



Minutes of the West Arnhem Regional Council Special Finance Committee Meeting  
Monday, 9 May 2022 at 10:00 am  
Council Chambers, Jabiru

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**Chairperson Mayor Matthew Ryan declared the meeting open at 10:04 am, welcomed all in attendance and acknowledged the Traditional Owners.**

#### **ELECTED MEMBERS PRESENT**

Chairperson	Mayor Matthew Ryan (videoconference)
Deputy Mayor	Elizabeth Williams (videoconference)
Councillor	Jacqueline Phillips (videoconference)
Councillor	Catherine Ralph

#### **STAFF PRESENT**

Chief Executive Officer	Daniel Findley
Chief Corporate Officer	David Glover (videoconference)
Executive Manager, Advocacy and Strategy	Brooke Darmanin (videoconference)
Governance and Risk Advisor	Doreen Alusa (videoconference)
Finance Manager	Andrew Shaw

#### **APOLOGIES**

##### **3.1 APOLOGIES AND LEAVE OF ABSENCE**

The Committee considered apologies and leave of absence.

**The Committee received and noted Elected Member apologies from Councillor Donna Nadjamerrek for the Special Finance Committee meeting held on 9 May 2022.**

#### **ABSENT WITHOUT NOTICE**

##### **4.1 ABSENT WITHOUT NOTICE**

The Committee considered absences without notice.

**The Committee noted that no Elected Member were absent without notice for the Special Finance Committee meeting held on 9 May 2022.**

## ACCEPTANCE OF AGENDA

### 5.1 ACCEPTANCE OF AGENDA

The Committee considered acceptance of the agenda.

**SFC18/2022 RESOLVED:**

**On the motion of Mayor Matthew Ryan  
Seconded Deputy Mayor Elizabeth Williams**

**The agenda papers for the Special Finance Committee meeting held on 9 May 2022 as circulated were received for consideration at the meeting.**

**CARRIED**

## DECLARATION OF INTEREST OF MEMBERS OR STAFF

### 6.1 DISCLOSURE OF INTEREST OF MEMBERS OR STAFF

The Committee considered the disclosure of Interest of members or staff.

**The Special Finance Committee did not receive any declarations of interest for the meeting held on 9 May 2022.**

## CONFIRMATION OF PREVIOUS MINUTES

### 7.1 SPECIAL FINANCE COMMITTEE MEETING HELD ON 9 FEBRUARY 2022

The Committee considered the minutes for the Special Finance Committee meeting held on 9 February 2022.

**SFC19/2022 RESOLVED:**

**On the motion of Mayor Matthew Ryan  
Seconded Deputy Mayor Elizabeth Williams**

**The minutes of the 9 February 2022 Special Finance meeting were confirmed as a true and correct record of the meeting.**

**CARRIED**

## CHIEF EXECUTIVE OFFICER'S REPORTS

### 8.1 DRAFT OF THE 2022-2023 WEST ARNHEM REGIONAL COUNCIL PLAN

The Committee considered a draft of the 2022-2023 West Arnhem Regional Council Plan.

**SFC20/2022 RESOLVED:**

**On the motion of Deputy Mayor Elizabeth Williams  
Seconded Mayor Matthew Ryan**

**The Committee:**

- 1. Accepted the draft Regional Plan 2022-2023;**
- 2. Directed that the 2022-2023 draft of the Regional Plan be accessible on Council's website and copies made available for public inspection at Council's offices; and**
- 3. Directed that a notice be published on Council's website, in the *NT News* and on Council notice boards inviting written submissions on the draft Plan within a period of 21 days from the date of the notice.**

**CARRIED**

**Minute note:** Councillor Ralph joined the meeting at 10:14 am.

**8.2 CEO EMPLOYMENT AND REMUNERATION ADVISORY PANEL: APPOINTMENT OF INDEPENDENT MEMBER**

The Committee considered a report on the appointment of an Independent Member for the CEO Employment and Remuneration Advisory Panel

**SFC21/2022 RESOLVED:**

**On the motion of Mayor Matthew Ryan  
Seconded Deputy Mayor Elizabeth Williams**

**The Committee:**

- **Noted the report; and**
- **Approved the appointment of Ms Susan Lindsay as the Independent Member for West Arnhem Regional Council's CEO Employment and Remuneration Advisory Panel.**

**CARRIED**

**8.3 MAYOR'S LEAVE AND APPOINTMENT OF ACTING MAYOR**

The Committee considered a report on the Mayor's leave and the appointment of acting Mayor.

**SFC22/2022 RESOLVED:**

**On the motion of Mayor Matthew Ryan  
Seconded Councillor Catherine Ralph**

**The Special Finance Committee**

- 1. Noted that Mayor Matthew Ryan will be on leave from 21 May 2022 to 21 July 2022;**
- 2. Noted that Deputy Mayor Elizabeth Williams will be the acting Mayor from 21 May 2022 to 21 July 2022; and**
- 3. Resolved that, at any time between 21 May 2022 and 21 July 2022, Councillor Jacqueline Phillips will be the acting Mayor if Deputy Mayor Elizabeth Williams is unable to undertake any mayoral responsibilities.**

**CARRIED**

**8.4 PROFESSIONAL DEVELOPMENT - COUNCILLOR CATHERINE RALPH**

The Committee considered a report on professional development for Councillor Catherine Ralph.

**SFC23/2022 RESOLVED:**

**On the motion of Deputy Mayor Elizabeth Williams  
Seconded Mayor Matthew Ryan**

**The Special Finance Committee:**

- **Noted the report; and**
- **Approved approximately \$2,540 from Councillor Catherine Ralph's professional development allowance to pay for expenses incurred to attend the Australian Local Government Association (ALGA) national general assembly in Canberra from 19 – 22 June 2022.**

**CARRIED**

## 8.5 PROFESSIONAL DEVELOPMENT - COUNCILLOR JACQUELINE PHILLIPS

The Committee considered Professional Development - Councillor Jacqueline Phillips.

**SFC24/2022 RESOLVED:**

**On the motion of Deputy Mayor Elizabeth Williams  
Seconded Mayor Matthew Ryan**

**The Special Finance Committee:**

- **Noted the report; and**
- **Approved approximately \$2,540 from Councillor Jacqueline Phillips' professional development allowance to pay for expenses incurred to attend the Australian Local Government Association (ALGA) national general assembly in Canberra from 19 – 22 June 2022.**

**CARRIED**

**Minute note:** Mayor Ryan left the meeting at 10:57 am and re-joined the meeting at 11:00 am.

## CORPORATE SERVICES REPORTS

### 9.1 FINANCE REPORT FOR THE PERIOD ENDED 31ST MARCH 2022

The Committee considered the Finance Report for the period ended 31st March 2022.

**SFC25/2022 RESOLVED:**

**On the motion of Deputy Mayor Elizabeth Williams  
Seconded Councillor Jacqueline Phillips**

**The Special Finance Committee approved the financial report for the period ended 31<sup>st</sup> March 2022.**

**CARRIED**

## CORPORATE SERVICES REPORTS

### 9.2 WEST ARNHEM REGIONAL COUNCIL OPERATING BUDGET 2022-2023

The Committee considered the West Arnhem Regional Council Operating Budget 2022-2023.

**SFC26/2022 RESOLVED:**

**On the motion of Councillor Jacqueline Phillips  
Seconded Deputy Mayor Elizabeth Williams**

**The Committee:**

1. **Approved the submission of the draft Operating Budget 2022-2023 for the Local Authorities consideration; and**
2. **Approved the proposed new Capital Reserve allocations for inclusion in the 2022-2023 budget.**

**CARRIED**

## PROCEDURAL MOTIONS

### 10.1 CLOSURE TO THE PUBLIC FOR THE DISCUSSION OF CONFIDENTIAL ITEMS

The Committee considered the meeting's closure to the public for the discussion of confidential items.

**SFC27/2022 RESOLVED:**

**On the motion of Mayor Matthew Ryan  
Seconded Councillor Jacqueline Phillips**

The Special Finance Committee approved the closure of the meeting to the public as confidential items were about to be discussed. The meeting was closed in accordance with regulation 51(c) of the *Local Government (General) Regulations 2021* as the matters to be discussed include information that, if publicly disclosed, would be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person; or (ii) prejudice the maintenance or administration of the law; or (iii) prejudice the security of the council, its members or staff; or (iv) subject to subregulation (3) – prejudice the interests of the council or some other person.

**CARRIED**

## CONFIDENTIAL ITEMS

The information in this section is classed as confidential under section 99(2) of the *Local Government Act 2019* and regulation 51 of the *Local Government (General) Regulations 2021*.

### 1.3 DISCLOSURE OF CONFIDENTIAL RESOLUTIONS AND RE-ADMITTANCE OF THE PUBLIC

The Committee considered the disclosure of confidential resolutions and re-admittance of the public.

**SFC28/2022 RESOLVED:**

**On the motion of Mayor Matthew Ryan  
Seconded Deputy Mayor Elizabeth Williams**

The Special Finance Committee opened the meeting to the public after the discussion of confidential items, and approved to disclose selected resolutions from the confidential section of this meeting in the non-confidential meeting minutes.

**CARRIED**

### 1.1 WEST ARNHEM REGIONAL COUNCIL COMMERCIAL BUDGET 2022-23

The Committee considered the 2022-23 West Arnhem Regional Council Commercial Budget

**SFC29/2022 RESOLVED:**

**On the motion of Deputy Mayor Elizabeth Williams  
Seconded Councillor Jacqueline Phillips**

The Special Finance Committee accepted the draft West Arnhem Regional Council Commercial Budget 2022-23 for referral to the Local Authorities for consideration.

**CARRIED**

## 1.2 DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST

The Committee considered a report on the disclosure of potential conflict of interest.

### **SFC30/2022 RESOLVED:**

**On the motion of Councillor Jacqueline Phillips  
Seconded Councillor Catherine Ralph**

#### **The Special Finance Committee:**

1. Received and noted the report,
2. Accepted the attached letter regarding the CEO's disclosure of a potential conflict of interest;
3. Noted that the CEO will follow all the processes outlined in the attached letter should a conflict of interest arise; and
4. Noted that the CEO will conduct himself as per the requirements of the *Local Government Act 2019* and the *Local Government (General) Regulations 2021* should a conflict of interest arise.

**CARRIED**

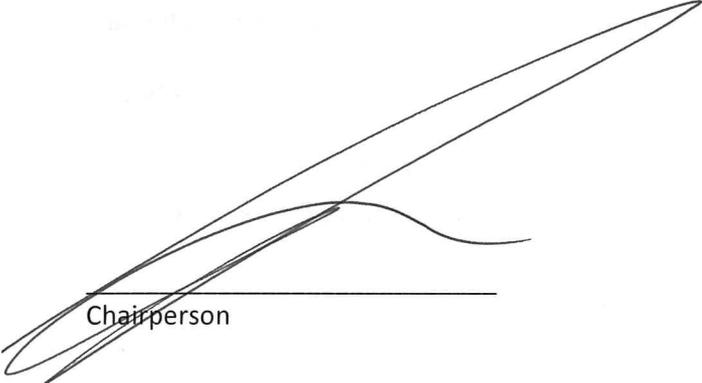
## **NEXT MEETING**

The next meeting is scheduled to be held on Wednesday, 13 July 2022.

## **MEETING DECLARED CLOSED**

Chairperson Mayor Matthew Ryan declared the meeting closed at 11:35 am.

This page and the preceding five (5) pages are the minutes of the confidential Special Finance Committee meeting held on Monday, 9 May 2022.



Chairperson

13/07/2022  
Date Confirmed