



# **WEST ARNHEM REGIONAL COUNCIL AGENDA**

**ORDINARY COUNCIL MEETING  
WEDNESDAY, 21 AUGUST 2024**



## 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 on Wednesday 21 August 2024 at 9:00 am.

Andrew Walsh  
Chief Executive Officer

### Code of Conduct: The Local Government Act 2019

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

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

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## **Acknowledgement of Country**

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

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

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 21 AUGUST 2024

<b>Agenda Reference:</b>	<b>3.1</b>
<b>Title:</b>	<b>Apologies, Leave of Absence and Absent Without Notice</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

#### 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, as well as record any absence without notice for the Ordinary Council meeting held on 21 August 2024.

#### RECOMMENDATION

1. Notes the absence of ...
2. Notes the apology received from .....
3. Determines ... are absent with permission of the Council.
4. Determines ... are absent without permission of the Council.

#### 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.

#### LEGISLATION AND POLICY

Section 47(o) of the *Local Government Act 2019*.

Council's Scheduling and Conduct of Meetings (Elected, Local Authority and Council Committee Members) Policy.

#### STRATEGIC IMPLICATIONS

This report is aligned to the following pillars and goals in the *Regional Plan and Budget*:

#### 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

#### ATTACHMENTS

Nil

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 21 AUGUST 2024

<b>Agenda Reference:</b>	<b>4.1</b>
<b>Title:</b>	<b>Acceptance of Agenda</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

#### **SUMMARY**

Agenda papers are presented for acceptance at the Ordinary Council meeting held on 21 August 2024.

#### **RECOMMENDATION**

THAT COUNCIL accept the agenda papers as circulated for the Ordinary Council meeting held on 21 August 2024.

#### **LEGISLATION AND POLICY**

Section 92(1) *Local Government Act 2019*.

Council's Scheduling and Conduct of Meetings (Elected, Local Authority and Council Committee Members) Policy.

#### **STRATEGIC IMPLICATIONS**

This report is aligned to the following pillars and goals in the *Regional Plan and Budget*:

#### **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

#### **ATTACHMENTS**

Nil

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 21 AUGUST 2024

<b>Agenda Reference:</b>	<b>5.1</b>
<b>Title:</b>	<b>Disclosure of Interest of Members or Staff</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

#### SUMMARY

**Elected Members** are required to disclose an interest in a matter under consideration at an Ordinary 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, disclosure as soon as possible after the matter is raised.

Under disclosure, the Member must abide by the decision of the Council on whether they 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 them to leave the Chambers.

**Staff Members** of the Council are required to disclose an interest in a matter at any time on 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 their delegated authority unless Council expressly directs them to do so.

#### RECOMMENDATION

THAT COUNCIL receive the declarations of interest as listed for the Ordinary Council meeting held on 21 August 2024.

#### LEGISLATION AND POLICY/STATUTORY ENVIRONMENT

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

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

Council's Scheduling and Conduct of Meetings (Elected, Local Authority and Council Committee Members) Policy.

#### STRATEGIC IMPLICATIONS

This report is aligned to the following pillars and goals in the *Regional Plan and Budget*:

#### 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 6.4 Risk Management

The monitoring and minimisation of risks associated with the operations of Council.

#### ATTACHMENTS

1. Declaration of Interest Register - Elected Members - 15.08.2024 [5.1.1 - 1 page]



Declaration of Interest Register		
Elected Members	Declared Interest	Connection
<b>Mayor James Woods</b>	Local Government Association Northern Territory (LGANT)	Board Member
	Malala Health Clinic	Staff Member, Board Member
	Maningrida AFL Committee	Committee member
	Maningrida Emergency Response Group	Deputy Officer
	Bawinanga Aboriginal Corporation	Board Member
	Maningrida Housing Reference Group	Member
<b>Deputy Mayor Elizabeth Williams</b>		
<b>Cr Ralph F Blyth</b>	Warnbi Aboriginal Corporation	Executive Officer
	Wark Aboriginal Corporation	Director
	Red Lily Health Board	Alternative Director / Board Member
<b>Cr Micketja Onus</b>		
<b>Cr Gabby Gumurdul</b>	Gunbalanya Economic Development Aboriginal Corporation	Director
	Gunbalanya Sports and Social Club	Member
<b>Cr Donna Nadjamerrek</b>	National Indigenous Australians Agency (NIAA)	Indigenous Engagement Officer for Gunbalanya, Minjilang and Warruwi.
	Injalak Aboriginal Corporation	Member
	Adjumarllarl Aboriginal Corporation	Member
<b>Cr Otto Dann</b>	Northern Land Council (NLC)	Board Member
	Adjumarllarl Aboriginal Corporation	Member
<b>Cr James Marrawal</b>		
<b>Cr Henry Guwiyul</b>		
<b>Cr Jacqueline Phillips</b>	JP Cultural Solutions	Director
	Northern Land Council (NLC)	Board Member
	Bawinanga Aboriginal Corporation	Chair
	Maningrida Housing Reference Group	Member
<b>Cr Jermaine Namanurki</b>		
<b>Cr Monica Wilton</b>	Maningrida Homelands School Company	Deputy Chair

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## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 21 AUGUST 2024

<b>Agenda Reference:</b>	<b>6.1</b>
<b>Title:</b>	<b>Confirmation of Ordinary and Special Council Meeting Minutes</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

#### SUMMARY

The Minutes of the Ordinary Council meeting and Special Council Meeting held on 31 July 2024 are submitted to Council for confirmation that those minutes are a true and correct record of the meeting.

#### RECOMMENDATION

##### THAT COUNCIL

1. Confirm the minutes of the 31 July 2024 Ordinary Council meeting as a true and correct record of the meeting.
2. Confirm the minutes of the 31 July 2024 Special Council meeting as a true and correct record of the meeting.

#### STATUTORY AND POLICY

Section 101 and 102 *Local Government Act 2019*

Council's Scheduling and Conduct of Meetings (Elected, Local Authority and Council Committee Members) Policy.

#### STRATEGIC IMPLICATIONS

This report is aligned to the following pillars and goals of the *Regional Plan and Budget*:

#### 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.

#### ATTACHMENTS

1. Unconfirmed Ordinary Council Meeting Minutes - 31 July 2024 [6.1.1 - 11 pages]
2. Unconfirmed Special Council Meeting Minutes - 31 July 2024 [6.1.2 - 4 pages]



Minutes of the West Arnhem Regional Council Ordinary Council Meeting  
Wednesday, 31 July 2024 at 9:00 am  
Council Chambers

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**1 ACKNOWLEDGEMENT OF COUNTRY AND OPENING OF MEETING**

**Chairperson Mayor Woods declared the meeting open at 9:16 am, welcomed all in attendance and did an Acknowledgement of Country.**

**ELECTED MEMBERS PRESENT**

Chairperson	James Woods (Mayor)
Councillor	Ralph F Blyth
Councillor	Mickitja Onus
Councillor	Otto Dann
Councillor	Henry Guwiyul
Councillor	Donna Nadjamerrek
Councillor	Monica Wilton
Councillor	Jermaine Namanurki

**STAFF PRESENT**

Chief Executive Officer	Andrew Walsh
Director Community and Council Services	Fiona Ainsworth
Director Finance	Jocelyn Nathanael-Walters
Governance Advisor	Jasmine Mortimore

**3 APOLOGIES AND ABSENCES**

<b>Agenda Reference:</b>	<b>3.1</b>
<b>Title:</b>	<b>Apologies, Leave of Absence and Absence Without Notice</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

The Council considered a report on Apologies, Leave of Absence and Absence Without Notice.

**OCM170/2024 RESOLVED:**  
**On the motion of Cr Blyth**  
**Seconded Mayor Woods**

THAT COUNCIL:

1. Notes the absence of James Marrawal, Gabby Gumurdul, Jacqueline Phillips, Elizabeth Williams
2. Notes the apologies received from James Marrawal, Elizabeth Williams, Gabby Gumurdul, Jacqueline Phillips.
3. Determines James Marrawal, Elizabeth Williams, Gabby Gumurdul, Jacqueline Phillips are absent with permission of the Council; and
4. Requests Chief Executive Officer review meeting attendance policy for Elected Members.

**CARRIED**

**4 ACCEPTANCE OF AGENDA**

<b>Agenda Reference:</b>	<b>4.1</b>
<b>Title:</b>	<b>Acceptance of Agenda</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

The Council considered a report on Acceptance of Agenda.

**OCM171/2024 RESOLVED:**  
**On the motion of Cr Blyth**  
**Seconded Cr Onus**

THAT COUNCIL accept the agenda papers as circulated for the Ordinary Council meeting held on 31 July 2024.

**CARRIED**

**5 DECLARATION OF INTEREST OF MEMBERS OR STAFF**

<b>Agenda Reference:</b>	<b>5.1</b>
<b>Title:</b>	<b>Disclosure of Interest of Members or Staff</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

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

**OCM172/2024 RESOLVED:**  
**On the motion of Mayor Woods**  
**Seconded Cr Guwiyul**

THAT COUNCIL

1. Receive and note the declarations of interest as listed for the Ordinary Council meeting held on 31 July 2024; and
2. Request register be updated to include Cr Wilton position as Deputy Chair for Maningrida Homelands School Company.

**CARRIED**

**6 CONFIRMATION OF PREVIOUS MINUTES**

<b>Agenda Reference:</b>	<b>6.1</b>
<b>Title:</b>	<b>Confirmation of Ordinary Council Meeting Minutes</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

The Council considered a report on Confirmation of Ordinary Council Meeting Minutes.

**OCM173/2024 RESOLVED:**  
**On the motion of Cr Guwiyul**  
**Seconded Mayor Woods**

THAT COUNCIL confirm the minutes of 18 June 2024 Ordinary Council meeting as a true and correct record of the meeting.

**CARRIED**

<b>Agenda Reference:</b>	<b>6.2</b>
<b>Title:</b>	<b>Confirmation of Local Authority Meeting Minutes</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

The Council considered a report on Confirmation of Local Authority Meeting Minutes.

**OCM174/2024 RESOLVED:**  
**On the motion of Cr Guwiyul**  
**Seconded Mayor Woods**

THAT COUNCIL confirm the minutes of the following Local Authority meetings and reviewed decisions made by the Local Authority:

<b>Community</b>	<b>Date Held</b>	<b>Quorum</b>	<b>Date of next meeting</b>
<b>Minjilang</b>	<b>5 June 2024</b>	<b>Yes</b>	<b>9 September 2024</b>
<b>Maningrida</b>	<b>12 June 2024</b>	<b>No</b>	<b>12 September 2024</b>
<b>Gunbalanya</b>	<b>9 July 2024</b>	<b>Yes</b>	<b>11 September 2024</b>

1. Approve the nomination for Josephine Cooper to join the Minjilang Local Authority.
2. Approve the nomination for Garth Doolan to join the Maningrida Local Authority.
3. Approve the nomination for Marlene Kernan to join the Maningrida Local Authority; and
4. Approve the provisional decision to allocate \$91,676.00 for the supply and installation of bollards from the Maningrida Local Authority.

**CARRIED**

<b>Agenda Reference:</b>	<b>6.3</b>
<b>Title:</b>	<b>Confirmation of Risk Management and Audit Committee Minutes</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

The Council considered a report on Confirmation of Risk Management and Audit Committee Minutes.

**OCM175/2024 RESOLVED:**  
**On the motion of Cr Guwiyul**  
**Seconded Mayor Woods**

THAT COUNCIL confirm the minutes of 21 June 2024 Risk Management and Audit Committee as a true and correct record of the meeting and reviewed decisions made by the Committee.

**CARRIED**

<b>Agenda Reference:</b>	<b>6.4</b>
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<b>Title:</b>	<b>Confirmation of Kakadu Ward Advisory Committee Minutes</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

The Council considered a report on Confirmation of Kakadu Ward Advisory Committee Minutes.

**OCM176/2024 RESOLVED:**  
**On the motion of Cr Guwiyul**  
**Seconded Mayor Woods**

THAT COUNCIL confirm the minutes of 26 June 2024 Kakadu Ward Advisory Committee as a true and correct record of the meeting and reviewed decisions made by the Committee.

**CARRIED**

## **7 ACTION REPORTS**

<b>Agenda Reference:</b>	<b>7.1</b>
<b>Title:</b>	<b>Review of Action Items</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

Cr Wilton left the meeting at 10:16am

The Council considered a report on Review of Action Items.

**OCM178/2024 RESOLVED:**  
**On the motion of Cr Onus**  
**Seconded Cr Blyth**

THAT COUNCIL:

1. Receive and note the report titled *Review of Action Items*.
2. Review the outstanding action items and give approval for completed items to be removed from the register; and
3. Notes concerns with need for street sweeper and line marking in Gunbalanya.

**CARRIED**

<b>Agenda Reference:</b>	<b>7.2</b>
<b>Title:</b>	<b>Special Finance Committee Membership</b>
<b>Author:</b>	<b>Ben Heaslip, Information Advisor</b>

The Council considered a report on Special Finance Committee Membership.

**OCM179/2024 RESOLVED:**  
**On the motion of Cr Blyth**  
**Seconded Mayor Woods**

THAT COUNCIL:

1. Receive and note the report titled *Special Finance Committee Membership*.

**CARRIED**

<b>Agenda Reference:</b>	<b>7.3</b>
<b>Title:</b>	<b>West Arnhem Youth Leadership Summit November 2024</b>
<b>Author:</b>	<b>Marnie Mitchell, Manager Community Services Support</b>

The Council considered a report on West Arnhem Youth Leadership Summit November 2024.

**OCM180/2024 RESOLVED:**  
**On the motion of Cr Onus**  
**Seconded Cr Dann**

THAT COUNCIL:

1. Receive and note the report titled West Arnhem Youth Leadership Summit November 2024; and

2. Approve Administration to facilitate a specific time that suits the Council agenda and submit program.

**CARRIED**

<b>Agenda Reference:</b>	<b>7.4</b>
<b>Title:</b>	<b>Write Off of Debt</b>
<b>Author:</b>	<b>Jocelyn Nathanael-Walters, Director Finance</b>

Cr Wilton joined the meeting at 10:39am  
The Council considered a report on Write off of Debt.

**OCM181/2024 RESOLVED:**  
**On the motion of Cr Onus**  
**Seconded Cr Nadjamerrek**

THAT COUNCIL:

1. Receive and note the report titled Write Off of Debt.
2. Receive and note the Chief Executive Officer's written Write Off of Debt Certification; and
3. Approve the write-off of debts identified in the report to the total value of \$41,947.40.

**CARRIED**

<b>Agenda Reference:</b>	<b>7.5</b>
<b>Title:</b>	<b>Swearing in of Newly Appointed Elected Members - Maningrida Ward</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

Deputy Mayor Joined at 9:37am and left at 9:42am  
The Council considered a report on Swearing in of Newly Appointed Elected Members - Maningrida Ward.

**OCM177/2024 RESOLVED:**  
**On the motion of Cr Onus**  
**Seconded Mayor Woods**

THAT COUNCIL:

1. Receive and note the report titled *Swearing in of Newly Appointed Elected Members - Maningrida Ward*.
2. Acknowledge that Mr Jermaine Namanurki and Ms Monica Wilton cited their declaration and signed their swearing in certificate; and
3. Congratulate Mr Jermaine Namanurki and Ms Monica Wilton on their appointment as Councillor to the West Arnhem Regional Council, representing the Maningrida Ward.

**CARRIED**

## **8 RECEIVE AND NOTE REPORTS**

<b>Agenda Reference:</b>	<b>8.1</b>
<b>Title:</b>	<b>Incoming and Outgoing Correspondence</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

Meeting broke at 10:56am and recommenced at 11:10am  
The Council considered a report on Incoming and Outgoing Correspondence.

**OCM182/2024 RESOLVED:**  
**On the motion of Cr Onus**  
**Seconded Cr Blyth**

THAT COUNCIL receive and note the attached items of incoming and outgoing correspondence.

**CARRIED**

<b>Agenda Reference:</b>	<b>8.2</b>
<b>Title:</b>	<b>Meetings and Events attended by the Mayor</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

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

**OCM183/2024 RESOLVED:**  
**On the motion of Cr Dann**  
**Seconded Cr Onus**

THAT COUNCIL receive and note the report titled *Meetings and Events attended by the Mayor*.

**CARRIED**

<b>Agenda Reference:</b>	<b>8.3</b>
<b>Title:</b>	<b>Meetings and Events attended by the CEO</b>
<b>Author:</b>	<b>Andrew Walsh, Chief Executive Officer</b>

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

**OCM184/2024 RESOLVED:**  
**On the motion of Mayor Woods**  
**Seconded Cr Onus**

THAT COUNCIL receive and note the report titled *Meetings and Events attended by the CEO*.

**CARRIED**

<b>Agenda Reference:</b>	<b>8.4</b>
<b>Title:</b>	<b>Human Resources Report - 1 April to 30 June 2024</b>
<b>Author:</b>	<b>Linda Veugen-Yong, Human Resources Manager (Acting)</b>

The Council considered a report on Human Resources Report - 1 April to 30 June 2024.

**OCM185/2024 RESOLVED:**  
**On the motion of Cr Dann**  
**Seconded Cr Blyth**

THAT COUNCIL receive and note the report titled *Human Resources Report - 1 April to 30 June 2024*.

**CARRIED**

<b>Agenda Reference:</b>	<b>8.5</b>
<b>Title:</b>	<b>Finance Report for the period ended 30 June 2024</b>
<b>Author:</b>	<b>Corey White, prior Acting Finance Manager Imran Shajib, Acting Finance Manger</b>

The Council considered a report on Finance Report for the period ended 30 June 2024.

**OCM186/2024 RESOLVED:**  
**On the motion of Cr Nadjamerrek**  
**Seconded Cr Guwiyul**

THAT COUNCIL receive and note the report titled *Finance Report for the period ended 30 June 2024*.

**CARRIED**

<b>Agenda Reference:</b>	<b>8.6</b>
<b>Title:</b>	<b>Roads To Recovery Projected Expenditure 2024-25</b>
<b>Author:</b>	<b>Sara Fitzgerald, Waste and Resource Coordinator</b>

The Council considered a report on Roads to Recovery Projected Expenditure 2024-25.

**OCM187/2024 RESOLVED:**  
**On the motion of Cr Onus**  
**Seconded Cr Guwiyul**

THAT COUNCIL receive and note the report titled *Roads to Recovery Projected Expenditure 2024-25*.

**CARRIED**

<b>Agenda Reference:</b>	<b>8.7</b>
<b>Title:</b>	<b>Movements in Reserves</b>
<b>Author:</b>	<b>Jocelyn Nathanael-Walters, Director Finance</b>

The Council considered a report on Movements in Reserves.

**OCM188/2024 RESOLVED:**  
**On the motion of Mayor Woods**  
**Seconded Cr Nadjamerrek**

THAT COUNCIL:

1. Receive and note the report titled Movements in Reserves.
2. Approve the transfer of \$72,930 from council's capital reserve for 1 July 2023 to 30 June 2024; and
3. Approve the change in purpose of the remaining funds of \$42,589, for completed and no longer required capital projects, to be reallocated to the overspent 2021/22 capital projects within the capital reserve leaving an overspent balance of \$14,215 in relation to the Jabiru office upgrade, to be cleared when future funds become available.

**CARRIED**

#### **9 ELECTED MEMBER QUESTIONS WITH OR WITHOUT NOTICE**

<b>Agenda Reference:</b>	<b>9.1</b>
<b>Title:</b>	<b>Elected Member Questions with or without Notice</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

The Council considered a report on Elected Member Questions with or without Notice.

**OCM189/2024 RESOLVED:**  
**On the motion of Cr Blyth**  
**Seconded Cr Onus**

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

1. Request letter be sent to Minister McCarthy to congratulate on new role.
2. Request administration inform DIPL on concerns with road conditions including potholes on Cahills Crossing inclusive of exit and entrance.
3. Raised concerns with lack of firebreaks around properties in Gunbalanya.
4. Request CEO provide monthly project update to Elected Members.

**CARRIED**

#### **10 PROCEDURAL MOTIONS**

<b>Agenda Reference:</b>	<b>10.1</b>
<b>Title:</b>	<b>Closure to the Public for the Discussion of Confidential Items</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

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

**OCM190/2024 RESOLVED:**  
**On the motion of Cr Onus**



**Seconded Mayor Woods**

That 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****11 CONFIDENTIAL ITEMS**

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*.

<b>Agenda Reference:</b>	<b>12.1</b>
<b>Title:</b>	<b>Confirmation of Confidential Ordinary Council Meeting Minutes</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

Meeting broke for lunch at 13:00 and recommenced at 13:31

The Council considered a report on Confirmation of Confidential Ordinary Council Meeting Minutes.

**OCM191/2024 RESOLVED:**

**On the motion of Cr Dann**

**Seconded Cr Onus**

THAT COUNCIL confirm the minutes of 18 June 2024 Confidential Ordinary Council meeting as a true and correct record of the meeting.

**CARRIED**

<b>Agenda Reference:</b>	<b>12.2</b>
<b>Title:</b>	<b>Confirmation of Risk Management and Audit Committee Minutes</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

*This Report will remain confidential under Section 293(1) of the Local Government Act 2019 and General Regulation 2921 (3) Administration – Division 2 Section 51(1)(c)(iii). It contains information that would, if publicly disclosed, be likely to: prejudice the security of the Council, its members or staff.*

<b>Agenda Reference:</b>	<b>12.3</b>
<b>Title:</b>	<b>Incoming and Outgoing Correspondence</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

The Council considered a report on Incoming and Outgoing Correspondence.

**OCM192/2024 RESOLVED:**

**On the motion of Mayor Woods**

**Seconded Cr Onus**

THAT COUNCIL receive and note the attached items of incoming and outgoing correspondence.

**CARRIED**

<b>Agenda Reference:</b>	<b>12.4</b>
<b>Title:</b>	<b>Tender Endorsement - Gunbalanya Oval Lighting</b>
<b>Author:</b>	<b>Hilal Ahmad, Senior Project Manager</b>

The Council considered a report on Tender Endorsement - Gunbalanya Oval Lighting.

**OCM193/2024 RESOLVED:**

**On the motion of Cr Dann**

**Seconded Cr Blyth**

THAT COUNCIL

1. Receive and note the report titled Tender Endorsement - Gunbalanya Oval Lighting; *and*
2. Retrospectively endorse the awarding of Gunbalanya Oval Lighting Tender to Molloy Electrical Contracting.

**CARRIED**

<b>Agenda Reference:</b>	<b>12.5</b>
<b>Title:</b>	<b>Tender Endorsement - Gunbalanya Roadworks and Shoulder Maintenance Project</b>
<b>Author:</b>	<b>Hilal Ahmad, Senior Project Manager</b>

The Council considered a report on Tender Endorsement - Gunbalanya Roadworks and Shoulder Maintenance Project.

**OCM194/2024 RESOLVED:**  
**On the motion of Mayor Woods**  
**Seconded Cr Dann**

THAT COUNCIL

1. Receive and note the report titled Tender Endorsement - Gunbalanya Roadworks and Shoulder Repair Project; *and*
2. Retrospectively endorse the awarding of tender for Gunbalanya Roadworks and Shoulder Repair Project to Developing Indigenous Generations.

**CARRIED**

<b>Agenda Reference:</b>	<b>12.6</b>
<b>Title:</b>	<b>Tender Endorsement - Warruwi Recreation Hall Roof Sheet Upgrade</b>
<b>Author:</b>	<b>Hilal Ahmad, Senior Project Manager</b>

The Council considered a report on Tender Endorsement - Warruwi Recreation Hall Roof Sheet Upgrade.

**OCM195/2024 RESOLVED:**  
**On the motion of Cr Namanurki**  
**Seconded Cr Blyth**

THAT COUNCIL

1. Receive and note the report titled Tender Expenditure - Warruwi Recreation Hall Roof Sheet Upgrade; *and*
2. Retrospectively endorse the tender for Warruwi Recreation Hall Roof Sheet Upgrade to Stedman's Construction.

**CARRIED**

<b>Agenda Reference:</b>	<b>12.7</b>
<b>Title:</b>	<b>Tender Endorsement - Jabiru Telemetry System Upgrade</b>
<b>Author:</b>	<b>Sara Fitzgerald, Waste and Resource Coordinator</b>

The Council considered a report on Tender Endorsement - Jabiru Telemetry System Upgrade.

**OCM196/2024 RESOLVED:**  
**On the motion of Cr Blyth**  
**Seconded Cr Onus**

THAT COUNCIL

1. Receive and note the report titled *Tender Endorsement - Jabiru Telemetry System Upgrade; and*
2. Endorse the awarding of the tender for Jabiru Telemetry System Upgrade to Encaba Pty Ltd.

**CARRIED**

<b>Agenda Reference:</b>	<b>12.8</b>
<b>Title:</b>	<b>Special Council Meeting Disclosure of Confidential Resolutions</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

The Council considered a report on Special Council Meeting Disclosure of Confidential Resolutions.

**OCM197/2024 RESOLVED:**  
**On the motion of Cr Blyth**  
**Seconded Mayor Woods**

THAT COUNCIL:

1. Receive and note the report titled *Special Council Meeting Disclosure of Confidential Resolutions*.
2. Rescind decision OCM169/2024 to disclose resolution 8.1 to the public; and
3. Approve for item 8.1 to remain confidential under section 293(1) of the Local Government Act 2019.

**CARRIED**

<b>Agenda Reference:</b>	<b>12.9</b>
<b>Title:</b>	<b>Current Status of Outstanding Regional Land Use Agreements from the Northern Land Council</b>
<b>Author:</b>	<b>Fiona Ainsworth, Director of Community and Council Services</b>

Cr Dann declared a conflict and left the meeting at 14:15

The Council considered a report on Current Status of Outstanding Regional Land Use Agreements from the Northern Land Council.

**OCM198/2024 RESOLVED:**  
**On the motion of Cr Onus**  
**Seconded Mayor Woods**

THAT COUNCIL:

1. Receive and note the report titled Current Status of Outstanding Regional Land Use Agreements from the Northern Land Council.
2. Note the status of outstanding Land Use Agreements.
3. Approve the yield up Lot 417 Gunbalanya – Njanjma Rangers Compound, pending the acceptance of Lot 733; and
4. Director of Community and Council Services to reach out to Northern Land Council for written response on all West Arnhem land use agreement matters.

**CARRIED**

<b>Agenda Reference:</b>	<b>12.10</b>
<b>Title:</b>	<b>CouncilBIZ Update</b>
<b>Author:</b>	<b>Jocelyn Nathanael-Walters, Director Finance</b>

Cr Dann joined the meeting at 14:39

The Council considered a report on CouncilBIZ Update.

**OCM199/2024 RESOLVED:**  
**On the motion of Cr Blyth**  
**Seconded Cr Namanurki**

THAT COUNCIL receive and note the report titled CouncilBIZ Update.

**CARRIED**

<b>Agenda Reference:</b>	<b>12.11</b>
<b>Title:</b>	<b>Tender Evaluation - Maningrida Airport Road Reseal Works</b>
<b>Author:</b>	<b>Hilal Ahmad, Senior Project Manager</b>

Deputy Mayor Williams joined the meeting at 14:51

The Council considered a report on Tender Evaluation - Maningrida Airport Road Reseal Works.

**OCM200/2024 RESOLVED:**

**On the motion of Mayor Woods**

**Seconded Cr Namanurki**

THAT COUNCIL:

1. Receive and note the report titled *Tender Evaluation - Maningrida Airport Road Reseal Works*; and
2. Endorse the awarding of Maningrida Airport Road Reseal Works to Road Network Services for a total of \$693,480.62.

**CARRIED**

<b>Agenda Reference:</b>	<b>12.12</b>
<b>Title:</b>	<b>Disclosure of Confidential Resolutions and Re-admittance of the Public</b>
<b>Author:</b>	<b>Ben Heaslip, Information Advisor</b>

The Council considered a report on Disclosure of Confidential Resolutions and Re-admittance of the Public.

**OCM202/2024 RESOLVED:**

**On the motion of Cr Blyth**

**Seconded Deputy Mayor Williams**

THAT COUNCIL

1. Open the meeting to the public after the discussion of confidential items.
2. Approve to disclose all resolutions excluding 12.2 from the confidential section of this meeting in the non-confidential meeting minutes; and
3. Approve reports 12.2, 12.4, 12.5, 12.6, 12.7 and 12.11 to remain confidential.

**CARRIED**

The public was re-admitted at 3:15 pm.

**12 NEXT MEETING**

The next meeting is scheduled to take place on 21 August 2024.

**13 MEETING DECLARED CLOSED**

Chairperson Mayor Woods declared the meeting closed at 3:15 pm.

This page and the preceding pages are the minutes of the Ordinary Council Meeting held on Wednesday 31 July 2024.

[Click here](#) to view agenda from Ordinary Council Meeting held on 31 July 2024.



Minutes of the West Arnhem Regional Council Special Council Meeting  
Wednesday, 31 July 2024 at 3:00 pm  
Council Chambers

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**1 ACKNOWLEDGEMENT OF COUNTRY AND OPENING OF MEETING**

**Chairperson Mayor Woods declared the meeting open at 3:28 pm, welcomed all in attendance and did an Acknowledgement of Country.**

**ELECTED MEMBERS PRESENT**

Chairperson	James Woods (Mayor)
Deputy Mayor	Elizabeth Williams
Councillor	Ralph F Blyth
Councillor	Mickitja Onus
Councillor	Otto Dann
Councillor	Henry Guwiyul
Councillor	Jermaine Namanurki
Councillor	Monica Wilton

**STAFF PRESENT**

Chief Executive Officer	Andrew Walsh
Director Community and Council Services	Fiona Ainsworth
Director Finance	Jocelyn Nathanael-Walters
Governance Advisor	Jasmine Mortimore

**3 APOLOGIES AND ABSENCES**

<b>Agenda Reference:</b>	<b>3.1</b>
<b>Title:</b>	<b>Apologies, Leave of Absence and Absent Without Notice</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

The Council considered a report on Apologies, Leave of Absence and Absent Without Notice.

**OCM203/2024 RESOLVED:**

**On the motion of Mayor Woods**

**Seconded Deputy Mayor Williams**

THAT COUNCIL:

1. Notes the absence of James Marrawal, Gabby Gumurdul, Donna Nadjamerrek, Jacqueline Phillips
2. Notes the apologies received from James Marrawal, Gabby Gumurdul, Donna Nadjamerrek, Jacqueline Phillips; and
3. Determines James Marrawal, Gabby Gumurdul, Donna Nadjamerrek, Jacqueline Phillips are absent with permission of the Council.

**CARRIED**

**4 ACCEPTANCE OF AGENDA**

<b>Agenda Reference:</b>	<b>4.1</b>
<b>Title:</b>	<b>Acceptance of Agenda</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

The Council considered a report on Acceptance of Agenda.

**OCM204/2024 RESOLVED:**

**On the motion of Deputy Mayor Williams**

**Seconded Cr Dann**

THAT COUNCIL accept the agenda papers as circulated for the Special Council meeting held on 31 July 2024.

**CARRIED**

**5 DECLARATION OF INTEREST OF MEMBERS OR STAFF**

<b>Agenda Reference:</b>	<b>5.1</b>
<b>Title:</b>	<b>Disclosure of Interest of Members or Staff</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

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

**OCM205/2024 RESOLVED:**

**On the motion of Mayor Woods**

**Seconded Cr Onus**

THAT COUNCIL

1. Receives no declarations of interest as listed for the Special Council meeting held on 31 July 2024; and
2. Notes declaration of interest received from Cr Wilton for the Deputy Chair of the Maningrida Homelands School Company.

**CARRIED**

**6 ACTION REPORTS**

<b>Agenda Reference:</b>	<b>6.1</b>
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<b>Title:</b>	<b>First Nations Director Scholarship Program</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

The Council considered a report on First Nations Director Scholarship Program.

**OCM206/2024 RESOLVED:**

**On the motion of Deputy Mayor Williams  
Seconded Mayor Woods**

THAT COUNCIL:

1. Receive and note the report titled *First Nations Director Scholarship Program*.
2. Support Mayor Woods application to apply for the First Nations Director Scholarship Program; and
3. Request all Elected Members interested in applying to let the Governance Advisor know before 12 August 2024.

**CARRIED**

**8 PROCEDURAL MOTIONS**

<b>Agenda Reference:</b>	<b>8.1</b>
<b>Title:</b>	<b>Closure to the Public for the Discussion of Confidential Items</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

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

**OCM207/2024 RESOLVED:**

**On the motion of Cr Blyth  
Seconded Cr Onus**

That 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**

**9 CONFIDENTIAL ITEMS**

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*.

<b>Agenda Reference:</b>	<b>9.1</b>
<b>Title:</b>	<b>Department of Environment, Parks, and Water Security Matter</b>
<b>Author:</b>	<b>Andrew Walsh, Chief Executive Officer</b>

The Council considered a report on Department of Environment, Parks, and Water Security Matter.

**OCM208/2024 RESOLVED:**

**On the motion of Deputy Mayor Williams  
Seconded Cr Onus**

THAT COUNCIL

1. Receive and note the report titled *Department of Environment, Parks, and Water Security Matter*; and
2. Consider rectification options including relinquishing the Environmental Protections Authority Licence 351 of Jabiru Landfill at a future meeting of Council once rectification works have been completed.

**CARRIED**

<b>Agenda Reference:</b>	<b>9.2</b>
<b>Title:</b>	<b>Financial Management Update</b>

<b>Co-Authors:</b>	<b>Andrew Walsh, Chief Executive Officer</b> <b>Fiona Ainsworth, Director Community and Council Services</b> <b>Jocelyn Nathanael-Walters, Director Finance</b>
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The report will remain confidential under section 293(1) of the Local Government Act and General Regulation 2021 Part (3) Administration – Division 2 Section 51(1)(e). It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

<b>Agenda Reference:</b>	<b>9.3</b>
<b>Title:</b>	<b>Disclosure of Confidential Resolutions and Re-admittance of the Public</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

The Council considered a report on Disclosure of Confidential Resolutions and Re-admittance of the Public.

**OCM210/2024 RESOLVED:**  
**On the motion of Cr Blyth**  
**Seconded Cr Onus**

THAT COUNCIL

1. Open the meeting to the public after the discussion of confidential items; and
2. Approve to disclose resolution and report item 9.1 from the confidential section of this meeting in the non-confidential meeting minutes.

**CARRIED**

The public was re-admitted at 4:57 pm.

**11 MEETING DECLARED CLOSED**

Chairperson Mayor Woods declared the meeting closed at 4:57 pm.

This page and the preceding pages are the minutes of the {meeting-type} held on Wednesday 31 July 2024.

[Click here](#) to view the agenda for the Special Council Meeting held on 31 July 2024



## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 21 AUGUST 2024

<b>Agenda Reference:</b>	<b>8.1</b>
<b>Title:</b>	<b>Review of Action Items</b>
<b>Author:</b>	<b>Ben Heaslip, Information Advisor</b>

#### SUMMARY

This report is submitted for Council to review and discuss the progress on outstanding action items from Council meetings.

#### RECOMMENDATION

THAT COUNCIL:

1. Receive and note the report entitled *Review of Action Items*; and
2. Review the outstanding action items and give approval for completed items to be removed from the register.

#### BACKGROUND

Action items arise out of resolutions of Council or questions asked by Councillors. The attached register provides the current status of the action items as provided by the administration. The administration recommends items as complete but it is for Council to determine whether the item remains active or is complete and can be removed.

#### COMMENT

The actions that Council resolves to occur are to be acted upon by the administration. This report enables Council to progressively discuss and acknowledge the status of items.

#### STRATEGIC IMPLICATIONS

This report is aligned to the following pillars and goals in the *Regional Plan and Budget*:

##### 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.

#### ATTACHMENTS

1. Action Items 15 08 2024 [8.1.1 - 16 pages]

Ref No.	Meeting Date	Status	Action Required	Assignee	Action Taken
<b>1</b>	20/02/2024	In Progress	<p><b>OCM19/2024</b></p> <ol style="list-style-type: none"> <li>Directed Council to reach out to the Office of Marion Scrymgour to offer funding better suited to West Arnhem and to accept funding for purchase of community buses.</li> <li>Requested alternative letter outlining organisations in communities better suited to deliver service within the communities, cc'ing in those organisations</li> </ol>	Fiona Ainsworth, Jasmine Mortimore	<p><b>15/04/2024 Jasmine Mortimore</b></p> <p>Outcome from action has changed as the offer of buses is being negotiated with the Office of Marion Scrymgour. WARC have sent a proposal to use buses for sport and recreations as this fits within the funding guidelines.</p> <p><b>10/05/2024 Jasmine Mortimore</b></p> <p>Working with Office of Marion Scrymgour, updates will be provided out of session.</p>
<b>2</b>	20/03/2024	On Hold	<p><b>OCM41/2024 RESOLVED:</b></p> <p>Request comparison on Jabiru Township (JTDA) land use by accessing WARC records.</p>	Ben Heaslip, Jasmine Mortimore	<p><b>12/06/2024 Jasmine Mortimore</b></p> <p>Information Advisor is sourcing information within WARC records to distribute to Elected Members.</p>
<b>3</b>	20/03/2024	In Progress	<p><b>OCM216/2023</b></p> <p>Strategic Roads Nominated sections: Cahill's Crossing to Gunbalanya turn off, Creek crossings between Gunbalanya and Maningrida, Maningrida to Ramingining turnoff the Arnhem Link Road to prioritise for intended roadwork upgrades.</p>	Hilal Ahmad	<p><b>10 January 2024 – Hilal Ahmad</b></p> <p>Emailed the NT Strategic Roads Team to organise a meeting to present the Nominated Sections.</p> <p><b>09 February 2024 – Hilal Ahmad</b></p> <p>Met with the representatives from DIPL and presented all the nominated sections. DIPL will update WARC once the final areas are nominated.</p> <p><b>11 March 2024 – Hilal Ahmad</b></p> <p>DIPL will update WARC once the final areas are nominated.</p> <p><b>12/04/2024 Hilal Ahmad</b></p> <p>DIPL is assessing the feedback provided by various stakeholders and will provide a final list of projects and budget to the Infrastructure Minister for approval.</p> <p><b>07/05/2024 Hilal Ahmad</b></p> <p>Awaiting further updates from DIPL to advise the projects selected for planned works.</p> <p><b>07/06/2024 Hilal Ahmad</b></p> <p>DIPL to advise all stakeholders of the upgraded road chainage and road sections selected for planned works.</p>

Ref No.	Meeting Date	Status	Action Required	Assignee	Action Taken
					<p><b>18/07/2024 Sara Fitzgerald</b></p> <p>DIPL have advised the project is still in planning and further updates will be provided as the project progresses</p> <p><b>12/08/2024 Sara Fitzgerald</b></p> <p>DIPL representative travelled to both Gunbalanya and Maningrida on the 8th and 9th August. WARC waiting to hear results from this trip and what projects are being finalised for the road. With Council's direction administration will seek to invite DIPL to next Ordinary Council meeting to discuss upcoming road projects for the region.</p>
<b>4</b>	20/03/2024	On Hold	<p><b>OCM190/2023</b></p> <p>Cr Gumurdul raised community safety in Gunbalanya – invite Territory Families and Police Commissioner and Minister for Police, MLA for Arafura to the community to talk about responsibilities with community leaders.</p>	Jasmine Mortimore	<p><b>13 December 2023 – Jasmine Mortimore</b></p> <p>Letter has been drafted and is ready to be endorsed by Council before sending to relevant persons.</p> <p><b>28 December 2023 – Jasmine Mortimore</b></p> <p>Letter sent: awaiting responses.</p> <p><b>13 February 2024 – Jasmine Mortimore</b></p> <p>Due to communities conflicting priorities this has been postponed until further notice.</p> <p><b>13 March 2024</b></p> <p>No further update at this time</p> <p><b>30/04/2024 Jasmine Mortimore</b></p> <p>this action is on hold until further notice</p>
<b>5</b>	20/03/2024	In Progress	<p><b>OCM190/2023</b></p> <p>Cr Phillips and Cr Woods raised issues with new drain out the front of Maningrida clinic / road quality for wet season.</p>	Hilal Ahmad	<p><b>05 December 2023 – Hilal Ahmad:</b> A Council report is included in the agenda today for discussion of options to be presented to Council members.</p> <p><b>10 January 2024 – Hilal Ahmad:</b> Purchase Order raised to concrete the crossing, U shaped rails installed on both sides of the crossing to make it safe. 22 Check dams installed in the drain to slow the water and stop scouring.</p> <p><b>09 February 2024 – Hilal Ahmad</b></p> <p>Contractor will commence the works, depending on the weather.</p>

Ref No.	Meeting Date	Status	Action Required	Assignee	Action Taken
					<p><b>611 March 2024 – Hilal Ahmad</b> Contractor will commence the works, depending on the weather as concreting works are involved installing additional culverts.</p> <p><b>12/04/2024 Hilal Ahmad</b> Contractor will commence work by the end of April 2024 and will complete the work by mid May 2024.</p> <p><b>07/05/2024 Clem Beard</b> Contractor will commence at the end of the month. Project delayed due to late rains in Maningrida. Works include concreting entrance and both sides of the culvert to the takeaway stores opposite clinic.</p> <p><b>07/06/2024 Clem Beard</b> Planned works are scheduled to commence mid June - delays due to local available capacity.</p> <p><b>18/07/2024 Sara Fitzgerald</b> Works Scheduled to begin first week of August, will be completed in 2 parts with driveway widening being part of a tender for drainage maintenance being advertised prior to end July.</p> <p><b>12/08/2024 Sara Fitzgerald</b> Drainage tender to be awarded this meeting anticipated works complete prior to wet season</p>
<b>6</b>	20/03/2024	Recommend Complete	<p><b>OCM175/2023</b> Cr Woods raised concerns with airport usage for sorry business – asked about another airport shelter using the emergency management funds.</p> <p><b>OCM44/2024</b> Request to write to NLC chairman on this issue.</p>	Clem Beard, Jasmine Mortimore	<p><b>02 November 2023 – Clem Beard:</b> The administration has lodged an ‘Expression of Interest’ for land tenure at the Maningrida Airstrip as nominated by Cr Woods. Awaiting NLC to advise scheduling of consultations with Traditional Owners of Maningrida for next year 2024 to commence process of consultations.</p> <p><b>05 December 2024 – Clem Beard:</b> Due to recent passing of</p>

Ref No.	Meeting Date	Status	Action Required	Assignee	Action Taken
					<p>Chairman at the NLC – no updated consultations dates have been progress to provide any further updates.</p> <p><b>10 January 2024 – Clem Beard:</b> Administration scheduled meeting with NLC in late January to source updates on planned community consultations for land tenure requests.</p> <p><b>09 February 2024 – Clem Beard</b> Awaiting community consultation dates for WARC region for 2024 to commence discussions with Landowners for possible Land Use Agreements.</p> <p><b>12 March 2024 – Clem Beard</b> Awaiting further advice from NLC for upcoming consultations for Maningrida.</p> <p><b>02 April 2024 - Clem Beard</b> A letter of support has been drafted to be sent to the NLC Chairman requesting to expediate a Land Use Agreement be granted for alternative access gates to the Maningrida Airport for cultural funerals and ceremonial purposes.</p> <p><b>13 May 2024 - Clem Beard</b> Letter sent to NLC - awaiting response</p> <p><b>07/06/2024 Clem Beard</b>  Airport access for funerals – NLC understands MPA planning to go ahead with Land Use Agreement. This was discussed recently at the round table meeting in Maningrida</p> <p><b>18/07/2024 Sara Fitzgerald</b>  DIPL have awarded \$90,000 to WARC to construct shelters at the airport for use in sorry business. Currently Building permit is with NLC for approval to construct on land. once this finalized and funds received construction will commence.</p> <p><b>12/08/2024 Sara Fitzgerald</b>  No further updates to report as this item is still with NLC. It is anticipated that we will have some further information</p>

Ref No.	Meeting Date	Status	Action Required	Assignee	Action Taken
					<p>from NLC prior to the next meeting.</p> <p><b>14/08/2024 Sara Fitzgerald</b></p> <p>Recommended complete this action item and include in NLC report in confidential agenda ongoing.</p>
<b>7</b>	20/03/2024	Recommend Complete	<p><b>OCM190/2023</b></p> <p>Elected members requests the topic of the construction of a new Warruwi Council Office be brought back to Council for further discussion.</p>	Clem Beard, Fiona Ainsworth	<p><b>05 December 2023 – Clem Beard:</b> Concept plans are underway to be presented to the next Warruwi Local Authority for discussion. Recent site visit from the Architect indicates a temporary office will be required whilst construction and demolition works are underway (2 years). The administration is suggesting to utilise Lot 71 adjacent to the School to utilised for possible contractor’s accommodation after use with approval from the NLC for change of Land Use Agreement.</p> <p><b>09 January 2024 – Clem Beard:</b> Administration preparing a report to the Warruwi Local Authority to discuss options for future planning of proposed project in preparation for Grant Applications.</p> <p><b>15 January 2024 – Matt Griffiths:</b> Ongoing discussion with technical services to suggest temporary site for the WARC admin. Ongoing.</p> <p><b>09 February 2024 – Clem Beard</b></p> <p>A report is included in this meeting to allocate Council funding to update Concept Plan and a QS report for future Grant stream funding opportunities.</p> <p><b>11 March 2024 – Clem Beard</b></p> <p>Concept design drawings currently in progress of updating to a concrete block design for longevity and ‘fit for purpose’ – On receivable of updated designs a QS report will be requested to establish indicative building costs to source external grant funding streams.</p> <p><b>02 April 2024 - Clem Beard</b></p> <p>Updated concept design drawings from Architect have been received and will now be sent to Quantity Surveyor to establish some costings and reviewed by the Warruwi Local Authority.</p> <p><b>07 May 2024 - Clem Beard</b></p> <p>Updated concept design drawings from Architect have</p>

Ref No.	Meeting Date	Status	Action Required	Assignee	Action Taken
					<p>been received and forward to QS for cost estimates. On checking with Certifier, the proposed building is situated in a tidal zone and will need to be 800mm above ground level to receive certification.</p> <p><b>07 June 2024 - Clem Beard</b> At the Warruwi Local Authority meeting 22/05/2024 it was resolved WAR33/2024 the Warruwi community do not wish to have the current building demolished and for the WARC administration to investigate building a new office on another Council Lot.</p> <p><b>18/07/2024 Sara Fitzgerald</b> No further update for this item at this stage. Enquiries with NLC regarding appropriate lot to be used</p> <p><b>14/08/2024 Sara Fitzgerald</b> Administration to continue to pursue NLC for appropriate lease. Recommend complete this action item as it will be added to NLC report in confidential agenda ongoing.</p>
8	20/03/2024	On Hold	<p><b>OCM1/2023</b> Cr Kernan raised the void in available historic information about and acknowledgement of past Councillors and would like administration to investigate; and 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>	Ben Heaslip	<p><b>03 March 2023 – Ben Heaslip:</b> Records and Governance have had preliminary conversation and will meet in March to draw up research plan.</p> <p><b>3 April 2023 – Jessie Schaecken:</b> More work to be done on scope and research plan.</p> <p><b>13 April 2023 – Jessie Schaecken :</b> Meeting discussed the need for Ben/Jessie to attend Jabiru Library, trip to potentially coincide with Warruwi LA on 18 May 2023</p> <p><b>26 May 2023 – Ben Heaslip:</b> 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 are in the Jabiru Library. Further searches will be conducted including in the hard copy</p>

Ref No.	Meeting Date	Status	Action Required	Assignee	Action Taken
					<p>records held by WARC.</p> <p><b>16 August 2023 – Ben Heaslip:</b> Email sent to councillors including spreadsheet of search results and links to documents available electronically.</p> <p><b>12 September 2023 – Ben Heaslip:</b> No further update at this time</p> <p><b>03 October 2023 – Ben Heaslip:</b> Have found the original Constitution of Gunbalanya Council Incorporated from 1976 signed by the chairman and vice-chairman with some associated documents.</p> <p><b>07 November 2023 – Ben Heaslip:</b> Due to staffing shortages this research will be delayed until the New Year.</p> <p><b>11 March 2024 – Ben Heaslip:</b> Have re-commenced searching through the online files from the National Archives. I will copy records that have relevant information and compile a collection.</p> <p><b>20 March 2024 OCM:</b> Crs asked that any relevant information be sent to Local Authorities. CEO advised that due to operational requirements staff availability for this project will be limited and updates will be posted when they are made.</p>
9	20/03/2024	On Hold	<p><b>05 September 2023</b> Mayor Ryan requested a report to Council on the financial viability of the Darwin Office</p>	Andrew Walsh, Jasmine Mortimore	<p><b>05 September 2023 – Deirdre O’Sullivan:</b> Leanne Johansson to undertake a comprehensive analysis of costs associated with Darwin office and present to OCM in November</p> <p><b>02 October 2023 – Leanne Johansson:</b> Colliers Real Estate of Darwin has been contracted to provide detailed information about costs and opportunities. Other investigations in preparation for November OCM report.</p> <p><b>07 November 2023 - Ben Heaslip:</b> Report in Confidential Late Agenda of 13 November meeting</p> <p><b>06 December 2023 - Ben Heaslip:</b> Report carried over from November meeting to be presented in today’s Confidential agenda</p> <p><b>12 February 2024 – Ben Heaslip:</b> Report has been deferred until new CEO starts.</p> <p><b>20 March:</b> CEO advised Council in the OCM that he would</p>



Ref No.	Meeting Date	Status	Action Required	Assignee	Action Taken
					revisit the report once he had established full knowledge of it.
10	20/03/2024	In Progress	<p><b>OCM101/2022</b>  <b>MANINGRIDA SUBDIVISION HANDOVER REVIEW FROM NTG TO WARC</b>  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><b>OCM62/2023</b>  <b>New Subdivision meeting held with DIPL and WARC 17 March 2023</b>  The Administration to:  - Assist representatives from DIPL to conduct a full and comprehensive conditional report for Maningrida Subdivision post Wet Season 2022/23.  - Instruct a subcontractor to carry out immediate works on the remediation of potholes in Maningrida.</p> <p><b>Background:</b>  <b>05 December 2022:</b> Administration drafted a response to the NTG stating conditions of handover required prior to accepting ownership.  <b>24 March 2023:</b> Report included in April OCM  <b>09 June 2023:</b> 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>	Hilal Ahmad	<p><b>09 August 2023 – Hilal Ahmad:</b> 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> <p><b>13 September 2023 – Hilal Ahmad</b>  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.</p> <p><b>03 November 2023 – Hilal Ahmad</b>  DIPL representative will attend the OCM to discuss the new subdivision handover in Maningrida and Gunbalanya.</p> <p><b>05 December 2023 – Hilal Ahmad</b>  WARC works staff continue working in conjunction with 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 December OCM to discuss the deteriorating condition of new subdivision.</p> <p><b>9 February 2024 – Hilal Ahmad</b>  WARC works staff continue working in conjunction with contractors where required to complete drainage clean out, mowing grass and weed spraying.</p> <p><b>11 March 2024 – Hilal Ahmad</b>  WARC works staff continue working in conjunction with contractors where required to complete drainage clean out, mowing grass and weed spraying. 6 Bags of Cold mix (1 Ton each) delivered to Maningrida to fix the potholes.</p>

Ref No.	Meeting Date	Status	Action Required	Assignee	Action Taken
					<p><b>12/04/2024 Hilal Ahmad</b></p> <p>A site meeting was held on 5th April 2024 with Anuerin Townsend, Regional Director of West Arnhem region for the Department of Chief Minister and Cabinet on the current status of the civil infrastructure of the new subdivision. West Arnhem Regional Council was ensured that the request will be escalated to the Department of Infrastructure, Planning and Logistics regarding the failings of the current civil infrastructure with remediation solutions accordingly.</p> <p><b>07/05/2024 Clem Beard</b></p> <p>Administration will continue to advocate for additional works by DIPL for new subdivision.</p> <p><b>11/06/2024 Clem Beard</b></p> <p>Funding has been allocated to carryout remedial works by DCT Australia for the intersection at the entrance of the new subdivision under construction. Council will continue to advocate for additional drainage works throughout the new subdivision to reduce flooding of drains and culverts.</p> <p><b>18/07/2024 Sara Fitzgerald</b></p> <p>DCT works are complete. Council staff continue to advocate for further improvements to overall drainage and stormwater management of New Subdivision</p> <p><b>12/08/2024 Sara Fitzgerald</b></p> <p>No further actions at this stage. Working with Office of Chief Minister and Cabinet to advocate for better drainage in New sub.</p>
<b>11</b>	20/03/2024	In Progress	<b>OCM109/2024 RESOLVED:</b> Requests further information on the details including cost of Tiwi Bombers football team for AFL NT.	Marnie Mitchell	<p><b>04/04/2024 Jasmine Mortimore</b></p> <p>Hall/oval and highly successful event in Warruwi. 5 community members signed up for umpiring.</p>

Ref No.	Meeting Date	Status	Action Required	Assignee	Action Taken
			<p><b>OCM157/2023 RESOVLED:</b> Request increased advocacy for AFL in West Arnhem Region please refer to AFL in West Arnhem document</p> <p><b>BACKGROUND:</b> Marnie Mitchell: Through a partnership with AFL NT remote development managers will help support program and development sessions for both Minjilang and Warruwi with WARC covering accommodation/travel/meal costs and AFLNT cover wages of the staff. Community leadership are working together to facilitate the community visits bimonthly. Council Services Managers continue to support AFL initiatives within their Sport and Recreation Teams</p>		<p>15 January 2024 – Matt Griffiths: Nil further. AFL &amp; AFLW included on YSR participation plans. 12 February 2024 – Marnie Mitchell: Matt Levens from AFLNT continues to work with Warruwi and Minjilang. Sport and Recreation staff in community are working with Community to have bi monthly visits to community working in conjunction with the school and council. 13 February 2024 – Dana Hewett: Jabiru – Plans are to continue with Auskick in 2024.</p> <p><b>02/05/2024 Marnie Mitchell</b></p> <p>This is an advocacy and strategic item for WARC. My suggestion is that the WARC staff work with the Council and Mayor to discuss the role of WARC in this process of having a team in the AFLNT from West Arnhem. Sport and Recreation staff will continue to provide fundamental training and mentoring opportunities for players, coaches and umpires as well as support ongoing community lead AFL competitions. AFLNTs recommendations form part of the WARC Australian Rules Plan.</p> <p><b>11/06/2024 Marnie Mitchell</b></p> <p>I have made initial contact with the Tiwi Bombers president Lindsey Whiting based on a introduction from AFLNT. We had an in-depth conversation around the prospect of having a West Arnhem team in the Premier level.</p> <p>His feedback is noted: *700-800K per year including the cost of a General Manager, travel and other costs to run successfully and professionally *Grants and fundraising is required to cover the costs *Men's and women's team represent Tiwi Bombers *Currently they fly in players weekly to Darwin from Tiwi dependent on game time and accommodate in Darwin *13 of 16 games are played in Darwin only 3 home games. AFL subsidise the cost of teams travelling to Tiwi to play</p>

Ref No.	Meeting Date	Status	Action Required	Assignee	Action Taken
					<p>*They have an affiliation with Tracey Village - when players for Tracey in Div I and II are ready they then move to play Premier level with Tiwi</p> <p>*They train across 3 communities in Tiwi plus Darwin and only come together on game day</p> <p>I have also made contact with the appropriate staff at the AFLNT Leigh Elder - Leigh.Elder@afl.com.au and Gavin May - gavin.may@afl.com.au to discuss financial, governance, logistical and venue challenges.</p> <p>I hope to be able to source specific information and contacts that will be useful for the AFL programs in Maningrida.</p> <p>AFL 9s boys competition for 13-17 years including Maningrida, Gunbalanya and Jabiru is scheduled for 4th July in Jabiru. It is hoped that it will be expanded to include girl's next time.</p> <p><b>12/06/2024 Jasmine Mortimore</b></p> <p>Made initial contact with Jabiru Bombers Football Club, they are currently awaiting the election of a new president and will continue conversations when role has been filled.</p> <p><b>11/07/2024 Marnie Mitchell</b></p> <p>AFL9s mini carnival was held in Jabiru during the school holidays. Young men 13-17 years from Maningrida (two teams), Gunbalanya and Jabiru played games Thursday afternoon and Friday. They camped at Jabiru school, cooked BBQ, played basketball into the night and then all sat together and yarned. This was a very successful event facilitated and managed by the Sport and Rec teams across the three communities.</p> <p>TeamHealth, AFLNT, School Attendance officer, Red Lily and Jabiru school helped with transport, coaching and supervision with the community of Jabiru supporting the</p>

Ref No.	Meeting Date	Status	Action Required	Assignee	Action Taken
					<p>event by spectating, running water and umpiring the games.</p> <p>Some of the big boy's plan on coming back to Jabiru to play in the men's teams for Football and Basketball for Kurrung Sports Festival at the end of August. Next time we would like to have all communities involved.</p> <p>New AFLNT Staff Graham Hayes is now based in Maningrida. His role is to support and facilitate community training, competition and upskilling of players, coaches, umpires and other volunteers. Sport and Recreation team in Maningrida will support AFLNT.</p> <p><b>08/08/2024 Marnie Mitchell</b></p> <p>AFLNT new staff member has started in Maningrida. Sport and Rec team working with AFLNT staff to ensure a team is training and coming to compete at the Kurrung Festival at the end of August.</p> <p>AFLNT Darwin office are also engaging with Jabiru staff in relation to other events and opportunities to engage in competitions and tournaments.</p> <p>There has been no further progress or discussion about a team in the AFLNT.</p>
<b>12</b>	20/03/2024	In Progress	<b>OCM59/2024 RESOLVED:</b> Requests report on Gunbalanya oval, including surface works.	Clem Beard	<p><b>10/04/2024 Clem Beard</b></p> <p>The administration has reached out for a quote from Quality Garden NT to travel by road to Gunbalanya when access is available to inspect the football oval surface and provide an assessment report on the current condition and anticipated costs of repairs to football oval. The quote received for assessment purposes only \$4,950.00</p> <p><b>07 June 2024 - Clem Beard</b></p> <p>The quote for proposed works will be tabled at the next Gunbalanya Local Authority meeting scheduled 14th June 2024 to fund the assessment of the oval for remediation</p>

Ref No.	Meeting Date	Status	Action Required	Assignee	Action Taken
					works.  <b>18/07/2024 Sara Fitzgerald</b>  Gunbalanya Local Authority Have agreed to fund the investigation into complete oval resurfacing at Gunbalanya Oval with view to requesting this project be funded from surplus funds from Gunbalanya oval lights program. Once an accurate budget is established an amendment to the NTG Capital Grant Program will be requested to undergo works with a commitment from Gunbalanya Local Authority to fund up to \$100,000 in works on the oval if required.  <b>12/08/2024 Sara Fitzgerald</b>  Awaiting final quote on resurfacing and Irrigation works to enable tendering process to begin
<b>13</b>	22/04/2024	In Progress	<b>OCM91/2024 RESOLVED:</b> Raised petition to change WARC logo to be circulated with staff, LA members and Elected Members.	Andrew Walsh, Heidi Walton	<b>12/06/2024 Jasmine Mortimore</b> Work to commence in the new financial year
<b>14</b>	21/05/2024	In Progress	<b>MAN8/2024 RESOLVED:</b> Refer the item to Council to consider appropriate course of action with respect to technical, infrastructure and communication issues with program. Members also raised the need for closer relationships between Power and Water and Territory Families Housing and Communities	Andrew Walsh	<b>05/06/2024 Jasmine Mortimore</b>  CEO will meet with CEO of PowerWater Corporation to escalate concerns  <b>15/08/2024 Andrew Walsh</b>  Meeting scheduled for Friday 16 August
<b>15</b>	18/06/2024	In Progress	<b>OCM159/2024 RESOLVED:</b> Review procurement policy to include community benefit as a criteria of assessment.	Sara Fitzgerald	<b>18/07/2024 Sara Fitzgerald</b>  Review of procurement strategy and policy is underway wholistically to encompass items of Indigenous participation, environmental sustainability, inclusivity and community benefit will be included in this. Council will be delivered a draft of any strategy or policy prior to publishing for endorsement.

Ref No.	Meeting Date	Status	Action Required	Assignee	Action Taken
					<p><b>12/08/2024 Sara Fitzgerald</b></p> <p>Procurement working group established to ensure policy and strategy is legislatively compliant and comprehensive to Council's strategic plan</p>
<b>16</b>	18/06/2024	In Progress	<p><b>OCM136/2024 RESOLVED:</b></p> <p>Invite Territory Families, Housing and Communities to Council meeting to advocate on behalf of community safety.</p>	Jasmine Mortimore	<p><b>15/08/2024 Andrew Walsh</b></p> <p>Invitation planned for November OCM</p>
<b>17</b>	18/06/2024	In Progress	<p><b>OCM136/2024 RESOLVED:</b></p> <p>Invite Demed and BAC CEO to Council meeting to discuss gravel usage surrounding Gunbalanya township area.</p>	Andrew Walsh, Jasmine Mortimore	<p><b>15/08/2024 Andrew Walsh</b></p> <p>Waiting for DEMED CEO recruitment to be finalised.</p>
<b>18</b>	18/06/2024	In Progress	<p><b>OCM137/2024 RESOLVED:</b></p> <p>Request policy of fleet disposal to be updated to include assessment of each vehicle and expression of interests within community before auction in Darwin.</p>	Graham Baulch, Sara Fitzgerald	<p><b>18/07/2024 Sara Fitzgerald</b></p> <p>Vehicle disposal policy is being adjusted to reflect the following items</p> <ul style="list-style-type: none"> <li>- All efforts will be made to offer passenger vehicles for disposal in community</li> <li>- When disposing of a vehicle in community a reasonable estimate of repair costs will be provided to interested community members.</li> <li>- If a vehicle is deemed beyond repair it will be removed from community for sale at auction or disposal to scrap to prevent excessive waste generated by council remaining in community</li> </ul> <p>All of the above items once formalised will be administered by the Fleet Coordinator in collaboration with the mechanic to ensure process is fair and transparent and follows the guidelines set out by the Local Government Act 2019.</p> <p><b>12/08/2024 Sara Fitzgerald</b></p> <p>Policy creation still in process</p>

Ref No.	Meeting Date	Status	Action Required	Assignee	Action Taken
19	18/06/2024	In Progress	<b>OCM149/2024 RESOLVED:</b> Investigate using the heavy vehicle rest area initiative funding for wash down bay at Cahills Crossing and truck stop near Jabiru entrance.	Bryony Stracey, Hilal Ahmad, Sara Fitzgerald	<b>18/07/2024 Sara Fitzgerald</b> A Submission was made to the Heavy Vehicle Rest area program to suggest improvements to the rest areas surrounding Jabiru with detailed information on Cahills crossing and the need for a wash down bay. Unfortunately, this program is not for new rest areas  <b>12/08/2024 Sara Fitzgerald</b> Working with DIPL to recommend they access the SLIRP funding pool to install truck washdown facility. Awaiting feedback from Parks Australia to support this initiative from a biosecurity level.
20	18/06/2024	In Progress	<b>OCM155/2024 RESOLVED:</b> Investigate inviting appropriate department for Identification Cards to a Ordinary Council meeting.	Andrew Walsh, Jasmine Mortimore, Leanne Johansson	<b>24/07/2024 Leanne Johansson</b> Currently ascertaining which is the appropriate department.
21	31/07/2024	In Progress	<b>OCM170/2024 RESOLVED:</b> Request Chief Executive Officer review meeting attendance policy for Elected Members.	Andrew Walsh	<b>15/08/2024 Andrew Walsh</b> Work in progress
22	31/07/2024	Recommend Complete	<b>OCM189/2024 RESOLVED:</b> Request CEO provide monthly project update to Elected Members.	Andrew Walsh	<b>14/08/2024 Andrew Walsh</b> Project Update included in this report
23	31/07/2024	In Progress	<b>OCM189/2024 RESOLVED:</b> Request letter be sent to Minister McCarthy to congratulate on new role.	Andrew Walsh, Jasmine Mortimore, Pania Withnall	<b>15/08/2024 Andrew Walsh</b> Completed 19 August
24	31/07/2024	In Progress	<b>OCM189/2024 RESOLVED:</b> Request administration inform DIPL on concerns with road conditions including potholes on Cahills Crossing inclusive of exit and entrance.	Fiona Ainsworth, Hilal Ahmad, Rick Mitchell, Sara Fitzgerald, Vicki McCoy	<b>06/08/2024 Sara Fitzgerald</b> DIPL have advised the work is scheduled take place late September at this stage. It may be earlier if the water levels drop enough for works to be completed sooner. Works include repairs to potholes on the crossing and the entrance and exit on both sides of the crossing. At this stage all works are subject to final approval on Crocodile Management Plan.



Ref No.	Meeting Date	Status	Action Required	Assignee	Action Taken
<b>25</b>	31/07/2024	In Progress	<b>OCM189/2024 RESOLVED:</b> Cr Dann raised concerns with lack of firebreaks around properties in Gunbalanya.	Fiona Ainsworth, Rick Mitchell, Vicki McCoy	<b>14/08/2024 Vicki McCoy</b> Firebreaks have commenced around Gunbalanya as requested. Fire breaking will continue.

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 21 AUGUST 2024

<b>Agenda Reference:</b>	<b>9.1</b>
<b>Title:</b>	<b>Incoming and Outgoing Correspondence</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

#### SUMMARY

This report is to table items of correspondence received and sent since the last Ordinary Council Meeting.

#### RECOMMENDATION

THAT COUNCIL receive and note the attached items of incoming and outgoing correspondence.

#### BACKGROUND

In October 2012 Council resolved only to table hard copy mail due to its volume. In 2021 the Administration aligned its definition of Correspondence with section 55(2) of the *Local Government (General) Regulations 2021*, as all correspondence addressed to, or sent by, the council or its principal member. Correspondence matching that definition is presented to Council in this report.

#### COMMENT

NO.	TYPE	DATE	SENT BY / TO	DOCUMENT NAME
1	Incoming	31 May	Russell Anderson	Visitation Letter – West Arnhem Regional Council – Aug Sept 2024
2	Incoming	23 July	Crs Kaye Thurlow, Evelyna Dhamarrandji	Letter from EARC to WARC Mayor James Woods of Thanks and Support
3	Incoming	25 Jul	Hon Chansey Paech	Declaration of Minjilang Cemetery
4	Incoming	25 Jul	Hon Chansey Paech	Declaration of Manayingkarirra Cemetery

#### LEGISLATION AN POLICY

*Local Government (General) Regulations 2021 s55(2)*  
Incoming and Outgoing Correspondence Policy

#### STRATEGIC IMPLICATIONS

This report is aligned to the following pillars 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 6.3 Council and Local Authorities

Excellence in governance, consultation administration and representation.

#### ATTACHMENTS

1. Visitation Letter West Arnhem Aug Sept 2024 [9.1.1 - 1 page]
2. Letter from EARC to WARC Mayor James Woods of Thanks and Support 23.07.24 [9.1.2 - 1 page]
3. Declaration of Minjilang Cemetery - 25.07.2024 [9.1.3 - 1 page]
4. Declaration of Manayingkarirra Cemetery - 25.07.2024 [9.1.4 - 1 page]



## Northern Territory Grants Commission

Office of the Executive  
Eleventh Floor, NT House  
22 Mitchell Street  
DARWIN NT 0800

31 May 2024

Mr Andrew Walsh  
Chief Executive Officer  
West Arnhem Regional Council  
PO Box 721  
JABIRU NT 0886

Dear Mr Walsh

I am writing to advise that the Northern Territory Grants Commission is tentatively planning to visit the West Arnhem Regional Council (Council) in August/September 2024. The Commission would like to receive a tour of your Council area to view Council's public areas, facilities and amenities including its waste management site.

The Commission will like this advice to be made available to all council members. During this visit the commission will address the council in relation to the *Local Government (Financial Assistance) Act* Grants being the General Purpose grant and the Local Roads grant. The Commission will also be available to take any questions the council may have.

I have attached a Grants Commission fact sheet to provide you with further information about the Commission and the purpose of the visit.

Please advise the NT Grants Commission's Executive Officer, Ms Celia Hill on 8999 8820 or mobile 0447 673 262 if the planned visitation date is not suitable for your council; or if you would like any further information on the Commission's visit.

The Commission looks forward to meeting with you and the Council in the near future.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Russell Anderson'.

Mr Russell Anderson  
Chairman



T 08 8986 8986  
F 08 8986 8999  
E [info@eastarnhem.nt.gov.au](mailto:info@eastarnhem.nt.gov.au)  
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ABN 92 334 301 078

23 July 2024

Mayor James Woods  
West Arnhem Regional Council  
c/- [Jasmine.Mortimore@westarnhem.nt.gov.au](mailto:Jasmine.Mortimore@westarnhem.nt.gov.au)

**RE: Letter of Thanks and Support for West Arnhem Regional Council  
Mayor and Delegation**

Dear Mayor Woods,

On behalf of Council, we would like to personally thank you for your strong support and advocacy in the recent collaboration between East Arnhem Regional Council and West Arnhem Regional Council, while attending the ALGA24 conference in Canberra.

Our joint delegation of East and West Arnhem Regional Councils ranged from holding meetings with ALGA President Linda Scott to a range of Federal Ministers, to meeting Prime Minister Anthony Albanese at the Australian Council of Local Governments Reception, and new Governor-General the Honourable Sam Mostyn at Government House.

Our joint delegation was very successful, and your shared voice invaluable in bringing a wide range of matters to the attention of the Ministers and senior officials.

We would also like to convey our sincere thanks for your invitation to join a future Ordinary Council Meeting in West Arnhem Land. East Arnhem Council has also formally proposed holding of a joint meeting on a visit to West Arnhem Land.

Our CEO Dale Keehne and his Executive Assistant Wendy Miller will liaise closely with yourself as Mayor, your CEO Andrew Walsh and Executive Assistant Jasmine Mortimore, to discuss and confirm your preferred timing and place where our two Councils can meet, and continue to deepen our strong and historic bond.

We also look forward to active collaboration and coordination between our two Councils on an upcoming visit of Governor-General Mostyn to East and West Arnhem from September 30 to 4 October.

Bukmak Wangany Manapanmirra  
(We are United Together as One),

Councillor Kaye Thurlow

Councillor Evelyn Dhamarrandji



DEPUTY CHIEF MINISTER  
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 Andrew Walsh  
Chief Executive Officer  
West Arnhem Regional Council

Via email: [Andrew.walsh@westarnhem.nt.gov.au](mailto:Andrew.walsh@westarnhem.nt.gov.au)

Dear Mr Walsh

Thank you for your application for the declaration of Minjilang Cemetery.

I am pleased to advise that I have approved the declaration of the cemetery, which has now been gazetted as a community cemetery under section 16(2) of the *Burial and Cremation Act 2022* with the following details:

**Name of the cemetery:** Minjilang Cemetery

**Responsible entity for the cemetery:** West Arnhem Regional Council

**Location of the cemetery:** Minjilang, Croker Island

Your Council will receive further correspondence from the Department of the Chief Minister and Cabinet regarding the management of the cemetery.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Chansey Paech'.

CHANSEY PAECH

25 JUL 2024





DEPUTY CHIEF MINISTER  
MINISTER FOR LOCAL GOVERNMENT

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Darwin NT 0800  
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Darwin NT 0801  
Telephone: 08 8936 5688

Mr Andrew Walsh  
Chief Executive Officer  
West Arnhem Regional Council

Via email: [Andrew.walsh@westarnhem.nt.gov.au](mailto:Andrew.walsh@westarnhem.nt.gov.au)

Dear Mr Walsh

Thank you for your application for the declaration of Manayingkarirra Cemetery.

I am pleased to advise that I have approved the declaration of the cemetery which has now been gazetted as a community cemetery under section 16(2) of the *Burial and Cremation Act 2022* with the following details:

**Name of the cemetery:** Manayingkarirra Cemetery  
**Responsible entity for the cemetery:** West Arnhem Regional Council  
**Location of the cemetery:** Maningrida, Arnhem Land

Your Council will receive further correspondence from the Department of the Chief Minister and Cabinet regarding the management of the cemetery.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Chansey Paech'.

CHANSEY PAECH

25 JUL 2024



## WEST ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 21 AUGUST 2024

<b>Agenda Reference:</b>	<b>9.2</b>
<b>Title:</b>	<b>Meetings and Events attended by the Mayor</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

#### SUMMARY

This report provides information to Council on meetings and events attended by the Mayor since the last Ordinary Council Meeting.

#### RECOMMENDATION

THAT COUNCIL receive and note the report entitled *Meetings and Events attended by the Mayor*.

#### 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.

#### COMMENT

Date(s)	Location	Reason for Meeting	Person(s) met with
01.08.2024	Maningrida	Meet with Senator Nampijinpa Price	Cr Jacqueline Phillips, Cr Monica Wilton, Cr Jermaine Namanurki
13.08.2024	Maningrida	Lurra Festival 2024 Coordinator Meeting	Various Maningrida Stakeholders, Various NTG Stakeholders.

#### LEGISLATION AND POLICY

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 the following pillars and goals of the *Regional Plan and Budget*:

#### 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.

#### ATTACHMENTS

Nil

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 21 AUGUST 2024

<b>Agenda Reference:</b>	<b>9.3</b>
<b>Title:</b>	<b>Meetings and Events attended by the CEO</b>
<b>Author:</b>	<b>Andrew Walsh, Chief Executive Officer</b>

#### SUMMARY

This report provides information on meetings and events attended by the CEO since the last Ordinary Council Meeting.

#### RECOMMENDATION

THAT COUNCIL receive and note the report entitled *Meetings and Events attended by the CEO*.

#### 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 CEO and excludes Council and Committee meetings.

#### COMMENT

Date	Location	Reason for Meeting	Person(s) Met with
01.08.2024	Jabiru	ERA Superintendent Communities and Social Performance	Emma Tepania
01.08.204	Jabiru	Meeting with GAC CEO	Thalia Van Den Boogaard
01.08.2024	Darwin / via Teams	Lot 2005, 11 Tasman Crescent - Jabiru Library and various offices	Dr Emma Young, Jessica Wright (GACJT), Fiona Ainsworth (Director Community and Council Services), Garrett Smith (DIPL)
01.08.2024	Darwin	Meeting with United Workers	Erina Early
02.08.2024	Darwin	Meeting regarding WARC Jabiru by-laws	Andrew Jones, Hugh King (DCMC), Information Advisor Ben Heaslip,
06.08.2024	Darwin	Introduction meeting Hoops for Health	Timmy Duggan
07.08.2024	Darwin / via Teams	Meeting with JLT Insurance and East Arnhem Regional Council	Jocelyn Nathanael-Walters (Director of Finance), Fiona Ainsworth (Director of Community and Council Services), James Sheridan (JLTA), Dale Keehne, Wendy Miller Marianne Bretag, Kayelene Rynne, Divya Ahimaz (EARC)
07.08.2024	Darwin	WARC Financial Management Update and Next Steps	Maree De Lacey, Meeta Ramkumar (DMC), Jocelyn Nathanael-Walters (Director of Finance)
12.08.2024	Jabiru / via Teams	Meeting with Department of Chief Minister and Cabinet	Aneurin Townsend (DCMC)



## **LEGISLATION AND POLICY**

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 the following pillars and goals of the *Regional Plan and Budget*:

### **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.

## **ATTACHMENTS**

Nil

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 21 August 2024

<b>Agenda Reference:</b>	<b>9.4</b>
<b>Title:</b>	<b>Technical Services Projects Report</b>
<b>Author:</b>	<b>Sara Fitzgerald, Waste and Resource Coordinator</b>

#### SUMMARY

This report is presented to Council to provide an overview of all Local Authority and other Council projects delivered across the West Arnhem Regional Council locations, for the reporting period up to 8 August 2024.

#### RECOMMENDATION

THAT COUNCIL receive and note the report entitled *Technical Services Projects Report*.

#### BACKGROUND

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

#### COMMENT

As per attached report, a comprehensive snapshot is provided to Council of all current projects being undertaken by the Technical Services Team

#### STATUTORY ENVIRONMENT

Not Applicable.

#### FINANCIAL IMPLICATIONS

Not Applicable.

#### STRATEGIC IMPLICATIONS

This report aligns to the following pillars and goals as outlined in the *Regional Plan and Budget*:

#### 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.

**ATTACHMENTS**

1. Technical Services Projects [9.4.1 - 3 pages]

## GUNBALANYA TECHNICAL SERVICES PROJECTS

### Local Authority

STATUS	PROJECTED COMPLETE	STAGE	DESCRIPTION	LOCATION	% DONE
In Progress	31/08/2025	Final Stages	Gunbalanya Oval Assessment	Gunbalanya	90%
In Progress	30/10/2025	Awaiting Quotes	Gunbalanya Oval Upgrade	Gunbalanya	25%
In Progress	30/10/2025	Commencing construction	Gunbalanya Shelters	Gunbalanya	50%
In Progress	30/10/2025	Commencing installation	Gunbalanya Cold Water Dinking	Gunbalanya	50%
In Progress	30/12/2024	Project approved	Gunbalanya Aged Care Pavers	Gunbalanya	25%

### Other

STATUS	PROJECTED COMPLETE	STAGE	DESCRIPTION	LOCATION	% DONE
Complete	30/07/2025	Project Complete	Gunbalanya Roads Upgrade	Gunbalanya	100%
In Progress	30/10/2025	Final Stages	Gunbalanya Oval Lights	Gunbalanya	80%
In Progress	30/10/2025	Awaiting Quotes	Gunbalanya Oval Upgrade	Gunbalanya	25%
In Progress	30/12/2024	Project approved	Gunbalanya Insurance Floods	Gunbalanya	25%

## MANINGRIDA TECHNICAL SERVICES PROJECTS

### Local Authority

STATUS	PROJECTED COMPLETE	TASK	DESCRIPTION	LOCATION	% DONE
In Progress	21/08/2024	Under Construction	Maningrida Health Purlins	Maningrida	80%
In Progress	30/11/2024	Pre-Construction Planning	Maningrida Outdoor Gym	Maningrida	50%

### Other

STATUS	PROJECTED COMPLETE	TASK	DESCRIPTION	LOCATION	% DONE
In Progress	1/01/2025	Pre-Construction Planning	Maningrida Change Rooms	Maningrida	50%
In Progress	1/01/2025	Pre-Construction Planning	Maningrida Toilets	Maningrida	50%
In Progress	30/07/2025	Awaiting Local Approval	Maningrida Cemetery	Maningrida	20%
In Progress	30/07/2025	Awaiting NLC Permit	Maningrida Airport Structures	Maningrida	20%
In Progress	30/10/2024	Tender Awarded	Maningrida Airport Road Reseal Works	Maningrida	50%
In Progress	30/10/2024	Tender closed 12 August 2024	Maningrida Mallabam Road Drainage	Maningrida	50%

**JABIRU TECHNICAL SERVICES PROJECTS - Other**

STATUS	PROJECTED COMPLETE	TASK	DESCRIPTION	LOCATION	% DONE
In Progress	30/10/2024	Awaiting Handover	Jabiru Telemetry System Upgrade	Jabiru	80%
In Progress	30/10/2024	Awaiting Materials	Jabiru Brockman Oval Grandstands	Jabiru	50%
In Progress	30/06/2024	Design Phase	Jabiru Brockman Oval Lights	Jabiru	10%
Awaiting Funding	30/12/2025	Identifying Funding body	Jabiru Pool Convert to Salt	Jabiru	5%

**MINJILANG TECHNICAL SERVICES PROJECTS - Other**

STATUS	PROJECTED COMPLETE	TASK	DESCRIPTION	LOCATION	% DONE
Complete	30/08/2024	Final Stages	Minjilang Staff Housing	Minjilang	100%
Complete	30/07/2024	Completed	Minjilang Creche Roof and Internal	Minjilang	100%
In Progress	30/12/2024	Tender to be advertised	Minjilang Cemetery	Minjilang	25%

**WARRUWI TECHNICAL SERVICES PROJECTS - Other**

STATUS	PROJECTED COMPLETE	TASK	DESCRIPTION	LOCATION	% DONE
In Progress	30/10/2024	Part construction	Warruwi Hall Reroof	Warruwi	70%
In Progress	30/10/2024	Seeking further quotes	Warruwi Ground Penetrating Radar	Warruwi	10%

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 21 AUGUST 2024

<b>Agenda Reference:</b>	<b>10.1</b>
<b>Title:</b>	<b>Elected Member Questions with or without Notice</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

#### **SUMMARY**

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

#### **RECOMMENDATION**

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

#### **ATTACHMENTS**

Nil

## WEST ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 21 AUGUST 2024

<b>Agenda Reference:</b>	<b>11.1</b>
<b>Title:</b>	<b>Closure to the Public for the Discussion of Confidential Items</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

#### **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.

#### **LEGISLATION AND POLICY**

Section 99(2) of the *Local Government Act 2019*  
Regulations 51 and 52 of the *Local Government (Administration) Regulations 2021*

#### **RECOMMENDATION**

That 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**

Nil



**WEST ARNHEM REGIONAL COUNCIL**

**FOR THE MEETING 21 AUGUST 2024**

**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 52 of the *Local Government (Administration) Regulations 2021*.

**WEST ARNHEM REGIONAL COUNCIL**

**FOR THE MEETING 21 AUGUST 2024**

**RE-ADMITTANCE OF THE PUBLIC**

**13 NEXT MEETING**

**14 MEETING DECLARED CLOSED**