



WEST ARNHEM REGIONAL COUNCIL AGENDA

SPECIAL COUNCIL MEETING

MONDAY, 22 APRIL 2024



WEST ARNHAM REGIONAL COUNCIL

Notice is hereby given that a Special Meeting of the West Arnhem Regional Council will be held in Council Chambers Maningrida on Monday 22 April 2024 at 11:00 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.

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	ACKNOWLEDGEMENT OF COUNTRY AND OPENING OF MEETING.....	4
2	PERSONS PRESENT.....	5
3	APOLOGIES AND ABSENCES	5
	3.1 Apologies, Leave of Absence and Absent Without Notice.....	5
4	ACCEPTANCE OF AGENDA	6
	4.1 Acceptance of Agenda	6
5	DECLARATION OF INTEREST OF MEMBERS OR STAFF	7
	5.1 Disclosure of Interest of Members or Staff.....	7
6	ACTION REPORTS.....	8
	6.1 Filling Casual Vacancy - Maningrida Ward	8
	6.2 Capital Reserve Movements	16
	6.3 Revised Operational and Capital Budget 2023-24	19
7	RECEIVE AND NOTE REPORTS.....	57
	7.1 Overview of Night Patrol Services.....	57
	7.2 Human Resources Report 1 January to 31 March.....	136
8	PROCEDURAL MOTIONS.....	141
	8.1 Closure to the Public for the Discussion of Confidential Items.....	141
9	CONFIDENTIAL ITEMS	143
11	NEXT MEETING	143

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 22 APRIL 2024

Agenda Reference:	3.1
Title:	Apologies, Leave of Absence and Absent Without Notice
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

SUMMARY

This report is to table, for Council's record, any apologies, requests for leave of absence and absence without notice received by Council's Chief Executive Officer from Elected Members for the Ordinary Council meeting held on 22 April 2024.

RECOMMENDATION

THAT COUNCIL

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 22 APRIL 2024

Agenda Reference:	4.1
Title:	Acceptance of Agenda
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

SUMMARY

Agenda papers are presented for acceptance at the Special Council meeting held on 22 April 2024.

RECOMMENDATION

THAT COUNCIL accept the agenda papers as circulated for the Special Council meeting held on 22 April 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 ARNHAM REGIONAL COUNCIL

FOR THE MEETING 22 APRIL 2024

Agenda Reference:	5.1
Title:	Disclosure of Interest of Members or Staff
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

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 received the declarations of interest as listed for the Special Council meeting held on 22 April 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

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 22 APRIL 2024

Agenda Reference:	6.1
Title:	Filling Casual Vacancy - Maningrida Ward
Author:	Jasmine Mortimore, Acting Governance and Risk Advisor

SUMMARY

The purpose of this report is for the Council to consider the nominations received to fill the Casual Vacancy for the Maningrida Ward.

RECOMMENDATION

THAT COUNCIL:

1. Received and noted the report entitled *Filling Casual Vacancy - Maningrida Ward*; and
2. Notes the nominations received by Garth Doolan, Tim Wilton and Tyson Ryan.
3. Appoints xxx to fill the Maningrida Ward Vacancy
4. Does not appoint xxx to fill the Maningrida Ward Vacancy

BACKGROUND

On 18 March 2024, Councillor Matthew Ryan wrote to the Chief Executive Officer, Andrew Walsh, stating that he is resigning as Councillor of West Arnhem Regional Council effective immediately.

The resignation of Councillor Matthew Ryan has left a Casual Vacancy on Council for the Ward of Maningrida.

The Casual Vacancy Policy allows Council to fill a vacant Councillor position via a nomination process and consequently, Council need not undertake a by-election.

The term of the Casual Vacancy on Council will conclude at the commencement of the Local Government General Election in August 2025.

COMMENT

West Arnhem Regional Council Policy for Filling Casual Policy states:

When appointing a person to be a Council Member, Council will give due consideration to:

- The person's level of community involvement;
- The person's suitability for the role; and
- Any other relevant matters.

The Council will decide the appointment by resolution, to take effect seven (7) days after the date of the resolution.

The CEO is to ensure the successful applicant is advised of their appointment to Council and that an induction to the position is undertaken as soon as practicable.

LEGISLATION AND POLICY

Local Government Act 2019 (NT)

Local Government (Electoral) Regulations

Filling Casual Vacancies Policy

FINANCIAL IMPLICATIONS

Not applicable

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.

Goal 6.5 Planning and Reporting

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

ATTACHMENTS

1. Garth Doolan - Casual Vacancy Nomination [6.1.1 - 2 pages]
2. Tim Wilton - Casual Vacancy Nomination [6.1.2 - 2 pages]
3. Tyson Ryan - Casual Vacancy Nomination [6.1.3 - 2 pages]



WEST ARNHEM REGIONAL COUNCIL

**MANINGRIDA WARD CASUAL VACANCY
NOMINATION FORM**

I, Garth Malwurja Doolan
(Name of Nominee)

DATE: 9 / 04 / 2024

would like to nominate to represent MANINGRIDA on the West Arnhem Regional Council.

CANDIDATE DETAILS

ADDRESS: Lot 337 Bottom Camp Maningrida NT 0822

MOBILE: 0400 503 597

EMAIL: clo@bawinanga.com

I have provided one of the following (please tick):

- Written submission (use form below)**
- 3 minute video submission**

Outlining why I want to nominate.

Please email submissions to governance@westarnhem.nt.gov.au or send to your local Council Services Manager.





Written submission

Please explain in the box below:

1. why you want to be a member of the West Arnhem Regional Council
2. what qualities can you contribute to the West Arnhem Regional Council

I would like to nominate for the Maningrida Ward vacancy as I believe I could make a considerable contribution in this capacity, work together with the Council to improve the welfare of the people in West Arnhem Land and Maningrida and especially to provide a voice for people residing in the Maningrida Homelands.

My name is Garth Malwurja Doolan, I am a man of the An-guling tribe, Gun-nartpa language and my homeland is Cadell known as Gochan-Jiny-jirra. I am a TO of that area. I speak 14 languages and relate to seven different regions in Arnhem Land through my mother's and my father's side.

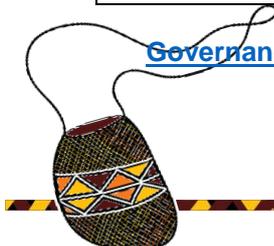
I grew up in Maningrida and know it well as a local and as an employee of local organisations. I have a wealth of cultural knowledge allowing me to navigate the complexities of relations between the tribes in Maningrida and across Arnhem Land. I am currently employed as a Cultural Liaison Officer at the Bawinanga Aboriginal Corporation. I was elected a Board Member of Bawinanga in 2022 and I have completed the necessary Governance training. I am also a Board Member for APONT, a Deputy Chair for Nja-Marleya and also director for Homelands School Board.

I am happy to be contacted if further information is required.

A handwritten signature in blue ink, appearing to read "Garth Malwurja Doolan".

Garth Malwurja Doolan

Please email this completed Nomination Form to Governance@westarnhem.nt.gov.au or hand to your local council staff.





WEST ARNHAM REGIONAL COUNCIL

MANINGRIDA WARD CASUAL VACANCY NOMINATION FORM

I, Tim Wilton
(Name of Nominee)

DATE: 12/4/2024

would like to nominate to represent MANINGRIDA on the West Arnhem Regional Council.

CANDIDATE DETAILS

ADDRESS: Maningrida Main

MOBILE: 0855548314

EMAIL: tim.wilton21@gmail.com

I have provided one of the following (please tick):

- Written submission (use form below)
- 3 minute video submission

Outlining why I want to nominate.

Please email submissions to governance@westarnhem.nt.gov.au or send to your local Council Services Manager.



I, Tim Wilton, wish to nominate to represent Maningrida on West Arnhem Regional Council.

I have lived and worked in Maningrida my whole life and want to help create a strong future for this community.

I am on the Maningrida College Board and worked for the Remote School Attendance Strategy (RSAS) for six and half years. I care deeply about education and preparing our children for a strong future as well as protecting our culture.

I also care deeply about jobs and services on the homelands surrounding Maningrida. Before I worked at RSAS, I worked as a crabber and I also worked as a tour guide for Outback Spirit. I would like to see more jobs for my countrymen in the seafood and tourism sectors.

It would make me proud to serve my community on the council.

Regards

Tim Wilton

A handwritten signature in black ink, appearing to read 'Tim Wilton', with several overlapping strokes.



WEST ARNHAM REGIONAL COUNCIL

MANINGRIDA WARD CASUAL VACANCY NOMINATION FORM

I, Tyson
(Name of Nominee)

DATE: 17/04/2024

would like to nominate to represent MANINGRIDA on the West Arnhem Regional Council.

CANDIDATE DETAILS

ADDRESS: Maningrida Lpo 477 Maningrida internal road 0822

MOBILE: 0487 015 466

EMAIL: RyanTy2004@gmail.com

I have provided one of the following (please tick):

- Written submission (use form below)
- 3 minute video submission

Outlining why I want to nominate.

Please email submissions to governance@westarnhem.nt.gov.au or send to your local Council Services Manager.





Written submission

Please explain in the box below:

1. why you want to be a member of the West Arnhem Regional Council
2. what qualities can you contribute to the West Arnhem Regional Council

My name is Tyson Ryan I'm 19 years old and I'm interested in representing my community of Maningrida and to represent the ~~community~~ community of west Arnhem region.

I want to experience and learn what's it like being an elected member and also being on the council and attend meetings, to be able to attend conferences and also represent youth and young leaders in this area as a young Indigenous man from ~~the~~ Maningrida and the whole of West Arnhem community.

I had some experience in politics when I attended with dad when he was the previous mayor of West Arnhem Regional Council, learned a lot. We went to a round table meeting at parliament House as an observer was very interesting, he inspired me to speak up for what's wrong and right.

As a young ~~a~~ man I know what the youth wants and what I can bring to the table and especially in the remote ~~communities~~ communities when there's youth disadvantaged and struggle to get their voices heard, whilst I believe ~~community~~ community is ~~struggling~~ also to be heard, as a young man I see ~~that~~ that there's lack of young role models and leadership. I'm hoping I can make a changes and hopefully for the best and to see me stepped up as their role model and look up to me.

I can use my social media as a platform to encourage other young leaders to ~~start~~ start speaking up for ~~us~~ what's needed or what's lacking in our community's.

Please email this completed Nomination Form to Governance@westarnhem.nt.gov.au or hand to your local council staff.



WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 22 APRIL 2024

Agenda Reference:	6.2
Title:	Capital Reserve Movements
Author:	Imran Shajib, Management Accountant

SUMMARY

This report is presented to Council seeking approval to close Capital Reserve funded projects that have been finalised and report the updated Capital Reserves balance.

RECOMMENDATION

THAT COUNCIL:

1. Receive and note the report entitled *Capital Reserve Movements*; and
2. Approve the movements in Capital Reserves from 1 July 2023 to 31 March 2024.

BACKGROUND

Several projects were approved by Council in prior financial years to be completed using Capital Reserve Funds. The *Local Government (General) Regulation 2021* regulation 11 requires a council resolution to transfer to or from council reserves.

COMMENT

The projects listed in tables 1 and 2 below have now been completed resulting in a Capital Reserves overspend of \$34,649.09 (*A + B*).

Table 1. Completed Capital Reserves Projects - Overspend					
Reserve Activity	Approved Budget \$	Date of Approval	Prior FY Years Expenditure \$	Expenditure to date 31.03.2024 \$	Balance as at 31.03.2024 \$
5292.02 - Capital Reserve - Upgrade Council Office Jabiru Stage 2	174,700.00	FY 21/22	(227,504.98)	-	(52,804.53)
5284.05 - Purchase Isuzu Russ Garbage Compactor - Warruwi(remaining exp.)	7,334.80	FY 21/22	(11,334.80)	(5,734.90)	(9,734.90)
5279.03 - Purchase Ride on Mower - Maningrida	35,000.00	FY 21/22		(35,826.79)	(826.79)
5280.04 - Purchase Ride on Mower - Minjilang	35,000.00	FY 21/22		(35,479.19)	(479.19)
Total Deficit - A					(63,845.41)

Table 2. Completed Capital Reserves Projects - Underspend

Reserve Activity	Approved Budget \$	Date of Approval	Prior FY Year Expenditure \$	Expenditure to date 31.03.2024 \$	Balance as at 31.03.2024 \$
5197.03 - Kerb Channel and Reseal Bagshaw Road Maningrida	360,000.00	FY 20/21	(359,248)	-	752.00
5271.01 - Purchase Isuzu Dmax Utility - Gunbalanya	55,000.00	FY 21/22	(52,194)	-	2,806.25
5272.02 - Purchase Isuzu Dmax Utility - Jabiru	55,000.00	FY 21/22	(52,194)	-	2,806.25
5273.03 - Purchase Isuzu Dmax Utility - Maningrida	55,000.00	FY 21/22	(52,194)	-	2,806.25
5274.04 - Purchase Isuzu Dmax Utility - Minjilang	55,000.00	FY 21/22	(52,194)	-	2,806.25
5275.05 - Purchase Isuzu Dmax Utility - Warruwi	55,000.00	FY 21/22	(52,194)	-	2,806.25
5276.00 - Purchase Isuzu Dmax Utility - Darwin	55,000.00	FY 21/22	(52,194)	-	2,806.25
5294.01 - Concrete Stand for Diesel Tank - Gunbalanya	70,000.00	FY 22/23	(64,198)	(2,930.00)	2,871.82
5293.03 - Mobilisation and Demobilisation Maningrida Oval Contractors	47,800.00	FY 22/23	(39,065)	-	8,735.00
Total Surplus - B					29,196.32
Net Result (A + B)					(34,649.09)

From 1 April 2024, the balance of Capital Reserves is expected to be \$33,830.61 [(A + B) + C]. As shown in table 3 below:

Table 3. Capital Reserves					
Reserve Activity	Approved Budget \$	Date of Approval	Prior FY Year Expenditure \$	Expenditure to date 31.03.2024	Balance as at 01.04.2024 \$
5167.05 - Kerb and Channel Airport to Workshop Road - Warruwi	330,000.00	FY 19/20	(286,519.83)	-	43,480.17
5265.00 - Network Upgrade : Region	11,643.00	FY 22/23	13,357.42	-	25,000.00
Accumulative Overspend to Date 31 March 2024 (A + B)					(34,649.09)
Total - C					33,830.61

LEGISLATION AND POLICY

The *Local Government (General) Regulation 2021* regulation 11 states:

The following matters require a council resolution to take effect:

- (a) a transfer to or from council reserves;
- (b) a change in purpose of a council reserve.

The Council delegation manual requires for budget purposes authority, to approve unbudgeted expenditure and re-allocation, to be given by Council.

FINANCIAL IMPLICATIONS

Council is required to ensure Council's financial records accurately reflect true balances.

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 6.1 Financial Management

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

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 22 APRIL 2024

Agenda Reference:	6.3
Title:	Revised Operational and Capital Budget 2023-24
Author:	Imran Shajib, Management Accountant

SUMMARY

The purpose of this report is to provide the Council with a revised budget following a second review of the Budget for 2023-24.

RECOMMENDATION

THAT COUNCIL:

1. Receive and note the report titled *Revised Operational and Capital Budget 2023-24*; and
2. That Council adopted the Revised Operating and Capital Budget prepared for 2023-24 , following a review at 31 March 2024, in accordance with Section 203(2) of the *Local Government Act 2019*.

BACKGROUND

New grants and additional activities have been approved by Council. The 2023-24 Budget requires amendment to incorporate these new activities.

The opportunity has also been taken to review income and expenditure overall. All income and expenditure items have been analysed in detail and altered where considered appropriate. A complete revision of wages was also undertaken to bring them in line. Activity/project Budgets have been corrected where required.

COMMENT

The table below is a comparison between the second Revised Budget and the first Revised Budget, and includes a reason for the changes.

Description	2nd Revised Budget \$	1 st Revised Budget \$	Movement \$	Main reasons for movement:
Operating Revenue				
Income Rates and Charges	7,410,629	6,746,092	664,538	Increase in commercial rates
Income Council Fees and Charges	628,882	541,894	86,988	Increase in visitor accommodation and landfill tipping fee income
Income Operating Grants	16,827,657	17,417,928	(590,272)	Reduced Cwth Home Support Program brought forward restricted funds
Income Investments	184,558	184,000	558	
Income Allocation	6,333,488	5,996,596	336,892	Increase in Internal allocation

Description	2nd Revised Budget \$	1 st Revised Budget \$	Movement \$	Main reasons for movement:
Other Income	1,610,398	1,469,123	141,274	Increase Insurance Claims (largely Maningrida claim)
Income Agency and Commercial Services	8,020,314	7,864,350	155,964	New Jabiru Roads contract with National Parks
Total Operating Revenue	41,015,926	40,219,984	795,942	
Operating Expenditure				
Employee Expenses	18,773,050	18,860,966	87,916	
Contract and Material Expenses	9,860,488	8,681,797	(1,178,691)	Increase in upgrades Staff Housing, Jabiru Roads expenditure and Minjilang creche roof cost
Finance Expenses	13,547	11,750	(1,797)	-
Travel, Freight and Accom Expenses	1,414,128	1,295,843	(118,285)	Increase Community Service Delivery costs
Fuel, Utilities & Communication	2,552,930	2,386,051	(166,879)	Increase in Electricity and Fuel costs
Other Expenses	6,996,826	7,362,436	365,610	Decrease in Training expenditure and realignment of Insurance costs
Total Operating Expenditure	39,610,969	38,598,843	(1,012,126)	
Total Operating Surplus / (Deficit)	1,404,957	1,621,141	(216,183)	
Capital Income				
Income Capital Grants and Contributions	5,935,157	5,307,472	627,685	Increase for Upgrades to staff housing, Purchase garbage compactor for Minjilang and Malabam Road works

Description	2nd Revised Budget \$	1 st Revised Budget \$	Movement \$	Main reasons for movement:
Proceeds from Sale of Assets	93,727	241,346	(147,618)	
Total Capital Income	6,028,884	5,548,817	480,067	
Capital Expense				
Capital Expenditure	7,352,427	6,444,341	(908,086)	Same as Income Capital Grants and Contributions comment
Cost of Assets Sold	81,415	163,002	81,587	Delay in fleet sale
Total Capital Expense	7,433,842	6,607,343	(826,499)	
Total Capital Surplus / (Deficit)	(1,404,957)	(1,058,526)	(346,432)	
Net Surplus / (Deficit)	-	562,615	(562,615)	Budget-X is breakeven

OPERATIONAL

Contract and Material Expenses

The overall budget for Contract and Material Expenses has been increased by \$1.17M based on current actuals and additional expenses. Most significant are increases in upgrades to Staff Housing, Jabiru Roads expenditure and Minjilang crèche roof cost.

GRANT INCOME

Grant (operating and capital) income has increased by \$0.2M, from \$16.7M to \$16.9M, mainly due to new grants received. The below table shows the movements in grant income by activities/ projects:

Activity	2nd Revised Budget \$	1st Revised Budget \$	Variance \$
2009 - Maintain local roads	1,467,780	1,467,779	-
2012 - Community Service Delivery	3,550,000	3,843,000	(293,000)
2025 - Corporate Financial Management	1,762,930	1,762,930	-
2070 - Indigenous Jobs Development Funding - DHCD	794,000	794,000	-
2144 - Library Service: Jabiru	139,882	139,882	-
2178 - Local Authorities Community Project Income	626,500	626,500	-
2330 - LRCI Phase 1 and 2 - Malabam Road - Income	91,453	91,453	-
2352 - WaRM - Waste and Resource Management	148,800	148,800	-
2375 - LRCI Phase 3 - Malabam Road - Maningrida	540,268	540,268	-

Activity	2nd Revised Budget \$	1st Revised Budget \$	Variance \$
2380 - R2R - Malala Road (non-gazetted) Maningrida - From Lot 736	540,269	540,269	-
2383 - LRCI Phase 4 - Malabam Road - Maningrida	540,268	540,268	-
2384 - ABA - Maningrida Oval Change rooms	540,466	540,466	-
2386 - Gunbalanya Oval Lighting	780,000	1,092,000	(312,000)
2387 - Seeding New Investment	48,060	48,060	-
2388 - R2R - Main Road Gunbalanya - Lot 651 to Lot 330	540,269	540,269	-
2390 - Regional and Remote Burials Grant - MAN and WAR	43,000	-	43,000
2391 - Regional and Remote Burials Grant - MINJILNAG	50,000	-	50,000
2392 - LRCI Phase 4 - Part B - Malabam Road - Maningrida	311,638	-	311,638
2393 - Critical upgrades to Miniilang staff housing;	227,273	-	227,273
2394 - Purchase of a new garbage compactor for Miniilang -	250,000	-	250,000
3003 - NT Jobs Package - Aged Care	749,069	749,069	-
3004 - Night Patrol	1,130,992	1,130,992	-
3009 - Warruwi Outside School Hours Care	100,806	50,055	50,751
3012 - Remote Sport Program	216,420	216,420	-
3025 - Deliver Indigenous Broadcasting Programs (RIBS)	162,625	18,578	144,047
3028 - Manage Creche	913,848	913,845	-
3070 - Australia Day Grant	3,000	3,000	-
3087 - Women's Safe House: Gunbalanya	440,453	440,452	-
3131 - TEABBA Staff Funding - Indigenous Broadcasting Prgm (RIBS)		172,145	(172,145)
3134 - Support Childcare Services - Jabiru	66,666	66,666	-
3135 - E-Tools - Commonwealth Home Support Program (CHSP)	646,914	646,920	-
3148 - International Women's Day – Library Event	2,000	-	2,000
3150 - Ninja Warrior Obstacle Course	900	-	-
3154 - Sports and Recreation	759,430	815,000	(55,570)
3155 - National Australia Day Council - Australia Day Grant	8,000	10,000	(2,000)
4001 - Operate Long day care	32,547	32,490	-
Totals	16,973,525	16,728,575	244,951

Below are the tables and statements required by the Minister for Local Government's Guideline 5:

Table 1.1 Second revised Annual Budget Income and Expenditure

	Annual Budget FY23/24 \$
OPERATING INCOME	
Rates	3,047,407
Charges - Sewerage	728,474
Charges - Water	1,994,892
Charges - Waste	1,482,787
Fees and Charges	785,952
Operating Grants and Subsidies	16,827,657
Interest / Investment Income	184,558
Income allocation	6,333,488
Other income	1,610,398
Income Agency and Commercial Services	8,020,314
TOTAL OPERATING INCOME	41,015,926
OPERATING EXPENDITURE	
Employee Expenses	18,773,050
Materials and Contracts	9,860,488
Elected Member Allowances	372,600
Elected Member Expenses	48,000
Council Committee & LA Allowances	18,133
Council Committee & LA Expenses	-
Depreciation, Amortisation and Impairment	-
Interest Expenses	-
Finance expenses	13,547
Travel, Freight and Accom Expenses	1,414,128
Fuel, utilities and communication	2,552,930
Other Expenses	6,558,093
TOTAL OPERATING EXPENDITURE	39,610,969
BUDGETED OPERATING SURPLUS / (DEFICIT)	1,404,957

Table 1.2 Annual Budget Operating Position

	Annual Budget FY22/23 \$
BUDGETED OPERATING SURPLUS / DEFICIT	1,404,957
<i>Remove NON-CASH ITEMS</i>	
<i>Less Non-Cash Income</i>	(6,333,488)

	Annual Budget FY22/23 \$
Add Back Non-Cash Expenses	6,333,488
TOTAL NON-CASH ITEMS	(0)
Less ADDITIONAL OUTFLOWS	
Capital Expenditure	(7,352,427)
Borrowing Repayments (Principal Only)	-
Transfer to Reserves	-
Other Outflows	(81,415)
TOTAL ADDITIONAL OUTFLOWS	(7,433,842)
Add ADDITIONAL INFLOWS	
Capital Grants Income	4,512,251
Prior Year Carry Forward Tied Funding	1,274,803
Other Inflow of Funds	93,727
Transfers from Reserves	148,104
TOTAL ADDITIONAL INFLOWS	6,028,884
NET BUDGETED OPERATING POSITION	(0)

Table 2.1 Capital Expenditure and Funding

CAPITAL EXPENDITURE **	Current Financial Year (Annual) Budget FY23/24 \$	2024-2025 Budget \$	2025-2026 Budget \$	2026-2027 Budget \$	2027-2028 Budget \$
Plant & Equipment	457,721	480,607	480,502	504,527	529,754
Infrastructure	2,134,094	2,240,799	2,240,693	2,352,728	2,470,365
Roads	3,273,961	3,437,659	3,437,553	3,609,431	3,789,903
Buildings	1,176,776	1,235,614	1,235,509	1,297,285	1,362,149

CAPITAL EXPENDITURE **	Current Financial Year (Annual) Budget FY23/24 \$	2024-2025 Budget \$	2025-2026 Budget \$	2026-2027 Budget \$	2027-2028 Budget \$
Furniture, Fittings and Office Equipment	190,584	200,113	200,008	210,008	220,509
TOTAL CAPITAL EXPENDITURE*	7,352,427	7,720,048	7,719,418	8,105,389	8,510,658
TOTAL CAPITAL EXPENDITURE FUNDED BY: **					
Operating income (amount allocated to fund capital items)	(1,404,957)	(1,475,205)	(1,548,965)	(1,626,414)	(1,707,734)
Capital Grants	(5,801,020)	(6,244,843)	(6,170,452)	(6,478,975)	(6,802,923)
Transfers from Cash Reserves	(146,450)				
TOTAL CAPITAL EXPENDITURE FUNDING	(7,352,427)	(7,720,048)	(7,719,417)	(8,105,388)	(8,510,658)

LEGISLATION AND POLICY

Section 203(2) of the *Local Government Act 2019*

FINANCIAL IMPLICATIONS

Council must manage its resources and not budget for a deficit.

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 6.1 Financial Management

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

ATTACHMENTS

1. Budget Comparison Report - Revised Operational and Capital Budget 2023-24 [6.3.1 - 6 pages]
2. Budget Summary Report - Revised Operational and Capital Budget 2023-24 [6.3.2 - 25 pages]



Budget Summary Comparison Report

Current: 24GLBUDX, Previous: 24GLBUDD

Description	Operational Net Result				Capital Net Result				Total Net Result			
	2nd Revision	1st Revision	Variance	%	Current	Previous	Variance	%	Current	Previous	Variance	%
Reporting Group												
CORE SERVICES UNTIED												
Administration & Customer Management	197,004	705,595	(508,591)	(72%)	(58,215)	(48,600)	(9,615)	(20%)	138,789	656,995	(518,205)	(79%)
2012 - Community Service Delivery	197,004	705,595	(508,591)	(72%)	(58,215)	(48,600)	(9,615)	(20%)	138,789	656,995	(518,205)	(79%)
Administration of Local Laws	(165,395)	(191,979)	26,584	14%	-	-	-	-	(165,395)	(191,979)	26,584	14%
2030 - Manage Technical Services	(165,395)	(191,979)	26,584	14%	-	-	-	-	(165,395)	(191,979)	26,584	14%
Advocacy and Representation	(591,409)	(524,713)	(66,696)	(13%)	-	-	-	-	(591,409)	(524,713)	(66,696)	(13%)
2028 - Executive leadership CEO	(591,409)	(524,713)	(66,696)	(13%)	-	-	-	-	(591,409)	(524,713)	(66,696)	(13%)
Animal Control	(31,470)	15,545	(47,015)	(302%)	-	-	-	-	(31,470)	15,545	(47,015)	(302%)
2001 - Animal Control	(31,470)	15,545	(47,015)	(302%)	-	-	-	-	(31,470)	15,545	(47,015)	(302%)
Asset Management	(128,856)	(124,134)	(4,722)	(4%)	-	-	-	-	(128,856)	(124,134)	(4,722)	(4%)
2058 - Manage Assets	(128,856)	(124,134)	(4,722)	(4%)	-	-	-	-	(128,856)	(124,134)	(4,722)	(4%)
Buildings & Facilities	517,471	601,344	(83,872)	(14%)	(160,963)	(160,813)	(150)	(0%)	356,508	440,531	(84,022)	(19%)
2008 - Maintain & construct council contro	(266,158)	(271,280)	5,122	2%	-	-	-	-	(266,158)	(271,280)	5,122	2%
2049 - Maintain staff houses	783,629	872,624	(88,995)	(10%)	(160,963)	(160,813)	(150)	(0%)	622,666	711,811	(89,145)	(13%)
Council Planning and Reporting	-	(322,587)	322,587	100%	-	-	-	-	-	(322,587)	322,587	100%
2029 - Executive and Corporate Services	-	(322,587)	322,587	100%	-	-	-	-	-	(322,587)	322,587	100%
Culture and Heritage	(203,176)	(188,293)	(14,883)	(8%)	-	-	-	-	(203,176)	(188,293)	(14,883)	(8%)
2350 - Cultural Safety & Partnerships	(203,176)	(188,293)	(14,883)	(8%)	-	-	-	-	(203,176)	(188,293)	(14,883)	(8%)
Exec/Corporate Services	(100,408)	(274,158)	173,750	63%	-	-	-	-	(100,408)	(274,158)	173,750	63%
2065 - Executive Officer - Advocacy and S	(40,493)	(123,061)	82,569	67%	-	-	-	-	(40,493)	(123,061)	82,569	67%
2234 - Manage Organisational Growth	(59,915)	(151,097)	91,181	60%	-	-	-	-	(59,915)	(151,097)	91,181	60%
Financial Management	1,864,583	2,109,200	(244,617)	(12%)	-	-	-	-	1,864,583	2,109,200	(244,617)	(12%)
2025 - Corporate Financial Management	1,864,583	2,109,200	(244,617)	(12%)	-	-	-	-	1,864,583	2,109,200	(244,617)	(12%)
Fleet	115,333	(42,237)	157,569	373%	(25,565)	241,346	(266,910)	(111%)	89,768	199,109	(109,341)	(55%)
2048 - Maintain plant, equipment and mot	61,271	(78,580)	139,851	178%	(25,565)	241,346	(266,910)	(111%)	35,706	162,766	(127,060)	(78%)
2016 - Operate Fuel Storage Facility	54,062	36,343	17,719	49%	-	-	-	-	54,062	36,343	17,719	49%
Governance	(996,864)	(934,574)	(62,290)	(7%)	-	-	-	-	(996,864)	(934,574)	(62,290)	(7%)
2023 - Conduct Council Elections	(48,706)	(53,506)	4,800	9%	-	-	-	-	(48,706)	(53,506)	4,800	9%
2071 - Manage Council Governance	(948,158)	(881,068)	(67,090)	(8%)	-	-	-	-	(948,158)	(881,068)	(67,090)	(8%)
Human Resources	(955,339)	(997,675)	42,336	4%	-	-	-	-	(955,339)	(997,675)	42,336	4%
2037 - Human Resource Management	(778,912)	(734,831)	(44,081)	(6%)	-	-	-	-	(778,912)	(734,831)	(44,081)	(6%)
2333 - Learning and Development	(72,660)	(109,277)	36,617	34%	-	-	-	-	(72,660)	(109,277)	36,617	34%
2039 - Manage Work Health and Safety	(103,768)	(153,568)	49,800	32%	-	-	-	-	(103,768)	(153,568)	49,800	32%
Infrastructure Services Leadership	(32,618)	-	(32,618)	-	-	-	-	-	(32,618)	-	(32,618)	-
2390 - Regional and Remote Burials Gran	-	-	-	-	-	-	-	-	-	-	-	-
2391 - Regional and Remote Burials Gran	-	-	-	-	-	-	-	-	-	-	-	-
2389 - Repairs to Water Damage - Jabiru	-	-	-	-	-	-	-	-	-	-	-	-
2335 - Trade Services	(32,618)	-	(32,618)	-	-	-	-	-	(32,618)	-	(32,618)	-

Attachment 6.3.1 Budget Comparison Report - Revised Operational and Capital Budget 2023-24

Description	Operational Net Result				Capital Net Result				Total Net Result			
	2nd Revision	1st Revision	Variance	%	Current	Previous	Variance	%	Current	Previous	Variance	%
IT & Communications	(503,159)	(427,058)	(76,101)	(18%)	-	-	-	-	(503,159)	(427,058)	(76,101)	(18%)
2235 - ICT Transition	(70,881)	-	(70,881)	-	-	-	-	-	(70,881)	-	(70,881)	-
2038 - Manage Information Technology an	(432,278)	(427,058)	(5,219)	(1%)	-	-	-	-	(432,278)	(427,058)	(5,219)	(1%)
Lighting for Public Safety	(171,397)	(160,806)	(10,591)	(7%)	-	-	-	-	(171,397)	(160,806)	(10,591)	(7%)
2004 - Install and maintain street lights	(171,397)	(160,806)	(10,591)	(7%)	-	-	-	-	(171,397)	(160,806)	(10,591)	(7%)
Local Roads	(120,142)	(8,329)	(111,813)	(1,343%)	-	-	-	-	(120,142)	(8,329)	(111,813)	(1,343%)
2009 - Maintain local roads	(120,142)	(8,329)	(111,813)	(1,343%)	-	-	-	-	(120,142)	(8,329)	(111,813)	(1,343%)
Parks, Reserves & Open Spaces	(1,782,981)	(1,578,861)	(204,120)	(13%)	(12,703)	(12,703)	-	-	(1,795,684)	(1,591,563)	(204,120)	(13%)
2010 - Manage and maintain cemeteries	(24,273)	(25,159)	886	4%	-	-	-	-	(24,273)	(25,159)	886	4%
2017 - Parks and Public Open Space - inc	(1,758,708)	(1,553,702)	(205,006)	(13%)	(12,703)	(12,703)	-	-	(1,771,410)	(1,566,404)	(205,006)	(13%)
Public Relations	(196,793)	(200,376)	3,583	2%	-	-	-	-	(196,793)	(200,376)	3,583	2%
2042 - Public Relations and Communicatic	(177,827)	(179,691)	1,864	1%	-	-	-	-	(177,827)	(179,691)	1,864	1%
2156 - Publish the West Arnhem Wire Nev	(5,886)	(7,606)	1,719	23%	-	-	-	-	(5,886)	(7,606)	1,719	23%
2021 - Support Civic and community even	(13,079)	(13,079)	-	-	-	-	-	-	(13,079)	(13,079)	-	-
Records Management	(123,932)	(102,039)	(21,893)	(21%)	-	-	-	-	(123,932)	(102,039)	(21,893)	(21%)
2035 - Records Management	(123,932)	(102,039)	(21,893)	(21%)	-	-	-	-	(123,932)	(102,039)	(21,893)	(21%)
Revenue Growth	3,212,559	2,504,669	707,890	28%	-	-	-	-	3,212,559	2,504,669	707,890	28%
2109 - Manage Council Investments	180,000	180,000	-	-	-	-	-	-	180,000	180,000	-	-
2040 - Manage Rates and charges	3,032,559	2,324,669	707,890	30%	-	-	-	-	3,032,559	2,324,669	707,890	30%
Risk Management	84,872	(390,195)	475,066	122%	-	-	-	-	84,872	(390,195)	475,066	122%
2036 - Manage corporate risk	90,472	(384,595)	475,066	124%	-	-	-	-	90,472	(384,595)	475,066	124%
2205 - Manage Internal Audit : Region	(5,600)	(5,600)	-	-	-	-	-	-	(5,600)	(5,600)	-	-
Sport and Recreation	(145,497)	(140,346)	(5,151)	(4%)	-	-	-	-	(145,497)	(140,346)	(5,151)	(4%)
3142 - Kurrung Sports Carnival - Sport Au	-	-	-	-	-	-	-	-	-	-	-	-
2218 - Sport and Recreation - Jabiru	(145,497)	(140,346)	(5,151)	(4%)	-	-	-	-	(145,497)	(140,346)	(5,151)	(4%)
Swimming Pools	(653,230)	(572,189)	(81,042)	(14%)	-	-	-	-	(653,230)	(572,189)	(81,042)	(14%)
2015 - Operate and maintain swimming po	(653,230)	(572,189)	(81,042)	(14%)	-	-	-	-	(653,230)	(572,189)	(81,042)	(14%)
Waste, Water & Sewerage Management	1,555,446	1,625,167	(69,721)	(4%)	(34,179)	-	(34,179)	-	1,521,267	1,625,167	(103,900)	(6%)
2145 - Sewerage Management	627,860	638,470	(10,610)	(2%)	-	-	-	-	627,860	638,470	(10,610)	(2%)
2013 - Waste Management	(294,488)	(238,763)	(55,725)	(23%)	-	-	-	-	(294,488)	(238,763)	(55,725)	(23%)
2143 - Water Management: Jabiru	1,222,073	1,225,459	(3,386)	(0%)	(34,179)	-	(34,179)	-	1,187,894	1,225,459	(37,565)	(3%)
Total Core Services Untied	644,602	380,971	263,631	69%	(291,624)	19,230	(310,854)	(1,617%)	352,978	400,201	(47,223)	(12%)
CORE SERVICES TIED												
Animal Control	-	-	-	-	-	-	-	-	-	-	-	-
2967 - LAP - Animal Management Program	-	-	-	-	-	-	-	-	-	-	-	-
Buildings & Facilities	(35,210)	(35,210)	-	-	35,210	-	35,210	-	-	(35,210)	35,210	100%
2993 - LAP - External Chilled Water Foun	-	-	-	-	-	-	-	-	-	-	-	-
2381 - Warruwi Community Hall Upgrade	(35,210)	(35,210)	-	-	35,210	-	35,210	-	-	(35,210)	35,210	100%
Commercial Leadership	-	-	-	-	-	-	-	-	-	-	-	-
2385 - DCMC - Local Decision Making Wa	-	-	-	-	-	-	-	-	-	-	-	-

Attachment 6.3.1 Budget Comparison Report - Revised Operational and Capital Budget 2023-24

Description	Operational Net Result				Capital Net Result				Total Net Result			
	2nd Revision	1st Revision	Variance	%	Current	Previous	Variance	%	Current	Previous	Variance	%
Community Safety Programs	-	11,051	(11,051)	(100%)	-	(11,051)	11,051	100%	-	-	-	-
2957 - LAP - Portable LED Screen Gunbal	-	11,051	(11,051)	(100%)	-	(11,051)	11,051	100%	-	-	-	-
Community Services Leadership	(24,442)	-	(24,442)	-	(90,426)	-	(90,426)	-	(114,868)	-	(114,868)	-
2992 - LAP - Community Skip Bins - Gun	-	-	-	-	-	-	-	-	-	-	-	-
2979 - LAP - New Year Fireworks - Maning	-	-	-	-	-	-	-	-	-	-	-	-
2982 - LAP - Purchase of Men's Shed Fen	-	-	-	-	-	-	-	-	-	-	-	-
2986 - LAP - Solar Pump System - Warru	-	-	-	-	-	-	-	-	-	-	-	-
2987 - LAP - Warruwi Office Design Resol	-	-	-	-	-	-	-	-	-	-	-	-
2373 - Preparing Australian Communities -	(24,442)	-	(24,442)	-	(90,426)	-	(90,426)	-	(114,868)	-	(114,868)	-
2387 - Seeding New Investment	-	-	-	-	-	-	-	-	-	-	-	-
Community Support Programs	-	-	-	-	-	-	-	-	-	-	-	-
2952 - LAP - Community initiatives and ev	-	-	-	-	-	-	-	-	-	-	-	-
Culture and Heritage	-	-	-	-	-	-	-	-	-	-	-	-
2981 - LAP - Additional installation of hard	-	-	-	-	-	-	-	-	-	-	-	-
Financial Management	-	-	-	-	-	-	-	-	-	-	-	-
2070 - Indigenous Jobs Development Fun	-	-	-	-	-	-	-	-	-	-	-	-
Infrastructure Services Leadership	44,090	48,057	(3,967)	(8%)	(44,090)	(48,057)	3,967	8%	-	-	-	-
2991 - LAP - Installation of outdoor gym ec	-	-	-	-	-	-	-	-	-	-	-	-
2989 - LAP - LAP Modifications to Health (-	-	-	-	-	-	-	-	-	-	-	-
2973 - LAP - Purchase and Install New Se	44,090	48,057	(3,967)	(8%)	(44,090)	(48,057)	3,967	8%	-	-	-	-
Libraries	(409)	(409)	-	-	409	409	-	-	0	0	-	-
2374 - CBF - Jabiru Library Upgrade	(409)	(409)	-	-	409	409	-	-	-	-	-	-
2144 - Library Service: Jabiru	-	-	-	-	-	-	-	-	-	-	-	-
Lighting for Public Safety	97,815	138,548	(40,733)	(29%)	(97,815)	(138,548)	40,733	29%	-	-	-	-
2988 - LAP - ADDITIONAL SOLAR LIGHT	-	-	-	-	-	-	-	-	-	-	-	-
2944 - LAP - Solar Lights - Minjilang	-	28,452	(28,452)	(100%)	-	(28,452)	28,452	100%	-	-	-	-
2978 - LAP - Solar Lights a Basketball Cou	97,815	96,671	1,144	1%	(97,815)	(96,671)	(1,144)	(1%)	-	-	-	-
2971 - LAP - Solar Lights at Entrance Roa	-	-	-	-	-	-	-	-	-	-	-	-
2985 - LAP - SOLAR LIGHTS at GUNBAL	-	13,425	(13,425)	(100%)	-	(13,425)	13,425	100%	-	-	-	-
2968 - LAP - Solar Lights at the TAKEWA'	-	-	-	-	-	-	-	-	-	-	-	-
Local Authorities Administration	-	-	-	-	-	-	-	-	-	-	-	-
2178 - Local Authorities Community Projec	-	-	-	-	-	-	-	-	-	-	-	-
Local Roads	91,453	91,453	-	-	(91,453)	(91,453)	-	-	-	-	-	-
2974 - LAP - 4 Speed Bump - Minjilang	-	-	-	-	-	-	-	-	-	-	-	-
2330 - LRCI Phase 1 and 2 - Malabam Ro	91,453	91,453	-	-	(91,453)	(91,453)	-	-	-	-	-	-
2375 - LRCI Phase 3 - Malabam Road - M	-	-	-	-	-	-	-	-	-	-	-	-
2383 - LRCI Phase 4 - Malabam Road - M	-	-	-	-	-	-	-	-	-	-	-	-
2392 - LRCI Phase 4 - Part B - Malabam F	-	-	-	-	-	-	-	-	-	-	-	-
2359 - Mala'la Rd - Maningrida - DIPL \$1n	-	-	-	-	-	-	-	-	-	-	-	-
2388 - R2R - Main Road Gunbalanya - Lot	-	-	-	-	-	-	-	-	-	-	-	-
2380 - R2R - Malala Road (non gazetted)	-	-	-	-	-	-	-	-	-	-	-	-
Parks, Reserves & Open Spaces	174,727	185,126	(10,400)	(6%)	(174,727)	(185,126)	10,400	6%	-	-	-	-
2980 - LAP - Additional Garden Hard Struc	-	-	-	-	-	-	-	-	-	-	-	-
2951 - LAP - Children's Playground Co-co	47,090	57,350	(10,260)	(18%)	(47,090)	(57,350)	10,260	18%	-	-	-	-
2956 - LAP - Community Garden Hard Str	72,321	72,321	-	-	(72,321)	(72,321)	-	-	-	-	-	-
2983 - LAP - Installation of hard structure	42,816	42,816	-	-	(42,816)	(42,816)	-	-	-	-	-	-
2959 - LAP - Replace Solar Lights - Warru	12,500	12,640	(140)	(1%)	(12,500)	(12,640)	140	1%	-	-	-	-

Description	Operational Net Result				Capital Net Result				Total Net Result			
	2nd Revision	1st Revision	Variance	%	Current	Previous	Variance	%	Current	Previous	Variance	%
Sport and Recreation	441,754	441,754	-	-	(441,754)	(441,754)	-	-	-	-	-	-
2384 - ABA - Maningrida Oval Changeroo	-	-	-	-	-	-	-	-	-	-	-	-
2386 - Gunbalanya Oval Lighting	-	-	-	-	-	-	-	-	-	-	-	-
2950 - LAP - Basketball Competitions - Ma	-	-	-	-	-	-	-	-	-	-	-	-
2945 - LAP - Construct 2 Half Basketball C	367,890	367,890	-	-	(367,890)	(367,890)	-	-	-	-	-	-
2972 - LAP - Installation of Bollards and PI	2,106	2,106	-	-	(2,106)	(2,106)	-	-	-	-	-	-
2990 - LAP - Purchase of Additional Granc	-	-	-	-	-	-	-	-	-	-	-	-
2977 - LAP - Purchase of Grandstands an	71,758	71,758	-	-	(71,758)	(71,758)	-	-	-	-	-	-
2984 - LAP - Supply and Install General Pl	-	-	-	-	-	-	-	-	-	-	-	-
Staff Housing	(198)	-	(198)	-	198	-	198	-	-	-	-	-
2393 - Critical upgrades to Minilang staff h	(198)	-	(198)	-	198	-	198	-	-	-	-	-
Waste, Water & Sewerage Management	(24,636)	-	(24,636)	-	23,086	-	23,086	-	(1,550)	-	(1,550)	-
2976 - LAP - Extension and Upgrade of W	-	-	-	-	-	-	-	-	-	-	-	-
2377 - PIF - Sewerage Telemetry	(180)	-	(180)	-	(1,370)	-	(1,370)	-	(1,550)	-	(1,550)	-
2394 - Purchase of a new garbage compa	-	-	-	-	-	-	-	-	-	-	-	-
4219 - Upgrade works at Sewerage ponds	38,544	-	38,544	-	(38,544)	-	(38,544)	-	-	-	-	-
2352 - WaRM - Waste and Resource Man	(63,000)	-	(63,000)	-	63,000	-	63,000	-	-	-	-	-
Total Core Services Tied	764,943	880,370	(115,427)	(13%)	(881,361)	(915,580)	34,219	4%	(116,418)	(35,210)	(81,208)	(231%)
COMMERCIAL SERVICES												
Total Commercial Services	191,202	480,729	(289,527)	(60%)	-	-	-	-	191,202	480,729	(289,527)	(60%)
COMMUNITY SERVICES												
Advocacy and Representation	(1,994)	(1,994)	-	-	-	-	-	-	(1,994)	(1,994)	-	-
3153 - Voice 2 Parliament Referendum Ex	(1,994)	(1,994)	-	-	-	-	-	-	(1,994)	(1,994)	-	-
Aged Care Services	-	-	-	-	-	-	-	-	-	-	-	-
3127 - Aged Care Transitional Support	-	-	-	-	-	-	-	-	-	-	-	-
3130 - eHCP - Home Care Packages Prog	-	-	-	-	-	-	-	-	-	-	-	-
3001 - Home Care Packages Program (HC	-	-	-	-	-	-	-	-	-	-	-	-
3003 - NT Jobs Package - Aged Care	-	-	-	-	-	-	-	-	-	-	-	-
Children Services	152,211	-	152,211	-	(152,211)	-	(152,211)	-	-	-	-	-
3028 - Manage Creche	152,211	-	152,211	-	(152,211)	-	(152,211)	-	-	-	-	-
3134 - Support Child Care Services - Jabir	-	-	-	-	-	-	-	-	-	-	-	-
3009 - Warruwi Outside School Hours Car	-	-	-	-	-	-	-	-	-	-	-	-
Community Safety Programs	(55,117)	-	(55,117)	-	-	-	-	-	(55,117)	-	(55,117)	-
3139 - Flexible Support Packages and CO	-	-	-	-	-	-	-	-	-	-	-	-
3147 - Jabiru Safe and Healthy Youth Proj	-	-	-	-	-	-	-	-	-	-	-	-
3004 - Night Patrol	(20,381)	-	(20,381)	-	-	-	-	-	(20,381)	-	(20,381)	-
3129 - Strong Women for Healthy Country	-	-	-	-	-	-	-	-	-	-	-	-
3152 - TFHC - Womens Safe House NPA	-	-	-	-	-	-	-	-	-	-	-	-
3087 - Women's Safe House : Gunbalanya	(34,737)	-	(34,737)	-	-	-	-	-	(34,737)	-	(34,737)	-
Community Services Leadership	(376,203)	(421,650)	45,447	11%	-	-	-	-	(376,203)	(421,650)	45,447	11%
3146 - Indigenous Skills and Employment	-	-	-	-	-	-	-	-	-	-	-	-
3068 - Manage Community Services	(376,203)	(421,650)	45,447	11%	-	-	-	-	(376,203)	(421,650)	45,447	11%
Community Support Programs	(468)	752	(1,220)	(162%)	-	-	-	-	(468)	752	(1,220)	(162%)
3070 - Australia Day Grant	(468)	752	(1,220)	(162%)	-	-	-	-	(468)	752	(1,220)	(162%)
3119 - Boundless possible Instagram Cam	-	-	-	-	-	-	-	-	-	-	-	-
3145 - Celebrating Aboriginal Culture (Au	-	-	-	-	-	-	-	-	-	-	-	-

Description	Operational Net Result				Capital Net Result				Total Net Result			
	2nd Revision	1st Revision	Variance	%	Current	Previous	Variance	%	Current	Previous	Variance	%
3120 - Domestic Family & Sexual Violence	-	-	-	-	-	-	-	-	-	-	-	-
3121 - Mental Health and Suicide and Suic	-	-	-	-	-	-	-	-	-	-	-	-
3150 - Ninja Warrior Obstacle Course	-	-	-	-	-	-	-	-	-	-	-	-
3126 - Territory Day Community Grant	-	-	-	-	-	-	-	-	-	-	-	-
Culture and Heritage	-	-	-	-	-	-	-	-	-	-	-	-
3141 - NAIDOC Week	-	-	-	-	-	-	-	-	-	-	-	-
3148 - International Women's Day – Librar	-	-	-	-	-	-	-	-	-	-	-	-
3155 - National Australia Day Council - Au	-	-	-	-	-	-	-	-	-	-	-	-
3151 - NIAA - Local Investments Funding	-	-	-	-	-	-	-	-	-	-	-	-
Home and Community Care	9,346	139,787	(130,442)	(93%)	-	-	-	-	9,346	139,787	(130,442)	(93%)
3002 - Commonwealth Home Support Pro	9,346	-	9,346	-	-	-	-	-	9,346	-	9,346	-
3135 - E-Tools - Commonwealth Home Su	-	139,787	(139,787)	(100%)	-	-	-	-	-	139,787	(139,787)	(100%)
3089 - Power Cards for Community Care C	-	-	-	-	-	-	-	-	-	-	-	-
Public Relations	(3,325)	-	(3,325)	-	-	-	-	-	(3,325)	-	(3,325)	-
3106 - Kakadu Triathlon	(3,325)	-	(3,325)	-	-	-	-	-	(3,325)	-	(3,325)	-
Radio Broadcasting Services	-	-	-	-	-	-	-	-	-	-	-	-
3025 - Deliver Indigenous Broadcasting Pr	-	-	-	-	-	-	-	-	-	-	-	-
3131 - TEABBA Staff Funding - Indigenou	-	-	-	-	-	-	-	-	-	-	-	-
Sport and Recreation	-	-	-	-	-	-	-	-	-	-	-	-
3012 - Remote Sport Program	-	-	-	-	-	-	-	-	-	-	-	-
3112 - Remote Sports Voucher Program	-	-	-	-	-	-	-	-	-	-	-	-
Youth Programs	-	-	-	-	-	-	-	-	-	-	-	-
3143 - Culture school Holiday Activities in	-	-	-	-	-	-	-	-	-	-	-	-
3154 - Sports and Recreation	-	-	-	-	-	-	-	-	-	-	-	-
3133 - Youth Mobile Gym Program - Mani	-	-	-	-	-	-	-	-	-	-	-	-
Total Community Services	(275,551)	(283,105)	7,554	3%	(152,211)	-	(152,211)	-	(427,762)	(283,105)	(144,657)	(51%)
RESERVE FUND PROJECTS												
Buildings & Facilities	-	-	-	-	-	-	-	-	-	-	-	-
5292 - Capital Reserve -Upgrade Council	-	-	-	-	-	-	-	-	-	-	-	-
Commercial Leadership	-	-	-	-	-	-	-	-	-	-	-	-
5294 - Concrete Stand for Diesel Tank - G	-	-	-	-	-	-	-	-	-	-	-	-
Community Services Leadership	(1,653)	(827)	(827)	(100%)	1,653	827	827	100%	(0)	(0)	0	56%
5279 - Purchase Ride on Mower - Maningri	(827)	-	(827)	-	827	-	827	-	(0)	-	(0)	-
5280 - Purchase Ride on Mower - Minjilan	(827)	(827)	-	-	827	827	-	-	0	0	-	-
Infrastructure Services Leadership	-	-	-	-	-	-	-	-	-	-	-	-
IT & Communications	-	-	-	-	-	-	-	-	-	-	-	-
5265 - Network Upgrade : Region	-	-	-	-	-	-	-	-	-	-	-	-
Local Roads	-	-	-	-	-	-	-	-	-	-	-	-
5167 - Kerb and Channel Airport to Works	-	-	-	-	-	-	-	-	-	-	-	-
Sport and Recreation	-	-	-	-	-	-	-	-	-	-	-	-
Waste, Water & Sewerage Management	-	-	-	-	-	-	-	-	-	-	-	-

Description	Operational Net Result				Capital Net Result				Total Net Result			
	2nd Revision	1st Revision	Variance	%	Current	Previous	Variance	%	Current	Previous	Variance	%
5284 - Purchase Isuzu Russ Garbage Cor	-	-	-	-	-	-	-	-	-	-	-	-
Youth Programs	-	-	-	-	-	-	-	-	-	-	-	-
Total Reserve Fund Projects	(1,653)	(827)	(827)	(100%)	1,653	827	827	100%	(0)	0	(0)	(457%)
Net Surplus / (Deficit)	1,323,543	1,458,139	(134,596)	(9%)	(1,323,543)	(895,524)	(428,019)	(48%)	(0)	562,615	(562,615)	(100%)

Printed by SHAJIBI, 21-Apr-2024, 13:40:06h



Budget Presentation Summary

Financial Year 2023/24

Description	Operational			Capital			Total		
	Income	Expenses	Net Result	Income	Expenses	Net Result	Income	Expenses	Net Result
SDC: Region									
CORE SERVICES UNTIED									
Administration & Customer Management	3,550,000	633,683	2,916,317	-	-	-	3,550,000	633,683	2,916,317
2012 - Community Service Delivery	3,550,000	633,683	2,916,317	-	-	-	3,550,000	633,683	2,916,317
Administration of Local Laws	26,892	192,287	(165,395)	-	-	-	26,892	192,287	(165,395)
2030 - Manage Technical Services	26,892	192,287	(165,395)	-	-	-	26,892	192,287	(165,395)
Advocacy and Representation	-	591,409	(591,409)	-	-	-	-	591,409	(591,409)
2028 - Executive leadership CEO	-	591,409	(591,409)	-	-	-	-	591,409	(591,409)
Asset Management	-	128,856	(128,856)	-	-	-	-	128,856	(128,856)
2058 - Manage Assets	-	128,856	(128,856)	-	-	-	-	128,856	(128,856)
Buildings & Facilities	1,935,044	352,707	1,582,336	-	-	-	1,935,044	352,707	1,582,336
2008 - Maintain & construct council controlled buildings & land	-	145,744	(145,744)	-	-	-	-	145,744	(145,744)
2049 - Maintain staff houses	1,935,044	206,964	1,728,080	-	-	-	1,935,044	206,964	1,728,080
Culture and Heritage	-	203,176	(203,176)	-	-	-	-	203,176	(203,176)
2350 - Cultural Safety & Partnerships	-	203,176	(203,176)	-	-	-	-	203,176	(203,176)
Exec/Corporate Services	-	100,408	(100,408)	-	-	-	-	100,408	(100,408)
2065 - Executive Officer - Advocacy and Strategy	-	40,493	(40,493)	-	-	-	-	40,493	(40,493)
2234 - Manage Organisational Growth	-	59,915	(59,915)	-	-	-	-	59,915	(59,915)
Financial Management	3,163,079	1,298,496	1,864,583	-	-	-	3,163,079	1,298,496	1,864,583
2025 - Corporate Financial Management	3,163,079	1,298,496	1,864,583	-	-	-	3,163,079	1,298,496	1,864,583
Fleet	942,640	241,855	700,785	93,727	119,292	(25,565)	1,036,367	361,147	675,221
2048 - Maintain plant, equipment and motor vehicles	942,640	241,855	700,785	93,727	119,292	(25,565)	1,036,367	361,147	675,221
Governance	-	939,783	(939,783)	-	-	-	-	939,783	(939,783)
2023 - Conduct Council Elections	-	30,901	(30,901)	-	-	-	-	30,901	(30,901)
2071 - Manage Council Governance	-	908,881	(908,881)	-	-	-	-	908,881	(908,881)
Human Resources	23,253	978,593	(955,339)	-	-	-	23,253	978,593	(955,339)
2037 - Human Resource Management	5,000	783,912	(778,912)	-	-	-	5,000	783,912	(778,912)
2333 - Learning and Development	18,253	90,913	(72,660)	-	-	-	18,253	90,913	(72,660)
2039 - Manage Work Health and Safety	-	103,768	(103,768)	-	-	-	-	103,768	(103,768)
Infrastructure Services Leadership	-	-	-	43,000	-	43,000	43,000	-	43,000
2390 - Regional and Remote Burials Grant - MAN and WAR	-	-	-	43,000	-	43,000	43,000	-	43,000
IT & Communications	821,455	1,231,136	(409,681)	-	-	-	821,455	1,231,136	(409,681)
2235 - ICT Transition	22,727	93,609	(70,881)	-	-	-	22,727	93,609	(70,881)
2038 - Manage Information Technology and Communications	798,727	1,137,527	(338,800)	-	-	-	798,727	1,137,527	(338,800)



Budget Presentation Summary

Financial Year 2023/24

Description	Operational			Capital			Total		
	Income	Expenses	Net Result	Income	Expenses	Net Result	Income	Expenses	Net Result
Local Roads	1,467,780	31,608	1,436,172	-	-	-	1,467,780	31,608	1,436,172
2009 - Maintain local roads	1,467,780	31,608	1,436,172	-	-	-	1,467,780	31,608	1,436,172
Parks, Reserves & Open Spaces	-	5,248	(5,248)	-	-	-	-	5,248	(5,248)
2010 - Manage and maintain cemeteries	-	5,248	(5,248)	-	-	-	-	5,248	(5,248)
Public Relations	100	183,814	(183,714)	-	-	-	100	183,814	(183,714)
2042 - Public Relations and Communications	-	177,827	(177,827)	-	-	-	-	177,827	(177,827)
2156 - Publish the West Arnhem Wire Newsletter	100	5,987	(5,886)	-	-	-	100	5,987	(5,886)
Records Management	-	123,932	(123,932)	-	-	-	-	123,932	(123,932)
2035 - Records Management	-	123,932	(123,932)	-	-	-	-	123,932	(123,932)
Revenue Growth	201,174	15,405	185,769	-	-	-	201,174	15,405	185,769
2109 - Manage Council Investments	180,000	-	180,000	-	-	-	180,000	-	180,000
2040 - Manage Rates and charges	21,174	15,405	5,769	-	-	-	21,174	15,405	5,769
Risk Management	1,570,723	1,485,851	84,872	-	-	-	1,570,723	1,485,851	84,872
2036 - Manage corporate risk	1,570,723	1,480,251	90,472	-	-	-	1,570,723	1,480,251	90,472
2205 - Manage Internal Audit : Region	-	5,600	(5,600)	-	-	-	-	5,600	(5,600)
Sport and Recreation	66,032	66,032	-	-	-	-	66,032	66,032	-
3142 - Kurrung Sports Carnival - Sport Australia	66,032	66,032	-	-	-	-	66,032	66,032	-
Waste, Water & Sewerage Management	-	198,656	(198,656)	-	-	-	-	198,656	(198,656)
2013 - Waste Management	-	198,656	(198,656)	-	-	-	-	198,656	(198,656)
Total Core Services Untied	13,768,171	9,002,932	4,765,239	136,727	119,292	17,435	13,904,898	9,122,224	4,782,674
CORE SERVICES TIED									
Community Services Leadership	48,060	72,502	(24,442)	75,158	165,584	(90,426)	123,218	238,086	(114,868)
2373 - Preparing Australian Communities - LED Screens	-	24,442	(24,442)	75,158	165,584	(90,426)	75,158	190,026	(114,868)
2387 - Seeding New Investment	48,060	48,060	-	-	-	-	48,060	48,060	-
Financial Management	794,000	794,000	-	-	-	-	794,000	794,000	-
2070 - Indigenous Jobs Development Funding - DHCD	794,000	794,000	-	-	-	-	794,000	794,000	-
Local Roads	91,453	-	91,453	(91,453)	-	(91,453)	-	-	-
2330 - LRCI Phase 1 and 2 - Malabam Road - Income	91,453	-	91,453	(91,453)	-	(91,453)	-	-	-
Waste, Water & Sewerage Management	-	63,000	(63,000)	148,800	85,800	63,000	148,800	148,800	-
2352 - WaRM - Waste and Resource Management	-	63,000	(63,000)	148,800	85,800	63,000	148,800	148,800	-
Total Core Services Tied	933,513	929,502	4,010	132,506	251,384	(118,878)	1,066,018	1,180,886	(114,868)
COMMERCIAL SERVICES									



Budget Presentation Summary

Financial Year 2023/24

Description	Operational			Capital			Total		
	Income	Expenses	Net Result	Income	Expenses	Net Result	Income	Expenses	Net Result
Total Commercial Services	252,363	909,912	(657,549)	-	-	-	252,363	909,912	(657,549)
COMMUNITY SERVICES									
Advocacy and Representation	-	1,994	(1,994)	-	-	-	-	1,994	(1,994)
3153 - Voice 2 Parliament Referendum Expenditure	-	1,994	(1,994)	-	-	-	-	1,994	(1,994)
Aged Care Services	989,159	361,824	627,335	-	-	-	989,159	361,824	627,335
3127 - Aged Care Transitional Support	45,799	45,799	-	-	-	-	45,799	45,799	-
3003 - NT Jobs Package - Aged Care	943,360	316,026	627,335	-	-	-	943,360	316,026	627,335
Community Safety Programs	1,154,831	202,906	951,924	-	-	-	1,154,831	202,906	951,924
3004 - Night Patrol	1,153,696	201,772	951,924	-	-	-	1,153,696	201,772	951,924
3129 - Strong Women for Healthy Country Network Forum	1,135	1,135	-	-	-	-	1,135	1,135	-
Community Services Leadership	50,000	426,203	(376,203)	-	-	-	50,000	426,203	(376,203)
3146 - Indigenous Skills and Employment Program	50,000	50,000	-	-	-	-	50,000	50,000	-
3068 - Manage Community Services	-	376,203	(376,203)	-	-	-	-	376,203	(376,203)
Community Support Programs	45,544	47,259	(1,715)	-	-	-	45,544	47,259	(1,715)
3070 - Australia Day Grant	376	-	376	-	-	-	376	-	376
3119 - Boundless possible Instagram Campaign	400	400	-	-	-	-	400	400	-
3145 - Celebrating Aboriginal Culture (Australia Day)	-	2,091	(2,091)	-	-	-	-	2,091	(2,091)
3121 - Mental Health and Suicide and Suicide Prevention awareness	44,137	44,137	-	-	-	-	44,137	44,137	-
3126 - Territory Day Community Grant	631	631	-	-	-	-	631	631	-
Culture and Heritage	69,924	59,407	10,517	-	-	-	69,924	59,407	10,517
3141 - NAIDOC Week	24,924	14,407	10,517	-	-	-	24,924	14,407	10,517
3151 - NIAA - Local Investments Funding	45,000	45,000	-	-	-	-	45,000	45,000	-
Home and Community Care	1,380,242	1,171,827	208,415	-	-	-	1,380,242	1,171,827	208,415
3002 - Commonwealth Home Support Program (CHSP)	243,284	34,869	208,415	-	-	-	243,284	34,869	208,415
3135 - E-Tools - Commonwealth Home Support Program (CHSP)	1,136,958	1,136,958	-	-	-	-	1,136,958	1,136,958	-
Radio Broadcasting Services	168,673	58,879	109,795	-	-	-	168,673	58,879	109,795
3025 - Deliver Indigenous Broadcasting Programs (RIBS)	156,344	46,549	109,795	-	-	-	156,344	46,549	109,795
3131 - TEABBA Staff Funding - Indigenous Broadcasting Prgm (RIBS)	12,329	12,329	-	-	-	-	12,329	12,329	-
Sport and Recreation	428,647	74,096	354,551	-	-	-	428,647	74,096	354,551
3012 - Remote Sport Program	428,641	74,090	354,551	-	-	-	428,641	74,090	354,551
3112 - Remote Sports Voucher Program	6	6	-	-	-	-	6	6	-
Youth Programs	844,364	244,054	600,310	-	-	-	844,364	244,054	600,310
3154 - Sports and Recreation	844,364	244,054	600,310	-	-	-	844,364	244,054	600,310
Total Community Services	5,131,384	2,648,450	2,482,934	-	-	-	5,131,384	2,648,450	2,482,934
RESERVE FUND PROJECTS									



Budget Presentation Summary

Financial Year 2023/24

Description	Operational			Capital			Total		
	Income	Expenses	Net Result	Income	Expenses	Net Result	Income	Expenses	Net Result
Community Services Leadership	-	-	-	-	-	-	-	-	-
IT & Communications	-	-	-	25,000	25,000	-	25,000	25,000	-
5265 - Network Upgrade : Region	-	-	-	25,000	25,000	-	25,000	25,000	-
Total Reserve Fund Projects	-	-	-	25,000	25,000	-	25,000	25,000	-
Net Surplus / (Deficit) - Region	20,085,430	13,490,796	6,594,634	294,233	395,676	(101,443)	20,379,663	13,886,472	6,493,191



Budget Presentation Summary

Financial Year 2023/24

Description	Operational			Capital			Total		
	Income	Expenses	Net Result	Income	Expenses	Net Result	Income	Expenses	Net Result
SDC: Gunbalanya									
CORE SERVICES UNTIED									
Administration & Customer Management	4,458	430,185	(425,726)	-	-	-	4,458	430,185	(425,726)
2012 - Community Service Delivery	4,458	430,185	(425,726)	-	-	-	4,458	430,185	(425,726)
Animal Control	36,279	29,812	6,467	-	-	-	36,279	29,812	6,467
2001 - Animal Control	36,279	29,812	6,467	-	-	-	36,279	29,812	6,467
Buildings & Facilities	23,208	183,775	(160,567)	-	-	-	23,208	183,775	(160,567)
2008 - Maintain & construct council controlled buildings & land	5,433	21,621	(16,188)	-	-	-	5,433	21,621	(16,188)
2049 - Maintain staff houses	17,775	162,154	(144,379)	-	-	-	17,775	162,154	(144,379)
Fleet	80,001	268,444	(188,442)	-	-	-	80,001	268,444	(188,442)
2048 - Maintain plant, equipment and motor vehicles	16,000	224,371	(208,371)	-	-	-	16,000	224,371	(208,371)
2016 - Operate Fuel Storage Facility	64,001	44,073	19,929	-	-	-	64,001	44,073	19,929
Governance	-	14,312	(14,312)	-	-	-	-	14,312	(14,312)
2023 - Conduct Council Elections	-	2,429	(2,429)	-	-	-	-	2,429	(2,429)
2071 - Manage Council Governance	-	11,883	(11,883)	-	-	-	-	11,883	(11,883)
IT & Communications	-	16,717	(16,717)	-	-	-	-	16,717	(16,717)
2038 - Manage Information Technology and Communications	-	16,717	(16,717)	-	-	-	-	16,717	(16,717)
Lighting for Public Safety	-	21,575	(21,575)	-	-	-	-	21,575	(21,575)
2004 - Install and maintain street lights	-	21,575	(21,575)	-	-	-	-	21,575	(21,575)
Local Roads	14,830	471,491	(456,661)	-	-	-	14,830	471,491	(456,661)
2009 - Maintain local roads	14,830	471,491	(456,661)	-	-	-	14,830	471,491	(456,661)
Parks, Reserves & Open Spaces	5,685	297,728	(292,042)	-	-	-	5,685	297,728	(292,042)
2010 - Manage and maintain cemeteries	-	609	(609)	-	-	-	-	609	(609)
2017 - Parks and Public Open Space - including weed control	5,685	297,118	(291,433)	-	-	-	5,685	297,118	(291,433)
Public Relations	-	1,900	(1,900)	-	-	-	-	1,900	(1,900)
2021 - Support Civic and community events	-	1,900	(1,900)	-	-	-	-	1,900	(1,900)
Revenue Growth	996,968	-	996,968	-	-	-	996,968	-	996,968
2040 - Manage Rates and charges	996,968	-	996,968	-	-	-	996,968	-	996,968
Waste, Water & Sewerage Management	369,310	345,157	24,152	-	-	-	369,310	345,157	24,152
2013 - Waste Management	369,310	345,157	24,152	-	-	-	369,310	345,157	24,152
Total Core Services Untied	1,530,739	2,081,095	(550,356)	-	-	-	1,530,739	2,081,095	(550,356)
CORE SERVICES TIED									



Budget Presentation Summary

Financial Year 2023/24

Description	Operational			Capital			Total		
	Income	Expenses	Net Result	Income	Expenses	Net Result	Income	Expenses	Net Result
Animal Control	29,938	29,938	-	-	-	-	29,938	29,938	-
2967 - LAP - Animal Management Program	29,938	29,938	-	-	-	-	29,938	29,938	-
Buildings & Facilities	4,714	4,714	-	-	-	-	4,714	4,714	-
2993 - LAP - External Chilled Water Fountain at the Council Office	4,714	4,714	-	-	-	-	4,714	4,714	-
Community Safety Programs	750	750	-	-	-	-	750	750	-
2957 - LAP - Portable LED Screen Gunbalanya	750	750	-	-	-	-	750	750	-
Community Services Leadership	31,812	31,812	-	-	-	-	31,812	31,812	-
2992 - LAP - Community Skip Bins - Gunbalanya	25,000	25,000	-	-	-	-	25,000	25,000	-
2982 - LAP - Purchase of Men's Shed Fencing Materials - Gunbalanya	6,812	6,812	-	-	-	-	6,812	6,812	-
Lighting for Public Safety	13,425	13,425	-	-	-	-	13,425	13,425	-
2985 - LAP - SOLAR LIGHTS at GUNBALANYA BACK ROAD	13,425	13,425	-	-	-	-	13,425	13,425	-
Local Authorities Administration	88,697	88,697	-	-	-	-	88,697	88,697	-
2178 - Local Authorities Community Project Income	88,697	88,697	-	-	-	-	88,697	88,697	-
Local Roads	-	-	-	540,269	540,269	-	540,269	540,269	-
2388 - R2R - Main Road Gunbalanya - Lot 651 to Lot 330	-	-	-	540,269	540,269	-	540,269	540,269	-
Parks, Reserves & Open Spaces	280,027	117,800	162,227	-	162,227	(162,227)	280,027	280,027	-
2980 - LAP - Additional Garden Hard Structure at the Billabong	117,800	117,800	-	-	-	-	117,800	117,800	-
2951 - LAP - Children's Playground Co-contribution - Gunbalanya	47,090	-	47,090	-	47,090	(47,090)	47,090	47,090	-
2956 - LAP - Community Garden Hard Structure & Amenities Lot 649	72,321	-	72,321	-	72,321	(72,321)	72,321	72,321	-
2983 - LAP - Installation of hard structure at the Gunbalanya Office	42,816	-	42,816	-	42,816	(42,816)	42,816	42,816	-
Sport and Recreation	-	-	-	780,000	780,000	-	780,000	780,000	-
2386 - Gunbalanya Oval Lighting	-	-	-	780,000	780,000	-	780,000	780,000	-
Total Core Services Tied	449,362	287,135	162,227	1,320,269	1,482,496	(162,227)	1,769,631	1,769,631	-
COMMERCIAL SERVICES									
Total Commercial Services	1,568,682	978,141	590,542	-	-	-	1,568,682	978,141	590,542
COMMUNITY SERVICES									
Aged Care Services	486,582	663,542	(176,960)	-	-	-	486,582	663,542	(176,960)
3130 - eHCP - Home Care Packages Program from eTools	233,112	233,112	-	-	-	-	233,112	233,112	-
3001 - Home Care Packages Program (HCP)	253,469	170,467	83,002	-	-	-	253,469	170,467	83,002
3003 - NT Jobs Package - Aged Care	-	259,962	(259,962)	-	-	-	-	259,962	(259,962)
Community Safety Programs	796,871	1,132,247	(335,375)	-	-	-	796,871	1,132,247	(335,375)
3139 - Flexible Support Packages and COVID-19 Service Delivery C	71,615	71,615	-	-	-	-	71,615	71,615	-
3004 - Night Patrol	-	300,639	(300,639)	-	-	-	-	300,639	(300,639)



Budget Presentation Summary

Financial Year 2023/24

Description	Operational			Capital			Total		
	Income	Expenses	Net Result	Income	Expenses	Net Result	Income	Expenses	Net Result
3152 - TFHC - Womens Safe House NPA	200,202	200,202	-	-	-	-	200,202	200,202	-
3087 - Women's Safe House : Gunbalanya	525,054	559,791	(34,737)	-	-	-	525,054	559,791	(34,737)
Community Support Programs	44,316	43,621	695	-	-	-	44,316	43,621	695
3070 - Australia Day Grant	1,000	954	46	-	-	-	1,000	954	46
3145 - Celebrating Aboriginal Culture (Australia Day)	64	-	64	-	-	-	64	-	64
3120 - Domestic Family & Sexual Violence Program	35,652	35,652	-	-	-	-	35,652	35,652	-
3150 - Ninja Warrior Obstacle Course	7,600	7,015	585	-	-	-	7,600	7,015	585
Culture and Heritage	1,000	3,812	(2,812)	-	-	-	1,000	3,812	(2,812)
3141 - NAIDOC Week	-	2,812	(2,812)	-	-	-	-	2,812	(2,812)
3148 - International Women's Day – Library Event	1,000	1,000	-	-	-	-	1,000	1,000	-
Home and Community Care	161	33,469	(33,308)	-	-	-	161	33,469	(33,308)
3002 - Commonwealth Home Support Program (CHSP)	161	33,469	(33,308)	-	-	-	161	33,469	(33,308)
Radio Broadcasting Services	-	12,199	(12,199)	-	-	-	-	12,199	(12,199)
3025 - Deliver Indigenous Broadcasting Programs (RIBS)	-	12,199	(12,199)	-	-	-	-	12,199	(12,199)
Sport and Recreation	-	110,239	(110,239)	-	-	-	-	110,239	(110,239)
3012 - Remote Sport Program	-	110,239	(110,239)	-	-	-	-	110,239	(110,239)
Youth Programs	469	260,590	(260,121)	-	-	-	469	260,590	(260,121)
3154 - Sports and Recreation	469	260,590	(260,121)	-	-	-	469	260,590	(260,121)
Total Community Services	1,329,399	2,259,718	(930,319)	-	-	-	1,329,399	2,259,718	(930,319)
RESERVE FUND PROJECTS									
Commercial Leadership	-	-	-	2,930	2,930	-	2,930	2,930	-
5294 - Concrete Stand for Diesel Tank - Gunbalanya	-	-	-	2,930	2,930	-	2,930	2,930	-
Youth Programs	-	-	-	-	-	-	-	-	-
Total Reserve Fund Projects	-	-	-	2,930	2,930	-	2,930	2,930	-
Net Surplus / (Deficit) - Gunbalanya	4,878,182	5,606,089	(727,907)	1,323,199	1,485,426	(162,227)	6,201,381	7,091,515	(890,133)



Budget Presentation Summary

Financial Year 2023/24

Description	Operational			Capital			Total		
	Income	Expenses	Net Result	Income	Expenses	Net Result	Income	Expenses	Net Result
SDC: Jabiru									
CORE SERVICES UNTIED									
Administration & Customer Management	13,170	925,007	(911,837)	-	48,600	(48,600)	13,170	973,607	(960,437)
2012 - Community Service Delivery	13,170	925,007	(911,837)	-	48,600	(48,600)	13,170	973,607	(960,437)
Animal Control	41,637	25,751	15,886	-	-	-	41,637	25,751	15,886
2001 - Animal Control	41,637	25,751	15,886	-	-	-	41,637	25,751	15,886
Buildings & Facilities	553	609,382	(608,830)	-	68,410	(68,410)	553	677,792	(677,240)
2008 - Maintain & construct council controlled buildings & land	-	45,614	(45,614)	-	-	-	-	45,614	(45,614)
2049 - Maintain staff houses	553	563,768	(563,215)	-	68,410	(68,410)	553	632,178	(631,625)
Fleet	8,115	176,237	(168,122)	-	-	-	8,115	176,237	(168,122)
2048 - Maintain plant, equipment and motor vehicles	8,115	176,237	(168,122)	-	-	-	8,115	176,237	(168,122)
Governance	-	15,376	(15,376)	-	-	-	-	15,376	(15,376)
2023 - Conduct Council Elections	-	15,376	(15,376)	-	-	-	-	15,376	(15,376)
Infrastructure Services Leadership	73,982	73,982	-	-	-	-	73,982	73,982	-
2389 - Repairs to Water Damage - Jabiru Office	73,982	73,982	-	-	-	-	73,982	73,982	-
IT & Communications	-	11,337	(11,337)	-	-	-	-	11,337	(11,337)
2038 - Manage Information Technology and Communications	-	11,337	(11,337)	-	-	-	-	11,337	(11,337)
Lighting for Public Safety	-	80,212	(80,212)	-	-	-	-	80,212	(80,212)
2004 - Install and maintain street lights	-	80,212	(80,212)	-	-	-	-	80,212	(80,212)
Local Roads	-	279,151	(279,151)	-	-	-	-	279,151	(279,151)
2009 - Maintain local roads	-	279,151	(279,151)	-	-	-	-	279,151	(279,151)
Parks, Reserves & Open Spaces	5,593	471,351	(465,758)	-	-	-	5,593	471,351	(465,758)
2010 - Manage and maintain cemeteries	2,000	1,358	643	-	-	-	2,000	1,358	643
2017 - Parks and Public Open Space - including weed control	3,593	469,993	(466,400)	-	-	-	3,593	469,993	(466,400)
Public Relations	-	5,599	(5,599)	-	-	-	-	5,599	(5,599)
2021 - Support Civic and community events	-	5,599	(5,599)	-	-	-	-	5,599	(5,599)
Revenue Growth	1,330,448	-	1,330,448	-	-	-	1,330,448	-	1,330,448
2040 - Manage Rates and charges	1,330,448	-	1,330,448	-	-	-	1,330,448	-	1,330,448
Sport and Recreation	-	145,497	(145,497)	-	-	-	-	145,497	(145,497)
2218 - Sport and Recreation - Jabiru	-	145,497	(145,497)	-	-	-	-	145,497	(145,497)
Swimming Pools	69,500	392,820	(323,320)	-	-	-	69,500	392,820	(323,320)
2015 - Operate and maintain swimming pool	69,500	392,820	(323,320)	-	-	-	69,500	392,820	(323,320)



Budget Presentation Summary

Financial Year 2023/24

Description	Operational			Capital			Total		
	Income	Expenses	Net Result	Income	Expenses	Net Result	Income	Expenses	Net Result
Waste, Water & Sewerage Management	3,307,101	1,388,095	1,919,007	-	34,179	(34,179)	3,307,101	1,422,274	1,884,828
2145 - Sewerage Management	735,194	107,334	627,860	-	-	-	735,194	107,334	627,860
2013 - Waste Management	576,415	507,343	69,073	-	-	-	576,415	507,343	69,073
2143 - Water Management: Jabiru	1,995,492	773,418	1,222,073	-	34,179	(34,179)	1,995,492	807,597	1,187,894
Total Core Services Untied	4,850,099	4,599,796	250,303	-	151,189	(151,189)	4,850,099	4,750,985	99,114
CORE SERVICES TIED									
Libraries	140,085	140,494	(409)	409	-	409	140,494	140,494	-
2374 - CBF - Jabiru Library Upgrade	-	409	(409)	409	-	409	409	409	-
2144 - Library Service: Jabiru	140,085	140,085	-	-	-	-	140,085	140,085	-
Waste, Water & Sewerage Management	42,958	4,594	38,364	117,920	157,834	(39,914)	160,878	162,428	(1,550)
2377 - PIF - Sewerage Telemetry	-	180	(180)	117,920	119,290	(1,370)	117,920	119,470	(1,550)
4219 - Upgrade works at Sewerage ponds	42,958	4,414	38,544	-	38,544	(38,544)	42,958	42,958	-
Total Core Services Tied	183,043	145,088	37,955	118,329	157,834	(39,505)	301,372	302,922	(1,550)
COMMERCIAL SERVICES									
Total Commercial Services	3,202,306	3,767,440	(565,134)	-	-	-	3,202,306	3,767,440	(565,134)
COMMUNITY SERVICES									
Aged Care Services	97,801	350,343	(252,541)	-	-	-	97,801	350,343	(252,541)
3130 - eHCP - Home Care Packages Program from eTools	47,814	47,814	-	-	-	-	47,814	47,814	-
3001 - Home Care Packages Program (HCP)	49,987	132,990	(83,002)	-	-	-	49,987	132,990	(83,002)
3003 - NT Jobs Package - Aged Care	-	169,539	(169,539)	-	-	-	-	169,539	(169,539)
Children Services	66,666	66,666	-	-	-	-	66,666	66,666	-
3134 - Support Child Care Services - Jabiru	66,666	66,666	-	-	-	-	66,666	66,666	-
Community Safety Programs	10,377	10,377	-	-	-	-	10,377	10,377	-
3147 - Jabiru Safe and Healthy Youth Project	10,377	10,377	-	-	-	-	10,377	10,377	-
Community Support Programs	8,107	8,754	(647)	-	-	-	8,107	8,754	(647)
3070 - Australia Day Grant	-	219	(219)	-	-	-	-	219	(219)
3145 - Celebrating Aboriginal Culture (Australia Day)	507	350	157	-	-	-	507	350	157
3150 - Ninja Warrior Obstacle Course	7,600	8,185	(585)	-	-	-	7,600	8,185	(585)
Culture and Heritage	5,000	7,465	(2,465)	-	-	-	5,000	7,465	(2,465)
3141 - NAIDOC Week	-	2,465	(2,465)	-	-	-	-	2,465	(2,465)
3148 - International Women's Day – Library Event	1,000	1,000	-	-	-	-	1,000	1,000	-
3155 - National Australia Day Council - Australia Day Grant	4,000	4,000	-	-	-	-	4,000	4,000	-
Home and Community Care	-	79,836	(79,836)	-	-	-	-	79,836	(79,836)



Budget Presentation Summary

Financial Year 2023/24

Description	Operational			Capital			Total		
	Income	Expenses	Net Result	Income	Expenses	Net Result	Income	Expenses	Net Result
3002 - Commonwealth Home Support Program (CHSP)	-	79,836	(79,836)	-	-	-	-	79,836	(79,836)
Public Relations	-	3,325	(3,325)	-	-	-	-	3,325	(3,325)
3106 - Kakadu Triathlon	-	3,325	(3,325)	-	-	-	-	3,325	(3,325)
Sport and Recreation	-	6,073	(6,073)	-	-	-	-	6,073	(6,073)
3012 - Remote Sport Program	-	6,073	(6,073)	-	-	-	-	6,073	(6,073)
Total Community Services	187,951	532,838	(344,887)	-	-	-	187,951	532,838	(344,887)
RESERVE FUND PROJECTS									
Buildings & Facilities	-	-	-	-	-	-	-	-	-
Infrastructure Services Leadership	-	-	-	-	-	-	-	-	-
Local Roads	-	-	-	(752)	-	(752)	(752)	-	(752)
5197 - Roadworks Bagshaw Road Maningrida and Jabiru Drive Jabiru	-	-	-	(752)	-	(752)	(752)	-	(752)
Total Reserve Fund Projects	-	-	-	(752)	-	(752)	(752)	-	(752)
Net Surplus / (Deficit) - Jabiru	8,423,400	9,045,162	(621,762)	117,577	309,023	(191,446)	8,540,977	9,354,185	(813,208)



Budget Presentation Summary

Financial Year 2023/24

Description	Operational			Capital			Total		
	Income	Expenses	Net Result	Income	Expenses	Net Result	Income	Expenses	Net Result
SDC: Maningrida									
CORE SERVICES UNTIED									
Administration & Customer Management	53,063	524,199	(471,136)	-	9,615	(9,615)	53,063	533,813	(480,751)
2012 - Community Service Delivery	53,063	524,199	(471,136)	-	9,615	(9,615)	53,063	533,813	(480,751)
Animal Control	61,160	59,643	1,517	-	-	-	61,160	59,643	1,517
2001 - Animal Control	61,160	59,643	1,517	-	-	-	61,160	59,643	1,517
Buildings & Facilities	44,652	211,061	(166,409)	-	60,000	(60,000)	44,652	271,061	(226,409)
2008 - Maintain & construct council controlled buildings & land	-	32,458	(32,458)	-	-	-	-	32,458	(32,458)
2049 - Maintain staff houses	44,652	178,603	(133,951)	-	60,000	(60,000)	44,652	238,603	(193,951)
Fleet	67,919	102,211	(34,292)	-	-	-	67,919	102,211	(34,292)
2048 - Maintain plant, equipment and motor vehicles	67,919	102,211	(34,292)	-	-	-	67,919	102,211	(34,292)
Governance	-	10,006	(10,006)	-	-	-	-	10,006	(10,006)
2071 - Manage Council Governance	-	10,006	(10,006)	-	-	-	-	10,006	(10,006)
Infrastructure Services Leadership	-	32,618	(32,618)	-	21,500	(21,500)	-	54,118	(54,118)
2390 - Regional and Remote Burials Grant - MAN and WAR	-	-	-	-	21,500	(21,500)	-	21,500	(21,500)
2335 - Trade Services	-	32,618	(32,618)	-	-	-	-	32,618	(32,618)
IT & Communications	-	30,330	(30,330)	-	-	-	-	30,330	(30,330)
2038 - Manage Information Technology and Communications	-	30,330	(30,330)	-	-	-	-	30,330	(30,330)
Lighting for Public Safety	-	58,249	(58,249)	-	-	-	-	58,249	(58,249)
2004 - Install and maintain street lights	-	58,249	(58,249)	-	-	-	-	58,249	(58,249)
Local Roads	17,557	435,536	(417,979)	-	-	-	17,557	435,536	(417,979)
2009 - Maintain local roads	17,557	435,536	(417,979)	-	-	-	17,557	435,536	(417,979)
Parks, Reserves & Open Spaces	4,219	513,472	(509,253)	-	-	-	4,219	513,472	(509,253)
2010 - Manage and maintain cemeteries	1,000	7,744	(6,744)	-	-	-	1,000	7,744	(6,744)
2017 - Parks and Public Open Space - including weed control	3,219	505,728	(502,509)	-	-	-	3,219	505,728	(502,509)
Public Relations	-	1,780	(1,780)	-	-	-	-	1,780	(1,780)
2021 - Support Civic and community events	-	1,780	(1,780)	-	-	-	-	1,780	(1,780)
Revenue Growth	560,860	-	560,860	-	-	-	560,860	-	560,860
2040 - Manage Rates and charges	560,860	-	560,860	-	-	-	560,860	-	560,860
Swimming Pools	1,956	331,866	(329,910)	-	-	-	1,956	331,866	(329,910)
2015 - Operate and maintain swimming pool	1,956	331,866	(329,910)	-	-	-	1,956	331,866	(329,910)
Waste, Water & Sewerage Management	682,921	525,866	157,054	-	-	-	682,921	525,866	157,054



Budget Presentation Summary

Financial Year 2023/24

Description	Operational			Capital			Total		
	Income	Expenses	Net Result	Income	Expenses	Net Result	Income	Expenses	Net Result
2013 - Waste Management	682,921	525,866	157,054	-	-	-	682,921	525,866	157,054
Total Core Services Untied	1,494,306	2,836,837	(1,342,531)	-	91,115	(91,115)	1,494,306	2,927,952	(1,433,646)
CORE SERVICES TIED									
Animal Control	31,977	31,977	-	-	-	-	31,977	31,977	-
2967 - LAP - Animal Management Program	31,977	31,977	-	-	-	-	31,977	31,977	-
Community Services Leadership	80,000	80,000	-	-	-	-	80,000	80,000	-
2979 - LAP - New Year Fireworks - Maningrida	80,000	80,000	-	-	-	-	80,000	80,000	-
Community Support Programs	23,771	23,771	-	-	-	-	23,771	23,771	-
2952 - LAP - Community initiatives and events in Maningrida	23,771	23,771	-	-	-	-	23,771	23,771	-
Culture and Heritage	43,450	43,450	-	-	-	-	43,450	43,450	-
2981 - LAP - Additional installation of hard structure at Clinic	43,450	43,450	-	-	-	-	43,450	43,450	-
Infrastructure Services Leadership	147,494	103,403	44,090	-	44,090	(44,090)	147,494	147,494	-
2991 - LAP - Installation of outdoor gym equipment at the pool -	75,000	75,000	-	-	-	-	75,000	75,000	-
2989 - LAP - LAP Modifications to Health Clinic Hard Structures -	28,403	28,403	-	-	-	-	28,403	28,403	-
2973 - LAP - Purchase and Install New Seaside Bus shelters - MAN	44,090	-	44,090	-	44,090	(44,090)	44,090	44,090	-
Lighting for Public Safety	140,874	43,059	97,815	-	97,815	(97,815)	140,874	140,874	-
2988 - LAP - ADDITIONAL SOLAR LIGHTS - NEW SUBDIVISION A	38,433	38,433	-	-	-	-	38,433	38,433	-
2978 - LAP - Solar Lights a Basketball Courts/Bottom Camp/Office	97,815	-	97,815	-	97,815	(97,815)	97,815	97,815	-
2968 - LAP - Solar Lights at the TAKEWAY STORES - Maningrida	4,626	4,626	-	-	-	-	4,626	4,626	-
Local Authorities Administration	15,336	15,336	-	-	-	-	15,336	15,336	-
2178 - Local Authorities Community Project Income	15,336	15,336	-	-	-	-	15,336	15,336	-
Local Roads	-	-	-	2,690,211	2,690,211	-	2,690,211	2,690,211	-
2375 - LRCI Phase 3 - Malabam Road - Maningrida	-	-	-	1,077,668	1,077,668	-	1,077,668	1,077,668	-
2383 - LRCI Phase 4 - Malabam Road - Maningrida	-	-	-	540,268	540,268	-	540,268	540,268	-
2392 - LRCI Phase 4 - Part B - Malabam Road - Maningrida	-	-	-	311,638	311,638	-	311,638	311,638	-
2359 - Mala'la Rd - Maningrida - DIPL \$1m	-	-	-	220,368	220,368	-	220,368	220,368	-
2380 - R2R - Malala Road (non gazetted) Maningrida - From Lot 736	-	-	-	540,269	540,269	-	540,269	540,269	-
Sport and Recreation	509,227	67,474	441,754	540,466	982,220	(441,754)	1,049,693	1,049,693	-
2384 - ABA - Maningrida Oval Changerooms	-	-	-	540,466	540,466	-	540,466	540,466	-
2950 - LAP - Basketball Competitions - Maningrida	8,001	8,001	-	-	-	-	8,001	8,001	-
2945 - LAP - Construct 2 Half Basketball Courts- Maningrida	367,890	-	367,890	-	367,890	(367,890)	367,890	367,890	-
2972 - LAP - Installation of Bollards and Plaque at half basketball	2,106	-	2,106	-	2,106	(2,106)	2,106	2,106	-
2990 - LAP - Purchase of Additional Grandstands with shelter for	59,473	59,473	-	-	-	-	59,473	59,473	-
2977 - LAP - Purchase of Grandstands and Additional Pedestrian	71,758	-	71,758	-	71,758	(71,758)	71,758	71,758	-
Waste, Water & Sewerage Management	8,460	8,460	-	-	-	-	8,460	8,460	-



Budget Presentation Summary

Financial Year 2023/24

Description	Operational			Capital			Total		
	Income	Expenses	Net Result	Income	Expenses	Net Result	Income	Expenses	Net Result
2976 - LAP - Extension and Upgrade of WARC office public ablutions	8,460	8,460	-	-	-	-	8,460	8,460	-
Total Core Services Tied	1,000,590	416,930	583,659	3,230,677	3,814,336	(583,659)	4,231,267	4,231,267	-
COMMERCIAL SERVICES									
Total Commercial Services	1,272,531	1,153,023	119,508	-	-	-	1,272,531	1,153,023	119,508
COMMUNITY SERVICES									
Community Support Programs	1,000	1,694	(694)	-	-	-	1,000	1,694	(694)
3070 - Australia Day Grant	1,000	1,694	(694)	-	-	-	1,000	1,694	(694)
Culture and Heritage	-	1,518	(1,518)	-	-	-	-	1,518	(1,518)
3141 - NAIDOC Week	-	1,518	(1,518)	-	-	-	-	1,518	(1,518)
Radio Broadcasting Services	-	46,551	(46,551)	-	-	-	-	46,551	(46,551)
3025 - Deliver Indigenous Broadcasting Programs (RIBS)	-	46,551	(46,551)	-	-	-	-	46,551	(46,551)
Sport and Recreation	447	126,822	(126,376)	-	-	-	447	126,822	(126,376)
3012 - Remote Sport Program	447	126,822	(126,376)	-	-	-	447	126,822	(126,376)
Youth Programs	1,191	165,458	(164,266)	-	-	-	1,191	165,458	(164,266)
3154 - Sports and Recreation	431	164,697	(164,266)	-	-	-	431	164,697	(164,266)
3133 - Youth Mobile Gym Program - Maningrida	760	760	-	-	-	-	760	760	-
Total Community Services	2,638	342,044	(339,406)	-	-	-	2,638	342,044	(339,406)
RESERVE FUND PROJECTS									
Community Services Leadership	-	827	(827)	35,479	34,652	827	35,479	35,479	-
5279 - Purchase Ride on Mower - Maningrida	-	827	(827)	35,479	34,652	827	35,479	35,479	-
Local Roads	-	-	-	752	-	752	752	-	752
5197 - Roadworks Bagshaw Road Maningrida and Jabiru Drive Jabiru	-	-	-	752	-	752	752	-	752
Sport and Recreation	-								
Total Reserve Fund Projects	-	827	(827)	36,231	34,652	1,579	36,231	35,479	752
Net Surplus / (Deficit) - Maningrida	3,770,064	4,749,661	(979,597)	3,266,908	3,940,104	(673,195)	7,036,973	8,689,765	(1,652,792)



Budget Presentation Summary

Financial Year 2023/24

Description	Operational			Capital			Total		
	Income	Expenses	Net Result	Income	Expenses	Net Result	Income	Expenses	Net Result
SDC: Minjilang									
CORE SERVICES UNTIED									
Administration & Customer Management	20,500	465,654	(445,154)	-	-	-	20,500	465,654	(445,154)
2012 - Community Service Delivery	20,500	465,654	(445,154)	-	-	-	20,500	465,654	(445,154)
Animal Control	7,228	27,235	(20,007)	-	-	-	7,228	27,235	(20,007)
2001 - Animal Control	7,228	27,235	(20,007)	-	-	-	7,228	27,235	(20,007)
Buildings & Facilities	1,030	54,183	(53,153)	-	-	-	1,030	54,183	(53,153)
2008 - Maintain & construct council controlled buildings & land	-	2,833	(2,833)	-	-	-	-	2,833	(2,833)
2049 - Maintain staff houses	1,030	51,350	(50,320)	-	-	-	1,030	51,350	(50,320)
Fleet	167,943	246,626	(78,683)	-	-	-	167,943	246,626	(78,683)
2048 - Maintain plant, equipment and motor vehicles	7,000	119,816	(112,816)	-	-	-	7,000	119,816	(112,816)
2016 - Operate Fuel Storage Facility	160,943	126,810	34,133	-	-	-	160,943	126,810	34,133
Governance	-	9,805	(9,805)	-	-	-	-	9,805	(9,805)
2071 - Manage Council Governance	-	9,805	(9,805)	-	-	-	-	9,805	(9,805)
Infrastructure Services Leadership	-	-	-	50,000	50,000	-	50,000	50,000	-
2391 - Regional and Remote Burials Grant - MINJILNAG	-	-	-	50,000	50,000	-	50,000	50,000	-
IT & Communications	-	17,074	(17,074)	-	-	-	-	17,074	(17,074)
2038 - Manage Information Technology and Communications	-	17,074	(17,074)	-	-	-	-	17,074	(17,074)
Lighting for Public Safety	-	3,370	(3,370)	-	-	-	-	3,370	(3,370)
2004 - Install and maintain street lights	-	3,370	(3,370)	-	-	-	-	3,370	(3,370)
Local Roads	3,664	160,997	(157,333)	-	-	-	3,664	160,997	(157,333)
2009 - Maintain local roads	3,664	160,997	(157,333)	-	-	-	3,664	160,997	(157,333)
Parks, Reserves & Open Spaces	26,854	252,908	(226,054)	-	12,703	(12,703)	26,854	265,610	(238,757)
2010 - Manage and maintain cemeteries	-	12,315	(12,315)	-	-	-	-	12,315	(12,315)
2017 - Parks and Public Open Space - including weed control	26,854	240,592	(213,739)	-	12,703	(12,703)	26,854	253,295	(226,442)
Public Relations	-	1,900	(1,900)	-	-	-	-	1,900	(1,900)
2021 - Support Civic and community events	-	1,900	(1,900)	-	-	-	-	1,900	(1,900)
Revenue Growth	53,472	-	53,472	-	-	-	53,472	-	53,472
2040 - Manage Rates and charges	53,472	-	53,472	-	-	-	53,472	-	53,472
Waste, Water & Sewerage Management	66,872	223,424	(156,552)	-	-	-	66,872	223,424	(156,552)
2013 - Waste Management	66,872	223,424	(156,552)	-	-	-	66,872	223,424	(156,552)
Total Core Services Untied	347,563	1,463,176	(1,115,613)	50,000	62,703	(12,703)	397,563	1,525,879	(1,128,316)



Budget Presentation Summary

Financial Year 2023/24

Description	Operational			Capital			Total		
	Income	Expenses	Net Result	Income	Expenses	Net Result	Income	Expenses	Net Result
CORE SERVICES TIED									
Animal Control	3,366	3,366	-	-	-	-	3,366	3,366	-
2967 - LAP - Animal Management Program	3,366	3,366	-	-	-	-	3,366	3,366	-
Lighting for Public Safety	-	-	-	-	-	-	-	-	-
Local Authorities Administration	69,624	69,624	-	-	-	-	69,624	69,624	-
2178 - Local Authorities Community Project Income	69,624	69,624	-	-	-	-	69,624	69,624	-
Local Roads	4,480	4,480	-	-	-	-	4,480	4,480	-
2974 - LAP - 4 Speed Bump - Minilang	4,480	4,480	-	-	-	-	4,480	4,480	-
Sport and Recreation	29,150	29,150	-	-	-	-	29,150	29,150	-
2984 - LAP - Supply and Install General Purpose Power Outlet	29,150	29,150	-	-	-	-	29,150	29,150	-
Staff Housing	-	198	(198)	227,273	227,075	198	227,273	227,273	-
2393 - Critical upgrades to Miniilang staff housing;	-	198	(198)	227,273	227,075	198	227,273	227,273	-
Waste, Water & Sewerage Management	-	-	-	250,000	250,000	-	250,000	250,000	-
2394 - Purchase of a new garbage compactor for Miniilang -	-	-	-	250,000	250,000	-	250,000	250,000	-
Total Core Services Tied	106,620	106,818	(198)	477,273	477,075	198	583,893	583,893	-
COMMERCIAL SERVICES									
Total Commercial Services	767,109	413,436	353,673	-	-	-	767,109	413,436	353,673
COMMUNITY SERVICES									
Aged Care Services	-	1,478	(1,478)	-	-	-	-	1,478	(1,478)
3003 - NT Jobs Package - Aged Care	-	1,478	(1,478)	-	-	-	-	1,478	(1,478)
Children Services	729,507	571,458	158,048	-	152,211	(152,211)	729,507	723,669	5,837
3028 - Manage Creche	729,507	571,458	158,048	-	152,211	(152,211)	729,507	723,669	5,837
Community Safety Programs	-	301,438	(301,438)	-	-	-	-	301,438	(301,438)
3004 - Night Patrol	-	301,438	(301,438)	-	-	-	-	301,438	(301,438)
Community Support Programs	2,250	977	1,273	-	-	-	2,250	977	1,273
3070 - Australia Day Grant	1,000	977	23	-	-	-	1,000	977	23
3145 - Celebrating Aboriginal Culture (Australia Day)	1,250	-	1,250	-	-	-	1,250	-	1,250
Culture and Heritage	-	1,125	(1,125)	-	-	-	-	1,125	(1,125)
3141 - NAIDOC Week	-	1,125	(1,125)	-	-	-	-	1,125	(1,125)
Home and Community Care	-	27,010	(27,010)	-	-	-	-	27,010	(27,010)
3002 - Commonwealth Home Support Program (CHSP)	-	27,010	(27,010)	-	-	-	-	27,010	(27,010)



Budget Presentation Summary

Financial Year 2023/24

Description	Operational			Capital			Total		
	Income	Expenses	Net Result	Income	Expenses	Net Result	Income	Expenses	Net Result
Radio Broadcasting Services	-	10,970	(10,970)	-	-	-	-	10,970	(10,970)
3025 - Deliver Indigenous Broadcasting Programs (RIBS)	-	10,970	(10,970)	-	-	-	-	10,970	(10,970)
Sport and Recreation	-	23,064	(23,064)	-	-	-	-	23,064	(23,064)
3012 - Remote Sport Program	-	23,064	(23,064)	-	-	-	-	23,064	(23,064)
Youth Programs	-	97,913	(97,913)	-	-	-	-	97,913	(97,913)
3154 - Sports and Recreation	-	97,913	(97,913)	-	-	-	-	97,913	(97,913)
Total Community Services	731,757	1,035,432	(303,676)	-	152,211	(152,211)	731,757	1,187,643	(455,887)
RESERVE FUND PROJECTS									
Community Services Leadership	-	827	(827)	35,479	34,652	827	35,479	35,479	-
5280 - Purchase Ride on Mower - Minjilang	-	827	(827)	35,479	34,652	827	35,479	35,479	-
Total Reserve Fund Projects	-	827	(827)	35,479	34,652	827	35,479	35,479	-
Net Surplus / (Deficit) - Minjilang	1,953,049	3,019,690	(1,066,640)	562,752	726,641	(163,889)	2,515,801	3,746,330	(1,230,529)



Budget Presentation Summary

Financial Year 2023/24

Description	Operational			Capital			Total		
	Income	Expenses	Net Result	Income	Expenses	Net Result	Income	Expenses	Net Result
SDC: Warruwi									
CORE SERVICES UNTIED									
Administration & Customer Management	5,908	471,368	(465,461)	-	-	-	5,908	471,368	(465,461)
2012 - Community Service Delivery	5,908	471,368	(465,461)	-	-	-	5,908	471,368	(465,461)
Animal Control	11,537	46,871	(35,334)	-	-	-	11,537	46,871	(35,334)
2001 - Animal Control	11,537	46,871	(35,334)	-	-	-	11,537	46,871	(35,334)
Buildings & Facilities	33,171	109,077	(75,906)	-	32,553	(32,553)	33,171	141,630	(108,459)
2008 - Maintain & construct council controlled buildings & land	-	23,320	(23,320)	-	-	-	-	23,320	(23,320)
2049 - Maintain staff houses	33,171	85,757	(52,586)	-	32,553	(32,553)	33,171	118,310	(85,139)
Fleet	9,714	125,628	(115,914)	-	-	-	9,714	125,628	(115,914)
2048 - Maintain plant, equipment and motor vehicles	9,714	125,628	(115,914)	-	-	-	9,714	125,628	(115,914)
Governance	-	7,582	(7,582)	-	-	-	-	7,582	(7,582)
2071 - Manage Council Governance	-	7,582	(7,582)	-	-	-	-	7,582	(7,582)
Infrastructure Services Leadership	-	-	-	-	21,500	(21,500)	-	21,500	(21,500)
2390 - Regional and Remote Burials Grant - MAN and WAR	-	-	-	-	21,500	(21,500)	-	21,500	(21,500)
IT & Communications	-	18,018	(18,018)	-	-	-	-	18,018	(18,018)
2038 - Manage Information Technology and Communications	-	18,018	(18,018)	-	-	-	-	18,018	(18,018)
Lighting for Public Safety	-	7,993	(7,993)	-	-	-	-	7,993	(7,993)
2004 - Install and maintain street lights	-	7,993	(7,993)	-	-	-	-	7,993	(7,993)
Local Roads	-	245,190	(245,190)	-	-	-	-	245,190	(245,190)
2009 - Maintain local roads	-	245,190	(245,190)	-	-	-	-	245,190	(245,190)
Parks, Reserves & Open Spaces	11,013	295,640	(284,626)	-	-	-	11,013	295,640	(284,626)
2017 - Parks and Public Open Space - including weed control	11,013	295,640	(284,626)	-	-	-	11,013	295,640	(284,626)
Public Relations	-	1,900	(1,900)	-	-	-	-	1,900	(1,900)
2021 - Support Civic and community events	-	1,900	(1,900)	-	-	-	-	1,900	(1,900)
Revenue Growth	85,043	-	85,043	-	-	-	85,043	-	85,043
2040 - Manage Rates and charges	85,043	-	85,043	-	-	-	85,043	-	85,043
Waste, Water & Sewerage Management	105,801	295,360	(189,559)	-	-	-	105,801	295,360	(189,559)
2013 - Waste Management	105,801	295,360	(189,559)	-	-	-	105,801	295,360	(189,559)
Total Core Services Untied	262,187	1,624,627	(1,362,440)	-	54,053	(54,053)	262,187	1,678,680	(1,416,493)
CORE SERVICES TIED									



Budget Presentation Summary

Financial Year 2023/24

Description	Operational			Capital			Total		
	Income	Expenses	Net Result	Income	Expenses	Net Result	Income	Expenses	Net Result
Animal Control	5,049	5,049	-	-	-	-	5,049	5,049	-
2967 - LAP - Animal Management Program	5,049	5,049	-	-	-	-	5,049	5,049	-
Buildings & Facilities	-	35,210	(35,210)	415,000	379,790	35,210	415,000	415,000	-
2381 - Warruwi Community Hall Upgrade	-	35,210	(35,210)	415,000	379,790	35,210	415,000	415,000	-
Commercial Leadership	15,000	15,000	-	-	-	-	15,000	15,000	-
2385 - DCMC - Local Decision Making Warruwi	15,000	15,000	-	-	-	-	15,000	15,000	-
Community Services Leadership	26,684	26,684	-	-	-	-	26,684	26,684	-
2986 - LAP - Solar Pump System – Warruwi Airport	12,879	12,879	-	-	-	-	12,879	12,879	-
2987 - LAP - Warruwi Office Design Resolution	13,805	13,805	-	-	-	-	13,805	13,805	-
Local Authorities Administration	82,044	82,044	-	-	-	-	82,044	82,044	-
2178 - Local Authorities Community Project Income	82,044	82,044	-	-	-	-	82,044	82,044	-
Parks, Reserves & Open Spaces	12,500	-	12,500	-	12,500	(12,500)	12,500	12,500	-
2959 - LAP - Replace Solar Lights - Warruwi	12,500	-	12,500	-	12,500	(12,500)	12,500	12,500	-
Total Core Services Tied	141,277	163,987	(22,710)	415,000	392,290	22,710	556,277	556,277	-
COMMERCIAL SERVICES									
Total Commercial Services	846,455	496,292	350,162	-	-	-	846,455	496,292	350,162
COMMUNITY SERVICES									
Aged Care Services	-	196,355	(196,355)	-	-	-	-	196,355	(196,355)
3003 - NT Jobs Package - Aged Care	-	196,355	(196,355)	-	-	-	-	196,355	(196,355)
Children Services	650,433	656,270	(5,837)	-	-	-	650,433	656,270	(5,837)
3028 - Manage Creche	544,215	550,052	(5,837)	-	-	-	544,215	550,052	(5,837)
3009 - Warruwi Outside School Hours Care	106,218	106,218	-	-	-	-	106,218	106,218	-
Community Safety Programs	-	370,229	(370,229)	-	-	-	-	370,229	(370,229)
3004 - Night Patrol	-	370,229	(370,229)	-	-	-	-	370,229	(370,229)
Community Support Programs	1,250	630	620	-	-	-	1,250	630	620
3145 - Celebrating Aboriginal Culture (Australia Day)	1,250	630	620	-	-	-	1,250	630	620
Culture and Heritage	4,000	6,596	(2,596)	-	-	-	4,000	6,596	(2,596)
3141 - NAIDOC Week	-	2,596	(2,596)	-	-	-	-	2,596	(2,596)
3155 - National Australia Day Council - Australia Day Grant	4,000	4,000	-	-	-	-	4,000	4,000	-
Home and Community Care	200	59,916	(58,916)	-	-	-	200	59,916	(58,916)
3002 - Commonwealth Home Support Program (CHSP)	-	58,916	(58,916)	-	-	-	-	58,916	(58,916)
3089 - Power Cards for Community Care Clients	200	200	-	-	-	-	200	200	-



Budget Presentation Summary

Financial Year 2023/24

Description	Operational			Capital			Total		
	Income	Expenses	Net Result	Income	Expenses	Net Result	Income	Expenses	Net Result
Radio Broadcasting Services	-	40,074	(40,074)	-	-	-	-	40,074	(40,074)
3025 - Deliver Indigenous Broadcasting Programs (RIBS)	-	40,074	(40,074)	-	-	-	-	40,074	(40,074)
Sport and Recreation	-	88,800	(88,800)	-	-	-	-	88,800	(88,800)
3012 - Remote Sport Program	-	88,800	(88,800)	-	-	-	-	88,800	(88,800)
Youth Programs	-	78,010	(78,010)	-	-	-	-	78,010	(78,010)
3154 - Sports and Recreation	-	78,010	(78,010)	-	-	-	-	78,010	(78,010)
Total Community Services	655,883	1,496,080	(840,197)	-	-	-	655,883	1,496,080	(840,197)
RESERVE FUND PROJECTS									
Community Services Leadership	-	-	-	-	-	-	-	-	-
Local Roads	-	-	-	43,480	43,480	-	43,480	43,480	-
5167 - Kerb and Channel Airport to Workshop Road - Warruwi	-	-	-	43,480	43,480	-	43,480	43,480	-
Waste, Water & Sewerage Management	-	-	-	5,735	5,735	-	5,735	5,735	-
5284 - Purchase Isuzu Russ Garbage Compactor - Warruwi	-	-	-	5,735	5,735	-	5,735	5,735	-
Total Reserve Fund Projects	-	-	-	49,215	49,215	-	49,215	49,215	-
Net Surplus / (Deficit) - Warruwi	1,905,801	3,780,986	(1,875,185)	464,215	495,558	(31,343)	2,370,016	4,276,544	(1,906,528)



Budget Presentation Summary

Financial Year 2023/24

Description	Operational			Capital			Total		
	Income	Expenses	Net Result	Income	Expenses	Net Result	Income	Expenses	Net Result
SDC: All									
CORE SERVICES UNTIED									
Administration & Customer Management	3,647,099	3,450,095	197,004	-	58,215	(58,215)	3,647,099	3,508,309	138,789
2012 - Community Service Delivery	3,647,099	3,450,095	197,004	-	58,215	(58,215)	3,647,099	3,508,309	138,789
Administration of Local Laws	26,892	192,287	(165,395)	-	-	-	26,892	192,287	(165,395)
2030 - Manage Technical Services	26,892	192,287	(165,395)	-	-	-	26,892	192,287	(165,395)
Advocacy and Representation	-	591,409	(591,409)	-	-	-	-	591,409	(591,409)
2028 - Executive leadership CEO	-	591,409	(591,409)	-	-	-	-	591,409	(591,409)
Animal Control	157,841	189,311	(31,470)	-	-	-	157,841	189,311	(31,470)
2001 - Animal Control	157,841	189,311	(31,470)	-	-	-	157,841	189,311	(31,470)
Asset Management	-	128,856	(128,856)	-	-	-	-	128,856	(128,856)
2058 - Manage Assets	-	128,856	(128,856)	-	-	-	-	128,856	(128,856)
Buildings & Facilities	2,037,658	1,520,186	517,471	-	160,963	(160,963)	2,037,658	1,681,149	356,508
2008 - Maintain & construct council controlled buildings & land	5,433	271,590	(266,158)	-	-	-	5,433	271,590	(266,158)
2049 - Maintain staff houses	2,032,225	1,248,596	783,629	-	160,963	(160,963)	2,032,225	1,409,559	622,666
Culture and Heritage	-	203,176	(203,176)	-	-	-	-	203,176	(203,176)
2350 - Cultural Safety & Partnerships	-	203,176	(203,176)	-	-	-	-	203,176	(203,176)
Exec/Corporate Services	-	100,408	(100,408)	-	-	-	-	100,408	(100,408)
2065 - Executive Officer - Advocacy and Strategy	-	40,493	(40,493)	-	-	-	-	40,493	(40,493)
2234 - Manage Organisational Growth	-	59,915	(59,915)	-	-	-	-	59,915	(59,915)
Financial Management	3,163,079	1,298,496	1,864,583	-	-	-	3,163,079	1,298,496	1,864,583
2025 - Corporate Financial Management	3,163,079	1,298,496	1,864,583	-	-	-	3,163,079	1,298,496	1,864,583
Fleet	1,276,333	1,161,000	115,333	93,727	119,292	(25,565)	1,370,060	1,280,292	89,768
2048 - Maintain plant, equipment and motor vehicles	1,051,388	990,118	61,271	93,727	119,292	(25,565)	1,145,116	1,109,410	35,706
2016 - Operate Fuel Storage Facility	224,945	170,883	54,062	-	-	-	224,945	170,883	54,062
Governance	-	996,864	(996,864)	-	-	-	-	996,864	(996,864)
2023 - Conduct Council Elections	-	48,706	(48,706)	-	-	-	-	48,706	(48,706)
2071 - Manage Council Governance	-	948,158	(948,158)	-	-	-	-	948,158	(948,158)
Human Resources	23,253	978,593	(955,339)	-	-	-	23,253	978,593	(955,339)
2037 - Human Resource Management	5,000	783,912	(778,912)	-	-	-	5,000	783,912	(778,912)
2333 - Learning and Development	18,253	90,913	(72,660)	-	-	-	18,253	90,913	(72,660)
2039 - Manage Work Health and Safety	-	103,768	(103,768)	-	-	-	-	103,768	(103,768)
Infrastructure Services Leadership	73,982	106,600	(32,618)	93,000	93,000	-	166,982	199,600	(32,618)
2390 - Regional and Remote Burials Grant - MAN and WAR	-	-	-	43,000	43,000	-	43,000	43,000	-



Budget Presentation Summary

Financial Year 2023/24

Description	Operational			Capital			Total		
	Income	Expenses	Net Result	Income	Expenses	Net Result	Income	Expenses	Net Result
2391 - Regional and Remote Burials Grant - MINJILNAG	-	-	-	50,000	50,000	-	50,000	50,000	-
2389 - Repairs to Water Damage - Jabiru Office	73,982	73,982	-	-	-	-	73,982	73,982	-
2335 - Trade Services	-	32,618	(32,618)	-	-	-	-	32,618	(32,618)
IT & Communications	821,455	1,324,613	(503,159)	-	-	-	821,455	1,324,613	(503,159)
2235 - ICT Transition	22,727	93,609	(70,881)	-	-	-	22,727	93,609	(70,881)
2038 - Manage Information Technology and Communications	798,727	1,231,005	(432,278)	-	-	-	798,727	1,231,005	(432,278)
Lighting for Public Safety	-	171,397	(171,397)	-	-	-	-	171,397	(171,397)
2004 - Install and maintain street lights	-	171,397	(171,397)	-	-	-	-	171,397	(171,397)
Local Roads	1,503,831	1,623,973	(120,142)	-	-	-	1,503,831	1,623,973	(120,142)
2009 - Maintain local roads	1,503,831	1,623,973	(120,142)	-	-	-	1,503,831	1,623,973	(120,142)
Parks, Reserves & Open Spaces	53,364	1,836,345	(1,782,981)	-	12,703	(12,703)	53,364	1,849,047	(1,795,684)
2010 - Manage and maintain cemeteries	3,000	27,273	(24,273)	-	-	-	3,000	27,273	(24,273)
2017 - Parks and Public Open Space - including weed control	50,364	1,809,071	(1,758,708)	-	12,703	(12,703)	50,364	1,821,774	(1,771,410)
Public Relations	100	196,893	(196,793)	-	-	-	100	196,893	(196,793)
2042 - Public Relations and Communications	-	177,827	(177,827)	-	-	-	-	177,827	(177,827)
2156 - Publish the West Arnhem Wire Newsletter	100	5,987	(5,886)	-	-	-	100	5,987	(5,886)
2021 - Support Civic and community events	-	13,079	(13,079)	-	-	-	-	13,079	(13,079)
Records Management	-	123,932	(123,932)	-	-	-	-	123,932	(123,932)
2035 - Records Management	-	123,932	(123,932)	-	-	-	-	123,932	(123,932)
Revenue Growth	3,227,964	15,405	3,212,559	-	-	-	3,227,964	15,405	3,212,559
2109 - Manage Council Investments	180,000	-	180,000	-	-	-	180,000	-	180,000
2040 - Manage Rates and charges	3,047,964	15,405	3,032,559	-	-	-	3,047,964	15,405	3,032,559
Risk Management	1,570,723	1,485,851	84,872	-	-	-	1,570,723	1,485,851	84,872
2036 - Manage corporate risk	1,570,723	1,480,251	90,472	-	-	-	1,570,723	1,480,251	90,472
2205 - Manage Internal Audit : Region	-	5,600	(5,600)	-	-	-	-	5,600	(5,600)
Sport and Recreation	66,032	211,529	(145,497)	-	-	-	66,032	211,529	(145,497)
3142 - Kurrung Sports Carnival - Sport Australia	66,032	66,032	-	-	-	-	66,032	66,032	-
2218 - Sport and Recreation - Jabiru	-	145,497	(145,497)	-	-	-	-	145,497	(145,497)
Swimming Pools	71,456	724,686	(653,230)	-	-	-	71,456	724,686	(653,230)
2015 - Operate and maintain swimming pool	71,456	724,686	(653,230)	-	-	-	71,456	724,686	(653,230)
Waste, Water & Sewerage Management	4,532,004	2,976,559	1,555,446	-	34,179	(34,179)	4,532,004	3,010,738	1,521,267
2145 - Sewerage Management	735,194	107,334	627,860	-	-	-	735,194	107,334	627,860
2013 - Waste Management	1,801,319	2,095,806	(294,488)	-	-	-	1,801,319	2,095,806	(294,488)
2143 - Water Management: Jabiru	1,995,492	773,418	1,222,073	-	34,179	(34,179)	1,995,492	807,597	1,187,894
Total Core Services Untied	22,253,065	21,608,463	644,602	186,727	478,351	(291,624)	22,439,792	22,086,814	352,978



Budget Presentation Summary

Financial Year 2023/24

Description	Operational			Capital			Total		
	Income	Expenses	Net Result	Income	Expenses	Net Result	Income	Expenses	Net Result
CORE SERVICES TIED									
Animal Control	70,331	70,331	-	-	-	-	70,331	70,331	-
2967 - LAP - Animal Management Program	70,331	70,331	-	-	-	-	70,331	70,331	-
Buildings & Facilities	4,714	39,924	(35,210)	415,000	379,790	35,210	419,714	419,714	-
2993 - LAP - External Chilled Water Fountain at the Council Office	4,714	4,714	-	-	-	-	4,714	4,714	-
2381 - Warruwi Community Hall Upgrade	-	35,210	(35,210)	415,000	379,790	35,210	415,000	415,000	-
Commercial Leadership	15,000	15,000	-	-	-	-	15,000	15,000	-
2385 - DCMC - Local Decision Making Warruwi	15,000	15,000	-	-	-	-	15,000	15,000	-
Community Safety Programs	750	750	-	-	-	-	750	750	-
2957 - LAP - Portable LED Screen Gunbalanya	750	750	-	-	-	-	750	750	-
Community Services Leadership	186,555	210,998	(24,442)	75,158	165,584	(90,426)	261,714	376,582	(114,868)
2992 - LAP - Community Skip Bins - Gunbalanya	25,000	25,000	-	-	-	-	25,000	25,000	-
2979 - LAP - New Year Fireworks - Maningrida	80,000	80,000	-	-	-	-	80,000	80,000	-
2982 - LAP - Purchase of Men's Shed Fencing Materials - Gunbalanya	6,812	6,812	-	-	-	-	6,812	6,812	-
2986 - LAP - Solar Pump System - Warruwi Airport	12,879	12,879	-	-	-	-	12,879	12,879	-
2987 - LAP - Warruwi Office Design Resolution	13,805	13,805	-	-	-	-	13,805	13,805	-
2373 - Preparing Australian Communities - LED Screens	-	24,442	(24,442)	75,158	165,584	(90,426)	75,158	190,026	(114,868)
2387 - Seeding New Investment	48,060	48,060	-	-	-	-	48,060	48,060	-
Community Support Programs	23,771	23,771	-	-	-	-	23,771	23,771	-
2952 - LAP - Community initiatives and events in Maningrida	23,771	23,771	-	-	-	-	23,771	23,771	-
Culture and Heritage	43,450	43,450	-	-	-	-	43,450	43,450	-
2981 - LAP - Additional installation of hard structure at Clinic	43,450	43,450	-	-	-	-	43,450	43,450	-
Financial Management	794,000	794,000	-	-	-	-	794,000	794,000	-
2070 - Indigenous Jobs Development Funding - DHCD	794,000	794,000	-	-	-	-	794,000	794,000	-
Infrastructure Services Leadership	147,494	103,403	44,090	-	44,090	(44,090)	147,494	147,494	-
2991 - LAP - Installation of outdoor gym equipment at the pool -	75,000	75,000	-	-	-	-	75,000	75,000	-
2989 - LAP - LAP Modifications to Health Clinic Hard Structures -	28,403	28,403	-	-	-	-	28,403	28,403	-
2973 - LAP - Purchase and Install New Seaside Bus shelters - MAN	44,090	-	44,090	-	44,090	(44,090)	44,090	44,090	-
Libraries	140,085	140,494	(409)	409	-	409	140,494	140,494	-
2374 - CBF - Jabiru Library Upgrade	-	409	(409)	409	-	409	409	409	-
2144 - Library Service: Jabiru	140,085	140,085	-	-	-	-	140,085	140,085	-
Lighting for Public Safety	154,299	56,484	97,815	-	97,815	(97,815)	154,299	154,299	-
2988 - LAP - ADDITIONAL SOLAR LIGHTS - NEW SUBDIVISION A	38,433	38,433	-	-	-	-	38,433	38,433	-
2978 - LAP - Solar Lights a Basketball Courts/Bottom Camp/Office	97,815	-	97,815	-	97,815	(97,815)	97,815	97,815	-
2985 - LAP - SOLAR LIGHTS at GUNBALANYA BACK ROAD	13,425	13,425	-	-	-	-	13,425	13,425	-
2968 - LAP - Solar Lights at the TAKEWAY STORES - Maningrida	4,626	4,626	-	-	-	-	4,626	4,626	-



Budget Presentation Summary

Financial Year 2023/24

Description	Operational			Capital			Total		
	Income	Expenses	Net Result	Income	Expenses	Net Result	Income	Expenses	Net Result
Local Authorities Administration	255,701	255,701	-	-	-	-	255,701	255,701	-
2178 - Local Authorities Community Project Income	255,701	255,701	-	-	-	-	255,701	255,701	-
Local Roads	95,932	4,480	91,453	3,139,028	3,230,480	(91,453)	3,234,960	3,234,960	-
2974 - LAP - 4 Speed Bump - Minililang	4,480	4,480	-	-	-	-	4,480	4,480	-
2330 - LRCI Phase 1 and 2 - Malabam Road - Income	91,453	-	91,453	(91,453)	-	(91,453)	-	-	-
2375 - LRCI Phase 3 - Malabam Road - Maningrida	-	-	-	1,077,668	1,077,668	-	1,077,668	1,077,668	-
2383 - LRCI Phase 4 - Malabam Road - Maningrida	-	-	-	540,268	540,268	-	540,268	540,268	-
2392 - LRCI Phase 4 - Part B - Malabam Road - Maningrida	-	-	-	311,638	311,638	-	311,638	311,638	-
2359 - Mala'la Rd - Maningrida - DIPL \$1m	-	-	-	220,368	220,368	-	220,368	220,368	-
2388 - R2R - Main Road Gunbalanya - Lot 651 to Lot 330	-	-	-	540,269	540,269	-	540,269	540,269	-
2380 - R2R - Malala Road (non gazetted) Maningrida - From Lot 736	-	-	-	540,269	540,269	-	540,269	540,269	-
Parks, Reserves & Open Spaces	292,527	117,800	174,727	-	174,727	(174,727)	292,527	292,527	-
2980 - LAP - Additional Garden Hard Structure at the Billabong	117,800	117,800	-	-	-	-	117,800	117,800	-
2951 - LAP - Children's Playground Co-contribution - Gunbalanya	47,090	-	47,090	-	47,090	(47,090)	47,090	47,090	-
2956 - LAP - Community Garden Hard Structure & Amenities Lot 649	72,321	-	72,321	-	72,321	(72,321)	72,321	72,321	-
2983 - LAP - Installation of hard structure at the Gunbalanya Office	42,816	-	42,816	-	42,816	(42,816)	42,816	42,816	-
2959 - LAP - Replace Solar Lights - Warruwi	12,500	-	12,500	-	12,500	(12,500)	12,500	12,500	-
Sport and Recreation	538,377	96,624	441,754	1,320,466	1,762,220	(441,754)	1,858,843	1,858,843	-
2384 - ABA - Maningrida Oval Changerooms	-	-	-	540,466	540,466	-	540,466	540,466	-
2386 - Gunbalanya Oval Lighting	-	-	-	780,000	780,000	-	780,000	780,000	-
2950 - LAP - Basketball Competitions - Maningrida	8,001	8,001	-	-	-	-	8,001	8,001	-
2945 - LAP - Construct 2 Half Basketball Courts- Maningrida	367,890	-	367,890	-	367,890	(367,890)	367,890	367,890	-
2972 - LAP - Installation of Bollards and Plaque at half basketball	2,106	-	2,106	-	2,106	(2,106)	2,106	2,106	-
2990 - LAP - Purchase of Additional Grandstands with shelter for	59,473	59,473	-	-	-	-	59,473	59,473	-
2977 - LAP - Purchase of Grandstands and Additional Pedestrian	71,758	-	71,758	-	71,758	(71,758)	71,758	71,758	-
2984 - LAP - Supply and Install General Purpose Power Outlet	29,150	29,150	-	-	-	-	29,150	29,150	-
Staff Housing	-	198	(198)	227,273	227,075	198	227,273	227,273	-
2393 - Critical upgrades to Miniilang staff housing;	-	198	(198)	227,273	227,075	198	227,273	227,273	-
Waste, Water & Sewerage Management	51,418	76,054	(24,636)	516,720	493,634	23,086	568,138	569,688	(1,550)
2976 - LAP - Extension and Upgrade of WARC office public ablutions	8,460	8,460	-	-	-	-	8,460	8,460	-
2377 - PIF - Sewerage Telemetry	-	180	(180)	117,920	119,290	(1,370)	117,920	119,470	(1,550)
2394 - Purchase of a new garbage compactor for Miniilang -	-	-	-	250,000	250,000	-	250,000	250,000	-
4219 - Upgrade works at Sewerage ponds	42,958	4,414	38,544	-	38,544	(38,544)	42,958	42,958	-
2352 - WaRM - Waste and Resource Management	-	63,000	(63,000)	148,800	85,800	63,000	148,800	148,800	-
Total Core Services Tied	2,814,404	2,049,461	764,943	5,694,053	6,575,415	(881,361)	8,508,457	8,624,875	(116,418)
COMMERCIAL SERVICES									
Total Commercial Services	7,909,446	7,718,244	191,202	-	-	-	7,909,446	7,718,244	191,202
COMMUNITY SERVICES									
Advocacy and Representation	-	1,994	(1,994)	-	-	-	-	1,994	(1,994)



Budget Presentation Summary

Financial Year 2023/24

Description	Operational			Capital			Total		
	Income	Expenses	Net Result	Income	Expenses	Net Result	Income	Expenses	Net Result
3153 - Voice 2 Parliament Referendum Expenditure	-	1,994	(1,994)	-	-	-	-	1,994	(1,994)
Aged Care Services	1,573,542	1,573,542	-	-	-	-	1,573,542	1,573,542	-
3127 - Aged Care Transitional Support	45,799	45,799	-	-	-	-	45,799	45,799	-
3130 - eHCP - Home Care Packages Program from eTools	280,926	280,926	-	-	-	-	280,926	280,926	-
3001 - Home Care Packages Program (HCP)	303,457	303,457	-	-	-	-	303,457	303,457	-
3003 - NT Jobs Package - Aged Care	943,360	943,360	-	-	-	-	943,360	943,360	-
Children Services	1,446,605	1,294,394	152,211	-	152,211	(152,211)	1,446,605	1,446,605	-
3028 - Manage Creche	1,273,722	1,121,511	152,211	-	152,211	(152,211)	1,273,722	1,273,722	-
3134 - Support Child Care Services - Jabiru	66,666	66,666	-	-	-	-	66,666	66,666	-
3009 - Warruwi Outside School Hours Care	106,218	106,218	-	-	-	-	106,218	106,218	-
Community Safety Programs	1,962,078	2,017,196	(55,117)	-	-	-	1,962,078	2,017,196	(55,117)
3139 - Flexible Support Packages and COVID-19 Service Delivery C	71,615	71,615	-	-	-	-	71,615	71,615	-
3147 - Jabiru Safe and Healthy Youth Project	10,377	10,377	-	-	-	-	10,377	10,377	-
3004 - Night Patrol	1,153,696	1,174,077	(20,381)	-	-	-	1,153,696	1,174,077	(20,381)
3129 - Strong Women for Healthy Country Network Forum	1,135	1,135	-	-	-	-	1,135	1,135	-
3152 - TFHC - Womens Safe House NPA	200,202	200,202	-	-	-	-	200,202	200,202	-
3087 - Women's Safe House : Gunbalanya	525,054	559,791	(34,737)	-	-	-	525,054	559,791	(34,737)
Community Services Leadership	50,000	426,203	(376,203)	-	-	-	50,000	426,203	(376,203)
3146 - Indigenous Skills and Employment Program	50,000	50,000	-	-	-	-	50,000	50,000	-
3068 - Manage Community Services	-	376,203	(376,203)	-	-	-	-	376,203	(376,203)
Community Support Programs	102,467	102,935	(468)	-	-	-	102,467	102,935	(468)
3070 - Australia Day Grant	3,376	3,844	(468)	-	-	-	3,376	3,844	(468)
3119 - Boundless possible Instagram Campaign	400	400	-	-	-	-	400	400	-
3145 - Celebrating Aboriginal Culture (Australia Day)	3,071	3,071	-	-	-	-	3,071	3,071	-
3120 - Domestic Family & Sexual Violence Program	35,652	35,652	-	-	-	-	35,652	35,652	-
3121 - Mental Health and Suicide and Suicide Prevention awareness	44,137	44,137	-	-	-	-	44,137	44,137	-
3150 - Ninja Warrior Obstacle Course	15,200	15,200	-	-	-	-	15,200	15,200	-
3126 - Territory Day Community Grant	631	631	-	-	-	-	631	631	-
Culture and Heritage	79,924	79,924	-	-	-	-	79,924	79,924	-
3141 - NAIDOC Week	24,924	24,924	-	-	-	-	24,924	24,924	-
3148 - International Women's Day – Library Event	2,000	2,000	-	-	-	-	2,000	2,000	-
3155 - National Australia Day Council - Australia Day Grant	8,000	8,000	-	-	-	-	8,000	8,000	-
3151 - NIAA - Local Investments Funding	45,000	45,000	-	-	-	-	45,000	45,000	-
Home and Community Care	1,380,603	1,371,258	9,346	-	-	-	1,380,603	1,371,258	9,346
3002 - Commonwealth Home Support Program (CHSP)	243,445	234,099	9,346	-	-	-	243,445	234,099	9,346
3135 - E-Tools - Commonwealth Home Support Program (CHSP)	1,136,958	1,136,958	-	-	-	-	1,136,958	1,136,958	-
3089 - Power Cards for Community Care Clients	200	200	-	-	-	-	200	200	-
Public Relations	-	3,325	(3,325)	-	-	-	-	3,325	(3,325)
3106 - Kakadu Triathlon	-	3,325	(3,325)	-	-	-	-	3,325	(3,325)



Budget Presentation Summary

Financial Year 2023/24

Description	Operational			Capital			Total		
	Income	Expenses	Net Result	Income	Expenses	Net Result	Income	Expenses	Net Result
Radio Broadcasting Services	168,673	168,673	-	-	-	-	168,673	168,673	-
3025 - Deliver Indigenous Broadcasting Programs (RIBS)	156,344	156,344	-	-	-	-	156,344	156,344	-
3131 - TEABBA Staff Funding - Indigenous Broadcasting Prgm (RIBS)	12,329	12,329	-	-	-	-	12,329	12,329	-
Sport and Recreation	429,094	429,094	-	-	-	-	429,094	429,094	-
3012 - Remote Sport Program	429,088	429,088	-	-	-	-	429,088	429,088	-
3112 - Remote Sports Voucher Program	6	6	-	-	-	-	6	6	-
Youth Programs	846,024	846,024	-	-	-	-	846,024	846,024	-
3154 - Sports and Recreation	845,264	845,264	-	-	-	-	845,264	845,264	-
3133 - Youth Mobile Gym Program - Maningrida	760	760	-	-	-	-	760	760	-
Total Community Services	8,039,011	8,314,562	(275,551)	-	152,211	(152,211)	8,039,011	8,466,773	(427,762)
RESERVE FUND PROJECTS									
Buildings & Facilities	-	-	-	-	-	-	-	-	-
Commercial Leadership	-	-	-	2,930	2,930	-	2,930	2,930	-
5294 - Concrete Stand for Diesel Tank - Gunbalanya	-	-	-	2,930	2,930	-	2,930	2,930	-
Community Services Leadership	-	1,653	(1,653)	70,958	69,305	1,653	70,958	70,958	-
5279 - Purchase Ride on Mower - Maningrida	-	827	(827)	35,479	34,652	827	35,479	35,479	-
5280 - Purchase Ride on Mower - Minjilang	-	827	(827)	35,479	34,652	827	35,479	35,479	-
Infrastructure Services Leadership	-	-	-	-	-	-	-	-	-
IT & Communications	-	-	-	25,000	25,000	-	25,000	25,000	-
5265 - Network Upgrade : Region	-	-	-	25,000	25,000	-	25,000	25,000	-
Local Roads	-	-	-	43,480	43,480	-	43,480	43,480	-
5167 - Kerb and Channel Airport to Workshop Road - Warruwi	-	-	-	43,480	43,480	-	43,480	43,480	-
Sport and Recreation	-	-	-	-	-	-	-	-	-
Waste, Water & Sewerage Management	-	-	-	5,735	5,735	-	5,735	5,735	-
5284 - Purchase Isuzu Russ Garbage Compactor - Warruwi	-	-	-	5,735	5,735	-	5,735	5,735	-
Youth Programs	-	-	-	-	-	-	-	-	-
Total Reserve Fund Projects	-	1,653	(1,653)	148,104	146,450	1,653	148,104	148,104	-
Net Surplus / (Deficit) - All SDCs	41,015,926	39,692,383	1,323,543	6,028,884	7,352,427	(1,323,543)	47,044,810	47,044,810	-

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 22 April 2024

Agenda Reference:	7.1
Title:	Overview of Night Patrol Services
Author:	Marnie Mitchell, Manager Community Services Support

SUMMARY

This report is to provide the Council with a summary of Community Night Patrol services (CNP) across West Arnhem.

RECOMMENDATION

THAT COUNCIL received and noted the report entitled *Overview of Night Patrol Services*.

BACKGROUND

At the March OCM Council requested that community services prepare a report on council Community Night Patrol (CNP) services (reference item OCM224)

COMMENT

West Arnhem Regional Council is contracted to provide Community Night Patrol in: Warruwi, Minjilang and Gunbalanya. This funding is provided by the National Indigenous Australians Agency (NIAA). This current grant cycle is to finish 30th June 2024.

CNP must align with regional priorities and identified community safety needs

- Is developed on a community-by-community basis to be targeted, flexible and tailored to meet local safety needs
- Delivers consistent and regular community night patrols in the community
- Works in partnership with local Police and other relevant local service providers.

The following list is an overview of the *Key features* of CNP activities as prescribed by the grant.

- Assisting vulnerable people at risk of causing or becoming victims of harm by transporting them to a safe place
- Referring vulnerable people to other services for ongoing assistance
- Ensuring children are at home or in another safe location with a parent or carer at night
- Reminding carers of their responsibilities to ensure children get adequate sleep and are assisted to get to school each day
- Diverting intoxicated people away from contact with the criminal justice system, prior to any crime being committed
- Assisting in the recording and reporting of incidents and assistance provide
- Working in partnership with local police
- Communicating and engaging with other services
- Providing advice, information and/or assistance that may reduce risk to individuals
- Promoting and raising awareness of the community night patrol project in the community
- Supporting patrollers to participate in training as appropriate to their job roles.

The following list is an overview of activities that are *Out of scope and* must not be delivered by the CNP service.

- Providing a taxi service for community members
- Providing a security service for protection or monitoring assets in the community
- Providing a service such as ambulance or fire service, or transporting people to court
- Providing a service that is the responsibility of the police
- Transporting children to school

- Providing Patient transport services from Hospital or other Health Services
- Managing Women's Safe Houses
- Alcohol support services
- Using CNP assets or work time to participate in ceremonial business or hunting.

Community Services Support staff liaise with the community well-being staff and NP staff to create the Work Plans to ensure community needs are being met. This work plan includes hours of operation and staffing.

Each individual community has its own plan and budget.

An example plan is attached. This plan is submitted to the funding provider.

Night Patrol vehicles are the property of the funding body.

All NP staff are trained in using and have access to a specifically created APP for the purposes of data collection and reporting. This reporting is done in real time by the NP staff or the following day in conjunction with administrative or wellbeing staff.

This data and reporting forms a section of the reports submitted to the funding body. Financial reports are also submitted to the funding body.

In 2023 a Night Patrol Workshop was held in Jabiru. This was a weeklong workshop and staff from all NP services were a part of the face-to-face program.

As a result of the workshop, a Night Patrol handbook was created based on the feedback, suggestions, and recommendations of the NP staff. A copy of this is attached.

Another outcome of the workshop was a poster for display in all Night Patrol vehicles created by The NP staff. A copy of this is attached.

In support of the NP staff a refresher workshop, online was held. A copy of the presentation is attached.

The community Night Patrol staff are supported in the community by a team leader or senior patroller as well as a Wellbeing Coordinator and the Council Service Manager.

The Community Service Support staff, Business Development staff and grants staff support the service from Jabiru.

The Community Service Support staff, Business Development staff and grants staff meet regularly with NIAA the funding provider to discuss trends, challenges, successes, and funding.

WARC Night Patrol staff and WARC community wellbeing staff meet regularly with Jabiru Community Services Support staff.

Moving forward, Community Service Support Manager and Business Development Manager supported by the grants team will submit a business case to NIAA to ensure ongoing funding can meet the increasing costs to facilitate CNP.

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 3 SAFETY AND WELLBEING

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

Goal 3.4 Community Service Delivery

Provision of high quality, culturally informed programs that support and enhance the safety and wellbeing of community members.

ATTACHMENTS

1. Night Patrol Risk Assessment Gunbalanya 2024 (1) [7.1.1 - 4 pages]
2. Night Patrol Refresher 2024 [7.1.2 - 29 pages]
3. Night Patrol Handbook - Combined [7.1.3 - 27 pages]
4. WARC Night Patrol - Vehicle Poster - draft [7.1.4 - 1 page]
5. WARC Night Patrol Work Plan 2023 [7.1.5 - 15 pages]



WORK HEALTH AND SAFETY Risk Assessment



Work Group/Team Name:	Community Services Support	Risk Assessment Name:	Night Patrol
Date of Risk Assessment:	21/11/23	Assessment Conducted by:	Marnie Mitchell
Risk Assessment Owner:	Community Safety		

The risk matrix can be found on the Risk Assessment Tool

Risk ID	Hazard	Causes	Consequences/Effect	Inherent Risk Rating ie Likelihood no, Consequence no. result & (in colour)	Controls currently in place	Residual rating ie Likelihood no, Consequence no. result & (in colour)	Further treatments required	Action completed by - owner and completion date *
1	Vehicle	Lack of maintenance Accidental damage Deliberate damage	.	Low	Pre start checklist Female vehicle Male vehicle. WHS reports	Low	Weekly clean of program vehicle	
2	Staff	Staff safety Lack of staff Inconsistent attendance Cultural complexities	Risk of harm to patrol staff Risk of harm to participants Risk of damage to assets Community unrest	Medium	Local staff Speak Language Cultural understanding Data Reporting Night Patrol handbook Yarning Circles Male staff Female staff Wellbeing Senior Project officer CSM Wellbeing Services Coordinator Community Safety Manager Team leader Police - Gunbalanya Safe House – Gunbalanya	Medium	Pay levels Training and Professional development Mentoring and support from other programs Local Authority and Community Support	



Risk Assessment continued



Risk ID	Hazard	Causes	Consequences/Effect	Inherent Risk Rating ie Likelihood no, Consequence no, result & (in colour)	Controls currently in place	Residual rating ie Likelihood no, Consequence no, result & (in colour)	Further treatments required	Action completed by - owner and completion date *
3	Policies and procedures <ul style="list-style-type: none"> WHS Health and Wellbeing Transport/Excursions Behaviour management Complaints / feedback Manual handling Isolated worker (working alone) 	Absence of specific policies and procedures Not following procedure Literacy levels English not first language Lack of implementation Lack of support and mentoring from corporate management	Risk of harm to patrol staff Poorly managed program Risk of harm to participants Risk of damage to assets Non compliance Community unrest Loss of funding	Medium	WARC policies and procedures Night Patrol Workshop Night Patrol handbook	Low	WHS department Policy Working Group. Compliance and audit staff	
4	Community Engagement	Embed service in the community Aware of community issues Understand the community hotspots Local Authority support	Stay neutral in volatile situation Humbugging Family relations	Medium	Local Staff Speak language Culturally sensitive systems and roster Networks Services reputation	Low	Community Engagement Community Wellbeing programs Staff to mentor up and coming leaders Community Safety to be a positive part of the community Support Community events	
6	Funding	Funding bodies no longer support Staff Resources Activities Facilities	No service or program No support of young people No support of women No Support of families Community safety at risk Loss of employment for local council staff and corporate staff	Medium	Grants Business Development Manager Manager Community Services Support NIAA Promotion – facebook, posters in community, The Wire	Low	Data Reporting Good news stories Acquittals	
7	Responsible management of program compliance and grants	Lack of management staff High staff turnover Inexperienced staff Lack of compliance Person dependant success	Ineffective reporting Ineffective financial management Unproductive program outcomes Loss of funding Loss of services to community	Medium	Organisational Chart Suitable Grant funding Position descriptions Corporate Policies and procedures	Low	Team workshops Compliance support Strategic planning Community Services Training and development	



Risk Assessment continued



Risk ID	Hazard	Causes	Consequences/Effect	Inherent Risk Rating <small>(ie Likelihood no, Consequence no, result & (in colour)</small>	Controls currently in place	Residual rating <small>(ie Likelihood no, Consequence no, result & (in colour)</small>	Further treatments required	Action completed by - owner and completion date *
8	Foot Patrol	Awareness of community issues Understand the community hotspots Local Authority support	Risk of harm to patrol staff Risk of harm to participants Community unrest	Medium	Local staff Speak Language Cultural understanding Data Reporting Night Patrol handbook Yarning Circles Male staff Female staff Culturally sensitive systems and roster Networks Services reputation	Low	Support from other programs Local Authority and Community Support	
9	Bike Patrol	Awareness of community issues Understand the community hotspots Local Authority support	Risk of harm to patrol staff Risk of harm to participants Risk of damage to assets Community unrest	Medium	Local staff Speak Language Cultural understanding Data Reporting Night Patrol handbook Yarning Circles Male staff Female staff Culturally sensitive systems and roster Networks Services reputation	Low	Support from other programs Local Authority and Community Support	

*Treatments completion to be monitored by reporting supervisor

Cultural Safety	
Required (selection option)	Yes/No
Controls / Treatments:	

Risk Assessment Approval – Reporting Supervisor Risks with Residual rating of Low & Medium	
Name & Position:	
Signature:	



Risk Assessment continued



Date:

Risk Assessment Approval – Senior/Executive Managers			
Risks with Residual Rating High & Critical			
Name & Position:		Signature:	
Date:		Risk ID/s:	
Research or correction actions developed:	Yes/No	Correction Comments:	

Completed and approved assessment will be filed in Magiq:

- work unit activity folder; or
- in Work Health and Safety > Risk hazard management > Assessments (naming convention “Activity Name – Work Unit – Community Location – Date yyyy.mm”)

WEST ARNHEM



REGIONAL COUNCIL

Night Patrol Refresher

Thursday 18th April 2024

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

Agenda

Introduction – Geri

Program Funding Circle – Kellum

Grant Funding & EOFY Reporting – Sian

Grants Update

Induction Guide Refresher:

- Keeping Safe while Working – Take 5
- Incident Reporting
- Community Assistance Collaboration
- Mandatory Reporting
- What we Can and Can't Do
- Staying Strong & Well

Sharing & Yarning

Questions, Comments, & Feedback

1. Introduction



Introduction

Why we are meeting today

What we hope to achieve today

What comes next

Community Night Patrol Roles & Responsibilities

Aim

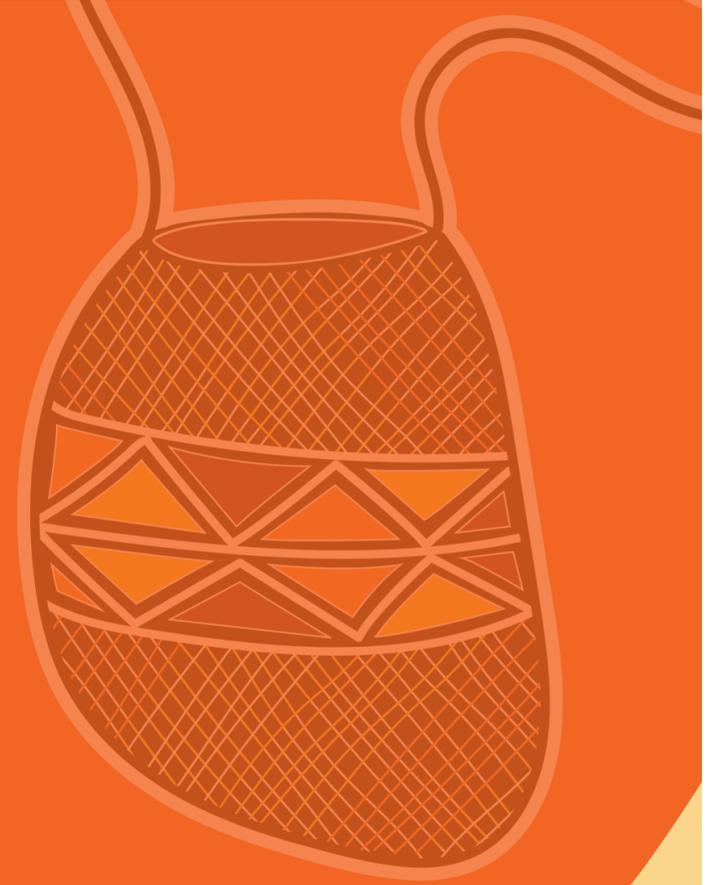
- To improve levels of community safety
- To promote culturally appropriate conflict and dispute resolution
- To encourage non-coercive intervention strategies to respond to community needs and priorities

Community Night Patrol Roles & Responsibilities

Role of Community Night Patrol

- Assisting people to get to a safe place if they are at risk of harm or are being harmed
- Guiding vulnerable and at risk people to services and supports that address their needs
- Making sure young people are safe at night, and families are encouraged to provide them with enough sleep, healthy food and attend school
- Assist by patrolling the streets and local community area where people may come into problems with criminal justice system
- Assisting in the recording and reporting of incidents and assistance provided including referrals
- Work in partnership with other community organisations
- Participate in community engagement to promote and raise awareness of community night patrol and other services and information that may reduce risk to individuals

2. Program Funding Circle



Program Funding Circle



How it works

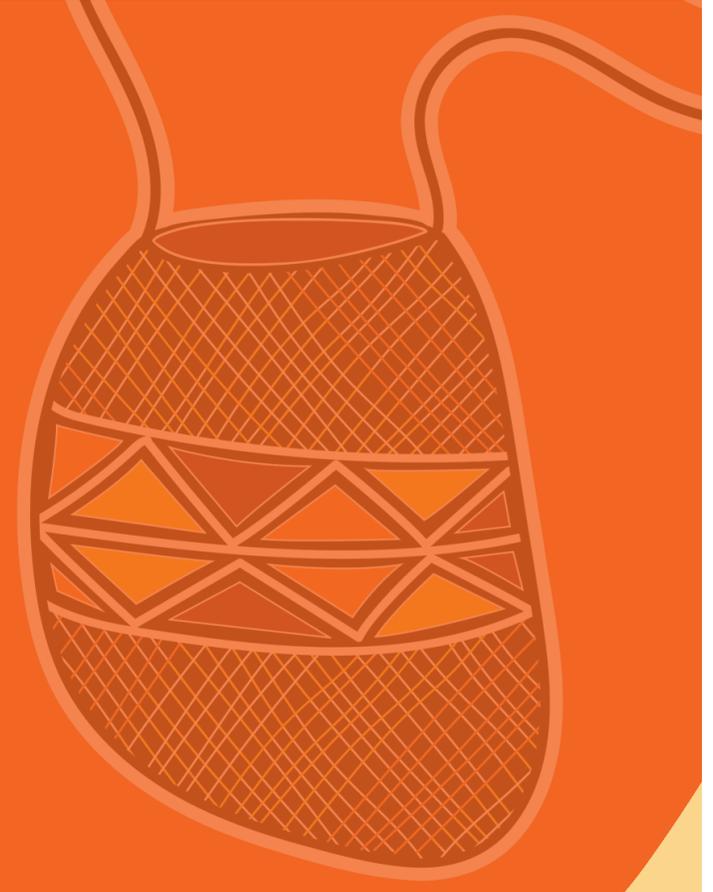
Activity or event
 Plan is completed with Kellum
 NIAA looks at plan & says 'yes'
 NP runs activity
 NP staff enter stats
 Kellum sorts stats
 Stats go to Sian
 Sian writes report
 Report goes to NIAA
 NIAA sends WARC \$\$\$



Data App

The screenshot shows a web application interface for 'Community Services Forms'. At the top left is the West Arnhem Regional Council logo. The main heading is 'Community Services Forms'. Below this, there is a 'Version 2' label and a 'MASTER form' button. A grid of links is displayed: 'Google sheets', 'Pool', 'YSR', 'OSHC', 'Training', 'Night Patrol Stats', and 'Community Safety Day Service'.

3. Grant Funding & EOFY Reporting



Reporting

NIAA Funded Programs 3004

Annual Service Delivery Plans – 31st December each year

6 monthly report submitted mid-January and mid-June

- Key Performance Indicators report
- Narrative Report that contains stories and pictures of positive outcomes; success stories; stakeholder feedback; community feedback; feedback from participants
- Statistical Data: HR reports; Data App; Toolbox summaries etc.

West Arnhem Regional Council



Community Night Patrol

Activity ID – 4-G3N952D
Reporting Period: 01/07/2023 – 15/01/2024

Project delivery overview:
As per the NIAA funding agreement, Community Night Patrol (CNP) operated in all three communities of Minjilang, Warruwi, and Gunbalanya. CNP staff are supported by the Community Services Support team, Community Safety Manager, and place-based Wellbeing Service Coordinators and Council Service Managers.

Employment of active CNP staff has remained relatively constant. Each community is continuing work on establishing and maintaining a casual pool to address past issues with gaps in services when regular staff are unavailable.

- Patrol frequency in both Gunbalanya and Minjilang was consistent with what was outlined in the 2023 Work Plan. The extended patrolling times have worked well with female teams commencing and concluding earlier in the evenings.
- Stakeholder feedback – feelings of safety and security are increased when Night Patrol operates in *all* communities. It was identified that Night Patrol staff need more training as well as consistency of patrol times across communities. One suggestion that arose was hiring non-local staff for Night Patrol because staff are related to community members and their presence is not much of a deterrent for anti-social behaviour (Warruwi in particular).|

Service Delivery Plan

The Service Delivery Plan covers:

- Staffing & recruitment
- Training & education
- Community Engagement Strategies
- Referral Processes
- Budget
- Operational hours

The service delivery plan informs the Performance Report with success measured on achieving aims and objectives of the program

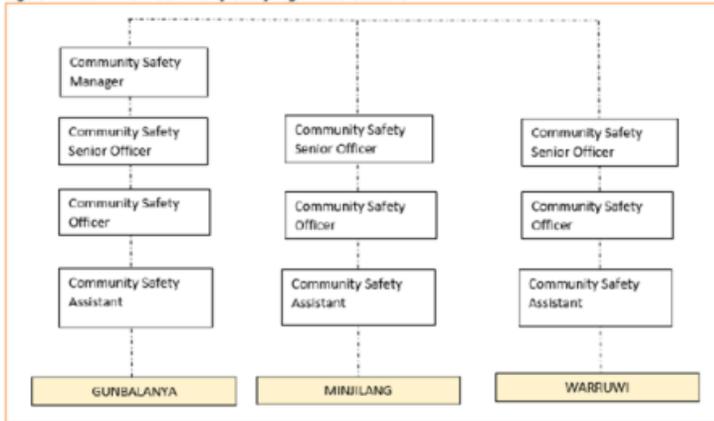


**4-G3N952D Community Night Patrol/Community Safety
Work Plan Jan-Dec 2023**

This work plan covers the communities of Gunbalanya, Minjilang and Waruwu within the West Arnhem Region, as specified in the Project schedule agreement 4-G3N94YL.

Staffing
As per the agreement, West Arnhem Regional Council (WARC) will endeavour to engage 9.2 FTE positions across the three regions ensuring training and employment opportunities for at least 70% Aboriginal and Torres Strait Islander people. Community Night Patrol (CNP) teams will include at least one full time equivalent, with teams comprising a Community Safety Senior Officer and a mix of part-time and casual Community Safety Officers and Assistants (see figure 1: West Arnhem Community Safety/Night Patrol structure). All CNP teams are directly supported by their local Wellbeing Services Coordinator (WSC) and Council Service Manager in their day-to-day running of the program. Additional internal support provided by key team members within the Organisational Growth department in regard to funding, reporting, training opportunities, and program improvements.

Figure 1: West Arnhem Community Safety/Night Patrol structure



```

graph TD
    subgraph Gunbalanya
        GSM[Community Safety Manager]
        GSSO[Community Safety Senior Officer]
        GSO[Community Safety Officer]
        GSA[Community Safety Assistant]
        GSM --- GSSO
        GSSO --- GSO
        GSO --- GSA
    end
    subgraph Minjilang
        MSSO[Community Safety Senior Officer]
        MSO[Community Safety Officer]
        MSA[Community Safety Assistant]
        MSSO --- MSO
        MSO --- MSA
    end
    subgraph Waruwu
        WSSO[Community Safety Senior Officer]
        WSO[Community Safety Officer]
        WSA[Community Safety Assistant]
        WSSO --- WSO
        WSO --- WSA
    end
    GSM -.- MSSO
    GSM -.- WSSO
  
```

Statistical Data

KPI	Target and data	Actual data
MKPI.M1 – Indigenous employment	70% of hours worked in the reporting period under the activity are worked by an Indigenous person	(HR report)
MKDI.D1 – Employment numbers	Number of indigenous people employed, and total number of people employed, under the activity (by gender)	(HR report)
MKDI.D2 – Hours worked – Indigenous staff	Number of hours worked in the reporting period by all Indigenous people employed under the activity	(HR report)
MKDI.D3 – Hours worked – All staff	Number of hours worked in the reporting period by all people employed under the activity	(HR report)
D301.01 – Patrol hours	Total number of hours of patrol over the reporting period	(Staff reports/data app)
D302.02 – Safety issues addressed	Number of safety issues addressed	(Staff reports/data app)
P301.03 – Formal training	100% of tenured staff commenced some formal training	(Staff reports/data app)
P301.04 – Stakeholder satisfaction*	70% stakeholders in the community surveyed are satisfied that night patrol is well-delivered and appropriate	(Staff and surveys)
P301.05 – Safety and security*	70% of stakeholders in the community surveyed agree that night patrol is helping to increase feelings of safety and security in the community	(staff reports and surveys)



Performance Report

The Report must include:

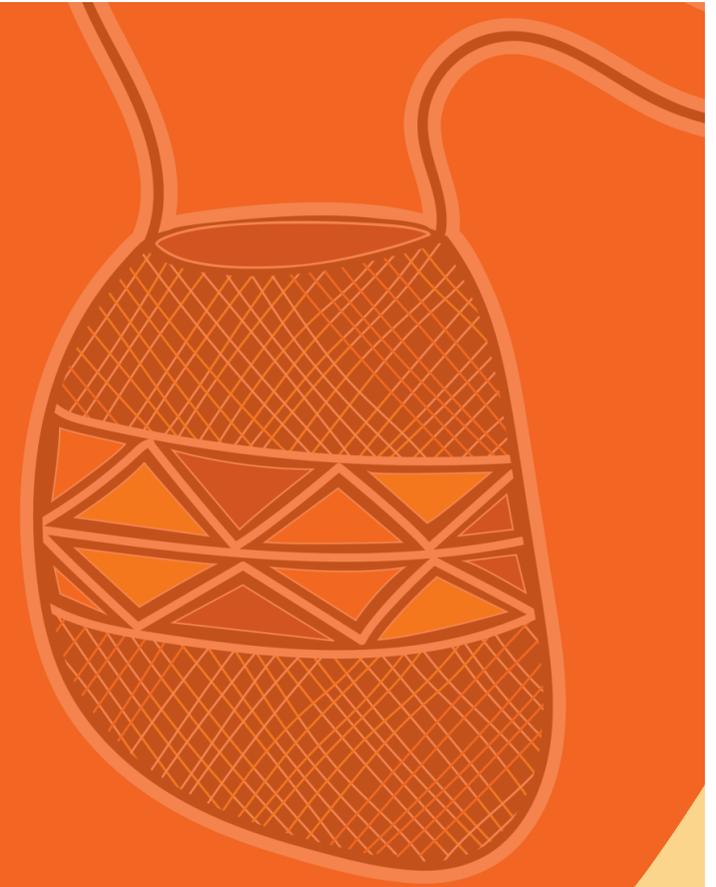
- Number of staff employed
- Details of training completed by all staff
- Number of clients assisted
- Number of referrals provided by service provider
- Number and type of safety incidents dealt with by patrollers
- Progress towards outcomes (based on Work Plan and agreement)
- Challenges and strategies to address
- Community engagement
- Good news stories



4. Grants Update



5. Community Safety Induction Guide



Community Safety Induction Guide

West Arnhem Regional Council

Keeping safe when working
Follow the Take 5



1. Review the task and conditions	<ul style="list-style-type: none"> • Toolbox meeting/Safety checklist at start of each shift • I know what to do in the event of an incident/emergency
2. Spot the hazard, risk or danger	<ul style="list-style-type: none"> • Could you or someone else be hurt? • Look – for any fighting, gambling, vulnerable people outside late at night • Beware of dogs, snakes, weapons • Listen – for any fighting or aggression • Smell – for fire, gunja, anything unusual
3. Assess the risk or danger	<ul style="list-style-type: none"> • Is it a big or small danger • How likely is someone to be hurt • Is it safe?
4. Make changes to be safer	<ul style="list-style-type: none"> • Make changes so there is less danger • Move away from danger • Don't get out of the vehicle unless it is safe • Work as a team • Stay calm and neutral • Get help if needed • Report and debrief
5. Do it safely	<ul style="list-style-type: none"> • Keep yourself, team and community safe

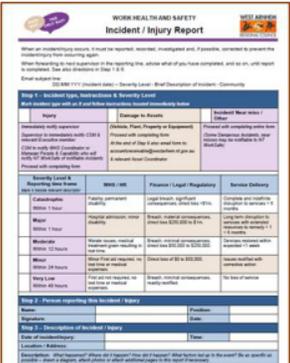
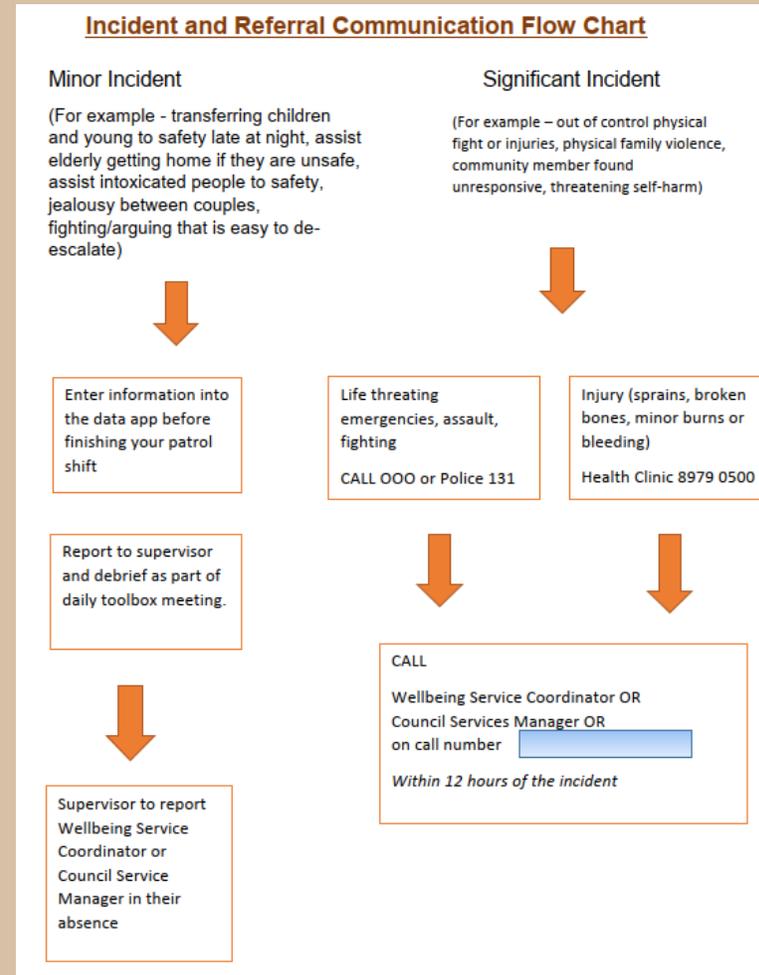
Community Safety Induction Guide

Incident Reporting

West Arnhem Regional Council

When to fill out an incident report

- If property is damaged (including cars)
- Any accidents if involving staff
- If you or your co-worker are unsafe, in danger or have been injured
- A hazard or near miss
- Any road accidents in community
- If you have been asked to do something that is not part of your job.
- If you go to attempted suicide or suicide
- Traumatic events
- If you get any fluids on you (blood or body fluids)

Community Safety Induction Guide

Community Assistance Collaboration

Community Assistance /Collaboration

The Police and Patrollers often work together to keep everyone safe. It's important to develop partnerships with your local police to understand each other's role and responsibilities and how you can best work together.

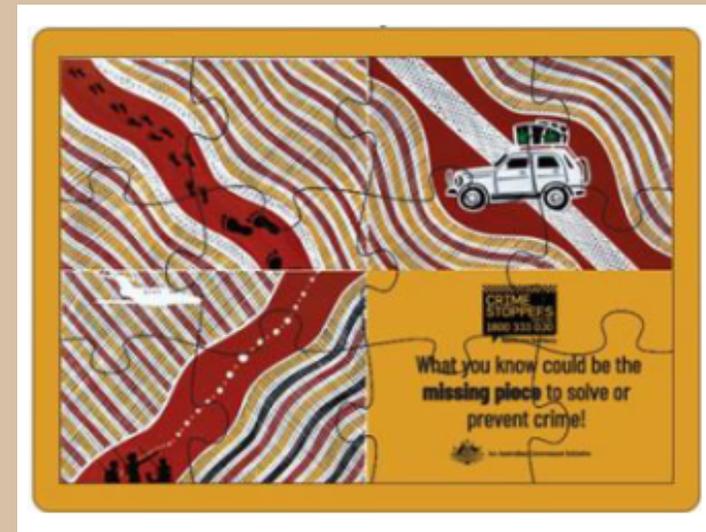
When should I call '000'?

You should call 000 in an emergency or life-threatening situation, otherwise you should call 131 444

What happens when you call '000'?

- You will be asked which service you require - Fire, Police or Ambulance
- They will ask where you are, including state/territory, try to give as much information as possible
- Once connected with the emergency service you require, stay on the line, speak clearly and answer the operator's questions. They might ask for your number to call you back.
- Try to give them as much details as you can such as your name, where you are, and any other details that will assist them
- Stay on the call until they tell you it is okay to hang up

If possible, write down as much about the situation as you can including the PROMIS number.



Community Safety Induction Guide

Mandatory Reporting

In the Northern Territory, you are legally required to report ALL suspected cases (reasonable belief) of child abuse and family and domestic violence as a part of your Community Night Patrol role and as an adult. These laws help support the rights of children and families safe to feel safe and thrive.

Community Safety Induction Guide

Mandatory Reporting

Every adult in the NT (over the age of 18) must report to the police if they believe either:

- A person has caused, is causing, or is likely to cause, serious physical harm to someone they are in a domestic relationship with and/or
- The life or safety of a person is under serious or imminent threat, because Domestic and Family Violence has been, is being, or is about to be committed
- Physical harm can be temporary or permanent and it can include unconsciousness, pain, disfigurement, infection with a disease, any physical contact that a person might object to (whether or not they are aware of it at the time). 'Serious physical harm' is any physical harm that endangers or is likely to endanger a person's life or where the effects are longstanding (Northern Territory Government 2017).

Community Safety Induction Guide

Mandatory Reporting

To make a report:

000 (emergency) or police 131 444 (not an emergency)

Child protection reporting line 1800 700 250 (24/7)

Online reporting: CARE Services

<https://careservices.nt.gov.au/web/portal/pages/home>

If you are unsure if you need to make a report or not comfortable with making a report:

- Talk to your Wellbeing Services Coordinator or Council Services Manager, they can make the report with you
- Contact the Child protection line on 1800 700 250 as they can assist with any concerns

What we can and can't do

COMMUNITY NIGHT PATROL

WHAT WE CAN'T DO:

- NOT allowed to give lifts around town
- NOT allowed to use car for personal reasons
 - NO lending car to anyone
 - NO kids allowed for rides
 - NOT for private use
- NOT allowed to use for anyone humbugging
 - NO drinking or smoking in cars
 - we are NOT the police (JARMUN)
 - NO HUMBUG
 - NO family using car
 - NO kids joyride in car
 - NO Towing boats
- NO using phones while driving

If you require emergency assistance, call 000



NIGHT PATROL

WHAT WE DO

- DV Assistance
- Medical Emergencies
- Sorry Business Transport
- Taking kids home at night
- Assist Police or Clinic

HELPING PEOPLE AT RISK OF HARM

ATTENTION!

- No Offence
- We cannot give lifts unless its an emergency.
- Please don't ask

If you require emergency assistance, call 000



Staying Strong and Well



THIRRILI



Beyond Blue

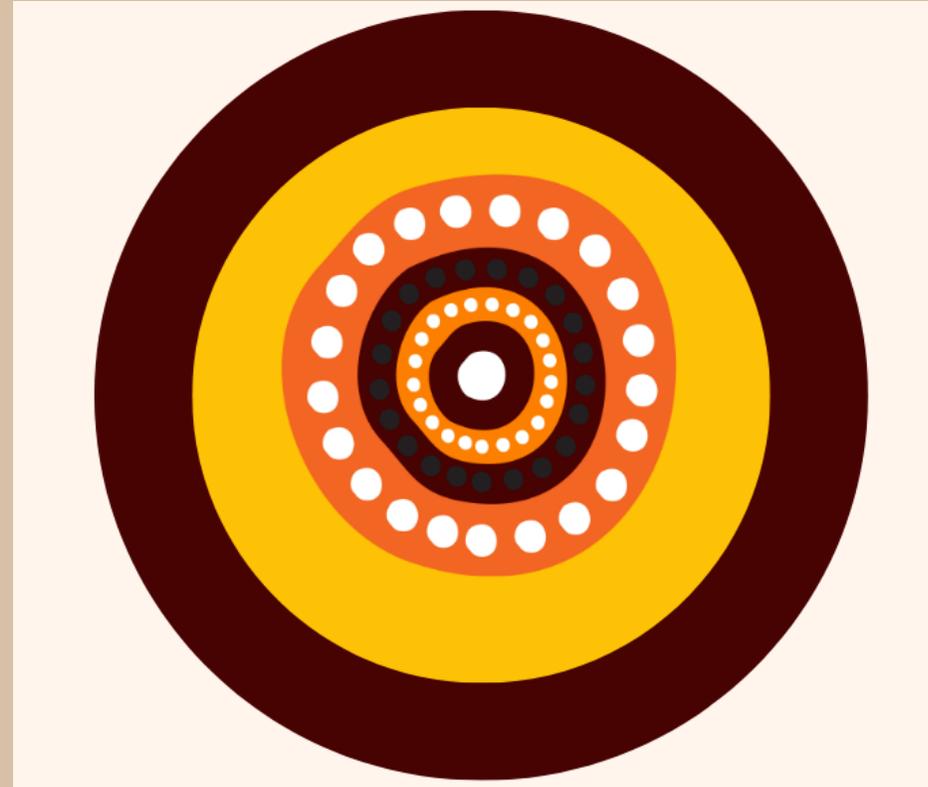


WellMob
Healing Our Way

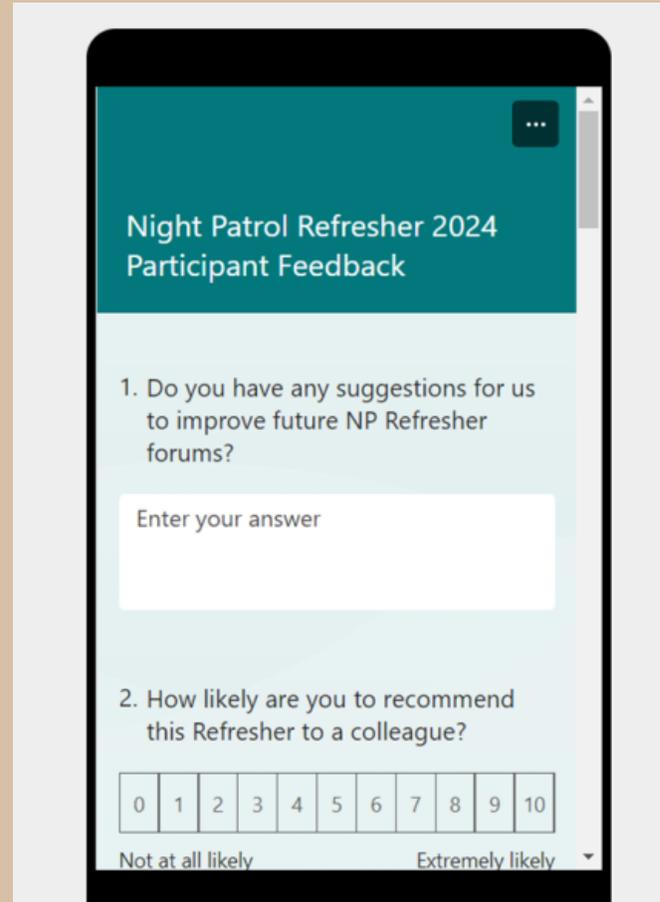


Sharing & Yarning

- What is working well in your community?
- Do you have any highlights to share?
- What are the challenges?
- How would you feel better supported?
- What would you like to see happen next?



Questions Comments Feedback



Night Patrol Refresher 2024
Participant Feedback

1. Do you have any suggestions for us to improve future NP Refresher forums?

Enter your answer

2. How likely are you to recommend this Refresher to a colleague?

0	1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	---	----

Not at all likely Extremely likely



<https://forms.office.com/r/9JEKfwA6KN>

WEST ARNHEM



REGIONAL COUNCIL

Thank You! 😊

Thursday 18th April 2024

West Arnhem Regional Council



Community Safety Induction Guide

Gunbalanya, Minjilang and Warruwi

All Communitiesion 1.0

West Arnhem Regional Council

This Induction guide is designed to assist Supervisors and Managers to provide a comprehensive Induction to new staff working under the Community Night Patrol program for West Arnhem Regional Council. It is not for general or public reproduction but to be used purely for educational purposes for personnel intending to work within WARC's Community Night Patrol Program.

Acknowledgement must go to CRANApplus, whose resources on working safely in community night patrol provided the framework for this guide. These resources and free online learning can be accessed at <https://crana.org.au/learning-opportunities/online-courses/working-safely-in-community-night-patrol?productId=1553>

When the induction is completed, new staff are to sign the West Arnhem Regional Council Community Night Patrol Agreement to acknowledge they have been taken through this induction fully, understand their role and responsibilities and agree to abide by the guidelines.

July 2023

V1.0

July 2023

westarnhem.nt.gov.au

2

West Arnhem Regional Council

Community Night Patrol Program Roles and Responsibilities

Aim

Improve levels of community safety

Promote culturally appropriate conflict and dispute resolution

Non-coercive intervention strategies to respond to community needs and priorities

Role of Community Night Patrol

Assisting people to get to a safe place if they are at risk of harm or are being harmed

Guiding vulnerable and at risk people to services and supports that address their needs

Making sure young people are safe at night, and families are encouraged to provide them with enough sleep, healthy food and attend school

Assist by patrolling the streets and local community area where people may come into problems with criminal justice system

Assisting in the recording and reporting of incidents and assistance provided including referrals

Work in partnership with other community organisations

Participate in community engagement to promote and raise awareness of community night patrol and other services and information that may reduce risk to individuals

West Arnhem Regional Council

Outside the role of Community Night Patrol program

We are not a taxi service, which means we cannot provide transportation to people moving to and from locations as part of their daily living. (Refer back to the first line under Roles)

We are not a substitute for police or emergency services. Call 000 if needed or 131 444.

We will not support people to actively evade police or provide transport if there is a police warrant in place for their arrest

We do not provide security services for protecting assets in the community

We do not participate in ceremonial business or hunting when working as a Community Night Patroller, you either work or request to not be rostered on

We do not use Night Patrol vehicles for personal or family matters

It is OK to say NO

If asked to do something you are not comfortable with or makes you or others unsafe it is okay to say no

Explain that you can only do what is in your job role as a Community Night Patroller

Talk to your manager, team or appropriate elder

West Arnhem Regional Council

Knowing your community

Police, Clinic, Elders, Community Leaders

Emergency contacts in your community

Does your community have a local Community Safety Plan

Police number –000 (Emergency) or 131 444 (Non-emergency)

Crime Stoppers – 1800 333 000

Clinic number- 8979 0500

Where are the incident forms located in my community?

On Magiq under WHS (show physical location as part of induction process)

Who do I give the form to once it's complete? – Wellbeing Services Coordinator or Council Services Manager

Where do I find West Arnhem Regional Councils Policies and procedures?

At the Council's Main Office in your community. You can ask the Administration Officer or your Supervisor to help you locate these.

Some key policies and procedures include:

- Vehicle Management Procedure
- Code of Conduct Policy
- Fatigue Management Policy
- Transporting Members of the Public policy
- Work Health and Safety (WHS) Procedures
- Workplace Emergency Plans

Equipment and tools that keep us safe

- First aid box
- Walkie Talkies
- Emergency contact list

V1.0

July 2023

westarnhem.nt.gov.au

5

West Arnhem Regional Council

What To Do When Patrolling

- Do not argue –stay neutral
- Talk calmly and with respect to de-escalate the situation
- Ask the victim if they want to go somewhere safe (for example family)
- If someone is hurt ask if they want to go to clinic, call 000 if in doubt
- Tell your supervisor or Council Services manager as per communication flow chart
- If calling police, give as much information as you can and get a PROMIS (job) number
- Complete an incident report if there is an incident
- Debrief with Supervisor/Council Services Manager

CULTURAL SAFETY

Cultural safety at work is very important. For Aboriginal people, everything comes from culture and your cultural beliefs and values are a part of you and your community. This means that having strong culture in the workplace and having your own cultural beliefs and values respected is a part of your personal and cultural safety.

(CRANApplus 2017; p.07)

West Arnhem Regional Council

Keeping safe when working

Follow the Take 5



1. Review the task and conditions	<ul style="list-style-type: none"> • Toolbox meeting/Safety checklist at start of each shift • I know what to do in the event of an incident/emergency
2. Spot the hazard, risk or danger	<ul style="list-style-type: none"> • Could you or someone else be hurt? • Look – for any fighting, gambling, vulnerable people outside late at night • Beware of dogs, snakes, weapons • Listen – for any fighting or aggression • Smell – for fire, gunja, anything unusual
3. Assess the risk or danger	<ul style="list-style-type: none"> • Is it a big or small danger • How likely is someone to be hurt • Is it safe?
4. Make changes to be safer	<ul style="list-style-type: none"> • Make changes so there is less danger • Move away from danger • Don't get out of the vehicle unless it is safe • Work as a team • Stay calm and neutral • Get help if needed • Report and debrief
5. Do it safely	<ul style="list-style-type: none"> • Keep yourself, team and community safe

West Arnhem Regional Council

When to fill out an incident report

- If property is damaged (including cars)
- Any accidents if involving staff
- If you or your co-worker are unsafe, in danger or have been injured
- A hazard or near miss
- Any road accidents in community
- If you have been asked to do something that is not part of your job.
- If you go to attempted suicide or suicide
- Traumatic events
- If you get any fluids on you (blood or body fluids)

WORK HEALTH AND SAFETY		INCIDENT / INJURY REPORT							
<p>When an incident/injury occurs, it must be reported, recorded, investigated and, if possible, corrected to prevent the incident/injury from occurring again.</p> <p>When forwarding to next supervisor in the reporting line, advise what you have completed, and so on, until report is completed. See also directions in Step 1 & 5.</p> <p>Email subject line: DD MM YYYY (Incident date) - Severity Level - Brief Description of incident - Community</p>									
Step 1 - Incident type, instructions & Severity Level									
<p>Must incident type with an X and follow instructions below immediately below:</p> <table border="1"> <tr> <th>Injury</th> <th>Damage to Assets</th> <th>Incident Near miss / Other</th> </tr> <tr> <td> <p>Immediately notify supervisor</p> <p>Supervisor to immediately notify CSM & relevant Executive member</p> <p>CSM to notify WHS Coordinator or Manager People & Capability who will notify NT WorkSafe of notifiable incidents</p> <p>Proceed with completing form</p> </td> <td> <p>(Vehicle, Plant, Property or Equipment)</p> <p>Proceed with completing form</p> <p>At the end of Step 4 also email form to: accountsw@westarnhem.nt.gov.au & relevant Asset Coordinator</p> </td> <td> <p>Proceed with completing entire form (Some Dangerous incidents, near misses may be notifiable to NT WorkSafe)</p> </td> </tr> </table>				Injury	Damage to Assets	Incident Near miss / Other	<p>Immediately notify supervisor</p> <p>Supervisor to immediately notify CSM & relevant Executive member</p> <p>CSM to notify WHS Coordinator or Manager People & Capability who will notify NT WorkSafe of notifiable incidents</p> <p>Proceed with completing form</p>	<p>(Vehicle, Plant, Property or Equipment)</p> <p>Proceed with completing form</p> <p>At the end of Step 4 also email form to: accountsw@westarnhem.nt.gov.au & relevant Asset Coordinator</p>	<p>Proceed with completing entire form (Some Dangerous incidents, near misses may be notifiable to NT WorkSafe)</p>
Injury	Damage to Assets	Incident Near miss / Other							
<p>Immediately notify supervisor</p> <p>Supervisor to immediately notify CSM & relevant Executive member</p> <p>CSM to notify WHS Coordinator or Manager People & Capability who will notify NT WorkSafe of notifiable incidents</p> <p>Proceed with completing form</p>	<p>(Vehicle, Plant, Property or Equipment)</p> <p>Proceed with completing form</p> <p>At the end of Step 4 also email form to: accountsw@westarnhem.nt.gov.au & relevant Asset Coordinator</p>	<p>Proceed with completing entire form (Some Dangerous incidents, near misses may be notifiable to NT WorkSafe)</p>							
Severity Level & Reporting time frame	WHS / HR	Finance / Legal / Regulatory	Service Delivery						
<p>Catastrophic</p> <p>Within 1 hour</p> <p>Fatality, permanent disability</p>		<p>Legal breach, significant consequences, direct loss >\$1m.</p>	<p>Complete and indefinite disruption to services > 6 months</p>						
<p>Major</p> <p>Within 1 hour</p> <p>Hospital admission, minor disability</p>		<p>Breach, material consequences, direct loss \$200,000 to \$1m.</p>	<p>Long term disruption to services with extended resources to remedy > 1 < 6 months</p>						
<p>Moderate</p> <p>Within 24 hours</p> <p>Minor injuries, medical treatment given resulting in lost time</p>		<p>Breach, minimal consequences, direct loss \$50,000 to \$200,000.</p>	<p>Service restored within expected < 1 week</p>						
<p>Minor</p> <p>Within 48 hours</p> <p>Minor First aid required, no lost time or medical expenses</p>		<p>Direct loss of \$0 to \$50,000.</p>	<p>Issues resolved with corrective action</p>						
<p>Very Low</p> <p>Within 48 hours</p> <p>First aid not required, no lost time or medical expenses</p>		<p>Breach, minimal consequences, readily rectified.</p>	<p>No loss of service</p>						
Step 2 - Person reporting this incident / injury									
Name:		Position:							
Signature:		Date:							
Step 3 - Description of Incident / Injury									
Date of incident/injury:		Time:							
Location / Address:									
<p>Description: What happened? Where did it happen? How did it happen? What factors led up to the event? Be as specific as possible - draw a diagram, attach photos or attach additional pages to this report if necessary.</p>									

West Arnhem Regional Council

Incident and Referral Communication Flow Chart

Minor Incident

(For example - transferring children and young to safety late at night, assist elderly getting home if they are unsafe, assist intoxicated people to safety, jealousy between couples, fighting/arguing that is easy to de-escalate)



Enter information into the data app before finishing your patrol shift

Report to supervisor and debrief as part of daily toolbox meeting.



Supervisor to report Wellbeing Service Coordinator or Council Service Manager in their absence

Significant Incident

(For example – out of control physical fight or injuries, physical family violence, community member found unresponsive, threatening self-harm)



Life threatening emergencies, assault, fighting
CALL 000 or Police 131

Injury (sprains, broken bones, minor burns or bleeding)
Health Clinic 8979 0500



CALL
Wellbeing Service Coordinator OR
Council Services Manager OR
on call number
Within 12 hours of the incident

West Arnhem Regional Council

Forms to fill out and where to find them

- Vehicle Pre-start and maintenance
- Data app (including instructions)
- Incident/Injury forms
- Attendance Form
- Timesheets
- Toolbox/Safety Meeting Forms and actions

*(Examples of these forms located at the end of this guide)

Take new starter through where forms are located, how they fill them out (or who to ask) and where they need to be returned.

The first screenshot shows a 'Toolbox / Pre-start Meetings Minutes - NIGHT PATROL' form. It includes fields for 'Work Group: Night Patrol Team', 'Meeting Date', 'Meeting Location', and 'Meeting Representative'. It also has a 'Statistical Return' section with columns for 'TEAM 1' and 'TEAM 2 TBA' for 'PERSONS spoken to' and 'PERSONS transported'. The second screenshot shows a 'Toolbox Meeting continued...' form with a 'STATISTICAL RETURN: START KM' section and a 'MATTERS FORWARDED' section.

The 'VEHICLE PRE-START CHECK' form includes a checklist of items to inspect. Each item has a 'GOOD' or 'NO GOOD' status and a 'Comments' field. The items listed are: TYRES, BATTERY, LIGHTS, RADIATOR, OIL LEVELS, FLUIDS, ENGINE BAY, SEATBELTS, LIGHTS / GAUGES, TIRES / WIPERS, CLEAN & TIDY, and DAMAGE. The form also has fields for 'Date of Check', 'Community', 'Department', 'Person Checking', 'Registration', 'Kilometres', 'Vehicle Make', 'Model', and 'Next Service Due'.

The 'Select your Team' app interface shows a list of options: A Pool, B YSR, C OSHC, D Night Patrol Statistics, E Community Safety Day Service, and F Training. Each option is in a yellow button with a black border.

West Arnhem Regional Council

Community Assistance /Collaboration

The Police and Patrollers often work together to keep everyone safe. It's important to develop partnerships with your local police to understand each other's role and responsibilities and how you can best work together.

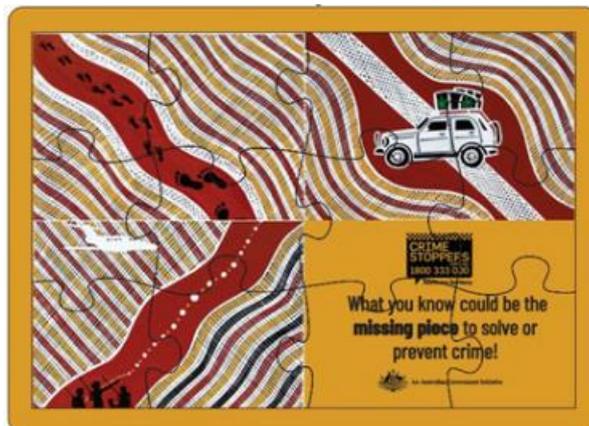
When should I call '000'?

You should call 000 in an emergency or life-threatening situation, otherwise you should call 131 444

What happens when you call '000'?

- You will be asked which service you require - Fire, Police or Ambulance
- They will ask where you are, including state/territory, try to give as much information as possible
- Once connected with the emergency service you require, stay on the line, speak clearly and answer the operator's questions. They might ask for your number to call you back.
- Try to give them as much details as you can such as your name, where you are, and any other details that will assist them
- Stay on the call until they tell you it is okay to hang up

If possible, write down as much about the situation as you can including the PROMIS number.



Mandatory Reporting

V1.0

July 2023

westarnhem.nt.gov.au

11

West Arnhem Regional Council

In the Northern Territory, you are legally required to report ALL suspected cases (reasonable belief) of child abuse and family and domestic violence as a part of your Community Night Patrol role and as an adult. These laws help support the rights of children and families safe to feel safe and thrive.

Every adult in the NT (over the age of 18) must report to the police if they believe either:

- A person has caused, is causing, or is likely to cause, serious physical harm to someone they are in a domestic relationship with and/or
- The life or safety of a person is under serious or imminent threat, because Domestic and Family Violence has been, is being, or is about to be committed
- Physical harm can be temporary or permanent and it can include unconsciousness, pain, disfigurement, infection with a disease, any physical contact that a person might object to (whether or not they are aware of it at the time). 'Serious physical harm' is any physical harm that endangers or is likely to endanger a person's life or where the effects are longstanding (Northern Territory Government 2017).

To make a report:

000 (emergency) or police 131 444 (not an emergency)

Child protection reporting line 1800 700 250 (24/7)

Online reporting: CARE Services

<https://careservices.nt.gov.au/web/portal/pages/home>

If you are unsure if you need to make a report or not comfortable with making a report:

- talk to your Wellbeing Services Coordinator or Council Services Manager, they can make the report with you
- Contact the Child protection line on 1800 700 250 as they can assist with any concerns

West Arnhem Regional Council

Safety Principles

Never patrol alone, make sure you can always see each other

Always have 2 radios or phones

Remember your emergency plan and training

Keep your voice calm and speak respectfully

Listen and show non-threatening body language

Avoid constant eye contact, allow the person to break their gaze and look away

Try to help them with their problem- focus on the future

If there is a weapon or angry person, stay a safe distance away and always keep an angry person in your sight.

Make sure you have a safe escape route or move to a safe area

If possible, get help from other patrollers

If children are in danger and if it is safe, remove the children from the danger

Do not force the children to go with you or into vehicles

Call police if help needed and/or if you feel unsafe or in danger

Report to your team leader and manager

Write down as much as you can about the incident complete an Incident Report

Shift Report &/or any other organisational forms as needed, talk to your Team Leader, Elders or Kinship Leaders for advice

Debrief and/or talk to qualified counsellors

(CRANaplus 2017; p.10-11)

V1.0

July 2023

westarnhem.nt.gov.au

13

West Arnhem Regional Council

Staying Strong and Well

As a Community Night Patroller, you might witness trauma so it is important that you look after yourself. Talk through any worries with your manager, team leader, qualified counsellor or family.

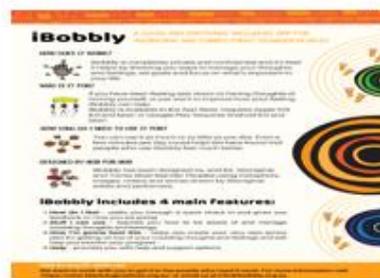
Below are places you can contact or give to people who might need someone to talk with.

13YARN – First nation support line



I Bobby App

Social /wellbeing app



Crisis line For Aboriginal Men

1800435799



Social and emotional wellbeing resources



1800-551-800

westarnhem.nt.gov.au

West Arnhem Regional Council



Call 1300 659 467

Feeling Suicidal Worried about Someone Lost Someone to Suicide Mental Health Health Professionals Phone and Online Counselling

The Beyond Blue Support Service provides 24/7 advice and support via telephone (call 1300 22 4636), **webchat** and **email** (email response provided within 24 hours).



Call 1300 78 99 78

Relationships Dads and Fathers Men's Mental Health Family Violence Health Professionals Phone and Online Counselling

Thirrili National Indigenous Postvention Service

-
- Open** 24/7
- Peers**
- 1800 805 801**
- thirrili.com.au**
-

CALL

[Leave A Review](#)

About Thirrili National Indigenous Postvention Service

Thirrili National Indigenous Postvention Service offers 24/7, free and confidential support and information by phone. We are here for indigenous peoples in Australia who may be struggling or looking for support with grief & loss, self-harm, suicide, supporting a friend or family member, trauma & PTSD.

As part of our commitment to preventing suicide, we are available to help you if you are considering suicide or harming yourself, or if you are noticing warning signs in a friend or family member

When you reach out to us you will talk with one our friendly and supportive peers who are experienced in how to help people in your situation. They will listen to you, unpack your story and feelings, and work with you to help you through your challenges. Our helpline is available 24 hours a day, 7 days a week, 365 days a year. We are always ready to support you.

westarnhem.nt.gov.au

Managing Your Mental Health Online

Digital Mental Health Gateway

Head to Health

Head to Health
A website that links Australians to free or low-cost online and phone mental health services.
headtohealth.gov.au

Phone and Online Counselling



Lifeline 13 11 14
24/7 phone counselling, and online crisis support chat available each evening.



Suicide Call Back Service 1300 659 467
National 24/7 professional telephone & online counselling for anyone affected by suicide.



Beyond Blue Support Service 1300 22 4636
Telephone (24/7), online and email counselling, and moderated forums.



1800RESPECT 1800 737 732
24/7 phone & online counselling for people seeking help for domestic violence situations.



MensLine Australia 1300 78 99 78
Advice, therapy and support for men with families and relationship concerns.



QLife 1800 184 527
Online chat or phone counselling for lesbian, gay, bisexual, transgender and intersex (LGBTI) people.



Butterfly Foundation 1800 33 4673
Telephone, online counselling, referral and online support groups for eating disorders.



Open Arms 1800 011 046
Phone and online counselling for veterans and their families.



SANE Australia 1800 18 7263
Phone counselling and moderated forums providing peer-to-peer support.



FriendLine 1800 424 287
A national support line "ready for a cuppa and a conversation" with trained volunteers.

Young People



Kids Helpline 1800 55 1800
24/7 phone and online counselling for youth (5-25yrs).



ReachOut
Practical tools, support and moderated forums to help youth get through everything from everyday issues to tough times.



The BRAVE Program
Prevention, intervention, and treatment of anxiety in young people.



Bite Back

BITE BACK
Free online activities, psychoeducation and positive psychology aiming to promote wellbeing and resilience in young people.

Programs



MindSpot
Free clinician supported online programs for stress, worry, anxiety and depression in adults aged 18+.



THIS WAY UP
Online, self-guided CBT programs for a range of mental health conditions and wellbeing issues. Own clinician assisted option available.



Mental Health Online
Free online programs for a range of issues, with self-guided or therapist support options.



MyCompass
A free, online interactive self-help CBT service for people with mild to moderate depression, anxiety and stress. It's also appropriate for people who simply want to build good mental health.



MoodGYM
A free, interactive program based on Cognitive-Behavioural Therapy (CBT) and Interpersonal Therapy (IPT) to help prevent and manage symptoms of depression and anxiety.



e-Couch
A free, self-help program with modules for depression, generalised anxiety & worry, social anxiety, relationship breakdown, and loss & grief.



Healthy Mind
An Easy Read program to help people with intellectual disability to recognise and regulate thoughts and feelings.



ParentWorks
Online program for parents and caregivers providing evidence-based parenting strategies.



Centre for Clinical Interventions
Free downloadable self-help workbooks and modules for a range of mental health and wellbeing issues.

Apps



HeadGear
An app with activities and challenges to build wellbeing and reduce depression and anxiety.



MoodMission
A free app designed to help individuals overcome low moods and anxiety by discovering new coping strategies.



Smiling Mind
A free website and app teaching mindfulness meditation to young people and adults.



BeyondNow
A free app and online tool that helps users create a safety plan for when experiencing suicidal thoughts.

Aboriginal and Torres Strait Islanders



WellMob
Social, emotional and cultural wellbeing online resources for Aboriginal and Torres Strait Islanders.



iBobbly
A social and emotional wellbeing self-help app for young Aboriginal and Torres Strait Islander Australians aged 15 years and older.

Scan to download a free PDF version from the eMHPrac Website



West Arnhem Regional Council

References

CRANApplus 2017, [Working safely in Community Night Patrol handbook](#), CRANApplus, accessed 29 December 2021.

Northern Territory Government 2017, [Mandatory reporting requirements](#), Office of the Commissioner for Public Employment, accessed 2 May 2023.



WORK HEALTH AND SAFETY Incident / Injury Report



When an incident/injury occurs, it must be reported, recorded, investigated and, if possible, corrected to prevent the incident/injury from occurring again.

When forwarding to next supervisor in the reporting line, advise what of you have completed, and so on, until report is completed. See also directions in Step 1 & 6.

Email subject line:

DD.MM.YYY (Incident date) – Severity Level - Brief Description of incident - Community

Step 1 – Incident type, Instructions & Severity Level			
Mark incident type with an X and follow instructions located immediately below			
Injury	Damage to Assets	Incident/ Near miss / Other	
<i>Immediately notify supervisor</i> <i>Supervisor to immediately notify CSM & relevant Executive member</i> <i>CSM to notify WHS Coordinator or Manager People & Capability who will notify NT WorkSafe of notifiable incidents</i> <i>Proceed with completing form</i>	(Vehicle, Plant, Property or Equipment) <i>Proceed with completing form</i> <i>At the end of Step 6 also email form to:</i> <i>accountsreceivable@westarhem.nt.gov.au</i> <i>& relevant Asset Coordinator</i>	<i>Proceed with completing entire form</i> <i>(Some Dangerous Incidents, near misses may be notifiable to NT WorkSafe)</i>	
Severity Level & Reporting time frame	WHS / HR	Finance / Legal / Regulatory	Service Delivery
Mark X beside relevant descriptor			
Catastrophic Within 1 hour	Fatality; permanent disability.	Legal breach, significant consequences; direct loss >\$1m.	Complete and indefinite disruption to services > 6 months
Major Within 1 hour	Hospital admission; minor disability.	Breach, material consequences, direct loss \$250,000 to \$1m.	Long term disruption to services with extended resources to remedy > 1 < 6 months
Moderate Within 12 hours	Morale issues; medical treatment given resulting in lost time.	Breach, minimal consequences; direct loss \$50,000 to \$250,000.	Services restored within expected <1 week
Minor Within 24 hours	Minor First aid required, no lost time or medical expenses.	Direct loss of \$0 to \$50,000.	Issues rectified with corrective action
Very Low Within 48 hours	First aid not required, no lost time or medical expenses.	Breach, minimal consequences, readily rectified.	No loss of service
Step 2 - Person reporting this Incident / Injury			
Name:		Position:	
Signature:		Date:	
Step 3 – Description of Incident / Injury			
Date of incident/injury:		Time:	
Location / Address:			
Description: <i>What happened? Where did it happen? How did it happen? What factors led up to the event? Be as specific as possible – draw a diagram, attach photos or attach additional pages to this report if necessary.</i>			



Incident / Injury Report continued



Are photos, documents attached? Y/N		How many?
What immediate actions were taken when the incident happened? <i>Who did what? Who was notified, e.g. police (obtain the police report number), manager, supervisor, clinic? Was there any damage?</i>		
Were there any witnesses? Y/N		If yes, who? <i>(name, contact details)</i>
Was anyone injured? Y/N		If yes, who? <i>(name, contact details)</i>
What was the injury and what medical assistance was given? <i>(e.g. cut, strain, sprain, burn, choking, bruising (contusion), crushing, electric shock, part of body injured, any other relevant information) Treatment - 1st aid given, taken to the clinic, evacuated to Darwin.</i>		
Was the asset damaged? Y/N		If yes, what <i>(description of asset make model, rego, address)</i>
Step 4 - Forward to CSM / Senior Manager to complete Step 5		
Step 5 - Corrective Action – Consult with Reporting staff		
<i>List what needs to be done to prevent this incident from happening again? Be as specific as possible. This could involve maintenance being carried out, replacement of tools/plant/machinery, procedures being put in place, training or re-training, PPE may be required, etc.</i>		



Incident / Injury Report continued



Who will ensure the corrective action is carried out?			
Name:		By when? (date)	
Additional comments:			
Name:		Position:	
Signature:		Date:	
Step 6 - Forward form with attachments			
All reports to:		Action to be taken	
Executive Manager		Note incident.	
whs@westarnhem.nt.gov.au		Record in the Incident / Injury Register; Lodge workers compensation claim, if required; Follow-up of corrective action until completion; File report.	
If involved, Damage to Assets, also forward to:		Action to be taken	
accountsreceivable@westarnhem.nt.gov.au		Submit claim, as advised/ required	
Relevant Asset Coordinator		Assess in consultation with Manager for claim	

Work Health and Safety

Toolbox / Pre-start Meetings Minutes – NIGHT PATROL

To be completed by the Team Leader / Senior Works Officer / Supervisor / Coordinator / Manager			
Work Group:	Night Patrol Team		
Meeting held at:	Local community office	Date:	/06/2023
Meeting conducted by:		Signed:	
WHS Representative:		Signed:	
Specific tasks for the day / Issues covered in the meeting "Safety First"			
1.	Welcome: Any issues from previous shift: Speedo reading and Male or Female on Stat sheet please ©		
2.	Work Plan for today – TEAM 1 Start time: TEAM 2 Start time: TBA		
3.	Plant issues:		
4.	Equipment issues: <i>Vehicle windscreen to be repaired. Reported and parts ordered.</i>		
5.	News from Council: PAY SHEETS FRIDAYS		
6.	Community news and events -		
7.	Occupational Health and Safety – Safety First Portable Radios/torches		
8.	Incidents or issues:		
9.	Yarn Topics and Plan:		
10.	First Aid Kits Checked:		
11.	Any other things: If Urgent: Matt 0408 124420		
PATROL / ACTION TASKINGS			
Action	By whom	Timeframe – by when?	
1.	E.g. Youths Causing trouble (<i>record numbers</i>)		All hours
2.	School & teachers residences – Physically check (<i>record and foot patrol time</i>)		All shifts
3.			All shifts
4.			All Shifts
5.			
Attendance (all attendees to print name and sign):			
1.		Signature	
2.		Signature	
3.		Signature	
4.		Signature	
5.		Signature	
6.	SEE STATS RETURN OVER PAGE.....		



Toolbox Meeting continued



NOTE: This completed form must be filed in InfoXpert / Document Library / Work Health and Safety / Toolbox_Pre-Start Meetings / relevant community folder. **Title the document using the date first, as follows: e.g., 2016.02.26 – Toolbox_Pre-Start Meeting – Location.** Please contact administration or HR staff if assistance is required to do this.

The records will be checked periodically to ensure meetings are being held, issues are being actioned and this form is being used effectively.

STATISTICAL RETURN:

START KM:

	TEAM 1		TEAM 2 TBA
Shift times			
PERSONS spoken to	MALE	FEMALE	
YOUTH spoken to	MALE	FEMALE	
FOOT Patrols			
PERSONS transported	MALE	FEMALE	
INCIDENTS Attended			
COMMUNITY SAFETY Matter attended (open door, gate, assist others etc.)			
RISK INCIDENTS			
MATTERS FORWARD To T/O's, CSM, Police, Agency			

Matters of Note:

VEHICLE PRE-START CHECK

Date of Check: ___ / ___ / ___ Community: _____ Department: _____

Person Checking: _____ Registration: _____ Kilometres: _____

Vehicle: Make _____ Model: _____ Next Service Due: _____ km/hr

TYRES Check for wear, pressure and alignment. Don't forget the spare tyre! 	GOOD	NO GOOD	Comments:
BATTERY Check the water level. Clean & tighten terminals 	GOOD	NO GOOD	Comments:
LIGHTS Check head-lights, tail/brake lights, hazard lights/indicators, number plate & light. 	GOOD	NO GOOD	Comments:
RADIATOR Check radiator/expansion tank fluid levels and condition of hoses. Clean radiator fins 	GOOD	NO GOOD	Comments:
OIL LEVELS Check engine, brake & oil levels. Check & report all leaks 	GOOD	NO GOOD	Comments:
FLUIDS Check clutch & brake fluid, power steering, coolant and transmission fluid. Check Fuel/Diesel level. 	GOOD	NO GOOD	Comments:
ENGINE BAY Check for loose fittings, fan belt wear. Report all oil leaks 	GOOD	NO GOOD	Comments:
SEATBELTS Do "quick-pull" test, make sure they latch together.. 	GOOD	NO GOOD	Comments:
LIGHTS / GAUGES Make sure all gauges and dash lights work, report non functioning items 	GOOD	NO GOOD	Comments:
HORN / WIPERS Check wipers are working Check horn is working 	GOOD	NO GOOD	Comments:
CLEAN & TIDY Vehicle is clean & tidy inside & outside Take out any rubbish 	GOOD	NO GOOD	Comments:
DAMAGE Is there anything broken? Is there any damage to the body? 	GOOD	NO GOOD	Comments:
Comments:			

DATA COLLECTION MANUAL

COMMUNITY SAFETY – PATROL STATS

LINK TO TOOL: <https://towcha.typeform.com/to/Yy6twyPm>

Why collect data?

- To track our work and see patterns over time.
- To help plan programs and get the right resources, and the right support.
- To help see where we are strong and what we need to improve.
- To use at team meetings. For example:
 - To celebrate achievements
 - Help see if we need training in a common issues (e.g., suicide intervention)
 - Help see patterns – if something comes up again and again, could we improve how we respond?
- If data is collected every day we see what we achieve over time. We can celebrate and share results with our colleagues and communities.
- This data will help us understand what’s going on in West Arnhem, and will be helpful to other teams as well.
- **To be compliant with our funding agreements and our commitments to Communities in West Arnhem.**

Key points

- The tool uses the word “events”. This means the things you encounter, such as a fight, violence, car accident, etc
- To go back, simply click the little arrow pointing up on the bottom right side of the screen.
- The word “incident” is used for the things that require an incident report. Speak to your supervisor for further explanation.
- Enter your stats **each time** there is an event (e.g., a break in, a pick up, a fight, etc.). This may mean you use the form multiple times in one shift.
- You also must record the quiet nights (the nights with no incidents or events).
- **This data tool does not replace incident reports.** If there is a situation where you would normally fill an incident report – **you still need to fill it out!** (this tool is just for the statistics, so we can see the patterns over time)
- Same goes for timesheets. **We still need to fill out timesheets as normal.**
- In some sections you can only select one answer, sometimes you can choose a few. For example, you can only choose one time but there could be many things happening (e.g., a fight and property damage)
- Remember – **no names of community members! (anonymous data)**
- If you have ideas to make the tool better – please tell your supervisor or call/email Community Wellbeing Senior Project Officer.
- If you need help in any way, ask your supervisor.

INSTRUCTIONS

Open the “MASTER” icon from your phone’s homepage.

Access the data tool with the blue button, then type your initials...
(if there is any confusion later on, then we know who to contact)

Pick your team “Community Patrol Statistics”

Then click SUBMIT to start entering your data....

Community	<ul style="list-style-type: none"> Choose where you are
Date	<ul style="list-style-type: none"> Select the date. If you can’t do the stats that day, make sure you put in the right date 😊 (this might be the day before or last week).
Any events?	<ul style="list-style-type: none"> When there is something to report, click “events to report” – this will take you on to add more details. For nights with nothing, click incidents “no events to report (all quiet)”. It is important we see how many nights are quiet and how many are busy. If there is nothing you report, you will be asked to make observations. E.g., “all quiet” or “Sorry Business/Ceremony”, so we can understand why it might be quiet.
Time of incident	<ul style="list-style-type: none"> Pick the time (e.g., 2am)
Type of patrol	<ul style="list-style-type: none"> On foot or in the car
What happened	<ul style="list-style-type: none"> Choose as many things as you need to explain the situation e.g., “pick up” and “argument”
Where did the event/encounter occur?	<ul style="list-style-type: none"> Pick where it happened, e.g., the “football oval”
What action was taken?	<ul style="list-style-type: none"> Choose as many things as you need to explain what you did in response.
Context	<p><i>This question will help us understand and give evidence what is going on ‘big picture’ and if this affects what things happen in community....</i></p> <p><i>I.e., we know that in wet season when roads are closed and the weather is hot, we expect more incidents. Or in school holidays, break ins increase.</i></p> <p><i>If we have the numbers – we have evidence to plan differently or decide if we have enough resources.</i></p> <ul style="list-style-type: none"> Choose as many as you need to explain what the situation is in your community.
Age groups	<ul style="list-style-type: none"> Choose as many as you need, depending who was involved.

How many?	<ul style="list-style-type: none"> • Time to add how many people were involved. • If you were not able to count – just use your best guess
Was anyone under the influence?	<p><i>Important that we have some data on substance use in communities, so we can make sure we do our best to give people the support they need and to keep staff safe.</i></p> <ul style="list-style-type: none"> • Select as many substances as necessary.
How many witnesses?	<ul style="list-style-type: none"> • Enter the number of witnesses. If there are none, type “0”
Who helped?	<p><i>Were there any other people on the scene who assisted or intervened?</i></p> <ul style="list-style-type: none"> • Select as many as you need
Were the police called	<ul style="list-style-type: none"> • YES or NO. • If you click yes, the tool will ask you if they responded. You will need to click YES or NO. <p><i>This information will help us understand what extra police support we might need in the future.</i></p> <ul style="list-style-type: none"> • If you click NO, then you will be taken to the next part.
Short story of incident	<ul style="list-style-type: none"> • A short summary of what happened. Do not include people’s names.
Any worries or follow up?	<ul style="list-style-type: none"> • This is a way to record any work matters that we need to follow up as a team or planned follow up so we can understand what follow up we do each day, and what challenges you face. • For example: “A CSO will follow up with family involved”
Referrals	<ul style="list-style-type: none"> • This is for when you take anyone involved somewhere (e.g., Safe House) or you call the ambulance or police to take them away. • Click as many as you need or “no referrals” if none were made
Incidents	<p><i>This does not replace an incident report.</i> <i>This is just to see the patterns over time.</i></p> <ul style="list-style-type: none"> • Click as many that happened. <p><i>We are missing evidence about some major issues, such as attempted suicide. This will help us understand and respond better.</i></p> <p><i>There should be a message reminding you to submit an incident report to your supervisor.</i></p>
Final page	<ul style="list-style-type: none"> • When you click “submit” the data is finalized • To make a change or go back, click the little arrow pointing upwards to go “back” or close the form to start again • Raw data is automatically saved in the spreadsheet here: https://sites.google.com/view/towcha-warc/forms



West Arnhem Regional Council Community Night Patrol Agreement

- I have been provided information on the WARC Night Patrol program, including roles, responsibilities and procedures.
- I understand all of the information provided and agree to follow these in my work as a Community Night Patroller in my aim to assist keeping my community safe.
- I agree to respect my Team Leader/Supervisor and other co-workers and work as part of a team. If there is any conflict I must talk to my supervisor to work on next best solutions.
- I agree to be understanding, listen when working with community members and families, and not take sides.
- I agree to contact my Team/Leader/Supervisor and provide as much notice as possible if I can not make it to work when rostered.
- I agree to do relevant training to enhance my skills.
- Uniforms are only to be worn during work and training and not outside of work hours.
- Night Patrol vehicles are not to be used outside of patrol hours and will not be used to transport family or community members for activities outside of the Night Patrol guidelines.
- I will participate in community engagement and promoting the Night Patrol program as part of my work in Community Night Patrol.

Name:

Signature:

Date:

Instructed by:
Signature:

v1.0

7

NIGHT PATROL

WHAT WE DO

DV Assistance

Medical Emergencies

Sorry Business Transport

Taking kids home at night

Assist Police or Clinic

HELPING PEOPLE AT
RISK OF HARM



ATTENTION!

No Offence

We cannot give lifts unless
its an emergency.

Please don't ask

If you require emergency
assistance, call 000





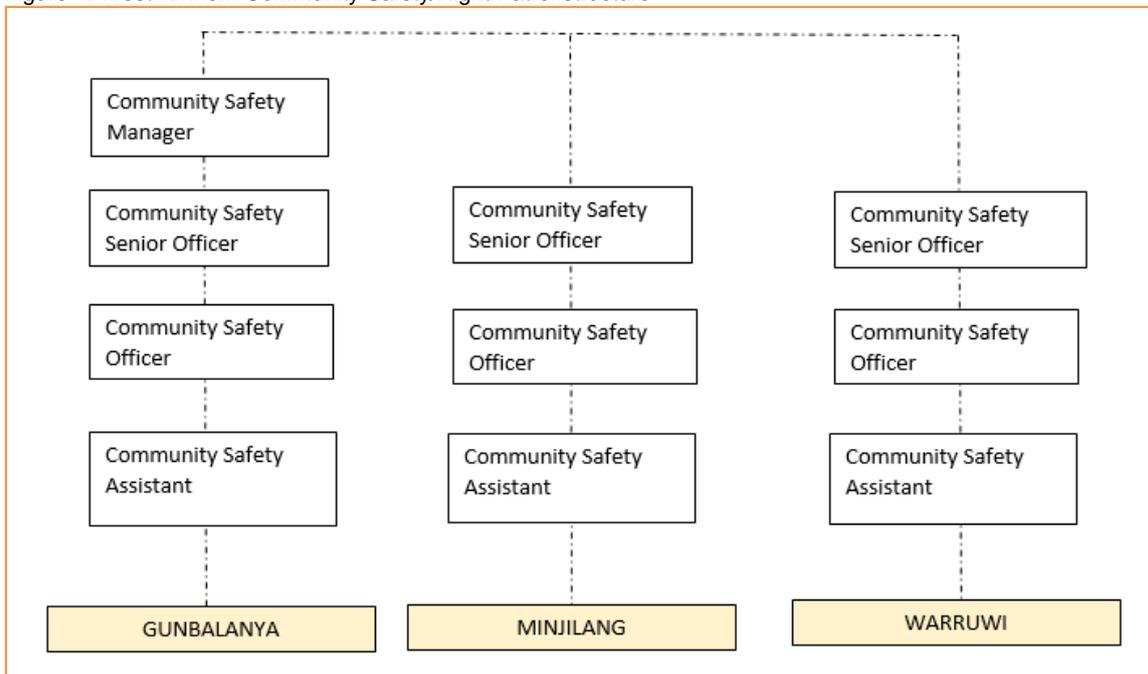
4-G3N952D Community Night Patrol/Community Safety Work Plan Jan-Dec 2023

This work plan covers the communities of Gunbalanya, Minjilang and Warruwi within the West Arnhem Region, as specified in the Project schedule agreement 4-G3N94YL.

Staffing

As per the agreement, West Arnhem Regional Council (WARC) will endeavour to engage 9.2 FTE positions across the three regions ensuring training and employment opportunities for at least 70% Aboriginal and Torres Strait Islander people. Community Night Patrol (CNP) teams will include at least one full time equivalent, with teams comprising a Community Safety Senior Officer and a mix of part-time and casual Community Safety Officers and Assistants (see figure 1: West Arnhem Community Safety/Night Patrol structure). All CNP teams are directly supported by their local Wellbeing Services Coordinator (WSC) and Council Service Manager in their day-to-day running of the program. Additional internal support provided by key team members within the Organisational Growth department in regard to funding, reporting, training opportunities, and program improvements.

Figure 1: West Arnhem Community Safety/Night Patrol structure





Community Safety staff are to be recruited from within their local area to ensure appropriate delivery of the program, through established trust with community members and stakeholders and knowledge of local needs and issues. The following is current staffing allocations for each of the three regions, as of December 2022.

Table 1: Community Safety positions and current staffing for Gunbalanya, Minjilang, and Warruwi

	CS Manager	CS Senior Officer	CS Officer	CS Assistant
Gunbalanya	1 x 0.5FTE	1 x 0.5FTE	1 x 1.0FTE	4 x Part-time 1 x Casual 1.4 FTE
Minjilang		1 x 1.0FTE (recruiting)	2 x 0.72FTE (1 vacant)	1 x Part-time 1 x Casual 0.92 FTE
Warruwi		1 x 1.0FTE	2 x 0.72FTE	1 x Casual 0.2FTE

When positions become vacant, or are unable to be filled, the relevant WSC are to notify People and Capability to begin the recruitment process, and Grants for notification to the Commonwealth as per the Project Schedule Part 3: 2.9 h). Service delivery may be maintained through temporarily increasing hours of casual staff to ensure program continuation.

Recruitment

Minjilang – Recruitment for a Community Safety Senior Officer commenced late 2022 with position to be filled early 2023 and maintained throughout the year. There is also need for recruitment of an additional female staff member to improve cultural protocols and safety during patrol hours.

Warruwi – Considerations in 2023 for recruitment of two female Level 1 CNP (depending on skills and qualifications). This will address any gender cultural safety considerations in the occurrence of any incidents where this is required and with ongoing evaluation to be flexible to community needs.

Gunbalanya – No plans for additional recruitment unless a need arises due to staff leaving or additional safety needs in the community

Fulfilling CNP hours per week remains a concern amongst all communities due to a myriad of variables including time away for cultural and family obligations. As such, the possibility of a casual pool of staff that can cover a range of Community Wellbeing program (including Night Patrol) will be explored in 2023 to ensure appropriate staffing levels at all times to maintain service delivery.

Position Descriptions

Position descriptions can be found in the Appendix as per below.





- Appendix A: Community Safety Manager PD
- Appendix B: Community Safety Senior Officer PD
- Appendix C: Community Safety Officer Level 3 PD
- Appendix D: Community Safety Officer Level 2 PD
- Appendix E: Community Safety Assistant PD

Staff Training

All staff new to WARC are provided Induction Training as appropriate to their job role. A review of the CNP induction information commenced in 2022 to be finalised in early 2023 in consultation with existing WARC CNP staff to ensure consistency of service delivery across the three communities plus ensuring responsiveness to local community needs.

Ongoing training opportunities will be identified in consultation with each CNP team and Managers, supported by WARC's Training Coordinator and Community Engagement Officer. The following short courses and workshops have been recognised as being a priority for 2023.

- CareFlight Trauma Care Workshop
- Aboriginal and Torres Strait Islander Mental Health First Aid
- Mandatory Reporting
- As required – Provide First Aid and CPR courses
- Domestic and Family Violence awareness.

Formal tertiary qualifications include offering opportunities to complete a Community Services certificate, with supplementary skill set from the Certificate III Community Safety Services offered through Eagle Training.

Stakeholders that WARC partners with, or will explore potential partnerships, for delivery of training and workshops include Charles Darwin University (CDU), NAPCAN, Yagbani Aboriginal Corporation (Warruwi), Drive Safe NT, Arnhem Land Progress Association (ALPA), North Australia Aboriginal Family Legal Service (NAAFLS), and NoMore (Catholic Care NT).

Community Engagement Strategy

Employment of local staff, attendance at local community meetings, supporting local events and health initiatives are key components of community engagement strategies for effective and responsive delivery of the CNP service for each of the three communities.

The CNP service also has the potential to play an important role in prevention strategies through engagement with local community members, service providers and organisations and NT Police. The service aims for greater visibility at community events and/or community safety meetings in ensuring a clear understanding of roles and responsibilities of the CNP service in the community for all stakeholders.

Each community has specific strategies for effective community engagement with local organisations and service providers.





Gunbalanya

- Recruitment of local staff who are the right people for the role of promoting community safety; ensures appropriate and respectful engagement with community,
- Attend, participate and support community events and during sorry business,
- Collaborations with local school, AFLNT, Health Clinic, Team Health other WARC wellbeing services such as Youth Sport and Recreation (YSR) Programs, Aged Care and NDIS programs (Community Care).
- Collaborating with Gunbalanya Women's Safe House in running education, awareness and healing sessions for men and women in respect to domestic and family violence prevention.
- Participating members of the Multi Agency Community and Child Safety Team with regular meeting attendance by the Community Safety Manager.

Minjilang

- Liaise regularly with Police when they are attending the community to share observations, any identified issues and prevention strategies,
- Collaborations with Red Lily Health clinic for health awareness and information and maintaining referral pathways,
- Work with the local school, the community store, and other WARC wellbeing services of Community Care, YSR program, the Crèche service, and Indigenous Broadcaster.
- Facilitation of a Men's Safe space utilising existing Night Patrol spaces in partnership with local stakeholders, including but not limited to Red Lily Health and local Elders.

Warruwi

- Recruitment of local staff that have lived experience and knowledge of local needs, issues and any community concerns as they arise,
- Collaborate with Police and Traditional Owners in raising concerns or any behaviours observed during patrolling to develop strategies to prevent harms and/or risks that may potentially arise,
- Attend and participate in quarterly Traditional Owner led Community Meetings and share information with TO,
- Work in partnership with other WARC wellbeing programs of YSR, Out of School Care, Community Care, Crèche Service and Indigenous Broadcaster.
- Facilitation of safe Men's Yarning Spaces in collaboration with local and external health service providers as a prevention strategy through building positive relationships, providing access to health awareness and healing therapies.
- Attendance at, and support of, school holiday youth programs to engage young people in a safe and supportive environment.

Referral Processes

Each community will follow their own Emergency Management Plans and reporting lines for any incidents that may occur. Linkages and referrals are

- Local Health Clinic – injuries, illness, mental health concerns
- 000 – emergencies
- 131 444 – for reporting non-critical incidents and obtaining PROMIS number
- Family members and groups





- Elders and Traditional Owners in community (help with resolving issues)

As Warruwi and Minjilang have limited Police presence in the communities, WSC and CSM's also maintain linkages with the Regional Police Sergeant (based in Jabiru) on safety incidents and trends that may be occurring in the community as a means to work together in prevention strategies.

Budget

Budget for the Night Patrol programs is as stipulated within the current grant agreement and budget reviews are conducted quarterly by WARC. The service is operated by WARC within funding guidelines, with respect to Key Deliverables and the budget.

Operation

Table 3 detail details the patrol timing, frequency and number of community safety staff on each shift in a typical roster. Frequency, time and number of community safety staff may increase to meet any additional needs of the community such as increases in people in the community for events, festivals, or sorry business.

Table 3: Operation of Night Patrol Services for Gunbalanya, Minjilang and Warruwi

	Patrol timing	Frequency	# patrollers per shift
Gunbalanya	5.5 hours per night	6 days per week	2 females and/or 2 males
Minjilang	9.00pm – 12.00am 12.30am – 3.00am	Mon-Fri	3 per shift minimum,
Warruwi*	5.5 hours per night with varying start times between 6pm and 8pm	Tues - Sat	2 per shift minimum, additional on Friday and Saturday nights

* To be trialled, with review at the end of January 2023 and ongoing based on needs relevant to the community



i. Appendices

A: Community Safety Manager



POSITION DESCRIPTION

Position Title:	Community Safety Manager
Reporting to:	Wellbeing Coordinator
Status:	Fixed Term, Full Time
Salary:	Level 7
Award Conditions:	Local Government Industry Award 2020
Location:	Gunbalanya

POSITION STATEMENT
 The Community Safety Manager is responsible for the operational requirements of all community safety programs in accordance with the funding agreement and Council policies and procedures.
 This includes providing secure crisis accommodation for women and accompanying children at the Women's Safe House, and by providing operational leadership and direction to the Night Patrol services.

ACCOUNTABILITIES & RESPONSIBILITIES

Strategic Team Management	<ul style="list-style-type: none"> Provide advice and support to the Wellbeing Co-ordinator to ensure that the Safe House delivers a quality, safe and supportive haven for the West Arnhem Regional Council community.
Operational Team Management	<ul style="list-style-type: none"> Oversee staff, physical resources and relevant policies and legislation to ensure that community safety programs provide high quality services that respond to the needs of the local community. Co-ordinator, supervise, train and mentor staff to deliver a high quality, secure accommodation service to women and children in Gunbalanya. Monitor community safety plans and programs for the community. Ensure the Safe House delivers case management support to clients including referrals to relevant organisation. Implement referral pathways and procedures in consultation with key agencies (i.e. police, health clinic and night patrol) and formalise referral procedures as needed. Ensure that the community safety programs meets all funding and reporting requirements, milestones and timelines. Undertake and co-ordinate strengths-based community awareness and education programs. Actively participate in relevant community committees and consultations particularly in the development of community safety plans, alcohol management plans, volatile substance misuse program and other community safety initiatives as agreed. Build strong links with local police, Indigenous groups and other key stakeholders in Gunbalanya to increase the understanding about the purpose and scope of community safety.

Teamwork	<ul style="list-style-type: none"> Oversee the performance of both teams and complete performance reviews and training/development plans to ensure timely feedback, give appropriate recognition which reflects the contribution of staff who have the required skills and motivation to do the job. Develop a team approach to problem solving and encourage innovative practice. Provide effective communications that foster positive relationships at all levels across the community, external stakeholders and West Arnhem Regional Council personnel. Support a collaborative culture with internal and external stakeholders, and motivate team members by inculcating a dynamic working environment that nurtures innovation.
Policies and Procedures	<ul style="list-style-type: none"> Monitor, direct and ensure all Local Government services and programs are conducted in accordance with statutory requirements, WARC policies and procedures, budgets and funding guidelines and best practices. Comply with (and ensure staff are abreast of) all relevant legislation and regulations.
Work Health and Safety	<ul style="list-style-type: none"> Within your area of responsibility, ensure compliance with work health and safety legislation and Council's work health and safety policies and procedures. Contribute to organisational continuous quality improvement and internal reporting to the Wellbeing Co-ordinator. Take reasonable care to protect the health and safety of staff and others. Actively participate in safety improvement activities.
General Responsibilities	<ul style="list-style-type: none"> Comply with the West Arnhem Regional Council 'Code of Conduct' and all other policies and procedures adopted by the West Arnhem Regional Council as varied from time to time. Responsible for purchasing goods and services in accordance with purchasing guidelines and delegated financial limits. Other duties, consistent with skills and experience, as directed by the Wellbeing Coordinator.
SELECTION CRITERIA	
Essential	<ul style="list-style-type: none"> Qualifications in social work, community services, community development or similar. Proven commitment to ending Indigenous disadvantage and advancing women's issues, gender equity and community safety. Proven management experience from the community services sector. Experience working with Indigenous people, preferably in remote communities in a service delivery capacity. Demonstrated understanding of domestic/family violence and its effects on women and children. Team player with a proven background in successfully planning, organising and coordinating staff and service delivery.



Approved by **CEO:** *P. Hindley* Date: 17.12.2020



Approved by **CEO:** *P. Hindley* Date: 17.12.2020



	<ul style="list-style-type: none"> • Strong communication skills that enable networking and building meaningful relationships with a wide range of stakeholders. • Ability to be discreet, maintain confidentiality and discern sensitive issues. • Ability to supervise and mentor staff in a cross-cultural environment within the context of developing the capacity of local Indigenous people. • Sound understanding of Work Health and Safety in the workplace. • Current Northern Territory Driver's Licence. • National Criminal History Check clearance. • Current Working with Children/Ochre Card.
Desirable	<ul style="list-style-type: none"> • Previous Local Government work experience.

YOUR SPHERE OF INFLUENCE AND KEY RELATIONSHIPS

This position manages a specialist unit.

Freedom to act is governed by broad goals, policies, legislation and budgets with periodical reviews to ensure achievement of goals.

Decisions and actions have an effect on the operational unit and the wider organisation.

When developing policy options and strategic plans, freedom to act is determined by the Chief Operating Officer.

The advice provided is relied upon for guidance and justification for adopting particular policies and procedures, where the impact may be substantial.

Reports to	Wellbeing Coordinator
Internal	Women's Safe House Assistant Council Services Manager People & Learning Team All Staff
External	Government and non-government representatives Council suppliers and local businesses Contractors and suppliers Community Members



Approved by **CEO**: *P. Fordley*

Date: 17.12.2020



B: Community Safety Senior Officer

POSITION DESCRIPTION



Position Title:	Community Safety Senior Officer
Reporting to:	Wellbeing Coordinator
Status:	Fixed Term, Full time / Part Time
Salary:	Level 4
Award Conditions:	Local Government Industry Award 2020
Location:	Various

POSITION STATEMENT

The Community Safety Senior Officer is responsible for the delivery of effective night patrol activities and implementing initiatives that will create a safer environment for all members of the West Arnhem Regional Council community.

ACCOUNTABILITIES & RESPONSIBILITIES

Operational Team Management	<ul style="list-style-type: none"> • Deliver a range of community safety initiatives in accordance with specific service agreements. The initiatives include but are not limited to: <ul style="list-style-type: none"> ○ returning children who are unsupervised outside of normal hours, to their homes or another safe location, to a parent or carer; ○ relocating vulnerable people to a safe environment with their consent, for example, a relative's home, Safe House or medical facility; ○ defusing violent situations offering protection to vulnerable people, where it is safe to do so, and contacting Police as required; ○ diverting people affected by alcohol away from unnecessary contact with the criminal justice system and making referrals to social services agencies to follow up on support needs of clients, e.g. children and youth who are at risk from substance abuse and assault, clients with mental health concerns, in violent relationships or presenting with addiction issues; and ○ providing information to police as requested or required by law. • Work with the Wellbeing Co-ordinator to Leader to direct and support team members by: <ul style="list-style-type: none"> ○ supervising and monitoring work practices to ensure staff are promoting safe and positive behaviours in the community and that active interventions are carried out in a safe and professional manner; ○ ensuring that work practices align with the requirements of the Night Patrol Operational Framework; ○ actively participating in the reporting of incidents; ○ completing worksheets;
-----------------------------	---

Approved by CEO: *P. Fordley* Date: 17.12.2020



	<ul style="list-style-type: none"> ○ implementing corrective action; ○ ensuring reporting requirements are met; ○ ensuring that team members are following referral processes; ○ encouraging training that will improve knowledge and skills; ○ ensuring resources are used and maintained effectively and efficiently (eg. Council equipment and vehicles); ○ ensuring staff maintain timesheets for hours worked; and ○ encouraging, by promoting and by example, behaviour that is in accordance with Council's Code of Conduct. • Work with the Wellbeing Coordinator to consult with community stakeholders and individuals to ensure that activities, projects, programs and functions are responding to identified needs and priorities. • Monitor the cultural activities within the community and report to the Wellbeing Coordinator when there are important events, such as sorry business and other cultural business.
Teamwork	<ul style="list-style-type: none"> • Oversee the performance of your team and complete performance reviews and training/development plans to ensure timely feedback, give appropriate recognition which reflects the contribution of staff who have the required skills and motivation to do the job. • Promote a team approach to problem solving and encourage innovative practice. • Provide effective communications that foster positive relationships at all levels across the community, external stakeholders and West Arnhem Regional Council personnel. • Support a collaborative culture with internal and external stakeholders, and motivate team members by inculcating a dynamic working environment that nurtures innovation.
Policies and Procedures	<ul style="list-style-type: none"> • Monitor, direct and ensure all services and programs are conducted in accordance with statutory requirements, WARC policies and procedures, budgets and funding guidelines and best practices. • Comply with all relevant legislation and regulations.
Work Health and Safety	<ul style="list-style-type: none"> • Within your area of responsibility, ensure compliance with relevant regulations, legislation and safe work practices. • Comply work health and safety legislation and Council's work health and safety policies and procedures. • Contribute to organisational continuous quality improvement and internal reporting to the Wellbeing Co-ordinator. • Take reasonable care to protect the health and safety of staff and others. • Actively participate in safety improvement activities.

Approved by CEO: *P. Fordley* Date: 17.12.2020



General Responsibilities	<ul style="list-style-type: none"> Comply with the West Arnhem Regional Council 'Code of Conduct' and all other policies and procedures adopted by the West Arnhem Regional Council as varied from time to time. Responsible for purchasing goods and services in accordance with purchasing guidelines and delegated financial limits. Other duties, consistent with skills and experience, as directed by the Wellbeing Coordinator.
SELECTION CRITERIA	
Essential	<ul style="list-style-type: none"> Certificate III in Community Safety (or studying towards attainment). Good oral communication skills, and proven knowledge of Aboriginal language that will enable sensitive and effective communication with Aboriginal people in a remote community. A good understanding of issues affecting Aboriginal people in remote communities. Good skills in conflict resolution and negotiation along with the ability to confidently and positively intervene in unsafe situations. Ability to act impartially and with respect, to different groups within the community. Good understanding of problems associated with alcohol, violence and substance abuse. Experience working with Indigenous people in an outreach capacity and / or patrol experience. Good literacy and numeracy skills, and ability to write basic reports to record events. Possess or willingness to attain basic administrative skills including computing skills to input and maintain data. Good understanding of work health and safety in the workplace. Current Northern Territory Drivers Licence. National Criminal History Check clearance. Current Working with Children/Ochre Card.
Desirable	<ul style="list-style-type: none"> First Aid Certificate

YOUR SPHERE OF INFLUENCE AND KEY RELATIONSHIPS

This position manages a specialist unit.

Freedom to act is governed by broad goals, policies, legislation and budgets with periodical reviews to ensure achievement of goals.

Decisions and actions have an effect on the operational unit and the wider organisation.

When developing policy options and strategic plans, freedom to act is determined by the Chief Operating Officer.

The advice provided is relied upon for guidance and justification for adopting particular policies and procedures, where the impact may be substantial.

Reports to	Wellbeing Coordinator
Internal	<ul style="list-style-type: none"> Council Services Manager Community Safety Officer Community Safety Assistant People & Learning Team All Staff
External	<ul style="list-style-type: none"> Government representatives Community Members Service providers Police Health Clinic & relevant Social Services

Approved by CEO:  Date: 17.12.2020



Approved by CEO:  Date: 17.12.2020



C: Community Safety Officer Level 3



POSITION DESCRIPTION

Position Title:	Community Safety Officer
Reporting to:	Community Safety Team Leader or Community Safety Senior Officer
Status:	Fixed Term, Part Time
Salary:	Level 3
Award Conditions:	Local Government Industry Award 2020
Location:	Gunbalanya, Minjilang, Waruwi

POSITION STATEMENT

This position is responsible for the delivery of a diverse range of effective, place-based community safety initiatives and/or patrol activities that will lead to a safer environment for all members of the community.

ACCOUNTABILITIES & RESPONSIBILITIES

Primary Tasks	<ul style="list-style-type: none"> With direction from your supervisor, deliver a range of community safety initiatives that respond to community consultation outcomes and specific service agreements. Initiatives will include (but are not limited to): <ol style="list-style-type: none"> engagement activities, such as health promotion, community events and cultural programs that contribute to safety and wellbeing within the community. close collaboration with the Youth Sport and Recreation Team. supporting the clinic and other stakeholders to share information regarding Covid-19 in effective place-based ways. consultation with community members, community leaders and other stakeholders (such as the school, clinic and police) around community safety priorities and programs. Community patrols that include: <ol style="list-style-type: none"> returning children who are unsupervised outside of normal hours, to their homes, to a parent or carer or other safe location. with their expressed consent, relocating vulnerable people to a safe environment, such as a relative's home, safe house or medical facility. de-escalating violent or unsafe situations, offering protection to vulnerable people, where it is safe to do so; contacting the police as required. where safe and appropriate, diverting people affected by alcohol away from unnecessary contact with the criminal justice system. making referrals to appropriate support services as required. This may include support for mental health, substance misuse or domestic violence. providing information to police as requested or required by law.
Teamwork	<ul style="list-style-type: none"> Participate in a team approach to problem solving and encourage innovative practice. Provide effective communications that foster positive relationships at all levels across the community, external stakeholders and West Arnhem Regional Council personnel.

Manager signature *P Fordley* Date: 29/9/2020



Manager signature *P Fordley* Date: 29/9/2020



	<ul style="list-style-type: none"> Support a collaborative culture with internal and external stakeholders, and motivate team members by inculcating a dynamic working environment that nurtures innovation
Policies and Procedures	<ul style="list-style-type: none"> Comply with all relevant legislation, regulations and standards. Comply with all relevant WARC policies and procedures.
Work Health and Safety	<ul style="list-style-type: none"> Adhere to work health and safety legislation. Comply with WARC safe work policies and procedures. Take reasonable care to protect the health and safety of staff and others. Actively participate in safety improvement activities.
General Responsibilities	<ul style="list-style-type: none"> Comply with the West Arnhem Regional Council 'Code of Conduct' and all other policies and procedures adopted by the West Arnhem Regional Council as varied from time to time. Ensure that the Community Safety Team is contactable at all times while on duty. Record activities and outcomes in the Community Safety online data tool. Report on all incidents that are attended to or are involved with, to the Community Safety Leader or Community Safety Senior Officer. Ensure that all active interventions are carried out in a safe and respectful manner and client confidentiality is respected. Promote safe and positive behaviours to community members in the community. Advise the Community Safety Team Leader or community Safety Senior Officer of any cultural activities within the community. Ensure that Council resources are used and maintained effectively and efficiently. e.g. Council equipment and vehicles. Actively participate in all employee-related activities such as regular work attendance, adherence to a work roster, attendance at staff meetings, training and performance reviews. Other duties relevant to Community Safety as required.
SELECTION CRITERIA	
Essential	<ul style="list-style-type: none"> Good interpersonal skills and demonstrated knowledge of local Aboriginal language(s) that will enable sensitive and effective communication with members of the community. A basic understanding of issues affecting Aboriginal people in remote communities, and the ability to build trust and rapport with community members and stakeholders. Good skills in conflict resolution and negotiation along with the ability to confidently and positively intervene in escalated situations. Ability to act impartially and with respect, to different groups within the community. Basic understanding of problems associated with alcohol, violence and substance abuse. Basic literacy and numeracy skills and ability to write basic reports to record events. Creativity and commitment to a safer community. Basic knowledge of work health and safety in the workplace. National Criminal History Check clearance. Current Working with Children/Ochre Card.



	<ul style="list-style-type: none"> • Basic literacy and numeracy skills, and ability to write basic reports to record events. • Basic knowledge of work health and safety in the workplace. • National Criminal History Check clearance. • Current Working with Children/Ochre Card.
Desirable	<ul style="list-style-type: none"> • Current Northern Territory Drivers Licence. • Senior First Aid Certificate. • Certificate II or III in Community Safety or studying towards attainment.

YOUR SPHERE OF INFLUENCE AND KEY RELATIONSHIPS

Freedom to act is governed by broad goals, policies, legislation and budgets with periodical reviews to ensure achievement of goals.

Decisions and actions have an effect on the operational unit and the wider organisation.

When developing policy options and strategic plans, freedom to act is determined by the Chief Operating Officer.

The advice provided is relied upon for guidance and justification for adopting particular policies and procedures, where the impact may be substantial.

Reports to Community Safety Senior Officer

Internal
 Wellbeing Coordinator
 Council Services Manager
 Community Safety Assistant
 People & Learning Team
 All Staff

External
 Parents & Children
 Health Clinic
 Police
 Government representatives
 Community Members
 Service providers



Approved by CEO:

P. Lindley

Date: 17.12.2020



D: Community Safety Officer Level 2

POSITION DESCRIPTION



Position Title:	Community Safety Officer
Reporting to:	Community Safety Senior Officer
Status:	Fixed Term, Full Time/Part Time
Salary:	Level 2
Award Conditions:	Local Government Industry Award 2020
Location:	Various

POSITION STATEMENT

The Community Safety Officer is responsible for the delivery of effective night patrol activities and other community safety initiatives that will lead to a safer environment for all members of the West Arnhem Regional Council community.

ACCOUNTABILITIES & RESPONSIBILITIES

Primary Tasks	<ul style="list-style-type: none"> Under the direction and supervision of the Community Safety Senior Officer, deliver a range of community safety initiatives in accordance with specific service agreements. The initiatives include but are not limited to: <ul style="list-style-type: none"> returning children who are unsupervised outside of normal hours, to their homes or another safe location, to a parent or carer; relocating vulnerable people to a safe environment with their consent, for example, a relatives home, Safe House or medical facility; defusing violent situations offering protection to vulnerable people, where it is safe to do so, and contacting Police as required; diverting people affected by alcohol away from unnecessary contact with the criminal justice system and making referrals to social services agencies to follow up on support needs of clients (e.g. children and youth who are at risk from substance abuse and assault, clients with mental health concerns, in violent relationships or presenting with addiction issues); and providing information to police as requested or required by law. Ensure that the Community Safety Team is able to be contacted at all times while on duty. Report on all incidents that are attended to or are involved with to the Community Safety Senior Officer. Ensure that all active interventions are carried out in a safe and respectful manner and client confidentiality is respected. Follow Council policies and procedures at all times. Promote safe and positive behaviours to community members in the community.
----------------------	--

Approved by CEO:  Date: 17.12.2020



	<ul style="list-style-type: none"> Advise the Community Safety Senior Officer of any cultural activities within the community. Ensure that Council resources are used and maintained effectively and efficiently (eg. Council equipment and vehicles). Actively participate in all employee-related activities such as regular work attendance, adherence to a work roster, attendance at staff meetings, training and performance reviews.
Teamwork	<ul style="list-style-type: none"> Participate in a team approach to problem solving and encourage innovative practice. Provide effective communications that foster positive relationships at all levels across the community, external stakeholders and West Arnhem Regional Council personnel. Support a collaborative culture with internal and external stakeholders, and motivate team members by inculcating a dynamic working environment that nurtures innovation.
Policies and Procedures	<ul style="list-style-type: none"> Comply with all West Arnhem Regional Council Policies and Procedures.
Work Health and Safety	<ul style="list-style-type: none"> In accordance with work health and safety legislation: <ul style="list-style-type: none"> ensure you work safely, the way you work does not cause harm to others and you use measures within your control that prevent injuries or illnesses; and within your area of responsibility, ensure compliance with work health and safety legislation and Council's work health and safety policies and procedures. Actively participate in safety improvement activities.
General Responsibilities	<ul style="list-style-type: none"> Comply with the West Arnhem Regional Council 'Code of Conduct' and all other policies and procedures adopted by the West Arnhem Regional Council as varied from time to time. Other duties commensurate with skills and experience as directed by the Community Safety Senior Officer.
SELECTION CRITERIA	
Essential	<ul style="list-style-type: none"> Good oral communication skills and proven knowledge of Indigenous language that will enable sensitive and effective communication with members of the remote community. A basic understanding of issues affecting Indigenous people in remote communities. Good skills in conflict resolution and negotiation along with the ability to confidently and positively intervene in unsafe situations. Ability to act impartially and with respect, to different groups within the community. Basic understanding of problems associated with alcohol, violence and substance abuse. Experience working with Indigenous people in an outreach capacity and / or patrol experience.

Approved by CEO:  Date: 17.12.2020



	<ul style="list-style-type: none"> • Basic literacy and numeracy skills, and ability to write basic reports to record events. • Basic knowledge of work health and safety in the workplace. • National Criminal History Check clearance. • Current Working with Children/Ochre Card.
Desirable	<ul style="list-style-type: none"> • Current Northern Territory Drivers Licence. • Senior First Aid Certificate. • Certificate II or III in Community Safety or studying towards attainment.

YOUR SPHERE OF INFLUENCE AND KEY RELATIONSHIPS

Freedom to act is governed by broad goals, policies, legislation and budgets with periodical reviews to ensure achievement of goals.

Decisions and actions have an effect on the operational unit and the wider organisation.

When developing policy options and strategic plans, freedom to act is determined by the Chief Operating Officer.

The advice provided is relied upon for guidance and justification for adopting particular policies and procedures, where the impact may be substantial.

Reports to Community Safety Senior Officer

Internal Wellbeing Coordinator
 Council Services Manager
 Community Safety Assistant
 People & Learning Team
 All Staff

External Parents & Children
 Health Clinic
 Police
 Government representatives
 Community Members
 Service providers



Approved by CEO:

P. Hindle

Date: 17.12.2020



E: Community Safety Assistant

POSITION DESCRIPTION



Position Title:	Community Safety Assistant
Reporting to:	Community Safety Senior Officer
Status:	Casual
Salary:	Level 1
Award Conditions:	Local Government Industry Award 2020
Location:	Various

POSITION STATEMENT

The Community Safety Assistant will be trained to deliver high quality, effective night patrol activities and other community safety initiatives that will lead to a safer environment for all members of the West Arnhem Regional Council community.

ACCOUNTABILITIES & RESPONSIBILITIES

Primary Tasks	<ul style="list-style-type: none"> Under the direction and supervision of the Community Safety Senior Officer, deliver a range of community safety initiatives in accordance with specific service agreements. The initiatives include but are not limited to: <ul style="list-style-type: none"> returning children who are unsupervised outside of normal hours, to their homes or another safe location, to a parent or carer; relocating vulnerable people to a safe environment with their consent, for example, a relative's home, Safe House or medical facility; defusing violent situations offering protection to vulnerable people, where it is safe to do so, and contacting Police as required; diverting people affected by alcohol away from unnecessary contact with the criminal justice system and making referrals to social services agencies to follow up on support needs of clients (e.g. children and youth who are at risk from substance abuse and assault, clients with mental health concerns, in violent relationships or presenting with addiction issues); and providing information to police as requested or required by law. Ensure that the Community Safety Team is able to be contacted at all times while on duty. Report on all incidents that are attended to or are involved with to the Community Safety Senior Officer. Ensure that all active interventions are carried out in a safe and respectful manner and client confidentiality is respected. Follow Council policies and procedures at all times including the Community Safety Operational Plan.
---------------	--

Approved by CEO *P. Fordley* : Date: 17.12.2020



Approved by CEO *P. Fordley* : Date: 17.12.2020



	<ul style="list-style-type: none"> Promote safe and positive behaviours to community members in the community. Advise the Community Safety Senior Officer of any cultural activities within the community. Ensure that Council resources are used and maintained effectively and efficiently (eg. Council equipment and vehicles). Actively participate in all employee-related activities such as regular work attendance, adherence to a work roster, attendance at staff meetings, training and performance reviews.
Teamwork	<ul style="list-style-type: none"> Participate in a team approach to problem solving and encourage innovative practice. Provide effective communications that foster positive relationships at all levels across the community, external stakeholders and West Arnhem Regional Council personnel. Support a collaborative culture with internal and external stakeholders, and motivate team members by inculcating a dynamic working environment that nurtures innovation.
Policies and Procedures	<ul style="list-style-type: none"> Comply with all West Arnhem Regional Council Policies and Procedures.
Work Health and Safety	<ul style="list-style-type: none"> In accordance with work health and safety legislation: <ul style="list-style-type: none"> ensure you work safely, the way you work does not cause harm to others and you use measures within your control that prevent injuries or illnesses; and within your area of responsibility, ensure compliance with work health and safety legislation and Council's work health and safety policies and procedures. Actively participate in safety improvement activities.
General Responsibilities	<ul style="list-style-type: none"> Comply with the West Arnhem Regional Council 'Code of Conduct' and all other policies and procedures adopted by the West Arnhem Regional Council as varied from time to time. Other duties commensurate with skills and experience as directed by the Community Safety Senior Officer.
SELECTION CRITERIA	
Essential	<ul style="list-style-type: none"> Good oral communication skills and proven knowledge of Aboriginal language that will enable sensitive and effective communication with Indigenous people in a remote community. A basic understanding of issues affecting Indigenous people in remote communities. Ability to act impartially and with respect, to different groups within the community. Basic literacy and numeracy skills, and ability to learn to write basic reports to record events. Basic knowledge of Work Health and Safety in the workplace. National Criminal History Check clearance. Current Working with Children/Ochre Card.



Desirable	<ul style="list-style-type: none"> • Current Northern Territory Drivers Licence. • First Aid Certificate.
------------------	---

YOUR SPHERE OF INFLUENCE AND KEY RELATIONSHIPS

Freedom to act is governed by broad goals, policies, legislation and budgets with periodical reviews to ensure achievement of goals.

Decisions and actions have an effect on the operational unit and the wider organisation.

When developing policy options and strategic plans, freedom to act is determined by the Chief Operating Officer.

The advice provided is relied upon for guidance and justification for adopting particular policies and procedures, where the impact may be substantial.

Reports to Community Safety Senior Officer

Internal Wellbeing Coordinator
 Council Services Manager
 Community Safety Assistant
 People & Learning Team
 All Staff

External Parents & Children
 Health Clinic
 Police
 Government representatives
 Community Members
 Service providers



Approved by CEO *P. Findley* : Date: 17.12.2020



WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 22 April 2024

Agenda Reference:	7.2
Title:	Human Resources Report 1 January to 31 March
Author:	Mark Uwarow, Manager Human Resources

SUMMARY

This report provides an overview of the human resources activities, metrics and initiatives undertaken by the Human Resources Team.

RECOMMENDATION

THAT COUNCIL receive and note the report entitled *Human Resources Report 1 January to 31 March*.

BACKGROUND

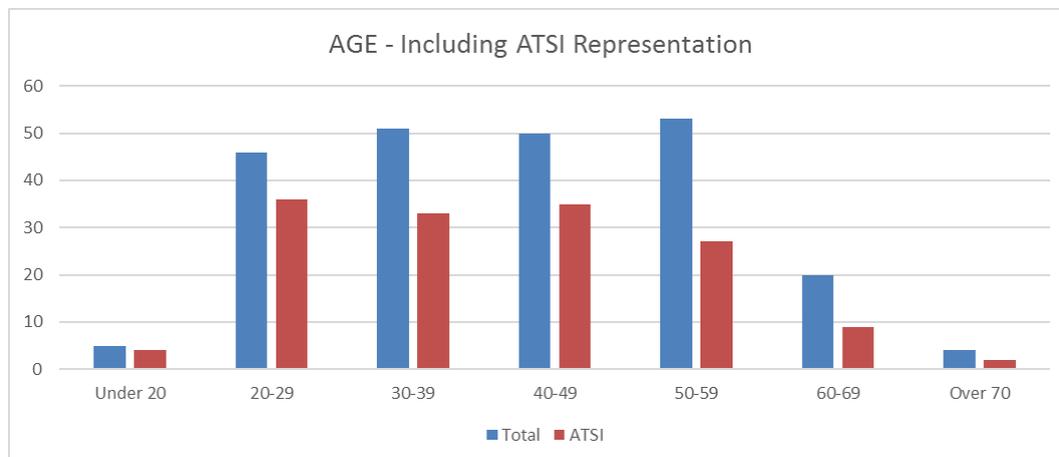
The Human Resources Team remains committed to fostering a supportive work environment and investing in the professional development of its employees. Through strategic Human Resources initiatives, we aim attract, retain, and develop our talented employees to better serve our communities.

COMMENT

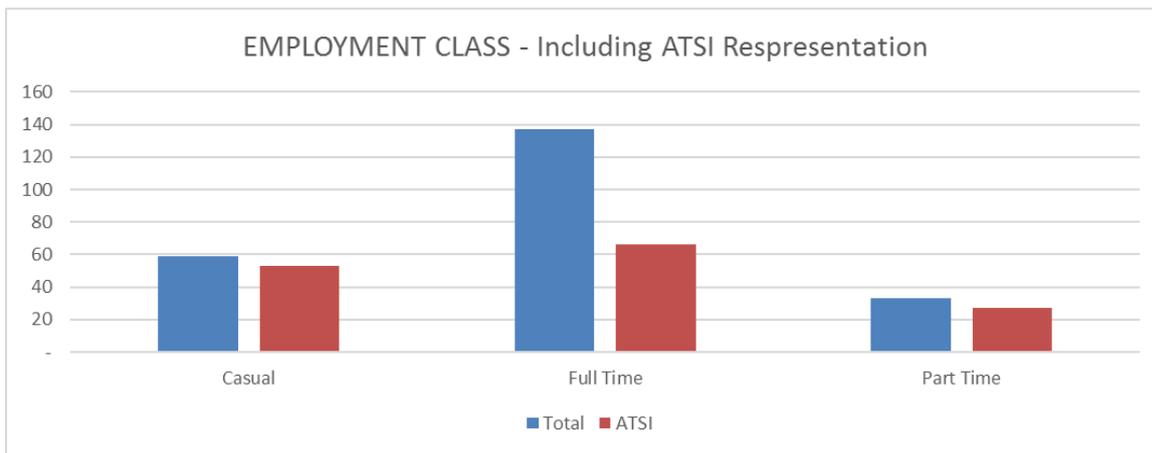
Workforce Report

TOTAL STAFF	TURNOVER
<ul style="list-style-type: none"> Total Employees as at 31 March 2024: 229 Aboriginal and Torres Strait Islander employees: 146 Current percentage of Aboriginal and Torres Strait Islander Staff: 63.7 % (at 30 September 23 it was 57.8% = 5.9% increase) 	<ul style="list-style-type: none"> Staff turnover – Previous 12 months: 45% (as at 30 September 2023 it was 55% = Decrease by 10%) Aboriginal and Torres Strait Islander Turnover – 37% (as at 30 September 2023 it was 48% = 11 % decrease) Non-Aboriginal and Torres Strait Islander Turnover – 58 % (as at 30 September 2023 it was 64% = 6 % decrease)

Workforce Age (including Aboriginal and Torres Strait Islander) – abbreviated to ‘ATSI’ below.

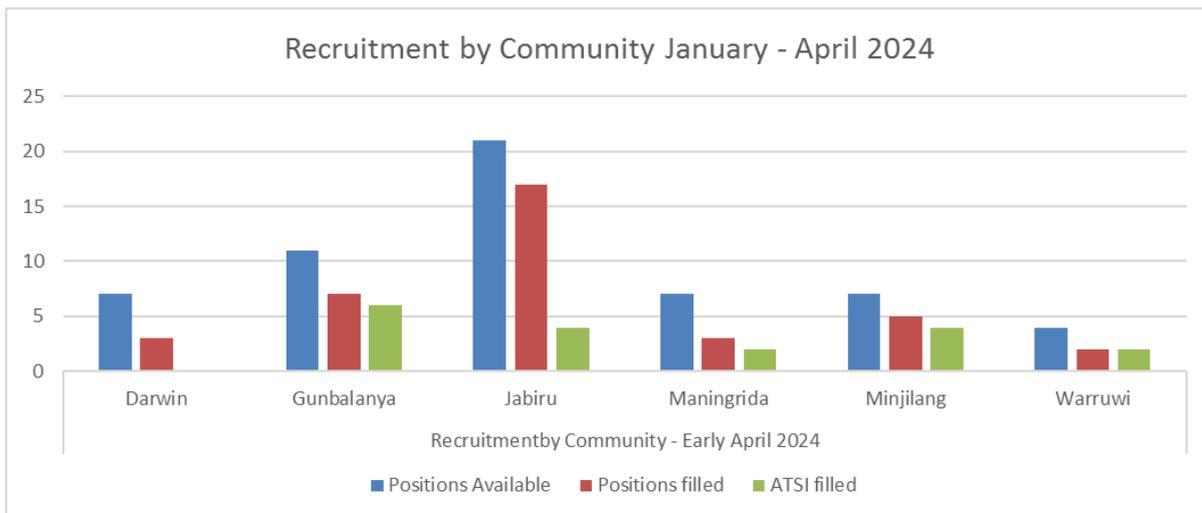


Employment Classification (including Aboriginal and Torres Strait Islander - ATSI)



Recruitment Report

Recruitment	January – April 2024
Number of Roles Vacant	57
Number of Roles filled	36
Number of Aboriginal and Torres Strait Islander Staff employed	20



Learning and Development Report

Training	Number
Number of <i>Group Training Activities</i> from January to March 2024	4
Number of staff who have attended group training from January to March 2024	10

RECENT ACHIEVEMENTS		DATES
Foundation Skills Program – RTO: CDU	After a short break between December and January, the CDU lecturers have resumed their visits across our communities to deliver the <i>Foundation Skills Program</i>	<i>Ongoing</i>

	and keep supporting our staff to improve their reading, writing and computer skills. The Federal and NT Governments funded this program at WARC for a year and will end in May 2024.	
Aged Care Training – RTO: Response Employment and Training	<ul style="list-style-type: none"> • WARC recently celebrated the accomplishments of Marcia Brennan, Karen Bulliwana and Rosie Wood, the Aged Care team in Jabiru, as they graduated from the Certificate IV in Community Services. A small graduation ceremony was held at the Jabiru Library where received their certificates. • After a short, the face-to-face training for the <i>Certificate II in Individual Support</i> restarted in Warruwi and Gunbalanya as well. Staff members have made great progress. 	1 March 2024 February - Ongoing
Early training in 2024 for Aerodrome Management RTO: AMS	As part of the Aerodrome Management Agreement, WARC is to ensure staff involved in providing this service is up to date with all the mandatory training. We started this early this year with the Aerodrome Reporting Officer course for 3 employees in March 2024.	18 to 22 March
Mental Health First Aid & Suicide Prevention – Gunbalanya RTO: NWA	National Wellbeing Alliance (NWA) delivered the Mental Health First Aid & Suicide Prevention training in Gunbalanya for WARC staff and other stakeholders in the community. This activity was organised to provide the staff with mental health support after a few incidents in the community.	25 and 26 March
New release on ELMO: HR Management Essentials Program	To support our managers and supervisors gain the skills and confidence they need to manage their teams, we have integrated 5 courses developed by Fair Work Australia into the ELMO platform as our HR Management Essentials program.	March
Book - Why Warriors Lie Down and Die	Following the participation of staff in Jabiru and Darwin in the Cross Cultural Awareness Workshop delivered by Richard Trudgen in December, WARC provided a copy of his book, <i>Why Warriors Lie Down and Die</i> , as a tool to further offer our team an understanding of how our Indigenous communities live from the people's own experiences.	February
UPCOMING TRAINING		DATES
Certificate III in Civil Construction	Works crews across communities will be signed up into the Certificate III in Civil Construction.	Ongoing
Certificate II and III in Community Services	YSR and Community Services teams across communities will be signed up into the Certificate II or III in Community Services.	Ongoing
HR and MR Licencing	Currently exploring alternatives to provide HR and MR licencing.	Ongoing
First Aid and CPR	Currently obtaining quotes and availability.	May - June
New WHS program on ELMO	In order to provide WHS awareness and compliance, a new WHS program is being developed for different staff levels.	April - Ongoing

New Living and Working on Country module on ELMO	Yanja Thompson is providing most of the content for a new module on ELMO to provide information on topics such as NLC permit (what is allowed and not allowed); Recreations permits; Alcohol restrictions; cultural induction for each location, etc.	Ongoing
--	---	---------

WHS and Workers Compensation

Workers Compensation Claims	Number
Total Open	1
Opened in period	0
Closed Claims	1
Notes:	The one open claim is expected to be finalised shortly.

General Work Unit Report

Learning and Development

- Continued to schedule and monitor completion of WARC Induction Modules including Cultural Awareness Training.
- Implemented start of leadership development program for middle and senior management staff.
- Sourcing offerings for technical skills traineeships for local staff in partnership with external providers.
- Organised and delivered successful wellbeing session to staff to promote awareness.

Employee Relations

- Continued to promote a positive work culture through regular communication and engagement activities.
- Addressed employee grievances promptly and effectively.
- Empowering our supervisors to provide constructive feedback to employees.

Human Resources

- Continuing to undertake and monitor compliance checks, performance and probationary reviews.
- Delivering a timely and accurate Payroll function (fortnightly).
- Completion of relevant employee documentation.
- Finalising consultation on our First Nations Employment Plan.
- Review of Human Resources specific Pillars undertaken.

Recruitment

- Successful completion of advertising, short-listing, referee checks and offers of employment.
- Review recruitment policies and procedures.

STATUTORY ENVIRONMENT

Insert text here

FINANCIAL IMPLICATIONS

Insert text here

STRATEGIC IMPLICATIONS

This report aligns to the following pillars and goals as outlined 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 6.5 Planning and Reporting

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

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 22 APRIL 2024

Agenda Reference:	8.1
Title:	Closure to the Public for the Discussion of Confidential Items
Author:	{author-name}, {position}

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 22 APRIL 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 22 APRIL 2024

RE-ADMITTANCE OF THE PUBLIC

- 11 NEXT MEETING**
- 12 MEETING DECLARED CLOSED**