



WEST ARNHEM REGIONAL COUNCIL
ORDINARY COUNCIL MEETING
AGENDA

TUESDAY-WEDNESDAY, 10-11 OCTOBER 2023



WEST ARNHAM REGIONAL COUNCIL

Notice is hereby given that an Ordinary Meeting of the West Arnhem Regional Council will be held in Council Chambers, Jabiru commencing Tuesday, 10 October 2023 at 12:00 pm.

Jessie Schaecken
Acting Chief Executive Officer

Code of Conduct: 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 ARNHEM REGIONAL COUNCIL

FOR THE MEETING 11 OCTOBER 2023

Agenda Reference:	3.1
Title:	Apologies and Leave of Absence
File Reference:	1097532
Author:	Ben Heaslip, Acting Governance and Risk Advisor

SUMMARY

This report is to table, for Council's record, any apologies and requests for leave of absence received by Council's Chief Executive Officer from Elected Members for the Ordinary Council meeting held on 11 October 2023.

COMMENT

Council can choose to accept the apologies or requests for leave of absence as presented, or not accept them. Apologies or requests for leave of absence that are not accepted by Council will be recorded as absent without notice.

STATUTORY ENVIRONMENT

Section 47(o) of the *Local Government Act 2019* is relevant to this matter.

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.

Goal 6.3	Council and Local Authorities Excellence in governance, consultation administration and representation
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RECOMMENDATION:

That Council received and noted Elected Member apologies and/or requests for leave of absence for the Ordinary Council meeting held on 11 October 2023.

ATTACHMENTS

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 11 OCTOBER 2023

Agenda Reference:	4.1
Title:	Absent Without Notice
File Reference:	1097604
Author:	Ben Heaslip, Acting Governance and Risk Advisor

SUMMARY

This report is to table, for the Ordinary Council Meeting's record, any appointed members that are absent without notice for the meeting held on 11 October 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 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
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RECOMMENDATION:

That the Kakadu Ward Advisory Committee received and noted member's absences without notice for the meeting held on 11 October 2023.

ATTACHMENTS

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 11 OCTOBER 2023

Agenda Reference:	5.1
Title:	Acceptance of Agenda
File Reference:	1097849
Author:	Ben Heaslip, Acting Governance and Risk Advisor

SUMMARY

Agenda papers are presented for acceptance at the Ordinary Council meeting held on 11 October 2023.

STATUTORY ENVIRONMENT

Section 92(1) *Local Government Act 2019* is relevant to this matter.

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.

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 agenda papers for the Ordinary Council meeting held on 11 October 2023 as circulated be received for consideration at the meeting.

ATTACHMENTS

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 11 OCTOBER 2023

Agenda Reference:	6.1
Title:	Disclosure of Interest of Members or Staff
File Reference:	1097850
Author:	Ben Heaslip, Acting Governance and Risk Advisor

SUMMARY

Elected Members are required to disclose an interest in a matter under consideration at the Council meeting:

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

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

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

STATUTORY ENVIRONMENT

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

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

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 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 Council received the declarations of interest as listed for the meeting held on 11 October 2023.

ATTACHMENTS

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 11 OCTOBER 2023

Agenda Reference:	7.1
Title:	Confirmation of Previous Minutes - Ordinary Council Meeting held 20 September 2023
File Reference:	1097851
Author:	Ben Heaslip, Acting Governance and Risk Advisor

SUMMARY

Minutes of 20 September Ordinary Council meeting are submitted to Council for confirmation that those minutes are a true and correct record of the meeting.

STATUTORY ENVIRONMENT

Sections 101 and 102 *Local Government Act 2019*

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

The confirmation of previous minutes is aligned to the following goals as outlined in pillar 6 of the *Regional Plan and Budget 2023-2024*:

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 20 September 2023 Ordinary Council meeting are confirmed as a true and correct record of the meeting.

ATTACHMENTS

- 1 2023.09.20 Ordinary Council Meeting Minutes Unconfirmed.pdf



Minutes of the West Arnhem Regional Council an Ordinary Meeting
 Wednesday, 20 September 2023 At 9:00 am
 Council Chambers Jabiru

Chairperson Elizabeth Williams declared the meeting open at 9:44am, welcomed all in attendance and did an Acknowledgement of Country.

ELECTED MEMBERS PRESENT

Chairperson	Elizabeth Williams (deputy mayor)
Mayor	Matthew Ryan (via video conference)
Councillor	Ralph F Blyth
Councillor	Otto Dann (via video conference)
Councillor	Jacqueline Phillips (via video conference)
Councillor	James Marrawal
Councillor	James Woods (via video conference)
Councillor	Donna Nadjamerrek (via video conference)
Councillor	Gabby Gumurdul (via video conference)
Councillor	Henry Guwiyul (via video conference)

STAFF PRESENT

Chief Executive Officer (acting)	Jessie Schaecken
Chief Corporate Officer(acting)	Fiona Ainsworth (via video conference)
Governance and Risk Advisor (acting)	Ben Heaslip (via video conference)
Governance and Risk Advisor (acting)	Jasmine Mortimore
General Manager Technical Services (acting)	Clem Beard (via video conference)
Manager Community Services Support	Marnie Mitchell (via video conference)
Business Development Manager	Leanne Johansson (via video conference)

GUESTS PRESENT

Department of Chief Minister and Cabinet	Phoenix Brown (via video conference)
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APOLOGIES**3.1 APOLOGIES AND LEAVE OF ABSENCE**

The Council considered a report on Apologies and Leave of Absence.

OCM143/2023 RESOLVED:

On the motion of Cr Marrawal

Seconded Cr Dann

That Council received and noted Elected Member apology for Cr Phillips for the morning of the Ordinary Council meeting held on 20 September 2023.

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

The Council considered a report on Absent without Notice.

OCM144/2023 RESOLVED:

On the motion of Mayor Ryan

Seconded Cr Woods

That Council noted Elected Member absences without notice for Julius Kernan for the Ordinary Council meeting held on 20 September 2023.

Relevant to section 47 (1)(o) of the Local Government Act 2019

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

The Council considered a report on Acceptance of Agenda.

OCM145/2023 RESOLVED:

On the motion of Cr Blyth

Seconded Mayor Ryan

That the agenda papers for the Ordinary Council meeting held on 20 September 2023 as circulated be received for consideration at the meeting.

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

The Council considered a report on Disclosure of Interest of Members or Staff.

OCM146/2023 RESOLVED:

On the motion of Cr Woods

Seconded Deputy Mayor Williams

That Council received the declarations of interest as listed for the meeting held on 20 September 2023.

Cr Phillips and Mayor Ryan Declared a conflict of interest in item 12.3

CARRIED**CONFIRMATION OF PREVIOUS MINUTES****7.1 CONFIRMATION OF PREVIOUS MINUTES - ORDINARY COUNCIL MEETING HELD ON 23 AUGUST 2023**

The Council considered a report on Confirmation of Previous Minutes - Ordinary Council Meeting held on 23 August 2023.

OCM147/2023 RESOLVED:

On the motion of Mayor Ryan
 Seconded Cr Dann
 That the minutes of 23 August 2023 Ordinary Council meeting are confirmed as a true and correct record of the meeting.

CARRIED

Cr Gabby Gumurdul joined the meeting at 10:10am

CHIEF EXECUTIVE OFFICER'S REPORTS

8.1 REVIEW OF ACTION ITEMS LIST

The Council considered a report on Review of Action Items List.

OCM148/2023 RESOLVED:

On the motion of C Blyth

Seconded Cr Woods

That Council:

1. Received and noted report entitled '*Review of Action items list*'; and
2. Reviewed the outstanding resolutions, and gave approval for completed items to be removed from the list.
3. OCM 75/2023: Requested a letter be sent to Minister of Housing, Chief Minister and MLA Mr Manuel Brown regarding the lack of priority housing for Barbara Wauchope highlighting the issues and risk surrounding her current housing.
4. Acting CEO took housing relocation on notice and will reply to Council next week.
5. Expand weed management item, working with parks and territory families regarding all communities and furthermore relativeness to proximity to houses
6. Requested contact with Territory Families regarding the concerns with the Maningrida Women's safe house and men accessing this facility and the lack of community engagement. Invite to next OCM and Maningrida LA to help support to discuss ongoing concerns.

CARRIED

8.2 INCOMING AND OUTGOING CORRESPONDENCE

The Council considered a report on Incoming and Outgoing Correspondence.

OCM149/2023 RESOLVED:

On the motion of Cr Nadjamerrek

Seconded Cr Woods

That Council:

1. Received and noted the attached items of incoming and outgoing correspondence since the 23 August OCM.
2. Approved associated costs for 3 elected members to attend the NTAIC meeting in Darwin on Monday 25 September 2023
3. Endorsed letters relating to Gunbalanya Aerodrome.

CARRIED

Linda Weatherhead joined the meeting at 11:09 and left at 11:36

8.3 PRESENTATIONS AND VISITORS

The Council considered a report on Presentations and Visitors.

OCM150/2023 RESOLVED:

On the motion of Cr Blyth

Seconded Cr Gumurdul

That Council noted the:

Presentation by Linda Weatherhead on the LA Review Update

CARRIED

Meeting broke for lunch at 12:03 and recommenced at 12:42
 Cr Guwiyul left the meeting at 12:05
 James Stockdale joined the meeting at 12:50

8.4 MEETINGS AND EVENTS ATTENDED BY THE MAYOR

The Council considered a report on Meetings and Events Attended by the Mayor.

OCM151/2023 RESOLVED:

On the motion of Deputy Mayor Williams

Seconded Cr Nadjamerrek

That Council:

1. Received and noted the report entitled '*Meetings and Events Attended by the Mayor*'; and
2. Approved associated travel cost to attend the listed meetings and events.

CARRIED

8.5 MEETINGS AND EVENTS ATTENDED BY THE CEO

The Council considered a report on Meetings and Events Attended by the CEO.

OCM152/2023 RESOLVED:

On the motion of Mayor Ryan

Seconded Cr Marrawal

That Council received and noted the report entitled '*Meetings and Events Attended by the Acting CEO*'.

CARRIED

8.6 PROPOSAL TO BRING FORWARD START TIME OF OCTOBER OCM FROM WEDNESDAY 11TH 9:00AM TO TUESDAY 10TH AT 12:00PM

The Council considered a report on Proposal to Bring Forward Start Time of October OCM from Wednesday 11th 9:00am to Tuesday 10th at 12:00pm.

OCM153/2023 RESOLVED:

On the motion of Cr Woods

Seconded Cr Nadjamerrek

That Council:

1. Received and noted report entitled '*Proposal to bring forward start time of October OCM from Wednesday 11th 9:00am to Tuesday 10th at 12:00pm*'
2. Council Approved to bring the October Meeting start time forward to Tuesday 10th October at 12:00pm

3. CARRIED

8.7 RISK MANAGEMENT AND AUDIT COMMITTEE MEMBERSHIP: APPOINTMENT OF ELECTED MEMBER

The Council considered a report on Risk Management and Audit Committee Membership: Appointment of Elected Member.

OCM154/2023 RESOLVED:

On the motion of Cr Blyth

Seconded Cr Marrawal

That Council:

1. Sought the Nomination of Cr Gumurdul to the Risk Management and Audit Committee; and
2. Approved the appointment of Cr Gumurdul to the Risk Management and Audit Committee

CARRIED

CORPORATE SERVICES REPORTS**9.1 FINANCE REPORT FOR THE PERIOD ENDED 31 JULY 2023**

The Council considered a report on Finance Report for the period ended 31 July 2023.

OCM155/2023 RESOLVED:

On the motion of Cr Marrawal

Seconded Cr Blyth

That Council received and noted report entitled '*Finance Report for the period ended 31 July 2023.*'

CARRIED

9.2 ELECTED MEMBER AND LOCAL AUTHORITY ALLOWANCES REMUNERATION TRIBUNAL INQUIRY.

The Council considered a report on Elected Member and Local Authority Allowances Remuneration Tribunal Inquiry..

OCM156/2023 RESOLVED:

On the motion of Cr Blyth

Seconded Cr Dann

That Council

1. Received and noted the report entitled '*Elected Member and Local Authority Allowances Remuneration Tribunal Inquiry*'
2. Request draft submission returned to the October meeting for approval.

CARRIED

COMMITTEE AND LOCAL AUTHORITY REPORTS**11.1 ADOPTION OF LOCAL AUTHORITY MEETING MINUTES.**

The Council considered a report on Adoption of Local Authority Meeting minutes..

OCM157/2023 RESOLVED:

On the motion of Mayor Ryan

Seconded Cr Woods

That Council:

1. Received and noted the report entitled '*Adoption of Local Authority Meeting minutes.*' and;
2. Endorsed the minutes of the Warruwi Local Authority meeting held on 20 July 2023 and reviewed decisions made by the Local Authority.
3. Endorsed the minutes of the Maningrida Local Authority meeting held on 3 August 2023 and reviewed decisions made by the Local Authority.
4. Endorsed the minutes of the Gunbalanya Local Authority meeting held on 24 August 2023 and reviewed decisions made by the Local Authority.
5. Approved the nominated additional members for the Warruwi Local Authority meeting.

CARRIED

GENERAL ITEMS**12.1 2023 NOVEMBER LGANT GENERAL MEETING**

The Council considered a report on 2023 November LGANT General Meeting.

OCM158/2023 RESOLVED:

On the motion of Mayor Ryan

Seconded Deputy Mayor Williams

That Council:

1. Received and noted report entitled '2023 November LGANT General Meeting'
2. Nominate Cr Woods to attend on behalf of WARC and bring report to the next Council meeting for further Elected Member consideration.
3. Email to be sent to Elected Members to submit a motion for the LGANT General Meeting

CARRIED

12.2 WEST ARNHEM YOUTH LEADERSHIP SUMMIT

The Council considered a report on West Arnhem Youth Leadership Summit.

OCM159/2023 RESOLVED:

On the motion of Cr Blyth

Seconded Deputy Mayor Williams

That Council:

1. Received and noted report entitled 'West Arnhem Youth Leadership Summit'
2. Elected Members attend the presentations to be made by the West Arnhem region secondary students
3. That the Elected Members attend lunch to support the growth, relationships and development of local rising leaders who will be present at the West Arnhem Youth Leadership Summit.

CARRIED

Mayor Ryan declared a conflict of interest for 12.3 and left the meeting at 14:18 and came back in at 14:42

12.3 HOMELANDS SCHOOL COMPANY REQUEST FOR WARC PROVIDED STAFF ACCOMMODATION IN MANINGRIDA

The Council considered a report on Homelands School Company Request for WARC Provided Staff Accommodation in Maningrida.

OCM160/2023 RESOLVED:

On the motion of Cr Nadjamerrek

Seconded Cr Woods

That Council:

1. Received and noted the report entitled '*Homelands School Company Request for WARC Provided Staff Accommodation in Maningrida*'.
2. Offer a letter of support to the Maningrida Homelands School Company in their efforts to apply for their own housing or a Section 19 lease through Northern Land Council to build housing for staff accommodation.
3. Offer a limited lease agreement from January 2024

CARRIED

Cr Phillips joined the meeting at 14:57

12.4 OPERATIONS REPORT - AUGUST 2023

The Council considered a report on Operations Report - August 2023.

OCM161/2023 RESOLVED:

On the motion of Mayor Ryan

Seconded Cr Blyth

That Council received and noted the report entitled '*Operations Report – July 2023*'.

CARRIED

12.5 COMMUNITY WATER QUALITY REPORT

The Council considered a report on Community Water Quality Report.

OCM162/2023 RESOLVED:

On the motion of Cr Blyth

Seconded Cr Dann

That Council

1. Received and noted the report entitled '*Community Water Quality Report*'.
2. By annual review of community water quality.

CARRIED

12.6 TECHNICAL SERVICES REPORT - SEPTEMBER 2023

The Council considered a report on Technical Services Report - September 2023.

OCM163/2023 RESOLVED:

On the motion of Mayor Ryan

Seconded Cr Woods

That Council received and noted the report entitled '*Technical Services Report – July 2023*'.

CARRIED

12.7 LOCAL AUTHORITY PROJECT FUNDING CERTIFICATION

The Council considered a report on Local Authority Project Funding Certification.

OCM164/2023 RESOLVED:

On the motion of Cr Marrawal

Seconded Deputy Mayor Williams

That council

1. Received and noted the report entitled '*Local Authority Project Funding Certification ; and*
2. Notes and approves the attached project funding certification reports for Gunbalanya, Maningrida, Minjilang and Warruwi for the period ended 30 June 2023.

CARRIED

12.8 FLEET ASSET ONLINE AUCTIONS IN COMMUNITY

The Council considered a report on Fleet Asset Online Auctions in Community.

OCM165/2023 RESOLVED:

On the motion of Mayor Ryan

Seconded Cr Phillips

That Council:

Received and noted the report entitled '*Asset Online Auctions in Community*'

CARRIED

12.9 ANZPAC PLASTICS PACT

The Council considered a report on ANZPAC Plastics Pact.

OCM166/2023 RESOLVED:

On the motion of Cr Gumurdul

Seconded Cr Blyth

That Council received and noted report entitled '*ANZPAC Plastics Pact*'.

CARRIED

12.10 COUNCIL MEETING SCHEDULE FOR 2023

The Council considered a report on Council Meeting Schedule for 2023.

Deferred to the next meeting

RECOMMENDATION:

That Council received and noted the report entitled '*Council Meeting Schedule for 2023*'
CARRIED

ELECTED MEMBER QUESTIONS WITH OR WITHOUT NOTICE**13.1 ELECTED MEMBER QUESTIONS WITH OR WITHOUT NOTICE**

The Council considered a report on Elected Member Questions With or Without Notice.

OCM167/2023 RESOLVED:

On the motion of Mayor Ryan

Seconded Cr Gumurdul

That the Chairperson invite questions with or without notice from Elected Members.

Deputy Mayor raises Local authority community names

CARRIED

PROCEDURAL MOTIONS**14.1 CLOSURE TO THE PUBLIC FOR THE DISCUSSION OF CONFIDENTIAL ITEMS**

The Council considered a report on Closure to the Public for the Discussion of Confidential Items.

OCM168/2023 RESOLVED:

On the motion of Cr Blyth

Seconded Cr Marrawal

That Council approved pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 52 of the Local Government (General) Regulations 2021 the meeting be closed to the public to consider the Confidential items of the Agenda.

CARRIED

CONFIDENTIAL ITEMS MOVED INTO THE OPEN

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*.

15.1 CONFIRMATION OF PREVIOUS MINUTES - CONFIDENTIAL ORDINARY COUNCIL MEETING HELD ON 23 AUGUST 2023

The Council considered a report on Confirmation of Previous Minutes - Confidential Ordinary Council Meeting held on 23 August 2023.

OCM169/2023 RESOLVED:

On the motion of Deputy Mayor Williams

Seconded Cr Phillips

That the minutes of 23 August 2023 Confidential Council meeting are confirmed as a true and correct record of the meeting.

CARRIED

15.2 SELECTION OF RECRUITMENT ORGANISATION FOR CHIEF EXECUTIVE OFFICER POSITION

The Council considered a report on Selection of Recruitment Organisation for Chief Executive Officer Position.

OCM170/2023 RESOLVED:

On the motion of Cr Blyth

Seconded Cr Marrawal

That Council;

Received and noted report entitled '*Selection of Recruitment Organisation for Chief Executive Officer Position*'

Appointed Gem Executive as the recruitment organisation for the position of Chief Executive Officer

CARRIED

15.4 JABIRU GOLF CLUB INC. - IN-KIND SUPPORT WATER USAGE

The Council considered a report on Jabiru Golf Club Inc. - In-Kind Support Water Usage.

OCM171/2023 RESOLVED:

On the motion of Deputy Mayor Williams

Seconded Cr Blyth

That Council;

Received and noted report entitled '*Jabiru Golf Club INC – In Kind Support Water Usage*'

The Council resolved to approve in-kind support 4,000kl of water per month for use on playing greens for the period October to November 2023.

CARRIED

NEXT MEETING

The next meeting is scheduled to take place AT 12:00 on 10 October 2023.

MEETING DECLARED CLOSED

Chairperson Elizabeth Williams declared the meeting closed at 16:29

This page and the preceding pages are the minutes of the ordinary council meeting Ordinary Council Meeting held on Wednesday, 20 September 2023.

Chairperson

Date Confirmed

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 11 OCTOBER 2023

Agenda Reference:	8.1
Title:	Swearing in of Newly Elected Member - Kakadu Ward By-election 9 September 2023
File Reference:	1098208
Author:	Jessie Schaecken, Governance and Risk Advisor

SUMMARY

This report outlines the procedure for the swearing in of newly Elected Member Mr Micketja Onus after the Kakadu Ward By-election held on 9 September 2023.

BACKGROUND

After the declaration of polls made by the Northern Territory Electoral Commission on 22 September, Mr Micketja Onus is officially appointed as an Elected Member.

During the meeting the Acting Chief Executive Officer (CEO) will invite Mr Onus being the Elected Member to read the following declaration:

“I, Micketja Onus, having been elected as a Councillor of West Arnhem Regional Council declare that I will faithfully and impartially fulfil the duties of the office, in accordance with the local government principles and code of conduct under the *Local Government Act 2019* and any other relevant legislative requirements, to the best of my judgement and ability.”

After making the declaration:

1. The Elected Member will sign the declaration certificate, which will then be countersigned by the Acting CEO.
2. The signed certificate will be handed over to the Governance and Risk Advisor who will make a copy of it for Council's records.

STATUTORY ENVIRONMENT

Part 4.2 of the *Local Government Act 2019*.

POLICY IMPLICATIONS

The following policies are relevant to this report:

- Code of Conduct (Elected, Local Authority and Council Committee Members) Policy.
- Conflict of Interest (Elected, Local Authority and Council Committee Members) Policy.
- Allowances and Expenses (Elected, Local Authority and Council Committee Members) Policy.
- Travel and Accommodation (Elected, Local Authority and Council Committee Members) Policy.

STRATEGIC IMPLICATIONS

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

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION:

That Council congratulated Mr Mickitja Onus on his appointment as Councillor to the West Arnhem Regional Council, representing the Kakadu Ward after the By-election held on 9 September 2023.

ATTACHMENTS

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 11 OCTOBER 2023

Agenda Reference:	8.2
Title:	Review of Action Items List
File Reference:	1097852
Author:	Ben Heaslip, Acting Governance and Risk Advisor

SUMMARY

This report is submitted for Council to consider the progress on outstanding resolutions from Council meetings.

BACKGROUND

This report is a standard report submitted to each Council meeting to note the actions taken with respect to Council resolutions.

The attached summary provides the current status of the resolutions as provided by the relevant staff. The officer's recommendation lists the resolution but it is for Council to determine whether the item remains active or complete.

COMMENT

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

FINANCIAL IMPLICATIONS

No specific financial implications are associated with this report.

STRATEGIC IMPLICATIONS

The contents of this report are aligned to pillar 6 as outlined in the *Regional Plan and Budget 2023-2024* 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 6.2	Records Delivery of storage and retrieval of records processes which support efficient and transparent administration.
Goal 6.3	Council and Local Authorities Excellence in governance, consultation administration and representation.
Goal 6.5	Planning and Reporting Robust planning and reporting that supports Council's decision-making processes.

VOTING REQUIREMENTS

Simple majority.

RECOMMENDATION:

That Council:

- 1. Received and noted report entitled '*Review of Action items list*'; and**
- 2. Reviewed the outstanding resolutions, and gave approval for completed items to be removed from the list.**

ATTACHMENTS

- 1 Action Items OCM - 05.10.2023.pdf**

Ordinary Council Meeting Action Items – In Progress

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress / Completed
20 September 2023	Jessie Schaecken	CEO	In Progress
Resolution: OCM158/2023			
Acting CEO took housing relocation on notice and will reply to Council next week.			
Updates:			
03 October: CEO Replied to Council by email September 27, will continue to provide updates as they occur.			
Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress / Completed
20 September 2023	Jasmine Mortimore	CEO	COMPLETED
Resolution: OCM158/2023			
Email to be sent to Elected Members to submit a motion for the LGANT General Meeting			
Updates:			
02 October 2023: Email sent to Elected Members			
Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress / Completed
20 September 2023	Jessie Schaecken	CEO	In Progress
Resolution: OCM147/2023			
Relinquish Lease for Gunbalanya Lot 385A and Lot 385B to the NLC.			
Updates:			
03 October: Administration has begun the process of relinquishing the lease			
Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress / Completed
20 September 2023	Jasmine Mortimore	CEO	In Progress
Resolution: OCM160/2023			
<ol style="list-style-type: none"> Offer a letter of support to the Maningrida Homelands School Company to apply for their own housing and/or a Section 19 lease through NLC to build housing for staff accommodation. Discuss the offer of a limited lease agreement from January 2024 (at the current AFL-leased house). 			
Updates:			
3 October 2023 – Jasmine Mortimore			
<ul style="list-style-type: none"> Email sent to Shaun Ansell 3 October 2023 to inform the Homelands School Company on Council resolution. It has also been discussed that we cannot house both the AFL NT and Maningrida Homelands School. 			
Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress / Completed
20 September 2023	Jasmine Mortimore	CEO	In Progress

Ordinary Council Meeting Action Items – In Progress

Resolution: OCM148/2023		
Requested contact with Territory Families regarding the concerns with the Maningrida Women's safe house and men accessing this facility and the lack of community engagement. Invite to next OCM and Maningrida LA to discuss ongoing concerns.		
Updates:		
3 October 2023 – Jasmine Mortimore		
<ul style="list-style-type: none"> TFHC have verbally advised that the programs allowing men to access the safe house have not been active since May 2023 (due to no Maningrida based position). They stated the old TFHC Team Leader had done community consultation before commencing programs that allowed men to access safe house. I am awaiting an email with further information including consultation that occurred. 		
Meeting Date:	Officer	Department:
20 September 2023	Jasmine Mortimore	CEO
Resolution: OCM148/2023; OCM75/2023		
Request a letter be sent to Minister of Housing, Chief Minister and MLA Mr Manuel Brown regarding the lack of priority housing for Barbara Wauchope highlighting the issues and risk surrounding her current housing.		
Updates:		
Letter currently being drafted		
Meeting Date:	Officer	Department:
20 September 2023	Ben Heaslip	CEO
Resolution: OCM156/2023		
Request draft submission to the Elected Member and Local Authority Allowances Remuneration Tribunal Inquiry be returned to the October meeting for approval.		
Updates:		
A DRAFT submission is included in a Report for this meeting. With approval that draft will be submitted.		
Meeting Date:	Officer	Department:
23 August 2023	Leanne Johansson	Corporate
Resolution:		
Mayor Ryan requested a report to Council on the financial viability of the Darwin Office		
Updates:		
5th September 2023 – Deirdre O'Sullivan		
<ul style="list-style-type: none"> Leanne Johansson to undertake a comprehensive analysis of costs associated with Darwin office and present to OCM in November 		
2nd October 2023 – Leanne Johansson		
<ul style="list-style-type: none"> Colliers Real Estate of Darwin has been contracted to provide detailed information about costs and opportunities. Other investigations in preparation for November 		

Ordinary Council Meeting Action Items – In Progress

OCM report.		
Meeting Date: 23 August 2023	Officer: Jasmine Mortimore	Department: OO/CEO
Resolution: OCM128/2023 RESOLVED: Invite N/AA back to the next OCM and relevant Local Authorities on job readiness programs, CDP / CDEP & engagement		
Updates: David King presenting at 12:30pm on Tuesday 10 October 2023 and has been invited to remaining Local Authority meetings		
Meeting Date: 23 August 2023	Officer: Deirdre O'Sullivan	Department: Corporate
Resolution: Deputy Mayor Williams raised upgrading the Jabiru playground		
Updates: 5 th September 2023 – Deirdre O'Sullivan		
<ul style="list-style-type: none"> DOS has followed up with David Boustead DCM on Rio Tinto Funding for Jabiru that contains a proposal of funding for infrastructure for children. The proposal has been passed to Rio Tinto for final approval, DCM will provide an update once finalised 		
2 October – Ben Heaslip		
<ul style="list-style-type: none"> No update from Rio Tinto on funding as yet 		
Meeting Date: 23 August 2023	Officer: Tim Hema	Department: CSM Gunbalanya
Resolution: Cr Dann raised fixing the lighting for the TV in the Gunbalanya Council Chambers		
Updates: 12 th September 2023 – Tim Hema		
<ul style="list-style-type: none"> Works have been scoped by Kakadu Contracting and a new light unit is on order. Works will be done on receipt of new light unit. Await timeline for completion. 		
2 October 2023 – Fiona Ainsworth		
<ul style="list-style-type: none"> Still waiting on light unit to arrive to complete works. 		
Meeting Date:	Officer:	Department:

Ordinary Council Meeting Action Items – In Progress

23 August 2023	Fiona Ainsworth	Operations	IN PROGRESS
Resolution:			
Cr Ralph raised the following questions with the Acting CEO			
<ul style="list-style-type: none"> - Disabled Car Park Town Hall end: can they be repainted and signage installed - Disabled Car Park Northern Car Park: Can we put 1 designated space in front of the clinic and a 2nd in front of access to library? - Kinchella Road Repairs: Can it be confirmed if further resurfacing of the area that was repaired after the water main works were completed? - Street Lights: Jabiru Drive lights not coming on - Cobourng Road: Can we discuss the possibility of lobbying NTG for a partial grade from the 3 Ways (Maningrida – Narbalek – Cobourng) through to Coopers Creek? 			
<ul style="list-style-type: none"> • Updates: 			
13th September 2023 - Clem Beard			
<ul style="list-style-type: none"> • Kinchella Road Repairs to be included in next round of Parks Australia Funding for reseal works in Jabiru. Timeline to be determined pending funding. • Murgarella Road will be regraded from Coopers Creek to Three ways by DEMED by mid-September. 			
13th September 2023 – Dana Hewett			
<ul style="list-style-type: none"> • Disabled Car Parks – Line marking for new and existing car parks will be completed when line marking crew in Jabiru for next lot of road repairs through Parks funding. • Bank of street lights not working on Jabiru Drive – This is due to a cable fault. Power and Water crew attended Jabiru in August to inspect and a quote is to be provided. Quote has not been received but CSM has followed up on 28/08/23, 07/09/23, 13/09/23. 			
29th September 2023- Hilal Ahmad			
<ul style="list-style-type: none"> • WARC technical team is liaising with Parks Australia to sign a contract for Jabiru sinkholes stage 2 works. • Kinchella road repairs and Disabled carpark line marking will be included in the stage 2 works. 			
4th October 2023 – Dana Hewett			
<ul style="list-style-type: none"> • Bank of street lights not working on Jabiru Drive – Power and Water made contact on 25/09/2023 to check number of lights not working. Two separate banks reported (6 lights and 5 lights), awaiting quote from Power and Water. 			
Meeting Date:			
23 August 2023			
Officer			
Clem Beard			
Department:			
Technical Services			
Resolution:			
Cr Gumurdul requested a report on Council assisting and facilitating paths for elders' homes to assist with wet season pick-ups.			
Updates:			
11 September 2023 – Clem Beard			
Progress: Not Commenced / In Progress / Completed			
IN PROGRESS			

Ordinary Council Meeting Action Items – In Progress

<p>Administration has reached out to Regional Services, Top End Territory Families, Housing and Communities. Housing have requested a list of Aged Care clients and provided lot numbers for tenants to complete a Housing Alteration Form to facilitate/authorise works to proceed. Once authorisation is received will source quotes for planned works.</p>			
<p>2 October 2023 – Clem Beard Process underway, awaiting authorisations to source quotations for works.</p>			
Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress / Completed
23 June 2023	Graham Baulch	Fleet/COO	COMPLETED
Resolution:			
Investigate the alteration of sale process for low value fleet in communities			
Updates:			
<p>10 August 2023 – Graham Baulch Report submitted in August 2023 Ordinary Council Meeting (OCM)</p> <p>27 August – Ben Heaslip Report carried over to September meeting.</p> <p>02 October – Graham Baulch Disposal of assets will be addressed in the Strategic Asset Management Framework currently being reviewed. This Framework will go to Risk Management and Audit Committee for endorsement.</p>			
Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress / Completed
23 June 2023	Fiona Ainsworth	COO	IN PROGRESS
Resolution: OCM 59/2023 and OCM104/2023 (Action Items merged 23 August 2023)			
<ol style="list-style-type: none"> 1. Requested DCMC, AAPA & NLC representatives arrange for an upcoming in person community meetings for further consultation on the <i>Burial and Cremation Act 2022</i> and funding support available for communities. 2. Requested the administration respond to the DCMC that greater consultation occur within the communities of WARC on the Burial guidelines including: <ol style="list-style-type: none"> a. timeliness and sense of urgency around implementing the Burial and Cremation Act 2022 without the proper consultation b. with particular mention to the transportation of human remains from outstations, c. the cost associated with the new specifications of transport, d. the lack of morgues and resources and where the responsibility falls to which authority and associated costs; and 3. Proposed that DCMC invite the Attorney General and Justice to attend community consultation regarding the coronial matters and lack of resources and facilities. 			
Updates:			
<p>01 May 2023 – Fiona Ainsworth Representatives from DCMC will present the consultation period for the draft guideline for the management of human remains at today's meeting from Darwin office.</p> <p>13 May 2023 – Fiona Ainsworth</p>			

Ordinary Council Meeting Action Items – In Progress

As discussed at the previous Council meeting the DCM&C are required to embark on further consultations with the draft guidelines to seek further feedback from remote communities.

13 June 2023 – Fiona Ainsworth
Awaiting DCMC to carry out further consultations with WARC remote communities on proposed legislation and the challenges for remote burials as listed

21 July 2023 – Fiona Ainsworth
Several meetings and follow-up has been undertaken with DCM&C to request all community onsite meetings and provide detail of the concerns raised in the OCM. After negotiating attendance at the Maningrida LA workshop as a commencement to community visits, the confirmation was retracted as DCM&C are unable to be in any way aligned with the Yes campaign. We continue to navigate suitable attendance times and will provide update when available.

14 August 2023 – Fiona Ainsworth
DCMC (Hugh and Doreen) attended the August Maningrida LA and the LA members requested further consultations and visits to all community LA's.

14 September 2023 – Fiona Ainsworth
DCMC (Hugh and Doreen) attended the September Minjilang LA and the LA members requested further consultations and visits to all community LA's.

2 October 2023 – Fiona Ainsworth
DCMC continue to attend LA meetings as per LA members' requests.

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress / Completed
23 June 2023	Clem Beard	Tech Services	IN PROGRESS
Resolution: 109/2023			
<ol style="list-style-type: none"> 1. Cr Dann raised a need: <ol style="list-style-type: none"> a. for solar lights on Gunbalanya Back Road and Powerhouse Turn Off, b. to recycle scrap metal at the back of the Gunbalanya Waste Management Facility, 2. Cr Phillips suggested outdoor gym equipment be installed in the parks/recreation areas along the foreshore in Maningrida as part of an overall improvement in the beautification of this area, 3. Cr Blyth noted that the: <ol style="list-style-type: none"> a. Caravan Dump Point on Jabiru Drive had broken hinges on the lid, b. Telstra Pay Phone at Murganella did not provide free phone calls as advertised by Telstra nationally; and c. Street lights along Jabiru Drive are illuminating during the day rather than at night. 			
Updates:			
14 September 2023 – Clem Beard			
<ul style="list-style-type: none"> • Cr Dann: solar lights on Gunbalanya Back Road and Powerhouse Turn Off - Report to be tabled at the next Gunbalanya LA Meeting Thursday 26 October 2023 • Cr Phillips: outdoor gym equipment along the foreshore in Maningrida – Report to be tabled at the next Maningrida LA meeting to propose the installation of gym equipment at the Swimming Pool in Maningrida scheduled for 02 November 2023. 			
2 October 2023 – Clem Beard			
<ul style="list-style-type: none"> • As above, no further updates at this time. 			

Ordinary Council Meeting Action Items – In Progress

Meeting Date: 23 June 2023	Officer Fiona Ainsworth	Department: COO	Progress: Not Commenced / In Progress / Completed IN PROGRESS
Resolution: OCM100/2023			
Council requested the details of contactable staff and a plan of Christmas operations be presented in November ahead of Christmas closure			
Updates:			
19 July 2023 – Fiona Ainsworth			
This was noted and has been added to the internal reports planning spreadsheet (forward schedule) for full per community outline in November reports.			
No further updates until November.			
Meeting Date: 10 May 2023	Officer Fiona Ainsworth	Department: COO	Progress: Not Commenced / In Progress / Completed IN PROGRESS
Resolution: OCM75/2023 - Elected Member Questions with or without notice			
Asked that the administration advocate to Territory Families, Community and Housing to provide Mrs Barbara Wauchope with a proper house given the state of the present temporary housing being provided by WARC.			
Updates:			
09 June 2023 – Fiona Ainsworth			
CEO Paul Hockings has met with Jules Hudd, Director Housing and Communities, Territory Families on several occasions to lobby for alternative accommodations for Mrs Wauchope. An outcome of these meeting determined Mrs Wauchope's Housing Application and accompanying documents were not submitted, this has now been rectified and she is in consideration for the next round of housing allocations in Gunbalanya. WARC continue to campaign the urgency of this matter and will provide updates as available.			
21 July 2023 – Fiona Ainsworth			
The next proposed date for the Housing Reference Group in Gunbalanya is Wednesday August 30. Negotiation discussions for house and occupants allocations will commence at this time.			
14 August 2023 – Fiona Ainsworth			
As noted, the next proposed date for the Housing Reference Group in Gunbalanya is Wednesday August 30. Negotiation discussions for house and occupants allocations will commence at this time			
13 September 2023 – Fiona Ainsworth			
The Housing Reference Group meeting was held in Gunbalanya on September 5 and currently await updates and outcome from this meeting.			
2 October 2023 – Fiona Ainsworth			
Housing was not allocated to Barbara in the current round of six allocations. A meeting with Territory Families confirmed her inclusion on the application list however only as a recent applicant, placing her below others registered despite state of current residence. Currently seeking solutions for this matter.			
Meeting Date: 10 May 2023	Officer CSMs/Fiona Ainsworth	Department: Operations	Progress: Not Commenced / In Progress / Completed IN PROGRESS
Resolution: OCM75/2023 - Elected Member Questions with or without notice			

Ordinary Council Meeting Action Items – In Progress

<ul style="list-style-type: none"> • Raised concerns around the height of pest weeds in and around Maningrida particularly Mission Grass which is drying off and presents a fire risk. He suggested the administration liaise with the Maningrida Ranger Group to spray these weeds before they become a problem. • Expand weed management item to all communities, working with Parks and Territory Families including pest weed proximity to houses 			
Updates: Maningrida			
09 June 2023 – Fiona Ainsworth Maningrida Works crew are continuing to slash Mission Grass in the community to reduce fire risk . The CSM is liaising with the Maningrida Ranger Group to schedule a program of spraying weeds at the end of the wet for maximum effect of poisoning weeds.			
14 Aug 2023 – Craig Ballard Working with Tom Nagle, Ranger Manager, to coordinate Mission Grass control with WARC around Maningrida.			
13 Sep 2023 – Craig Ballard Works crew have been slashing mission grass at the ocean end of the airport runway and surrounding areas. The works crew will next move onto identified mission grass sights in the New Sub area and use chemical control and slashing weed management methods.			
26 Sep 2023 – Craig Ballard I met with Leslie Gordon (BAC) on Fri 22 Sep to coordinate weed management effects in Maningrida. Tom Nagle from the Rangers is on leave. The Works crew will use a coloured dye to mark areas sprayed. Areas sprayed will be cut next day and burnt at site. I am requesting educational material be advertised to the Maningrida community to help residents identify and eradicate weeds in and around their home areas.			
Updates: Gunbalanya			
2 October 2023 – Fiona Ainsworth Weed management will be investigated with the relevant stakeholders and an update provided in November.			
Updates: Minjilang			
02 Oct 2023 – Cathy Makings Weed Management in Minjilang is controlled by the Garngi Rangers. Community has advised they do not want weed spraying around their homes. The only Mission Grass problem Minjilang has is up at the Telstra tower. Last year the grass was so high Telstra contracted the outdoor team to clean up inside and around the perimeter of the tower. The outdoor crew keep all community grass under control all year round.			
Updates: Warruwi			
2 October 2023 – Fiona Ainsworth Weed management will be investigated with the relevant stakeholders and an update provided in November.			
Updates: Jabiru			
4 October: Weed Management in Jabiru is managed by Parks Rangers. Council works crew spray around council assets (e.g. buildings, town centre, waste tip facility) and other areas we manage around town.			
Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress / Completed
10 May 2023	Aiden Syddall	Corporate	In Progress
Resolution: OCM71/2023 – Councillor Email and Technology provision			
1. Supported the creation of Councillor email addresses for each Councillor in the format of firstname.lastname@westarhem.nt.gov.au .			

Ordinary Council Meeting Action Items – In Progress

2. Endorsed the purchase of technology up to the amount of \$20,000.			
3. Requested the review of Allowances and Expenses Policy to include the above provisions, with the changes be presented to Council at its next meeting.			
Updates:			
17 August 2023 – Ben Heaslip Waiting to receive devices. Booked to ship Monday 14 August			
2 October 2023 – Aiden Syddall Devices received including headsets and cases. Waiting on Councilbiz to create accounts.			
Meeting Date: 12 April 2023	Officer: Clem Beard	Department: Technical Services	Progress: Not Commenced / In Progress / Completed In progress
Resolution: OCM 52/2023 – Review of Action Items list Requests Council submit an EOI to NLC for the land at Minjilang next to the airstrip for facilities.			
Updates:			
01 May 2023 – Clem Beard			
<ul style="list-style-type: none"> Administration have reached out to the NLC to commence the leasing arrangements for the Minjilang Airport. Currently liaising with the NLC on next steps in applying for lease through Jone Lotu – NLC WARC representative 			
9 June 2023 – Clem Beard			
<ul style="list-style-type: none"> Administration conducting ongoing discussions with NLC on land tenure for airport facilities and ongoing discussions with CDP to provide labour and some equipment to assist with construction of facilities for ongoing community use. 			
11 August 2023 – Clem Beard			
<ul style="list-style-type: none"> Jone Lotu from NLC is facilitating ongoing discussions and consultations with Traditional Owners on the future of leases pertaining to airports across the region. Administration will provide outcomes from same. 			
12 September – Clem Beard			
<ul style="list-style-type: none"> Administration met with the NLC S19 leasing team on Monday 11/09/2023 to source an EOI lease at the waiting area to incorporate a future ablation facility. NLC to confirm the existing airport lease in place with DIPL and establish the current boundaries of existing lease to confirm available vacant land. 			
02 October – Clem Beard			
<ul style="list-style-type: none"> Await further information from NLC. To date no update available. 			
Meeting Date: 8 February 2023	Officer: Records & GRA	Department: OoCEO	Progress: Not Commenced / In Progress / Completed In progress
Resolution:			

Ordinary Council Meeting Action Items – In Progress

<p>OCM1/2023 RESOLVED:</p> <ol style="list-style-type: none"> 1. Cr Kernan raised the void in available historic information about and acknowledgement of past Councillors and would like administration to investigate. 2. recounted that the Maningrida Community Government Council had laid a plaque in a Maningrida Park to commemorate the start of Maningrida. He suggested that plaques be laid in all WARC remote communities to memorialise the Missions commencement. 	
<p>Updates:</p>	
<p>03 March 2023 – Ben Heaslip</p>	<p>Records and Governance have had preliminary conversation and will meet in March to draw up research plan</p>
<p>3 April 2023 – Jessie Schaecken</p>	<p>More work to be done on scope and research plan</p>
<p>13 April 2023 – Jessie Schaecken</p>	<p>Meeting discussed the need for Ben/Jessie to attend Jabiru Library, trip to potentially coincide with Waruwi LA on 18 May 2023</p>
<p>26 May 2023 – Ben Heaslip</p>	<p>Searches have been conducted and potential sources of information identified in the records of the National Archives, the Northern Territory Archives and the Northern Territory Library catalogue. Some Archive records are available online, others can be visited in the Darwin offices of the National and Territory Archives, while others are held interstate. Most library records are held in Darwin but there are a couple of records in the Jabiru Library. Further searches will be conducted including in the hard copy records held by WARC.</p>
<p>16 August 2023 – Ben Heaslip</p>	<p>Email sent to councillors including spreadsheet of search results and links to documents available electronically.</p>
<p>12 September – Ben Heaslip</p>	<p>No further update at this time</p>
<p>03 October – Ben Heaslip</p>	<p>Have found the original Constitution of Gunbalanya Council incorporated from 1976 signed by the chairman and vice-chairman with some associated documents.</p>
<p>Meeting Date:</p>	<p>Officer</p>
<p>18 January 2023</p>	<p>Sara Fitzgerald</p>
<p>Department:</p>	<p>Waste Coordinator</p>
<p>Resolution:</p>	<p>Progress: Not Commenced / In Progress / Completed</p>
<p>OCM21/2023 - Elected Members Question With or Without Notice</p>	<p>In progress</p>
<p>Cr Kernan asked that Council educate the Maningrida community not to chuck clothes from deceased family members into the saltwater.</p>	
<p>Updates:</p>	
<p>25 January 2023 – Fiona Ainsworth</p>	<ul style="list-style-type: none"> • Waste and Resource Coordinator interviews underway with a preferred candidate identified. Update to be provided. • Once this role is filled, will work in conjunction with Cultural team to broker a solution with Traditional Owners.
<p>23 February 2023 – Fiona Ainsworth</p>	<ul style="list-style-type: none"> • Waste and Resource Coordinator commenced on Monday 27 February 2023 and will work with the Cultural team to facilitate community consultation and to broker a

Ordinary Council Meeting Action Items – In Progress

<p>solution with Traditional Owners.</p>		
<p>28 March 2023 – Fiona Ainsworth</p> <ul style="list-style-type: none"> The Waste and Resource Coordinator has commenced working with the Maningrida Acting CSM and the First Nations Cultural Advisor to determine culturally appropriate alternatives. Report included in April OCM 		
<p>28 April 2023 – Fiona Ainsworth</p> <ul style="list-style-type: none"> Scheduled to be included in the next LA meeting for discussion with members on the 01/06/2023 		
<p>09 June 2023 – Clem Beard</p> <ul style="list-style-type: none"> Options presented at the Local Authority meeting, 31st of May 2023 were not accepted due to not being culturally appropriate, further consultations in progress. 		
<p>11 August 2023 – Clem Beard</p> <ul style="list-style-type: none"> At the LA Meeting held 03/08/2023 the administration presented alternative methods of dealing with Cultural Waste by providing mesh/shade cloth clothes bags 900x 600 for securing and storage for cultural waste for waterfront cleansing. Concrete anchor points were presented as an option to place on tidal rocks for cultural waste cleansing to facilitate clothing and belongings. This will be a trial with a review in the coming months for suitability to eliminate clothing entering the waterways on a permanent basis. 		
<p>13 September 2023 – Sara Fitzgerald</p> <ul style="list-style-type: none"> In process of procuring Shade cloth bags and working with Maningrida Waste Team Lead and Works Supervisor to create anchors to be used at waterfront for cultural cleansing. Community engagement messaging in development for advertising cultural Waste and Resource Coordinator expect to visit Maningrida End September to develop solution further. Further consultation with Maningrida Waste Team leader in developing a cultural waste burning and burying space at the landfill to occur September/October 		
<p>29 September 2023 – Sara Fitzgerald</p> <ul style="list-style-type: none"> Visit to Maningrida planned for first week of November to develop landfill space plan and initiate water-based cultural cleansing. 		
Meeting Date:	Officer	Department:
18 January 2023	Marnie Mitchell	Community Services
Resolution:		
<p>OCM/2023 - Elected Members Question With or Without Notice</p> <p>the Wellbeing Team work with the Youth, Sport and Recreation Officers and other relevant stakeholders to focus on promoting sportsmanship to eliminate violence at sporting events. This could be via education on sportsmanship at future programmes and clinics, a code of conduct which players agree to prior to the event or the referee /umpire has a system to manage violence e.g. red or yellow cards.</p>		
Updates:		
<p>25 January 2023 Peter Ryan</p> <p>Plan is to meet with Sport and Rec Officers in each community to devise a strategy around sportsmanship</p>		

Ordinary Council Meeting Action Items – In Progress

<p>5 February 2023 Peter Ryan The A/DoOG and Senior Project officer have met on this matter. It was decided that whilst we i.e. Council staff may be able to assist in this matter we considered that we should explore whether or not it is culturally acceptable for Balanda to be involved in giving advice. With this in mind it is my intention to liaise with Cr. Woods to call upon his expertise surrounding local sport to ascertain whether our concerns relating to this are valid. If so we will work with locals to ensure that together we can offer a workable solution.</p> <p>3 May 2023 – Peter Ryan I have discussed the matter with Cr. Woods. He has suggested that we collect and collate all current Codes of Conduct. I have commenced that process and will continue to liaise with Council on this matter. I have also had the opportunity to discuss the matter with the local Police Sergeant who has advised the CEO and I in a meeting last week that trouble at sports venues in the Maningrida area are a rare issue.</p> <p>14 June 2023 – Peter Ryan – Discussions have been held with the Remote AFL Officer Matt from Maningrida in relation to this matter. He has agreed to assist Council with ongoing support and advice relative to the resolution of these matters. I shall be meeting with him again in July in Maningrida to move this matter forward.</p> <p>16 Aug 2023 – Ben Heaslip Acting DoOG no longer with WARC. Administration to communicate with Matt to progress item.</p> <p>11 September – Ben Heaslip No further update</p> <p>02 October 2023 Re-assigned to Marnie Mitchell, Manager Community Services. Emailed Matt from AFL (currently on leave) to arrange meeting time to progress issue.</p>			
Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress / Completed
18 January 2023	Jessie Schaecken	GRA	IN PROGRESS
Resolution:			
OCM20/2023 Northern Territory Government Review of Local Authorities			
<ol style="list-style-type: none"> 1. Approved the delegation to each Local Authority to commit and spend funds up to the value of their annual grant funding allocation, 2. Directed the administration to create a place in each Local Authority Agenda which details the code of conduct, number and names of elected members, appointed members including the chair, the number of members required to reach a quorum and the number of members necessary to hold a provisional meeting, and investigate leadership training appropriate to Local Authority members. 3. Directed the administration to invite Linda Weatherhead Director Policy & Projects, Local Government, Chief Minister and Cabinet to conduct code of conduct and Governance training for each Local Authority on the day prior to the upcoming February 2023 round of Local Authority meetings. 4. Supported the findings from each Local Authority consultation that communication between Council and the Local Authorities requires improvement; and 5. Directed the administration to work with each Local Authority and their respective Council Services Manager to improve communication. 			
Updates:			
1 February 2023 Paul Hockings			
Item 3 above Code of Conduct and Governance training has been organised for the following dates utilising Enock Menge Manger Strategic Projects & Development:			
Community Training Date	LA Meeting Date		
Minijiang: 21 February 2023 *	9 February 2023		

Ordinary Council Meeting Action Items – In Progress

Warruwi:	15 February 2023	16 February 2023		
Gunbalanya:	22 February 2023	23 February 2023		
Maningrida:	1 March 2023	2 March 2023		
<p>3 April 2023 – Maningrida and Gunbalanya are yet to complete the training – Jessie is working with the department & CSM's to secure a date 29 May 2023 – Jessie has sent another request to Linda Weatherhead and Enock Munge for upcoming dates to lock this is for Gunbalanya & Maningrida 14 June 2023 - Dates confirmed for day before the next LA meeting Gunbalanya and Maningrida 11 August 2023 – Gunbalanya completed, Maningrida to be completed on Monday 28 August 2023 12 September – Ben Heaslip Maningrida training postponed. New date to be arranged. 03 October: No further update</p>				
Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed	
14 December 2023	Fiona Ainsworth/Clem Beard	Technical Services	In Progress	
Resolution:				
ELECTED MEMBER QUESTIONS WITH OR WITHOUT NOTICE: CEMETERY CLIFF MANINGRIDA				
It was noted that the administration will investigate ways to assist community relocating graves from the eroding cliff face.				
Updates:				
2 February 2023: To be investigated				
28 March 2023 – Fiona Ainsworth				
<ul style="list-style-type: none"> In accordance with the introduced Burial and Cremation Act 2022, prior approval must be sought from the Dept to exhume and relocate graves. 				
12 September 2023 – Clem Beard				
<ul style="list-style-type: none"> Department of the Chief Minister and Cabinet representatives are discussing the guidelines of the Burial and Cremation Act including exhumations at each LA meeting across the region to assist the community to understand the regulations when relocating graves to the listed cemetery. 				
29 September – Sara Fitzgerald				
<ul style="list-style-type: none"> No further update currently seeking further information from Department of the Chief Minister and Cabinet regarding the individual case for presentation at next Maningrida LA meeting. 				
Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed	
9 November 2022	Hilal Ahmed	Technical Services	In Progress	
Resolution:				
OCM101/2022 MANINGRIDA SUBDIVISION HANDOVER REVIEW FROM NTG TO WARC				

Ordinary Council Meeting Action Items – In Progress

<p>The Administration will instruct NTG to complete the civil remedial works for new subdivision to the required Australian Standards per independent consultant recommendations and Delay for another wet season to ensure the roads, drains, road furniture and culverts are sufficiently designed and constructed to accommodate wet season run off and to mitigate any potential areas of flooding.</p>
<p>OCM62/2023 – New Subdivision meeting held with DIPL and WARC 17 March 23 RE Gunbalanya and Maningrida new subdivision Directs the administration to;</p> <ol style="list-style-type: none"> To assist representatives from DIPL to conduct a full and comprehensive conditional report for Maningrida Subdivision post Wet Season 2022/23. Work closely with NTG on future subdivision development. Instruct a subcontractor to carry out immediate works on the remediation of potholes in Maningrida.
<p>Updates:</p>
<p>5 December 2022 – Fiona Ainsworth</p> <ul style="list-style-type: none"> The administration has drafted a response to the NTG stating conditions of handover required prior to accepting ownership.
<p>6 January 2023 – Fiona Ainsworth</p> <ul style="list-style-type: none"> NTG have acknowledged receipt of letter and will provide information on conditional items when complete.
<p>25 January 2023 – Fiona Ainsworth</p> <ul style="list-style-type: none"> Administration await finalisation of conditional items.
<p>27 February 2023 – Fiona Ainsworth</p> <ul style="list-style-type: none"> No further update.
<p>24 March 2023 – Fiona Ainsworth</p> <ul style="list-style-type: none"> Report included in April OCM
<p>28 April 2023 – Fiona Ainsworth</p> <ul style="list-style-type: none"> As per April OCM Report WARC continues to wait for DIPL action and reports regarding flooding mitigation strategies for subdivision.
<p>09 June 2023 – Hilal Ahmad</p> <ul style="list-style-type: none"> WARC met with DIPL on site and discussed the current deteriorating condition and fire risk of the drainage network. DIPL has agreed to cover the cost for the drainage works rectification and has requested WARC to provide a quote for the remediation of the drainage network. WARC is awaiting quotes from JMK and City Earthmoving for the drainage network remediation.
<p>09 August 2023 – Hilal Ahmad</p> <ul style="list-style-type: none"> WARC works staff in conjunction with JMK will continue to clean out drains progressively and complete prior to onset of wet season to reduce flooding and scouring in the new subdivision.
<p>13 September 2023 – Hilal Ahmad</p> <ul style="list-style-type: none"> WARC works staff continue working in conjunction contractors where required to complete drainage clean out as part of Pre-Cyclone wet season internal road network

Ordinary Council Meeting Action Items – In Progress

<p>maintenance program. If works staff capacity is limited, WARC will engage subcontractors to complete the works. WARC has requested DIPL's representative to attend the next LA to discuss the deteriorating condition of new subdivision.</p> <p>29 September 2023 – Hilal Ahmad</p> <ul style="list-style-type: none"> WARC works staff continue working in conjunction contractors where required to complete drainage clean out as part of Pre-Cyclone wet season internal road network maintenance program. If works staff capacity is limited, WARC will engage subcontractors to complete the works. WARC has requested DIPL's representative to attend the next LA to discuss the deteriorating condition of new subdivision. 		
Meeting Date:	Officer	Department:
10 August 2022	Yanja Thompson	Advocacy and Strategy
Resolution:	Progress: Not Commenced / In Progress / Completed	
ELECTED MEMBER QUESTIONS WITH OR WITHOUT NOTICE: WOMEN'S SAFE HOUSE IN MANINGRIDA	In Progress	
<p>The administration will make an enquiry about male access to the women's safe house in Maningrida, and provide an update at the next Council meeting.</p> <p>Updates:</p>		
<p>3 October 2022</p> <p>An update will be provided at December 2022 Council meeting.</p> <p>6 December 2022 – Brooke Darmanin</p> <p>Reached out to the NTG to coordinate a meeting between Mayor Ryan, Men Safe house and Women's Safe house.</p> <p>11 January 2022 – Brooke Darmanin</p> <p>There is no further update at this time</p> <p>31.01.2023 Brooke Darmanin</p> <p>There is no further update at this time</p> <p>14 June 2023: This matter has now been tasked to the First Nation's Advisor to obtain information and report to DoOG who will then prepare a report to Council at the next OCM following the recent resignation of the previously assigned officer.</p> <p>17 August 2023: Men can access the safe house for help and support and relationship counselling as a couple and the reason why the men would come to the women's safe house is because the women cannot go to the men's space and so the men had been welcomed to be with their partner to work through issues/queries. The men have not been allowed to stay in the facility-strictly women and children ONLY.</p> <p>03 October 2023: Jasmine Mortimore</p> <p>Currently in discussion with NTG</p>		
Meeting Date:	Officer	Department:
10 August 2022	Clem Beard	AGMTS
Resolution:	Progress: Not Commenced / In Progress / Completed	
ELECTED MEMBER QUESTIONS WITH OR WITHOUT NOTICE: MEN'S SHED IN GUNBALANYA	In Progress	
<p>The Mayor will enquire from Red Lilly about progress made on the men's shed in Gunbalanya, and provide an update at the next Council meeting.</p> <p>Updates:</p>		

Ordinary Council Meeting Action Items – In Progress

3 October 2022
 The Mayor will provide a verbal update at today’s Council meeting.

6 December 2022 – Brooke Darmanin
 No further updates available at this time

4 January 2023 – Brooke Darmanin
 Red Lily have advised that they are currently only funded for the transition of services across the region from Top End Health to Red Lily and therefore have no program funding at this time for the men’s shed, noting however that they completely support the aims and objectives of Mens Shed programs and services. Based on communication with NTG it is the administrations understanding that Demed have secured a Section 19 lease on the site for the men’s shed, which is on a piece of land right beside their yard to be able to connect services (power, water, sewage). NTG has funded one section, and the Demed board are supplying the second section and the roof, and doing the service connections and drainage for the area. At this time the actual signed lease papers have not been delivered to Demed, but they are confident they will have them very early in the year. Due to the housing contracts Demed will have a lot of trades on site, and will be able to construct the men’s shed with a view to having it ready to open in the coming dry season, we’re hoping early in the dry.

31 January 2023 Brooke Darmanin
 There is no further update at this time

14 June 2023
 A/DoOG shall make the appropriate inquiries of the CSM and report to Council on this issue at the next OCM with an appropriately prepared report.

27 July 2023 – Tim Hema
 As per Gunbalanya Local Authority Action Item, CEO of Demed has advised lease over the men’s shed should be secured soon with construction work to follow. This item is also tracked as part of the Gunbalanya LA.

13th September 2023 – Tim Hema

- Local Authority approved funds to purchase fencing materials. Still pending a construction start date from DEMED Aboriginal Corporation.

02 October – Clem Beard

- DEMED to advise start date for commencement pending workload.

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress / Completed
10 August 2022	Hilal Ahmad / Fiona Ainsworth	Technical Services / Operations	In Progress
Resolution:			
ELECTED MEMBER QUESTIONS WITH OR WITHOUT NOTICE: HALF-SIZED BASKETBALL COURT IN MANINGRIDA			
The administration will investigate how to stop flooding during the wet season at the Maningrida half-sized sized basketball court, and provide an update at the next Council meeting.			
Updates:			
30 September 2022 – Fiona Ainsworth			
<ul style="list-style-type: none"> Technical Services has called for quotes on options to mitigate flooding. A report will be presented at the 3 November 2022 Maningrida LA meeting with costings and solutions. 			

Ordinary Council Meeting Action Items – In Progress

<p>05 December 2022 – Fiona Ainsworth</p> <ul style="list-style-type: none"> • Technical Services has presented to the MGD Local Authority on options to mitigate flooding. Awaiting December OCM resolutions to commence works. <p>06 January 2023 – Fiona Ainsworth</p> <ul style="list-style-type: none"> • The administration has received approval from the OCM and issued a Purchase Order to JMK to commence works when weather permits in Maningrida. <p>25 January 2023 – Fiona Ainsworth</p> <ul style="list-style-type: none"> • As noted, await suitable weather to undertake works. <p>27 February 2023 – Hilal Ahmad</p> <ul style="list-style-type: none"> • Contractor to commence work weather permitting, to be finalised by end of March 2023. <p>28 March 2023 – Fiona Ainsworth</p> <ul style="list-style-type: none"> • Due to weather, delays have been encountered. Revised dates estimate contractor will now have these works completed by end of May, including drainage and bollards. <p>28 April 2023 – Fiona Ainsworth</p> <ul style="list-style-type: none"> • Basketball Court bollards arrived in MGD 26/04/2023. Contractor (JMK) has commenced the installation of bollards w/c 02/05/2023. Administration and local contractors meeting onsite to discuss alternative solutions to the flooding of the Basketball Court utilising existing budget allocations with WARC engineer. <p>09 June 2023 – Hilal Ahmad</p> <ul style="list-style-type: none"> • WARC's Technical team engaged multiple contractors to provide quotes to remedy the drainage issue by raising the level of the concrete pad. At the previous Local Authority, a resolution was passed to proceed with the works. <p>14 August 2023 – Hilal Ahmad</p> <ul style="list-style-type: none"> • JMK have received a purchase order to raise the level of half Basketball Court to mitigate flooding and scouring. JMK will commence works at the end of September prior to onset of Wet Season. <p>14 September 2023 – Hilal Ahmad</p> <ul style="list-style-type: none"> • JMK have received a purchase order to raise the level of half Basketball Court to mitigate flooding and scouring. JMK will commence works at the 2nd week of October and the expected timeframe of work required is 7 days to facilitate completion prior to onset of Wet Season. <p>29 September 2023 – Hilal Ahmad</p> <ul style="list-style-type: none"> • JMK will commence works at the 2nd week of October and the expected timeframe of work required is 7 days to facilitate completion prior to onset of Wet Season.

Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress / Completed
10 August 2022	Clem Beard	Technical Services	In Progress
Resolution:			
OCM78/2022: FUNDING FOR MINJILANG AIRPORT SHELTER UPGRADE			
Council directed the administration to send letters to other stakeholders in Minjilang, and request them to co-contribute to the cost of the Minjilang Airport shelter			

Ordinary Council Meeting Action Items – In Progress

upgrade.		
Updates:		
30/09/2022 – Sarah Will	Ongoing conversations with Technical Services at an Executive level regarding the lease for the land that the shelter occupies.	
03/10/2022 – Kim Sutton	Chief Operating Officer has concerns over feasibility. Chief Operating Officer to provide update on feasibility options to Minjilang LA meeting.	
02/12/2022 – Sarah Will	No further update received from DoOG or COO - please advise.	
12.01.2023 – Peter Ryan	No further update at this time	
05/04/2023 – Peter Ryan	This is currently a land tenure matter nor is it a Council asset and is being treated as land tenure legacy. This matter will continue to be an issue until the land tenure matter concerning ownership is resolved.	
01 May 2023 – Clem Beard	Administration has commenced discussions with the NLC on the best way forward to commence lease negotiations at the Minjilang Airport.	
01 June 2023 – Clem Beard	NLC will discuss with Traditional Owners on the next scheduled visit to commence lease negotiations at the Minjilang Airport.	
11 September 2023 – Clem Beard	CDEP/WARC are working in a joint venture to complete works as materials are onsite – awaiting labour(CDEP) and plant(WARC) to become available to commence works when participants return from cultural obligations across the Arnhem region. If labour is unavailable may need to engage Stedmans Constructions to complete works as required materials are onsite in Minjilang for upgrade.	
04 October 2023 – Cathy Makings	WARC crew have begun prep work taking equipment to the airfield. Will begin work once full complement of staff are at work.	
Meeting Date:	Officer	Department:
10 August 2022	Leanne Johansson	Organisational Growth
Resolution:		
OCM78/2022: FUNDING FOR MINJILANG COUNCIL OFFICE DISABLED ACCESS RAMP AND TOILET	Council directed the administration to try and seek additional funding for the construction of the Minjilang Council office disabled access ramp and toilet at an estimated cost of \$586,900.00	
Updates:		
30 Sep 2022 – Sarah Will	Contacted external Grants Writer, Susan Wright, to seek potential funding opportunities for this project.	
02 Dec 2022 – Sarah Will	No further update - still seeking potential grant funding opportunity for this project.	
12 Jan 2023 – Peter Ryan		

Ordinary Council Meeting Action Items – In Progress

<p>No further update at this time</p> <p>05 April 2023 – Peter Ryan Council's Grants Officer has been tasked to source suitable grants from various sources and this is ongoing and a report will be supplied as to progress at next OCM. This has been brought about as Council's Acting GM Technical Services Clem Beard has costed the project and suggested that the only way WARC could afford to achieve this is to seek relevant grants to support our bid to make these changes.</p> <p>03 May 2023 - Peter Ryan Nothing further on this matter as no grants monies have been found which would be suitable for this project. The search will continue</p> <p>14 June 2023 – Peter Ryan I am able to report that despite the best efforts of the grants officer a grant solution still has not been found.</p> <p>16 August – Ben Heaslip A Growing Regions Expression of Interest was submitted on 1 August. If this EOI is successful Council will be invited to submit a grant application.</p> <p>12 September 2023 – Leanne Johansson No response from Department as yet.</p> <p>2nd October 2023 – Leanne Johansson No response from Department as yet.</p>			
Meeting Date:	Officer	Department:	Progress: Not Commenced / In Progress /Completed
8 December 2021	Clem Beard	Technical Services	In Progress
Resolution:			
OCM114/2021 SPEED HUMPS			
Council directed the administration to try and source for funding for the supply and installation of eight speed humps in Maningrida over the next two financial years (four per year).			
Updates:			
01 February 2022 – Michelle Hillman The administration is in the process of applying for funding for remote road upgrades, and is exploring other funding options for this project.			
23 February 2022 – Kim Sutton The Grants team is currently exploring options with Grants Writer, Susan Wright.			
31 May 2022 – Sarah Will Ongoing – regular conversations with Grants Writer, Susan Wright, to identify grant opportunities applicable to this project.			
27 July 2022 – Kim Sutton The Grants team are continuing to explore options for funding.			
30 September 2022 – Sarah Will Ongoing - the Grants team are continuing to explore options for funding.			
02/12/2022 – Sarah Will Ongoing - this project is regularly discussed with the Grants team and we are still to identify a grant funding opportunity for this project.			
12.01.2023 – Peter Ryan - No further update at this time –			
02.02.2023 – Peter Ryan – Kevin Voisey contacted this date and advised that the Speed Hump he installed at Maningrida was installed as a 'one off' following a complaint			

Ordinary Council Meeting Action Items – In Progress

from the T/O in Coconut Grove that cars were regularly speeding down the street endangering young and older people. This was installed as a safety measure to slow these speeding vehicles down. This installation is not part of any grant or grant application. It is not part of the eight (8) spoken about previously.

05/04/2023 – Peter Ryan

Information has been received that Council has the stock available to complete or partially complete the installation of the eight (8) speed humps. Discussions are currently underway with Technical Services to verify this information and if correct for them to commence the installation of the speed humps ensuring that a community consultation process has been or will be undertaken. A further report will be furnished at the May OCM.

01/05/2023 - Clem Beard

Consultations are underway in MGD to identify suitable locations for Speed Bumps in the Community for installation purposes.

11/08/2023 – Clem Beard

Speed Bumps installation in progress and locations have been nominated by the Maningrida Local Authority. These works will be completed prior to onset of wet season.

04 September 2023 – Craig Ballard

Additional speed bumps and U-rails (to prevent vehicle drive-around) have been sourced and have arrived into Maningrida over the last fortnight. Speed bumps will be installed at the half court and near the pool in the coming days when capacity allows. U-rails will also be installed to the sides of all speed bumps but there are electrical safety matters to be addressed for sites close to electrical transformers and power poles before work commences.

13 September 2023 – Craig Ballard

Two further speed humps and U-rails have been installed near the half basketball court and near the men's shed. The installation of U-rails to existing speed humps will continue as staff capacity allows.

26 September 2023 – Craig Ballard

One more U-rail will be installed at the half basketball court and four U-rails at the two established speed hump locations near the half basketball court by mid-October.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 11 OCTOBER 2023

Agenda Reference:	8.3
Title:	Incoming and Outgoing Correspondence
File Reference:	1097853
Author:	Ben Heaslip, Acting Governance and Risk Advisor

SUMMARY

Council is provided with items of correspondence that were received and sent since the last 20 September Ordinary Council Meeting.

BACKGROUND

In October 2012, Council made a decision to only table hard copy mail due to the volume, the *Local Government (General) Regulations 2021* has more clearly defined what is considered correspondence and the requirements around the record keeping.

In line with section 55(2) a Council must keep a register of all correspondence addressed to, or sent by, the council or its principal member. Correspondence matching that definition will be presented to Council in this report.

POLICY IMPLICATIONS

Local Government Act 2019

Local Government (General) Regulations 2021

STRATEGIC IMPLICATIONS

Providing Council with a list of incoming and outgoing correspondence meets the following performance objectives outlined in Pillar 6 of the *Regional Plan and Budget 2023-2024*

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

RECOMMENDATION:

That Council

Received and noted the attached items of incoming and outgoing correspondence since the 20 September OCM.

ATTACHMENTS

- 1 Letter of Congratulations - Minister to Cr Onus - 29.09.2023.pdf
- 2 Letter from West Arnhem Regional Council Mayor to Minister Lawler RE Gunbalanya Aerodrome .pdf
- 3 Letter to DIPL from WARC Mayor Re Gunbalanya Aerodrome Fence.pdf
- 4 Letter from West Arnhem Regional Councils CEO to CEO for DIPL pdf.pdf
- 5 Letter to DIPL from WARC CEO Re Gunbalanya Aerodrome Fence.pdf
- 6 NT Education Discrimination Action Correspondence - National Justice Project.pdf



MINISTER FOR LOCAL GOVERNMENT

Parliament House
State Square
Darwin NT 0800
minister.paech@nt.gov.au

GPO Box 3146
Darwin NT 0801
Telephone: 08 8936 5688

Mr Mickitja Onus
Councillor
West Arnhem Regional Council

Via email: info@westarnhem.nt.gov.au

Dear Mr Onus

Congratulations on your recent election to the West Arnhem Regional Council.

As a representative of your Council, you hold a very privileged position. The community has put their trust in you to hear their views and voices, and provide them with an avenue to have a genuine say in the decisions that affect their lives.

As an elected member, making a difference in your community will no doubt mean that you will encounter both challenges and rewards in the conduct of your duties.

I look forward to seeing the positive outcomes that will be delivered by the West Arnhem Regional Council as you work to foster a vibrant and harmonious community over the years.

Thank you for your commitment to strengthening and enhancing the local government sector in the Northern Territory.

Yours sincerely

CHANSEY PAECH

29 SEP 2023



Jasmine Mortimore

From: Jasmine Mortimore
Sent: Thursday, 28 September 2023 1:03 PM
To: minister.lawler@nt.gov.au
Cc: Manuel.Brown@nt.gov.au; minister.fyles@nt.gov.au; Minister.Paech@nt.gov.au; minister.uibo@nt.gov.au; Matthew Ryan
Subject: Letter from West Arnhem Regional Council Mayor to Minister Lawler RE Gunbalanya Aerodrome
Attachments: Letter to DIPL from WARC Mayor Re Gunbalanya Aerodrome Fence.pdf

Good afternoon,

Please find attached letter send on behalf of the West Arnhem Regional Council Mayor Matthew Ryan for the attention of the Minister for Infrastructure, Planning and Logistics.

Also noting CCd in

Manuel.Brown@nt.gov.au
minister.fyles@nt.gov.au
Minister.Paech@nt.gov.au
minister.uibo@nt.gov.au

Kind regards



Jasmine Mortimore
Travel and Executive Assistant to the CEO & Mayor | West Arnhem Regional Council
T: 08 8979 9469 | M: 0473 884 355 | PO Box 721 Jabiru NT 0886
E: Jasmine.mortimore@westarnhem.nt.gov.au | W: www.westarnhem.nt.gov.au

OUR VALUES: Respectful Inclusive Innovative Integrity

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 Regions Wards. West Arnhem Regional Council pay their respects and acknowledge Elders past, present and rising.



The Honourable Eva Lawler, MLA
 Minister for Infrastructure, Planning and Logistics
 PO Box 400,
 Palmerston NT 0830

By email: minister.lawler@nt.gov.au

CC: Manuel.Brown@nt.gov.au , minister.fyles@nt.gov.au , Minister.Paech@nt.gov.au ,
minister.uibo@nt.gov.au

28 September 2023

Dear Ms Lawler

On behalf of the elected Councillors of the West Arnhem Regional Council (WARC), I am writing to bring to your attention the state of the fence at the Oenpelli (Gunbalanya) Airport and the long term lack of remediation to this issue.

WARC has held the contract to provide an Aerodrome Reporting Officer at Gunbalanya on behalf of the Department of Infrastructure, Planning and Logistics (DIPL) since the Council's inception in July 2008. In July 2016, the ARO at Gunbalanya began reporting problems with the aerodrome boundary fences, which were reported through to DIPL. Since then, repair works have been done on the fence to patch it, providing short term solutions, but feral animals have proven to be a constant risk and regularly breach the fence.

In August 2020, the new aerodrome rules brought in by CASA meant the Oenpelli Aerodrome's status changed from a registered aerodrome to a certified aerodrome. As Kevin Thomas of Aerodrome Management Services wrote in his Aerodrome Technical Inspection Report of 23/8/2021:

As a previously registered aerodrome that was deemed a certified aerodrome in August 2020 under the new aerodrome rules, there is an impending requirement for an aerodrome manual to be developed and submitted to the Civil Aviation Safety Authority (CASA). There is also a higher level of compliance required with increased emphasis on responsible persons. An Accountable Manager should already be in place.

There is currently no operator for this aerodrome. This raises a challenging situation where the decision must be made (by a non-existent aerodrome operator) whether to complete the aerodrome's certification process or opt out and allow the Oenpelli aerodrome to revert to Aeroplane Landing Area (ALA) status.

In Kevin Thomas's Aerodrome Technical Inspection Report of 10/9/2022, he stated:

The main operational issue identified during this inspection is the condition of the fence. The mesh wire is not secured to a bottom strain and hence animals can easily push under the fence. A new fence in keeping with other Northern Territory community airports should be considered.

Mr Thomas further stated in the report that "The fence is ineffective against keeping wildlife, such as dingoes, out of the aerodrome" and recommended "Replace the entire fence with

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 ☎ 08 8979 9444

Gunbalanya
 ☎ 08 8970 3700

Maningrida
 ☎ 08 8979 6600

Warruwi
 ☎ 08 8970 3600

Minjilang
 ☎ 08 8970 3500



one that is suitable for preventing the ingress of wildlife as soon as possible.”

WARC has been working with the Gunbalanya Station owner and DIPL to arrange for the new fence to be built, but to date, no progress on a permanent solution has been forthcoming.

The current fence is dangerous for incoming aeroplanes, especially at night when visibility is reduced. The most recent “repair” suggestion from DIPL was to use a grader to push soil against the lower 200mm of the fence mesh. The current Aerodrome Reporting Officer (ARO) advises this will not stop the feral pigs as the bottom wire of the fence is not barbed wire.

The Oenpelli aerodrome welcomes around 2,000 flights per year, and is rated for day time operations for general aviation. In addition, so far this year there have been 28 Care Flight emergency evacuations, one of which reportedly hit a dingo as it landed. The ARO must regularly clear the runway of feral animals, dingoes and wallabies before dawn each day and for emergency flights which often happen at night.

DIPL asked for assistance from WARC to work with the Gunbalanya Station to come to an agreement to replace the fence and we have facilitated contact. WARC was told earlier this year that funding was available for the 23/24 financial year, so works could start in July however, the funding never became available. More recently, WARC has been advised the funding may be available in October 2023, but that no agreement has been reached with the Station owner. It is fast approaching the Wet season when access to Gunbalanya is only available by air and supplies needed to build the new fence must be transported by road.

WARC believes the delays in replacing the fence at Oenpelli aerodrome have gone on for too long. Immediate action needs to be taken to ensure a fence is erected that will keep native and feral animals off the runway, WARC staff are doing all they can to ensure there is no impact to landing planes but Councillors genuinely worry that a serious accident will occur or, with the impending wet season road closure, the only way for urgent medical care in or out of Gunbalanya will be jeopardised.

I appreciate there are some complexities regarding the boundaries and funding but I urge you to take action immediately, it is a serious risk to the safety of the Gunbalanya community, pilots, WARC employees and native wildlife.

Should you wish to discuss the above and a way forward, please feel free to contact WARC’s CEO Jessie Schaecken on Jessie.Schaecken@westarnhem.nt.gov.au or 0406 900 086.

Kind regards

A handwritten signature in black ink, appearing to read "Matthew Ryan".

Matthew Ryan
Mayor
West Arnhem Regional Council

Jasmine Mortimore

From: Jasmine Mortimore
Sent: Thursday, 28 September 2023 1:09 PM
To: Andrew.kirkman@nt.gov.au
Cc: leah.clifford@nt.gov.au; louise.mccormick@nt.gov.au; adam.walding@nt.gov.au; aerodromes@casa.gov.au; Jessie Schaecken (jessie.schaecken@westarnhem.nt.gov.au)
Subject: Letter from West Arnhem Regional Councils CEO to CEO for DIPL
Attachments: Letter to DIPL from WARC CEO Re Gunbalanya Aerodrome Fence.pdf
Importance: High

Good afternoon,

Please find attached letter sent on behalf of the West Arnhem Regional Council acting CEO Jessie Schaecken for the attention of the Department of Infrastructure, Planning and Logistics CEO Andrew Kirkman,

Also noting CC'd in
leah.clifford@nt.gov.au
louise.mccormick@nt.gov.au
adam.walding@nt.gov.au
aerodromes@casa.gov.au

Kind regards



Jasmine Mortimore
 Travel and Executive Assistant to the CEO & Mayor | West Arnhem Regional Council
 T: 08 8979 9469 | M: 0473 884 355 | PO Box 721 Jabiru NT 0886
 E: Jasmine.mortimore@westarnhem.nt.gov.au | W: www.westarnhem.nt.gov.au

OUR VALUES: Respectful Inclusive Innovative Integrity



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 Regions Wards. West Arnhem Regional Council pay their respects and acknowledge Elders past, present and rising.



Andrew Kirkman
 Chief Executive Officer
 Department of Infrastructure, Planning and Logistics
 GPO Box 2520
 Darwin, NT 0801

Sent via email: Andrew.kirkman@nt.gov.au

CC: leah.clifford@nt.gov.au , louise.mccormick@nt.gov.au , adam.walding@nt.gov.au , aerodromes@casa.gov.au

28 September 2023

Dear Mr Kirkman

As Acting CEO of West Arnhem Regional Council (WARC), I am writing to bring to your attention the state of the fence at the Oenpelli (Gunbalanya) Airport and the long term lack of remediation to this issue.

WARC has held the contract to provide an Aerodrome Reporting Officer at Gunbalanya on behalf of the Department of Infrastructure, Planning and Logistics (DIPL) since the Council's inception in July 2008. In July 2016, the ARO at Gunbalanya began reporting problems with the aerodrome boundary fences, which were reported through to DIPL. Since then, repair works have been done on the fence to patch it, providing short term solutions, but feral animals have proven to be a constant risk and regularly breach the fence.

In August 2020, the new aerodrome rules brought in by CASA meant the Oenpelli Aerodrome's status changed from a registered aerodrome to a certified aerodrome. As Kevin Thomas of Aerodrome Management Services wrote in his Aerodrome Technical Inspection Report of 23/8/2021:

As a previously registered aerodrome that was deemed a certified aerodrome in August 2020 under the new aerodrome rules, there is an impending requirement for an aerodrome manual to be developed and submitted to the Civil Aviation Safety Authority (CASA). There is also a higher level of compliance required with increased emphasis on responsible persons. An Accountable Manager should already be in place.

There is currently no operator for this aerodrome. This raises a challenging situation where the decision must be made (by a non-existent aerodrome operator) whether to complete the aerodrome's certification process or opt out and allow the Oenpelli aerodrome to revert to Aeroplane Landing Area (ALA) status.

In Kevin Thomas's Aerodrome Technical Inspection Report of 10/9/2022, he stated:

The main operational issue identified during this inspection is the condition of the fence. The mesh wire is not secured to a bottom strain and hence animals can easily push under the fence. A new fence in keeping with other Northern Territory community airports should be considered.





Mr Thomas further stated in the report that "The fence is ineffective against keeping wildlife, such as dingoes, out of the aerodrome" and recommended "Replace the entire fence with one that is suitable for preventing the ingress of wildlife as soon as possible."

WARC has been working with the Gunbalanya Station owner and DIPL to arrange for the new fence to be built, but to date, no progress on a permanent solution has been forthcoming.

The current fence is dangerous for incoming aeroplanes, especially at night when visibility is reduced. The most recent "repair" suggestion from DIPL was to use a grader to push soil against the lower 200mm of the fence mesh. The current Aerodrome Reporting Officer (ARO) advises this will not stop the feral pigs as the bottom wire of the fence is not barbed wire.

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WARC believes the delays in replacing the fence at Oenpelli aerodrome have gone on for too long. Immediate action needs to be taken to ensure a fence is erected that will keep native and feral animals off the runway, WARC staff are doing all they can to ensure there is no impact to landing planes but I genuinely worry that a serious accident will occur or, with the impending wet season road closure, the only way for urgent medical care in or out of Gunbalanya will be jeopardised.

I appreciate there are some complexities regarding the boundaries and funding but I urge you to take action immediately, it is a serious risk to the safety of the Gunbalanya community, pilots, WARC employees and native wildlife.

Should you wish to discuss the above and a way forward, please feel free to contact me on Jessie.Schaecken@westarnhem.nt.gov.au or 0406 900 086.

Kind regards



Jessie Schaecken
Regional Chief Executive Officer



Jasmine Mortimore

From: George Newhouse <georgen@justice.org.au>
Sent: Tuesday, 3 October 2023 12:46 PM
To: Jasmine Mortimore
Subject: RE: NT Education Discrimination Action

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

Report

The Shire has received correspondence from the National Justice Project in Sydney offering to assist in legal action around the education funding shortfall that is denying local students the right to an education.

Who is the National Justice Project

The National Justice Project is an independent charitable legal service whose mission is to ensure everyone has the right to equality under the law. They have a track record of securing justice and accountability for people and communities who have experienced discrimination. The NJP is co-located with the Jumbunna Institute for Indigenous Education and Research.

They work collaboratively with their community partners and clients to identify systemic injustice and to run test cases that break down the barriers to justice. Their long-term goal is to eliminate systemic racism and discrimination.

Their principal solicitor was co-counsel in the Muckaty Nuclear Waste Dump Case, taking on the Federal Government over the appointment of an administrator to the Mutitjulu Community Aboriginal Council and making a complaint to the UN about the NT Intervention.

You can read more about them on their website <https://justice.org.au/who-we-are/>

Proposal

The NJP are proposing that a suitable family lead a class action against the NT and Federal Government on the basis that:

1. The funding for education is inequitable; and/or
2. The NT Government are not making reasonable adjustments to the education of First Nations children with disabilities in the West Arnhem region (and possibly the entire NT)

The NJP are a not for profit organisation and they would not charge the shire for this work and they would work closely with the Shire and affected families.

Next steps

If the Shire are interested in following up this offer a meeting could be organised with Shire council members.

Regards

George Newhouse (he/him)
CEO & DIRECTOR



A. University of Technology Sydney, Gadigal Country
 P. CB01.17, P.O. BOX 123, Broadway, NSW 2007
 T. +61 2 9514 4440
 E. georgen@justice.org.au
 W: Justice.org.au



The National Justice Project is located on the unceded sovereign lands of the Gadigal People of the Eora Nation. We acknowledge the continuing connection to land, waters, communities and culture of First Nations Peoples, and pay our respects to Elders past and present.

The National Justice Project ACN 609 620 028

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From: George Newhouse
Sent: Tuesday, 3 October 2023 1:58 PM
To: jasmine.mortimore@westarnhem.nt.gov.au
Subject: NT Education

Dear Mayor and CEO

I am the CEO of the National Justice Project and am quoted in the article below. I would like to chat to the Mayor or CEO about a class action regarding the poor education provided to children in your community. My number is 0422255109.

Regards
 Adjunct Professor George Newhouse.

George Newhouse (he/him)

CEO & DIRECTOR



A. University of Technology Sydney, Gadigal Country
 P. CB01.17, P.O. BOX 123, Broadway, NSW 2007
 T. +61 2 9514 4440
 E. georgen@justice.org.au
 W: Justice.org.au



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NT schools in crisis: Students ‘denied human rights’

By CAROLINE GRAHAM and KYLIE STEVENSON
7:08PM SEPTEMBER 29, 2023

An alleged violation of the human right to education has prompted calls for a royal commission in the Northern Territory and raised the possibility of a class-action suit on behalf of students. “Education is a human right and this is a human rights failure,” said West Arnhem Shire mayor Matthew Ryan, who is based in Maningrida. “We should go for a class - action. It is a basic human right for all Australians to have an education and we’re being denied that here.”

The calls come in response to The Australian’s NT Schools in Crisis series, which exposed a \$214.8m funding shortfall that disproportionately affects remote and Indigenous students and revealed that some remote classrooms don’t have power, water or full-time registered teachers.

The community of Maningrida, 500km east of Darwin in Arnhem Land, had 407 students enrolled last year, but only received funding for 187, The Australian has revealed.

Mr Ryan said his community was investigating creating its own independent schools in homelands.

Northern Territory Education Minister Eva Lawler, who has declined to be interviewed by The Australian, told ABC Radio Darwin that the territory had a “very strong, very robust education system”.

“I am appalled by what (the minister) said,” Mr Ryan said. “How can she continue to deny failures in education, and keep saying ‘it’s all good, mate’?”

Opposition Leader Lia Finocchiaro said: “To come out ... and tell families here in the Territory that everything is fine is flat-out disrespectful to

every Territorian who wants and deserves a good education and isn't getting it."

PREMIUM

02:03

'Full time education is everyone's story'

Three men from NT Homelands are bound by the same goal: to educate their children.

Mulka MP Yingiya Mark Guyula said the NT government should "be held accountable for the decades of failed education through a court of law or Makarrata process".

"Communities should be compensated for the harm that has been caused," he said.

"Everyone in our communities: the children, the families, the leaders – we are made to feel as though we are worthless and incapable but I believe the findings of a court or a royal commission (into education) would clearly show that the failure is not ours."

There is precedent for legal action in the Territory against the government on the basis of education provision. In 2012, the community of Wadeye, 400km southwest of Darwin, received a \$7.7m payout after filing a complaint with the Human Rights Commission arguing the school had been underfunded for 30 years.

Former co-principal of Our Lady of the Sacred Heart Thamarrurr Catholic School in Wadeye and senior traditional owner Tobias Nganbe said that for every dollar put into the education of a student in Darwin at the time, Wadeye received only 75c.

"We've got people that aren't literate, young people that are not able to read and write; they're depending on people like myself and others, grandparents from those days who went to school, to fill out the forms, to look after them. It's very difficult," he said.

National Justice Project CEO George Newhouse said residents of affected communities should complain to the Australian Human Rights Commission.

"The Race Discrimination Act provides a remedy for individuals when governments deliver services to First Nations peoples and those services are defective – and the defect arises as a result of race," he said.

Federal Education Minister Jason Clare said the O'Brien Review, due in October, would make recommendations to inform the next National School Reform Agreement in 2024.

Federal Indigenous Affairs Minister Linda Burney said the government had announced an extra \$40.4 million for schools in Central Australia

Adjunct Professor George Newhouse
The National Justice Project
0422 255 109

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WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 11 OCTOBER 2023

Agenda Reference:	8.4
Title:	Meetings and Events Attended by the Mayor
File Reference:	1097884
Author:	Jasmine Mortimore, Travel Officer

SUMMARY

The report is presented to provide information to Council on meetings and events attended by the Mayor since the last Ordinary Council Meeting, and to raise any topics for discussion.

BACKGROUND

The meetings and events listed involve discussions that influence or may affect the operations of the Council or relationships with external agencies. The list is not a complete list of every meeting or event attended by the Mayor and excludes Council and Committee meetings.

This report include details from the last few months due to the OCM report being deferred to this meeting.

COMMENT

Date(s)	Location	Reason for Meeting	Person(s) meet with
25.09.2023	Maningrida	Maningrida Local Emergency Plan Meeting	Various Maningrida Stakeholders
29.09.2023	Via Teams	Regional and Remote Housing Meeting	Various CEOs and Mayors in Local Government
02.10.2023	Via Teams	CEO Recruitment Meeting	WARC Elected Members, Acting CEO Jessie Schaecken and Nick from GEM Executives
04.10.2023	Maningrida	Maningrida Service Delivery Meeting	Various Maningrida Stakeholders

STATUTORY ENVIRONMENT

Not applicable.

POLICY IMPLICATIONS

The following policies are relevant to this report:

- Allowances and Expenses (Elected, Local Authority and Committee Members) Policy.
- Travel and Accommodation (Elected, Local Authority and Committee Members) Policy.

FINANCIAL IMPLICATIONS

As per Council's policies and budget.

STRATEGIC IMPLICATIONS

This report is aligned to pillar 1 as outlined 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

Goal 1.3

Communication

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

RECOMMENDATION:

That Council:

- 1. Received and noted the report entitled '*Meetings and Events Attended by the Mayor*'; and**
- 2. Approved associated travel cost to attend the listed meetings and events.**

ATTACHMENTS

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 11 OCTOBER 2023

Agenda Reference:	8.5
Title:	Meetings and Events Attended by the Acting CEO
File Reference:	1097886
Author:	Jasmine Mortimore, Travel Officer

SUMMARY

The report is presented to provide information to Council on meetings attended by the acting CEO since the last Ordinary Council Meeting, and to raise any topics for discussion.

BACKGROUND

The meetings listed involve discussions that influence or may affect the operations of the Council or relationships with external agencies. The list is not a complete list of every meeting attended by the acting CEO and excludes Council and Committee meetings.

COMMENT

Date(s)	Location	Reason for Meeting (staff)	Person(s) meet with (external)
21.09.2023	Via Teams	CCCFR (Community Child Care Fund Restricted) Catch Up Meeting with Marnie Mitchell Manager Community Services Support	Rhiannon Dawes, Kay McCulloch
02.10.2023	Via Teams	CEO Recruitment Meeting	Elected Members & Nick from GEM Executive

Upcoming Events:

Date(s)	Location	Reason for Meeting	Person(s) meet with
30.10.2023	Via Teams	Top End Regional Coordination Committee Meeting	TERCC Members
02.11.2023	Darwin	Biannual ICAC Nominated Recipient Forum	Various Stakeholders

STATUTORY ENVIRONMENT

Not applicable.

POLICY IMPLICATIONS

The following policies are relevant to this report:

- Allowances and Expenses (Elected, Local Authority and Committee Members) Policy.
- Travel and Accommodation (Elected, Local Authority and Committee Members) Policy.

FINANCIAL IMPLICATIONS

As per Council's policies and budget.

STRATEGIC IMPLICATIONS

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

Goal 1.3	Communication Deliver dynamic communication which is culturally informed and appropriate, engaging and relevant to the interests of Council
-----------------	---

RECOMMENDATION:

That Council:

1. Received and noted the report entitled '*Meetings and Events Attended by the Acting CEO*'.
2. Endorsed Acting CEO request for 1 day Annual Leave Friday 27 October

ATTACHMENTS

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 11 OCTOBER 2023

Agenda Reference:	8.6
Title:	Presentations and Visitors
File Reference:	1097885
Author:	Ben Heaslip, Acting Governance and Risk Advisor

SUMMARY

The purpose of this report is to provide Council with a list of presentations to be made by representatives of various stakeholders of 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 in attendance at today's meeting:

Ordinary Council Meeting - Presentations / Visitors				
Time	Topic	Presenter/Visitor	Organisation	Invited by
12:30pm	Job readiness program. CDP/CDEP and engagement	David King	NIAA	Council

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
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RECOMMENDATION:

That Council noted the presentation by David King

ATTACHMENTS

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 11 OCTOBER 2023

Agenda Reference:	8.7
Title:	Submission - Inquiry into Elected Member Entitlements
File Reference:	1097456
Author:	Ben Heaslip, Acting Governance and Risk Advisor

SUMMARY

This report provides Council with a draft submission prepared by the administration for lodging to the NT Remuneration Tribunal.

BACKGROUND

The NT Remuneration Tribunal conducts annual inquiries into allowances paid to members of Local Councils. Submissions close on October 31.

The Administration previously corresponded with LGANT in May 2023 to express their concern around the issue of superannuation.

COMMENT

Attached is a DRAFT Submission to the NT Remuneration Tribunal's annual inquiry and outlines Council's views in respect of superannuation and travel allowance.

STATUTORY ENVIRONMENT

The Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006.

POLICY IMPLICATIONS

Not applicable

FINANCIAL IMPLICATIONS

Not applicable

STRATEGIC IMPLICATIONS

Not applicable

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION:

That Council:

- 1. Received and noted the report entitled *Submission - Inquiry into Elected Member Entitlements*,**
- 2. Endorsed the DRAFT submission being sent to the NT Remuneration Tribunal OR Recommended the following changes to the DRAFT and endorsed its submission to the NT Remuneration Tribunal.**

ATTACHMENTS

- 1 Draft Submission - Elected Member Entitlements 02.03.2023.pdf**



West Arnhem Regional Council Submission to the Inquiry into the Entitlements for Members of Local Councils for 2023

NTremunerationtribunal@nt.gov.au

Re: NT Remuneration Tribunal & Elected Member Allowances

West Arnhem Regional Council welcomes the opportunity to make this submission. This submission was passed by Resolution of West Arnhem Regional Council at its October meeting.

Council strongly requests that superannuation be paid for elected members of Local Councils. Many members are forced to take leave without pay when attending Council meetings and thus forego their superannuation entitlements. For our Principal Member it is a significant part of their working life and thus unlike most Australians including elected members of State, Territory and Commonwealth parliaments, they are working without Superannuation.

Council also supports the claims of fellow members in other Councils for whom the \$5,000 limit on travel allowance is insufficient. While West Arnhem is fortunate in that the distances required are not so great, some in other Councils are forced to travel up to 1,000 kilometres roundtrip, essentially having to fund their own attendance which acts as a disincentive to attracting and keeping prospective councillors.

Finally, while Council welcomes the additional entitlements contained in the most recent determination, without additional funding to cover them this is simply taken from money otherwise used to provide services to our residents.

Yours Sincerely,

Jessie Schaecken
Acting Chief Executive Officer
West Arnhem Regional Council



WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 11 OCTOBER 2023

Agenda Reference:	8.8
Title:	Draft of the 2022-2023 West Arnhem Regional Council Annual Report
File Reference:	1097991
Author:	Heidi Walton, Communications and Public Relations Coordinator

SUMMARY

The purpose of this report is to provide Council with an update on progress of the draft West Arnhem Regional Council Annual Report 2022-2023, also allowing an opportunity for feedback. The final Annual Report will be presented to Council at the November Ordinary Council Meeting for approval.

Due to size constraints the draft report is tabled as a separate document to the agenda.

BACKGROUND

The Annual Report contains information about Council's operating and financial performance during the previous financial year (July 2022 – June 2023).

According to section 290 of the *Local Government Act 2019*, a council must, on or before 15 November in each year, report to the Minister on its work during the financial year ending on the preceding 30 June.

As per section 291, every council must have an annual report that contains:

- (a) A copy of the council's audited financial statement for the relevant financial year.
- (b) An assessment of:
 - (i) The council's performance against the objectives stated in the relevant regional plan adopted for the relevant financial year (applying indicators of performance set in the plan). In this context, the *West Arnhem Regional Council Regional Plan and Budget 2022-2023*.
 - (ii) The activities of all local authorities within the council's area for the relevant financial year.
- (c) An itemisation of any shared services the council has been involved with for the relevant financial year.
- (d) Details in relation to any delegations of the council's functions and powers to a council committee, local authority or local government subsidiary in force for the relevant financial year.
- (e) An itemisation of any amounts of fees or allowances paid to committee members in the relevant financial year.
- (f) A report on the consultations undertaken by the council in the relevant financial year.
- (g) An assessment of the council's performance of service delivery and projects for the relevant financial year, with reference to the advice and recommendations of authorities.
- (h) Any other information prescribed by regulation or in accordance with guidelines made by the Minister.

In this regard, regulation 12 of the *Local Government (General) Regulations 2021* further states that the annual report of a council must include a comparison of the council's original budget, the council's most recently adopted budget and actual results, with a report on the reasons for the material variations between the most recently adopted budget and the actual results.

COMMENT

Council's administration has drafted the 2022-2023 Annual Report and is presenting the document for review and feedback. This draft version contains the content and photos which will appear in the final graphic-designed version (currently in process).

2022-2023 Annual Report timeline:

Item	Status/Completion Date
Drafting of 2022-2023 Annual Report sections including: <ul style="list-style-type: none">• Message from the Mayor and Deputy Mayor• Vision Purpose Values• Our Region• Our Council• Our Staff• Council Performance	<i>Completed between August and September 2023</i>
Presentation on Council's financial performance	<i>Currently being completed to be presented at the Risk Management and Audit Committee meeting on 25 October 2023. Thereafter, the financial statements will be incorporated into the Annual Report before it is presented to Council for approval</i>
Presentation of the 2022-2023 Annual Report to Council for approval	<i>8 November 2023</i>
Presentation of the 2022-2023 Annual Report to the Minister for Local Government	<i>To be done by 15 November 2023</i>

STATUTORY ENVIRONMENT

Sections 290 and 291 of the *Local Government Act 2019*.

Regulation 12 of the *Local Government (General) Regulations 2021*.

POLICY IMPLICATIONS

Not applicable at this time.

FINANCIAL IMPLICATIONS

Not applicable at this time.

STRATEGIC IMPLICATIONS

This report is aligned to pillars 1 and 6 as outlined 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

PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

Goal 6.3	Council and Local Authorities Excellence in governance, consultation administration and representation
Goal 6.5	Planning and Reporting Robust planning and reporting that supports Council's decision-making processes

VOTING REQUIREMENTS

Not applicable at this time.

RECOMMENDATION:

That Council:

- **Noted the progress made towards completing the 2022-2023 West Arnhem Regional Council Annual Report;**
- **Reviewed and provided feedback on the draft 2022-2023 West Arnhem Regional Council Annual Report.**

ATTACHMENTS

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 11 OCTOBER 2023

Agenda Reference:	8.9
Title:	Council Meeting Schedule and Proposed Meeting Dates for 2024
File Reference:	1097860
Author:	Ben Heaslip, Acting Governance and Risk Advisor

SUMMARY

The purpose of this report is to present the proposed calendar dates for all Council meetings that will be held in 2024.

BACKGROUND

Meetings are an integral component of Council's governance framework. It is through meetings that Elected Members, representatives from various government agencies and non-governmental organisations, and members of the public participate in discussions and debates on matters that are important to West Arnhem communities. Through its meetings, Council ensures that:

1. The needs and wishes of the community are raised and addressed.
2. There is transparency about decisions that are made in the public interest.
3. The development and management of community assets, resources and infrastructure, as well as the delivery of services is monitored and improved.

To meet legislative and regulatory requirements, Council must:

1. Hold an Ordinary Council meeting at least once every two months.
2. Hold a meeting where Council's financial statements are reviewed and approved during the months that an Ordinary Council meeting is not held.
3. Hold a minimum of four meetings for each Local Authority each year.
4. Determine the number of committee meetings that should be held each year in accordance with specified legislative and regulatory requirements.
5. Provide information about the dates, times and locations for meetings to the public.

COMMENT

The proposed meeting schedule for 2024 is as follows:

1. Ordinary Council meetings will be held every month, starting at 9:00am
2. Ordinary Council meetings will alternate between in-person and online Teams meetings. The in-person meetings will be preceded by a workshop which will take place from 12:00 noon on the day before the meeting.
3. Ordinary Council Meetings will be held in each community, with the dates and locations to be determined.
4. Each Local Authority will meet four times a year.
5. The Risk Management and Audit Committee will meet four times a year.
6. The Kakadu Ward Advisory Committee will meet four times each year

A calendar of meeting dates for 2024 is attached to this report for Council's review and feedback.

STATUTORY ENVIRONMENT

Section 90(3)(b) of the *Local Government Act 2019*.

POLICY IMPLICATIONS

Scheduling and Conduct of Meetings (Elected, Local Authority and Council Committee Members) Policy is relevant to this report.

FINANCIAL IMPLICATIONS

Provisions for meeting expenses are included in Council's annual budget.

STRATEGIC IMPLICATIONS

In conducting its meetings, Council is mindful of the goals contained 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

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 6.3	Council and Local Authorities Excellence in governance, consultation administration and representation
Goal 6.5	Planning and Reporting Robust planning and reporting that supports Council's decision-making processes

VOTING REQUIREMENTS

Simple majority.

RECOMMENDATION: That Council: <ul style="list-style-type: none">• Received and noted the report;• Reviewed and provided feedback on the proposed dates for 2024 Council meetings as indicated in the calendar attached to this report;• Approved the attached 2024 West Arnhem Regional Council meetings calendar with amendments if applicable.

ATTACHMENTS

- 1 2024 WARC Meetings Calendar v1.0.pdf



JANUARY							FEBRUARY							MARCH							APRIL						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7	5	6	7	8	9	10	11	4	5	6	7	8	9	10	1	2	3	4	5	6	7
8	9	10	11	12	13	14	12	13	14	15	16	17	18	11	12	13	14	15	16	17	8	9	10	11	12	13	14
15	16	17	18	19	20	21	19	20	21	22	23	24	25	18	19	20	21	22	23	24	15	16	17	18	19	20	21
22	23	24	25	26	27	28	26	27	28	29	25	26	27	28	29	30	31	22	23	24	25	26	27	28			
29	30	31												29	30												

MAY							JUNE							JULY							AUGUST						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
6	7	8	9	10	11	12	3	4	5	6	7	8	9	1	2	3	4	5	6	7	5	6	7	8	9	10	11
13	14	15	16	17	18	19	10	11	12	13	14	15	16	8	9	10	11	12	13	14	12	13	14	15	16	17	18
20	21	22	23	24	25	26	17	18	19	20	21	22	23	15	16	17	18	19	20	21	19	20	21	22	23	24	25
27	28	29	30	31	24	25	26	27	28	29	30	22	23	24	25	26	27	28	26	27	28	29	30	31			

SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
23	24	25	26	27	28	29	28	29	30	31	25	26	27	28	29	30	23	24	25	26	27	28	29				
30													30	31													

Meeting Type	Meeting Date
Ordinary Council Meeting and Workshop	8 February 2024
Ordinary Council Meeting via Video Conference	23 May 2024
Local Authority Meeting	1 August 2024
Risk Management and Audit Committee Meeting	7 November 2024
Kakadu Advisory Meetings	4 April 2024
Northern Territory Public Holidays	4 July 2024
	5 September 2024
	28 November 2024

Meeting Type	Meeting Date
Minjilang LA Meetings	1 February 2024
	16 May 2024
	11 July 2024
	10 October 2024
Warruwi LA Meetings	8 February 2024
	23 May 2024
	18 July 2024
	17 October 2024
Gunbalanya LA Meetings	7 March 2024
	6 June 2024
	1 August 2024
	7 November 2024
Maningrida LA Meetings	14 March 2024
	13 June 2024
	8 August 2024
	14 November 2024
Kakadu Advisory Meetings	4 April 2024
	4 July 2024
	5 September 2024
	28 November 2024

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 11 OCTOBER 2023

Agenda Reference:	8.10
Title:	Extension of Acting CEO Position
File Reference:	1098212
Author:	Ben Heaslip, Acting Governance and Risk Advisor

SUMMARY

This report seeks to extend the position of the Acting CEO Jessie Schaecken beyond the current expiry date of October 21 until a handover to the new CEO has been completed.

BACKGROUND

Jessie Schaecken was appointed as Acting CEO on 12 July by resolution OCM114/2023 until 21 July. This was extended under resolution OCM124/2023 on 21 July for 3 months, being 21 October 2023. The process to recruit a new CEO is underway following Council's decision on 20 September to appoint Gem Executive as the recruitment organisation.

COMMENT

Council is required under the *Local Government Act* to appoint an individual to be the CEO and this report seeks Council endorsement to extend Jessie Schaecken in the position of Acting CEO until a new CEO is appointed. It also seeks Council endorsement to continue her Higher Duties Allowance at the CEO rate for a two-week handover period with the new CEO. During this handover period the time commitment by the Acting CEO will be the same as the CEO position.

STATUTORY ENVIRONMENT

Local Government Act 2019

POLICY IMPLICATIONS

Not Applicable

FINANCIAL IMPLICATIONS

Two weeks higher duties allowance

STRATEGIC IMPLICATIONS

This report aligns to the following Pillars and Goals for 2023-24:

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 6.4	Risk Management The monitoring and minimisation of risks associated with the operations of Council
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VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION:

That Council:

- 1. Approved an extension of the current Acting CEO Jessie Schaecken until a new CEO is appointed**
- 2. Approved Higher Duties Allowance be paid to the current Acting CEO for a two week handover period after the CEO is appointed**

ATTACHMENTS

There are no attachments for this report.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 11 OCTOBER 2023

Agenda Reference:	9.1
Title:	Finance Report for the period ended 31 August 2023
File Reference:	1096956
Author:	James Stockdale, Acting Chief Corporate Officer; Corey White, Accountant

SUMMARY

The purpose of this report is to provide Council with the Financial Management Report for the period ended 31 August 2023.

BACKGROUND

The *Local Government (General) Regulations 2021*, Division 7, Section 17 (as in force at 1 July 2021) apply to this monthly Financial Report and state that Financial Reports to Council must set out and include the following:

- (1) (a) *the actual income and expenditure of the Council for the period from the commencement of the financial year up to the end of the previous month; and*
(b) *the most recently adopted annual budget; and*
(c) *details of any material variances between the most recent actual income and expenditure of the Council and the most recently adopted annual budget.*

- (2) (a) *details of all cash and investments held by the Council (including money held in trust); and*
(b) *the closing cash at bank balance split between tied and untied funds; and*
(c) *a statement on trade debtors and a general indication of the age of the debts owed to the Council; and*
(d) *a statement on trade creditors and a general indication of the age of the debts owed by the Council; and*
(e) *a statement in relation to the Council's payment and reporting obligations for GST, fringe benefits tax, PAYG withholding tax, superannuation and insurance; and*
(f) *other information required by the Council.*

- (5) (a) *a certification, in writing, by the CEO to the Council that, to the best of the CEO's knowledge, information and belief:*
 - (i) *the internal controls implemented by the Council are appropriate; and*
 - (ii) *the Council's financial report best reflects the financial affairs of the Council.*

The set of Financial Reports follow in this report, and include the following as attachments:

- CEO Certification
- Graphical Presentation
- Profit and Loss report
- Balance Sheet Report
- Monthly Financial Report Form – as required by the Department of Chief Minister & Cabinet [a new requirement from November 2022]

The report is a full detailed report. A graphical presentation will be viewed in conjunction with this report commentary.

COMMENT

Snapshot Information (slide 2)

This slide provides an overall snapshot of many aspects of Council's overall operations, which include:

- a) Profit and Loss related items: Total Revenue, and Operating surplus before capital.
- b) Balance sheet items (overall health of Council): Assets, Asset additions, & cash.
- c) Key indicators of financial health: Working capital, cash flows and restricted assets.

Actual vs Budget Comparison - Operational (slide 3)

This consolidated Financial Management Report relates to the year to date (YTD) period 1 July 2023 to 31 August 2023, the first two months of the 2023-2024 financial year. The report compares actual income and costs compared to Council's original budget; the finance team refer to this as "Budget A".

Total revenue

Total revenue (operational and capital) for the first two months to August 2023 is \$10.370M. This is comprised of operational revenue \$9.299M and capital income of \$1.072M. This includes brought forward grant amounts of \$3.504M and \$1.072M = \$4.576M of the \$10.370M total. The brought forward grant amounts will not be included in the budget until the first budget revision; "BUDR". This \$10.370M is therefore not an average amount of income for a 2 month period.

Operational revenue

Council's primary sources of operational revenue is derived from:

- (a) Income rates and charges - \$403K.
- (b) Charges – Sewerage - \$117K
- (c) Charges – Water - \$258K
- (d) Charges – Waste - \$237K
- (e) Income Operating Grants - \$5.705M, which consists of current income allocation grants of \$2.202M and brought forward grants of \$3.504M;
- (f) Income Agency and Commercial Services - \$1.275M. Some of which include:
 - Contract fee income - \$852K.
 - Service fee income - \$136K
 - Sales income - \$156K,
 - FAO Childcare Benefit - \$105K
 - Other Agency Income - \$21K
 - Sales Commissions Received - \$4K

Income (Internal) allocation is \$1.000M. This covers internal income recovery. Major contributors are internal income from: staff housing, vehicle, plant & equipment, information technology, printing, fuel, internal labour work, and contract administration.

Operational expenditure

Total Council operational expenditure for August YTD is \$6.039M.

Employee expenses are over the budget of \$3.072M by \$262K. Contract and material expenses are over the budget of \$1.624M by \$18K or 1%.

Actual vs Budget Comparison – Operating Position - Capital (slide 4)

Additional income is \$1.072M. This is brought forward capital grant income from 22/23 Financial Year.

Total Capital expenditure YTD is \$491K and mostly relates to repairs to Mala'la road in Maningrida.

No new assets were commissioned in August 2023

Assets still "in progress" and not as yet completed total \$1,070,610.

MANAGEMENT REPORT - RESULTS FOR THE FINANCIAL YEAR AUGUST 2023 YTD

A summary of Total Council comparative income and expenditure follows:



Actuals v Budget

as at 31 Aug 2023

TOTAL COUNCIL						
Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operational Revenue						
Income Rates and Charges	403,224	429,358	(26,134)	(6%)	2,576,147	16%
Charges - Sewerage	116,983	129,151	(12,168)	(9%)	774,903	15%
Charges - Water	258,303	285,333	(27,031)	(9%)	1,712,000	15%
Charges - Waste	236,585	246,796	(10,211)	(4%)	1,480,776	16%
Income Council Fees and Charges	64,947	92,547	(27,600)	(30%)	552,223	12%
Income Operating Grants	5,705,372	2,201,719	3,503,653	100%+	13,162,438	43%
Income Investments	28,681	11,417	17,264	100%+	68,500	42%
Income Allocation	1,000,433	991,148	9,286	1%	5,874,515	17%
Other Income	209,041	36,303	172,737	100%+	218,821	96%
Income Agency and Commercial Services	1,275,054	1,161,199	113,855	10%	6,699,753	19%
Total Operational Revenue	9,298,622	5,584,971	3,713,651	66%	33,120,077	28%
Operational Expenditure						
Employee Expenses	3,334,287	3,071,804	262,483	9%	18,362,799	18%
Contract and Material Expenses	1,641,578	1,623,972	17,605	1%	6,478,193	25%
Finance Expenses	2,436	1,938	498	26%	11,625	21%
Travel, Freight and Accom Expenses	158,147	165,600	(7,453)	(5%)	957,530	17%
Fuel, Utilities & Communication	343,495	393,397	(49,903)	(13%)	2,360,190	15%
Other Expenses	493,171	770,187	(277,016)	(36%)	4,566,991	11%
Elected Member Allowances	59,115	58,000	1,115	2%	348,000	17%
Elected Member Expenses	4,320	9,033	(4,713)	(52%)	54,200	8%
Council Committee & LA Allowances	2,200	883	1,317	(100%)+	5,300	42%
Council Committee & LA Expenses	-	42	(42)	(100%)	250	0%
Total Operational Expenditure	6,038,750	6,094,857	(56,108)	(1%)	33,145,077	18%
Total Operational Surplus / (Deficit)	3,259,872	(509,886)	3,769,758	100%+	(25,000)	0%



Annual Budget Operating Position

as at 31 Aug 2023

Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operating Surplus / (Deficit)	3,259,872	(509,886)	3,769,758	100%+	(25,000)	0%
Remove NON-CASH ITEMS						
Less Non-Cash Income	(1,000,433)	(991,148)	(9,286)	(1%)	(5,874,515)	17%
Add Back Non-Cash Expenses	1,000,433	992,571	7,862	1%	5,874,515	17%
Total Non-Cash Items	-	1,423	(1,423)	(100%)	-	0%
Less ADDITIONAL OUTFLOWS						
Capital Expenditure	(490,534)	(94,167)	(396,367)	(100%)+	215,000	100%+
Borrowing Repayments (Principal Only)	-	-	-	-	-	0%
Transfer to Reserves	-	-	-	-	-	0%
Other Outflows	-	-	-	-	-	0%
Total Additional Outflows	490,534	94,167	396,367	(100%)+	215,000	100%+
Add ADDITIONAL INFLOWS						
Capital Grants Income	-	-	-	-	-	0%
Prior Year Carry Forward Tied Funding	957,709	-	957,709	(100%)	-	100%
Other Inflow of Funds	-	240,000	(240,000)	100%	240,000	0%
Transfers from Reserves	113,802	-	113,802	(100%)	-	100%
Total Additional Inflows	1,071,511	240,000	831,511	100%+	240,000	100%+
Net Budgeted Operating Position	3,840,850	(362,629)	4,203,479	100%+	-	100%

CORE SERVICES – UNRESTRICTED FUNDING

Activities in this reporting group include Corporate Administration, Governance, Financial Management, Risk Management, Building Maintenance, Local Roads Maintenance, Rate collections, Parks and Reserves, Animal Control, etc.

Total operational revenue for the year-to-date is \$3.360M being over budget by \$171K.

Income from rates and charges is as follows:

- Income Rates and Charges \$403K
- Charges – Sewerage \$117K
- Charges – Water \$258K
- Charges – Waste \$237K

The summary below shows that Employee expenses are over budget by 10%.

A summary of the month's comparative income and expenditure is shown below.

Actuals v Budget - Core Services Unrestricted

as at 31 Aug 2023

Description	TOTAL COUNCIL				Annual Budget	Progress
	Actuals YTD	Budget YTD	Variance	%		
Operational Revenue						
Income Rates and Charges	403,224	429,358	(26,134)	(6%)	2,576,147	16%
Charges - Sewerage	116,983	129,151	(12,168)	(9%)	774,903	15%
Charges - Water	258,303	285,333	(27,031)	(9%)	1,712,000	15%
Charges - Waste	236,585	246,796	(10,211)	(4%)	1,480,776	16%
Income Council Fees and Charges	64,920	84,880	(19,961)	(24%)	506,223	13%
Income Operating Grants	1,099,908	1,093,612	6,297	1%	6,561,669	17%
Income Investments	28,681	11,417	17,264	100%+	68,500	42%
Income Allocation	935,476	845,588	89,889	11%	5,012,185	19%
Other Income	196,829	36,303	160,525	100%+	217,821	90%
Income Agency and Commercial Services	19,536	26,604	(7,069)	(27%)	140,050	14%
Total Operational Revenue	3,360,444	3,189,042	171,402	5%	19,050,274	18%
Operational Expenditure						
Employee Expenses	2,003,330	1,819,125	184,205	10%	10,914,823	18%
Contract and Material Expenses	589,453	565,553	23,900	4%	3,312,971	18%
Finance Expenses	1,111	885	226	25%	5,310	21%
Travel, Freight and Accom Expenses	117,537	113,866	3,670	3%	677,929	17%
Fuel, Utilities & Communication	262,289	306,586	(44,297)	(14%)	1,839,390	14%
Other Expenses	193,361	453,022	(259,661)	(57%)	2,719,764	7%
Elected Member Allowances	59,115	58,000	1,115	2%	348,000	17%
Elected Member Expenses	4,320	9,033	(4,713)	(52%)	54,200	8%
Council Committee & LA Allowances	2,200	883	1,317	(100%)+	5,300	42%
Council Committee & LA Expenses	-	42	(42)	(100%)	250	0%
Total Operational Expenditure	3,232,716	3,326,995	(94,279)	(3%)	19,877,938	16%
Total Operational Surplus / (Deficit)	127,728	(137,953)	265,681	100%+	(827,664)	0%

Annual Budget Operating Position - Core Services Unrestricted

as at 31 Aug 2023

Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operating Surplus / (Deficit)	127,728	(137,953)	265,681	100%+	(827,664)	0%
Remove NON-CASH ITEMS						
Less Non-Cash Income	(935,476)	(845,588)	(89,889)	(11%)	(5,012,185)	19%
Add Back Non-Cash Expenses	476,096	418,991	57,105	14%	2,513,947	19%
Total Non-Cash Items	(459,380)	(426,597)	(32,784)	(8%)	(2,498,238)	18%
Less ADDITIONAL OUTFLOWS						
Capital Expenditure	(11,545)	(94,167)	82,622	88%	215,000	5%
Borrowing Repayments (Principal Only)	-	-	-	-	-	0%
Transfer to Reserves	-	-	-	-	-	0%
Other Outflows	-	-	-	-	-	0%
Total Additional Outflows	11,545	94,167	(82,622)	(88%)	215,000	5%
Add ADDITIONAL INFLOWS						
Capital Grants Income	-	-	-	-	-	0%
Prior Year Carry Forward Tied Funding	-	-	-	-	-	0%
Other Inflow of Funds	-	240,000	(240,000)	100%	240,000	0%
Transfers from Reserves	-	-	-	-	-	0%
Total Additional Inflows	-	240,000	(240,000)	(100%)	240,000	0%
Net Budgeted Operating Position	(343,197)	(418,716)	75,519	18%	(3,300,902)	10%

CORE SERVICES – RESTRICTED FUNDING

Activities here include Indigenous Jobs Development Funding, Library Services, LRCI Grants (Phases 1, 2 and 3), Gunbalanya Oval Lighting, Road to Recovery work, Warruwi Community Hall Upgrade, Waste & Resource Management, a number of LA projects, and Black Spot Funding for Mala'la Road at Maningrida.

Total operational revenue consists of current **grant income allocations totalling \$1.331M.**

Employee costs are \$2K under budget for the YTD; whilst Contract & Material expenditure is only 74% of budget for the YTD.

A summary of the year's comparative income and expenditure is shown below.

Actuals v Budget - Core Services Restricted

as at 31 Aug 2023

Description	TOTAL COUNCIL					Annual Budget	Progress
	Actuals YTD	Budget YTD	Variance	%			
Operational Revenue							
Charges - Sewerage	-	-	-	-		-	0%
Charges - Water	-	-	-	-		-	0%
Charges - Waste	-	-	-	-		-	0%
Income Council Fees and Charges	27	-	27	100%		-	100%
Income Operating Grants	1,330,782	259,270	1,071,512	100%+	!	1,555,620	86%
Total Operational Revenue	1,330,809	259,270	1,071,539	100%+		1,555,620	86%
Operational Expenditure							
Employee Expenses	145,777	148,188	(2,411)	(2%)		889,127	16%
Contract and Material Expenses	406,012	630,382	(224,370)	(36%)		649,793	62%
Travel, Freight and Accom Expenses	15,896	362	15,535	(100%+)		2,170	100%+
Fuel, Utilities & Communication	2,548	1,735	813	47%		10,410	24%
Other Expenses	2,059	687	1,372	(100%+)		4,120	50%
Elected Member Allowances	-	-	-	-		-	0%
Elected Member Expenses	-	-	-	-		-	0%
Council Committee & LA Allowances	-	-	-	-		-	0%
Council Committee & LA Expenses	-	-	-	-		-	0%
Total Operational Expenditure	572,293	781,353	(209,061)	(27%)		1,555,620	37%
Total Operational Surplus / (Deficit)	758,516	(522,083)	1,280,600	100%+		-	100%

Annual Budget Operating Position - Core Services Restricted

as at 31 Aug 2023

Description	Actuals YTD	Budget YTD	Variance	%		Annual Budget	Progress
Operating Surplus / (Deficit)	758,516	(522,083)	1,280,600	100%+	!	-	100%
Remove NON-CASH ITEMS							
Less Non-Cash Income	-	-	-	-		-	0%
Add Back Non-Cash Expenses	9,070	7,359	1,711	23%		44,156	21%
Total Non-Cash Items	9,070	7,359	1,711	23%		44,156	21%
Less ADDITIONAL OUTFLOWS							
Capital Expenditure	(441,406)	-	(441,406)	(100%)	!	-	100%
Borrowing Repayments (Principal Only)	-	-	-	-		-	0%
Transfer to Reserves	-	-	-	-		-	0%
Other Outflows	-	-	-	-		-	0%
Total Additional Outflows	441,406	-	441,406	100%		-	100%
Add ADDITIONAL INFLOWS							
Capital Grants Income	-	-	-	-		-	0%
Prior Year Carry Forward Tied Funding	957,709	-	957,709	(100%)	!	-	100%
Other Inflow of Funds	-	-	-	-		-	0%
Transfers from Reserves	-	-	-	-		-	0%
Total Additional Inflows	957,709	-	957,709	100%		-	100%
Net Budgeted Operating Position	1,283,889	(514,724)	1,798,613	100%+		44,156	100%+

COMMERCIAL SERVICES

This reporting group includes the provision of activities of a commercial nature or a community nature. These include services such as Childcare, Centrelink, three Licenced Post Offices (LPOs) at Gunbalanya, Jabiru, and Maningrida, Power and Water-essential services contract, Tenancy Management, Visitor Accommodation, and Airstrip Maintenance. Not all activities have generated a surplus, such as a childcare operation, and one of the Post Offices.

Overall, a net operating loss of \$64K was generated for the year to date, which is \$221K under budget. Agency and Commercial services income is over budget by \$168K, whilst Contract and Material expenses are over budget by \$345K. Employee expenses are over budget by \$60K.

A summary of the year's comparative income and expenditure is shown below.

Actuals v Budget - Commercial Services

as at 31 Aug 2023

Description	TOTAL COUNCIL				Annual Budget	Progress
	Actuals YTD	Budget YTD	Variance	%		
Operational Revenue						
Charges - Sewerage	-	-	-	-	-	0%
Charges - Water	-	-	-	-	-	0%
Charges - Waste	-	-	-	-	-	0%
Income Council Fees and Charges	-	7,667	(7,667)	(100%)	46,000	0%
Income Operating Grants	7,000	7,000	-	-	42,000	17%
Income Allocation	20,073	31,429	(11,355)	(36%)	177,544	11%
Other Income	11,275	-	11,275	100%	1,000	100%+
Income Agency and Commercial Services	1,247,468	1,079,318	168,150	16%	6,228,141	20%
Total Operational Revenue	1,285,816	1,125,413	160,403	14%	6,494,685	20%
Operational Expenditure						
Employee Expenses	601,057	541,289	59,768	11%	3,216,339	19%
Contract and Material Expenses	535,786	190,430	345,357	(100%)+	1,099,810	49%
Finance Expenses	1,325	1,053	273	26%	6,315	21%
Travel, Freight and Accom Expenses	14,329	26,029	(11,700)	(45%)	125,470	11%
Fuel, Utilities & Communication	40,357	38,195	2,162	6%	229,100	18%
Other Expenses	157,280	172,061	(14,781)	(9%)	980,281	16%
Elected Member Allowances	-	-	-	-	-	0%
Elected Member Expenses	-	-	-	-	-	0%
Council Committee & LA Allowances	-	-	-	-	-	0%
Council Committee & LA Expenses	-	-	-	-	-	0%
Total Operational Expenditure	1,350,135	969,056	381,079	39%	5,657,315	24%
Total Operational Surplus / (Deficit)	(64,319)	156,357	(220,676)	(100%)+	837,370	0%

Annual Budget Operating Position - Commercial Services

as at 31 Aug 2023

Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operating Surplus / (Deficit)	(64,319)	156,357	(220,676)	(100%)+	837,370	0%
Remove NON-CASH ITEMS						
Less Non-Cash Income	(20,073)	(31,429)	11,355	36%	(177,544)	11%
Add Back Non-Cash Expenses	242,874	255,424	(12,550)	(5%)	1,472,489	16%
Total Non-Cash Items	222,801	223,995	(1,195)	(1%)	1,294,945	17%
Less ADDITIONAL OUTFLOWS						
Capital Expenditure	-	-	-	-	-	0%
Borrowing Repayments (Principal Only)	-	-	-	-	-	0%
Transfer to Reserves	-	-	-	-	-	0%
Other Outflows	-	-	-	-	-	0%
Total Additional Outflows	-	-	-	-	-	0%
Add ADDITIONAL INFLOWS						
Capital Grants Income	-	-	-	-	-	0%
Prior Year Carry Forward Tied Funding	-	-	-	-	-	0%
Other Inflow of Funds	-	-	-	-	-	0%
Transfers from Reserves	-	-	-	-	-	0%
Total Additional Inflows	-	-	-	-	-	0%
Net Budgeted Operating Position	158,482	380,353	(221,871)	(58%)	2,132,315	7%

COMMUNITY SERVICES

This reporting group has a focus on externally-funded grants. This includes: Home Care, Home Support, Aged Care, Night Patrols, Children's Services, Community Safety, Disability Care, Sports & Recreation, Youth Programs, Indigenous Languages and Radio and Broadcasting Programs.

Funds received for Community Services are restricted funds, through a funding agreement with Government, except for a few minor projects such as Civic Events (Australia Day celebrations, the Kakadu Triathlon).

Total operational revenue received for Community Service through grants and other income is \$3.322M for the YTD. Nearly all of this is from direct grants, to be spent and reported back to funding agencies.

Total operational expenditure for the YTD is \$883K, which is 13% less than budgeted. There is a separate list of funds received but not yet spent later in this report. It is referred to as External Restricted cash.

A summary of the year's comparative income and expenditure is shown below.

Actuals v Budget - Community Services

as at 31 Aug 2023

Description	TOTAL COUNCIL					Annual Budget	Progress
	Actuals YTD	Budget YTD	Variance	%			
Operational Revenue							
Charges - Sewerage	-	-	-	-		-	0%
Charges - Water	-	-	-	-		-	0%
Charges - Waste	-	-	-	-		-	0%
Income Operating Grants	3,267,682	841,838	2,425,844	100%+	!	5,003,149	65%
Income Allocation	44,884	114,131	(69,248)	(61%)		684,787	7%
Other Income	938	-	938	100%		-	100%
Income Agency and Commercial Services	8,050	55,277	(47,227)	(85%)		331,562	2%
Total Operational Revenue	3,321,553	1,011,246	2,310,307	100%+		6,019,498	55%
Operational Expenditure							
Employee Expenses	584,123	563,202	20,921	4%		3,342,509	17%
Contract and Material Expenses	110,327	237,608	(127,281)	(54%)		1,415,619	8%
Travel, Freight and Accom Expenses	10,385	25,343	(14,958)	(59%)		151,960	7%
Fuel, Utilities & Communication	38,301	46,882	(8,581)	(18%)		281,290	14%
Other Expenses	139,644	144,418	(4,774)	(3%)		862,826	16%
Elected Member Allowances	-	-	-	-		-	0%
Elected Member Expenses	-	-	-	-		-	0%
Council Committee & LA Allowances	-	-	-	-		-	0%
Council Committee & LA Expenses	-	-	-	-		-	0%
Total Operational Expenditure	882,780	1,017,453	(134,673)	(13%)		6,054,204	15%
Total Operational Surplus / (Deficit)	2,438,773	(6,207)	2,444,980	100%+		(34,706)	0%

Annual Budget Operating Position - Community Services

as at 31 Aug 2023

Description	Actuals YTD	Budget YTD	Variance	%		Annual Budget	Progress
Operating Surplus / (Deficit)	2,438,773	(6,207)	2,444,980	100%+	!	(34,706)	0%
Remove NON-CASH ITEMS							
Less Non-Cash Income	(44,884)	(114,131)	69,248	61%		(684,787)	7%
Add Back Non-Cash Expenses	272,393	310,797	(38,404)	(12%)		1,843,924	15%
Total Non-Cash Items	227,509	196,665	30,844	16%		1,159,137	20%
Less ADDITIONAL OUTFLOWS							
Capital Expenditure	-	-	-	-		-	0%
Borrowing Repayments (Principal Only)	-	-	-	-		-	0%
Transfer to Reserves	-	-	-	-		-	0%
Other Outflows	-	-	-	-		-	0%
Total Additional Outflows	-	-	-	-		-	0%
Add ADDITIONAL INFLOWS							
Capital Grants Income	-	-	-	-		-	0%
Prior Year Carry Forward Tied Funding	-	-	-	-		-	0%
Other Inflow of Funds	-	-	-	-		-	0%
Transfers from Reserves	-	-	-	-		-	0%
Total Additional Inflows	-	-	-	-		-	0%
Net Budgeted Operating Position	2,666,283	190,459	2,475,824	100%+		1,124,431	100%+

Cash In vs Cash Out (slide 6)

Overall, net cash increased \$723K from \$7.271M in July to \$7.994M in August 2023.

WEST ARNHEM REGIONAL COUNCIL-STATEMENT OF CASH FLOWS	
for the period ended 31 August 2023	
	31 August 2023
	\$
CASH FLOWS FROM OPERATING ACTIVITIES	
<i>Receipts</i>	
Receipts from rates & annual charges	277,882
Receipts from user charges & fees	113,677
Interest received	68,420
Operating Grants & contributions	3,471,129
Other operating receipts	1,852,686
	5,783,793
<i>Payments</i>	
Payments to employees	(3,258,952)
Payments for materials & contracts	(2,858,297)
Payments of interest	(2,436)
Other operating payments	(485,633)
	(6,605,318)
Net Cash Flows provided by/(used in) the Operating Activities	(821,525)
CASH FLOWS FROM INVESTING ACTIVITIES	
<i>Receipts</i>	
Capital Grants	823,691
Proceeds from sale of assets	-
	823,691
<i>Payments</i>	
Purchase of assets	(490,534)
Disposal of assets (write off)	-
	(490,534)
Net Cash Flows (used in) the Investing Activities	333,157
CASH FLOWS FROM FINANCING ACTIVITIES	
<i>Payments</i>	
Investment in Joint Venture	-
Net Cash Flows used in the Investing Activities	-
NET INCREASE / (DECREASE) IN CASH HELD	(488,368)
Cash at Beginning of Reporting Period - 1 Jul 2023	8,481,990
Cash at End of Reporting Period	7,993,623

SUMMARY

Total Cash at Bank, cash on hand, and investments, *less* internal (capital reserve funded) and external (grant funded) restrictions totals \$657,219 as per the table below.

Cash at Bank - Operational Account	118,698
Cash at Bank - Cash at Bank Business Maningrida PO	34,857
Cash at Bank – Business Maxi Account	4,918,661
Cash at Bank - Dept of Agriculture, Water and the Environment (DAWE)	0
Trust Account	
Cash at Bank - Grant Trust Account	262,928
Cash at Bank - Traditional Credit Union	1,275
Cash on Hand General - Cash Floats in Communities	2,200
Traditional Credit Union - Shares	4
Term Deposits	2,655,000
Total Cash and Investments	<u>7,993,623</u>
Less Restricted Cash included further below	<u>7,336,404</u>
Balance Remaining	<u>657,219</u>

Investments (slide 7)

Total investments increased from \$6.768M in July to \$7.574M in August 2023. Total current investments are broken down into 8 individual investments as listed in the table below. The investments listed below are held for a term on average of 194 days and generate interest income for Council. Investments are generally held with NAB as their rates are presently much more competitive than Westpac. The Westpac CMA investment for \$4,918,661 is currently being held in a Cash Management Account, with intentions of placing this into a Term Deposit in the near future. Council receives quotes on each occasion to ensure a competitive interest rate is obtained.

<u>Deposit Date</u>	<u>Bank</u>	<u>Principal</u>	<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Term in Days</u>
21/03/2022	WEST	5,000.00	0.25%	21/03/2024	365
15/02/2023	NAB	500,000.00	4.50%	13/09/2023	210
5/07/2023	NAB	500,000.00	5.40%	2/01/2024	181
19/07/2023	NAB	500,000.00	3.90%	16/03/2024	241
2/08/2023	NAB	450,000.00	5.20%	29/01/2024	180
16/08/2023	NAB	300,000.00	4.90%	14/11/2023	90
30/08/2023	NAB	400,000.00	4.90%	28/11/2023	90
20/07/2023	WEST CMA	4,918,660.81	1.55%		
Total Current Investments		<u>\$7,573,661</u>			

Movement of the value of investments for the past year is illustrated in presentation slide no.7.

Restricted Assets (slides 8-10)

Internal Restrictions: Capital Reserve	75,393
External Restrictions: Restricted Grant Funding as at 31 August 2023	<u>7,261,011</u>
	<u>7,336,404</u>

Internally Restricted (Reserve-funded projects) - Using Council's own Money

Funds allocated from Capital Reserve to Council projects are considered "internally restricted" funds.

Expenditure on Reserve-funded projects in recent months is listed below.

<u>Capital Reserve Activity</u>	<u>Jun 2023 Expenditure</u>	<u>Jul 2023 Expenditure</u>	<u>Aug 2023 Expenditure</u>
5265.00 - Network Upgrade : Region	-	-	-
5276.00 - Purchase Toyota Hilux - Darwin	-	-	-
5271.01 - Purchase Toyota Hilux - Gunbalanya	-	-	-
5294.01 - Concrete Stand for Diesel Tank - Gunbalanya	\$60,036	-	\$2,930
5272.02 - Purchase Toyota Hilux - Jabiru	-	-	-
5292.02 - Capital Reserve -Upgrade Council Office Jabiru Stage 2	-	-	-
5197.03 - Kerb Channel and Reseal Bagshaw Road Maningrida	-	-	-
5273.03 - Purchase Toyota Hilux - Maningrida	-	-	-
5279.03 - Purchase Ride on Mower - Maningrida	-	-	\$35,479
5293.03 - Mobilisation and Demobilisation Maningrida Oval Contractors	-	-	-
5274.04 - Purchase Toyota Hilux - Minjilang	-	-	-
5280.04 - Purchase Ride on Mower - Minjilang	-	-	-
5167.05 - Kerb and Channel Airport to Workshop Road - Warruwi	-	-	-
5275.05 - Purchase Toyota Hilux - Warruwi	-	-	-
5284.05 - Purchase Isuzu Russ Garbage Compactor - Warruwi	-	-	-
	<u>\$60,036</u>	-	<u>\$38,409</u>

The full list of current active projects follows:

Reserve Activity	Approved Budget	Date of Approval	Prior Year Expenditure	Expenditure to Date FY 2023-2024	Balance as at 31.08.2023
5265.00 - Network Upgrade: Region	11,643	FY 22/23	13,357	-	25,000
5276.00 - Purchase Toyota Hilux Utility - Darwin	55,000	FY 21/22	(52,194)	-	2,806
SUB-TOTAL FOR REGION	66,643		(38,837)	-	27,806
527101 - Purchase Toyota Hilux Utility - Gunbalanya	55,000	FY 21/22	(52,194)	-	2,806
529401 - Concrete Stand for Diesel Tank - Gunbalanya	70,000	FY 22/23	(64,198)	(2,930)	2,872
SUB-TOTAL FOR GUNBALANYA	125,000		(116,392)	(2,930)	5,678
5272.02 - Purchase Toyota Hilux Utility - Jabiru	55,000	FY 21/22	(52,194)	-	2,806
5292.02 - Upgrade Council Office Jabiru Stage 2	174,700	FY 21/22	(227,505)	-	(52,805)
SUB-TOTAL FOR JABIRU	229,700		(279,699)	-	(49,999)
5197.03 - Kerb Channel and Reseal Bagshaw Road Maningrida	360,000	FY 20/21	(359,248)	-	752
5273.03 - Purchase Toyota Hilux Utility - Maningrida	55,000	FY 21/22	(52,194)	-	2,806
5279.03 - Purchase Ride on Mower - Maningrida	35,000	FY 21/22	-	(35,479)	(479)
5293.03 - Mobilisation and Demobilisation Maningrida Oval Contractors	47,800	FY 22/23	(39,065)	-	8,735
SUB-TOTAL FOR MANINGRIDA	497,800		(450,507)	(35,479)	11,814
5274.04 - Purchase Toyota Hilux Utility - Minjilang	55,000	FY 21/22	(52,194)	-	2,806
5280.04 - Purchase Ride on Mower - Minjilang	35,000	FY 21/22	-	-	35,000
SUB-TOTAL FOR MINJILANG	90,000		(52,194)	-	37,806
5167.05 - Kerb and Channel Airport to Workshop Road - Warruwi	330,000	FY 19/20	(286,520)	-	43,480
5275.05 - Purchase Toyota Hilux Utility - Warruwi	55,000	FY 21/22	(52,194)	-	2,806
5284.05 - Purchase Isuzu Russ Garbage Compactor - Warruwi	7,335	FY 21/22	(11,335)	-	(4,000)
SUB-TOTAL FOR WARRUWI	392,335		(350,049)	-	42,286
Capital Reserve Balance	1,401,478		(1,287,678)	(38,409)	75,393

The movement of capital reserve expenditure is illustrated in the presentation slide no.9.

The summary reserve income and expenditure statement in management report format follows.



Actuals v Budget - Reserve Fund Projects

as at 31 Aug 2023

Description	TOTAL COUNCIL					Annual Budget	Progress
	Actuals YTD	Budget YTD	Variance	%			
Operational Revenue							
Charges - Sewerage	-	-	-	-	0%	-	0%
Charges - Water	-	-	-	-	0%	-	0%
Charges - Waste	-	-	-	-	0%	-	0%
Total Operational Revenue	-	-	-	-	0%	-	0%
Operational Expenditure							
Other Expenses	827	-	827	100%	100%	-	100%
Elected Member Allowances	-	-	-	-	0%	-	0%
Elected Member Expenses	-	-	-	-	0%	-	0%
Council Committee & LA Allowances	-	-	-	-	0%	-	0%
Council Committee & LA Expenses	-	-	-	-	0%	-	0%
Total Operational Expenditure	827	-	827	100%	100%	-	100%
Total Operational Surplus / (Deficit)	(827)	-	(827)	(100%)	100%	-	100%



Annual Budget Operating Position

as at 31 Aug 2023

Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operating Surplus / (Deficit)	(827)	-	(827)	(100%)	100%	100%
Remove NON-CASH ITEMS						
Less Non-Cash Income	-	-	-	-	0%	0%
Add Back Non-Cash Expenses	-	-	-	-	0%	0%
Total Non-Cash Items	-	-	-	-	0%	0%
Less ADDITIONAL OUTFLOWS						
Capital Expenditure	(37,582)	-	(37,582)	(100%)	100%	100%
Borrowing Repayments (Principal Only)	-	-	-	-	0%	0%
Transfer to Reserves	-	-	-	-	0%	0%
Other Outflows	-	-	-	-	0%	0%
Total Additional Outflows	37,582	-	37,582	100%	100%	100%
Add ADDITIONAL INFLOWS						
Capital Grants Income	-	-	-	-	0%	0%
Prior Year Carry Forward Tied Funding	-	-	-	-	0%	0%
Other Inflow of Funds	-	-	-	-	0%	0%
Transfers from Reserves	113,802	-	113,802	(100%)	100%	100%
Total Additional Inflows	113,802	-	113,802	100%	100%	100%
Net Budgeted Operating Position	75,393	-	75,393	100%	100%	100%

Externally Restricted-Funds received from Grants (slide 10)

This includes grant funding as listed below. Note: Grants that are *overspent* are excluded from this report. Cash received to date for these externally restricted grant funding projects is \$8.344M. This is either from B/F balances from last year, 2022-23, or received this year. Expenditure for August YTD for these projects is \$2.094M, and \$7.261M remains to be spent.

There are 51 current funding streams included in the table below. The net movement in restricted assets from July to August was (a) Internal restrictions (capital reserve) – down 38K, and (b) External restrictions (grant funding) – up by \$750K.

The monthly expenditure of restricted assets is illustrated in slides 9-10 of the presentation.

Restricted Assets-Tied Grant Funding	Annual Budget 2023-2024	Cash received to date (incl. Carried Forward)	Expenses to date	Balance as at 31 August 2023
2070 - Indigenous Jobs Development Funding - DHCD	794,000	-	(132,333)	-
2144 - Library Service: Jabiru	135,120	140,073	(22,165)	117,908
2178 - Local Authorities Community Project Income	626,500	1,056,348	(161,926)	894,422
2330 - LRCI Phase 1 and 2 - Malabam Road - Maningrida	-	91,453	-	91,453
2352 - WaRM - Waste and Resource Management	-	-	-	-
2358 - Mala'la Rd - Maningrida - Black Spot Funding	-	(500,000)	-	-
2359 - Mala'la Rd - Maningrida - DIPL \$1m	-	218,776	(220,368)	-
2373 - Preparing Australian Communities - LED Screens	-	75,158	(38,785)	36,373
2374 - CBF - Jabiru Library Upgrade	-	409	(409)	-
2375 - LRCI Phase 3 - Malabam Road - Maningrida	-	538,992	(69,832)	469,159
2377 - PIF - Sewerage Telemetry	-	117,920	(180)	117,740
2380 - R2R - Mala'la Road	-	-	(354,200)	-
2381 - Warruwi Community Hall Upgrade	-	415,000	-	415,000
2384 - ABA - Maningrida Oval Changerooms	-	-	(12,960)	-
2385 - DCMC - Local Decision Making Warruwi	-	15,000	-	15,000
2386 - Gunbalanya Oval Lighting	-	780,000	(540)	779,460
2387 - Seeding New Investment	-	43,691	-	43,691
TOTAL CORE SERVICES-TIED	1,555,620	2,992,820	(1,013,699)	2,980,206
3001 - Home Care Packages Program (HCP)	303,900	30,816	(40,735)	-
3002 - Commonwealth Home Support Program (CHSP)	380,887	14,537	(52,309)	-
3003 - NT Jobs Package - Aged Care	663,120	555,578	(98,487)	409,398
3004 - Night Patrol	1,052,086	526,043	(252,973)	273,070
3009 - Warruwi Outside School Hours Care	47,878	57,285	(20,705)	36,580
3011 - Safety and Wellbeing - Sport and Recreation	515,000	80,432	(85,336)	-
3012 - Remote Sport Program	216,420	212,221	(78)	212,143
3025 - Deliver Indigenous Broadcasting Programs (RIBS)	35,000	16,422	(3,449)	12,974
3028 - Manage Creche	855,610	279,477	(45,268)	234,208
3040 - Children and Schooling - Youth	324,000	54,971	(56,685)	-
3070 - Australia Day Grant	3,000	376	-	376
3087 - Women's Safe House : Gunbalanya	440,452	306,668	(112,138)	194,530
3112 - Remote Sports Voucher Program	-	6	-	6
3119 - Boundless possible Instagram Campaign	-	400	(400)	-
3120 - Domestic Family & Sexual Violence Program	-	35,652	(3,085)	32,567
3121 - Mental Health and Suicide and Suicide Prevention awareness	-	44,137	-	44,137
3126 - Territory Day Community Grant	-	631	(631)	-
3127 - Aged Care Transitional Support	-	45,799	-	45,799
3129 - Strong Women for Healthy Country Network Forum	-	1,135	-	1,135
3130 - eHCP Home Care Packages Program	303,900	27,980	(30,347)	-
3131 - TEABBA Staff Funding - Indigenous Broadcasting Prgm (RIBS)	172,145	12,329	(8,979)	3,351
3133 - Youth Mobile Gym Program - Maningrida	-	760	-	760
3135 - E-Tools - Commonwealth Home Support Program (CHSP)	639,234	1,214,352	(14,537)	1,199,815
3139 - Flexible Support Packages and COVID-19 Service Delivery Cost	-	71,615	(4,326)	67,288
3141 - Get Up Stand Up Show Up - NAIDOC Week Activity	-	24,924	(9,220)	15,704
3143 - Culture school Holiday Activities in Maningrida	-	576	-	576
3145 - Celebrating Aboriginal Culture (Australia Day)	-	3,071	-	3,071
3146 - Indigenous Skills and Employment Program	-	50,000	-	50,000
3147 - Jabiru Safe and Healthy Youth Project	-	10,377	-	10,377
3150 - Ninja Warrior Obstacle Course	-	14,300	(4,098)	10,202
3151 - NIAA - Local Investments Funding Grant Agreement	-	45,000	-	45,000
3152 - TFHC - Womens Safe House NPA	-	200,202	-	200,202
3153 - Voice 2 Parliament Referendum Expenditure	-	-	(1,110)	-
TOTAL COMMUNITY SERVICES	5,952,632	3,938,071	(844,896)	3,103,269
Grants Commission-FAA Roads	1,413,043	1,413,043	(235,507)	1,177,536
TOTAL UNTIED GENERAL PURPOSE	1,413,043	1,413,043	(235,507)	1,177,536
Total	8,921,295	8,343,933	(2,094,102)	7,261,011

Statement of Working Capital / Current Ratio (slides 11-12)

Total current assets increased by \$230K from \$2.018M in July to \$2.248M in August 2023. This is mainly due to an increase of \$218K in Trade and Other Receivables.

Cash and cash equivalents increased by \$12K and is due to:

- (a) An increase in cash at bank (including term deposits) of \$723K and;
- (b) An increase in restricted cash of \$711K.

Total current liabilities increased by \$347K from \$2.403M in July to \$2.749M in August 2023, mostly due to the increase of \$242K in 'Trade and Other Payables' and an increase of \$104K in 'Other Liabilities'. The movement in current liability items is also shown in the table below. Council's net working capital (total current assets less total current liabilities) decreased from -\$385K in July to --\$501K in August 2023, as the net result of the movements noted above. The current ratio decreased from 0.84 to **0.82**, as at 31 August 2023. This calculation is also shown in the presentation slide 11.

Change in Calculation Methodology:

Effective from June 2023 the following changes have been made to the way the Working Capital Ratio is calculated:

- Include All Unrestricted Grant Funding in Cash and Cash Equivalents (Previously apportioned over the Funding Period)
- Exclude 'Inventories' and 'Prepayments and Other' from Total Current Assets
- Include only 25% of Total Provisions

Changes have been applied for 12 months historically for comparability / consistency.

The purpose of the change is to more accurately represent Council's capacity to meet short term obligations from Cash and Assets readily convertible to Cash.

	JULY	AUGUST	Movement	%
CURRENT ASSETS				
Cash and cash equivalents	\$645,369	657,219	\$11,850	2%
Trade and Other Receivables	\$1,372,399	1,590,875	\$218,476	16%
Inventories (fuel and post office)	-	-	-	0%
Prepayments and Other	-	-	-	0%
TOTAL CURRENT ASSETS	\$2,017,768	\$2,248,094	\$230,326	11%
Less:				
CURRENT LIABILITIES				
Trade and Other Payables	\$1,358,609	1,600,274	\$241,665	18%
Provisions	\$520,818	521,230	\$413	0%
Other Liabilities	\$523,207	\$627,694	\$104,488	20%
TOTAL CURRENT LIABILITIES	\$2,402,633	\$2,749,198	\$346,565	14%
NET CURRENT ASSETS (Working Capital)	-\$384,865	-\$501,105	-\$116,239	-30%
CURRENT RATIO	0.84	0.82	-0.02	-3%

Asset Additions and Additions to existing assets (slide 13)

Capital expenditure to August YTD is \$491K. Assets, once ready for use are financially “commissioned”. Council’s total value of commissioned assets to August YTD is \$0, whilst the Assets still “in progress” and not as yet completed total \$0.608M.

Rates and Charges (No graphical slide)

Rates receivable is \$43K as at 31 August 2023

Location	Rates as at 31st August				
	Arrears	2022/23 LEVY	Interest	Balance Payable	Current Payment Plans
	\$	\$	\$	\$	\$
ARNHEMLAND	3,059	1,490	-	4,549	-
GUNBALANYA	2,310	13,443	-	15,753	-
JABIRU	3,956	(11,435)	-	(7,479)	-
MANINGRIDA	-	31,710	-	31,710	-
MINJILANG	-	-	-	-	-
WARRUWI	-	(1,512)	-	(1,512)	-
	9,324	33,696	-	43,020	-

Top 10 Payments Recurrent and Top 10 Payments Non-Recurrent (slides 14-15)

Recurrent Payments: includes Operational supplier-related costs, with top five largest being Councilbiz, Powerwater, Jardine Lloyd Thompson, Australia Post – Maningrida LPO, Australia Post - Jabiru Account.

Non Recurrent Payments: generally the largest spending here is for Council’s capital acquisitions. The top five include: City Earthmoving, JMK NT, Best Contracting, Stedmans Construction and Engineering and Felton Industries.

Debtors (slide 16)

Debtors by Category

Debtor Category	Outstanding As at EoM	Outstanding % of Total	Ageing Dissection			
			Current	> 30 days	> 60 days	> 90 days
Rates - General	43,020	3%	-	-	-	43,020
Rates - Water	366,578	25%	173,366	1,386	4,494	199,092
Childcare	66,241	5%	13,127	12,136	12,018	28,959
NDIS	111,198	8%	-	12,772	4,397	94,029
Trade Debtors	880,605	60%	372,343	471,516	5,130	31,616
TOTAL DEBTORS	1,467,642	100%	558,837	495,039	17,050	396,716

Age Analysis - Summary Report - TOP 5 DEBTORS

Debtor No.	Debtor Name	Outstanding As at EoM	Outstanding % of Total	Ageing Dissection - Top 5			
				Current	> 30 days	> 60 days	> 90 days
161	Kakadu National Park Env Australia	400,400	29%	-	400,400	-	-
310	Power and Water Corporation	375,619	27%	326,752	39,114	-	9,753
69	Energy Resources of Australia	143,996	10%	115,639	-	3,967	32,324
Various	NDIS Clients-Service Charges	111,198	8%	-	12,772	4,397	94,029
	TFHC - Territory Housing	96,986	7%	16,007	-	-	80,980
	TOTAL	1,128,199	81%	458,398	452,286	429	217,085
	Remaining Debtors	273,202	19%	87,311	30,617	4,603	150,672
	TOTAL DEBTORS AS AT 31st August 2023	1,401,401	100%	545,709	482,903	5,032	367,757

Movement of the total value of debtors for the past year follows:



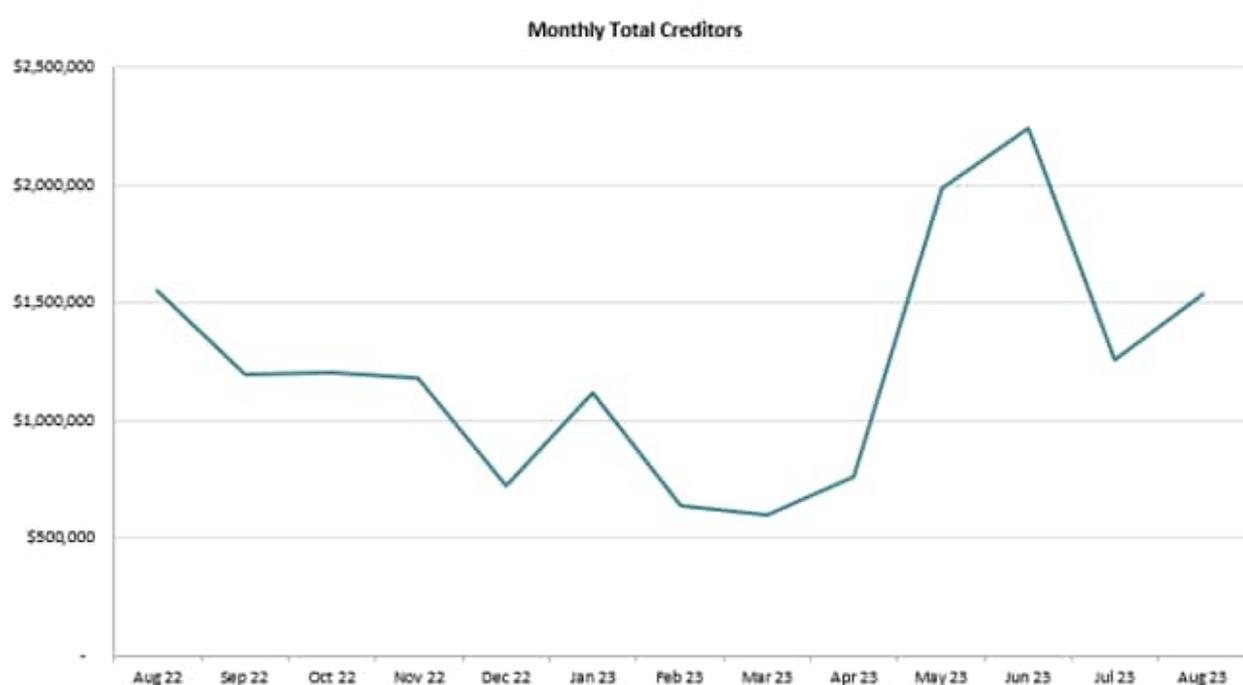
Trade Creditors (slide 17)

Age Analysis - Summary Report - TOP 5 CREDITORS

Creditor No.	Creditor Name	Outstanding As at EoM	Outstanding % of Total	Ageing Dissection - Top 5			
				Current	> 30 days	> 60 days	> 90 days
13898	City Earthmoving	467,513	30%	389,620	-	-	77,893
11590	QuickSuper	145,325	9%	144,015	-	-	1,311
10739	Jardine Lloyd Thompson	144,895	9%	144,895	-	-	-
11134	Powerwater	129,100	8%	129,100	-	-	-
12106	ATO - PAYG Only	114,193	7%	114,193	-	-	-
TOTAL		1,001,026	65%	921,822	-	-	79,204
Remaining Creditors		537,220	35%	269,624	77,580	88,924	101,093
TOTAL CREDITORS AS AT 31st August 2023		1,538,246	100%	1,191,447	77,580	88,924	180,296

*Creditors that are >90 Days are currently on a retainer

The movement of the total value of creditors for the past year follows:



LICENSED POST OFFICES – CASH VARIANCES

The Council operates Australia Post Licensed Post Offices (LPOs) at Jabiru, Maningrida and Gunbalanya.

Discrepancies between the actual cash balance at each LPO and the expected cash balance in the period between 1 August 2023 to 31 August 2023 are listed below:

LPO:	Amount:	Comment
Jabiru	\$359.44 positive	Administrative Error
Maningrida	\$0.25 positive	
Gunbalanya	\$29.11 negative	Has been rectified
Total	\$330.58 positive	

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 2023-2024*.

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 Council received and noted report entitled '*Finance Report for the period ended 31 August 2023*'.

ATTACHMENTS

- 1 CEO Certification - August 2023.pdf
- 2 Combined PL and Balance Sheet - August 2023.pdf
- 3 Monthly Financial Report Form - August 2023.pdf
- 4 Graphical Finance Presentation - August 2023.pdf



WEST ARNHEM REGIONAL COUNCIL

ABN 45 065 336 873

MONTHLY FINANCE REPORT for August 2023

CEO CERTIFICATION

To the Councillors

I, Jessie Schaecken, Acting Chief Executive Officer of West Arnhem Regional Council ('the Council'), certify that to the best of my knowledge, information and belief:

- (i) The internal controls implemented by the Council are appropriate; and
- (ii) The accompanying finance report best reflects the financial affairs of the Council.

Signed

Jessie Schaecken
Acting Chief Executive Officer

Dated this twenties ninth day of August 2023



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West Arnhem Regional Council Consolidated Profit and Loss Report by Account Category Periodical Report - Ending 31st August

	Actual	August Budget	\$ Variance	Actual	Year To Date Budget	\$ Variance	Full Year Budget
OPERATING REVENUE							
Income Rates and Charges							
6111 General Rate Income Base	177,058	201,416	(24,358)	378,474	402,832	(24,358)	2,416,992
6121 Sewerage Charges Income Base	52,407	64,575	(12,168)	116,983	129,151	(12,168)	774,903
6131 Water Charges Income Base	134,078	142,667	(8,589)	258,303	285,333	(27,031)	1,712,000
6141 Domestic Waste Charge Income Base	101,197	111,408	(10,211)	212,605	222,816	(10,211)	1,336,896
6143 Commercial Waste Charge Income	11,990	11,990	0	23,980	23,980	0	143,880
6151 Animal Control - Special Rate	11,450	13,263	(1,813)	24,750	26,526	(1,776)	159,155
Sub Total	488,180	545,319	(57,138)	1,015,095	1,090,638	(75,543)	6,543,826
Income Council Fees and Charges							
6211 License and Permit Fee Income	0	50	(50)	0	130	(130)	720
6213 Animal Registration Fee Income	119	83	36	333	167	166	1,000
6221 Council Fees and Charges Income	7,206	6,643	563	12,949	13,287	(338)	79,720
6223 Property Lease and Rental Fee Income	13,056	9,619	3,436	30,939	19,239	11,701	115,433
6225 Equipment Hire Income	1,480	4,125	(2,645)	1,480	8,850	(7,370)	50,100
6228 Landfill Tipping Fee Income	(91)	25,375	(25,466)	19,245	50,750	(31,505)	304,500
6229 Other User Charge Income	0	63	(63)	0	125	(125)	750
Sub Total	21,770	45,959	(24,189)	64,947	92,547	(27,600)	552,223
Income Operating Grants							
6311 Operating Grant Income - Australian Government	568,916	402,199	166,718	1,238,129	1,459,878	(221,749)	4,171,132
6312 Operating Grant Income - Territory Government	1,989,169	598,270	1,400,899	5,145,445	2,237,960	2,907,485	8,816,161
6319 Operating Grant Income - Other	0	14,595	(14,595)	0	29,191	(29,191)	175,145
6391 Brought Forward Operational Grants	2,447,305	0	2,447,305	3,503,653	0	3,503,653	0
6392 Brought Forward Grants Offset	(2,447,305)	0	(2,447,305)	(3,503,653)	0	(3,503,653)	0
6393 Income Allocation Grants	1,100,860	1,100,860	0	2,201,719	2,201,719	0	13,162,438
6394 Income Allocation Grants OFFSET	(1,100,860)	(1,100,860)	0	(2,201,719)	(2,201,719)	0	(13,162,438)
Sub Total	2,568,086	1,015,064	1,553,022	6,383,574	3,727,029	2,656,545	13,162,438
Income Investments							
6411 Interest Income General Operating	0	0	0	1,920	0	1,920	0
6412 Interest Income from Investments	20,046	5,708	14,338	26,760	11,417	15,343	68,500
Sub Total	20,046	5,708	14,338	28,681	11,417	17,264	68,500

Report_WASC PAL CONSOLIDATED BY ACCT CATEGORY - August 2023

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West Arnhem Regional Council Consolidated Profit and Loss Report by Account Category Periodical Report - Ending 31st August

	August		Actual	Budget	\$ Variance	Actual	Year To Date Budget	\$ Variance	Full Year Budget
	Actual	Budget							
6513 Internal Staff Cost Allocation - Income	0	13,334			(13,334)	3,187	27,232	(24,045)	129,459
6514 Internal Staff Housing Cost Allocation - Income	170,080	138,192			31,888	332,480	276,384	56,096	1,644,864
6516 Workers Comp Cost Allocation - Income	28,752	20,576			8,176	72,231	41,153	31,079	246,916
6520 Internal Insurance Premium Allocation - Income	0	0			0	0	5,000	(5,000)	5,000
6524 Internal Vehicle and Plant Cost Allocation - Income	76,800	76,300			500	153,600	152,600	1,000	915,600
6531 Internal Information Technology Cost Allocation - Inco	61,766	62,266			(500)	124,031	124,531	(500)	747,188
6535 Internal Printing Cost Allocation - Income	1,905	1,930			(25)	3,490	3,860	(370)	23,160
6536 Internal Accommodation Cost Allocation - Income	0	6,074			(6,074)	15,023	12,148	2,875	72,890
6537 Internal Fuel Cost Allocation - Income	6,445	8,077			(1,632)	14,056	16,154	(2,098)	96,922
6538 Internal Food Purchase Allocation - Income	1,472	1,750			(278)	3,392	3,500	(108)	21,000
6553 Internal Work Cost Allocation - Income	44,884	57,066			(12,182)	44,884	114,131	(69,248)	684,787
6561 Contract Admin Fee Cost Allocation - Income	110,997	107,228			3,770	234,060	214,455	19,605	1,286,730
Sub Total	503,101	492,792			10,308	1,000,433	991,148	9,286	5,874,515
Other Income									
6611 Reimbursement Income from Australian Govt	5,000	0			5,000	5,000	0	5,000	0
6615 Reimbursement Income from Other	0	13,333			(13,333)	0	26,667	(26,667)	160,000
6616 Reimbursement Income from Insurance Claims	0	0			0	187,455	0	187,455	0
6618 Reimbursement Income from Employees	0	0			0	1,003	0	1,003	0
6631 Cash from Fundraising	0	0			0	0	0	0	1,000
6632 Cash Donation and Gift Income	9,455	0			9,455	9,455	0	9,455	0
6640 Fuel Tax Credit	3,383	3,833			(450)	5,717	7,667	(1,950)	46,000
6641 Other Income	412	985			(573)	412	1,970	(1,558)	11,821
Sub Total	18,250	18,152			98	209,041	36,303	172,737	218,821
Income Agency Services									
6729 Other Agency Income	11,651	30,708			(19,057)	21,080	61,417	(40,337)	368,500
6730 Sales Commissions Received	2,061	1,500			561	3,900	3,000	900	18,000
Sub Total	13,712	32,208			(18,497)	24,980	64,417	(39,437)	386,500
Income Commercial Services									
Sub Total	448,293	528,177			(79,884)	1,250,074	1,096,782	153,292	6,313,253
Income Capital Grants and Contributions									
6812 Capital Grant Income - Territory Government	780,000	0			780,000	780,000	0	780,000	0
6813 Capital Grant Income - Other	43,691	0			43,691	43,691	0	43,691	0

Report_WASC PAL CONSOLIDATED BY ACCT CATEGORY - August 2023

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West Arnhem Regional Council
Consolidated Profit and Loss Report by Account Category
Periodical Report - Ending 31st August

	Actual	Budget	\$ Variance	Actual	Budget	\$ Variance	Year To Date Actual	Year To Date Budget	\$ Variance	Full Year Budget
6891 Brought Forward Capital Grants	957,709	0	957,709	957,709	0	957,709	0	957,709	0	0
6892 Brought Forward Capital Grants Offset	(957,709)	0	(957,709)	(957,709)	0	(957,709)	0	(957,709)	0	0
6895 Brought Forward Capital Reserve balance	0	0	0	113,802	0	113,802	0	113,802	0	0
6896 Brought Forward Capital Reserve balance - OFFSET	0	0	0	(113,802)	0	(113,802)	0	(113,802)	0	0
Sub Total	823,691	0	823,691	823,691	0	823,691	0	823,691	0	0
Proceeds from Sale of Assets										
6914 Proceeds from Sale Plant	0	0	0	0	120,000	(120,000)	0	120,000	(120,000)	120,000
6917 Proceeds from Sale Motor Vehicles	0	0	0	0	120,000	(120,000)	0	120,000	(120,000)	120,000
Sub Total	0	0	0	0	240,000	(240,000)	0	240,000	(240,000)	240,000
Total Operating Revenue	4,905,128	2,683,379	2,221,749	10,800,515	7,350,281	3,450,234	10,800,515	7,350,281	3,450,234	33,360,077

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West Arnhem Regional Council
Consolidated Profit and Loss Report by Account Category
 Periodical Report - Ending 31st August

	Actual	August Budget	\$ Variance	Actual	Year To Date Budget	\$ Variance	Full Year Budget
OPERATING EXPENDITURE							
Employee Expenses							
Sub Total	1,678,015	1,535,902	(142,113)	3,334,287	3,071,804	(262,483)	18,362,799
Contract and Material Expenses							
Sub Total	736,099	429,472	(306,627)	1,394,463	1,506,118	111,655	5,755,906
Finance Expenses							
Sub Total	1,406	969	(437)	2,436	1,938	(498)	11,625
Travel, Freight and Accom Expenses							
Sub Total	87,042	79,600	(7,442)	162,468	165,975	3,508	959,780
Fuel, Utilities & Communication							
Sub Total	189,195	196,654	7,459	343,495	393,397	49,903	2,360,190
Corporate Expenses							
Sub Total	348,323	444,653	96,330	645,662	895,625	249,963	5,334,777
System and Network Expenses							
Sub Total	155,318	30,000	(125,318)	155,938	60,000	(95,938)	360,000
Total Operating Expenditure	3,195,398	2,717,251	(478,146)	6,038,750	6,094,857	56,108	33,145,077
Net Surplus / (Deficit) - Rev Exp Only:	1,709,730	(33,871)	1,743,601	4,761,765	1,255,424	3,506,341	215,000
Other Revenue & Expenditure							
Total Other Revenue & Expenditure	0	0	0	0	0	0	0
ALLOCATIONS							
Total Allocations	0	0	0	0	0	0	0
Net Surplus / (Deficit) - incl. Allocations:	1,709,730	(33,871)	1,743,601	4,761,765	1,255,424	3,506,341	215,000

West Arnhem Regional Council		WEST ARNHEM	
Balance Sheet Report			
As at Period Ending - 31st August		REGIONAL COUNCIL	
ASSETS	TOTALS	NOTE REFERENCE	
Cash at Bank		(1)	
Tied Funds	7,336,404		
Untied Funds	657,219		
Cash Sub Total	7,993,623		
Accounts Receivable			
Trade Debtors	991,802	(2)	
Rates & Charges Debtors	409,599		
Grants Receivable	48,060		
ATO Receivables	180,073	(4)	
Receivables Sub Total	1,629,534		
Other Current Assets	(38,659)		
Inventory	168,143		
Prepayments	598,730		
TOTAL CURRENT ASSETS	10,351,370		
Non-Current Financial Assets			
Property, Plant and Equipment	-		
Acquisition of Assets	94,074,582		
Capital Expenditure	1,070,610		
TOTAL NON-CURRENT ASSETS	95,145,193		
TOTAL ASSETS	105,496,563		
LIABILITIES			
Accounts Payable	1,538,246	(3)	
ATO & Payroll Liabilities	62,027	(4)	
Current Provisions	2,084,921		
Income Received in Advance	(805,342)		
Accruals	359,545		
Other Current Liabilities	268,149		
TOTAL CURRENT LIABILITIES	3,507,547		
Non-Current Provisions	530,327		
Other Non-Current Liabilities	6,821,877		
TOTAL NON-CURRENT LIABILITIES	7,352,204		
TOTAL LIABILITIES	10,859,751		
NET ASSETS	94,636,811		
EQUITY			
Asset Revaluation Reserve	48,616,454		
Reserves	75,393		
Accumulated Surplus	46,006,476		
Equity Adjustments	(61,511)		
TOTAL EQUITY	94,636,812		

Note 1. Details of Cash and Investments Held

Cash at Bank Operational General 035-302 133298	118,698	
Cash at Bank Community LPO Account 035-308 186614	34,857	
Cash at Bank Trust 2 DAWE RENT 6620	-	
Cash at Bank Trust 1 a/c 035308 146612	262,928	
Cash at Bank TCU #70000	1,275	
Cash on Hand General	2,200	
Term Deposits	2,655,000	Further Breakdown of Investments held on page 11 of report
Traditional Credit Union - Shares	4	
Westpac Max-i Direct A/C No: 190 970	4,918,661	
Total	7,993,623	

Note 2. Statement of Trade Debtors

Example:

(Council can select timing of the age of trade debtors)	Current	Past Due 1 – 30 Days	Past Due 31 – 60 Days	Past Due 61-90 Days	Past Due 90+ Days	Total *
Trade Debtors		\$ 672,343	\$ 484,288	\$ 9,526	\$ 125,645	\$ 1,291,802

Note 3. Statement on Trade Creditors

Example:

(Council can select timing of the age of creditors)	Current	Past Due 1 – 30 Days	Past Due 31 – 60 Days	Past Due 61-90 Days	Past Due 90+ Days	Total
Trade Creditors		\$ 269,624	\$ 77,580	\$ 88,924	\$ 101,093	\$ 537,221
Other Creditors						\$ -
Total Accounts Payable	\$ -	\$ 269,624	\$ 77,580	\$ 88,924	\$ 101,093	\$ 537,221

Note 4. Statement on Australian Tax Office (ATO) and Payroll Obligations**Reporting and payment obligations with the Australian Taxation Office**

The Council has the following reporting and payment obligations with the Australian Taxation Office:

Goods and Services Tax – Amounts are reported and remitted monthly;

PAYG Income Tax Withheld – Amounts are reported and remitted fortnightly as part of Single Touch Payroll (STP) arrangements; and

Fringe Benefits Tax – Instalment amounts are paid quarterly with an FBT return for the 12 month period ended 31 March required to be lodged each year.

As at the date of this report, all reporting and payment obligations had been met up to 31 August 2023.

Superannuation

Employees are paid superannuation contributions in accordance with the superannuation legislative framework.

Superannuation contributions are paid to either an employee's choice of complying fund or the Council's default fund, which is currently Statewide Super.

Commencing 1 July 2022 the minimum Superannuation Guarantee Charge increased from 10.0 to 10.5 per cent. Most full-time employees of the Council receive a 12.5 per cent overall superannuation contribution as part of their agreed remuneration package.

Superannuation payments are due to be remitted on the 28th of the month following the previous quarter. However, the Council elects to remit superannuation accrued on a monthly basis in line with its Single Touch Payroll process. All superannuation contributions that had accrued up to 30 July 2023 have been remitted to employees' respective superannuation funds as at the date of this report.

The Corporate Services (financial) division of the Council is not presently aware of any late and outstanding superannuation obligations due to current or former employees.

Insurance

Details of the Council's current insurance arrangements for the 2022-23 financial year are as follows. Period of cover is for the financial year 1 July 2022 to 30 June 2023.

	FY2022-23		
	Annual Premium Amount \$ excl GST	Quarterly Premium cum. Total \$	Date paid
Corporate Travel	\$ 8,325		29/07/2022
Councillors & Officers Liability w Employment Practices Liability	\$ 15,632		12/08/2022
Industrial Special Risks - Property	\$ 699,926		9/09/2022
Motor Vehicle	\$ 96,990		26/08/2022
Personal Accident	\$ 502		29/07/2022
Public Liability Business Pack - (Australia Post-Maningrida, Gunbalanya and Jabiru Licensed Post Offices)	\$ 1,252		29/07/2022
Public Liability / Professional Indemnity	\$ 83,096		9/09/2022
Workers' Compensation ReturntoWorkSA ends 30.6.23	\$ 1,119		30/09/2022
Workers' Compensation [paid in 4 instalments] - 1st instalment:		\$ 118,034	26/08/2022
Workers' Compensation [paid in 4 instalments] - 2nd instalment:		\$ 118,034	9/09/2022
Workers' Compensation [paid in 4 instalments] - 3rd instalment:		\$ 118,034	16/12/2022
Workers' Compensation [paid in 4 instalments] - 4th instalment:		\$ 118,034	27/03/2023
Public Sector Service Fee [paid in 4 instalments] - 1st instalment:		\$ 11,824	12/08/2022
Public Sector Service Fee [paid in 4 instalments] - 2nd instalment:		\$ 11,824	9/09/2022
Public Sector Service Fee [paid in 4 instalments] - 3rd instalment:		\$ 11,824	5/01/2023
Public Sector Service Fee [paid in 4 instalments] - 4th instalment:		\$ 11,824	14/03/2023
	\$ 906,842	\$ 519,432	

Due to the commercial-in-confidence nature of the Council's insurance policies, the specifics of the Council's insurance policies can be made available for review upon request.

Actuals v Budget
as at 31 Aug 2023



Description	TOTAL COUNCIL			
	Actuals YTD	Budget YTD	Variance	%
Operational Revenue				
Income Rates and Charges	403,224	429,358	(26,134)	(6%)
Charges - Sewerage	116,983	129,151	(12,168)	(9%)
Charges - Water	258,303	285,333	(27,031)	(9%)
Charges - Waste	236,585	246,796	(10,211)	(4%)
Income Council Fees and Charges	64,947	92,547	(27,600)	(30%)
Income Operating Grants	5,705,372	2,201,719	3,503,653	100%+
Income Investments	28,681	11,417	17,264	100%+
Income Allocation	1,000,433	991,148	9,286	1%
Other Income	209,041	36,303	172,737	100%+
Income Agency and Commercial Services	1,275,054	1,161,199	113,855	10%
Total Operational Revenue	9,298,622	5,584,971	3,713,651	66%
Operational Expenditure				
Employee Expenses	3,334,287	3,071,804	262,483	9%
Contract and Material Expenses	1,841,578	1,623,972	17,605	1%
Finance Expenses	2,436	1,938	498	26%
Travel, Freight and Accom Expenses	158,147	165,600	(7,453)	(5%)
Fuel, Utilities & Communication	343,495	393,397	(49,903)	(13%)
Other Expenses	493,171	770,187	(277,016)	(36%)
Elected Member Allowances	59,115	58,000	1,115	2%
Elected Member Expenses	4,320	9,033	(4,713)	(52%)
Council Committee & LA Allowances	2,200	883	1,317	(100%)+
Council Committee & LA Expenses	-	42	(42)	(100%)
Total Operational Expenditure	6,038,750	6,094,857	(56,108)	(1%)
Total Operational Surplus / (Deficit)	3,259,872	(509,886)	3,769,758	100%+
				(25,000)
				0%

Annual Budget Operating Position

as at 31 Aug 2023



Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget Progress
Operating Surplus / (Deficit)	3,259,872	(509,886)	3,769,758	100%+	I (25,000) 0%
Remove NON-CASH ITEMS					
Less Non-Cash Income	(1,000,433)	(991,148)	(9,286)	(1%)	(5,874,515) 17%
Add Back Non-Cash Expenses	1,000,433	992,571	7,862	1%	5,874,515 17%
Total Non-Cash Items	-	1,423	(1,423)	(100%)	- 0%
Less ADDITIONAL OUTFLOWS					
Capital Expenditure	(490,534)	(94,167)	(396,367)	(100%)+	I 215,000 100%+
Borrowing Repayments (Principal Only)	-	-	-	-	- 0%
Transfer to Reserves	-	-	-	-	- 0%
Other Outflows	-	-	-	-	- 0%
Total Additional Outflows	490,534	94,167	396,367	(100%)+	215,000 100%+
Add ADDITIONAL INFLOWS					
Capital Grants Income	-	-	-	-	- 0%
Prior Year Carry Forward Tied Funding	957,709	-	957,709	(100%)	I - 100%
Other Inflow of Funds	-	240,000	(240,000)	100%	240,000 0%
Transfers from Reserves	113,802	-	113,802	(100%)	- 100%
Total Additional Inflows	1,071,511	240,000	831,511	100%+	240,000 100%+
Net Budgeted Operating Position	3,840,850	(362,629)	4,203,479	100%+	- 100%

WEST ARNHEM REGIONAL COUNCIL

Capital Expenditure
 as at 31 Aug 2023

Description	TOTAL COUNCIL			
	Actuals YTD	Budget YTD	Variance	%
Capital Expenditure				
Plant & Equipment	(46,197)	(4,167)	(42,031)	(100%)+
Infrastructure	(133,914)	-	(133,914)	(100%)
Roads	(282,964)	-	(282,964)	(100%)
Buildings	-	(90,000)	90,000	100%
Furniture, Fittings and Office Equipment	(27,458)	-	(27,458)	(100%)
Vehicles	-	-	-	-
Total Capital Expenditure *	(490,534)	(94,167)	(396,367)	(100%)+
Total Capital Expenditure Funded By				
Operating Income (amount allocated to fund capital items)	145,295	-	145,295	100%
Capital Grants	957,709	-	957,709	100%
Transfers from Cash Reserves	113,802	-	113,802	100%
Total Capital Expenditure Funding	1,216,806	-	1,216,806	(100%)



Member and CEO Council Credit Card Transactions for August

Transaction Date	Amount	Suppliers Name	Reason for Transaction
Cardholder Name: Manager - People and Capability - Peter Ryan			
07-Aug-23	\$ 242.00	Property Me	Subscription - Basic (04/07/2023 - 04/08/2023)
10-Aug-23	\$ 117.27	Limepay/Disc Party Shop	Ninja Warriors Grant
11-Aug-23	\$ 282.07	Zazzle Ireland	Ninja Warriors Grant
14-Aug-23	\$ 174.50	ServiceM8	ServiceM8 Premium Plan for community ESOs
03-Sep-23	\$ 0.63	Westpac	Interest Charges - Cash
01-Sep-23	\$ 81.00	Safe NT	Working With Children Clearance - Lara Andrade
Total	\$ 897.47		
Cardholder Name: Acting COO - Fiona Ainsworth			
02-Aug-23	\$ 53.57	Kidsoft	Direct Debit Facility Fee - Jabiru Childcare Centre
02-Aug-23	\$ 199.00	Kidsoft	Monthly License Fee - Jabiru Childcare Centre
12-Aug-23	\$ 199.00	Kidsoft	Monthly License Fee - Minjilang Crèche
12-Aug-23	\$ 199.00	Kidsoft	Monthly License Fee - Warruwi Crèche
17-Aug-23	\$ 85.00	Transquip Tools	Replacement Parts - Hydraulic Press Jabiru Workshop
18-Aug-23	\$ 62.58	Officeworks	Key tags for fleet tracking system fobs
21-Aug-23	\$ 79.80	ARB Darwin	Tyre Deflator - Rego CE38FO - Mayor's Vehicle Toyota Landcruiser
15-Aug-23	\$ 143.00	Turbos Tyres	Tyre Repairs - Rego CD89RM - Kubota Front Mower Jabiru
22-Aug-23	\$ 486.35	Fluid Power	Replacement Parts - Rego CB91HO - Hino Crane Truck Jabiru
28-Aug-23	\$ 83.00	Licensing NT	Forklift Licence - Kahu Hack - Senior Works Officer Gumbalanya
Total	\$ 1,590.30		
Cardholder Name: Mayor - Matthew Ryan			
30-Aug-23	\$ 54.94	Rivers	Authorised charged to be deducted from next pay - jumper for Adelaide voice trip
31-Aug-23	\$ 113.68	Hilton Adelaide	Authorised charged to be deducted from next pay - meals for Adelaide voice trip
31-Aug-23	\$ 23.42	Live Payment	Taxi transfer - to be invoiced to NIAA
01-Sep-23	\$ 25.76	100 miles	Authorised charged to be deducted from next pay - meal for Adelaide voice trip
Total	\$ 217.80		

Member and CEO Council Credit Card Transactions for August



Transaction Date	Amount	Suppliers Name	Reason for Transaction
Cardholder Name: CCO - Deirdre O'Sullivan			
03-Aug-23	\$ 135.00	Safe NT	NDIS Clearance Application - Jostyn Yarrowin
03-Aug-23	\$ 135.00	Safe NT	NDIS Clearance Application - Leanne Johansson
03-Aug-23	\$ 135.00	Safe NT	NDIS Clearance Application - Geraldine Nanul
04-Aug-23	\$ 1,489.00	Cash Register Warehouse	Replace POS Hardware
04-Aug-23	\$ 195.00	Environmental Health	Unreconciled - Awaiting Receipt
04-Aug-23	\$ 149.00	Vend Pos	Unreconciled - Awaiting Receipt
07-Aug-23	\$ 10.99	Jabiru Foodland	Water needed at office because of water outage
14-Aug-23	\$ 81.00	Safe NT	National Police Check - Martina Nayilbidj
14-Aug-23	\$ 81.00	Safe NT	Working With Children Check - Parisa Withnall
14-Aug-23	\$ 81.00	Safe NT	Working With Children Check - John Terepo
16-Aug-23	\$ 1,200.10	Select'D	Breakfast cereal packs for Kurrung Games participants
16-Aug-23	\$ 256.33	Canva	Canva online subscription
17-Aug-23	\$ 81.00	Safe NT	Working With Children Clearance - Brendan Marrgam
17-Aug-23	\$ 81.00	Safe NT	Working With Children Clearance - Verofina Marambu
18-Aug-23	\$ 81.00	Safe NT	National Police Clearance - Verofina Marambu
21-Aug-23	\$ 135.00	Safe NT	NDIS Clearance Application - Jamie Milpuir
21-Aug-23	\$ 135.00	Safe NT	NDIS Clearance Application - Marnie Mitchell
21-Aug-23	\$ 135.00	Safe NT	NDIS Clearance Application - Kyra Beckmann
21-Aug-23	\$ 220.00	Group of 100	Unreconciled - Awaiting Receipt
22-Aug-23	\$ 81.00	Safe NT	Working With Children Clearance - Barbara Murray
22-Aug-23	\$ 81.00	Safe NT	Working With Children Clearance - Rosie Wood
24-Aug-23	\$ 81.00	Safe NT	Working With Children Clearance - Kahu Haak
28-Aug-23	\$ 135.00	Safe NT	NDIS Clearance Application - Brendan Marrgam
30-Aug-23	\$ 200.00	Kmart	Unreconciled - Awaiting Receipt
31-Aug-23	\$ 200.00	Eventbrite	NT Aboriginal Leadership Forum - Otto Dan
31-Aug-23	\$ 200.00	Eventbrite	NT Aboriginal Leadership Forum - Ralph Blyth
31-Aug-23	\$ 995.00	ALGA	2023 Road Congress - Matthew Ryan
31-Aug-23	\$ 1,098.79	QANTAS	Airfare Darwin - Canberra for 2023 Road Congress - Matthew Ryan
31-Aug-23	\$ 7,000.00	Transfer	Payment C66155
31-Aug-23	\$ 55.00	Coles Coolalinga	Unreconciled - Awaiting Receipt
01-Sep-23	\$ 81.00	Safe NT	Working With Children Clearance - Lara Andrade
Total	\$ 1,024.21		



Actuals v Budget by Local Authority Area
as at 31 Aug 2023.

Description	REGION			GUNBALAWA			JABIRU		
	Actuals YTD	Budget YTD	Variance	Actuals YTD	Budget YTD	Variance	Actuals YTD	Budget YTD	Variance
Operational Revenue									
Income Rates and Charges	3,436	3,436	-	61,496	61,459	38	208,301	234,472	(26,171)
Charges - Sewerage	-	-	-	-	-	-	116,983	129,151	(12,168)
Charges - Water	-	-	-	-	-	-	258,303	285,333	(27,031)
Charges - Waste	-	-	-	58,371	58,371	-	39,274	49,485	(10,211)
Income Council Fees and Charges	25,634	18,333	7,301	1,629	3,072	(1,443)	27,737	59,800	(32,063)
Income Operating Grants	3,407,341	1,770,702	1,636,639	918,691	154,025	764,666	83,569	40,631	22,938
Income Investments	28,681	11,417	17,264	35,356	53,010	(17,653)	9,335	23,094	(13,759)
Income Allocation	934,429	882,028	52,401	3,441	2,667	775	704	417	287
Other Income	14,867	26,667	(11,800)	233,797	315,496	(81,698)	608,340	274,527	333,813
Income Agency and Commercial Services	4,186	37,817	(33,631)						
Total Operational Revenue	4,418,574	2,750,400	1,668,174	1,312,782	648,099	664,683	1,332,545	1,096,909	235,636
Operational Expenditure									
Employee Expenses	1,298,427	1,225,082	73,345	466,799	453,490	13,308	651,403	548,946	102,457
Contract and Material Expenses	316,880	236,902	79,978	138,815	374,218	(235,402)	559,696	270,590	289,096
Finance Expenses	1,009	798	210	776	382	394	166	274	(108)
Travel, Freight and Accom Expenses	67,408	53,615	13,793	8,647	21,015	(12,368)	13,107	9,962	3,145
Fuel, Utilities & Communication	68,904	74,706	(5,801)	60,762	50,281	4,481	93,267	104,136	(10,869)
Other Expenses	124,248	277,717	(153,469)	111,836	117,052	(5,216)	116,097	150,600	(34,503)
Elected Member Allowances	59,115	58,000	1,115	-	-	-	-	-	-
Elected Member Expenses	4,320	9,033	(4,713)	800	250	550	-	-	-
Council Committee & LA Allowances	-	-	-	-	42	(42)	-	-	-
Council Committee & LA Expenses	-	-	-	-	-	-	-	-	-
Total Operational Expenditure	1,940,312	1,935,854	4,458	768,434	1,022,729	(234,295)	1,433,726	1,084,508	349,218
Total Operational Surplus / (Deficit)	2,478,262	814,546	1,663,716	524,348	(374,630)	898,978	(101,181)	12,401	(113,582)

Actuals v Budget by Local Authority Area
as at 31 Aug 2023

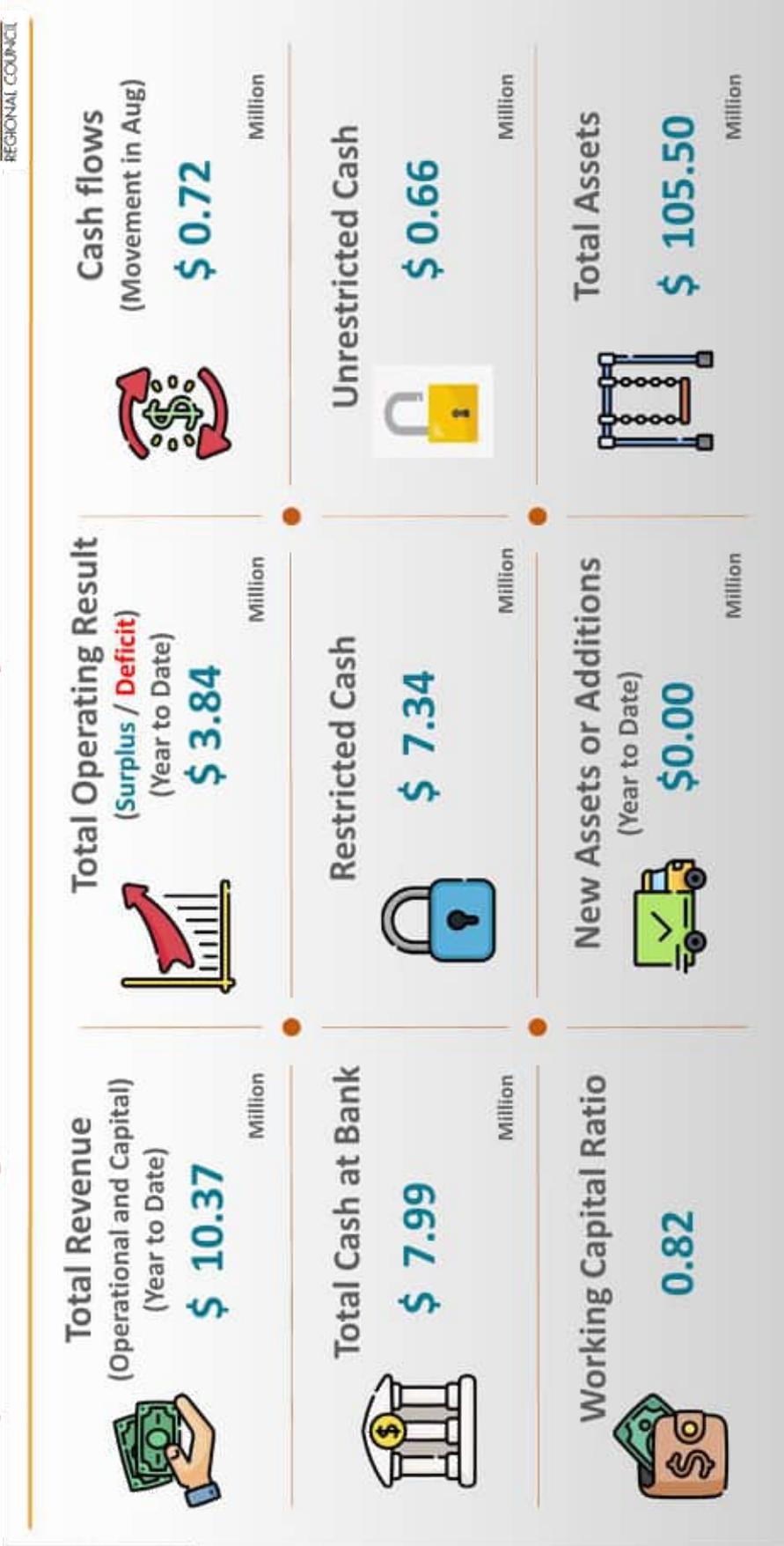
Description	MANUKGREGDA			MELKLANG			WARSIANG			TOTAL COUNCIL		
	Actuals YTD	Budget YTD	Variance	Actuals YTD	Budget YTD	Variance	Actuals YTD	Budget YTD	Variance	Actuals YTD	Budget YTD	Variance
Operational Revenue												
Income Rents and Charges	103,696	103,696	-	10,117	10,117	-	16,178	16,178	-	403,224	429,358	(26,134)
Charges - Sewerage	-	-	-	-	-	-	-	-	-	116,963	129,151	(12,188)
Charges - Waste	-	-	-	-	-	-	-	-	-	258,303	285,333	(27,031)
Income Council Fees and Charges	112,967	112,967	-	10,474	10,474	-	15,510	15,510	-	236,585	246,796	(10,211)
Income Operating Grants	8,938	7,375	1,563	724	2,800	(2,076)	285	1,167	(882)	64,947	92,547	(27,600)
Income Investments	692,593	61,867	630,726	329,215	80,458	248,756	293,964	94,036	199,928	5,705,372	2,201,719	3,503,653
Income Allocation	4,865	10,608	(5,743)	10,845	16,934	(6,089)	5,613	5,157	456	28,681	11,417	17,264
Other Income	188,564	4,470	184,094	995	1,167	(171)	469	917	(447)	1,000,433	991,148	9,285
Income Agency and Commercial Services	203,067	222,431	(19,363)	116,468	166,795	(50,327)	109,195	144,134	(34,939)	209,041	36,303	172,737
Total Operational Revenue	1,314,670	533,722	780,948	478,338	288,744	190,093	441,214	277,098	164,116	9,388,822	5,884,871	3,513,951
Operational Expenditure												
Employee Expenses	319,651	276,310	43,342	241,853	254,117	(12,264)	356,154	313,859	42,295	3,334,287	3,071,804	262,483
Contract and Material Expenses	531,885	519,265	12,620	38,110	52,092	(53,986)	56,201	130,892	(74,791)	1,641,578	1,623,972	17,606
Finance Expenses	119	175	(56)	203	245	(42)	164	63	101	2,426	1,938	488
Travel, Freight and Accom Expenses	25,545	29,185	(3,640)	23,408	27,716	(4,308)	20,033	24,108	(4,075)	158,147	165,090	(7,453)
Fuel, Utilities & Communication	43,204	68,474	(25,270)	47,537	54,168	(6,631)	29,822	35,634	(5,812)	343,485	393,287	(49,803)
Other Expenses	67,880	94,172	(26,292)	27,578	62,403	(34,824)	45,531	68,244	(22,712)	493,171	770,187	(277,016)
Elected Member Allowances	-	-	-	-	-	-	-	-	-	59,115	59,000	1,115
Elected Member Expenses	-	-	-	-	-	-	-	-	-	4,320	9,033	(4,713)
Council Committee & LA Allowances	1,400	250	1,150	-	133	(133)	-	250	(250)	2,200	663	1,537
Council Committee & LA Expenses	-	-	-	-	-	-	-	-	-	-	42	(42)
Total Operational Expenditure	989,633	987,830	1,803	378,691	489,788	(112,098)	507,905	573,148	(65,244)	6,038,750	6,094,887	(56,137)
Total Operational Surplus / (Deficit)	324,997	(464,108)	789,095	100,147	(202,044)	302,191	(66,691)	(296,051)	229,360	3,359,872	(909,066)	3,769,758



**Financial Management Report for the
period ended 31st August 2023**



Snapshot – August 2023 Financial Report





Actual v Budget – Operational – August YTD 2023



Actuals v Budget

as at 31 Aug 2023

Description	TOTAL COUNCIL				Annual Budget	Progress
	Actuals YTD	Budget YTD	Variance	%		
Operational Revenue						
Income Rates and Charges	403,224	429,358	(26,134)	(6%)	2,576,147	16%
Charges - Sewerage	116,983	129,151	(12,168)	(9%)	774,903	15%
Charges - Water	258,303	285,333	(27,031)	(9%)	1,712,000	15%
Charges - Waste	236,585	246,796	(10,211)	(4%)	1,480,776	16%
Income Council Fees and Charges	64,947	82,547	(27,600)	(33%)	552,223	12%
Income Operating Grants	5,705,372	2,201,719	3,503,653	100%+	13,162,438	43%
Income Investments	28,681	11,417	17,264	100%+	66,500	42%
Income Allocation	1,000,433	991,148	9,286	1%	5,874,515	17%
Other Income	209,041	36,303	172,737	100%+	218,821	98%
Income Agency and Commercial Services	1,275,054	1,161,199	113,855	10%	6,699,753	19%
Total Operational Revenue	9,298,622	5,584,971	3,713,651	66%	33,120,077	28%
Operational Expenditure						
Employee Expenses	3,334,287	3,071,804	262,483	9%	18,352,799	18%
Contract and Material Expenses	1,641,578	1,623,972	17,606	1%	6,478,193	25%
Finance Expenses	2,436	1,938	498	26%	11,625	21%
Travel, Freight and Accom Expenses	158,147	165,600	(7,453)	(5%)	957,530	17%
Fuel, Utilities & Communication	343,495	393,397	(49,903)	(13%)	2,360,190	15%
Other Expenses	493,171	770,187	(277,016)	(36%)	4,565,991	11%
Elected Member Allowances	59,115	58,000	1,115	2%	348,000	17%
Elected Member Expenses	4,320	9,033	(4,713)	(52%)	54,200	8%
Council Committee & LA Allowances	2,200	883	1,317	(100%)+	5,300	42%
Council Committee & LA Expenses	-	42	(42)	(100%)	250	10%
Total Operational Expenditure	6,038,750	6,084,857	(56,108)	(1%)	33,145,077	18%
Total Operational Surplus / (Deficit)	3,259,872	(509,886)	3,769,758	100%+	(25,000)	0%





Actual v Budget – Operating Position – August YTD 2023



Annual Budget Operating Position as at 31 Aug 2023

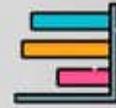
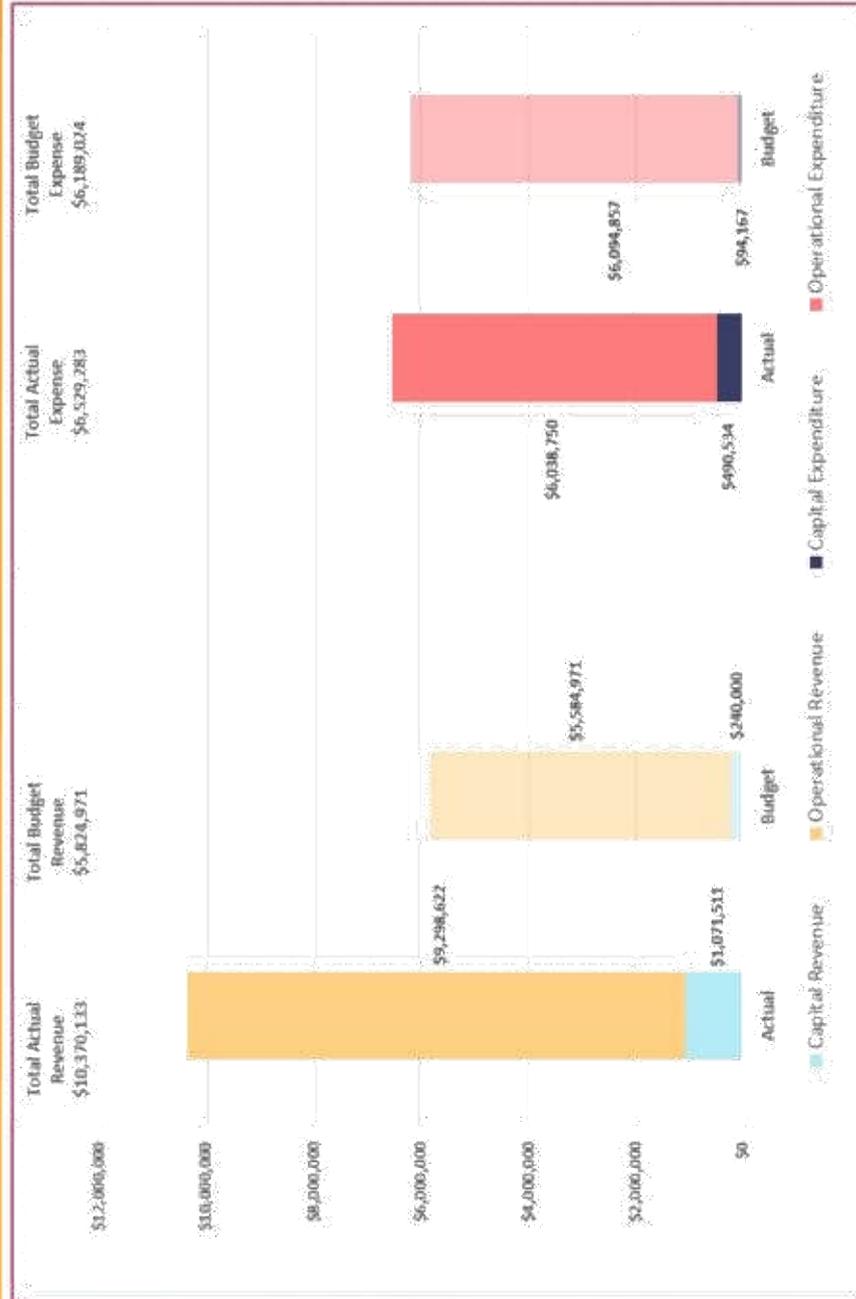
Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget Progress
Operating Surplus / (Deficit)	3,259,872	(509,886)	3,769,758	100% +	! (25,000) 0%
Remove NON-CASH ITEMS					
Less Non-Cash Income	(1,000,433)	(991,148)	(9,286)	(1%)	! (5,874,515) 17%
Add Back Non-Cash Expenses	1,000,433	992,571	7,862	1%	! 5,874,515 17%
Total Non-Cash Items	-	1,423	(1,423)	(100%) -	- 0%
Less ADDITIONAL OUTFLOWS					
Capital Expenditure	(480,534)	(94,167)	(386,367)	(100%)+	! 215,000 100%+
Borrowing Repayments (Principal Only)	-	-	-	-	! - 0%
Transfer to Reserves	-	-	-	-	! - 0%
Other Outflows	-	-	-	-	! - 0%
Total Additional Outflows	480,534	94,167	386,367	(100%)+	! 215,000 100%+
Add ADDITIONAL INFLOWS					
Capital Grants Income	-	-	-	-	! - 0%
Prior Year Carry Forward Tied Funding	957,709	-	957,709	(100%)	! - 100%
Other Inflow of Funds	-	240,000	(240,000)	100%	! 240,000 0%
Transfers from Reserves	113,802	-	113,802	(100%)	! - 100%
Total Additional Inflows	1,071,511	240,000	831,511	100%+	! 240,000 100%+
Net Budgeted Operating Position	3,840,850	(302,629)	4,203,479	100%+	! - 100%

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





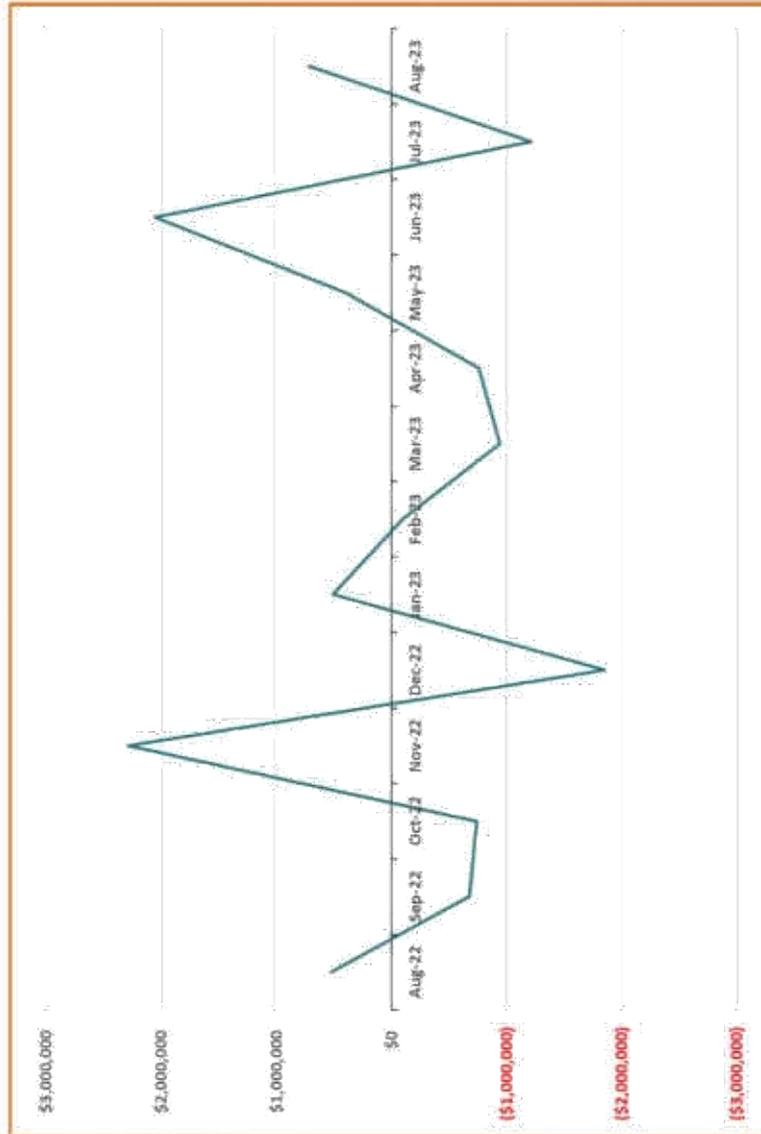
Actual v Budget – Total Council – August YTD 2023





Cash flow – Cash in vs Cash out

Month	Cash in / (out)
Aug-22	\$ 526,066
Sep-22	\$ (677,000)
Oct-22	\$ (741,983)
Nov-22	\$ 2,291,100
Dec-22	\$ (1,853,442)
Jan-23	\$ 508,651
Feb-23	\$ (91,977)
Mar-23	\$ (937,932)
Apr-23	\$ (755,025)
May-23	\$ 392,462
Jun-23	\$ 2,057,668
Jul-23	\$ (1,213,855)
Aug-23	\$ 722,941
Year to Date	\$ (298,392)





Term Deposits & CMA over the past year

Month	Total Deposits
Aug-22	\$6,755,139
Sep-22	\$6,705,139
Oct-22	\$6,205,139
Nov-22	\$7,255,139
Dec-22	\$6,755,139
Jan-23	\$6,855,139
Feb-23	\$6,855,139
Mar-23	\$6,305,139
Apr-23	\$5,655,139
May-23	\$4,655,139
Jun-23	\$3,255,139
Jul-23	\$6,768,208
Aug-23	\$7,573,661





Restricted Assets – August 2023

Restricted Assets:

- Internal Restrictions: Capital Reserve \$75,393
- External Restrictions: Restricted Grant Funding as at 31st August 2023 \$7,261,011

TOTAL **\$7,336,404**

- Includes Cash that belongs to Funding Bodies, Grant income that is tied, and cash reserved for special projects of the Council
- These amounts are excluded from Cash & Cash equivalents for the Working Capital calculation.

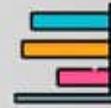
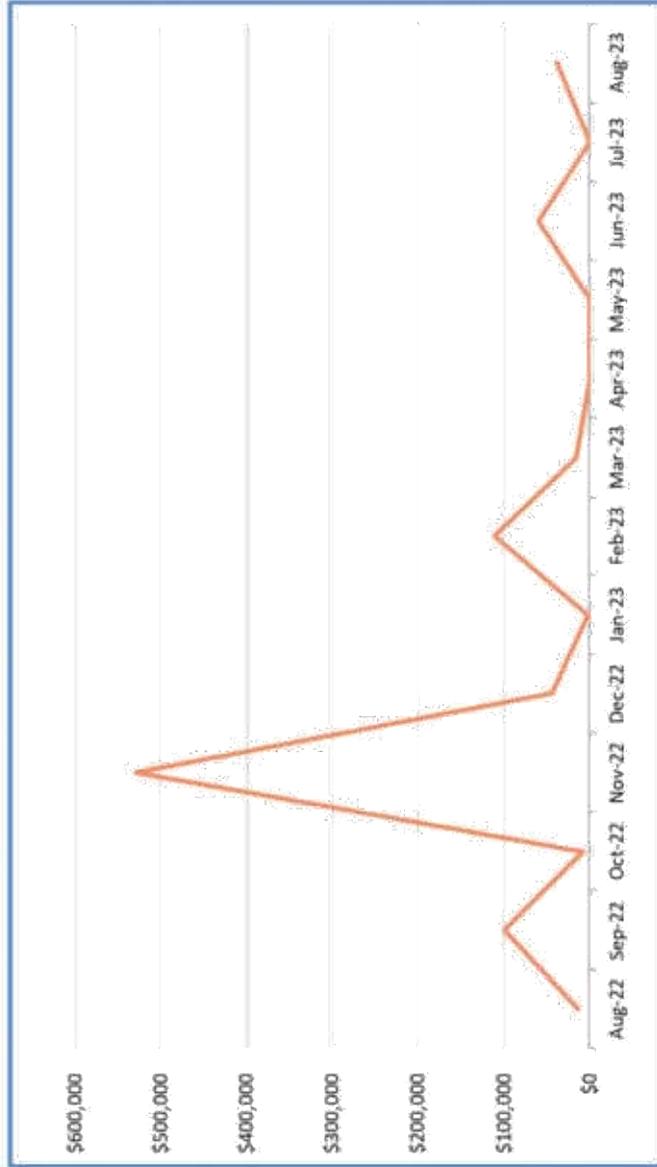




Internal Restrictions: Capital Reserve Expenditure for the past year

Capital Reserve Monthly Expenditure 2022/2023

	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23
	\$13,786	\$99,726	\$7,335	\$529,910	\$44,318	\$2,200	\$110,967	\$15,955	Nil	Nil	\$60,036	Nil	\$38,409

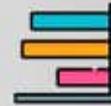
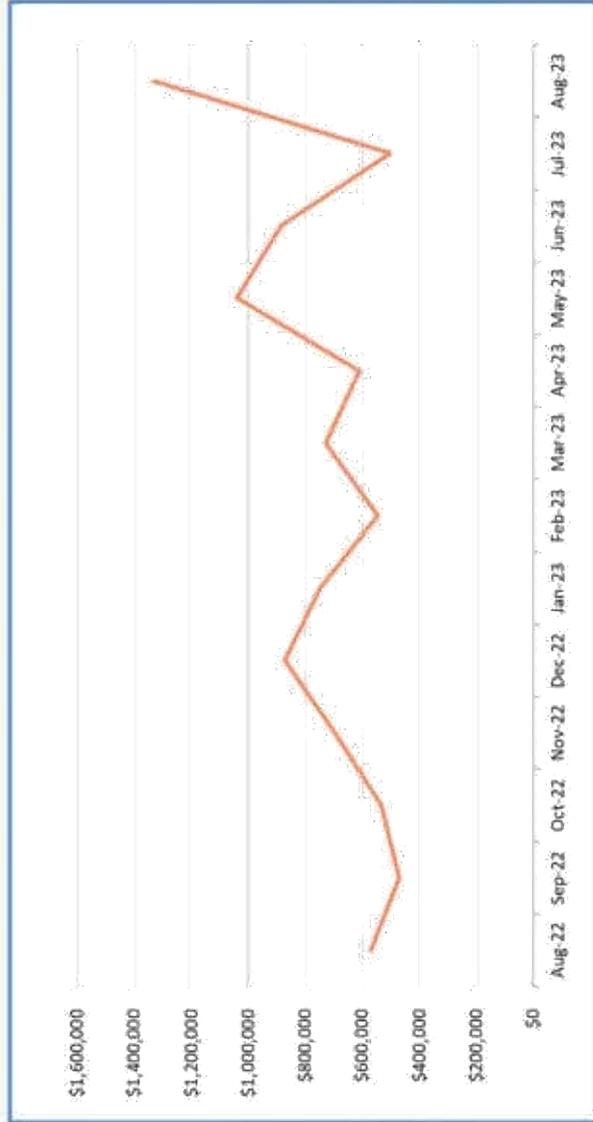




External Restrictions: Expenditure for the past year

External Restrictions Monthly Expenditure 2022/2023

Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23
\$570,057	\$471,053	\$533,261	\$693,910	\$871,632	\$747,934	\$544,398	\$727,895	\$610,353	\$1,039,160	\$883,093	\$500,907	\$1,333,365



Working Capital / Current Ratio

“How many dollars we have for every dollar we owe”

WEST ARNHEM REGIONAL COUNCIL for the period ended 31 August 2023		31 August 2023
CURRENT ASSETS		\$
Cash and cash equivalents *		657,219
Trade and Other Receivables		1,590,875
Inventories		-
Prepayments and Other		-
TOTAL CURRENT ASSETS		2,248,094
Less:		
CURRENT LIABILITIES		
Trade and Other Payables		1,600,274
Provisions		521,230
Borrowings		-
Other Liabilities		627,694
TOTAL CURRENT LIABILITIES		2,749,198
NET CURRENT ASSETS (Working Capital)		(501,105)
	CURRENT RATIO	0.82

Current Ratio Formula

$$\frac{\text{Current Assets}}{\text{Current Liabilities}}$$

What makes an asset current is that it can be converted into cash within a year. What makes a liability current is that it is due within a year.



- Note: does not include Restricted cash of \$7.336 million as at 31 August 2023



Current Ratio: Change in Calculation Methodology

Effective from June 2023 the following changes have been made to the way the Working Capital Ratio is calculated:

- Include All Unrestricted Grant Funding in Cash and Cash Equivalents (Previously apportioned over the Funding Period)
- Exclude 'Inventories' and 'Prepayments and Other' from Total Current Assets
- Include only 25% of Total Provisions

The purpose of the change is to more accurately represent Council's capacity to meet short term obligations from Cash and Assets readily convertible to Cash.

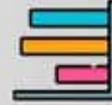
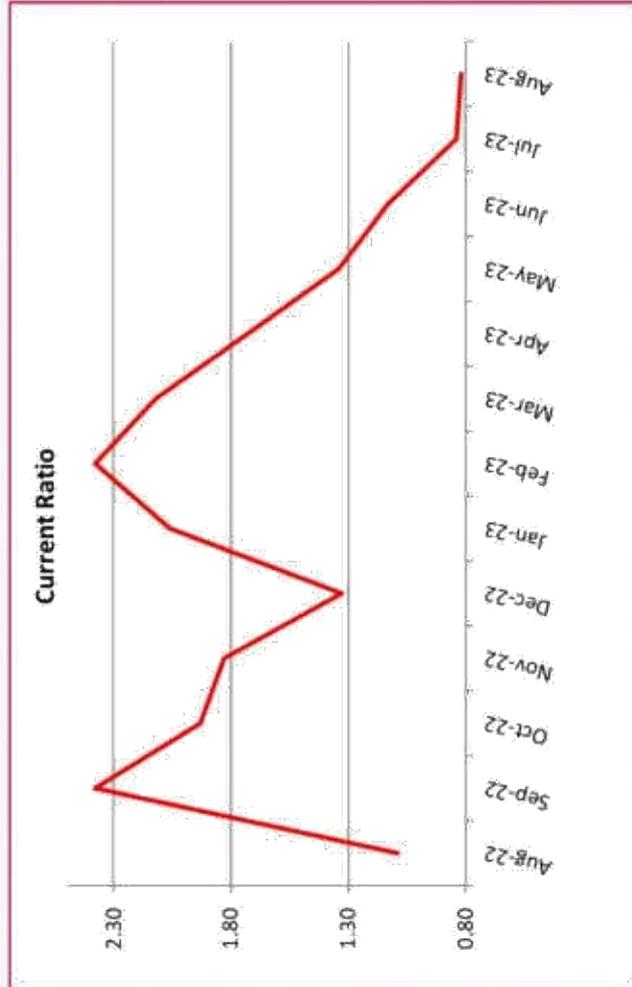
Changes have been applied for 12 months historically for comparability / consistency. Below is a table demonstrating the changes in Current Ratio made historically.

	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23
Updated Figures	1.09	2.38	1.93	1.83	1.33	2.06	2.38	2.12	1.73	1.34	1.13	0.84	0.82
Original Figures	0.72	0.84	0.75	0.78	0.70	0.72	0.84	0.87	0.90	0.97			



Current Ratio for the past Year

Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23
1.09	2.38	1.93	1.83	1.33	2.06	2.38	2.12	1.73	1.34	1.13	0.84	0.82





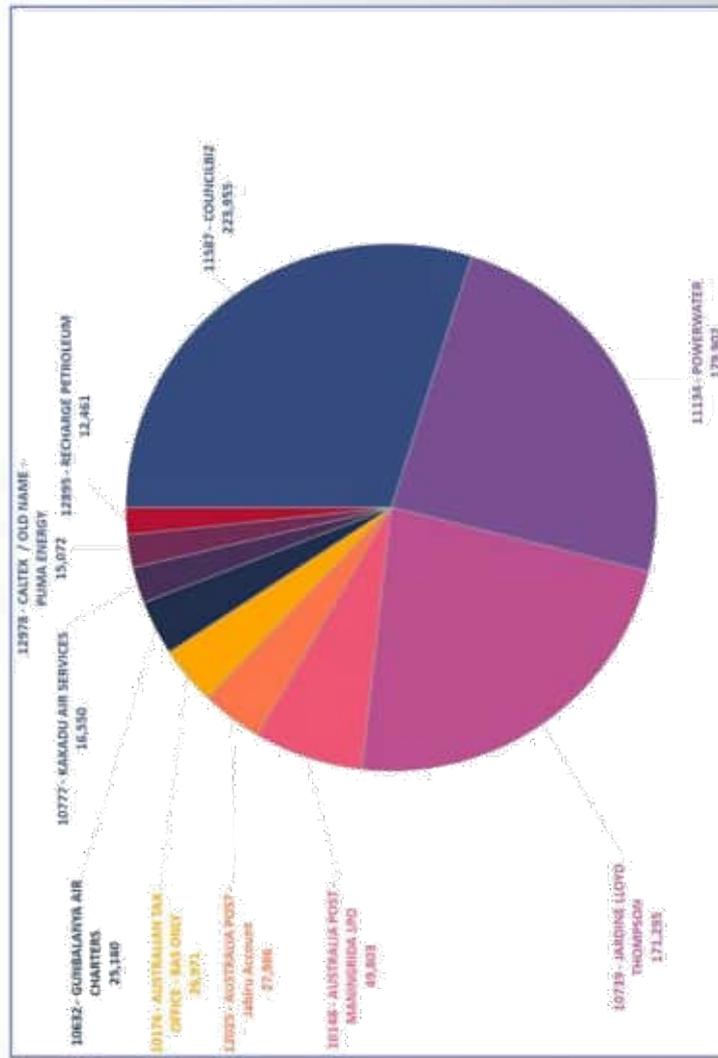
Commissioned Assets – August 2023

No new assets were commissioned in August 2023





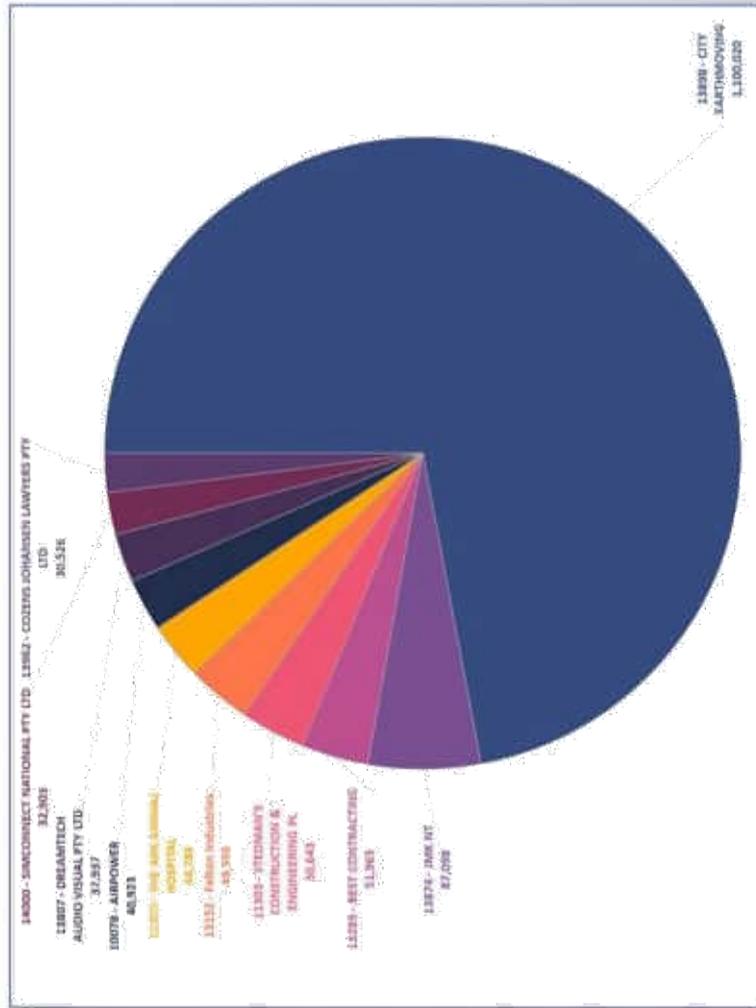
Top 10 Payments Year To Date – Recurrent



	\$	%
Total Top 10 Recurrent Payments	\$ 748,155	25%
Total Top 10 Non-Recurrent Payments	\$ 1,526,360	50%
Total Payments to All Other Suppliers	\$ 781,061	26%
Total Payments YTD	\$ 3,056,576	100%



Top 10 Payments Year To Date – Non Recurrent

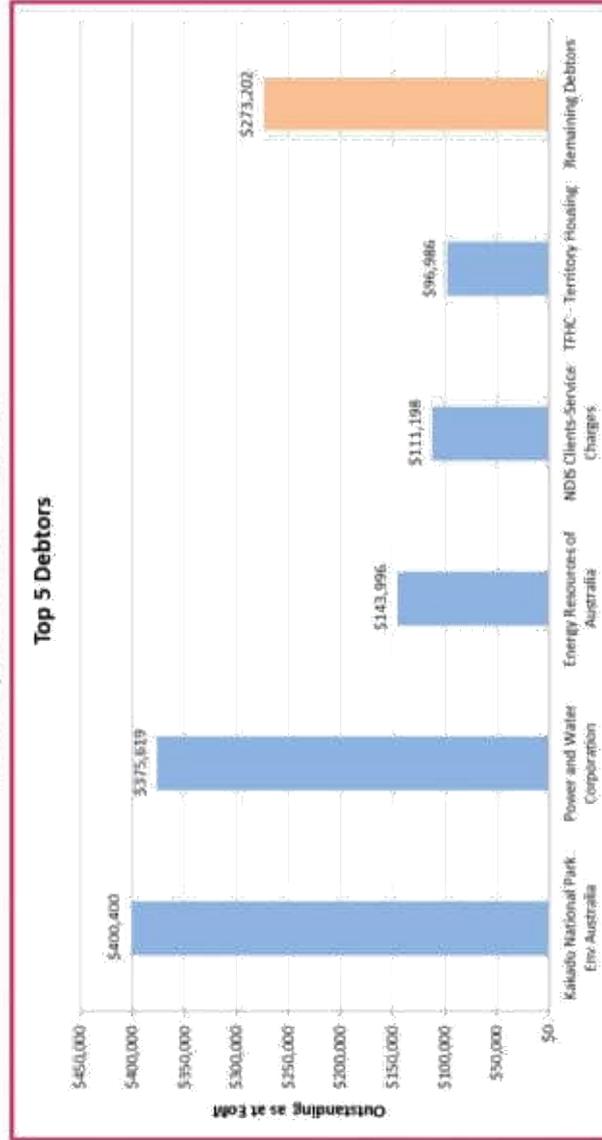


	\$	%
Total Top 10 Recurrent Payments	\$ 749,155	25%
Total Top 10 Non-Recurrent Payments	\$ 1,526,360	50%
Total Payments to All Other Suppliers	\$ 781,061	26%
Total Payments YTD	\$ 3,056,576	100%



Debtors – as at 31st August 2023

“Money owed to Council”

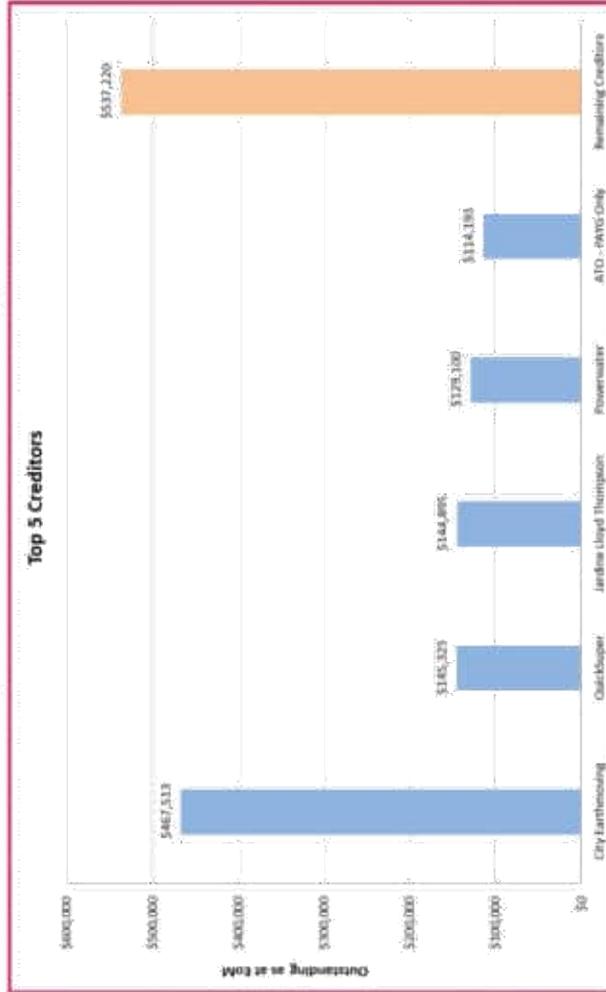


DEBTORS													
Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	Jul 23	Aug 23	
\$ 1,252,296	\$ 4,911,381	\$ 5,093,306	\$ 1,679,456	\$ 1,346,023	\$ 2,064,976	\$ 1,965,022	\$ 2,038,419	\$ 2,019,803	\$ 2,489,874	\$ 2,048,769	\$ 1,326,946	\$ 1,401,401	



Creditors – as at 31st August 2023

“Money Council owes to its suppliers”



CREDITORS													
	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	Jul 23	Aug 23
	\$ 1,548,555	\$ 1,194,270	\$ 1,203,413	\$ 1,181,327	\$ 724,508	\$ 1,120,671	\$ 635,480	\$ 602,269	\$ 758,067	\$ 1,986,246	\$ 2,244,581	\$ 1,254,692	\$ 1,538,246

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 11 OCTOBER 2023

Agenda Reference:	9.2
Title:	2022-2023 Waste and Resource Management (WaRM) Acquittal
File Reference:	1098162
Author:	Leanne Johansson, Manager Business Development

SUMMARY

The purpose of this report is to lay before the Council the 2022–2023 Waste and Resource Management Acquittal for endorsement.

BACKGROUND

The Waste and resource Management grant included the purchase a new wheel loader for Warruwi.

COMMENT

Not applicable

STATUTORY ENVIRONMENT

Not applicable

POLICY IMPLICATIONS

Not applicable

FINANCIAL IMPLICATIONS

Council projects and programs are heavily dependent on grant funding and it is therefore vital that Council is updated on the status of grants

STRATEGIC IMPLICATIONS

The contents of this report are aligned to goals in Pillars 1 and 6 as outlined in the *Regional Plan and Budget 2023–2024*.

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 1.2

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 6.1

Financial Management

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

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION:

That council

- **Received and noted the reports titled *2022-2023 Waste and Resource Management (WaRM) Acquittal*; and**
- **Noted and approved the attached acquittal.**

ATTACHMENTS

- 1 WaRM Acquittal 2022-23**

WEST ARNHEM REGIONAL Council

Acquittal of Waste and Resource Management (WaRM) grant 2022-23

File Number:

Purpose of Grant: (Please detail the purpose in accordance to acceptable purposes detailed in the WaRM guidelines and as agreed by Council resolution)

Waste Management Strategy attached: N/A Yes No

Purchases were in accordance with the Northern Territory Buy Local Plan: Yes No
(If no please provide an explanation with this acquittal)

INCOME AND EXPENDITURE ACQUITTAL FOR THE PERIOD ENDING 30 JUNE 2023

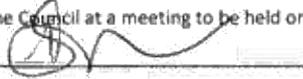
Waste and Resource Management grant 2022-23	\$ 148,800.00 <small>(ex GST)</small>
Other income (Brought forward from 2022- 2023)	<u>\$85,345.00</u>
Total income	<u>\$234,145.00</u>
Expenditure (Specify accounts and attach copies of ledger entries, invoices, photos, Waste Management Strategy if applicable) <i>An 'administration fee' is not to be apportioned to the grant for acquittal purposes.</i>	<u>\$234,145.00</u>
Total Expenditure	<u>\$234,145.00</u>
Surplus/(Deficit)	<u>\$0.00</u>

IS THE PROJECT COMPLETE: Yes No

We certify, in accordance with the conditions under which this grant was accepted, that the expenditure shown in this acquittal has been actually incurred and reports required to be submitted are in accordance with the stated purpose of this grant.

Acquittal prepared by: IMRAN AHMED SHAJIB 31/08/2023

Laid before the Council at a meeting to be held on 20/09/2023 Noting the minutes are 'To be Provided'.

CEO or CFO:  31/08/2023

DEPARTMENTAL USE ONLY

Grant amount correct: Yes No

Expenditure conforms to purpose: Yes No

Waste Management Strategy - copy supplied: N/A Yes No

Goods/Services – Bought from Territory Enterprise: Yes No

Minutes checked: Yes No

Balance of funds to be acquitted: _____

Date next acquittal due: ____/____/____

ACQUITTAL ACCEPTED: Yes No

Acquittal checked by: _____

Celia Hill, Manager Grants Program

____/____/____

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 11 OCTOBER 2023

Agenda Reference:	9.3
Title:	Business Development Unit Report
File Reference:	1098164
Author:	Leanne Johansson, Manager Business Development

SUMMARY

This report provides an overview of Business Development Unit activities during the period July to September 2023, including the submission and status of grants and tenders, commercial contracts and housing.

BACKGROUND

The Business Development unit oversees Grants, Tenders, Commercial Contracts and Housing.

COMMENT

BUSINESS DEVELOPMENT

1. Grant and Tender submissions/income generating activity during the period:

1.1. Total number of Grants submitted: 3

1.2. Total dollar value of Grants submitted: \$928,905

1.3. Total number of Tenders/Commercial Proposals submitted: 0

1.4. Total dollar value of Tenders/Commercial Proposals submitted: \$0

2. Grants and Tenders confirmed as successful during the period:

2.1. Total number of successful Grants awarded: 2

2.2. Total dollar value of successful Grants awarded: \$86,088 (including Variations)

2.3. Total number of successful Tenders/Commercial Proposals awarded: 0

2.4. Total dollar value of successful Tenders/Commercial Proposals awarded: \$0

GRANTS

Youth Leadership Forum – discussions with NIAA and Gunbalanya school regards Jabiru based Youth Forum for young students from all 5 West Arnhem communities. WARC to pay for travel, accommodation and t-shirts from the \$50,000 grant originally slated for taking West Arnhem youth to Garma. Organisers have asked for permission to have young attendees report the findings of the Forum to WARC Councilors and Executives during the Ordinary Council Meeting, Council supports this request.

ABA funding for the Maningrida change rooms is being followed through with NIAA. A recent change of staff at NIAA has seen previous negotiations for the facility put aside and planning for a facility more in line with the original grant application is ongoing.

WARC and NIAA are also still in negotiations for the Indigenous Broadcasting and Sport and Recreation agreements from 1 July 2023 to 30 June 2025. As WARC is no longer only providing

support for this grant, but has been requested to manage the program, a provision for WARC to include a program manager and further materials and support is required.

An application has been lodged with CCCFR regards the Minjilang Crèche roof replacement and remediation of the building. Details are being negotiated. The work will start next Dry season, pending successful negotiations.

WARC has applied for Commonwealth Home Support Packages Ad Hoc funding in order to fund new and further services that can be supplied to clients by WARC's Aged Care teams.

The final date for the report on outcomes for the Local Decision Making– Waruwi project, being undertaken by Abbie Northwood of KPMG, have been extended due to Sorry business and leave considerations. The final report is to be delivered by 30 November 2023.

No feedback has been received as yet on the outcome of the Growing Regions Grant which WARC has lodged to ensure the Minjilang Council and Community has all abilities access.

CONTRACTS

The Power Water Corporation (PWC) contract for the newly named Utilities Support Contractor (USC, previously ESO) workers is settling in for the Gunbalanya, Maningrida, Minjilang and Waruwi communities. This contract is for the period 1 July 2023 to 30 June 2026.

The two major changes have been in how WARC bills PWC, and that PWC requires reporting from USC's to be via an electronic device. The billing, now fee for service rather than an average amount each month, is being implemented. The new electronic reporting system, Service M8, has been set up and USC's in all affected Communities have been trained in its use from. As with any new system, there have been teething issues, but staff are settling in to the new normal with training, processes and templates rolled out.

All the community aerodromes have had their annual inspections and there are some minor corrective actions that WARC is required to do for each of them. Community aerodromes in West Arnhem region continue to lack an official Owner or Operator and this continues to be an issue, as there are a number of corrective actions from the inspections that lie with the Owner or Operator that will not be addressed.

HOUSING

WARC's current housing stock stands at: 100

- Jabiru 51
- Gunbalanya 17
- Maningrida 17
- Minjilang 6
- Waruwi 9

Building maintenance requests have averaged around 130 active jobs logged at any one time for the last six months. This compares to an average of 200 active jobs logged at any one time up to April 2023. The tenancy team does a monthly follow up with contractors on outstanding jobs which have been allocated to their organisation to ensure work is being done in a timely manner and moving jobs to other contractors if it is taking too long.

STATUTORY ENVIRONMENT

Not Applicable

POLICY IMPLICATIONS

Not Applicable

FINANCIAL IMPLICATIONS

Council projects and programs are heavily dependent on grant and contract funding and it is therefore vital that Council is updated on the status of grants and contracts.

STRATEGIC IMPLICATIONS

The contents of this report are aligned to goals in Pillar 1 as outlined in the *Regional Plan and Budget 2023-2024*.

PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING	
<i>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.</i>	
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 1.2	Economic Partnerships Secure increased income opportunities (grants and commercial) that create employment and/or improve community life.
Goal 1.4	Community Events Deliver cultural, civic and sporting events which engage and unite the community.
Goal 1.5	Cultural Awareness Training Develop increased understanding and observation of cultural protocols.
Goal 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.

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION:

That Council received and noted the report entitled *Business Development Unit Report*

ATTACHMENTS

There are no attachments for this report.

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 11 OCTOBER 2023

Agenda Reference:	9.4
Title:	Tenancy Remediation Requirements for Jabiru
File Reference:	1098222
Author:	Leanne Johansson, Manager Business Development

SUMMARY

The purpose of this report is to lay before the Council the requirement for WARC to remediate a number of residences in Jabiru.

BACKGROUND

WARC is responsible for restoring 4 x residential lots that are part our Jabiru property portfolio, to the current Minimum Housing Standards as provided by GACJT (current Jabiru Town leaseholder). The requirement is limited to four only properties, one of which is already remediated by WARC. As per the pre-existing sub-lease agreements with the then Jabiru Town leaseholder ERA, WARC is responsible for the dwellings in their entirety.

WARC as the sub-lessee must ensure that dwellings are compliant with the Management Plan and Jabiru Town Plan, Minimum Housing Standards. These properties have not been remediated previously by ERA.

Over the last few years, WARC's housing portfolio has increased with extra properties allocated to WARC in Jabiru. The Jabiru houses, in the main, have come to WARC fully remediated. The current housing portfolio for all communities is currently 100. This is expected to grow to 110 by July 2024.

COMMENT

WARC as the sub-lessee must ensure that the dwellings, once remediated, continue to be compliant with the Management Plan and Jabiru Town Plan, Minimum Housing Standards (Section 21 of the sub-lease). An increased and aging property portfolio will mean greater maintenance requirements over time.

Residential lots for WARC to remediate to the Minimum Housing Standards including expected completion date and estimated budget for remaining works to be done as advised by WARC Tech Services:

5 Allamanda Close	Roof done, interior works to be completed by 30 September 2024: \$120,000
30 Calvert Cres	Interior works to be completed by 31 December 2025: \$150,000
32 Calvert Cres	Roof replacement to be completed 22 October 23 and Internal works to be completed by 31 December 2024: \$170,000
5 Dianella Close	Completed

STATUTORY ENVIRONMENT

Not Applicable

POLICY IMPLICATIONS

Not Applicable

FINANCIAL IMPLICATIONS

Council has a budget allocated for the maintenance of WARC leased properties, but this budget does not include the cost of completing remediation on the properties listed above. As the roof of the house at 32 Calvert Cres is leaking and the inside of the house has already been painted, it is imperative to replace this roof before the 23/24 Wet Season. Finances have been reallocated, from an underspend of the budget to fix leaks in the Council's Jabiru office, to this project.

The budget for further remediation will be considered in the next budget review scheduled for November 2023. As noted, the future costs of maintaining a larger number of properties will exceed current budgets and will need to be considered for future years.

STRATEGIC IMPLICATIONS

This report aligns to goals in Pillar 6 as outlined in the *Regional Plan and Budget 2023-24*.

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 Council received and noted the report *Tenancy Remediation Requirements for Jabiru*

ATTACHMENTS

There are no attachments for this report.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 11 OCTOBER 2023

Agenda Reference:	10.1
Title:	Approval to Dispose of Executive Fleet Asset
File Reference:	1091935
Author:	Graham Baulch, Project Coordinator Fleet

SUMMARY

The purpose of this report is to seek Council's approval for the disposal of a surplus executive fleet asset by way of public auction.

BACKGROUND

In accordance with the fleet asset retention and disposal schedule developed within Council's Strategic Asset Management Policy, the General Manager Technical Services and Project Coordinator Fleet Operations identify vehicles and plant to be disposed of via public auction.

COMMENT

Council's executive fleet vehicles are generally disposed of at four years or 100,000 km, whichever comes first. At different times vehicles have been disposed of prior to these milestones being reached if the vehicle is surplus to requirements, the Hilux in this report has reached over 90,000 km and is surplus to existing requirements.

As with previous executive fleet vehicles, the vehicle will be valued by Bridge Toyota to provide a reserve price for the online public auction, if this price is not reached in the auction the Hilux will be sold to Bridge Toyota. In the past only one vehicle has failed to meet the reserve price in the auction.

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Council's Strategic Asset Management Policy is relevant to this report.

FINANCIAL IMPLICATIONS

Income from the sale of surplus vehicles and plant will be utilised to support the purchase of replacement vehicles and plant in line with Council's Strategic Asset Management Policy.

STRATEGIC IMPLICATIONS

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

PILLAR 4 SERVICE DELIVERY AND BUILT ENVIRONMENT

We provide high quality infrastructure and service delivery that meets the unique needs of each community, creates a sense of place and contributes towards promoting a sense of pride in community.

Goal 4.1

Strategic Infrastructure and Asset Management

Strategically manage, maintain and enhance community infrastructure

Goal 4.2**Fleet, Plant and Equipment**

Provide a modern and well-maintained fleet of plant and vehicles capable of meeting service delivery requirements

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION:**That Council:**

1. Received and noted the report entitled '*Approval to Dispose of Executive Fleet Asset*'; and
2. Approved the sale via auction of the 2020 Toyota Hilux Utility - Jabiru.

ATTACHMENTS

- 1 Hilux CD38EB - Sep 2023.pdf 1 Page



WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 11 OCTOBER 2023

Agenda Reference:	10.2
Title:	Technical Services Report - September 2023
File Reference:	1097649
Author:	Fiona Ainsworth, Acting Chief Operating Officer

SUMMARY

This report is presented to Council to provide an overview on Technical Services, Fleet and Waste Operations delivered across the West Arnhem Regional Council locations, for the reporting period up to 3 October 2023.

BACKGROUND

High level operational figures are provided to ensure transparency, communication, and support is provided to elected members.

COMMENT

1. Technical Services Projects

1.1. Regional

- Ark Veterinary Hospital continues to deliver the 2023 Veterinarian program, with community visits occurring in September 2023 to Gunbalanya, Maningrida, Minjilang and Warruwi. Jabiru and Maningrida to received contracted final community visit in November 2023.
- The 2024 Animal Management tender will be released in November 2023.

1.2. Gunbalanya

- Traditional Owner's (TO's) have approved the location of the billabong hard structure shelters during the AAPA consultations. Still awaiting lease documentation from Northern Land Council (NLC) to be issued, after NLC full council meeting, scheduled for November 2023.
- The diesel fuel tank is installed and the first delivery of diesel received. However some further minor remediation work is required, which will require the tank to be depleted prior to work commencing.
- Gunbalanya back road tender has closed and submissions are currently being reviewed. Once tender is awarded, timeline for works commence will be released.

1.3. Jabiru

- Parks Australia approached WARC to undertake and manage the additional Jabiru Immediate Remediation project works, a \$1.4 million project. Tender closed at the end of August 2023, and final contract details and payment schedule between Parks Australia and WARC are currently being negotiated prior to works commencing.
- Jabiru Road maintenance works (annual) for 2022/23 was completed by NTEX Civil Construction and Demolition mid-June 2023. The 2023/24 works will be completed after the wet season.
- Sewerage and water infrastructure issues are being reactively managed as they occur, whilst WARC awaits for upgrades as part of the Jabiru Town transition. The Department of Infrastructure, Planning and Logistics (DIPL) has now released the works tender, closing on 24 October 2023, with a view to commence works in late January 2024.

1.4. Maningrida

- The digital screen at the council office has been installed and once all community sites are completed, (awaiting on Minjilang and Warruwi), full commissioning of units will be implemented. This is projected for December 2023.
- Mala'la Road works were completed end of September 2023. A few additional signs were requested and these have been ordered.
- NIAA have confirmed from the minister, that the funding amount for the Oval Change Rooms project is \$4.5m.

In scope:

- Change rooms with facilities and seating in line with the draft plans provided with the application.
- Redrafting the plans to incorporate input from Community consultations.
- Community consultations on proposed plans including future infrastructure requirements
- Refurbishment of existing council public toilets adjacent to the oval.
- Signage for the site to keep community up to date with project progress.

1.5. Minjilang

- The community digital screen installation is scheduled for mid-November 2023.
- The additional solar lights and speed humps installation is completed.
- The bollards are now installed in nominated locations. Some identified locations could not support bollards due to services provision. In these locations, the works team will stack old tyres painted white to perform same role.

1.6. Warruwi

- The community digital screen installation is scheduled for late October 2023.

2. Waste Overview

2.1. Regional

- A grant request submitted to Regional Development Australia Seeding New Investment Fund Round 4, for \$50,000 in funding has been successful. This funding will support the development of a business plan for Remote Community Recycling Hubs and is in finalisation of grant agreement phase for a total of \$48,800 to pay for consultant to prepare the business plan. Sourcing additional quotes to meet procurement guidelines.
- The Waste and Resource Coordinator attended the Local Government Association of the Northern Territory (LGANT) Disaster Management Fund workshop via teams.
- The Waste and Resource Coordinator and A/Chief Operations Officer attended a meeting with SeaSwift to discuss possible back-loading of recyclables from Maningrida, Minjilang and Warruwi. We are awaiting new Business Development Manager to commence with SeaSwift to determine outcome
- Discussions were held with NLC in order to determine progress of Gunbalanya, Maningrida, Minjilang and Warruwi landfill leases. By advisement of NLC these will potentially be waste management leases for 12 years and further negotiations are being undertaken to determine terms of lease and costs to council.
- The Waste and Resource Coordinator attended the Local Government Association of the Northern Territory (LGANT) Circular Economy Workshop on 27 September 2023. Consultation with Tyre Stewardship Australia and Circular Economy Department of NTG were held. West Arnhem are assisting Circular Economy Department with waste metrics for their future planning.
- The waste and Resource Coordinator participated in the National Asbestos Strategy phase 3 Local Government consultation. This was an online seminar with further feedback sought through LGANT for submission. Issues relating to remote communities were raised including education regarding asbestos in language, lack of qualified

asbestos contractors in the Northern territory and disaster management of asbestos waste.

2.2. Gunbalanya

- Undertaking repair of solar infrastructure on landfill building to provide full services to the staff working at landfill.
- The CEO of Keep Australia Beautiful again very impressed with council efforts and looking forward to seeing a representative at the KAB awards for possible success in the field.

2.3. Jabiru

- NTEX Civil Construction and Demolition have completed the extension of landfill pit works, repairs to bund wall and dug two test holes for future management scoping.
- The Waste and Resource Coordinator and Council Services Manager attended a team's meeting with Parks Australia and DIPL to finalise the first stage of plans for remediation of Jabiru Landfill. A general consensus has been reached amongst all parties that a two cell method will be the best remediation option with one cell designated to legacy waste and a new cell for new waste. Both cells will be of the highest possible standard, fully lined and monitored for leachate. We anticipate first part of remediation may commence prior to the end of the year which will include geotechnical and hydrological surveying as well as testing of legacy waste for potential contamination.

2.4. Maningrida

- Landfill officer recruitment is currently underway to secure full staffing in the landfill facility moving forward.
- We are currently finalising waste cell expansion options and looking to engage a contractor as soon as possible to complete works.
- A cultural waste trial has been identified with the support of the Local Authority.
- TRIAL 1 – Landfill section designated for cultural waste burning and burial – to be initiated when new Team Leader Waste has settled in
- TRIAL 2 – Waterfront cultural waste cleansing option trial of large mesh (shade cloth) bags secured to concrete anchor blocks to be made available for members of the community wishing to undertake this practice. We will provide ongoing updates with trial outcomes.
- The Keep Australia Beautiful Visit saw the successful on-boarding of all stakeholders to commitment to reduce litter. Litter action plan in development to improve the litter management of Maningrida.

2.5. Minjilang

- Waste Management lease negotiations are underway between council and NLC in order to secure the landfill site.
- Currently planning weed management and wet season management of landfill site.
- Administration continue investigations into feasible recycling removal from island.
- Further to the Keep Australia Beautiful visit, we are advised Minjilang is working towards a 4 gold star rating.

2.6. Warruwi

- A fire at the landfill was dealt with by council staff and further fire prevention methods have been put in place to help abate further incidents.
- Administration are currently working on concerns regarding water security for council works use and firefighting.
- Waste Management lease negotiations are underway between council and NLC in order to secure the landfill site.

- Further to the Keep Australia Beautiful visit, we are advised Warruwi is working towards a 4 gold star rating.

3. Fleet Overview

3.1. Regional

- The vehicle tracking system equipment has now been installed into three (3) Darwin pool vehicles on 22 August 2023, two (2) Jabiru pool vehicles on Monday 25 September 2023, with remaining five (5) units being installed into Gunbalanya vehicles on the same day. If trial is successful, this system will be then be rolled out across the entire mainland light vehicle fleet.
- Auriga Logistics will not be offering services to any of our communities until sometime in the new year due to problems with their vessel fleet.

3.2. Gunbalanya

- Gunbalanya Mechanic back at work and catching up with work that had backed up while he was on extended leave.

3.3. Jabiru

- Obtaining quotes for replacement standby genset for bore field. Preferred supplier to be nominated and genset ordered by end of October 2023.

3.4. Maningrida

- Additional ride-on mower ordered and delivered end of September via SeaSwift Barge.
- Maningrida vehicle and plant repairs are being handled by a combination of BAC, other contractors and WARC mechanics travelling from Jabiru.

3.5. Minjilang

- The new Silvan slasher has arrived in community.
- The grader transfer from Warruwi to Minjilang completed. Damage assessment conducted, parts ordered and the required repairs underway.
- The Senior Mechanic and Mechanic from Jabiru, will be visiting Minjilang the second week of October 2023, to carry out services and repairs.
- An additional ride-on mower has been ordered, with estimated delivery date of mid-October 2023.

3.6. Warruwi

- Nothing to report.

STATUTORY ENVIRONMENT

Not applicable.

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

As outlined in Council's 2023-2024 budget.

STRATEGIC IMPLICATIONS

The contents of this report are aligned to the pillars 4 and 5 as outlined in the '*Regional Plan and Budget 2023-2024*'.

PILLAR 4 SERVICE DELIVERY AND BUILT ENVIRONMENT

We provide high quality infrastructure and service delivery that meets the unique needs of each community, creates a sense of place and contributes towards promoting a sense of pride in community.

Goal 4.1	Strategic Infrastructure and Asset Management Strategically manage, maintain and enhance community infrastructure
Goal 4.2	Fleet, Plant and Equipment Provide a modern and well-maintained fleet of plant and vehicles capable of meeting service delivery requirements
Goal 4.3	Waste and Water Management Deliver environmentally and economically sound solid waste, water and sewerage services
Goal 4.4	Local Road Management and Maintenance Tactically monitor, maintain and manage Council gazetted roads and community safety via traffic management

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

VOTING REQUIREMENTS

Simple majority

RECOMMENDATION:

That Council received and noted the report entitled '*Technical Services Report – July 2023*'.

ATTACHMENTS

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 11 OCTOBER 2023

Agenda Reference:	10.3
Title:	Keep Australia Beautiful Awards
File Reference:	1097806
Author:	Sara Fitzgerald, Waste and Resource Coordinator

SUMMARY

The purpose of this report is to invite Council to the annual Keep Australia Beautiful Awards

BACKGROUND

West Arnhem Regional Council has renewed its participation in the Keep Australia Beautiful Tidy Towns program. As a part of this Keep Australia Beautiful holds an annual awards ceremony which council has received an invitation to attend.

COMMENT

On Friday November 24 2023 the annual Keep Australia Beautiful Sustainable Communities Tidy Towns Northern Territory is being held at Godinymayn Yigard Rivers Arts and Cultural Centre in Katherine. As per councils Regional plan and action items, WARC has re-established its relationship with Keep Australia Beautiful this year and is looking forward to being in the running for Tidy Towns acknowledgement once again.

This invitation has been extended to any councillors who wish to attend and represent West Arnhem Regional Council. This event will be attended by Waste and Resource Coordinator Sara Fitzgerald. The event is fully funded by Keep Australia Beautiful, however Council would need to fund transport and accommodation expense for any attending councillors.

STATUTORY ENVIRONMENT

Not applicable

POLICY IMPLICATIONS

West Arnhem Regional Council Regional Strategic Plan 2023-24

FINANCIAL IMPLICATIONS

Transport to Katherine and accommodation will need to be funded by Council.

STRATEGIC IMPLICATIONS

This report is aligned to pillar 5 in the *Regional Plan and Budget 2023-2024* as follows:

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 5.3	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

RECOMMENDATION:

That Council:

- 1. Received and noted report entitled Keep Australia Beautiful Awards;**
- 2. Nominated to attend the event;**

ATTACHMENTS

- 1 2023 SCTT awards night WARC invite.pdf**

Keep Australia Beautiful Council Northern Territory
Would like to invite
West Arnhem Regional Council
to the
2023 Territory Sustainable Community Tidy Towns
Awards Dinner Event
Friday 24th November (6:30pm for 7:00pm start)
Katherine (Godinymayin Yjard Rivers Arts & Culture Centre)
RSVP 3rd November to ceo@kabent.org.au
plus - 2025 Forum event 24th Nov 9am - 12 noon (Katherine - Sharing Commendable Projects)

Keep Northern Territory Beautiful

tidy towns
We recognise your efforts

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 11 OCTOBER 2023

Agenda Reference:	11.1
Title:	Adoption of Local Authority Meeting minutes.
File Reference:	1097854
Author:	Ben Heaslip, Acting Governance and Risk Advisor

SUMMARY

The purpose of this report is to provide Council with copies of the unconfirmed minutes of the Local Authority meetings within the region.

BACKGROUND

The Ministerial Guidelines state that:

The minutes from local authority meetings or provisional meetings (these will normally be unconfirmed minutes) must form part of the agenda papers for the next ordinary meeting of council. The council must consider any items for attention, raised by each local authority meeting or provisional meeting, at the next ordinary meeting of council after the local authority meeting or provisional meeting (Section 13.1 *Ministerial Guideline 1 – Local Authorities 2021*).

COMMENT

No Local Authority meetings have been held since the last Ordinary Council Meeting on 20 September.

The unconfirmed minutes for the 15 September Minjilang meeting are attached to this report.

STATUTORY ENVIRONMENT

Sections 101(4) and 101(5) of the *Local Government Act 2019*.

Clause 13.1 *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.

FINANCIAL IMPLICATIONS

As per approved funding for the recommended projects.

STRATEGIC IMPLICATIONS

In conducting Local Authority meetings, Council is meeting goals outlined in pillars 1 and 6 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

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 Council:

- 1. Received and noted the report entitled '*Adoption of Local Authority Meeting minutes.*' and;**
- 2. Endorsed the minutes of the Minjilang Local Authority meeting held on 15 September 2023 and reviewed decisions made by the Local Authority.**

ATTACHMENTS

- 1 2023.09.15 Minjilang Local Authority Minutes - Unconfirmed.pdf**



Minutes of the West Arnhem Regional Council a Local Authority Meeting
Friday, 15 September 2023 At 10:00 am
Minjilang Conference Room

Chairperson David Makings declared the meeting open at 11:01am, welcomed all in attendance and did an Acknowledgement of Country.

APPOINTED MEMBERS PRESENT

Member	Shane Wauchope
Member	Clint Wauchope
Member	David Makings
Member	Charles Yirrawala

ELECTED MEMBERS PRESENT

Deputy Mayor	Elizabeth Williams
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STAFF PRESENT

Chief Executive Officer (acting)	Jessie Schaecken
Chief Corporate Officer	Deirdre OSullivan (via video conference)
Governance and Risk Advisor (acting)	Jasmine Mortimore
Governance and Risk Advisor (acting)	Ben Heaslip
Minjilang Council Services Manager	Cathy Makings
General Manager Technical Services (acting)	Clem Beard (via video conference)
Finance Manager	James Stockdale (via video conference)
Waste and Resource Coordinator	Sara Fitzgerald
Work Officer	Kenneth Ogden
Works Assistant	Corey Bukulatjpi

GUEST PRESENT

Member of Arafura	Manuel Brown
Member of Arafura Liaison Officer	Patrick Heenan
Department of Chief Minister and Cabinet	Phoenix Brown (via video conference)
Department of Chief Minister and Cabinet	Linda Weatherhead

Department of Chief Minister and Cabinet	Doreen Alusa
Department of Chief Minister and Cabinet	Hugh King
Department of Chief Minister and Cabinet	Jacob Leonard
Department of Chief Minister and Cabinet	Melena Mathie

APOLOGIES

3.1 APOLOGIES AND LEAVE OF ABSENCE

The Committee considered Apologies and Leave of Absence.

MIN160/2023 RESOLVED:
On the motion of Mr S Wauchope
Seconded Mr C Wauchope
That the Minjilang Local Authority received and noted member's apologies from Mayor Matthew Ryan, Matthew Nagaribin, Audrey Lee, Henry Guwiyul for the meeting held on 15 September 2023.

CARRIED

ABSENT WITHOUT NOTICE

4.1 ABSENT WITHOUT NOTICE

The Committee considered Absent Without Notice.

MIN161/2023 RESOLVED:
On the motion of Mr C Wauchope
Seconded Mr Yirrawala
That the Minjilang Local Authority received and noted member's NIL absences without notice for the meeting held on 15 September 2023.

CARRIED

ACCEPTANCE OF AGENDA

5.1 ACCEPTANCE OF AGENDA

The Committee considered Acceptance of Agenda.

MIN162/2023 RESOLVED:
On the motion of Mr C Wauchope
Seconded Mr Yirrawala
That the agenda for the Minjilang Local Authority meeting of 15 September 2023 as circulated be accepted.

CARRIED

DECLARATION OF INTEREST OF MEMBERS OR STAFF

6.1 DISCLOSURE OF INTEREST OF MEMBERS OR STAFF

The Committee considered Disclosure of Interest of Members or Staff.

MIN163/2023 RESOLVED:
On the motion of Mr S Wauchope
Seconded Mr Yirrawala
That Minjilang Local Authority received and recorded declarations of interest for the meeting held on 15 September 2023.

CARRIED

CONFIRMATION OF PREVIOUS MINUTES

7.1 CONFIRMATION OF PREVIOUS LOCAL AUTHORITY MEETING MINUTES - 11 MAY 2023

The Committee considered Confirmation of Previous Local Authority Meeting Minutes - 11 May 2023.

MIN164/2023 RESOLVED:
On the motion of Mr C Wauchope
Seconded Mr Yirrawala
That the minutes of the 11 May 2023 Minjilang Local Authority meeting are adopted as a true and correct record of the meeting.

CARRIED

LOCAL AUTHORITY ACTION ITEMS

9.1 REVIEW OF LOCAL AUTHORITY ACTION ITEMS

The Committee considered Review of Local Authority Action Items.

MIN165/2023 RESOLVED:
On the motion of Mr Yirrawala
Seconded Mr S Wauchope
That the Minjilang Local Authority reviewed the action items list and approved to remove any completed actions.

CARRIED

CEO / CSM REPORT ON REGIONAL COUNCIL SERVICES

10.1 CSM OPERATIONS REPORT ON CURRENT COUNCIL SERVICES

The Committee considered CSM Operations Report on Current Council Services.

MIN166/2023 RESOLVED:
On the motion of Mr C Wauchope
Seconded Mr Yirrawala
That the Minjilang Local Authority received and noted the report entitled 'CSM Operations Report on Current Council Services'.

CARRIED

FINANCE REPORT

13.1 FINANCIAL REPORT TO AUGUST 2023

The Committee considered Financial Report to August 2023.

MIN167/2023 RESOLVED:
On the motion of Mr Yirrawala
Seconded Mr S Wauchope
That the Minjilang Local Authority received and noted the report entitled 'Financial Report to August 2023'.

CARRIED

VISITOR PRESENTATIONS

14.1 PRESENTATIONS AND VISITORS

The Committee considered Presentations and Visitors.

MIN168/2023 RESOLVED:
On the motion of Mr Yirrawala
Seconded Mr S Wauchope
That Members noted the:
Presentation by Heimo Schober from Keep Australia Beautiful and supported as the Local Authority for the Tidy Towns program to be implemented.

Presentation by the Department on the NT Burial and Cremations Act and Draft Guidelines to the management of human remains. Members provided feedback on backyard burial sections and the cultural aspect on community and council staff.

Presentation by Linda Weatherhead on the Local Authority Review and Noted the LA Review Final Report, Guideline and Implementation Plan.

Presentation by Manual Brown MLA updating Minjilang LA on 10 houses being built in community & the transparency for the Minjilang housing reference group, charter and ferry services in West Arnhem. Members raised Minjilang priority projects such as the airport upgrades, access road from airport to township, a women's shelter and the concerns with Fly Tiwi price increase.

CARRIED

Meeting broke for lunch at 13:25 and recommenced at 14:19

GENERAL ITEMS

15.1 TRAILER SCREEN OPTIONS FOR LOCAL AUTHORITY

The Committee considered Trailer Screen Options for Local Authority.

MIN169/2023 RESOLVED:

On the motion of Mr C Wauchope

Seconded Mr Yirrawala

That the Minjilang Local Authority:

1. Received and noted report entitled *'Trailer Screen Options for Local Authority'*; and
2. bring report to back to next Minjilang Local Authority for further discussion.

CARRIED

15.2 SUPPLY AND INSTALL GENERAL PURPOSE POWER OUTLET AND WATER BUBBLER TO BASKETBALL COURTS FOR COMMUNITY USE

The Committee considered Supply and Install General Purpose Power Outlet and Water Bubbler to Basketball Courts for Community use.

MIN170/2023 RESOLVED:

On the motion of Mr S Wauchope

Seconded Mr Yirrawala

That the Minjilang Local Authority:

1. Received and noted report entitled *'Supply and Install General Purpose Power Outlet and Water Bubbler to Basketball Courts for Community use'*
2. Reviewed this project and approved future funding \$29,150 from Minjilang Local Authority Project Funding.

CARRIED

15.3 WASTE AND RESOURCE MANAGEMENT REPORT

The Committee considered Waste and Resource Management Report.

MIN171/2023 RESOLVED:

On the motion of Mr C Wauchope

Seconded Mr Yirrawala

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

CARRIED

15.4 MINJILANG LOCAL AUTHORITY MEMBERSHIP

The Committee considered Minjilang Local Authority Membership.

MIN172/2023 RESOLVED:

On the motion of Mr C Wauchope

Seconded Mr Yirrawala

That the Chairperson invited discussions around encouraging new members to apply and expanding the overall membership of the Minjilang Local Authority.

CARRIED

15.5 LOCAL AUTHORITY MEMBERS QUESTIONS

The Committee considered Local Authority Members Questions.

MIN173/2023 RESOLVED:

On the motion of Mr Yirrawala

Seconded Mr C Wauchope

That the Chairperson invited questions from Local Authority Members.

It was discussed that the Governance and Risk Advisor will reach out a week before each meeting to enquire about LA member questions ahead of the meeting.

CARRIED

NEXT MEETING

The next Minjilang Local Authority will be held on 12 October 2023

MEETING DECLARED CLOSED

Chairperson David Makings declared the meeting closed at 14:50

Chairperson

Date Confirmed

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 11 OCTOBER 2023

Agenda Reference:	12.1
Title:	Operations Report - September 2023
File Reference:	1097643
Author:	Fiona Ainsworth, Acting Chief Operating Officer

SUMMARY

This report is presented to Council in order to provide an overview of community operations and services delivered across the West Arnhem Regional Council locations, for the reporting period 15 August – 14 September 2023.

BACKGROUND

High level operational figures are provided to ensure transparency, communication, and support is provided to elected members.

COMMENT

1. Community Operations

1.1. **Post Office Services**

Total amount of post received and delivered for reporting period = 17,945 kg.

- Gunbalanya Post Office had an attempted break-in 10 September 2023.
- The Jabiru Administration Coordinator and Relief Administration officers, have been assisting the Jabiru Post Office team deliver service.

1.2. **Sport and Recreation Programs**

Total attendance to the sport and recreation programs for reporting period = 1,785.

- Gunbalanya YSR team assisted by Hoops 4 Health, held a successful Ninja Warrior Obstacle Course on 31 August 2023. Jabiru YSR Officer also assisted, offering the opportunity to see how another community collaborates for such an event, and gather ideas for the Jabiru Ninja Warrior scheduled for 27 October 2023.
- Gunbalanya YSR team provided support for Kurrung Sports Carnival held in Jabiru on 1-2 September 2023 and registered two women's basketball teams and one men's football teams, who were sponsored by the Social Club and ALPA store.
- Collaboration with Team Health member who recently obtained Bronze medallion, to assist Gunbalanya YSR team with supervising activities at the community pool.
- The Kurrung Sports Carnival was held on 1-2 September 2023. The Jabiru YSR Officer played an important part in this large scale event, including meeting with the Northern Territory Government (NTG) Community Sports Officer, who is normally based in Maningrida but open to collaboration with Jabiru.
- Recognising the warmer weather, Jabiru YSR officer organised additional movie afternoons in the library.
- New netball goal posts are on order for the Jabiru courts, so that sessions can be run under shade at MPA at the Jabiru Area School (JAS).
- Jabiru YSR team busy planning and preparing for Halloween Disco, in collaboration with Caulfield Grammar, Catholic Care and Librarian.
- Maningrida YSR team assisted with travel requirements for both men's and women's AFL and basketball teams registered for the Kurrung Sports Carnival, and provided on the ground support during the event. .

- Maningrida YSR team commenced the community basketball competition for youth, men and women's categories on 30 August 2023.



Gunbalanya Ninja Warrior Obstacle Course



Jabiru Youth, Sport and Recreation activities.

1.3. Aquatic Centres

Total attendance to the Aquatic Centres for reporting period = 1,769.

- Jabiru YSR Officer delivers programs in the pool and utilises the grounds.
- Caulfield Grammar and Clontarf also utilise the pool to run group activities.
- Annual pre-wet season check and maintenance of pool shade sail is complete, and as current gusty winds decrease, the pool shade will be deployed daily (weather conditions permitting).
- Team Leader Pool attended Mental Health First Aid course 17–18 August 2023.
- Jabiru Area School Swimming Carnival held on 14 September 2023. WARC assisted with setting up of Marquees.
- Jabiru Pool Team Leader attended two day Mental Health First Aid course held on 17-18 September 2023.
- Jabiru Area School Swimming Carnival held on 14 September 2023, with WARC assisted with setting up of marquees.

1.4. Early Learning Centres

Total attendance to the Early Learning Centres for reporting period = 566.

- All Jabiru Childcare Centre staff completed mandatory reporting course, in addition to free courses offered by National Association for Prevention of Child Abuse and Neglect (NAPCAN), week ending 17 September 2023.
- Compliance check on the Jabiru Childcare Centre has been completed by Department of Education. The service was found to be compliant with all provisions of the National Law and National Regulations that were monitored during the inspection.
- Educators Day was celebrated on 6 September 2023, with every staff member being recognised for their value to the team.
- Jabiru Childcare Educators and children dressed up for book week celebrations on 23 August 2023, with the winners receiving a prize.
- Jabiru Childcare Centre held a successful Father's Day event on 31 August 2023, with lots of positive feedback from our stakeholders.
- Jabiru Childcare team continue with excursions to the library. All children ages 0-5 attended for Indigenous Literacy Day on 6 September 2023.
- Jabiru Childcare Centre Parent Advisory Committee meeting has been rescheduled to October 2023.



Jabiru Childcare Centre Book Week and Indigenous Literacy Day activities.



Mandatory reporting course for the Childcare staff.

1.5. Aged Care Services

Total amount of meals provided for reporting period = 1,727.

- Gunbalanya Community Care team attended training on 11-13 September 2023.
- Building repairs to the Gunbalanya Age Care Centre have since been completed by Kakadu Contracting and the washing machine has now been replaced.
- Charles Darwin University (CDU) continue with the Language, Literacy and Numeracy (LLN) training course, visiting the Jabiru community every month to assist three (3) of the Jabiru Community Care staff.
- On 7 September 2023 the Gunbalanya Community Care team visited Jabiru for a morning tea and BBQ at the lake. This was a great opportunity for clients and staff from both communities to interact.
- Jabiru Community Care team are focusing on connection and growth over the coming few months.

1.6. Disability care for NDIS participants

Total National Disability Insurance Scheme (NDIS) participants for reporting period = 25.

1.7. Broadcasting

Total number of Top End Aboriginal Bush Broadcasting Association (TEABBA) on-air hours for reporting period = 60 hours.

- Limited services were provide across all communities during this reporting period, due to staff availability.

1.8. K9 Security Pilot program (Maningrida only)

Total number of incidents occurred in the reporting period = 3.

- The Maningrida Community K9 Security Pilot program continues to be a success for all stakeholders involved, with break-ins and property damage dramatically reducing.
- Damage reported to the Bawinanga Aboriginal Corporation (BAC) supermarket caged gate on 18 August 2023.
- A K9 security vehicle was struck with a stick on 8 September 2023.
- Unauthorised entry occurred at construction site on 11 September 2023, with a 20L drum of oil from this site being poured onto the nearby road.

1.9. CSM's Meetings and Events Attended

Total meetings attended for reporting period = 40.

1.10. Vacancies

Total number of vacancies across the Council for reporting period = 22.

- Gunbalanya = 8
- Jabiru = 1 (Operations team only)
- Maningrida = 6

- Minjilang = 3
- Warruwi = 4

1.11. Staff Attendance

Total percentage of attendance across the communities for reporting period = 73.94%.

1.12. Community Wins

Kurrung Sports Carnival 2023 men’s basketball competition winners from Maningrida and women’s basketball competition winners from Minjilang.



Maningrida Staff ‘Thank You’ Awards



Maningrida Work's crew installing speed bumps and u-rails



Minjilang visitor accommodation received mini upgrade with new linen for all rooms



STATUTORY ENVIRONMENT

Not applicable.

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

As outlined in Council's 2023-2024 budget.

STRATEGIC IMPLICATIONS

The contents of this report are aligned to the pillars 1, 3 and 6 as outlined in the *Regional Plan and Budget 2023-2024*.

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

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.

Goal 3.4	Community Service Delivery Provision of high quality, culturally informed programs that support and enhance the safety and wellbeing of community members
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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
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VOTING REQUIREMENTS

Simple majority

RECOMMENDATION:

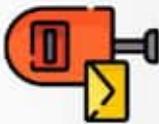
That Council received and noted the report entitled '*Operations Report – July 2023*'.

ATTACHMENTS

- 1 Operations Snapshot September 2023.pdf



Operations Snapshot – September 2023



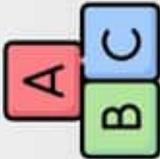
Post Received
17,945kg
 2022 comparison: 13,976kg



Sport & Recreation Attendance
1,785
 2022 comparison: 975



Aquatic Centre Attendance
1,769
 2022 comparison: 1,778



Early Learning Student Attendance
566
 2022 comparison: 715



Aged Care Meals Provided
1,727
 2022 comparison: 2,548



NDIS Participants
25
 2022 comparison: 31



Broadcasting On-Air Hours
60.0hrs
 2022 comparison: n/a



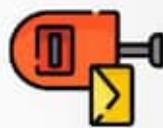
CSM Meetings & Events Attended
40
 2022 comparison: 46



Staff Attendance Rates
73.94%
 2022 comparison: 73.40%

Operations Snapshot – September 2023

Post Received



Gunbalanya – 3,166kg
 Jabiru – 9,232kg
 Maningrida – 5,140kg
 Minjilang – 112kg
 Warruwi – 295kg

Sport & Recreation



Attendance

Gunbalanya – 1,172
 Jabiru – 109
 Maningrida – 105
 Minjilang – 170
 Warruwi – 229

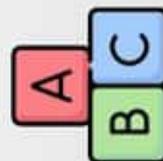
Aquatic Centre



Attendance

Gunbalanya – n/a
 Jabiru – 1,549
 Maningrida – 220
 Minjilang – n/a
 Warruwi – n/a

Early Learning Student



Attendance

Gunbalanya – n/a
 Jabiru – 506
 Maningrida – n/a
 Minjilang – 0
 Warruwi – 60

Aged Care Meals



Provided

Gunbalanya – 1,470
 Jabiru – 51
 Maningrida – n/a
 Minjilang – 38
 Warruwi – 168

NDIS Participants



Gunbalanya – 21
 Jabiru – 1
 Maningrida – n/a
 Minjilang – 0
 Warruwi – 3

Broadcasting On-Air



Hours

Gunbalanya – 0.0hrs
 Jabiru – n/a
 Maningrida – 48.0hrs
 Minjilang – 2.0hrs
 Warruwi – 10.0hrs

CSM Meetings & Events



Attended

Gunbalanya – 8
 Jabiru – 9
 Maningrida – 1
 Minjilang – 8
 Warruwi – 14

Staff Attendance



Rates

Gunbalanya – 60.00%
 Jabiru – 95.70%
 Maningrida – 74.00%
 Minjilang – 59.00%
 Warruwi – 81.00%

WEST ARNHem REGIONAL COUNCIL

FOR THE MEETING 11 OCTOBER 2023

Agenda Reference:	12.2
Title:	November LGANT Convention, West Arnhem Youth Summit and WARC Elected Member Workshop and Ordinary Council meeting
File Reference:	1097899
Author:	Jasmine Mortimore, Travel and Executive Assistant to the CEO & Mayor

SUMMARY

The purpose of this report is for Council to consider changing the dates of the November Elected Member workshop and Ordinary Council meeting from Tuesday-Wednesday, 7-8 November to Monday-Tuesday, 6-7 November.

BACKGROUND

The Local Government Association Northern Territory (LGANT) convention and general meeting starts on Wednesday 8 November 2023. By moving the November Elected Member workshop and Ordinary Council meeting to the Monday and Tuesday, this will ensure it does not clash.

At the September OCM it was resolved that Elected Members would attend the West Arnhem Youth Summit on Wednesday 8 November at the Croc. As this clashes with the LGANT meeting, Elected Members that nominate to attend the LGANT meeting cannot also attend the West Arnhem Youth Summit.

COMMENT

Proposed travel for the November Elected Member workshop and Ordinary Council meeting is for Elected members to fly/ drive to Jabiru on the afternoon of Sunday 8 November.

Elected Members staying for the Youth Summit will stay in Jabiru for 3 nights and return home Wednesday afternoon.

Elected Members attending the LGANT convention will stay in Jabiru for 2 nights and leave Jabiru on Tuesday afternoon to travel to Darwin. This conference will finish at 1pm on Friday 10 November and Elected Members will return home afterwards.

LGANT & Youth Summit Programs attached for your reference.

STATUTORY ENVIRONMENT

Not applicable.

POLICY IMPLICATIONS

The following policies are relevant to this report:

- Allowances and Expenses (Elected, Local Authority and Committee Members) Policy.
- Travel and Accommodation (Elected, Local Authority and Committee Members) Policy.
- Code of Conduct (Elected, Local Authority and Committee Members) Policy.

FINANCIAL IMPLICATIONS

As per provisions in Council’s 2023-2024 budget attendance at Federal and Territory events is included against each member’s professional development allowance of \$4000.00. Last year attendance at this function cost a total of \$~5K for travel, accommodation and registration.

STRATEGIC IMPLICATIONS

This report aligns with the following pillars

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 1.2	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 6.5	Planning and Reporting Robust planning and reporting that supports Council's decision-making processes

VOTING REQUIREMENTS

Simple majority.

<p>RECOMMENDATION: That Council:</p> <ol style="list-style-type: none"> 1. Received and noted report entitled '<i>November LGANT Convention, West Arnhem Youth Summit and WARC Elected Member Workshop and Ordinary Council meeting</i> 2. Approved / Did not approve the changes to the November Elected Member Workshop and Ordinary Council meeting. 3. Nominated councillors to attend the LGANT General Meeting and approved all associated travel costs.
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ATTACHMENTS

- 1 2023 LGANT Nov Convention DRAFT V.1.pdf
- 2 West Arnhem Youth Leadership Summit _ Budget.pdf

November 2023 LGANT Convention

(Including General Meeting and AGM (Annual General Meeting))

8-10 November 2023

Darwin, NT



Venue: DoubleTree By Hilton Esplanade Darwin

Day 1 - Wednesday 8th November

Purpose: LGANT Forums

Audience: CEOs (Chief Executive Officers) | Mayors and Presidents

MC: TBD

		8:30am	REGISTRATIONS OPEN	
9:00am-11:00am (120mins)	9:00am-9:05am (5mins)		Housekeeping MC	
	9:05am-11:00am (115mins)		<i>Combined Session</i> Local Government Roundtable <ul style="list-style-type: none"> Northern Territory Government Cabinet members Local government Mayors and Presidents 	
		11:00am-11:20am (20mins)	MORNING TEA	
	11:20am-12:35pm (75mins)		LGANT Annual and General Meeting Procedures and Agenda review <i>Facilitated by Sean Holden, CEO LGANT</i>	
		12:35pm-1:20pm (35mins)	LUNCH	
1:20pm-3:50pm (150mins)	1:20pm-2:20pm (60mins)		<i>Combined Session</i>	
		15mins	NT Strategic Directions Planning Policy <i>NT Planning Commissioner</i>	
		15mins	Presentation TBC <i>Local Government Professionals NT</i>	
		30mins	Call for motions and how to write one TBC	
		5mins	Allocated time to breakout	
2:20pm-3:50pm (90mins)			<i>Concurrent Sessions</i>	
			<table border="0"> <tr> <td> CEO's Forum <i>Facilitated by LGANT CEO Sean Holden</i> <ul style="list-style-type: none"> CEO Induction Presentation TBC: Ingrid Stonhill, Katherine Town Council (15mins) Foreign Influence, Department of Home Affairs (30mins) Hot topics and open discussion (45mins) </td> <td> Mayors/President's Forum <i>Facilitated by LGANT President Kon Vatskalis</i> <ul style="list-style-type: none"> Understanding Operational vs Strategic matters (separation of powers and delegations): TBC (30mins) Hot topics and open discussion (60mins) </td> </tr> </table>	CEO's Forum <i>Facilitated by LGANT CEO Sean Holden</i> <ul style="list-style-type: none"> CEO Induction Presentation TBC: Ingrid Stonhill, Katherine Town Council (15mins) Foreign Influence, Department of Home Affairs (30mins) Hot topics and open discussion (45mins)
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		3:50pm-4:00pm (10mins)	AFTERNOON TEA	
4:00pm-5:30pm (90mins)			<i>Concurrent Sessions</i>	
			<table border="0"> <tr> <td> Municipal's Forum <i>Facilitated by City of Darwin CEO Simone Saunders</i> </td> <td> Regional and Shire's Forum <i>Facilitated by Central Desert Regional Council CEO Leslie Manda</i> </td> </tr> </table>	Municipal's Forum <i>Facilitated by City of Darwin CEO Simone Saunders</i>
Municipal's Forum <i>Facilitated by City of Darwin CEO Simone Saunders</i>	Regional and Shire's Forum <i>Facilitated by Central Desert Regional Council CEO Leslie Manda</i>			

		<ul style="list-style-type: none"> • Liveability: City of Darwin (15mins) • Hot Topics and open discussion (75mins) 	<ul style="list-style-type: none"> • All Staff Forum: Central Desert Regional Council (15mins) • Local Authorities Best Practice examples: TBC (15mins) • Hot Topics and open discussion (60mins)
	5:30pm	END	

Day 1 Night – Welcome Reception

Purpose: Networking opportunity with all speakers and partners

Audience: CEOs | Mayors and Presidents | LGANT Board

MC: TBD

	5:30pm	WELCOME – DRINKS AND CANAPÉS
		Icebreaker
	15mins	JLT Public Sector PLATINUM SPONSOR
	7:00pm	END

Day 2 – Thursday 9th November**Conference theme:** LGANT Strategic Priority 3: Infrastructure**Audience:** CEOs and senior council staff | All Elected Members | Local Authority Chairs | CM&C (eg. Local Government Unit)**MC:** TBD

		8:30am	REGISTRATIONS OPEN
9:00am-10:40am (100mins)	9:00am-9:05am (5mins)		Housekeeping <i>MC</i>
	9:05am-9:10am (5mins)		Welcome to Country <i>Larrakia Nation</i>
	9:10am-9:15am (5mins)		Welcome <i>LGANT President</i>
	9:15am-9:25am (10mins)		Address <i>NT Minister for Local Government</i>
	9:25am-10:15am (50mins)	ECONOMIC DEVELOPMENT INFRASTRUCTURE	Panel and Q&A: <ul style="list-style-type: none"> NT Minister for Mining and Industry or CEO of Department of Industry, Tourism and Trade CEO <ul style="list-style-type: none"> Territory Benefit Plan Policy (eg. legacy infrastructure such as roads and telecommunications), Minerals Development Taskforce, tourism Major Projects Commissioner <ul style="list-style-type: none"> Economic Formation Model, Major Projects Policy, Defence, Investment Attraction Industry Association representative (e.g., Australian Petroleum Production and Exploration Association, Minerals Council NT): TBC Council representative – best practice/ case study: TBC
10:15am-10:30am (15mins)		Case study: Circular economy <i>TBC</i>	
	10mins	HostPlus GOLD SPONSOR TBC	
10:40-10:55am (15mins)		MORNING TEA	
10:55am-1:00pm (125mins)	10mins	Commonwealth Bank GOLD SPONSOR TBC	
	11:05am-12:20pm (75mins)	PLANNING, HOUSING AND RELATED INFRASTRUCTURE	Panel and Q&A: <ul style="list-style-type: none"> NT Minister for Infrastructure, Planning and Logistics or NT Infrastructure Commissioner <ul style="list-style-type: none"> Land Development Committee (land releases in urban, regional and remotes, subdivisional guidelines), Infrastructure Plan and Pipeline eg. roads and airstrip prioritisation, impact of climate change on infrastructure and building resilience Minister for Environment, Climate Change and Water Security or CEO of Department of Environment, Parks and Water Security (eg. Territory Water Plan, National Parks) Industry Association representative (e.g., Urban Development Institute of Australia NT, Property Council NT, Community Housing Industry Association): TBC Council representative – best practice/ case study (eg. placemaking, electric vehicles, smart poles): TBC
	12:20pm-12:35pm (15mins)		LGANT subscription benefits <i>AustRoads</i>
	12:35pm-12:50pm (15mins)		Tyre Recycling Facility <i>Peter Wasley, Northern Waste Reduction Services</i>

	10mins	Mead Perry Group GOLD SPONSOR TBC
	1:00-1:40pm (40mins)	LUNCH
1:40am-3:10pm (90mins)	5mins	BelRose Group SILVER SPONSOR TBC
	1:45pm-2:45pm (60mins)	Panel and Q&A: <ul style="list-style-type: none"> Federal Minister for Communications <ul style="list-style-type: none"> Black spot audit, First Nations Digital Inclusion Plan, communications during and post disasters NT Minister for Corporate and Digital Development or CEO of the Department of Corporate and Digital Development Telstra/ NBN/ Starlink Council representative – best practice/ case study: TBC
	2:45pm-3:05pm (20mins)	Drones Strategy and case study <i>TBC, Department of Industry, Tourism and Trade</i>
	5mins	LG Solutions SILVER SPONSOR TBC
	3:10pm-3:25pm 15mins	AFTERNOON TEA
3:25pm-5:00pm (95mins)	5mins	Regional Development Australia SILVER SPONSOR TBC
	3:30pm-4:00pm (30mins)	Primary Prevention infrastructure <i>TBC, Our Watch</i>
	4:00pm-5:00pm (60mins)	Panel and Q&A: <ul style="list-style-type: none"> NT Minister for Sport or CEO of Territory Families, Housing and Communities <ul style="list-style-type: none"> Youth and sport funding and infrastructure AFLNT – Update on new Darwin stadium and remote infrastructure program Council representative – best practice/ case study (eg. playgrounds): TBC
	5:00pm	END

Day 2 Night – Dinner

Audience: Audience: CEOs and senior council staff | All Elected TEA Members | Local Authority Chairs | VIPs e.g., Ministers, LGANT Life Members, NTG CEOs, Industry Association CEOs, CM&C LGU etc

MC: TBD

	6:00pm	WELCOME – DRINKS AND ENTERTAINMENT <i>Entertainment by Max Fredericks</i>
		Guest Speaker <i>Linda Scott, ALGA (Australian Local Government Association) President</i>
		Sponsor TBC
	6:45pm	ENTRÉE
		Guest Speaker <i>Federal Minister for Infrastructure, Transport, Regional Development and Local Government</i>
	7:15pm	MAIN COURSE
		Awards <ul style="list-style-type: none"> Long Service Awards – Elected Members LGANT Public Servant Officer LGPro NT (TBC)
	8:30pm	DESSERT <i>Entertainment by Max Fredericks</i>
	10:00pm	END

Day 3 – Friday 10th November

General Meeting and Annual General Meeting

Audience: CEOs | Mayors and Presidents**MC and facilitators for forums:** TBD

		8:30am	REGISTRATIONS OPEN
9:00am-10:40pm (100mins)	9:00am-9:05am (5mins)		Welcome <i>MC</i>
	9:05am-10:05am (60mins)		Local Government Unit, Department of the Chief Minister, and Cabinet <ul style="list-style-type: none"> • Top 5 current issues • Local Government Regulatory Framework
	10:05am-10:40am (35mins)		General Meeting <i>Chaired by LGANT President</i>
		10:40am-10:55am (15mins)	MORNING TEA
	10:55am (125mins)		General Meeting – continued (if required) Annual General Meeting <i>Chaired by LGANT President</i> <ul style="list-style-type: none"> • LGANT Board Casual Vacancy Election, NTEC (Northern Territory Electoral Commission)
			1.00pm



WEST ARNHEM YOUTH LEADERSHIP SUMMIT

Maningrida | Gunbalanya | Warruwi | Minjilang | Jabiru

5-10 Young Leaders from each West Arnhem community

A youth leadership and development experience for West Arnhem Secondary Students. Building leadership capacity, team work, and informing direction of community youth initiatives, aligned to the Northern Territory Youth Strategy 2023-2033.

For Secondary Students who show leadership & share their voice



PROPOSED SCHEDULE

Tues 7th &
Wed 8th Nov

Jabiru Croc Hotel

PURPOSE

The inaugural West Arnhem Youth Leadership Summit will build leadership capacity within attendees, unite the region in a shared vision for youth outcomes, and identify current needs of young people in West Arnhem communities, to inform strategic direction of local community youth initiatives.



ATTENDEE CAPACITY BUILDING

- leadership styles
- communication skills
- public speaking
- teamwork
- cross-cultural collaboration
- cooperative vision development
- problem solving

INFORMING STRATEGIC DIRECTION

Throughout the Summit, attendees will be guided through hands-on learning experiences that not only build their personal leadership capacities, but guide a needs analysis from the youth perspective. Attendees will identify strengths, challenges, and needs of youth in their community, and prepare a presentation for WARC to share their vision for servicing those needs.

This data will be collected and shared with schools and youth stakeholders in each community to inform strategic direction, where possible.

PROPOSED SCHEDULE

DAY ONE

TUES 7TH NOVEMBER

MORNING	Travel to Jabiru
12:30 PM	Lunch and settle in
1:00 PM	Welcome to Country, Welcome to Leadership Summit, Safety Briefing
1:30 PM	Team building: introductions and breaking down barriers
2:00 PM	Leadership: what does it mean to me and my community?
2:15 PM	Adam Drake: Key Note & Workshop
3:45 PM	Afternoon Tea
4:00 PM	Peaks and Pits: The Maze Activity and Debrief - community context
5:00 PM	Peaks and Pits: Identifying strengths and challenges of youth right now
6:00 PM	Dinner
7:00 PM	Filling the Gap: Problem Planning Game and Debrief
8:00 PM	Filling the Gap in your community
8:30 PM	Reflections and Closure



PROPOSED SCHEDULE
DAY TWO
WED 8TH NOVEMBER

7:00 AM	Breakfast
8:00 AM	Review, Reflection, Biggest Learnings
8:20 AM	Thinking Differently: Busting Paradigms Game and Debrief
8:45 AM	Making a Difference: Lego Masters Game and Debrief
9:30 AM	Bringing it Together: Creating and Practicing your Pitch
10:30 AM	Morning Tea
10:45 AM	Sharing your Voice: How to Make a Difference
11:30 AM	Presentations to WARC: Vision for our Community
12:30 PM	Lunch, Celebration and Farewell
1:30 PM	Return to Community



BUDGET

Based on quotes, subject to slight changes



\$22,000	Travel Gunbalanya Air & Air Frontier
\$6,000	Venue - Jabiru Croc Hotel Accommodation & Conference Room
\$8,000	Food All meals and snacks
\$2,000	Resources All activity resourcing for event
\$4,000	T-shirts Summit shirts designed and produced
\$2,000	Cultural Authority Welcome to Country and cultural presence
\$3,000	Human Resourcing Administration and backfilling facilitator from Gunbalanya School
\$3,000	Miscellaneous Expenses Including investigation of a KeyNote Speaker
\$50,000	TOTAL

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 11 OCTOBER 2023

Agenda Reference:	12.3
Title:	People and Capability Quarterly Report
File Reference:	1098223
Author:	Linda Veugen-Yong, Acting Manager People and Capability

SUMMARY

The purpose of this report is to inform Council about progress in achieving strategic goals within the People & Capability unit.

BACKGROUND

The People and Capability unit is focused on growing human resource capacity and adhering to quality compliant service delivery in the areas of Human Resources, Recruitment, Learning and Development, and Work Health and Safety.

COMMENT

This quarter has seen the resignation of the Manager People & Capability and the HR Administration Assistant. Their departures were at short notice and the remaining team are covering multiple duties. Planned leave also meant the teams capability has been stretched due to a lack of resources. Addressing priority issue and recruitment for vacancies was the focus of the team.

General projects the People & Capability Team were able to work on include:

- Development, consultation and approval of the Recruitment and Selection Procedure
- Development, consultation and approval of the Conflict of Interest Procedure and declaration form
- Recommendations for automatic pay increases for Award Based employees to improve retention, basing increases on service not performance.

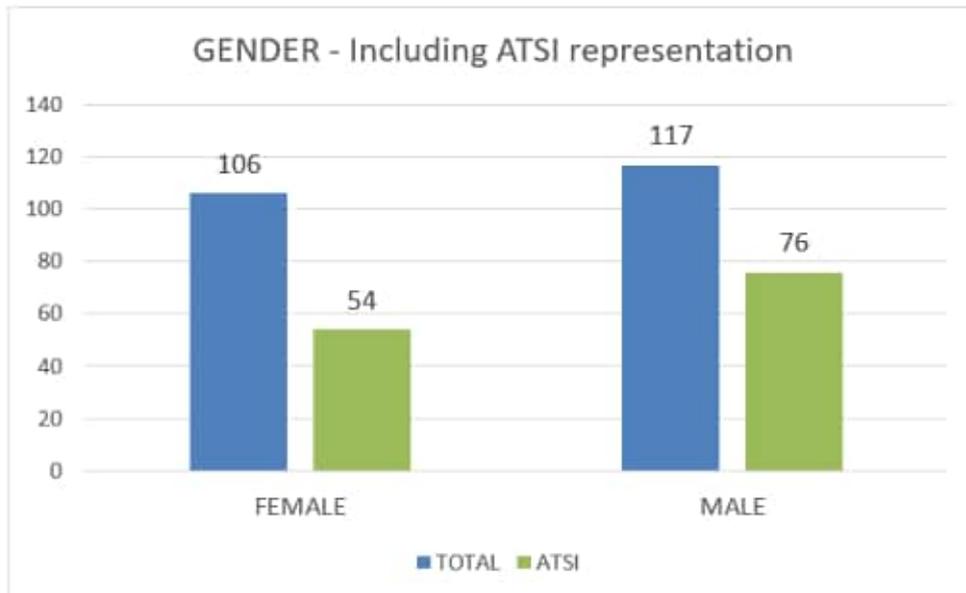
Future projects and team involvement:

- Performance reviews for employees at Level 1 to 3
- Improving the cultural awareness training provided to employees, capturing place-based differences
- Development of procedures for the People & Capability Team
- Transition to a new HR and payroll business system, utilising updated digital capabilities to improve workflow and efficiency

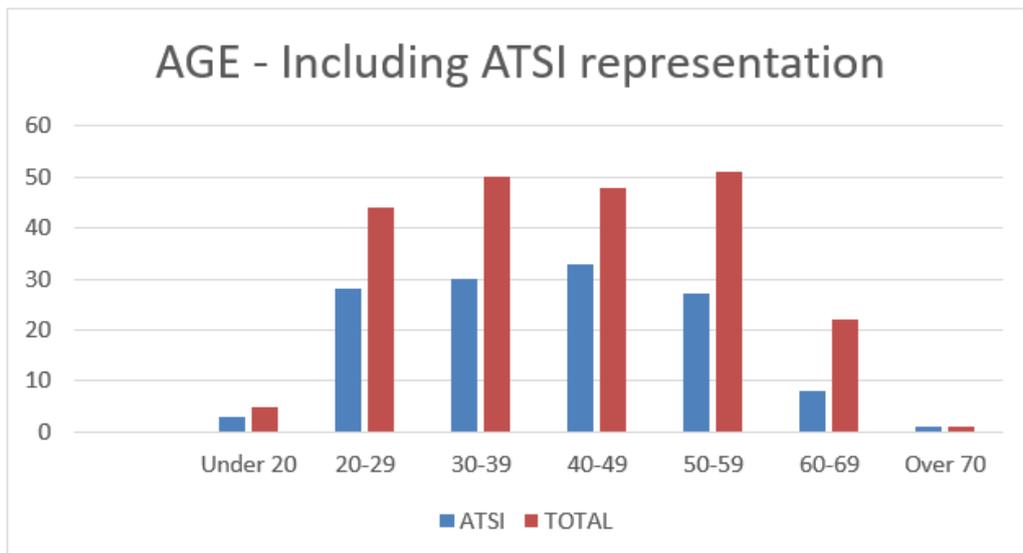
Workforce Report

TOTAL STAFF	TURNOVER
Total Employees as at 30 September: 223	Staff turnover Previous 12 months: 55%
ATSI Employees: 129	ATSI turnover: 48%
Current percentage of ATSI Staff: 57.8%	Non-ATSI turnover: 64%

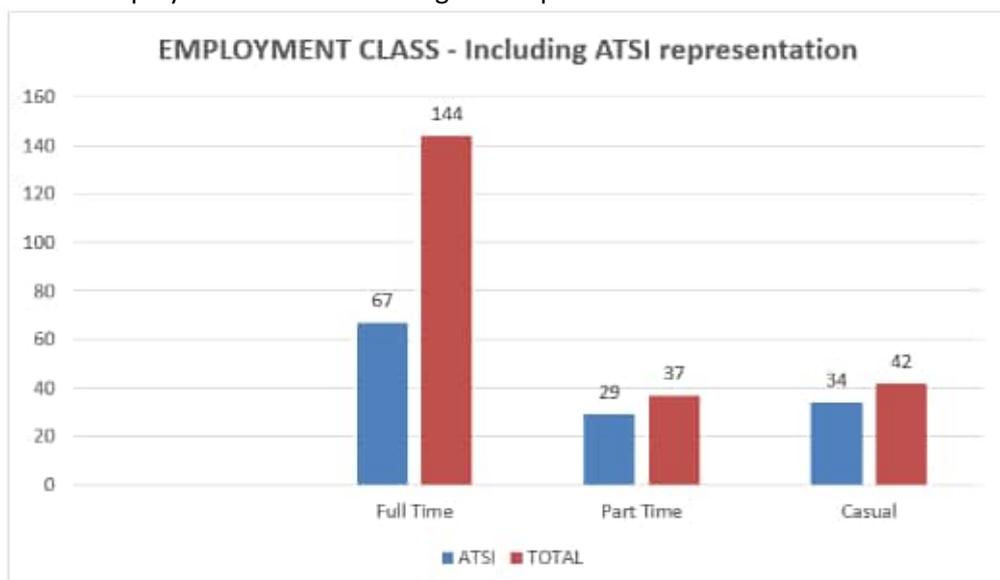
1. Gender – Including ATSI representation



2. Age – Including ATSI representation

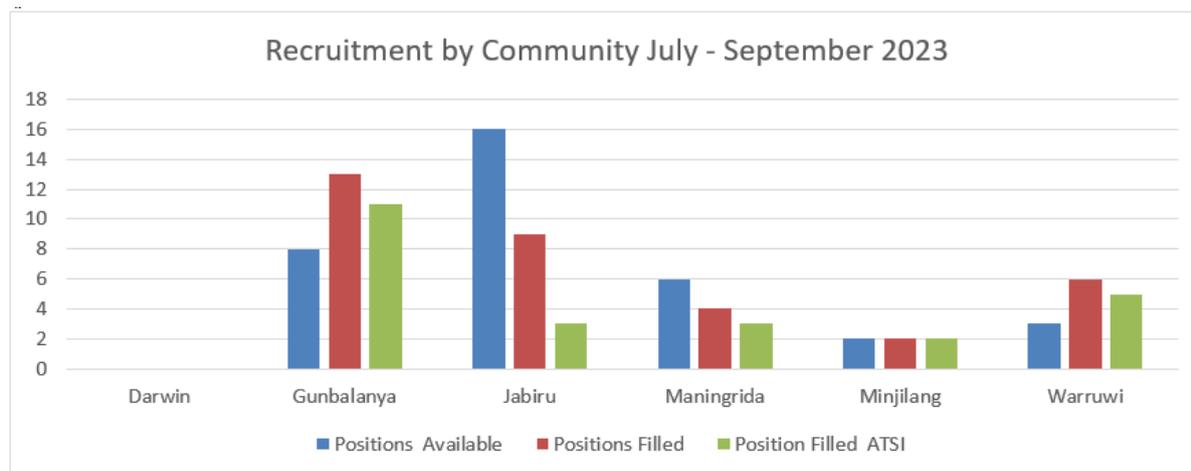


3. Employment Class – Including ATSI representation



Recruitment Report

Recruitment	July-September 2023	April-June 2023
Number of Roles Vacant	56	57
Number of Roles Filled	34	38
Number of ATSI Staff Employed Last Quarter	24	14



Learning and Development Report

Training	Number
Number of <i>Group Training Activities</i> July to September 2023	5
Number of staff attending group training July to September 2023	36

Recent Achievements	Dates
<p>Foundation Skills Program started</p> <p>The Foundation Skills for your Future program (FSfYF) has been delivered since July. Staff in the Works crew, Aged Care, YSR, administration and cleaning teams are improving their literacy levels and particularly their computer skills.</p>	-Ongoing-
<p>Mandatory Reporting NT</p> <p>Staff from Child Care and YSR participated in a training session about Mandatory Reporting in Jabiru. This course was provided by NAPCAN and gave them an overview on what mandatory reporting is, and their obligations to report it in the NT.</p> <p>This workshop will enable participants to recognise harm indicators and child risk factors, know how to respond to disclosures of child abuse, and prevention strategies and practices.</p>	16 September
<p>New training for Power and Water services – (Hypochlorite)</p> <p>As part of the new PowerWater agreement, our Utilities Support Contract Operators (previously known as ESOs), should complete further training in water chlorination processes in Minjilang and Waruwi. Two of these workers have now completed this training with a local trainer with vast experience in the field, creating an opportunity to discuss other matters that are important in the delivery of Power & Water services.</p>	18 to 20 September

Upcoming Training		Dates
Food Safety Supervision	Mandatory training for staff who handles food, this includes Child Care, Community Care and YSR staff.	2 to 5 October 2023
HR and MR Licencing	HR and MR licences for the works crews has become a need and we are exploring some solutions for this.	End of 2023- Early 2024
Learning and Development Framework	We are working on developing a Learning and Development Framework for WARC. Ongoing.	Ongoing

WHS and Workers Compensation

Workers Compensation Claims	Number
Total Open	1
Opened in period	1
Closed Claims	0

In this quarter there was only one (1) Worker Compensation claim. The incident happened early in April 2023 and the employee only submitted the claim in September 2023. There were two incidents (1) a finger caught on the Jabiru Post Office door and (2) a metal splinter lodged in the side of the eye in the Jabiru Workshop. Both have no time lost. The eye injury is being investigated.

WARC WHS is continuing the review of the twenty four (24) policies which are due for review very soon.

WARC WHS is finalising the WARC Emergency Management Plans which will be sent to the CEO for approval this week.

STATUTORY ENVIRONMENT

Northern Territory Local Government Act 2019

POLICY IMPLICATIONS

Not applicable

FINANCIAL IMPLICATIONS

Council projects and programs are heavily dependent on grant funding and it is therefore vital that Council is updated on the status of grants.

STRATEGIC IMPLICATIONS

The contents of this report are aligned to Pillars 1, 2 and 3 as outlined in the *Regional Plan and Budget 2023-2024*.

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 1.3

Communication

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

Goal 1.5**Cultural Awareness Training**

Develop increased understanding and observation of cultural protocols

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.

Goal 2.1**Indigenous Employment Framework**

Create Council Indigenous employment framework including tailored pathways to employment

Goal 2.2**Traineeships and Apprenticeships**

Provide local residents opportunities to learn and obtain professional qualifications in trades and administration

Goal 2.3**Policy and Procedures**

Research, review and develop policy to underpin and inform Council's intent and strategy to increase local Indigenous employment

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.

Goal 3.1**Cultural Safety**

Delivery of actions in the WARC 'Innovate' Reconciliation Action Plan

Goal 3.2**Health and Safety**

Staff and public safety is achieved via planning, education and training

Goal 3.3**Training and Development**

Deliver training and development which is effective and culturally appropriate, engaging and increases future employment opportunities and pathways

VOTING REQUIREMENTS

Simple majority

RECOMMENDATION:**That Council:**

- 1. Received and noted the report entitled '*People and Capability Quarterly Report*' and;**
- 2. Acknowledge the activity and progress made by the People and Capability unit in pursuit of the strategic goals.**

ATTACHMENTS

There are no attachments for this report.

WEST ARNHEM REGIONAL COUNCIL
FOR THE MEETING 11 OCTOBER 2023

Agenda Reference:	13.1
Title:	Elected Member Questions With or Without Notice
File Reference:	1097855
Author:	Ben Heaslip, Acting Governance and Risk Advisor

SUMMARY

The purpose of this report is to give Elected Members a formal forum in which to table items they wish to be debated by Council.

RECOMMENDATION:

That the Chairperson invite questions with or without notice from Elected Members.

ATTACHMENTS

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 11 OCTOBER 2023

Agenda Reference:	14.1
Title:	Closure to the Public for the Discussion of Confidential Items
File Reference:	1097856
Author:	Ben Heaslip, Acting Governance and Risk Advisor

SUMMARY

Pursuant to section 99(2) and 293(1) of the *Local Government Act 2019* and regulation 52 of the *Local Government (General) Regulations 2021*, the meeting is to be closed to the public to consider confidential matters.

STATUTORY ENVIRONMENT

Section 99(2) of the *Local Government Act 2019*

Regulations 51 and 52 of the *Local Government (Administration) Regulations 2021*

RECOMMENDATION:

That Council approved pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 52 of the Local Government (General) Regulations 2021 the meeting be closed to the public to consider the Confidential items of the Agenda.

ATTACHMENTS

**WEST ARNHEM REGIONAL COUNCIL
FOR THE MEETING 11 OCTOBER 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 11 OCTOBER 2023**

RE-ADMITTANCE OF THE PUBLIC