT	

CONCEPT PLAN LAYOUT #2

PROPOSED EXPANSION
MANAGERIA PUBLIC TOILETS
FOR WEST ARHTEM REGIONAL COUNCIL

draftLink
17-18-19-20-21-22-23-24-25-26-27-28-29-30-31-32-33-34-35-36-37-38-39-40-41-42-43-44-45-46-47-48-49-50-51-52-53-54-55-56-57-58-59-60-61-62-63-64-65-66-67-68-69-70-71-72-73-74-75-76-77-78-79-80-81-82-83-84-85-86-87-88-89-90-91-92-93-94-95-96-97-98-99-100-101-102-103-104-105-106-107-108-109-110-111-112-113-114-115-116-117-118-119-120-121-122-123-124-125-126-127-128-129-130-131-132-133-134-135-136-137-138-139-140-141-142-143-144-145-146-147-148-149-150-151-152-153-154-155-156-157-158-159-160-161-162-163-164-165-166-167-168-169-170-171-172-173-174-175-176-177-178-179-180-181-182-183-184-185-186-187-188-189-190-191-192-193-194-195-196-197-198-199-200-201-202-203-204-205-206-207-208-209-210-211-212-213-214-215-216-217-218-219-220-221-222-223-224-225-226-227-228-229-230-231-232-233-234-235-236-237-238-239-240-241-242-243-244-245-246-247-248-249-250-251-252-253-254-255-256-257-258-259-260-261-262-263-264-265-266-267-268-269-270-271-272-273-274-275-276-277-278-279-280-281-282-283-284-285-286-287-288-289-290-291-292-293-294-295-296-297-298-299-300-301-302-303-304-305-306-307-308-309-310-311-312-313-314-315-316-317-318-319-320-321-322-323-324-325-326-327-328-329-330-331-332-333-334-335-336-337-338-339-340-341-342-343-344-345-346-347-348-349-350-351-352-353-354-355-356-357-358-359-360-361-362-363-364-365-366-367-368-369-370-371-372-373-374-375-376-377-378-379-380-381-382-383-384-385-386-387-388-389-390-391-392-393-394-395-396-397-398-399-400-401-402-403-404-405-406-407-408-409-410-411-412-413-414-415-416-417-418-419-420-421-422-423-424-425-426-427-428-429-430-431-432-433-434-435-436-437-438-439-440-441-442-443-444-445-446-447-448-449-450-451-452-453-454-455-456-457-458-459-460-461-462-463-464-465-466-467-468-469-470-471-472-473-474-475-476-477-478-479-480-481-482-483-484-485-486-487-488-489-490-491-492-493-494-495-496-497-498-499-500-501-502-503-504-505-506-507-508-509-510-511-512-513-514-515-516-517-518-519-520-521-522-523-524-525-526-527-528-529-530-531-532-533-534-535-536-537-538-539-540-541-542-543-544-545-546-547-548-549-550-551-552-553-554-555-556-557-558-559-560-561-562-563-564-565-566-567-568-569-570-571-572-573-574-575-576-577-578-579-580-581-582-583-584-585-586-587-588-589-590-591-592-593-594-595-596-597-598-599-600-601-602-603-604-605-606-607-608-609-610-611-612-613-614-615-616-617-618-619-620-621-622-623-624-625-626-627-628-629-630-631-632-633-634-635-636-637-638-639-640-641-642-643-644-645-646-647-648-649-650-651-652-653-654-655-656-657-658-659-660-661-662-663-664-665-666-667-668-669-670-671-672-673-674-675-676-677-678-679-680-681-682-683-684-685-686-687-688-689-690-691-692-693-694-695-696-697-698-699-700-701-702-703-704-705-706-707-708-709-710-711-712-713-714-715-716-717-718-719-720-721-722-723-724-725-726-727-728-729-730-731-732-733-734-735-736-737-738-739-740-741-742-743-744-745-746-747-748-749-750-751-752-753-754-755-756-757-758-759-760-761-762-763-764-765-766-767-768-769-770-771-772-773-774-775-776-777-778-779-780-781-782-783-784-785-786-787-788-789-790-791-792-793-794-795-796-797-798-799-800-801-802-803-804-805-806-807-808-809-810-811-812-813-814-815-816-817-818-819-820-821-822-823-824-825-826-827-828-829-830-831-832-833-834-835-836-837-838-839-840-841-842-843-844-845-846-847-848-849-850-851-852-853-854-855-856-857-858-859-860-861-862-863-864-865-866-867-868-869-870-871-872-873-874-875-876-877-878-879-880-881-882-883-884-885-886-887-888-889-890-891-892-893-894-895-896-897-898-899-900-901-902-903-904-905-906-907-908-909-910-911-912-913-914-915-916-917-918-919-920-921-922-923-924-925-926-927-928-929-930-931-932-933-934-935-936-937-938-939-940-941-942-943-944-945-946-947-948-949-950-951-952-953-954-955-956-957-958-959-960-961-962-963-964-965-966-967-968-969-970-971-972-973-974-975-976-977-978-979-980-981-982-983-984-985-986-987-988-989-990-991-992-993-994-995-996-997-998-999-1000

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 1 JUNE 2023

Agenda Reference:	16.4
Title:	Purchase of Grandstands and Additional Pedestrian Gates for Football Oval
File Reference:	1078131
Author:	Clem Beard, Project Manager Technical Services

SUMMARY

The purpose of this report is for the Maningrida Local Authority to consider the installation of additional grandstands and pedestrian gates at the Maningrida Football Oval.

BACKGROUND

The administration has received notification of additional seating required for the increase of spectators attending the games on a regular nightly basis. Also, additional pedestrian team gates are required for entry and exiting the playing area by players, coaches and staff.

COMMENT

The administration has sourced indicative quotes from local suppliers to fulfil requested ongoing improvements at the Football Oval.

Additional Grandstands and Entry/Exit Gates at Football Oval - Maningrida			
Description	Quantity	Price	Total
Grandstands	6	\$ 7,392.00	\$ 44,352.00
Powdercoating	6	\$ 2,500.00	\$ 15,000.00
Pedestrian Gates	4	\$ 490.00	\$ 1,960.00
Vehicle access gates	2	\$ 590.00	\$ 1,180.00
Gate Closers Spring Loaded	4	\$ 106.00	\$ 424.00
Freight	1	\$ 3,550.00	\$ 3,550.00
Installation/Ground clearing	1	\$ 7,900.00	\$ 7,900.00
Contingencies 15%	1	\$ 11,154.90	\$ 11,154.90
Total			\$ 85,520.90

STATUTORY ENVIRONMENT

Not applicable at this time.

POLICY IMPLICATIONS

Council Purchasing Policy to be adhered to during procurement.

FINANCIAL IMPLICATIONS

No current budget allocation for these works.

STRATEGIC IMPLICATIONS

This report is aligned to goal 4.1 in the *Regional Plan and Budget 2022-2023*:

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

VOTING REQUIREMENTS

Simple majority.

RECOMMENDATION:

That the Maningrida Local Authority:

- 1. Received and noted the report entitled '*Purchase of Grandstands and Additional Pedestrian Gates for Football Oval*'; and**
- 2. Reviewed this project and approved the allocation of \$85,520 from Maningrida Local Authority Project Funding for the project subject to the release of 2022/2023 LA Funding.**

ATTACHMENTS

- 1 4mt Grandstands.JPG**



Select Grandstand (4m)

Code SELG4T4

**MOST
POPULAR
GRANDSTAND**

- Seats up to 40 people
- Backrests with extra safety support bar
- Free standing or bolt down
- **Overall Plan:** 4016mm W x 1399mm H (1040mm H 4th Tier) x 2253mm D



Buy **2** FOR \$14,850 + GST

Buy **4** FOR \$29,500 + GST



6 POWDER-COATED COLOURS AVAILABLE AT AN ADDITIONAL COST



Sunsafe Select Grandstand

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 1 JUNE 2023

Agenda Reference:	16.5
Title:	Maningrida Half Basketball Court Drainage - Change to Scope of Works
File Reference:	1075411
Author:	Hilal Ahmad, Senior Project Manager

SUMMARY

The purpose of this report is to provide an update on the change of scope of works to upgrade the half basketball court drainage issues due to water ingress on the surface area.

BACKGROUND

Administration was directed to carry out further investigations into the various options available to upgrade the existing half basketball court drainage issues.

The current construction of the half basketball court has no mechanism to drain the rainwater and results in significant flooding in the wet season.

COMMENT

Further to extensive conversations with several contractors, the Technical Services team has sourced an alternative drainage solution and has determined to raise the basketball court by 200mm. The works will include the extension to the existing concrete slab by 1 metre and provide edge beam around the court to protect the concrete slab from scouring out from wet season run off.

The cost breakdown is as below and within current allocated budget:

Budget	Costs to date
Total budget for basketball court	\$270,000
Design and construction	\$141,091
Sealing and line marking	\$16,800
Total expenses to date	\$157,891
Balance remaining	\$112,109

Solution:

Raise the basketball court by 200mm. Extend the existing concrete slab by 1 metre and provide edge beam around the court to protect the concrete slab from washing out. The expected timeframe from confirmation of works is 6 weeks construction time.

Description	Indicative Costs
Basketball ball drainage as per site discussion - Raise the basketball court by 200mm. Extend the existing concrete slab by 1 metre and provide edge beam around the court	\$81,950
Contingencies 10%	\$8,195
Total	\$90,145

STATUTORY ENVIRONMENT

Not applicable.

POLICY IMPLICATIONS

Council's Procurement Policy is relevant to this project.

FINANCIAL IMPLICATIONS

As per approved budget for local authority for this project.

STRATEGIC IMPLICATIONS

This report is aligned to goal 4.1 in the *Regional Plan and Budget 2022-2023*:

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

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION:

That the Maningrida Local Authority received and noted the report entitled '*Maningrida Half Basketball Court Drainage - Change to Scope of Works*'.

ATTACHMENTS

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 1 JUNE 2023

Agenda Reference:	16.6
Title:	Solar Lights - Basketball Courts/Bottom Camp/Office Park - Maningrida
File Reference:	1069225
Author:	Clem Beard, Project Manager Technical Services

SUMMARY

This report provides an indicative price to construct an additional 10 solar LED lights and replace 10 existing solar light heads throughout the community to increase public safety in Maningrida.

BACKGROUND

The administration has received notification of additional lighting required in 3 locations in Maningrida. Additional areas include the Basketball Courts at the school, playground area at Bottom Camp and extra lights at the park in front of the office at Lot 736. Research determined Solar LED lighting as the most effective solution.

COMMENT

The administration has sourced costs from suppliers and installers to calculate estimates to consider proceeding with project.

The solar lights are the same as existing solar lights in use throughout the community of Maningrida.

Solar Lights - B/B Court/ Bottom Camp/ Park Lot 736 - Maningrida			
Supplier/Contractor	Indicative Price	Quantity	Total
Solar LED Lights	\$4,040.00	10	\$40,400.00
Barge Costs DWN - MGD	\$341.65	10	\$3,416.50
Construction Installation	\$1,923.93	10	\$19,239.30
Replacement Heads - Existing	\$3,921.00	6	\$23,526.00
Contingencies 15%	\$1,017.98	10	\$10,179.80
Total Indicative Budget			\$96,761.60

STATUTORY ENVIRONMENT

Not applicable at this time.

POLICY IMPLICATIONS

Council Purchasing Policy to be adhered to during procurement.

FINANCIAL IMPLICATIONS

No current budget allocation for these works.

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

VOTING REQUIREMENTS

Simple majority.

RECOMMENDATION:

That the Local Authority:

- 1. Received and noted the report entitled '*Solar Lights - Basketball Courts/Bottom Camp/Office Park - Maningrida*'; and**
- 2. Reviewed this project and approved the allocation of \$96,671 from Maningrida Local Authority Project Funding subject to the release of 2022/2023 LA Funding.**

ATTACHMENTS

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 1 JUNE 2023

Agenda Reference:	16.7
Title:	Additional installation of hard structure at Clinic for Ceremonial Purposes
File Reference:	1071319
Author:	Clem Beard, Project Manager Technical Services

SUMMARY

The purpose of this report is for the Maningrida Local Authority members to consider the installation of an additional hard shelter at the Malala Health Clinic.

BACKGROUND

The Local Authority approved project funding towards the supply and installation of 2, 6x6metre hard shelters at the OCM114/2021 for the Malala health Clinic at Lot 659.

COMMENT

The request has been received for a 3rd shelter to be constructed to complete the works supplied by the Local Authority.

Additional installation of hard structure at Clinic for Ceremonial Purposes				
Resource	Unit	Qty	Est Price	Total
Structure with freight	Each	1	\$ 18,500.00	\$ 18,500.00
Certification and Section 40	Each	1	\$ 13,500.00	\$ 13,500.00
Installation	Each	1	\$ 7,500.00	\$ 7,500.00
Contingency 10%	Only	1	\$ 3,950.00	\$ 3,950.00
Total Estimated/Indicative Costs				\$ 43,450.00

STATUTORY ENVIRONMENT

Not applicable.

POLICY IMPLICATIONS

Council's Procurement Policy is relevant to this project.

FINANCIAL IMPLICATIONS

As per approved budget for local authority for this project.

STRATEGIC IMPLICATIONS

This report is aligned to goal 4.1 in the *Regional Plan and Budget 2022-2023*:

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

VOTING REQUIREMENTS

Simple majority.

RECOMMENDATION:

That the Maningrida Local Authority:

- 1. Received and noted the report entitled '*Additional installation of hard structure at Clinic for Ceremonial Purposes*'**,
- 2. Approved the construction and installation of an additional shelter at Lot 659 for the Malala Health Clinic; and**
- 3. Approved the allocation of \$43,450 from the LA Project Funding subject to the release of 2022/2023 LA Funding.**

ATTACHMENTS

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 1 JUNE 2023

Agenda Reference:	16.8
Title:	Update on Malabam Road Construction and Power Pole Protection
File Reference:	1079064
Author:	Hilal Ahmad, Senior Project Manager

SUMMARY

The purpose of this report is to provide the Maningrida Local Authority members an update on the Malabam Road construction works and to address the solution of the power pole which is located close to the crossroad at the entry to community.

BACKGROUND

Due to the poor drainage and dangerous road conditions of Malabam Road, funding became available in July 2021 for reconstruction works and a tender for works was released. The successful awarding of a tender was to City Earth Moving, to reconstruct Malabam Road, including encase and relocate services where possible, at a total indicative cost in excess of \$3M.

The works were divided into 2 stages:

Stage 1: Relocation of Power Poles

Stage 2: Protection of Underground Services and Road reconstruction

The administration notes the potential risk of the newly installed power pole at the intersection of Malabam and Airport adjacent Dhukurrdji Lodge. The power pole is close to the T-junction intersection and poses a potential traffic risk for vehicles.

COMMENT

The works on Malabam road are divided into 2 stages:

- **Stage 1: Relocation of Power Poles**

City Earth Moving (CEM) was engaged in 2021 to undertake the works. The power pole relocation commenced in 2021 with CEM engaging Power and Water to design the relocation of power poles. After approval by Power and Water, the contractor commenced with the relocation works in 2022 and the power pole relocation was completed in November 2022. The purpose of the power pole relocation was to create adequate distance to widen the road for a two lane road. This has now been completed per attached drawings.

- **Stage 2: Road widening and reconstruction.**

The stage 2 commenced in May 2023 and consists of:

- Upgrading and installing new culverts with headwalls. The culvert works have commenced and will be completed by the end of July local contractors.
- Once the culverts are installed the contractor will commence protecting the underground services, which will take up to 6 weeks with expected completion mid-August 2023.
- Road widening, reconstruction and sealing. This will include ripping and removing existing sealed road and widening the road to 9 metres and spray sealing the road.
- Line marking and construction of speed bumps for traffic management.

Power Pole relocation:

The aforementioned power pole is positioned close to the road and a possible traffic hazard for incoming traffic. The Technical Services team referred with multiple consultants and it was advised to

install a kerb with guard rails in front of the power pole as per attached images. The guard rails will be installed with retroreflective tape which will illuminate at night with incoming vehicle head lights as per attached image.

STATUTORY ENVIRONMENT

Not applicable.

POLICY IMPLICATIONS

Council's Procurement Policy is relevant to this project.

FINANCIAL IMPLICATIONS

As per approved Budget for the Malabam Road.

STRATEGIC IMPLICATIONS

This report is aligned to goal 4.1 in the *Regional Plan and Budget 2022-2023*:

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

VOTING REQUIREMENTS

Simple Majority

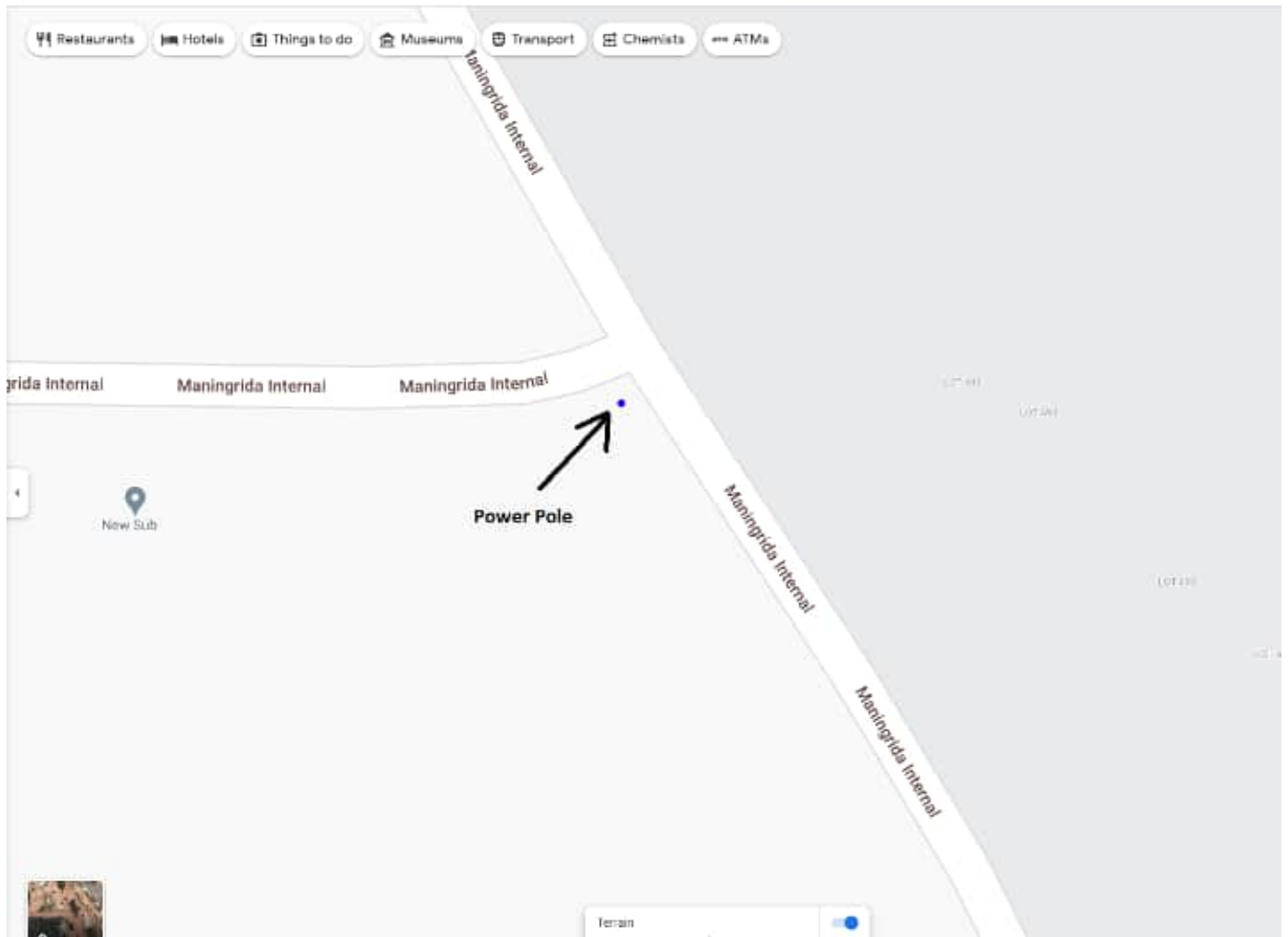
RECOMMENDATION:

That the Maningrida Local Authority:

- 1. Received and noted the report entitled '*Update on Malabam Road Construction and Power Pole Protection*'; and**
- 2. Approved the construction and installation of concrete backed guard rails surrounding the power pole mitigating possible road user risks.**

ATTACHMENTS

- 1** power pole.PNG
- 2** Power Pole New A4.PNG
- 3** Retroreflective A4 new.PNG
- 4** Guard Rail A4.PNG









WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 1 JUNE 2023

Agenda Reference:	16.9
Title:	Identify Locations for Additional 3 Speed Humps for the Maningrida Community Internal Road Network
File Reference:	1076874
Author:	Hilal Ahmad, Senior Project Manager

SUMMARY

Project funding is provided each year from the Local Government Unit of the Department of Chief Minister & Cabinet for the Maningrida Local Authority and this report provides an opportunity for the Local Authority to nominate locations of speed humps in the community.

BACKGROUND

In 2020, the Council installed 3 lots of speed humps including zebra crossings and connecting footpaths at specified various locations requested by the Local Authority.

The administration have a surplus of 3 speed humps in the Fabrication Shed for the Works team to install at the nominated locations.

COMMENT

To date 6 speed humps have directly been funded and installed by the Council with a remaining 3 more of the proposed locations still required to carry out the works.

The administration is requesting the Local Authority to nominate areas within Maningrida to install traffic calming devices to reduce the speed of vehicles within the township boundaries.

STATUTORY ENVIRONMENT

Not applicable at this time.

POLICY IMPLICATIONS

Council Purchasing Policy to be adhered to during procurement.

FINANCIAL IMPLICATIONS

The current budget allows for repairs & maintenance to local roads to be carried out for these works.

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 4.4

Local Road Management and Maintenance

Tactically monitor, maintain and manage Council gazetted roads and community safety via traffic management

VOTING REQUIREMENTS

Simple majority.

RECOMMENDATION:

That the Maningrida Local Authority:

Identify Locations for Additional 3 Speed Humps for the Maningrida Community Internal Road Network; and Nominated the following speed hump locations within the Maningrida Internal Road network:.....

ATTACHMENTS

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 1 JUNE 2023

Agenda Reference:	16.10
Title:	Maningrida NYE Fireworks Display 2024
File Reference:	1073719
Author:	Clem Beard, Project Manager Technical Services

SUMMARY

The purpose of this report is to provide the Maningrida Local Authority members with update on quotes received for New Year's Eve (NYE) fireworks display 2024.

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.

The Local Authority requested the administration to explore the opportunity of having 2 high energy fireworks displays one at 8.00pm and one at 12.00am at the Football Oval replicating the previous year display as the feedback from the community was overwhelming positive event to welcome in the new year as celebrated Australia wide.

COMMENT

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

The administration has sourced a quote from the previous provider to put on a display at the Maningrida Oval for NYE 2023:

- **Fireworks Australia** indicative costs below:
- Firework display duration is 2 x 10 minutes high energy shows.
- Show includes large aerial display shells and a broad variety of multi-layer packs.

Suggested Project/ Project Location	Project Description	Estimated Cost
Fireworks New Year's Eve Celebrations	<p>Provide a cost estimate for a fireworks display for the New Year's Eve celebration for the Maningrida community.</p> <p>The fireworks display to be held at:</p> <ul style="list-style-type: none">• 8.00pm family event.• 12.00am adults event. <p>Each fireworks will run for approximately 10 minutes.</p> <p>Price includes:</p> <ul style="list-style-type: none">• Labour cost• Travel costs• Freight of fireworks and equipment• Site security• Safe storage of fireworks• Accommodation• Vehicle hire	Cost estimate for the fireworks display \$120,950

Permits	Pyro and local permits	\$ 650.00
Flights and Accommodation	6 return Sydney or Melbourne - Maningrida	\$ 11,500.00
Freight to and from Maningrida	12 pallets	\$ 5,000.00
Hire Truck Darwin	2 days	\$ 1,000.00
Insurance Levy		\$ 1,500.00
Admin		\$ 1,800.00
Pyro freight from/to Sydney		\$ 6,000.00
Wages	techs x 14 equivalent	\$ 11,000.00
Pyro	\$1900 minute (20 minutes)	\$ 48,500.00
Total		\$ 86,950.00
Cultural Displays/Dancers		\$2,500.00
Temp fencing hire		\$5,000.00
WHS safety materials/Signage/PPE		\$6,500.00
WARC Staff/Security Wages		\$20,000.00
Total		\$ 120,950.00

STATUTORY ENVIRONMENT

Not applicable at this time.

POLICY IMPLICATIONS

Not applicable at this time.

FINANCIAL IMPLICATIONS

Available funding from the Local Authority.

STRATEGIC IMPLICATIONS

This report is aligned to goal 1.4 in the *Regional Plan and Budget 2021-2022*:

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 1.4 Community Events
Deliver cultural, civic and sporting events which engage and unite the community

VOTING REQUIREMENTS

Simple majority

RECOMMENDATION:

That the Maningrida Local Authority:

1. Received and noted the report entitled '*Maningrida New Year's Eve Fireworks Display 2024*'.
2. Considered and approved the indicative amount of \$120,950 for 2 x shows from Maningrida Local Authority funding towards the NYE fireworks display, subject to the release of 2022/2023 LA Funding.

ATTACHMENTS

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 1 JUNE 2023

Agenda Reference:	16.11
Title:	Waste and Resource Management Report
File Reference:	1078853
Author:	Sara Fitzgerald, Waste and Resource Coordinator

SUMMARY

The purpose of this report is to provide an update to the Local Authority on current activity in the Waste and Resource Management areas.

BACKGROUND

On 27 February 2023 Council's new Waste and Resource Coordinator Sara Fitzgerald commenced to take responsibility of the Waste portfolio for the region. This report outlines the current activities within this portfolio.

COMMENT

Landfill

Waste and Resource Coordinator has completed site assessment of the Landfill site and identified opportunities for operational improvement. Currently the main priority is to secure a full time Waste Team Leader to supervise and maintain the site and begin to work towards improvements. We will continue to work towards securing a section 19 lease over the land to enable infrastructure improvements to the site. Once the site is properly secured Council can better manage and segregate waste and work towards NTEPA licensing of the facility. Collection of commercial waste fees is priority where applicable and Maningrida will be monitored for any upcoming works scheduled by NTG to ensure all commercial operators working in Maningrida are correctly disposing of or removing waste. Council has approved increased Commercial Waste fees to assist with the expenses associated in processing commercial waste, letters will be sent out prior to the 1 July 2023 increase to all commercial operators and stakeholders to remind them of the necessary obligations regarding disposal of commercial waste.

Litter

By renewing its partnership with Keep Australia Beautiful there will be a spotlight on litter for the coming months. Keep Australia Beautiful will be attending community in the coming months to review litter and engage all community stakeholders in improving the litter rating score for the community. Key issues for Maningrida include litter around the oval and shop areas and correct usage of bins provided. We are hoping to install multi language signs to encourage local residents to put litter in the bins. For oval waste in relation to football games we wish to utilise the electronic scoreboard and verbal announcements to reinforce the message to put litter in the bin. Any further suggestions for litter action from Local Authority members would be helpful in determining our path towards becoming one of Northern Territory's Tidy Towns.

Illegal Dumping

Multiple instances of illegal dumping assumed by commercial operators have occurred across the community recently. It is assumed partially because of poor access to the landfill during wet season and lack of education on part of Contractors working in the area. We are working towards preparing signage for problem areas where repeat dumping is occurring and encouraging contractors to meet

their obligations for working in the area regarding waste. All efforts are being made to identify repeat offenders and to encourage compliance to responsible waste practices.

Cultural Waterway Waste

We are working towards providing the community with alternative options to using the sea for cleansing of cultural waste. Initially further signage in language is being investigated to erect at the waterfront. This will contain a no dumping message and encourage locals to contact the CSM for assistance. We currently have the opportunity to burn and bury the waste under the supervision of a Balanda staff member at the landfill site and would like to develop this further by offering assistance, in transporting loved ones belongings in a manner that suits cultural practice and provide a specific sorry business site at the landfill. Further options we would like input from Local Authority Members for would be a Sorry Business Trailer as illustrated below that can be filled with sea water and transported to homes of families to cleanse belongings in for the required timeframe.



No one solution is going to suit all members of the community but we are committed to providing the community with options and providing community education and messaging to advertise these options.

Combined with all of the litter education that is upcoming we are hoping to work with the Bawinanga Rangers on providing a caring for country message that reaches all areas of the community and encourages them to think twice before using the waterways for cultural waste.

Recycling

Recycling options and initiatives are being pursued actively. We are looking to form a transport partnership with Sea Swift to reduce the cost of removing recyclable materials from the community and enable better waste management practices. We currently have recycling channels for mobile phones, E-waste and car batteries as well as small amounts of metals that the recyclers are willing to collect from the Sea Swift Depot.

We are also looking to assist the CDP in encouraging one or multiple locals to set up a recycling microbusiness in administering the cash for containers program. This would be an excellent opportunity for local indigenous enterprise and also divert litter and waste from landfill.

STATUTORY ENVIRONMENT

Waste Management and Pollution Control Act 1998
Environment Protection Act 2019

POLICY IMPLICATIONS

West Arnhem Regional Council Regional Strategic Plan 2022-23
West Arnhem Regional Council Waste Strategy 2021-26

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

This report is aligned to pillar 4 and 5 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 4.3	Waste and Water Management Deliver environmentally and economically sound solid waste, water and sewerage services
-----------------	--

PILLAR 5 SUSTAINABILITY AND CLIMATE ACTION

Leading by example, we commit to developing a culture of sustainable practice.

We recognise and champion the importance of safe guarding our environment for future generations by working collectively with community, private enterprises and all tiers of government.

Goal 5.1	Recycling and Waste Develop recycling and waste initiatives which protect and preserve community natural resources and the local environment
Goal 5.2	Procurement Develop and implement a leading-edge sustainability procurement strategy
Goal 5.3	Reduce Office Waste All offices recycle and reduce waste and consumables
Goal 5.4	Education Develop and deliver locally relevant education initiatives on sustainability and climate impacts across multiple mediums and platforms
Goal 5.5	Energy Develop a Renewable Energy Strategy
Goal 5.6	Policy Devise and implement a Sustainability and Climate Action Policy

VOTING REQUIREMENTS

Simple majority

RECOMMENDATION:

That the Maningrida Local Authority received and noted report entitled '*Waste and Resource Management Report*'.

ATTACHMENTS

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 1 JUNE 2023

Agenda Reference:	16.12
Title:	Consultation - Council Draft Budget 2023-24
File Reference:	1078220
Author:	Deirdre O'Sullivan, Chief Corporate Officer

SUMMARY

The purpose of this paper is to provide the Authority with an opportunity to provide discussion and input into the Draft of the Budget for 2023-2024 during the consultation period.

BACKGROUND

In accordance with section 81 of the *Local Government Act 2019*, Council is required to consult with Local Authorities and get recommendations about Council's budget, priorities for expenditure, service delivery, regional plans, strategic directions and funding to ensure that Council's strategies and plans are informed by the vision and priorities of the local authority.

COMMENT

The 1st draft of the 2023-24 Budget was presented to West Arnhem Regional Council at its Ordinary Council Meeting held on 10 May 2023. That meeting accepted the entire Council Draft Budget for 2023-24 to be circulated for public comment for the coming 21 day notice period.

The draft budget for all activities within the Maningrida Community is attached. The Maningrida Local Authority members are encouraged to review, discuss, and comment on this attachment.

During the current year the local authority has held its scheduled meetings. During the year, Council also discussed current and future Local Authority and Council priority spending, and services delivered in each community.

STATUTORY ENVIRONMENT

Section 81 of the *Local Government Act 2019* is relevant to this report.

POLICY IMPLICATIONS

This report has been prepared in accordance with Council's policy on local authorities and *Guideline 1: Local Authorities June 2021* as issued by the Minister.

FINANCIAL IMPLICATIONS

Maningrida's priorities for expenditure formed part of the Budget considerations for this draft budget 2023-24.

STRATEGIC IMPLICATIONS

This report is aligned to Pillars 1 and 6 within the *Regional Plan and Budget 2022-23*.

PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

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

of a happy, strong and thriving community.

Goal 1.1

Community Engagement

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

Goal 1.3

Communication

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

PILLAR 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 Maningrida Local Authority reviewed and provided recommendations on the Draft West Arnhem Regional Council Budget for Maningrida 2023-24 whilst the consultation period is currently in effect until 31 May 2023.

ATTACHMENTS

- 1 24GLBUDA Maningrida for consultation 10.05.23.pdf

Budget Presentation Summary
Financial Year 2023/24



Description	Operational		Capital		Total	
	Income	Expenditures	Income	Expenditures	Income	Expenditures
		Net Result		Net Result		Net Result
SDC: Maningrida						
CORE SERVICES UNTIED						
Administration & Customer Management						
2012 - Community Service Delivery	32,971	499,402	-	-	32,971	499,402
	32,971	(466,431)	-	-	32,971	(466,431)
Animal Control						
2001 - Animal Control	61,299	38,131	-	-	61,299	38,131
	61,299	23,168	-	-	61,299	23,168
Buildings & Facilities						
2008 - Maintain & construct council controlled buildings & land	-	222,809	-	-	-	222,809
2049 - Maintain staff houses	-	53,569	-	-	-	53,569
	-	(169,240)	-	-	-	(169,240)
Fleet						
2048 - Maintain plant, equipment and motor vehicles	15,000	243,639	-	-	15,000	243,639
	15,000	(228,639)	-	-	15,000	(228,639)
Governance						
2071 - Manage Council Governance	-	4,680	-	-	-	4,680
	-	(4,680)	-	-	-	(4,680)
IT & Communications						
2038 - Manage Information Technology and Communications	-	27,460	-	-	-	27,460
	-	(27,460)	-	-	-	(27,460)
Lighting for Public Safety						
2004 - Install and maintain street lights	-	17,636	-	-	-	17,636
	-	(17,636)	-	-	-	(17,636)
Local Roads						
2009 - Maintain local roads	7,508	285,853	-	-	7,508	285,853
	7,508	(278,344)	-	-	7,508	(278,344)
Parks, Reserves & Open Spaces						
2010 - Manage and maintain cemeteries	11,071	344,178	-	-	11,071	344,178
2017 - Parks and Public Open Space - including weed control	1,000	7,610	-	-	1,000	7,610
	10,071	(326,497)	-	-	10,071	(326,497)
Public Relations						
2021 - Support Civic and community events	-	1,780	-	-	-	1,780
	-	(1,780)	-	-	-	(1,780)
Revenue Growth						
2040 - Manage Rates and charges	560,878	-	-	-	560,878	-
	560,878	560,878	-	-	560,878	560,878
Swimming Pools						
2015 - Operate and maintain swimming pool	750	297,783	-	-	750	297,783
	750	(297,033)	-	-	750	(297,033)
Waste, Water & Sewerage Management						
2013 - Waste Management	681,442	447,959	-	-	681,442	447,959
	681,442	233,483	-	-	681,442	233,483
Total Core Services Untied	1,370,920	2,431,310	-	-	1,370,920	(1,060,390)
CORE SERVICES TIED						
Local Authorities Administration						
2178 - Local Authorities Community Project Income	371,200	371,200	-	-	371,200	-
	371,200	371,200	-	-	371,200	371,200
Total Core Services Tied	371,200	371,200	-	-	371,200	-



Budget Presentation Summary
Financial Year 2023/24

Description	Operational		Capital		Total	
	Income	Expenditures	Income	Expenditures	Income	Expenditures
		Net Result		Net Result		Net Result
COMMERCIAL SERVICES						
Total Commercial Services	1,315,423	974,893	340,530	340,530	1,315,423	974,893
COMMUNITY SERVICES						
Community Support Programs						
3070 - Australia Day Grant	-	600	(600)	(600)	-	600
Radio Broadcasting Services						
3025 - Deliver Indigenous Broadcasting Programs (RIBS)	-	54,385	(54,385)	(54,385)	-	54,385
3131 - TEABBA Staff Funding - Indigenous Broadcasting Prgm (RIE)	-	11,300	(11,300)	(11,300)	-	11,300
	-	42,995	(42,995)	(42,995)	-	42,995
Sport and Recreation						
3012 - Remote Sport Program	-	155,473	(155,473)	(155,473)	-	155,473
3011 - Safety and Wellbeing - Sport and Recreation	-	27,867	(27,867)	(27,867)	-	27,867
	-	127,606	(127,606)	(127,606)	-	127,606
Youth Programs						
3040 - Children and Schooling - Youth	-	20,248	(20,248)	(20,248)	-	20,248
	-	20,248	(20,248)	(20,248)	-	20,248
Total Community Services	-	230,706	(230,706)	(230,706)	-	230,706
Net Surplus / (Deficit) - Maningrida	3,057,542	4,008,108	(950,566)	(950,566)	3,057,542	4,008,108



Budget Presentation Summary
Financial Year 2023/24

Description	Operational		Capital		Total	
	Income	Expenditures	Income	Expenditures	Income	Expenditures

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Budget Ledger: 24GLBUDA

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 1 JUNE 2023

Agenda Reference:	16.13
Title:	Consultation - West Arnhem Regional Council Draft Plan 2023 - 2024
File Reference:	1078690
Author:	Paul Hockings, Chief Executive Officer

SUMMARY

The purpose of this report is to provide the Maningrida Local Authority with a draft of the West Arnhem Regional Council (WARC) Regional Plan 2023-2024 for feedback, to ensure it accurately reflect the projects and priorities of the Local Authority as required by the *Local Government Act 2019*.

BACKGROUND

During the Ordinary Council meeting held on 13 April 2022, the administration presented a draft of newly developed pillars that outline the expected outcomes of WARC's performance objectives and service delivery plans. Council approved the pillars (as per OCM19/2022), which were incorporated into the 2022-2023 Regional Plan and Budget.

A draft of the 2023-24 Plan is attached for review. The key sections of the Plan are:

1. Mayor and CEO welcome
2. About Our Council
3. Strategic Plan
4. Framework and Assessments
5. Budget 2023-24

Once the Council approved the draft Plan, it has been made available to the community for a 21 days consultation period. After completion of the 21 days consultation period, the administration will:

1. Make any changes to the document as per recommendations from the community and the Minister.
2. Present the final draft of the Plan at the June 2023 Council meeting for approval.

COMMENT

A report was prepared to the March 2023 meeting after consultation with the Local Authorities around the:

1. existing organisation values of **Respectful, Inclusive, Innovative and Integrity**; and
2. specific projects for each Local Authority.

A general discussion occurred at this Council meeting and no real direction was provided by Council around changing the existing values. As a result the draft plan has used the existing values.

However with time constraints on the administration the update to include specific projects for each community has been delayed until 2024-2025 year.

STATUTORY ENVIRONMENT

According to sections 33 and 34 of the *Local Government Act 2019*, every regional council must have a plan for its area that contains:

1. A service delivery plan for the period to which the municipal, regional or shire plan relates.
2. Any long-term, community or strategic plan adopted by the council or a local authority.
3. The council's budget.

4. The council's long-term financial plan.
5. The projects and priorities for the area identified by local authorities.
6. A definition of the indicators for judging the standard of the council's performance.

Section 35 of the *Local Government Act 2019* states:

- (1) A council must adopt its municipal, regional or shire plan (or revisions to its municipal, regional or shire plan) between 1 April and 30 June in each year.
- (2) The council must give a copy of the plan to the Agency by the latter date mentioned in sub-section (1).
- (3) Before the council adopts its municipal, regional or shire plan for a particular year, the council must:
 - (a) at a meeting of the council, approve a draft of the plan; and
 - (b) make the draft plan accessible on the council's website and make copies available for public inspection at the council's public offices; and
 - (c) publish a notice on its website and in a newspaper circulating generally in the area inviting written submissions on the draft plan within a period (at least 21 days) from the date of the notice; and
 - (d) consider the submissions made in response to the invitation and make any revisions to the draft the council considers appropriate in the light of the submissions.
- (4) A copy of the draft of the plan must be provided to the members of the council at least six (6) business days before the meeting referred to in subsection (3)(a).
- (5) Although the council's budget forms part of its municipal, regional or shire plan, this section does not apply to the adoption of the budget or of an amended budget.
- (6) The adoption of a budget, or of an amended budget, operates to amend the municipal, regional or shire plan so that it conforms with the most recent budget of the council

In developing this Regional Plan, Council must consider the core services it is responsible for delivering as stated in Section 36 of the *Local Government Act 2019* as follows:

1. The Minister may, by *Gazette* notice, advise a council as to the services that, in the Minister's view, are services that the council should, as a priority, provide.
2. The Council must consider the advice when adopting and renewing its plan.

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

The financial implications will be discussed as part of the budget deliberations for 2023-24.

STRATEGIC IMPLICATIONS

The development of the Regional Plan and Budget represents the most strategic planning exercise undertaken by Council. It creates a pathway for future considerations and clearly defines the expectations of Council in delivering core services. It is aimed at achieving all of the performance objectives, which were established in the *Regional Plan and Budget 2022-2023* as follows:

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
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 6.4	Risk Management The monitoring and minimisation of risks associated with the operations of Council
Goal 6.5	Planning and Reporting Robust planning and reporting that supports Council's decision-making processes
Goal 6.6	Information and Communication Technology Effective and innovative information technology solutions which maximise service delivery and support Council's operations

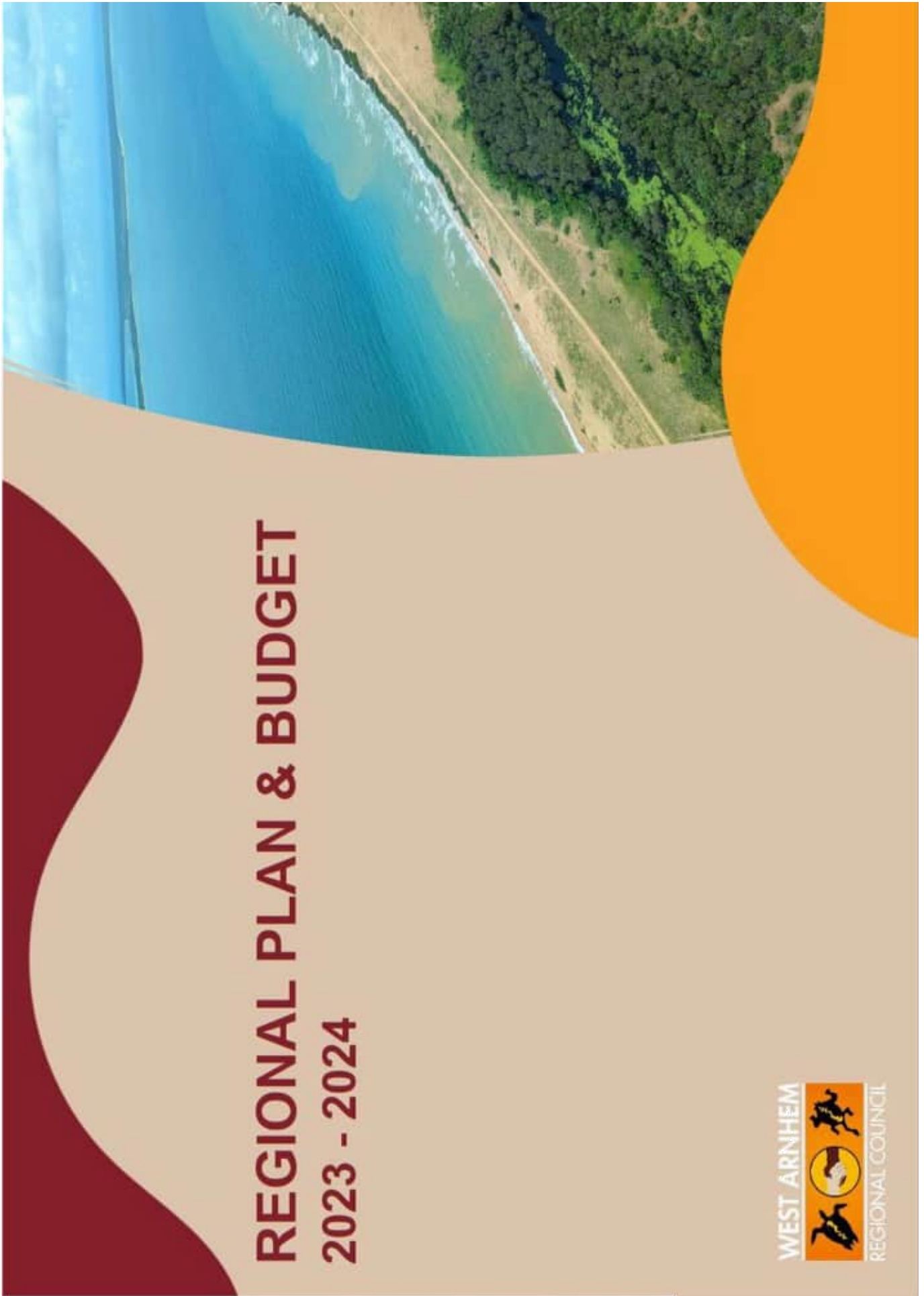
RECOMMENDATION:

That the Maningrida Local Authority:

- 1. received and noted the report entitled Consultation - West Arnhem Regional Council Draft Plan 2023 – 2024'; and**
- 2. provided feedback on the draft 2023-2024 West Arnhem Regional Plan.**

ATTACHMENTS

- 1 2023-24 Regional Plan and Budget - DRAFT.pdf**



**REGIONAL PLAN & BUDGET
2023 - 2024**



West Arnhem Regional Council acknowledges the First Nations Custodians; and the many Language and Family groups who are Managers and Care-takers to each of their Traditional homelands and Waters across the West Arnhem Regions Wards. West Arnhem Regional Council pay their respects and acknowledge Elders, past present and rising.



West Arnhem Regional Council 2023 – 24 Regional Plan

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Pillar 6 - Foundations of Governance			

To be finalised

MAYOR & CEO WELCOME

West Arnhem Regional Council acknowledges the First Nations Custodians; and the many Language and Family groups who are Managers and Care-takers to each of their Traditional homelands and Waters across the West Arnhem Regions Wards. West Arnhem Regional Council pay their respects and acknowledge Elders, past present and rising.

We are pleased to present this Regional Plan and Budget for the 2023 - 2024 financial year.

This plan has been informed by our strategic plan developed through extensive consultations in 2021, which Council has since endorsed as a 5 year corporate strategy 2022 – 2027. In the next 12 months, we look forward to achieving the goals set out in this regional plan, including the newly-revised strategies and measures within the service delivery plans for each of our 6 foundational pillars:

Partnerships, Relationships and Belonging	Increased Local Indigenous Employment
Safety and Wellbeing	Service Delivery and Built Environment
Sustainability and Climate Action	Foundations of Governance

Through our Elected Members and their united force and passion to advocate for our region, we continue to progress and strengthen as a Council. We commenced 2023 with the determination that Council Meetings are an integral component of Council's governance framework, and thus, changed Council meetings back to a monthly basis. Through these meetings Elected Members, representatives from various government agencies and non-governmental organisations, and members of the public have the opportunity participate in discussions and debates on matters that are important to West Arnhem communities. Recently the workshop prior to a Council meeting has been changed to an information session to walk Councilors through the agenda papers to ensure Councilors have an in-depth understanding of the reports and recommendations which should lead to better decision making.

For our Local Authorities, we understand the integral role they play at the intersection between Government and the communities we serve. In early 2023, Council undertook consultation with each Local Authority via an additional round of meetings to gather findings and recommendations to formulate a submission to the Review of Local Authorities 2022 - 2023 conducted by the Northern Territory Government. We hope through this submission and immediate opportunities presented, we can continue to improve relationships, strengthen their function and provide greater representation at this local level.



In the absence of a local authority in the Kakadu Ward, we have sought to give greater representation of the views of our Kakadu Ward Councillors through the establishment of the Kakadu Ward Advisory Committee. This new committee encompasses all areas of Kakadu Ward events and operations to play an active role in discussing and developing objectives, opportunities and activities for community and stakeholder engagement. The first meeting was held on 4 May 2023 and Cr Ralph Blyth was appointed as Chair.

To encourage further transparency with Elected Members, our executive management team have introduced quarterly reporting of our service delivery plans for the past 2022 - 2023 period and we will continue to deliver these comprehensive details on our performance against the regional plan going forward.

The first time, we are developing a WARC Advocacy Strategy 2023 - 2024 which highlights the substantive issues our advocacy aims to redress, our values, vision and purpose as they relate to advocacy and our approach. In its strategic plan, Council identified advocacy as a critical function of Council and led by Mayor Matthew Ryan, commenced an extensive program of strategic initiatives with all levels of Government to provide fierce advocacy for the people of West Arnhem. We look forward to rolling out these initiatives over the next 12 months.

Working together with Reconciliation Australia, we continue to make progress in our reconciliation journey, and achieve the goals outlined in the *West Arnhem Regional Council Innovate Reconciliation Action Plan July 2021 – July 2023*. Following completion of this document, Council will consider the next step on our reconciliation journey.

For our incredible team who work tirelessly for our communities, we wish to take this opportunity to thank each and every one WARC staff member. In the 2023 - 2024 year, our Council will continue to develop opportunities to increase local Indigenous employment, provide more pathways for upskilling through literacy and numeracy initiatives, training, internal promotions and simplifying our recruitment processes. We must also acknowledge those who support us through grant and funding programs at all levels of government. This funding stream is critical for our Council to deliver services, plant and equipment, better roads, and other meaningful projects identified in our remote communities. Our Council would not be able to operate without this support.

Finally, our Council is committed to working in partnership with our constituents and stakeholders to achieve better outcomes and enhance opportunities for our people. We do this through the leadership of our Elected Members and Local Authorities who are committed to making the important decisions based on local needs and aspirations. Council looks forward to implementing this Regional Plan and Budget and achieving our vision together to build stronger communities.

Mayor Matthew Ryan



CEO Paul Hockings



ABOUT OUR COUNCIL – COVER PAGE



West Arnhem Regional Council, 2023 – 24 Regional Plan

OUR REGION AND COMMUNITIES

West Arnhem Regional Council acknowledges the attachment and relationship of Aboriginal people to Country and the strong connections to culture and language continues within our communities and beyond.

Our Council stretches out over an expanse of almost 50,000 square kilometres across West Arnhem Land encompassing five remote communities, including the two island communities of Warruwi and Minjilang, Gunbalanya, Jabiru and Maningrida - the largest remote Indigenous community in the Top End. West Arnhem encompasses both fresh water and salt water people of diverse language groups and customs. While each community profile is incredibly unique, Language, Culture and Ceremony are strong, and clans are connected across the entire Arnhem region.

Approximately, 6281 people reside in the West Arnhem region and more than two thirds of our population identify as Aboriginal and/or Torres Strait Islander or 'Bininj' people.

Breakout graphics:

- *Jabiru (755 people)*
- *Gunbalanya (1177 people)*
- *Maningrida (2518 people)*
- *Warruwi (432 people)*
- *Minjilang (265 people)*

Through the 12 Elected Members who represent the five Wards, our Council plays a large role in advocacy at all levels of government on matters important to the people residing in our communities. Operationally, West Arnhem Regional Council is the largest employer in the region and has a large footprint providing quality local government, community wellbeing and commercial services which contribute to achieving our vision of strong communities.

People: 6,281

Male: 50.9% **Female:** 49.1%

Aboriginal and/or Torres Strait Islander: 5,097 (81.1%)

Land area: 49,675 square kilometres

Data source: 2021 Census data

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West Arnhem Regional Council 2023 – 24 Regional Plan

OUR COUNCILLORS

Minjilang Ward
MINJILANG
Mirjilang WARD
Cr Guwiyul

Warruwi Ward
WARRUWI
Warruwi WARD
Cr Marrawal

Kakadu Ward
KAKADU
Kakadu WARD
Cr Blyth
Kakadu WARD
Cr Raliph
Kakadu WARD
Deputy Mayor Williams

Gunbalanya Ward
GUNBALANYA
Gunbalanya WARD
Cr Dann
Gunbalanya WARD
Cr Gumurdul
Gunbalanya WARD
Cr Nadjarrek

Maningrida Ward
MANINGRIDA
Maningrida WARD
Mayor Ryan
Maningrida WARD
Cr Kernan
Maningrida WARD
Cr Woods
Maningrida WARD
Cr Phillips

In 2023, Cr Gabby Gumurdul was re-elected at a Gunbalanya Ward by-election.

COUNCIL COMMITTEES AND PANEL

Risk Management and Audit Committee

The Risk Management and Audit Committee is an advisory Committee formed in line with section 86 of the Local Government Act 2019 that assists Council to achieve good governance by providing recommendations about internal and external audits, as well as Council's practices and procedures for managing risk. The Risk Management and Audit Committee will meet four times in 2023 - 2024.

Risk Management and Audit Committee Members
Carolyn Eagle (Independent Chair)
Warren Jackson (Independent Member)
Mayor Matthew Ryan
Deputy Mayor Elizabeth Williams
Cr Catherine Ralph
Cr James Woods
Cr Jacqueline Phillips
Cr Gabby Gumurdul

CEO Employment and Remuneration Advisory Panel

The CEO Employment and Remuneration Advisory Panel was created in September 2021 to meet the requirements in clause 6 of *Guideline 2: Appointing a CEO 2021*. The key objective of the Panel is to provide advice and support to Council regarding CEO employment processes including recruitment, contract of employment, remuneration and performance review.

CEO Employment and Remuneration Advisory Panel Members
Mayor Matthew Ryan
Deputy Mayor Elizabeth Williams (Proxy Member)
Cr Julius Don Kernan
Cr James Marrawal
Susan Lindsay (Independent Member)

Kakadu Ward Advisory Committee

Formed to support the Kakadu Ward Councillors and give them a voice in and for the activities and operations of Jabiru and the wider Kakadu Ward. Whilst this advisory committee has no income stream at this point, the Committee's activities encompass all areas of Kakadu Ward events and operations and it was established as a vessel to empower the greater community spirit and make a difference for the constituents of the Kakadu Ward.

Kakadu Ward Advisory Committee Members
Deputy Mayor Elizabeth Williams
Cr Ralph Blyth
Cr Catherine Ralph



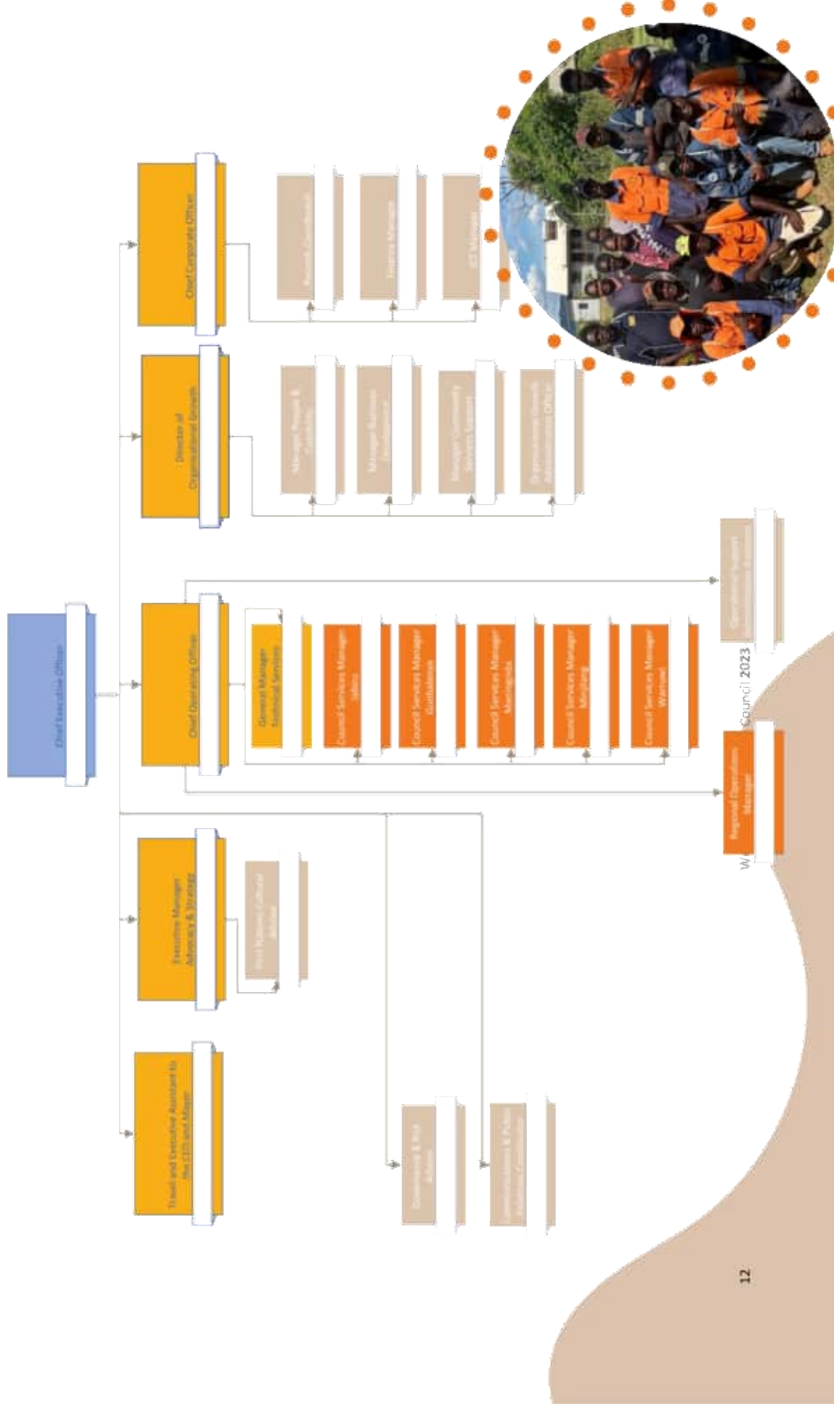
LOCAL AUTHORITIES

Local Authorities play a critical role by providing Council with views, recommendations and feedback from West Arnhem communities. The region has four Local Authorities, and each has a minimum representation of six appointed members who reside in the community. The Mayor and Deputy Mayor are ex officio members of each of the Local Authorities, while ordinary Elected Members seat on Local Authorities in their respective Ward. For the 2022-2023 financial year, each Local Authority is scheduled to meet four times.

APPOINTED MEMBERS			
Gunbalanya	Maningrida	Minjilang	Warruwi
Andy Garnarradj (Chairperson)	Sharon Hayes (Chairperson)	Matthew Nagarbin (Chairperson)	Jason Mayinaj (Chairperson)
Connie Nayinggul	Jessica Phillips	Charles Yirrawala	Alfred Gawaraidj
Evonne Gumurdul	Shane Namanurki	Jimmy Cooper	Ida Waianga
Henry Yates		Lachlan Nagegeyo	Nicholas Hunter
Kenneth Mangiru		Shane Wauchope	Richard Nawirr
Maxwell Garnarradj		Clint Wauchope	Phillip Wasaga
		David Makings	
ELECTED MEMBERS			
Cr Otto Dann	Mayor Matthew Ryan	Cr Henry Guwiyul	Cr James Marrawal
Cr Gabby Gumurdul	Cr James Woods		
Cr Donna Nadjamerrek	Cr Julius Kernan		
	Cr Jacqueline Phillips		



ORGANISATIONAL STRUCTURE



STRATEGIC PLAN – COVER PAGE



West Arnhem Regional Council 2023 – 24 Regional Plan

STRATEGIC PLAN JOURNEY

In 2020, following consultation with Mayor Matthew Ryan and Council executive, WARC undertook an exciting refresh of our 'Vision, Purpose and Values', effectively setting a new strategic vision and focus for our organisation for the year ahead. In 2021, the new 'Vision, Purpose and Values' were further embedded into Council's Regional Plan and service delivery day-to-day activities carried out on the ground.

In 2022 Council undertook a comprehensive consultation with Elected Members, Local Authorities, senior management and the executive all sharing their experience and thoughts to establish a revised strategic direction and service delivery plan which truly embodies the vision of Council and contributes towards our purpose.

Six key themes emerged during the consultation process which have been transformed into six foundational pillars upon which Council's strategic direction for 2022 - 2023 is supported. One of the new pillars includes a focus on Sustainability and Climate Action. Mayor Ryan, Elected Members, Local Authorities and staff provided clear and unified voices on this first for Council.

Pillar 1: Partnerships, Relationships and Belonging

Pillar 2: Increased Local Indigenous Employment

Pillar 3: Safety and Wellbeing

Pillar 4: Service Delivery and Built Environment

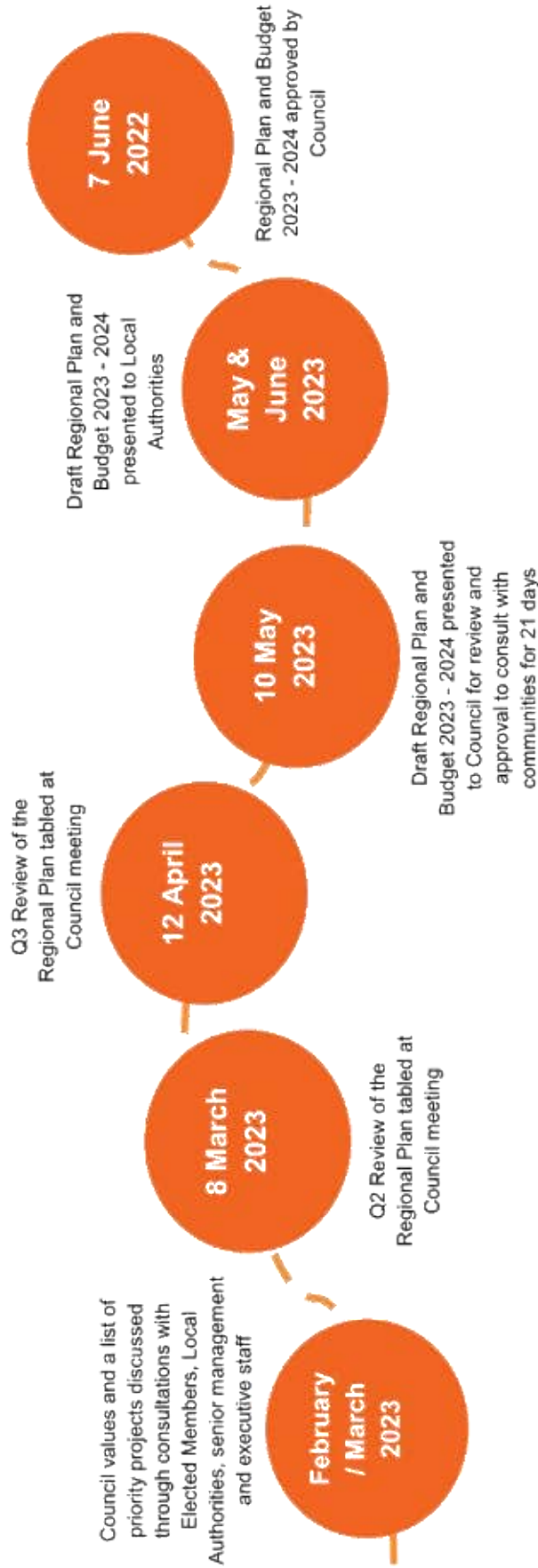
Pillar 5: Sustainability and Climate Action

Pillar 6: Foundations of Governance

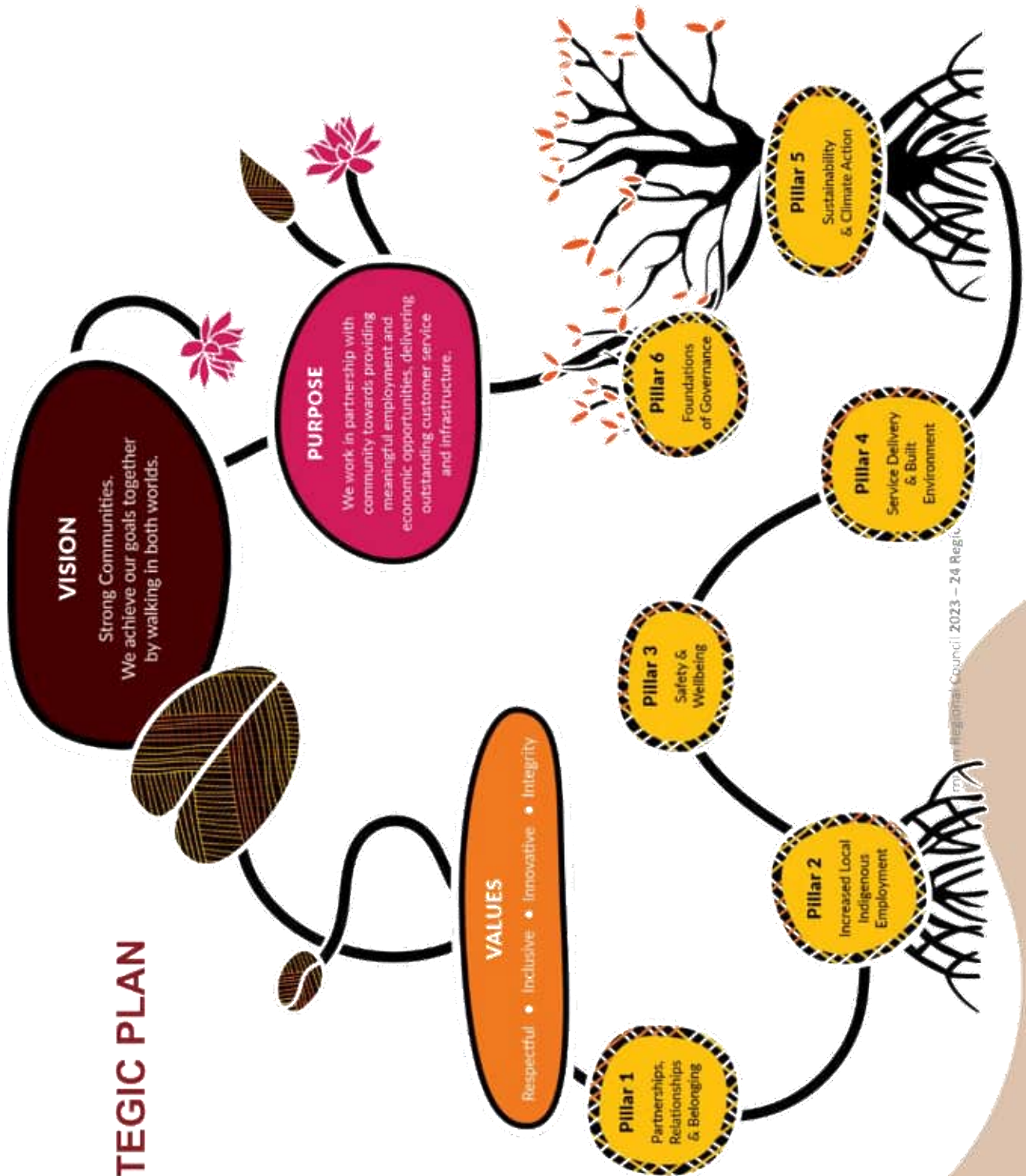
During 2023 consultation occurred at the February / March 2023 round of Local Authority meetings regarding Council values and a list of priority projects which could be included for each community. This feedback was formulated into a Council report with extensive discussion and Council:

1. endorsed the proposed strategic direction as a five year corporate strategy which would inform the Regional Plan; and
2. provided feedback on the current organisational values

However with time constraints on the administration this update was delayed until the 2024 - 2025 year.



STRATEGIC PLAN



© Northern Regional Council, 2023 – 24 Regis

The values or behaviours that Council will embrace to support our Purpose and guide us in achieving the Vision are:

Respectful – we respect our communities and staff of all cultures. We respect elders past, present and emerging for they hold the memories, the traditions the culture and hopes of Indigenous Australia. We acknowledge that Aboriginal culture is a living culture and that Aboriginal people continue to live in spiritual and sacred relationship with country

Inclusive – we are engaged with our communities and partners. We value diverse perspectives and voices and encourage their incorporation into our work practices

Innovative - we encourage and promote a culture of safety where innovation is celebrated and new ways of working are implemented to improve our services

Integrity – we are open, transparent and accountable



OUR SERVICES

CORE SERVICE ACTIVITIES

West Arnhem Regional Council is committed to delivering high-quality core services that contribute to our vision of *Strong Communities*. Our services start with healthy community engagement and require strong governance and excellent local government administration. Each day we strive to deliver valuable civic services, achieve good local environment health and deliver quality local infrastructure. These are across of our communities.

CORE SERVICES	GUNBALANYA	JABIRU	MAMINGRIDA	MINJILANG	WARRUWI
Community engagement in local government:					
Public and Corporate Relations	✓	✓	✓	✓	✓
Customer Relationship Management, including complaints and responses	✓	✓	✓	✓	✓
Governance	✓	✓	✓	✓	✓
Advocacy and Representation on local and regional issues	✓	✓	✓	✓	✓
Local Government Administration:					
Financial Management	✓	✓	✓	✓	✓
Revenue Growth	✓	✓	✓	✓	✓
Human Resources, learning and development	✓	✓	✓	✓	✓
Records Management	✓	✓	✓	✓	✓
Risk Management	✓	✓	✓	✓	✓
Council Planning and Reporting: Strategic, Financial and Service Delivery Planning and Reporting	✓	✓	✓	✓	✓
IT and Communications	✓	✓	✓	✓	✓

Local Civic Services:							
Library and Cultural Heritage Service	✓						
Local Infrastructure:							
Asset Management	✓		✓				
Lighting for Public Safety	✓		✓				
Local Road Traffic Management, Maintenance, Upgrading and Construction	✓		✓				
Maintenance and Upgrade of Parks, Reserves and Open Spaces inc. Weed Control	✓		✓				
Fleet, Plant and Equipment Maintenance	✓		✓				
Maintenance and Upgrade of Buildings, Facilities and Fixed Assets	✓		✓				
Swimming Pools	✓		✓				
Management and Administration of Local Laws	✓						
Local Environment Health:							
Waste Management	✓		✓				
Provision of Sewer and Water Management	✓		✓				
Provision of Contract Services for Sewer and Water Management	✓		✓				
Animal Management Program	✓		✓				



West

COMMUNITY WELLBEING ACTIVITIES

West Arnhem Regional Council proudly works in collaboration with our communities and key stakeholders to plan and deliver a diverse range of community wellbeing service programs. These services underpin the health and wellbeing of those living and working in West Arnhem Land, and contribute significantly to the growth of the region and our ability to provide meaningful economic and employment opportunities to the West Arnhem communities.

Community Wellbeing Services anticipated to be delivered by West Arnhem Regional Council 2023 - 2024 are:

COMMUNITY WELLBEING SERVICES	GUNBALANYA	JABIRU	MANINGRIDA	MINJILANG	WARRUWI
Aged and Community Care:					
Home Care Packages Program	✓	✓		✓	✓
Commonwealth Home Support Programme	✓	✓		✓	✓
Indigenous Aged Care Employment Program	✓	✓		✓	✓
National Disability Insurance Scheme	✓	✓		✓	✓
Children and Youth Services:					
Remote Sport Programme	✓	✓	✓	✓	✓
Warruwi and Minjilang Crèche				✓	✓
Outside School Hours Care					✓
Safety & Wellbeing - Sport and Recreation	✓		✓	✓	✓
Children & Schooling - Youth	✓		✓	✓	✓
Community Safety and Support:					

Community Night Patrols	✓				✓				
Gunbalanya Women's Safe House	✓								
Culture and Heritage									
Deliver Indigenous Broadcasting Programme	✓								



COMMERCIAL SERVICE ACTIVITIES

West Arnhem Regional Council delivers a variety of commercial activities and services across the region.

These activities allow us to provide valuable resources and services to our communities whilst also allowing us to offer increased local employment opportunities. The income from commercial activities, provides an additional source of revenue and an opportunity to deliver enhanced community benefit.

The commercial services anticipated to be delivered by West Arnhem Regional Council in 2023 - 2024 include:

COMMERCIAL SERVICES	GUNBALANYA	JABIRU	MANINGRIDA	MINILANG	WARRUWI
Long Day Care Service		✓			
Centrelink Agent Services	✓	✓		✓	✓
Airstrip Maintenance Contract	✓		✓	✓	✓
Power, Water and Sewerage Systems Contract	✓		✓	✓	✓
Post Office Agreement	✓	✓	✓	✓	✓
Manage Visitor Accommodation	✓		✓	✓	✓



PILLARS

In line with the *Local Government Act* (the Act), and in order to ensure the West Arnhem Regional Council can best provide its Core Services, the Council has developed a new Strategic Plan. The following pillars represent the priorities, interests, requirements, aspirations and needs of the communities within West Arnhem Regional Council.

The Strategic Plan sets out the Council's six main pillars:

Pillar 1 - Partnerships, Relationships and Belonging

- 1.1 Community Engagement
- 1.2 Economic Partnerships
- 1.3 Communication
- 1.4 Community Events
- 1.5 Cultural Awareness Training
- 1.6 Youth Engagement

Pillar 2 - Increased Local Indigenous Employment

- 2.1 Indigenous Employment Framework
- 2.2 Traineeships and Apprenticeships
- 2.3 Policy and Procedures

Pillar 3 - Safety and Wellbeing

- 3.1 Cultural Safety
- 3.2 Health and Safety
- 3.3 Training and Development
- 3.4 Community Service Delivery

Pillar 4 - Service Delivery and Built Environment

- 4.1 Strategic Infrastructure and Asset Management
- 4.2 Fleet, Plant and Equipment
- 4.3 Waste and Water Management
- 4.4 Local Road Management and Maintenance

Pillar 5 - Sustainability and Climate Change

- 5.1 Recycling and Waste
- 5.2 Procurement
- 5.3 Reduce Office Waste
- 5.4 Education
- 5.5 Energy
- 5.6 Policy

Pillar 6 - Foundations of Governance

- 6.1 Financial Management
- 6.2 Records
- 6.3 Council and Local Authorities
- 6.4 Risk Management
- 6.5 Planning and Reporting
- 6.6 Information and Communication Technology

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.



West Arnhem Regional Council 2023 – 24 Regional Plan

Goal	Strategy	Measure	Target
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	Engage with Traditional Owners to assist local cultural events with road closures, facilities hire and/or use, provide signage and general support	In-kind support to assist with cultural events provided	100%
	Attend and contribute to heads of agencies meetings	Heads of agencies meetings attended and information shared locally with teams and across the organisation	100%
	Develop well-planned, community-led sport and recreational programs	Programs and initiatives are informed by the expressed needs and voices of the local people they serve and the staff who deliver them	100%
	Actively seek out and develop collaborative partnerships that encourage service coordination and integration	Community meetings coordinated, informed and participated in	100%
1.2 Economic Partnerships Secure increased income opportunities (grants and commercial) that create employment and/or improve community life	Business Development Strategy to drive economic outcomes	Review existing Business Development Strategy.	September 2023
	Identify and pursue opportunities for further partnerships, income and growth	Local employment opportunities increased	June 2024
		Council-run community services are adequately resourced to provide culturally appropriate, safe, community-led programs	100%
	Grow and maintain WARC's staff housing portfolio in order to: a. attract and retain staff b. promote staff stability and contribute to community life	Every tenancy is delivered according to the RTA and WARC policies	100%
All applicable opportunities for funding for new housing and housing maintenance contracts pursued		100%	

Seek to retain and uplift existing grants and contracts	Existing contracts retained and additional contracts procured	Minimum uplift CPI or above
<p>1.3 Communication Deliver dynamic communication which is culturally informed and appropriate, engaging and relevant to the interests of Council</p>		
Develop and manage Council's social media and communication channels, including the website	Uplift of website 'hits', likes and shares on social media	10% increase on prior year
Publish <i>The Wire</i> once a fortnight	Community contribution of articles and/or photos to each edition	4
Publish a community event calendar on noticeboards and the website	Noticeboards and website current and up-to-date community event calendar displayed	100%
Create and promote the use of pictorial and/or promotional materials in local languages via Council's established communication channels (internal and external)	Internal and external communication and promotional materials in local languages and/or pictorials are delivered according to the actions of WARC's Reconciliation Action Plan	100%
Foster an organisational culture of innovation in communication which engages staff and enhances internal communication	Staff newsletter <i>In the Loop</i> published monthly	12 per annum
Work with stakeholders to foster positive relationships and build effective networks locally, across the region and nationally	All internal requests for WARC branded communication materials including calendars, posters, digital displays and social media posts are facilitated and delivered by WARC Communications and Public Relations Coordinator	100%
Conduct civic events which recognise and celebrate community sentiment	Stakeholder news shared through social media and communication channels on behalf of stakeholders as per request	85%
<p>1.4 Community Events Deliver cultural, civic and sporting events which engage and unite the community</p>		
Provide support to community organisations to deliver community-based events	Civic events held in each community hosted by Council	4 per annum
	In-kind support provided to community groups as requested	90%

<p>1.5 Cultural Awareness Training Develop increased understanding and observation of cultural protocols</p>	<p>Develop and launch cultural awareness program</p>	<p>Cultural awareness providers engaged and worked with to design and deliver a WARC-appropriate cultural awareness program</p>	<p>2023 - 2024</p>
		<p>Online learning course for all WARC staff, contractors and consultants embedded</p>	<p>100%</p>
		<p>All new employees completed cultural awareness training within first week of employment</p>	<p>100%</p>
		<p>Cultural awareness and cultural safety in WARC's People and Capability Strategy embedded</p>	<p>July 2023</p>
		<p>Local people engaged to develop community-specific training courses and engaged to deliver to all new staff</p>	<p>September 2023</p>
		<p>A series of half day cultural awareness workshops delivered</p>	<p>2023 - 2024</p>
<p>1.6 Youth Engagement Deliver diverse, targeted programs and events which actively empower and engage young people as valuable partners in decision-making which effects them</p>	<p>Design and deliver youth engagement programs in consultation with youth and community stakeholders</p>	<p>Youth and community consultations informed by program design and activity work plans</p>	<p>100%</p>
	<p>Deliver regional planning activities with Youth, Sport and Recreation and Community Services teams</p>	<p>Youth, Sport and Recreation and Community Services delivery well-planned, with programs reflecting the expressed needs of the community and WARC's regional goals designed</p>	<p>100%</p>
	<p>Plan and deliver diverse and engaging holiday programs that meet the needs and interests of all children/young people and which run for a longer period each day</p>	<p>Holiday programs delivered and attendance is increased in each community throughout the school holiday period</p>	<p>Uplift 10%</p>
	<p>Remote Voucher Scheme activities are well planned, meet the needs of local youth and delivered as required</p>	<p>Activities are well planned and delivered as per the funding agreement and well attended</p>	<p>100%</p>

<p>Identify funds to diversify the range of youth activities and establish new services as requested by the community</p>	<p>A more diverse range of youth activities and events, catering to different age groups, interests, genders and localities are planned and delivered</p>	<p>June 2024</p>
<p>Promote, celebrate and report on activities and events in publications such as <i>The Wire</i> and social media</p>	<p>Photos and/or stories for publication in <i>The Wire</i> and social media provided by Youth, Sport and Recreation and Community Services teams</p>	<p>Minimum 2 per month</p>
<p>Ensure robust data collection systems and contribute to community knowledge</p>	<p>Data collection tool reviewed; data uploaded by all Team Leaders and good quality reporting provided</p>	<p>December 2023</p>

Pillar 2
Increased Local Indigenous Employment

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



West Arnhem Regional Council 2023 – 24 Regional Plan

Goal	Strategy	Measure	Target
2.1 Indigenous Employment Framework Create Council Indigenous employment framework including tailored pathways to employment	Develop a WARC Indigenous Employment Strategy including Indigenous identified positions, dedicated People and Capability support, career pathways, apprenticeships and traineeships	Indigenous Employment Strategy finalised and Indigenous employment increased to 65% of WARC staff	June 2024
	Work with community to understand employment obstacles for local people and identify solutions	Employment consultation workshops and initiatives delivered in each community	December 2023
	Seek funding to support WARC's Indigenous Employment Strategy	Funding opportunities identified and funds applied for	December 2023
	Undertake a skills gap and training needs analysis	Results of skills and training gap analysis used to draft training plan	December 2023
	Earmark roles as 'Indigenous identified positions'	The number of 'Indigenous identified positions' increased annually	5% per annum
2.2 Traineeships and Apprenticeships Provide local residents opportunities to learn and obtain professional qualifications in trades and administration	Create a traineeships and apprenticeships program which partners with community stakeholders, including local schools, to identify potential traineeship and apprenticeship candidates and linking candidates to employment pathways with Council	Traineeships and apprenticeships program devised and launched	February 2024
	2.3 Policy and Procedures Research, review and develop policy to underpin and inform Council's intent and strategy to increase local Indigenous employment	Review WARC recruitment processes, partnerships and systems for local people	Recruitment process recommendations implemented

PILLAR 3
Safety and Wellbeing

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



West Arnhem Regional Council 2023 – 24 Regional Plan

Goal	Strategy	Measure	Target
3.1 Cultural Safety Delivery of actions in the WARC 'Innovate' Reconciliation Action Plan	Complete all actions of Council's 'Innovate' Reconciliation Action Plan	'Innovate' Reconciliation Action Plan actions completed as per plan	July 2023
	Provide reports to Council and Local Authorities on the challenges, highlights and progress of implementing the Reconciliation Action Plan initiatives	Reconciliation Action Plan updates and reports provided to Council and Local Authorities each quarter	100%
	Contribute articles and updates to staff newsletter <i>In the Loop</i> on the highlights of the Reconciliation Action Plan progress	Reconciliation Action Plan working group and Council Service Managers contributed to alternating monthly update/story to <i>In the Loop</i> staff newsletter	100%
	Review success of Reconciliation Action Plan against actions and determine Council's next steps towards reconciliation actions for 2024 and beyond	Progress of 'innovate' plan reviewed and next steps determined by Chief Executive Officer and Reconciliation Action Plan working group	July 2023
3.2 Health and Safety Staff and public safety is achieved via planning, education and training	Work Health and Safety Framework and Strategic Plan	Work Health and Safety Framework and Strategic Plan implemented	December 2023
	Develop and deliver a training program that meets work health and safety, staff and organisational needs	Work health and safety training completed as per training schedule	100%
	Review policies and procedures in accordance with statutory requirements	Policies and procedures continue to be reviewed in accordance with the required timelines	100%
3.3 Training and Development Deliver training and development which is effective and culturally appropriate, engaging and increases future employment opportunities and pathways	Establish a WARC Learning and Development Framework	Learning and Development Framework implemented.	2023 - 2024

<p>Review policies and procedures in accordance with statutory requirements</p>	<p>Policies and procedures continue to be reviewed in accordance with the required timelines</p>	<p>100%</p>
<p>Review and improve WARC's performance framework, including probation and on-boarding program</p>	<p>Review of performance framework, probation and on-boarding program completed and improvements embedded</p> <p>Probation/annual goal and development planning with Line Manager undertaken by 100% of staff</p> <p>Performance reviews tracked and monitored by People and Capability team and completed on time by Line Managers</p>	<p>December 2023</p> <p>September 2023</p> <p>90%</p>
<p>3.4 Community Service Delivery Provision of high quality, culturally informed programs that support and enhance the safety and wellbeing of community members</p>	<p>Programs and services are well planned with activities and expected outcomes identified prior to delivery commencing</p> <p>High quality care is provided to all recipients of community services delivered by Council</p> <p>Service delivery is compliant with the expectations of funders and relevant legislation</p>	<p>100%</p> <p>100%</p> <p>December 2023</p> <p>100%</p> <p>100%</p>
<p>Remote Indigenous Broadcasting Services supporting local Indigenous languages are managed and supported across the region</p>	<p>Report providing recommendations on service quality and compliance improvement opportunities reviewed and delivered by the Community Support team</p> <p>All activities, reports and compliance tasks completed as per contractual arrangement, aged care standards, NDIS care standards</p> <p>Timely data/monitoring returns and funding reports delivered by Community Wellbeing team</p> <p>Broadcasters are offered support training opportunities with TEABBA</p>	<p>December 2023</p> <p>100%</p> <p>100%</p>
<p>Local teams engage with schools and the community to identify members of the community as potential new broadcasters</p>	<p>Identified potential new broadcasters are engaged with by local teams and opportunities for training in broadcasting discussed and offered</p>	<p>January 2024</p>

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High quality early learning activities for child development are delivered	All NQS and ACEQUA crèche and childcare standards met	100%
High quality, accessible care is provided to clients who are impacted by domestic and family violence at WARC's Women's Safe House in Gunbalanya	The Gunbalanya Women's Safe House open and staffed 24-hours per day, 7 days per week	100%
Review of current Safe House models and procedures	Give consideration to partnering with a best practice organisation to transition during the back end of the 5 year contract. All clients accommodated up to 3 months as needed	100%
Strengthen ability to respond to community safety needs, including the provision of staff enrolment in training that enhances and sustains appropriate community safety skills and provide opportunities for professional development	Local staff worked with to increase the competency levels in responding to domestic and family violence, specifically intake, case management and safety planning with clients	2023 - 2024
Engage in the broader Northern Territory domestic and family violence sector	Staff attendance and participation in person or remotely via video or teleconference at sector conferences and meetings with heads of agencies Specialist Homeless Service Collection participated in by date lodged monthly to the Australian Institute of Health and Welfare Statistical profile reports via SHIP - Client Management System completed and submitted	80%
Provision of all reporting required by funding bodies	Two narrative reports per year to Territory Families completed and submitted	100%
Provide to the community well-managed and maintained library collections, including a culturally relevant library collection	Diversity audit completed and recommendations implemented Connected Communities: Vision for the Northern Territory Public Libraries 2017 - 2023 enacted as applicable to West Arnhem	2023 - 2024
Plan, prepare and present educational and engaging early childhood activities weekly	Weekly early childhood activities are well planned and delivered as per schedule	100%

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.



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Goal	Strategy	Measure	Target
<p>4.1 Strategic Infrastructure and Asset Management Strategically manage, maintain and enhance community infrastructure</p>	<p>Develop and manage a corporate Asset Management Strategy and Asset Management Plans for defined asset classes with a focus on:</p> <ul style="list-style-type: none"> a. identifying and developing an asset maintenance tracking system that includes cyclical inspections b. managing the renewal and replacement program c. coordinating projects within community 	<p>Corporate Asset Management Strategy completed</p>	<p>July 2024</p>
		<p>Asset management tracking system implemented</p>	<p>July 2024</p>
	<p>Investigate opportunities to source external funding for infrastructure upgrades</p>	<p>Scoping, plans and cost estimates for critical infrastructure assets identified for future funding requirements</p>	<p>Ongoing</p>
	<p>Develop and schedule maintenance programs for parks, ovals, cemeteries and reserves</p>	<p>Safety audits conducted yearly on trees within community which are designated to Council responsibility</p>	<p>100%</p>
		<p>All maintenance activities carried out in accordance with budget allocation</p>	<p>100%</p>
		<p>Park equipment safety audits, inspections and maintenance program carried out to schedule</p>	<p>100%</p>
	<p>Continue community consultations on the establishment of gazetted cemeteries in Warruwi, Minjilang and Maningrida</p>	<p>Community consultations on the establishment of gazetted cemeteries in Warruwi, Minjilang and Maningrida progressed</p>	<p>June 2025</p>
		<p>Opening hours to meet community requirements provided with a comparison year-on-year increase in operating costs of no more than 10%</p>	<p>June 2024</p>
	<p>Ensure community swimming pools operate according to community needs and all legislative and work health and safety requirements</p>	<p>Staff employed to meet supervision ratios and cultural needs</p>	<p>100%</p>
		<p>Operational procedures are adhered to and documented as required by WARC and legislated standards</p>	<p>100%</p>
		<p>Pool maintenance regime is established and sustainable</p>	<p>June 2024</p>

<p>4.2 Fleet, Plant and Equipment Provide a modern and well-maintained fleet of plant and vehicles capable of meeting service delivery requirements</p>	<p>Review and update the Strategic Fleet Asset Management Strategy</p>	<p>Strategic Fleet Asset Management Strategy maintained and improved</p>	<p>June 2024</p>
	<p>Implement effective cost recovery mechanisms for use of Council's vehicles, plant and equipment</p>	<p>Annual review and update of Council's Fees and Charges against operating and replacement costs</p>	<p>May 2024</p>
	<p>Ensure vehicles, plant and equipment are fully serviced as per the Strategic Plan for the useful life of the asset</p>	<p>Fleet, plant and equipment hire contracts to support and ensure effective cost recovery for Council prepared</p>	<p>Ongoing</p>
	<p>Maintain adequate stock levels</p>	<p>All vehicles inspected as per Strategic Plan</p>	<p>100%</p>
	<p>Upgrade fuel distribution infrastructure to comply with work, health and safety relevant standards and business requirements</p>	<p>Repairs and maintenance requests performed in line with Strategic Plan</p>	<p>100%</p>
	<p>Provide scheduled domestic waste collection in each community</p>	<p>Accurate vehicle, plant and equipment data maintained</p>	<p>100%</p>
	<p>Landfill sites are licensed and operate in accordance with NT Environment Protection Authority (NTEPA) authorities</p>	<p>Stocks purchased and used in community workshops reviewed and monitored</p>	<p>June 2024</p>
	<p>Work with other government and commercial entities in order to plan for long term waste disposal needs</p>	<p>Infrastructure audit as per current legislation completed and report including recommended plan for upgrades delivered</p>	<p>Ongoing</p>
	<p>Adhere to water and sewerage operations and maintenance schedules</p>	<p>Waste collections completed as per schedule</p>	<p>100%</p>
	<p>4.3 Waste and Water Management Deliver environmentally and economically sound solid waste, water and sewerage services</p>	<p>Landfill sites remain operational</p>	<p>100%</p>
<p>Utilise Charles Darwin University's Academic Review of Future Waste Management Strategy</p>	<p>Utilise Charles Darwin University's Academic Review of Future Waste Management Strategy</p>	<p>June 2024</p>	
<p>Association liaised and collaborated with on advocacy initiatives and waste strategies</p>	<p>Northern Territory Local Government Association liaised and collaborated with on advocacy initiatives and waste strategies</p>	<p>June 2024</p>	
<p>Disruption to Jabiru town water supply</p>	<p>Disruption to Jabiru town water supply</p>	<p>10% or less</p>	

West Arnhem Regional Council 2023 - 24 Regional Plan

	<p>Disruption to Jabiru sewerage network</p> <p>All legislated standards for potable water testing in Jabiru met</p> <p>Annual audit of water treatment practices including policies and procedures conducted</p>	<p>10% or less</p> <p>100%</p> <p>June 2024</p>
<p>4.4 Local Road Management and Maintenance Tactically monitor, maintain and manage Council gazetted roads and community safety via traffic management</p>	<p>Develop and schedule yearly road, footpath and stormwater repairs and maintenance programs for each community which:</p> <ul style="list-style-type: none"> a. determines a road maintenance schedule for the course of the year b. determines grading frequency of internal access roads c. schedules hazard identification and road condition reports (actions and frequency) d. schedules footpath and stormwater inspections <p>Continually monitor and carry out minor road repairs</p> <p>Consult with Local Authorities to incorporate local priorities for traffic management into traffic management strategies and/or plans</p> <p>Deliver plans as per schedule for managing street lighting</p>	<p>Deliver yearly road, footpath and stormwater repairs and maintenance delivered as per schedule with records maintained for each community in Council's records management system - currently 'Magiq'</p> <p>All footpaths and stormwater inspected quarterly</p> <p>Percentage of known footpath hazards made safe within 24 hours</p> <p>Roads monitored and minor repairs completed as required</p> <p>Consultations on traffic management priorities are minuted and reported to Council and WARC executive</p> <p>All non-functioning street lights repaired bi-annually as per set program</p> <p>Functioning street lights per audit per community</p>
		<p>100%</p> <p>85%</p> <p>85%</p> <p>100%</p> <p>100%</p> <p>85%</p>

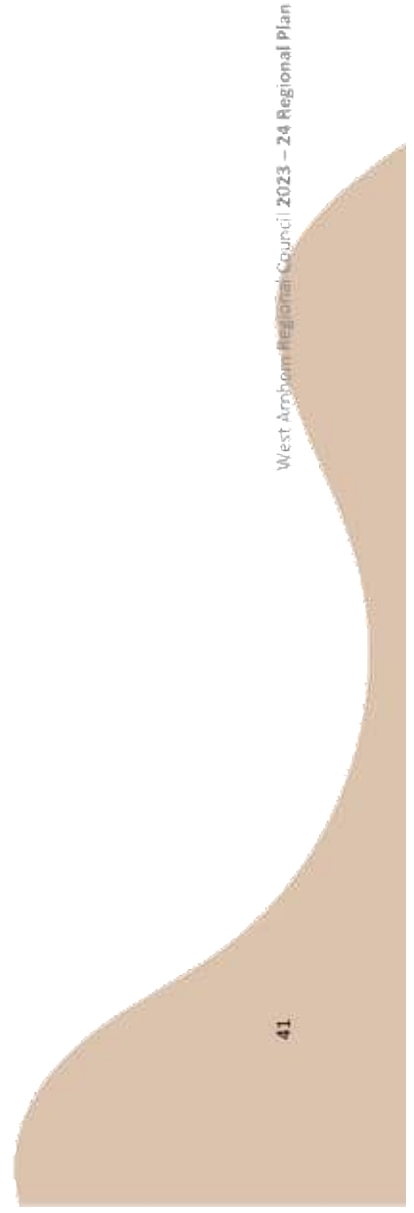
PILLAR 5
Sustainability and Climate Action

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



Goal	Strategy	Measure	Target
5.1 Recycling and Waste Develop recycling and waste initiatives which protect and preserve community natural resources and the local environment	Review strategic and environmental risks associated with climate change and sustainability and draft 10 year strategy for reuse, recycle and reduce waste initiatives	Reuse, Recycle and Reduce Waste Strategy completed	June 2024
	Continue pre-cyclone community waste collections	Pre-cyclone waste collections held twice yearly as per published schedule	100%
	Continue whole-of-community approach to identify and implement innovative initiatives to reuse, recycle and reduce waste	Keep Australia Beautiful and local schools collaborated with and Clean up Australia Day, Tidy Towns campaign and eco schools program participated in	June 2024
5.2 Procurement Develop and implement a leading-edge sustainability procurement strategy	Review WARC current procurement practices against sustainability and climate action NT and national procurement benchmarks and develop leading-edge Procurement Strategy	Leading-edge Procurement Strategy completed	June 2025
5.3 Reduce Office Waste All offices recycle and reduce waste and consumables	Encourage Council office solutions to reduce waste.	Paperless agenda papers to reduce binding and printing costs.	June 2024
5.4 Education Develop and deliver locally relevant education initiatives on sustainability and climate impacts across multiple mediums and platforms	Engage with local schools to develop age and locally appropriate educational resources	Education campaign collateral created and displayed in community and schools	June 2024
	Facilitate relationships between businesses, community leaders and youth with a focus on conserving natural resources	Community-appropriate collaborative materials, initiatives and messages developed and promoted via community noticeboards and social media	June 2024
	Encourage and promote community understanding and correct use of sorting bays	Uplift in correct use of sorting bays	50%

5.6 Policy Devise and implement a Sustainability and Climate Action Policy	Research and develop WARC Environment and Sustainability Management Strategy and Policy	Environment and Sustainability Management Strategy and Policy completed	June 2024
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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	Strategy	Measure	Target
6.1 Financial Management Provision of strong financial management and leadership which ensures long term sustainability and growth	Develop and implement a financially sustainable long term financial plan, annual budget and periodic budget reviews	Statutory requirements and external audit qualifications fully complied with	100%
	Management of Council's revenue and payable functions		
	Manage and deliver on Council's annual statutory and financial obligations		
	Management of Council's asset accounting practices		
	Monitor and coordinate external funding provided through grants and commercial contracts	Contractual arrangements complied with	100%
	Maintain the rates database including all property details		100%
	Maintain the rates register		100%
	Prepare the annual rates declaration	Statutory requirements fully complied with and percentage of rates debtors outstanding	Less than 5%
	Apply concessions as appropriate		100%
	Determine the rateability of properties		100%
	Manage and provide advice on Council's investments in accordance with adopted policies	Interest on investments	> \$180,000 FY2023-2024
	Monitor returns of investments including roll-over of term deposits		Minimum ratio 1:1
	Manage Council-funded projects to maintain a positive working capital ratio	Positive working capital ratio	
	Annual review and update of Council's Fees and Charges	Review and update of Council's Fees and Charges completed	100%
	6.2 Records Delivery of storage and retrieval of records processes which support efficient and transparent administration	Maintain records in accordance with legislation	Statutory requirements including freedom of information fully complied with

	Implement disposal schedule by sentencing and disposing of records	Electronic records held in records management system eligible for destruction sentenced	85%
	Train staff in the use of Council's records management system - currently 'Magiq'	Training delivered to new staff using records management system 'Magiq' during their probation period	85%
	Support staff to identify and save important records	Number of queries/requests telephoned or sent to records@ for support and responded to within 24 hours	85%
<p>6.3 Council and Local Authorities Excellence in governance, consultation administration and representation</p>	Ensure capacity for customer relationship management, including mechanisms for feedback on service delivery	Complaints and positive feedback reported to the administration	100%
		Complaints acknowledged within five working days	90%
		Complaints finalised within fifteen working days	95%
	Improve accountable and transparent decision-making by facilitating the participation of Councillors in Council, Committee and Local Authority Meetings	At least one training program attended each financial year by Council and Local Authority Members	100%
		Ongoing administrative and secretarial support for Council, Local Authority and Committee Meetings provided	100%
	Enable community members to participate in local decision-making by ensuring that non-confidential Agendas and Minutes of Council are publicly available at Council offices in each community	Four meetings of each Local Authority held each financial year	100%
	Establish formal and informal mechanisms for community consultation on key issues and input into decision-making	All non-confidential Agendas and Minutes publicly available three working days before a meeting (Agendas) and ten working days after a meeting (Minutes)	100%
		Community outreach event hosted by Council in each community every financial year	100%

<p>Create opportunities for Councillors and senior staff to be available to community members to discuss Council decisions, programs and projects, either informally or through community meetings</p> <p>Ensure advocacy and representation of Council interests through government, the private sector and the media</p> <p>Create an advocacy framework, strategy and communication plan in consultation with Councillors</p>	<p>Local Authority Meetings attended by at least one relevant Councillor and at least one Senior Manager</p> <p>Advocacy framework, strategy and communication plan reviewed</p>	<p>100%</p> <p>December 2023</p>
<p>6.4 Risk Management The monitoring and minimisation of risks associated with the operations of Council</p>	<p>Update risk registers and ensure appropriate treatment plans are implemented</p> <p>Undertake internal audits as per audit plan</p> <p>Regularly review insurance cover and premiums</p>	<p>Overall risk rating within the risk register reduced</p> <p>Internal audits completed as per the adopted plan</p> <p>Annual full appraisal of cover required, policies reviewed via insurance broker</p> <p>Regional Plan finalised and shared, Annual Report delivered, and policies requiring review are reviewed and updated as per required timelines</p> <p>All Masterplan meetings scheduled are attended</p>
<p>6.5 Planning and Reporting Robust planning and reporting that supports Council's decision-making processes</p>	<p>Produce key policy and direction documents for the Council including the Regional Plan, Annual Reports and policies</p> <p>Jabiru Masterplan Meetings are attended by CEO and/or designated executive</p>	<p>100%</p> <p>June 2023</p> <p>100%</p> <p>100%</p>
<p>6.6 Information and Communication Technology Effective and innovative information technology solutions which maximise service delivery and support Council's operations</p>	<p>Plan and deliver Council's technology needs through the provision of a well-maintained and managed information and communication technology (ICT) platform</p> <p>Optimise the delivery of ICT services and equipment to required work locations to meet staff and service delivery needs</p>	<p>Council's ICT Strategic Plan reviewed annually by 31 December</p> <p>Industry standard hardware and maintenance and replacement schedule complied with</p> <p>90%</p>

<p>Provision of innovative, relevant and cost-effective ICT solutions to solve service delivery challenges</p>	<p>Annual review of ICT needs in line with the ICT Strategic Plan completed</p>	<p>100%</p>
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Provision of innovative, relevant and cost-effective ICT solutions to solve service delivery challenges

Optimise costs associated with ICT delivery, including communications, both fixed and mobile, data, voice and video services and staff equipment

Annual review of ICT needs in line with the ICT Strategic Plan completed

100%

FRAMEWORK AND ASSESSMENTS – COVER PAGE



West Arnhem Regional Council 2023 – 24 Regional Plan

Assessment of Administrative and Regulatory Frameworks

Following the commencement of the *Local Government Act 2019* (the Act), the *Local Government (General) Regulations 2021* and various Ministerial Guidelines in 2021, Council is on track to implement all the requirements of the recently enacted legislation. One of the key requirements was for Council to develop policies, procedures, registers and forms that comply with the Act. All Council policies stipulated in the Act are complete, and accompanying procedures, registers and forms have been completed or are being drafted.

In 2023 - 2024, Council's administration will continue to work closely with key stakeholders to seek views from West Arnhem communities and their elected representatives on changes that

will have an impact on Council's administrative and regulatory frameworks. One of the key changes was the *Burial and Cremation Act 2022* which was legislated into law on 28 November 2022. Council will now work in each of our communities to comply with this new legislation.

Another key change is the development of By-laws for Jabiru which is being done in accordance with relevant provisions in the Act. Council has worked closely with the Department of the Chief Minister and Cabinet and the Office of Parliamentary Counsel and a draft of the By-laws is completed. Next step is Council will work with all relevant stakeholders to ensure that a comprehensive public consultation process takes place. This will include the preparation and dissemination of a public information paper to facilitate feedback from the community. It is anticipated that the By-laws will be finalised by the end of the 2023 - 2024 financial year.



Cooperative Arrangements

Council has several cooperative arrangements designed to improve service delivery, and facilitate engagement with government agencies and the private sector in the development of the West Arnhem region. Over the next financial year, Council will continue to deliver services through partnerships that it has formed with various organisations. Below is a list of Council's key partners as well as services and key engagement outcomes for 2023-2024:

1. The delivery of post office services in Jabiru, Maningrida, Warruwi, Minjilang and Gunbalanya as per agreements with Australia Post.
2. The delivery of Home Care Packages (HCP) and Commonwealth Home Support Program (CHSP) that enable clients, within the aged care sector, to live in their own homes.
3. The delivery of disability support services as a registered National Disability Insurance Agency (NDIA) provider.
4. The provision of Centrelink services in Gunbalanya, Jabiru, Minjilang and Warruwi as per an agreement with Services Australia.
5. An agreement with Power and Water Corporation to maintain power, water and sewerage systems contracts in Gunbalanya, Maningrida, Minjilang and Warruwi.
6. An agreement with the Northern Territory Veterinary Services to provide animal management services in Gunbalanya, Jabiru, Maningrida, Minjilang and Warruwi.
7. The maintenance of airstrip services contracts in Gunbalanya, Maningrida, Warruwi and Minjilang as per an agreement with the Department of Infrastructure, Planning and Logistics (DIPL).
8. Collaborations with education institutions such as Charles Darwin University to facilitate the delivery of accredited courses to Council staff.
9. Working together with Reconciliation Australia as Council continues to make progress in its reconciliation journey, and achieve the goals outlined in the *West Arnhem Regional Council Innovate Reconciliation Action Plan July 2021 – July 2023*. Following completion of this document, Council will work towards a Stretch Plan.
10. Various agreements with the Commonwealth Government to improve the wellbeing of communities.
11. Various agreements and collaborations with the Northern Territory Government to facilitate local decision-making and deliver Elected Members training.
12. Attendance and participation of Council staff in the Local Government Association of the Northern Territory (LGANT) Finance Reference Group and the Governance and Human Resource Reference Group.
13. Working together with the Northern Land Council (NLC), an independent statutory authority of the Commonwealth that assists Aboriginal peoples in the Top End of the Northern Territory to acquire and manage their traditional lands and seas.
14. Working together with the Gunbang Action Group (GAG), which is coalition of community, business and government agencies that focuses on reducing risks arising from alcohol and other drug use in the Kakadu region.
15. An agreement with CouncilBIZ, a Local Government subsidiary that manages Council's information technology support system.

Assessment of Opportunities and Challenges

Council has identified the following opportunities and challenges as it strives to improve service delivery in the West Arnhem Region.

Opportunities

- Work with stakeholders in the private and public sectors to promote West Arnhem as a destination for ecotourism and Indigenous tourism.
- Continue to strengthen partnerships for a sustainable future whereby, Council, communities in the region and stakeholders work together to manage and protect the environment.
- Supporting the diversification of income earning opportunities for residents in the region.
- Advocate for greater investment in infrastructure in the region including reliable digital infrastructure and connectivity, all weather roads and habitable housing.

- Continue to engage with West Arnhem communities by providing opportunities for community members to participate in decision-making, and contribute to the development of Council's strategies, development plans and policies.
- Provide ongoing mentoring and training opportunities for Council staff working in all communities in the region.

Challenges

- Insufficient infrastructure such as all-weather roads and reliable telecommunication services that impede service delivery.
- The negative impact of climate change including unpredictable and decreased rainfall patterns as well as rising temperatures, and the impact that this has on infrastructure and liveability in remote communities.
- Limitations on traditional funding sources despite increasing needs in communities.

Access to Regional Plan

The West Arnhem Regional Council Regional Plan 2023 - 2024 is available on Council's website by visiting www.westarnhem.nt.gov.au and then clicking on Corporate Documents. Copies are also available for public inspection at Council's public office as per section 33(3) of the *Local Government Act 2019*.

Council Offices:

Jabiru Headquarters Office: 8979 9444

Gunbalanya Council Office: 8970 3700

Maningrida Council Office: 8979 6600

Minjilang Council Office: 8970 3500

Warruwi Council Office: 8970 3600



Back Cover

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WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 1 JUNE 2023

Agenda Reference:	16.14
Title:	Local Authority Members Questions
File Reference:	1079370
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.

STATUTORY ENVIRONMENT

Section 78 of the *Local Government Act 2019*.

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
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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

RECOMMENDATION:

That the Chairperson invited questions from Local Authority Members.

ATTACHMENTS

**WEST ARNHEM REGIONAL COUNCIL
FOR THE MEETING 1 JUNE 2023**

EXCLUSION OF THE PUBLIC

The information in this section of the agenda is classed as confidential under section 293(1) of the *Local Government Act 2019* and regulation 51 of the *Local Government (Administration) Regulations 2021*.

**WEST ARNHEM REGIONAL COUNCIL
FOR THE MEETING 1 JUNE 2023**

RE-ADMITTANCE OF THE PUBLIC