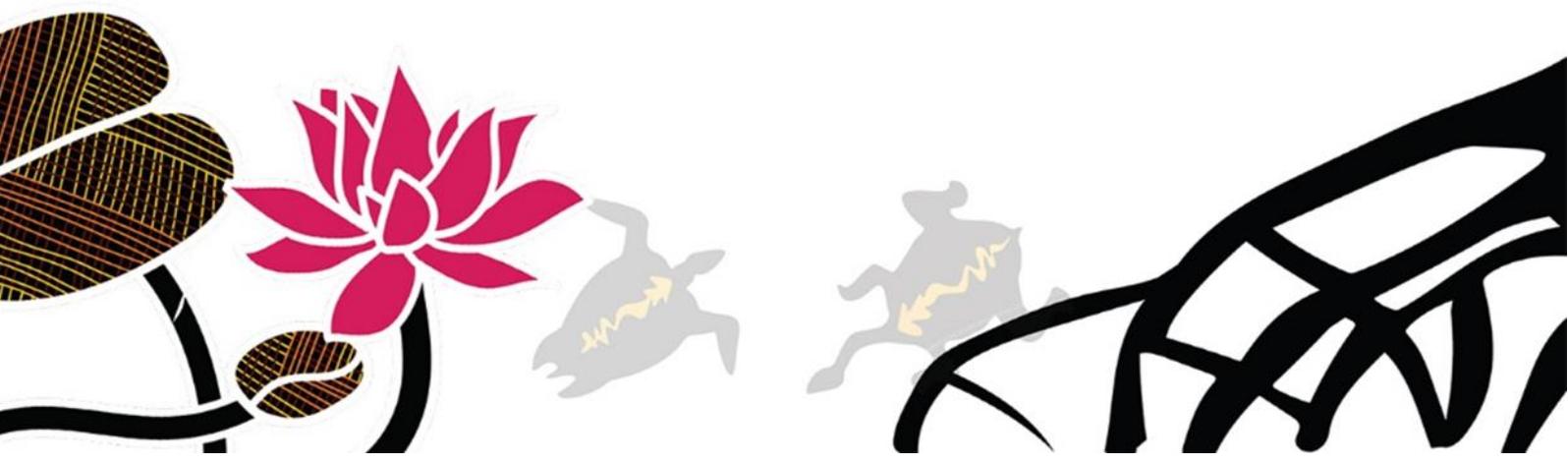




WEST ARNHEM REGIONAL COUNCIL  
LOCAL AUTHORITY MEETING  
AGENDA

THURSDAY, 20 JULY 2023



# WEST ARNHAM REGIONAL COUNCIL

Notice is hereby given that a Local Authority Meeting of the West Arnhem Regional Council will be held in Warruwi on Thursday, 20 July 2023 at 10:00.

Jessie Schaecken  
Acting 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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## **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 ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 20 JULY 2023

<b>Agenda Reference:</b>	<b>3.1</b>
<b>Title:</b>	<b>Apologies and Leave of Absence</b>
<b>File Reference:</b>	<b>1087022</b>
<b>Author:</b>	<b>Jessie Schaecken, Acting Chief Executive Officer</b>

#### SUMMARY

This report is to table, for the Warruwi Local Authority's record, any apologies and requests for leave of absence received from Authority members for the meeting held on 20 July 2023.

#### BACKGROUND

Not applicable.

#### COMMENT

Not applicable.

#### STATUTORY ENVIRONMENT

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

#### STRATEGIC IMPLICATIONS

This report is aligned to goals in pillar 6 in the *Regional Plan and Budget 2023-2024* 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.**

<b>Goal 6.3</b>	<b>Council and Local Authorities</b> Excellence in governance, consultation administration and representation
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#### RECOMMENDATION:

**That the Warruwi Local Authority noted members' apologies and/or requests for leave of absence for the meeting held on 20 July 2023.**

#### ATTACHMENTS

## WEST ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 20 JULY 2023

<b>Agenda Reference:</b>	<b>4.1</b>
<b>Title:</b>	<b>Absent Without Notice</b>
<b>File Reference:</b>	<b>1087023</b>
<b>Author:</b>	<b>Jessie Schaecken, Acting Chief Executive Officer</b>

#### SUMMARY

This report is to table, for the Warruwi Local Authority's record, any appointed members that are absent without notice for the meeting held on 20 July 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 goals in pillar 6 in the *Regional Plan and Budget 2023-2024* 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.**

<b>Goal 6.3</b>	<b>Council and Local Authorities</b> Excellence in governance, consultation administration and representation
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#### RECOMMENDATION:

**That the Warruwi Local Authority noted member's absences without notice for the meeting held on 20 July 2023.**

#### ATTACHMENTS

## WEST ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 20 JULY 2023

<b>Agenda Reference:</b>	<b>6.1</b>
<b>Title:</b>	<b>Acceptance of Agenda</b>
<b>File Reference:</b>	<b>1087175</b>
<b>Author:</b>	<b>Jessie Schaecken, Acting Chief Executive Officer</b>

#### SUMMARY

Agenda papers are submitted for acceptance by appointed members for the Warruwi Local Authority meeting of 20 July 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 2023-2024* 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.**

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

#### RECOMMENDATION:

**That the agenda for the Warruwi Local Authority meeting of 20 July 2023 as circulated be accepted.**

#### ATTACHMENTS

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 20 JULY 2023

<b>Agenda Reference:</b>	<b>7.1</b>
<b>Title:</b>	<b>Disclosure of Interest of Members or Staff</b>
<b>File Reference:</b>	<b>1087024</b>
<b>Author:</b>	<b>Jessie Schaecken, Acting Chief Executive Officer</b>

#### SUMMARY

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

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

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

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

#### STATUTORY ENVIRONMENT

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

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

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

#### STRATEGIC IMPLICATIONS

This report is aligned to goals in pillar 6 in the *Regional Plan and Budget 2023-2024* 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.**

<b>Goal 6.3</b>	<b>Council and Local Authorities</b> Excellence in governance, consultation administration and representation
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#### RECOMMENDATION:

**That the Warruwi Local Authority received and recorded declarations of interest for the meeting held on 20 July 2023.**

#### ATTACHMENTS

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 20 JULY 2023

<b>Agenda Reference:</b>	<b>8.1</b>
<b>Title:</b>	<b>Confirmation of Previous Local Authority Meeting Minutes - 18 May 2023</b>
<b>File Reference:</b>	<b>1087026</b>
<b>Author:</b>	<b>Jessie Schaecken, Acting Chief Executive Officer</b>

#### SUMMARY

Unconfirmed minutes of the 18 May 2023 Warruwi Local Authority meeting are submitted to the Authority for confirmation that the minutes are a true and correct record of the meeting.

#### COMMENT

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

#### STRATEGIC IMPLICATIONS

This report is aligned to pillar 6 in the *Regional Plan and Budget 2023-2024* 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.**

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

#### RECOMMENDATION:

**That the minutes of the 18 May 2023 Warruwi Local Authority meeting are adopted as a true and correct record of the meeting.**

#### ATTACHMENTS

- 1 2023.05.18 - Warruwi Local Authority Minutes.pdf



Minutes of the West Arnhem Regional Council a Local Authority Meeting  
Thursday, 18 May 2023 At 10:00

Chairperson Nicholas Hunter declared the meeting open at 10:16 am, welcomed all in attendance and did an Acknowledgement of Country.

**LOCAL AUTHORITY MEMBERS**

Chairperson	Nicholas Hunter
Member	Alfred Gawaraidji
Member	Richard Nawirr
Member	Philip Wasaga

**ELECTED MEMBERS PRESENT**

Acting Mayor	Matthew Ryan
Deputy Mayor	Elizabeth Williams

**STAFF PRESENT**

Chief Executive Officer	Paul Hockings
Chief Finance Officer	Deirdre O'Sullivan
Chief Operating Officer (acting)	Fiona Ainsworth
Governance and Risk Advisor	Jessie Schaecken (video conference)
Travel and Executive Assistant to CEO & Mayor	Jasmine Mortimore
Council Services Manager	Matthew Griffiths
Project coordinator Infrastructure	Sam Fazzolari
Finance Manager	James Stockdale

**APOLOGIES**

**3.1 APOLOGIES AND LEAVE OF ABSENCE**

The Committee considered Apologies and Leave of Absence.

**WAR154/2023 RESOLVED:**

**On the motion of Mayor Matthew Ryan**

**Seconded Member Phillip Wasaga**

**That the Warruwi Local Authority noted members' apologies Cr Marrawal, Jason Mayinaj and Eda Waianga for the meeting held on 18 May 2023.**

**CARRIED**

**ABSENT WITHOUT NOTICE**

**4.1 ABSENT WITHOUT NOTICE**

The Committee considered Absent Without Notice.

**WAR155/2023 RESOLVED:**

On the motion of Mr Nicholas Hunter  
Seconded Mayor Matthew Ryan

That the Warruwi Local Authority noted nil member's absences without notice for the meeting held on 18 May 2023.

**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.

**WAR156/2023 RESOLVED:**

On the motion of Mayor Matthew Ryan  
Seconded Member Phillip Wasaga

That the Warruwi Local Authority received and recorded nil declarations of interest for the meeting held on 16 February 2023.

**CARRIED**

**CONFIRMATION OF PREVIOUS MINUTES****8.1 CONFIRMATION OF PREVIOUS LOCAL AUTHORITY MEETING MINUTES -16 FEBRUARY 2023**

The Committee considered Confirmation of Previous Local Authority Meeting Minutes -16 February 2023.

**WAR157/2023 RESOLVED:**

On the motion of Mr Nicholas Hunter  
Seconded Member Phillip Wasaga

That the minutes of the 16 February 2023 Warruwi Local Authority meeting are adopted as a true and correct record of the meeting.

**CARRIED**

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

The Committee considered Review of Local Authority Action Items.

**WAR158/2023 RESOLVED:**

On the motion of Mr Nicholas Hunter  
Seconded Mr Alfred Gawaraidji

That the Warruwi Local Authority reviewed the action items list and approved to remove any completed actions and;

- 1) Local Authority requested administration investigate the two shade sail entries and amalgamate if possible (are these the same item?)
- 2) Add and action the following items
  - a) Wild horse management - letter to NLC, NT Park and wildlife, Dept of agriculture and Fisheries, Australian Quarantine Services and Rangers to introduce new DNA into horse population and immediate risk management to reduce numbers.
  - b) Crocodile Management – NPWS training for staff
  - c) Funeral trailer – not appropriate – back to the drawing board – involve Red Lily are now responsible for clinic and use troop carrier- need to have a conversation with the right people.

d) Hot water systems for lot 9 - resolved.

CARRIED

#### CEO / CSM REPORT ON REGIONAL COUNCIL SERVICES

##### 12.1 CSM OPERATIONS REPORT ON CURRENT COUNCIL SERVICES

The Committee considered CSM Operations Report on Current Council Services.

#### WAR159/2023 RESOLVED:

On the motion of Member Phillip Wasaga

Seconded Mr Nicholas Hunter

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

CARRIED

#### FINANCE REPORT

##### 15.1 FINANCIAL REPORT TO MARCH 2023

The Committee considered Financial Report to March 2023.

#### WAR160/2023 RESOLVED:

On the motion of Mr Richard Nawirr

Seconded Mr Nicholas Hunter

That the Warruwi Local Authority noted and received the Financial Report for the year to date period, 1 July 2022 to 31 March 2023.

CARRIED

##### 15.2 LOCAL AUTHORITY FUNDING

The Committee considered Local Authority Funding.

#### WAR161/2023 RESOLVED:

On the motion of Mr Nicholas Hunter

Seconded Mayor Matthew Ryan

That the Warruwi Local Authority:

1. Received and noted the report entitled '*Local Authority Funding*'; and
2. Continued to discuss and recommend projects that are of importance to the Local Authority irrespective of available funding as financial support for these projects may be sourced from elsewhere if approved by Council.

CARRIED

#### GENERAL ITEMS

##### 17.1 WASTE AND RESOURCE MANAGEMENT REPORT

The Committee considered Waste and Resource Management Report.

#### WAR162/2023 RESOLVED:

On the motion of Mr Alfred Gawaraidji

Seconded Mr Richard Nawirr

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

CARRIED

##### 17.2 LOCAL AUTHORITY MEMBERS QUESTIONS

The Committee considered Local Authority Members Questions.

#### WAR163/2023 RESOLVED:

On the motion of Mayor Matthew Ryan

Seconded Mr Nicholas Hunter

That the Chairperson invited questions from Local Authority Members.

- 1) Mechanic starts on 29 May (located in Jabiru) and 40% of his time will be spent in Warruwi for WARC vehicles only at this stage. requesting a permanent community mechanic be available for community vehicles.
- 2) Matt - Installation of a pump and tank to improve pressure at airport
- 3) Sea swift barge between Warruwi and Minjilang – invite MLA Manual Brown to LA meeting
- 4) Consideration to LA member drive to increase membership (6-12 members), inviting younger people to attend
- 5) Election of new chairperson to be put up to the next LA Meeting.

**CARRIED**

Meeting adjourned for lunch at 12:05 and reopened at 12:26.

### 17.3 CONSULTATION - WEST ARNHEM REGIONAL COUNCIL DRAFT PLAN 2023 - 2024

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

**WAR164/2023 RESOLVED:**

On the motion of Mr Nicholas Hunter

Seconded Mr Richard Nawirr

That the Warruwi Local Authority notes the report, and provides feedback on the draft 2023-2024 West Arnhem Regional Plan.

**CARRIED**

### 17.4 CONSULTATION - COUNCIL DRAFT BUDGET 2023-24

The Committee considered Consultation - Council Draft Budget 2023-24.

**WAR165/2023 RESOLVED:**

On the motion of Mr Nicholas Hunter

Seconded Mr Alfred Gawaraidji

That the Minjilang Local Authority reviews and provides recommendations on the Draft West Arnhem Regional Council Budget for Warruwi 2023-24 whilst the consultation period is currently in effect until 31 May 2023.

**CARRIED**

Georgia Corrie presented to the Warruwi Local Authority Members at 1:10pm

### NEXT MEETING

The Next meeting of the Warruwi Local Authority will take place on 20 July 2023.

### MEETING DECLARED CLOSED

Chairperson Nicholas Hunter declared the meeting closed at 1:22pm

This page and the preceding pages are the minutes of the confidential Ordinary Council meeting Warruwi Local Authority Meeting held on Thursday, 18 May 2023.

\_\_\_\_\_  
Chairperson

West Arnhem Regional Council

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

Warruwi Local Authority Meeting  
Thursday, 18 May 2023

## WEST ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 20 JULY 2023

<b>Agenda Reference:</b>	<b>9.1</b>
<b>Title:</b>	<b>Presentations and Visitors</b>
<b>File Reference:</b>	<b>1087015</b>
<b>Author:</b>	<b>Jasmine Mortimore, Travel and Executive Assistant to the CEO &amp; Mayor</b>

#### SUMMARY

The purpose of this report is to provide Council with a list of presentations to be made by representatives of various entities and organisations that are stakeholders of the West Arnhem Regional Council.

#### BACKGROUND

At various times, Council requests that presentations be made so that issues can be raised and information shared.

#### COMMENT

The following visitors/ presenters will be video conferencing in at today's meeting.

<b>Warruwi Local Authority - Presentations / Visitors</b>				
<b>Time</b>	<b>Topic</b>	<b>Presenter/Visitor</b>	<b>Organisation</b>	<b>Invited by</b>
10:30am	Tidy Towns Program	Heimo Schober – Chief Executive Officer	Keep Australia Beautiful	Sara Fitzgerald, Waste and Resource Coordinator
10:45am	Enrolment and participation in voting events. Community Electoral Participation Officer recruitment and Local Assistant, Registrations of Interest. Community Consultations Stakeholder Engagement Q&A	Maryanne Walley – Engagement Office for the NT Divisional Offices	Australian Electoral Commission	At their request to attend

#### STRATEGIC IMPLICATIONS

In accepting presentations at this meeting, Council is actively engaging in its obligations as detailed in the *Regional Plan and Budget 2023-2024* as follows:

#### **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

**RECOMMENDATION:**

**That Members noted the:**

**Presentation by Heimo Schober from Keep Australia Beautiful**

**Presentation by Maryanne Walley from the Australian Electoral Commission on various topics**

**ATTACHMENTS**

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 20 JULY 2023

<b>Agenda Reference:</b>	<b>11.1</b>
<b>Title:</b>	<b>Review of Local Authority Action Items</b>
<b>File Reference:</b>	<b>1087027</b>
<b>Author:</b>	<b>Jessie Schaecken, Acting Chief Executive Officer</b>

#### SUMMARY

To present to the Warruwi Local Authority an update on 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 2023-2024* 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.**

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

#### RECOMMENDATION:

**That the Warruwi Local Authority**

- 1. Reviewed the action items list and approved to remove any completed actions.**

**Requests the two actions (OCM87/2021 and OCM28/2022) relevant to funding for the Warruwi shade sail be amalgamated into one action.**

#### ATTACHMENTS

- 1 Warruwi LA Action Items - In Progress.pdf**

## Warruwi Local Authority Action Item List – In Progress

Meeting Date	Resolution/ Item Number	Comment	Action Officer	Status
18 May 2023	WAR163/2023 1) Consideration to LA member drive to increase membership (6-12 members), inviting younger people to attend 2) Election of new chairperson to be put up to the next LA Meeting.	Members are encouraged to consider community members for membership to the LA. Invite them to attend the LA meeting and/or apply.	Governance and Risk Advisor	Ongoing
18 May 2023	WAR163/2023 Sea swift barge between Warruwi and Minjilang – invite MLA Manuel Brown to LA meeting	<b>Update: 17.07.2023 – Jasmine Mortimore</b> Mr Manuel Brown MLA in Warruwi from 17-20.07.2023 and is attending Warruwi Information Session on 19/07/23, invitation sent to attend Local Authority meeting also.	Travel and EA to CEO and Mayor	In Progress
18 May 2023	WAR163/2023 CSM noted Installation of a pump and tank to improve pressure at airport	<b>Update 13 July 2023 – Clem Beard</b> Installation of pump will require power connected to Airport Shelter. No current NLC lease agreements in place for any works to be undertaken at airports for connection of services.	Technical Services	In progress
18 May 2023	WAR163/2023 Mechanic starts on 29 May (located in Jabiru) and 40% of his time will be spent in Warruwi for WARC vehicles only at this stage. LA are requesting a permanent community mechanic be available for community vehicles.	<b>Update 13 July 2023 – Fiona Ainsworth</b> Said mechanic has since resigned and replacement commences first week of August. The initial travel schedule is yet to be finalised however in the interim, a contractor has visited site with our existing Jabiru mechanic, conducted a survey of required stock and they will return mid-August to complete identified repairs and maintenance. Investigations continue to determine an option for a full time community mechanic however securing a mechanic is significantly challenging, with	COO/FLEET	In progress

## Warruwi Local Authority Action Item List – In Progress

Meeting Date	Resolution/ Item Number	Comment	Action Officer	Status
		current recruitment yielding nil in twelve months. Additionally accommodation is exceptionally limited at Warruwi.		
18 May 2023	WAR158/2023 Funeral trailer – not appropriate – back to the drawing board – involve Red Lily are now responsible for clinic and use troop carrier- need to have a conversation with the right people.	<b>Update 14 July 2023 – Matt Griffiths</b> Following up with Red Lily Clinic Manger to determine best way forward and use of vehicle for same.	CSM	In progress
18 May 2023	WAR158/2023 Crocodile Management – NPWS training for staff	<b>Update 14 July 2023 – Matt Griffiths</b> Awaiting NLC and Rangers to take further with anticipated arrival of Ranger Croc traps and training for WARC/NLC/Yagbani and Ranger Staff.	CSM	In progress
18 May 2023	WAR158/2023 Wild horse management – provide letter from Mayor to NLC requesting NT Parks and wildlife, Dept of Quarantine Services and Rangers to provide a collaborative approach to the matter. Discuss recent studies and the introduction of new DNA into horse population for immediate risk management to reduce numbers.	<b>Update 17.07.2023 – Jasmine Mortimore</b> Letter currently being drafted	Travel and EA to CEO and Mayor	In progress

Warruwi Local Authority Action Item List – In Progress

Meeting Date	Resolution/ Item Number	Comment	Action Officer	Status
10 August 2022	<p><b>Warruwi Animal Management Program</b> OCM74/2022</p> <p>The Council approved a total of approximately \$15,170.15 from future Warruwi Local Authority funding for the next 3 years towards the animal management program as per the breakdown below:</p> <ul style="list-style-type: none"> <li>o \$4,718.70 from 2022-2023 Warruwi Local Authority funding.</li> <li>o \$5, 049.01 from 2023-2024 Warruwi Local Authority funding.</li> <li>o \$5, 402.15 from 2024-2025 Warruwi Local Authority funding.</li> </ul>	<p><b>Update 12 October 2022</b> Vet services for next year have been put out for tender for the next 12 months.</p> <p><b>Update 08 February 2023</b> Vet Services tender for 2023 has been awarded to The Ark Animal Hospital for the WARC region.</p> <p>Intended visits will be publicised throughout the community on communication platforms prior to arrival to inform community members.</p> <p>Warruwi community is scheduled to receive (2) two proposed annual visits:</p> <ul style="list-style-type: none"> <li>• 5 vet days in July</li> <li>• 5 vet days in September</li> </ul> <p><b>Updated 15 May 2023</b> The vet visit has been confirmed and scheduled to be onsite in the community from the 02/07/2023 to 05/07/2023 providing veterinary services to the community</p> <p><b>Update 06 July 2023</b> The vets six (6) arrived Sunday 02/07/2023 and departed Friday 07/07/2023. Awaiting reports from Ark Hospital on data from recent visit.</p>	Technical Services	In progress
13 April 2022	<p><b>Shade Sail at the Warruwi Playground</b> OCM28/2022</p> <p>Council directed the administration to try and seek funding for the installation of a shade sail at the Warruwi playground at an estimated cost of \$ 30, 000.</p>	<p><b>Update 09 May 2022</b></p> <ul style="list-style-type: none"> <li>• The grants team is in the process of investigating funding options for this project with Grants writer, Susan Wright, and will provide an updated report on this progress during the next meeting.</li> </ul> <p><b>Update 13 July 2022</b></p> <ul style="list-style-type: none"> <li>• The Grants team is still in the process of investigating specific funding options for this project with Grants Writer, Susan Wright.</li> </ul> <p><b>Update: 30/09/2022 – Sarah Will</b></p> <ul style="list-style-type: none"> <li>• The grants team applied for a Community Benefit Fund Grant on 19 August 2022 and were advised by the Department to withdraw</li> </ul>	Grants	In progress

## Warruwi Local Authority Action Item List – In Progress

Meeting Date	Resolution/ Item Number	Comment	Action Officer	Status
		<p>the Application from the current round and reapply in January 2023.</p> <p><b>Update: 9 May 2023 – Bryony Stracey</b></p> <ul style="list-style-type: none"> <li>Resubmitted the community benefit fund grant application 09/03/23.</li> <li>Notification grant was unsuccessful 09/05/2023</li> <li>Will continue to seek funding.</li> </ul> <p><b>Update: 17.07.2023 – Bryony Stracey</b></p> <ul style="list-style-type: none"> <li>Grants still investigating funding.</li> </ul>		
22 September 2021	<p><b>Solar Lights - Warruwi</b> OCM87/2021 On the motion of Councillor James Marrawal Seconded Deputy Mayor Elizabeth Williams Council: Approved the installation of solar lights in various locations in Warruwi at an estimated cost of \$55,000</p>	<p><b>Update 08 October 2021</b></p> <ul style="list-style-type: none"> <li>The Council has raised a purchase order for the supply of 12 x solar lights and 2 x poles. Production of the solar lights has commenced and expected completion and delivery by mid-December 2021.</li> </ul> <p><b>Update 04 February 2022</b></p> <ul style="list-style-type: none"> <li>The solar lights have been delivered to Warruwi. The CSM has advised that the installation of the lights to be completed by the end of April 2022.</li> </ul> <p><b>Update 09 May 2022</b></p> <ul style="list-style-type: none"> <li>The CSM to arrange plant and material to install the solar lights. CSM to provide further update for procurement.</li> </ul> <p><b>Update 13 July 2022</b></p> <ul style="list-style-type: none"> <li>The CSM is making arrangements for local contractor Stedman's Constructions to install lights in nominated locations.</li> </ul> <p><b>Update 08 February 2023</b></p> <ul style="list-style-type: none"> <li>Next set of lights to be installed have locations and existing poles are already in place</li> <li>Awaiting Stedman's Constructions for the installation of the lights on arrival of a scissor lift/boom.</li> <li>Expected mid to late February. Stedman's behind with some non-urgent jobs currently.</li> </ul>	CSM/ Technical Services	In progress

## Warruwi Local Authority Action Item List – In Progress

Meeting Date	Resolution/ Item Number	Comment	Action Officer	Status
		<ul style="list-style-type: none"> <li>Will allow maintenance and installation of lights (able to check timings of lights operation).</li> </ul> <p><b>Updated 15 May 2023</b></p> <ul style="list-style-type: none"> <li>Six poles and spikes have been ordered from Leadsun Australia to complete works – expecting delivery End of May. Construction/installation can commence early June to complete prior to EOY.</li> </ul> <p><b>Updated 05 July 2023</b></p> <ul style="list-style-type: none"> <li>Six poles and spikes have been delivered from Leadsun Australia to complete works. Stedman Constructions supplying quote to complete works. Purchase Order raised and expecting project to be finalised by end of July.</li> </ul>		
22 September 2021	<p><b>Warruwi Crèche – Shade and Seating</b> OCM87/2021</p> <p>On the motion of Councillor James Marrawal Seconded Deputy Mayor Elizabeth Williams</p> <p>Directed the administration to prepare a scope and budget for a new shade and additional seating near the Warruwi crèche OCM28/2022</p> <p>Council directed the administration to try and seek funding for the upgrade of the shade structure near the crèche and health centre at an estimated cost of \$ 70, 400.</p>	<p><b>Update 08 October 2021</b></p> <ul style="list-style-type: none"> <li>A cost estimate for the proposed project has been prepared and provided in the 'Future Projects' report which will be presented at the next LA meeting</li> </ul> <p><b>Update 22 March 2022</b></p> <ul style="list-style-type: none"> <li>A cost estimate for the proposed project has been prepared and provided in the 'Future Projects' report which will be presented at the LA meeting on 31 March 2022.</li> </ul> <p><b>Update 09 May 2022</b></p> <ul style="list-style-type: none"> <li>The grants team is currently investigating funding options for this project and will provide an updated report on this progress during the next meeting.</li> </ul> <p><b>Update 13 July 2022</b></p> <ul style="list-style-type: none"> <li>The Grants team is still in the process of investigating specific funding options for this project with grants writer, Susan Wright.</li> </ul> <p><b>Update: 30/09/2022 – Sarah Will</b></p> <ul style="list-style-type: none"> <li>The grants team applied for a Community Benefit Fund Grant on 19 August 2022 and were advised by the Department to withdraw</li> </ul>	Grants	In progress
13 April 2022				

Waruwi Local Authority Action Item List – In Progress

Meeting Date	Resolution/ Item Number	Comment	Action Officer	Status
		the Application from the current round and reapply in January 2023.  <b>Update: 9 May 2023 – Bryony Stracey</b> <ul style="list-style-type: none"> <li>• Resubmitted the community benefit fund grant application 09/03/23.</li> <li>• Notification grant was unsuccessful 09/05/2023</li> <li>• Will continue to seek funding.</li> </ul> <b>Update: 17.07.2023 – Bryony Stracey</b> <ul style="list-style-type: none"> <li>• Grants still investigating funding.</li> </ul>		

# WEST ARNHAM REGIONAL COUNCIL

## FOR THE MEETING 20 JULY 2023

<b>Agenda Reference:</b>	<b>12.1</b>
<b>Title:</b>	<b>CSM Operations Report on Current Council Services</b>
<b>File Reference:</b>	<b>1079303</b>
<b>Author:</b>	<b>Matt Griffiths, CSM Warruwi</b>

### 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) Matt Griffiths.

### BACKGROUND

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

### COMMENT

#### 1. Attendance rates

##### 1.1. Staff Attendance

The Warruwi Council department has averaged 64% attendance for the past three months which has impacted on the ability of Council to complete the required works in the community. This is however a marked improvement on the last reporting of 50%.

Currently recruiting for the following positions:

- Works Officer – This role is being held pending review of positions in Works crew
- Senior Officer Community Care – Recently vacated. Reviewing Aged Care structure and positions.
- Child Care Assistant – Recently vacated. Review Crèche structure and positions.
- Utilities Service Contractor (formerly Essential Services Officer) – Vacant due to resignation as of 1 July 2023. Temporary backfill whilst role is advertised.
- Acting Utilities Service Contractor – role to be advertised.

Total number of vacancies	5
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#### 2. Administration Services

##### 2.1. Administration

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

- Sorry business resulted in a half day closure on the 5 June 2023 and 26 June 2023.

##### 2.2. Post Office

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

- There has been a large volume of parcels recently, with residents seemingly making the most of online shopping.
- Larger than normal incoming mail from a Waruwi School Project. The project sponsored by Woolworths across Australia has female skewed products to be distributed by the School.

Total postage received	1,992 kg
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### 2.3. Centrelink

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

- Staff were kept busy assisting residents with enquiries and facilitating agency contact via computers and phone.
- All reports submitted on time.
- In the reporting period, WARC have strengthened the working relationship with Yagbani via a collaborative agency approach to re Work for The Dole.

### 2.4. Cleaning

Scheduled cleaning of council assets have been completed as follows:

- Council office – twice a week – total of 24 occasions.
- Playground amenities – once a week – total of 12 occasions.
- Public toilets – twice a week – total of 24 occasions.
- Community common areas cleaned once a week – total of 12 occasions.
- Visitor Accommodation rooms cleaned as required – total 40 room cleans.

### 2.5. Visitor Accommodation

Total number of current visitor accommodation available is 1, and bookings can be made through Little Hotelier.

- New dryer received for Lot 21.
- Ongoing high demand for accommodation.

## 3. Wellbeing Services

### 3.1. Sport & Recreation

- The School Holidays in Term 2 saw daily activity programming with Youth, Sport and Recreation (YSR) staff.
- Adhoc meetings with School management and WARC staff continue to determine ways forward to develop programs.
- Completed NAIDOC week celebrations mid July.
- At the direction of the CSM, the Night Patrol team are taking a more active part with youth events and are rostered to assist at events.
- Implementation of the 'Yarning Circle' started in July. This is an initiative between WARC Night Patrol, WARC YSR and Traditional Owners. Feedback to date is outstanding and has resulted in a collective community approach to community issues.
- Junior Basketball has started. This was initially four (4) teams, but given good response numbers, we expect 6-8 teams to be registered.
- Repairs to roller doors are being addressed. Roller doors now out of service due to fault.
- Further to a hall inspection by WARC Infrastructure Coordinator, identifying roofing damage, WARC has applied and received a grant to repair the roof.
- In the reporting period, fluorescent lighting has been replaced in the hall, the TV in the "chill Room" has been replaced, and hall electrical works have been completed including Starlink satellite accessibility.

Attendance totals	884
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### 3.2. Early Learning

The childcare centre operated Monday to Friday, 8:00am to 4:00pm.

- A variety of activities were provided including gardening and cooking.
- Centre staff continuing to do training via Charles Darwin University (CDU).
- Some minor works and building repairs completed.
- A Childcare Officer from Jabiru, provided assistance with staff coverage at the Warruwi Crèche, from March 2023 to June 2023 covering long term sick leave for a Senior Crèche officer.
- Increase enrolments over the past month, particularly in the pre-school age group.
- Centre provides two (2) meals per day, five (5) days a week, and totalling 326 meals during the reporting period.
- Attendance numbers are down as there are less children during school holidays.

Attendance totals	302
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### 3.3. Aged Care

- There has been very little change in aged care client numbers during the year.
- Planning has begun to move aged care (NDIS included) to the Recreation Hall. This will allow improved compliance in Childcare Services and allow Aged care/NDIS to expand to provide more services.
- The NT Government aged care team were on site in June and liaised re methods on how to improve services and numbers.
- Recent changes to staff, now see a male staff member able to conduct more culturally appropriate activities with clients.

Total meals provided	678
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### 3.4. Disability care

WARC staff at Warruwi are now community connectors and coordinator of services under the National Disability Insurance scheme (NDIS). We are hopeful that this service will grow and provide great opportunities for employment in the future. Services provided are as follows:

- Personal care/household tasks;
- Centre Activities;
- Home modifications;
- Plan management;
- Transportation; and
- Specific assistance for one client at Recreation Hall.

Total number of NDIS participants	3
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### 3.5. Night Patrol

Night patrol services were provided each night between 9.00pm and 3.00am.

- Services were not provided on two (2) shifts due to illness.
- A female crew consisting of two Traditional Owners (TOs) for Warruwi began patrols on 11 April 2023. This is a great cultural and community outcome as it delivers a balanced and culturally correct approach to the patrols. Additionally, this allows the TOs to see first hand the issues that the community faces after dark. Their input back to the Wellbeing Services Coordinator and Council Services Manager will shape the service in the future.

- The Work Health and Safety Coordinator from Darwin visited the community in June 2023, and had a ride-along with night patrol to view service delivery.
- The Night patrol services now operates with seven (7) staff on rotating roster shift.
- New radios and torches have been delivered to staff.
- Night patrol staff have identified areas of concern including finding a number open doors and gates to various community buildings.
- Staggered start and finish times of the vehicles has been quite successful with very few reported break-ins or incidences of anti-social behaviour.
- Assistance has been provided at public events such as sorry Camps and Church rally's.

### 3.6. Broadcasting

In conjunction with Top End Aboriginal Bush Broadcasting Association (TEABBA), broadcasting services were provided daily between 9:00am and 3:00pm.

- Services were not provided on nine (9) shifts during the reporting period, due to no available staff.
- Local broadcasting to occur in conjunction with community events, commencing as of February 2023. This has great support in the community.
- Broadcasting officer attended TEABBA conference in Darwin during June.
- Broadcasting to be introduced as part of the Night Patrol and Youth Services engagement as the year progresses.

Total number of On-Air hours	63 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, Wednesday and Friday.
- Night patrol in charge of playground security, with locking the gates at night.
- Further to a request last Local Authority (LA) meeting, the children's park and toilets now remain open longer at night. Night Patrol close the park from midnight onwards prior to end of shift with the Senior Works officer reopening in the AM.

### 4.2. Roads

Road repairs have commenced across the community.

- Supply issues with the cold spray bitumen have been overcome and we are currently awaiting orders to fix potholes and road shoulders.
- The grader is on loan to Minjilang for the short to medium term.

### 4.3. Waste

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

- Kerbside pickups and hard rubbish occurred as required.
- After a near miss with a deliberately lit fire near the tip, crews have made large fire breaks and signs are now installed to make the tip safer and at less risk of fire.

### 4.4. Plant and equipment

- The new loader has been ordered.
- Car hoist installed and working.
- New rubbish compactor has arrived.

## 5. Essential Services

### 5.1. Power

- Nil interruptions.
- 6 x Genset services conducted.

## 5.2. Water

- Water samples conducted as per scheduled review.
- Bore pumps and sewer lift pumps (hours and volumes) readings as per contract.

## 5.3. Sewerage

- Nil issues and operating normally.

## 5.4. Airfield

All daily inspections were undertaken by the Aerodrome Reporting Officer (ARO). No significant issues were noted. The works crew:

- slashed the runway shoulders and fence perimeter on 1 occasion;
- poisoned the fence perimeter on 1 occasion;
- replaced/repared the windsock; and
- In conjunction with Rangers, assisted with a 'burn off' to areas adjacent to airstrip.

## 6. Trade Services

### 6.1. Scheduled Servicing

- **Mechanic**
  - Awaiting return of mechanics.
- **Electrician**
  - Minor works by Stedmans as required.

### 6.2. Unplanned Maintenance

- **Mechanic**
  - Broken down grader fixed.

## 7. Community

### 7.1. Local Authority projects

- **Current**
  - Solar light installation underway.
  - Australia Day project, metal sign at airport with a map drawn by local artists with 'Welcome to Waruwi' or similar. Seeking Artists suggestions for project completion.
  - Vet community visit 2023: Vet visit funded by WARC occurred July 2023. As previously, a great uptake by community and very positive feedback from vets re community and condition of pets.
- **Future**
  - ANZAC Day plaque for front of Office; to be included in 2024 applications

### 7.2. Other projects

- **Opportunities**
  - Looking at signage for community.
- **Current**
  - Road grading being undertaken.
- **Future**
  - Upgrades to barge landing.
  - Department of Infrastructure, Planning and Logistics (DIPL) in talks with WARC regarding major works at barge landing given storm and age damage.

### 7.3. Community meetings and events

CSM has attended various meetings and events over the reporting period, including:

- Northern Territory Emergency Service (NTES) setup meeting regarding State Emergency Service (SES) and BBQ dinner for community.
- Police on Island liaison and catch up.
- Community Development Program (CDP) new staff meet and greet.
- NT Health aged care team liaison.
- Liaison and catch up with Government inspectors regarding crèche inspection.
- NDIS provider meeting.
- Sorry business community meetings and liaison with both staff and TOs.
- Yagbani and Work For Dole manager catch up and personnel issues meeting
- NT Police service of documents for community member regarding Inquest and sensitive matters.
- School Sports day attendance.
- School Principal regarding 'Call of Duty' issues re Youths causing trouble in Warruwi.
- First Aid Instructor – liaison, and introduction to Warruwi.

Total number of meetings and events attended by the CSM	11
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#### 7.4. Community key focus areas

- Funerals: Funeral/Sorry Business commenced in June.
- Expecting up to 5 funerals from July to September.
- WARC staff continue to assist with ceremony, escorting body from airstrip (leading the ceremony into town) and other assistance as required.
- WARC requested access to the NTES fire trailer. This trailer has since had multiple usage for small scrub fires near aerodrome and existing infrastructure.
- NTES attended community in May to begin recruitment phase for new Warruwi, Goulburn Island SES unit. At least 12 community members have showed interest.
- Further to local youths causing trouble, concerns were raised around perceptions of safety. These matters were reported to Police and Traditional Owner's to target patrols and enable prevention strategies.
- Between law enforcement, Night Patrol alterations, and Local Lore from elders & Traditional Owners, the youth crime issue has now reduced somewhat, but recent increase with other youths attending from mainland during school holidays has minor crime rise.
- Issues over late night online gaming by young people has led to bullying and unrest between some youth. A community meeting has since reduced the tension.
- Police visits within the reporting period: 29-31 March 2023, 26-28 April 2023, 24-26 May 2023, and 29-30 June 2023.
- Consideration of a Youth committee to work collaboratively with the LA.
- Continued monitoring of cheeky crocodiles near township and domestic animals. Crocodile traps on order and training to occur shortly from Northern Land Council & Rangers.

#### Greenall community concern:

- Youths causing trouble – on-going.
- Hours of Night Patrol – addressed.
- Police attendance – on-going.

#### Community concern regarding the NT Police Safety Action Plan:

- Internet and online gaming (behaviours from same) – on-going.
- Island response to domestic violence and mental health incidents outside of police attendance. New issued raised – on-going.
- Night Patrol and improvements to community safety – being addressed.

#### STRATEGIC IMPLICATIONS

The contents of this report are aligned to pillar 6 in the *Regional Plan and Budget 2023-2024* 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

#### **RECOMMENDATION**

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

#### **ATTACHMENTS**

## WEST ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 20 JULY 2023

<b>Agenda Reference:</b>	<b>15.1</b>
<b>Title:</b>	<b>Financial Report to June 2023</b>
<b>File Reference:</b>	<b>1085562</b>
<b>Author:</b>	<b>James Stockdale, Finance Manager; Corey White, Accountant</b>

#### SUMMARY

This Financial Report for the year to date period 1 July 2022 to 30 June 2023, the full 2022-23 financial year, is prepared for the Warruwi Local Authority.

#### BACKGROUND

This Financial Reports include the following attachment:

- Graphical Finance Presentation

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

#### COMMENT

The Local Authority members are encouraged to discuss the Finance Report for the period ended 30 June 2023. The report covers all of the activities within the Warruwi Community. There are activities related to Core Services both Tied and Untied, Commercial Services, and Community Service activities. Additionally, there are some projects that are funded from Council's own money.

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

## Actuals v Budget by Local Authority Area

as at 30 Jun 2023

Description	WARRUWI					
	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
<b>Operational Revenue</b>						
Income Rates and Charges	90,748	90,788	(40)	(0%)	90,788	100%
Charges - Sewerage	-	-	-	-	-	0%
Charges - Water	-	-	-	-	-	0%
Charges - Waste	86,986	86,986	-	-	86,986	100%
Income Council Fees and Charges	4,435	6,673	(2,238)	(34%)	6,673	66%
Income Operating Grants	612,231	655,301	(43,070)	(7%)	655,301	93%
Income Investments	-	-	-	-	-	0%
Income Allocation	47,476	34,209	13,266	39%	34,209	100%+
Other Income	5,804	6,000	(196)	(3%)	6,000	97%
Income Agency and Commercial Services	777,688	779,320	(1,632)	(0%)	779,320	100%
<b>Total Operational Revenue</b>	<b>1,625,368</b>	<b>1,659,277</b>	<b>(33,909)</b>	<b>(2%)</b>	<b>1,659,277</b>	<b>98%</b>
<b>Operational Expenditure</b>						
Employee Expenses	2,045,145	1,889,283	155,862	8%	1,889,283	100%+
Contract and Material Expenses	241,619	454,694	(213,075)	(47%)	454,694	53%
Finance Expenses	430	350	80	23%	350	100%+
Travel, Freight and Accom Expenses	156,659	157,930	(1,271)	(1%)	157,930	99%
Depreciation and Impairment Expense	-	-	-	-	-	0%
Fuel, Utilities & Communication	228,091	221,673	6,417	3%	221,673	100%+
Other Expenses	356,898	463,610	(106,711)	(23%)	463,610	77%
Elected Member Allowances	-	-	-	-	-	0%
Elected Member Expenses	-	-	-	-	-	0%
Council Committee & LA Allowances	1,561	2,600	(1,039)	(40%)	2,600	60%
Council Committee & LA Expenses	-	-	-	-	-	0%
<b>Total Operational Expenditure</b>	<b>3,030,403</b>	<b>3,190,140</b>	<b>(159,737)</b>	<b>(5%)</b>	<b>3,190,140</b>	<b>95%</b>
<b>Total Operational Surplus / (Deficit)</b>	<b>(1,405,035)</b>	<b>(1,530,863)</b>	<b>125,828</b>	<b>8%</b>	<b>(1,530,863)</b>	<b>92%</b>

## Annual Budget Operating Position

as at 30 Jun 2023

Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
<b>Operating Surplus / (Deficit)</b>	<b>(1,405,035)</b>	<b>(1,530,863)</b>	<b>125,828</b>	<b>8%</b>	<b>(1,530,863)</b>	<b>92%</b>
<b>Remove NON-CASH ITEMS</b>						
Less Non-Cash Income	(47,476)	(34,209)	(13,266)	(39%)	(34,209)	100%+
Add Back Non-Cash Expenses	(663,975)	(640,502)	(23,473)	(4%)	(640,502)	100%+
<b>Total Non-Cash Items</b>	<b>616,499</b>	<b>606,293</b>	<b>10,207</b>	<b>2%</b>	<b>606,293</b>	<b>100%+</b>
<b>Less ADDITIONAL OUTFLOWS</b>						
Capital Expenditure	357,202	551,848	(194,646)	(35%)	551,848	65%
Borrowing Repayments (Principal Only)	-	-	-	-	-	0%
Transfer to Reserves	-	-	-	-	-	0%
Other Outflows	-	-	-	-	-	0%
<b>Total Additional Outflows</b>	<b>357,202</b>	<b>551,848</b>	<b>(194,646)</b>	<b>(35%)</b>	<b>551,848</b>	<b>65%</b>
<b>Add ADDITIONAL INFLOWS</b>						
Capital Grants Income	-	-	-	-	-	0%
Prior Year Carry Forward Tied Funding	162,000	162,000	-	-	162,000	100%
Other Inflow of Funds	-	-	-	-	-	0%
Transfers from Reserves	215,862	213,056	2,806	1%	213,056	100%+
<b>Total Additional Inflows</b>	<b>377,862</b>	<b>375,056</b>	<b>2,806</b>	<b>1%</b>	<b>375,056</b>	<b>100%+</b>
<b>Net Budgeted Operating Position</b>	<b>(767,875)</b>	<b>(1,101,363)</b>	<b>333,487</b>	<b>30%</b>	<b>(1,101,363)</b>	<b>70%</b>

## STATUTORY ENVIRONMENT

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

## POLICY IMPLICATIONS

Not Applicable.

## FINANCIAL IMPLICATIONS

Not Applicable.

## STRATEGIC IMPLICATIONS

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

### PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

**Our processes, procedures and policies are ethical and transparent.**

**Goal 6.1**

#### **Financial Management**

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

## VOTING REQUIREMENTS

Simple majority

### **RECOMMENDATION:**

**That the Warruwi Local Authority noted and received the Financial Report for the year to date period, 1 July 2022 to 30 June 2023.**

## ATTACHMENTS

- 1 Graphical Finance Presentation Warruwi - June 2023.pdf



**Warruwi Local Authority Committee  
Financial Management Report for the  
period ended 30<sup>th</sup> June 2023**

# Actual v Budget – Operational – July 2022 to June 2023

## Actuals v Budget by Local Authority Area

as at 30 Jun 2023

Description	WARRUWI			
	Actuals YTD	Budget YTD	Variance	%
<b>Operational Revenue</b>				
Income Rates and Charges	90,748	90,788	(40)	(0%)
Charges - Sewerage	-	-	-	0%
Charges - Water	-	-	-	0%
Charges - Waste	86,986	86,986	-	100%
Income Council Fees and Charges	4,435	6,673	(2,238)	(34%)
Income Operating Grants	612,231	655,301	(43,070)	(7%)
Income Investments	-	-	-	0%
Income Allocation	47,476	34,209	13,266	39%
Other Income	5,804	6,000	(196)	(3%)
Income Agency and Commercial Services	777,688	779,320	(1,632)	(0%)
<b>Total Operational Revenue</b>	<b>1,625,368</b>	<b>1,659,277</b>	<b>(33,909)</b>	<b>(2%)</b>
<b>Operational Expenditure</b>				
Employee Expenses	2,045,145	1,889,283	155,862	8%
Contract and Material Expenses	241,619	454,694	(213,075)	(47%)
Finance Expenses	430	350	80	23%
Travel, Freight and Accom Expenses	156,659	157,930	(1,271)	(1%)
Depreciation and Impairment Expense	-	-	-	0%
Fuel, Utilities & Communication	228,091	221,673	6,417	3%
Other Expenses	356,898	463,610	(106,711)	(23%)
Elected Member Allowances	-	-	-	0%
Elected Member Expenses	-	-	-	0%
Council Committee & LA Allowances	1,561	2,600	(1,039)	(40%)
Council Committee & LA Expenses	-	-	-	0%
<b>Total Operational Expenditure</b>	<b>3,030,403</b>	<b>3,190,140</b>	<b>(159,737)</b>	<b>(5%)</b>
<b>Total Operational Surplus / (Deficit)</b>	<b>(1,405,035)</b>	<b>(1,530,863)</b>	<b>125,828</b>	<b>8%</b>



# Actual v Budget – Capital – July 2022 to June 2023

## Annual Budget Operating Position as at 30 Jun 2023

Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operating Surplus / (Deficit)	(1,405,035)	(1,530,863)	125,828	8%	(1,530,863)	92%
<b>Remove NON-CASH ITEMS</b>						
Less Non-Cash Income	(47,476)	(34,209)	(13,266)	(39%)	(34,209)	100%+
Add Back Non-Cash Expenses	(663,975)	(640,502)	(23,473)	(4%)	(640,502)	100%+
<b>Total Non-Cash Items</b>	<b>616,499</b>	<b>606,293</b>	<b>10,207</b>	<b>2%</b>	<b>606,293</b>	<b>100%+</b>
<b>Less ADDITIONAL OUTFLOWS</b>						
Capital Expenditure	357,202	551,848	(194,646)	(35%)	551,848	65%
Borrowing Repayments (Principal Only)	-	-	-	-	-	0%
Transfer to Reserves	-	-	-	-	-	0%
Other Outflows	-	-	-	-	-	0%
<b>Total Additional Outflows</b>	<b>357,202</b>	<b>551,848</b>	<b>(194,646)</b>	<b>(35%)</b>	<b>551,848</b>	<b>65%</b>
<b>Add ADDITIONAL INFLOWS</b>						
Capital Grants Income	-	-	-	-	-	0%
Prior Year Carry Forward Tied Funding	162,000	162,000	-	-	162,000	100%
Other Inflow of Funds	-	-	-	-	-	0%
Transfers from Reserves	215,862	213,056	2,806	1%	213,056	100%+
<b>Total Additional Inflows</b>	<b>377,862</b>	<b>375,056</b>	<b>2,806</b>	<b>1%</b>	<b>375,056</b>	<b>100%+</b>
<b>Net Budgeted Operating Position</b>	<b>(767,875)</b>	<b>(1,101,363)</b>	<b>333,487</b>	<b>30%</b>	<b>(1,101,363)</b>	<b>70%</b>

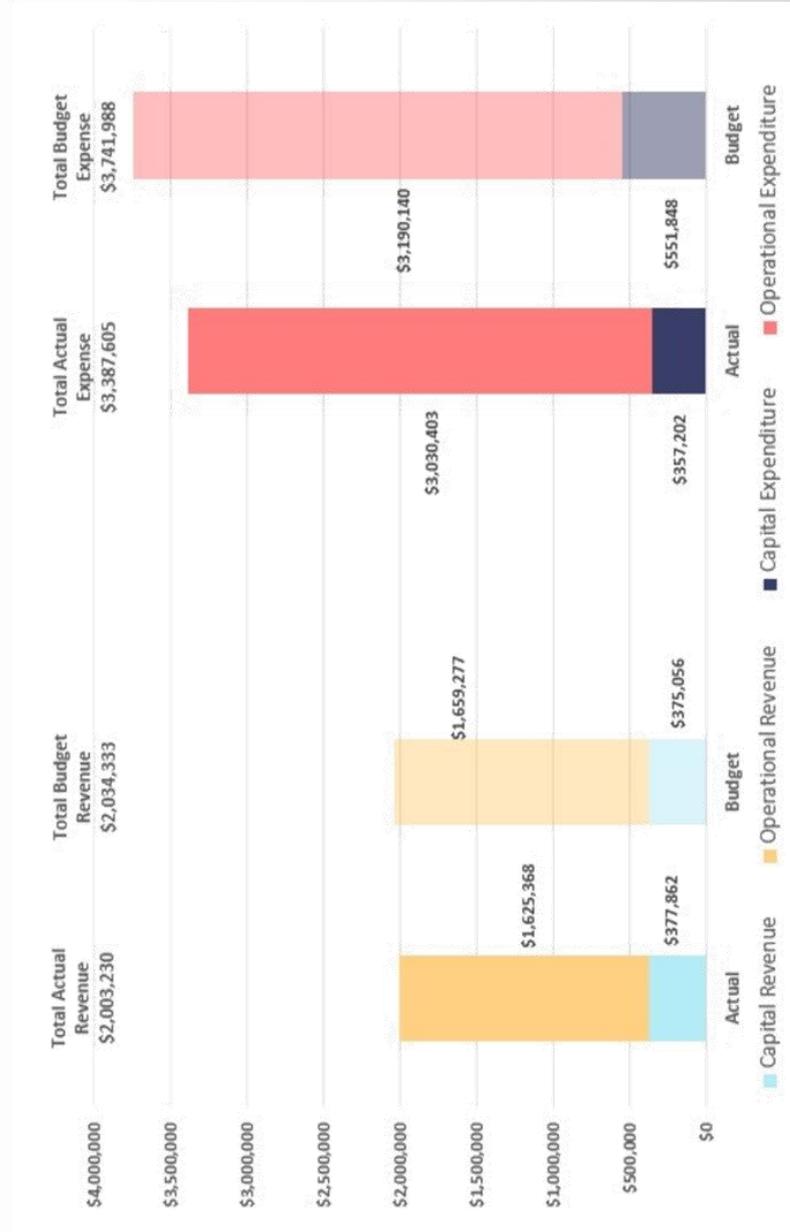
Legend:

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





# Actual v Budget – Warruwi – July 2022 to June 2023



## Council Funded Projects – July 2022 to June 2023

Reserve Activity	Approved Budget	Date of Approval	Expenditure to 30 Jun 2020	Expenditure to 30 Jun 2021	Expenditure to 30 Jun 2022	Expenditure to date FY 2022-23	Balance as at 30 June 2023	Status
5167.05 - Kerb and Channel Airport to Workshop Road - Warruwi	330,000	FY 19/20	(19,516)	(2,274)	(154,682)	(110,047)	43,480	Floodway to Construct with Balance
5275.05 - Purchase Hilux Utility - Warruwi	55,000	FY 21/22	-	-	-	(52,194)	2,806	Completed - Activity Closed
5284.05 - Purchase Isuzu Russ Garbage Compactor - Warruwi	7,335	FY 21/22	-	-	-	(11,335)	(4,000)	Completed - Activity Closed
<b>Capital Reserve Balance</b>	<b>392,335</b>		<b>(19,516)</b>	<b>(2,274)</b>	<b>(154,682)</b>	<b>(173,576)</b>	<b>42,286</b>	





**Grant Funding – Local Authority Projects – Available Funds – July 2022 to June 2023**

	Funding Amount	Funding Year	Funds Received	Funds not yet Received	Expended / Committed	Balance as at 30.06.2023
Grant Funding - Local Authority Projects	58,700	FY 22/23	58,700	-	(3,763)	54,937
Local Authority Projects Funding						



## Grant Funding – Local Authority Projects - July 2022 to June 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	Commitments	Available Funds as at 30.06.2023	Status
LAP - Animal Management Program FY 22/23	4,718	FY 22/23	4,718	-	(4,718)	-	-	Ongoing
LAP - Replace Solar Lights	55,000	FY 21/22	55,000	(23,808)	(18,026)	(4,719)	8,447	Final Stages
<b>TOTAL LOCAL AUTHORITY PROJECTS</b>	<b>59,718</b>		<b>59,718</b>	<b>(23,808)</b>	<b>(22,744)</b>	<b>(4,719)</b>	<b>8,447</b>	



## Grant Funding – Community Projects – July 2022 to June 2023

Grant Funding - Community Projects	Approved Income Budget	Year of Budget Approval	Cash received to date (incl. Carried Forward)	Expenditure prior years	Expenditure to date 2022-23	Commitments	Available Funds as at 30.06.2023
Local Government Immediate Priority (LGIP grant) - Towards purchase of Rubbish Compactor	162,000	FY 21/22	162,000	-	(162,000)	-	-
Commonwealth Home Support Program (CHSP)	-	FY 22/23	-	-	(85,434)	-	-
NT Jobs Package - Aged Care	-	FY 22/23	-	-	(144,140)	-	-
Night Patrol	-	FY 22/23	-	-	(317,088)	(247)	-
Outside School Hours Care	95,756	FY 22/23	95,756	-	(72,835)	-	22,921
Safety and Wellbeing - Sport and Recreation	-	FY 22/23	-	-	(105,047)	-	-
Remote Sport Program	-	FY 22/23	-	-	(30,866)	-	-
Deliver Indigenous Broadcasting Programs (RIBS)	-	FY 22/23	-	-	(7,620)	-	-
Manage Crèche	364,759	FY 21/22	466,448	-	(321,935)	(11,273)	133,240
Children and Schooling - Youth	-	FY 22/23	-	-	(6,612)	-	-
Australia Day Grant	-	FY 22/23	-	-	(952)	-	-
TEABBA Staff Funding - Indigenous Broadcasting Prgm (RIBS)	-	FY 22/23	-	-	(38,876)	-	-
Get Up Stand Up Show Up - NAIDOC Week Activity	-	FY 22/22	2,000	-	(890)	-	1,110
Celebrating Aboriginal Culture ( Australia Day )	1,250	FY 22/23	1,250	-	-	-	1,250
Red Dust Healing	-	FY 22/23	5,000	-	(5,000)	-	-
<b>TOTAL COMMUNITY PROJECTS</b>	<b>623,765</b>		<b>727,454</b>	<b>-</b>	<b>(1,294,295)</b>	<b>(11,521)</b>	<b>158,521</b>





## New Assets or Additions to Existing Assets – June 2023

No new assets were commissioned in June 2023



## WEST ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 20 JULY 2023

<b>Agenda Reference:</b>	<b>17.1</b>
<b>Title:</b>	<b>Waste and Resource Management Report</b>
<b>File Reference:</b>	<b>1085243</b>
<b>Author:</b>	<b>Sara Fitzgerald, Waste and Resource Coordinator</b>

#### 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

In the period since the last Local Authority meetings have been Held with Seaswift to work towards back loading of recyclables as well as normal business activities.

#### COMMENT

##### ***Landfill***

The main priority is to continue to work towards to 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. Collection of commercial waste fees is priority where applicable and Warruwi will be monitored for any upcoming works scheduled by NTG to ensure all commercial operators working on Warruwi are correctly disposing of or removing waste.

Further Inspections will be held in the coming days to form further fire mitigation strategies to prevent further fire in the landfill and air pollution in Warruwi.

##### ***Litter***

With the assistance of the Local Authority key local clean up targets will be identified to be targeted for a local clean up Warruwi day and we are working towards achieving this with cooperation of all local stakeholders.

##### ***Recycling***

Recycling options and initiatives are being pursued actively. A meeting with Seaswift has been held to start working towards a back loading agreement for recyclables. This will initially focus on E-waste, Batteries and Containers. Waste and Resource Coordinator is looking to work with the CDP program to offer an enterprise opportunity for locals in Warruwi in recycling by running cash for containers.

#### 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.**

<b>Goal 4.3</b>	<b>Waste and Water Management</b> Deliver environmentally and economically sound solid waste, water and sewerage services
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### 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.**

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

## VOTING REQUIREMENTS

Simple majority

### RECOMMENDATION:

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

## ATTACHMENTS

NIL

# WEST ARNHEM REGIONAL COUNCIL

## FOR THE MEETING 20 JULY 2023

<b>Agenda Reference:</b>	<b>17.2</b>
<b>Title:</b>	<b>Local Authority Members Questions</b>
<b>File Reference:</b>	<b>1087117</b>
<b>Author:</b>	<b>Jessie Schaecken, Acting Chief Executive Officer</b>

### 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 2023-2024* 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

### RECOMMENDATION:

**That the Chairperson invited questions from Local Authority Members.**

**ATTACHMENTS**

**WEST ARNHEM REGIONAL COUNCIL  
WARRUWI LOCAL AUTHORITY**

**FOR THE MEETING 20 JULY 2023**